

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

**Monday, February 18th, 2013 – 7:00 p.m.
Council Chambers City Hall**

	<u>ITEM</u>	<u>SUBJECT MATTER</u>	<u>RECOMMENDATION</u>
1.	<u>CALL TO ORDER</u>	7:00 p.m. Call to Order	Call Meeting to Order at 7:00 p.m.
2.	<u>RECESS TO PRIMARY COMMITTEE MEETING</u>		Recess meeting into Primary Committee Meeting. Reconvene Regular Meeting at conclusion of Primary Committee Meeting
3.	<u>REGULAR MEETING AGENDA</u>	February 18 th , 2013 Agenda	Adopt Agenda
4.	<u>MINUTES</u> - February 4 th , 2013	Regular Meeting Minutes	Adopt Minutes
5.	<u>REGISTERED PETITIONS AND DELEGATIONS</u> None		
6.	<u>UNFINISHED BUSINESS:</u> None		
7.	<u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL (VERBAL)</u> a) Corporate Officer's Report	Members of Council may ask questions, seek clarification and report on issues	Issues seeking information on operations be referred to the Chief Administrative Officer prior to the meeting.
8.	<u>REPORT FROM THE COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY</u> 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.
9.	<u>RECOMMENDATIONS FROM STAFF FOR DECISIONS:</u> None		

10. **REQUESTS ARISING FROM
CORRESPONDENCE:**

None

11. **INFORMATION ITEMS**

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

Receive the items and direct staff to act upon as recommended

12. **BYLAWS**

- a) Corporate Officer – Bylaw 1946 “City of Grand Forks Council Procedure Bylaw”

At the Regular Meeting of Council on Monday, February 4th, 2013, Council gave first, second and third reading to Bylaw 1946.

Council considers giving final reading to Bylaw No. 1946 – “City of Grand Forks Council Procedure Bylaw”

13. **LATE ITEMS**

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

15. **ADJOURNMENT**

THE CORPORATION OF THE CITY OF GRAND FORKS

REGULAR MEETING OF COUNCIL

MONDAY, FEBRUARY 4TH, 2013

PRESENT:

MAYOR BRIAN TAYLOR
COUNCILLOR NEIL KROG
COUNCILLOR PATRICK O'DOHERTY
COUNCILLOR GARY SMITH
COUNCILLOR CHER WYERS

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER
DEPUTY CORPORATE SECRETARY
CHIEF FINANCIAL OFFICER
FIRE CHIEF
DEPUTY FIRE CHIEF

D. Allin
D. Heinrich
S. Winton
R. Shepherd
D. Heriot
K. McKinnon

GALLERY

PRESENTATION OF TWO VOLUNTEER FIREFIGHTER 20 YEAR SERVICE MEDALS:

The Mayor presented one of two volunteer firefighter 20 year service medals to Darcy Skerritt, who joined the Grand Forks Fire Department in September, 1991. The Mayor advised that Darcy is certified in Auto Extrication and Pump Operation, and has completed Fire Fighter Level One through the Justice Institute of BC. Secondly, the Mayor presented a 20 year service medal to Dave Squarebriggs, who started with the Fire Department in March 1992. The Mayor advised that Dave is one of the Department's First Responders, and has been certified in Hazardous Materials, Auto Extrication, Confined Space Rescue, and has been one of the local Instructors for the First Responder Program. Further, he advised that Dave has completed his Fire Fighter Level Two through the Justice Institute of BC, and is currently one of the department's Safety Officers.

CALL TO ORDER:

The Mayor called the Meeting to order at 7:00 p.m.

ADOPTION OF AGENDA:

MOTION: O'DOHERTY / SMITH

RESOLVED THAT THE AGENDA OF THE REGULAR MEETING OF COUNCIL HELD ON MONDAY, FEBRUARY 4TH, 2013, BE ADOPTED AS CIRCULATED.

CARRIED.

MINUTES:

MOTION: SMITH / KROG

RESOLVED THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON MONDAY, JANUARY 28TH, 2013, BE ADOPTED AS CIRCULATED.

CARRIED.

MINUTES:

MOTION: O'DOHERTY / WYERS

RESOLVED THAT THE MINUTES OF THE REGULAR MEETING OF COUNCIL HELD ON MONDAY, JANUARY 28TH, 2013, BE ADOPTED AS CIRCULATED.

CARRIED.

MINUTES:

MOTION: SMITH / WYERS

RESOLVED THAT THE MINUTES OF THE PRIMARY COMMITTEE MEETING OF COUNCIL HELD ON MONDAY, JANUARY 28TH, 2013, AND ALL RECOMMENDATIONS CONTAINED THEREIN BE ADOPTED AS CIRCULATED.

CARRIED.

DELEGATION:

None

UNFINISHED BUSINESS

None

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

Councillor Smith:

Councillor Smith reported on the following items:

- He advised that he attended an FCM sponsored webinar on January 31st regarding community engagement. He advised that a firm out of San Diego has software geared to assist communities and reported that he will follow up on how it might work for Grand Forks
- He reported on his attendance at a Downtown Merchant's Meeting on February 3rd and that the merchants are looking forward to the future open house with the City.

- He advised that he, along with Councillor Wyers and Mayor Taylor, attended an Okanagan Film Association Presentation earlier today and advised that there may be an opportunity for people who work with film animations, to work within our community. He further advised that these skill sets can work remotely and submit their work to larger organizations such as Disney

Councillor Krog:

Councillor Krog reported on the following items:

- He advised that he had no report at this time.

Councillor Wyers:

Councillor Wyers reported on the following items:

- Please see Councillor Wyers report as attached.

Councillor O'Doherty:

Councillor O'Doherty reported on the following items:

- He advised that he attended the City Budget workshops last week.

Mayor Taylor:

The Mayor reported on the following items:

- The Mayor welcomed Sarah Winton as the City's newest employee. He advised that Sarah is the Deputy Corporate Secretary and that this was on her first day on the job.
- He reported that there is a Kettle Valley Water Study meeting on February 7th from 1:00 to 3:00 pm.
- He expressed his condolences to Irene Perepolkin who is currently in the Boundary Hospital and offered his wishes for a speedy recovery.

MOTION: SMITH / O'DOHERTY

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

REPORT FROM THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY (VERBAL)

- No Regional District Report this evening

RECOMMENDATIONS FROM STAFF FOR DECISIONS:

- a) Fire Chief's Report – Regional District of Kootenay Boundary Emergency Management Agreement

The Regional District of Kootenay Boundary applied for and received a joint Emergency Preparedness Grant. A review and revision of the Regional Emergency Plan identified the need for a comprehensive Regional Emergency Agreement.

MOTION: SMITH / O'DOHERTY

RESOLVED THAT COUNCIL RECEIVES THE STAFF REPORT AND APPROVES THE EMERGENCY MANAGEMENT AGREEMENT BETWEEN THE CITY OF GRAND FORKS AND THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY IN PROVIDING RESPONSE AND RECOVERY FROM EMERGENCIES AND DISASTERS.

CARRIED.

- b) Chief Administrative Officer's Report – Monthly Highlight Reports from Department Managers

As part of a new initiative, the Managers of each department will submit a brief report of their highlighted projects and tasks from the past month.

MOTION: WYERS / SMITH

RESOLVED THAT COUNCIL RECEIVES THE MONTHLY HIGHLIGHT REPORT FROM THE DEPARTMENT MANAGERS

CARRIED.

REQUESTS ARISING FROM CORRESPONDENCE:

None

INFORMATION ITEMS:

MOTION: KROG / SMITH

RESOLVED THAT INFORMATION ITEMS NUMBERED 10(a) TO 10(g) BE RECEIVED AND ACTED UPON AS RECOMMENDED AND/OR AS AMENDED. CARRIED.

- a) Email from Lifeforce - Organization recognizing communities for not slaughtering deer and advising that they have removed the petitions and advised the signors. **Receive for information and refer a copy of the email to the Deer Committee.**
- b) Newsletter from Alex Atamanenko, MP - Regarding Health Care and S-11 Food Safe Act. **Recommend to receive for information.**
- c) West Kootenay Labour Council opposing CETA - Correspondence regarding the position of the WKLC and proposed resolution that they are asking Councils to support. **Recommend to receive for information/discussion.** Councillor Wyers advised that she was putting forward the following motion in support of the City of Nelson's Initiatives.

MOTION: WYERS / SMITH

RESOLVED THAT THE CITY OF GRAND FORKS SUPPORT WEST KOOTENAY LABOUR COUNCIL'S OPPOSITION TO CETA AND ENDORSE THE CITY OF NELSON'S MOTION ON CANADA-EU TRADE AGREEMENT THAT LISTS THE STRATEGIC IMPACT OF EU REQUIRING FULL ACCESS TO CANADIAN MUNICIPAL PROCUREMENT THAT WOULD INCREASE MUNICIPAL ADMINISTRATIVE COSTS FOR ADDITIONAL REPORTING & CONTRACT MANAGEMENT; EXPLICITLY INCLUDES ACCESS TO WATER RIGHTS AND SERVICES; DIMINISHES THE CAPACITY OF LOCAL GOVERNMENT TO HIRE OR BUY LOCALLY THUS IMPACTING LOCAL ECONOMIC DEVELOPMENT; LIMIT THE POWERS OF LOCAL GOVERNMENT TO ACT IN THE BEST INTEREST OF ITS RESIDENTS.

AND WHEREAS THE FEDERATION OF CANADIAN MUNICIPALITIES HAS SECURED FEDERAL GOVERNMENT SUPPORT FOR SEVEN FAIR TRADE PRINCIPLES; THEREFORE,

BE IT RESOLVED THAT THE CITY OF GRAND FORKS SEEKS THE SAME FIVE POINTS PRESENTED BY THE CITY OF NELSON FOR EXEMPTION, PROTECTION OF AUTONOMOUS POWERS REQUIRING CHANGE IN THE TERMS OF THE DRAFT CETA AND DISTRIBUTION OF THE RESOLUTION TO LEVELS OF GOVERNMENT LISTED:

- 1) CITY COUNCIL ASK THE PROVINCE OF BRITISH COLUMBIA FOR A CLEAR, PERMANENT EXEMPTION FOR THE CITY OF GRAND FORKS FROM THE CANADA-EUROPEAN UNION (EU) COMPREHENSIVE ECONOMIC AND TRADE AGREEMENT (CETA); AND
- 2) CITY COUNCIL ASK THE FEDERAL GOVERNMENT TO PROTECT THE AUTONOMOUS POWERS OF THE CITY OF GRAND FORKS -TO CREATE LOCAL JOBS, PROTECT THE ENVIRONMENT, AND PROVIDE SERVICES AND PROGRAMS

AS IT SEES FIT - FROM ANY RESTRICTIONS TO THOSE POWERS IN THE CETA; AND

- 3) CITY COUNCIL ASK THE FEDERAL GOVERNMENT TO FURTHER EXEMPT FROM THE CETA ANY MUNICIPALITY THAT SO REQUESTS; AND
- 4) CITY COUNCIL ENCOURAGE AND SUPPORT THE FEDERATION OF CANADIAN MUNICIPALITIES IN ITS WORK WITH THE FEDERAL GOVERNMENT TO CHANGE THE TERMS OF THE DRAFT CETA TO PROTECT THE AUTONOMY OF MUNICIPAL GOVERNMENTS; AND
- 5) A COPY OF THIS RESOLUTION BE FORWARDED TO THE RIGHT HONOURABLE STEPHEN HARPER, PRIME MINISTER OF CANADA; THE HONOURABLE CHRISTY CLARK, PREMIER OF BRITISH COLUMBIA; THE HONOURABLE ED FAST, CANADIAN MINISTER OF INTERNATIONAL TRADE; THE HONOURABLE PAT BELL, BC MINISTER OF JOBS, TOURISM, AND INNOVATION; LOCAL MPS AND MLAS, UNION OF BC MUNICIPALITIES AND FEDERATION OF CANADIAN MUNICIPALITIES, REQUESTING THEIR CONSIDERATION AND SUPPORT.

CARRIED.

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- d) Correspondence from the Environment Committee – Minutes of the January 17th Meeting- Also included are: 2012 Revenue & Expenditure Report; Environment Committee Proposed 2013 Budget; Nephelometer Activities in kilometers for Nov & Dec, 2012; Q & A from Manager of Technical Services and Columbia Basin RDI-State of the Basin Report 2012. **Recommend to receive for information/discussion.**
 - e) From the Economic Development Advisory Committee - Minutes from January 21st Meeting & 2012 Revenue & Expenditure Report. **Recommend to receive for information.**
 - f) Economic Development Advisory Committee - Presentation of their Strategic Planning Report for 2013. **Recommend to receive for information/discussion and refer to the COTW for discussion**
 - g) Task List for January 28th, 2013 - List of Completed and/or In Progress Tasks. **Recommend to file.**

Councillor Krog spoke with regard to the terms that Senior Governments have regarding how funds are granted to municipalities. He further advised that Council is considering submitting resolutions to the AKBLG for consideration at their annual AGM in April, 2013.

BYLAWS:

- a) Corporate Officer – Bylaw 1946 “City of Grand Forks Council Procedure Bylaw No. 1946, 2013”

MOTION: O'DOHERTY / SMITH

RESOLVED THAT BYLAW NO. 1946, CITED AS THE “City of Grand Forks Council Procedure Bylaw No. 1946, 2013”, BE GIVEN FIRST READING.

CARRIED.

MOTION: SMITH / WYERS

RESOLVED THAT BYLAW NO. 1946, CITED AS THE “City of Grand Forks Council Procedure Bylaw No. 1946, 2013”, BE GIVEN SECOND READING.

CARRIED.

MOTION: KROG / O'DOHERTY

RESOLVED THAT BYLAW NO. 1946, CITED AS THE “City of Grand Forks Council Procedure Bylaw No. 1946, 2013”, BE GIVEN THIRD READING.

CARRIED.

LATE ITEMS:

None

QUESTIONS FROM THE PUBLIC:

Mary Ann Westaway – She spoke on behalf of the Grand Forks Community Trail Society and advised that the Society has been awarded \$56,000 from the Trans Canada Trail Foundation. She further reported that these funds are to be spent on the engineering component to begin the process of paving the trails.

Roy Ronaghan - He advised that he has noted that there are different formats of minutes which are used from Committee Meetings and Council Meetings. He was advised that Staff is moving forward on standardizing the meetings by using the similar templates for both Committee and Council meetings.

ADJOURNMENT:

MOTION: SMITH

RESOLVED THAT THIS REGULAR MEETING OF COUNCIL BE ADJOURNED AT 7:40 P.M.

CARRIED.

CERTIFIED CORRECT:

MAYOR BRIAN TAYLOR

CORPORATE OFFICER- DIANE HEINRICH

Councillor Wyers Report February 4, 2013

I'll begin my report with my attendance at the monthly **Regional District Board Meeting on January 31, 2013** in Grand Forks as the alternate for Mayor Taylor.

- a) **The Boundary Invasive Species Society** presentation by Barb Stewart followed on the heels of the January 28th presentation to City Council where Barb asked for a future weed management program & financial support for education tools. City Council resolved to accept the presentation and refer it to staff for further research and develop options for an effective weed management plan.
- b) RDKB negotiating the **Trail Regional Airport** sale to Trail. RDKB had previously purchased the airport property from Teck Metals for \$1.5Million.
- c) **Introduced our new CAO Doug Allin** who was in the gallery.
- d) **RDKB Town Hall Meeting announcements:** go to www.rdkb.com home page for complete schedule and downloads that include feedback forms for each meeting.

1) Electoral Area 'C' with Director McGregor □ 6:00 PM Thursday, February 7th, 2012 □ Christina Lake Community Hall □ 90 Park Street, Christina Lake, BC □

2) Electoral Area 'E' West Boundary with Director Baird □ 6:30 PM – Tuesday, February 12, 2013 □ Bridesville Seniors Hall □ 5724 Bridesville Townsite Rd. □ Bridesville, BC

3) Electoral Area 'D' with Director Perepolkin □ 7:00 PM Monday, March 4th, 2013 □ Senior's Hall □ 565-71st Avenue, Grand Forks, BC

Boundary Dog Sled Association held dog sled sprint demos at the Christina Lake Winterfest on February 2nd. The four-dog teams came from Rossland, Musher Dana Luck, Salmo's Spirit of the North Kennels owner Al Magaw and Tanya Cousins. A great turnout at the Living Arts Centre cheered the three teams as they raced the 1 ½ mile course around the lakeside stewardship land. It looks like a promising consideration for the 2014 Dog Sled event in our area to host sprint races as opposed to the extreme 200-mile course throughout Boundary Country held in the previous two years.

Friends of the Library Dinner Fundraiser Feb 19 - Mark your calendars for a night out from home cooking! The "Friends of the Library" organize fundraising events throughout the year to support Grand Forks & District Public Library project. The benefit dinner will be held at **CAMPO d' AGLIO**, the Italian restaurant on Market Avenue on Tuesday February 19th - doors open at 5pm and percentage of the evening's revenue will be donated to the Friends of the Library. I encourage everyone to attend, if possible, bring your family, friends and neighbours and make it a social evening.

Boundary Economic Development Committee (BEDC) Meeting Feb 4 – Okanagan Film Commission (OKC) presentation by Jon Summerland, Film Commissioner revealed a good year for the Okanagan but scouts are out looking at the Boundary with a feature slated for shooting in the Bridesville area. Lower Mainland Vancouver region reporting in the media "doom & gloom" but the OFC is doing well! Tax Credits in BC - the film industry gets an extra 18% to film beyond HOPE, BC; 51% of film must be filmed in BC to receive the tax credit.

Look up: **"Why the Okanagan"** on YouTube - an example of filming in the Okanagan.

Mayor Taylor spoke to the Regional Forest Project; an economic development booster proposal with participation from all in our region will be key for the success.

Grand Forks Environment Committee's "2013 Environmental Events Sub-Committee" met with Kettle River Water Shed Management Plan Coordinator, Graham Watt, on February 4th to strategize partner projects around the following:

- 1) Earth Hour Challenge Saturday March 23, 2013 8:30 PM www.earthhour.org
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- 2) Earth Day Canada April 22, 2013 www.earthday.ca
 - 3) BC Drinking Water Week May 20-26th www.drinkingwaterweek.org
 - 4) Bike To Work Week May 27-June 2nd www.biketowork.ca
 - 5) Environment Canada's E-Week National Commuter Challenge Jun 2-8th
<http://commuterchallenge.ca/blog>
 - 6) Clean Air Day & Solar Kit Races June 5th <http://www.bcairquality.ca/101/clean-air-day-bc.html>
 - 7) BC Rivers Day September 29th <http://commons.bcit.ca/riversday>
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We see opportunities to engage with Grand Forks Rotary, Grand Forks Trail Society, Kettle Granby Boundary Fly Anglers, Granby Wilderness Society, as examples to host community educational events.

Citizens on Patrol (COP) – Air quality monitoring with the Nephelometer continues along with stationary monitoring. A stakeholder's teleconference call is scheduled for February 19, with MoE, IHA, University of Victoria and BC Lung Association to identify next steps for the Nephelometer project.

Grand Forks Border Bruins Hockey Fundraiser was held at the Gem Theatre on January 30th raising \$1,340.50 for the local team! Thank you Betty Ann Mackay for your hard work!

The next **Grand Forks Border Bruins** home game is Thursday February 7th with free admission sponsored by Roxul where the 2013 Raffle \$5,000 cash and more will be drawn. Tickets are only \$20.00 and only 1,000 tickets printed!

Time for Change: Today, the Canadian Mint stops distributing the penny.

Speaking of change, Super Bowl XLVII on February was a perfect example of how fast technology can play its part when a power outage occurs. **"You can still dunk in the dark"** - Oreo cookies sent out an ad on social media during the blackout and within minutes 14,000 tweets were generated! One lonely Oreo cookie on a dark screen!! Powerful messaging.

**Correspondence to Mayor & Council: Regular Agenda item (c),
West Kootenay Labour Council Opposition to CETA**

RESOLVED that the City of Grand Forks support West Kootenay Labour Council's opposition to CETA and endorse the City of Nelson's MOTION on Canada-EU Trade Agreement that lists the strategic impact of EU requiring full access to Canadian municipal procurement that would increase municipal administrative costs for additional reporting & contract management; explicitly includes access to water rights and services; diminishes the capacity of local government to hire or buy locally thus impacting local economic development; limit the powers of local government to act in the best interest of its residents.

And **whereas** the Federation of Canadian Municipalities has secured Federal Government support for seven fair trade principles; therefore, **BE IT RESOLVED** that the City of Grand Forks seeks the same five points presented by the City of Nelson for exemption, protection of autonomous powers requiring change in the terms of the draft CETA and distribution of the resolution to levels of government listed.

Submitted by:

Councillor Cher Wyers

THE CITY OF GRAND FORKS

REQUEST FOR COUNCIL DECISION

DATE : February 6th, 2013
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 : February 6th, 2013
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

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



THE CORPORATION OF THE CITY OF GRAND FORKS

COUNCIL INFORMATION SUMMARY FOR FEBRUARY 18th , 2013

Date: February 13th, 2013
 Agenda: February 18th, 2013
 Proposal: To Receive the Items Summarized for Information
 Proposal By: Staff

Staff Recommendation:

That Information Items numbered 11(a) to 11(g) be received and acted upon as recommended.

	ITEM	SUBJECT MATTER	RECOMMENDATION
CORRESPONDENCE TO/FROM MAYOR AND COUNCIL			
11(a)	Township of Langley	Request for City Support to amend the Agricultural Land Reserve Use Regulation	Council determines to write a letter of support for the Township of Langley's request for an amendment to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation, BC Reg. 171/2002, to the Honourable Minister Norm Letnick for their expansion at the existing Langley Regional Airport.
11(b)	Correspondence from the Grand Forks Minor Hockey Assn	Requesting financial support from the City for the 2013 Pee Wee Tier 4 BC Hockey Championships held in Grand Forks this March	Council to receive for discussion purposes and consider the provision of financial support for the event.
11(c)	Correspondence from School District No. 51	Concerns with Deer Population and Droppings on the community school grounds.	Council to receive the correspondence for discussion purposes and refer a copy of the correspondence from the School District to the Deer Committee.
CORRESPONDENCE TO/FROM STAFF			
11(d)	BC Senior Games Society Correspondence	Request for financial support for annual games held in Kamloops	Council has provided advertising support to this organization in the past. The Financial Plan process includes funds for Council supported advertising; although an amount of advertising funding is not yet adopted by Council, a Staff recommendation would be that: "Council determines to support the BC Senior Games 55 Plus – Zone 6 (West Kootenay Boundary) in the amount of \$400."
GENERAL INFORMATION			
11(e)	Press Release from West Fernie	Receives Government of Canada funding to improve local services	Receive for information



THE CORPORATION OF THE CITY OF GRAND FORKS

COUNCIL INFORMATION SUMMARY
FOR FEBRUARY 18th , 2013

11(f)	BC Rural Network	Enewsletter Information	Receive for information
FEDERAL AND PROVINCIAL GOVERNMENT			
INFORMATION FROM UBCM/FCM/AKBLG			
MINUTES FROM OTHER ORGANIZATIONS			
11(g)	February 4 th Task List	List of completed and in progress tasks	File

**OFFICE OF
THE MAYOR
JACK FROESE**

**Township of
Langley**



Est. 1873

COUNCILLORS

DAVID DAVIS	BOB LONG
BEV DORNAN	KIM RICHTER
STEVE FERGUSON	MICHELLE SPARROW
CHARLIE FOX	GRANT WARD

January 28, 2013

File No. 8400-01

To: Mayor and Council / Chair and Board Members of:

City of Abbotsford
Central Coast Regional District (Bella Coola Airport)
City of Campbell River
City of Chilliwack
Corporation of Delta
City of Fort St. John
City of Grand Forks
City of Kamloops
City of Nanaimo
Cowichan Valley Regional District
Village of Pemberton
District of Pitt Meadows
City of Prince George
City of Quesnel
Town of Smithers
Powell River Regional District

RECEIVED

FEB - 1 2013

THE CORPORATION OF
THE CITY OF GRAND FORKS

Dear Sirs/Mesdames:

Re: Request for Regulation – Langley Regional Airport

On behalf of the Council of the Township of Langley (the "Township"), I am writing to ask for your written support for the Township's recent request for an amendment to the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*, B.C. Reg. 171/2002 (the "Regulation").

The Township's request for an amendment to the Regulation arises out of its proposal to expand the existing Langley Regional Airport by adding an expansion lot and a park. The expansion is required to increase the airport's hangar capacity. The land targeted for the expansion is owned by the Township but is located within the Agricultural Land Reserve ("ALR") and is therefore subject to the provisions of the *Agricultural Land Commission Act*, S.B.C. 2002, c. 36 (the "Act") and the Regulation. Currently, the only airport or aerodrome use that is permitted under the Regulation is an 'unpaved airstrip or helipad'.

FILE CODE


WES, L1- Township of Langley -
Request for Regulation -
Langley Regional Airport

There are several reasons why the Township is seeking an amendment to the Regulation, rather than the exclusion of its land from the ALR or permission for a non-farm use. These reasons are detailed in our formal Request for Regulation ("RFR") which is enclosed with this letter. In part, the Township is aware that there are numerous other airports in the Province including the one within your boundaries, which would similarly be unable to expand their operations because the airports are partly or entirely located within the ALR. The requested Regulation would apply to all airports and aerodromes and allow operators of these facilities the flexibility to respond to emerging market pressures and the opportunity to expand and promote economic development while minimizing the risk and delay associated with individual applications to the Agricultural Land Commission (noting, for example, the Commission's recent rejection of a runway extension for Abbotsford Airport).

The Township kindly requests your support by writing to the Honourable Minister Norm Letnick and advising him that you support the Township's request for an amendment to the Regulation. The amendment that is required is simple and would be in accordance with the Minister's Service Plan as well as other Provincial objectives. The amendment would also benefit numerous local governments across the Province.

Thank you for your consideration.

Sincerely,



Jack Froese
MAYOR

Enclosures

copy: Mary Sjostrom, President, Union of British Columbia Municipalities
Suite 60, 10551 Shellbridge Way, Richmond, BC V6X 2W9

ATTACHMENT A

Township of Langley

Request for Regulation

Proposed Amendment to the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation 171/2002* (the “Regulation”)

The following supports the Township of Langley’s Request for Regulation (“RFR”):

1. Policy Discussion and Background;
2. Request for Regulation, including:
 - a. Summary of proposed regulation and the issue it is intended to address;
 - b. Brief history of the Regulation;
 - c. Explanation of any previous Cabinet decisions respecting this matter;
 - d. Identification of any legal opinions that have recommended the proposed regulatory change;
 - e. Description of the consultations that have already taken place, including the degree of agreement with the proposed initiative and dissenting views; and
 - f. Indication of any further consultations that are required;
3. Three Column Policy Review Document;
4. Drafting Instructions, including a draft amendment; and
5. *To be provided in due course: Comments of Treasury Board Staff and Legislative Counsel.*

1. POLICY DISCUSSION AND BACKGROUND

What is the problem?

The Township of Langley (“ToL”) wishes to expand the existing Langley Regional Airport by adding an expansion lot and a park. The expansion is required to increase the airport’s hangar capacity. The land targeted for the expansion is owned by ToL. However, this land is within an Agricultural Land Reserve (“ALR”), and is subject to the provisions of the *Agricultural Land Commission Act*, SBC 2002, c 36 (the “Act”) and its associated regulations.

The *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*, BC Reg 171/2002 (the “Regulation”) governs the permitted farm and non-farm uses on ALR land. While an unpaved airstrip or helipad is permitted by the Regulation on ALR land, no other airport or aerodrome use is permitted. Therefore, ToL may not as of right expand its airport operations into land that it owns within the ALR.

This is a problem that applies to a number of municipal and regional aerodromes or airports. Airport facilities in B.C. that are partly or entirely in the ALR include:

- Abbotsford
- Bella Coola
- Campbell River
- Chilliwack
- Delta (Boundary Bay)
- Fort St. John
- Grand Forks
- Kamloops
- Kelowna
- Langley
- Nanaimo
- Pemberton
- Pitt Meadows
- Prince George
- Quesnel
- Smithers
- Texada Island

This list does not include many aerodromes in BC that are not certified as airports.

The requested regulation would apply to all airports and aerodromes and would allow operators of these facilities the flexibility to respond to market pressures and opportunities while minimizing the risk and delay associated with individual applications to the Agricultural Land Commission (the “ALC”) to exclude land from an ALR or permit non-farm uses in specific circumstances.

What are the options to solve the problem?

The only effective way to replace the uncertainty, cost and risk associated with case-specific applications to the ALC is to amend the Regulation. The Regulation can be amended to add airport and aerodrome uses as permitted non-farm uses. This provides an efficient approach to solving the problem while providing an even playing field for all sizes of airport and aerodrome operators. The problem would be solved once and individualized applications to the ALC would not be necessary.

What specific outcome is required and why?

Airport and aerodrome operators require the ability to expand their facilities onto lands in the ALR with reasonable certainty and turn-around. Specifically, ToL requires the ability to expand aerodrome and ancillary uses on ALR land owned by ToL in order to increase its hangar capacity.

Is a regulation in fact needed for that outcome?

A regulation is required to avoid the uncertainty of the result of applications to the ALC, which may advantage or disadvantage particular airport or aerodrome operators. The proposed regulation is also required in order to give operators the flexibility to respond quickly and with certainty to emerging market conditions. Furthermore, given recent case law from the Supreme Court of Canada – in particular, *Quebec (Attorney General) v. Canadian Owners and Pilots Association*, 2010 SCC 39 (“COPA”), the Act and its associated regulations may be inapplicable to airport and aerodrome operators to the extent that they conflict with matters regarding aviation.

In the *COPA* case, the provincial legislation in question was similar to the Act and had the effect of prohibiting the use of lots in designated agricultural regions for any purpose other than agriculture, unless prior authorization had been received by Quebec's equivalent of the Agricultural Land Commission. Similarly in B.C., the Act and Regulation prohibit airport and aerodrome uses of land, other than an unpaved airstrip or helipad for use of aircraft flying non-schedule flights, unless the Commission grants permission to carry out a non-farm use or the land is excluded from the ALR. In *COPA*, although the Supreme Court of Canada held that the Provincial legislation was valid, a majority of the Court decided that the legislation was inapplicable to the aerodrome in question because of the doctrine of interjurisdictional immunity. The majority stated that the location of aerodromes lies at the core of the federal power over aeronautics and Quebec's Provincial legislation impinged on this core in a way that impaired the federal power.

Given the similarity between the B.C. legislation and the Quebec legislation that was deemed inapplicable in the circumstances, there is a good possibility that a court would come to the same conclusion in B.C. It is in the Province's and municipalities' best interests to avoid the time and cost of testing the applicability in the context of airport uses on ALR land. The proposed legislation would avoid this possibility by solving the problem within the context of provincial regulations.

What legislation should be changed or created to give effect to that outcome?

Only a simple amendment to the Regulation is required: the amendment of section 3(1)(o), provided in draft form, below.

How will the proposed policy impact on other legislative schemes both inside and outside the ministry?

The proposed amendment is an isolated change to the Regulation, in relation to airport and aerodrome activities only. It will solve the same problem for other airport and aerodrome operators, but does not affect other legislative schemes.

What successes or failures may other jurisdictions have had with similar policies and what can be learned from their experiences?

Quebec is the only other province with legislation similar to B.C.'s in order to manage, regulate and preserve agricultural land.¹ In Quebec, just as in B.C., there are designated agricultural zones and there is a prohibition on using any lot (whether residential, commercial, industrial or institutional) in an agricultural zone for any purpose other than agriculture, unless authorization is received from Quebec's Agricultural Land Protection Commission.²

In other jurisdictions, the primary restrictions on airport or aerodrome land use are implemented through local government land use regulations, such as zoning bylaws or bylaws specific to the facility. In this way, airport and aerodrome operators in other jurisdictions are much more flexible than their counterparts in BC in their ability to respond to changing economic priorities through expansion. The same is now likely true in Quebec as a result of the *COPA* decision summarized above.

What impact will the proposed policy have on interests inside and outside of government, and how those interests might react to the changes?

The ToL is aware of other airport and aerodrome operators who have experienced the same problem in the past or are facing the same problem now. It is clear that airport/aerodrome operators, including local governments, will be supportive of the changes.

More generally, introducing efficiencies in airport and aerodrome facility management and development will benefit businesses which rely on air transport as suppliers or consumers. One of the highest priorities for the Government is to stimulate economic growth and job creation. The removal of the competitive disadvantage restricting airport and aerodrome operators has the potential to create jobs and stimulate local and regional economies.

¹ Nova Scotia has the *Agricultural Marshland Conservation Act*, SNS 2000, c 22, but its scheme requires a separate regulation for each conserved marsh body. These regulations typically only allow a narrow range of agricultural uses as well as non-conforming "grandfathered" uses which are not permitted to expand.

² See s. 26 of the *An Act respecting the preservation of agricultural land and agricultural activities*, RSQ, c P-41.1.

Are there any implications in respect of the government planning context that should be taken into account?

- **Budget and Fiscal Plan**

The proposed amendment to the Regulation will either not impact or will positively impact the BC Government's Budget and Fiscal Plan 2011/12 – 2013/14.

- **Government Strategic Plan**

The proposed amendment to the Regulation will help to further several goals in the BC Government's Strategic Plan 2011/12 – 2013/14. The success of Langley Regional Airport and other airports and aerodromes is critical to the development of a diverse, growing economy which is responsive to the changing international market. Airports and aerodromes have the potential to drive regional development and create permanent jobs around the Province.

- **Ministry Service Plan**

The proposed amendment to the Regulation is in accordance with the Ministry's Service Plan. The Ministry of Agriculture 2011/2012 – 2013/14 Service Plan (update May 2011) recognizes the importance of maintaining a positive relationship between local governments and farmers. Objective 3.1 aims to "promote a positive urban/agriculture relationship to facilitate sustainable growth for farms while enhancing the overall quality of life for British Columbians." The first strategy listed to achieve this goal is to "promote a positive regulatory climate with local government to support the sector across British Columbia." The proposed amendment will signal to local governments the Ministry's intent to foster economic development under a positive regulatory environment while still preserving agricultural land and uses. The amendment would keep the airport lands within the ALR.

The proposed amendment also contributes to Objective 1.2: "Strategic growth and development of the agricultural and food sector." In particular, the amendment supports the Ministry strategies of "support[ing] innovative product and process development, commercialization and adoption", and "promot[ing] B.C. agri-food products in domestic and international markets." Encouraging expansion of air transport facilities provides opportunities to invest in innovative process

development and product delivery strategies as well as increasing the sector's capacity to promote and distribute BC agri-food products locally and in other jurisdictions. An example of this potential is the recently opened BC Fresh warehouse facility located at Boundary Bay Airport in Delta.

The proposed amendment is also consistent with other Ministry Service Plans. The Ministry of Jobs, Tourism and Innovation 2011/12 – 2013/14 (update May 2011) Service Plan's Objective 1.1 is to "increase economic competitiveness", Objective 2.1 is to "provide rural regions and communities with access to programs and services that support economic development" and Objective 2.3 is to "create a business climate that supports small business and encourages economic development." Giving local air transport facility operators the flexibility to expand and develop in response to changing economic conditions supports all three of these objectives while encouraging local investment and job growth.

The Ministry of Transportation and Infrastructure 2011/12 – 2013/14 Service Plan (update May 2011) introduces its goals this way:

The Ministry of Transportation and Infrastructure collaborates with other ministries, governments and stakeholders to support Government's Goal of creating more jobs per capita than anywhere else in Canada. Development and maintenance of safe and reliable infrastructure drives economic growth and trade, and thriving transportation industries will be more globally competitive.

The proposed amendment will encourage development of competitive, dynamic local and regional transportation hubs by facilitating airport/aerodrome growth. It will encourage investment in airports and aerodromes, and will contribute to the goal of creating more jobs per capita in BC than anywhere else in Canada.

2. DRAFT REQUEST FOR REGULATION

Summary

This draft RFR and supporting documentation is submitted with the intention of working with the Ministry and other government agencies to develop a complete RFR that can be presented to Cabinet Operations and then forwarded to Cabinet for approval.

The problem the proposed regulatory amendment will address is one relating to the development of airport and aerodrome facilities not owned by the federal government. A majority of airports and aerodrome facilities in BC are located on, partly on, or are surrounded by ALR lands.

The procedure of applying to the ALC for an exemption each time an airport facility wishes to expand is costly, time-consuming and not without risk to the airport operator.

From our review of potential options to address this issue, we believe that a regulatory amendment provides the most benefits with very few disadvantages. An amendment will apply to airport/aerodrome operators across the Province and will contribute to a level playing field for inter- and extra- provincial competition among air facilities. An amendment is critical to the continued growth of airports, particularly in small to medium communities throughout the province.

Summary of proposed regulation and the issue it is intended to address

Currently, section 3(1)(o) of the Regulation allows “unpaved airstrip or helipad for use of aircraft flying non-scheduled flights” as a permitted non-farm use. Otherwise, the Regulation is silent on the use of ALR land for aviation purposes. Thus, airport/aerodrome uses are not currently permitted on ALR land.

ToL has a plan for economic development and growth at the Langley Regional Airport which would require extension of airport lot lines and subdivision on ALR land owned by ToL. The plan includes construction of new hangar facilities and auxiliary structures. As these uses are not permitted, ToL may apply to the ALC for a case-specific use exemption or removal of land from

the ALR to solve its immediate problem. However, these processes introduce unnecessary risk, delay and expense to the expansion plans.

The majority of airports and aerodromes in BC face a similar situation with regard to expansion. Airports that are located on, partly on, or are surrounded by ALR include:

- Abbotsford
- Bella Coola
- Campbell River
- Chilliwack
- Delta (Boundary Bay)
- Fort St. John
- Grand Forks
- Kamloops
- Kelowna
- Langley
- Nanaimo
- Pemberton
- Pitt Meadows
- Prince George
- Quesnel
- Smithers
- Texada Island

In order to allow these communities and their airport operators greater ability to respond to changing economic circumstances and opportunities for growth, the restrictions imposed by the Regulation must be overcome. Rather than do this on an individual, case-by-case basis through the mechanism of the ALC, the approach of amending the Regulation is preferred as it allows an even playing field for all air facility operators, provides clarity and certainty to investors, and eliminates the expense and delay associated with the regulatory process.

Making such regulatory changes should not affect other legislative schemes as the changes address the discrete problem of air facility use on ALR land.

Brief history of the Regulation

The *Agricultural Land Reserve Use, Subdivision and Procedure Regulation* was enacted in 2002 pursuant to the *Agricultural Land Commission Act*, S.B.C. 2002, c. 36. It was enacted to regulate the permitted and non-permitted uses of land in an ALR, and to define procedures for

applications to be brought before the ALC. Since then, the regulation has undergone several amendments, the majority of which were enacted through BC Reg. 339/2004. The full list of amendments is found in the table below.

Agricultural Land Reserve Use, Subdivision and Procedure Regulation, B.C. Reg. 171/2002

[includes 2008 Bill 43, c. 42 amendments (effective May 29, 2008)]

Historical Changes 2002-2011

<u>Section</u>	<u>Change</u>	<u>Citation</u>	<u>Effective Date</u>
<u>1.</u>		am. B.C. Reg. 339/2004	
<u>2.</u>		am. B.C. Reg. 339/2004	
<u>3.</u>		am. B.C. Regs. 339/2004; 546/2004	
<u>4.</u>		am. B.C. Reg. 339/2004	
<u>5.</u>		am. B.C. Reg. 339/2004	
<u>8.</u>		am. B.C. Reg. 339/2004	
<u>11.</u>		am. B.C. Reg. 339/2004	
<u>11.1</u>		en. B.C. Reg. 34/2009	
<u>11.2</u>		en. B.C. Reg. 34/2009	
<u>12.</u>		am. B.C. Reg. 339/2004	
<u>12.1</u>		en. B.C. Reg. 339/2004	
<u>12.2</u>		en. B.C. Reg. 339/2004	
<u>13.</u>		am. B.C. 339/2004	
<u>14.</u>		am. B.C. Reg. 339/2004	
<u>15.</u>	am	B.C. Reg. 339/2004	
<u>16.</u>		am. B.C. Reg. 339/2004	
<u>16.1</u>		en. B.C. Reg. 339/2004	
<u>17.</u>		en. B.C. Reg. 339/2004	

<u>18.</u>		en. B.C. Reg. 339/2004	
<u>19.</u>		en. B.C. Reg. 339/224	
<u>20.</u>		en. B.C. Reg. 339/2004	
<u>21.</u>		en. B.C. Reg. 339/2004	
<u>22.</u>		am. B.C. Reg. 339/2004	
<u>23.</u>		am. B.C. Reg. 339/2004	
<u>24.</u>		am. B.C. Reg. 339/2004	
<u>26.</u>		am. B.C. Reg. 339/2004	
<u>28.1</u>		en. B.C. Reg. 339/2004	
<u>27.</u>		en. B.C. Reg. 339/2004	
<u>28.</u>		en. B.C. Reg. 339/2004	
<u>29.</u>		en. B.C. Reg. 339/2004	
<u>30.</u>		en. B.C. Reg. 339/2004	
<u>32.</u>		am. B.C. Reg. 339/2004	
<u>33.</u>		am. B.C. Reg. 339/2004	
<u>39.</u>	am	B.C. Reg. 269/2010	2010 Oct. 04

Explanation of any previous Cabinet decisions respecting this matter

We are not aware of any previous Cabinet decisions respecting this matter.

Identification of any legal opinions that have recommended the proposed regulatory change

The ToL has been working with Mr. Don Lidstone, Q.C. and his municipal law firm, Lidstone & Company Law Corporation, on this matter. Mr. Lidstone has recommended this approach and also has drafted a preliminary amending regulation for discussion purposes.

Description of the consultations that have already taken place, including the degree of agreement with the proposed initiative and dissenting views

Informal consultations have taken place with local governments that operate airports or aerodromes that are partly located in an ALR. These include local government operators that have undergone the application process to the ALC for exclusion of land from an ALR or exemption of aviation use as a permitted non-farm use. The response to this consultation was universal support for the proposed amendment.

Indication of any further consultations that are required

Consultation must still be carried out with the Treasury Board and the Office of Legislative Counsel. The Mayor and CAO would welcome the opportunity to meet with the Minister of Transportation and Infrastructure and Ministry staff regarding this proposal.

3. THREE COLUMN POLICY REVIEW DOCUMENT

This chart provides a high level policy overview of the proposed amendment to the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*.

Current	Proposed	Reasons
Currently there is no provision in the Regulation that identifies aerodrome or airport use as permitted in an ALR. Section 3(1)(o) specifies an “unpaved airstrip or helipad for use of aircraft flying non-scheduled flights” as a permitted non-farm use in an	The proposed amendment to the <i>Agricultural Land Reserve Use, Subdivision and Procedure Regulation</i> adds aerodrome and airport use as permitted non-farm uses in an ALR. This includes unpaved airstrips and helipads, paved	To allow local governments and bodies which manage and operate airports and aerodromes the flexibility and authority to expand their operations without requiring a non-farm use exemption application to the Agricultural Land Commission. This will allow more certainty when

ALR.	runways, and accessory uses such as terminal buildings, hangars and parking areas.	airport expansion is contemplated and significant investments are made in infrastructure to support airports and aerodromes. This also provides a level playing field for air facility operators throughout the Province.
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4. DRAFTING INSTRUCTIONS

For discussion purposes, below is a draft amendment.

DRAFT

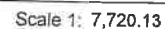
Agricultural Land Reserve Use, Subdivision and Procedure Regulation

1 The Agricultural Land Reserve Use, Subdivision and Procedure Regulation, B.C. Reg. 171/2002, is amended by deleting section 3(1)(o) and substituting it with the following:

- 3 (1) (o) aerodrome or airport use, including
- (i) unpaved airstrip or helipad for use of aircraft flying scheduled or non-scheduled flights;
 - (ii) paved runway for the use of aircraft flying scheduled or non-scheduled flights;
 - (iii) terminal buildings, hangars, parking structures, and other buildings that are accessory or ancillary to aerodrome or airport uses;
 - (iv) uses ancillary to aerodrome or airport use; and
 - (v) any subdivision, parcel line adjustment, parcel consolidation, or plan cancellation required to accommodate uses referred to in subparagraphs (i) through (iv).

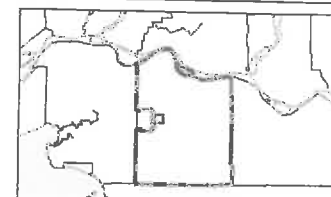
5. TREASURY BOARD STAFF AND LEGISLATIVE COUNSEL COMMENTS

We look forward to working with the Treasury Board and the Office of Legislative Counsel to review the proposal and to solicit their comments on the RFL prior to its submission to Cabinet.



Printed:4/5/2012

The data provided is a compilation of geographic information drawn together from a variety of sources, historic and current, and does not necessarily include everything and anything for a particular purpose; and the person utilizing this information does so entirely at their risk as the Township of Langley assumes no obligation or liability for the use of this information by any person and makes no representations or promises regarding the completeness or accuracy of the information or its fitness for a particular purpose.



THE TOWNSHIP OF LANGLEY

The following is a certified correct copy of a resolution passed by Langley Township Council at its Special Closed Council meeting held April 23, 2012:

**Agricultural Land Reserve Regulation Change to
Permitted Airport Land Use
Report 12-07**

File ADM CA8400-01

That Council proceed with a request to the Minister of Agriculture for an Agricultural Land Reserve Regulation amendment whereby designated airport lands are exempt from the Agricultural Land Reserve legislative scheme; and

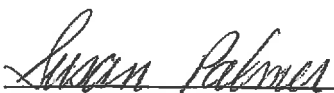
That Council request support for the regulation amendment from other British Columbia local governments that have airports; and further

That the Mayor meet with the Chair of the Agricultural Land Commission to explain the Township's request for an amendment to the regulation.

Section 90(1) (e) Property; (k) Negotiations

CARRIED

CERTIFIED A CORRECT COPY:



Susan Palmer

DEPUTY TOWNSHIP CLERK



Grand Forks Minor Hockey Association

Box 901 Grand Forks BC, V0H 1H0 / grandforksmha.ca

February 12, 2013

City of Grand Forks
V0H 1H0
c/o Brian Taylor

Hello Councillors:

I am writing on behalf of the Grand Forks Pee Wee BC Hockey Tier 4 Hockey Championships Host Committee/Grand Forks Minor Hockey Association. Our committee is a group of dedicated hard working hockey parent volunteers that have come together to bring this significant event to our community of Grand Forks. We are working hard in order to raise funds to ensure a successful BC Hockey Championship Tournament.

We need the support of local businesses and community support groups for this event to be successful. The 2013 Pee Wee Tier 4 BC Hockey Championships will be held in Grand Forks the week of March 17th to 22nd at the Grand Forks Arena. We have confirmed seven Pee Wee Hockey teams, their families, on and off-ice Ice Officials, and BC Hockey Representatives. More than 300 visitors will attend these games and our community. They will stay in our local accommodations, shop in our stores, eat in our restaurants and visit our many community attractions. And then, hopefully return to vacation or visit in the summer months.

As this is a sanctioned BC Hockey event, we are not permitted to collect team entry fees to offset our significant costs of ice rental, officiating, BC Hockey Representative accommodations, per diems, and mileage (anticipated budget for this event is \$10,000). As a result, the Grand Forks Minor Hockey Association is financially responsible for all costs associated and this is why we are seeking community support. We plan to offset some of our costs through charging a permitted small gate fee, program sales, 50/50, raffle tables, and memorabilia clothing. We even hosted a Pee-wee tournament this past weekend to help in raising additional funds.

We are seeking your support to help us with this initiative that should be beneficial in many ways to our community. Sponsorship and or donations will be publicly acknowledged through advertisement in our welcome package that is uploaded on the BCHockey.net website, listing of business names in our program, and public announcements at games. We hope that our local businesses and community support groups will appreciate and benefit from this event in early spring 2013.

We have secured support from the local Regional District areas (Grant-in-aid support) and were anticipating further support from the city of Grand Forks. As mentioned, the benefits from many visitors to the city of Grand Forks make this event very much a 'win-win' for GFMHA, parents, players, and the local community. Thank-you for considering our request. We look forward to hearing from you in the near future. Please do not hesitate to contact our GFMHA fundraising member Colleen McKay, or myself, for more information. We are very excited to host this event in Grand Forks.

Sincerely,

Mike Jourdin, Co-Chair,
GF BC Hockey Tier 4 Hockey Championships
250-442-2492
natemy@telus.net

Colleen McKay, Fundraiser
GF BC Hockey Tier 4 Hockey Championships
250-442-0492
cascade4@telus.net



SCHOOL DISTRICT NO. 51 (BOUNDARY)

RECEIVED

FEB - 6 2013

THE CORPORATION OF
THE CITY OF GRAND FORKS

January 30, 2013

Mayor Brian Taylor
City of Grand Forks
Box 220
Grand Forks, BC V0H 1H0

Dear Mayor Taylor and Council:

At the Regular Board Meeting of January 22, 2013, the growing problem of the deer population and their droppings on the school grounds of Grand Forks Secondary, Perley Elementary and Hutton Elementary Schools was brought to the Board's attention by the Secretary Treasurer, Jeanette Hanlon.

The droppings are being tracked into school hallways and classrooms, is finding its way onto sports equipment and onto the shoes and clothing of our students. The School District has tried to address the situation by having employees clean up the droppings, but it is impossible to keep up with the sheer volume. We feel this situation poses a health hazard to our students and that is of serious concern to us.

We recognize the challenge faced by Council in resolving this very troublesome and controversial issue. The Board of Education has requested that I relay to you our support in your efforts to find a solution.

On behalf of School District No.51 (Boundary) Board of Education,


Teresa Rezansoff
Chairperson

FILE CODE

WE3, S2 - CONCERN RE DEER POPULATION &
HEALTH HAZARD TO STUDENTS

RECEIVED

FEB - 1 2013

THE CORPORATION OF
THE CITY OF GRAND FORKS

B.C. Seniors Games 55 Plus, Zone 6
Kathy Gregory, Corresponding Secretary
99 - 825 Merry Creek Road
Castlegar, B.C. V1N 2P1 Phone 250 365 1802

February, 2013

To whomever it may concern

The 55 Plus BC Seniors Games promote the active participation in fitness and wellness in sport, recreation and education for B.C. Seniors. This annual four-day celebration attracts about 3500 adults participating in up to 30 sport events. All participants qualifying for the different events, are 55 years or older, representing 13 regions in the province.

Zone 6, West Kootenay-Boundary, holds monthly organizational meetings and participants are busy with their preparation for their events in the 2013 BC Seniors Games throughout the year. The 2013 Games will be located in Kamloops from Aug. 20th to 24th.

Our goal is to provide for as many participants as possible, an opportunity to develop a healthy active lifestyle and participate in their event of choice. Our Region covers from Rock Creek to Riondel to Nakusp and south to the US border. We are trying to encourage an increase in the number of participants in the games for 2013. The West Kootenay-Boundary seniors ask for your support to help the participants and the volunteer administration prepare for and attend these Games. Seniors in this Zone promote the games locally through the media, posters and brochures. We are anxiously looking forward to doing well again in Kamloops.

I thank you for your support in the past and hope we can count on your support and generosity this year. We thank you for your consideration of this request.

Sincerely



Kathy Gregory
Corresponding Secretary, Zone 6

FILE CODE

WEB
BC Seniors Games
B1 - Society - Aug. 20-24
Kamloops

Organizing the Seniors Games



***West Fernie receives Government of Canada funding to improve
local services
Investment will also help protect the environment***

February 1, 2013

West Fernie, British Columbia – The West Fernie Servicing Project will benefit from \$5.4 million in funding from the Government of Canada through the Gas Tax Fund. This investment will support the first phase of the community's efforts to upgrade its water and sewer infrastructure.

"Infrastructure investments are an important driver of economic growth and job creation, and I am pleased that this project will help protect the environment and the health of East Kootenay residents," said David Wilks, Member of Parliament for Kootenay—Columbia. "Our government is proud to invest in these service improvements that will help support the growing needs of West Fernie for years to come."

This project involves upgrading a deteriorating water distribution system, constructing a community sewer system, and providing storm sewer service in low lying areas. The long-term goal of the project is to develop sufficient infrastructure for West Fernie to become part of the City of Fernie. This Phase 1 funding will begin that work.

"We would like to thank the federal and provincial governments for investing in this project. Bringing sewer and improved water service to this community is so important and would not be possible without this generous support," said Regional District of East Kootenay (RDEK) Board Chair Rob Gay.

An additional \$400,000 in funding for this project will be provided through the community and the Electoral Area A's portion of the Elk Valley Mine Tax Sharing Agreement.

"This is huge for West Fernie. We have been working with the community for several years to bring this forward and it would not have been possible without all levels of government working together including Kootenay—Columbia MP David Wilks, the City of Fernie, and in particular, Kootenay East MLA Bill Bennett whose persistence and hard work has moved these applications forward within BC," adds Electoral Area A Director Mike Sosnowski. "This announcement brings together a total of \$7.5 million in benefits for West Fernie in the last 5 years. It will make needed infrastructure upgrades cost-effective for West Fernie and will be a critical consideration in the upcoming community approval process."

"It is personally gratifying to receive such a large amount for West Fernie," said MLA Bennett. "Mike Sosnowski and I have worked on this together for so many years. This is a wonderful start to meeting the critical needs of the residents of West Fernie."

"Smaller communities in BC need support from all levels of government to ensure that water and wastewater systems meet federal and provincial standards," said UBCM President Mary Sjostrom. "The Gas Tax Fund is helping smaller communities make big improvements to their core services."

Since 2006, the Government of Canada has made unprecedented investments in infrastructure. Through the Gas Tax Fund alone, municipalities across the country have received over \$10 billion in transfers for local priority initiatives. Making this fund permanent at \$2 billion annually was part of Canada's Economic Action Plan – a plan to help create good jobs, economic growth and long-term prosperity. Between 2007 and 2014, British Columbia will receive more than \$1.48 billion from the Gas Tax Fund to improve local infrastructure. The Union of British Columbia Municipalities (UBCM) administers the Gas Tax Fund in the province, in collaboration with Canada and British Columbia.

For additional information about federal investments in infrastructure and to stay up-to-date with Web feeds, visit www.infrastructure.gc.ca.

To find out what the Government of Canada is doing to promote jobs, growth and prosperity, visit www.actionplan.gc.ca.

-30-

For more information:

Genevieve Sicard
Press Secretary
Office of the Minister of Transport, Infrastructure and Communities
613-991-0700

Loree Duczek
Communications Manager
Regional District of East Kootenay
250-489-2791

Jeff Rud
Communications Director
Ministry of Community, Sport and Cultural Development
250-953-3677

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Relationships and Communications Advisor
UBCM
250-356-2938

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613-960-9251
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January 2013

1. LOCAL GOVERNMENT TOOLS AND RECOMMENDATIONS FOR SUCCESSFUL RURAL SUSTAINABILITY PLANNING

The Fraser Basin Council's Smart Planning for Communities program has completed a research project investigating the application of integrated community sustainability planning (ICSP) by regional districts and small municipalities for rural areas of British Columbia. The research identifies:

- What makes a successful sustainability process for a rural area in BC;
- What actions are suitable for a rural sustainability strategy; and
- The rural areas' relationship with urban and provincial sustainability goals.

The study, funded by the Pacific Institute for Climate Solutions (PICS), finds that communities in rural areas of the province consider *protecting drinking water supplies* (80%) and *pursuing economic diversification* (60%) as the most important aspects of a successful sustainability strategy. Over one hundred local government elected officials and staff, along with academics and consultants, participated in surveys and focus group sessions as part of this research.

To download the full report with the research results and a summary of tools and recommendations for successful ICSP process for rural BC [click here](#).

For more information about the research paper contact Joan Chess at jchess@fraserbasin.bc.ca

DRINKING WATER WEEK 2013 COMMUNITY GRANTS PROGRAM

BC Water & Waste Association is now accepting applications for the Drinking Water Week 2013 Small Community Grants program. The form will also be made available to download from the Drinking Water Week website (www.drinkingwaterweek.org).

View the [information package](#) and [grant application form](#).

Grants of \$500, \$1000, or \$1500 will be provided for communities/organizations to host educational events or activities during Drinking Water Week, May 20 – 26, 2013. Examples of activities can be found in the attached overview document – however, your creative ideas are welcome!

Applications should be sent to Alana Tees at atees@bcwwa.org or by fax to 604-433-9859. The deadline for grant applications is January 31, 2013. Applicants will be formally notified if they have received grant funding for Drinking Water Week by February 15, 2013.

If you have any questions regarding the grant program, please contact Alana Tees at the above email address, or by phone at 604-630-5348.

Family Child Care and Early Childhood Education Bursary

The BC Family Child Care Association is proud to be administering bursary funds to assist qualifying family child care providers and early childhood educators taking quality training. The following course/or programs are eligible under this bursary:

- [One Year Family Child Care Certificate Program](#)
- [Good Beginnings: Professional Development for Family Child Care Providers](#)

2. TD Friends of the Environment – deadline January 15 - TD FEF program priorities are environmental education, urban greening and enhancing biodiversity and energy conservation. New grant guidelines are available [here](#). Applications are reviewed four times per year.
3. Vancouver Foundation –Deadline - January 25 - Letters of intent for environment and youth grants are required before the March 15 grant deadline. [Further information.](#)
4. Fraser Basin Council Remote Community Implementation Program - The Remote Community Implementation (RCI) Program provides seed capital funding to support clean energy projects in remote communities. The program is intended to support the implementation of projects that reduce greenhouse gas emissions, reduce dependence on fossil fuel resources, reduce energy costs and help meet a remote community's economic, social and physical sustainability goals. The Letter of Intent deadline is January 21, 2013. Applications are due March 15, 2013. For more information, visit http://www.fraserbasin.bc.ca/programs/caee_rci.html
5. New Relationship Trust K-12 Education Grants - Funding for Kindergarten to Grade 12 projects that are delivered by First Nations in BC at the community level. These grants are for 3 categories: English and literacy; math; and science. Examples of funded projects includes: reading workshops with parent involvement; purchasing educational games or supplies; and educational field trips <http://www.newrelationshiptrust.ca/funding/for-first-nations/k-12-education-grants>
6. BC Multiculturalism Grants - Grants of up to \$5,000 are available for organizations to promote multiculturalism in British Columbia. Funding is available under two streams: Cultural Expression: Projects will be supported which raise awareness about British Columbia's rich multicultural identity through cultural

events and/or resource tools. This could include festivals, community forums or cultural celebrations and materials that support positive expressions of culture and traditions in a community; and Capacity Building: Projects will be supported which strengthen the capacity of cultural organizations to participate in civil society and enhance the multicultural identity of the province through operational supports such as resource tools and materials. Applications are being accepted from November 1, 2012 - February 15, 2013. For more information, visit

<http://www.pssg.gov.bc.ca/gaming/grants/multiculturalism.htm#two>

7. Inter-Action Multicultural Events Funding - The federal government's Inter-Action program provides funding to community based events that foster intercultural/interfaith understanding, civic memory and pride, and respect for core democratic values. The primary intention is to create concrete opportunities for interaction among cultural and faith communities. Events should be intended for and open to all Canadians. Grants of up to \$15,000 per event are available. Applications are accepted year-round. For more information, visit <http://www.cic.gc.ca/english/multiculturalism/funding/events.asp>
8. MAJESTA Trees of Knowledge Competition is back for a third year to help Canadian schools win a \$20,000 outdoor classroom. For more information, including full eligibility requirements, click [here](#).
9. Mountain Equipment Co-op - [MEC](#) helps keep space for adventure by conserving ecologically and recreationally important places and by inspiring and enabling Canadians to be active outside. MEC's commitment to conserving ecologically and recreationally important places is reflected in the granting themes of: land acquisition, capacity building, advocacy and awareness, and access and activity. The upcoming deadline for Fall 2012 cycle is October 28, 2012 (midnight, Pacific Time). The application deadline for the Spring Cycle is March 10, 2013.
10. Habitat Conservation Trust Foundation- Enhancement Projects - November 2 For projects that focus on freshwater wild fish, native wildlife species and their habitats; have the potential to achieve a significant conservation outcome; and maintain or enhance opportunities for fishing, hunting, trapping, wildlife viewing and associated outdoor recreational activities. [On line application](#).
11. Multi-culturalism grants - To promote the participation and engagement of all cultures across the province, the Province of British Columbia will support communities in honouring the diverse cultures that shape British Columbia [Multiculturalism Grants](#) Application Period #2, Cultural Expression Sector, Capacity Building Sector, Apply from Nov 1,2013 - Feb 15,2013

Ongoing

1. Gaming Grants - The Province of BC has reinstated the BC Community Gaming Grants and Environmental groups with charitable status are eligible to apply. [Link to funding information](#).
2. Statistics Canada - communicate your data needs and content suggestions for the 2016 Census Program in data relating to Aboriginal people, your input is very important to us. Visit <http://www12.statcan.gc.ca/census-recensement/2016/consultation/contentGuide-GuideContenu/index-eng.cfm> to

- participate now or see the attachment for more details. Please note that you only have until November 16, 2012 to submit your suggestions.
3. The Farmers' Market Nutrition Coupon Program (FMNCP) Would your farmers' market like to be contacted when we are accepting applications for the 2013 season? The FMNCP increases access to fresh BC-produced farm products for low-income pregnant women, low-income families with children and low-income seniors. It complements existing cooking and skill building programs and expands the awareness, use of and sales at farmers' markets. Please complete this [online application form](#)
 4. SportChek – The Power of Sport for Kids – The Power of Sport for Kids program is a not-for-profit organization that provides children who don't have access to sporting equipment the opportunity to play and enjoy sports and activities <http://www.sportchek.ca> (ongoing)
 5. Athletics for Kids - To work diligently and thoughtfully in providing financially disadvantaged youth in the community with greater access to organized sport in conjunction with their academic endeavours. [Athletics for Kids application](#)
 6. Minor Capital Funding for Child Care Facilities - Funds are now available for licensed Group Child Care, Preschool or Group Child Care School Age child care facilities. Each facility may receive up to \$2,000 for the following expenses: • Emergency upgrades or repairs to existing facilities; Emergency replacement of furnishings and equipment necessary to comply with the Ministry of Health Child Care Licensing Regulation; or • Relocation costs when a child care facility is moving to another location. For more information visit the [Child Care Capital Funding Program website](#)
 7. Final notification: Mar 31 Rural BC Green Energy – The purpose of this project is to increase rural knowledge of green energy opportunities and to develop new tools that will facilitate increased rural benefits from green energy development in the MPB epidemic zone of BC. <http://www.ruralbcgreenenergy.com/>
 8. Hosting BC - Hosting BC provides funding for international, national, provincial or regional level sport events. Organizers can apply for funding to for event operational expenses. Events must be sanctioned by the relevant National or Provincial Sport Organization and support the development of athletes. For details on the more information visit www.hostingbc.ca/resources
 9. Recreation program support– The BC Recreation and Parks Association and the BC Healthy Living Alliance administer a number of community grants and/or provides resource material for physical activity programs – such as Participaction's SOGO (youth activity program), Everybody Gets to Play. Please visit www.bcrpa.bc.ca
 10. Community Program Support - BC Sport Agency has a number of programs that support community sport participation such as the Sport Participation Program, Local Sport Development Fund, and Aboriginal sport grants. For more information visit www.BCSportAgency.com
 11. KidSport™(a Sport BC program) provides assistance (\$150 to \$400 in grants) to families of children in need to help kids participate in local activities they otherwise could not afford to participate in. For information about how to apply, see the KidSport™ section of the Sport BC website <http://www.kidsportcanada.ca>. If your

- community does not have a local chapter, applications would go to the KidSport BC office (can be contacted through the website link noted).
12. Community Economic Development Tools Website - The Community Economic Development (CED) Choice Matrix (CM) website is designed to assist local and regional community practitioners and stakeholders find CED tools that are right for them and their projects. Thousands of CED tools can be found on the internet with no information on when to use them or what type of project to use them in. The CM website provides practitioners with multiple navigation and searching options. Check them out at www.choicematrix.ca
 13. The First Nations and Urban Aboriginal Early Childhood Development Steering Committee is pleased to announce the release of its 2012-2013 Call for Applications for Community Early Childhood Development Projects/Programs servicing BC First Nations, Urban Aboriginal and Métis children, zero to six years of age. The First Nations and Urban Aboriginal Early Childhood Development Reinvestment Initiative has made a crucial difference to the First Nations, Urban Aboriginal and Métis communities, organizations and children that it serves. Through this Steering Committee, First Nations and Urban Aboriginal ECD networks are now working together for the benefit of our children. Since its inception in 2010, the Reinvestment Initiative has funded over 850 early childhood development projects and programs across the province. Past funding priority areas have included Capital Enhancements, Service Planning and Capacity Building, General Program Enhancements and Language and Culture.
<http://fnuaecdsc.ca>
 14. MCFD Minor Capital Funding Program is BACK! The Minor Capital Funding Program from the Ministry of Children and Family Development has been renewed for 2012-2013! Funds are now available for licensed Group Child Care, Preschool or Group Child Care School Age child care facilities. Each facility may receive up to \$2,000 for the following expenses: Emergency upgrades or repairs to existing facilities; Emergency replacement of furnishings and equipment necessary to comply with the Ministry of Health Child Care Licensing Regulation; or Relocation costs when a child care facility is moving to another location More information: <http://www.mcf.gov.bc.ca/childcare/capital.htm>
 15. BC Ideas -How often do you think of ways to improve our province? How often do you hear about organizations and people doing exciting work to strengthen British Columbia? These are some of the questions behind a growing partnership of BC organizations committed to finding, supporting, convening and celebrating BC's best social innovations. The movement is called [BC Ideas](#), and it's launching with a collaborative online competition, BC Ideas: Solutions for Stronger Communities. The competition will invest \$100,000 in solutions that address health, social and environmental issues affecting BC communities [Funding opportunities](#). Join the partnership! Contact Nicole Mezzarobba at: nmezzarobba@liftpartners.ca.
 16. Rossland's Sustainability Planning on the Ground – From Planning to Reality! Integrated Community Sustainability Planning Process (ICSP) processes can have a powerful effect on land use planning. This case study highlights how Rossland, BC, a mountain Resort Municipality, is putting their sustainability plan into action through land use policies. This case study describes the journey to becoming a

- more sustainable Rossland and can provide lessons that are relevant to other communities including a list of policy changes.
http://smartplanningbc.ca/Sustainability_Planning_in_Rossland.html or e-mail mlebourdais@fraserbasin.bc.ca
17. Web development matching grants available -Pixel Sweatshop, a web development company, has announced the 2012 call for applications for their Grant for Change. They will match your charitable organization dollar-for-dollar, up to a maximum of \$10,000, in in-kind support to help increase your reach through web, social and print media. There is no formal deadline for applications as grants are awarded on a first-come, first-serve basis. For more information, including full eligibility requirements, visit www.pixelsweatshop.com
 18. Do you know how big your market is? Need the latest trends? Not sure what blogs to read? The Startup Library is a curated collection of resources that help entrepreneurs answer common market-research questions and understand the startup ecosystem. Built by the research experts at MaRS Market Intelligence, they have selected the "best of the best" in various categories - all designed to help you spend less time surfing and more time doing. The collection features links to public domain resources from the government, private, and non-profit sectors. To enter the library, [click here](#). [For more information on the BC Centre for Social Enterprise, click here](#). Stacey Corriveau BC Centre for Social Enterprise email: stacey@centreforsocialenterprise.com
 19. The Canadian Women's Health Network is looking to mail out free bulk copies (20, 50, 150, or more) of a number of our reliable health information publications in French and English that would be ideal for classrooms, community centres, staff rooms and public spaces. We'll also gladly cover all the costs of shipment, so there will be no expense to you. Please contact outreach@cwhn.ca to order your copies today! Not Just Victims: Women in Emergencies and Disasters (WHCR, 2009) Evidence for Caution: What women need to know about statins (WHP, 2009) The HPV Vaccine: Information for Parents (and others considering it) (WHP, 2009) Women and Wait Times - Why are wait times women's issues, and what are the issue for women? (WHCR, 2008) Just the Facts Ma'am... A women's guide for understanding Evidence about Health & Health Care (Women and Health Care Reform, 2005)...and many more!
 20. Canada Safeway Foundation - The Canada Safeway Foundation supports initiatives that feed, protect and nurture children and families. For more information and details on the application process, visit [their website](#). Click on Community at the bottom of the page and then look on the left of the next page for information on the Foundation.
 21. Rural BC Secretariat Searchable List of Programs for rural communities - <http://www.ruralbc.gov.bc.ca/granttool.html>
 22. Inter-Action Events Funding aims to build an integrated, socially cohesive society by building bridges to promote intercultural understanding, or by fostering citizenship, civic memory, civic pride, and respect for core democratic values grounded in our history. Applications accepted year round. Funding provided by the Citizen and Immigration Canada Maximum amount of funding per event is \$15,000.00. Details:

- <http://www.cic.gc.ca/english/multiculturalism/funding/events.asp> . Contact: Deepa Murthy, Manager, Multiculturalism and Community Outreach, at deepa.murthy@cic.gc.ca.
23. Social Enterprise Workshops - Registration is now open for our spring [Building Your Social Enterprise Workshops](#) taking place in the following communities: Vancouver, Kimberley, Squamish, Kelowna, Kamloops, Valemount, Surrey, Dawson Creek, Qualicum Beach, Victoria, Prince Rupert, Smithers, and Nakusp. Here is the link: [the enp website](#) for the details and dates of workshops in each community.
 24. The Hiring Credit for Small Business (HCBS) is a one-time credit designed to stimulate new employment and support small business. This credit was created in the 2011 federal budget. The federal government has announced that small charities and non-profits are eligible for the HCBS. For more information about the HCBS, please visit the [CRA HCBS webpage](#).
 25. Community Education Videos/Tools - The Community Development Institute at UNBC is pleased to extend its information sharing and knowledge mobilization tools. As you know, sharing information and supporting educational outreach are two of the cornerstones of our work. In this new section of educational videos and companion tools we bring these tasks together. For more information visit: [UNBC Community Education](#)
 26. Inter-Action - Canada's new Multiculturalism Grants and Contributions Program, is administered by Citizenship and Immigration Canada (CIC). The Program supports CIC's mandate, as well as the Canadian Multiculturalism Act, by assisting in the socio-economic integration of individuals and communities and helping them to contribute to building an integrated and socially cohesive society. The Inter-Action Events stream provides funding, normally in the form of grants, to community-based events that foster intercultural or interfaith understanding, civic memory and pride or respect for core democratic values. The primary intention is to create concrete opportunities for interaction among cultural and faith communities.
<http://www.cic.gc.ca/english/multiculturalism/funding/events.asp>
 27. If your non-profit has attended an enp workshop and is thinking about undertaking a business planning project such as idea exploration, a feasibility study, marketing plan, or business plan, you may apply for one of enp's matching grants worth up to \$10,000. Don't forget we now have [funds specifically for youth focussed projects](#)! View our [grant requirements and application form](#) on our website. Or contact Kim if you have any questions about your eligibility or your application: 604-871-5421 or kim@enterprisingnonprofits.ca. The enp program accepts grant applications two times per year, in spring and fall.
 28. Federal Government Services and Programs for Entrepreneurs – A full range of programs, services, and information on starting a business, grants, exporting, etc.
<http://www.canadabusiness.ca/eng/>
Canada Cultural Spaces Fund - The objectives of the Canada Cultural Spaces Fund (CCSF) are to contribute to improved physical conditions for arts and heritage related creation, presentation, preservation and exhibition, and to increased and improved access for Canadians to performing arts, visual arts, media arts and to museum collections and heritage displays through the

- construction and/or renovation of arts and heritage facilities
<http://pch.gc.ca/eng/1267728945673/1269445868906> Applications are accepted at any time throughout the year.
29. The Small Change Fund - Small Change Fund is a crowd-funding platform which aims to help your project get access to individual donors across Canada. They believe in the power of people coming together to do good, and that their small change can, and will, make a big difference to you. They currently accept proposals from registered grassroots charities or registered Aboriginal bands in Canada. If you would like to discuss submitting a project but feel that you don't meet this criteria, please contact info@smallchangefund.org. Small Change Funds is accepting proposals for projects which impact our environment and projects with a focus on First Nations, Inuit, and Metis peoples. Find out [more](#)
 30. SOGO Active Challenge - Sogo Active is a national initiative, presented by Coca-Cola Canada in collaboration with ParticipACTION, to support and encourage physical activity in Canadians aged 13-19. Sogo Active will give young people across Canada new reasons and new opportunities to get active. Sogo will ask young people to get moving by taking the Sogo Active Challenge, attending Sogo Active Events, and working together to overcome the physical inactivity crisis. Access grants to support youth group activities and events, up to \$500. Find out [more](#)
 31. Introduction to Non-Profit Management available at numerous rural locations - <http://www.ufv.ca/bccnpd/Education.htm>
 32. Agriculture and Agri-Food Canada (AAFC) is one of several federal departments participating in the Career Focus Program. The program will help create some 80 agricultural internships for graduates across the country; internships may last up to 12 months. The minimum duration is four months, but internships must last long enough to provide meaningful experience to the employee [For more information](#).
 33. The Redfish School of Change is a non-profit program designed for people who want to lead the way in creating ecological sustainability and social equity in their communities. As a participant in this intensive five-week field school, you travel from the mountains of the Slocan Valley to the marine coast of southern British Columbia <http://www.schoolofchange.ca/>
 34. ecoENERGY - The Canadian government has a rebate of \$1,250 under its [ecoENERGY Retrofit - Homes Program](#) for installing a solar hot water system on an existing home. LiveSmart BC (<http://www.livesmartbc.ca/incentives/efficiency-home/index.html>) has an additional rebate of \$500 for solar hot water on a home in BC.
 35. The BC Provincial Nominee Program (BC PNP) provides accelerated permanent resident status to entrepreneurs and qualified workers based on labour market and economic development priorities. Among the changes, a new online investment matching service will link potential business immigrants to business opportunities in regions, with a focus on small business succession, an area of concern identified by the small business sector. In some cases, small business owners in smaller rural communities are facing challenges in finding people to buy their companies when they are ready to retire. The service is scheduled to launch in November. www.welcomebc.ca/pnp Gordon Keast Senior Public Affairs Officer,

Ministry of Jobs, Tourism and Innovation, 250 356-7104

36. Chronic Diseases and Injuries in Canada: [Patterns of Health Services Utilization in Rural Canada](#) Canadians value ease of access to their health services. Although many studies have focused on accessibility to health services in Canada, few have examined rural-urban differences in this aspect, particularly from a national perspective.
37. Koodo launches Canada's first online microvolunteering community.
Koodonation.com is a non-profit, grassroots community that allows consumers and Canadian charities to work together through online microvolunteering.
Microvolunteering gives web savvy Canadians the opportunity to make a contribution to Canadian nonprofit and charity organizations, right from their computer, in 15 minutes or less. For more information visit: www.koodonation.com
38. Data base of over 500 federal and provincial innovation funding programs - <http://www.gfundsonline.com/>

Brandon Hughes

On behalf of BC Rural Network

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TASK LIST FOR MEETINGS SCHEDULED FOR FEBRUARY 4TH , 2013

ISSUE	ASSIGNED	COMPLETED
REGULAR MEETING OF COUNCIL		
Recommendations From Staff for Decisions:		
<p>a) Fire Chief's Report – Regional District of Kootenay Boundary Emergency Management Agreement RESOLVED THAT COUNCIL RECEIVES THE STAFF REPORT AND APPROVES THE EMERGENCY MANAGEMENT AGREEMENT BETWEEN THE CITY OF GRAND FORKS AND THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY IN PROVIDING RESPONSE AND RECOVERY FROM EMERGENCIES AND DISASTERS</p>	Agreement signed by the Mayor and CAO	Done
Requests Arising from Correspondence:		
<p>Councillor Krog spoke with regard to the terms that Senior Governments have regarding how funds are granted to municipalities. He further advised that Council is considering submitting resolutions to the AKBLG for consideration at their annual AGM in April, 2013.</p>	Council's consideration to submit resolution(s)	In Progress – Deadline is February 18th
Summary of Information Items:		
<p>a) Email from Lifeforce - Organization recognizing communities for not slaughtering deer and advising that they have removed the petitions and advised the signors. Receive for information and refer a copy of the email to the Deer Committee.</p>	Diane/Sarah	Done
<p>b) West Kootenay Labour Council opposing CETA - Correspondence regarding the position of the WKLC and proposed resolution that they are asking Councils to support. Recommend to receive for information/discussion. Councillor Wyers advised that she was putting forward the following motion in support of the City of Nelson's Initiatives.</p> <p>RESOLVED THAT THE CITY OF GRAND FORKS SUPPORT WEST KOOTENAY LABOUR COUNCIL'S OPPOSITION TO CETA AND ENDORSE THE CITY OF NELSON'S MOTION ON CANADA-EU TRADE AGREEMENT THAT LISTS THE STRATEGIC IMPACT OF EU REQUIRING FULL ACCESS TO CANADIAN MUNICIPAL PROCUREMENT THAT WOULD INCREASE MUNICIPAL ADMINISTRATIVE COSTS FOR ADDITIONAL REPORTING & CONTRACT MANAGEMENT; EXPLICITLY INCLUDES ACCESS TO WATER RIGHTS AND SERVICES; DIMINISHES THE CAPACITY OF LOCAL GOVERNMENT TO HIRE OR BUY LOCALLY THUS IMPACTING LOCAL ECONOMIC DEVELOPMENT; LIMIT THE POWERS OF LOCAL GOVERNMENT TO ACT IN THE BEST INTEREST OF ITS RESIDENTS.</p> <p>AND WHEREAS THE FEDERATION OF CANADIAN MUNICIPALITIES HAS SECURED FEDERAL GOVERNMENT SUPPORT FOR SEVEN FAIR TRADE PRINCIPLES; THEREFORE,</p> <p>BE IT RESOLVED THAT THE CITY OF GRAND FORKS SEEKS THE SAME FIVE POINTS PRESENTED BY THE CITY OF NELSON FOR EXEMPTION, PROTECTION OF AUTONOMOUS POWERS REQUIRING CHANGE IN THE TERMS OF THE DRAFT CETA AND DISTRIBUTION OF THE RESOLUTION TO LEVELS OF GOVERNMENT LISTED:</p> <ol style="list-style-type: none"> 1) CITY COUNCIL ASK THE PROVINCE OF BRITISH COLUMBIA FOR A CLEAR, PERMANENT EXEMPTION FOR THE CITY OF GRAND FORKS FROM THE CANADA-EUROPEAN UNION (EU) COMPREHENSIVE ECONOMIC AND TRADE AGREEMENT (CETA); AND 2) CITY COUNCIL ASK THE FEDERAL GOVERNMENT TO PROTECT THE AUTONOMOUS POWERS OF THE CITY OF GRAND FORKS -TO CREATE LOCAL JOBS, PROTECT THE ENVIRONMENT, AND PROVIDE SERVICES AND PROGRAMS AS IT SEES FIT - FROM ANY RESTRICTIONS TO THOSE POWERS IN THE CETA; AND 3) CITY COUNCIL ASK THE FEDERAL GOVERNMENT TO FURTHER EXEMPT FROM THE CETA ANY MUNICIPALITY THAT SO REQUESTS; AND 4) CITY COUNCIL ENCOURAGE AND SUPPORT THE FEDERATION OF CANADIAN MUNICIPALITIES IN ITS WORK WITH THE FEDERAL GOVERNMENT TO CHANGE THE TERMS OF THE DRAFT CETA TO PROTECT THE AUTONOMY OF MUNICIPAL GOVERNMENTS; AND 	Diane/Sarah	In Progress

5) A COPY OF THIS RESOLUTION BE FORWARDED TO THE RIGHT HONOURABLE STEPHEN HARPER, PRIME MINISTER OF CANADA; THE HONOURABLE CHRISTY CLARK, PREMIER OF BRITISH COLUMBIA; THE HONOURABLE ED FAST, CANADIAN MINISTER OF INTERNATIONAL TRADE; THE HONOURABLE PAT BELL, BC MINISTER OF JOBS, TOURISM, AND INNOVATION; LOCAL MPS AND MLAS, UNION OF BC MUNICIPALITIES AND FEDERATION OF CANADIAN MUNICIPALITIES, REQUESTING THEIR CONSIDERATION AND SUPPORT.		
Bylaws:		
Bylaw No. 1946 – “City of Grand Forks Council Procedure Bylaw No. 1946, 2013” – First three readings adopted	Diane	Final Reading to Feb 18 th Regular Meeting Agenda
Late Items:		
QUESTIONS FROM THE PUBLIC & THE MEDIA:		
Roy Ronaghan - He advised that he has noted that there are different formats of minutes which are used from Committee Meetings and Council Meetings. He was advised that Staff is moving forward on standardizing the meetings by using the similar templates for both Committee and Council meetings.	Diane/Sarah	In Progress

THE CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION

DATE : February 6, 2013
TOPIC : Bylaw 1946 – City of Grand Forks Council Procedure Bylaw
PROPOSAL : Final Reading
PROPOSED BY : City Staff

SUMMARY:

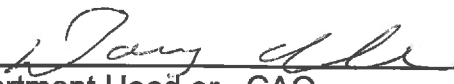
At the Regular Meeting of Council on February 4th, 2013, Council gave three readings to Bylaw No. 1946, City of Grand Forks Council Procedure Bylaw No. 1946, 2013. This bylaw provides for the procedures to be followed by Council and Council Committees in conducting their business. In accordance with the Community Charter, Council must not consider adoption of the bylaw unless it has advertised notice to the public of the intention to adopt a new or amendment to the Procedure Bylaw. The required advertising has taken place on February 6th and 13st, 2013 issues of the Grand Forks Gazette. The bylaw is now presented for final reading.

STAFF RECOMMENDATIONS:

Council proceeds with final adoption of Bylaw No. 1946.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

The authority to adopt this bylaw is contained in the Community Charter.



Department Head or CAO



Reviewed by Chief Administrative Officer

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THE CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION

DATE : January 30, 2013

TOPIC : Bylaw 1946 – City of Grand Forks Council Procedure Bylaw No. 1946, 2013

PROPOSAL : First, Second and Third Reading

PROPOSED BY : City Staff

SUMMARY: At the last Regular Meeting, on January 28th, 2013, Council was presented with a new procedure bylaw which outlined the request for the change in structure of current Council Meetings to commence at the March 4th Meeting. (A copy of the January 18th, 2013 Report is attached for Council's reference and for the timeline requirements). At the same meeting, Council adopted a resolution to direct staff to proceed with proposed bylaw and further to determine that the time to hold the "Committee of the Whole Meetings" would be 9:00 am on the day of the Regular Meeting. Council additionally determined that the time of the Regular Meeting would remain at 7:00 PM.

Prior to any amendment to the procedure bylaw, Council, in accordance with Section 124 of the Community Charter must not consider *adoption* of the bylaw unless it has advertised notice to the public of the intention to adopt a new or amendment to the Procedure Bylaw. This required advertising will take place, with statutory notices being placed in the February 6th and February 13th issues of the Gazette.

To this end, Bylaw No. 1946, City of Grand Forks Council Procedure Bylaw No. 1946, 2013, is being presented to Council for the first three readings.

STAFF RECOMMENDATION: Council gives first, second and third reading to Bylaw 1946.

OPTIONS AND ALTERNATIVES:

Option 1. Give first, second and third reading to Bylaw 1946 the new City of Grand Forks Council Procedure Bylaw.

Option 2. Maintain the status quo and not amend the City of Grand Forks Council Procedure Bylaw.

BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS: The proposed new procedure bylaw includes all the changes required to modify the meeting structure as requested by

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Council, and in addition, to meet future requirements which may pertain to proposed legislative changes to the Local Government Election dates. Additionally, by holding a Committee of the Whole Meeting during the day will allow for more opportunities for Delegations in the daylight hours and may encourage additional engagement from members of public who may not wish to attend meetings during the evening hours.

Failing to adopt the new Procedures Bylaw will result in this Council continuing on with the current Procedure Bylaw 1889.

COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

There is no direct financial impact to adopting a new Procedure Bylaw. There will be a minimal cost to required legislative advertising. At present, Council receives dinner supplied by the City – the cost of dinner would be transferred to a lunch instead. The intent of the Committee of the Whole (COTW) format is to provide coffee to member of the Gallery and well as for delegations making presentations – there will be a nominal cost of provisions for coffee supplies.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

The Community Charter provides the authority for Council to adopt a Procedure Bylaw. In accordance with this Section of the Community Charter the required advertising of Council's intent to adopt a new Procedures Bylaw will be completed with these statutory advertisements appearing in the February 6th and 13th issues of the Gazette.



Department Head or CAO



Reviewed by Chief Administrative Officer

THE CITY OF GRAND FORKS REQUEST FOR COUNCIL DISCUSSION

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DATE : January 18th, 2013
TOPIC : New Procedure Bylaw
PROPOSAL : Discussion and Direction to Staff on New Procedure Bylaw
PROPOSED BY : City Staff

SUMMARY:

The Mayor advised in his verbal report at the Regular Meeting on January 14th, 2013, that Council is considering changing the format of their current meeting structure. Rather than use the current Primary Committee Meeting structure, Council is considering a proposed "Committee of the Whole" (referred to as a COTW) meeting which could occur during the morning working hours of the same day as the regularly scheduled meetings. The Committee of the Whole meeting is intended to be a less formal forum for discussing concerns. Staff will attend to speak on their reports, and to answer any questions that Council may have on any matter. Public attendance and participation is encouraged, and these meetings will be the main forum for public delegations to appear and participate during daylight hours rather than late into an evening. A Committee of the Whole does not have the authority to initiate an action (limited to providing direction to the CAO). Instead, it reviews and gathers information on behalf of Council, relative to a particular topic. Once the Committee of the Whole has received the information it requires, a recommendation may be referred to Council for consideration. All Committee of the Whole and other Committee recommendations are forwarded to Council at its Regular Council meetings at which time, Council decides whether or not it will adopt the recommendations.

In order for Council to consider facilitating this new format, the City is legislatively required to change its procedure bylaw to reflect those changes. A proposed Council Procedure Bylaw No. 1946, 2013 is presented for Council's consideration. The report intends that Council review the Bylaw and advise Staff of any amendments that they would like to see, or ask questions with regard to the information. The areas of the proposed bylaw that indicate a change from the existing Procedures Bylaw No. 1889, are highlighted for convenience. A copy of the 2013 Regular Council meeting schedule is attached to this report as well as a copy of the existing Procedure Bylaw No. 1889, 2009 for Council's reference.

Council is to note that there are a couple of blanks requesting times in the proposed Procedure Bylaw that will require a Council decision:

Regular Meeting Times

The beginning time of the Regular Meeting on page 3 of the proposed bylaw. Currently, Regular Meetings occur at 7:00 PM; however, Council may choose an earlier time to commence. If the COTW meetings are held in the mornings, the intent would be that Council would receive lunch at City Hall either preceding or following the Staff Briefing as opposed to an evening dinner. If there is an In-Camera Agenda, Council may choose to go In-Camera

during the day as opposed to the evening with a resolution at the COTW Meeting as outlined in the new Procedure Bylaw. The evening meeting could involve only the Regular Meeting, and Council may find it beneficial (as well as members of public who attend as a gallery), to hold the evening meetings at an earlier time. Some examples of what other communities do with regard to their Regular Meeting times: Cities of Castlegar and Rossland – 7:00pm; Cities of Trail and Penticton – 6:00 pm; City of Cranbrook and Town of Creston – 4:00 pm; Town of Osoyoos - 2:00 pm; Cities of Kamloops- 1:30 pm and Kelowna – 8:30 am & 1:30 pm. The City of Nelson has one Regular Meeting a month and one COTW Meeting a month – both at 7:00 PM but on separate dates.

Committee of the Whole (COTW) Meeting Times

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As part of the new proposed meeting process, the Committee of the Whole could occur during the morning of the same day as the Regular Meeting and on the date of the first regular meeting of the month. Council has the discretion to choose a suitable start time for the COTW Meeting. In comparison to other communities: Town of Osoyoos is 9:00 am; Qualicum Beach is 10:00 am; City of Trail is at 3:30 PM (called a General Government meeting); City of Rossland – between 4:00 pm and 5:30 pm (no definitive scheduled time) and the rest of the researched places – no COTW meeting. Page 7 of the proposed Bylaw Section 10. (2) will require a decision of Council with regard to the COTW start time.

Timeline for Adoption of New Format

The suggested change to the structure was for the first meeting on the 4th of March. If Council wishes to facilitate this format by this date, the following timeline would need to be followed:

- Council to advise of any additional changes to the proposed Bylaw at the January 28th, 2013 Regular Meeting, in addition to providing meeting times for the Regular and COTW meetings as outlined in the above discussion.
- The revised Procedure Bylaw will be presented to Council at the February 4th Regular Meeting for first, second and third readings.
- Advertising of Council's intent to adopt the statutory bylaw in two consecutive papers in the Grand Forks Gazette as required by legislation on February 6th and 13th, 2013
- Council's consideration of final adoption of Procedure Bylaw No. 1946 at the February 18th Regular Meeting
- Two consecutive advertisements in the paper, as required by legislation, to repost the amended times and dates of the 2013 meeting schedule on February 20th and 27th
- New meeting format commences on March 4th, 2013.

STAFF RECOMMENDATIONS:

Option 1: Council to instruct Staff to proceed to bring forward the proposed Procedure Bylaw No. 1946, 2013, as presented, and further that the time for commencing the scheduled Regular Council Meetings is _____, and the time for commencing the scheduled Committee of the Whole Meeting is _____.

Option 2: Council to instruct Staff to bring forward further amendments or additions to the proposed Procedure Bylaw 1946, 2013, as follows: _____, and further

that the time for commencing the scheduled Regular Council Meetings is _____, and the time for commencing the scheduled Committee of the Whole Meeting is _____.

Option 3: Council to receive the Staff Report and determines to maintain the existing Procedure Bylaw No. 1889, 2009.

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OPTIONS AND ALTERNATIVES:

Option 1: Amendments to new procedures bylaw: This resolution would allow staff to continue with the timeline of the new procedures bylaw as proposed.

Option 2: Additional amendments to the new procedures bylaw: This resolution would allow Council to make additional amendments to the newly proposed bylaw if they so choose. If extensive amendments are required, it may change the proposed timeline for implementation of the new structure.

Option 2: Council continues with the procedures bylaw 1889, 2009. This resolution would have the effect of remaining with the status quo, inasmuch as Council must have a procedures bylaw.

BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

Option 1: Proceeding with the new procedures bylaw, gives the new Council the opportunity to have their own stamp on meeting procedures, and to facilitate a new structure, which may prove beneficial to Council, Delegations, members of the public and Staff, in addition to an opportunity to optimize presentations and travel from out of town presenters. Council may see additional community participation with meetings occurring earlier in the day.

Option 2: Same as Option 1

Option 3: Declining to proceed with the new procedures bylaw is a lost opportunity to try a new meeting format.

COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

No impact in the change of the Procedures. There will be a minimal cost to required legislative advertising. At present, Council receives dinner supplied by the City – the cost of dinner would be transferred to a lunch instead. The intent of the COTW format is to provide coffee to members of Gallery and well as for delegations making presentations – there will be a nominal cost of provisions for coffee supplies.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

Section 124 of the Community Charter requires that Council have a bylaw outlining the procedures for which meetings will be conducted, and that prior to adoption of this bylaw, notice must be published in a newspaper in accordance with the Act. The ability to change meeting times is the prerogative of Council.



Department Head or CAO



Reviewed by Chief Administrative Officer



THE CORPORATION OF THE CITY OF GRAND FORKS

NOTICE OF COUNCIL'S INTENT TO ADOPT STATUTORY
BYLAW

PROCEDURE BYLAW NO. 1946

Please take notice that Council for the City of Grand Forks intends to adopt Bylaw No. 1946, a bylaw to outline the procedures for which Council will conduct their meetings. The bylaw is intended to provide for the following:

- the establishment of rules of procedure for council meetings, special meetings, and committee of the whole meetings
- provide for the advance public notice respecting the time, place and date of council committee meetings and establish procedure for giving notice
- identify places that are designating as public notice posting places

Bylaw No. 1946 has been presented to Council for the first three readings on February 4th, 2013, and is intended to be presented to Council for consideration of final adoption at the February 18th, 2013, in accordance with the Community Charter.

Notice given this 4th day of February, 2013
Diane Heinrich
Corporate Officer



City of Grand Forks

Council Procedure Bylaw No. 1946, 2013

CITY OF GRAND FORKS

A BYLAW TO GOVERN MEETINGS OF THE COUNCIL OF THE CITY OF GRAND FORKS BYLAW NO. 1946, 2013

WHEREAS under section 124 of the *Community Charter* Council must by bylaw establish the procedures to be followed by Council and Council Committees in conducting their business;

NOW, THEREFORE, the Council of the City of Grand Forks in open meeting assembled enacts as follows:

PART 1 – INTERPRETATION

1. Definitions

(1) In this Bylaw:

“Act” means the *Community Charter*, SBC 2003, Chapter 26, as amended.

“Committee” means a standing, select, or other committee of Council, but does not include COTW (Committee of the Whole)

“COTW” means Committee of the Whole

“Council” means the governing and executive body of the City of Grand Forks constituted as provided in the Act.

“Councillor” means a member of the Council.

“Councillor’s address” means the residential address or the mailing address if this is different, given to the Corporate Officer by each Councillor in the nomination documents they filed for the local government office they were elected to.

“inaugural meeting” means the meeting at which the members elected at the most recent general local election are sworn in.

“in-camera meeting” refers to a closed meeting in accordance with Section 90 of the *Community Charter*

“member” means the Mayor or a Councillor.

“municipality” means the City of Grand Forks.

“posting locations” means the notice board at the north entrance (Market Street entrance) of City Hall, and the regular Council meeting place.

“Special meeting” means a meeting of the Council other than a regular or inaugural meeting.

“Corporate Officer” means the person assigned by Council the responsibility of corporate administration pursuant to section 148 of the Act.

2. Incorporation Of Acts' Definitions

- (1) Any definition in the Act which is incorporated into this bylaw has the meaning given to it in the Act as of the date of adoption of this bylaw.

3. Interpretation of Bylaw

- (1) Reference in this bylaw to:
 - (a) a numbered "section" or "part" is a reference to the correspondingly numbered section or part of this bylaw;
 - (b) the plural is to be considered to be a reference also to the singular, unless the context otherwise requires; and
 - (c) unless the context otherwise dictates, a resolution or vote of the Council is a reference to a resolution or vote passed by the affirmative vote of a majority of the Councillors present and entitled to vote on the matter.

4. Citation

- (1) This bylaw may be cited for all purposes as **"City of Grand Forks Council Procedure Bylaw No. 1946, 2013"**.

PART 2 – INAUGURAL MEETING

5. Inaugural Meeting

- (1) The first regular Council meeting following a general local election must be held on the first Monday in December following the general local election provided that the election occurs the third Saturday in November. In the likelihood that the proposed legislation passes in the future, and the election is scheduled to occur the third week in October, the first regular Council meeting following the general local election may be held on the first Monday in November therein.

PART 3 - REGULAR MEETINGS

6. Time and Location of Regular Meetings

- (1) Commencing following the Inaugural Meeting of a new Council, regular meetings are scheduled by resolution of Council adopted at the first regular meeting in December, or as soon as practicable thereafter. In the likelihood that the proposed legislation passes in the future, and the election is scheduled to occur the third week in October, regular meetings would be scheduled by resolution of Council adopted at the first regular meeting in November, or as soon as practicable thereafter.

- (2) Regular meetings of Council are to begin at 7:00 PM or such other time as is fixed by resolution of the Council from time to time.
- (3) Regular meetings of Council are to take place within City Hall unless, by resolution, Council has chosen another location specified in the resolution.
- (4) Despite subsections 6 (1), (2) and (3), no regular meeting is to be held if the meeting has been cancelled by a resolution of Council passed at a previous meeting.
- (5) The Corporate Officer is hereby authorized to vary the start time of regular meetings scheduled to commence at 7:00 PM to reflect the amount of Council business, or to cancel them entirely if such meeting is not required.
- (6) The Corporate Officer is hereby authorized to cancel such other meetings as are considered unnecessary for the reason of lack of business and shall post notice of such cancellation in accordance with Section 6.1

6.1 Notice of Regular Council Meetings

- (1) At least 72 hours before a regular meeting of Council, the Corporate Officer must give public notice of the time, place and date of the meeting by way of a notice posted in the posting locations, being the bulletin board on the north entrance of City Hall, and the City of Grand Forks Website. The City of Grand Forks Website posting will include all background information.
- (2) At least 72 hours before a regular meeting of Council, the Corporate Officer must give further public notice of the meeting by leaving copies of the agenda, including all background information, at the reception counter at City Hall for the purpose of making them available to members of the public:
- (3) At least two (2) working days before a regular meeting of Council, the Corporate Officer must deliver a copy of the agenda and all background information to each member of Council electronically to each member of Council's City email box.
- (4) The Corporate Officer must:
 - (a) post in the posting locations, and
 - (b) publish in accordance with section 94 of the *Act* at least once a year a schedule of the date, time and place of regular Council meetings.

- (5) If the agenda for the meeting contains a proposal to close all or part of the meeting to the public, the notice must state the basis under the Act on which the portion of the meeting is to be closed, but the notice must not otherwise describe the matter in respect of which the meeting is to be closed.

6.2 Postponement for Statutory Holiday

- (1) If the Monday is a statutory holiday, the regular meeting which would otherwise be held on that Monday must be held at the usual time on the next day which is not a statutory holiday, a Saturday or a Sunday.

6.3 Quorum

- (1) A quorum of the Council is a majority of Councillors on the Council, including the Mayor, as per section 129 of the Act.

6.4 Postponement If No Quorum

- (1) If there is no quorum of Councillors at the location for regular meetings within 30 minutes after the usual time for a regular meeting, or a quorum is lost during a meeting:
 - (a) the Corporate Officer shall record in the Minute Book the names of the members present at the expiration of such thirty minutes;
 - (b) the members present must direct that the regular meeting be held or continued
 - (i) the same hour the following night, or
 - (ii) on the date of the next scheduled regular meeting.
 - (c) all business on the agenda for that regular meeting not dealt with at that regular meeting is incorporated in the agenda for the regular meeting held on the earlier of the dates referred to in sub clause (b) (i) or (ii).

6.5 Cancellation If No Quorum:

- (1) Notwithstanding section 6.4, if the Corporate Officer knows in advance that there will not be a quorum present at the location for a regularly scheduled meeting of Council she/he may cancel the regular meeting and they shall use reasonable efforts to give advance public notice of the cancellation of the regular meeting by posting notice of the cancellation in the posting locations.

PART 4 - SPECIAL MEETINGS

7. Notice of Special Council Meetings

- (1) Except where notice of a special meeting is waived by a unanimous vote of all Council members under section 127(4) of the Act, at least 24 hours before a special meeting of Council, the Corporate Officer must:
 - (a) give advance public notice of the time, place and date of the meeting and describe in general terms the purpose of meeting by way of a notice posted in the posting locations; and
 - (b) give notice of the special meeting in accordance with section 127 of the Act.
- (2) Where a special meeting is called and where notice may be waived by a unanimous vote under section 127(4) of the Act, the Corporate Officer shall use reasonable efforts to give advance public notice of the proposed special meeting by posting a notice of the proposed meeting in the posting locations.
- (3) If the agenda for the meeting contains a proposal to close all or part of the meeting to the public, the notice must state the basis under the Act on which the portion of the meeting is to be closed, but the notice must not otherwise describe the matter in respect of which the meeting is to be closed.

7.1 Postponement If No Quorum

- (1) Section 6.4 applies to special meetings with the necessary changes, with exception that the Corporate Officer need not give public notice of a cancelled or rescheduled meeting of which Council has resolved to exclude the public as in a Special Meeting to go in-camera.

PART 5 – IN-CAMERA MEETINGS

8. Notice of In-Camera Meetings

- (1) Notice of Council's intent to conduct an in-camera meeting in accordance with Section 90 of the Community Charter:
 - (a) by public posting of a special meeting agenda to go in-camera. The notice must state the basis under the Act on which the portion of the meeting is to be closed, but the notice must not otherwise

describe the matter in respect of which the meeting is to be closed. Except where notice of a special meeting to go in-camera is waived by a unanimous vote of all Council members under section 127(4) of the Act, the Special Meeting to go in-camera must be posted at least 24 hours before a special meeting of Council.

- Where a special meeting to go in-camera is called and where notice may be waived by a unanimous vote under section 127(4) of the Act, the Corporate Officer shall use reasonable efforts to give advance public notice of the proposed special meeting to go in-camera, by posting a notice of the proposed meeting in the posting locations;
- (i) or by passing a resolution at a Regular, Special or COTW Meeting, Council's wishes to go in-camera in accordance with Section 92 of the Community Charter, Council must:
 - (i) state publicly, the fact that the meeting or part is to be closed, and
 - (ii) state the basis under the applicable subsection of Section 90 on which the meeting or part is to be closed;
 - (c) or by passing a resolution at a Regular, Special or COTW Meeting, Council's wishes to go in-camera in accordance with Section 92 of the Community Charter to a *future meeting date*, Council must:
 - (i) state publicly, the fact that the meeting or part is to be closed, and when the meeting is to be held; and
 - (ii) state the basis under the applicable subsection of Section 90 on which the meeting or part is to be closed.

8.1 Postponement If No Quorum

- (2) Section 8 applies to special meetings to go in-camera with the necessary changes, except that the Corporate Officer need not give public notice of a cancelled or rescheduled meeting in respect of which Council has resolved to exclude the public.

PART 6 – ANNUAL MEETING

9. Notice of Annual Meeting

- (1) The corporate officer must give notice of the Council meeting or other public meeting in respect of which Council has resolved to consider
 - (a) the annual report prepared under section 98 of the Act, and
 - (b) submissions and questions from the public, by giving public notice by

- (c) posting notice of the date, time and place of the annual meeting in the posting locations, and
- (d) publishing notice of the date, time and place of the annual meeting in accordance with section 94 of the *Act*.

PART 7 – COMMITTEE OF THE WHOLE MEETINGS

10. Time and Location of Committee of the Whole Meetings

- (1) Commencing following the Inaugural Meeting of a new Council a Committee of the Whole meeting is to be held as per resolution of Council adopted at the first regular meeting in December. In the likelihood that the proposed legislation passes in the future, and the election is scheduled to occur the third week in October, committee of the whole meetings would be scheduled by resolution of Council adopted at the first regular meeting in November, or as soon as practicable thereafter.
- (2) Committee of the Whole (COTW) meetings are to begin at 9:00 AM the day of the first regular meeting date of each month or such other time as is fixed by resolution of Council from time to time.
- (3) COTW are to take place within City Hall unless, by resolution, Council has chosen another location specified in the resolution.
- (4) Despite subsections 10.1 (1), (2) and (3), no COTW is to be held if the meeting has been cancelled by a resolution of Council passed at a previous regular Council meeting.
- (5) The Corporate Officer is hereby authorized to cancel such COTW meetings as are considered unnecessary for the reason of lack of business and shall post notice of such cancellation in accordance with Section 10.1(1).

10.1 Notice of Committee of the Whole Meetings

- (1) At least 72 hours before a scheduled meeting of a COTW, the Corporate Officer must give public notice of the time, place and date of the meeting by way of a notice posted in the posting locations, being the bulletin board on the north entrance of City Hall, and the City of Grand Forks Website. The City of Grand Forks Website posting will include all background information.

- (2) At least 72 hours before a scheduled meeting of a COTW, the Corporate Officer must give further public notice of the meeting by leaving copies of the agenda, including all background information, at the reception counter at City Hall for the purpose of making them available to members of the public;
- (3) At least two (2) working days before a scheduled meeting of a COTW, the Corporate Officer must deliver a copy of the agenda to each member electronically to each member of Council's City email system.
- (4) At least 24 hours before:
 - (a) an unscheduled meeting of a COTW;

the Corporate Officer must give advance public notice of the time, place and date of the meeting by way of a notice posted in the posting locations.

10.2 Conduct and Debate of COTW Meetings

The following rules apply to COTW Meetings:

- a) a motion is not required to be seconded;
- b) a member may speak any number of times on the same question;
- c) a member must not speak longer than a total of 10 minutes on any one question;
- d) the public and media, in attendance, may ask questions with regard to each topic as they are addressed, and must not speak longer than 5 minutes on any one topic; An addendum to these rules and procedures may be established by resolution of Committee of the Whole from time to time.
- e) the public and media, in attendance, may ask questions that **do not** pertain to any topic discussed within the agenda during the "Question Period" section of the meeting; must not speak longer than 5 minutes on non-agenda topics and must not refer to any in-camera or personnel issues; An addendum to these rules and procedures may be established by resolution of Committee of the Whole from time to time.

PART 8 - OTHER MATTERS REGARDING MEETINGS

11. Meetings Outside Municipality

- (1) A meeting may be held outside the Municipality if the Council passes a resolution to that effect.

11.1 Attendance of Public at Meetings

- (1) Subject to sections 90 and 133 of the Act, all Council meetings must be open to the public.
- (2) Where Council wishes to close a meeting to the public, it may do so by adopting a resolution in accordance with section 92 of the Act.
- (3) This section applies to meetings of bodies referred to in section 145 of the Act, including, without limitation:
 - (a) COTW, select or standing committees of Council;
 - (b) The board of variance;
 - (c) The court of revision;
 - (d) An advisory committee, or other advisory body, established by Council under the Act, or any other legislation.

11.2 Participation of Public at Council/Committee of the Whole Meetings

- (1) The public and media may participate in the Committee of the Whole meetings in accordance with Section 10.2 (e) & (f), in addition to the Question Period within a Regular Meeting.
- (2) From the close of nominations preceding a general local election or by-election, the Petitions and Delegations portion of regular Council meetings and COTW meetings shall be suspended until the meeting of Council following the election unless the delegation is representing an Advisory Committee to Council.

11.3 General Conduct for all Meetings

- (1) No member or person attending the meeting may interrupt a member who is speaking, except that a Councillor may raise a point of order.
- (2) No member or person attending the meeting may cause a disturbance, disrupt or in any manner delay the conduct of business at a meeting.
- (3) No member or person permitted or invited to speak on any matter coming before the Council or a committee may use rude or offensive language or, by tone or manner of speaking, express a point of view or opinion or make an allegation which, directly or indirectly, reflects upon the public conduct or private character of any person.

11.4 Removal of Those Behaving Improperly

- (1) The Mayor or other person presiding may expel from a meeting of Council any person he or she considers guilty of improper conduct.
- (2) If a person resists or disobeys an order of the Mayor or other person presiding to leave a meeting of Council, that person may be removed by the Corporate Officer or other City Staff member present at the meeting, or, if necessary, by a peace officer at the direction of the Mayor or other person presiding.
- (3) In addition to its application to Council meetings, the ability of the person presiding to expel persons he or she considers guilty of improper conduct also applies to meetings of the following:
 - (1) COTW, select or standing committees of Council;
 - (2) The board of variance;
 - (3) The court of revision;
 - (4) An advisory committee, or other advisory body, established by Council under the Act, or any other legislation.

11.5 Adjournment of Meeting

- (1) The Council may at any time by resolution adjourn any meeting to a date, time and location specified in the resolution.
- (2) Council Meetings shall adjourn no later than 11:00 p.m. unless an extension beyond that time is determined by Unanimous Resolution of the Council.

11.6 Cancellation of Meetings

- (1) The Council may, by resolution, cancel any regular meeting and/or COTW Meeting. The Corporate Officer must give public notice of cancellation of any regular and/or COTW meeting by posting notice of cancellation in a place accessible to the public at the location for the regular meeting.

11.7 Acting Mayor

- (1) At the first regular meeting held in December each year, or at an inaugural meeting held under section 5, or as soon after those

meetings as practicable, Council must in respect of the ensuing calendar year designate from among its members Councillors to serve on a rotating basis as Acting Mayor to act in the place of the Mayor when the Mayor is absent or otherwise unable to act or when the office of the Mayor is vacant. In the likelihood that the proposed legislation passes in the future, and the election is scheduled to occur the third week in October, the designation of Acting Mayor among its Council members would be adopted at the first regular meeting in November, or as soon as practicable thereafter.

- (2) Each Councillor designated under subsection 11.7 (1) must fulfill the responsibilities of the Mayor in the absence of the Mayor.
- (3) If both the Mayor and the member designated under subsection 11.7 (1) are absent from the Council meeting, the Council member next on the approved list of Acting Mayors shall be chosen to fulfill the role of Acting Mayor and shall have the same powers and duties as the Mayor in relation to the applicable matter.

PART 9 - PROCEDURE FOR MEETINGS

12. Authority

- (1) All meetings of the Council and all other matters of practice and procedure not otherwise herein specified shall be governed by Robert's Rules of Order or by any authority whose codification of Canadian Procedure shall be declared by the Parliament of Canada to replace or supersede Robert's Rules of Order.
- (2) Notwithstanding the above statement of Authority, the Provisions of Division 2 of the Act on "Council Proceedings" are to be considered a part of this Bylaw and to have the same force and effect by reference as though the same were severally, fully, and particularly set forth herein.

12.1 Mayor To Open Meetings

- (1) If a quorum is present, the Mayor must call the meeting to order; however, where the Mayor is absent, the Councillor designated as Acting Mayor in accordance with Section 11.7 must take the Chair and call the meeting to order.

12.2 Appointment of Acting Chair

- (1) If a quorum is present but neither the Mayor nor the Acting Mayor are

present at the time at which the meeting is scheduled to begin, the Corporate Officer must call the meeting to order and by resolution, the Council must appoint a Councillor to act as chair for that meeting until the Mayor or Acting Mayor arrives. The acting chair of a meeting has the powers and duties of the Mayor in respect of that meeting.

12.3 Order Of Business At Regular Meetings

- (1) Unless the Mayor or Acting Mayor otherwise directs, the business at all regular meetings shall be proceeded with in the following order:
 - a) Call to Order
 - b) Adoption of Agenda
 - c) Adoption of Minutes of the last regular meeting
 - d) Registered Petitions and Delegations
 - e) Unfinished Business
 - f) Reports, Questions and Inquiries from Members of Council (verbal)
 - g) Report – Regional District of Kootenay Boundary
 - h) Recommendations from Staff for Decision
 - i) Requests Arising from Correspondence
 - j) Information Items
 - k) Bylaws
 - l) Late Items
 - m) Questions from the Media and Public
 - n) Adjournment
- (2) When preparing the agenda prior to the meeting, the Mayor and Corporate Officer may in their discretion:
 - (a) vary the order set out in section 12.3 (1), and
 - (b) delete agenda headings if there is no business under those items.
 - (c) The order of business specified in Section 12.3 (1) and (2) hereof may be varied, as the Council deems necessary.

12.4 Meeting Agenda

- (1) The Corporate Officer must prepare an agenda for each regular meeting, which must:
 - (a) set out each item of business to be dealt with specified in subsections 12.3 (1) and (2);
 - (b) state the general nature of each item of business to be dealt with at the regular meeting; and
 - (c) be made available to each Council member electronically to Council's city email boxes at least two (2) working days before the

date on which the regular meeting is to be held.

- (2) The Mayor or the Acting Mayor may choose to review the agendas either in person or by telephone for each meeting, prior to the agenda being circulated in accordance with this bylaw.

12.5 Petitions and Delegations:

- (1) Petitions and Delegations will be presented to Council at the COTW Meetings which are held the first meeting of the month, or at an alternative date as deemed by resolution from Council from time to time
- (2) Petitions and Delegations may be considered during Regular Meetings if the issue is of a time sensitive nature

12.6 Notice to Corporate Officer of Petitions and Delegations:

- (1) At least ten (7) working days before the date of the meeting at which:
 - (a) any person wishing to present a petition to the Council, that person must deliver to the Corporate Officer:
 - (i) a written request to present the petition and the name and address of the presenter;
 - (ii) the complete petition; and,
 - (iii) the name and address of each person who has signed the petition.
 - (b) any delegation who wishes to appear before the Council, the convener of the delegation must deliver to the Corporate Officer a letter which contains:
 - (i) full particulars of the subject matter to be submitted to Council including any written data which the presenter would like included in the agenda package (in the case of large amounts of data, the Corporate Officer may provide a separate paper copy meant for viewing by the public during the course of the meeting instead of inclusion within the agenda) ; and,
 - (ii) the proposed action, which is within the authority of the City which the delegation wishes the City to take in response to the submission;
 - (iii) the names and addresses of the persons or the organization comprising the delegation; and
 - (iv) the name, civic address, email address (if applicable) and telephone number of the person who will speak to the Council on behalf of the delegation.
 - (v) if a PowerPoint or computer generated presentation forms part of the delegation, arrangements should be made with the

Corporate Officer at least three working days prior to the meeting.

- (2) No petition or delegation may be presented to, appear before or be received by the Council unless section 12.6 has been complied with, except that the Council may resolve by a simple majority vote to waive compliance with this section.
- (3) There may be a limit of a maximum of three (3) petitions or delegations at a Committee of the Whole Meeting, or as determined in accordance with the rules and procedures established by resolution of Council from time to time.

12.7 Time Allowed For Petitions And Delegations

- (1) Unless the Council otherwise resolves, the maximum time for presentation of a petition or appearance of a delegation before the Council is 10 minutes excluding time which members of Council may require to ask questions and seek clarification. This section does not apply to public hearings conducted by the Council under the Act.

12.8 Adding Correspondence

- (1) Any member of Council, with the consent of the Mayor or Chair, may request the Corporate Officer to add an item of correspondence or business to the agenda three (3) working days prior to the date on which the regular meeting is to be held.
- (2) Any member may request an item of correspondence or business be added as a late item at the date of the regular meeting of Council before the adoption of the agenda by consent of a majority of Council members after informing Council of the general nature of the correspondence or business and the reason for urgent consideration.

12.9 Minutes of Meetings

- (1) Minutes of Council meetings must be kept in accordance with section 97 of the Act.
- (2) Minutes of Committee meetings referred to in section (3) must be kept in accordance with section 97 of the Act.
- (3) Section (2) applies to meetings of:

- (a) Select or standing committees of Council; and
- (b) Any other body composed solely of Council members acting as Council members.

12.10 Recording and Certification of Minutes Of Council

- (1) The Corporate Officer must cause minutes of every Council meeting to be recorded legibly in a minute book.
- (2) The minutes of every Council meeting must be certified as correct by the Corporate Officer and must be signed by the Mayor following the meeting at which the minutes are adopted.

12.11 Adoption of Minutes

- (1) The minutes of every Council meeting must be adopted by resolution of Council. If each Councillor has received a copy of the minutes of a meeting, those minutes may be adopted by resolution of the Council without their being read to the meeting. The minutes of a meeting may not be adopted until the Corporate Officer makes any changes which the Council has by resolution directed be made so that the minutes accurately record the meeting.

12.12 Committee Procedures

- (3) Section 11.3 applies to the general conduct of meetings of:
 - (select or standing committees of Council;
 - (any other committee composed solely of Council members acting in that capacity; and
 - (Committee of the Whole)

12.13 Order of Business for Committee of the Whole Meetings

- (1) Unless the Chair or Acting Chair of the Committee of the Whole otherwise directs, the business at all COTW meetings shall be proceeded with in the following order:
 - a) Call to Order
 - b) Adoption of Agenda
 - c) Registered Petitions and Delegations
 - d) Presentations by Staff
 - e) Reports and Discussion
 - f) Proposed Bylaws for Discussion
 - g) Information Items
 - h) Correspondence Items
 - i) Late Items
 - j) Reports, Questions and Inquiries from Members of Council (verbal)
 - k) Question Period
 - l) Adjournment
- (2) When preparing the agenda prior to the meeting, the Mayor and Corporate Officer may in their discretion:
 - (a) vary the order set out in section 12.13 (1), and
 - (b) delete agenda headings if there is no business under those items.
- (3) The order of business specified in section 12.13 (1) and (2) hereof may be varied, as the COTW deems necessary.

12.14 Electronic Meetings

- (1) Subject to the *Act*
 - (a) a special meeting may be conducted by means of electronic or other communication facilities,
 - (b) a member of Council or a Council committee who is unable to attend a Council meeting or a Council committee meeting, as applicable, may participate in the meeting by means of electronic or other communication facilities, and the member participating shall be recorded as being in attendance at the meeting.

PART 10 - RULES OF DEBATE

13. Recognition of Speakers

- (1) A Councillor may speak in a meeting after the Councillor has raised his or her hand and the Mayor has recognized the Councillor. If two or more Councillors raise their hands at the same time, the Mayor may designate the order in which each is to speak. If the Mayor wishes to speak in a meeting, the Mayor need only address the meeting. If a Councillor has raised his or her hand at the same time the Mayor begins to speak, the Mayor may speak first.

13.1 Manner Of Address By Speakers

- (1) A Councillor must address the Mayor as "Mister Chairman" or "Madame Chairman" as the case may be, or "Your Worship" and must address another Councillor by that Councillor's surname preceded by "Councillor".

13.2 Conduct and Debate

- (1) A member may speak only to a matter being debated by the Council.
- (2) Speak only twice to a matter unless the member is providing clarification on the material or the speech or is asking questions of another member.
- (3) Speak for no more than five minutes at a time except with the permission of the presiding Member, may speak longer provided the presiding Member allows equal time to other members who may wish to speak.
- (4) A member may not speak to a matter already dealt with by Council.
- (5) A member shall not speak unless a motion has been moved and seconded and further once a question has been called.
- (6) A member may require a matter being debated or require the presiding member to state the provision of the bylaw or other rule of order be read to the member's information but may not interrupt another member who has the floor.
- (7) The presiding member must inform the Council upon which the point of order is decided.

13.3 Voting By Show Of Hands

- (1) Whenever a vote is called for, the question shall be decided by a show of hands. The presiding member shall call aloud the results of any vote and the names of those members voting contrary to the majority. These names may be entered in the minutes, when requested by the dissenting member.

PART 11 - ADOPTION OF BYLAWS

14. Proposing Bylaws

- (1) Unless the Council otherwise resolves, the Council may not consider a proposed bylaw unless:
 - (a) the Corporate Officer has given a copy of it to each Councillor and the Mayor, and
 - (b) it is on the agenda for the meeting.

14.1 Adoption Of Bylaws

- (1) The only motion required for the introduction of a Bylaw shall be "That the ". Bylaw" (giving the short title) be now Read for the First, Second, or Third Time", whichever the case may be, provided that upon request by any member of the Council the whole or any part of the draft bylaw shall be read before the motion is put.
- (2) The only motion necessary for the final passing shall be "That the ". Bylaw" (giving the short title) be adopted".

14.2 Reconsideration Of Bylaws

- (1) The Council may reconsider any part or all of a proposed bylaw before its adoption.

PART 12 – DECISIONS OF COUNCIL

15. Resolutions and Bylaws

- (1) Resolutions, the reading of bylaws and the adoption of bylaws must be dealt with on a motion put by a member and seconded by another member.

15.1 Reconsideration Of Decisions Of Council

- (1) No bylaw, resolution, proceeding or other decision of Council shall be reconsidered by motion of Council within six (6) months except where the motion to reconsider the matter has received the unanimous consent of the Council. The Mayor has the authority to require that Council reconsider and vote again on a matter that was the subject of a vote in accordance with Section 131 of the Community Charter.

PART 13 – COMMITTEES

16. Committee Meeting Procedures

- (1) Council meeting procedures stipulated by this bylaw apply to every standing committee established by the Mayor and select or other committee established by the Council.

16.1 Reporting to Council by Committees

- (1) A committee:
 - (a) may report to the Council at any COTW Meeting, or if time sensitive, any regular meeting of Council; and
 - (b) must report to the Council when directed by resolution of the Council.

16.2 Mayor is a Member of All Committees

- (1) The Mayor is an ex-officio member of all committees and is a voting member to the committees of which the Mayor is appointed.

PART 14 - GENERAL

17. Severance

- (1) If any section, subsection, clause or other provision of this bylaw is held to be invalid by a Court of competent jurisdiction, such invalidity does not affect the validity of the remaining portions of this bylaw.

17.1 Irregularity

- (2) The failure of Council to observe the provisions of this bylaw does not affect the validity of resolutions passed or bylaws enacted by Council.

PART 15 - REPEAL OF EXISTING BYLAW

18. Repeal Of Existing Bylaw

City of Grand Forks Council Procedure Bylaw No. 1889, 2009 is hereby repealed.

Read a **FIRST** time this 4th day of February, 2013.

Read a **SECOND** time this 4th day of February, 2013.

Read a **THIRD** time this 4th day of February, 2013.

ADOPTED this _____ day of February, 2013.

Mayor, Brian Taylor

Corporate Officer, Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1946 as passed by the Municipal Council of the Corporation of the City of Grand Forks on the _____ day of February, 2013.

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