

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

**Monday, September 19th, 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>RECESS TO PRIMARY COMMITTEE MEETING</u></b>		Recess meeting into Primary Committee Meeting. Reconvene Regular Meeting at conclusion of Primary Committee Meeting
3.	<b><u>REGULAR MEETING AGENDA</u></b>	Sept 19th, 2011 Agenda	Adopt Agenda
4.	<b><u>MINUTES</u></b> <ul style="list-style-type: none"><li>- Sept 6<sup>th</sup>, 2011</li><li>- Sept 6<sup>th</sup>, 2011</li><li>- Sept 6<sup>th</sup>, 2011</li></ul>	Special Meeting Minutes Public Hearing Minutes Regular Meeting Minutes	Adopt Minutes Adopt Minutes Adopt Minutes
5.	<b><u>REGISTERED PETITIONS AND DELEGATIONS</u></b> None		
6.	<b><u>UNFINISHED BUSINESS:</u></b> <ul style="list-style-type: none"><li>a) Corporate Officer's Report- Notice of Motion – For Profit Clinics Resolution</li></ul>	At the Sept 6 <sup>th</sup> , 2011 Regular Meeting, Councillor Robert, gave a notice of motion with regard to For Profits Clinics Resolution.	That Council receives this report for information. City Staff has been advised by UBCM Staff that a similar resolution is on the floor at the 2011 Convention by the City of Victoria
7.	<b><u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL (VERBAL)</u></b> <ul style="list-style-type: none"><li>a) Corporate Officer's Report</li></ul>	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.

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

- 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 the July 28<sup>th</sup> Regional District Meeting are attached

9. **RECOMMENDATIONS FROM STAFF FOR DECISIONS:**

- a) Corporate Officer's Report- Annual Tax Exemption Bylaw for 2012

Council's consideration of ten applications for 2012 Annual Tax Exemption. The recommendation of Staff is made on the premise that all ten applications meet the criteria for exemption as outlined in the Community Charter.

Council grants approval to all ten tax exemption applicants for inclusion in the 2012 Annual Tax Exemption Bylaw.

- b) Corporate Officer's Report- Grand Forks Hotel, as the applicant, requesting change to their Liquor License to add an Outdoor Patio

Council's consideration to support the application by the Grand Forks Hotel to the Liquor Control and Licensing Branch to add a 506 sq. ft. outdoor patio intended to seat 39 persons to their permanent Liquor License.

Council supports the Grand Forks Hotel application to the Liquor Control and Licensing Branch for a permanent change to their Liquor Licence for the premises located at 7382-2<sup>nd</sup> Street, as outlined in the application, and further adopts the following resolution to be sent to the Liquor Control and Licensing Branch in order that the application can be finalized.

"Whereas the Grand Forks Hotel holds a valid Liquor Licence for the hotel located at 7382-2<sup>nd</sup> Street, permitting the sale of liquor";  
"And whereas the Grand Forks Hotel has applied to the Liquor Control and Licensing Branch to permanently amend their permit to include a 506 square foot Outdoor Patio with a seating capacity of no more than 39 seats;  
"And whereas the City of Grand Forks has notified the surrounding property owners by written correspondence, of the Grand Forks Hotel's application to change their permanent Liquor License to include a 506 square foot outdoor patio area to accommodate approximately 39 seats, and that said property owners were invited to be heard by Council, and to address any concerns or comments at the Regular Meeting of Council on September 19<sup>th</sup>, 2011";  
Be it resolved that Council advises the Liquor Control and Licensing Branch that (after hearing from any members of the public) determines that any negative impact and potential for noise to the surrounding businesses would be considered standard for this area of the City,

and that the application made by the Grand Forks Hotel be approved as applied for.

- c) Manager of Environmental and Building Construction Services – Bike Racks in the Downtown Core

Council request to Staff to provide a report regarding additional bike parking in the 2<sup>nd</sup> Street area including costs, traffic flow and safety

Should Council deem that additional bike parking in the 2<sup>nd</sup> Street area is required, that Council determine to utilize the Pedestrian Island area at the corner of 2<sup>nd</sup> Street and Market Avenue just east of Work and Play on 2<sup>nd</sup> Street for the installation of bike racks capable of housing numerous bikes, and further determines that funding, estimated for this option, be included in the 2012 Operating Budget.

- d) Corporate Officer's Report – Application for Development Variance Permit

Council consideration to allow for a variance to Section 33(2)(e) of the Grand Forks Zoning Bylaw to allow for the construction of an accessory building to exceed the maximum height by 4 feet 4 inches, and for a variance to Section 33(2)(g)-Accessory Bldg Ratio from 50% to 61% as applied for by Charles and Christine Arnold

Council hear from the public, and after hearing from the public should they deem it feasible, resolve to approve the application for a development variance permit, thereby varying Section 33(2)(e), allowing for the proposed construction of a garage and storage loft, increasing the maximum height allowed for an accessory building from 16 feet to 20 feet 4 inches, and by varying Section 33(2)(g) accessory building ratio from 50% to 61% to allow the construction proposal to go forward with regard to the property at 7536-10<sup>th</sup> Street legally known as Lot 19, Block 37, DL's 108 & 381, SDYD, Plan 72 as applied by the applicants, Charles and Christine Arnold

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

11. **INFORMATION ITEMS**

- Summary of Informational Items      Information Items 11(a) to 11(f)

Receive the items and direct staff to act upon as recommended

12. **BYLAWS**

- a) Chief Administrative Officer's Report – Bylaw 1919 "City of Grand Forks Sustainable Community Plan Bylaw No. 1919, 2011

Council's consideration to give third reading to Bylaw 1919, 2011 as amended

Council receives the CAO's report, dated August 19, 2011, and proceeds to amend Bylaw 1919, as outlined in the report and as identified in Urban Systems memorandum of

August 12, 2011, and then proceed with 3<sup>rd</sup> Reading of the bylaw, by adopting the following two separate resolutions:

1. *“Resolved that Council receives the Chief Administrative Officer’s Report, dated August 19, 2011, and amends Bylaw 1919, cited as “City of Grand Forks Sustainable Community Plan Bylaw No. 1919, 2011” as recommended by Urban Systems Ltd, outlined in their memorandum of August 12, 2011.*

2. *“Resolved that Bylaw 1919, cited as “City of Grand Forks Sustainable Community Plan Bylaw No. 1919, 2011”, be given third reading as amended”.*

b) Chief Administrative Officer’s Report – Bylaw 1920, Amendment to the City of Grand Forks Zoning Bylaw

Council’s consideration to give third reading to Bylaw No. 1920, 2011

Council gives third reading to Bylaw No. 1920, Amendment to the City of Grand Forks Zoning Bylaw, 1606

c) Chief Administrative Officer’s Report – Bylaw 1925, Amendment to the City of Grand Forks Recreational and Off Highway Vehicle Regulation Bylaw No. 1682

Council to consider given final reading to Bylaw No. 1925, 2011

Council gives final reading to Bylaw No. 1925 – Amendment to the City of Grand Forks Recreational and Off Highway Vehicle Regulation Bylaw No. 1682

13. **LATE ITEMS**

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

15. **ADJOURNMENT**

THE CORPORATION OF THE CITY OF GRAND FORKS

**SPECIAL MEETING OF COUNCIL**  
**TUESDAY, SEPTEMBER 6<sup>TH</sup>, 2011**

**PRESENT:** MAYOR BRIAN TAYLOR  
COUNCILLOR CHRIS MOSLIN  
COUNCILLOR GENE ROBERT  
COUNCILLOR CHRISTINE THOMPSON  
COUNCILLOR CHER WYERS  
COUNCILLOR MICHAEL WIRISCHAGIN  
COUNCILLOR JOY DAVIES VIA PHONE AS PER  
COUNCIL PROCEDURE BYLAW NO. 1889 SECTION 30.2 (1) (b)

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

The Chair called this Special Meeting to order at 5:02 p.m.

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**IN-CAMERA RESOLUTION:**

MOTION: THOMPSON/WIRISCHAGIN

**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)(c), LABOUR RELATIONS OR OTHER EMPLOYEE RELATIONS; AND 90 (1) (b) PERSONAL INFORMATION ABOUT IDENTIFIABLE INDIVIDUALS WHO ARE BEING CONSIDERED FOR A MUNICIPAL AWARD OR HONOUR.

**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.

NOT ADOPTED  
SUBJECT TO CHANGE

**ADJOURNMENT:**

MOTION: THOMPSON

**RESOLVED THAT THIS SPECIAL MEETING OF COUNCIL BE ADJOURNED AT 5:02 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

PUBLIC HEARING

Tuesday, September 6<sup>th</sup>, 2011

PRESENT:

Mayor Brian Taylor, Chair  
Councillor Chris Moslin  
Councillor Gene Robert  
Councillor Christine Thompson  
Councillor Michael Wirschagin  
Councillor Cher Wyers

Chief Administrative Officer – Lynne Burch  
Corporate Officer – Diane Heinrich  
Chief Administrative Officer – Cecile Arnott  
Gallery

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The Chair called the Public Hearing to order at 6:30 p.m.

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**Bylaw No. 1920, Amendment to the City of Grand Forks Zoning Bylaw**

The Chair stated that this Public Hearing is being convened pursuant to Section 890 of the Local Government Act and is intended to consider the proposed Bylaw 1920, "Amendment to the City of Grand Forks Zoning Bylaw No. 1920, 2011". He stated that this bylaw is further intended to amend the City of Grand Forks Zoning Bylaw No. 1606, 1999 to rezone the property located at 1726 – 72<sup>nd</sup> Avenue from R-1 Single and Two Family Residential to R-2 Small Lot Residential;

He stated that any person present, who believes that his or her interest in the properties within the boundaries of the City is affected by the proposed bylaw, shall be given an opportunity to be heard on matters contained in the bylaw, and advised that it is important that all who speak at this Hearing restrict their remarks to matters contained in the bylaw and that it is his responsibility as Chair of this meeting to ensure that all remarks are so restricted. He added that those who wished to speak should, at the appropriate time, commence their address by clearly stating their name and address, prior to presenting their views concerning the bylaw.

The Chair advised that Members of Council, if they so wish, could ask questions of the presenters; however, he stated that the main function of the Council members this evening is to listen to the views of the public and that it is not the function of Council at this hearing to debate the merits of the proposed bylaw with individual citizens or with each other.

The Chair further advised that everyone who deems his or her interest in the property to be affected by this bylaw shall be given the opportunity to heard at this Hearing and that no one will be, or should feel discouraged or prevented from making their views known.

The Chair commented that after this Hearing has concluded, Council may, without further notice, give whatever effect Council deems proper to the representations made at this Hearing.

The Chair further advised that during the course of a Public Hearing, people may tend to become too enthusiastic or emotional, and regardless of whether you favour or oppose any particular application or argument, to please refrain from applause or other expression of emotion. He further advised that restraint enables others whose views may or may not coincide with their own, to exercise the right to express their views and will enable all views expressed to be heard in as impartial a forum as possible.

The Chair thanked the gallery for their patience and cooperation and announced that the Hearing would now proceed.

The Mayor asked if anyone wished to speak.

**Public comments:**

No one came forward to speak.

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There being no presentations to Council, the public hearing was closed at 6:33 p.m.

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**CERTIFIED CORRECT:**

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Mayor Brian Taylor, Chair

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Corporate Officer – Diane Heinrich

THE CORPORATION OF THE CITY OF GRAND FORKS

REGULAR MEETING OF COUNCIL  
MONDAY SEPTEMBER 6<sup>TH</sup>, 2011

PRESENT: MAYOR BRIAN TAYLOR  
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 7:00 p.m.

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ADOPTION OF AGENDA:

AMENDMENT TO THE AGENDA:

- The Mayor advised that additional information with regard to Item 8(b) Application for a Development Variance Permit would be added to the agenda, and advised that this information would be considered by Council when addressing Item 8(b).

MOTION: ROBERT/WIRISCHAGIN

**RESOLVED THAT THE SEPTEMBER 6<sup>TH</sup>, 2011, REGULAR MEETING AGENDA BE  
ADOPTED AS AMENDED. CARRIED.**

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MOTION: WIRISCHAGIN/THOMPSON

**RESOLVED THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON  
MONDAY, AUGUST 15<sup>TH</sup>, 2011, BE ADOPTED AS CIRCULATED. CARRIED.**

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MOTION: THOMPSON/WYERS

**RESOLVED THAT THE MINUTES OF THE PUBLIC HEARING HELD ON MONDAY,  
AUGUST 15<sup>TH</sup>, 2011, BE ADOPTED AS CIRCULATED. CARRIED.**

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MOTION: WIRISCHAGIN/WYERS

**RESOLVED THAT THE MINUTES OF THE REGULAR MEETING OF COUNCIL HELD ON MONDAY, AUGUST 15<sup>TH</sup>, 2011, BE ADOPTED AS CIRCULATED.** CARRIED.

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MOTION: WIRISCHAGIN/THOMPSON

**RESOLVED THAT THE MINUTES OF THE PRIMARY COMMITTEE MEETING OF COUNCIL HELD ON MONDAY, AUGUST 15<sup>TH</sup>, 2011, AND ALL RECOMMENDATIONS CONTAINED THEREIN BE ADOPTED AS CIRCULATED.** CARRIED.

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MOTION: THOMPSON/ROBERT

**RESOLVED THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON MONDAY, AUGUST 29<sup>TH</sup>, 2011, BE ADOPTED AS CIRCULATED.**

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**REGISTERED PETITIONS AND DELEGATIONS:**

a) Corporate Officer's Report – Delegation, Grand Forks Rotary Club

Gordon Nichols, a member of the Grand Forks Rotary Club made a presentation regarding the construction of a Grand Forks Entrance sign on the west end of the City. He advised that the project scope of this proposal is to partner with the City in establishing a new Grand Forks sign on the west entrance to the City. He advised that the Rotary is prepared to give a financial contribution of \$2,000.00 and presented a design concept for consideration. He further suggested that an advisory committee be set up and to involve the public in the decision. He commented that one condition of this proposal is that a reasonable graphical representation of the Rotary Club Insignia be a part of the proposed sign. He provided two suggestions for the location: the first being south of Rilkoff's store – close to where the old "Sasha" sign was, and the second location – to the south of OK Tire – inside of City limits. Angela Soukoroff spoke on behalf of the Grand Forks Credit Union and advised that they would like to acknowledge their support in this project.

MOTION: ROBERT/WYERS

**RESOLVED THAT COUNCIL RECEIVES THE PRESENTATION, MADE BY GORDON NICHOLS, MEMBER OF THE GRAND FORKS ROTARY CLUB, AND DETERMINES TO PROCEED WITH A PARTNERSHIP WITH THE GRAND FORKS ROTARY TO FORM AN ADVISORY COMMITTEE TO PLAN THE CONSTRUCTION AND INSTALLATION OF A NEW GRAND FORKS ENTRANCE SIGN ON THE WEST SIDE OF GRAND FORKS.** CARRIED.

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b) Corporate Officer's Report – Delegation, Susan Klarner of Kocomo's Coffee House

Susan Klarner, owner of Kocomo's Coffee House in Grand Forks made a presentation to Council proposing that the City install secured bicycle parking in the 5<sup>th</sup> parking spot on the west side on 2<sup>nd</sup> Street in front of Kocomo's Coffee House.

Councillor Moslin expressed his concerns regarding snow removal and costs. Ms. Klarner advised that the bicycle racks would need to be removed during the winter months. She further advised that Kocomo's is not prepared to contribute toward the costs for this proposal.

MOTION: THOMPSON/ROBERT

**RESOLVED THAT COUNCIL RECEIVES THE PRESENTATION GIVEN BY SUSAN KLARNER OF KOCOMO'S COFFEE HOUSE AND REFER THE MATTER TO STAFF TO REVIEW AND PROVIDE A REPORT, WHICH WILL INCLUDE COSTS, TRAFFIC FLOW AND SAFETY, ON THE INSTALLATION OF SECURED BICYCLE PARKING IN THE 5<sup>TH</sup> PARKING SPOT SOUTH OF CENTRAL AVENUE ON THE WEST SIDE OF 2<sup>ND</sup> STREET IN FRONT OF KOCOMO'S COFFEE HOUSE, IN ADDITION TO RESEARCHING OTHER AREAS IN THE DOWNTOWN CORE THAT WOULD BE SUITABLE FOR SECURED BICYCLE PARKING.**

CARRIED.

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**UNFINISHED BUSINESS**

None

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

**Councillor Wirischagin:**

Councillor Wirischagin reported on the following items:

- He reported on his attendance at the Grand Forks International Baseball Tournament held in the past week, and advised that this year's event was a huge success. He further advised that the Lewiston Truckers won the tournament once again, and that the Australian team who showed excellent sportsmanship, came in second.
  - He spoke about how pleased he was to see the completion of the new 25<sup>th</sup> Street ramp and sidewalk to Hutton School in time for this year's school opening and the positive response he had received from the Crossing Guard.
  - He asked about the status on the Rugby Playing field project in City Park. The Chief Administrative Officer advised that Staff is waiting for Telus to remove the pole from the intended area so that the City crew can work on the area.
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**Councillor Moslin:**

Councillor Moslin reported on the following items:

- He congratulated the volunteers of the Grand Forks International Baseball Tournament on a very successful event.
  - He congratulated City Staff on the completion of 25<sup>th</sup> Street ramp and sidewalk.
  - He asked for an update on the solar project at the City Park washrooms. The Chief Administrative Officer advised that this project was completed in July of 2011 at a cost of \$10,900, which was under the budget forecast. He inquired if Gas Tax monies were used for this project and was advised that it was.
  - He asked for an update on installation of the weather station and web cam on Observation Mountain. The Chief Administrative Officer advised that the equipment was in place, but was not yet operational due to some software issues.
  - Councillor Moslin announced that he is not going to run in the 2011 election, and advised that he is choosing to spend some time with his family.
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**Councillor Wyers:**

Councillor Wyers reported on the following items:

- She congratulated the Midway Mill for their recent start up for the Boundary region.
  - She spoke with regard to water treatment systems and reminded the public to be conscience of the amount water they are using.
  - She announced that the next Environment Committee Meeting is on September 16<sup>th</sup> at 11:00 AM at the Regional District of Kootenay Boundary Board Room, and advised that this meeting is open to the public.
  - She reported on her attendance at the 31<sup>st</sup> Grand Forks International Baseball Tournament last week and commented on the wonderful sportsmanship and the fun that was shared by all.
  - She advised that the Grand Forks & District Fall Fair is this Saturday & Sunday and that the parade will commence at 10:00 am. She urged everyone to attend and to take in the feature attraction – the Miniature Horse Chuck wagon races. She further advised that the City has sponsored a wagon cover tarp.
  - She advised that the Grand Forks & District Library Meeting is on Tuesday, Sept 20<sup>th</sup> at 7:00 PM and that this is a public meeting where everyone may attend.
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**Councillor Robert:**

Councillor Robert reported on the following items:

- He wished to advise that he is putting forward a notice of motion at the September 19<sup>th</sup> Regular Meeting with regard to a resolution on “For-Profit Clinics” and their impact on British Columbia’s health care system.
  - He announced that he is not running for Council in the 2011 Election.
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**Councillor Thompson:**

Councillor Thompson reported on the following items:

- She spoke with regard to 2011 Grand Forks and District Fall Fair and that the plans have been finalized for the event. She commented on the excitement the organization has toward all of the events that are taking place.
- She reported that on August 29<sup>th</sup>, the BC rural Caucus met at Broadacres and that the Concerned Citizens for Community Health Care were invited to make a presentation. Councillor Thompson advised that she spoke on their behalf, and that in her presentation to the BC rural Caucus, she expressed her desire to invite Dr. Robert Halpenny, CEO of Interior Health, to come to Grand Forks and meet with the community to address and respond to their issues and concerns.
- She advised that she made a presentation to the BC Rural Caucus, on behalf of Council, with regard to the reduction in Gaming Grants coming into the area.
- She reported her attendance to the Boundary Museum Society's Annual Member's Tea on August 16<sup>th</sup>.
- She advised that the Boundary Museum Society Staff held a Volunteer Appreciation Evening on August 30<sup>th</sup>, and that each volunteer was presented with a certificate of appreciation and enjoyed a wonderful meal.
- She advised that she and Councillor Davies attended a game played by the local Grand Forks Team at the Grand Forks International Tournament and congratulated them on their fine sportsmanship.
- Councillor Thompson advised that she would be challenging Mayor Taylor for the Mayor's Chair in the 2011 municipal election.

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**Mayor Taylor:**

The Mayor reported on the following items:

- He congratulated the Grand Forks International organization on a doing fantastic job and reported that the out of town teams felt very welcome to the area. He further congratulated City Staff on their participation in the success of this year's tournament.

MOTION: WYERS/WIRISCHAGIN

**RESOLVED THAT ALL REPORTS OF MEMBERS OF COUNCIL, GIVEN VERBALLY AT THIS MEETING, BE RECEIVED. CARRIED.**

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

- He advised that the City of Grand Forks has been asked to put a basket together for the UBCM. Councillor Wyers advised that she would like to take on this project.
- He commented with regard to the Aquatics Centre petition that expressed concerns about the closure and advised that it was discussed at the Regional District Level.

- He reported with regard to Smart Metering Workshop which was held at the Regional District and advised that a smart meter is only about \$80.00 and fits into the same base as existing meters. He further advised that the software is the big cost.
- He advised that there was a discussion with regard to 9-1-1 services being charged on cell phones. The Mayor advised that he will bring back more information with regard to this matter.

MOTION: ROBERT/THOMPSON

**RESOLVED THAT 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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**RECOMMENDATIONS FROM STAFF FOR DECISIONS:**

- a) Corporate Officer's Report – Municipal Insurance Association Annual Meeting Voting Delegates

Council to appoint the City of Grand Forks Voting Delegate and Alternates for the 2011 MIA Annual Meeting at the 2011 UBCM Conference.

MOTION: ROBERT/WIRISCHAGIN

**RESOLVED THAT COUNCIL RECEIVES THE STAFF REPORT AND RESOLVES TO APPOINT COUNCILLOR CHRISTINE THOMPSON AS THE VOTING DELEGATE AND MAYOR BRIAN TAYLOR AND CAO LYNNE BURCH AS TWO ALTERNATES FOR THE 2011 MUNICIPAL INSURANCE ASSOCIATION ANNUAL GENERAL MEETING WHICH IS TO BE HELD IN CONJUNCTION WITH THE UBCM CONVENTION IN SEPTEMBER.**

CARRIED.

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- b) Corporate Officer's Report – Application for a Development Variance Permit

Variance requested by applicant, Olive Perkins, to the City's Zoning Bylaw under Section 34 (2)(f)(ii) interior lot line set back from 5 feet to 3 feet 6 inches in order to reconstruct an existing roof over a hot tub, to alleviate water run-off onto the neighbour's property.

The Mayor advised that the late item 8 (b) containing additional information regarding the Development Variance Permit application would be addressed during this portion of agenda.

The Mayor asked if any member of the public wished to speak to this issue.

CHUCK SALISBURY spoke on behalf of Olive Perkins, the applicant and advised that she had applied for a Development Variance Permit as required by the City.

The Chief Administrative Officer spoke with regard to an email received by the City from the Building Inspector after the agenda had been circulated, and advised that the overhang pointed out by the Building Inspector needed to be included in the variance of 3' 6". She further advised that

from the Building Inspector's correspondence, that the current roof overhang is 6 1/2" from the interior lot line.

MOTION: ROBERT/THOMPSON

**RESOLVED THAT COUNCIL DIRECT STAFF TO RETURN THE DEVELOPMENT VARIANCE PERMIT APPLICATION MADE BY OLIVE PERKINS, FOR THE PROPERTY KNOWN AS 7493 VALLEY HEIGHTS DRIVE, ALONG WITH A COPY OF THE ADDITIONAL INFORMATION THAT WAS SUPPLIED TO THE CITY FROM THE BUILDING INSPECTOR.**

CARRIED.

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**REQUESTS ARISING FROM CORRESPONDENCE:**

None

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**INFORMATION ITEMS:**

MOTION: WIRISCHAGIN/THOMPSON

**RESOLVED THAT INFORMATION ITEMS NUMBERED 10(a) TO 10(i)**

**BE RECEIVED AND ACTED UPON AS RECOMMENDED AND/OR AS AMENDED.**

CARRIED.

- a) Correspondence from MIA - MIA BC Dividend Cheque for 2010 Fiscal Year. **Recommend to receive for information**
- b) Petition from the Aquatic Centre - Regarding concerns over the six week closure. **Recommend that Council receives for discussion – the petition has been rec'd at the Regional District as well.**
- c) Email from Alex Atamanenko- Thanking Council for their resolution regarding CETA. **Recommend to receive for information.**
- d) Waste Reduction Week in Canada- Canada Celebrating its 11<sup>th</sup> Annual Waste Reduction Week. **Recommend to receive for information – The City does not issue proclamations.**
- e) Statement from BC Hydro- From David Cobb, President & Chief Executive Officer. **Recommend to receive for information.**
- f) Correspondence from COPE 378 - Concerns on job losses due to Smart Meters and asking Council's support during the UBCM on the issue. **Recommend to receive for information.**
- g) UBCM – 2011 Resolutions for Convention - The City's Resolutions that will be presented at this year's UBCM. **Recommend to receive for information.**
- h) UBCM – Gas Tax Agreement- Community Works Fund Payment. **Recommend to receive for information.**

- i) August 15<sup>th</sup> Task List – List of Completed and In-Progress Items. **Recommend to file.**

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**BYLAWS:**

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

MOTION: THOMPSON/MOSLIN

**RESOLVED THAT BYLAW NO. 1924, CITED AS THE “Amendment to the City of Grand Forks Zoning Bylaw No. 1924, 2011”, BE GIVEN FIRST READING. CARRIED.**

Councillor Robert voted against the motion

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MOTION: THOMPSON/WYERS

**RESOLVED THAT BYLAW NO. 1924, CITED AS THE “Amendment to the City of Grand Forks Zoning Bylaw No. 1924, 2011”, BE GIVEN SECOND READING. CARRIED.**

Councillor Robert voted against the motion

- .....
- b) **Corporate Officer's Report – Bylaw 1925 – A Bylaw to amend the City of Grand Forks Recreational and Off Highway Vehicle Regulation Bylaw No. 1682**

The Mayor advised that he will inform the RCMP of the change.

MOTION: MOSLIN/ROBERT

**RESOLVED THAT BYLAW NO. 1925, CITED AS THE “Amendment to the City of Grand Forks Recreational and Off-Highway Vehicle Regulation Bylaw No. 1925, 2011”, BE GIVEN FIRST READING. CARRIED.**

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MOTION: ROBERT/WYERS

**RESOLVED THAT BYLAW NO. 1925, CITED AS THE “Amendment to the City of Grand Forks Recreational and Off-Highway Vehicle Regulation Bylaw No. 1925, 2011”, BE GIVEN SECOND READING. CARRIED.**

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MOTION: WIRISCHAGIN/THOMPSON

**RESOLVED THAT BYLAW NO. 1925, CITED AS THE “Amendment to the City of Grand Forks Recreational and Off-Highway Vehicle Regulation Bylaw No. 1925, 2011”, BE GIVEN THIRD READING. CARRIED.**



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

**DATE** : September 13, 2011

**TOPIC** : September 13<sup>th</sup>, Regular Meeting – Notice of Motion

**PROPOSAL** : For Profit Clinics Resolution

**PROPOSED BY** : Councillor Robert

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**SUMMARY:**

At the Regular Meeting on September 6th, 2011, Councillor Robert gave “Notice of Motion” of his intent to bring forward a resolution for Council’s endorsement on the “For Profit Clinics”; and that Council submits this resolution to the Union of British Columbia Municipalities (UBCM) for the 2011 Conference. As Council knows, the deadline for submissions for resolutions to UBCM was June 30<sup>th</sup>, 2011. Staff has contacted UBCM to see if there would be an opportunity to submit this late resolution.

UBCM Staff advises that the proposed resolution, in a slightly different form from that which was rejected last year and which form was attached to the letter sent to Councillor Robert from BC Health Coalition (correspondence attached), is included in the resolutions proposed for the 2011 Conference. Staff would advise that resolution B159-For Profit Clinics was submitted to UBCM by the City of Victoria. In this regard, we believe that Council Robert’s objectives have been met.

Please see attached email from UBCM staff and refer to the UBCM Annual Report and Resolutions Book (copy of pages are attached). Annual Report and Resolutions will be included in the Conference Packages.

**STAFF RECOMMENDATIONS:**

**Option 1:** That Council receives this report for information.

**Option 2:** That Council receives for further discussion.

**OPTIONS AND ALTERNATIVES:**

**Option 1: Council receives this report.** This option will result in the status quo. The intended resolution is already on the floor of 2011 UBCM

**Option 2: That Council receives for discussion.** This option will see Council further discussing the resolution.

**BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:**

**Option 1:** This option intends that the status quo remains and that the information on the resolution going to UBCM is available for Council.


**Option 2:** The benefit of this option is the same as Option 1.

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

There is no cost to the City in providing an endorsement to this resolution.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

There is no legislation precluding Councillors from supporting resolutions proposed at UBCM.

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

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



**BC Health Coalition** 202 – 211 Georgia Street East, Vancouver, BC V6A 1Z6

phone: 604.681.7945 • fax: 604.681.7947 • email: [info@bchealthcoalition.ca](mailto:info@bchealthcoalition.ca) • website: [www.bchealthcoalition.ca](http://www.bchealthcoalition.ca)

Councillor Gene Robert  
Box 220  
Grand Forks, BC V0H 1H0

August 23, 2011

Dear Gene,

We are writing to thank you again for taking the BC Health Coalition's Public Health Care Defender pledge prior to the last municipal election.

We would also like to acknowledge your recent support of resolution B155 (FOR-PROFIT CLINICS) that the City of Victoria brought the floor of last September's Union of B.C. Municipalities convention.

Today, we would like to ask that you consider bringing this resolution to your own municipal council for endorsement and call on the provincial government to protect public health care by establishing a moratorium on the expansion and funding of private, for-profit surgical and diagnostic clinics in B.C. (please see attached model resolution).

These clinics are openly flouting rules designed to protect patients from being charged out-of-pocket for medically necessary care, and their continued growth threatens the very foundations of our public health care system

The growth of for-profit medical clinics is a form of privatization that will draw resources from the public health care system and also force patients to pay out-of-pocket for treatment. This will have a direct effect on the quality of life in communities across BC.

We wrote you in January to inform you that Resolution B155 was not carried at September's meeting (due to procedural challenges). However, we are happy to report that the City of Victoria has redoubled its efforts to ensure that a resolution addressing the problem of for-profit clinics is carried at this year's convention in Vancouver.

As a BCHC Public Health Care Defender, your continued support for this initiative is an important tangible step you can take towards protecting public health services and preventing privatization in your community. It is also a value that you can articulate as a candidate during this year's municipal election.

In the meantime we thank you once again for your support. We encourage you to contact BCHC staff if you have any questions, concerns or input that would further the success of our efforts in protecting public health services in our communities.

Sincerely yours,

Alice Edge  
Co-chair

Rachel Tutte  
Co-chair

**RECEIVED**

**AUG 24 2011**

THE CORPORATION OF  
THE CITY OF GRAND FORKS

**FILE CODE**

BC Health Coalition -  
WEB: B1 - Public Health Care  
Defender Pledge

## Model Municipal Resolution on For-profit Clinics

WHEREAS health care is a right in that everyone must have the right to high quality, responsive and appropriate health care which is publicly funded, publicly accountable and publicly controlled.

WHEREAS access to health care must be equitable - regardless of an individual's income, ability, age, cultural heritage, sex, sexual orientation or geographical location.

WHEREAS the provincial government, through the Medical Services Plan of BC, insures medically required services provided by physicians in accordance with the *Medicare Protection Act* and the *Canada Health Act*.

WHEREAS the number of private, for-profit surgical and MRI/CT facilities in BC has more than doubled in the past five years.

WHEREAS a growing number of for-profit facilities are operating in breach of the *Canada Health Act's* criteria requiring universality and accessibility by charging patients privately for medically necessary and MSP insured hospital or physician services.

WHEREAS for-profit clinics represent an increasing and serious threat to British Columbians' health and the financial stability of the health care system. There is clear evidence that such clinics cost more than public facilities, increase wait times by draining scarce health human resources from the public system, and compromise patient safety.

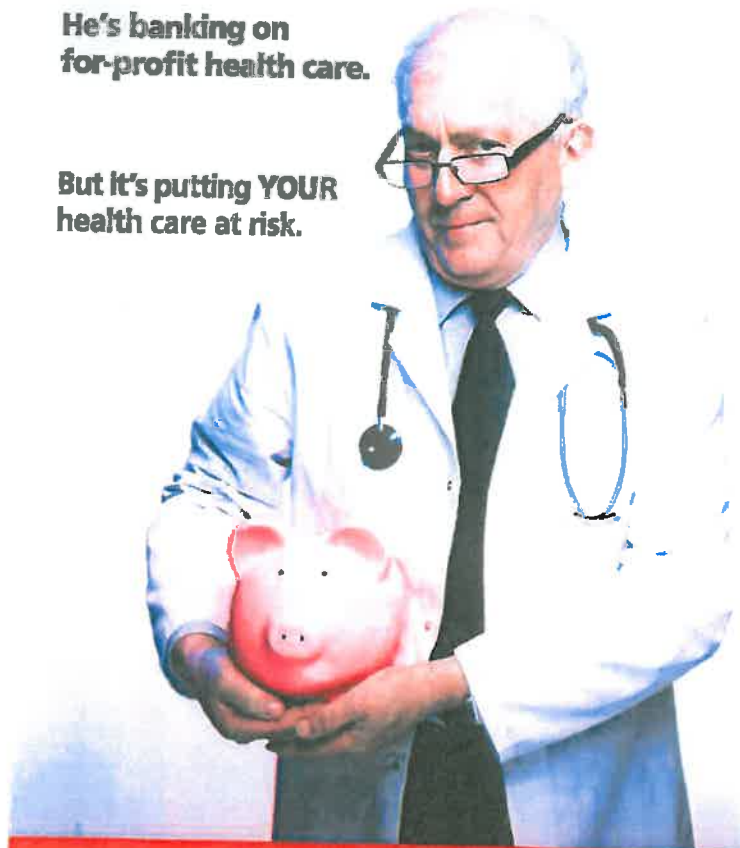
THEREFORE BE IT RESOLVED that the City of \_\_\_\_\_ request that the Province of British Columbia:

- Establish a moratorium on any further expansion of private, for-profit surgical and MRI/CT clinics.
- Require an end to public funding of for-profit clinics, including the contracting-out of day surgeries and the provision of Health Authority contracts to for-profit clinics.
- Require full accountability and transparency on the part of for-profit clinics by ensuring that they submit to all oversight and regulatory mechanisms currently applied to public facilities operating under the B.C. *Hospitals Act*.
- Expand public capacity by requiring the development of publicly funded and administered outpatient facilities.

BE IT FURTHER RESOLVED that the City of \_\_\_\_\_ continue to research and monitor the threat to universal public health care posed by the operations of private, for-profit surgical and MRI/CT facilities in its members' communities.

**He's banking on  
for-profit health care.**

**But it's putting YOUR  
health care at risk.**



**Medicare: it's  
got us covered.**

Private, for-profit surgical and medical clinics are expanding across B.C. Many are unlawfully charging patients for health services already covered by your Medicare.

**Learn more at [www.bchealthcoalition.ca](http://www.bchealthcoalition.ca)**

**Private** for-profit surgical and medical clinics are expanding across B.C.

Many are unlawfully charging patients for health services already covered by your Medicare. And the provincial government is letting them flout the laws designed to limit for-profit delivery of medically necessary services and protect your access to care.

Now, clinic owners are using the courts to open up BC to US-style health insurance.

There is clear evidence that for-profit clinics cost more than public facilities, increase wait times by draining scarce human resources from the public system, and compromise patient safety.

The B.C. government must take steps now to protect patients by:

- **Establishing a moratorium** on any further expansion of private, for-profit surgical and MRI/CT clinics.
- **Ending the public funding** of for-profit clinics, including the contracting-out of day surgeries and the provision of Health Authority contracts.
- **Requiring full accountability and transparency** by ensuring that for-profit clinics submit to all oversight and regulatory mechanisms currently applied to public facilities operating under the B.C. Hospital Act.
- **Expanding public health care's capacity** by investing in publicly funded and administered outpatient surgical and MRI/CT facilities.

**Visit the BCHC website to send a message demanding that Minister Falcon take a strong stand in defending provincial health legislation from the legal challenge launched by private for-profit clinic operators in B.C. - this will ensure that we have a health care system that works for all.**



**Medicare: it's got us covered.**

[bchhealthcoalition.ca](http://bchhealthcoalition.ca)

From:  Reiko Tagami <rtagami@ubcm.ca>

Tuesday, September 13, 2011 3:55:52 PM 

Subject: re: UBCM resolution 2011-B159

To:  Diane Heinrich

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Hi:

Please find resolution B159, For-profit Clinics, pasted below for reference.

It is printed in the 2011 Resolutions Book and will be debated individually at Convention as part of Section B3-b of the Resolutions Book.

Feel free to contact me with any questions.

Reiko

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B159 FOR-PROFIT CLINICS Sponsor: Victoria

WHEREAS everyone must have the right to high quality, responsive and appropriate health care which is publicly funded, publicly accountable and publicly controlled, regardless of an individual's income, ability, age, cultural heritage, sex, sexual orientation or geographical location;

AND WHEREAS for-profit clinics represent an increasing and serious threat to British Columbians<sup>1</sup> health and the financial stability of the health care system;

AND WHEREAS the number of private, for-profit surgical and MRI/CT facilities in BC has more than doubled in the past five years, with a growing number of for-profit facilities operating in breach of the Canada Health Act's criteria requiring universality and accessibility by charging patients privately for medically necessary and MSP insured hospital or physician services;

AND WHEREAS there is clear evidence that such clinics cost more than public facilities, increase wait times by draining scarce health human resources from the public system, and compromise patient safety:

THEREFORE BE IT RESOLVED that UBCM request that the Province of British Columbia:

1. Establish a moratorium on any further expansion of private, for-profit surgical and MRI/CT clinics;

2. Require an end to public funding of for-profit clinics, including the contracting-out of day surgeries and the provision of Health Authority contracts to for-profit clinics;
3. Require full accountability and transparency on the part of for-profit clinics by ensuring that they submit to all oversight and regulatory mechanisms currently applied to public facilities operating under the B.C. Hospital Act; and
4. Expand public capacity by requiring the development of publicly funded and administered outpatient facilities;

AND BE IT FURTHER RESOLVED that UBCM continue to research and monitor the threat to universal public health care posed by the operations of private, for-profit surgical and MRI/CT facilities in its member communities.

Resolutions Committee recommendation: Not Endorse

Resolutions Committee comments:

The Resolutions Committee notes that the UBCM membership considered but did not endorse resolution 2010-B155, which called on the Province to:

1. Establish a moratorium on any further expansion of private, for-profit surgical and MRI/CT clinics
2. Require an end to public funding of for-profit clinics, including the contracting-out of day surgeries and the provision of health authority contracts to for-profit clinics
3. Require full accountability and transparency on the part of for-profit clinics by ensuring that they submit to all oversight and regulatory mechanisms currently applied to public facilities operating under the BC Hospitals Act
4. Expand public capacity by requiring the development of publicly funded and administered outpatient facilities.

The resolution also requested that UBCM research and monitor the operations of private, for-profit surgical and MRI/CT facilities in its members' communities.

This resolution was first scheduled to be considered at the 2009 Convention but due to time constraints, was not considered and was referred automatically to the UBCM Executive. The Executive decided to refer the resolution to the 2010 Convention, because they were not comfortable making a decision on behalf of the membership with no prior UBCM policy on such a high-profile, controversial issue.

Though the resolution was not endorsed in 2010, UBCM members did endorse a related resolution, 2002-B89, requesting that the provincial government

honour the five principles of Medicare, which are: universal coverage, comprehensive, accessible services, portable from province to province and publicly administered.

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Reiko Tagami | Information & Resolutions Coordinator

Union of BC Municipalities

[rtagami@ubcm.ca](mailto:rtagami@ubcm.ca) | 604 270 8226 ext. 115

60-10551 Shellbridge Way, Richmond BC V6X 2W9

NOT PRESENTED TO THE LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION

UBCM RESOLUTIONS COMMITTEE RECOMMENDATION: *Refer to UBCM Executive*

UBCM RESOLUTIONS COMMITTEE COMMENTS:

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution calling for the elimination of MSP premiums for BC seniors; nor have members considered a resolution proposing that employers' contributions to the Municipal Pension Plan used to subsidize the MSP premiums of Municipal Pension Plan retirees, be used instead to purchase group health benefits for Municipal Pension Plan retirees.*

*There are two directions proposed in this resolution and the second recommendation is dependent on the provincial government accepting the first proposal. The Resolutions Committee supports the first enactment clause, which requests that the Province eliminate MSP premiums for seniors in BC.*

*However, the second enactment clause proposes that the employer savings that would be realized in the first enactment clause be allocated to assist in the payment of group health benefits. The Committee recommends that this proposal be referred to the UBCM Executive for further study.*

*See also resolution B106.*

Conference decision: \_\_\_\_\_

#### **B159 FOR-PROFIT CLINICS**

**Victoria**

WHEREAS everyone must have the right to high quality, responsive and appropriate health care which is publicly funded, publicly accountable and publicly controlled, regardless of an individual's income, ability, age, cultural heritage, sex, sexual orientation or geographical location;

AND WHEREAS for-profit clinics represent an increasing and serious threat to British Columbians' health and the financial stability of the health care system;

AND WHEREAS the number of private, for-profit surgical and MRI/CT facilities in BC has more than doubled in the past five years, with a growing number of for-profit facilities operating in breach of the *Canada Health Act's* criteria requiring universality and accessibility by charging patients privately for medically necessary and MSP insured hospital or physician services;

AND WHEREAS there is clear evidence that such clinics cost more than public facilities, increase wait times by draining scarce health human resources from the public system, and compromise patient safety:

THEREFORE BE IT RESOLVED that UBCM request that the Province of British Columbia:

- Establish a moratorium on any further expansion of private, for-profit surgical and MRI/CT clinics;
- Require an end to public funding of for-profit clinics, including the contracting-out of day surgeries and the provision of Health Authority contracts to for-profit clinics;
- Require full accountability and transparency on the part of for-profit clinics by ensuring that they submit to all oversight and regulatory mechanisms currently applied to public facilities operating under the *BC Hospital Act*; and
- Expand public capacity by requiring the development of publicly funded and administered

outpatient facilities;

IT FURTHER RESOLVED that UBCM continue to research and monitor the threat to universal health care posed by the operations of private, for-profit surgical and MRI/CT facilities in its communities.

ED BY THE ASSOCIATION OF VANCOUVER ISLAND & COASTAL COMMUNITIES

ESOLUTIONS COMMITTEE RECOMMENDATION: **Not Endorse**

ESOLUTIONS COMMITTEE COMMENTS:

utions Committee notes that the UBCM membership considered but did not endorse resolution 2010- which called on the Province to:

establish a moratorium on any further expansion of private, for-profit surgical and MRI/CT clinics  
require an end to public funding of for-profit clinics, including the contracting-out of day surgeries  
and the provision of health authority contracts to for-profit clinics  
require full accountability and transparency on the part of for-profit clinics by ensuring that they  
submit to all oversight and regulatory mechanisms currently applied to public facilities operating  
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to the 2010 Convention, because they were not comfortable making a decision on behalf of the membership with  
UBCM policy on such a high-profile, controversial issue.

the resolution was not endorsed in 2010, UBCM members did endorse a related resolution, 2002-  
stating that the provincial government honour the five principles of Medicare, which are: universal  
comprehensive, accessible services, portable from province to province and publicly administered.

decision: \_\_\_\_\_

## FOOD SAFETY AT COMMUNITY EVENTS

### Alert Bay

AS the Village of Alert Bay has a long tradition of tournaments and festivals which have  
usually included street vendors selling locally prepared food;

HEREAS there has never been a case of food borne illness associated with the consumption  
of food from these street vendors;

HEREAS the Vancouver Island Health Authority is taking enforcement action against street  
vendors and sellers and providers of homemade food at community events:

BE IT RESOLVED that UBCM request that the Vancouver Island Health Authority  
develop reasonable policies that will allow the sale and provision of foods prepared in non-commercial  
ways and which are not cost prohibitive or otherwise prohibitively onerous to the average citizen.

# THE CITY OF GRAND FORKS

## REQUEST FOR COUNCIL DECISION

**DATE :** September 13th, 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

### 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.

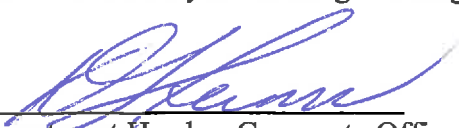
**Option 2:** The main advantage is that there is a genuine interest to resolve issues and seek clarifications without spending too much resources of the City. The disadvantage is that there may be issues brought forward which have no direct municipal jurisdiction, however, due to the motion of Council 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** : September 13th, 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

No 3 A

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, Trail, B.C., Thursday, July 28, 2011 at 6:00 p.m.

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

### **Call to Order**

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

### **Agenda**

The Director of Corporate Administration advised that there were a number of late grant-in-aid applications and also recommendations coming forward from the Electoral Area Services Committee meeting held earlier.

The Director of Corporate Administration advised that the applicant for a Development Variance Permit was in attendance and requested this item be moved forward on the agenda and it was;

**392-11** Moved: Director Grieve/Sec'd: Director McGregor

That the agenda be adopted as amended.

Carried.

### **Minutes**

**393-11** Moved: Director Welsh/Sec'd: Director Perepolkin

That the minutes of the regular Board meeting held June 23, 2011 be adopted as circulated.

Carried.

July 28, 2011

### **Development Variance Permit**

**394-11** Moved: Director Grieve/Sec'd: Director Baird

That the Regional District of Kootenay Boundary Board of Directors approves the application for a Development Variance Permit by Heath Duclos and Colleen Provan for the property legally described as Lot 2, DL 1236, KD, Plan 2263 to allow a decrease in the front lot line setback of 2.9 metres, from 7.5 metres to 4.6 metres to construct an accessory building.

Carried.

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

**395-11** Moved: Director Stevenson/Sec'd: Director McGregor

That Items:

- a) Minutes – Area 'C' Parks & Recreation Commission – June 8/11
- b) Minutes – A.P.C. – Area 'A' – July 6/11
- c) Minutes – A.P.C. – Area 'C' – July 5/11
- d) Minutes – A.P.C. – Area 'D' – July 5/11
- e) Sylvia Treptow – July 4/11
- f) Canada Post – July 18/11
- g) FORTIS BC – July 15/11

be received.

Carried.

### **Sylvia Treptow**

Director Gray noted that the letter from Ms. Sylvia Treptow opposed the Board's decision at the last meeting to support in principle the concept of de-centralizing medical cannabis to the Provinces.

Director Gray advised that the Board is supporting, in principle, this concept and suggested the letter be sent.

Chair Rotvold advised that Mr. Leslie, who made the presentation at the last meeting, has resigned his position due to personal reasons.

### **FORTIS BC**

Chair Rotvold advised that FORTIS BC has hosted a series of open house information sessions

July 28, 2011

regarding the Company's proposal to deploy advanced meters for all customers and suggested they be invited to a meeting to make a presentation on this issue.

### **Delegations**

The Chair advised that she had approved Mr. Ben Postmus making a presentation as a late delegation.

The Director of Corporate Administration advised that in accordance with the District's Procedures Bylaw the Board would need to approve Mr. Postmus making a presentation and it was;

**396-11**            Moved: Director Grieve/Sec'd: Director McGregor

That the Regional District of Kootenay Boundary Board of Directors approves Mr. Ben Postmus making a presentation regarding the sewer service at Mill Road in Electoral Area 'A'.

Carried.

Mr. Postmus thanked the Board for the opportunity to attend the meeting and make a presentation regarding the sewer service on Mill Road in Electoral Area 'A'.

Mr. Postmus read his letter wherein he expresses his concerns and frustrations regarding this service.

Director Grieve updated the Board on this service and problems that have arisen in the District's efforts to have a sewer line installed on Mill Road in order for the properties to connect to the Village of Fruitvale's sewer system.

Director Grieve reviewed the next steps the District would be taking and noted that the borrowing bylaw was on the agenda for three readings and that staff would be proceeding to go to tender on this project.

Mr. Postmus was excused from the meeting at 6:25 p.m.

### **Reports**

#### **Payroll**

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

#### **July, 2011**

**397-11**            Moved: Director Gray/Sec'd: Baird

That the following items be approved for payment:

July 28, 2011

i)	Int. Sch. of Accounts – July 15/11	
	Cheque Nos. 25387 - 25912	\$2,030,468.06
ii)	Payroll Account	351,065.03
		<b><u>\$2,381,533.09</u></b>

be approved for payment.

Carried.

**East-End Stakeholders Committee**  
**June 21, 2011**

**398-11** Moved: Director Wallace/Sec'd: Director Worley

That the draft minutes of the East End Services Committee meeting held June 21, 2011 be received.

Carried.

**Boundary Economic Development Committee**  
**July 5, 2011**

**399-11** Moved: Director Grieve/Sec'd: Director Welsh

That the draft minutes of the Boundary Economic Development Committee meeting held July 5, 2011 be received.

Carried.

**Meeting with Minister**

**400-11** Moved: Director Taylor/Sec'd: Director McGregor

That the Regional District of Kootenay Boundary Board of Directors authorize staff to request a Cabinet Minister Meeting with the Honourable Blair Leckstrom, Ministry of Transportation and Infrastructure at the Union of British Columbia Municipalities Convention, September 26-30, 2011, to receive clarification on the Ministry's policies and requirements related to highway signage that markets tourism activities and businesses and to discuss the possibility of incorporating the Boundary Country brand into the Province's design plan for tourism signage.

Carried.

July 28, 2011

**Beaver Valley Recreation,  
Parks & Trails Committee  
July 12, 2011**

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**401-11** Moved: Director Grieve/Sec'd: Director Welsh

That the draft minutes of the Beaver Valley Recreation, Parks and Trails Committee meeting held July 12, 2011 be received.

Carried.

**Ice Rental Rates**

**402-11** Moved: Director Grieve/Sec'd: Director Welsh

That the Regional District of Kootenay Boundary Board of Directors approves an increase in ice rental rates as follows:

CATEGORY	CURRENT 2010/11	PROPOSED 2011/2012
Adult Prime	\$104.00/hr + hst = \$116.48	\$106.00/hr + hst = \$118.72
Youth Prime	\$58.00/hr + hst = \$ 64.96	\$59.00/hr + hst = \$ 66.08
Youth Non-Prime	\$40.00/hr + gst = \$ 44.80	\$41.00/hr + hst = \$ 45.92

**JR B HOCKEY RATES:**

CURRENT REGULAR SEASON	PROPOSED
\$308.00/game + gst = \$326.48 (Same rate as the 09/10 season) 2.75 hrs free practice/week, extra \$58.00 per hour + hst	\$314.00/game + hst = \$351.68 2.75 hrs free practice/week, extra \$59.00 per hour + hst

Carried.

**Sewerage Committee  
July 12, 2011**

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**403-11** Moved: Director Romano/Sec'd: Alternate Director Milne

That the draft minutes of the Sewerage Committee meeting held July 12, 2011 be received.

July 28, 2011

Carried.

**LOMP – Phase II**

**404-11** Moved: Director Romano/Sec'd: Director Welsh

That the Regional District of Kootenay Boundary Board of Directors approves Opus Dayton Knight Consultants Ltd. being retained to complete Stage II of the Liquid Waste Management Plan.

Carried.

**Staff Reports**

**T. Lenardon**

**re: Memorandum of Resolutions**

**405-11** Moved: Director McGregor/Sec'd: Director Baird

That the Memorandum be received.

Carried.

**S. Dreher – July 19/11**

**re: Building Contravention – Electoral Area 'B' (B. & S. Schmidt)**

A report from Sig Dreher, Chief Building & Plumbing Official, dated July 19, 2011 regarding a building contravention in Electoral Area 'B' was read to the meeting.

**406-11** Moved: Director Worley/Sec'd: Director Perepolkin

That the staff report be received.

Carried.

**S. Dreher – July 19/11**

**re: Building Contravention – Electoral Area 'E' (D. & S. Miller)**

A report from Sig Dreher, Chief Building & Plumbing Officer, dated July 19, 2011 regarding a building contravention in Electoral Area 'E' was read to the meeting.

**407-11** Moved: Director Baird/Sec'd: Director McGregor

That the staff report be received.

July 28, 2011

Carried.

**J. Ginalias – July 28/11**  
**re: Provincial Referral**

A report from Jeff Ginalias, Assistant Planner, dated July 28, 2011 regarding a provincial referral for Electoral Area 'E' was read to the meeting.

**408-11** Moved: Director Baird/Sec'd: Director McGregor

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 See Wei Ooi for the property legally described as Lot 1, DL 2454, SDYD, Plan KAP87238 to the Agricultural Land Commission without a recommendation.

Carried.

**J. Ginalias – July 28/11**  
**re: Provincial Referral**

A report from Jeff Ginalias, Assistant Planner, dated July 28, 2011 regarding a provincial referral for Electoral Area 'E' was read to the meeting.

**409-11** Moved: Director Baird/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 Transportation and Infrastructure that they have no objection to the application for a road closure for an unnamed lane adjacent to Subsidy Lot 13, DL 2704, SDYD, Plan 1186.

Carried.

**J. Ginalias – July 28/11**  
**re: Provincial Referral**

A report from Jeff Ginalias, Assistant Planner, dated July 28, 2011 regarding a provincial referral in Electoral Area 'B' was read to the meeting.

**410-11** Moved: Director Worley/Sec'd: Director Grieve

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors advise ATCO Wood Products that the applications for Timber Cutting Permit No. 212 on Crown land near Crowe Creek and Timber Cutting Permit No. 213 on Crown land near Trident Creek, both southeast of Nancy Green Provincial Park is supported.

July 28, 2011

Carried.

**J. Mackey – July 15/11**

**re: Request for Funding – Office Equipment Upgrading**

A report from John Mackey, Director of Recreation & Facilities, dated July 15/11 regarding the replacement of the photocopier was read to the meeting.

**411-11** Moved: Director McGregor/Sec'd: Director Taylor

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors approves the expenditure of a sum not to exceed \$10,000 for the purchase and installation of a new photocopier and new network server **AND FURTHER** that these funds be expensed from reserve funds.

Carried.

**T. Martin – July 14/11**

**re: Purchase of Two New Water Tenders**

A report from Terry Martin, Regional Fire Chief, dated July 14/11 regarding the purchase of two new water tenders was read to the meeting.

**412-11** Moved: Director Welsh/Sec'd: Director Stevenson

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors approves the purchase of two new water tenders for a total price of \$519,306.92 through a five year MFA Lease Agreement from Hub Fire Engines.

Carried.

**D. Derby – July 13/11**

**re: Call Answer Levy**

A report from Dan Derby, Deputy Regional Fire Chief, dated July 13/11 regarding call answer levy on landline telephones to assist with funding the 9-1-1 service was read to the meeting.

Moved: Director Baird/Sec'd: Director Wallace

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors develop bylaws for the implementation of a Call Answer Levy for the Regional District of Kootenay Boundary.

Director Gray requested further information on this as he already has a call levy on his telephone bill.

July 28, 2011

The Director of Corporate Administration advised that Kootenay Boundary funding for the 9-1-1 service are through tax requisition.

**413-11** Moved: Director Stevenson/Sec'd: Director McGregor

That the item be deferred **AND FURTHER** that the Regional Fire Chief and Deputy Fire Chief be invited to the next regular board meeting to discuss this item further.

Carried.

**T. Lenardon – June 30/11**

**re: Discharge of Rifles Prohibited Area**

A report from Theresa Lenardon, Executive Assistant, dated June 30/11 regarding the request to amend the B.C. Hunting Regulation under the Wildlife Act to expand the "Discharge of Rifles Prohibited Area" in Electoral Area 'D' was read to the meeting.

**414-11** Moved: Director Perepolkin/Sec'd: Director Worley

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors forward a request and the rationale for the request regarding an amendment to the Hunting Regulations to the Ministry of Forests, Lands and Natural Resource Operations asking the Ministry to amend the BC Hunting Regulation under the *Wildlife Act* for the 2012 cycle, to expand the current "discharge of rifles prohibited area" in RDKB Electoral Area 'D' as identified in the *Proposed Expansion of No Discharge of Rifle Area* map.

Carried.

Director Taylor advised that he feels this resolution does not address the problem and that it's an enforcement issue.

Director Perepolkin advised that the Conservation Officer needs this amendment to the BC Hunting Regulation in order to provide better enforcement.

**T. Lenardon – July 14/11**

**re: Requests for Cabinet Minister Meetings during the UBCM Conference**

A report from Theresa Lenardon, Executive Assistant, dated July 14/11 regarding requests for Cabinet Minister meetings during the UBCM conference was read to the meeting.

**415-11** Moved: Director McGregor/Sec'd: Director Wallace

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors authorize staff to request and prepare associated briefing notes for

July 28, 2011

the following meetings:

1. *Meeting with Minister Blair Leckstrom, Ministry of Transportation and Infrastructure to receive clarification on the Ministry's policies and requirements related to highway signage that markets tourism activities and businesses and to discuss the possibility of incorporating the Boundary Country brand into the Province's design plan for tourism signage.*
  - *Proposed Attendees: Director McGregor, Chair Rotvold, John MacLean, CAO*
2. *Meeting with Minister Terry Lake, Ministry of Environment regarding milfoil at Christina Lake*
  - *Proposed Attendees: Director McGregor, Chair Rotvold, John MacLean, CAO*
3. *Meeting with Minister Terry Lake, Ministry of Environment (and Ministry responsible for Parks, Wilderness and Protected Areas) regarding parking at the Texas Point Boat Launch.*
  - *Proposed Attendees: Director McGregor, Chair Rotvold, John MacLean, CAO*
4. *Meeting with Minister Blair Leckstrom, Ministry of Transportation and Infrastructure regarding an alternate route or exit road from Big White Ski Resort to Beaverdell.*
  - *Proposed Attendees: Director Baird, Chair Rotvold, John MacLean, CAO*
5. *Meeting with Minister Blair Leckstrom, Ministry of Transportation and Infrastructure regarding a connector route between Beaverdell and Penticton.*
  - *Proposed Attendees: Director Baird, Chair Rotvold, John MacLean, CAO*
6. *Meeting with Minister Steve Thomson, Ministry of Forests, Lands and Natural Resource Operations regarding community forests in Electoral Area 'E'.*
  - *Proposed Attendees: Director Baird, Chair Rotvold, John MacLean, CAO*
7. *Meeting with Minister Steve Thomson, Ministry of Forests, Lands and Natural Resource Operations regarding weed control in Electoral 'E'.*
  - *Proposed Attendees: Director Baird, Chair Rotvold, John MacLean, CAO*

**T. Lenardon – July 18/11**

**re: Letter of Support**

A report from Theresa Lenardon, Executive Assistant, dated July 18/11 regarding a letter of support for Tourism Rossland's application to the Ministry of Finance for renewal of the additional hotel room tax was read to the meeting.

**416-11**      Moved: Director Wallace/Sec'd: Director Gray

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors forward a letter to the Ministry of Finance advising of the Board's support for Tourism Rossland Society's application to renew the Additional Hotel Resort Tax

July 28, 2011

within the City of Rossland pursuant to the June 22, 2011 application package as submitted to the Ministry of Finance.

Carried.

**J. MacLean – July 20/11**  
**re: Kettle Falls International Railway**

A report from John MacLean, Chief Administrative Officer, dated July 20/11 regarding the official offer to sell portions of the Kettle Falls International Railway was read to the meeting.

**417-11** Moved: Director McGregor/Sec'd: Director Taylor

That the staff report be received **AND FURTHER** that staff be directed to continue monitoring the situation with a report going to the Board at the October Board meeting.

Carried.

**J. MacLean – July 21/11**  
**re: Loan Authorization Bylaw – Mill Road**

A report from John MacLean, C.A.O., dated July 21/11 regarding a loan authorization bylaw for the Mill Road Sanitary Sewer Service was read to the meeting.

**418-11** Moved: Director Grieve/Sec'd: Director Gray

That the staff report be received.

Carried.

**J. MacLean – July 21/11**  
**re: Beaverdell Fire Service Regulation Bylaw**

A report from John MacLean, C.A.O., dated July 21/11 regarding the Beaverdell Fire Service Regulation Bylaw No. 1469 was read to the meeting.

**419-11** Moved: Director Baird/Sec'd: Director McGregor

That the staff report be received.

Carried.

**J. MacLean – July 26/11**  
**re: UBCM Funding – Fuel Management & Prescriptions**

July 28, 2011

A report from John MacLean, C.A.O., dated July 26/11 regarding current applications for U.B.C.M. funding for operational fuel management and prescriptions was read to the meeting.

**420-11** Moved: Director Grieve/Sec'd: Director Baird

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors express its support the applications.

Carried.

### **Bylaws**

#### **Security Issuing – (Rossland – Ophir Reservoir - \$1,453,350)**

**421-11** Moved: Director Wallace/Sec'd: Director Welsh

That Regional District of Kootenay Boundary Bylaw No. 1482 be given first, second and third readings.

Carried.

**422-11** Moved: Director Stevenson/Sec'd: Director Worley

That Regional District of Kootenay Boundary Bylaw No. 1482 be now reconsidered and finally adopted.

Carried.

#### **Loan Authorization – Mill Road**

**423-11** Moved: Director Grieve/Sec'd: Director Gray

That Regional District of Kootenay Boundary Bylaw No. 1483 be given first, second and third readings.

Carried.

#### **Beaverdell Fire Services Regulatory Bylaw**

**424-11** Moved: Director Baird/Sec'd: Director Stevenson

That Regional District of Kootenay Boundary Bylaw No. 1469 be given first, second and third readings.

July 28, 2011

Carried.

**425-11** Moved: Director Baird/Sec'd: Director McGregor

That Regional District of Kootenay Boundary Bylaw No. 1469 be now reconsidered and finally adopted.

Carried.

### **New Business**

#### **Grants-in-Aid**

**426-11** Moved: Director Baird/Sec'd: Director Perepolkin

That the following grants in aid be approved:

- Beaver Valley Pocket Map – Area 'A' - \$450
- Annual Beaver Valley Seniors Picnic – Area 'A' \$700
- B. Postmus/Special Olympics – Area 'A' - \$600
- Genelle Seniors Dr. Art Hister Presentation – Area 'B' \$2,500
- Kidney Foundation of Canada-Trail Kidney Walk – Area 'B' \$500
- Boundary Museum Society Purchase Tipi – Area 'C' \$800
- Greenwood District Association – Area 'E' - \$500
- Discover Rock Creek Society/Farmers Market – Area 'E' - \$8,000
- Sunshine Valley Child Care Society – Area 'D' - \$1,000
- Rock Creek Fall Fair – Area 'E' - \$12,564.43
- Discover Rock Creek – Area 'E' - \$3,000

Carried.

### **Electoral Area Services Committee**

#### **Gas Tax – Electoral Area 'A'**

**427-11** Moved: Director Baird/Sec'd: Director Grieve

That the Regional District of Kootenay Boundary Board of Directors approves \$2,665.60 from the Electoral Area 'A' Gas Tax apportionment for the South Columbia Search and Rescue to replace seven existing windows with energy efficient windows in the Search and Rescue Hall.

Carried.

### **Christina Lake Solar Aquatics System**

July 28, 2011

**428-11** Moved: Director Baird/Sec'd: Director Worley

That the Regional District of Kootenay Boundary Board of Directors approves entering into a contract with Eco-Tek Ecological Technologies Ltd. for the operational and maintenance activities for the Christina Lake Solar Aquatics System in the amount of \$20,000 annually for a period of eighteen months (July 1, 2011 to December 31, 2012), being pro-rated in 2011.

Carried.

**429-11** Moved: Director Baird/Sec'd: Director Perepolkin

That the Regional District of Kootenay Boundary Board of Directors approves an additional \$7,000 for the Fall Fair Pavilion project.

Carried.

#### **In Camera Meeting**

**430-11** Moved: Director McGregor/Sec'd: Director Baird

That the Regional District of Kootenay Boundary Board of Directors proceeds to an in camera meeting pursuant to Sections 90.1(a), 90.1(c) and 90.1(k) of the Community Charter (time: 7:50 p.m.).

Carried.

**431-11** Moved: Director Taylor/Sec'd: Director Baird

That the Regional District of Kootenay Boundary Board of Directors reconvenes to the regular meeting (time: 8:00 p.m.).

Carried.

**432-11** Moved: Director Gray/Sec'd: Alternate Director Milne

That a joint Media Release between the Regional District of Kootenay Boundary and C.U.P.E., Local 2254 be issued advising of the three year agreement that has been approved by the two parties.

Carried.

#### **Adjournment**

**433-11** Moved: Director McGregor

July 28, 2011

That the meeting be adjourned.

Time: 8:01 p.m.

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Chair

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Director of Corporate Administration

July 28, 2011

# THE CITY OF GRAND FORKS

## REQUEST FOR COUNCIL DECISION

**DATE** : September 13th, 2011  
**TOPIC** : Annual Tax Exemption Bylaw  
**PROPOSAL** : Applications Requesting Inclusion in the 2012 Annual Tax Exemption Bylaw  
**PROPOSED BY** : City Staff

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### SUMMARY:

Staff is working on preparing the Annual Tax Exemption Bylaw which needs to be adopted prior to October 31, 2011, in order that certain properties will receive tax exemption in 2012. Council's confirmation is required as to the properties to be included, prior to finalizing the bylaw for Council's consideration in October. The recommendation of Staff is made on the premise that all 10 applications meet the criteria for exemption as outlined in the Community Charter.

### STAFF RECOMMENDATIONS:

**Option 1:** Council grants approval to all 10 tax exemption applicants for inclusion in the 2012 Annual Tax Exemption Bylaw.

### OPTIONS AND ALTERNATIVES:

**Option 1: Council approves all 10 applications for tax exemption and directs Staff to include these 10 properties in the Annual Tax Exemption Bylaw:** Each of the 10 applications received meets the requirements under that Act for the granting of permissive tax exemption.

**Option 2: Council determines to grant tax exemption to some or none of those applicants for tax exemption.** Those applying under Section 224, are making application for permissive tax exemption and in this regard, tax exemption is at the discretion of Council.

### BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

**Option 1:** All applicants provide a valuable service to the Community, from Seniors organizations to Preschoolers. Granting tax exemption to these applicants assists the organizations in continuing the operation of their facilities and in providing services to the residents of the community.


**Option 2:** The disadvantage to granting tax exemption to only a few or none of the applicants, is that some of the organizations may not be able to continue offering the same level of service as they have in the past.

### COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

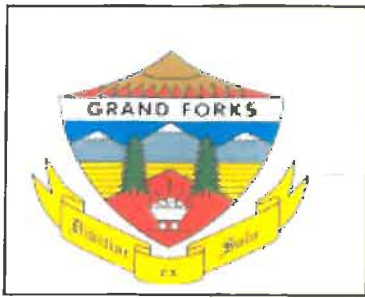
Granting permissive tax exemption to all 10 applicants will reduce taxes collectible by the City by \$24,573.68

### LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

Most municipalities grant permissive tax exemption to a number of societies and non-profit agencies providing services in their communities.

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

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



## ***CITY OF GRAND FORKS MEMORANDUM***

**DATE :** September 13, 2011

**TO :** Chief Administrative Officer

**FROM :** Corporate Officer

**SUBJECT:** Applications Received for Inclusion in the City's  
Annual Tax Exemption Bylaw

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### **Background:**

Each year Council must consider an annual tax exemption bylaw, to be adopted prior to October 31<sup>st</sup>. Properties included in the annual tax exemption bylaw include churches, and those properties used for not-for-profit and philanthropic activities, whose owners or occupiers have applied for exemption, and been granted the same by resolution of Council.

The Community Charter provides the authority for Council to grant statutory and permissive tax exemption to those properties that meet the criteria under the Act. Churches are granted statutory exemption under the Community Charter; however, Councils have the discretion of determining, by bylaw, how much of the property that the church owns will be exempted. For the past 20+ years, Councils in Grand Forks have determined to exempt only the minimum required, the footprint of the building used for worship and the land it sits on. All other church properties, such as residences, halls, and parking lots are subject to property taxes. For this reason, the churches must be included in the annual tax exemption bylaw and a site plan included to indicate the property subject to the tax exemption.

Two properties have traditionally been exempted in the annual tax exemption bylaw without the receipt of an annual tax exemption application. These properties include the Grand Forks Curling Rink, subject to property taxes as the Grand Forks Curling Club operates the facility, and a vacant lot adjacent to the Boundary Hospital, owned by Interior Health.

### **Key Issues:**

In accordance with the Community Charter, Council must exempt certain properties from taxation. These properties include churches, (the building set apart for public worship and the land on which the building stands) and hospitals.

The Community Charter also allows for the granting of permissive exemption for properties that are owned and used by a charitable, philanthropic or other not-for-profit corporations that Council considers are used for a purpose that is directly related to the purposes of the Corporation.

This year we have received 10 applications for tax exemption.

All of these applications were included in last year's tax exemption bylaw and include:

- Grand Forks Senior Citizens Society Branch 143 (Slavonics)
- Grand Forks Hospital Auxiliary (Thrift Shop)
- Grand Forks Senior Citizens Society Branch 68 (City Park)
- Sunshine Valley Little People's Centre
- Royal Canadian Legion Branch 59
- Harmony Lodge Freemasons (Masonic Hall)
- Grand Forks Wildlife Association (Wildlife Hall)
- Abbeyfield Centennial House
- Habitat for Humanity Boundary Society
- Boundary Lodge Assisted Living

All 10 applications meet the requirements of the Charter for permissive tax exemption.

### **Discussion:**

Although churches receive statutory exemption under the Charter, the amount of property exempted is outlined in Council's annual tax exemption bylaw. The minimum property to be exempted is the building used for public worship and the land it sits on. Permissive tax exemption may be granted to other properties that churches own, such as residences, church halls and parking lots. In Grand Forks it has been the tradition for many years to only exempt the minimum. This determination is outlined in the annual tax exemption bylaw by way of survey certificates.

There are two properties, traditionally included in the annual tax exemption bylaw, which are granted annual tax exemption in accordance with Section 224, but are not charitable or philanthropic organizations, and generally have never been required to submit an application for tax exemption. These properties include the hospital property owned by Interior Health, and the Grand Forks Curling Rink, which land and building is owned by the Regional District of Kootenay Boundary but leased to the Grand Forks Curling Club.

All of the applications received meet the requirements for tax exemption under the Charter, and therefore are recommended by Staff.

Attached is a table outlining the properties for which applications for tax exemption have been received for 2012. This table indicates the amount of city property taxes, calculated at 2011 rates and based on 2011 assessments, which would be exempted if exemption was granted to all 10 properties. Including the properties normally exempted, being the Grand Forks Curling Rink and the property owned by Interior Health, and the 10 applications for tax exemption received this summer, total municipal taxes exempted would total \$24,573.68.



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Diane Heinrich, Corporate Officer

## Cost of Tax Exemption For City Portion of Property Taxes

					<i>Assessed</i>	<i>Value</i>		
<i>Name</i>	<i>Civic Address</i>	<b>Folio</b>	<i>Class</i>	<i>Tax Rate</i>	Land	Bldgs	<i>Total Tax</i>	
Grand Forks Masonic Building	366 Market Avenue	101.000	8	6.0513	41,300	72,400	688.03	
Habitat for Humanity	833-72 <sup>nd</sup> Avenue	304.042	1	3.3184	49,043		162.44	
Habitat for Humanity	813-72 <sup>nd</sup> Avenue	304.044	1	3.3184	40,359		133.93	
Habitat for Humanity	803-72 <sup>nd</sup> Avenue	304.046	1	3.3184	36,675		121.70	
Sunshine Valley Little Peoples Centre	978 72 <sup>nd</sup> Avenue	405.005	1	3.3184	58,900	260,000	1,058.24	
Grand Forks Senior Citizens, Branch No. 68	565 71 <sup>st</sup> Avenue (City Park)	158.024	8 6	6.0513 9.1323	41,500	53,600	251.12 489.49	
Grand Forks Auxiliary Boundary Hospital	7239 2 <sup>nd</sup> Street	80.005	6	9.1323	56,100	139,000	1,781.71	

Royal Canadian Legion, Branch No. 59	7353 6 <sup>th</sup> Street	247.030 247.025	6 6	9.1323 9.1323	59,300 28,300.	240,000	2,733.30 258.44
Grand Forks Slavonic Senior Citizens	686 72 <sup>nd</sup> Avenue	203.000	8	6.0513	31,400	103,000	813.29
Grand Forks Wildlife Assoc.	7850 2 <sup>nd</sup> Street	551.000	6 8	9.1323 6.0513	138,000 1,500	158,000	2,703.16 9.08
Curling Rink	7230 21 <sup>st</sup> Street	873.100	6	9.1323	85,800	682,000	7,011.78
Boundary Hospital Closed Road	7649 22 <sup>nd</sup> Street	997.010	6	9.1323	61,400		560.72
Abbeyfield Centennial House Society	876 72 <sup>nd</sup> Avenue	414.005	1	3.3184	64,700	546,000	2,026.55
Boundary Lodge Assisted Living	7130 – 9 <sup>th</sup> Street	416.000	1	3.3184	77,300	1059,000	3,770.70
Total							\$24,573.68

N:diane/tax exemption Kathy 2011

JUL - 7 2001

APPLICATION FOR TAX EXEMPT STATUS

THE CORPORATION OF  
THE CITY OF GRAND FORKS

Note: Application must be received by August 1<sup>st</sup> at City Hall for consideration for tax exemption in the following year.

Name of applicant: HARMONY LODGE #37

Mailing address: BOX 657.  
GRAND FORKS B.C. V0H-1H0

Contact person: W. A. CAMPBELL.

Title: GRAND FORKS MASONIC BUILDING SOCIETY

Telephone number: 250-442-8701.

Total Budget: AS STATEMENT ENCLOSED

**Most Current Financial Statement must be attached to this form.**

Other sources of funding: \_\_\_\_\_

Describe your organization. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

YOUR WORSHIP MAYOR TAYLOR AND COUNCIL.  
GRAND FORKS. REQUEST FOR TAX FREE STATUS  
FOR THE MASONIC HALL LOCATED ON LOT 5.  
BLOCK 10, PLAN 23, SDYD. OUR STATUS.  
REMAINS THE SAME AS IN PREVIOUS YEARS.  
~~THAT~~ BURSARIES FOR STUDENTS. AND  
THE B.C. CANCER CAR. THANKING YOU  
AGAIN FOR YOUR CONSIDERATION.

Yours Truly.

W. A. CAMPBELL.  
W. Campbell

n/ Policy

FILE CODE

T2 - HARMONY LODGE #37 -  
APPLICATION FOR TAX EXEMPT STATUS.

**Grand Forks Masonic Building Society**  
**Financial Statement as of 21 June 2011**

Balance Forward - 30 June 2010		190.73
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Deposits

Transfer of Funds 0 20 November 2010	2,000.00	
Harmony Lodge Rent	500.00	
O E S Rent	720.00	
O E S Insurance	90.00	
Cactus Music Rent	100.00	
B C Realty Rent	70.00	
Jr Wardens Fund	125.00	3,795.73
		3,985.46

Expenses

Dave Dale Insurance	1,607.00	
City of Grand Forks - Utilities	908.41	
Terason/Fortis	939.03	
Minister of Finance	25.00	
Service Charges	19.25	
		3498.69

Balance as of 21 June 2011	486.77
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Outstanding Bills

Dave Dale Insurance	\$ 1,151.00
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Dave Marshall

Treasurer Grand Forks Masonic Building Society

JUL 19 1997

THE CORPORATION OF  
THE CITY OF GRAND FORKS

APPLICATION FOR TAX EXEMPT STATUS

**Note:** Application must be received by **August 2<sup>nd</sup>** at City Hall for consideration for tax exemption in the following year.

Name of applicant: Habitat for Humanity Boundary

Mailing address: Box 1088 Grand Forks ND 58201

Civic Address of the Property

For Which the Exemption is being applied for: 72nd Ave Grand Forks

633 - Multiplex, and 2 adjacent vacant lots.

Legal Description of the Property: Lots 2, 3 + 4 of DL108 KAP92057

PID #s 028-591-518, 028-591-526, 028-591-534

Contact person: Rick Friesen

Title: Executive Director

Telephone Number: 250 442 2634 Email Address: hfh.boundary@lighthouse.net

Total Budget: \_\_\_\_\_

**Most Current Financial Statement must be attached to this form.** ☒

Other sources of funding: see attached

Describe your organization. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

Low Income Housing Provider since 1997

Goal - to build at least 1 home per year in the Boundary Area.

FILE CODE

/cont'd on next page

T2 - HABITAT FOR HUMANITY / BOUNDARY -  
APPLICATION FOR TAX EXEMPT STATUS

The Corporation of the City of Grand Forks

How does your organization benefit the Community of Grand Forks?

Provider of Low Income Housing

*Rich Lerner, ed.*  
Authorized Signature



## **ANNUAL GENERAL MEETING**

APRIL 5<sup>th</sup>, 2011

**Building Homes, Building Hope**



**Annual General Meeting - April 5, 2011 - Gospel Chapel 7:00 pm**

## **Agenda**

**Opening:**

**Review and acceptance of Agenda:**

**Review and acceptance of 2010 AGM minutes:** Penny Mansell

**Chair's Message:** Irene Friesen

**Waive requirement for Audit:** for 2011

**Committee Reports:** Family Selection Committee Eleanore Martens  
Fund Raising Committee Irene Friesen

**Presentation of Financial Statements:** Lia Azhure, CGA

**Executive Director's Report & Building Report:** Rick Friesen

**Other Business:** a) Expressions of Support for project Irene  
b) \_\_\_\_\_

**Election of Directors:** Incumbent: Irene Friesen Chair  
Penelope Mansell Secretary  
Eleanore Martens vice Chair  
*Elizabeth Balzer* director (retiring)  
*Lois Bolster* director (retiring)  
Grace Hart director  
Robert Hart director  
Hazel Thomson director with 2 years left in term  
Nominations: Margaret Steele  
Diane Korol  
Phil Lefkowitz  
Ray Hanson  
Harold Kopan  
Bruce Jepsen

**City Liaison:** Chris Moslin (non elected, non voting position)  
**Executive Director:** Rick Friesen (not a voting director)

**Review and accept Budget for 2011:** Rick Friesen

**Closing Remarks:**

**Adjournment**

**Board of Directors will meet after adjournment to select table officers**

Message from the Chair – HFH Boundary Society – AGM, April 5/11

At last years AGM we were challenged to "GO BIG or GO HOME". The board has heard these words a few times throughout 2010 as we've seen some of the challenges that "Go Big" entails.

In 2010 we had 2 home dedication celebrations. Jason & Sherry Griffiths moved into the vacated home in Greenwood. Charlene Derhousoff moved into the second home in the duplex. Brian & Becky Asling also moved into house no.3 on 72cnd Ave, however we didn't have the official dedication till 2011. We are pleased to partner with these families. We are also happy with the continued partnerships of the families who have been in their respective homes over the past 1 to 12 years. We are very excited about the partnership with the seven men who are going to become home owners of a multiplex unit.

I thank my fellow directors for your faithfulness in coming out to the monthly meetings. It is always good to meet together and be encouraged to keep on working "in pursuit of the public good". (from HFHBS Mission Statement) I believe we have all enjoyed the participation at our meetings of some new interested people this past fall, as we have been ramping up for the new build.

2010 has been the year of preparing for the Multiplex build. From my perspective as a board member & also Rick's wife, HFH Boundary has undertaken a JUGE project. The analogy of a roller coaster ride came to me as I was preparing this report. The anticipation of the ride is exciting, all consuming, even scary, but the ride, even though you may be screaming, is big-time of fun. At this stage of the project we are just below the crest of the first steep hill. I think 2011 is going to be an amazing ride. I challenge all of us to do our part in:

**"Building Homes, building hope"**

I am excited to be part of HFH Boundary and to continue serving. My role as Chair was meant to be temporary. I hope that someone new and not related to the ED will take over in the position of chair. I will help, I promise.

In conclusion I want to share this poem:

Taken from the Home page of Sharenet, HFH Canada's , website. It's called *Build Louder!*

**Decent housing saves lives.**

It's a foundation where families become healthier, where kids leave for school in the morning and do their homework at night, where parents rest from one day and plan for the next.

In decent housing, walls are strong and roofs are secure - and the family inside focuses more on thriving than surviving.



## **Annual General Meeting - April 5, 2011 - Gospel Chapel**

### **Executive Directors Report**

At our AGM in 2010, after outlining our ambitious building plans for the next few years, I made the comment that we would have to "Go Big, or go Home". I have discovered that my comment was probably an under-statement. This last year has been very busy, requiring more than full time involvement from our part-time salaried ED.

We completed construction of the Duplex and held a dedication service of the second unit on May 16<sup>th</sup>. Following a property survey to subdivide the duplex lot into two titles, we discovered that the property extended up and over the lane to the north of the lot. This set off a chain of events which has delayed our finalizing the sales of the duplex units. The process involved a variance amendment, transfer of land back to the city in exchange for the lot created by the closure of 8<sup>th</sup> street, and rezoning of the multiplex lot, each stage requiring approval of city council, some needing approval from Victoria, and the land registry office in Kamloops. The changes also required public notice with opportunity for input from the community. We are really hoping to have this completed before commencement of our new build project in April.

In May 2010, it became necessary to repurchase the home on 699 Strathmore Road in Greenwood. The repurchase required us to pay for default and current property taxes, and replacing the front door which had been unprofessionally modified and was no longer useable. There were other minor repairs and clean up required, most of which were done by our new partner family, the Griffiths, who moved in to their new home in August.

In May we also began repair and upgrading of 939 72<sup>nd</sup> Avenue, which had been foreclosed and abandoned in November 2009. This was a major investment of time and nearly \$20,000 prior to completion in mid October. The Asling family are the new owners of this home.

May was the month we began preparation work for the multiplex which is scheduled for construction in 2011. After getting preliminary plans drawn up which included the specific requirements of our new partners, we started the fund raising efforts which will probably continue through most of this year. An appraisal of the proposed project was done to determine affordability for our partners. That was followed by a financial feasibility analysis which included a business plan and preparation of a preliminary project budget and fundraising plan. Our commitment to this being our first "Built Green" project meant a significant amount of research to determine the additional cost of building green, and to find appropriate suppliers of the eco friendly products we would use in the build. Researching heating system options led to the Canadian Hydronics Council designing a heating system for the project, and subsequently agreeing to donate the entire system.

We retained the services of Margaret Steele to assist with researching funding sources and writing grant proposals. To date we have written more than 50 requests for funding, have had commitments from 5 sources, denials from 7 and waiting for replies from the remainder. We have had significantly better success with obtaining donations of product and services than we have had previously. We will explore the details in the budget presentation.

Administrative duties this year have involved creation of and participation in a small affiliates forum, to discuss our unique needs as small affiliates. I have also prepared some policies and procedures for our board of directors. Current activities include trying to understand the HFHC new strategic plan, and lobbying for the interests of small affiliates who may not benefit from the new plan to the extent that larger affiliates will.

I joined the board of directors for BETHS, and have assisted with their organization and implementation of an Extreme Weather Bed facility in Grand Forks.

Respectfully submitted by:  
Rick Friesen, executive director  
HFH Boundary

## **FAMILY SELECTION AND PARTNERING REPORT AGM 2011 April 5**

Family selection saw a busy year with many applications given out.

Processing the returned applications was done with Eleanore, Penny, Grace, and Hazel.

Two of us would be at the home visits.

We had two applicants for the vacated Greenwood house and the board approved the younger family with 2 children for that house.

The second family also qualified and we would consider their application approved for a future build, if the circumstances remained such that they still qualified.

Applications that were submitted to us before the deadline of Jan. 31, 2010 were processed and considered for the vacated Grand Forks house.

Four applications met with the board's approval and we selected the family with four children for that house. The other 3 applicants approved are waiting for future builds.

We also processed 7 applications for the Multiplex build and have 5 returned, signed acceptance letters, with those men beginning on their sweat equity and being an integral part of the fine tuning of the plans for their build.

Sweat equity for the Asling family is nearing completion since they did much of the renovations on the house and yard. Completion will be on the multiplex build.

The Griffith family in Greenwood moved into a house that needed little repair and their sweat equity will be worked off on the multiplex build.

2010 also saw our second family move into the duplex and complete their sweat equity.

We are thankful for all of our partner families and are proud of the steps they have taken to improve their living conditions, as well as those partners whose homes we will build because of their partnering. We wish them all much joy and few worries as they take on the task of becoming home owners.

Respectfully submitted by: Eleanore Martens (coordinator of Family Selection and Partnering)

## Report on Fundraising in 2010 for HFH Boundary

In 2010 these are the fundraising activities that HFH Boundary engaged in:

- Concession at the Arts Council Concerts, there are 4 concerts each winter season
- Concession at the Elvis Tribute Concert
- Plant sales at the Farmers Market thru May, June & July
- Silent Auction concluding May 31<sup>st</sup>
- Recycling proceeds – ongoing throughout the year
- Newsletter mailout in October, which did result in a few donations.
- Till tape draw through Overwaitea
- Selling refreshments at the Aritsan Faire at the Art Gallery

Thank-you to the ladies who bake for all the concessions, and who come to help sell the goodies.

A VERY BIG thank-you to Eleanore Martens who does the growing and selling of the plants, She also rented a table at the Farmers Market and manned it while she had product to sell. She also took charge of the Silent Auction in 2010.

According to the HFHB Income statement, for the year 2010, fundraising brought in a total of \$1642.76.

Other sources of funds:

We appreciate the continuing support of some faithful community and out-of-town supporters who give us a yearly donation.

Donations from the new website option have come in and are a new source of funding. Thank-you to Chris Moslin who has put together the new website, [www.habitatboundary.com](http://www.habitatboundary.com)

Beginning last summer Rick made a concerted effort at applying for grants. What was found out is that most grant applications need to go in at the beginning of the year. Rick, you have a hand in many pots and are doing an amazing job. You are also owed a very BIG THANKS!

Respectfully submitted by Irene Friesen, Fundraising Person

# **habitat for Humanity Boundary Society** **Income Statement 01/01/2010 to 31/12/2010**

## **REVENUE**

### **Sales Revenue**

Funds from HFHC		13,259.04
Memberships		75.00
Donations of Cash	25,267.24	
Donations in Kind	0.00	
Total Public donations		25,267.24
Bake Sales	543.73	
Silent Auctions	455.00	
HFH House Banks	89.00	
Recycling	34.16	
Other Fundraising	856.55	
Anglican Church Project	-335.68	
Total Fundraising		1,642.76

**Net Sales** 40,244.04

### **Other Revenue**

Interest Revenue 1.96

**Total Other Revenue** 1.96

**TOTAL REVENUE** 40,246.00

## **EXPENSE**

### **Current Build Expenses**

873/893 72nd Ave	4,173.90	
Total Duplex, SF Dwelling		4,173.90
Tool & Equipment Rentals		102.00
Building Supplies	12,433.09	
Utilities	658.21	
Fuel reimbursement	0.00	
50% of GST allocated to build cost	660.64	
HFH Canada Fees	1,350.00	
Building Costs	2,405.32	
Legal Fees on Properties	2,248.89	
Subcontracts	740.00	
Early Payment Purchase Discou...	0.00	
Freight Expense	0.00	

**Total Current Build Expenses** 24,772.05

### **Payroll Expenses**

Wages & Salaries	7,471.36	
EI Expense	180.94	
CPP Expense	312.07	
WCB Expense	0.00	

**Total Payroll Expense** 7,964.37

### **General & Administrative Expenses**

Accounting & Legal	2,500.00	
Advertising & Promotions	1,337.14	
Business Fees & Licenses	25.00	
HFHC membership	2,500.00	
HFH Canada Conference	350.00	
Courier & Postage	555.98	
Insurance	1,196.00	
Interest & Bank Charges	360.88	
Property Taxes	12,048.68	
Rent	25.00	

**Total General & Admin. Expenses** 20,898.68

**TOTAL EXPENSE** 53,635.10

# Habitat for Humanity Boundary Society

## Balance Sheet As at 31/12/2010

Page 1

### ASSET

#### Current Assets

GFDSCU Equity Shares		100.00
Mortgage Income Fund	14,602.05	
Chequing Bank Account	-6,456.73	
MRS High Yield Account	198.73	
Total Cash		8,344.05
Accounts Receivable	381.88	
GST Recievable	862.69	
Recoverable Building Expense	431.43	
Total Receivable		1,676.00
Prepaid Expenses		1,712.00
Future development costs	-1,229.33	
Building Project-873/893 72nd ave	99,645.17	
Building Project - 2nd duplex 2010	0.00	
Multiplex project costs	720.00	
Building costs - work in progress		99,135.84
<b>Total Current Assets</b>		<b>110,967.89</b>

#### Second Mortgages (forgiveable)

McLeod 2nd Mortgage Value	51,768.18
Yvonne 2nd Mortgage	50,000.00
Marg 2nd Mortgage	0.00
Vaten 2nd Mortgage	79,000.00
Moorman 2nd Mortgage	79,000.00
Kast	117,500.00
2nd Mortgage Receivable forgiveable	-377,268.18
<b>Total 2nd Mortgages (forgiveable)</b>	<b>0.00</b>

#### First Mortgages

McLeod 1st Mort. Original Balance	63,510.22	
McLeod payments recieved	-41,100.03	
McLeod Mortgage balance		22,410.19
McLeod imputed interest		-2,172.56
Yvonne 1st Mort. Original Balance	63,000.00	
Yvonne payments recieved	-35,700.00	
Yvonne Mortgage Balance		27,300.00
Yvonne imputed interest		-4,896.03
Vaten 1st Mort. Original Balance	81,000.00	
Vaten payments recieved	-15,200.00	
Vaten Mortgage Balance		65,800.00
Vaten imputed interest		-17,949.27
Moorman 1st Mort. Original Balance	81,000.00	
Moorman payments recieved	-8,100.00	
Moorman Mortgage Balance		72,900.00
Moorman imputed interest		-17,874.23
Kast 1st Mort. Original Balance	120,000.00	
Kast payment recieved	-5,983.67	
Kast Mortgage Balance		114,016.33
Kast imputed interest		-37,450.70
Henderson payment recieved		-4,710.00
Charlene payment recieved		-2,531.35
Griffiths payments received		-2,313.75
Asling payment received		-830.00
<b>1st Mortgage Receivable</b>		<b>211,698.63</b>

#### Capital Assets

Tools & Equipment	6,845.00	
Accum. Amort. Tools. & Equip.	-5,142.00	
Net - Tools & Equipment		1,703.00
Future Development Costs	3,196.04	
Net - Building		3,196.04

Printed On: 11/01/2011

**Habitat for Humanity Boundary Society**  
**Balance Sheet As at 31/12/2010**

<b>Total Capital Assets</b>	<u>4,899.04</u>
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<b>TOTAL ASSET</b>	<u><u>327,565.56</u></u>
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**LIABILITY**

**Current Liabilities**

Accounts Payable		0.00
Accounts payable - other		6,842.98
Accrued liabilities		2,500.00

EI Payable	37.70	
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CPP Payable	0.00	
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Federal Income Tax Payable	<u>0.00</u>	
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Total Receiver General		<u>37.70</u>
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<b>Current Liabilities sub total</b>		<u><u>9,380.68</u></u>
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**HST**

GST Paid on Purchases	<u>-401.17</u>	
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GST Owing (Refund)		<u>-401.17</u>
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SST Charged on Sales	0.00	
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SST paid on purchases	0.00	
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SST Adjustments	<u>0.00</u>	
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SST Owing/Refund		<u>0.00</u>
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<b>Total HST Payable</b>		<u><u>-401.17</u></u>
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<b>TOTAL LIABILITY</b>		<u><u>8,979.51</u></u>
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**EQUITY**

**Retained Earnings**

Retained Earnings - Previous Year		331,975.15
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Current Earnings		<u>-13,389.10</u>
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<b>Total Retained Earnings</b>		<u><u>318,586.05</u></u>
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<b>TOTAL EQUITY</b>		<u><u>318,586.05</u></u>
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<b>LIABILITIES AND EQUITY</b>		<u><u>327,565.56</u></u>
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# Habitat for Humanity Boundary Society 2011 Budget

<b>Assets as at January 01, 2011</b>			
	GFDSCU Equity Shares	\$	100.00
	Petty Cash	\$	50.00
	GFDSCU cheque account		8,458.13
	GFDSCU Mortgage fund	\$	14,602.05
	2009 GST recievable	\$	2,019.53
	MRS High Yield Plus	\$	198.73
	Accounts Receivable	\$	381.88
	GST Receivable	\$	775.49
	Recoverable Building Expenses	\$	1,056.61
	<b>Total Assets at 01/01/2010</b>		<b>\$ 12,727.56</b>
<b>Anticipated Mortgage Income 2011</b>			
	All Homes	\$	36,060.00
	<b>Total Mortgage</b>		<b>\$ 36,060.00</b>
<b>Other Funding Sources</b>			
	Real Estate Foundation	\$	12,000.00
	CMHC	\$	10,000.00
	HFH Canada (360 Grant)	\$	20,000.00
	RBC Grant	\$	5,000.00
	Regional District Kootenay Boundary	\$	1,500.00
	Fortis BC	\$	5,000.00
	Phoenix Foundation	\$	14,895.00 (pending)
	Green Incentives	\$	7,000.00 (pending)
	Anticipated from grants	\$	146,750.00 (pending)
	Local Fundraising	\$	10,000.00 (pending)
	Other donations of cash anticipated	\$	10,000.00 (pending)
	<b>Total Funding Sources</b>		<b>\$ 242,145.00</b>
<b>Total Anticipated Income 2011</b>			<b>\$ 290,932.56</b>

<b>Expenses 2011</b>			
<b>General Expense</b>	HFHC membership & brand fees	\$	2,500.00
	HFHC build fees	\$	14,000.00
	Annual Tithe to HFH International	\$	2,000.00
	Director's Liability Insurance	\$	1,150.00
	Builder's Risk Insurance	\$	1,000.00 (estimated)
	Const. Co-ordinator salary (9 mo)	\$	22,500.00
	Executive director salary (3 mo)	\$	7,500.00
	<b>Total General Expenses</b>		<b>\$ 50,650.00</b>
<b>Administrative Expenses</b>			
	Annual Report Filing	\$	25.00
	Postage	\$	100.00
	Advertising	\$	500.00
	Fund for HFHC AGM	\$	2,000.00 (need board approval)
	Book keeping and annual review	\$	3,000.00
	<b>Total Administrative Cost</b>		<b>\$ 5,625.00</b>
<b>Sale of Duplex</b>			
at time of sale	Legal Fees (mortgage & strata)	\$	2,500.00
	GST payable on Duplex	\$	9,120.00
	<b>Total Estimated Duplex</b>		<b>\$ 11,620.00</b>
<b>Multiplex Construction</b>			
	Estimated cash required to build	\$	200,000.00
			<b>\$ 200,000.00</b>
<b>Total Anticipated Expenses 2011</b>			<b>\$ 267,895.00</b>

**Surplus Funding over Budget**

**\$ 23,037.56**

## notes:

We currently have a \$20,000 line of credit available

We are pre-approved for a \$10,000 interest free loan from CMHC

We are eligible for an interest free loan of \$25,000 with 20% forgivable from CMHC

BC Housing has offered to finance the balance of our project costs @ 2.1% interest

Actual cost of construction based on estimates				
		quantity	price	total
Concrete	footings, foundation & slab	96	\$ 200.00	\$ 19,200.00
Concrete	partition walls & upper level slab	42	\$ 200.00	\$ 8,400.00
ICF insulation	foundations only	3.1	2952	\$ 9,151.20
Lumber	expect no donation			\$ 10,000.00
Windows & Doors	All Weather discount	3000	30%	\$ 900.00
Blueprints				\$ 10,000.00
Sheathing	OSB			\$ 3,000.00
Siding	vinyl			\$ 10,000.00
Kitchen	cabinets & vanities			\$ 25,000.00
Trim & Baseboard				\$ 5,000.00
Wiring & electrical				\$ 15,000.00
Air exchangers & fans				\$ 10,000.00
Interior doors				\$ 2,000.00
Closet doors				\$ 2,000.00
Concrete stairs				\$ 5,000.00
exterior railings				\$ 5,000.00
flooring	laminate lino tile	4000	\$ 1.80	\$ 7,200.00
contingency funds		10%	\$ 146,851.20	\$ 14,685.12
Build Coordinator Salary		18	\$ 2,500.00	\$ 45,000.00
Payroll expense		18	\$ 1,200.00	\$ 21,600.00
	Total:			\$ 228,136.32

**Need \$230,000 cash total for this project**

\$ 10,000.00	CMHC Seed Funding
\$ 12,000.00	Real Estate Foundation
\$ 20,000.00	360 Environmental Incentives
\$ 54,100.00	HFH Boundary mortgage income
\$ 12,000.00	HFH Boundary cash on hand
\$ 5,000.00	Royal Bank of Canada (RBC)
\$ 1,500.00	Regional District Kootenay Boundary
\$ 5,000.00	Fortis BC
\$ 14,895.00	Phoenix Foundation
\$ 7,000.00	Green Incentives
\$ 131,495.00	Total secured to date

(Need an additional \$100,000)

Optional Alternative funding available			
\$	10,000.00	CMHC Seed Funding 0% interest loan	approved
\$	25,000.00	CMHC proposal development funding	available
\$	35,000.00	Total interest free available in loans	
\$	20,000.00	GFDSCU Line of Credit	established
\$	280,000.00	BC Housing development loan	available
\$	300,000.00	Total interest bearing loans available	
\$	335,000.00	Total optional funding available	

0% interest & 20% forgivable

2.1% interest - works like line of credit

Gift in Kind Products and estimated values		
\$	98,840.00	HFHC national GIK donors
\$	25,000.00	Canadian Hydronics Council
\$	7,000.00	Roxul
\$	10,000.00	Dow Chemical (styrofoam)
\$	10,000.00	Sandners (excavation)
\$	160,000.00	Volunteer Labour
\$	310,840.00	Total GIK reasonably assured

\$ 777,335.00 Total Assets available for Project at this time

Grants applied for with reasonable chance of success		
\$	30,000.00	Harry Foster Foundation
\$	70,000.00	TD Carbon Credit Grant
\$	7,000.00	Interfor
\$	30,000.00	City of Grand Forks
\$	137,000.00	Total

\$ 914,335.00 Reasonable chance of funding

Other Grants applications requested		
	75000	Home Depot Foundation
\$	10,000.00	The Nemetz Foundation
\$	5,000.00	Chinook Foundation
\$	5,000.00	The Dorothy & Carl Ruby Char. Foundation
\$	5,000.00	The Harder Foundation
\$	20,000.00	The Jade Group Foundation
\$	20,000.00	The Mel Jr. & Marty Zajac Foundation
\$	20,000.00	The Morris and Helen Belkin Foundation
\$	5,000.00	The V.K. Eddie Hsu Foundation
\$	5,000.00	Ziotnik, Lamb & Company Foundation
\$	5,000.00	The Wolridge Foundation
\$	10,000.00	Osprey Community Foundation
\$	10,000.00	Castlegar Casino
\$	195,000.00	Subtotal
\$	9,750.00	5% chance of success

\$ 924,085.00 Total all sources

\$ 793,000.00 Appraised Value of Project

\$ 131,085.00 Excess funding

JUL 19 2011

APPLICATION FOR TAX EXEMPT STATUS

THE CORPORATION OF  
THE CITY OF GRAND FORKS

**Note:** Application must be received by **August 2<sup>nd</sup>** at City Hall for consideration for tax exemption in the following year.

Name of applicant: Sunshine Valley Child Care Society

Mailing address: Box 435 Grand Forks, BC V0H 1H0

Civic Address of the Property  
For Which the Exemption is being applied for: 978 72<sup>nd</sup> Ave

Legal Description of the Property: Lot A, Plan 38294, District Lot 108,  
Similkameen Div of Yale Land District

Contact person: Fatima Faria

Title: Executive Director

Telephone Number: 442-5314 Email Address: svccs@telus.net

Total Budget: \$76820.97

**Most Current Financial Statement must be attached to this form.**

Other sources of funding: MCFD, Fundraising, Parent fees

Describe your organization. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

please see attached.

FILE CODE

cont'd on next page

T2 - SUNSHINE VALLEY CHILD CARE SOCIETY  
- APPLICATION FOR TAX EXEMPT STATUS.

The Corporation of the City of Grand Forks

How does your organization benefit the Community of Grand Forks?

please see attached.

Cusheaton for  
Authorized Signature

Fatima Faria

SUNSHINE VALLEY CHILD CARE SOCIETY is a non-profit, registered charitable society. It began in May 1977 in the Wildlife Hall. In March 1978 it moved into its present location. The Board of Directors, comprised of members from all facets of the community, is elected at the Society's Annual General Meeting. Any individual who subscribes to the purposes of the Society may become a member by paying the annual membership fee.

### **MISSION STATEMENT**

We, SUNSHINE VALLEY CHILD CARE SOCIETY, recognize and respond to the changing childcare needs for children and families by providing and encouraging, relevant programs and support services within the Boundary Region.

### **GOALS OF SUNSHINE VALLEY CHILD CARE SOCIETY**

- ◆ To facilitate and promote healthy growth of children and families.
- ◆ To recognize and respect the uniqueness of the individual and the family.
- ◆ To offer developmentally appropriate programs and support services to all children and families in our community.
- ◆ To provide a safe, nurturing environment that is multicultural and non-sexist.
- ◆ To educate, by providing relevant programs, information, training events, resources, and professional development.
- ◆ To work in partnership with other service providers by encouraging communication, awareness and networking.
- ◆ To engage in funding partnerships with other groups and organizations when appropriate.
- ◆ To promote and maintain an ongoing commitment to a team model approach.

**Parental and community support is imperative for the Centre's operation. We welcome and encourage active participation and support for all of its activities.**

We currently operate 4 programs for children from birth to 12 years old. Infant and Toddler daycare, a Preschool program, a Group daycare for 2 ½ year olds to kindergarten age and a School age program for 6 to 12 year olds. We also offer support services to community members seeking child care and education on child development.

12:32 PM

07/15/11

Accrual Basis

## Sunshine Valley Child Care Society

## Profit &amp; Loss

April through June 2011

	Apr - Jun 11
Ordinary Income/Expense	
Income	
4000 · PROGRAM FEES (Fees charged for child care)	
4002 · Daycare Revenue	
4420 · CCOF Program - Daycare	5,238.88
4440 · Subsidies - Daycare	25,545.08
4002 · Daycare Revenue - Other	6,694.13
Total 4002 · Daycare Revenue	37,478.09
4004 · Preschool Revenue	
4422 · CCOF Program - Preschool	342.50
4442 · Subsidies - Preschool	1,282.50
4004 · Preschool Revenue - Other	880.00
Total 4004 · Preschool Revenue	2,505.00
4006 · Infant Toddler Revenue	
4426 · CCOF Program - Infant Toddler	4,578.00
4443 · Subsidies - Infant Toddler	13,487.54
4006 · Infant Toddler Revenue - Other	3,600.40
Total 4006 · Infant Toddler Revenue	21,665.94
4012 · School Age Program	
4424 · CCF Program - School Age	922.60
4444 · Subsidies - School Age	4,719.74
4012 · School Age Program - Other	2,079.89
Total 4012 · School Age Program	7,722.23
4015 · Supported Child Care	
4480 · BCGEU (fees to cover wages)	4,931.80
	118.41
Total 4000 · PROGRAM FEES (Fees charged for child care)	74,421.47
4400 · FUNDING FOR WAGES	
4411 · BCCRR 10% Admin funding	1,517.86
Total 4400 · FUNDING FOR WAGES	1,517.86
4600 · MISCELLANEOUS & INTEREST INCOME	
4425 · Donations & Fundraising Income	730.16
4435 · Interest Income	111.48
4460 · Miscellaneous Income	20.00
4475 · Yearly Memberships (Yearly Society Memberships)	20.00
Total 4600 · MISCELLANEOUS & INTEREST INCOME	881.64
Total Income	76,820.97
Expense	
5000 · PROGRAM COSTS	
5007 · Infant Toddler Groceries	76.21
5020 · Telus - Administration	258.86
5025 · Telus - Little People's DC & PS	145.36
5035 · Bank Charges Expense	135.00
5045 · Criminal Record Checks	40.00
5065 · Groceries Expense	291.46
5070 · Insurance, Liability	3,320.00
5100 · Office Supplies Expense	321.82
5160 · Supplies - General	775.73
5165 · Supplies - Daycare & Preschool	212.52
5170 · Supplies - Infant Toddler	24.81
5179 · Supplies - School Age Program (Purchases for school age prog...	21.36
5190 · Internet & Computer Expense (Telus Internet, Computer profes...	197.70
Total 5000 · PROGRAM COSTS	5,820.83
5001 · FACILITY COSTS	
5075 · Interest Expense	331.22
5155 · Repairs & Maintenance	1,259.95
5182 · Utilities - Electr,water,sewer	1,506.82
Total 5001 · FACILITY COSTS	3,097.99

12:32 PM

07/15/11

Accrual Basis

Sunshine Valley Child Care Society

## Profit & Loss

April through June 2011

	Apr - Jun 11
5002 · WAGES & BENEFITS	
5300 · Wages, Administration	11,215.62
5302 · Wages, Daycare	16,647.09
5303 · Wages, Infant Toddler	12,273.83
5304 · Wages, Preschool	1,596.57
5308 · Wages, School Age Program	3,743.24
5310 · Wages, Supported Child Care	3,041.90
5320 · Payroll costs, CPP and EI	4,050.25
5328 · Sick Leave expense (paid out)	1,930.94
5333 · Medical expense	163.50
5390 · Retroactive Pay	5,740.84
5406 · Vacation pay expense	2,562.43
Total 5002 · WAGES & BENEFITS	62,966.21
5700 · BCCRR Surplus \$ Expense	526.51
Total Expense	72,411.54
Net Ordinary Income	4,409.43
Net Income	4,409.43

RECEIVED

JUL 27 2011

The Corporation of the City of Grand Forks

THE CORPORATION OF  
THE CITY OF GRAND FORKS

**APPLICATION FOR TAX EXEMPT STATUS**

**Note:** Application must be received by **August 2<sup>nd</sup>** at City Hall for consideration for tax exemption in the following year.

Name of applicant: GRAND FORKS SENIORS BRANCH #68

Mailing address: Box 553, GRAND FORKS, BC  
VOH 1H0

Civic Address of the Property  
For Which the Exemption is being applied for: 565 71<sup>st</sup> AVENUE  
GRAND FORKS. B.C.

Legal Description of the Property: BLOCK 18 PLAN 89  
P.L. 108 S04D

Contact person: RALPH WHITE / LYNNE HANSEN.

Title: PRESIDENT / SECRETARY. 250-442-0111

Telephone Number: 250-442-3038 Email Address: RalphWhite7@gmail.com

Total Budget: \$22,000.00

**Most Current Financial Statement must be attached to this form.**

Other sources of funding: RENTALS OF OUR HALL, AND GRANTS  
WHEN AVAILABLE FOR RENOVATIONS AND REPAIRS.

Describe your organization. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

SINCE 1974 WE HAVE PROVIDED A PLACE FOR SENIORS  
TO MEET AND ENJOY SOCIAL ACTIVITIES. WE HAVE ONGOING  
WHIST & CRIBBAGE CARD GAME, CARPET BOWLING, CRAFTS  
& QUILTING AND A SENIORS CHOIR.

OUR MEMBERSHIP IS 90 PEOPLE, AND DROP-INS ARE  
ALWAYS WELCOME

/cont'd on next page

**FILE CODE**

G.F. Seniors Branch 1  
T2 - No. 68 - Applic. for  
Tax Exempt status

The Corporation of the City of Grand Forks

How does your organization benefit the Community of Grand Forks?

A GREAT HALL FOR THE COMMUNITY TO USE FOR MEETINGS.  
WEDDINGS, FUNERALS (CELEBRATIONS OF LIFE), DANCES,  
FAMILY REUNIONS, ADULT AND CHILDRENS BIRTHDAY PARTIES.  
WE HAVE A VERY REASONABLE RENTAL RATE - SO ALL PEOPLE  
CAN AFFORD OUR FACILITY.

Lynne Hansen  
Authorized Signature

**Seniors Center Branch 68**  
**Income Statement 01 Jan, 2011 to 30 Jun, 2011**

Page

**REVENUE**

<b>Revenue</b>		
#000 Non-Guar.Equity Shares 1...	0.00	
#000 Golden Chequing	0.00	
#001 Busin.Cheq.-Grants Act.5...	0.00	
#002 Comm.Builder Cheq.557140	0.00	
#003 Business Chequing-Gami...	0.00	
#008 Bond Buster 460394	0.00	
Building Account	0.00	
Kitchen Account	0.00	
Grant - City of GF	0.00	
Total Bank		0.00
Dividends	14.16	
Interest	71.90	
Total - Interest/Dividends		86.06
Crib	524.00	
Whist	320.00	
Activities	83.75	
Carpet Bowling	169.00	
Donations	49.15	
Art / Crafts / Quilters	311.00	
Music - Choir	251.00	
Jazzercise	1,600.00	
Coffee Fund	101.19	
Hall Rentals	5,350.00	
Rental - Security Deposits	1,300.00	
Membership Dues	620.00	
Petty Cash	0.00	
Miscellaneous Revenue	56.45	
Total - General Revenue		10,735.54
<b>Total Revenue</b>		<b>10,821.60</b>
<b>TOTAL REVENUE</b>		<b>10,821.60</b>

**EXPENSE**

<b>General &amp; Administrative Expe...</b>		
Bad Cheques		800.00
Hall Renovations & Materials		3,312.74
Coffee Fund Expense		10.75
Sound System		0.00
Insurance		1,937.00
Bank Service Charge		41.04
Office Supplies		28.47
Janitorial Supplies		166.64
Janitorial Services		1,196.00
Miscellaneous Expenses		254.34
Returned Security Deposit		900.00
VAB Enterprizes - Cleaning/Sup...		40.36
West Kootenay Seniors Associati...		85.00
Senior Citizens of BC (Provincial)		425.00
Seniors Games		0.00
Convention Expense		0.00
Rent Expense		0.00
Repair & Maintenance		743.97
Fire Protection		0.00
Grand Forks Glass		0.00
Membership Cards		0.00
Boundary Securities/Counterforce		0.00
Shaw Cable - Internet	0.00	
Gas - Fortis	681.20	
Telephone - Telus	415.25	
Utilities - Elect.,Water, Sewer	1,318.68	
Total - Utilities		2,415.13

**Seniors Center Branch 68**  
**Income Statement 01 Jan, 2011 to 30 Jun, 2011**

Pa

Travel & Expense	336.20
Petty Cash	0.00
Kitchen Account	0.00
<b>Total - General &amp; Admin. Expes...</b>	<b>12,692.64</b>
<b>TOTAL EXPENSE</b>	<b>12,692.64</b>
<b>NET INCOME</b>	<b>-1,871.04</b>

**Seniors Center Branch 68**  
**Balance Sheet As at 30 Jun, 2011**

P25

**ASSET**

**Current Assets**

Accounts Receivable		0.00
Cash to be Deposited	0.00	
Miscellaneous Cash	0.00	
Petty Cash	86.78	
Petty Cash - Kitchen Coffee Fund	53.37	
Total Cash		140.15
#000 Non-Guar.Equity Shares 8...	25.00	
#002 Comm.Builder Cheq.557140	3,921.53	
Kitchen Account #1719681	1,095.16	
Building Account #1718584	0.00	
Bond Buster#2 - 1 yr. #1662634	11,885.95	
Redeemable 12 Months # 1714...	0.00	
Term Deposit #1-1584358	0.00	
Bank Total		16,927.64
<b>Total Current Assets</b>		<b>17,067.79</b>

**Capital Assets**

Furniture & Equipment	13,701.56	
Accum. Amort.-Furn.& Equip.De...	0.00	
Net - Furniture & Equipment		13,701.56
Building	118,000.00	
Accum. Amort.- Building Deprec.	0.00	
Net - Building		118,000.00
Computer, Printer, Accessories	3,202.02	
Accum. Amort.- Computer Depr...	0.00	
Net - Computer		3,202.02
<b>Total Capital Assets</b>		<b>134,903.58</b>

**TOTAL ASSET** **151,971.37**

**LIABILITY**

**Liabilities**

Accounts Payable	0.00
<b>Total Liabilities</b>	<b>0.00</b>

**TOTAL LIABILITY** **0.00**

**EQUITY**

**Equity**

Equity - Furniture	13,701.56	
Equity - Building	118,000.00	
Equity - Computer	3,202.02	
Total - Fixed Equity		134,903.58
Retained Earnings		16,938.83
Current Earnings		-1,871.04
<b>Total Owners Equity</b>		<b>151,971.37</b>

**TOTAL EQUITY** **151,971.37**

**LIABILITIES AND EQUITY** **151,971.37**

JUL - 7 2011

APPLICATION FOR TAX EXEMPT STATUS

THE CORPORATION OF  
THE CITY OF GRAND FORKS

**Note:** Application must be received by **August 2<sup>nd</sup>** at City Hall for consideration for tax exemption in the following year.

Name of applicant: GRAND FORKS HOSPITAL AUXILIARY to the  
BOUNDARY HOSPITAL

Mailing address: BOX 1074  
GRAND FORKS BC V0H1H0

Civic Address of the Property  
For Which the Exemption is being applied for: 7239 2nd Street

Legal Description of the Property: \_\_\_\_\_

Contact person: WILLY TRIVERI

Title: PRESIDENT

Telephone Number: 250 442 8677 Email Address: wtriveri@gmail.com

Total Budget: —

**Most Current Financial Statement must be attached to this form.**

Other sources of funding: The Thrift Shop is the only source  
of income.

Describe your organization. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

The Thrift Shop, is operated by volunteers and  
there are no paid staff members

The G.F. Hospital Auxiliary to the Boundary  
Hospital is a non-profit society which began in  
1946

FILE CODE

cont'd on next page

T2 - GRAND FORKS HOSPITAL AUXILIARY TO  
BOUNDARY HOSPITAL  
APPLICATION FOR TAX EXEMPT STATUS. 1

How does your organization benefit the Community of Grand Forks?

Through our funds raised, the G.F. Auxiliary has provided the Boundary Hospital with many pieces of expensive equipment that provides better medical treatment of patients. As well, the recycling of items is extensive - clothing, hardware, books, bedding etc. - and said items are available at very reasonable prices.

\_\_\_\_\_  
Authorized Signature

If someone loses a home due to fire, we are generous in providing needed necessities.

The seniors in the local facilities, are provided with comfort items at Christmas.

Scholarships, (four) are awarded to students who plan to pursue studies in the medical, or health related areas.

( Please see attached letter submitted to G.F. Gazette May 25, 2011.

Editor:

The Grand Forks Auxiliary to the Boundary Hospital Society is comprised of 100 volunteers who work diligently throughout the year to provide good quality merchandise in a well appointed store. There are NO paid workers in this establishment.

Each year, the Society financially supports health related programs within the Boundary and West Kootenay area. This past year many pieces of equipment were purchased and the following list will attest to the many long hours of volunteer labour:

Transducer Broadband, Electronic Tomometer, Ceiling Lifts, Autoscope & Ophthalmoscope, Oncology Room, 5 beds, Exam Table, Stretcher, Mattresses & Wheelchairs, Walker.

As well, the Doctor's Room at the hospital was entirely refurbished with new furniture, and flooring. Christmas comforts/goodies were provided to cheer residents of the lodges. Beautiful Christmas trees were set up and decorated by our volunteers, and a new Christmas tree was purchased for the Oncology Room.

Scholarships are provided annually to worthy students of Grand Forks Secondary School, and Boundary Central, and the Lindsay Howes Scholarship was disbursed. A contribution was also made to Relay for Life.

This lengthy list of 2010 donations totaled \$168,189.24!

Many thanks to all who donate clean, gently used clothing, toys, hardware, small appliances, books and many items too numerous to mention. Without these donations, the Hospital Auxiliary would not exist.

Grand Forks is indeed blessed with so many wonderful men and women who give selflessly of their time, talent and "treasures" to make our hospital and community a better place.

Yours truly,  
W. Triveri, President

## **Grand Forks Hospital Auxiliary**

**June 30, 2011**

**Balance as of May 31, 2011**

**\$ 23,415.59**

**Expenses:**

Fortis B.C.	\$ 192.77
W.D. Sheetmetal Ltd.	155.68
Grand Forks Home Hardware	68.83
Telus	92.76
Sparkle' N Shine Cleaning	693.34
Overwaitea #24	231.90
Sole Mats	112.11
Lidwien Billington (G.F. Home Hardware Padlock)	24.63
Pharmasave Grand Forks	3.72
Battrick & Sons Locksmithing	235.20
Listowel Trophy & Sign Co.	47.60
Carole Richmond (Presidents Luncheon expense)	140.00
Westend Global (Appreciation Luncheon)	870.00
Grand Forks Secondary School (scholarship)	2,000.00
Interior Health (Hutch-cabinet x 2 Gallery Desk Renal Room)	3,705.47

**Total Expenses**

**\$ 8,574.01**

**Revenue:**

Clothing	\$8,368.33
Hardware	2,965.10
Fabric	540.90
Rags	146.50
Store Gift Bar	136.45
Wool	82.90
Toys	420.62
Books	1,024.76
Shoes	1,177.95
Bedding	879.90
Jewelry	77.85
Misc.	710.10
Seasonal	888.09
Hospital Gift Bar	13.50
Donations	29.90

**Total Revenue:**

**\$ 17,462.85**

**Balance as of June 30, 2011**

**\$ 32,304.43**

**Business Bonus Savings**

**\$ 1,858.92**

**Term Deposits**

**\$295,960.34**

Wilhelmina Triveri &lt;wtriveri@gmail.com&gt;

**FW: Donations 2010**

2 messages

Bev Greathead &lt;bgreathead@telus.net&gt;

To: "Hampf, Ingrid" &lt;Ingrid.Hampf@interiorhealth.ca&gt;

Cc: Triveri Willy &lt;wtriveri@hotmail.com&gt;

Mon, Feb 21, 2011 at 3:38 PM

**From:** Lizza [mailto: ]**Sent:** February-21-11 10:29 AM**To:** Bev Greathead**Subject:** Donations 2010**Donations in 2010****Interior Health:**

<b><u>Transducer Broadband</u></b>	<b><u>\$ 12,942.00</u></b>
<b><u>Electronic Tomometer</u></b>	<b><u>4,555.99</u></b>
<b><u>Ceiling Lifts</u></b>	<b><u>50,000.00</u></b>
<b><u>Autoscope &amp; Ophthalmoscope</u></b>	<b><u>4,136.16</u></b>
<b><u>Chemotherapy</u></b>	<b><u>30,000.00</u></b>
<b><u>5 Beds</u></b>	<b><u>28,272.42</u></b>
<b><u>Exam Table</u></b>	<b><u>1,357.00</u></b>
<b><u>Stretcher</u></b>	<b><u>9,057.76</u></b>
<b><u>Mattresses &amp; Wheelchairs</u></b>	<b><u>7,239.67</u></b>

<u>Walker</u>	<u>1,165.50</u>
<u>Smile Makers</u>	<u>179.01</u>
<u>Cablevision for Hardy View</u>	<u>4,800.00</u>
<u>Boundary Hospital (Resident Xmas Comforts)</u>	<u>2,500.00</u>
<u>Boundary Lodge (Resident Xmas Comforts)</u>	<u>750.00</u>
<u>Dr's Room:</u>	
-	
<u>Meryle Monford</u>	<u>\$ 87.46)</u>
<u>Imagine Flooring</u>	<u>2,453.72)</u>
<u>Sears (Furniture)</u>	<u>3,470.64)</u>
<u>Grand Forks Home Hardware</u>	<u>124.94) Total 6,136.76</u>
<u>TOTAL \$163,092.27</u>	
<u>(George Seminoff (Sears) Xmas tree for Oncology Room</u>	<u>96.97</u>
<u>Canadian Cancer Society (Relay for Life)</u>	<u>2,000.00</u>
<u>Lindsay Howes (scholarship)</u>	<u>1,000.00</u>
<u>Grand Forks Secondary School</u>	<u>2,000.00</u>
<u>Total 2010 Donations \$168,189.24</u>	

Hampf, Ingrid <Ingrid.Hampf@Interiorhealth.ca>  
 To: Bev Greathead <bgreathead@telus.net>  
 Cc: Triveri Willy <wtriveri@hotmail.com>

Mon, Feb 21, 2011 at 4:03 PM



RECEIVED

JUL 28 2011

THE CORPORATION OF  
THE CITY OF GRAND FORKS

THE ROYAL CANADIAN LEGION BR.59  
BOX 836  
GRAND FORKS B.C. V0H 1H0  
PHONE: (250) 442-8400  
FAX: (250) 442-8459

Please find enclosed an application for tax exempt status.  
Current financial statement.  
Our goals & benefits to our community letter  
Itemized list of our contributions for the year 2010  
In view of the enclosed information, we ask that you give serious  
consideration to our request for annual tax exemption.

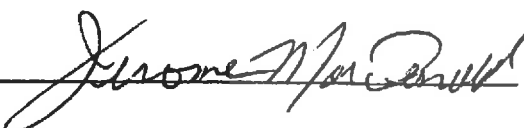
Thanking you.

Yours truly

Elsie Fredericks  
Br. 59 Secretary

Jerome MacDonald  
Br. 59 President

  
July 27th. 2011



FILE CODE

T2 - Royal Canadian Legion  
BR. 59 - Applic. for  
Tax Exempt Status

The Corporation of the City of Grand Forks

**APPLICATION FOR TAX EXEMPT STATUS**

**Note:** Application must be received by **August 2<sup>nd</sup>** at City Hall for consideration for tax exemption in the following year.

Name of applicant: THE ROYAL CANADIAN LEGION BR. 59.

Mailing address: P.O. Box 836  
GRAND FORKS. B.C. V0H1H0

Civic Address of the Property

For Which the Exemption is being applied for: 7353-6<sup>th</sup>. AVE

GRAND FORKS B.C. V0H1H

Legal Description of the Property: LOTS 18 19 20 BLOCK 29 DL 108  
SDYD PLAN 121

Contact person: ELSIE FREDERICKS.

Title: BRANCH 59 SECRETARY.

Telephone Number: 250-442-8400 Email Address: rclbr59@gmail.com

Total Budget: \_\_\_\_\_

**Most Current Financial Statement must be attached to this form.**

Other sources of funding: NONE

Describe your organization. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

SHEETS OF REPORTS ATTACHED  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

/cont'd on next page

The Corporation of the City of Grand Forks

How does your organization benefit the Community of Grand Forks?

LETTER ATTACHED

  
Authorized Signature



**THE ROYAL CANADIAN LEGION BR.59  
BOX 836  
GRAND FORKS B.C. V0H 1H0  
PHONE: ( 250) 442-8400  
FAX: (250) 442-8459**

### **HISTORY OF THE ROYAL CANADIAN LEGION BRANCH 59.**

**Our organization was established in 1926.**

**We are celebrating our 85th. birthday this year.**

**We are a non profit organization & contribute greatly to various charitable organizations in Grand Forks & district area, along with many organizations in the province for over thirty seven years.**

**Our donations to the sports organizations in the city provide equipment, travel expenses, rental fees, uniforms etc. to the various sports.**

**Our scholarship donations each year to further education for our youth.**

**Playground equipment for the school yards & preschool groups.**

**The poppy fund takes care of the veterans & their dependants when needed.**

**Our donations to the summer camps for the children.**

**The donation committee meets on a monthly basis to distribute our funds to the many charitable organizations,**

**which are made available through our meat draws & bingo games by the branch & ladies auxiliary volunteers.**

**List of our donations are included in our report.**

**Sincerely:**

**Elsie Fredericks (Br. 59 Secretary).**

**July 25th. 2011.**

*E. Fredericks.*

THE ROYAL CANADIAN LEGION BR. 59  
BOX 836  
GRAND FORKS B.C. V0H 1H0:

THE CORPORATION OF THE CITY OF GRAND FORKS B.C.

HOW DOES OUR ORGANIZATION BENEFIT OUR COMMUNITY:

The Royal Canadian Legion is of great benefit to our community with donations to the youth organizations (hockey, swimming, cadets, scouts, guides, camping, skating, baseball, hockey, junior curling.

Benefits to our veterans & their dependents through the poppy fund.

We have a large supply of wheelchairs & walkers available for use by members of the community at no charge.

We hold breakfast with santa for the children & families each year with the proceeds going to the Christmas Hampers for toys for the children.

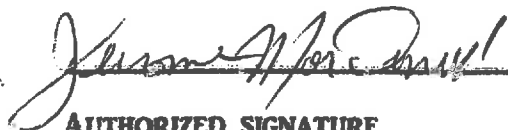
We donate the use of our hall to the air cadets, boy scouts & girl guides for their functions each year.

We participate in the parades & celebrations within the community with our colour party.

In case of a community disaster, our legion hall has always been available.

We sponsor our local boy scouts & air cadet squadron #841.

In the event of a fire, flood disaster our legion can be counted on for support.



AUTHORIZED SIGNATURE

**JEROME MACDONALD**  
**BRANCH 59 PRESIDENT**



AUTHORIZED SIGNATURE

**ELSIE FREDERICKS**  
**BRANCH 59 SECRETARY**

**Royal Canadian Legion Br. 59. Donations from Meat Draw & Bingo:  
Org.# 110036**

<b>Date:</b>	<b>Recipient</b>	<b>Chg.#</b>	<b>Purpose</b>	<b>Amount:</b>
Jan. 6.	Ann Wilby	583	Scholarship	\$ 750.00
Feb.19.	Phoenix Mtn. Racers	592	Kids Skiing	\$ 500.00
Mar.24.	Bndry Women's Centre	600	Supplies	\$ 500.00
Mar.24.	Piranha Swim Club	601	Equipment	\$ 500.00
Mar.24.	Can. Red Cross	602	Supplies	\$ 500.00
Apr.27.	Perley School	608	Equipment	\$ 500.00
Apr.27.	B.C. Lung	609	Research	\$ 500.00
Apr.27	Bndry Hospice	610	Furnishings	\$ 500.00
Apr.27.	Babe Ruth Baseball	611	Equipment	\$ 500.00
Jun.23.	Mathew Orme	623	Scholarship	\$ 200.00
Jun.23.	Legion Foundation	624	BC Sen.Games	\$ 500.00
Jun.23.	G.F. Girl Guides	625	Training`	\$ 500.00
Jun.23.	G.F. Boy Scouts	626	Camp Equip.	\$ 500.00
Jun.23.	G.F. Search/Rescue	627	Equipment	\$ 500.00
Jun.23.	G.F. Pipes & Drums	628	Equipment	\$ 500.00
Jun.23.	G.F. Fall Fair	629	Trophy/engrave	\$ 25.00
Aug.1.	Catherine Turner	637	Scholarship	\$ 250.00
Sept.9.	Girls Basketball	650	Equipment	\$ 500.00
Sept28	Junior Curlers	652	Equipment	\$ 500.00
Sept28	G.F. Air Cadets	653	Training	\$ 500.00
Oct.20.	Leah Peron	660	Scholarship	\$ 100.00
Oct.20.	Nicole Dimock	661	Scholarship	\$ 500.00
Nov.23	Aaron Clark	669	Scholarship	\$ 250.00
Dec.16	Bndy Youth Soccer	673	Equipment	\$ 500.00
Dec.16	G.F. Food Bank	674	Food Supplies	\$1000.00
Dec.16	Com. Xmas Dinner	675	Supplies	\$ 250.00
Dec.16	B.C. Cancer	676	Research	\$ 500.00
Dec.16	Alzheimers Society	677	Research	\$ 500.00
Dec.16	Xmas Hamper Comm.	678	Toys for Kids	\$ 200.00

**Total donations for 2010**

**\$13,025.00**

**LIST OF DONATIONS TO OUR COMMUNITY OF GRAND FORKS FOR 2010:**

<b>DATE</b>	<b>DONATION TO</b>	<b>PURPOSE</b>	<b>AMOUNT</b>
<b>JAN .6T H.</b>	<b>ANN WILBY</b>	<b>SCHOLARSHIP</b>	<b>\$ 750.00</b>
<b>FEB.19TH.</b>	<b>PHOENIX MT, RACERS</b>	<b>KIDS SKIING</b>	<b>\$500.00</b>
<b>MAR.24TH.</b>	<b>PIRANHA SWIM CLUB</b>	<b>EQUIPMENT</b>	<b>\$500.00</b>
<b>24TH .</b>	<b>BNDRY WOMEN'SCENTRE</b>	<b>SUPPLIES</b>	<b>\$500.00</b>
<b>APR.27TH.</b>	<b>PERLEY SCHOOL</b>	<b>TABLES/BENCHES</b>	<b>\$500.00</b>
<b>27TH .</b>	<b>BNDRY HOSPICE</b>	<b>FURNISHINGS</b>	<b>\$500.00</b>
<b>27TH.</b>	<b>B.RUTH BASEBALL</b>	<b>EQUIPMENT</b>	<b>\$500.00</b>
<b>JUN.23RD.</b>	<b>MATTHEW ORME</b>	<b>SCHOLARSHIP</b>	<b>\$500.00</b>
<b>.23RD.</b>	<b>G.F.GIRL GUIDES</b>	<b>TRAINING</b>	<b>\$500.00</b>
<b>.23RD.</b>	<b>G.F. BOY SCOUTS</b>	<b>CAMP EQUIPMENT</b>	<b>\$500.00</b>
<b>.23RD.</b>	<b>G.F. SEARCH/RESCUE</b>	<b>EQUIPMENT</b>	<b>\$500.00</b>
<b>.23RD.</b>	<b>G.F. PIPES/DRUMS</b>	<b>EQUIPMENT</b>	<b>\$500.00</b>
<b>.23RD.</b>	<b>G.F. FALL FAIR</b>	<b>TROPHY ENGRAVING</b>	<b>\$ 25.00</b>
<b>AUG. 1ST.</b>	<b>CATHERINE TURNER</b>	<b>SCHOLARSHIP</b>	<b>\$250.00</b>
<b>SEPT.9TH.</b>	<b>GIRLS BASKETBALL</b>	<b>EQUIPMENT</b>	<b>\$500.00</b>
<b>.28TH.</b>	<b>JUNIOR CURLERS</b>	<b>ICE RENTAL/EQUIPMENT</b>	<b>\$500.00</b>
<b>.28TH.</b>	<b>G.F.AIR CADETS 841</b>	<b>TRAINING</b>	<b>\$500.00</b>
<b>OCT 20TH.</b>	<b>LEAH PERON</b>	<b>SCHOLARSHIP</b>	<b>\$100.00</b>
<b>.20TH.</b>	<b>NICOLE DIMOCK</b>	<b>SCHOLARSHIP</b>	<b>\$500.00</b>
<b>NOV.23RD.</b>	<b>AARON CLARK</b>	<b>SCHOLARSHIP</b>	<b>\$500.00</b>
<b>DEC.16TH.</b>	<b>BNDRY YOUTH SOCCER</b>	<b>EQUIPMENT</b>	<b>\$500.00</b>
<b>.16TH.</b>	<b>G.F.FOOD BANK</b>	<b>FOOD SUPPLIES</b>	<b>\$1000.00</b>
<b>.16TH.</b>	<b>COMM. XMAS DINNER</b>	<b>SUPPLIES</b>	<b>\$250.00</b>
<b>.16TH.</b>	<b>COMM,XMAS HAMPER</b>	<b>TOYS FOR KIDS</b>	<b>\$200.00</b>

**TOTAL FOR 2010 \$ 10,525.00**

**THE ROYAL CANADIAN LEGION BRANCH 59**

**CHARITABLE DONATIONS BY THE MEAT DRAW &  
BINGO THROUGH**

**THE GAMING ACCOUNT FOR 1998 TO 2010. (13  
YEARS)**

<b>1998</b>	<b>\$ 19,388.00</b>
<b>1999</b>	<b>\$ 12,893.00</b>
<b>2000</b>	<b>\$ 23,226.00</b>
<b>2001</b>	<b>\$ 31,604.00</b>
<b>2002</b>	<b>\$ 18,283.00</b>
<b>2003</b>	<b>\$ 17,908.00</b>
<b>2004</b>	<b>\$ 20,222.00</b>
<b>2005</b>	<b>\$ 31,790.00</b>
<b>2006</b>	<b>\$ 25,379.00</b>
<b>2007</b>	<b>\$ 22,739.00</b>
<b>2008</b>	<b>\$ 20,950.00</b>
<b>2009</b>	<b>\$ 20,855.00</b>
<b>2010</b>	<b>\$ 13,025.00</b>

**ROYAL CANADIAN LEGION BRANCH # 59**  
**BALANCE SHEET**  
**AS AT DECEMBER 31, 2010**

**LIABILITIES AND BRANCH SURPLUS**

	<b>Current Year</b>	<b>Previous Year</b>
<b>CURRENT LIABILITIES</b>	<b>\$</b>	<b>\$</b>
Net Sales Tax payable	0.00	429.07
Salaries and Employees Benefits Payable	1,115.75	398.75
Per Capita Taxes Payable		
Accounts Payable and Accrued Liabilities	581.09	813.72
Current Portion of Long Term Debt		
Dues Received In Advance	6,795.00	8,035.00
G.S.T. Payable	670.81	335.08
<b>TOTAL CURRENT LIABILITIES</b>	<b>9,162.65</b>	<b>\$10,011.62</b>
<b>LONG TERM DEBT</b>		
Mortgage Payable	0.00	0.00
<b>TOTAL LONG TERM DEBT</b>		<b>\$0.00</b>
Less: Principial Payments Due Within One Year	0.00	0.00
<b>NET LONG TERM DEBT</b>	<b>0.00</b>	<b>\$0.00</b>
<b>TOTAL LIABILITIES</b>	<b>9,162.65</b>	<b>\$10,011.62</b>
<b>BRANCH SURPLUS</b>		
Balance as at January 1, 2010	313,044.93	316,113.64
Add:		
Branch Net Profit/(Loss) for the Year	(6,995.22)	(3,068.71)
<b>TOTAL BRANCH SURPLUS</b>	<b>306,049.71</b>	<b>\$313,044.93</b>
<b>TOTAL LIABILITIES AND BRANCH SURPLUS</b>	<b>315,212.36</b>	<b>323,056.55</b>

**ROYAL CANADIAN LEGION BRANCH #59  
BALANCE SHEET  
AS AT DECEMBER 31, 2010**

**ASSETS**

	<b>Current Year</b>	<b>Previous Year</b>
<b>CURRENT ASSETS</b>		
	\$	
Cash and Bank Account	28,826.67	21,951.41
Short Term Investments	14,080.38	28,897.20
Accounts Receivable	150.16	352.60
Inventory: Liquor	326.52	335.70
Draught Beer	1,587.23	1,269.78
Can Beer (Off-Sales)	78.02	228.64
Bottled Beer	293.08	295.60
Cider, Coolers and Wine	331.86	432.88
Breakopen Tickets	1,057.26	1,057.26
Legion Supplies	1,346.20	1,346.20
Other Inventories	305.11	433.83
Prepaid Expenses ( Per Capita Tax)	4,076.77	4,446.00
Advances Receivable		
<b>TOTAL CURRENT ASSETS</b>	<b>\$52,459.26</b>	<b>\$61,047.10</b>
<b>LONG TERM INVESTMENTS</b>		
Replacement Reserve Funds		
<b>CAPITAL ASSETS</b>	\$	\$
Land	83,635.20	83,635.20
Building	111,265.00	111,265.00
Equipment	45,688.53	45,094.67
Furniture, Fixtures and Equipment	22,014.58	22,014.58
Leasehold Improvements		
Other Capital Assets	149.79	
<b>TOTAL CAPITAL ASSETS</b>	<b>\$262,753.10</b>	<b>\$262,009.45</b>
Less: Accumulated Amortization Expense		
<b>NET CAPITAL ASSETS</b>	<b>262,753.10</b>	<b>\$262,009.45</b>
<b>TOTAL ASSETS</b>	<b>\$315,212.36</b>	<b>\$323,056.55</b>

**BRANCH #59 INCOME STATEMENT**

**FOR THE YEAR ENDED DECEMBER 31, 2010**

	<b>Current Year \$</b>	<b>Previous Year</b>
<b>TOTAL INCOME - FROM SHEET I</b>	26,158.16	31,757.18
<b>TOTAL EXPENSES - FROM SHEET I</b>	33,153.38	34,825.89
<b>NET INCOME BEFORE DONATIONS AND AMORTIZATION EXPENSE</b>	(\$6,995.22)	(\$3,068.71)
<b>WELFARE AND COMMUNITY SERVICES:</b>		
Bursaries		
Sick and Visiting		
<b>TOTAL WELFARE AND COMMUNITY SERVICES</b>	\$0.00	\$0.00
<b>BRANCH NET OPERATING INCOME</b>	(\$6,995.22)	(\$3,068.71)
<b>AMORTIZATION EXPENSE</b>		
<b>BRANCH NET PROFIT (LOSS) FOR THE YEAR</b>	(\$6,995.22)	(\$3,068.71)

RECEIVED

AUG - 2 2011

The Corporation of the City of Grand Forks

THE CORPORATION OF  
THE CITY OF GRAND FORKS

APPLICATION FOR TAX EXEMPT STATUS *for 2012*

**Note:** Application must be received by **August 2<sup>nd</sup>** at City Hall for consideration for tax exemption in the following year.

Name of applicant: Grand Forks Slavonic Senior Citizens Society

Mailing address: PO Box 2848 Branch No. 143

Grand Forks BC V0H 1H0

Civic Address of the Property

For Which the Exemption is being applied for: 686 72nd Ave.

Legal Description of the Property: Lot 8, Block 25, Plan 23, District Lot 108,  
Similkameen Div of Yale Land District PID: 003-303-721

Contact person: Elizabeth Semenoff

Title: President

Telephone Number: 250-442-2609 Email Address: elizsemenoff@yahoo.ca

Total Budget: approx. \$10,000.

**Most Current Financial Statement must be attached to this form.**

Other sources of funding: Memberships, Fundraising,  
Donations from Regular and Occasional Users

Describe your organization. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

FILE CODE

(cont'd on next page)

G.F. Slavonic Senior  
T2 - Citizens Society -  
Applic. for Tax Exempt

The Corporation of the City of Grand Forks

How does your organization benefit the Community of Grand Forks?

We have available a pleasant easily accessible and  
affordable safe-smoke-free-setting for smaller group  
and family-type activities...

Our popular monthly vegetarian potluck luncheons  
provide opportunities for varied meals and  
interaction with others...

Elizabeth Semenovoff  
Authorized Signature

GRAND FORKS SLAVONIC SENIOR CITIZENS SOCIETY - BRANCH NO. 143  
REGISTRATION NO. S-13290

Financial Statement for the year ending December 31, 2010

REVENUE:

CU Balance January 1, 2010		\$ 1118.14
Membership Dues/User Fees	\$ 260.00	
Use of Centre Donations - Sunshine Quilters	1050.00	
- Others	530.00	
Food Committee	234.00	
CU Shareholder Dividends	35.09	
	<u>\$ 2109.09</u>	2109.09
Transfer from Term		500.00
Temporary loan from Members		1424.00
		<u>\$ 5151.23</u>

EXPENDITURES:

Utilities - City of Grand Forks	\$ 871.67	
Terasen Gas	1024.43	
Telus	293.10	
Shaw Communications (re: Internet)	470.17	
Minister of Finance (annual report for societies)	25.00	
Central OK Regional Council (2009/2010 per capita)	3.60	
Insurance on Building	1424.00	
Maintenance (from 2009 mitigation re: windows)	403.20	
Snow Removal	105.00	
Dinner (annual - catered)	145.00	
CU Interest charge	.02	
	<u>\$ 4765.19</u>	<u>\$ 4765.19</u>

CU Balance December 31, 2010

\$ 386.04

2010 Revenue

<\$ 2656.10>

From:  Slavonics Centre <slavonics143@shaw.ca>

Tue, Aug 02, 2011 3:41:29 PM 

Subject: Application for tax exempt status 2012

To:  Info City of Grand Forks

Attachments:  Attach0.html

10K

## Grand Forks Slavonic Senior Citizens Society Branch No. 143

PO Box 2848 Grand Forks  
BC V0H 1H0

To: Corporation of the City of Grand Forks  
Application for Tax Exempt Status for the Year 2012

The Grand Forks Slavonic Senior Citizens Society was officially registered with the province of British Columbia as a non-profit Society July 6, 1977.

The purposes of the Society are “to provide a non-profit co-operative organization to make recreational facilities available for the seniors of the Grand Forks district—for discussion of current events, (to) engage in crafts, hobbies, entertainment, fellowship, education (for) betterment of the senior citizens.”

Any person who subscribes to the purposes of the Society may apply for membership—voting members being 50 years and over, non-voting members being under the age of 50 years.

Through considerable hard work, diligence and creativity of its members the Society succeeded in purchasing property and renovating the premises which were ready for occupancy in 1987. Some years later the building was extended to provide more space for activities.

Activities include fellowship, food, card games, billiards/pool, shuffleboard, singing—which generally take place Saturdays and varied week days and evenings. We also have equipment for wide-screen movie/program presentations, carpet bowling and bingo. Regular membership meetings are generally held monthly.

As one of the grateful recipients in a New Horizons project for seniors entitled ACCESS--Adapting Community Computer Services for Seniors (initiated by Community Futures in partnership with the Grand Forks and District Public Library) we are in the process of upgrading our media skills.

We continue to lose a significant number of our most active members to illness and death. This has been a trend of late as the majority were octogenarians and older.

Younger members would be able to provide some much-desired vitality! We would be thrilled to have interested and committed volunteers come forward to help initiate and coordinate additional programs. As well we are hopeful of seeking out suitable/compatible partnerships.

Our largest expenditures include utilities and insurance (the cost of which continues to rise). Income is generated through membership dues/fees at \$40.00 annually. Those who wish to keep up their membership but due to age/infirmity/accessibility are unable to participate regularly contribute \$10.00 annually.


Those who do not bring food for the popular monthly vegetarian potluck lunch donate \$6.00 in lieu. Occasionally there are special meals prepared by volunteer members—for a suggested donation of \$6.00 per person. For a drop-in fee of \$2.00 members are able to participate in the various activities.

Regular and occasional users of the facility provide donations for the privilege.

As with many other societies/groups we are struggling to balance our income and expenditures. These are challenging times which will require creative and innovative thinking and strategies to be able to respond to the emerging needs of our members/community/society.

We thank you for your support and consideration!

Respectfully submitted,

  
Elizabeth Semenoff, President

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JUL 14 2011

APPLICATION FOR TAX EXEMPT STATUS

THE CORPORATION OF  
THE CITY OF GRAND FORKS

**Note:** Application must be received by **August 2<sup>nd</sup>** at City Hall for consideration for tax exemption in the following year.

Name of applicant: Grand Forks Wildlife Association

Mailing address: PO BOX 774 Grand Forks BC  
V5H 1N0

Civic Address of the Property  
For Which the Exemption is being applied for: 7850 2nd St.

Legal Description of the Property: \_\_\_\_\_

Contact person: BRIAN HANCOCK

Title: PRESIDENT

Telephone Number: 250-445-2118 Email Address: bwhancock@hotmail.com

Total Budget: NA

**Most Current Financial Statement must be attached to this form.**

Other sources of funding: Fund raising, banquets, events, hall rental  
for community events, and donations

Describe your organization. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

We are a non profit society that provides access to education for  
people of all ages for outdoor sports and recreation, as well  
as outdoor activities for outdoors people.  
We are dedicated to sustainable wildlife management, habitat, and the  
future of outdoor sports + recreation for people of all ages.

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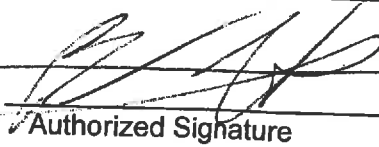
FILE CODE

T2-GF WILDLIFE ASSOC. - Application  
FOR TAX EXEMPT STATUS.

The Corporation of the City of Grand Forks

How does your organization benefit the Community of Grand Forks?

*By providing access to outdoor education, activities, and events for residents of all G.F. as well as facilities for these activities and events.*



Authorized Signature



Grand Forks Credit Union

447 Market Ave., PO Box 2500  
Grand Forks, BC V0H 1H0

Date	May 31, 2011
Member No.	601449
Page	1 of 4

000471

G F WILDLIFE ASSOCIATION  
BOX 774  
GRAND FORKS BC V0H 1H0

## My Relationship Summary

Deposits – CDN	Balance	Deposits – USD	Balance	Loans	Balance
Chequing	\$7,642.32	Chequing USD	\$0.00	Mortgages	\$0.00
Savings	\$663.24	Term Deposits USD	\$0.00	Loans	\$0.00
Registered Plans	\$0.00				
Term Deposits	\$0.00				

My Total Relationship with Grand Forks: \$8,305.56 CDN \$0.00 USD.

## My Contacts

## General Enquiries

250.442.5511

[memberservice@gfdscu.com](mailto:memberservice@gfdscu.com)

- If you choose to leave a message on our General Enquiries line, we will return your call the same day – and usually within the hour.

## My Messages

## 4.99% for a 5 Year Fixed Commercial Mortgage\*

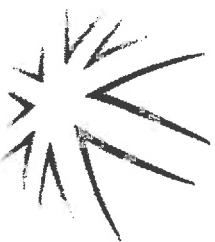
Whether you're a smaller home-based business or a larger employer with multiple staff and inventory, it is our goal as your community-owned financial institution to **provide you with quality, competitive products and services** to help you meet your bottom line. Talk to one of our Commercial Account Managers to find out more about the ways we can support you in achieving your business goals.

## 3.99% for a 5 Year Fixed Residential Mortgage\*

\*Some conditions apply; rates subject to change.

## Boundary Country Regional Chamber of Commerce (BCRCC)

Now is the time to join forces across our communities. Contact Sarah Winton at Community Futures at 250.442.2722 or [sarah@boundarycf.com](mailto:sarah@boundarycf.com). The BCRCC website is coming soon!


**BCRCC**  
 BOUNDARY COUNTRY  
 REGIONAL CHAMBER OF COMMERCE

The REGIONAL CHAMBER welcomes ALL businesses in the Boundary to become members. Your membership will result in dollars saved for you with a Membership Benefits Program.

“Enhancing the power, presence, and prosperity of our local business owners & their employees.”

Contact Sarah Winton for more information at 250.442.2722 or [sarah@boundarycf.com](mailto:sarah@boundarycf.com)

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JUL 27 2011

THE CORPORATION OF  
THE CITY OF GRAND FORKS

The Corporation of the City of Grand Forks

## APPLICATION FOR TAX EXEMPT STATUS

**Note:** Application must be received by **August 2, 2011** at City Hall for consideration for tax exemption in the following year.

Name of applicant: Abbeyfield Centennial House Society (ACHS)

Mailing Address: PO Box 902  
Grand Forks BC V0H 1H0

Contact Person: Ron Mellett  
Title: Chairman  
Telephone: (250) 442-5550

Total Budget: \$151,800.00

**Most current financial statement must be attached to this form - See attached**

### Other Sources of Funding:

The residents of ACHS provide all of our income through their monthly rents. We originally budgeted for 80% occupancy. Currently our break-even is about 95% occupancy due to increasing costs. In July 2011, we had to raise the rents to the residents to cover our increasing operating costs. This is a severe burden to some of the residents, who are all single senior citizens many with limited incomes.

**Describe your organization. Include a short history of your organization and briefly describe its goals and objectives:**

ACHS was incorporated in 1997 with the mandate of establishing an "Abbeyfield Home" in Grand Forks. Pioneer Village Society donated its assets to ACHS to make establishing the home a possibility. Those assets were all from non-government sources. With a huge amount of volunteer hours by the directors and many community donations the home was built. The home can accommodate ten single seniors. The residents have a safe and secure home including meals, in a non-institutional setting. This provides the good nutrition and companionship that is commonly lacking for single seniors. ACHS is affiliated with the Canadian and International Abbeyfield Societies. It is not for profit and is a registered charity. Volunteers carry out all management, routine maintenance, improvements and social activities. The Offices and Directors of ACHS are all volunteers and receive no remuneration.

FILE CODE

T2 - Abbeyfield Centennial  
House Society - Applic.  
for Tax Exempt Status

**How does your organization benefit the Community of Grand Forks?**

ACHS provides a quality residence and Grand Forks with its only senior's not for profit, non-government funded personal care facility. This permits our residents to continue living in the community with dignity while avoiding the necessary of residing in a public care facility at substantial public expense. The home was built and is operated using local suppliers and trade persons whenever reasonably possible. Local seniors are given preference for accommodation. ACHS employs four local persons. This means that there are up to fourteen persons contributing to local business who might well otherwise have to reside outside of Grand Forks.

Many other Abbeyfield Homes in BC are given tax exemptions and in one case the building is owned by the City and leased to Abbeyfield for \$1.00 per year.

The board of ACHS continues in its goal of providing affordable seniors housing in a non-institutional environment. Assistance from the City of Grand Forks in offsetting some of our cost increases through tax exemption will assist in achieving our long-term success. We urge council to continue to recognize the contribution of this home and its seniors through granting a tax exemption for 2012.

A handwritten signature in black ink, appearing to read 'Ron Mellett', is written over a horizontal line.

Ron Mellett  
Chairman

## Abbeyfield - 2011 Budget

	Monthly	Annual
Advertising	35.00	420.00
Accounting & Legal	300.00	3,600.00
Bank charges	20.00	240.00
Equipment replacement reserve	780.00	9,360.00
Food allowance	1,600.00	19,200.00
Insurance	420.00	5,040.00
License & Dues	155.00	1,860.00
Repairs and maintenance (house & yard)	645.00	7,740.00
Telephone & Cable	370.00	4,440.00
Utilities (water, sewer, garbage, gas, electricity)	795.00	9,540.00
Wages (inc benefits & payroll taxes)	4,280.00	51,360.00
Mortgage payment (interest & principal)	3,250.00	39,000.00
	<b>12,650.00</b>	<b>151,800.00</b>

### Rental income if Full Occupancy

Monthly Rent	1,300.00	15,600.00
Number of Residents	10.00	10.00
	<b>13,000.00</b>	<b>156,000.00</b>

**ABBNEYFIELD CENTENNIAL HOUSE SOCIETY**

**FINANCIAL STATEMENTS**

**DECEMBER 31, 2010**

**ABBNEYFIELD CENTENNIAL HOUSE SOCIETY**

**FINANCIAL STATEMENTS**

**DECEMBER 31, 2010**

**INDEX**

**AUDITORS REPORT**

**STATEMENT A - Statement of Operations**

**STATEMENT B - Statement of Changes in Fund Balances**

**STATEMENT C - Statement of Financial Position**

**NOTES TO FINANCIAL STATEMENTS**

**ABBNEYFIELD CENTENNIAL HOUSE SOCIETY**  
**STATEMENT OF OPERATIONS**  
**FOR THE YEAR ENDED DECEMBER 31, 2010**

**STATEMENT A**

	Operating Fund	Capital Asset Fund	Replacement Reserve Fund	Total 2010	Total 2009
<b>REVENUES</b>					
Tenant rent	\$ 146,391	\$ -	\$ -	\$ 146,391	\$ 146,067
Donations	48	-	-	48	-
Patronage dividend and interest	7	1	1,067	1,075	461
Members Dues	80	-	-	80	45
	<u>146,526</u>	<u>1</u>	<u>1,067</u>	<u>147,594</u>	<u>146,573</u>
<b>EXPENDITURES</b>					
Advertising	427	-	-	427	403
Amortization	-	14,796	-	14,796	14,796
Bookkeeping fees	3,385	-	-	3,385	4,287
Cable	2,794	-	-	2,794	2,711
Dues and fees	1,858	-	-	1,858	1,783
Electricity, water and sewer	4,851	-	-	4,851	3,971
Food	17,430	-	-	17,430	18,685
Heating and hot water	4,639	-	-	4,639	4,827
Insurance	5,035	-	-	5,035	4,133
Mortgage interest	10,458	-	-	10,458	14,077
Office supplies and service charges	371	-	-	371	316
Property taxes	60	-	-	60	60
Repairs and maintenance	5,643	-	-	5,643	6,134
Security	420	-	-	420	570
Service contracts, cleaning and gardening	1,020	-	-	1,020	1,376
Supplies	465	-	-	465	1,316
Telephone	1,630	-	-	1,630	1,574
Travel and training	1,200	-	-	1,200	794
Wages and benefits	51,358	-	-	51,358	51,132
	<u>113,044</u>	<u>14,796</u>	<u>-</u>	<u>127,840</u>	<u>132,945</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>					
	\$ 33,482	\$ (14,795)	\$ 1,067	\$ 19,754	\$ 13,628

See accompanying notes to financial statements

**ABBNEYFIELD CENTENNIAL HOUSE SOCIETY**  
**STATEMENT OF CHANGES IN FUND BALANCES**  
**FOR THE YEAR ENDED DECEMBER 31, 2010**

**STATEMENT B**

	Operating Fund	Capital Asset Fund	Replacement Reserve Fund (Note 1)	Total 2010	Total 2009
<b>BEGINNING BALANCE</b>	\$ 51,676	\$ 247,218	\$ 46,261	\$ 345,155	\$ 331,527
Excess (deficiency) of revenues over expenditures - Statement A	33,482	(14,795)	1,067	19,754	13,628
Interfund transfers					
Capital assets purchased	(3,959)	3,959	-	-	-
Replacement assets purchased		8,780	(8,780)	-	-
Principal payments on mortgage	(28,542)	28,542	-	-	-
Transfer to replacement reserve fund	(9,360)		9,360	-	-
Cash Transfers from Replacement Reserve	<u>12,000</u>		<u>(12,000)</u>	<u>-</u>	<u>-</u>
<b>ENDING BALANCE</b>	<u>\$ 55,297</u>	<u>\$ 273,704</u>	<u>\$ 35,908</u>	<u>\$ 364,909</u>	<u>\$ 345,155</u>

See accompanying notes to financial statements

**ABBNEYFIELD CENTENNIAL HOUSE SOCIETY**  
**STATEMENT OF FINANCIAL POSITION**  
**DECEMBER 31, 2010**

STATEMENT C

	Operating Fund	Capital Asset Fund	Replacement Reserve Fund	Total 2010	Total 2009
<b>ASSETS</b>					
<b>CURRENT ASSETS</b>					
Cash	\$ 3,248	\$ -	\$ -	\$ 3,248	\$ 4,801
Interfund receivable (payable)	46,634	(33,247)	(13,387)	-	-
Prepaid expenses	-	-	-	-	3,581
	49,882	(33,247)	(13,387)	3,248	8,382
INVESTMENTS - Note 1	6,186	-	49,295	55,481	57,048
CAPITAL ASSETS - Notes 2	-	453,583	-	453,583	455,639
	\$ 56,068	\$ 420,336	\$ 35,908	\$ 512,312	\$ 521,069
<b>LIABILITIES</b>					
<b>CURRENT LIABILITIES</b>					
Accounts payable - Note 3	\$ 771	\$ -	\$ -	\$ 771	\$ 740
LONG-TERM DEBT - Note 4	-	146,632	-	146,632	175,175
	771	146,632	-	147,403	175,915
<b>FUND BALANCES</b>					
INVESTMENT IN CAPITAL ASSETS	-	273,704	-	273,704	247,218
UNRESTRICTED - Statement B	55,297	-	35,908	91,205	97,936
	55,297	273,704	35,908	364,909	345,154
	\$ 56,068	\$ 420,336	\$ 35,908	\$ 512,312	\$ 521,069

APPROVED ON BEHALF OF THE

Jim Burch

[Signature]

, Director

**ABBNEYFIELD CENTENNIAL HOUSE SOCIETY**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2010**

**Note 1 INVESTMENTS**

Investments comprise of loans receivable to the Capital Asset Fund and investments established for the Replacement Reserve Fund.

**Replacement Reserve Fund**

Is a Fund created to pay for major capital repairs to the Abbeyfield Centennial House Society.

	2010	2009
Grand Forks District Savings Credit Union		
Business savings account		
One year term with interest at 1.0%, matures March 15, 2011	\$ 4,299	\$ 4,192
One year term with interest at 0.4%, matures January 14, 2010.	44,996	-
	<u>-</u>	<u>46,676</u>
	<u>\$ 49,295</u>	<u>\$ 50,868</u>
The changes in the replacement reserve fund consist of the following:		
Balance, beginning of year	\$ 46,261	\$ 88,131
Add: Transfer from operating fund for the year	9,360	9,360
Interest income	1,067	176
Less: Transfer to capital asset fund for mortgage payment and asset replacement	(12,000)	(50,000)
Replacement capital assets purchased	<u>(8,780)</u>	<u>(1,406)</u>
	<u>\$ 35,908</u>	<u>\$ 46,261</u>
Capital asset purchases for the year consists of:		
Back deck and railing	\$ 3,187	\$ -
Flooring, kitchen, dining room and stairs	8,780	-
Stereo	258	-
Wii	515	-
Room Alarm System	-	3,360
Solar Blanket for Skylight	-	459
Water Softner / Water Intact Backup Preventor	-	7,257
Dishwasher	-	622
Main Room Air Conditioner	-	376
Kitchen Range	-	784
	<u>\$ 12,740</u>	<u>\$ 12,858</u>

**ABBNEYFIELD CENTENNIAL HOUSE SOCIETY**  
**December 31, 2010**

Notes continued

**Note 2 CAPITAL ASSETS**

	Cost	Accumulated Amortization	Net Book Value	
			2010	2009
Land	\$ 65,300	\$ -	\$ 65,300	\$ 65,300
Building	538,656	158,463	380,193	382,758
Furniture	30,408	26,175	4,233	3,460
Pavement and sidewalk	6,654	2,797	3,857	4,121
Underground sprinklers	735	735	-	-
	<u>\$ 641,753</u>	<u>\$ 188,170</u>	<u>\$ 453,583</u>	<u>\$ 455,639</u>

**Note 3 ACCOUNTS PAYABLE**

	2010	2009
Accounts payable	\$ 771	\$ 262
Payroll deductions payable	-	478
	<u>\$ 771</u>	<u>\$ 740</u>

**Note 4 LONG-TERM DEBT**

	2010	2009
Grand Forks District Savings Credit Union		
Payable in blended weekly instalments of \$750 including interest at 6.5%, maturity date is February 15, 2012	\$ 146,632	\$ 175,175
	<u>\$ 146,632</u>	<u>\$ 175,175</u>

*p9 1 of 4*

**Boundary Lodge Assisted Living**  
Unit 300, 7130 9<sup>th</sup> Street  
Grand Forks, BC V0H 1H4  
(250) 443-0006  
(250) 443-0015

**RECEIVED**

**JUL 28 2011**

THE CORPORATION OF  
THE CITY OF GRAND FORKS

The Corporation of the City of Grand Forks

Attention: Diane Heinrich

Please find attached 2012 Tax Exemption for Boundary Lodge Assisted Living. If you require any further information please feel free to contact me.

Total 4 Pages including cover

*Barbara Klein*  
Administrative Assistant  
Boundary Lodge

**FILE CODE**

*Boundary Lodge  
T2 - Assisted Living -  
Applic. for Tax Exempt  
Status*

Pg 2 of 4

The Corporation of the City of Grand Forks**APPLICATION FOR TAX EXEMPT STATUS**

**Note:** Application must be received by **August 2<sup>nd</sup>** at City Hall for consideration for tax exemption in the following year.

Name of applicant: Grand Forks and District Housing Society  
DBA: Boundary Lodge Assisted Living

Mailing address: Unit 300, 7130-9<sup>th</sup> Street, Grand Forks BC  
V0H-1H4

Civic Address of the Property

For Which the Exemption is being applied for: 7130 9<sup>th</sup> Street

Legal Description of the Property: Lot A Plan # 29781, District lot 108,  
Land District 54

Contact person: Judith Lloyd

Title: President

Telephone Number: 250-442-8595 Email Address: jululo@shaw.ca

Total Budget: \$655,500<sup>00</sup>

**Most Current Financial Statement must be attached to this form.**

Other sources of funding: Funded by BC Housing and  
Interior Health

Describe your organization. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

In 2005 Grand Forks and District Housing Society partnered  
with BC Housing and Interior Health to manage and  
operate a 17 unit Assisted Living Facility. Boundary Lodge  
Assisted Living will continue to provide lodging  
and support for the current 17 tenants and will  
continue to support individuals in the community  
through Senior Connection, Respite and Meals on Wheels.  
Boundary Lodge is a Registered Charitable Society.

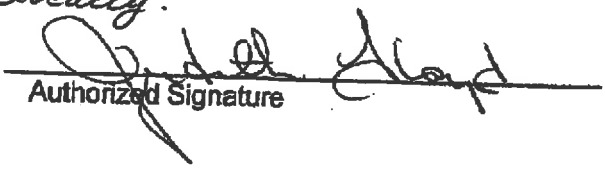
/cont'd on next page

Pg 3 of 4

The Corporation of the City of Grand Forks

How does your organization benefit the Community of Grand Forks?

Boundary Lodge Assisted Living provides great benefit to the community by offering affordable living, meals on wheels to individuals still residing in their own homes as well a weekly seniors connection. Boundary Lodge employs 23 staff members, and continue to purchase locally.

  
Authorized Signature

Pg 4 of 4

**GRAND FORKS AND DISTRICT HOUSING SOCIETY**  
**Operating Boundary Lodge Assisted Living**  
**STATEMENT OF OPERATIONS**  
**FOR THE YEAR ENDED MARCH 31, 2011**

## STATEMENT A

	Society	BC Housing	Interior Health	Replacement Reserve	Total 2011	Total 2010
<b>REVENUES - Note 4</b>						
Tenants & individuals	\$ -	\$ 114,494	\$ 165,160	\$ -	\$ 279,654	\$ 279,956
BC Housing	-	46,133	-	-	46,133	80,413
Interior Health Authority	-	-	358,951	-	358,951	370,916
Donations & grants	-	-	1,050	-	1,050	5,970
Interest & miscellaneous	-	5,740	-	-	5,740	1,704
	-	166,367	525,161	-	691,528	738,959
<b>EXPENDITURES</b>						
Direct care						
♦ Supplies, activities	-	-	628	-	628	1,143
♦ Wages & contracts	-	-	334,801	-	334,801	312,455
Hospitality services & accommodations						
♦ Service contracts	-	255	5,485	-	5,740	624
♦ Subcontracts, maintenance	-	19,395	-	-	19,395	20,640
♦ Wages & contracts	-	-	74,898	-	74,898	60,835
Administration & supplies						
♦ Annual registration fees	-	-	150	-	150	150
♦ Flow-thru grants	-	-	-	-	-	2,970
♦ Food costs	-	-	40,308	-	40,308	40,167
♦ Meals & entertainment	458	-	-	-	458	2,164
♦ Minor equipment	-	-	2,066	-	2,066	5,385
♦ Professional fees	-	2,075	8,215	-	10,290	6,509
♦ Staff development & education	-	-	844	-	844	1,047
♦ Supplies						
- Administration & office	40	1,083	10,652	-	11,775	16,821
- Housekeeping & laundry	-	-	7,564	-	7,564	8,892
- Miscellaneous	-	-	60	-	60	-
♦ Travel & meals	-	-	2,462	-	2,462	2,036
♦ Wages & contracts	-	9,896	24,588	-	34,484	30,998
Property costs						
♦ Amortization	301	-	-	-	301	364
♦ Insurance	-	570	2,479	-	3,049	3,049
♦ Maintenance & repairs	-	18,298	-	-	18,298	21,767
♦ Utilities	-	55,817	-	-	55,817	49,720
Extraordinary payments						
♦ Maintenance & repairs	-	1,057	-	-	1,057	37,637
Replacement capital assets purchased	-	-	-	1,000	1,000	-
	799	108,446	515,200	1,000	625,445	625,373
	(799)	57,921	9,961	(1,000)	66,083	113,586
Estimated rent subsidy adjustment - Notes 7 & 15	-	842	-	-	842	(884)
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>						
	\$ (799)	\$ 58,763	\$ 9,961	\$ (1,000)	\$ 66,925	\$ 112,702

See accompanying notes to financial statements

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

**DATE :** September 13, 2011

**TOPIC :** Grand Forks Hotel Request to add New Outdoor Patio

**PROPOSAL :** Required Support Resolution for an Application to add New Outdoor Patio

**PROPOSED BY :** Grand Forks Hotel

=====

### **SUMMARY:**

Attached is a copy of an application filed by the Grand Forks Hotel requesting a structural change to their Liquor License by adding a 506 square foot outdoor patio area to accommodate approximately 39 seats for their patrons to sit outside. Currently, the Grand Forks Hotel has an indoor seating area of 1382 sq.ft. With the addition of the 506 sq.ft. outdoor patio area, the total occupancy load will be a maximum of 146 persons. The fenced patio is planned to be located at the north east corner of the property behind the hotel next to the existing lane. (Please find attached a copy of the occupancy load floor plan as submitted by the Regional District of Kootenay Boundary building inspector.)

Council needs to be aware that the Liquor Control and Licensing Branch expects that the City will solicit the neighbouring property owners around the Grand Forks Hotel. Similar to the process of a Development Variance Permit, the City has submitted written correspondence (as per the attached sample) to the neighbouring property owners advising them of the Grand Forks Hotel's application, and inviting them to attend the Regular Meeting of Council on September 19<sup>th</sup>, 2011, should they have any concerns or wish to comment on the application prior to Council decision.

Prior to considering the application for a change to the permit, The Liquor Control and Licensing Branch requires Council's resolution commenting on the application, but more specifically requires that the resolution outline the following points:

- Council's comments on the potential for noise if the application is approved
- Council's comments on the impact on the community if the application is approved.
- The views of residents and method used to gather the views of the residents if the licence amendment may affect nearby residents and business owners
- Recommendation with respect to whether the amendment should be approved.

### **STAFF RECOMMENDATIONS:**

**Option 1:** Council supports the Grand Forks Hotel application to the Liquor Control and Licensing Branch for a permanent change to their Liquor Licence for the premises located at 7382-2<sup>nd</sup> Street, as outlined in the application, and further adopts the following resolution to be sent to the Liquor Control and Licensing Branch in order that the application can be finalized.

"Whereas the Grand Forks Hotel holds a valid Liquor Licence for the hotel located at 7382-2<sup>nd</sup> Street, permitting the sale of liquor";

"And whereas the Grand Forks Hotel has applied to the Liquor Control and Licensing Branch to permanently amend their permit to include a 506 square foot Outdoor Patio with a seating capacity of no more than 39 seats;

"And whereas the City of Grand Forks has notified the surrounding property owners by written correspondence, of the Grand Forks Hotel's application to change their permanent Liquor License to include a 506 square foot outdoor patio area to accommodate approximately 39 seats, and that said property owners were invited to be heard by Council, and to address any concerns or comments at the Regular Meeting of Council on September 19<sup>th</sup>, 2011";

Be it resolved that Council advises the Liquor Control and Licensing Branch that (after hearing from any members of the public) determines that any negative impact and potential for noise to the surrounding businesses would be considered standard for this area of the City, and that the application made by the Grand Forks Hotel be approved as applied for.

**OPTIONS AND ALTERNATIVES:**

**Option 1: Council approves the recommended replacement resolution supporting the Grand Forks Hotel application for a permanent change to their liquor licence:** This option will allow Staff to forward a more detailed resolution in accordance with request of the Liquor Control and Licensing Branch.

**Option 2: Council declines to amend the support resolution as presented.** This option will direct Staff to advise the Liquor Control and Licensing Branch accordingly.

**BENEFITS DISADVANTAGES AND NEGATIVE IMPACTS:**

**Option 1: Council approves the request as presented:** The advantage to this option is that Council will be supporting a local business. The City has performed due diligence by notifying the surrounding property owners and inviting them to be heard at a Regular Meeting of Council.


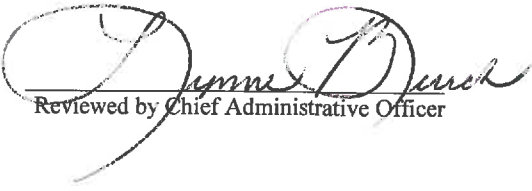
**Option 2:** Should Council choose option 2, Staff will advise the Liquor Control and Licensing Branch accordingly. The disadvantage to this option is that Council may be seen as non-supportive to the applicant.

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

There is no direct financial impact to the taxpayers in adopting the requested resolution on the application for a change in this Liquor service permit.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

Legislation allows Council to comment on any permanent change to a Liquor Licence. Council has, in the past, supported changes of a similar nature, to the other Liquor License Holders within the City.

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

AUG 26 2011



**BRITISH  
COLUMBIA**  
The Best Place on Earth

# Liquor Primary and Liquor Primary Club

THE CORPORATION OF  
THE CITY OF GRAND FORKS

## Structural Change Application

Liquor Control and Licensing Form LCLB 012a

### INSTRUCTIONS:

Complete all applicable fields then submit with payment as outlined in Part 8 of this application form. You may complete this form online, then print.

- If you have any questions about this application, call the Liquor Control and Licensing Branch (LCLB) toll-free at: 1 866 209-2111
- LCLB forms and supporting materials referred to in this document can be found at: [www.pssg.gov.bc.ca/lclb](http://www.pssg.gov.bc.ca/lclb)

### Licensee Information

Licence # affected: 016948

Licensee name [as shown on licence]: GRAND FORKS HOTEL

Establishment name [as shown on licence]: GRAND FORKS HOTEL

Establishment

Location address: 7382 2ND ST. GRAND FORKS BC V0N1H0  
(as shown on licence) Street City Province Postal Code

Business Tel with area code: 250 442 0255 Business Fax with area code: 250 442 0255

Business e-mail: GFHOTEL@HOTMAIL.CA

Business

Mailing address: BOX 938 GRAND FORKS BC V0N1H0  
(if different from above) Street City Province Postal Code

Contact Name: NOCOAHN MANDI RENEE Contact number: 250 444 7171  
last / first / middle

### Type of Change Requested

Please check ☒ appropriate box(es) below:

Sub- Job Number  
Office Use ONLY

1.	<input checked="" type="checkbox"/> <b>New Outdoor Patio: see Part 1</b>	Outdoor Patio (C3-LIC)
2.	<input type="checkbox"/> <b>New Kiosk and/or Take-out Window (Golf Courses only): a change to the establishment to create a food and beverage service kiosk and/or take-out window</b>	Structural - no capacity change (Golf Kiosk/take-out) (C4-LIC)
	<input type="checkbox"/> <b>New Golf Beverage Cart (Golf Courses only): an application to licence one or more golf carts to serve alcohol within the boundaries of the golf course.</b>	Structural - no capacity change (Golf Cart) (C6-LIC)
3.	<input type="checkbox"/> <b>Structural Alterations/Renovations or Addition of New Licensed Area or Removal of an Existing Licensed Area: see Part 3</b>	Structural - no capacity change (C4-LIC)

**PART 1: Addition of New Outdoor Patio**

Fee: \$440

C3 - LIC

The addition of a licensed outdoor patio must be approved by the Liquor Control and Licensing Branch. Floor plans must have sufficient detail to be acceptable to the branch. Please be advised that the applicant is responsible for complying with any local bylaws related to the licensed establishment patios. **The application requires a local government/First Nation resolution.**

Provide the following:

☒ Two large (11" x 17" preferred) floor plans detailing furniture layout plans of the entire establishment and the proposed patio area(s). The occupant load of the establishment and proposed patio area(s) must be marked/stamped ON the plans by fire or building authorities. An alternate qualified architect or design professional may be used in locations where fire and building authorities do not have jurisdiction to provide an occupant load. Written confirmation must be provided by local government/First Nations.

☒ Occupant load of patio(s) from above plans, if provided separately and not included in calculation of main interior occupant load.  
Patio #1: \_\_\_\_\_ Patio #2: \_\_\_\_\_

☐ Provide evidence of valid interest in the patio property if the patio is on different property than the licensed establishment, such as a patio located on a public sidewalk adjacent to the licensed interior. Evidence of valid interest may be in the form of a lease, letter of authorization or other agreement document.

1. Describe the patio perimeter that is designed to control patron entry/exit. (i.e., railing, fencing, planters, hedging, etc.)

Cedar fence panels, there is one gate that is locked.

2. Will your servers have to carry liquor through unlicensed areas to get to the patio? ☐ Yes ☒ No If Yes, please explain:

3. Is the patio located immediately adjacent or contiguous to the interior licensed area? ☒ Yes ☐ No If No, please explain:

4. Describe how your staff will manage and control the patio from the interior licensed area

There will be a camera as well as constant walkabouts as you would in the interior of pub.

☒ Attach a photo if the patio is already built.

**IMPORTANT:** You must request a local government/First Nation resolution commenting on the application. Local government must complete Part 5 of this form. For further information on local government resolutions, read Part 4.

...Also complete Parts 7 and 8

## PART 2: New Kiosk, Take- Out Window and/or Beverage Cart

Fee: \$440  
(each)

C4 - LIC

C6 - LIC

Applies to: Golf courses with a Liquor-Primary or Liquor-Primary Club Licence :

Please check ☒ the change(s) requested (one or more) and provide the required documentation:

☐ Take-out Window (C4)

☐ Attach a map of the entire golf course showing the location of take-out window(s). If take-out window is located within the clubhouse or pro shop, provide floor plan layout showing interior and exterior area(s).

☐ Kiosk (C4)

☐ Attach a map of the entire golf course showing the exact location of kiosk(s).

☐ Beverage Cart (C6) Note: One beverage cart is permitted for every 9 holes on a golf course

☐ Attach a map of the entire golf course showing directional arrow where the cart(s) will travel.

...Also complete Parts 7 and 8

## PART 3: Other Structural Alterations/Renovations or an Addition of a Licensed Area or Removal of an Existing Licensed Area

Fee: \$440

C3 - Cap Ch.

C4 - No Cap Ch.

(Not construction of new patios)

Please check ☒ Alteration ☐ Addition ☐ Removal

☐ Describe the proposed alterations or addition, including the general construction proposal, e.g. if exits will be added, full height or pony walls to be removed or added, a change to the bar location, washrooms, etc.

Provide the following:

☐ Two large (11" x 17" preferred) floor plans detailing furniture layout plans of the entire establishment and the proposed patio area(s). The occupant load of the establishment and proposed patio area(s) must be marked/stamped ON the plans by fire or building authorities. An alternate qualified architect or design professional may be used in locations where fire and building authorities do not have jurisdiction to provide an occupant load. Written consent must be provided by local government/First Nations.

A. Current total of all licensed areas (as shown on the liquor licence):

B. Occupant load for all new areas, as determined by building or fire authorities on the submitted plans:

**IMPORTANT:** If the alteration or addition causes an increase in the physical size of the establishment, which results in an increase to your current occupant load, see Part 4, "Licensee responsibilities".

...Also complete Parts 7 and 8

## PART 4: Local Government/First Nation Resolutions: Information for the Applicant

A resolution from your local government or First Nation commenting on the application is required for the following change types:

- o Part 1: Addition of a new patio
- o Part 3: Any alteration/addition, when the change increases the physical size of the establishment and the occupant load calculation.

### Licensee responsibilities:

- o Fill out applicable sections of this form.
- o **Request your local government/First Nation to sign and date Part 5 of the original form.**
- o Provide a photocopy of this form to the local government/First Nation and request that a resolution be provided within 90 days and sent directly to the Liquor Control and Licensing Branch, Victoria Head Office.
- o Send the original form and application fees to the branch.
- o The Liquor Control and Licensing Branch will follow up with the local government/First Nation if a resolution has not been received by the Branch within 90 days of the local government's receipt of your request.

Your local government/First Nation may decide that it does not wish to provide comment on your change request. However, they must still provide a resolution stating this decision and this resolution must be submitted directly to the Liquor Control and Licensing Branch.

For more information on resolutions regarding B.C. liquor licences, please visit the LCLB website publication index to consult the guide *Role of Local Government and First Nation* at <http://www.pssg.gov.bc.ca/lclb/> under "Publications, Legislation & Resources".

For City -


## PART 5: Local Government/First Nation Confirmation of Receipt of Application

This is to be filled out by your local government/First Nation office in relation to Parts 1 and 3. Applies to Liquor Primary and Liquor Primary Club licences.

Local government/First Nation (name): THE CORPORATION OF THE CITY OF GRAND Forks

Name of Official: HEINRICH, DIANE LOUISE Title/Position: CORPORATE OFFICER  
(last / first / middle)

Date of receipt of application: August 29, 2011  
(Day/Month/Year)

Signature of Official: 

This application serves as notice from the Liquor Control and Licensing Branch that an application for a permanent change to a liquor licence is being made within your community. The Liquor Control and Licensing Branch (LCLB) requests that a resolution commenting on the application be sent to the LCLB Victoria Head Office within 90 days of the above date of receipt. If more than 90 days is required to provide a resolution, please contact the branch to make a request to the general manager for an extension. If the local government/First Nation decides not to provide comment, a resolution indicating this decision must be provided to the branch.

All of the items outlined below in points (a) through (d) must be addressed in the resolution in order for the resolution to comply with section 53 of the Liquor Control and Licensing Regulation. Any report presented by an advisory body or sub-committee to the council or board may be referenced in and attached to the resolution.

- (a) The potential for noise if the application is approved (provide comments).
- (b) The impact on the community if the application is approved (provide comments).
- (c) If the amendment may affect nearby residents, the local government or first nation must gather the views of residents in accordance with 11.3(2)(c) of the Act.
  - ☐ If the local government or first nation gathered the views of residents, they must provide:
    - (i) the views of the residents
    - (ii) the method used to gather the views of the residents, and
    - (iii) its comments and recommendations respecting the views of the residents.(Residents includes residents and business owners)
  - ☐ If the views of residents were not gathered, provide reasons.
- (d) Its recommendation with respect to whether the amendment should be approved.

For more information on resolutions regarding B.C. liquor licences, please visit the LCLB website publication index to consult the guide *Role of Local Government and First Nation* at <http://www.pssg.gov.bc.ca/lclb> under "Publications, Legislation & Resources".

## PART 6: Floor Plan Guidelines

A floor plan is a view of each floor as seen if you were to remove the roof or ceiling and all construction above. Floor plans must show acceptable levels of detail to the Liquor Control and Licensing Branch for your application to be processed.

Floor plans should meet the following requirements:

- ☐ OCCUPANT LOAD(S) MUST BE CLEARLY MARKED/STAMPED ON THE PLANS by provincial (or designate) fire or building authorities. An alternate qualified professional may be used in locations where fire and building authorities are not available to provide an occupant load, if accompanied by local government/First Nation written consent.
- ☐ Dimensions of rooms, partial height walls, planters, location of doors and windows, stairs showing direction of travel, etc.
- ☐ Clearly mark the washrooms, kitchen, bars, patio(s), furniture layout of tables, chairs and barstools, entrances and exits, as applicable.

...Also complete Parts 7 and 8

## PART 7: Declaration of Signing Authority Including Valid Interest

My signature, as Applicant, indicates that, with respect to the establishment:

- I am the owner of the business to be carried on at the establishment or the portion of the establishment to be licensed.
- I am the owner or lessee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the establishment, or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will not expire for a minimum of 12 months after the date the licence is issued.
- I understand that the general manager has the right to request the following documentation supporting valid interest at any time and I agree to provide the requested documentation in a timely manner upon request:
  - If the applicant owns the property, a Certificate of Title in the applicant's name.
  - If the applicant is renting or leasing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 months from the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and be signed by both the applicant and the property owner.
  - If the applicant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). An offer must show price paid, have a term and expiry date, and be signed by both the applicant and the property owner.
- I understand that loss of valid interest at any time while holding a licence is reason for the general manager to consider cancelling the licence.
- I understand that I must advise the branch immediately if at any time the potential exists to lose valid interest either during the licensing process or once a licence has been issued.
- I understand that the name(s) on documentation demonstrating valid interest must be identical to the applicant name(s).
- As the licensee, I will be accountable for the overall operation, for all activities within the establishment and will not allow another person to use the licence without having first obtained a written approval from the general manager.
- I understand that a licence can only be renewed if I am the owner of the business carried on at the licensed establishment and I am the owner or lessee of the licensed portion of the establishment.

**I solemnly declare that the statements in this declaration are true.**

(Signature of any shareholder of a private corporation, signing officer of a public corporation or society, sole proprietor or all individuals in a partnership is required below):

**Note:** An agent, lawyer, resident manager or third party operator may not sign the declaration on behalf of the applicant.

Name of Official: NORDAHN, MANDY RENEE Position: OWNER Date: 29/06/2011  
( last / first / middle ) (Day/Month/Year)

Signature: 

Name of Official: \_\_\_\_\_ Position: \_\_\_\_\_ Date: \_\_\_\_\_  
( last / first / middle ) (Day/Month/Year)

Signature: \_\_\_\_\_

Name of Official: \_\_\_\_\_ Position: \_\_\_\_\_ Date: \_\_\_\_\_  
( last / first / middle ) (Day/Month/Year)

Signature: \_\_\_\_\_

Name of Official: \_\_\_\_\_ Position: \_\_\_\_\_ Date: \_\_\_\_\_  
( last / first / middle ) (Day/Month/Year)

Signature: 

Section 15(2) of the Liquor Control and Licensing Act states: "A person applying for the issue, renewal, transfer, or amendment of a licence who fails to disclose a material fact required by the form of application or makes a false or misleading statement in the form of application commits an offence".

**False declaration of valid interest is reason for the general manager to consider terminating the licence application and/or cancelling the licence.**

## PART 8: Application Fees - Payment Options

Fees may be paid by cheque, money order, debit or credit card and are non-refundable. Debit transactions can only be made in person at the Victoria Head Office. Submit the payment with the application form. Do not mail cash.

Fee: (non-refundable):

TOTAL FEE Submitted: \$ 440

Payment is by (check (X) one):

☒ cheque, payable to Minister of Finance (if cheque is returned, non-sufficient funds, a \$20 fee will be charged)

☐ money order, payable to Minister of Finance

☐ VISA ☐ MasterCard ☐ AMEX

If paying by credit card, please provide credit card details below . . .

Credit card Number:

Expiry Date:

Name of cardholder (as it appears on card):

Signature of cardholder:

Or you may send in the application without credit card information, but you must telephone LCLB Head Office directly to provide the credit card number details. If so, please confirm by checking the box below:

☐ I will call Victoria Head Office at 250-952-5787 or 1-866-209-2111 to provide credit card information and understand that no action can proceed with my application until the application fee is paid in full.

### Contact Information

Ministry of Public Safety and Solicitor General  
Liquor Control and Licensing Branch

Location: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1

For Mail Only: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8

Phone: 250 952-5787 Fax: 250 952-7066 Web: [www.pssg.gov.bc.ca/lclb](http://www.pssg.gov.bc.ca/lclb) E-mail: [liquor.licensing@gov.bc.ca](mailto:liquor.licensing@gov.bc.ca)

### Applying for other permanent changes to your licence?

- To apply for changes to your licensee name or share structure, changes in hours or entertainment, use the Application for a Permanent Change to a Liquor Licence (LCLB012).
- To apply to have a third party management firm or lessee operate your licensed establishment, or for a resident manager to operate your establishment, complete the applicable form: Application for Third Party Operator (LCLB026) or Application for Resident Manager (LCLB025).

Freedom of Information and Privacy Act - The information requested on this form is collected for the purpose of obtaining or making changes to a liquor licence application. All personal information is collected under the authority of Section 15 of the Liquor Control and Licensing Act (RSBC 1996, c.267). Questions should be directed to: Liquor Control and Licensing Branch, Freedom of Information Officer, PO Box 9292 STN PROV GOVT, Victoria, BC V8W 9J8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1 866 209-2111. Fax: 250 952-7066

GRAND FORKS HOTEL

PUR SIZE FEND  
FENCE 1" - 8 FT (1 SQUARE - 2 FT)

16000 Square Feet - 1382 FT<sup>2</sup>  
PATIO SQUARE FEET - 504 FT<sup>2</sup>

1888 FT<sup>2</sup>  
OR

$\frac{175 \cdot 9 \cdot 1}{1.2} = 136$  Persons  
OCCUPANT LOAD

1220

EXTERNAL DISTRICT OF KODJAN PANDAY  
PLANS REVIEWED AND APPROVED SUBJECT TO

ALL ABOVE ARE TENTATIVE  
DATE 11/11/11  
SUBMITTING ENGINEER'S SIGNATURE

STORAGE

Barbecue

Ratio  
Area

COMPRESSORS

People

BAR

Restaurant

Foyer

CENTRAL AVENUE

2ND STREET

FAX BACK TO  
250 442 0866

September 6, 2011

Dear Sir or Madame:

**Re: Grand Forks Hotel, 7382-2<sup>nd</sup> Street – New Outdoor Patio Liquor Licence**

The Grand Forks Hotel has applied to the Liquor Licensing Branch for a change to their licence to include a 506 square foot outdoor patio area to accommodate approximately 39 seats for their patrons to sit outside.

The fenced in patio is planned to be located at the north east corner of the property, behind the hotel next to the existing lane.

The Liquor Control Act requires that the surrounding property owners are notified of the applicant's request and that the applicant acquire a Council resolution of support.

To that end, please be advised that Council will receive Grand Forks Hotel's application requesting the additional liquor distribution for the new outdoor patio at their Regular Meeting scheduled for September 19, 2011 starting at 7:00p.m., upstairs in Council Chambers located at 7217-4<sup>th</sup> Street, Grand Forks, B.C.

If you have any comments or concerns with respect to this application, you are welcome to address them at that Regular Meeting.

Yours truly,

Kathy LaBossiere  
PLANNING TECH  
N:planning/grand forks hotel licence

# THE CITY OF GRAND FORKS

## REQUEST FOR COUNCIL DECISION

**DATE** : September 13, 2011

**TOPIC** : Bike Racks in the Downtown Core

**PROPOSAL** : New Bike Parking Area

**PROPOSED BY** : City Staff

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### SUMMARY:

The City is in receipt of a request for an area in which a large group of bikes can be parked and locked up in the downtown core. At a recent Council Meeting, Council received a presentation from Susan Klarner of Kokomo's Coffee Shop to utilize a parking stall in front of Kokomo's. This is an option however there are still options that may achieve the same goal without utilizing parking spaces on 2<sup>nd</sup> Street. Additionally Council requested options for additional bike parking in the downtown core. (See attached resolution from the September 6<sup>th</sup> regular meeting) At the present time there are 13 active businesses, and only 22 vehicle parking spaces available on this street.

### STAFF RECOMMENDATIONS:

**Option 3:** That should Council deem that additional bike parking in the 2<sup>nd</sup> Street area is required, that Council determine to utilize the Pedestrian Island area at the corner of 2<sup>nd</sup> Street and Market Avenue just east of Work and Play on 2<sup>nd</sup> Street for the installation of bike racks capable of housing numerous bikes. And further that funding, estimated for this option, be included in the 2012 operating budget.

### OPTIONS AND ALTERNATIVES:

**Option 1: Council Approves the dedication of a parking stall for Bike Parking Only.** This option may be the least desired option due to high traffic volumes and visibility issues when a large vehicle is parked in stall on either side of the bike parking area. The congestion on the sidewalk that already exists with the benches, tables, flowers and sidewalk banners in front of Kokomo's Coffee Shop limits pedestrian access. (See attached photos)

**Option 2: Council Approves a possible partnership with a Private Business.** This option would involve the City installing bike parking on private property, however it may take some time for the City to obtain a land use and maintenance agreement (easement) with one of the business along 2<sup>nd</sup> Street.

**Option 3: Council Approves the use of the Pedestrian Island on 2<sup>nd</sup> Street.** This option will allow the City to move forward with this project and will not affect the limited parking along this street.

### BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

**Option 1:** The advantage to this option is that the bike parking area would be in front of the business that has made the request for the bike parking space. The disadvantage to this option may be the limited sight lines, the higher traffic volumes and congestion on the sidewalk in this area, may create a liability and risk for the City. This option is seen to be the most expensive as it involves annual costs to install and remove the bike rack apparatus. The City would need to install traffic barricades, signage and the bike racks in the spring and then remove them again each fall for snow removal in the winter.

**Option 2:** The advantage to this option is that it would remove the bike parking from the street and enhance the safety of those that are using it. The disadvantage is that this could take some time to obtain

a users agreement (easement) with a private business. This option would require the City to install a hard surface area to mount the bike racks and then install signage and the bike racks. There is a further advantage that there would be no annual costs to install the equipment and remove it during the winter months. Sample styles of Bike Racks are attached to this report.

**Option 3:** The advantage to this option is that the City already has a hard surface in place at the corner of 2<sup>nd</sup> Street and Market Avenue. The sidewalk in this area is 18 feet wide and 25 feet in length, which would allow for up to 18 bikes to be parked at one time. This bike rack would not need to be removed for winter snow clearing. Of the three options this would be the least costly project.

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

Option 1 – Initial installation, including signage and the purchase of the bike racks is estimated to be \$2,250.00. This option will require an estimated \$600.00 annually for the installation of the bike racks and barricades and the removal of the equipment for the winter months.

Option 2 – Estimated to cost \$4,950.00. No annual costs anticipated.

Option 3 – Purchase of Bike Racks, Installation and Signage, estimated to cost \$2,250.00.

It should be noted that the bike rack equipment will have to be ordered. Should Council wish to proceed with this project, it is suggested that the required funding be included in the 2012 budget. As we are nearing the end of the construction season, it is doubtful that this project could be completed in time to be used in 2011.

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

The Community Charter provides Council the authority to regulate and provide for amenities on Streets and Sidewalks.

  
\_\_\_\_\_  
Department Head or CAO  
\_\_\_\_\_  
Reviewed by Chief Administrative Officer

COPY

b) Corporate Officer's Report – Delegation, Susan Klarner of Kocomo's Coffee House

Susan Klarner, owner of Kocomo's Coffee House in Grand Forks made a presentation to Council proposing that the City install secured bicycle parking in the 5<sup>th</sup> parking spot on the west side on 2<sup>nd</sup> Street in front of Kocomo's Coffee House.

Councillor Moslin expressed his concerns regarding snow removal and costs. Ms. Klarner advised that the bicycle racks would need to be removed during the winter months. She further advised that Kocomo's is not prepared to contribute toward the costs for this proposal.

MOTION: THOMPSON/ROBERT

**RESOLVED THAT COUNCIL RECEIVES THE PRESENTATION GIVEN BY SUSAN KLARNER OF KOCOMO'S COFFEE HOUSE AND REFER THE MATTER TO STAFF TO REVIEW AND PROVIDE A REPORT, WHICH WILL INCLUDE COSTS, TRAFFIC FLOW AND SAFETY, ON THE INSTALLATION OF SECURED BICYCLE PARKING IN THE 5<sup>TH</sup> PARKING SPOT SOUTH OF CENTRAL AVENUE ON THE WEST SIDE OF 2<sup>ND</sup> STREET IN FRONT OF KOCOMO'S COFFEE HOUSE, IN ADDITION TO RESEARCHING OTHER AREAS IN THE DOWNTOWN CORE THAT WOULD BE SUITABLE FOR SECURED BICYCLE PARKING.**

CARRIED.

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**UNFINISHED BUSINESS**

None

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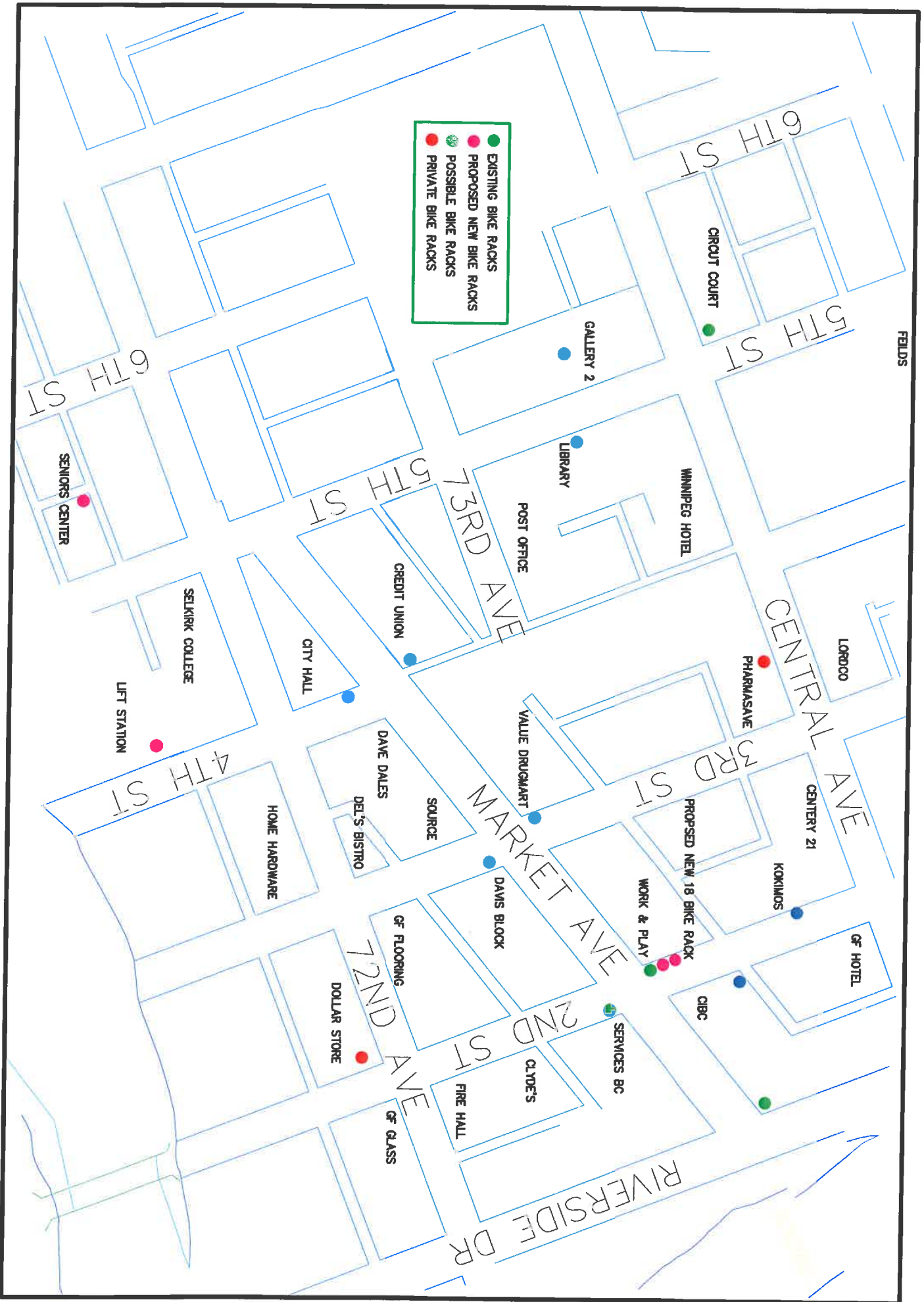
**REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL (VERBAL)**

**Councillor Wirischagin:**

Councillor Wirischagin reported on the following items:

- He reported on his attendance at the Grand Forks International Baseball Tournament held in the past week, and advised that this year's event was a huge success. He further advised that the Lewiston Truckers won the tournament once again, and that the Australian team who showed excellent sportsmanship, came in second.
  - He spoke about how pleased he was to see the completion of the new 25<sup>th</sup> Street ramp and sidewalk to Hutton School in time for this year's school opening and the positive response he had received from the Crossing Guard.
  - He asked about the status on the Rugby Playing field project in City Park. The Chief Administrative Officer advised that Staff is waiting for Telus to remove the pole from the intended area so that the City crew can work on the area.
-

- EXISTING BIKE RACKS
- PROPOSED NEW BIKE RACKS
- POSSIBLE BIKE RACKS
- PRIVATE BIKE RACKS



## Cost impact of the Bike racks

### Preliminary Estimate costs

#### **Option 1.** Parking stall in front of Kokomo's

Car Barricades 2, Signage and Bike Racks	\$2250.00
Installation and removal annually	\$ 600.00
	\$2850.00

#### **Option 2.** Private partnership Bike Parking Area

Hard surface, Signage, Bike Racks and protective Bollards	\$4950.00
---	-----------

#### **Option 3.** Pedestrian Island Bike Parking on 2<sup>nd</sup> Street

Bike Racks and Signage	\$1850.00
INSTALL	400.00










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 Items: [0]  
 total: \$0.00  
[Secure Checkout](#)

 1-866-538-5848  
 M-F 9AM to 5PM CST

[sign up](#)
[sign up](#)
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[Picnic Tables](#)
[Park Benches](#)
[Waste Receptacles](#)
[Speed Bumps and  
Humps](#)
[Wheel Stops Parking  
Blocks](#)
[Message Centers](#)
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[Signs](#)
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Control](#)
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[Website Specials](#)

 1-866-538-5848  
 M-F 9AM to 5PM CST


## Bike Racks

### Traditional Bike Racks

#### product description

- Traditional style complements any setting
- Select 5-bike up to 18-bike capacity
- 1-5/8" OD frame with 14-gauge crossbars securely welded at top and bottom
- Durable galvanized finish
- Shipped knocked down, save \$ on shipping
- Simple assembly required

 Model [Select Product Model](#)

Add item to cart for shipping quote or use the shipping estimator below

Usually Ships in 5-10 days

#### available documents

Assembly Instructions

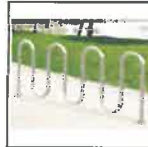
#### additional photos



#### product models

Model #	Model Name	Model Dimensions	Weight	Price
05JA1686	5-bike rack (single-sided)	64" l x 30" w x 29" h	37 lbs	<del>\$640.00</del> <b>\$495.37</b>
05JA1684	9-bike rack (single-sided)	112" l x 30" w x 29" h	49 lbs	<del>\$800.00</del> <b>\$612.43</b>
05JA1685	10-bike rack (double-sided)	64" l x 38" w x 29" h	47 lbs	<del>\$680.00</del> <b>\$520.21</b>
05JA1683	18-bike rack (double-sided)	112" l x 38" w x 29" h	73 lbs	<del>\$864.00</del> <b>\$662.54</b>

#### related products


 Park-It Galvanized Bike  
Racks

\$169.00 to \$608.00



Curve-It Bike Racks

\$169.00 to \$432.00



2-Bike Post

\$242.00 to \$242.00

#### additional options & information

- Estimate Shipping Cost
- Save Product to Favorites (Wish List)
- Email Product Information to a Friend
- Ask a Question about this Product
- Printer Friendly Product Page
- Write a Review about this Product

#### On Sale 2' Traffic Speed Hump



- Slows traffic
- Less aggressive speed bump
- Provides safe passage for pedestrians
- Long lasting friendly
- Smaller cost of our 3 foot

#### Ne Gateway I



- Unique and bench design
- Appropriate for Malls, Parks
- Great architectural
- Extruded steel with durable finish

#### Bes All Steel 5 Waste Receptacle



- All Steel 5 Waste Receptacle Entrance!
- Simple, unobtrusive
- Assures a litter-free environment
- Fire-safe, a extinguisher

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#### Product Categories

#### Information

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# THE CITY OF GRAND FORKS

## REQUEST FOR COUNCIL DECISION

**DATE** : September 13, 2011

**TOPIC** : Application for Development Variance Permit

**PROPOSAL** : Variance requested to the City's Zoning Bylaw Requirement under Section 33(2)(e) "Accessory Buildings" in order to construct an accessory building which exceeds the maximum height requirement of 16 feet and variance to Section 33(2)(g) – Accessory Building Ratio From 50% to 61%

**PROPOSED BY** : Charles & Christine Arnold, Property Owners

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### SUMMARY:

We are in receipt of an application for a development variance permit to allow for a variance to Section 33(2)(e) of the Grand Forks Zoning bylaw to allow for the construction of an accessory building (garage & storage loft) on a residential property to exceed the maximum required height by 4 feet, 4 inches. The application outlines the property owner's request for a variance increasing the maximum height allowed for an accessory building, from 16 feet to 20 feet 4 inches high. The proposed garage would have a storage loft included in this height. In addition, the applicant is asking for a variance to Section 33 (2)(g) – Accessory Building Ratio from 50% to 61% to allow for the construction to go forward.

The application, complete with the Planning Technician's report is attached. Section 922 of the Local Government Act allows Council to vary sections of the Zoning Bylaw, by way of a development variance permit provided the variances do not involve the use of the property or the density. In this case, the principle use of the property remains residential and the density of the property is not affected. If a Council proposes to pass a resolution to issue a permit under this section, notice must be given to surrounding property owners in accordance with this section. Property owners within 100 feet of the subject property have been notified, and should they wish, may provide input at this time, prior to Council considering the application.

### STAFF RECOMMENDATIONS:

**Option 1:** Council hear from the public, and after hearing from the public should they deem it feasible, resolve to approve the application for a development variance permit, thereby varying Section 33(2)(e), allowing for the proposed construction of a garage and storage loft, increasing the maximum height allowed for an accessory building from 16 feet to 20 feet 4 inches, and by varying Section 33(2)(g) accessory building ratio from 50% to 61% to allow the construction proposal to go forward with regard to the property at 7536-10<sup>th</sup> Street legally known as Lot 19, Block 37, DL's 108 & 381, SDYD, Plan 72 as applied by the applicants, Charles and Christine Arnold.

### OPTIONS AND ALTERNATIVES:

**Option 1: Council adopts a resolution to approve the application:** This option will allow the proposed construction of the garage and storage loft to proceed.

**Option 2: Council declines to approve the application.** This option will preclude the proposed construction from going ahead.

**BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:**

**Option 1:** The benefit of this option is that it will allow the property owner to construct the garage and storage loft as proposed.


**Option 2:** The disadvantage to not approving the application will be that the proposed construction of the accessory building could not proceed and the property would remain in its current state.

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

Eventually improved properties are reflected in the overall increase in property assessment.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

The Local Government Act provides the authority to vary the height and ratio of accessory buildings. Council over the past number of years, have approved variances through the Development Variance Process. Notice of this permit, should Council approve it, will be deposited in the Kamloops Land Title Office and attached to the title of the property.



Department Head or Corporate Officer  
or Chief Administrative Officer



Reviewed by Chief Administrative Officer

**THE CORPORATION OF THE CITY OF GRAND FORKS**

**STAFF MEMORANDUM**

**To:** Diane Heinrich, Corporate Officer  
**Date:** September 9, 2011  
**From:** Kathy LaBossiere, Planning Tech

**Arnold Development Variance Application**

The City has received a Development Variance application from Charles and Christine Arnold, owners of property legally described as Lot 19, Block 37, D.L.'s 108 & 381, S.D.Y.D., Plan 72 located at 7536-10<sup>th</sup> Street.

The applicants are requesting a variance to Section 33(2)(e) R-1 (Single & Two Family Residential) Accessory Building Height from 16 feet to 20 feet 4 inches and a variance to Section 33(2)(g) Accessory Building Ratio from 50% to 61% to allow for the construction of a garage and storage loft.

The proposed accessory building is 384 square feet and the principal building is 635 square feet which makes the ratio at 61%. The property is 42 feet by 125 feet (5,250 square feet). The existing house and proposed accessory building calculate to 1,019 square feet. Section 33(2)(i) Lot Area Coverage states that the maximum permitted lot area coverage shall be not more than 50%, which would allow for up to 2,625 square feet of structures.

The applicants would like to construct a storage loft above the garage and require the variance for height of accessory buildings from 16 feet to 20 feet 4 inches.

Letters have been sent to the surrounding property owners advising them of the variance application and were invited to attend the September 19, 2011 Council meeting. A site plan is attached showing the existing residence and the location of the proposed garage.

Respectfully Submitted:



**Kathy LaBossiere**  
**PLANNING TECH**

N:Planning/dvp/arnold/memo to co

**THE CORPORATION OF THE CITY OF GRAND FORKS**

7217-4<sup>th</sup> Street  
P.O. Box 220  
Grand Forks, B.C.  
V0H 1H0

Telephone: 250-442-8266  
Fax: 250-442-8000

2011-8

**DEVELOPMENT VARIANCE PERMIT APPLICATION**

APPLICATION FEE \$350.00

Receipt No. 147539

Registered Owner(s): CHARLES E. ARNOLD

CHRISTINE ARNOLD

Mailing Address: Box 1514, GRAND Forks B.C.  
V0H 1H0

Telephone: Home: 250-442-2216 Work 250-442-7021

Legal Description:

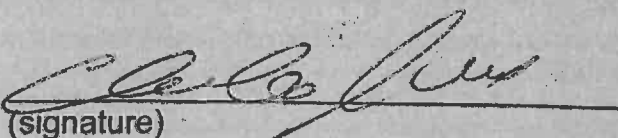
LOT 19, BLOCK 37, PLAN 72, DL 1084381

Street Address: 7536 16<sup>TH</sup> STREET  
GRAND FORKS, B.C.

**DECLARATION PURSUANT TO THE WASTE MANAGEMENT ACT**

I, CHARLES ARNOLD, owner of the subject property described on this application form, hereby declare that the land which is the subject of this application has not, to my knowledge been used for industrial or commercial activity as defined in the list of "Industrial Purposes and Activities" (Schedule 2) of the *Contaminated Sites Regulation* (B.C. Reg. 375/96). I therefore declare that I am not required to submit a Site Profile under Section 26.1 or any other section of the *Waste Management Act*.

012-761-346

  
(signature)

AUG. 30, 2011  
(date)

.OVER.....

Sept 19

Outline the provisions of the respective Bylaw(s) that you wish to vary and give your reasons for making this request:

VARIANCE OF THE FOLLOWING:

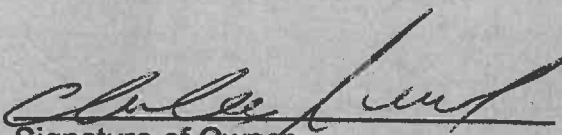
- BYLAW REGULATION SECTION 33, SUBSECTION 2,  
SENTENCE (E) - MAXIMUM HEIGHT 16 FT TO 20'4"
- BYLAW REGULATION SECTION 33, SUBSECTION 2,  
SENTENCE (G) - TOTAL SIZE OF ACCESSORY BUILDING  
FLOOR AREA <sup>Noted for 50% to 61%</sup> ~~BE LESS THAN 50%~~ OF PRINCIPAL  
STRUCTURE.

Submit the following information with the application:

1. A legible site plan showing the following:
  - (a) The boundaries and dimensions of the subject property.
  - (b) The location of permanent or proposed buildings and structures existing on the property.
  - (c) The location of any proposed access roads, parking, screening, landscaping or fencing.
  - (d) The location and nature of any physical or topographic constraints on the property (stream, ravines, marshes, steep slopes, etc.)

Other information or more detailed information may be requested by the City of Grand Forks upon review of your application.

The information provided is full and complete and to the best of knowledge to be a true statement of the facts, relating to this application.

  
Signature of Owner

AUG 30, 2011  
Date

#### AGENT'S AUTHORIZATION

I hereby authorize the person/company listed below to act on my behalf with respect to this application:

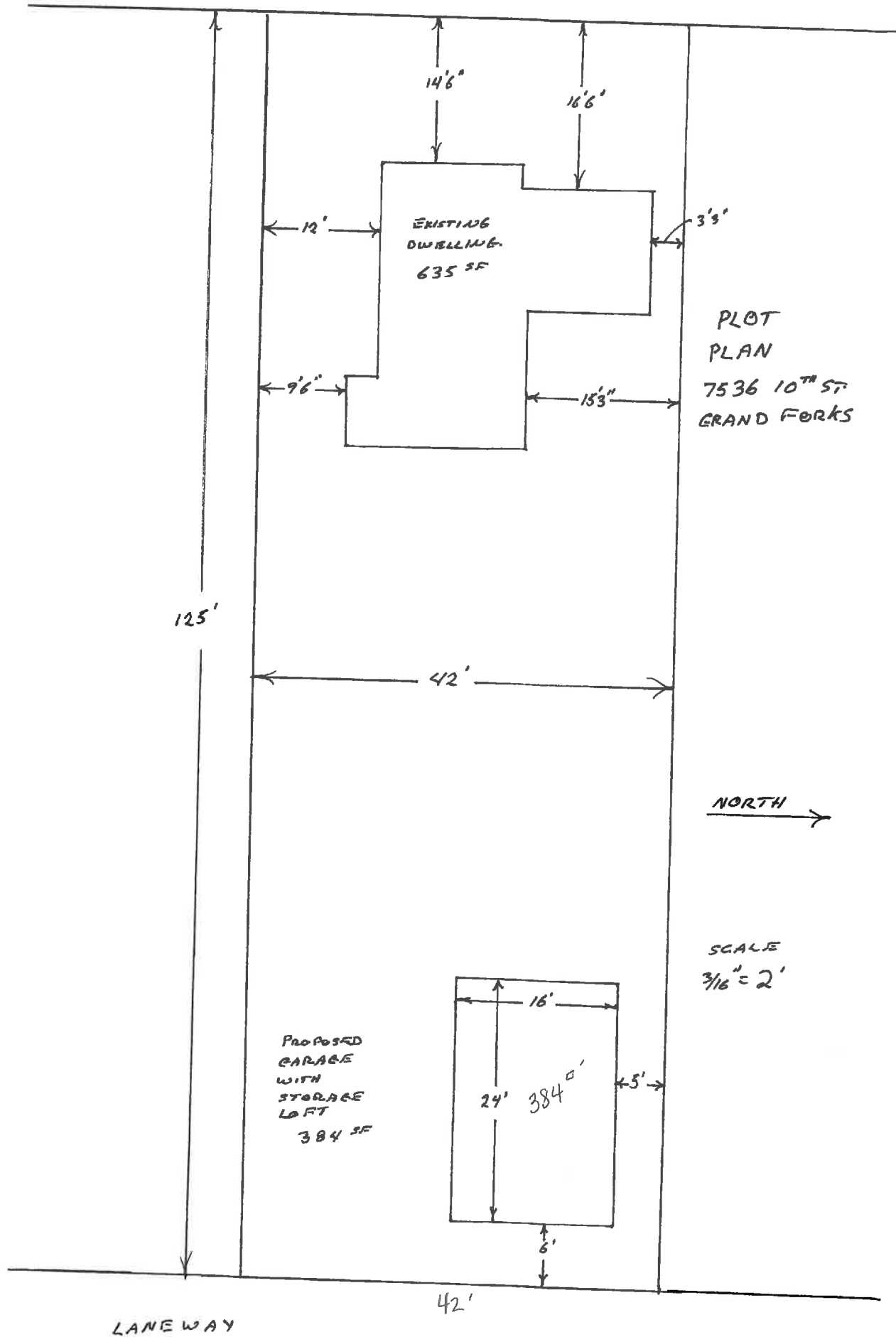
Name of Authorized Agent: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

\_\_\_\_\_  
Owner(s) Signature of Authorization

10<sup>TH</sup> STREET



R-1



## **PART VI ZONES**

### **SECTION 33**

### **R-1 (Residential – Single & Two Family) Zone**

#### **Permitted Uses**

1. The following uses and no others are permitted in an R-1 zone:

- (a) dwelling units;
- (b) religious centres;
- (c) day care centres;
- (d) bed and breakfast accommodations;
- (e) home occupations.

Permitted accessory uses and buildings on any parcel includes the following:

- (f) any accessory buildings or structures to any of the above uses.

#### **Regulations**

2. On a parcel of land located in an R-1 zone:

#### **Minimum Parcel Size for Subdivision purposes**

- (a) The minimum parcel size is 10,120 square metres (108,913 sq.ft. or 2.5 acres) where there is no community sewage or water system;
- (b) The minimum parcel size is **1,393.5 square metres (15,000sq ft)** when the parcel is either connected to a community sewage or water system, but not both;
- (c) The minimum parcel size is 697 square metres (7,500 sq.ft.) when the parcel is connected to both a community sewage and water system.

BYLAW 1800

#### **Number and type of Dwelling Units allowed**

- (d) One of the following types of dwelling units is allowed on a parcel of land in an R-1 zone;
  - (i) One single-family dwelling; or
  - (ii) One two-family dwelling.

#### **Height**

- (e) No principal building or structure shall exceed 9.75 metres (32 ft) in height. No accessory building or structure shall exceed 4.8 metres (16 ft) in height.

## **SECTION 33**

### **R-1 (Residential – Single & Two Family) Zone** cont'd

#### **Setbacks**

- (f) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
  - (i) 6 metres (20 ft) of a front parcel line;
  - (ii) 1.5 metres (5 ft) of an interior side parcel line;
  - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
  - (iv) 6 metres (20 ft) of a rear parcel line.

#### **Accessory Buildings**

- (g) The total of all the accessory buildings shall have a floor area not greater than 50% of the principal structure;
- (h) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line and not closer to the front parcel line than the facing wall of the principal building, to which it is accessory.

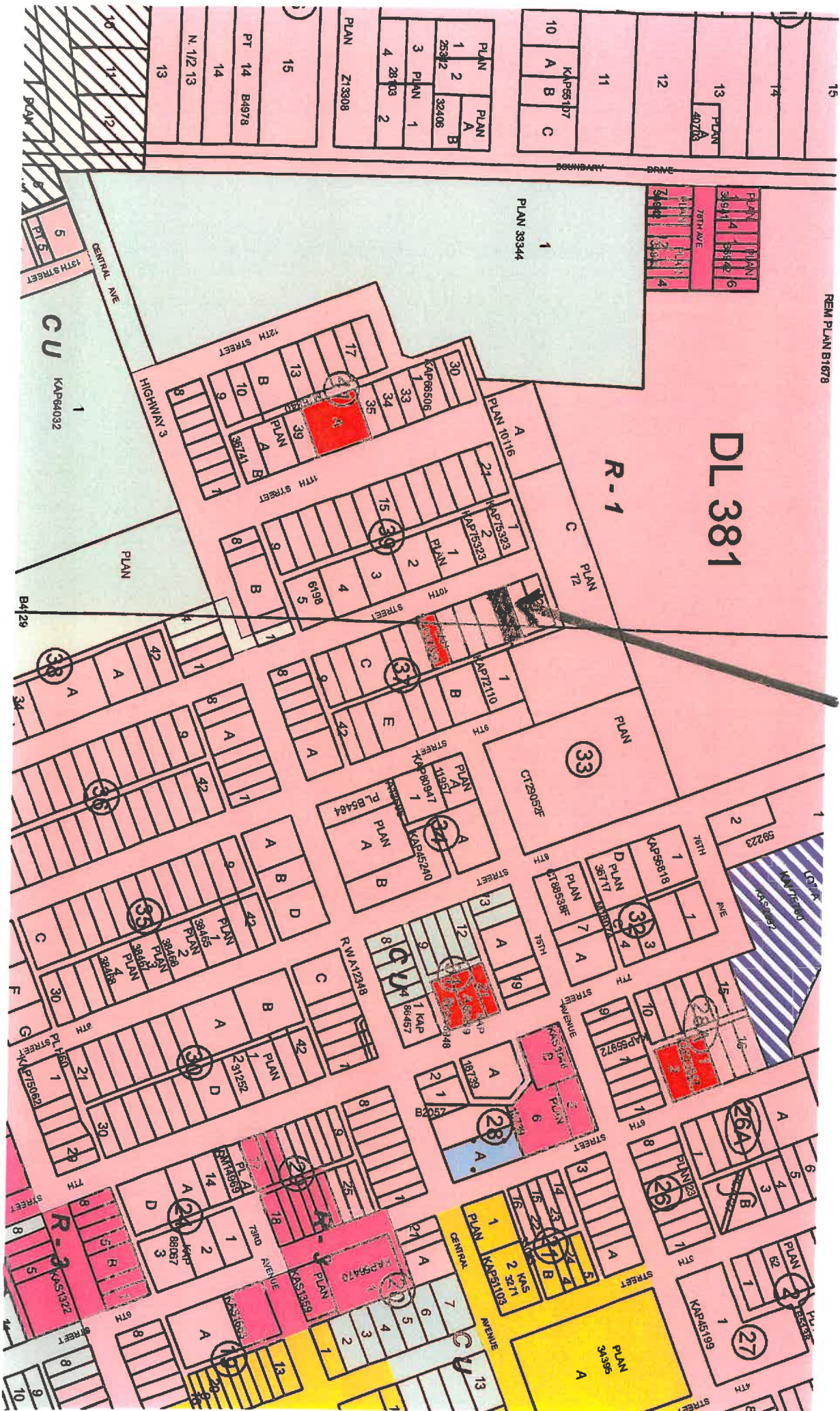
#### **Lot Area Coverage**

- (i) The maximum permitted lot area coverage shall be as follows:
  - Principal building with all accessory buildings and structures 50%

#### **Additional requirements**

- (j) ***\*deleted by Bylaw 1888***
- (k) ***\*deleted by Bylaw 1679***
- (l) The minimum size for a single-family dwelling shall be 75 square metres (800 sq.ft.);
- (m) See Sections 13 to 30A of this Bylaw.

# SUBJECT PROPERTY



# SUBJECT PROPERTY



Imagery Date 5/14/2007



2005

49° 01' 55.95" N 118° 26' 54.80" W elev 1714 ft

Image © 2011 DigitalGlobe  
© 2011 Google

CENTINIA AVENUE

Grand Forks, BC, Canada

Google

Eye alt 3188 ft



## THE CORPORATION OF THE CITY OF GRAND FORKS

### COUNCIL INFORMATION SUMMARY FOR SEPT 19<sup>TH</sup>, 2011

Date: Sept 14, 2011  
 Agenda: Sept 19th, 2011  
 Proposal: To Receive the Items Summarized for Information  
 Proposal By: Staff

#### **Staff Recommendation:**

That Information Items numbered 11(a) to 11(f) be received and acted upon as recommended.

	ITEM	SUBJECT MATTER	RECOMMENDATION
<b>CORRESPONDENCE TO/FROM MAYOR AND COUNCIL</b>			
11(a)	Email – Quantum Leaps Sponsorship request via Councillor Moslin	-Looking for financial support to attend Conference in Castlegar	Receive for discussion
11(b)	LGLA Certificate Program	Advising Councillor Thompson that she has been awarded Level 2 Certificate in Local Government Leadership Program	Councillor Thompson to note that certificate will be presented to her at the Small Talk Forum on Tuesday, September 27 <sup>th</sup> at UBCM Convention. Council members to offer the City's congratulations on her achievement
11(c)	Thank-you Letter from Radhika Menon	To Mayor and Council for receipt of GFSS Scholarship	Receive for information
<b>CORRESPONDENCE TO/FROM STAFF</b>			
11(d)	Memo from Manager of Environment and Building Construction Services	Requesting approval from Council to publicly sell City's surplus equipment that is no longer used by the City	That Council declares the listed equipment is surplus to the needs of the City, and further directs staff to advertise and sell the surplus equipment through a sealed bid process.
<b>GENERAL INFORMATION</b>			
11(e)	Boundary Country Regional Chamber of Commerce	September, 2011 Update	Receive for information
<b>FEDERAL AND PROVINCIAL GOVERNMENT</b>			
<b>INFORMATION FROM UBCM/FCM/AKBLG</b>			
<b>MINUTES FROM OTHER ORGANIZATIONS</b>			
11(f)	Sept 6 <sup>th</sup> Task List	List of Completed and In-Progress Tasks	File

---

From:  Chris Moslin 9/7/2011 9:05:11 PM   
Tara Howse <howsebusinesssolutions@gmail.com>

Subject: Fwd: Quantum Leaps

To:  **Diane Heinrich**

Attachments:  Attach0.html 3K  
 Quantum Leaps Letter of Request.pdf 1.2M  
 QL sponsorship package.pdf 142K

---

Hi Diane,

I have received this request for the city to sponsor a student for a conference event in October. Could you please add this correspondence to this weeks information summary and to the next Council agenda.

Thanks,

Councillor Chris Moslin  
9125 North Fork Road  
Grand Forks, BC  
V0H 1H2  
city phone: (250) 442-8266  
home phone: (250)442-2620  
cell phone: (250)666-1262  
home email: [gfmoslin@shaw.ca](mailto:gfmoslin@shaw.ca)

**DISCLAIMER:** This message is intended for the addressee (s) named and is confidential. The message must not be circulated or copied without the prior consent of the sender or the sender's representative Corporation or the Corporations's F.O.I. Officer

----- Original Message -----

Hi Councillor Moslin,

I'm working the Kootenay Association of Science & Technology (KAST - [www.kast.com](http://www.kast.com)) to secure sponsorship for their upcoming Quantum Leaps Conference. I have forwarded this request to most councils within the region and Rossland Councillor Hanne Smith gave me your name as a starting point for the City of Grand Forks Council. Is there someone else I should forward this to?

Quantum Leaps is being held at Selkirk College - Castlegar Campus and aimed at young women, Gr. 10-12, within the West Kootenay-Boundary area and attracts approximately 150 youth. The purpose of the program is two-fold:

1) To encourage women to continue in, or enter into, the science, technology, innovation fields and

their supportive industries (legal, financial)

2) Allow the youth to hear about the amazing career opportunities within our own Region in hopes of retaining people within the area.

The conference is set up to encourage interaction with the youth and panelists/presenter and, furthermore, all panelists are either local, or locally raised, women who had success within the various fields of environment, media, sciences, health, etc.

Sponsorship begins at \$250 (further details attached) and I would welcome the opportunity to answer any questions you may have.

Thank you,  
Tara

--

Tara Howse, President

Howse Business Solutions  
PO Box 2134  
Rossland, BC V0G 1Y0  
250.231.9142

*Helping Communities Thrive*

# KAST "GLOWS" Youth Initiatives



## Re: Quantum Leaps Conference Sponsorship

On Thursday, October 20<sup>th</sup>, the Kootenay Association for Science & Technology (KAST), supported by Teck Trail Operations and Columbia Basin Trust, will host the biennial **Quantum Leaps** conference.

KAST is a non-profit organization dedicated to the continued growth of science and technology as key economic drivers in the beautiful West Kootenay-Boundary region of BC. KAST works with business, students, educators and communities to support and showcase the potential and opportunity provided by science and technology education and innovation in our region.

Quantum Leaps is a careers event for up to 150 young women in Grades 10-12 from across the Central and West Kootenay-Boundary region. The event aims to inspire participating youth to explore and understand the many unique career opportunities available within the science and technology sectors, and their supportive industries.

Quantum Leaps is held at the Castlegar campus of Selkirk College, and includes hands-on access to the aviation, chemistry, and geo-spatial information systems departments. Participants will also have the opportunity to engage with two panels of inspiring, positive role models: young, female and local representatives already working in science & technology-related industries so valuable to our regional economy. Sectors represented include, but are not limited to:

- Digital media
- Engineering
- Biology
- Health
- Environment

The Quantum Leaps conference is free for students, and transportation is provided.

As a valued business within our region, we are seeking your corporate sponsorship to host this important and empowering event for local youth. Please find attached further information on the Quantum Leaps corporate sponsorship model. We would be honoured by your support. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Saldern", is positioned above the printed name.

Kelvin Saldern  
Executive Director, KAST



**Thank you to our sustaining sponsors:**

The Teck logo is located at the bottom right. It consists of the word "Teck" in a bold, black, sans-serif font.

# Teck



## Highlights

### Target:

- 150 attendees
- Young women in Grades 10-12
- Broad regional participation:  
School Districts 51, 10, 8, 20  
(Boundary, West Kootenay, Kootenay Lake, Arrow Lakes)
- Encouraging study within the science, technology, and professional fields
- Highlighting innovative local careers

### Format:

- Keynote speaker & presentation
- Dinner
- 2 panels with local, or locally-raised, young professional women in fields ranging from environmental, to engineering, digital media and metals
- Selkirk College interactive tours of GIS, aviation, chemistry programming

## Sponsorship Levels: Molecular, Atomic, Sub-Atomic

Level	Media Recognition		Event Recognition			Event Program Recognition		Website Recognition		
	Radio	Print	Logo size* on banner	Banner stand space	Self-serve career fair table space	Front	Back	Link	Logo	Name
<b>\$1000 Molecular</b>			<i>Large</i>							
<b>\$500 Atomic</b>			<i>Medium</i>							
<b>\$250 Sub-Atomic</b>			<i>Small</i>							

\*exact banner and logo sizes TBD

All tiers are eligible to include giveaway items for attendees' swag bags, if desired.



LOCAL GOVERNMENT LEADERSHIP ACADEMY

RECEIVED

SEP - 9 2011

THE CORPORATION OF  
THE CITY OF GRAND FORKS

August 26, 2011

City of Grand Forks  
Box 220  
Grand Forks, B.C. V0H 1H0

Attention: Councillor Christine Thompson

Dear Councillor Thompson:

**RE: LGLA Certificate Program**

We are pleased to advise you that you have been awarded Level 2 Certificate in Local Government Leadership pursuant to a motion passed at a meeting of the Local Government Leadership Academy Board of Directors. This certificate is in recognition of your efforts to advance your skills and knowledge as a local government elected official.

We would like to present your certificate at a gathering of your peers. We will be making this presentation at the Small Talk Forum on Tuesday, September 27<sup>th</sup> at the Annual UBCM Convention. We would ask if you could confirm your attendance no later than September 15<sup>th</sup>. If you are unable to attend we will make alternative arrangements to deliver your certificate. If you have any questions, please contact us at 250-356-5275 or email [lgla@ubcm](mailto:lgla@ubcm).

Congratulations on your achievement.

Yours truly

A handwritten signature in cursive script that reads 'Mayor Mary Sjostrom'.

Mayor Mary Sjostrom  
President, Local Government Leadership Academy

FILE CODE

*WES. LI - LGLA - CERTIFICATE PROGRAM  
- CERTIFICATE PRESENTATION TO  
C. THOMPSON @ UBCM CONVENTION*

Local Government Leadership Academy  
525 Government Street, Victoria, B.C. V8V 0A8  
250-356-5275(phone) 250-356-5119(fax)  
[www.lgla.ca](http://www.lgla.ca)

RECEIVED

SEP - 2 2011

THE CORPORATION OF  
THE CITY OF GRAND FORKS

Radhika Menon  
7884, Pineview Crescent,  
Grand Forks, BC, V0H1H2  
250-448-4464  
rads317@hotmail.com

August 25, 2011

Mayor and City Council,  
The Corporation of the city of Grand Forks  
Box 220  
Grand forks, BC, V0H 1H0

To the Mayor and City Council,

I would like to thank you so much for choosing me as a recipient of the City of Grand Forks Scholarship. Ever since I was a child, I had hopes of going to university to pursue my dreams. When I entered high school, I realized my dream could only be achieved through hard work. I began to concentrate on my studies and also became an active member of student council. My choices helped me learn to become a strong leader and a determined individual.

If not for this scholarship, I would be a step away from my goal of attending university. You have helped me cover some of the cost of my tuition, and have also helped me realize that going to university is achievable for those who are truly committed. Your support will allow me to pursue my dreams and also help others believe in themselves and strive for a flourishing education and career.

I wish that you will continue to support others in our community, as you have supported me. I cannot thank you enough and I promise to use this scholarship for the betterment of my education and career. I am very grateful to you.

Yours truly,

*Radhika*

Radhika Menon

FILE CODE

WE3, M1 - MENON, Radhika -  
G10 THANK YOU FOR SCHOLARSHIP.

**THE CORPORATION OF THE CITY OF GRAND FORKS**

**STAFF MEMORANDUM**

**To:** Public sale of old Equipment  
**Date:** September 14, 2011  
**From:** Wayne Kopan, Manager of Environmental  
& Building Construction Services

**MEMO**

The City of Grand Forks would like to request council's approval to proceed with the Sale of Unused Equipment.

If Council directs staff to move forward with this sale of the unused equipment, this equipment will be advertized in the Gazette including the information of the sales requirements.

This would be a Sealed Bid sale, open to the general public with a two day viewing of the equipment at the Public Works yard and then sealed bids being delivered to City Hall on the third day. Once the Bidding closes the bids will be opened at City Hall with the highest bidder being accepted as the purchaser of the said piece of equipment. The purchaser will be responsible for all applicable taxes and documentation fees required to complete the sale.

The dates for the sale will set once council approves of the Equipment Sale.

The equipment will be sold in a where is, as is condition, with all sales final.

Respectfully Submitted:



Wayne Kopan  
Manager of Environmental & Building Construction Services

September 12, 2011

**RE: City Equipment Sale**

Over the next month I would like to propose that the City of Grand Forks hold a public sale of some of our old and out dated equipment.

The sale will be a sealed bid sale with a two day viewing at the Public Works Yard on September \_\_\_\_ and \_\_\_\_ between 10:00 am and 2:00 pm. With sealed bids being accepted at **City Hall until 2:00 pm Friday September , 2011** upon the opening of the bids on Monday the \_\_\_\_<sup>th</sup> day of September the highest bidder will be accepted as the upset price for each piece of equipment. The winning bidder will be responsible for all applicable taxes and documentation fees and will then have until 2:00pm October \_\_, 2011 to pick up the purchased equipment

1. 1991 Dodge Dakota (Unit # 9) SIN 1B7GL26X7M5312574



2. 1994 Dodge Dakota EXT (Unit # 10) SIN 1B7GL23X0RS724024



3. 1986 Kangaroo Man Lift (Unit # 80) VIN #: 1616205246



4. 1997 Full Size Dodge Pickup Box



5. 1995 Truck Canopy to fit a full size ford 8 foot box



6. Pull behind Cement Mixer



7. Bomag Vibrating drum compactor



# UPDATE

September 8, 2011



## HST NEWS

B.C. has spoken and 54.7 per cent voted today to scrap the HST and bring back the old model of the PST/GST within the next 18-24 months.

But what happens now? The target time to restore the PST is March 31, 2013 and the tax will be restored at seven per cent.

In addition to this restoration, the \$230 HST low-income credit will be replaced with a much lower \$75 PST credit. Over the course of the next several months, the transition back to the old system will begin, and businesses will be faced with returning to the remittance of both the PST and GST. However it is likely that Business Input Tax credits that would be achieved with capital equipment purchases made by a business will be eliminated on a phased approach, so any business that has made a major capitol purchase recently, will not be penalized, as there will also be a transition period.

The Chamber will continue to lobby for some of the efficiencies and competitiveness that were garnered by business with the HST, be retained in a new and improved PST. Working in conjunction with the BC Chamber of Commerce, the Nelson and District Chamber of Commerce, and others in the BC business community will come forward to government with options on how to best transition back to the PST/GST, to help minimize the impact on businesses.

We of course respect the outcome of the referendum, but we encourage a productive

dialogue in how to create a tax system that protects BC jobs, and business confidence, and keeps our Province competitive in times of global economic uncertainty.

## MEMBER LOGIN

[www.boundarychamber.com](http://www.boundarychamber.com) is ready for members to login.

Username: chamber

Password: boundary

If you would like to share information with other members of BCRCC go to **contact** on the top right hand side of the page to let us know. We will contact you for more details.

## SMALL BUSINESS WEEK

Small Business Week celebrates the enormous contribution small businesses make to the Canadian Economy. It is widely recognized that small business is the backbone of the Canadian economy.

*Nomination Forms*

Small Business Week Community Awards  
Nomination Forms:

<http://www.surveymonkey.com/s/7HLPBQT>

## Selkirk College, Grand Forks Campus SMALL BUSINESS SUCCESS LEARNING SERIES!

This series is a great opportunity to offer yourself, your employees and/or your co-workers an opportunity to build skills in the areas of leadership, team building, HR Management, Bookkeeping and Social marketing.

# UPDATE

September 8, 2011



You are encouraged to book early and please don't hesitate to contact Selkirk with questions.

Phone - 250 442 2704 [www.selkirk.ca](http://www.selkirk.ca)

## LEADERSHIP SKILLS FOR SMALL BUSINESS & ENTREPRENEURS WITH PHIL KOLBUC

Interpersonal Skills: The Foundation for Success

1 class: Sept. 19, Mon. 9 am-4 pm

Instructor: Phil Kolbuc, Kolbuc and Associates

Cost: \$199

Human Resource Management and Performance Management

1 class: Oct. 17, Mon. 9 am- 4 pm

Instructor: Phil Kolbuc, Kolbuc and Associates

Cost: \$199

Leadership Skills, Motivation and Building Effective Teams

1 class: Nov. 14, Mon. 9 am-4 pm

Instructor: Phil Kolbuc, Kolbuc and Associates

Cost: \$199

Strategic Planning and Time Management

1 class: Dec. 12, Mon. 9 am-4 pm

Instructor: Phil Kolbuc, Kolbuc and Associates

Cost: \$199

(save 10% when you purchase all four of Phil Kolbuc's courses at the same time)

Social Marketing: "Bow to Stern" Guidance from an Award-Winning Entrepreneur

1 class: Nov. 6, Sun. 1-4 pm

Instructor: Mike Elliot, Kettle River Canoes

Cost: \$29

Bookkeeping for a Small Business

2 classes: Oct. 15 & 16, Sat & Sun. 9 am-4 pm

Instructor: Bev Horst

Cost: \$160

Simply Accounting

3 classes: Nov. 4, 5 & 6, Fri., Sat. & Sun. 9 am-4pm

Instructor: Bev Horst

Cost: \$160

WorldHost

1 class: Oct 4, Tue. 10 am- 5pm

Instructor: Marg Craig, Nelson & District Chamber of Commerce

Cost: \$95

To register call 250.442.2704

Go to <http://selkirk.ca/ce/> for details.

## PLANNING TO RETIRE?

**Our SUCCESSION PLANNING WORKSHOP might help**

In the Fall of 2010 the Community Futures Boundary surveyed business owners in the area. Findings from over 70 surveys returned showed that 19% of business owners plan to retire or sell their business within the next 5 years.

Without proper planning, many businesses that do not need to close may be forced to. The impact could be substantial. If even half of the 19% of businesses in Grand Forks area close without finding a successor, the impact of businesses shutting down over a 5-year period is colossal.

# UPDATE

September 8, 2011



**BCRCC**  
BOUNDARY COUNTRY  
REGIONAL CHAMBER OF COMMERCE

In response to this, the Boundary Economic Development Committee and Community Futures Boundary is offering a Business Succession Planning workshop. This highly successful workshop will provide information to business owners on the importance of advanced succession planning and its key role in identifying potential opportunities and options, finding solutions and providing a smoother transition.

## **In this workshop, you will learn**

Rationale, research and succession planning basics

Exploring your transition options

Contingency planning

Family business succession, employee buy-out, external sale, or other options

Managing the transition

Financing, tax and legal considerations

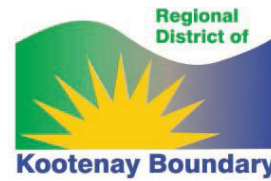
Business valuation

Planning next steps and timeline

## **Details**

The 2011 Succession Planning Workshop will take place over two evenings, October 4 and 5, from 6:00 to 9:00 pm, at Community Futures in Grand Forks. The cost is \$125 per person or \$150 per business (up to 2 people per business). To register, please contact Mary Lou at [Marylou@boundarycf.com](mailto:Marylou@boundarycf.com) or call (250) 442-2722 ext. 221.

This workshop is sponsored by the Boundary Economic Development Committee and Community Futures Boundary. We recommend you register early as space is limited.



**Community**  
Futures Boundary

## **MR. JOHN LES, PARLIAMENTARY SECRETARY TO THE PREMIER to visit Grand Forks**

Mr. Les will be holding a round table discussion with local Chamber members and community groups. Defending and creating jobs is about overall economic and fiscal fundamentals, taking decisive actions, removing barriers to investment, and supporting export opportunities in powerful markets that yield job growth in all regions

of the province. Mr. Les is interested in insights and ideas on how to defend and create jobs in our community.

Time: 10am-11:30am

Place: Community Futures Boundary 1647 Central Ave. Grand Forks

To register, please contact Mary Lou at [Marylou@boundarycf.com](mailto:Marylou@boundarycf.com) or call (250) 442-2722 ext. 221.

# UPDATE

September 8, 2011



## OPEN HOUSE

Join BCRCC Staff and Board in our West Boundary Office on Thursday September 22, 2011 from 1pm-3pm.

The office is located at the Bunkhouse on Highway #3 Midway, beside the Museum. We look forward to meeting our members!

**If you know of a business that could benefit from:**

- Networking opportunities
- Web site with regional business listings
- Health and medical benefits
- Fuel and banking discounts
- Belonging to an organization that will advocate for Boundary Businesses

Please share that BCRCC is open for business.

## **To purchase a membership contact:**

EAST BOUNDARY - Tracy Jacques

Phone: 250.442.2777

Email: [tracy.bcrcc@gmail.com](mailto:tracy.bcrcc@gmail.com)

WEST BOUNDARY – Deborah Baker

Phone: 250. 445.2207

Email: [deb@forestpromotions.com](mailto:deb@forestpromotions.com)

## **BCRCC ANNUAL GENERAL MEETING**

### **Save the date!**

Where: Christina Lake Arts Centre

When: 7pm – 9pm

If you are interested in joining the BCRCC Board we currently have two vacant seats to fill in the interim, until our upcoming AGM in November. We are seeking highly motivated business people to represent our Chamber in the region, who are team players, have experience in business and a desire to better their communities. If you are such an individual or know of someone who fits this profile please forward your resume to Interim President Cathy Martinoff

Phone: 250-446-2836

Email: [catmartinoff@look.ca](mailto:catmartinoff@look.ca).

## **BCRCC BOARD OF DIRECTORS**

---

### **Executive**

**President** Cathy Martinoff Liberty Stables

**Vice President** Tammy Stent The Sorted Solution

### **Directors**

Darla Ashton

Todd Benson Investors Group

Wendy Darbyshire Park Lane Resort & Motel

Mark Grimm Grand Forks Credit Union

Dave Marshal Community Futures Boundary

### **Staff**

Sarah Winton Executive Director

Tracy Jacques Membership Sales

Deb Baker Membership Sales

## **TASK LIST FOR MEETINGS SCHEDULED FOR SEPT 6<sup>TH</sup>, 2011**

ISSUE	ASSIGNED	COMPLETED
<b>PUBLIC HEARING</b>		
From applicants, Sandhu on 1726-72 <sup>ND</sup> Avenue. Request to rezone the property from R-1 Single and Two Family Residential to R-2 Small Lot Residential. To go to third reading on September 19th	Lynne	Done-Third Reading on Sept 19th
<b>REGULAR MEETING OF COUNCIL</b>		
Registered Petitions & Delegations:		
a) <b>RESOLVED THAT</b> COUNCIL RECEIVES THE PRESENTATION, MADE BY GORDON NICHOLS, MEMBER OF THE GRAND FORKS ROTARY CLUB, AND DETERMINES TO PROCEED WITH A PARTNERSHIP WITH THE GRAND FORKS ROTARY TO FORM AN ADVISORY COMMITTEE TO PLAN THE CONSTRUCTION AND INSTALLATION OF A NEW GRAND FORKS ENTRANCE SIGN ON THE WEST SIDE OF GRAND FORKS.	Council	In Progress
b) <b>RESOLVED THAT</b> COUNCIL RECEIVES THE PRESENTATION GIVEN BY SUSAN KLARNER OF KOCOMO'S COFFEE HOUSE AND REFER THE MATTER TO STAFF TO REVIEW AND PROVIDE A REPORT, WHICH WILL INCLUDE COSTS, TRAFFIC FLOW AND SAFETY, ON THE INSTALLATION OF SECURED BICYCLE PARKING IN THE 5 <sup>TH</sup> PARKING SPOT ON THE WEST SIDE OF 2 <sup>ND</sup> STREET IN FRONT OF KOCOMO'S COFFEE HOUSE	Wayne	Done- To Sept 19 <sup>th</sup> Agenda
Reports, Questions & Inquiries from Members of Council:		
1. Councillor Robert:		
He wished to advise that he is putting forward a notice of motion at the September 19 <sup>th</sup> Regular Meeting with regard to a resolution on "For-Profit Clinics" and their impact on British Columbia's health care system.	Diane	Done
2. Mayor Taylor:		
He advised that the City of Grand Forks has been asked to put a basket together for the UBCM. Councillor Wyers advised that she would like to take on this project.	Councillor Wyers	In Progress
Recommendations From Staff for Decisions:		
<b>RESOLVED THAT</b> COUNCIL RECEIVES THE STAFF REPORT AND DETERMINES TO APPOINT COUNCILLOR CHRISTINE THOMPSON AS THE VOTING DELEGATE AND AS TWO ALTERNATIVES IN THE EVENT COUNCILLOR THOMPSON IS UNABLE TO ATTEND THE MEETING, MAYOR BRIAN TAYLOR AND CHIEF ADMINISTRATIVE OFFICER, LYNNE BURCH FOR THE 2011 MUNICIPAL INSURANCE ASSOCIATION ANNUAL GENERAL MEETING WHICH IS HELD AT THE 2011 UBCM CONVENTION IN SEPTEMBER.	Diane to advise	Done
<b>RESOLVED THAT</b> COUNCIL DIRECT STAFF TO RETURN THE DEVELOPMENT VARIANCE PERMIT APPLICATION MADE BY OLIVE PERKINS, FOR THE PROPERTY KNOWN AS 7493 VALLEY HEIGHTS DRIVE, ALONG WITH A COPY OF THE ADDITIONAL INFORMATION THAT WAS SUPPLIED TO THE CITY FROM THE BUILDING INSPECTOR.	Kathy	Done
Summary of Information Items:		
Bylaws:		
Bylaw No. 1924 – Corporate Officer's Report – Bylaw 1924 – Amendment to the City of Grand Forks Zoning Bylaw. First and Second Reading	Kathy/Diane	To Public Hearing for Oct 11th
Bylaw No. 1925 – Corporate Officer's Report – Bylaw 1925 – A Bylaw to amend the City of Grand Forks Recreational and Off Highway Vehicle Regulation Bylaw No. 1682. First, second and third reading	Lynne	Done- Sept 19 <sup>th</sup> Agenda
Late Items:		
QUESTIONS FROM THE PUBLIC & THE MEDIA:		

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

**DATE : August 19, 2011**

**TOPIC : Bylaw 1919 " City of Grand Forks Sustainable Community Plan Bylaw No. 1919, 2011"**

**PROPOSAL : Amendment to Bylaw 1919 As Per the Input Received by Council at a Public Hearing for Bylaw 1919 on August 15, 2011.**

**PROPOSED BY : City Staff / Ministry of Transportation & Infrastructure / Agricultural Land Commission**

---

### **SUMMARY:**

The Sustainable Community Plan has been in process for the past 4 years, beginning as the "Integrated Community Sustainable Plan". A steering committee, comprised of interested members of the public, city staff, and members of Council, determined the elements of the plan. Several public meetings have been held during the years, 2008, 2009, and recently in June, 2011. In June Council introduced Bylaw 1919, giving it second reading on July 18, 2011. The bylaw was referred to various stakeholders, including the Regional District of Kootenay Boundary, Ministry of Transportation & Infrastructure, Ministry of Environment, and the Agricultural Land Commission. On August 15, 2011, a public hearing was held in order to receive comments from the public. At that hearing, Urban Systems Ltd., the consulting firm hired by the City to guide the city through the process, presented Council with a memorandum, outlining the comments received from the stakeholder agencies, and ultimately are recommending changes to the bylaw to satisfy both the Ministry of Transportation & Infrastructure, and the Agriculture Land Commission, in order that these agencies will sign off on the bylaw.

In accordance with the memorandum from Dan Huang of Urban Systems, Staff is recommending the following changes to satisfy the Ministry of Transportation and Infrastructure:

**7.2 Objectives;**

**ADD – 7.2.2 Minimize negative impacts associated with development along Highway #3.**

**ADD – 7.2.3 Minimize the impact of traffic corridors on agriculture industry in the area.**

**RENUMBER – existing Objectives 7.2.2, 7.2.3 and 7.2.4 to 7.2.4, 7.2.5 and 7.2.6 respectively  
(Page 32 of the Sustainable Community Plan document)**

**7.3 Policies:**

**ADD – 7.3.9 Support development along Highway #3 that provides access from rear lanes or adjacent local streets, rather than directly from the Highway.**

**(Page 33 of the Sustainable Community Plan document)**

In accordance with the memorandum from Urban Systems, Staff is also recommending the following changes to satisfy the Agricultural Land Commission:

**Part One – Section 2.2**

**REPLACE – the words "Table 2 presents the non-agricultural labour force as a**

*percentage of the entire labour force”, with “Table 2 presents the labour force within the City of Grand Forks as well as the percentage by sector”*

*REPLACE – Table 2 in its entirety with the table outlined on Page 2 of the Urban Systems Memorandum, dated August 12, 2011 (Note: the replaced table includes “farming/agriculture” to the list of services in the table).  
(Page 7 of the Sustainable Community Plan document)*

*REMOVE AND REPLACE – Policy 4.3.6 with the following:  
4.3.6 Discourage the establishment of additional dwellings on Agricultural / Reserve lands except where clearly required for full time farm help.  
(Page 28 of the Sustainable Community Plan document)*

#### *Development Permit Areas*

*RENUMBER – sections and sub-sections accordingly. This has been done.*

#### *14.1 Introduction*

*ADD – the following at the end of the section – “In accordance with the Agricultural Land Commission Act, a development permit is not required for the clearing of land within the ALR for agricultural purposes.”  
(Page 44 of the Sustainable Community Plan document)*

#### *Schedule C: Development Permit Area*

*REMOVE – references to Riparian Area DPA (both text and maps) and incorporate into the Environmentally Sensitive Area DPA. (See actual Schedule C)*

#### *14.6.1 Conditions for which an Environmentally Sensitive Area Development Permit is not Required*

*ADD – the following bullet at the end of the list – “the clearing of land within the ALR for agricultural purposes, pursuant to the Agricultural Land Commission Act.”  
(Page 57 of the Sustainable Community Plan document)*

#### *Schedule H – Bicycle Network Plan*

*REMOVE the words “see note”  
(See actual Schedule H)*

#### *Schedule I – Road Network Plan*

*ADD – the words “as appropriate” to the end of the note reference to the Ministry of Transportation and Agricultural Land Commission:  
(See actual Schedule I)*

As Council is aware, the bylaw is currently at 2nd reading, and will not be adopted until the Ministry of Transportation and Infrastructure and the Agricultural Land Commission sign off on the bylaw. In order for the agencies to sign off on the bylaw, the above outlined amendments need to be made. Council may amend the bylaw prior to third reading, and then give the bylaw third reading as amended at the same Council meeting. Staff is recommending that this be done on September 19th, allowing for the bylaw to be finally adopted on October 11th.

The bylaw, in the proposed amended state, is attached to this report, for Council’s consideration.

## **STAFF RECOMMENDATIONS:**

**Option 1:** Council receives the CAO's report, dated August 19, 2011, and proceeds to amend Bylaw 1919, as outlined in this report and as identified in Urban Systems memorandum of August 12, 2011, and then proceed with 3<sup>rd</sup> Reading of the bylaw, by adopting the following two separate resolutions:

1. *"Resolved that Council receives the Chief Administrative Officer's Report, dated August 19, 2011, and amends Bylaw 1919, cited as "City of Grand Forks Sustainable Community Plan Bylaw No. 1919, 2011" as recommended by Urban Systems Ltd, outlined in their memorandum of August 12, 2011..*
2. *"Resolved that Bylaw 1919, cited as "City of Grand Forks Sustainable Community Plan Bylaw No. 1919, 2011", be given third reading as amended".*

## **OPTIONS AND ALTERNATIVES:**

**Option 1:** Council receives the CAO's report, dated August 19, 2011, and proceeds to amend Bylaw 1919, City of Grand Forks Sustainable Community Plan Bylaw No. 1919, 2011 to accommodate requested changes from the Ministry of Transportation and Infrastructure, and from the Agricultural Land Commission: This option will allow for the bylaw to be amended to a form that will see the stakeholder agencies sign off on the bylaw, allowing it to be adopted by Council.

**Option 2:** Council declines to amend the bylaw as proposed. Under this option, the two agencies requiring changes, will likely refuse to sign off on the bylaw, thereby precluding Council from finally adopting it.

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

**Option 1:** Council proceeds to amend the bylaw as presented: The advantage to this option is that the Stakeholder agencies will in all likelihood sign off on the bylaw, which will allow Council to finally adopt the bylaw. There is no disadvantage to this option, as the bylaw, in its new form, will outline the policies that are important to Council for the future sustainability of our community. The changes requested do not contradict existing policies in the document that are important to Council.

**Option 2:** Should Council choose option 2, it is unlikely that the two agencies will sign off on the bylaw, thereby precluding Council from finally adopting the bylaw.

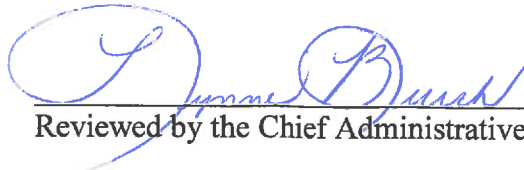
## **COSTS AND BUDGET IMPACT - REVENUE GENERATION:**

There is no direct financial impact to the taxpayers in amending the bylaw. The resulting amendment will allow for the ultimate adoption of the bylaw.

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

The City has previously amended bylaws, at 2<sup>nd</sup> reading, as provided for in the legislation.

  
Department Head or CAO

  
Reviewed by the Chief Administrative Officer



## MEMORANDUM

date: August 12, 2011  
to: Lynne Burch, CAO, City of Grand Forks  
cc:  
from: Dan Huang  
file #: 0788.0015.01  
subject: **GRAND FORKS SUSTAINABLE COMMUNITY PLAN – STAKEHOLDER COMMENTS**

---

As part of the referral process for Bylaw 1919 for the City of Grand Forks Sustainable Community Plan, we circulated the Final Draft document to a number of key agencies for review and comment. The previous draft had been circulated to the same agencies a number of years ago, so some of the comments make reference to the former draft. The comments, and our suggested revisions, should be included as part of the record for the upcoming Public Hearing on the SCP Bylaw on August 15, 2011.

### **Regional District of Kootenay Boundary**

RDKB staff reviewed the previous and current documents, and supports the regional context statements contained in the Grand Forks SCP. The document will be going to the Regional Board in September for review and support.

### **Ministry of Transportation**

MOT staff reviewed the previous and current documents, and supports the Grand Forks SCP. However, they identified a number of policies related to Highway #3 which were removed from the current draft, which they would like included back into the document. As such, we are recommending that the following be added to the Grand Forks SCP:

#### *7.2 Objectives*

*ADD 7.2.2 Minimize negative impacts associated with development along Highway #3.*

*ADD 7.2.3 Minimize the impact of traffic corridors on agriculture industry in the area.*

*RENUMBER existing Objectives 7.2.2, 7.2.3 and 7.2.4 to 7.2.4, 7.2.5 and 7.2.6 respectively*

#### *7.3 Policies*

*ADD 7.3.8 Support development along Highway #3 that provides access from rear lanes or adjacent local streets, rather than directly from the Highway.*

### **Agricultural Land Commission**

ALC staff reviewed the previous and current documents, and generally supports the Grand Forks SCP and its consideration of agricultural. However, they identified a number of policies related to agricultural

**MEMORANDUM**

Lynne Burch, City of Grand Forks  
August 12, 2011  
0788.0015.01  
Page 2 of 3

**URBANSYSTEMS.**

which required revision (namely Policy 4.3.6) prior to them providing support for the document. As such, we are recommending the following revisions to the document.

**Part One – Section 2.2**

*REPLACE the words "Table 2 presents the non-agricultural labour force as a percentage of the entire labour force" with "Table 2 presents the labour force within the City of Grand Forks as well as the percentage by sector."*

*REPLACE Table 2 in its entirety with the following:*

<b>Service</b>	<b>Number</b>	<b>%</b>
Manufacturing	315	18%
Retail Trade	225	13%
Health Care and Social Assistance	195	11%
Accommodation and Food Services	150	9%
Construction	130	8%
Public Administration	95	6%
Finance, Insurance, Real Estate	75	4%
Administration / Support Services	70	4%
Farming / Agriculture	65	4%
Other Services (excluding Public Admin)	65	4%
Educational Services	55	3%
Information and Cultural Industries	50	3%
Arts, Entertainment and Recreation	50	3%
Transportation and Warehousing	45	3%
Professional / Scientific Services	45	3%
Forestry	40	2%
Wholesale Trade	25	1%
Mining	15	1%
	<b>1,710</b>	<b>100%</b>

*REMOVE AND REPLACE Policy 4.3.6 with the following:*

*4.3.6 Discourage the establishment of additional dwellings on Agricultural / Reserve lands except where clearly required for full time farm help*

*Development Permit Areas*

*RENUMBER sections and sub-sections accordingly.*

**14.1 Introduction**

*ADD the following at the end of the section – "In accordance with the Agricultural Land Commission Act, a development permit is not required for the clearing of land within the ALR for agricultural purposes."*



**MEMORANDUM**

Lynne Burch, City of Grand Forks  
August 12, 2011  
0788.0015.01  
Page 3 of 3

**URBANSYSTEMS.**

*Schedule C: Development Permit Area*

*REMOVE references to Riparian Area DPA (both text and maps) and incorporate into the Environmentally Sensitive Area DPA*

*14.6.1 Conditions for which an Environmentally Sensitive Area Development Permit is not Required*

*ADD the following bullet at the end of the list – "the clearing of land within the ALR for agricultural purposes, pursuant to the Agricultural Land Commission Act".*

*Schedule H – Bicycle Network Plan*

*REMOVE the words "see note"*

*Schedule I – Road Network Plan*

*ADD the words "as appropriate" to the end of the note reference to the Ministry of Transportation and Agricultural Land Commission*

**Summary**

In general, the key agencies (RDKB, MOT, ALC) support the City of Grand Forks Sustainable Community Plan with the suggested revisions above. We recommend that the above revisions be considered by Council at the Public Hearing on August 15, 2011 and, in addition to feedback from the general public, make the recommended revisions to the document and Bylaw.

**URBAN SYSTEMS LTD.**

Dan Huang, M.Pl., MCIP  
Senior Planner / Principal

Attach.  
/dh

## Dan Huang

---

**From:** Jeff Ginalias [jginalias@rdkb.com]  
**Sent:** August-10-11 12:01 PM  
**To:** Dan Huang  
**Cc:** mandison@rdkb.com  
**Subject:** RDKB comments on City of Grand Forks Sustainable Community Plan

Dan,

The RDKB Planning and Development Department has reviewed the City of Grand Forks Draft Final Sustainable Community Plan and is preparing a report for the Electoral Area 'D' Advisory Planning Commission, and ultimately the RDKB Board of Directors. The referral will be submitted for review next week, so APC comments will not be received until early September, and Board comments not until late September. However, the Planning and Development Department wanted to provide you with initial comments from the staff level.

As you know, the RDKB Board of Directors reviewed the March 2009 Draft Sustainable Community Plan (SCP) and adopted the following resolution:

*That the Regional District of Kootenay Boundary Board of Directors receive the draft of the City of Grand Forks Sustainable Community Plan AND FURTHER that the City of Grand Forks be advised that the Plan appears to be consistent with the objectives and policies in the Regional District of Kootenay Boundary Area 'D' Official Community Plan.*

The goals and policies proposed in the May 2011 SCP Draft Final Report have not changed significantly in regard to the goals and policies expressed in the RDKB Area 'D' OCP. Accordingly, it appears that the level of consistency between the SCP and the Area 'D' OCP remains unchanged, from the Draft Plan reviewed in 2009. The staff report being prepared will identify this, and the implications section will likely state that the SCP appears consistent with the objectives and policies in the Area 'D' OCP. When the staff report is final, I will see that you are provided a copy.

I hope this is helpful. Please contact me with any questions.

Jeff Ginalias, Planner  
Regional District of Kootenay Boundary  
202-843 Rossland Avenue  
Trail, BC V1R 4S8  
phone: 250 368-9148  
direct: 250 368-0228  
toll free: 1 800 355-7352  
email: [jginalias@rdkb.com](mailto:jginalias@rdkb.com)  
web: [www.rdkb.com](http://www.rdkb.com)

## Dan Huang

---

**From:** Fitzpatrick, Donna M TRAN:EX [Donna.Fitzpatrick@gov.bc.ca]  
**Sent:** August-05-11 10:19 AM  
**To:** Dan Huang  
**Cc:** Eberle, Hugh TRAN:EX  
**Subject:** Grand Forks Sustainable Community Plan  
**Attachments:** GRAND FORKS SUSTAINABLE PLAN.pdf

Dan,

I have reviewed the Grand Forks Sustainable Community Plan.

Although the Draft Final Report dated June 2011 has a statement recognizing the importance of Highway #3 as a transportation corridor, I was disappointed to note that some previous items contained in the Draft Final Report of August 2008 were omitted, as the Ministry saw those statements as a commitment from the City to help protect the Highway #3 corridor (pages attached below).

Other than my comments above, the Ministry has no other objections to the Plan and maintain my comments as stated in my October 3, 2008 letter.

The Ministry looks forward to continued work with the City towards the Plan's implementation.

If you have any questions, please call.

*Donna Fitzpatrick  
District Development Technician  
Ministry of Transportation & Infrastructure  
West Kootenay District  
Grand Forks Area Office  
PO Box 850  
7290 2nd Street  
Grand Forks, BC V0H 1H0  
phone: (250) 442-4311  
fax: (250) 442-4317  
email: [Donna.Fitzpatrick@gov.bc.ca](mailto:Donna.Fitzpatrick@gov.bc.ca)*



## **7.0 GUIDING PRINCIPLE #4 – ENSURE LONG – TERM SUSTAINABLE MUNICIPAL INFRASTRUCTURE**

### **7.1 Introduction**

The provision of municipal infrastructure such as the City's roads, water, sewer and drainage systems greatly directs where future development will occur. Through careful planning of how the City's current infrastructure system is operated, maintained and expanded will influence how future development occurs.

The objectives and policies that aim to ensure the long-term sustainability of Grand Forks' Infrastructure are to be applied to the following land use designations:

- ❖ Agricultural/Rural
- ❖ Airport
- ❖ Commercial Core
- ❖ Highway & Tourist Commercial
- ❖ Light Industry
- ❖ Heavy Industry
- ❖ Hillside & Resource District
- ❖ Environmental Resource Area
- ❖ Institutional
- ❖ Heritage Corridor
- ❖ Low Density Residential
- ❖ Medium Density Residential
- ❖ Mixed Use Commercial/Residential
- ❖ Residential Infill/Intensification
- ❖ Park & Open Space

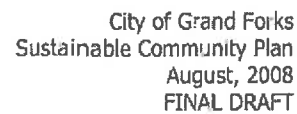
### **7.2 Objectives**

7.2.1 Recognize the importance of Highway #3.

- 7.2.2 Minimize negative impacts associated with development along Highway #3.
- 7.2.3 Minimize the impact of traffic corridors on agriculture industry in the area.
- 7.2.4 Enhance the city's transportation system to accommodate the needs of all residents in the community, particularly youth, the elderly and those with special needs.
- 7.2.5 Encourage the use of the BC Green Building Code in new developments in order to enhance the use of the city's existing infrastructure.
- 7.2.6 Encourage the optimal use of city services within existing serviced areas prior to expanding services to non-serviced areas and the Hillside & Resource District.
- 7.2.7 Ensure that all areas within the City are provided with urban services, including roads, sanitary sewer, water and storm drainage, as needed, while recognizing the ability of residents to pay for services.
- 7.2.8 Ensure that all development is connected to the city's water and sanitary sewer systems as they become available.

### **7.3 Policies**

- 7.3.1 Continue to work with the provincial government to develop a Transportation Plan for the city. (is this still needed?)
- 7.3.2 Look at ways to develop a transportation system that can be used by all residents of the city, include youth, seniors and the disabled.



- Page (18)**  
**August, 2008**  
 I:\Projects\_KEL\788\5215\0118-Report-Studies Documents\Draft\2008-08-15-Rep - Grand Forks SGP - DRAFT FINAL.doc



**Agricultural Land Commission**

133 – 4940 Canada Way  
Burnaby, British Columbia V5G 4K6  
Tel: 604 660-7000  
Fax: 604 660-7033  
www.alc.gov.bc.ca

5<sup>th</sup> August 2011

Reply to the attention of Roger Cheetham  
ALC File: 39492

Dan Huang, MCIP  
Senior Planner/Principal  
Urban Systems Ltd.  
#304 – 1353 Ellis Street  
Kelowna, BC  
V1Y 1Z9

Dear Sir:

**Re: City of Grand Forks Sustainable Community Plan (OCP)**

With reference to your referral sent by e-mail on 20<sup>th</sup> July 2011 the Commission's further comments on the plan are as follows:

2.2 Economic Shift, page 6. It is noted that this section was not in the previously reviewed draft. The section commences with a comment that draws attention to the rich farmland that was the *raison d'être* for the original establishment of the town. This farmland plays an important role, which it can be anticipated will increase, in the economy of the city. In this light we consider it important to amplify the information provided in Tables 1 and 2 to better reflect the importance of agriculture to the economy of Grand Forks.

4.3.6, page 28. It is noted that there has not been a positive response to the Commission's suggestions. As we indicated in our 24<sup>th</sup> September 2008 letter, provisions that encourage second dwellings in agricultural areas are rarely in the interests of agriculture and, if permitted, there must be strong evidence that they are needed to provide accommodation for full time farm help.

The Commission is accordingly opposed to this policy as at present worded and considers that it runs the risk of inconsistency with the *Agricultural Land Commission Act*. The Commission requires that the policy be changed to permit second dwellings only where clearly required for full time farm help. We again suggest the following wording:

"Discourage the establishment of additional dwellings on Agricultural/Reserve lands except where clearly required for full time farm help"

14 Development Permit Areas, page 44. It is noted that significant areas within the ALR have frontage to the Kettle River. The Commission is not opposed to restrictions being placed on buildings in accordance with the Ministry of Agriculture's Guide to Bylaw Development in Farming Areas. However, it considers that restrictions on the clearing of land for agriculture adjacent to wetlands and riparian areas run the risk of inconsistency with the *Agricultural Land Commission Act*. Accordingly it requests that, with the exception of buildings, all agricultural uses falling under the definition of Farm Use in the *Agricultural Land Commission Act* be exempted from the DPA provisions.

Schedule C: Development Permit Area. We note that the schedule includes a Riparian Area DPA aligned along the Kettle River. This affects significant areas within the ALR. As pointed out

in the Commission's previous letter there is no corresponding reference to this DPA in Schedule A and it is therefore unclear as to the implications of this DPA with respect to agriculture. However, the Commission has strong reservations with regard to restrictions being placed on agriculture, as indicated above.

Schedule H: Bicycle Network Plan. We are pleased to note the positive response to the Commission's comments and the omission of the link across DL 540. The words "see note" do not seem to be supported with any note on the plan.

Schedule I: Road Network Map. We are pleased to note the removal of the road across DL 540 and the addition of a note on the plan that draws attention to the need for discussion with the Commission. It is suggested that a qualification be added to the note to indicate that the Commission's involvement only pertains to roads that affect land within the ALR.

At this stage the Commission is unable to endorse the plan as being consistent with the *Agricultural Land Commission Act* in view of the issues highlighted above, in particular, those relating to second dwellings. The Commission looks forward to giving further consideration to the plan in the light of the City's response to these concerns.

Yours Truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per:



Brian Underhill, Executive Director

cc Carl Withier, Regional Agrologist, Ministry of Agriculture

RC/I/38492m2

# THE CORPORATION OF THE CITY OF GRAND FORKS

## BYLAW NO. 1919

### A Bylaw to Adopt the Sustainable Community Plan

=====

**WHEREAS** Council wishes to adopt an Official Community Plan pursuant to the Local Government Act;

**AND WHEREAS** Council of the City of Grand Forks has examined the plan in conjunction with its most recent capital expenditure program and any waste management plan to ensure consistency between them;

**AND WHEREAS** Council has provided opportunities for consultation with persons, organizations and authorities that will be affected by the plan pursuant to the Local Government Act;

**AND WHEREAS** Council has held a Public Hearing pursuant to the Local Government Act;

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

1. This Bylaw shall be cited for all purposes as the “**City of Grand Forks Sustainable Community Plan Bylaw No. 1919, 2011**”.
2. Bylaw Number 1541 being the “City of Grand Forks Official Community Plan Bylaw No. 1541, 1998”, and all amendments thereto, are hereby repealed, provided however, that such repeals shall not affect the validity of any development permit in effect on the date of adoption of this Bylaw.
3. The following schedules attached hereto are hereby made part of this bylaw and adopted as the Sustainable Community Plan for the City of Grand Forks:
  - A. Schedule A (Sustainable Community Plan text)
  - B. Schedule B (Land Use Designations)
  - C. Schedule C (Development Permit Areas)
  - D. Schedule D (20 Year Floodplain Areas)
  - E. Schedule E (Sanitary Sewer System)
  - F. Schedule F (Water System)

- G. Schedule G (Stormwater System)
- H. Schedule H (Bicycle Network)
- I. Schedule I (Road Network)
- J. Schedule J (Agricultural Land Reserve)

4. If any section, subsection, sentence, clause, or phrase of this bylaw if for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder.

Read a **FIRST** time this 27<sup>th</sup> day of June, 2011.

Read a **SECOND** time this 18<sup>th</sup> day of July, 2011.

**NOTICE OF PUBLIC HEARING** advertised this 3<sup>rd</sup> day of August, 2011,  
and  
this 10<sup>th</sup> day of August, 2011.

**PUBLIC HEARING** held this 15th day of August, 2011.

**AMENDED BY RESOLUTION OF COUNCIL** this 19th day of September, 2011.

Read a **THIRD** time, as amended, this 19th day of September, 2011.

**FINALLY ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

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

\_\_\_\_\_  
Corporate Officer – Diane Heinrich

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

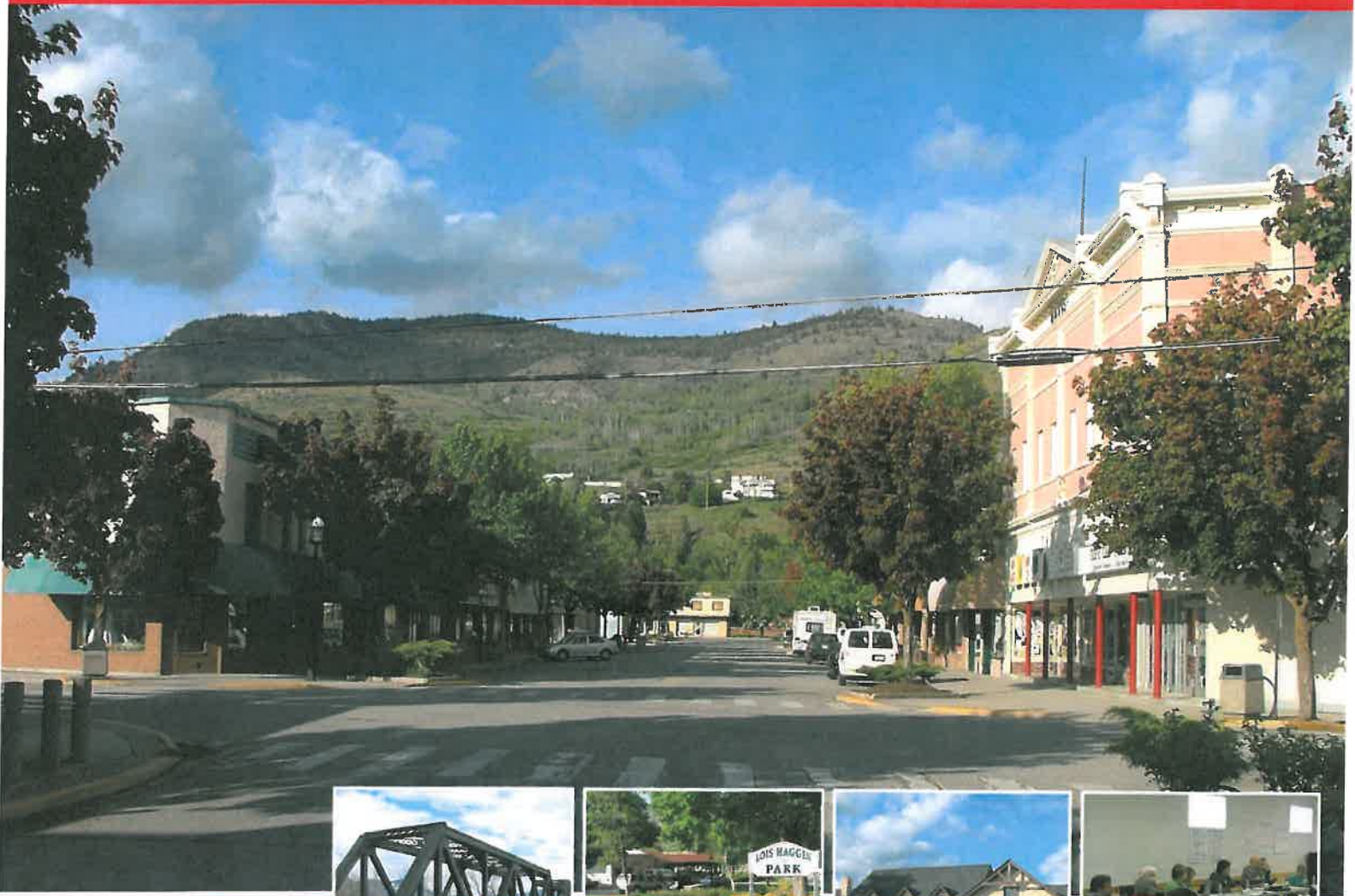
I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1919, cited as "**City of Grand Forks Sustainable Community Plan Bylaw No. 1919**", as adopted by Council this \_\_\_\_ day of \_\_\_\_\_, 2011.

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



*City of Grand Forks*

# SUSTAINABLE COMMUNITY PLAN



*Bylaw No.1919, 2011*

September 2011 • 0788.0015.01

**CITY OF GRAND FORKS  
SUSTAINABLE COMMUNITY PLAN**

***Bylaw No. 1919, 2011***

***Prepared by***

Urban Systems Ltd.  
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USL File No. 0788.0015.01

September 2011

**URBANSYSTEMS.**

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Schedule F	Water System
Schedule G	Storm Water System
Schedule H	Bicycle Network
Schedule I	Road Network
Schedule J	Agricultural Land Reserve

## **LIST OF ABBREVIATIONS**

ICSP – Integrated Community Sustainability Plan  
OCP – Official Community Plan  
SCP – Sustainable Community Plan  
UBCM – Union of British Columbia Municipalities  
ALR – Agricultural Land Reserve  
DP – Development Permit



## **PART ONE - SUSTAINABLE COMMUNITY PLAN OVERVIEW**

### **1.0 INTRODUCTION**

#### **1.1 Grand Forks is Changing**

As Grand Forks moves into the future, the need to address the changes that have occurred within the community and the changes that will be occurring in the future has never been more urgent. Current demographic trends indicate that within the next few years, Grand Forks will see a significant proportion of its population retired. In addition to this, with current economic challenges in the forestry industry – the area's primary source of industry – the economic viability of the community is of very high concern. As a result, Grand Forks began asking itself a number of important questions:

- *What will the City's future economic base be comprised of?*
- *How do we attract young working families to the community?*
- *How will we meet the health needs of our aging population?*
- *How can we encourage local food production and consumption?*
- *How can we ensure that our children will want to stay, work and raise their families in Grand Forks?*
- *What can we do to make the community more sustainable and self-sufficient?*

In addition to this, the world around us is changing at an ever-increasing pace with respect to the global economy and the environment. It will take a community that is poised and prepared for the future to be able to embrace these changes and look to the future with excitement and optimism.

#### **1.2 Why Are We Doing This**

In 2007, the City of Grand Forks applied for funding under the Integrated Community Sustainability Planning (ICSP) program. The ICSP is a provincial initiative which originated from the 2005 Gas Tax Agreement between the federal government, provincial government and the Union of British Columbia Municipalities (UBCM). The Gas Tax Agreement ties in very closely with BC's interests to address climate change and to encourage the development of healthier, less costly and more sustainable communities. The ICSP program goes even further through the development of partnerships both within and outside of government to support sustainable community planning.

The intent of the ICSP program is to encourage communities to take a closer look at their future and to identify ways of becoming more sustainable, thereby securing their long-term well-being. The ICSP program is not intended to re-invent the planning that communities have already done, but rather to provide a framework that enables communities to build upon their existing policies and approach planning with an intensified sustainability lens.



Under the auspices of the ICSP program, the following elements are emphasized:

- Long-term thinking – planning and/or plans are future oriented to enhance community sustainability (e.g. communities address the need to become resilient in the face of changing circumstances);
- Broad in scope – planning or plans consider the communities' environmental, social and/or cultural sustainability;
- Integration – planning processes or plans reflect a coordinated approach to enhance community sustainability through linkages between different types of plans or planning activities;
- Collaboration – planning processes engage community members and other partners to support community sustainability (e.g. First Nations, neighbouring communities, NGOs, private sector, other levels of government);
- Public engagement and education – designing processes that enhance public input into planning processes;
- Implementation – keeping plans off the shelf and putting them into action; and
- Monitoring and evaluation – setting targets and tracking results to celebrate progress and focus efforts on areas that need the most improvement.

The ICSP program is unique in that it extends fully from concept through to implementation, thereby challenging communities to ensure that sustainability principles are carried forward into strategies and actions that are undertaken. In addition to this, monitoring and evaluating the success of these strategies and actions is also a key component of the ICSP program.

From the ICSP program, a Sustainable Community Plan (SCP) will be created that will provide direction for communities to create a healthy, sustainable future. This is the challenge that the City of Grand Forks has undertaken.

### **1.3 What is a Sustainable Community Plan?**

A Sustainable Community Plan (SCP) is intended to guide communities to envision, plan and implement a long-term, healthy, viable future that addresses the community's needs at the present time and ensures that the needs of future generations are also met. The SCP will express the City of Grand Forks' commitment to this future and ensures that all three components of sustainability are considered: the social, economic, environmental and cultural. The 'Sustainability Stool' highlighted below shows the relationship between the economic, environmental and social factors. If any one of these 'legs' of the stool is missing or present to a lesser degree than the others, then the sustainability stool will not remain upright.



*Figure 1: The Sustainability Stool*

In addition to the three main components of sustainability, or the 'triple bottom line' as it is also known by, there has been much discussion in recent years regarding another important community element – the cultural element. Within the Grand Forks context, this is represented as the 'seat' of the stool. While the cultural aspect may not be expressed as one of the pillars of sustainability, it is a critical element that cannot be forgotten. Culture can be seen as the 'Fourth Dimension' of a community, one which adds vibrancy and humanity to our society. Culture plays a significant role in the buy-in and success of implementing any sustainable practices. If a community has a 'culture of sustainability' it is much more likely to be successful in implementing policies and practices that create a viable, sustainable community.

Within the various components that create a sustainable community, Grand Forks identified a number of themes that must be considered and reflected in the City's Sustainable Community Plan. These themes include:

- Arts and Culture
- Economic Development
- Natural Environment
- Government-Community Communications
- Self – Sufficiency
- Sustainable Land Use
- Social Fabric
- Healthy Community

#### **1.4 Why Does Grand Forks Need a Sustainable Community Plan?**

Grand Forks is facing both many challenges and many opportunities over the next generation. In order to thrive and prosper, Grand Forks must be able to meet the needs of its citizens today without compromising the ability of future generations to meet their needs. This is the challenge confronting this community and the driving force behind the development of a Sustainable Community Plan.

By developing a new SCP, Grand Forks is in a better position to address the challenges that it will be faced with, and to capitalize on opportunities that may arise in the future. By undertaking a community-led initiative, the City has been able to refine its long-range planning framework to address a variety of



identified issues and ensure that the new Plan is truly sustainable. The Plan will be led by both government and the community, and must not sit on the shelf.

The City of Grand Forks Sustainable Community Plan is a plan that is built by the community for the community. It addresses the issues identified in previous documents and assists in preparing the community for the future. The Grand Forks Sustainable Community Plan consists of two main parts: Part One is a stage-setting document which identifies the context of the plan, as well as goals and early success projects developed through a community visioning exercise. Part Two is a sustainable land use policy document will provide direction to the City and its residents when making decisions around zoning, environmental protection, heritage, transportation and infrastructure, parks and recreation, greenhouse gas emissions, energy and food security, to name a few.





## 2.0 BACKGROUND

### 2.1 Demographic Shift

In the City of Grand Forks, the community's growth rates have fluctuated over the past few decades. After strong growth in the early 1980's, the population began to decrease as the effects of the recession began to be realized. By 1988; however, the population began to stabilize and then grew steadily for the next decade, peaking in 1997 around 4,200 residents. This was followed by a decade (1998-2008) of relatively little change. In recent years, the population has been declining to a point where, at 3,998 people in 2010 (BC Stats), the City's population is under 4,000 for the first time in over fifteen years. The figure below identifies the City's population estimates since 1980.

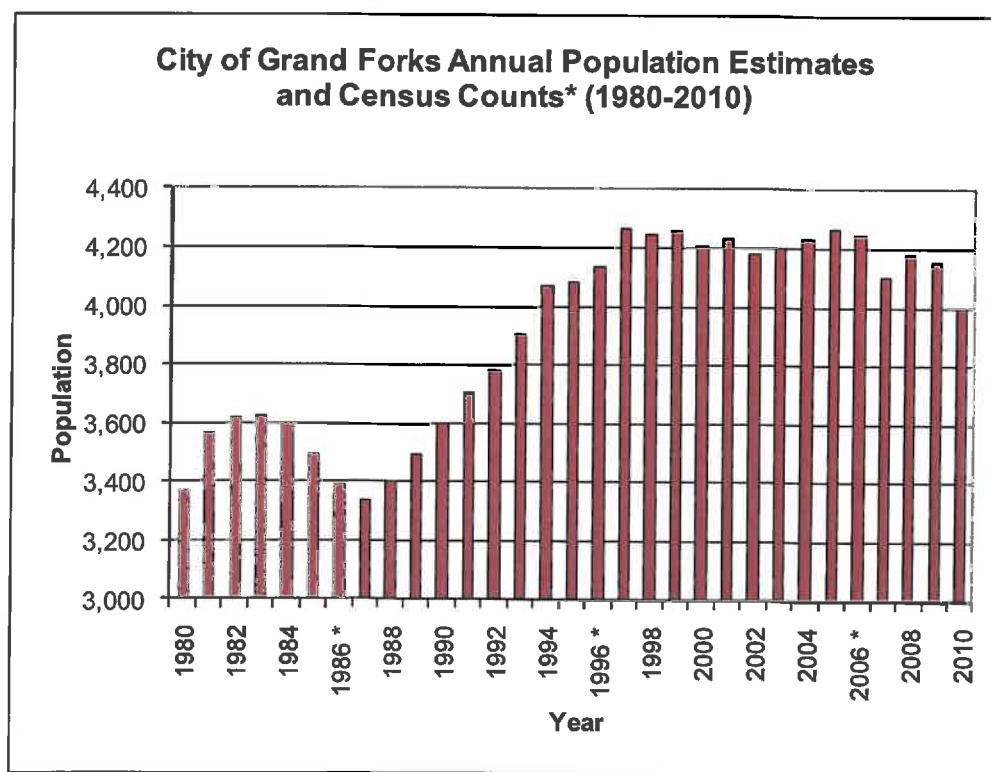
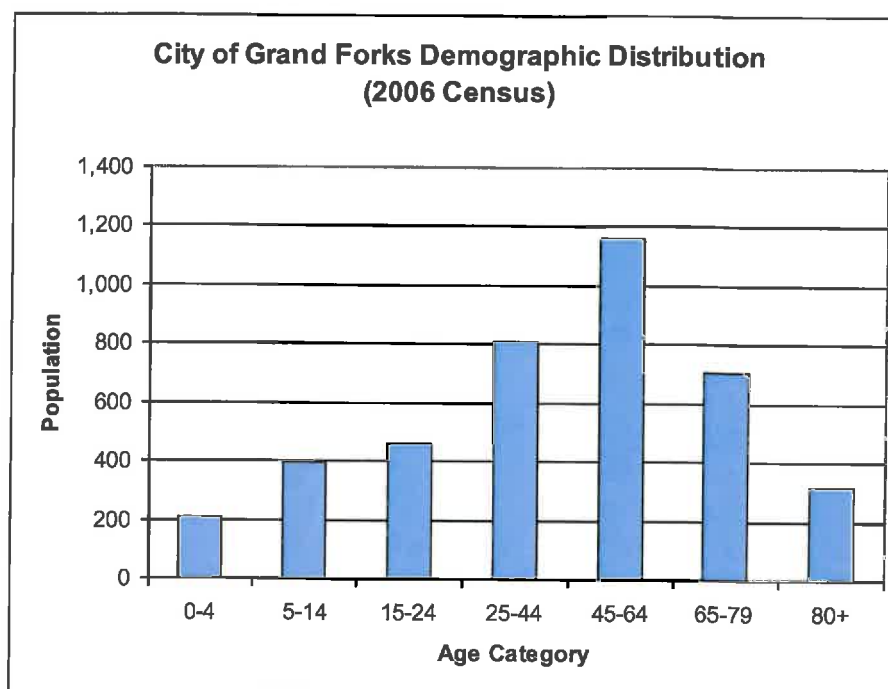


Figure 2: City of Grand Forks Population (1980-2010)

With the City's current population and demographic trend, the City of Grand Forks is faced with a challenging future. The following figure captures the distribution of the City's population amongst a variety of age categories. As of the 2006 Census, 29% of the City's population is within the 45-64 age category, and another 18% in the 65-84 age category. This means that in the near future, a large proportion of the City's work force will be retiring and will need services that cater to seniors.



*Figure 3: City of Grand Forks 2006 Demographic Distribution*

This shift in population and demographics will undoubtedly translate into impacts on the local economy, on the housing market, on health, education, cultural and recreational requirements and on the sustainability of the City itself.

The City's current Official Community Plan (OCP), completed in 1999, utilized the 1996 Census population of 3,994 to develop population and housing projects. At the time that the OCP was completed, it was projected that a total of 1,200 new residential units were required to meet the City's growth over the next 20 years. The City's projected housing requirements allocated approximately 60% of new construction to be single-detached dwellings and the remaining 40% to be multiple-housing developments. Given the 2006 Census population distribution, this housing allocation may require refinement; an increase in the seniors' population of Grand Forks may require more multiple-housing and congregate-housing developments than initially anticipated.

## **2.2 Economic Shift**

The original settlers in Grand Forks were drawn to the rich farmland in the area. Many of these residents remained as Grand Forks experienced the mining and railroad boom of the late 1800's and early 1900's coupled with the industrial era. As railroads, mines, smelters and power plants were constructed more people were drawn to the area.



Over the years, the driving force of the economy in Grand Forks has shifted, and today the community's economy is based primarily on industry (lumber and insulation) with tourism also a major contributor. The majority of residents are fortunate to have a short commute to work (less than 10 km). The City's major employers include Interfor, the Interior Health Authority, School District #51, and Roxul (West) Inc. Table 1 identifies the approximate number of employees with the largest employers in the area while Table 2 presents the labour force within the City of Grand Forks as well as the percentage by sector.

**Table 1: Summary of Major Employers in Grand Forks**

Employer	Approximate Number of Employees (March, 2008)
Interior Health Authority	260
Interfor (former Pope & Talbot sawmill)	206
Roxul (West) Inc.	150
School District #51 (Grand Forks only)	175 (+ 15 Christina Lake)
Extra Foods	50-60
Overwaitea Foods	65-70
Grand Forks & District Savings Credit Union	54
Unifab	30
Corporation of the City of Grand Forks	43

*Source: individual survey of companies*

**Table 2: Labour Force Sectors and Percentage of Labour Force**

Service	Number	%
Manufacturing	315	18%
Retail Trade	225	13%
Health Care and Social Assistance	195	11%
Accommodation and Food Services	150	9%
Construction	130	8%
Public Administration	95	6%
Finance, Insurance, Real Estate	75	4%
Administration / Support Services	70	4%
Farming / Agriculture	65	4%
Other Services (excluding Public Admin)	65	4%
Education Services	55	3%
Information and Cultural Industries	50	3%
Arts, Entertainment and Recreation	50	3%
Transportation and Warehousing	45	3%
Professional / Scientific Services	45	3%
Forestry	40	2%
Wholesale Trade	25	1%
Mining	15	1%
Total	1,710	100.0%

*Source: Statistics Canada, 2006*



One challenge that faces many communities today is the reliance on the forestry industry. In Grand Forks, Canpar was among the City's major employers until it shut down as of December 2007. Communities such as Kitimat, Mackenzie, Kimberley and Tumbler Ridge have attracted much attention and many issues have been studied with respect to how a one-industry community prevails. There are a number of themes that have come to light in the literature on one-industry towns, including:

- the political influence of the dominant company in a town;
- concerns regarding quality of life including problems of social isolation and how to provide a diverse range of services on a small tax base;
- the difficulty of trying to develop a sense of community in new towns where no one has roots;
- what to do about high turnover in the labour force;
- the vulnerability of towns dependent on one industry and the need for economic diversification; and
- the special problems of women where there are few available jobs not of the traditionally male variety, and where the jobs that are available (mainly in the service sector) are frequently low-paying.

All of these challenges and many more, face one-industry towns. In order to ensure the viability and longevity of these communities and to address some of the issues identified above, a concerted effort needs to be made to increase economic diversity, thereby minimizing the community's reliance on one major employer. In addition to this, one-industry communities need to be able to attract people to remain in the community for the lifestyle and opportunities presented and not just for a short 5-year term where people work, make their money and then leave. By ensuring that a community's economic base is diversified and that residents are moving there not just for the jobs, the reduction in vital services provided by governments may also ease. By minimizing a community's reliance on one major industry, the opportunities available to it increase, thereby also increasing the sustainability of the community in the long-term.

With much of the current workforce moving towards retirement in the near future, the City of Grand Forks will need to make a concerted effort to attract new young families to the area in order to ensure the presence of a workforce for the businesses present and subsequently the sustainability of Grand Forks.

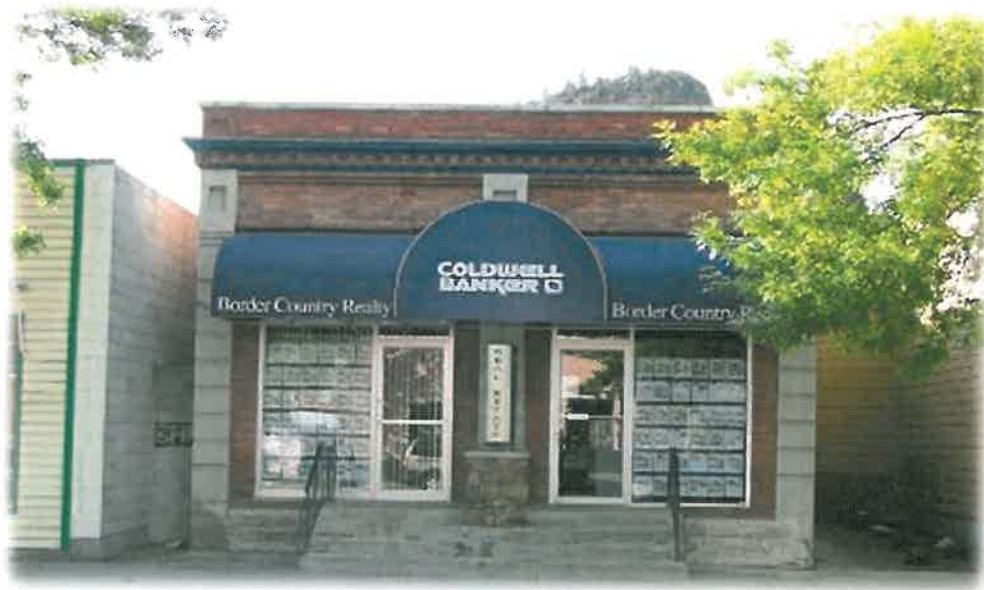
### **2.3 Impacts of Climate Change**

Although it is difficult to predict with certainty to what extent the effects of climate change might have on the City of Grand Forks, there are already some concrete examples facing this community and the province. The beetle infestation in its many forms (mountain pine, western pine, fir and spruce) has been ravaging our forests with devastating results. Major storm events have been occurring more frequently and with more intensity than in the past. The resiliency and sustainability of Grand Forks will depend, in part, on how it re-invents itself in the wake of global climate change.



## 2.4 Other Considerations

There are certainly many other changes that have occurred recently which serve as background in establishing the vision for the future. One profound change that has only happened recently (15-20 years) is the advent and accelerated use of technology in our lives. Technology has transformed our society, both positively and negatively, in the way in which we communicate with each other, learn and gather information, and live healthier, longer lives. Although technology has created efficiencies in things such as housing heating and air conditioning and automobile mileage and emissions, ironically we are becoming less sustainable in these areas by building even larger homes and cars, and expanding our ecological footprint beyond our means. One theory proposes that technology will resolve issues surrounding climate change; however, recent history has shown that any technological advances and efficiencies are consumed by society, leaving the same, if not a larger, net impact on the environment.





### **3.0 VISION AND GUIDING PRINCIPLES**

One of the first objectives in the development of a Sustainable Community Plan (SCP) for the City of Grand Forks was the establishment of an overarching vision for the process and a set of guiding principles that would always be returned to.

#### **3.1 Vision**

In order to establish a vision that had buy-in and longevity by the City of Grand Forks and its residents, two sources of input were utilized in order to shape it.

The first was a meeting held with City staff on September 7, 2007, in which 13 main priorities were identified. These priorities were used to provide a framework for the initial discussions with the Steering Committee and at the Community Meeting. The second source of input was received at the Community Meeting and Workshop held on December 7 and 8, 2007. During this weekend session, 56 different ideas were presented by residents of both Grand Forks and the surrounding area and draft recommendations for seven priority goals were discussed.

From these two sources of input, all information was reviewed by the Steering Committee. During the review process, a number of common themes emerged, which were then translated into the guiding principles below. Each of the 56 ideas that were presented at the Community Meeting was then placed under the appropriate guiding principle as applicable.

#### **3.2 Guiding Principles**

Guiding principles describe qualities that Grand Forks desires for its future. They are indicators of qualities that the community wants to uphold and represent important criteria that will guide future decision-making processes. How decisions are made should reflect back on the guiding principles and vision developed by the community. The guiding principles established by City staff, the Steering Committee and participants in attendance at the Community Meeting are as follows:

- To ensure a sense of community;
- To ensure safety for all;
- To have a respect for nature;
- To ever-improve our knowledge on how to reduce waste;
- To have cooperation and participatory decision-making;
- To ensure community resourcefulness fostering creativity and cooperation;
- To learn from others' successes; and
- To further develop intergenerational and intercultural cooperation.



Many of the above principles are in line with those identified in the City's previous Official Community Plan (OCP), which was completed in 1999. For example, the following identifies the goals and principles set forth in the 1999 OCP.

1. **Reinforce the City Centre** as the historic focus of commercial and institutional activity, and the premier town centre for the region.
2. **Accent the heritage values** of the City through preservation of critical heritage architecture and sites, and enhancement where possible.
3. **Build upon the complete community concept** by permitting increased housing density in the inner City and a mix of commercial and residential uses in select precincts of the City.
4. **Encourage new development and redevelopment to be comprehensively planned** through the use of neighbourhood and comprehensive (area structure) plans.
5. **Protect the integrity of the traditional low-density residential neighbourhoods** through sensitive and timely transition, design guidelines, land re-plots and zoning provisions.
6. **Protect the environment and natural diversity of the community** in a sustainable manner, carefully integrating natural features into development through responsible development practices and design. Development will be limited and, if necessary, prohibited in natural hazard areas such as the flood plain.
7. **Encourage a diversity in housing stock** including affordable housing for low income families and individuals, housing for the elderly, and housing for people with special needs.
8. **Manage urban growth** by preventing the spread of residential and commercial development into rural areas of the City and through on-going dialogue with the Regional District of Kootenay-Boundary. The fine-tuning of the Agricultural Land Reserve and any municipal boundary expansion will be closely evaluated before changes are made to either of them. The plan also recognizes the importance of maintaining the rural character interspersed throughout the community.
9. **Promote a healthy and safe environment by enhancing sanitary sewer service, water supply and storm drainage planning.** The servicing program must be both environmentally and financially sustainable to benefit the community.
10. **Improve mobility** by creating more opportunity for safe and convenient movement around the City by foot and cycle, and eventually transit. This means maintaining an effective road network for moving goods and people by vehicle, while working to reduce our reliance on the automobile over time.



11. **Build a network of open spaces**, greenways, parks and trails, linking neighbourhoods to the downtown and riverfront, while providing recreational amenities for residents and tourists. Preserve and provide public access to the riverfront through the establishment of a buffer zone between the two rivers and commercial and residential development. The City will reserve land it currently owns for this purpose and it will acquire other riverfront property as it becomes available, either through land swaps or outright purchase. Steep slopes and hillsides will be carefully planned and protected where necessary to maintain the aesthetic appeal of the topography within and between developed areas.
12. **Enhance the visual appearance of the entire community** through well-designed streetscaping, landscaping, land use designations, heritage preservation and quality built form. This plan calls for an expanded revitalization and beautification program of the commercial core, and the highway corridor (Central Avenue), including “gateway” treatment into the downtown off the highway. Streetscape beautification treatments will not be limited to Central Avenue, but will also apply to appropriate secondary roads within the community.
13. **Support a diversified economy to enhance enterprises and create employment** in light industrial, service commercial, retail, high technology and development (including value-added production), tourism and the agricultural sectors. Enterprise zones will be carefully planned in the future to redefine industrial use and to avoid conflicts between incompatible uses.

All of the goals and principles identified in the City’s 1999 OCP build towards many of the guiding principles identified for the SCP. By implementing the OCP goals and principles, many of the SCP goals will be realized. However, some of the SCP guiding principles will require additional time, commitment and resources from both residents and the City in order to be achieved.

### **3.3 Eight Great Goals for Sustainability**

On the evening of December 7th 2007, a Community Visioning session was held with residents of Grand Forks. The purpose of this session was to brainstorm ideas on the following question:

***“What is your idea for making Grand Forks a great, sustainable community?”***

As noted in the previous section, over 50 ideas were brought forth that evening, covering all aspects from energy self-sufficiency to recruiting new, young families to settle in Grand Forks to ensuring that the health and social services needed by all are present, and everything in between. Interested residents were asked to return the next day to delve deeper into the ideas presented.

On December 8, 2007, residents of Grand Forks returned to find the 50+ ideas having been distilled into eight main goals. Goals are broad end-results that describe what the community will accomplish through policies, programs and actions. The consulting team narrowed all proposed suggestions into eight complimentary, mutually-supportive goals:



#### **8 Goals for a Sustainable Grand Forks**

- Strengthen arts and culture;
- Fortify sustainable economic development;
- Ensure a healthy natural environment;
- Promote constructive government–community relations;
- Advance the community’s capacity for self-sufficiency;
- Develop a sustainable land use plan;
- Improve the social fabric of the community; and
- Integrate health principles into all decisions.

### **3.4 From Goals to Actions**

Participants then broke up into small groups, based on each of the above goals. The purpose of the session that day was for residents to focus on a goal (or goals) that interested them and to develop a plan for taking that theme from where it is presently to a sustainable future. Participants were asked to answer a number of questions below, which were designed to focus their thinking:

- What existing momentum is present that can be built upon?
- What are the obstacles that need to be overcome?
- How will we get there? What are the steps in the process?
- When will we achieve this sustainable future?
- What priority is this?
- What support is required in order for us to be successful?
- How will success be monitored?

At the end of the day, all of the groups had a majority of these questions answered and had developed an action plan for achieving a sustainable future in each of the eight goals. The following identifies the specific goals identified under each of the main eight goals and the action plan developed by the community for taking the current situation forward into a sustainable future.



### **3.4.1 Strengthen Arts & Culture**

#### Goals:

- Build on existing cultural assets and create a vibrant town center with a point of interest and distinction;
- Utilize arts-based community development methods; and
- Increase involvement and ownership in the arts community.

#### Specific proposals to achieve these goals include:

- Develop design guidelines to create charming and interesting architecture and spaces;
- Build on the development of Gyro Park to create a civic and cultural focal point;
- Create a marketing plan based on authentic branding of the Grand Forks area;
- Develop connected sites of interest that contribute to pedestrian enjoyment and clearer way-finding (orientation);
- Beautify the downtown core with art and involve youth in the process; and
- Build a Performing Arts Centre (consider a multi-purpose cultural 'greenhouse' that serves as an incubator for many activities and purposes, such as Miller Plaza in Chattanooga, TN).

### **3.4.2 Fortify Sustainable Economic Development**

#### Goals:

- Attract sustainable industries;
- Plan for green infrastructure (water, sewer, power, etc.);
- Link local suppliers with retailers (local and abroad); and
- Create incentives that promote economic development.

#### Specific proposals to achieve these goals include:

- Establish an Economic Development Office;
- Review and amend as necessary the growth plan in the City's OCP for the Grand Forks area for the next 20 years;
- Establish a realistic tourism plan;
- Implement broadband access across the community;
- Develop a sustainable transportation system;
- Develop a small business incubator facility;
- Establish a Community Forest with an Advisory Committee;
- Develop an educational opportunities plan to tie into local employment opportunities;
- Develop and implement a Downtown Business Revitalization plan;
- Make the community attractive for young families, through initiatives such as daycare facilities;
- Develop incentives for sustainable industries; and
- Ensure medical and recreational amenities are maintained and expanded upon in order to attract and retain new people to the community.



### ***3.4.3 Ensure a Healthy Natural Environment***

#### Goals:

- Maintain and foster environmental quality; and
- Move towards a zero waste future.

#### Specific proposals to achieve these goals include:

- Clarify who is responsible for specific environmental elements: federal government, provincial government, local government, community groups;
- Raise awareness through printed materials, workshops, lectures, school visits, letters to the editor, and so forth;
- Create Environmental Awards that recognize leadership in ensuring a healthy natural environment;
- Create local green-building code policies and monitor the BC Green Building Code development process;
- Develop incentives for green residential construction as well as for non-polluting businesses and industries;
- Promote and expand the recycling and composting program and encourage “pre-cycling”;
- Establish a Community Forest; and
- Develop pilot projects that demonstrate green principles and raise awareness.

### ***3.4.4 Promote Constructive Government–Community Relations***

#### Goals:

- Develop a ‘co-responsible’ environment where government, businesses, not-for-profit organizations, schools and citizens work in partnership to achieve common, sustainable goals.

#### Specific proposals to achieve these goals include:

- Establish venues for legitimate public input while reducing complaints;
- Develop a Citizen’s Bill of Rights that promotes fairness and equity;
- Develop a ‘Citizenship and Local Government’ class to be implemented in the school curriculum for grades 8-12;
- Encourage Council members to visit neighborhoods to receive ideas from residents through such methods as neighbourhood BBQ’s and picnics organized by a volunteer coordinator;
- Create a well-defined, facilitated decision-making process that is transparent and ensures accountability, and allows the community to weigh out the trade-offs and consequences of the decisions; and
- Develop stronger partnerships between community self-organizing initiatives and City priorities.



### ***3.4.5 Advance the Community's Capacity for Self-Sufficiency***

#### Goals:

- Increase the production and consumption of local food, materials and energy so that Grand Forks is less reliant on outside sources for these necessities.

#### Specific proposals to achieve these goals include:

- Increase educational opportunities to learn from experts and successful models (e.g. food security conference);
- Survey local producers and suppliers to determine opportunities and gaps;
- Link producers with retailers;
- Establish a co-op marketing program;
- Establish a Community Gardens program and farm-share;
- Establish a year-round Farmers Market;
- Create a demand for local products by raising awareness;
- Research alternative energy sources such as solar, gas from waste, ground source heat, river power, ethanol, etc.;
- Initiate City/community projects that generate funds (e.g. Community Forest);
- Explore how the City can hold and obtain money from stumpage fees, PST, GST, road fuel tax, etc.;
- Create incentives for reducing pollution;
- Instigate ride-sharing, car pooling, flex-car, bicycling and other transportation alternatives;
- Involve schools in raising awareness;
- Promote and expand the recycling and composting program and encourage "pre-cycling";
- Ensure access to water for viable agricultural production; and
- Implement as applicable the philosophies of the "100 Mile Diet".

### ***3.4.6 Develop a Sustainable Land Use Plan***

#### Goals:

- Integrate open spaces, residential, commercial, institutional and industrial facilities, and transportation into an integrated plan.

#### Specific proposals to achieve these goals include:

- Update the Official Community Plan to incorporate components of sustainability (part of this ICSP project);
- Establish educational programs for citizens and schools;
- Encourage the City to lease rather than sell City-owned lands;
- Ensure affordable housing is a viable option for residents;
- Implement transportation corridors for motorized and non-motorized uses;
- Increase the role of the City in environmental management;



- Develop local green building code policies where appropriate and implement the BC Green Building Code once fully developed;
- Develop zoning bylaws that support sustainable goals;
- Develop neighborhood plans that are based on sustainable principles for all new subdivisions;
- Implement a regional transit system;
- Brand Grand Forks as a sustainable city;
- Set environmental targets for the City and region and ensure that these are tied to or exceed Provincial targets;
- Instigate self-organizing community groups to mobilize action for trails, community gardens, local food, etc.; and
- Consider re-introducing the rail system back into the community as part of sustainable transportation ("Trails to Rails Program").

#### ***3.4.7 Improve the Social Fabric of the Community***

##### Goals:

- Ensure that the community has the facilities available to meet the needs of seniors and youth;
- Ensure that community safety is paramount; and
- Create a sense of community pride for all of society;

##### Specific proposals to achieve these goals include:

- Ensure that there are more non-motorized trails/lanes within the community;
- Increase the availability of medical services, especially specialist services;
- Learn from the information and discussion gathered at the Seniors Dialogue forum and the Community Youth Table as this is important input from these sectors of Grand Forks;
- Create opportunities for youth to have challenges and opportunities that enable them to grow, obtain respect and be an important contributor to the overall well-being of the community;
- Create facilities that foster an environment of learning; and
- Ensure that a balance is found between what institutions can provide (inward-focused) and what the community's responsibility is (outward-focused) in dealing with societal issues facing Grand Forks.



### ***3.4.8 Integrate Health Principles Into All Decisions***

#### Goals:

- Increase physical and mental health through increased accessibility to healthy foods, clean air and water and exercise.

#### Specific proposals to achieve these goals include:

- Ensure that existing medical services are maintained and even expanded upon;
- Promote a year-round Farmer's Market and the '100 Mile Diet';
- Develop a community-wide multi-use, non-motorized trail system linking neighbourhoods, institutional facilities, heritage facilities and commercial hubs together; and
- Educate residents and children about the positive impacts that accessibility to healthy foods, clean air and water and exercise has.





#### 4.0 EARLY SUCCESS PROJECTS

One of the important aspects of the Sustainable Community Plan that the community stressed was a tangible component. This would enable all participants to see the implementation of their thoughts and ideas early on in the process. This 'early success' project can encompass any one of a multitude of ideas. Below is a draft list of possible activities and initiatives that could be organized with the overarching goal of fostering and integrating sustainability into everyday activities.

- A series of talks and workshops highlighting sustainability leaders;
- Curriculum development for different school grades (example: Pomegranate Center developed Hands on Civics program for high schools);
- Pilot projects initiated by community groups in partnership with the City and schools;
- Gathering place created with community members;
- "Ask me about my pledge" campaign for community organizing; and
- Other ideas as they evolve through continued community consultation.

Throughout the discussions with the Steering Committee and members of the community, a number of creative ideas were brought forth; at the close of the workshop, a straw poll was conducted to determine if any of the ideas were worth exploring in greater detail. The following four ideas were selected as ones which merit greater investigation by the consultants and the Steering Committee:

- **Farmers Market Plus** – built by the community to be a gathering place, including music, arts, technology, ideas exchange, and prepared local foods. Examine the feasibility to locate it Downtown within the Town Centre.
- **Band Shell** – built by the community for the community. Examine the requirements to make it fire proof, as well as the potential for a portable stage.
- **Development of the Black Train Bridge** – revitalization of this important landmark as a focal point for the community. Involve the youth of the community in the design and construction, and investigate the requirements for upgrades (e.g. decking) and potential for funding opportunities.
- **Co-Op Radio** – utilize co-operative radio as a means to enhance opportunities for arts and culture, by promoting local artists and providing a course in radio journalism for school kids. The community of Nakusp was presented as an example to investigate.

Indeed, since the writing of this document, a number of the ideas above have already begun to take shape, including development of the Black Train Bridge and locating the Farmer's Market within the Town Centre.

The purpose of Part One of the Sustainable Community Plan is to provide for thoughtful discussion amongst the City Staff, Council and the community-at-large. It is hoped that Council will embrace the broad vision and guiding principles presented in this section of the document, and endorse the "8 Goals Towards a Sustainable Grand Forks".



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## **PART TWO - SUSTAINABLE COMMUNITY PLAN (SCHEDULE "A")**

### **1.0 INTRODUCTION**

The creation of a sustainable land use plan was identified by the community as one of its eight goals for sustainability. The purpose of Part Two is to satisfy this goal by articulating a sustainable land use policy document. Once adopted, the document will function as the City's Official Community Plan (OCP).

#### **1.1 What is an Official Community Plan?**

An Official Community Plan (OCP) is a policy tool used by municipal governments for land use planning. It is a statement of the community's vision, goals and objectives related to the form and character of future land uses, including the proposed servicing requirements in the area covered by the plan.

#### **1.2 Purpose of the OCP**

An OCP provides some level of certainty to residents and landowners regarding the location and nature of change in the community. The OCP serves as a policy guide to municipal councils when considering decisions about new development, re-zoning and services required to accommodate growth. The OCP provides general guidance towards development proposals, and provides a vision for the future land use bylaws and capital expenditures. The OCP is based on the future resources, financial and otherwise, of the City of Grand Forks.

A periodic update of the OCP is recommended as changes occur with respect to the goals, objectives and focus of the community.

### **1.3 What the Plan Can and Cannot Do**

The *Local Government Act* outlines the required content of an OCP. The Act outlines the framework for community goals, objectives and policies. An OCP provides some flexibility and adaptability to meet changes in the community. Ideally, an OCP is developed with a 5 year short-term planning horizon within the context of a longer-term (15 to 20 year) planning horizon.

As a Bylaw, the main purpose of an OCP is to provide a degree of certainty to Council and residents regarding the form and character of the community. The OCP neither commits Council to any specific expenditure, nor can Council endorse actions that are contrary to the Plan.

#### **1.4 How does the Sustainable Community Plan relate to the OCP?**

The approach taken for the development of the City of Grand Forks Sustainable Community Plan is to provide an update to the City's Official Community Plan, but with a view towards long-term sustainable development. The key difference between a typical Official Community Plan and the City of Grand Forks Sustainable Community Plan is the "sustainability lens" through which future goals, objectives and policies are viewed, thereby setting the overall direction of the community. This new Plan provides a vision for Grand Forks and encourages self-sufficiency through the implementation of sustainability principles.

#### **1.5 How was the Grand Forks SCP created?**



This Sustainable Community Plan reflects the values and goals of the community with a significant focus on sustainability. It is a Plan that was developed “for the community by the community” through the dedication and hard work of a Council appointed Steering Committee, City Council and City Staff, together with the input from the general public through community dialogue, a survey of issues on sustainability and a series of public open houses.

### **1.6 The Structure of this Sustainable Community Plan**

This Sustainable Community Plan consists of two main components: a Bylaw Component and a series of Schedules (text and maps). Sections 1 and 2 are provided for information and convenience only, while all remaining sections contain the force and effect of the OCP Bylaw.

### **1.7 Grand Forks in the Regional Context**

The City of Grand Forks is located within the Regional District of Kootenay Boundary in the Southern Interior of BC. Surrounding the municipality is Electoral Area D – Rural Grand Forks, with a 2006 Census population of 3,176. Another influence on the municipality is Electoral Area C (2006 Census population of 1,435) which contains the unincorporated community of Christina Lake approximately 22 kilometers east of the City of Grand Forks.

There are approved Official Community Plans in place for both Electoral Area C (2004, as amended) and Electoral Area D (1999, as amended); however, a Regional Growth Strategy Plan is not in place. Of particular interest to the City of Grand Forks is the Electoral Area D Official Community Plan, which contains a number of goals and objectives to limit

urban development within the unincorporated areas and concentrate it within the City of Grand Forks, including the following excerpts:

- *This Plan attempts to direct truly urban development into the City of Grand Forks. It is therefore an objective of this Plan to avoid a situation in which the Regional District manages areas with urban density.*
- *The Regional District has as an objective to direct “affordable housing” efforts to municipalities which are fully serviced.*
- *To avoid the creation of any new isolated areas of higher-density residential development in Area D areas (i.e. not contiguous with existing areas designated as Residential or abutting the City of Grand Forks).*
- *To direct small lot development to the City of Grand Forks and to pursue a prudent development strategy in Electoral Area D.*
- *To direct large-scale commercial enterprise into the City of Grand Forks.*

The City of Grand Forks will be a party to any future Regional Growth Strategy Plan undertaken by the RDKB.



## 1.8 Population & Growth

The 2006 Census identified Grand Forks' population at 4,036. The preceding five years (2001 and 2006) saw little growth within the City, and with the estimated 2010 population of 3,998 (BC Stats) Grand Forks' population has remained stagnant, if not slightly declining, for nearly two decades. Looking ahead twenty years, modeling out three different growth scenarios (0.5%, 1% and 2% growth rate) the population of Grand Forks could range from around 4,400 to just under 6,000 by 2030.

**Table 3 – Grand Forks Population Projections**

<b>Year</b>	<b>0.5% Growth</b>	<b>1.0% Growth</b>	<b>2.0% Growth</b>
2010	3,998	3,998	3,998
2020	4,202	4,416	4,874
2030	4,417	4,878	5,941

Based on a mid-range growth rate of 1% over the next 20 years, Grand Forks might have a population of approximately 4,900 residents in 2030.



## 2.0 VISION & GUIDING PRINCIPLES

### 2.1 Vision

A land use vision is articulated through sustainable land use policies and objectives. The following vision was developed and shaped through input and consultations with the community, Steering Committee, City staff and Council.

#### **Sustainable Community Plan Vision**

*Grand Forks is recognized as a self-sufficient community that incorporates sustainable principles – social, economic, environmental and cultural – into its decision making process.*

### 2.2 Guiding Principles

The following are 10 guiding principles of the Grand Forks Sustainable Community Plan. These guiding principles form the vision for all land uses within the plan.

Each of these guiding principles is described by a set of specific objectives and policy statements in their respective sections of the Plan. The objectives are measurable tasks that move towards the overarching guiding principle, while the policy statements are specific tasks that complete an objective:

- Apply 'Smart Growth' principles to the built form, location and type of development.
- Protect and enhance the heritage values of the community.
- Protect the natural environment.

- Ensure long-term sustainable municipal infrastructure.
- Promote and provide alternative modes of transportation to single-occupant vehicles (SOVs).
- Provide a variety of linked recreational opportunities.
- Support a diversified economy.
- Support a vibrant arts and culture community.
- Strengthen the social fabric of the community.
- Conserve energy and water and support the sustainable production of food.





### 3.0 LAND USE PLAN

This Sustainable Community Plan is a long-term land use plan. It describes the location, intensity and types of land uses within the City of Grand Forks. The Sustainable Community Plan identifies future residential development areas, including areas for preferred density increases. The Plan also indicates preferred areas for commercial concentration and areas where revitalization activities and mixed uses will be encouraged. These land use activities support a more sustainable Grand Forks, by encouraging the use of alternative modes of transportation, maximizing the use and efficiency of the City's infrastructure systems and promoting development within the existing serviced areas.

#### 3.1 Land Use Plan Designations

The Land Use Map (Schedule B) designates the following land uses within the City of Grand Forks:

##### *Agricultural/Rural (AR)*

- Includes rural lands within and outside of the Agricultural Land Reserve (ALR), which may or may not currently be under agricultural production. This designation is located primarily southwest of Donaldson Drive. Development may include single family residential and a variety of agricultural and rural uses.

##### *Airport (including runway lands within the Agricultural Land Reserve) (AA)*

- This designation, located in southeastern Grand Forks, includes the airport, airport runway and adjacent limited agricultural lands. Development may include airport commercial uses and residential dwellings in conjunction with airport commercial uses.

##### *Low Density Residential (LR)*

- This designation is found throughout Grand Forks and includes more traditional residential development, consisting generally of single family dwellings and duplexes, developed to a maximum density of 20 units per hectare.

##### *Medium Density Residential (MR)*

- Located generally south of Central Ave/Highway #3 and east of Donaldson Drive, this designation includes a variety of residential developments, such as single family dwellings, duplexes, apartments, townhomes and secondary suites. A maximum density of 60 units per hectare is permitted in this designation.

##### *Mixed Use Commercial/Residential (MU)*

- This designation includes a variety of residential, commercial and institutional developments. This results in a range of mixed-use neighbourhoods as well as single-use neighbourhoods. This designation is found primarily at the west end of Grand Forks, south of Central Ave/Highway #3, along Donaldson Drive north of Highway #3 and south of the Core Commercial designation.

##### *Residential Infill/Intensification (RI)*

- Within this designation, located in downtown Grand Forks, a variety of residential developments are encouraged including the reuse of older, vacant lands. Development is supported to a maximum density of 40 units per hectare.

##### *Commercial Core (CC)*

- This designation includes the heart of the community and accommodates commercial and mixed use development. The Core Commercial area is viewed as the commercial, cultural and administrative centre of Grand Forks.



Development within this designation may occur up to a maximum of 60 units per hectare.

#### *Highway & Tourist Commercial (HT)*

- Within this designation, automobile oriented tourist services areas for visitors and residents are encouraged and focused along Central Avenue/Highway #3. Development will consist primarily of commercial and institutional uses. Some residential development may occur where appropriate.

#### *Heritage Corridor (HC)*

- This designation is located along Central Ave/Highway #3, immediately west of the Core Commercial area of Grand Forks.

#### *Light Industry (LI)*

- This designation is located in strategic locations in Grand Forks, including in the northwest along Donaldson Drive, in the northeast along Granby Road and in the southeast along Sagamore Ave. This designation includes light industrial uses and service commercial uses that can be developed in a manner compatible with adjacent uses.

#### *Heavy Industry (HI)*

- Located in the northeast along Granby Road and south of the Kettle River, this designation supports the continued use and development of heavy industrial activities, such as lumber production, log storage and other associated industrial uses.

#### *Institutional (IN)*

- Institutional land uses within Grand Forks are located throughout the community. Over time, the types of institutional uses have evolved with the growth and maturation of the community and it is

anticipated that the demand for these types of uses will continue to increase.

#### *Hillside & Resource District (HR)*

- Within Grand Forks, this designation is applied to those parts of the City which are largely undeveloped and lacking municipal services, or located on slopes greater than 20%. These areas are generally located along the eastern boundary of Grand Forks and are not to be urbanized until municipal services can be made available, once infilling and densification of other areas has occurred.

#### *Environmental Resource District (ER)*

- The Environmental Resource District designation applies to an area located in the northwestern area of the community. Although the ER designation generally allows for uses and densities within the Low Density Residential (LR) designation, this area acknowledges the groundwater and floodplain conditions associated with these lands. Any development in this area will require an Environmental Development Permit to ensure that steps are taken to address the potential groundwater conditions and/or flood hazard.

#### *Park & Open Space (PK)*

- This designation encourages recreation and transportation opportunities for local residents and captures the beauty and setting of natural areas, parks and open spaces and trails throughout Grand Forks and along the Kettle and Granby Rivers.

In addition, the form and character of the community is guided by the objectives outlined in a number of Development Permit (DP) Areas. These DP areas are



listed below and described in further detail in the Plan:

#### **Development Permit Areas**

- Multiple Housing Residential DP Area
- Hillside Development DP Area
- General Commercial DP Area
- Historic Downtown DP Area
- Environmentally Sensitive Area DP Area
- Light Industry DP Area
- Heritage Corridor DP Area
- Donaldson Drive Transition District DP Area

Each land use designation is guided by the sustainable principles, objectives and policies contained within the appropriate sections of this Sustainable Community Plan.

### **3.2 How this Plan is Organized**

This Sustainable Community Plan is organized to reflect the ten Guiding Principles. Under each guiding principle, the impacted land use designations are identified. The objectives and policies that strive to follow the identified guiding principle in each section are articulated.

A Land Use Plan Designation Policy Chart follows the ten guiding principles. It provides a clear link between the OCP policies and the land use plan designations, and should serve as a useful tool for staff and Council to use in undergoing development review. Also included at the end of the Plan are sections pertaining to sand and gravel resources and plan implementation.



#### **4.0 APPLY SMART GROWTH PRINCIPLES TO BUILT FORM, LOCATION AND TYPE OF DEVELOPMENT**

##### **4.1 Introduction**

There are ten principles of Smart Growth, developed over the years by Smart Growth BC ([www.smartgrowth.bc.ca](http://www.smartgrowth.bc.ca)) and gaining acceptance throughout the province. Smart Growth principles are aimed to achieve the following: enhance our quality of life, preserve the natural environment and save money over time. The principles strive to ensure that growth is fiscally, environmentally and socially responsible and recognizes the connections between development and quality of life. Smart Growth also places a priority on infill, redevelopment and strategies to increase density.

A number of the Smart Growth principles are consistent with the land use goals in the Grand Forks Sustainable Community Plan. Those related to built form, location and type of development include the following:

- Create a range of housing opportunities and choices;
- Create walkable neighborhoods;
- Foster distinct, attractive communities with a strong sense of place;
- Mix land uses;
- Strengthen and direct development towards existing neighborhoods; and
- Take advantage of compact building design.

The objectives and policies that strive to reinforce the application of Smart Growth principles are to be applied to the following land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

##### **4.2 Objectives**

- 4.2.1 Encourage the provision of a wide range of housing styles.
- 4.2.2 Encourage and support the development of affordable housing for low-income families, seniors and those with disabilities.
- 4.2.3 Encourage higher density residential development and increased variety in housing forms within developed areas of Grand Forks.
- 4.2.4 Encourage new residential development to respect the scale and character of surrounding residential neighbourhoods.
- 4.2.5 Provide infill opportunities for residential and commercial development.
- 4.2.6 Encourage the redevelopment of existing commercial properties before any new commercial lands are developed.



4.2.7 Ensure that there is a transition of uses and densities between commercial development and residential neighborhoods.

4.2.8 Manage the growth of Grand Forks within municipal boundaries in a manner which utilizes existing serviced lands and lands that can be serviced within the capacity of existing infrastructure.

4.2.9 Encourage good design through the implementation of Development Permit Areas and design guidelines.

#### **4.3 Policies**

4.3.1 Promote the city centre by encouraging redevelopment of the area, including mixed use and clustered developments.

4.3.2 Encourage the development of higher density residential in the city centre to revitalize the downtown core and commercial services.

4.3.3 Support the development of higher density residential and a variety of housing forms, including small lot, multiple-housing and mixed use northwest of the city centre in the Residential Infill/Intensification land use designation.

4.3.4 Encourage the reuse of older, vacant buildings.

4.3.5 Support the consolidation of smaller lots for the development of higher density residential primarily in the Residential Infill / Intensification designation.

4.3.6 Discourage the establishment of additional dwellings on Agricultural / Reserve lands except where clearly required for full time farm help.

4.3.7 Designate and encourage a high standard of landscape treatment, signs and aesthetics for all development and redevelopment along public roadways.

4.3.8 Identify locations for future growth only when infill and intensification of lands within existing developed areas are well utilized.

4.3.9 Within the Low Density Residential land use designations, encourage development with a maximum density of 20 units per hectare.

4.3.10 Within the Residential Infill / Intensification land use designation, support development with a maximum density of 40 units per hectare.

4.3.11 Within the Medium Density Residential, Mixed Use and Core Commercial land use designations, support development with a maximum density of 60 units per hectare.



## **5.0 PROTECT & ENHANCE THE HERITAGE VALUES OF THE COMMUNITY**

### **5.1 Introduction**

Grand Forks has a rich history and heritage which manifests itself in both the people and the buildings which inhabit the community.

The objectives and policies that aim to protect and enhance the heritage values of Grand Forks are to be applied to the following land use designations:

- Commercial Core
- Heritage Corridor
- Highway & Tourist Commercial
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Residential Infill/Intensification

### **5.2 Objectives**

- 5.2.1 Protect and enhance the heritage value and historical role of the city centre.
- 5.2.2 Preserve the heritage character in designated areas of Grand Forks.
- 5.2.3 Encourage the maintenance of heritage buildings, structures and landscapes in a manner that preserves their historic quality and characteristics.
- 5.2.4 Encourage new homes within heritage areas to reflect a designated heritage design theme.

- 5.2.5 Balance and integrate heritage conservation and revitalization objectives with other community initiatives and priorities.

### **5.3 Policies**

- 5.3.1 Promote the heritage revitalization of Grand Forks from the city centre outward.
- 5.3.2 Encourage the adaptive reuse of properties in the defined Heritage Corridor, to include a mixture of uses such as residential, commercial, tourist commercial and institutional.
- 5.3.3 Consider the City's overall heritage strategy when reviewing all new development and redevelopment applications.
- 5.3.4 Encourage property owners to restore heritage buildings, seeking out funding partnership opportunities wherever possible.





## **6.0 PROTECT THE NATURAL ENVIRONMENT**

### **6.1 Introduction**

Protecting the natural environment is an important sustainable principle to guide the community, in order to ensure that both existing and new development co-exists within the ecology of the region.

The objectives and policies that aim to protect the natural environment in and around Grand Forks apply to the following land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

### **6.2 Objectives**

- 6.2.1 Recognize both steep slopes and flooding areas as potentially hazardous areas for development.
- 6.2.2 Preserve and protect natural areas for environmental, aesthetic, recreational and economic values.

- 6.2.3 Promote city-wide environmental stewardship and education.

### **6.3 Policies**

- 6.3.1 Encourage and promote the implementation of BC's Climate Action Charter in order to reduce greenhouse gas (GHG) emissions and protect the natural environment.
- 6.3.2 Support programs which encourage community-wide reductions in greenhouse gas emissions.
- 6.3.3 Encourage agricultural operations within the City to operate in a manner that minimizes air quality and environmental impacts.
- 6.3.4 Protect natural areas within and between developed areas for both their environmental and aesthetic features.
- 6.3.5 Ensure buffer zones are maintained and developed between riparian areas and adjacent residential, commercial and industrial land uses.
- 6.3.6 Ensure that development in areas with grades steeper than 30% is subject to a report from a geotechnical professional engineer that addresses issues such as slope stability, visual quality, hydrology, and other impacts and risks associated with steep slope development.
- 6.3.7 Allow development of lands within the Hillside & Resource District land use designation, provided services are affordable and



consistent with the type of development proposed.

- 6.3.8 Protect identified natural wildlife corridors, wetland and slough environments, and other environmentally sensitive areas as Development Permit Areas.
- 6.3.9 Encourage and implement, where practical, the strategies contained within the City's Air Quality Management Plan.
- 6.3.10 Require new development within the City's Floodplain Area (Schedule D) to meet the requirements as identified in the City's Floodplain Management Bylaw, where applicable.





## **7.0 ENSURE LONG – TERM SUSTAINABLE MUNICIPAL INFRASTRUCTURE**

### **7.1 Introduction**

The City of Grand Forks is responsible for providing and maintaining a wide variety of infrastructure. This infrastructure is vital to the well-being of the residents and businesses in the community; however, a significant proportion has reached, or will be reaching, the end of service life very soon. Maintaining existing levels of service will require major investments in the near future. In support of the guiding principle of ensuring long-term sustainable municipal infrastructure, the City is considering a number of Asset Management strategies in addition to the land use policies contained in this Sustainable Community Plan.

The objectives and policies that aim to ensure the long-term sustainability of Grand Forks' infrastructure are as follows, within these land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

### **7.2 Objectives**

- 7.2.1 Recognize the importance of Highway #3 as a vital transportation corridor.
- 7.2.2 Minimize negative impacts associated with development along Highway #3.
- 7.2.3 Minimize the impact of traffic corridors on agriculture industry in the area.
- 7.2.4 Enhance the city's transportation system to accommodate the general public including the youth, the elderly and those with special needs.
- 7.2.5 Encourage the use of the BC Green Building Code in new developments.
- 7.2.6 Implement an Asset Management program to ensure that Grand Forks is PSAB 3150 compliant.

### **7.3 Policies**

- 7.3.1 Encourage infill development and redevelopment to minimize the need for services to be expanded.
- 7.3.2 Subject to funding, expand the sanitary sewer and water systems to areas designated as Light Industry.
- 7.3.3 Ensure that new infrastructure facilities associated with new development are sized to accommodate additional future development.



- 7.3.4 Maximize the potential of the city's water supply from its current wells through conservation and metering.
- 7.3.5 Encourage new development to conform to the City's network of pathways and walkways including the completion of sidewalks.
- 7.3.6 Maintain a sustainable foundation of infrastructure that is affordable, provides service levels consistent with the community's expectations, and encourages growth and economic development.
- 7.3.7 Promote staff awareness of asset management to ensure a practical and continuous integration of infrastructure management practices over time.
- 7.3.8 Encourage collaboration among senior management through a cross-functional asset management team that meets regularly to balance competing infrastructure needs.
- 7.3.9 Support development along Highway #3 that provides access from rear lanes or adjacent local streets, rather than directly from the Highway.





## **8.0 PROMOTE & PROVIDE ALTERNATIVE MODES OF TRANSPORTATION TO SINGLE – OCCUPANT AUTOMOBILES**

### **8.1 Introduction**

Single occupant vehicles (SOV) are the most common mode of transportation in Grand Forks. The primary use of SOVs are daily commuting and running errands. The following Smart Growth principles articulate the shift towards other modes of transportation:

- Provide a variety of transportation choices such as walking, cycling and transit, to minimize the use of SOVs;
- Encourage the development of alternate transportation choices in existing neighborhoods.

By focusing on alternative transportation modes, the useful life of existing transportation infrastructure will be extended delaying need of further investments in new roads.

The objectives and policies that aim to shift transportation patterns in Grand Forks away from single occupant vehicles (SOVs) towards alternate modes of transportation relate to the following land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial

- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

### **8.2 Objectives**

- 8.2.1 Enhance the city's transportation system to accommodate the needs of vehicular and non-vehicular transportation, particularly pedestrians and cyclists.
- 8.2.2 Promote a pedestrian and cycling atmosphere by providing appropriate linkages between residential, commercial and amenity areas.
- 8.2.3 Provide a safe environment for non-motorized mobility through the provision of lighting, signage and traffic calming measures.

### **8.3 Policies**

- 8.3.1 Support the development of the city centre as a pedestrian and cycling oriented area, with designated areas for motorized vehicular passage.
- 8.3.2 Encourage new developments to contribute toward the city's pedestrian and/or cycling networks.
- 8.3.3 Promote the development of a regionally based conventional transit system.



8.3.4 Encourage residents to use alternative modes of transportation.

8.3.5 Encourage walking within the ACT NOW principles.





## **9.0 PROVIDE A VARIETY OF LINKED RECREATIONAL OPPORTUNITIES**

### **9.1 Introduction**

A healthy community is defined, in part, by the amount of recreational opportunities afforded to its residents and visitors. Grand Forks has made significant investments in order to provide a variety of recreational opportunities with accessible linkages between them.

The objectives and policies that move Grand Forks towards providing a variety of linked recreational opportunities are applied to the following land use designations:

- Agricultural/Rural
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

### **9.2 Objectives**

- 9.2.1 Provide a network of community wide paths, trails and sidewalks that link recreation opportunities and facilities with the surrounding community.

- 9.2.2 Provide recreational access along the Kettle and Granby rivers.

### **9.3 Policies**

- 9.3.1 Connect the Trans-Canada Trail with existing and future City trails, pathways and sidewalks.
- 9.3.2 As funding permits, implement the 2008-2017 Sidewalk Plan.
- 9.3.3 Continue efforts to establish a linear park and multi-use pathway system with appropriate links to existing and future trails, pathways and sidewalks.
- 9.3.4 Explore the potential for a recreational buffer zone between the Kettle and Granby Rivers and adjacent commercial and residential development.
- 9.3.5 Promote the use of active modes of transportation via City trails, pathways and sidewalks to access recreational facilities.





## **10.0 SUPPORT A DIVERSIFIED ECONOMY**

### **10.1 Introduction**

An important component of a sustainable community is the economic component. Maintaining a diversified economy is much more viable in the long-run than an economy focused solely on one industry.

The objectives and policies that aim to strengthen Grand Forks' economy and improve its economic viability are as follows, and apply to the to the following land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

### **10.2 Objectives**

- 10.2.1 Support the retention of existing commercial and industrial enterprises in Grand Forks.
- 10.2.2 Encourage growth and diversification of the business sector.

- 10.2.3 Use the airport as an economic tool to retain, expand and attract commercial and institutional businesses and services.

### **10.3 Policies**

- 10.3.1 Use lands within the Airport designation primarily for aviation-related activities, such as aircraft parking, air transportation, freight, refueling and maintenance.
- 10.3.2 Promote the development of a "gateway" from Central Avenue Highway #3 into the City Centre.
- 10.3.3 Encourage communication providers to offer the necessary technology and services for home-based businesses to thrive in Grand Forks.
- 10.3.4 Develop incentives for the establishment of locally owned and operated businesses.
- 10.3.5 Ensure new commercial and industrial developments are planned in a manner that minimizes conflicts with residential and agricultural uses.
- 10.3.6 Ensure easy access to commercial and industrial areas is maintained for current and future growth and development.
- 10.3.7 Support tourism opportunities that can be combined with learning and education opportunities.
- 10.3.8 Support and encourage agriculture as a vital contributor to the local and regional economy.



## **11.0 SUPPORT A VIBRANT ARTS & CULTURE COMMUNITY**

### **11.1 Introduction**

Culture adds vibrancy and humanity to society and is represented as part of the sustainability model for Grand Forks. A vibrant arts and culture community can appear in different ways to different people. Building upon existing cultural assets and creating a vibrant town centre with a point of interest and distinction is a critical element in the pursuance of a long term sustainability goal of a vibrant arts and culture.

The objectives and policies that aim to strengthen the arts and culture community within Grand Forks are as follows, and apply to the following land use designations are:

- Commercial Core
- Heritage Corridor
- Institutional
- Park & Open Space

### **11.2 Objectives**

- 11.2.1 Develop design guidelines to enhance and promote the cultural services provided in Grand Forks.
- 11.2.2 Construct a performing arts centre, either as a standalone facility or in combination with another public facility.
- 11.2.3 Beautify the city centre.
- 11.2.4 Offer year round arts and culture attractions to enhance livability in Grand Forks.

### **11.3 Policies**

- 11.3.1 Pursue funding and public support for a performing arts centre that would function as a multi-purpose venue and create a cultural focal point in the City.
- 11.3.2 Promote and encourage the sale of products created by the arts and culture community.
- 11.3.3 Work with the community as well as other regional arts and cultural centers and artisans to provide a blend of attractions, including seasonal festivals and fairs.





## **12.0 STRENGTHEN THE SOCIAL FABRIC OF THE COMMUNITY**

### **12.1 Introduction**

The social fabric of a community is the numerous facilities and services that are available and being provided presently and expected to be made available and provided in the future to meet the needs of all residents. The social fabric creates a sense of community pride where residents and visitors feel safe and welcomed.

Enhancing current access to services and facilities and those expected in the future makes the community attractive and livable. A livable community improves and fosters an environment of learning, tolerance and growth, creating a balance of harmony and responsibility.

The objectives and policies that aim to strengthen the social fabric of Grand Forks are as follows, and apply to the following land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

### **12.2 Objectives**

- 12.2.1 Adopt an integrated planning approach by incorporating a social perspective into overall planning.
- 12.2.2 Work collaboratively with the RDKB in the provision of regional services in Grand Forks when it is beneficial to both the City and the region.
- 12.2.3 Seek opportunities to work with the Interior Health Authority and appropriate agencies to identify and address the health and social needs of the area.
- 12.2.4 Encourage and support universal access to services such as those that help provide employment, social and recreation opportunities for residents of all ages.
- 12.2.5 Advocate on behalf of residents on issues affecting the quality of life, health and welfare to publicly funded agencies and other levels of government.

### **12.3 Policies**

- 12.3.1 Consider incentives for health services in Grand Forks that would see residents continue being provided with the health services they need.
- 12.3.2 Encourage institutional uses to locate in, or within the vicinity of the city centre.
- 12.3.3 Enhance the accessibility of community facilities by encouraging joint-use and creative programming.



- 12.3.4 Work with the community, Youth Advisory Committee and Recreation Commission on the development of a youth centre.
- 12.3.5 Apply Crime Prevention through Environmental Design (CPTED) principles to enhance the safety of neighbourhoods.
- 12.3.6 Work collaboratively with publicly funded agencies, other levels of governments and non-profit corporations in the delivery of assisted living and seniors care, special needs and mental and physical disability services.
- 12.3.7 Work cooperatively with other publicly funded agencies, other levels of governments and non-profit corporations in offering support services and improving housing for the poor, disadvantaged and low income earners.





### **13.0 CONSERVE ENERGY & WATER AND SUPPORT THE SUSTAINABLE PRODUCTION OF FOOD**

#### **13.1 Introduction**

As a signatory to the Climate Action Charter, the Provincial Government requires the City to include targets for green house gas (GHG) reductions in its municipal operations. This is to encourage municipalities to reduce their GHG emissions to try to achieve carbon neutrality by 2020. Managing the community's use of energy and water has a significant positive impact on sustaining municipal infrastructure, and reducing its overall carbon footprint.

In addition, with the rising cost of energy impacting transportation of goods, materials and food production today, focus should be on more self-sufficiency within the community to reduce transportation and GHG emissions, thereby reducing costs to locals and sustaining the production of local food.

The objectives and policies that aim to better conserve energy and water, and support the sustainable production of food in Grand Forks, are included in this section, and apply to the following land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional

- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

#### ***13.1.1 – Greenhouse Gas Reduction***

Recent changes to Provincial legislation requires BC local governments to include a greenhouse gas (GHG) reduction target, as well as policies and/or actions for meeting the target, in an OCP or regional growth strategy. The City of Grand Forks has set a target of a 33 percent reduction below 2007 levels by 2030, which is the 20-year horizon of this Sustainable Community Plan.

The objectives and policies that correspond, directly or indirectly, to this target are included this section, as well as in the following areas of the OCP:

- Apply Smart Growth Principles to Built Form, Location and Type of Development
- Protect the Natural Environment
- Ensure Long-Term Sustainable Municipal Infrastructure
- Promote and Provide Alternative Modes of Transportation to SOVs
- Provide a Variety of Linked Recreational Opportunities
- Implementation



## **13.2 Objectives**

13.2.1 Support and protect the productive agricultural use of land designated within the Agricultural Land Reserve (ALR).

13.2.2 Strive to meet the City's GHG reduction target of 33 percent below 2007 levels by 2030.

## **13.3 Policies**

13.3.1 Only consider applications to subdivide lands within the Agricultural Land Reserve (ALR) for homesite severance when those applications are subject to Agricultural Land Commission approval.

13.3.2 Acknowledge and protect lands within the ALR for sustainable food production.

13.3.3 Encourage residents to utilize high efficiency residential heating systems over wood burning stoves.

13.3.4 Explore and where deemed appropriate undertake opportunities in the local production of clean power, such as "run-of-the-river" hydro".

13.3.5 Encourage the use of new green technologies in building construction.

13.3.6 Encourage local food production and promote the sale of locally-produced goods in local retail outlets.

13.3.7 Work with the provincial transit authority (BC Transit) and other relevant organizations to encourage and promote energy efficient and

low-impact modes of travel, such as public transit, walking and cycling.





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# City of Grand Forks Sustainable Community Plan Policy Lookup Chart by Guiding Principle

OCP Land Use Plan Designations	OCP Guiding Principles									
	1 - Built Form	2 - Heritage	3 - Environment	4 - Infrastructure	5 - Transportation	6 - Recreation	7 - Economy	8 - Arts & Culture	9 - Social Fabric	10 - Energy, Water & Food
All designations	4.3.7, 4.3.8		6.3.1-6.3.6, 6.3.8, 6.3.9	7.3.3-7.3.8	8.3.2 - 8.3.5		10.3.3		12.3.2, 12.3.5	13.3.3, 13.3.5, 13.3.6, 13.3.7
Agricultural/Rural (AR)	4.3.6		6.3.3, 6.3.10			9.3.3, 9.3.5	10.3.4, 10.3.8, 10.3.5			13.3.1, 13.3.2
Airport (AA)			6.3.3				10.3.1, 10.3.4-10.3.6			
Commercial Core (CC)	4.3.1, 4.3.2, 4.3.4	5.3.1, 5.3.3, 5.3.4	6.3.10	7.3.1	8.3.1	9.3.2-9.3.5	10.3.2 - 10.3.6	11.3.2-11.3.3	12.3.3, 12.3.6, 12.3.7	
Enviro Resource District (ER)			6.3.10			9.3.1, 9.3.3, 9.3.5				
Heavy Industry (HI)			6.3.10			9.3.1, 9.3.3, 9.3.5	10.3.4 - 10.3.6			13.3.4
Heritage Corridor (HC)	4.3.4	5.3.2, 5.3.3, 5.3.4	6.3.10	7.3.1		9.3.3, 9.3.5	10.3.3 - 10.3.6	11.3.2		
Highway & Tourist Commercial (HTC)	4.3.4	5.3.3, 5.3.4	6.3.10	7.3.1		9.3.3, 9.3.5	10.3.3 - 10.3.6		12.3.1, 12.3.3, 12.3.4, 12.3.6, 12.3.7	
Hillside & Resource District (HR)			6.3.6, 6.3.7, 6.3.10			9.3.3, 9.3.5				13.3.4
Institutional (IN)						9.3.2, 9.3.3, 9.3.5	10.3.7	11.3.1-11.3.3	12.3.1, 12.3.3, 12.3.4, 12.3.6, 12.3.7	
Light Industry (LI)			6.3.10	7.3.2		9.3.1, 9.3.5	10.3.3-10.3.6			13.3.4
Low Density Residential (LR)	4.3.9	5.3.3, 5.3.4	6.3.10	7.3.1		9.3.1-9.3.5	10.3.3, 10.3.5		12.3.7	
Medium Density Residential (MR)	4.3.11	5.3.3, 5.3.4		7.3.1		9.3.2, 9.3.3, 9.3.5	10.3.3, 10.3.5		12.3.7	
Mixed Use Commercial/Res (MU)	4.3.4	5.3.3, 5.3.4	6.3.10	7.3.1		9.3.1-9.3.5	10.3.3 - 10.3.6		12.3.7	
Park & Open Space (PK)			6.3.10			9.3.1-9.3.5		11.3.3	12.3.3	13.3.4
Res Infill / Intensification (RI)	4.3.3-4.3.5, 4.3.10	5.3.3, 5.3.4	6.3.10	7.3.1		9.3.2-9.3.5	10.3.3, 10.3.5		12.3.7	





## 14.0 DEVELOPMENT PERMIT AREAS

### 14.1 Introduction

Pursuant to the *Local Government Act*, Council may designate certain areas of the City as Development Permit Areas (DPA). Special conditions in the form of development guidelines might be implemented. These designations and guidelines are generally used to:

- protect and enhance the natural environment;
- protect and safeguard development from hazardous conditions;
- revitalize an area in which a commercial use is permitted;
- establish definitive objectives to treat form and character of commercial and multiple housing residential development; and
- establish definitive objectives and to treat the form and character of light industrial and service commercial development in lands located in the northwest corner of the City.

A development permit area is required within a DPA before:

- subdivision;
- construction, addition or alteration of a building or structure is started;
- land in a designated environmentally sensitive area is altered; and
- land subject to hazardous conditions in a designated area is altered.

In accordance with the Agricultural Land Commission Act, a development permit is not required for the clearing of land within the ALR for agricultural purposes.





## **14.2 Multiple-Housing Development Permit Area**

The Multiple-Housing DPA is designated under Section 919.1(1)(f) (form and character of multiple housing residential developments) of the *Local Government Act*.

### Area

The designated areas for the Multiple-Housing DPA are delineated on the Development Permit Area Map (Schedule 'C').

### Justification

Most multiple-housing developments are located in areas next to major roadways, areas next to low density residential use, and areas going through a transition from low density residential to multiple-housing residential use. Because of their prominent size and location, multiple-housing developments can have a significant visual impact on the surrounding area.

Good design guidelines can help ensure that the development enhances the area rather than create an eyesore and source of friction between existing residents and the new development.

The objective of this designation is to ensure that multiple-housing developments are attractive and compatible with the surrounding area.

### **14.2.1 - Conditions For Which a Multiple-Housing Development Permit is Not Required**

The following may be undertaken without a Multiple-Housing Development Permit:

- construction of a single-family dwelling or a duplex;
- internal alterations, which do not affect the outer appearance of the building;
- replacement, upgrading or repair of roofing;
- small additions that result in less than a 25% increase in floor area beyond the floor area that existed at the date adoption of this bylaw;
- alteration of land;
- construction of an accessory building or addition to a multiple-housing residential building that shall not alter patterns or requirements of parking, access, loading, or landscaping on the site;
- painting the exterior of a building;
- replacement of windows; and
- construction of a fence;
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced.

### **14.2.2 - Guidelines**

Multiple-housing residential includes all developments with three or more dwelling units per building or lot. Development permits issued in this area shall be in accordance with the following guidelines:



### Buildings and Structures

- .1 The scale, siting and shape of buildings should be consistent with adjacent development and prevailing neighbourhood character;
- .2 Monolithic structures and long expanses of straight walls should be avoided;
- .3 Large buildings should be designed in a way that creates the impression of smaller units and less bulk through the use of building jogs, irregular faces and architectural features such as gables, dormers, balconies, chimneys, special window features, canopies, verandas, porches and railing; and
- .4 Clustering and other creative spatial arrangements with common open areas and facilities are encouraged. These types of housing should be designed to promote visual quality and efficient use of land and building materials.

### Utility Servicing

- .5 All multiple-housing development should be connected to a community water system and a community sewer system.

### Parking/Access

- .6 Parking lots shall be landscaped to provide shade and to enhance the appearance of the overall development. Parking areas with greater than 10 stalls should be broken into smaller groups, divided by landscaping;

- .7 Safe and efficient vehicle entrances and exits, and on-site circulation should be provided; and
- .8 Consideration should be given to safe and efficient pedestrian and bicycle access. Provision shall be made for such features as pedestrian sidewalks or pathways, bicycle lanes and bicycle racks.

### Screening and Landscaping

- .9 The site should be provided with screening in the form of walls, fencing, hedging, planting and other screening materials or a combination of materials in the following areas:
  - around outdoor storage areas and waste containers, heating and cooling equipment and other service areas;
  - between parking areas and the street; and
  - between parking areas and neighbouring properties.
- .10 The site should be provided with landscaping in the following areas:
  - along the property edge next to roadways;
  - between buildings and parking areas;
  - along on-site access roads;
  - along the sides of the buildings;
  - and in other open space areas not required for parking, access roads or walkways.



### Signage

- .11 Freestanding signage should be low, front lit or unlit, with a landscaped base.
- .12 The general character of signs should be similar in design to the associated building.



### 14.3 Hillside Development Permit Area

The Hillside DPA is designated under Section 919.1(1)(a) (protection of the natural environment), Section 919.1(1)(b) (protection of development from hazardous conditions) and Section 919.1(1)(f) (form and character of industrial development) of the *Local Government Act*.

#### Area

Within the City of Grand Forks, all lands with a natural slope in excess of 30 percent and land within 15m of the top of steep slopes with grades in excess of 30 percent are designated as a Hillside Development Permit Area. Lands that may contain these areas are generally identified on the Development Permit Area Map (Schedule 'C').

#### Justification

Areas in Grand Forks are subject to hazardous conditions consist of steep hillsides which may be susceptible to rock fall, landslide and subsidence. Also, hillside areas are subject to erosion if not properly rehabilitated. A number of these areas with steep slopes have been designated for industrial use. Therefore, an additional objective of this designation is to ensure that the visual impact of heavy industrial land use on the community is minimized.

#### **14.3.1 - Conditions for which a Hillside Development Permit is not Required**

The following may be undertaken without a Hillside Development Permit:

- internal alterations, which do not affect the outer appearance of the building;

- replacement, upgrading or repair of roofing;
- painting the exterior of a building;
- replacement of windows;
- construction of an accessory building or addition to an industrial building where the accessory building or addition is not visible from neighboring areas; and
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced.

#### **14.3.2 - Guidelines**

Development permits issued in this designation shall be in accordance with the following guidelines:

#### **Development on Hillside with Slopes over 30%**

##### Setbacks

- .1 For developments on or near steep hillsides, the City of Grand Forks may require that buildings and structures be set back a given distance as specified in the Development Permit from the top of the steep hillside or the toe of the slope.

##### Safe Use of Development

- .2 For developments in areas where the City considers that the land is subject or may be subject to erosion, land slip, rock falls or subsidence, the City may require that the Development Permit include a report certified by a professional engineer with experience in geotechnical engineering that the land may be used safely for the use intended. Where the engineer's report indicates that the land may



be used safely subject to conditions set out in the report, those conditions shall be set out in the Development Permit, and upon completion of the building or structure, the owner shall provide the City with a statement certified by a professional engineer that the construction was carried out in compliance with the conditions specified in the Development Permit.

to visually shield the community from on-site industrial activities.

### Storm Water Management

- .3 Hillside development proposals must be accompanied by a storm water management plan prepared by a professional engineer with engineering experience in hydrology and storm water management to the satisfaction of the City of Grand Forks. Impervious surfaces should be minimized to aid in storm water infiltration. Storm water may be collected in reinforced natural swales or new drainage channels made with natural materials, and then conveyed to a storm water pond or site drainage system of sufficient capacity.

### Industrial Development

- .4 Industrial development located within the Hillside DPA and within the Heavy Industrial designation in the OCP requires screening and landscaping. The screening and landscaping should be designed to reduce the visual impact of heavy industrial use on neighbouring areas.

Screening may be in the form of fencing, hedging, planting and other screening materials or a combination of materials used



#### **14.4 General Commercial Development Permit Area**

The General Commercial Development Permit Area is designated under Section 919.1(1)(d) (revitalization of a commercial area) and Section 919.1(1)(f) (form and character of commercial development) of the *Local Government Act*.

##### **Area**

Within the City of Grand Forks, all lands designated Highway & Tourist Commercial are designated as a General Commercial Development Permit Area on the Development Permit Area Map (Schedule 'C').

Commercial Core areas, surrounding the Historic Downtown, are designated as a General Commercial Development Permit Area on the Development Permit Area Map (Schedule 'C').

##### **Justification**

###### ***Highway & Tourist Commercial***

Highway & Tourist Commercial areas are quite visible from Highway 3 and often are the first impression that tourists get of Grand Forks. For commercial development in the Highway & Tourist Commercial area, special considerations are required to address the following:

- the highway corridor is a high visibility area and therefore the visual image of the community must be presented in a positive way;
- access along a high volume controlled access route has implications on commercial development; and

- compatibility between the residential areas and the commercial development.

###### ***Commercial Core***

The Commercial Core areas, surrounding the Historic Downtown, form a strong part of the community's identity. As development occurs, Council would like to ensure that the visual character of these areas improves in a way that compliments the Historic Downtown area.

An objective of this designation is to maintain and enhance the image of the Commercial Core areas, surrounding the Historic Downtown, by requiring a high standard of development. Development will meet a consistently high standard of visual quality to assure that the character of the commercial core will continue to improve over time.

##### **14.4.1 - Conditions for which a Commercial Development Permit is not Required**

The following may be undertaken without a Commercial Development Permit:

- internal alterations, which do not affect the outer appearance of the building;
- replacement, upgrading or repair of roofing;
- painting the exterior of a building;
- replacement of windows;
- construction of a fence;
- construction of an accessory building or addition to a commercial building that does not alter patterns or requirements of parking, access, loading or landscaping on the site; and
- replacement of an existing sign or canopy, where the size and design of the replacement



sign or canopy are generally consistent with the sign or canopy being replaced.

#### **14.4.2 - Guidelines**

Development permits issued in this designation shall be in accordance with the following guidelines:

##### Buildings and Structure

- .1 Buildings should be designed in a way that enhances the visual character of the commercial area.
- .2 The shape, scale and siting of buildings should be consistent with adjacent development.
- .3 The shape, siting, rooflines, architectural features and exterior finish should be sufficiently varied to create interest and avoid a monotonous appearance.
- .4 Monolithic structures and long expanses of straight walls should be avoided.
- .5 Large buildings should be designed in a way that creates the impression of smaller units and less bulk, by using building jogs and irregular faces.
- .7 Buildings should be designated in a way that relates positively to pedestrians at the street level.

##### Access and Parking

- .8 Parking areas with more than 20 stalls should be broken into smaller groups, divided by landscaping.
- .9 Off-street parking and loading should be encouraged where possible and designed to promote safe and efficient vehicle entrances and exits, and on-site circulation.
- .10 Sites should be designed in a way that accommodates alternative modes of transportation, with provisions made for features such as pedestrian sidewalks, bicycle and walking paths or lanes, and bicycle racks on the site. Pedestrian and bicycle networks on the site should link with networks off the site.

##### Screening, Landscaping and Amenities

- .11 Sites should be provided with screening in the form of walls, decorative fencing, hedging, planting, other screening materials or a combination of materials in the following areas:
  - around outdoor storage areas, waste containers, heating and cooling equipment, and other service areas; and
  - between the rear of commercial areas and any residential area.
- .12 The site should be provided with landscaping:
  - between parking areas and roadways; and
  - between buildings and parking areas.



- .13 Where setbacks are required between the building and the property line, the site should be provided with landscaping:
- along the property edge next to roadways;  
and
  - along the sides of buildings.

#### Lighting

- .14 Land uses or establishments should be designed to ensure that they do not produce a strong glaring light or reflection of that light beyond their lot lines. Shielded or controlled intensity lights are required.

#### Signage

- .15 Signage should complement the building design and finish.



## **14.5 Historic Downtown Development Permit Area**

The Historic Downtown Development Permit Area is designated under Section 919.1(1)(d) (revitalization of a commercial area) and Section 919.1(1)(f) (form and character of commercial development) of the *Local Government Act*.

### Area

The Historic Downtown, as defined in the City of Grand Forks Heritage Program (BC Heritage Branch, 2011) are designated as a Historic Downtown Development Permit Area on the Development Permit Area Map (Schedule 'C').

### Justification

Much of the heritage resources that exist in Grand Forks are located in the Historic Downtown area. The Council would also like to ensure that the heritage resources in the City of Grand Forks are protected, preserved and promoted.

Please refer to the City of Grand Forks Heritage Program - Design Guidelines for the Historic Downtown, prepared by the BC governments Heritage Branch (2011) for more information.

### **14.5.1 - Conditions for which a Commercial Development Permit is not Required**

The following may be undertaken without a Commercial Development Permit:

- internal alterations, which do not affect the outer appearance of the building;
- replacement, upgrading or repair of roofing;
- painting the exterior of a building;

- replacement of windows;
- construction of a fence;
- construction of an accessory building or addition to a commercial building that does not alter patterns or requirements of parking, access, loading or landscaping on the site; and
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced.

### **14.5.2 - Guidelines**

Development permits issued in this designation shall be in accordance with the following guidelines:

#### Buildings and Structure

- .1 Heights of existing buildings should be respected when additions are considered. In particular, the physical appearance of the height of buildings within the historic downtown as seen from the street should be maintained. Creative solutions to roof-top additions should be sought in order to maintain the visual appearance of buildings ranging from one to three storeys in height.
- .2 New buildings within the historic downtown should be constructed to respect the character defining heights of surrounding buildings. Care should be taken to ensure that the height of a new building does not overpower its neighbours.
- .3 Each building speaks to its period of construction. Interventions to existing buildings should be undertaken in a way that



- ensures that the character defining elements of that building and the downtown are conserved. Work to existing buildings must be visually and physically compatible with the character defining elements of the building.
- .4 New buildings in the downtown should reflect current construction technology and design aesthetics, while respecting the form, scale, character and materials of surrounding buildings. They should not imitate styles of the past, but strive to achieve compatibility with the old by reflecting surrounding characteristics of scale, rhythm, facade articulation, window to wall ratios and by maintaining the intact streetscape.
- .5 Building walls facing public streets and walkways should provide visual interest to pedestrians. Long blank walls should be avoided.
- .6 Storefronts should be treated in a ways that maintains their contribution to the continuity of the streetscape. Non-character defining materials and treatments should be removed.
- .7 Individual buildings should be treated as a consistent whole. Buildings with multiple store fronts or primary and secondary facades should avoid visual clutter associated with conflicting or uncomplimentary treatments on each storefront.
- .8 Recessed doorways should be retained or revealed to add visual interest to the streetscape.
- .9 Reinstating, or continuing to use character defining corner entrances. New buildings at intersections should be designed with corner entrances.
- .10 In new construction, building materials and colours should respect the historic architecture and character of the Historic Downtown and the surrounding streetscape, as seen in the colours, textures, and modulation of existing materials.
- .11 Awnings should respect the character of the era in which the building was constructed. Awning and building colours should be compatible. Awnings should be installed so that they do not obscure details in the masonry or distort the proportions of architectural features. Back-lit or metal awnings are not appropriate.
- Signage
- .12 Historic signs should be maintained if found to be a character defining element of the place.
- .13 No sign should be constructed or situated so that it disfigures or conceals any significant architectural feature of the building.
- Lighting
- .14 Lighting should be permanent and should respect the heritage values and character defining elements of the building.
- .15 Lighting that highlights the architecture of the building is encouraged, but that avoids light pollution in the sky.



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### Screening, Landscaping and Amenities

- .16 Alleyways should be developed as secondary opportunities for commercial enterprises.
- .17 Building facades facing onto walkways should be treated in a similar fashion as street front facades in terms of colours, detailing and materials. However, care should be taken to ensure that walkway facades have less detail to identify them as secondary facades.
- .18 Street furniture should be designed in a way to reflect the heritage values of the community.
- .19 Landscaping of both hard and soft surfaces can be designed to reflect the heritage values of the community. Landscaping can interpret the history and heritage of the city, and contribute to the sense and understanding of place.

on the site. Pedestrian and bicycle networks on the site should link with networks off the site.

### Access and Parking

- .20 Parking areas with more than 20 stalls should be broken into smaller groups, divided by landscaping.
- .21 Off-street parking and loading should be encouraged where possible and designed to promote safe and efficient vehicle entrances and exits, and on-site circulation.
- .22 Sites should be designed in a way that accommodates alternative modes of transportation, with provisions made for features such as pedestrian sidewalks, bicycle and walking paths or lanes, and bicycle racks



#### **14.6 Environmentally Sensitive Area Development Permit Area**

The Environmentally Sensitive Area (ESA) DPA is designated under Section 919.1(1)(a) (protection of the natural environment) of the *Local Government Act*.

##### Area

Within the City of Grand Forks exists a substantial 200-year floodplain. Development within this area is regulated by Bylaw No. 1402. Some of the areas outside of the floodplain are also susceptible to flooding. These include areas with high water tables and consist of environmentally sensitive marshlands. These areas are designated as a DPA and are identified on the Development Permit Area Map (Schedule 'C').

##### Justification

The environmentally sensitive area that is covered by this DPA consists of wetlands, which are subject to high water table levels. The Ministry of Environment indicates that this wetland maintains biodiversity connectivity within the City of Grand Forks. Mammals including cougar, white-tailed deer, mule deer, and black bear frequent the wetland in this area.

This area also boasts ox-bows, which were more abundant prior to development. Other natural features in this area include cattail, red osier, dogwood and willow, which serve as excellent habitats to nesting birds. The swampland in this area is also home to at least one threatened species: the Tiger Salamander. Historically, fish entered this waterway from the Kettle River. The condition of this wetland is poor at present. Rehabilitation and the

removal of garbage and other man-made blockages would return this area to its prior state as a watercourse.

##### **14.6.1 - Conditions for which an Environmentally Sensitive Area Development Permit is not Required**

The following may be undertaken without an Environmentally Sensitive Area Development Permit:

- the construction or alteration of a single family or two-family residential dwelling, a residential or agricultural accessory building situated 15 m or more from the natural boundary of a stream or other water feature or is at least 10m from the natural break of the slope of a ravine;
- placement or replacement of a manufactured home or a mobile home in an approved mobile home park;
- road access and services including: sewer lines, water lines, drainage lines and routes, natural gas lines, power line, telephone lines, cable lines and other services if they will not pass through the ESA for the development;
- fencing if it does not pass through the ESA;
- internal alterations which do not affect the outer appearance of the building;
- replacement, upgrading or repair of roofing;
- painting the exterior of a building;
- replacement of windows; and
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced.
- The clearing of land within the ALR for agricultural purposes, pursuant to the Agricultural Land Commission Act.



## 14.6.2 - Guidelines

### General Environmental Management

Development Permits issued in this area shall be in accordance with the following guidelines:

#### Wetlands

- .1 Wetlands should be adequately buffered by natural vegetation to filter out contaminants from storm water runoff and protect aquatic habitat and amenity values. In general, a minimum setback of at least 15 meters is needed for a buffer to assimilate pollutants. Building setbacks should be calculated from the landward edge of the wetland, at high water.
- .2 On site deposit of fill or construction materials that may affect the size, water quality, or ecological integrity of wetlands is discouraged, and will be subject to approval by the City and the Ministry of Environment.
- .3 Other mitigation measures for wetlands may be required by the City and the Ministry of Environment.

#### Vegetation Management

- .4 Do not clear, grub or remove trees or undergrowth from the wetland area of the site without prior approval from the Ministry of Environment.
- .5 Re-vegetation within and adjacent to the wetland should be with native species appropriate to the site.

- .6 Where the Ministry of Environment has requested it, vegetation or trees should be planted or retained in order to control erosion, protect banks or protect water quality and fisheries.

- .7 Where disturbance of the Environmentally Sensitive Area is unavoidable in order to construct or repair road, water, sewer, drainage, gas, underground wiring or other infrastructure, soil conservation measures such as silt fencing, matting and trapping should be used. The disturbed areas should then be replanted with natural vegetation immediately after the construction or repair is complete.

- .8 The sequence and timing of development should consider important fish and wildlife activities such as breeding, nesting and spawning seasons, and assist in minimizing soil erosion.

- .9 Areas to be preserved free of development should be temporarily fenced or otherwise protected from damage prior to starting development of the site, with care taken to include the root system of the trees within the fenced area.

- .10 Infrastructure and facilities that allow public access and passive recreational uses should be planned in such a way that public safety is ensured, landowners are not disturbed, and there are no significant impacts on the area's ecological features and functions.



### Safe Use of Development

- .11 For developments in areas where the City considers that the land is subject or may be subject to flooding, erosion or high water levels, the City may require that the Development Permit include a report certified by a professional engineer with experience in geotechnical engineering that the land may be safely used for the use intended. Where the engineer's report indicates that the land may be used safely subject to conditions set out in the report, those conditions shall be set out in the Development Permit, and upon completion of the building or structure, the owner shall provide the City with a statement certified by a professional engineer that the construction was carried out in compliance with the conditions specified in the development permit.



## **14.7 Light Industrial Development Permit Area**

The Light Industrial DPA is designated under Section 919.1(1)(f) (form and character of industrial development) of the *Local Government Act*.

### Area

The principal designated area is shown as the Light Industrial DPA on Schedule 'C' on the Development Permit Area Map. In general, the lands that are designated Light Industry located in the northwest corner of the City of Grand Forks will be subject to the Light Industrial DPA guidelines.

### Justification

The area designated as Light Industrial and Service Commercial in the northwest corner of Grand Forks is suitable for light industry and service commercial development. The objective of this designation is to ensure that development of light industrial sites is done in a manner sensitive to adjacent lands and environmental quality, as well as to guide the form and character of new and existing light industrial zoned properties.

### **14.7.1 - Conditions for which a Light Industrial Development Permit is not Required**

The following may be undertaken without a Light Industrial Development Permit:

- internal alterations, which do not affect the outer appearance of the building;
- replacement, upgrading or repair of roofing; Painting the exterior of a building;
- replacement of windows;

- construction of a fence;
- the construction of an accessory building or addition to a light industrial building that does not alter patterns or requirements of parking, access, loading, or landscaping on the site; and
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced.

### **14.7.2 - Guidelines**

Development Permits issued in this area shall be in accordance with the following guidelines:

- .1 All buildings, structures and additions thereto shall be designated in a manner which gives consideration to the relationship with adjacent buildings and open areas, the efficiency of the circulation system and the design and siting compatibility with surrounding development.
- .2 Techniques to reduce impression of building size and bulk such as stepping back upper storeys, utilizing alcoves, bays, sub-roofs and ledges are encouraged.
- .3 Architectural details and design elements, which enhance the visual appearance and articulate the facade are encouraged.
- .4 Outdoor storage materials should be screened with walls, fencing, hedging, trees, planting, other screening materials or a combination of these materials.
- .5 Areas of landscaping should be provided next to roadways.



- .6 Development of lots adjacent to the ALR shall provide an ALC A.3 Airborne Particle and Visual Screen Buffer that is a minimum of 15m wide or designed and installed satisfactory to the ALC and the City. The ALC A.3 Airborne Particle and Visual Screen Buffer include deciduous or coniferous trees, shrubs and fencing.
- .7 Light industrial buildings and office buildings associated with light industrial use should be treated with painted metal, stucco, wood or textured concrete or other suitable finishings. Untreated flat concrete blocks will not be allowed.



#### **14.8 Heritage Corridor Development Permit Area**

The Heritage Corridor DPA is designated under Section 919.1(d) (revitalization of an area in which a commercial use is permitted) and Section 919.1(1)(f) (form and character of commercial and multiple housing residential development) of the *Local Government Act*.

##### Area

The designated Heritage Corridor DPA is shown on Development Permit Area Map Schedule 'C'.

##### Justification

The area that has been established as a Heritage Corridor, as shown on Land Use Map Schedule 'B', has historically been characterized as single-family residential area, containing several heritage buildings that are considered to be an important part of the character of the City of Grand Forks. The area has been designated for Mixed Commercial—Residential primarily to allow adaptive re-use of heritage homes for commercial purposes, thereby allowing small-scale commercial establishments to capitalize upon both the heritage character of the area and its exposure to the provincial highway. It is considered important that new commercial and multiple-housing developments will contribute to historic preservation within the Heritage Corridor rather than eroding the heritage character of the area.

##### **14.8.1 - Conditions for which a Heritage Corridor Development Permit is Not Required**

The following may be undertaken without a Heritage Corridor Development Permit:

- internal alterations, which do not affect the outer appearance of the building;
- replacement, upgrading, or repair of roofing;
- painting the exterior of a building;
- replacement of windows;
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced;
- construction of a fence; and
- the construction of an accessory building or addition to a commercial or multiple housing residential building that does not alter the patterns or requirements of parking, access, loading, or landscaping on the site.

##### **14.8.2 - Guidelines**

Development permits issued in this designation shall be in accordance with the following guidelines:

##### Buildings and Structures

- .1 The heritage character of existing buildings, structures, and landscapes should be sensitively maintained or restored, where structurally feasible, with limited additions.
- .2 Where alterations or additions are to be made to existing buildings, structures, and landscapes they should be architecturally consistent with heritage character of the site and surrounding heritage sites, and should enhance the visual character of the area.
- .3 For new buildings, additions, or alterations the shape, siting, rooflines, architectural features and exterior finish shall be designed to reflect the interesting heritage architectural



styles that are present within the Heritage Corridor. Monolithic structures and long expanses of straight lines should be avoided.

- .4 The shape, scale, orientation, and siting of buildings should be consistent with adjacent development.
- .5 Variances to zoning bylaw requirements relating to the siting and size of buildings and structures will be considered as part of the Development Permit approval process if it can be demonstrated that such variances will better protect heritage values, enhance the development, or reduce negative impacts upon neighboring properties.
- .6 Buildings should be designed to relate positively to pedestrians at street level.

#### Access and Parking

- .7 On-site parking and loading areas should be located at the rear of the principal building wherever possible. Where on-site parking areas are provided beside the principal building, they should be sited no closer to the front parcel line than the front wall of the principal building.
- .8 Egress from parking areas should be provided via a rear lane or a collector road. Direct access to Highway #3 from parking areas is discouraged.
- .9 Variances to zoning bylaw requirements will be considered as part of the Development Permit approval process if such variances are required to more effectively implement the above-noted access and parking guidelines.

- .10 It must be demonstrated that adequate space is available for loading that does not negatively impact on-site or off-site traffic circulation.

#### Screening Landscaping and Amenities

- .11 Sites should be provided with screening in the form of walls, decorative fencing, hedging, planting, other materials, or a combination of materials in the following areas:
  - around outdoor storage areas, water containers, heating and cooling equipment and other service areas; and
  - where possible, between the rear of commercial sites and any residential areas.
- .12 The site should be provided with landscaping:
  - between parking areas and roadways;
  - between parking areas and adjacent residential uses; and
  - between buildings and parking areas.
- .13 The site should be provided with landscaping:
  - along the property edge next to roadways; and
  - along the sides of buildings.

#### Lighting

- .14 Sites should be designed so that they do not produce a strong glaring light or reflection of that light beyond their lot lines. Shielded or controlled intensity lights are required.



- .15 The impact of light shed from on-site vehicles upon neighbouring residential uses shall be minimized through appropriate site design, screening and landscaping.

#### Signage

- .16 Signage should complement the building design and finish and should reflect the heritage design objectives for the area.



#### **14.9 Donaldson Drive Transition District Development Permit Area**

The Donaldson Drive Transition District DPA is designated under Section 919.1(1)(f) — (form and character of commercial and multiple housing residential development) of the *Local Government Act*.

##### Area

The designated Donaldson Drive Transition District DPA is shown on the Development Permit Area Map Schedule 'C.'

##### Justification

The subject area has historically been used for a range of uses, including industrial. Considering its location between the CPR rail right-of-way and the low-density residential areas to the west, it is important to ensure that there is sensitive transition area established that allows a range of uses but limits the impact of non-residential and multi-residential uses on the adjacent low-density residential neighbourhood.

##### **14.9.1 - Conditions for which a Donaldson Drive Transition District Development Permit is Not Required**

The following may be undertaken without a Donaldson Drive Transition District Development Permit:

- internal alterations, which do not affect the outer appearance of the building;
- replacement, upgrading, or repair of roofing;
- painting the exterior of a building;

- replacement of windows;
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign being replaced;
- construction of a fence;
- the construction of an accessory building or addition to a commercial or multiple housing residential building which is less than 100 square feet in area and that does not alter the patterns and requirements of parking, access, loading or landscaping on the site; and
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced.

##### **14.9.2 - Guidelines**

Development permits issued in this designation shall be in accordance with the following guidelines:

##### Buildings and Structures

- .1 Buildings should be designed in a way that enhances the visual character of the area.
- .2 The shape, scale and siting of buildings should be consistent with adjacent development.
- .3 The shape, siting, rooflines, architectural features and exterior finish should be sufficiently varied to create interest and avoid a monotonous appearance.
- .4 Monolithic structures and long expanses of straight walls should be avoided.



.5 Large buildings should be designed in a way that creates the impression of smaller units and less bulk, by using building jogs, irregular faces and architectural features such as gables, dormers, balconies, chimneys, special window features, canopies, verandas, porches and railings.

.6 Sensitive restoration of heritage buildings, structures, sites and landscapes should be encouraged where structurally feasible.

.7 Clustering of multiple housing residential buildings and other spatial arrangements with common open areas and facilities are encouraged. These types of housing should be designed to promote visual quality, efficient use of land and building materials.

.8 Buildings should be designed in a way that relates positively to pedestrians at street level.

.9 Variances to zoning bylaw requirements will be considered as part of the Development Permit approval process.

.10 Noxious and non-compatible businesses and industries should be encouraged to relocate into the Light Industrial and Service Commercial areas.

#### Access and Parking

.11 Parking areas with more than 10 stalls should be broken into smaller groups divided by landscaping. Parking lots should be landscaped to provide shade and to enhance the appearance of the overall development.

.12 Off-street parking and loading should be encouraged where possible and designed to promote safe and efficient vehicle entrances and exits, and on-site circulation.

.13 Variances to zoning bylaw requirements will be considered as part of the Development Permit approval process if it can be demonstrated such variances are required to more effectively implement the above-noted access and parking guidelines.

#### Screening, Landscaping and Amenities

.14 Sites should be provided with screening in the form of walls, decorative fencing, hedging, planting, other material, or a combination of materials in the following areas:

- around outdoor storage areas, water containers, heating and cooling equipment, and other service areas; and
- between the rear of commercial sites and any residential area.

.15 The site should be provided with landscaping:

- between parking areas and roadways;
- between parking areas and adjacent single-family residential uses; and
- between buildings and parking areas.

.16 The site should be provided with landscaping

- along the property edge next to roadways; and
- along the sides of the buildings.



### Lighting

- .17 Sites should be designed so that they do not produce a strong glaring light or reflection of that light beyond their lot lines. Shielded or controlled intensity lights are required.
- .18 The impact of light shed from on-site vehicles upon neighbouring residential uses shall be minimized through appropriate site design, screening and landscaping.

### Signage

- .19 Signage should complement the building design and finish. Freestanding signage should be low, front lit, or unlit, with a landscaped base.



## **15.0 SAND & GRAVEL RESOURCES**

### **15.1 - Introduction**

Provincial legislation requires Official Community Plans to identify the approximate location of their sand and gravel deposits that are suitable for future sand and gravel extraction.

The City currently operates a Sand and Gravel pit off Granby Road in the northern portion of the City.

The City's objectives and policies for sand and gravel are as follows:

### **15.2 - Objectives**

- 15.2.1 Maintain a supply of sand and gravel that meets the needs of Grand Forks
- 15.2.2 Ensure that extraction, processing, manufacturing and hauling sand and gravel resources have minimal impacts on the environment and the surrounding neighbourhoods
- 15.2.3 Minimize utilization of sand and gravel resources within the ALR

- 15.2.4 Rehabilitate lands that have been used for gravel extraction.

### **15.3 - Policies**

- 15.3.1 Require that sand and gravel operations used best management practices to reduce impacts on neighbouring properties and along truck routes. Preventative measures may include controlling hours of operation, dispersion of dust, access and screening.
- 15.3.2 Permit asphalt plants, concrete plants, gravel crushing and grading in appropriate locations through issuance of temporary industrial use permits.
- 15.3.3 Require the rehabilitation of depleted sand and gravel extraction areas immediately following completion of extraction activities or in phases as work proceeds.
- 15.3.4 Prohibit sand and gravel extraction in environmentally sensitive areas.



## **16.0 IMPLEMENTATION**

### **16.1 Introduction**

Implementation is the key to moving the Sustainable Community Plan forward. The following table lists implementation items and indicator metrics for each of the ten guiding principles in the Plan. Staff and Council are not required to pursue any of the listed items. Rather, the purpose of the section is to provide the City with tangible options for moving forward with the objectives and policies in the Plan.



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Principle	Implementation Items	Measures
<b>1 - Built Form</b>	<ul style="list-style-type: none"> <li>• Host educational workshops to increase awareness of energy efficient products and services.</li> <li>• Promote infill development, including higher densities, housing variety, special needs, senior's housing and low income housing.</li> <li>• Work with the development community to incorporate Smart Growth principles into new developments.</li> </ul>	<ul style="list-style-type: none"> <li>• Number of workshops held and their effect on the community.</li> <li>• Number of infill subdivisions.</li> <li>• Number of special needs, seniors and low income units constructed.</li> <li>• Number of new developments incorporating Smart Growth principles.</li> </ul>
<b>2 - Heritage</b>	<ul style="list-style-type: none"> <li>• Expand the heritage corridor as development occurs.</li> <li>• Work with Chamber of Commerce and local merchants to provide historical displays.</li> <li>• Work with local heritage societies to provide display space for historical artifacts.</li> </ul>	<ul style="list-style-type: none"> <li>• Number of refurbished or expanded heritage buildings.</li> <li>• Number of new historical displays.</li> <li>• Number and square footage of historical display space.</li> </ul>
<b>3 - Environment</b>	<ul style="list-style-type: none"> <li>• Work with the Boundary Air Quality Committee to ensure consistency between the Airshed Management Plan and the Community Sustainability Plan.</li> <li>• Work with the appropriate agencies to monitor the effects of the Mountain Pine beetle within the City.</li> <li>• Plant and replant the appropriate species of trees within the City to counter greenhouse gas emissions.</li> <li>• Work with senior governments to ensure the health of the Kettle and Granby Rivers within the City.</li> <li>• Work with the provincial government to assure heavy industry air emissions permits reflect the values of the Airshed Management Plan.</li> <li>• Set an example in the community in reducing the City's carbon footprint.</li> <li>• Develop a dust control strategy.</li> </ul>	<ul style="list-style-type: none"> <li>• Number of good air days as monitored.</li> <li>• Number of trees affected by the mountain pine beetle.</li> <li>• Number of trees planted and replanted.</li> <li>• Water quality data for the Granby and Kettle Rivers.</li> <li>• Discharge permits levels for heavy industry versus old permit levels.</li> <li>• Number of new energy efficient vehicles.</li> <li>• Number of new developments using alternative sources of heat and light.</li> <li>• Reduction of road dust in the City.</li> </ul>
<b>4 - Infrastructure</b>	<ul style="list-style-type: none"> <li>• Undertake an infrastructure capacity and assessment study.</li> <li>• Develop and implement a water and sewer line replacement strategy.</li> <li>• Upgrade storm sewer capacity as appropriate</li> <li>• Ensure all new development has storm water management.</li> <li>• Ensure full life cycle accounting is established for all new infrastructure projects.</li> <li>• Implement a universal water metering program for all residential users.</li> <li>• Work with the Ministry of Transportation and Infrastructure to continually upgrade the City's transportation plan.</li> <li>• Continually apply for grants to upgrade the City's infrastructure.</li> </ul>	<ul style="list-style-type: none"> <li>• Completion of infrastructure study.</li> <li>• Number of new and replacement water and sewer lines.</li> <li>• Number of new storm sewers.</li> <li>• Number of new and repaired sidewalks and roads.</li> <li>• Number of residential water meters.</li> <li>• Number and amount of successful grants.</li> </ul>
<b>5 - Transportation</b>	<ul style="list-style-type: none"> <li>• Develop and update an anti-idling bylaw.</li> <li>• Provide bicycle racks at all municipal buildings and at other areas of the City.</li> <li>• Work with the Regional District and BC Transit to enhance the public transportation system.</li> <li>• Expand the City's trail network for non motorized use.</li> <li>• Develop the trail network that links neighbourhoods within Grand Forks and to those outside the City.</li> <li>• Enhance the Trans Canada Trail within the City.</li> </ul>	<ul style="list-style-type: none"> <li>• Anti idling bylaw in place.</li> <li>• Number of bicycle racks.</li> <li>• Number of metres of trails.</li> <li>• Number of Trans Canada Trail enhancements.</li> </ul>



<b>6 – Recreation</b>	<ul style="list-style-type: none"> <li>Identify future areas for parks and open space.</li> <li>Provide access to protected areas.</li> <li>Develop a facilities sharing agreement with the School District and Regional District.</li> </ul>	<ul style="list-style-type: none"> <li>Facility sharing agreement in place.</li> <li>Number of future areas for parks.</li> <li>Number of additional recreational opportunities.</li> </ul>
<b>7 – Economy</b>	<ul style="list-style-type: none"> <li>Ongoing liaison with Community Futures.</li> <li>Survey existing commercial and industrial users to determine their needs.</li> <li>Work with Regional District, Community Futures and Chamber of Commerce to update tourism and marketing plans.</li> <li>Working with various partners, host workshops for businesses to encourage sustainable practices.</li> <li>Ensure new industry will have sustainable practices, particularly airshed management.</li> <li>Support home based businesses.</li> </ul>	<ul style="list-style-type: none"> <li>Survey of local business and industry completed.</li> <li>Continually upgraded marketing and tourism plans.</li> <li>Number of workshops hosted.</li> <li>Number of new and diverse businesses.</li> </ul>
<b>8 - Arts &amp; Culture</b>	<ul style="list-style-type: none"> <li>Apply for grants to promote and provide summer music and theatre programs.</li> <li>Continue developing the Old Courthouse to house Art Gallery and historic displays.</li> <li>Continue developing Gyro Park to create a cultural focal point in the City.</li> <li>Continue developing 5<sup>th</sup> Ave as an Arts &amp; Culture corridor.</li> </ul>	<ul style="list-style-type: none"> <li>Number and amount of successful grant applications.</li> <li>Completion of Gyro Park.</li> <li>Continued development of 5<sup>th</sup> Ave corridor.</li> </ul>
<b>9 – Social Fabric</b>	<ul style="list-style-type: none"> <li>Identify and carry out facility improvements and access to facilities for all residents, but in particular for seniors and youth.</li> <li>Work with senior government to ensure that facilities for seniors and youth continue to be provided in Grand Forks.</li> <li>Work with appropriate agencies on social issues.</li> </ul>	<ul style="list-style-type: none"> <li>Number of new and upgraded facilities.</li> </ul>
<b>10 – Energy, Water and Food</b>	<ul style="list-style-type: none"> <li>Continually upgrade &amp; expand the City's electrical system to ensure continued supply of energy.</li> <li>Develop a universal water metering program that requires all users to be metered.</li> <li>Strive to achieve greenhouse gas emissions targets in the BC Climate Action Charter.</li> <li>Apply for grants to undertake an energy audit of municipal facilities to establish a baseline for measuring greenhouse gas emissions reductions.</li> <li>Develop a model xeriscape garden.</li> <li>Continually upgrade the City's water system.</li> <li>Develop an ongoing water conservation plan.</li> </ul>	<ul style="list-style-type: none"> <li>Number of electrical system upgrades and expansions.</li> <li>Number of new meters installed.</li> <li>Measurement of reduction in water usage per capita.</li> <li>Reduction in greenhouse gas emissions from municipal buildings.</li> <li>Completion of model xeriscape garden.</li> </ul>

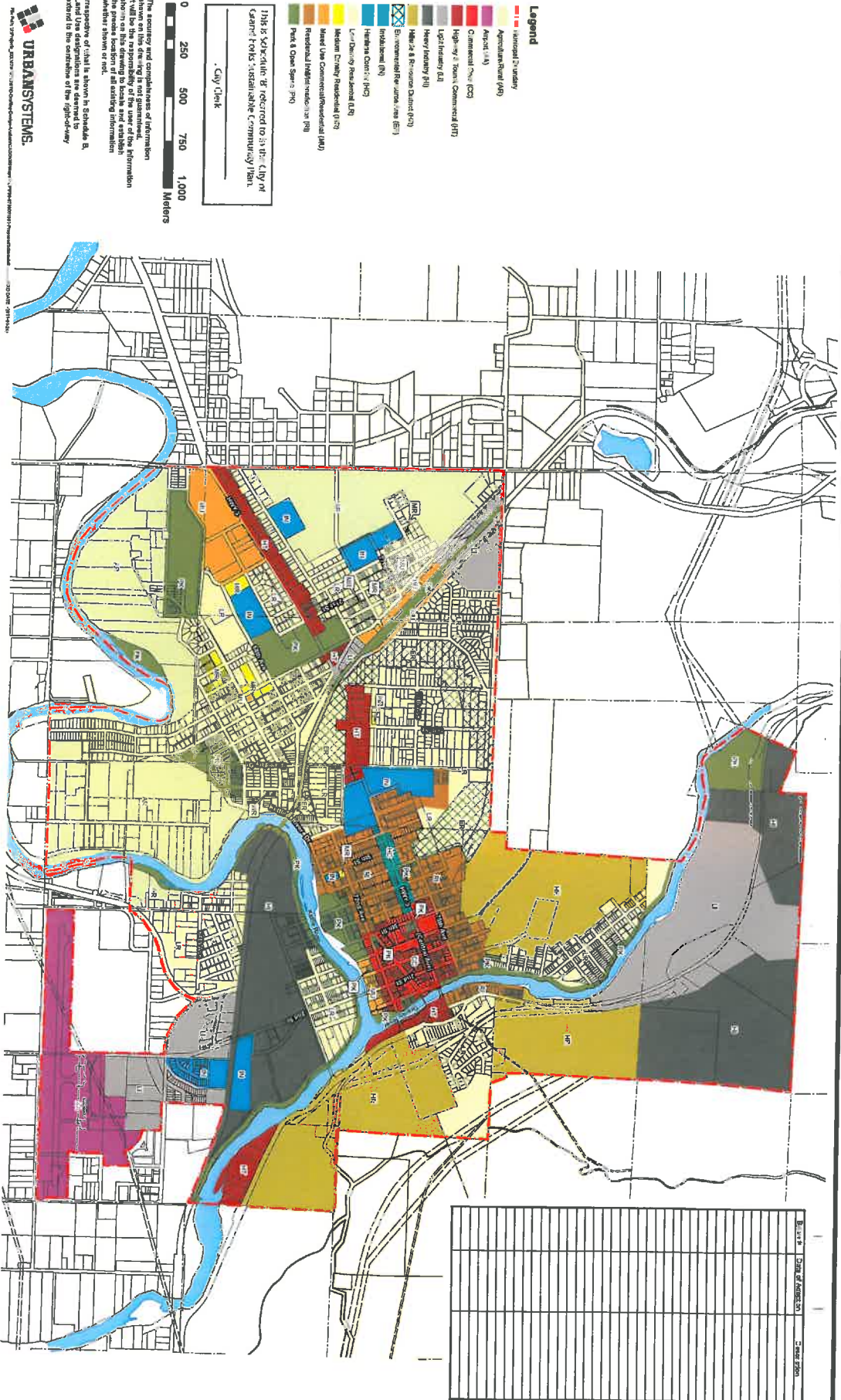


## **MAP SCHEDULES**



# City of Grand Forks

## SUSTAINABLE COMMUNITY PLAN

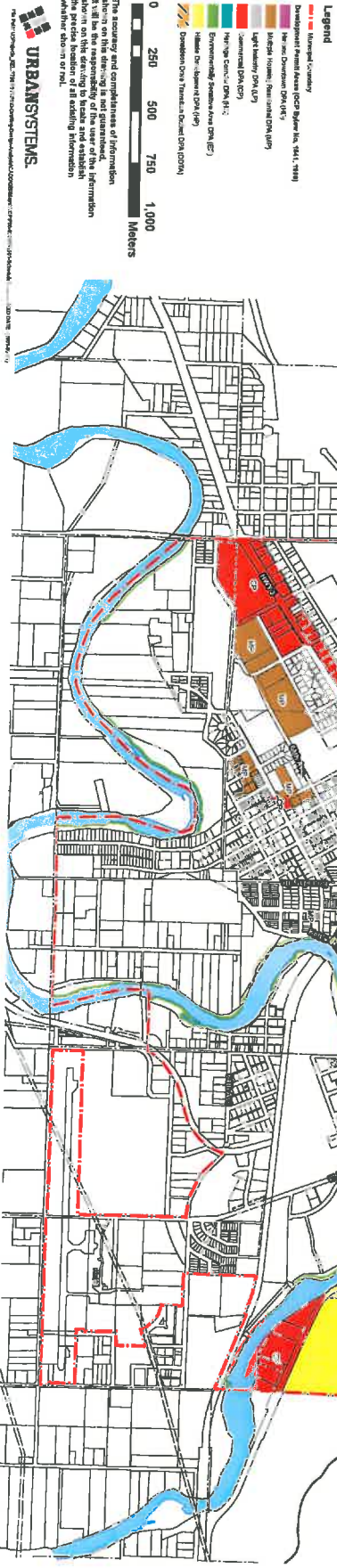


Schedule 'B' Land Use Map



City of Grand Forks

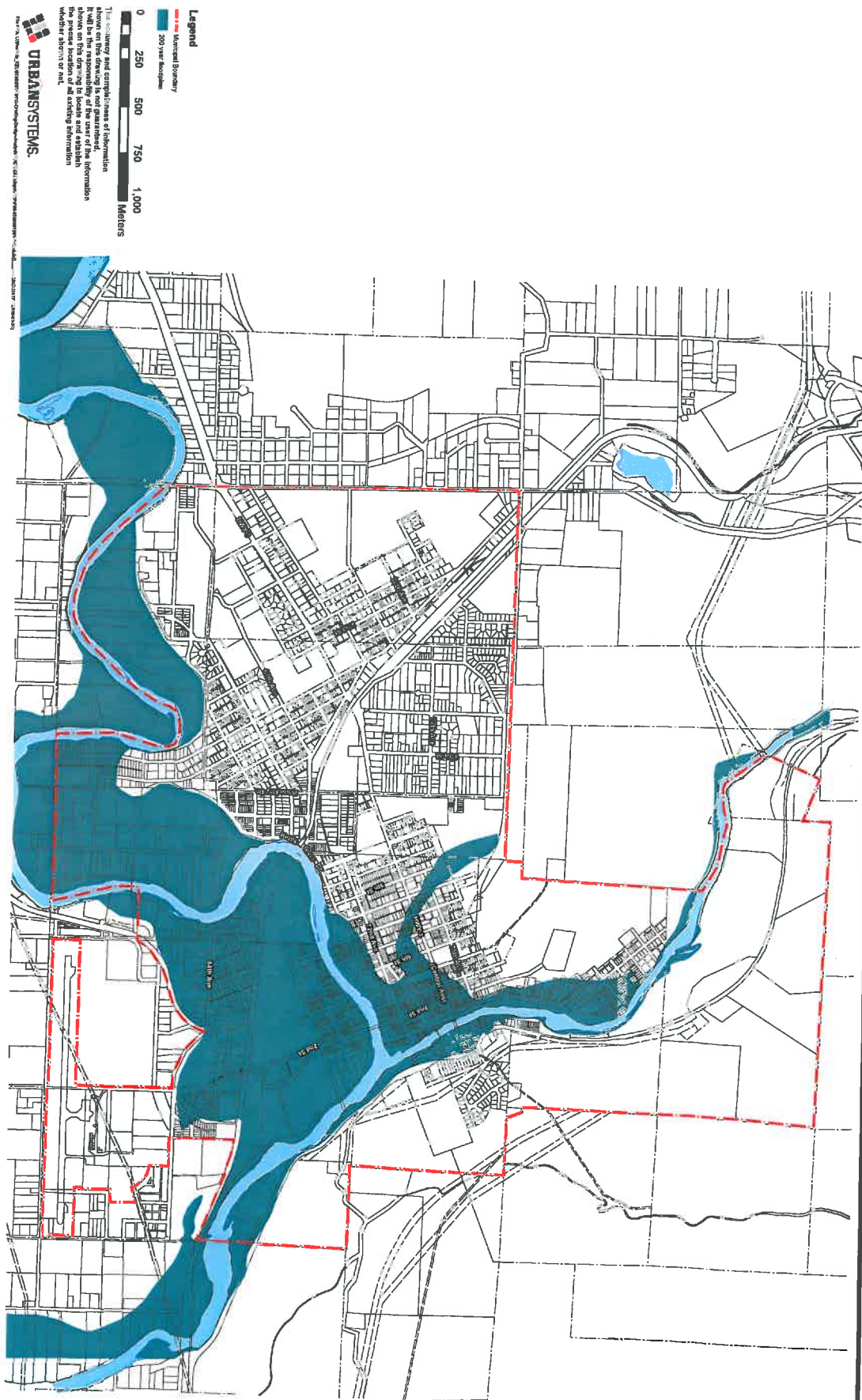
# SUSTAINABLE COMMUNITY PLAN



## Schedule 'C' Development Permit Area



# SUSTAINABLE COMMUNITY PLAN

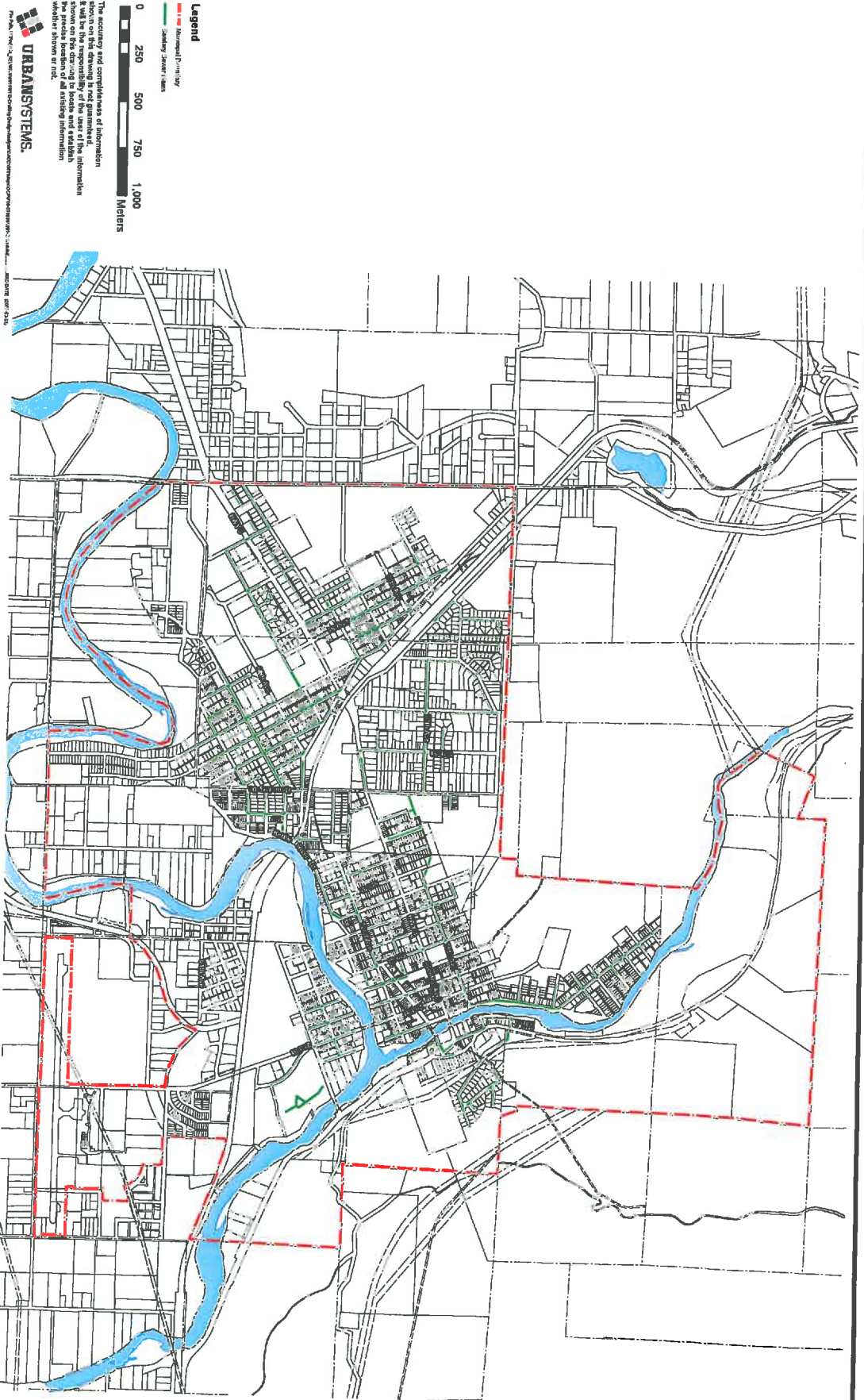


## Schedule 'D' - 200 Year Floodplain



City of Grand Forks

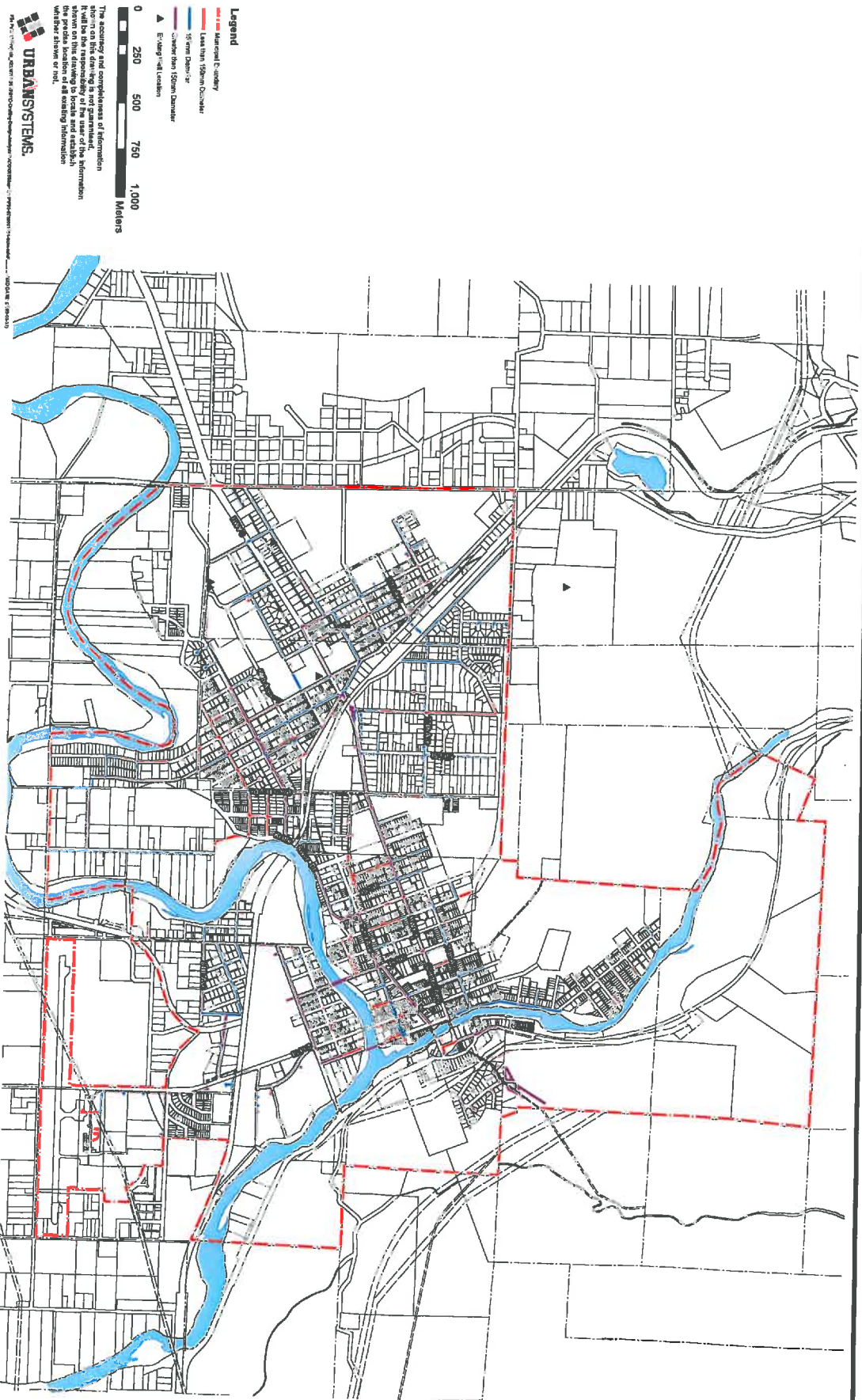
# SUSTAINABLE COMMUNITY PLAN



## Schedule 'E' - Sanitary Sewer System



# SUSTAINABLE COMMUNITY PLAN

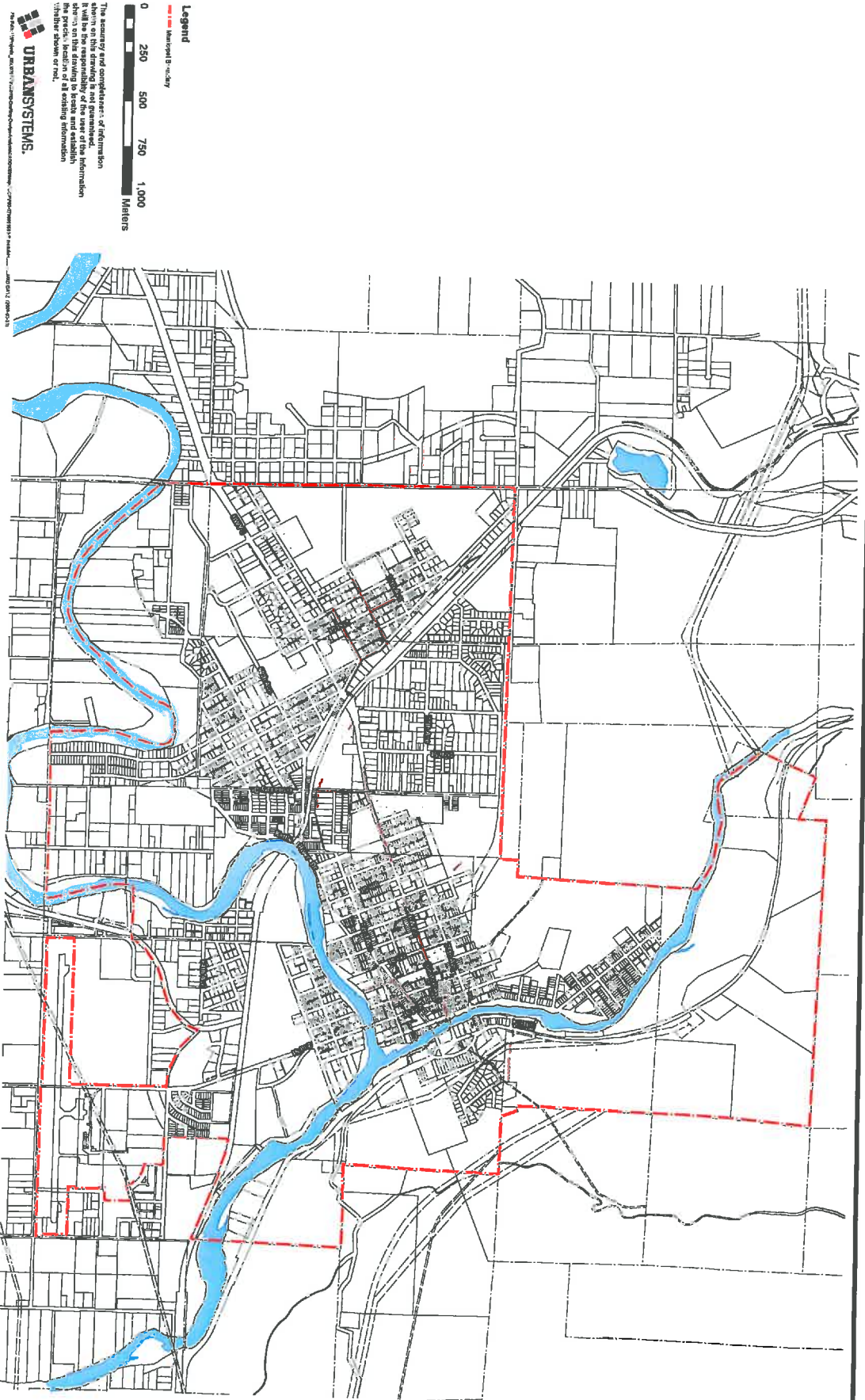


## Schedule 'F' - Water System



City of Grand Forks

SUSTAINABLE COMMUNITY PLAN



Schedule 'G' - Storm Water System



City of Grand Forks

## SUSTAINABLE COMMUNITY PLAN



## Schedule 'H' - Bicycle Network Plan

The accuracy and completeness of information contained on this map is the responsibility of the user of the information. It is not the responsibility of the City of Grand Forks to verify the accuracy or completeness of the information. The City of Grand Forks is not responsible for any errors or omissions on this map or for any consequences arising from the use of the information. The City of Grand Forks is not responsible for any damages or losses resulting from the use of the information.

URBANSYSTEMS.

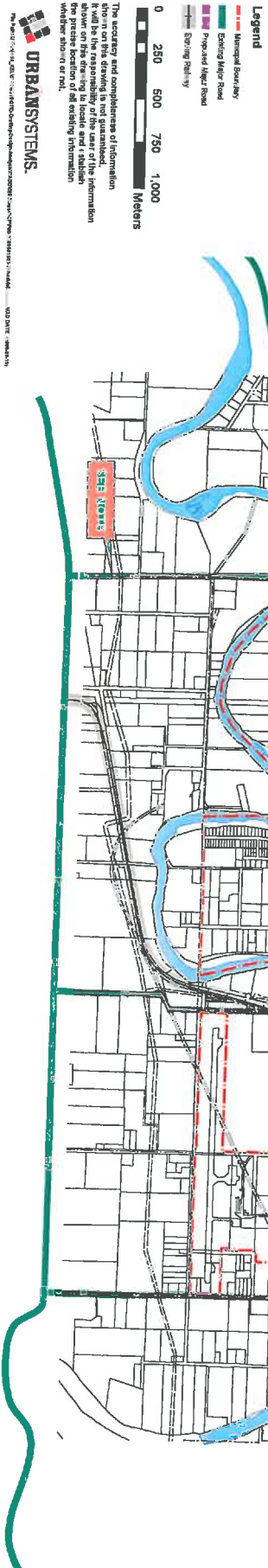


## City of Grand Forks

## SUSTAINABLE COMMUNITY PLAN



**NOTE: ROAD ALIGNMENT  
SUBJECT TO DISCUSSION WITH THE  
AGRICULTURAL LAND COMMISSION AND  
MINISTRY OF TRANSPORTATION AND  
INFRASTRUCTURE, AS APPROPRIATE.**



## Schedule 'I' - Road Network Map



City of Grand Forks

# SUSTAINABLE COMMUNITY PLAN



**Legend**

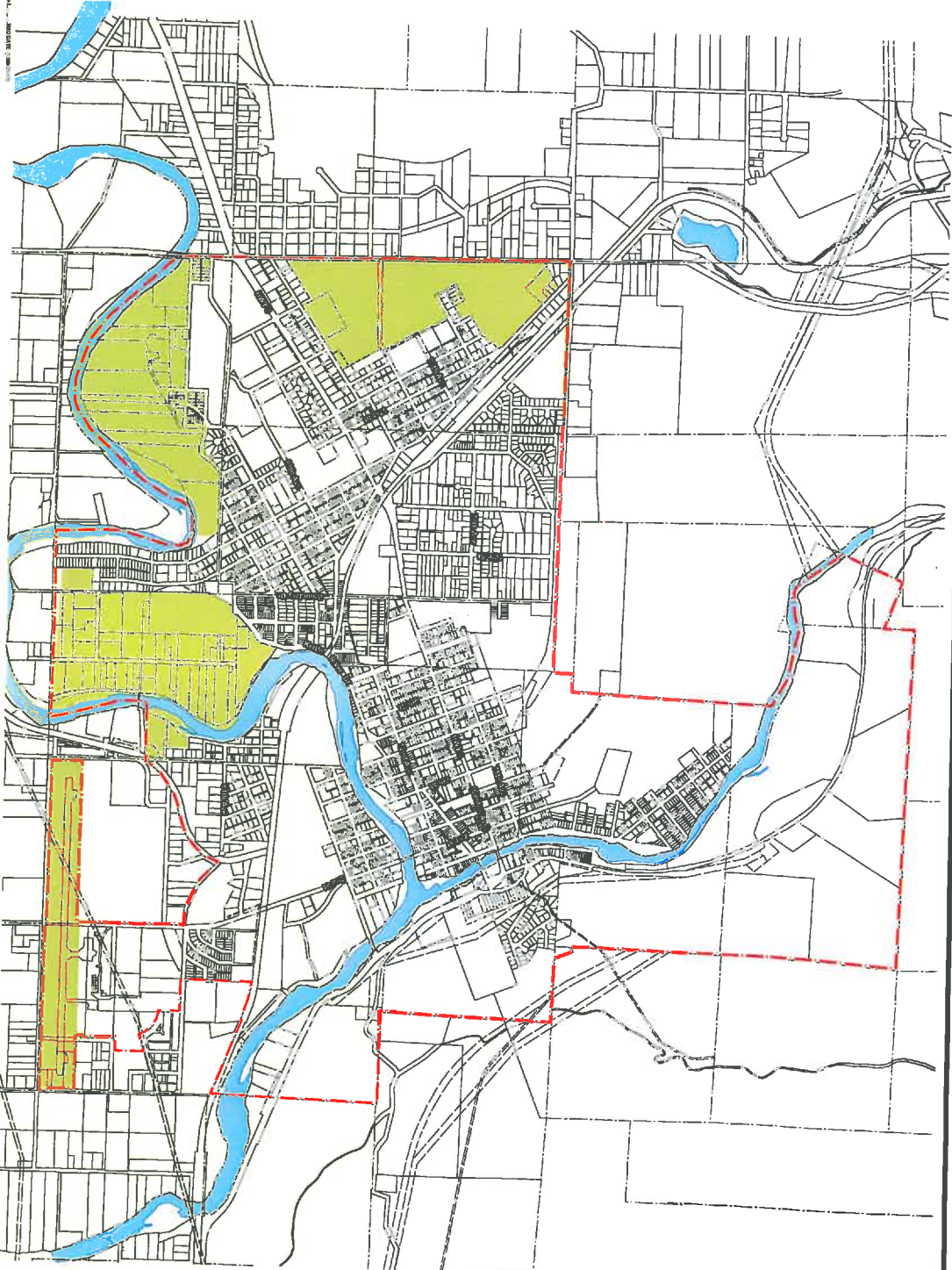
- Municipal Boundary
- Agricultural Land Reserve

0 250 500 750 1,000 Meters

The accuracy and completeness of information shown on this drawing to best and stable in the field is the responsibility of the user of this information. Whether shown or not.

**URBANSYSTEMS.**

18101 17th Ave. SW, Suite 200, Grand Forks, ND 58201-1711, USA Tel: 701.781.1111 Fax: 701.781.1112



## Schedule 'J'- Agricultural Land Reserve

## THE CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION

**DATE** : September 13, 2011

**TOPIC** : Bylaw 1920 – Amendment to the City of Grand Forks Zoning Bylaw

**PROPOSAL** : Third Reading of Bylaw

**PROPOSED BY** : Corporate Officer

---

### SUMMARY:


At the Regular Meeting of Council on August 15, 2011, Council gave two readings to Bylaw No. 1920, Amendment to the City of Grand Forks Zoning Bylaw No. 1920, 2011". This bylaw intends to amend the Grand Forks Zoning Bylaw by changing the zoning for residential property, located at 1726 72<sup>nd</sup> Avenue, from R1 – Single and Two Family Residential to R2 – Small Lot Residential. The Bylaw has been advertised according to the Local Government Act. A Public Hearing on this matter was held on September 6<sup>th</sup>, 2011. Council is now in a position to consider third reading of this bylaw.


### STAFF RECOMMENDATIONS:

Council consider giving Bylaw No. 1920 third reading.

### LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

The Local Government Act allows Council, by bylaw, to amend the Zoning Bylaw. A bylaw to amend the Zoning Bylaw must be referred to Public Hearing prior to third reading. Subject to the Act, the bylaw has been advertised, and the Public Hearing held. The bylaw is only being proposed for third reading at this time. Consistent with the Highways Act, it will need to be approved by the Highways Approving Officer prior to adoption.

  
\_\_\_\_\_  
Department Head or CAO

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

**THE CORPORATION OF THE CITY OF GRAND FORKS**

**BYLAW NO. 1920**

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

=====

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

**AND WHEREAS** Council has received an application to rezone property located at 1726-72<sup>nd</sup> Avenue;

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

1. That the City of Grand Forks Zoning Bylaw No. 1606, 1999 be amended to rezone the property located at 1726-72<sup>nd</sup> Avenue, legally described as Lots 13, 14, and 15, Block 10, District Lot 380, S.D.Y.D., Plan 35 from the R—1 (Single & Two Family Residential) zone to the R-2 (Small Lot Residential) zone, as shown outlined in bold on the attached map identified as Schedule "X".
2. That this Bylaw may be cited as the **"Amendment to the City of Grand Forks Zoning Bylaw No. 1920, 2011"**.

Read a **FIRST** time this 15th day of August, 2011.

Read a **SECOND** time this 15th day of August, 2011.

**PUBLIC HEARING NOTICE ADVERTISED**, pursuant to the *Local Government Act* this 24th day of August, 2011, and also this 31<sup>st</sup> day of August, 2011.

**PUBLIC HEARING HELD** this 6th day of September, 2011.

Read a **THIRD** time this 19<sup>th</sup> day of September, 2011.

**APPROVED** by the Ministry of Transportation and Infrastructure on this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Approving Officer

**FINALLY ADOPTED** this 11<sup>th</sup> day of October, 2011.

---

Brian Taylor - Mayor

---

Diane Heinrich, Corporate Officer

**CERTIFICATE**

I hereby certify the foregoing to be a true copy of Bylaw No. 1920 as passed by the Municipal Council of the City of Grand Forks on the 11<sup>th</sup> day of October, 2011.

---

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

# CITY OF GRAND FORKS ZONING MAP

## SCHEDULE "X"



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

**DATE** : September 13, 2011

**TOPIC** : Bylaw 1925– Amendment to the City of Grand Forks Recreational  
And Off Highway Vehicle Regulation Bylaw No. 1682

**PROPOSAL** : Final Reading

**PROPOSED BY** : Council/Corporate Officer

---

### **SUMMARY:**

For background information, Council adopted Bylaw 1682 in 2001, which excluded all motorized or recreational vehicles, with the exception of wheelchairs and scooters used as a mobility aid for the disabled, from operating on all sections of the TransCanada Trail located within the boundaries of the City of Grand Forks, as well as any parks which are owned and/or maintained on behalf of the City.

Since the adoption of this bylaw, other trail systems have been constructed within the City's boundaries, such as the River Walk and the newly constructed "RInC" Trail. At the August 15, 2011, Regular Meeting Council adopted a resolution instructing staff to bring forward an amendment to Bylaw No. 1682, to exclude all motorized vehicles from all trails located within the City's boundaries.

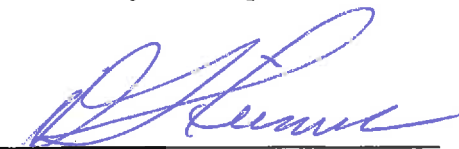
This Bylaw is intended to encompass all of the trails located within the boundaries of the City of Grand Forks as well as any future trails which may be constructed within the City. Bylaw No. 1925 received three readings at the Regular Meeting on September 6<sup>th</sup>, and is presented to Council at this time for final reading.

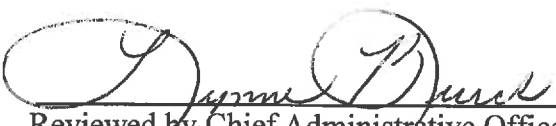
### **STAFF RECOMMENDATIONS:**

Council gives final reading to Bylaw No. 1925, the "Amendment to the City of Grand Forks Recreational and Off-Highway Vehicle Regulation Bylaw No. 1925, 2011."

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

The authority for the provision and the amendment of Bylaws is found in the Community Charter.

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

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

**THE CORPORATION OF THE CITY OF GRAND FORKS**

**BYLAW NO. 1925**

**A Bylaw to Amend the City of Grand Forks  
Recreational and Off Highway Vehicle Regulation Bylaw No. 1682**

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**WHEREAS** the Community Charter allows Council, by bylaw, to regulate all highways and public places within the City of Grand Forks and;

**AND WHEREAS** the operation of motorized recreational and off-highway vehicles on certain lands within the City of Grand Forks is creating a hazard to both the vehicle operators and other users of lands, and;

**AND WHEREAS** the noise generated by motorized recreational and off-highway vehicles is causing a nuisance to the citizens of the City of Grand Forks;

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

1. This Bylaw may be cited for all purposes as the **"Amendment to the City of Grand Forks Recreational and Off-Highway Vehicles Bylaw No. 1925, 2011."**
2. That Section 3 (a) of the Bylaw be amended to read as follows:  
  
"On all trails, located within the boundary of the City of Grand Forks, including that portion of the Trans Canada Trail that constitutes the former Canadian Pacific Railway rail grade".

Read a **FIRST** time this 6<sup>th</sup> day of September, 2011.

Read a **SECOND** time this 6<sup>th</sup> day of September, 2011.

Read a **THIRD** time this 6<sup>th</sup> day of September, 2011.

**RECONSIDERED, PASSED AND FINALLY ADOPTED** this 19th day of September, 2011.

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Brian Taylor, Mayor

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Diane Heinrich, Corporate Officer

**CERTIFICATE**

I hereby certify the foregoing to be a true copy of "Amendment to the City of Grand Forks Recreational and Off-Highway Vehicles Bylaw No. 1925, 2011".

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