

THE CORPORATION OF THE CITY OF GRAND FORKS
AGENDA – COMMITTEE OF THE WHOLE MEETING
Monday May 6th, 2013 9:00am
Council Chambers City Hall

<u>ITEM</u>	<u>SUBJECT MATTER</u>	<u>RECOMMENDATION</u>
1. <u>CALL TO ORDER</u>		Call Meeting to order at 9:00am
2. <u>COMMITTEE OF THE WHOLE MEETING AGENDA</u>	Agenda for May 6th, 2013	Adoption of Agenda
3. <u>REGISTERED PETITIONS AND DELEGATIONS:</u>		
a) Dan Derby – Regional District of Kootenay Boundary	Presentation to Council of the Kootenay Boundary Emergency Management Plan	Committee of the Whole recommends to Council to receive the presentation.
b) Brian Junnila - Grand Forks Rotary WIFI Initiative	Presentation to Council of the WIFI Initiative	Committee of the Whole recommends to Council to receive the presentation.
c) Patricia Dehnel, Fortis BC	Presentation to Council, requesting support for the Kootenay Energy Diet for homeowners and to invite Council to the Grand Forks Program launch and registration on June 18 th at 7p.m.	Committee of the Whole recommends to Council to receive the presentation and support the Kootenay Energy Diet.
d) Jenny Coleshill, Granby Wilderness Society	Presentation to Council, requesting support for the Kettle River Watershed Threat Assessment through a monetary contribution of \$1000 – \$2000 and to participate in the development of recommendations and outcomes.	Committee of the Whole recommends to Council to receive the presentation and refer any issues for further discussion
e) George Longdon, Grand Forks Community Trails Society	Presentation to Council, regarding the Boundary Country Trails Agreement Regarding Collaboration and Cooperation for the Benefit of All Recreational Resource Users.	Committee of the Whole recommends to Council to receive the presentation and support the Boundary Country Trails Agreement.
f) Brian McAndrew and Barbara Bleiler, Viacom Design Inc.	Presentation to Council, requesting that Council consider purchasing advertising in the Kettle Valley Express Adventure Travel Guide 2014.	That the COTW recommends to Council to receive the presentation made by Brian McAndrew and Barbara Bleiler and further discusses the option of purchasing advertising in Kettle Valley Express Adventure Travel Guide 2014.

4. **CAPITAL DISCUSSIONS FROM STAFF:**

5. **RECOMMENDATIONS FOR CONSIDERATION:**

- | | | |
|---|---|---|
| a) Manager of Development and Engineering – Boundary Timber Supply Area Land Acquisition | Staff requests Council approval to enter into discussions with the Regional Partners on Community Forest opportunities | The Committee of the Whole recommends to Council to receive the report and directs staff to commence discussions between the City and the Regional Partners on the benefits of developing a Community Forest. |
| b) Manager of Development and Engineering – Request for Proposal for the Design, Fabrication and Installation of Welcome Signs | Council to choose Appropriate design and award the proposal | The Committee of the Whole recommends to Council to choose a sign design and recommends that staff award the proposal to the corresponding Proponent and further resolves to amend the 2013 Capital Financial Plan to recover costs. |
| c) Staff - Campground Procedure Policy | Council to Approve the new Campground Procedure Policy | The Committee of the Whole recommends to Council to approve the new Campground Procedure Policy |
| d) Habitat for Humanity Boundary Society, Whispers of Hope Benevolence Association, Boundary Emergency and Transition Housing Society | Lease Proposal of 7212 Riverside Drive | The Committee of the Whole recommends to Council to direct staff to proceed with the proposed lease provided the terms in the summary are agreed to by Council and further that staff is requested to complete the road closure of 72 nd Avenue. |
| e) Grand Forks Baptist Church | Lease Proposal for the Wildlife Hall | The Committee of the Whole recommends to Council to direct staff to proceed with the proposed lease provided the terms in the summary are agreed to by Council. |
| f) Monthly Highlight Reports from Department Managers | The Manager's of each department have submitted a brief report on their highlighted projects and tasks for the past month for the Public and Council's information. | The Committee of the Whole recommends to Council to receive the monthly highlight report from the department Managers. |

6. **PROPOSED BYLAWS FOR DISCUSSION:**

- | | | |
|--|---|---|
| a) Chief Financial Officer – Bylaw 1951 – City of Grand Forks 2013 Tax Rates | Bylaw 1951 – City of Grand Forks 2013 Tax Rates, First Three Readings | The Committee of the Whole recommends to Council to give first three readings to Bylaw No. 1951 which will be presented for Council decision at the May 6 th |
|--|---|---|

Regular Meeting.

- b) Chief Financial Officer - Bylaw No. 1952 – A Bylaw to Amend the City of Grand Forks Sewer Regulations and Rates Bylaw No. 1500

Bylaw No. 1952 – A Bylaw to Amend the City of Grand Forks Sewer Regulations and Rates Bylaw No. 1500

The Committee of the Whole recommends to Council to give first three readings to Bylaw No. 1952 which will be presented for Council decision at the May 21st Regular Meeting.

- c) Chief Financial Officer - Bylaw No. 1953 – A Bylaw to Amend the City of Grand Forks Water Regulations and Rates Bylaw No. 1501

Bylaw No. 1953 – A Bylaw to Amend the City of Grand Forks Water Regulations and Rates Bylaw No. 1501

The Committee of the Whole recommends to Council to give first three readings to Bylaw No. 1953 which will be presented for Council decision at the May 21st Regular Meeting.

7. **INFORMATION ITEMS:**

none

8. **CORRESPONDENCE ITEMS:**

none

9. **LATE ITEMS:**

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

11. **QUESTION PERIOD FROM THE PUBLIC**

Attendees in the gallery may ask Council questions at this time.

Hear Presentations and refer any issues for further discussion.
Hear from the Public

12. **ADJOURNMENT**

Adjournment

**THE CITY OF GRAND FORKS
REQUEST FOR COMMITTEE OF THE WHOLE
RECOMMENDATION
DELEGATION**

DATE : May 6th, 2013

TOPIC : Presenting Regional District of Kootenay Boundary Emergency Management Plan to Council

PROPOSAL : Presentation by Regional District of Kootenay Boundary

PROPOSED BY: Dan Derby - Regional District of Kootenay Boundary

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SUMMARY:

Dan Derby of the Regional District of Kootenay Boundary will present to Council the Kootenay Boundary Emergency Management Plan.

STAFF RECOMMENDATIONS:

The Committee of the Whole recommends to Council to receive the presentation made by Dan Derby of the Regional District of Kootenay Boundary regarding the Kootenay Boundary Emergency Management Plan.

OPTIONS AND ALTERNATIVES:

1. The Committee of the Whole recommends to Council to receive the presentation made by Dan Derby of the Regional District of Kootenay Boundary regarding the Kootenay Boundary Emergency Management Plan.
2. Same as Option 1.

BENEFITS DISADVANTAGES AND NEGATIVE IMPACTS:

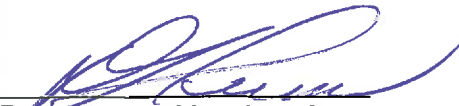
- Option 1: The main advantage of this option is that information is provided to the City and the Community.
- Option 2: Same as Option 1.

COSTS AND BUDGET IMPACT - REVENUE GENERATION:

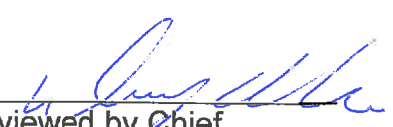
There is no cost to making the presentation

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

Council procedures bylaw makes provisions for making presentations to Council.



Department Head or Corporate
Officer or Chief Administrative Officer



Reviewed by Chief
Administrative Officer

**THE CITY OF GRAND FORKS
REQUEST FOR COMMITTEE OF THE WHOLE
RECOMMENDATION
DELEGATION**

DATE : May 6th, 2013
TOPIC : Presenting WIFI Initiative to Council
PROPOSAL : Presentation by Rotary Grand Forks.
PROPOSED BY: Brian Junnila - Rotary.

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SUMMARY:

Brian Junnila presentation of WIFI Initiative to Council.

STAFF RECOMMENDATIONS:

The Committee of the Whole recommends to Council to receive the presentation made by Brian Junnila regarding the Rotary WIFI Initiative.

OPTIONS AND ALTERNATIVES:

1. The Committee of the Whole recommends to Council to receive the presentation made by Brian Junnila regarding the Rotary WIFI Initiative.

BENEFITS DISADVANTAGES AND NEGATIVE IMPACTS:

Option 1: The main advantage of this option is that information is provided to the City and the Community.

COSTS AND BUDGET IMPACT - REVENUE GENERATION:

There is no cost to making the presentation

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

Council procedures bylaw makes provisions for making presentations to Council.



Department Head or Corporate
Officer or Chief Administrative Officer



Reviewed by Chief
Administrative Officer

THE CITY OF GRAND FORKS
REQUEST FOR COMMITTEE OF THE WHOLE
RECOMMENDATION
DELEGATION

DATE : May 6th, 2013

TOPIC : Requesting Council support for the Kootenay Energy Diet
Assessment

PROPOSAL : Presentation by Kootenay Energy Diet, Fortis BC and Grand Forks
Credit Union

PROPOSED BY: Patricia Dehnel, Fortis BC

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SUMMARY:

Patricia Dehnel from Fortis BC will make a presentation to Council, requesting support for the Kootenay Energy Diet for homeowners and to invite Council to the Grand Forks Program launch and registration on June 18th at 7p.m. In addition they are requesting that Council accept the challenge from the City of Castlegar and authorize expenditures of up to \$1250 to provide a \$25 subsidy towards the initial \$60 Kootenay Energy Diet home energy assessment fee for the first 50 home owners in the City of Grand Forks to register for the program.

STAFF RECOMMENDATIONS:

The Committee of the Whole recommends to Council to receive the presentation and support the Kootenay Energy Diet as proposed.

OPTIONS AND ALTERNATIVES:

1. Receive the presentation and determine to support the Kootenay Energy Diet in principle.
2. Receive the presentation and refer the issue for further discussion: Under this option, Council is provided with the information on the Kootenay Energy Diet as presented.

BENEFITS DISADVANTAGES AND NEGATIVE IMPACTS:

Option 1: The main advantage of this option is that information is provided to the City and the Community.

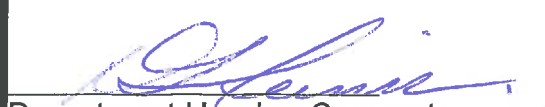
Option 2: The main advantage is the same as Option 1.

COSTS AND BUDGET IMPACT - REVENUE GENERATION:

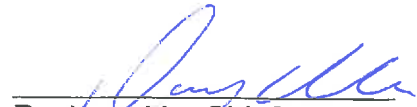
There is no cost to making the presentation.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

Council procedures bylaw makes provisions for making presentations to Council.



Department Head or Corporate
Officer or Chief Administrative Officer



Reviewed by Chief
Administrative Officer

Council Delegations

Background

Council for the City of Grand Forks welcomes public input and encourages individuals and groups to make their views known to Council at an open public meeting.

Council needs to know all sides of an issue, and the possible impacts of any action they make take, prior to making a decision that will affect the community. The following outline has been devised to assist you in preparing for your presentation, so that you will understand the kind of information that Council will require, and the expected time frame in which a decision will be forthcoming. Council may not make a decision at this meeting.

Presentation Outline

Presentations may be a maximum of 10 minutes.

Your Worship, Mayor Taylor, and Members of Council, I/We are here this evening on behalf of Kootenay Energy Diet (KED), FortisBC and Grand Forks and District Credit Union.

to request that you support the Kootenay Energy Diet for homeowners of Grand Forks and to invite you to the Grand Forks program launch and registration commencement on June 18 at 7 pm. As a friendly challenge from the City of Castlegar, Council may wish to offer a small subsidy as an incentive to encourage participation and early registrations for the program.

The reason(s) that I/We are requesting this action are:

To provide information to Council and the Community concerning Kootenay Energy Diet

To ask Council to support and encourage Council members, staff and residents to be involved and participate in KED.

The KED program: 1. To promote energy efficiency and conservation to homeowners within the FortisBC service area which includes Grand Forks. 2. To Help homeowners

overcome barriers to making home energy efficiency improvements: Information campaign; Reduced cost initial home energy assessment of \$60 per homeowner; Access to LiveSmart BC and FortisBC rebate programs (up to \$4000/home); Access to low-interest long-amortization financing through local Credit Union; and Local energy coach to provide personalized information.

I/We believe that in approving our request the community will benefit by:

On-going reduction of home energy costs; Increased home comfort (temperature, drafts, noise); Community greenhouse gases reductions.

(over)

Council Delegations (cont.)

I/We believe that by not approving our request the result will be:

The presentation provides information on Kootenay Energy Diet. We hint at a friendly completion amongst the municipalities in subsidizing the energy assessment cost by approximately 40% for the first defined number of registrants. This is merely a suggestion. By not approving the suggestion, there is still an opportunity to participate in a greatly reduced home energy assessment and benefit from home energy cost savings, increased home comfort and reduction in community green house gas emissions.

In conclusion, I/we request that Council for the City of Grand Forks adopt a resolution stating:_____

The City of Grand Forks support the Kootenay Energy Diet program by FortisBC with low interest financing opting provided by Grand Forks Savings Credit Union; and The City of Grand Forks challenge council members and homeowners to participate in the program; and

That Council accept the challenge from the City of Castlegar and authorize the expenditure of up to \$1250 to provide a \$25 subsidy towards the initial \$60 Kootenay Energy Diet home energy assessment fee for the first 50 home owners in the City of Grand Forks to register for the program.

Name: Patricia Dehnel

Organization: FortisBC

Mailing Address: 3100 West Kootenay Road, South Slocan BC V0G 2G1
(Including Postal Code)

Telephone Number: 250-354-9397

Email Address: patricia.dehnel@fortisbc.com

Note: Co presenter is Angela Soukoreff, Grand Forks Credit Union,

asoukoreff@gfdscu.com 250- 442-4008

The information provided on this form is collected under the authority of the Community Charter and is a matter of public record, which will form a part of the Agenda for a Regular Meeting of Council. The information collected will be used to process your request to be a delegation before Council. If you have questions about the collection, use and disclosure of this information contact the "Coordinator" City of Grand Forks.

N:Forms/Delegation form

Kootenay Energy Diet (KED)

1. Project Description:

Based on the success of the Rossland Energy Diet pilot project, the Kootenay Energy Diet will promote energy efficiency and conservation to homeowners within the broader For sBC service area West Kootenay and Boundary regions. The promotion is meant to overcome barriers to homeowners making energy efficiency improvements, and would include:

- an intensive information and marketing campaign to encourage homeowners to make energy efficiency improvements to their homes (i.e., heating system, building insulation, weatherization and window and door improvements),
- reduced cost home energy assessments and access to the LiveSmart BC and For sBC rebate programs (up to \$4,000 per home);
- low-interest, long-amortization financing through local credit unions;
- a local energy coach to promote the program and provide residents personalized service and information.

The primary benefits to participating homeowners are the on-going reduction of energy costs and increased comfort in their homes (temperature, drafts, noise). Greenhouse gases would also be reduced.

This is a high-impact behaviour change program meant to remove first barriers (lack of awareness and financial resources). Goal is to encourage residents to invest in energy efficiency improvements.

2. Project Goals:

To replicate the "Energy Diet" concept on a Regional Scale;

To determine level of interest and effectiveness of an on-bill partnership with local credit unions using a low-interest, long-amortization finance program to motivate customers to invest in energy efficiency in their homes.

Based on these two broad project goals the preliminary objectives¹ of the Kootenay diet are:

- to have 6 percent (1000) of KED Project Area homeowners access an NRCan Certified Energy Assessment,
- to have a minimum of 4.5 percent (780) of KED Project Area homeowners make home energy improvements and access the LiveSmart BC and For sBC rebates,
- to have a 2 percent (350) of KED Project Area homeowners access the credit unions' low-interest loan program,
- to actively promote energy efficiency and conservation to all residents in the Kootenays, including access to other rebate programs, and
- to engage the local and provincial and/or national media to create a fun and informational program(s) that follows the residents in their quest for greater energy efficiency.

3. Kootenay Energy Diet – Project Area:

The KED Project Area includes the Boundary and West Kootenay communities within the For sBC service area.

A phase is defined as the geographical area and timing of the promotional launch and organization of home energy assessments for that area.

Phase 1 – May	Phase 2A – June	Phase 2B – June	Phase 3 – September
Castlegar/Salmo RDCK	Greater Trail RDKB	Boundary RDKB	Creston/Kaslo/Slocan RDCK
Castlegar Salmo	Fruitvale Montrose Trail Warfield Rossland (Phase 2 Rossland Energy Diet)	Grand Forks Greenwood Midway	Creston Kaslo Slocan

¹ Preliminary objectives to be reviewed and confirmed.

4. Strategy:

The Kootenay Energy Diet is a “made in the Kootenays experience” for the residential customers of the For sBC Kootenay and Boundary Service area. There will be four geographical phases, with each Phase being a three week period roll out launch in 2013.

- At a roll out launch, home owners and landlords are encouraged to register for a residential \$60² Home Energy Assessment during the 6 week launch period. Registration will also be available on line at www.for-sbc.com/energydiet (after May 22)
- Post-launch period, Home Energy Assessment appointments will be scheduled and coordinated with the registered homeowners.
- The scheduled Home Energy Assessment will be performed by a qualified Energy Assessor and may include minor in-home assistance of some energy reducing installations, such as: outlet insulation, low flow shower head, or draft reduction at windows; and provide a “shopping bag” of information and energy reducing tools.
- Once an Energy Assessment has been completed, the homeowner receives a LiveSmart BC Energy Efficiency Evaluation Report with an EnerGuide Rating and a listing of potential retrofits for energy savings.
- The local energy coach will make follow up contact with homeowners (via telephone and/or email) to answer any of the homeowner’s questions, offer assistance and general encouragement.
- The homeowner will be encouraged to undertake energy retrofits within the next 6 month period.
- Local contractors will be offered pre-launch workshops and meetings, be ready for retrofit projects, have information access for homeowner questions and the financial incentives.
- Once energy retrofits completed, homeowners to have post energy assessment (approx \$150 fee to homeowner) scheduled.
- Wrap up event/celebration to be planned for each phase, 6 months after roll out launch.

Financial incentives in the form of For sBC and Livesmart BC rebates and low-interest long amortization period loans provided by the local Credit Unions³ will be available for energy retrofits. To access loans and rebates, a post retrofit energy assessment will be required. The post energy assessments will be scheduled 6 months after the initial community roll-out.

The active promotion of the program is planned to run in 2013, with an additional 6 months for home improvements and primary evaluation to be completed.

The Kootenay Energy Diet is a “made-in the Kootenays experience.”

² Approximate charge to homeowner: final amount to be determined.

³ Details of the low-interest campaign will be confirmed in May 2013.

THE CITY OF GRAND FORKS
REQUEST FOR COMMITTEE OF THE WHOLE
RECOMMENDATION
DELEGATION

DATE : May 6th, 2013

TOPIC : Requesting Council support for the Kettle River Watershed Threat Assessment

PROPOSAL : Presentation by the Granby Wilderness Society and the Kettle River Watershed Riparian Working Group

PROPOSED BY: Jenny Coleshill, Project Coordinator, Granby Wilderness Society

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SUMMARY:

Jenny Coleshill, Project Coordinator, Granby Wilderness Society will make a presentation to Council, requesting consideration to support the Kettle River Watershed Threat Assessment through a monetary contribution of \$1000 – \$2000 and to participate in the development of recommendations and outcomes.

STAFF RECOMMENDATIONS:

The Committee of the Whole recommends to Council to receive the presentation and refer any issues for further discussion.

OPTIONS AND ALTERNATIVES:

1. Receive the presentation and refer any issues for further discussion: Under this option, Council to receive the presentation given by Jenny Coleshill, Project Coordinator, Granby Wilderness Society, and further discuss the request support the Kettle River Watershed Threat Assessment through a monetary contribution of \$1000 – \$2000 and to participate in the development of recommendations and outcomes
2. Receive the presentation: Under this option, Council is provided with the information on the Kettle River Watershed Threat Assessment.

BENEFITS DISADVANTAGES AND NEGATIVE IMPACTS:

Option 1: The main advantage of this option is that information is provided to the City and the Community.
Option 2: The main advantage is the same as Option 1.

COSTS AND BUDGET IMPACT - REVENUE GENERATION:


There is no cost to making the presentation. Should Council decide to refer the request to the 2013 budgeting process, this does not confirm that funding will be available.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

Council procedures bylaw makes provisions for making presentations to Council.



Department Head or Corporate
Officer or Chief Administrative Officer



Reviewed by Chief
Administrative Officer

From:  jenny.coleshill@granbywilderness.ca
 Jenny Coleshill <jenny.coleshill@granbywilderness.ca>
Subject: [BULK] New Delegation Form Submission from Jenny Coleshill
To:  Info City of Grand Forks

4/26/2...



RECEIVED

APR 29 2013

THE CORPORATION OF
THE CITY OF GRAND FORKS

Your Worship, Mayor Taylor, and Members of Council, I/We are here this evening on behalf of:

Granby Wilderness Society and the Kettle River Watershed Riparian Working Group

To request that you consider:

Supporting the Kettle River Watershed Threat Assessment through a monetary contribution of \$1000-2000 and to participate in the development of recommendations and outcomes

The reasons that I/We are requesting this action are:

Our watershed includes all communities throughout the Boundary including Grand Forks. We are requesting the participation of all municipalities and the regional districts in the project. In a recent survey to understand what the main issues were seen by residents and stakeholders of the Kettle River Watershed, water quality and quantity and the health of the river and riparian areas were at the forefront (see survey results at kettleriver.ca). A threat assessment will help us understand what threats exist in the watershed and to what extent they are threatening water quality/quantity and the health of aquatic ecosystems. This will help to guide decision making on how we can mitigate our impact on our water resources and provide the evidence for policy making for the Kettle River Watershed Management Plan.

I/We believe that in approving our request the community will benefit by:

the City of Grand Forks will benefit from this project by:

- Obtaining up-to-date information on risks to stream systems in the watershed
- Gain opportunity to have sites prioritized for restoration
- Identify issues to be addressed in potential future studies of the City of Grand Forks
- To safeguard water supply and decrease risks of erosion and habitat loss

I/We believe that by not approving our request the result will be:

Participation and support for this regionally based project is the most important factor. Partnerships in this project will show commitment of each communities to a regionally based Watershed Plan and will strengthen the outcomes and recommendations developed. Without the support of all communities in the watershed the project suffers in credibility and risks outcomes and recommendations made that are not supported by each community.

In conclusion, I/we request that Council for the City of Grand Forks adopt a resolution stating:

The City of Grand Forks will support the project "Threat Assessment of the Kettle River Watershed" with a financial contribution of \$XXX and will participate in the development of recommendations and outcomes.

FILE CODE

D2-Granby Wilderness Society & the
Kettle River Watershed Riparian Working Group

**THE CITY OF GRAND FORKS
REQUEST FOR COMMITTEE OF THE WHOLE
RECOMMENDATION
DELEGATION**

DATE : May 6th, 2013

TOPIC : Requesting Council support for the Boundary Country Trails Agreement Regarding Collaboration and Cooperation for the Benefit of All Recreational Resource Users.

PROPOSAL : Presentation by Grand Forks Community Trails Society

PROPOSED BY: George Longdon, Grand Forks Community Trails Society

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SUMMARY:

George Longdon, Grand Forks Community Trails Society will make a presentation to Council, regarding the Boundary Country Trails Agreement Regarding Collaboration and Cooperation for the Benefit of All Recreational Resource Users.

STAFF RECOMMENDATIONS:

The Committee of the Whole recommends to Council to receive the presentation and support and endorse the Boundary Country Trails Agreement as proposed.

OPTIONS AND ALTERNATIVES:

1. Receive the presentation and support the Boundary Country Trails Agreement.
2. Receive the presentation: Under this option, Council is provided with the information on Boundary Country Trails Agreement.

BENEFITS DISADVANTAGES AND NEGATIVE IMPACTS:

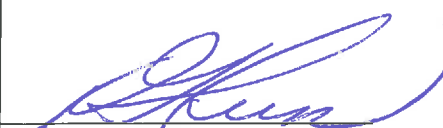
Option 1: The main advantage of this option is that information is provided to the City and the Community.
Option 2: The main advantage is the same as Option 1.


COSTS AND BUDGET IMPACT - REVENUE GENERATION:

There is no cost to making the presentation.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

Council procedures bylaw makes provisions for making presentations to Council.


Department Head or Corporate
Officer or Chief Administrative Officer


Reviewed by Chief
Administrative Officer

**Boundary Country Trails Agreement
Regarding Collaboration and Cooperation
For the Benefit of All Recreational Resource Users**

Between

**Boundary Horse Association
and
Boundary Area All Nations Aboriginal Council
and
Christina Lake Fire Rescue
and
Grand Forks ATV Club
and
Grand Forks Community Trails Society
and
Grand Forks Cycling Club
and
Grand Forks Mountain Bikers
and
Grand Forks Search and Rescue
and
Granby Wilderness Society
and
Metis Community Association
and
Phoenix Mountain Alpine Ski Club
and
Phoenix Mountain Cross Country Ski Club
and
Snowmobile Club – Christina Lake
and
Snowmobile Club –Grand Forks
and
North Fork Trails Maintenance
and
Christina Lake Parks and Recreation
and
Corporation of the City of Grand Forks
and
Regional District of Kootenay Boundary, Area C
and
Regional District of Kootenay Boundary, Area D
and
Government of British Columbia, Recreation Sites and Trails**

(Collectively referred to as the "Parties" or as the "Working Group")

Introduction

Grand Forks and the surrounding areas are rich in natural, manmade and historical trails. The trails provide significant opportunities to the people living in and visiting the area to observe and enjoy wildlife and the environment. The trails are used for many types of outdoor recreation. They are shared by people traversing the trails on foot, by bicycle, on horses, on snowshoes, on ATVs or UTV's, Motorcycles and snowmobiles as well as on skis.

Various user groups have come together with a desire to formulate a working group with membership from representative user groups. Our desire is to protect the environment and actively participate in the decision making process related to trail usage, maintenance, formulation and management in and around Grand Forks and area. The group hopes to foster good will between all users and the community. The group also wants to achieve, through cooperation and collaboration, solutions that satisfy the needs of all users and the affected communities.

Purpose

Successful management of trails for recreational opportunities requires that all trail users work together to achieve a common purpose, being the creation of sustainable and environmentally sensitive trail networks for the benefit of all users recognizing individual needs and requirements. The achievement of this goal will require all parties to work together in the identification and establishment of networks that fulfill this goal. The overriding philosophy will be:

"Trails for everyone, but not every trail for everyone."

Agreement Regarding Collaboration and Cooperation

The vision of this group will be:

To provide collaborative input and planning into recreational projects and operations for the social/economic benefit of Grand Forks and surrounding areas primarily known as Area 'C' and Area 'D' of the Regional District of Kootenay Boundary.

Objectives of the Agreement

Initially, with the commitment to work together, the parties share the following objectives:

- To work together in a cooperative and collaborative manner openly sharing any pertinent information that may affect the collective memberships and/or all recreational activities in the Boundary Country.
- To identify the differences between the various types of recreation and the differences in their activities based on the season of operation (Summer/Winter) and type of recreation (motorized/non motorized) and to represent all issues with the best interests of our combined users and recreational activities in mind.
- To provide a means through local planning and activities to resolve and reduce current and future trail conflicts and promote voluntary compliance in the preservation of the trails regardless of their designated use.
- To enhance the recreational opportunities in the local area that will not only benefit the local user but also provide opportunities for the development of the local economy through tourism opportunities.
- To identify and develop protocols that will lead to enhanced trail safety and trail etiquette.
- To work together in maximizing trail sustainability and opportunities.
- To collectively manage, share and promote recreational opportunities in the area be they motorized or non-motorized.
- To create an atmosphere that promotes mutual respect between all trail users and the combined use of all available resources in the development of opportunities.
- To work together in the education of the public and trail users to the benefit of all recreational activities regardless of type.
- To inform and educate their members or unaffiliated trail enthusiasts on the need for safe and responsible use of recreational trails.
- To foster shared environmental stewardship behavior among all users.
- To take a cooperative and collaborative approach to protect and enhance our opportunities for backcountry recreation in the Boundary Country.
- To work together in a cooperative and collaborative manner to increase or enhance sustainable trail initiatives or networks that will be of mutual benefit to all parties including the needs of other trail users both motorized and non motorized regardless if the trails are single or mixed use.

Agreement Regarding Collaboration and Cooperation

Trail Planning

- The parties agree to work together in the various levels of planning that surround recreational trails. This will extend to reviewing the Recreational Opportunities spectrum currently in place for the Boundary Country. This in turn will stimulate planning exercises designed to enhance the opportunities valuable for the various trail based recreational activities and maximize their socio/economic benefit to the area and its communities. Each organization signatory to this agreement will work collaboratively to achieve this goal. The ultimate goal will be the creation of a strategic recreational plan for the area.
- The parties agree that all trails will be sustainable in nature and environmentally sensitive and reflect the values of the local community while respecting the values of non-trail users.
- The parties agree that first Nations have a historical interest in how the land is used and commit to the involvement and consultation of First Nations in the planning and development of recreational trail opportunities.
- The parties also agree that within the geographic area covered by this agreement there exists local communities and interest groups and it is essential these parties be involved and/or consulted in a meaningful manner during any planning process.

Trail Networks

- The parties agree that each recreational resource user has unique requirements necessary to achieve the goals of each recreational network. In order to achieve this each party will respect the needs of those individual requirements and work collectively to achieve each goal. With that being said all parties also realize there may be instances where mixed or multiple use is necessary and in those cases all parties agree to work together to find a mutually beneficial means of achieving mixed use.
- The parties agree to work together collaboratively in assisting each organization in the achievement of trail networks that work towards satisfying an acceptable recreational experience for each individual sport.

Principles of Working Together

The following principles provide a foundation to fulfill the objectives of this Agreement. They will guide our approach to working together.

- **Collaboration.** The Parties agree to work together to effectively achieve Agreement objectives.
- **Open Communication.** The Parties agree to communicate clearly and candidly with one another about expectations, objectives and limitations, in an effort to build a common understanding and maintain positive relationships.
- **Integrity and Respect.** The Parties agree to consistently act with integrity and honesty, respecting the differences of our partners and stakeholders.

Agreement Regarding Collaboration and Cooperation

- **Inclusive engagement.** The Parties agree to attempt to identify other groups or individuals that may have an interest in, or are affected by the agreement and offer meaningful opportunities for representatives of those groups or individuals to be informed of our activities.
- **Integration.** The Parties agree to integrate these Principles for Working Together within our organizations and decision-making processes over time.
- **Mutual Respect.** Any decisions required to be made under this agreement will be consensus based and mutual respect amongst the parties must be given priority during any discussions leading to a decision.
- **Organizational Integrity.** The parties recognize that each organization has an obligation to operate independently in meeting the expectations of their members and the Mission, Vision and Goals of their respective organizations.

Operating Principles

- All parties agree that collectively they will select a Coordinator whose responsibilities will be:
 - To provide a single point of contact for the working group.
 - To guide discussions.
 - To set up meetings as required and provide agendas.
 - Any other related duties as agreed to by the working group.
- All parties agree that collectively they will select a Scribe whose responsibilities will be:
 - To provide a record of all and any meeting of the working group.
 - To maintain a list of contacts for the working group.
 - Write letters as and when needed.
- All parties agree to the following frequency of meetings of the working group:
 - Meetings will be held as and when needed by contacting the Coordinator who in turn, with adequate notice will set up a meeting of the working group.
 - Subject to approval of the working group, two annual meetings will be held yearly, one in the spring to review upcoming plans and the previous season and one in the fall to review upcoming plans and review the previous season.
 - Upon the first inauguration meeting the working group will develop reasonable and Roberts Rules of order for subsequent meeting designed to meet the "principles of working together".
- All parties agree that membership in the Working Groups will be as follows:
 - Upon Request and with the agreement of the working group membership in this agreement can be gained through an addendum to the agreement in which the new member agrees to abide by the terms of the agreement and is cosigned by all current members. No application for membership will be turned down without full agreement of the current Group.

Agreement Regarding Collaboration and Cooperation

- As the working group evolves all parties will periodically review membership criteria and make any changes that are deemed appropriate. Any changes must be with the full agreement with all members of the working group.

Term, Extension, Modification or Termination

The Parties agree that the term of this Agreement will be for five years from the date of signing. Any modification or extension of this Agreement will be by agreement between all the Parties. Any Party, by providing sixty days written notice to the other Parties, may terminate the Memorandum of Understanding.

Legality

This document does not create legally enforceable conditions. It is an expression of the shared intent of the Parties on how to do business together.

This Agreement made effective _____, __ 2013

Boundary Horse Association	Date
Boundary All Nations Aboriginal Council	Date
Christina Lake Fire Rescue	Date
Grand Forks ATV Club	Date
Grand Forks Community Trails Society	Date
Grand Forks Cycling Club	Date
Grand Forks Mountain Bikers	Date
Grand Forks Search and Rescue	Date
Granby Wilderness Society	Date

Metis Community Association	Date
Phoenix Mountain Alpine Ski Club	Date
Phoenix Mountain Cross Country Ski Club	Date
Snowmobile Club – Christina Lake	Date
Snowmobile Club – Grand Forks	Date
North Fork Trails Maintenance	Date
Christina Lake Parks and Recreation	Date
Corporation of the City of Grand Forks	Date
RDKB Area 'C'	Date
RDKB Area 'D'	Date
Government of BC, Recreation Sites and Trails	Date

**THE CITY OF GRAND FORKS
REQUEST FOR COMMITTEE OF THE WHOLE
RECOMMENDATION
DELEGATION**

DATE : May 6th, 2013

TOPIC : Requesting Council consider advertising in the Kettle Valley Express Adventure and Travel Guide 2014.

PROPOSAL : Presentation by Vicom Design Inc.

PROPOSED BY: Brian McAndrew and Barbara Bleiler of Viacom Design Inc.

=====

SUMMARY:

Brian McAndrew and Barbara Bleiler of Viacom Design Inc. will make a presentation to Council, requesting Council consider purchasing advertising in the Kettle Valley Express Adventure Travel Guide 2014. Council placed a half page ad in the 2013 guide (as attached) at a cost of \$1,512.00. The current 2013 budget allows for advertising projects; however as the year progresses, funds may become less unavailable for other requests closer to the end of the year.

STAFF RECOMMENDATIONS:

The Committee of the Whole recommends to Council to receive the presentation made by Brian McAndrew and Barbara Bleiler and further discusses the option of purchasing advertising in the 2014 Edition of the Boundary Country Visitor's Choice Publication.

OPTIONS AND ALTERNATIVES:

1. That the COTW recommends to Council to receive the presentation made by Brian McAndrew and Barbara Bleiler and further discusses the option of purchasing advertising in Kettle Valley Express Adventure Travel Guide 2014.
2. Receive the presentation: Under this option, Council is provided with the information on the proposal for advertising in the Kettle Valley Express Adventure Travel Guide 2014.

BENEFITS DISADVANTAGES AND NEGATIVE IMPACTS:

Option 1: The main advantage of this option is that information is provided to the City and the Community and that Grand Forks' new branding initiative will receive further coverage.

Option 2: The main advantage is that information will be supplied to the City and the Community

COSTS AND BUDGET IMPACT - REVENUE GENERATION:

There is no cost to making the presentation. Should Council determine to advertise in the 2014 guide, the size of the ad will determine the cost as per the 2014 Rate Sheet as supplied by the presenter.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

Council procedures bylaw makes provisions for making presentations to Council.



Department Head or Corporate
Officer or Chief Administrative Officer



Reviewed by Chief
Administrative Officer



RATE SHEET 2014

SINGLE GATEFOLD INSIDE FRONT COVER	\$6500.00
BACK COVER	\$4032.00
INSIDE BACK COVER	\$3720.00
FULL PAGE	\$2880.00
HALF PAGE	\$1620.00
QUARTER PAGE	\$ 900.00
EIGHTH PAGE	\$ 570.00
SIXTEENTH PAGE	\$ 300.00

DIMENSIONS:

Back Cover: 8.375" x 10.75" tall
Full page (inside): 8.375" across x 10.75" tall (allow 1/4" for bleed)
Half page: 7.875" across x 5" tall
Quarter page: 3.875" across x 5" tall
Eighth page: 3.875" across, x 2.5" tall
Sixteenth page: 3.875" across x 1.25" tall or 2.6" x 1.875

Please make cheque payable to Vicom Design Inc.

Current Circulation:

40,000 magazine copies - includes removable Southern Interior Rail Trail map
12,000 additional stand alone maps

Current Distribution:

All of BC, lower Alberta, lower US West Coast. May – Oct. 2013: Vancouver International Airport (YVR) and the Tsawwassen and Swartz Bay Ferry Terminals.

20% down required at time of booking. Convenient **payment** schedules – **you set your dates.**

Last Payment deadline October 15th, 2013.

Advertising Deadline: September 30th, 2013.

For more information contact:

Barbara Bleiler, Advertising Sales Manager

250-442-3731 or email at info@kettlevalleyexpress.com

Brian McAndrew, President Vicom Design Inc.

250-442-3731 or email at brian@vicomdesign.com

The Kettle Valley Express Adventure Travel Guide is a production of Vicom Design Inc.
250-442-3731 ~ 1020 Carson Rd. Grand Forks, BC V0H 1H4 ~ www.vicomdesign.com

Council Delegations

Background

Council for the City of Grand Forks welcomes public input and encourages individuals and groups to make their views known to Council at an open public meeting.

Council needs to know all sides of an issue, and the possible impacts of any action they make take, prior to making a decision that will affect the community. The following outline has been devised to assist you in preparing for your presentation, so that you will understand the kind of information that Council will require, and the expected time frame in which a decision will be forthcoming. Council may not make a decision at this meeting.

Presentation Outline

Presentations may be a maximum of 10 minutes.

Your Worship, Mayor Taylor, and Members of Council, I/We are here this evening on behalf of VICOM DESIGN INC.

to request that you consider ADVERTISING IN THE KETTLE VALLEY EXPRESS ADVENTURE TRAVEL GUIDE 2014.

The reason(s) that I/We are requesting this action are:

TO PROMOTE THE CITY OF GRAND FORKS FOR THE PURPOSE OF INCREASING AWARENESS TO VISITORS TOWARDS THE GOAL OF ECONOMIC STIMULATION THROUGH TOURISM.

I/We believe that in approving our request the community will benefit by:

INCREASED VISUAL GEOGRAPHIC AWARENESS OF OUR AREA, ECONOMIC STIMULATION/DEVELOPMENT THROUGH TOURISM TO GIVE THOSE LOOKING TO RELOCATE ENCOURAGEMENT TO DISCOVER GRAND FORKS AND CHOOSE HERE.
(over)

Council Delegations (cont.)

I We believe that by not approving our request the result will be:

A DECREASE IN EXPOSURE FOR GRAND FORKS
AND LOSS OF REVENUE FOR MERCHANTS AND THE
CITY.

In conclusion, I we request that Council for the City of Grand Forks adopt a resolution stating: THE CITY OF GRAND FORKS PARTICIPATE

BY ADVERTISING IN THE 2014 ISSUE OF THE
KETTLE VALLEY EXPRESS FOR THE PURPOSE OF
PROMOTING THE CITY OF GRAND FORKS TO INCREASE
EXPOSURE + TOURISM.

Name: BRIAN MCANDREW + BARBARA BLEILOR

Organization: VICOM DESIGN INC.

Mailing Address: 1020 CARSON RD, GRAND FORKS, BC V0H-1H4
(Including Postal Code)

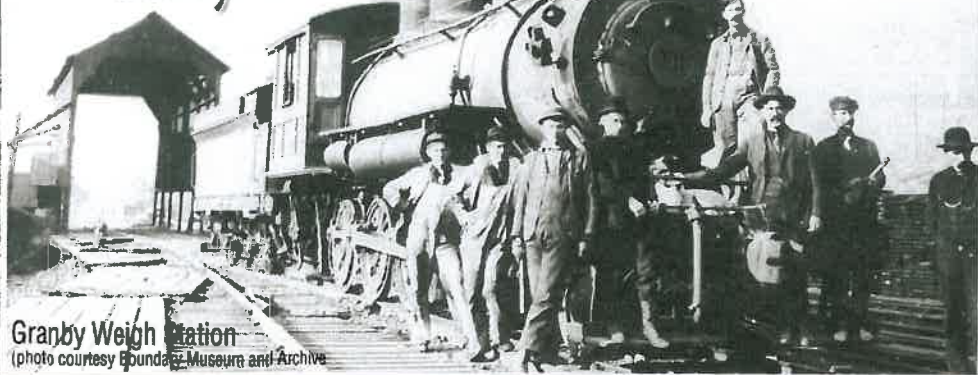
Telephone Number: 250-442-3731

Email Address: BRIAN@VICOMDESIGN.COM ^{OR} INFO@KETTLEVALLEYEXPRESS.COM

The information provided on this form is collected under the authority of the Community Charter and is a matter of public record, which will form a part of the Agenda for a Regular Meeting of Council. The information collected will be used to process your request to be a delegation before Council. If you have questions about the collection, use and disclosure of this information contact the "Coordinator" City of Grand Forks.

N:Forms/Delegation form

Grand Forks Gateway to the Granby



Granby Weigh Station
(photo courtesy Boundary Museum and Archives)



Grand Forks is steeped in history, but that hasn't kept this city living in the past. This progressive and forward thinking community invites you to discover your new life, rural adventure and favorite new holiday destination. Read on to learn things you might not know, and we're sure you'll want to come visit us very soon!

Grand Forks has many fascinating points in mining and rail history such as Granby Smelter. The smelter, owned and operated by the Granby Smelting Co. was "blown in" in the fall of 1900, prompted by the success of the Phoenix Mine. Eventually growing to be the largest copper smelter in the British Empire, it was the first in the district. A power plant was constructed on the Granby River, which

was known then as the "North Fork" of the Kettle River. The smelter was in use until 1919, before falling into disuse when the world copper market crashed. The black slag bells, or waste rock from the smelting process can still be seen across the Granby River from Barbara Ann Park at Riverside Drive. The slag pile is about a mile in length and is currently used in the making of rock wool insulation and abrasives. Visit the GF Visitor Info Centre for maps of the North Fork Driving Tour, or Phoenix Interpretive Forest driving route to the once thriving town of Phoenix For those interested in the arts and architecture, Grand Forks downtown Historical Walk and Art Walk tours are essential.



Grand Forks

www.city.grandforks.bc.ca

The Gateway City
to BOUNDARY BC COUNTRY



At the "Gateway" to the Granby River where it flows into the Kettle River, is the open, sun-filled, east-west valley, where Grand Forks lies.

Escape the noise and pressure of crowded cities and experience nature, open spaces and the slower pace of life found in Grand Forks.

Gateway to history, culture, adventure and so much more.

Comprehensive community trail systems, riverside parks, tubing, fishing and winter sport paradise with something for everyone year round.

4,300 ft of airport runway - the richest invitational baseball tournament in North America - Nationals quality BMX track skateboard park - world famous borscht and it doesn't stop there!



Step to play, shop and stay... Grand Forks, Gateway to Adventure Unlimited!



524 Central Ave. 250-412-5835



Mail to: 1020 Carson Rd. Grand Forks B.C. V0H 1H4
Phone 250-442-3731 - e-mail: brian@vicomdesign.com / web site: <http://www.vicomdesign.com>

Date: Oct. 9th, 2013

Invoice: Advertising 2013

Attention: Diane Heinrich
Corporation of the City of Grand Forks

pd in 2012

Re: Advertising space for The Kettle Valley Express – Adventure Travel Guide.

Ad Size: ½ page

Price:\$ 1350.00
HST:.....\$ 162.00
Total\$ 1512.00

*Please make cheque to Vicom Design Inc.
Thank you for doing business with Vicom Design Inc.*

THE CITY OF GRAND FORKS REQUEST FOR COMMITTEE OF THE WHOLE DECISION

DATE: April 18, 2013

TOPIC: Boundary Timber Supply Area Land Acquisitions

PROPOSAL: Council to Approve Staff to Enter into Discussions with the Regional Partners on Community Forest Opportunities

PROPOSED BY: Manager of Development and Engineering

SUMMARY:

Community Forest Agreements, as defined by the Ministry of Forests, Lands and Natural Resource Operations is any forestry operation managed by the local government or community groups for the benefit of the entire community. This involves diversifying the forest economy and creating new opportunities in recreation, wildlife and watershed management. Timber harvesting operations can also provide a source of revenue while supporting local priorities. (Attached is a Boundary Timber Supply Area Map)

The government is committed to diversify the forest economy and expand opportunities for uses such as community forests and woodlots. There are currently 57 communities in B.C. engaged in some stage of planning or operating a Community Forest Agreement.

There are many benefits that communities have obtained through the management of a Community Forest Agreement, such as:

- Long term social and economical development
- Revenue generated from timber harvesting and forest operations
- Local level decision making in regard to sustainable forest management
- Increased tourism, recreational and education potential
- Increased local employment and skills training
- Increased community awareness and involvement

Community forestry embraces the three pillars of sustainable development: social, ecological and economic sustainability. The first step for the group to move forward with a community forest program would be to determine whether the needs and wants of the group are in line with the objectives set out by the Ministry of Lands and Natural Resource Operations. The process from that point would involve researching the program and application process thoroughly including contact with other Community Forest organizations, especially those with similar objectives, for input and guidance.

The Grand Forks area has the potential to benefit from the development of a Community Forest. With a large portion of our community being rural, there are many suitable areas of forested land that could be managed through a Community Forest Agreement.

STAFF RECOMMENDATIONS:

Option 1: Council receives the report and directs Staff to commence discussions between the City and the Regional partners on the benefits and possibilities of developing a Community Forest. This option would give Council a clear direction in which to decide whether to proceed with an application to the Ministry of Forests, Lands and Natural Resource Operations.

Option 2: Council receives the report and declines to direct Staff to commence discussions regarding the possible development of a Community Forest. This option would see the City not consider the development of a Community Forest and not be able to reap any potential benefits through the management of a Community Forest.

BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

Option 1: The advantage to this option is that it would allow the City to move forward with investigating the Community Forest program and to maximize the financial returns to the City and the Community in accordance with Council's Sustainable Community Plan, Corporate Strategic Plan and the Community First Agreement.

Option 2: The disadvantage to this option is that Council would decline an opportunity to explore the potential benefits of a joint City/Regional Community Forest program.

COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

Option 1: The City would proceed with exploring the possibilities of a Boundary Community Forest area program and the potential financial benefit returns to the City and the Community.

Option 2: Council would eliminate any opportunities of being able to realize the potential benefits of developing a Community forest program.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

The City could have the opportunity to inure long term social and economical development, revenue generated from timber, harvesting and forest operations, local level decision making in regard to sustainable forest management, increased tourism, recreational and education potential, increased local employment and skills training and increased community awareness and involvement in accordance with Council's Sustainable Community Plan, Corporate Strategic Plan and the Community First Agreement.

Other communities that have taken on a community forest program have seen good financial benefits to their communities.

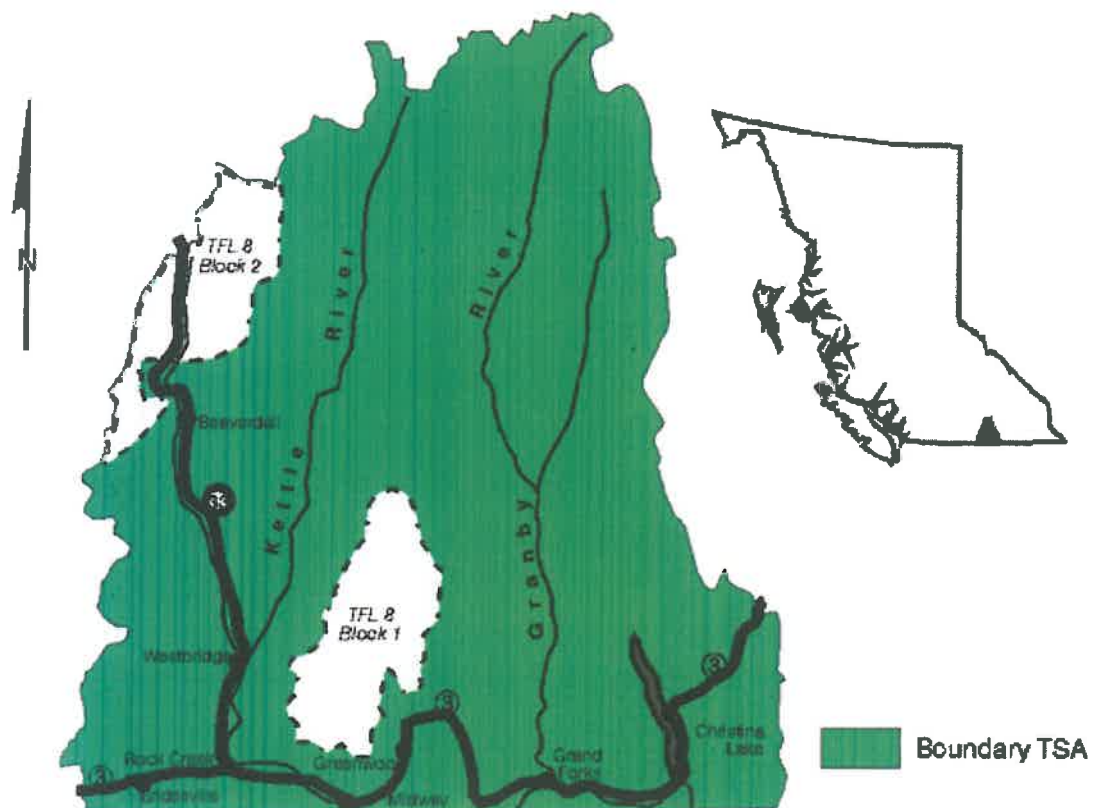
Section 50 of the Community Charter provides the authority for the City to manage forest land under a Community Forest Agreement.



Department Head or
Chief Administrative Officer



Reviewed by Chief Administrative Officer



THE CITY OF GRAND FORKS REQUEST FOR COMMITTEE OF THE WHOLE DECISION

DATE: April 16, 2013

TOPIC: Request for Proposal for the Design, Fabrication and Installation of Welcome Signage

PROPOSAL: Council to Choose Appropriate Design and Award the Proposal

PROPOSED BY: Manager of Development and Engineering

SUMMARY:

A proposal was called for the design, fabrication and installation of welcome signage for the City of Grand Forks. One sign is to be installed 5.5 kilometers west of the City boundary and one sign is to be installed 5 kilometers east of the City Boundary. The intent is to have the design and fabrication of the signs to be reflective of the style of the community with the new branding and in accordance with all City policies such as, the Sustainable Community Plan, Long Term Financial Strategy, Five-Year Financial Plan, Annual Report, Corporate Strategic Plan and the Community First Agreement.

Five proposals were submitted. One proposal was non-compliant but is included for comparison. Please see the attached renditions with prices attached. Please also note that the original peaceful living tag line will be replaced with settle down.

STAFF RECOMMENDATIONS:

Option 1: Council chooses a sign design and recommends that Staff award the proposal to the corresponding Proponent and further resolves to amend the 2013 Capital Financial Plan to cover the extra costs.

OPTIONS AND ALTERNATIVES:

Option 1: Authority to award the proposal. This option would allow staff to award the proposal and commence the design and fabrication of the welcome signage.

Option 2: Council receives the proposals and refers back to staff for further information. This option would delay the design, fabrication and installation of the welcome signage.

Option 3: Council receives the proposals but does not award the proposal at this time and refers the project to the 2014 budget process. This option would delay the design, fabrication and installation of the welcome signage.

Option 4: Council receives the proposals and does not award the project. This option would abandon the project and accept costs spent to date.

BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

Option 1: The key advantage is that the project will proceed and be completed in 2013, as proposed. There are no disadvantages to this option. There are no negative impacts except that the 2013 budget would have to be amended.

Option 2: There are no benefits to this option and the disadvantage would be that it will delay the project further into the year.

Option 3: The benefit to this option is that it would allow staff to properly budget an appropriate amount depending on Council's preference of signage. The disadvantage would be that the project would get delayed until 2014. The negative impacts would be on the Proponents that spent a lot of time and cost in preparing their proposals for submission.

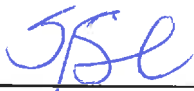
Option 4: The disadvantage is that the project would be abandoned and costs spent to date would have to be paid for by the taxpayers.

COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

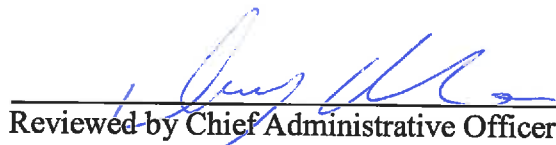
The additional unbudgeted costs could be funded by the Slag Reserve Fund.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

The City has the authority to negotiate with the successful proponent the price and components of the project provided the scope of the project is not varied and remains within the Proposal call.



Department Head or
Chief Administrative Officer



Reviewed by Chief Administrative Officer

3DS OPTION A

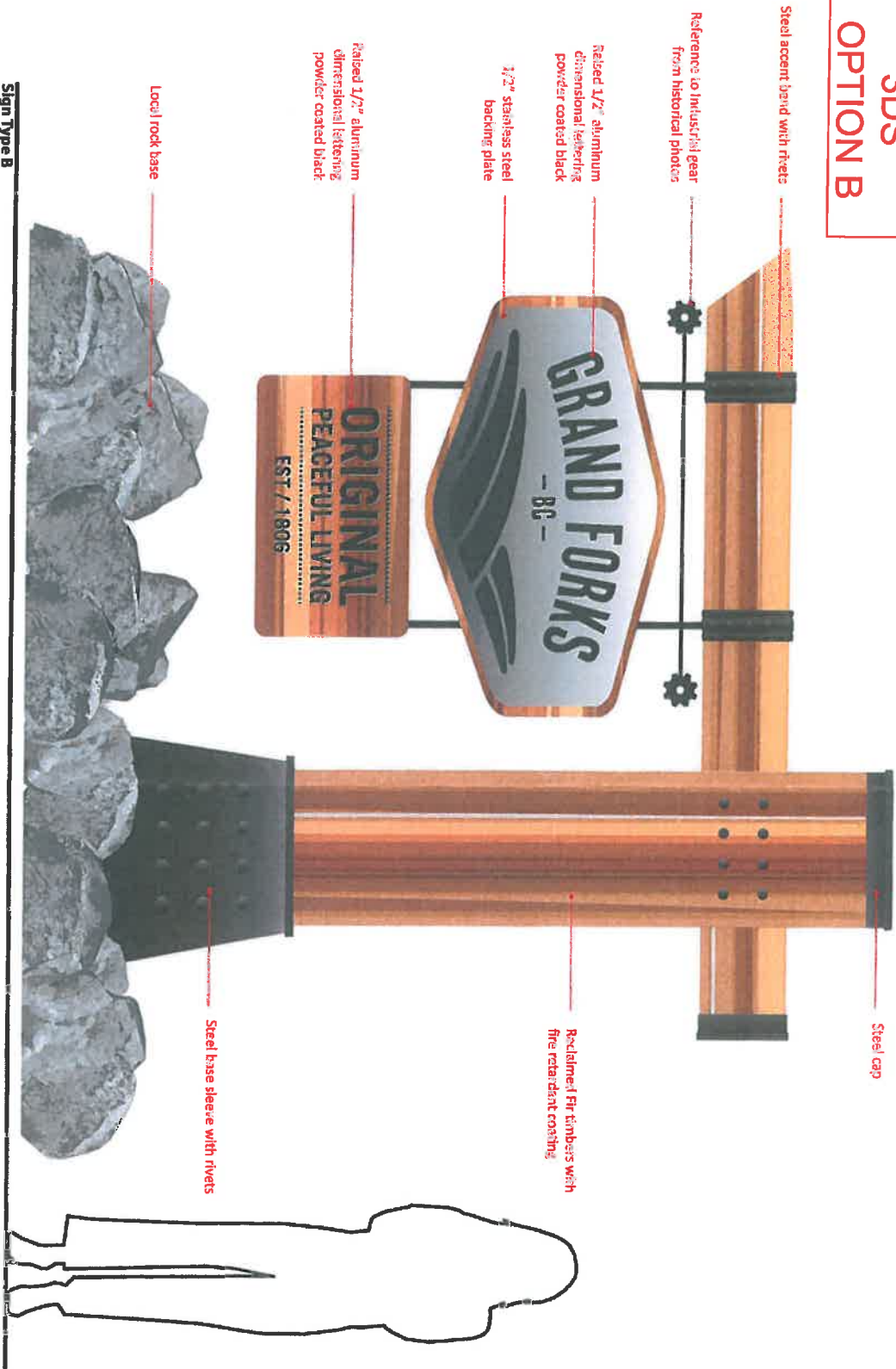


Sign Type A

- Overall Sign Dimensions: 81" Tall X 130" Wide
- Wood Textured Concrete Sign Backer: 77" Tall x 92" Wide
- Steel Sign Face: 70" X 40"
- Reclaimed Fir Timbers: 21' x 21"
- Direct Mounted Powdercoated Aluminum Letters
- Both Sign Type A & B Require a Concrete Base for Anchoring Sign Posts
- Concrete Base will be Approximately 11' Wide x 3' Long x 3' Deep (Dependent on ground conditions)

**\$82,616.00
EXCLUDING TAXES**

3DS OPTION B



\$62,984.00
EXCLUDING TAXES

**ASTO GRAPHIC
OPTION A**

*** PLEASE NOTE ***
Time Sensitive, Please Approve or Advise Desired Changes

APPENDIX A

96"

extruded aluminum panels powder-coated black then printed with
a simulated wood-grain finish

84"



1/8 gauge aluminum powder-coated black and sheered with
Diamond Grade reflective sheeting then black text and logo is
screen printed
-1160 Protective overlay applied over text and graphics

"Welcome home" and "Original peaceful living." are white Diamond
Grade vinyl cut letters applied directly to panels.

**\$28,000.00
EXCLUDING TAXES**

*Please note, all sizes are approximate and subject to approval

☐ APPROVED

* Please Note: Order will not proceed until this art work is Approved, signed and dated *

☐ APPROVED WITH CHANGES

☐ AUTHORIZED CHANGES

FAX TO: 604-596-1211

SIGNATURE: _____

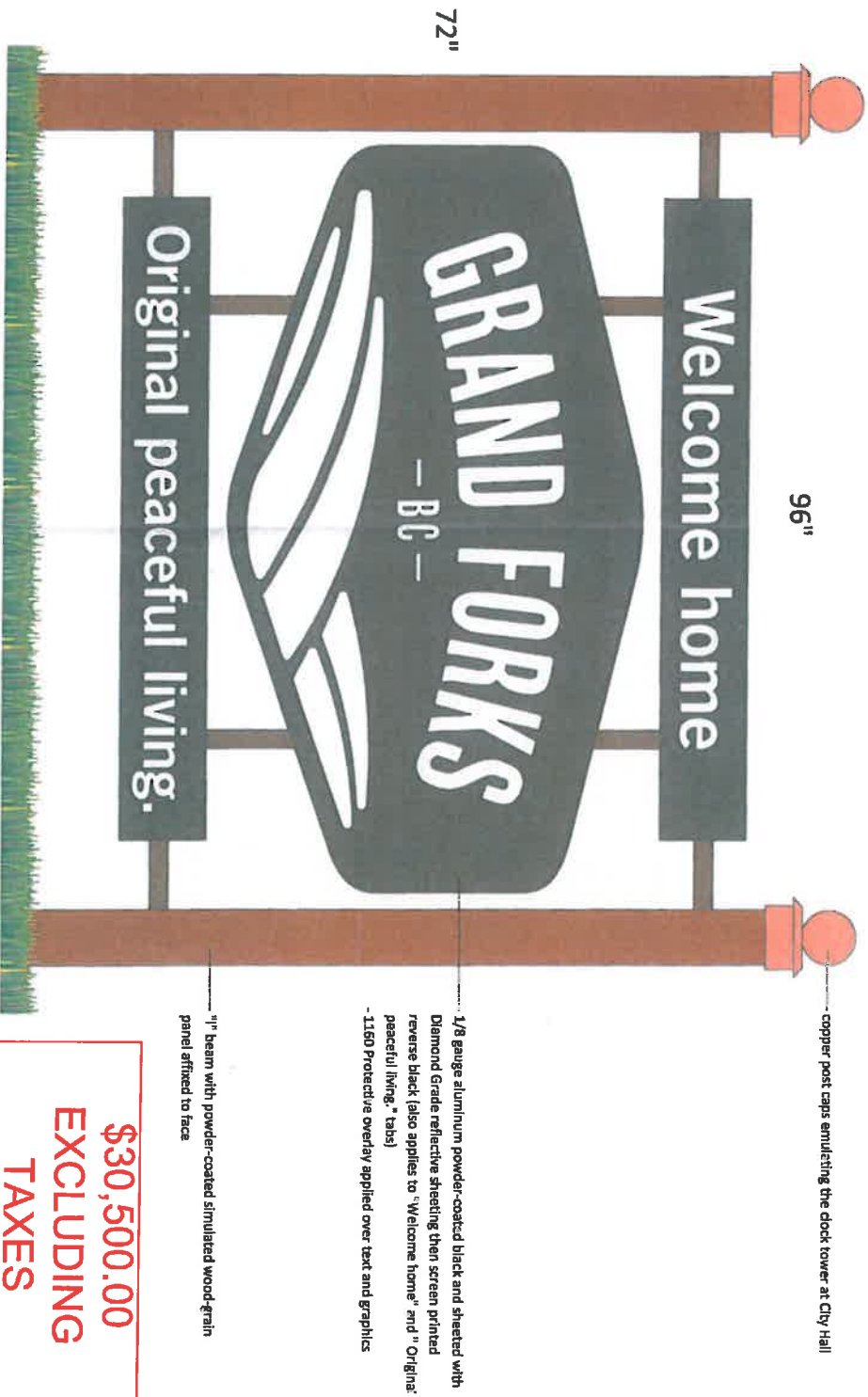
DATE: _____

(Colour proofs may not be identical to the final printed work. Please refer to current Pantone Colour Charts for the correct match.)

*** PLEASE NOTE ***
Time Sensitive, Please Approve or Advise Desired Changes

APPENDIX B

**ASTRO GRAPHIC
OPTION B**



* Please note, sizes are approximate and subject to approval.

☐ APPROVED

☐ APPROVED WITH CHANGES

☐ AUTHORIZED CHANGES

FAX TO: 604-596-1211

SIGNATURE: _____

DATE: _____

(Colour proofs may not be identical to the final printed work. Please refer to current Pantone Colour Charts for the correct match.)

NATIONAL SIGNCORP

8' (METAL CLADDING)

10'

5'-7"

7'



1'-4-1/2" (D)

7" (B)

1'-10" (OVERALL)

12"

5" 16"



SIDEVIEW:



TO SHOW DETAIL FOR SIGN CABINET
& CHANNEL LETTERS ONLY

NEW Pylon (O.A.H. 7')
1'-4-1/2" HIGH (D) ILLUM. PL. LED 5" DEEP CHANNEL LETTERS (GRAND FORKS).
7" HIGH (B) ILLUM. PL. LED 5" DEEP CHANNEL LETTERS (BC).
1'-10" HIGH (O.A.H.) ILLUM. PL. LED 5" DEEP CHANNEL SHAPES (LOGO).
MOUNTED ONTO METAL TRIMMED BASE.

COLOURS:

LOGO SHAPES/ CHANNEL LETTERS: WHITE FACES WITH WHITE RETURNS. MAIN BACKGROUND: 95% BLACK (CUSTOMER COLOUR).
METAL TRIMMED BASE: PAINTED SATIN ALUMINIUM FINISH.
*** SITE CHECK REQUIRED. *PLEASE CONFIRM ALL.

\$37,600.00
EXCLUDING
TAXES



NO PART OF THIS DESIGN MAY BE REPRODUCED IN ANY MANNER WHATSOEVER WITHOUT PRICE WRITTEN PERMISSION FROM SIGNCORP

DATE: 3/8/21	DATE: 3/8/21
SIGN: 3/8"-1'-0"	SIGN: 3/8"-1'-0"
SIGN: MIKE TICHBON	SIGN: MIKE TICHBON

DATE: 3/8/21	DATE: 3/8/21
SIGN: 3/8"-1'-0"	SIGN: 3/8"-1'-0"
SIGN: MIKE TICHBON	SIGN: MIKE TICHBON

DATE: 3/8/21	DATE: 3/8/21
SIGN: 3/8"-1'-0"	SIGN: 3/8"-1'-0"
SIGN: MIKE TICHBON	SIGN: MIKE TICHBON

DATE: 3/8/21	DATE: 3/8/21
SIGN: 3/8"-1'-0"	SIGN: 3/8"-1'-0"
SIGN: MIKE TICHBON	SIGN: MIKE TICHBON

DATE: 3/8/21	DATE: 3/8/21
SIGN: 3/8"-1'-0"	SIGN: 3/8"-1'-0"
SIGN: MIKE TICHBON	SIGN: MIKE TICHBON

GRAND FORK

SPEED PRO

Powder coated aluminum
welded to aluminum frame
Bolt connections to the steel frame

152 in

Welded Steel Frame work
Overlaid with Fiberglass reinforced concrete
Rock finish hand sculpted
Hand painted texture finish
Anti graffiti coated

174 in

White reflective vinyl
applied to face
Anti Graffiti coating

84 in

16 in

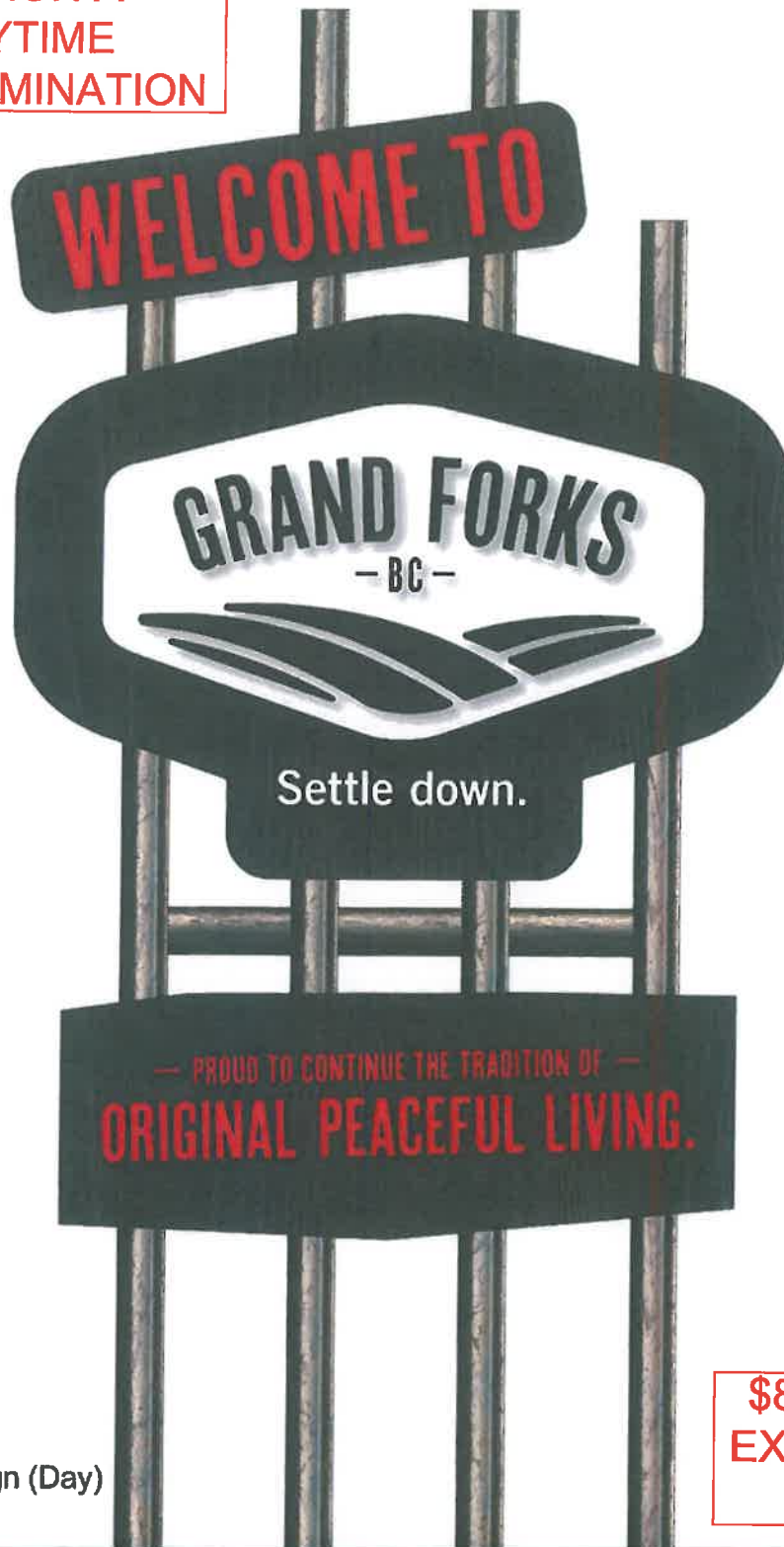
10 in

Original peaceful living.

203 in

\$64,470.68
EXCLUDING
TAXES

GLO-TECH
OPTION A
DAYTIME
NO ILLUMINATION



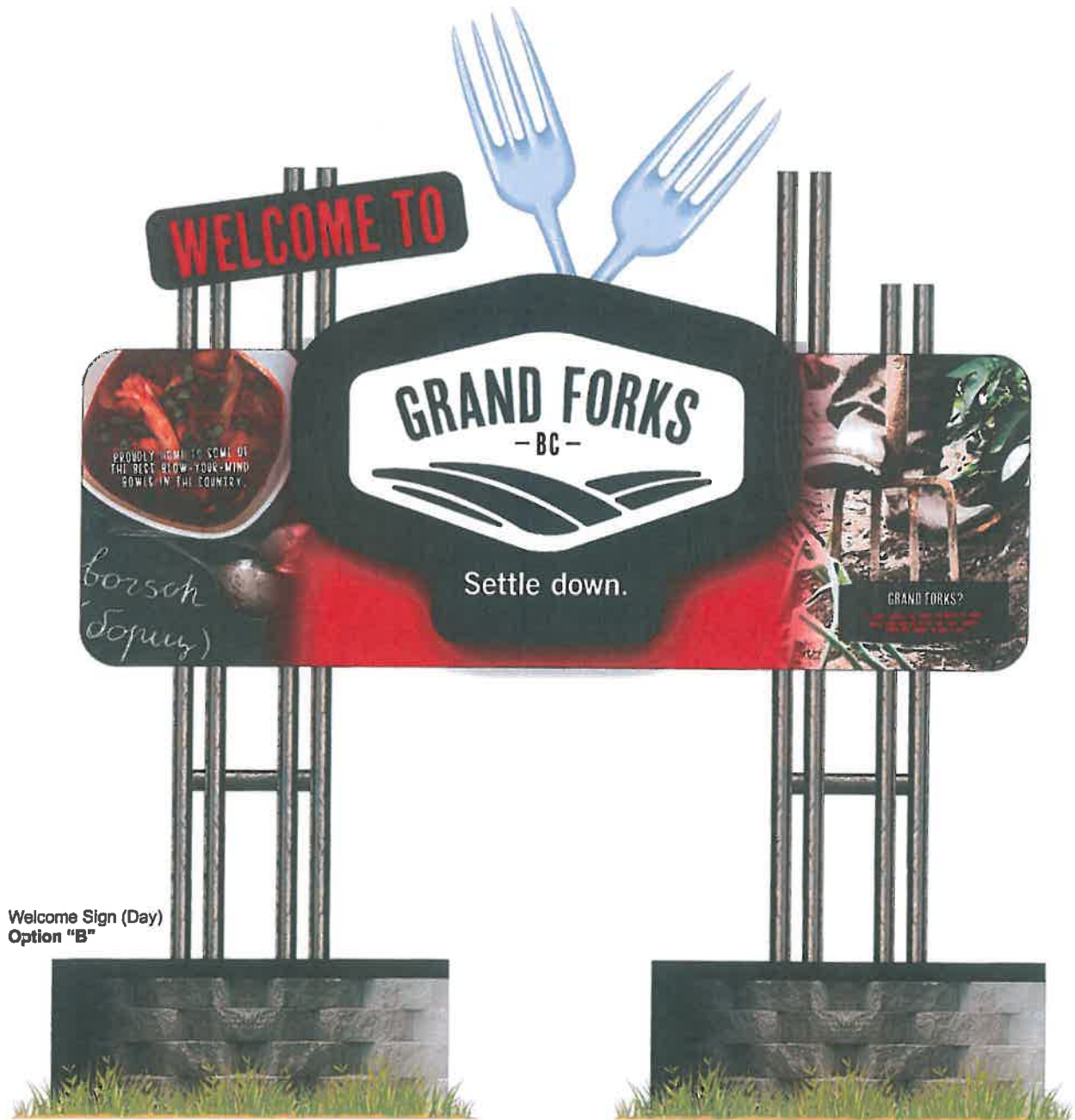
Welcome Sign (Day)
Option "A"

\$85,500.84
EXCLUDING
TAXES

**GLO-TECH
OPTION 1
NIGHT TIME
WITH ILLUMINATION**



GLO-TECH
OPTION B
DAYTIME
NO ILLUMINATION



\$105,575.52
EXCLUDING
TAXES

**GLO-TECH
OPTION B
NIGHT TIME
WITH ILLUMINATION**



THE CITY OF GRAND FORKS REQUEST FOR COMMITTEE OF THE WHOLE RECOMMENDATION

DATE : **May 6, 2013**

TOPIC : **Campground Procedure Policy**

PROPOSAL : **Staff's Request for Approval of new Campground Policy**

PROPOSED BY : **Staff**

SUMMARY:

Originally operated for decades by our Visitor's Centre, City Operation's staff became responsible for the Municipal Campground in 2006. In 2006 our campground received major upgrades of underground services (water, sewer, electrical and cable). More recently, (Spring 2012) additional upgrades were completed to separate individual RV sites. Our City Campground is in need of a policy to ensure operations are meeting expectations of City Council and best management practices. Campground rates will be reviewed annually and be reflected in the City of Grand Forks "Rates Bylaw". The new Campground Policy outlines camping seasons, rules and services that are included for fees paid. The collection of money and booking procedures are also defined in the Policy and will be implemented by staff.

STAFF RECOMMENDATION:

Option 1: That the Committee of the Whole recommends to Council to approve the new Campground Procedure Policy.

OPTIONS AND ALTERNATIVES:

Option 1: That the Committee of the Whole recommends to Council to approve the new Campground Procedure Policy.

Option 2: Receive the report. This would result in the status quo.

BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

Option 1: Booking procedures would be greatly enhanced. A needed reduction to maximum number of tents per site is outlined. Seasonal and Non Seasonal camping dates with services supplied are better defined.

Option 2: Problems with booking conflicts would continue. Tenting over-crowding would be a possibility. There would be no connection with new Rates Bylaw. In Season and out of season camping would not be defined.

COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

There is no direct cost to implementing this policy.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

Policies follow from City Bylaws and from the Community Charter and the Local Government Act.



Department Head or CAO



Reviewed by Chief Administrative Officer

CITY OF GRAND FORKS

POLICY TITLE:	Campground procedure	POLICY NO:	1206
EFFECTIVE DATE:	May 1, 2013	NEW:	2013
APPROVAL:	Council	PAGE:	1 of 1

Purpose:

The Operations Department will operate the City Campground in accordance the policy of the City of Grand Forks. The policy will address the dates for the site to be opened and closed, how the site will operate and the rules that will regulate the site as per the approval of City Council.

Policy Procedure:

Establishing rates:

This will be completed by August 1 each year for the subsequent year of camping to assist with timely advertising of rates through the Visitor Information Center

The rates will be established by multiple criteria:

1. Comparable rates for municipal campgrounds in BC that provide similar services
2. Consider the operational costs for the past three years and ensure the cost are being covered to include labour, materials and equipment
3. A meeting that includes the Manager of Operations, Representative from the Visitor Information Center and the Chief Financial Officer shall be arranged annually to audit the costs. This information will be used to assist with preparation of the following year's operational budget for the campground.
4. Once the review has been completed the findings will be discussed with the Chief Administrative Officer and considered as part of the following year's operational budget.
5. Once the rates are established by Council resolution they will be included in the City's rates bylaw and amended annually by Council as needed.

Current Rates:

Current Campground Rates once established, will be noted in the "Rates Bylaw".

Seasonal (May 1 to Sept 30th) rates for services will include:

Tenting

RV Parking - No Hook-ups

RV Parking - Water, Sewer & 50/30 AMP service

Long term tenting (Over two weeks) Paid in advance

Long term camping (Over two weeks) Paid in advance

Off Season (October 1 to April 30th) rates shall be paid in advance. Services include:

- No tenting
- No washrooms
- RV Parking – No Hook-ups
- RV Parking – Sewer
(weather permitting) & 50/30 AMP service (no water service)
- No snow removal service

Group Rate - Any inquiries must be requested to the City Council in writing addressed to Mayor and Council and should clearly outline the request. Peak season requests will be considered at the Peak seasonal rate. All requests are required to be submitted by January 15th and October 15th of each year.

Camp Fires: No Campfires are Allowed

Cancellation Policy:

- 48 hour cancellation policy; if there is no written receipt prior to 48 hour cancellation policy the penalty shall be charged to the customer shall be one night camping rate as per the site reserved and the type of camping requested. (No exceptions)

Check in and Checkout:

- Checkout at 12:00PM
- Check in 1:00PM or earlier if the site is ready (Subject to the campground attendants information)

Pets:

- Pet friendly, but pets must be on a leash at all times

RV Site Size and Restrictions :

- 40' RV maximum; no restrictions on slides or width of RV
- Sites 1-7 is 30' deep (for shorter RVs)
- Sites 8-15 is 40' deep (for longer RVs)
- Sites 16- 21 Pull-through
- Parking for 2 vehicles is allowed on an RV site

Reservations:

Reservations are handled at three locations: City Hall and the Visitor Information Center and by the seasonal staff on site. No reservations will be booked until the site availability has been confirmed by staff.

All reservations will be booked into the cloud service set up by the City of Grand Forks. All reservations bookings outlined on the Cloud Service will be considered final and will prevail in the event there is a discrepancy

Information required to reserve a site:

- Credit card info including: Name, expiry date and CVD (3 digit #)
- Address including e-mail (if available), phone number and dates reserved (arriving & departing dates)
- Names, number of people, and if there will be pets

Tenting:

Maximum # of tents per site = 2, configured as follows:

- one family size tent and a smaller one, or
- 2 medium sized tents, or
- 1 medium sized tent and a smaller one, or
- 2 pup tents
- Visitors staying in the back of trucks pay a tent fee with no extra charge for one additional pup tent on the same site

WI-FI

- Wireless internet is included and the access code will be provided upon receipt of payment

Washrooms and Showers

Subject to availability the campground washrooms will be available to the guests of the campsite at no additional cost. (Campground Washrooms are closed during heating season)

Unauthorized Camping

All unauthorized or un- paid occupation of any campsite will result in the Bylaw enforcement officer attending the site and attempting to contact the unauthorized occupant. If the Bylaw Enforcement Officer is not able to locate the occupant the site will be cleared at the owner's expense.

THE CITY OF GRAND FORKS REQUEST FOR COMMITTEE OF THE WHOLE DECISION

DATE : **May 6, 2013**

TOPIC : **7212 Riverside Drive**

PROPOSAL : **Lease Proposal of 7212 Riverside Drive**

PROPOSED BY : **Habitat for Humanity Boundary Society
Whispers of Hope Benevolence Association
Boundary Emergency and Transition Housing Society
Also Known as: MAPP**

SUMMARY:

The request for proposal for 7212 Riverside Drive was posted in the local papers, the City's website and on BC BID on February 21, 2013. The RFP closed at 2:00 P.M. on March 14, 2013 with the City receiving one proposal from Habitat for Humanity Boundary Society, Whispers of Hope Benevolence Association and Boundary Emergency and Transition Housing Society also known as MAPP. The proposal submitted by MAPP meets the requirements of the Official Community Plan, and the Request for Proposal also includes some additional requests.

MAPP has the following requests noted in their proposal:

- **Item 1:** To close a portion of 72nd Ave. from Riverside Drive to the river. This would require approval from both the Ministry of Transportation and the Municipality. The request would require that when the property is surveyed and consolidated, that a 6 meter access on the southern edge of the property would need to remain as City owned property for a new access to the river. This area would serve a dual purpose, both as the driveway to the back parking lot of the Restore and as pedestrian access to the river. The additional cost for the road closure would be the responsibility of the MAPP group and includes survey, raising title, consolidation and registration with land titles and is estimated to be \$2,500.00. This could be completed by the City.
- **Item 2:** The relocation of the power pole and overhead lines crossing the river. The pole would need to be moved to the south edge of the property and would require the installation of at least two new power poles and the extension of the over head power lines. The relocation of the power lines is estimated to be \$5,100.00. This could be completed by the City.
- **Item 3:** There is an existing water main that runs down the center of 72nd Avenue and crosses the river to service the Rivershore Trailer Park. This utility would need to be relocated within the 6 meter access mentioned in Item 1. The water service relocation and upgrade is estimated to be \$20,000. This could be completed by the City.

- **Item 4:** The removal of the concrete slab located on the 72nd Avenue roadway. The cost of removal is estimated to be \$550.00. This could be completed by the City.
- **Item 5:** To waive the development cost charges (DCC's) related to the construction of the new Restore on the portion of 72nd Avenue that would be consolidated with lot A as per Item 1. The Restore location is outside of the scope of the original RFP that was issued by the City. The development cost charges are estimated to be between \$2500 and \$2800 should council choose to waive the DCC's.
- **Item 6:** The MAPP Group also requested a grant-in-aid in the amount of \$15,000 for the water and sewer hookups and the Mapp's Group is prepared to withdraw this request should council choose to waive Item 5 of their proposal. This could be completed by the City.
- **Item 7:** The MAPP Group has requested a ten (10) year lease and to retain ownership of the Restore should the lease be terminated for any reason. City staff is recommending a five (5) year term with an escape clause drafted by the City's legal counsel. Further, that the City allow the Mapp Group a 90 day grace period to allow for the relocation of the Restore to another location should the lease be terminated for any reason. If the Restore is not relocated the building will become the property of the City of Grand Forks.
- **Item 8:** MAPP is proposing a minimal base rent of \$1.00 per year and in addition, 5% of net profits generated from the social enterprise components. To ensure that MAPP gets a solid footing, they are requesting that the City waive the percentage until the second full year of operation.

Should Council agree with the conditions as set out in the summary above, staff would see no issues in proceeding with the proposal.

STAFF RECOMMENDATIONS:

Option 1: Council directs staff to proceed with the proposed lease provided the terms in the summary are agreed to by Council. Further that staff is requested to complete the road closure of 72nd Avenue.

OPTIONS AND ALTERNATIVES:

Option 1: Council adopts a resolution to proceed with the proposed lease for 7212 Riverside Drive. Council directs staff to proceed with the proposed lease provided the terms in the summary are agreeable with Council and proceed with drafting a lease agreement. Further that staff is requested to complete the road closure of 72nd Avenue.

Option 2: Council declines to approve the proposed lease for 7212 Riverside Drive. This option would see the property and building remain as status quo.

BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

Option 1: The advantage to this option is that it will allow the MAPP Group to establish a new home base for their organizations and help the City in the development of the downtown core, and consolidate these agencies that provide much needed social assistance in our community.

Option 2: This option allows the property at 7212 Riverside Drive to remain vacant with no potential to generate revenue for the City.

COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

If Council agrees to the abovementioned requests, the costs to the City would be \$45,950.00. Currently no resources have been allocated in the 2013 operating or capital budget.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

Council may waive or reduce a charge under section 933 (*development cost charges generally*) for an eligible development within the regulations of the Local Government Act. Council has the ability waiving or reducing the fees and charges under Bylaw 1425 (*Bylaw to Impose Development Cost Charges*).



Department Head or Chief Administrative Officer

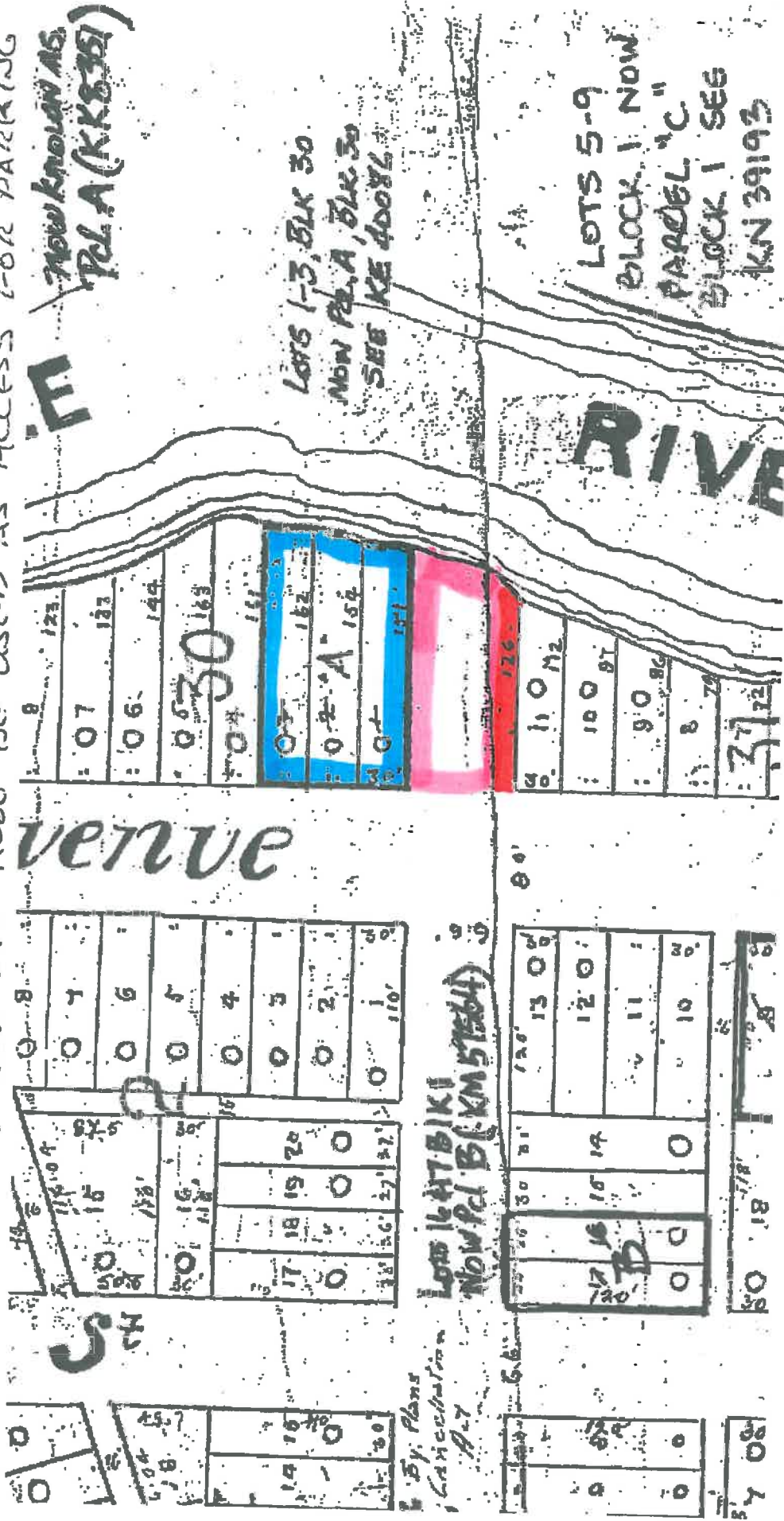


Reviewed by Chief Administrative Officer

7212 RIVERSIDE DRIVE PROPERTY

72ND PROPOSED CLOSURE.

REQUIRED GATEWAY ACCESS TO THE RIVER
WHICH CAN ALSO BE USED AS ACCESS FOR PARKING





LEASE OF 7212 RIVERSIDE DRIVE

This proposal has been prepared by Habitat for Humanity Boundary Society, and addresses the Multi-Agency Accommodation needs of:

Habitat for Humanity Boundary Society

and

Whispers of Hope Benevolence Association

and

Boundary Emergency and Transition Housing Society

Jointly known as:

MAAP

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SCHEDULE A
CERTIFICATION DOCUMENT
LEASE OF 7212 RIVERSIDE DRIVE

Certification:

We have carefully read and examined the RFP document and have conducted such other investigations as were prudent and reasonable in preparing this Proposal.

We certify that the statements made in this proposal are true and complete. These statements represent our proposal to the Corporation of the City of Grand Forks. We agree to be bound by statements and representations made in this proposal.

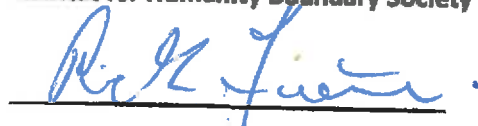
Print Company Name and Address:

Habitat for Humanity Boundary Society
P.O. Box 1088, Grand Forks, V0H 1H0
for
Boundary Emergency & Transition Housing Society
and
Whispers of Hope Benevolence Association

Print Name and Title of Authorized Signing Officers:

Rick Friesen, Executive Director
Habitat for Humanity Boundary Society

Signature of Authorized Signing Officer:



Telephone Number:

T 250.442.2634 C 250.666.0518

Email Address:

hfhboundary@hughes.net

Acknowledgement of Addenda

We acknowledge receipt of the following addenda which become part of this RFP:

Addendum #	1	
Addendum #		
Addendum #		

Signed this _____ day of _____, 2013

Executive Summary

Habitat for Humanity Boundary (HFHB), Boundary Emergency and Transition Housing Society (BETHS), and Whispers of Hope Benevolence Association (Whispers) intend to create multi-agency accommodation to meet the needs of individuals and families in the Boundary who are homeless, hungry and/or unable to obtain decent, safe and affordable housing. The three organizations seek to create a permanent facility that will provide shelter, meals, clothing and other thrift store items, office space for the three organizations and a HFHB ReStore. A ReStore is the Habitat brand name for a building supply store that sells predominantly used building materials.

The Multi-Agency Accommodation Project (MAAP) is a collaborative agreement between three not-for-profit agencies which need permanent accommodation, but cannot afford the cost individually. While each agency will retain its own identity and unique operating style, opportunities to share specific facility components, staff, volunteers and administrative responsibilities exist and will be explored. We believe this collaboration will lead to increased efficiencies and lower operating and administrative expenses.

Section 1 of this proposal details MAAP's understanding of the facility and associated requirements. It identifies specific goals, objectives and guidelines contained in the City of Grand Forks' Sustained Community Plan and Community First Agreement.

Section 2 provides corporate profiles of the three agencies, describing who they are, what they do, and how they do it. The MAAP advisory council is described in this section and it includes highlights of the Memorandum of Understanding created between BETHS, Whispers and HFHB.

Section 3 details the proposed use of 7212 Riverside Drive, modifications required to the facility and construction commitments. It also identifies the resources and personnel that MAAP will provide to the facility and the marketing strategies to make it successful.

Tenant Fit-Up describes the work and schedule for renovating the facility to meet MAAP's needs, and for construction of the ReStore. This section also includes estimated start-up costs, potential sources of revenue and annual operating costs. Statements of Revenues and Expenses are provided for all three agencies.

Reference letters have been provided for each of the agencies. As HFHB is taking the lead role in this collaborative venture, they have provided a reference letter from the Grand Forks District Savings Credit Union.

Section 6 presents MAAP's proposal to the City of Grand Forks for the lease of 7212 Riverside Drive, their request for the closure of that portion of 72nd Avenue adjacent to 7212, and a brief description of our potential savings from and investment in this project.

Roxul Inc. has offered to donate the former CanPar engineering office to this project. The building will need to be relocated from the Roxul premises within the next year. International Forests Products Limited (Interfor) has donated \$20,000 to support the project. Preliminary discussions with the City of

Grand Forks have indicated support in principle for the project and identified a possible location on Riverside Drive which includes a 4,320 square foot building (the former Three Phase building at 7212 Riverside Drive) as well as the adjacent road right-of-way which could be closed, re-zoned commercial and made available for the project.

1. Understanding of 7212 Riverside Drive

The three organizations comprising MAAP have been interested in the 7212 Riverside Drive property for more than a year, as it is ideally situated for our multiple agency model which requires close proximity to the downtown core, good access to the public and reasonable separation from the residential community.

MAAP understands that 7212 Riverside Drive will be made available for use “as is” and that it will be our responsibility to ensure that the facility meets current building standards for safety and related building code requirements, and that any costs related to upgrades or renovations will be our responsibility alone. We also understand that any such upgrades or renovations will require City approval prior to commencement of any work.

The services we provide to the community and surrounding area address numerous policies, guidelines and strategies contained within the City’s Sustainable Community Plan, Community First Agreement, Corporate Strategic Plan and Annual Report. In submitting this proposal, we realize that our occupancy of the facility will not maximize revenue to the City but it will create a benefit to the community as well as new jobs. The ReStore will employ a full-time manager. As BETHS moves to a permanent shelter and transition housing, it will employ a shelter coordinator, assistant coordinator, staff and counselors. We appreciate that the City has identified secondary benefits in disposition of City-owned lands, namely securing beneficial services, and is committed to supporting community organizations by providing land at a nominal fee where possible.

MAAP will meet the needs of Individuals and families in the Boundary who are homeless, hungry, lack appropriate clothing, or are unable to obtain decent, safe and affordable housing.

A study conducted in 2010 for the City, clearly indicated several gaps in the housing continuum in the Boundary. Discussions with service providers and professionals at that time confirmed the need for a full range of housing and support services, i.e.:

- Homeless outreach workers;
- A low- or medium-barrier emergency shelter;
- A no-barrier, “wet” shelter where alcohol could be distributed to qualifying clients through a controlled program;
- Emergency shelter and transitional housing for youth-at-risk;
- Transitional housing to support those suffering from mental illness and those returning from detox centres, psychiatric hospitals, correctional facilities and other care and treatment centres;

- Supportive housing for individuals at risk of homelessness; and
- More affordable permanent housing for single people and families.

This collaboration between BETHS, Whispers of Hope Benevolence Association and HFHB is seeking to fill these identified gaps.

How this plan addresses the Sustainable Community Plan:

Encourage affordable housing for low income families and individuals, housing for the elderly, and housing for people with special needs.

The ReStore will provide HFHB with a steady source of undesignated revenue which can be used for both administrative and construction expenses. This additional revenue resource will allow HFHB to direct all the proceeds from our mortgage portfolio to the construction of new, affordable homes.

Enhance the visual appearance of the entire community through well-designed and quality built form. This plan calls for an expanded revitalization and beautification program of the commercial core, and the highway corridor (Central Avenue), including —gateway treatment into the downtown

Relocation of Whispers from the highway corridor. The ReStore will be “well designed and quality built form”. Visual appearance will be improved by repairing and repainting existing structures.

Develop a ‘co-responsible’ environment where government, businesses, not-for-profit organizations, schools and citizens work in partnership to achieve common, sustainable goals. Develop stronger partnerships between community self-organizing initiatives and City priorities.

BETHS, Whispers and HFHB will work in partnership to achieve common, sustainable goals. The three agencies, while retaining their individual identities, have agreed to appoint HFHB as the lead role in City relationships.

Encourage and support the development of affordable housing for low-income families, seniors and those with disabilities.

HFHB has built 14 affordable homes for low-income families, seniors with grandchildren and those with disabilities. This proposal both encourages and supports those continued efforts. HFHB has committed to building an average of one home per year in the Boundary area.

Encourage the redevelopment of existing commercial properties before any new commercial lands are developed. Encourage the reuse of older, vacant buildings.

The proposed facility at 7212 Riverside is an existing, older, vacant commercial property.

Encourage the use of the BC Green Building Code in new developments.

HFHB has committed to certification under “Built Green Canada” of all their future builds. This will apply to the new construction required for the ReStore.

The social fabric creates a sense of community pride where residents and visitors feel safe and welcomed. Enhancing current access to services and facilities makes the community attractive and livable.

Housing three not-for-profit service agencies in one location will enhance access to the public. A livable community improves and fosters an environment of learning, tolerance and growth, creating a balance of harmony and responsibility.

MAAP’s memorandum of understanding creates an environment of learning, tolerance and growth.

Encourage institutional uses to locate in, or within the vicinity of the city centre.

This plan will enable HFHB to relocate their office within the vicinity of the city centre. It will relocate Whispers from a prime, gateway retail location to a more appropriate fringe location. It will

relocate BETHS from a church to a non-religious setting, and make it more accessible to those uncomfortable with churches.

Enhance the accessibility of community facilities by encouraging joint-use and creative programming.

This project will create a common facility location for three currently independent agencies who serve low income individuals and families in our community.

Work cooperatively with ... non-profit corporations in offering support services and improving housing for the poor, disadvantaged and low income earners.

All three agencies are mandated to provide support services or affordable housing for poor, disadvantaged and low income families and individuals.

How this plan addresses the Community First Agreement

The City will develop partnerships with grass roots organizations to develop and implement its business retention and attraction strategy.

MAAP is made up of three grass roots organizations, which are looking to create a new business in the vicinity of the downtown core, and will improve the aesthetics of an existing structure.

Emergency and Supportive Housing: Municipal Commitment: The City will undertake initial research into supportive and emergency housing options and assist in identifying appropriate facilities as required.

MAAP is grateful to the city for assisting in identifying this property and facility.

The City will develop a strategy, in collaboration with community partners, to provide emergency shelter during extreme weather conditions. The City will continue to act in a proactive fashion in addressing the issues of homelessness in the community.

BETHS appreciates the proactive support from the City in addressing the issues of homelessness in the community

Specific Goals and Benefits of the lease to the Community

- Consolidation of three social services at one location adjacent to the downtown core
- Reduced long-term dependence upon grant-in-aid support from the City
- Relocation of Whispers of Hope from the existing highway corridor
- Streamlined administration between the City and the three agencies
- Continuation of the commitment to support emergency and supportive housing as outlined in the 2010 Community First Agreement
- Collaboration with major city businesses (Interfor and Roxul) to support a social need
- Diversion of used building materials and other products from the landfill to the ReStore
- Construction of additional affordable housing using the ReStore proceeds

2. Corporate Profile, Experience and Capability

Habitat for Humanity Boundary Society

HFHB is dedicated to provide homes for those whose income is insufficient for a conventional mortgage. It is an affiliate in “good standing” of Habitat for Humanity Canada. HFHB has exhibited flexibility and innovation in their building program and adapted to increasingly complex projects. The recent completion of a seven unit multiplex for single, adult, developmentally disabled men (\$893,000 budget) is a good example.

- HFHB **empowers** low-income families to break the cycle of poverty through affordable home ownership.
- HFHB **mobilizes** volunteers to build vibrant and successful communities and to establish new friendships and learn new skills.
- HFHB **improves** families’ lives and the environment by building green.
**All of this occurs because of partnerships and the vital funding we receive from individuals, community groups, organizations and governments.*
- HFHB gives families a hand-up to home ownership, not a hand out.
- HFHB assists families whose rent might be more than 40 percent of their income, and provides them with an opportunity to live in a safe and healthy environment.
- Families must be able to pay a mortgage, having a stable income which is below Stats Canada Low Income Cut Offs, yet is adequate to make a minimum \$250 per month mortgage payment which does not exceed 25% of their monthly income.
- Families contribute 500 hours of sweat equity which allows them to take pride in a home that they helped to build.
- Families receive interest-free mortgages amortized at 25% of their income (30% including property taxes and insurance) which allows them to spend money on necessities like groceries and winter clothing for their children.

The Society was incorporated in 1996 and has built 14 housing units to date. In 2010 HFHB made a commitment to build all future homes to “Built Green Canada” standards. The 7 unit multiplex for adult, developmentally disabled men was the first green build, and achieved a Gold Level – Built Green, and an EnerGuide rating of 84.

The ReStore which is planned for operation in 2013/2014, will divert tonnes of used building materials from the landfill while providing a reliable steady revenue stream which will enable HFHB to achieve their goal of self-sufficiency in building an average of one home per year in the Boundary area.

HFHB currently has a part-time Executive Director and a part-time book-keeper. Our homes are built with volunteer labour.

HFHB has built more homes per capita than any other Canadian affiliate.

Board of Directors:

Ray Hanson – Chair,
Irene Friesen – Secretary
Eleanore Martens – Family Services
Donna Caruso – Special Needs
Harold Kopan – Construction

Margaret Steele – Vice Chair
Cheryl Beatty – Treasurer
Chris Moslin – Social Media
Monica Coleshill – Nominations

Staff: Rick Friesen – Executive Director
Michael Wirischagin – City Council Liaison

Whispers of Hope Benevolent Association

Whispers has been registered under the BC Societies Act since 2005. The society attained Charitable Status in 2006. Whispers' operates under a Board of Directors. For ten years prior to registration with BC Societies, it was run strictly by volunteers and was known in the community as 'Hands of Mercy' and later as 'Community Hands of Mercy'.

Our mission is to provide a welcoming place where people can stop in for a cup of coffee, soup and sandwich or even a hot meal in a place where all belong in the community. Whispers welcomes all people, regardless of religion, race or life situation. Surplus bread and other food are also distributed where needed. Currently we serve lunch to upwards of 50 individuals daily, Monday through Friday. The space on Central Avenue is too small to accommodate the number of people we greet daily. The current location is unpopular with some community members as often the clientele smoking outside the premises are the first people tourists see as they enter Grand Forks from the east.

Whispers is welcoming and non-judgmental of all persons. There is no 'qualifying' to be welcomed. Open four hours daily, Whispers not only feeds and welcomes vulnerable individuals, but is an informal check point where staff and volunteers notice when someone has not been seen for several days or when regular guests seem to be experiencing extraordinary hardship.

Whispers has fostered positive relationships in the community with the RCMP, Public Health, Mental Health, the Phoenix Foundation, Grand Forks Credit Union, Community Food Bank, church based faith groups and countless caring citizens. Whispers operates primarily on gaming grants and community donations. There is a thrift shop in the back of the facility which offers clothing and kitchenware for minimal costs. The thrift store does not measure up to its full potential as it is not heated and does not have easy access for patrons. Occupancy costs are high for a facility that does not meet our current needs. A second significant expense is wages for a part time coordinator to manage the centre, a summer student and cleaning service.

Our vision for the future includes a kitchen adequate for preparing meals and offering cooking instruction to small groups. With enhanced physical space and access, we believe our thrift shop will produce significant income and eventually serve as a training opportunity for some individuals. We also envision, with more space, that we will be more family friendly so that individuals with children would feel comfortable stopping in for a meal. In recent years, as employment opportunities are limited in our area, we are seeing more youth accessing food and daytime shelter at Whispers. We see the hunger for belonging and companionship alongside the hunger for food alone.

Board of Directors:

Jake Raven – Chair
Louise Heck
Charles Hagen

Kim McLellan – Secretary/Treasurer
Wendy Gill
Michael Robb

Boundary Emergency and Transition Housing Society (BETHS)

BETHS is an independent not for profit society created in response to needs identified by the Public Safety Committee Grand Forks (2010). BETHS is a registered Charitable Organization. It currently operates an Extreme Weather Response (EWRS) Shelter in the Grand Forks Christian Centre from November 1st to March 31st and is dedicated to the homeless and those seeking to move out of homelessness.

BETHS believes that any individuals who are at risk and are in need of a safe environment are considered homeless. This includes any individual or family who is living in public spaces without legal claim (on the streets, abandoned buildings, in tent cities), a homeless shelter, a public facility or service (hospital, care facility, rehabilitation or treatment centre, correctional facility) and cannot return to a stable residence; or individuals or families who are financially, sexually, physically or emotionally exploited to maintain their shelter.

The purposes of the society are:

Phase 1: Create and operate an EWRS in Grand Forks prior to winter 2010. Refer to the "Extreme Weather Plan - Grand Forks". This provides short term, day by day shelter for homeless adults, and minors unaccompanied by a legal guardian and or parent, from November 1 until March 31 annually.

Phase 2: To transition the EWRS to a permanent, year round Emergency Shelter for adults, and minors unaccompanied by a legal guardian and or parent in the Boundary area, which will provide intermediate term (up to 30 days) shelter.

Phase 3: To develop and operate Transitional Housing which will provide a safe and decent place to live for those who wish to progress from homelessness. The Transitional Housing program will provide long term (6 months to 2 years) accommodation.

To achieve the aforementioned purposes, BETHS established the following goals;

- a. To establish or acquire by purchase, gift, transfer, lease or otherwise, and to maintain and operate on a non-profit basis, facilities for homeless individuals in the Boundary area.
- b. To carry on any activities related to homeless services, which in the opinion of the Board of Directors, may be justified by the facility, personnel, funds, or other requirement that are, or can be, made available.
- c. To cooperate with and where possible, other community services concerned with affordable, safe housing.
- d. To support and promote initiatives which increase capacity of individuals and groups to attain secure, appropriate and affordable housing.

Board of Directors:

Jim Harrison – Chair
Ray Hanson – Co-Secretary
Gene Robert – Staff Liaison
John Heavener

Elliot Teskey – Secretary
Rick Friesen – Treasurer
Judith Lloyd

MAAP Advisory Council Members:

Wendy McCulloch – Chair,
Louise Heck – Whispers, Jake Raven – Whispers,
Jim Harrison – BETHS, Judith Lloyd – BETHS, Elliot Teskey – BETHS (alternate),
Ray Hanson – HFHB, Rick Friesen – HFHB, Margaret Steele – HFHB (alternate)
Bob Morton – Architectural Consultant

MAAP's Memorandum of Understanding - *"A Bond between Equal Partners"*

To promote the development of a strong and effective working relationship between three organizations of equal status that are each regarded and treated as equals.

Key Points of the M.O.U.

- Understanding and Mutual Respect
- Joint Action and Collaboration
- Communication/Relationship Building
- Financial Stability

At this point, the following agreements have been reached in regard to the start-up phase of the project:

1. HFHB will take the lead role in developing the site, including building the foundation and floor space that will serve as the ground floor under the building donated by Roxul.
2. HFHB will make arrangements for this building to be re-located and positioned on top of the new ReStore structure.
3. The individual societies will be responsible for arranging necessary renovations of their floor space to accommodate their needs.

The Advisory Council will be responsible for managing the multi-agency accommodation. HFHB will be the key liaison point with the City and will be responsible for ongoing property management. Our primary concern at this time is in obtaining suitable, affordable space to provide our services to the community.

Current Partnerships in the MAAP venture include:

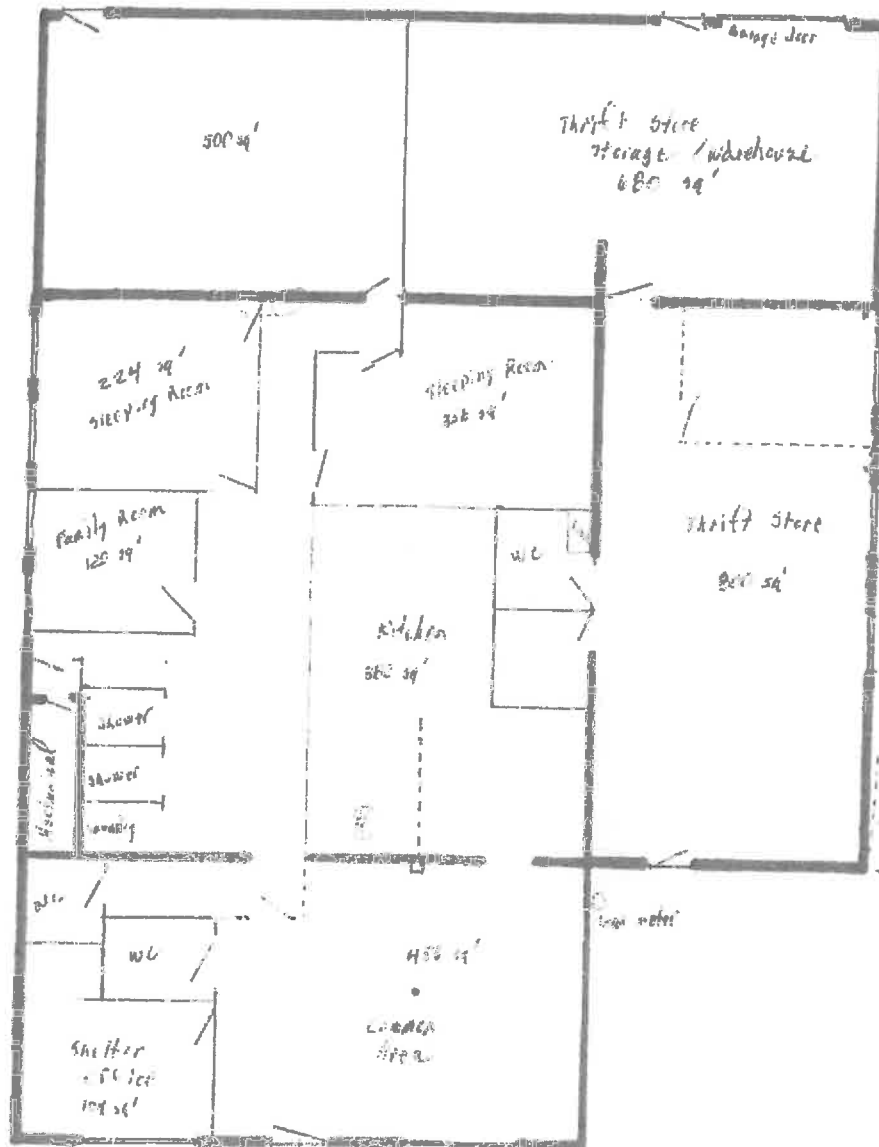
The City of Grand Forks
International Forest Products Limited
Roxul Inc.
Community Futures Boundary

Pending Partnerships:

The Phoenix Foundation
Ministry of Housing & Social Development

3. Provision of Services / Scope of Services

Our plan for utilization of the 7212 Riverside Drive will be to provide operating space for Whispers and BETHS. We will install a commercial kitchen, showers and interior walls to delineate sleeping areas. A significant portion (1300 sq. ft.) of the facility will be shared by the two agencies, including washrooms, common area, kitchen and laundry. There will be separate sleeping areas for males, females and families.



HFHB proposes to construct a ReStore to the south of 7212 Riverside Drive, partially on Parcel A and partially on the adjacent, unused portion of 72nd Avenue. This will require the City to approve a road closure and combine the area into a single lot. The building donated by Roxul would be situated on top of the ReStore, and will providing office space for HFHB, a meeting room to be shared by all three agencies, and up to three transition housing units. The proposal will tie the existing 7212 Riverside facility into the ReStore facility with a new façade and roofline. Parking for all users will be in the rear. Drought resistant shrubs and trees may be placed in front of 7212 Riverside Drive to make the entrance more welcoming.

The ReStore will utilize Insulated concrete forms for all exterior walls, have in-slab radiant heating, energy efficient windows, other “Green” aspects and be fully wheelchair accessible. Positioning of the ReStore will require a diagonal back wall to maintain a 30 meter distance from the Granby River. The exterior finish will be attractive, low maintenance and consistent with or complementary to adjacent structures. The ReStore will be situated in such a way that public access to the river along the walking path will be maintained.

Construction will be done by HFHB, and quality of work will be no less than that evident in the Multiplex at 833-72nd Avenue. We have requested a partnership with the Ministry of Housing and Social Development for this project, and are anticipating 4 workers for 32 weeks under the Job Creation Partnership program.

HFHB assumes that the new ReStore construction and the donated building will remain the property of HFHB, and that a property lease arrangement will be made between the City and MAAP that incorporates 7212 Riverside Drive and the land created by the road closure.

Resources and Personnel MAAP will provide to the facility;

Each of the three agencies provides their own resources and personnel. Resources (revenue sources) are described in the following financial statements.

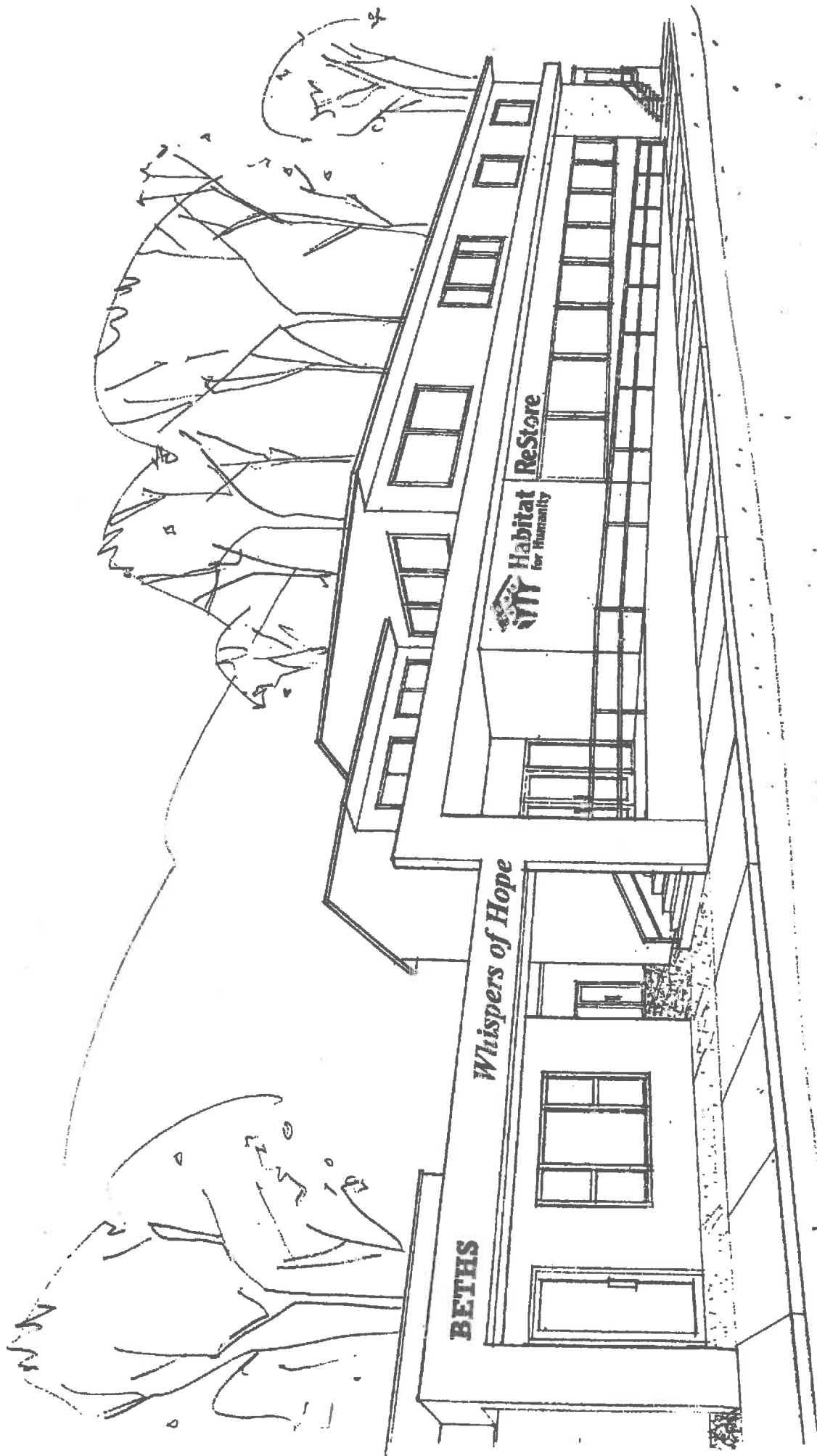
BETHS	Seasonal Shelter Coordinator, Assistant Coordinator, staff and volunteers
Whispers	Full time Manager and volunteers
HFHB	Part-time Executive Director, Construction Coordinator, Full-time ReStore Manager, and a host of volunteers

Marketing Strategies

BETHS and Whispers assume that the current funding sources which enable them to operate will continue. As neither of these will have rental payments under the new agreement, they should be in a position to expand their services beyond current activities.

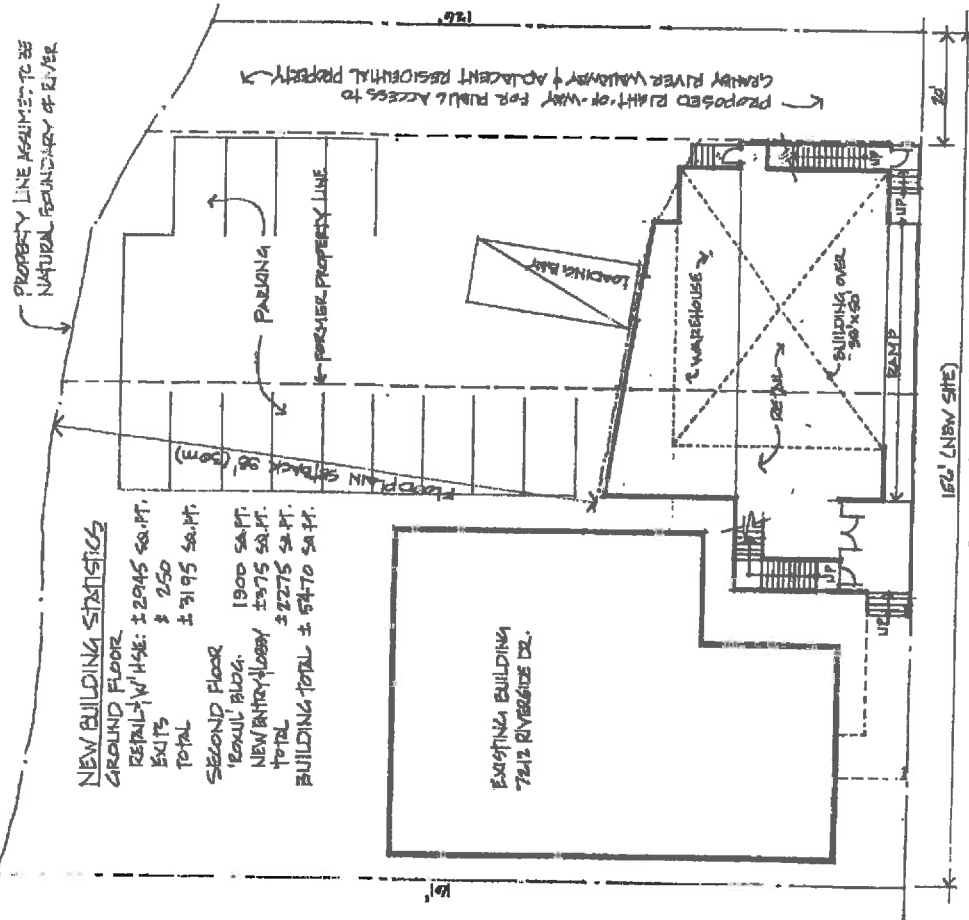
HFHB will continue to fund-raise, but will have the new revenue stream from the ReStore to cover their administrative costs.

MAAP has begun soliciting grants and funding for the start-up costs associated with this project.



MAAP SITE STUDY-2 MAR. 7, 2013 VIEW FROM RIVERSIDE DRIVE

CRANEY RIVER

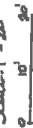


MAAP

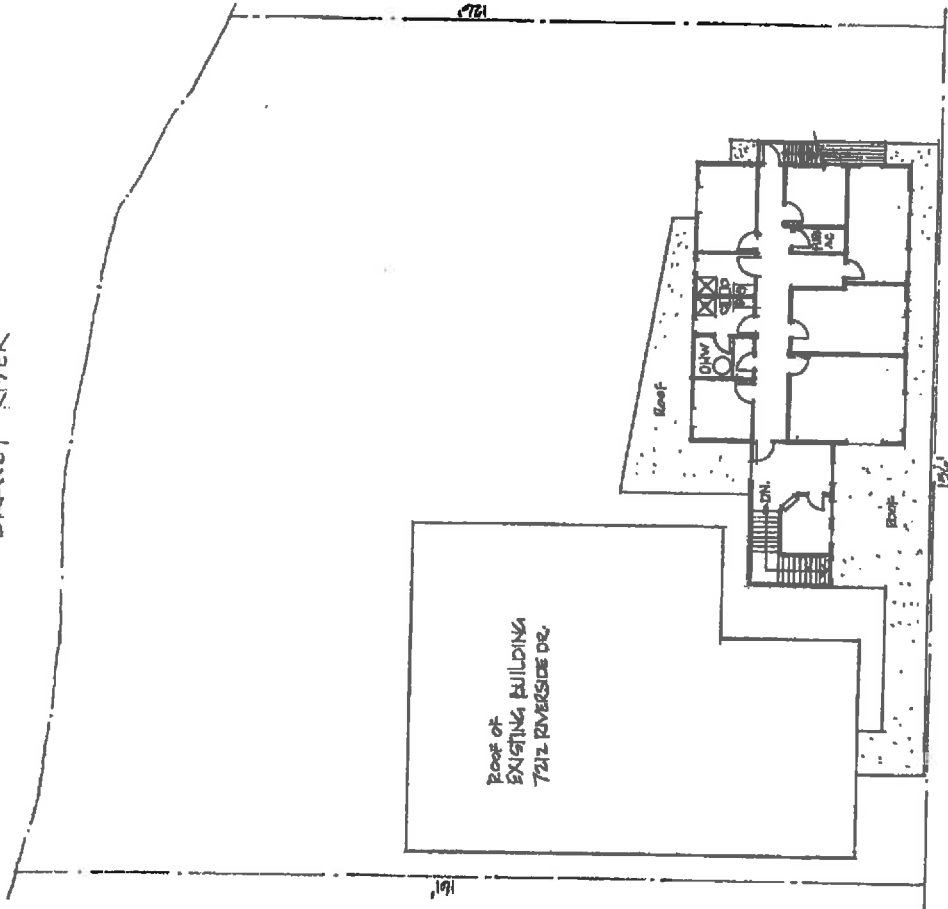
SITE STUDY - 2 MAR. 7, 2013

GROUND FLOOR

SCALE: 1" = 20'



CRANEY RIVER



MAAP

SITE STUDY - 2 MAR. 7, 2013

SECOND FLOOR

SCALE: 1" = 20'



4. Tenant Fit-Up

Quality management during construction and fit-up;

HFHB will be responsible for ensuring that all construction and fit-up work is supervised and meets or exceeds local building codes. HFHB will provide on-site mandatory safety training for all volunteers and paid workers, and carry appropriate insurance, as outlined in Section 2.4 of the RFP.

We plan to commence work on the project by June 2013 and complete all exterior work prior to December 31, 2013. This proposed work plan assumes that MAAP is awarded the lease for 7212 Riverside Drive in early April 2013, and that the City agrees to close the end of 72nd Avenue.

April 2013	Preparation of plans for ReStore (Blue-Green Architecture) Application for Building Permits Commence interior structural renovations to 7212 Riverside Drive
May 2013	Excavation and construction of ReStore foundation Installation of sub-slab plumbing and electrical for ReStore 7212 – Plumbing for new showers and laundry, continue structural renovations
June 2013	Install radiant heating tubing and pour slab for ReStore Relocate donated building to site and situate on temporary pony-walls Construction of ICF walls for ReStore 7212 – Electrical / plumbing and start on drywall
July 2013	Elevate donated building, install supports and beams and set in final location. 7212 – Complete drywall, install commercial kitchen
August 2013	ReStore – install windows and doors, construct stair ways to upper level and construct deck/roof 7212 – Repair or replace existing heating system. Finish work and painting
Sept. 2013	ReStore – achieve lock-up by the end of September. Exterior finish. Commence interior plumbing work. Complete roofing. 7212 – Obtain occupancy permit Landscaping
Oct. 2013	ReStore – complete all exterior work Donated building – Commence renovations
Nov. 2013	7212 – BETHS opens Extreme Weather Shelter. Whispers opens for business. ReStore – Commence interior finish work. Donated building – Continue renovations
Dec. 2013	ReStore – Complete construction and obtain occupancy permit for new building

Grand Opening
MAAP Business Operating Plan

Estimated Start-up Costs

Renovations to 7212	\$ 69,575
ReStore – new construction	\$ 115,745
Roxul building (relocation)	\$ 25,725
Repairs and renovations	\$ 9,035
Permits and fees	\$ 5,000
<u>Legal fees</u>	<u>\$ 2,800</u>
Total	\$ 227,890

Anticipated Revenue to Cover Start-up Costs

Source	Amount
Interfor (Vancouver)	20,000
BETHS building fund	10,000
HFHB building fund	20,000
Phoenix Foundation (pending)	15,000
City of Greenwood	3,000
Village of Midway	3,000
Regional Districts (C, D & E)	9,000
Faith Community	10,000
Sub-total	\$90,000
Other Possible Sources	
Foundation Grants	90,000
Corporate Grants	40,000
Government Grants	10,000
In-kind Donations	
Interfor (Grand Forks)	lumber
Roxul	batt insulation
Roxul	Roxul building
City of Grand Forks	DCC charges
City of Grand Forks	Sewer & Water hook-up
Total Revenue targeted	230,000

Anticipated Annual Operating Costs

Utilities – Gas & Electricity	\$20,000
Garbage disposal	\$ 3,000
Annual Maintenance	\$ 2,000
Total Annual Operating Cost	\$25,000

Boundary Emergency and Transition Housing Society

STATEMENT OF REVENUES AND EXPENDITURES

For the Year Ended March 31, 2012

	Actual 2011	Actual 2012	Budget 2013
Revenues			
Private Donations	\$ 1,845.00	\$ 4,816.48	\$ 6,500.00
BC Housing		68,038.16	70,000.00
Grant-In-Aid - City of G.F.	13,500.00	-	15,000.00
Area C		2,500.00	3,000.00
Area D		2,000.00	3,000.00
Area E		-	3,000.00
City of Greenwood		-	3,000.00
Village of Midway		-	3,000.00
G.I.C.'s Interest		55.21	
Memberships		14.00	15.00
Totals	\$ 15,345.00	\$ 77,424.85	\$ 106,515.00
Expenditures			
General Administration			
Startup Costs	\$ 112.36	\$ -	\$ -
Advertising	144.06	50.00	50.00
Legal	131.58	175.00	25.00
Bank Charges & Fees	154.29	84.92	100.00
Postage	-	28.28	50.00
Office Supplies - Note 3	73.36	416.91	200.00
Admin Costs-Meetings	350.13	347.40	350.00
Totals	965.78	1,102.51	775.00
Operating			
Shelter Supplies	\$ 266.59	\$ 31.08	\$ 50.00
Criminal Record Checks	100.00	400.00	400.00
Food	230.57	869.69	1,000.00
Cellphones	-	635.37	700.00
Vehicle Reimbursement	479.96	558.05	400.00
Capital Purchases - note 3	-	1,936.57	1,500.00
Building & Maintenance	341.61	-	-
Appreciation- Staff & Volunteers	-	174.92	150.00
Laundry	-	413.52	800.00
Wages & Benefits	-	61,920.34	65,000.00
WCB	-	371.28	1,007.00
Donation	1,066.08	3,200.00	5,950.00
Insurance	2,025.00	2,025.00	2,025.00
Total	4,509.81	72,535.82	78,982.00
Totals	5,475.59	73,638.33	79,757.00
PERMANENT SHELTER			
BUILDING FUND Note 5	\$ 9,869.41	\$ 3,786.52	\$ 26,758.00

The accompanying notes are an integral part of these financial statements

Habitat for Humanity Boundary Society

REVENUE	2012	2011	2010	2009
Sale of Properties	\$ 48,600	\$ 123,051	\$ -	
Income from Mortgages	\$ 33,180	\$ 36,060	\$ 24,335	\$ 25,074
BC Housing	\$ 242,016	\$ -	\$ -	\$ 50,000
Funds from HFH Canada	\$ 6,380	\$ 596	\$ 14,509	\$ 13,351
Donations	\$ 54,000	\$ 8,220	\$ 25,367	\$ 17,273
Donations designated for multiplex	\$ 62,000	\$ -	\$ -	\$ -
Fundraising activities	\$ 20,000	\$ 2,666	\$ 1,643	\$ 1,858
Rental Income	\$ 7,250	\$ 5,050	\$ -	\$ -
Interest Income	\$ 200	\$ 136	\$ 3	\$ 91
Memberships	\$ 90	\$ 90	\$ 75	\$ 75
Amortization of imputed mort. Interest	\$ 14,966	\$ 5,485	\$ 10,078	
	\$ 425,116	\$ 116,384	\$ 194,468	\$ 117,800
COST OF CONSTRUCTED PROPERTIES				
Construction Costs	\$ 200,000	\$ 54,104	\$ 9,847	\$ 4,000
Development Cost Charges	\$ 36,000			
Builders risk Insurance	\$ 1,000	\$ 952	\$ -	\$ -
Strata cost	\$ 4,500	\$ 1,200	\$ -	\$ -
Legal fees	\$ 4,200	\$ 346	\$ 1,888	\$ -
GST / HST payable on multiplex	\$ 49,324			
Property taxes	\$ 2,000	\$ 1,572	\$ 8,780	\$ -
Sub trades	\$ 10,000	\$ -	\$ 740	\$ -
Tools and equipment rentals	\$ 4,000	\$ -	\$ 102	\$ -
Utilities	\$ 3,000	\$ 2,278	\$ 907	\$ -
	\$ 314,024	\$ 60,452	\$ 22,264	\$ 4,000
EXPENDITURES				
Professional fees	\$ 3,000	\$ 2,638	\$ 2,563	\$ 2,563
Advertising and promotion	\$ 2,000	\$ 557	\$ 1,298	\$ 151
Depreciation	\$ 851	\$ 851	\$ 851	\$ 851
Auto expense (reimbursement)	\$ 2,500	\$ -	\$ -	\$ 156
Insurance (director's)	\$ 1,214	\$ 1,214	\$ 2,621	\$ 871
Bank charges and safe deposit box	\$ 200	\$ 955	\$ 363	\$ 177
Cost of fund raising	\$ 2,000	\$ 2,821		
HFHC Membership and fees	\$ 5,000	\$ 3,525	\$ 2,525	\$ 2,540
Office	\$ 1,000	\$ 610	\$ 527	\$ -
Rent	\$ -	\$ 25	\$ -	\$ -
Salaries and benefits	\$ 35,000	\$ 29,748	\$ 7,964	\$ 18,609
National AGM and Conference	\$ 4,000	\$ 1,948	\$ 349	\$ 1,998
	\$ 56,765	\$ 44,867	\$ 19,086	\$ 27,916
Excess revenue over expenditures	\$ 54,327	\$ 11,065	\$ 153,118	\$ 85,884

Full 2012 Financial Statements for HFH Boundary are available on request after our AGM March 14, 2013.

**Whispers of Hope Benevolence Association
2010 and 2011 Financial Synopses**

Item	2010	2011
INCOME		
Direct Access Grant	20,000.00	25,000.00
Phoenix Foundation	600.00	900.00
Thrift Store	7,600.30	5,711.56
City of Grand Forks	200.00	1,000.00
Service Canada	2,452.00	2,261.00
Donations/Fundraising	13,751.26	12,594.93
GST/HST		1,705.21
GFDSCU		3,500.00
Community Hands		24.57
Dividend		1.26
Total Income	\$44,603.56	\$52,698.53
EXPENSES		
Rent	9,675.00	9,900.00
Cell Phone/Internet	753.57	1,065.61
Electric	2,839.24	
Teresan Gas	350.66	4,508.15
Food	851.22	991.83
Wages/Benefits	25,372.69	26,613.83
Liability Insurance	549.13	
Trailer Insurance	64.00	
Container Rental	1,974.00	
Dishwasher Purchase	671.99	
Office	231.19	180.34
Miscellaneous	521.21	7,796.22
Service Charges	173.25	226.26
Total Expenses	\$44,027.15	\$51,242.24

5. Reference Letters

Three professional references including a previous/current landlord, vendor or utility

Interior Health

Land lord (Whispers)

Grand Forks Christian Centre (BETHS)

Letter of reference from a lending institution specific to Habitat for Humanity Boundary

Grand Forks District Savings Credit Union



Interior Health

November 20, 2012

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

Dear Mayor and Council:

It has come to my attention that representatives from three community agencies (Boundary Emergency and Transition Housing Society, Whispers of Hope and Habitat for Humanity Boundary Society) have expressed an interest to regroup under an organization to be called the Multi Agency Accommodation Project (MAAP) with the goal of capitalizing on the efficiencies and effectiveness of operating their services and fund-raising activities that serve our homeless and marginalized citizens out of one location.

I currently work in an integrated service delivery model and can attest to how the savings from reduced operating costs can be turned back into service delivery. In addition, the people served experience 'one-stop' shopping for what they need with reduced access to barriers and a higher overall quality of service.

In addition, by locating together, these not for profit agencies will be able to run businesses the income from which will support their charitable causes thus, over time reducing the burden on the community and funders to support their good works.

Tied in with this co-location is the goal of BETHS directors to raise enough funds to run a 24/7/365 shelter, which is greatly needed in our community, particularly for men and increasing y so for families and for youth.

In my opinion the MAAP advisory committee is visionary with this project proposal. I hope that the City will look with favor on this project and be able to assist them to find a permanent location adjacent to the downtown core.

Sincerely,

Linda Manzon, BScN, RN
Public Health Nurse

Cc: BETHS (Ellie Teskey), Whispers (Theresa Robb) and Habitat for Humanity (Rick Friesen)

Bus: (250) 443-3150
Fax: (250) 443-3180
Email: Linda.manzon@interiorhealth.ca
Direct Line: (250) 443-3160
Web: interiorhealth.ca

KOOTENAY HEALTH SERVICES AREA
PUBLIC HEALTH NURSING
Box 2647
1200 Central Ave., Granville Centre
Grand Forks, BC V0H 1H0

Falesa Enterprises Corp
Box 2487
Grand Forks, BC
V0H 1H0

March 5, 2013

Re: Reference for Whispers of Hope Benevolent Society as Tenants

To Whom It May Concern,

The Whispers of Hope Benevolent Society has been a commercial tenant of Falesa Enterprise since September of 2006.

The Whispers of Hope Benevolent Society has paid rent and utilities on time for more than six years and has been a responsible and proactive tenant.

We would not hesitate to continue our tenancy agreement with The Whispers of Hope Benevolent Society in the future.

Sincerely,

A handwritten signature in dark ink, appearing to read "Rose Hinter". The signature is fluid and cursive, with the first name "Rose" being more prominent.

Rose Hinter
President/Director
Falesa Enterprises Corp



Grand Forks Christian Centre

P.O. Box 2287, Grand Forks, B.C. V0H 1H0
Telephone: (604) 442-5815

March 09, 2013

To whom it may concern:

It is my pleasure to write this recommendation letter for Boundary Emergency and Transition Housing Society (BETHS).

We have been working with this organization for the last 3 years by providing our facility as an extreme weather beds' shelter for people in need. It has been a great opportunity to join together to meet some of the needs of our community.

With confidence we can say we've enjoyed the relationship with the BETHS' volunteers, workers and Directors. They have been very easy to communicate with and were always quick to solve any problems that arose.

We were impressed with the way they cared for both the guests and our facility.

I believe that BETHS is an asset to our community and would be reliable tenants.

Sincerely,


Pastor Larry Dannhauer



Grand Forks District Savings Credit Union

March 7, 2013

To Whom It May Concern:

Re: Habitat for Humanity Boundary Society

We have been asked by Habitat for Humanity to provide certain information. In this regard we wish to advise that Habitat for Humanity Boundary Society has been our valued member since 2000 and has met all obligations to us in an A-1 manner. They have maintained credit balances with us in the mid 5 figure range for many years and there have been no problems of any nature with the accounts.

In our opinion, they are undoubted and, should they every need to acquire any credit facilities from us we would not hesitate to assist. We have had an excellent relationship with them for more than 13 years and fully expect this to continue into the future.

In conclusion, all of our dealings with Habitat for Humanity Boundary Society have been above average and we would not hesitate to give our financial recommendation to them.

We trust that this information will be useful to you. Should you require any further information (with the permission of the Society) please do not hesitate to contact me directly

Yours truly,

Les Orme
Commercial Account Manager

647 HARPST AVENUE PO BOX 2500 GRAND FORKS, B.C. V0N 1P0
TELEPHONE (250) 442-5510 • TOLL FREE 1-866-442-5510 • FAX (250) 412-5647 • MEMBERLINK (250) 442-8726 • TOLL FREE 1-866-442-5510

6. Financial and Contract Terms

MAAP is a consolidated mix of Not-for-Profit Service Agencies and Not-for Profit Social Enterprise. All revenues realized by the Social Enterprise component of this venture will remain in the community, enabling BETHS, Whispers HFHB to continue meeting the needs of the financially disadvantaged.

MAAP will invest nearly \$70,000 in leasehold improvements, and an additional \$160,000 in the creation of the HFH ReStore, administrative offices and transitional housing units. Under this proposed joint tenancy proposal, Whispers will no longer have annual rental payments of \$9,900 for facility nor \$1,974 for storage. Beths will no longer have annual rent of \$5,950 for the Christian Centre. These savings total \$17,824 annually. New annual operating expense is anticipated to be \$25,000, and includes HFHB who has not had previous rent or lease payments. HFHB anticipates annual ReStore profits of \$50,000, and Whispers projects annual Thrift Store profits of \$10,000 for a total annual revenue of \$60,000.

In light of the above, MAAP proposes a minimal base rent of \$1.00 per year. In addition, 5% of net profits generated from the social enterprise components of this proposal would be paid to the City of Grand Forks. To ensure that MAAP gets a solid footing, we request that the City waive the percentage of profit until the second full year of operation.

MAAP requests a lease with an initial 10 year term and the option to renew in 10 year increments.

Upon acceptance of this proposal, Habitat for Humanity Boundary will make the following requests of the City of Grand Forks;

1. Closure of the end of 72nd Avenue, which is adjacent to 7212 Riverside Drive.
2. Consolidation of the closed road with the existing Lot A.
3. Relocation or removal of the power pole currently situated in the middle of that portion of 72nd Ave proposed for closure.
4. Removal of the concrete slab situated within the portion of 72nd Ave proposed for closure.
5. Waiver of any Development Cost Charges related to the renovation of 7212 Riverside Drive and the construction of the HFHB ReStore.
6. Grant in Aid to cover cost of sewer and water hookups. In exchange, MAAP will withdraw their existing Grant in Aid application of \$15,000.

Development for which charges may be waived or reduced

933.1 (1) In this section, "eligible development" means development that is eligible in accordance with an applicable bylaw or regulation under this section as being for one or more of the following categories:

- (a) not-for-profit rental housing, including supportive living housing; (Transition Housing Units & Shelter)
 - (d) a development that is designed to result in a low environmental impact. (HFHB ReStore)
- (2) Subject to a bylaw under subsection (3) and an applicable regulation under subsection (4), a local government may waive or reduce a charge under section 933 [development cost charges generally] for an eligible development.

THE CITY OF GRAND FORKS REQUEST FOR COMMITTEE OF THE WHOLE DECISION

DATE : May 6, 2013

TOPIC : 7850 2nd St. – Wildlife Hall

PROPOSAL : Lease Proposal for the Wildlife Hall

PROPOSED BY : Grand Forks Baptist Church

SUMMARY:

The request for proposal for the Wildlife Hall was posted in the local papers, the City's website and on BC BID on February 21, 2013. The RFP closed at 2:00 P.M. on March 14, 2013 with the City receiving one proposal from the Grand Forks Baptist Church. The proposal submitted by the Grand Forks Baptist Church is in accordance with the Official Community Plan and has met most of the requirements in the request for proposal.

After reviewing the proposal presented by the Grand Forks Baptist Church, staff has the following comments:

- **Item 1:** 3.0 Provisions and Scope of Service: The Grand Forks Baptist Church is planning to utilize this facility as a church to hold church services. The city has provided the Grand Forks Baptist Church with a copy of the preliminary assessment of the Wildlife Hall so that the Grand Forks Baptist Church is fully aware of the upgrades that would be required by the B.C. Building Code to use this facility as a group occupancy facility.
- **Item 2:** The proposed improvements to the grounds around this facility would be an asset to the Wildlife Hall in the future.
- **Item 3:** The Grand Forks Baptist Church is proposing a rental rate of \$750.00 per month (\$2.72 per square foot) which would equate to \$9000.00 annually.
- **Item 7:** The Grand Forks Baptist Church has requested a twenty five (25) year lease with a five (5) year renewal clause and a one (1) year notice should the lease expire or be terminated by either party. City staff is recommending a five (5) year lease with an escape clause drafted by the City's legal counsel. Furthermore, all improvements and upgrades to the Wildlife Hall and surrounding property will become the property of the City of Grand Forks if the lease is terminated for any reason.

Should Council agree with the proposed conditions as set out in the summary above, staff would see no issues in proceeding with the proposal.

STAFF RECOMMENDATIONS:

Option 1: Council directs staff to proceed with the proposed lease provided the terms in the summary are agreed to by Council.

OPTIONS AND ALTERNATIVES:

Option 1: Council adopts a resolution to proceed with the proposed lease of Wildlife Hall.

Council directs staff to proceed with the proposed lease provided the terms in the summary are agreed to by Council.

Option 2: Council declines to approve the proposed lease for the Wildlife Hall.

This option would see the property and building remain as status quo.

BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

Option 1: The advantage to this option is that it will allow the Grand Forks Baptist Church to establish a new home base for their organizations and help the City in the development of the Wildlife Hall and surrounding property.

Option 2: This option allows the Wildlife Hall and property to remain vacant with no potential to generate revenue for the City.

COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

The proposal and development will have no effect on the City's operational budget.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

The property is currently zoned as R-4 Rural Residential and would need to be rezoned to AUC Adaptive Use Commercial. The cost of rezoning is estimated to be \$1,200.00.

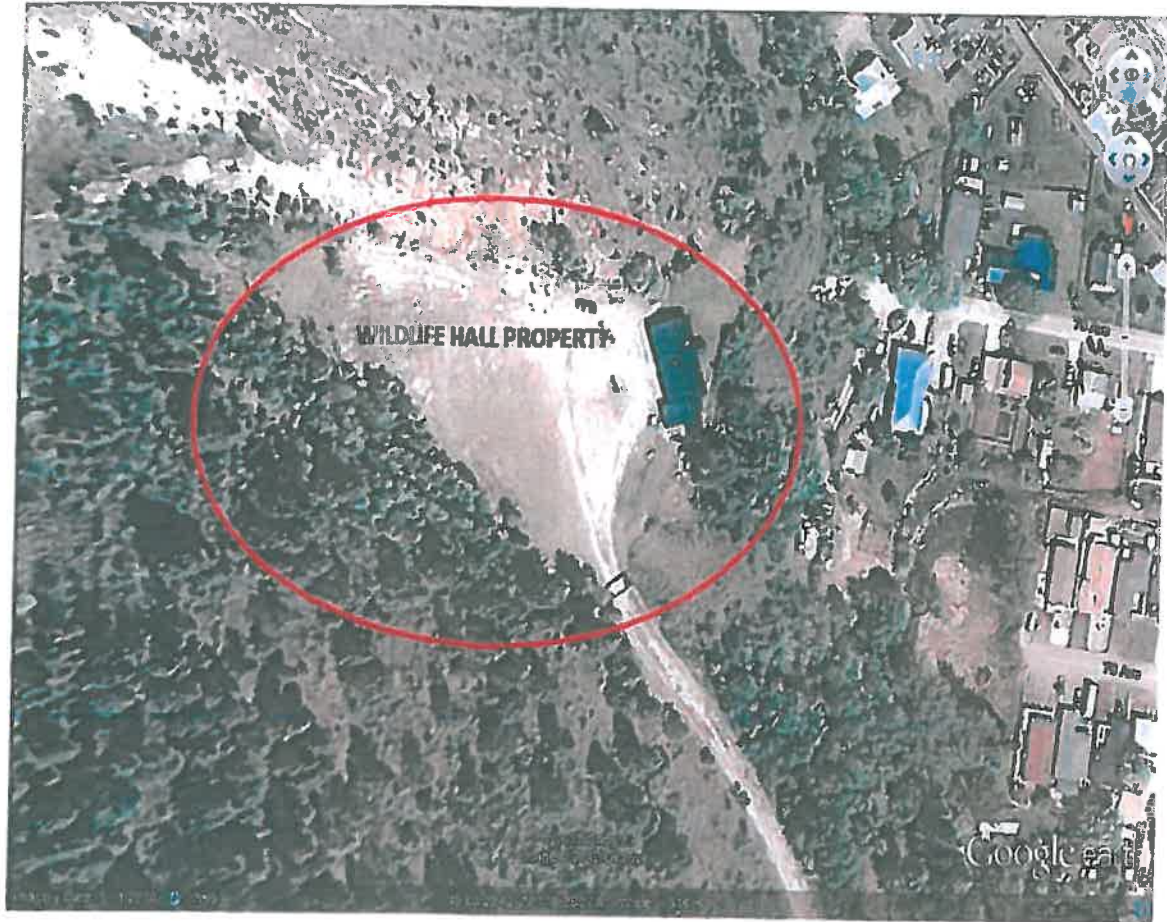


Department Head or Chief Administrative Officer



Reviewed by Chief Administrative Officer

SCHEDULE C-1
SITE PLAN
LEASE OR DIPOSAL OF THE WILDLIFE HALL AT 7850 2ND ST.



SUBDIVISION PLAN OF PART OF THAT PART OF DISTRICT
LOT 585, S.D.Y.D. AS SHOWN ON PLAN B5104
EXCEPT PLANS B5402, 15781, 18690 AND 27285.

PLAN NO. 27903

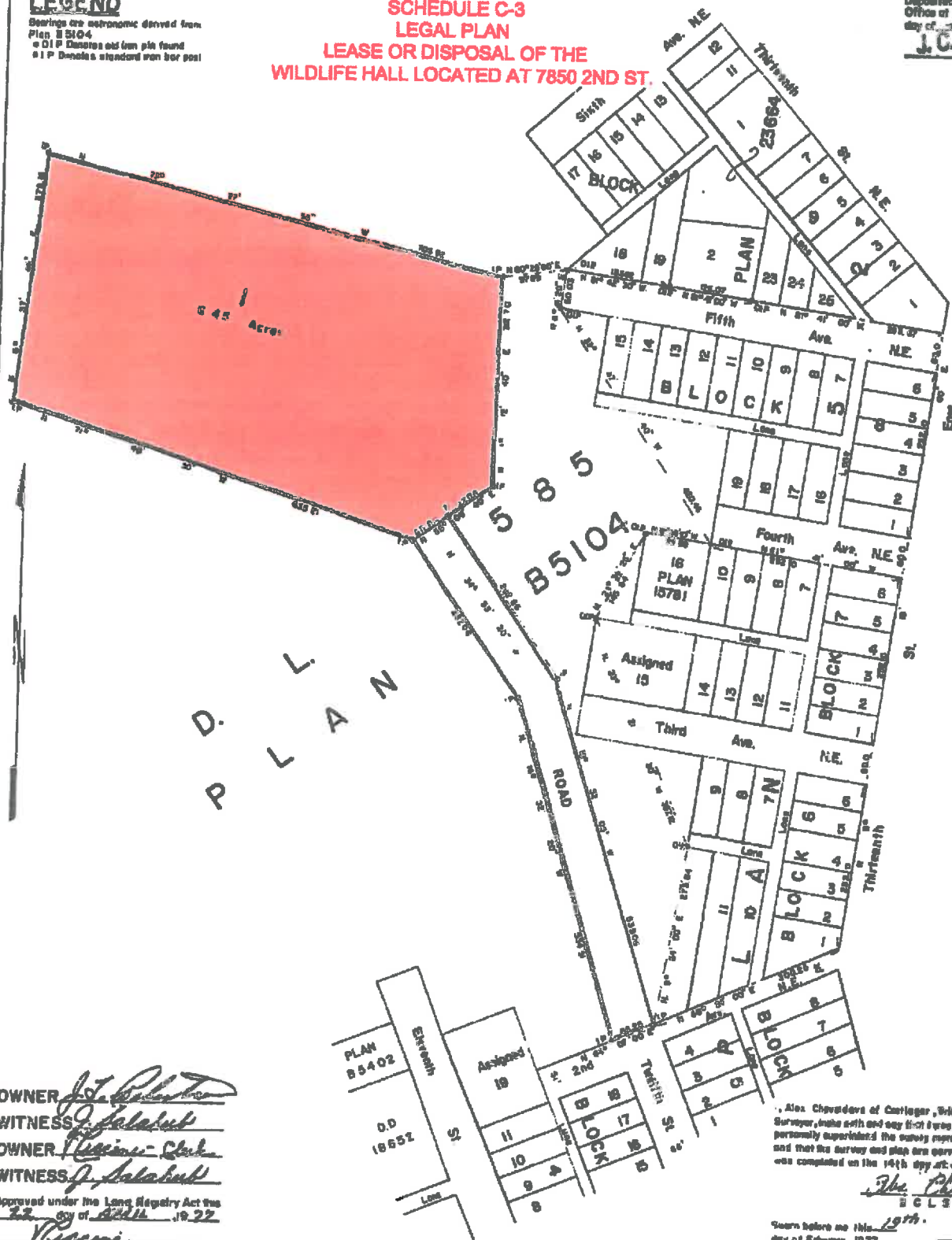
Scale: 1 inch = 100 feet.

LEGEND

Bearings are astronomic derived from
Plan B 5104.
• O.I.P. Denotes old iron pin found
• S.I.P. Denotes standard iron bar post

**SCHEDULE C-3
LEGAL PLAN
LEASE OR DISPOSAL OF THE
WILDLIFE HALL LOCATED AT 7850 2ND ST.**

Deposited in the Land Registry
Office at Winnipeg, Man., this 22
day of February, 1977.
J. C. GROVES
Registrar



OWNER J. C. Groves
WITNESS J. C. Groves
OWNER J. C. Groves
WITNESS J. C. Groves

Approved under the Land Registry Act this
22 day of February, 1977

City of Brandon—Approving Officer
This plan lies within the Notary Boundary
Regional District

Alex Chavardas of Carleton Place, Ontario, British Columbia Land
Surveyor, in the sixth and seventh days of February, 1977, personally
superintended the survey represented by this plan and that the survey and plan are correct. The said survey
was completed on the 14th day of February, 1977.

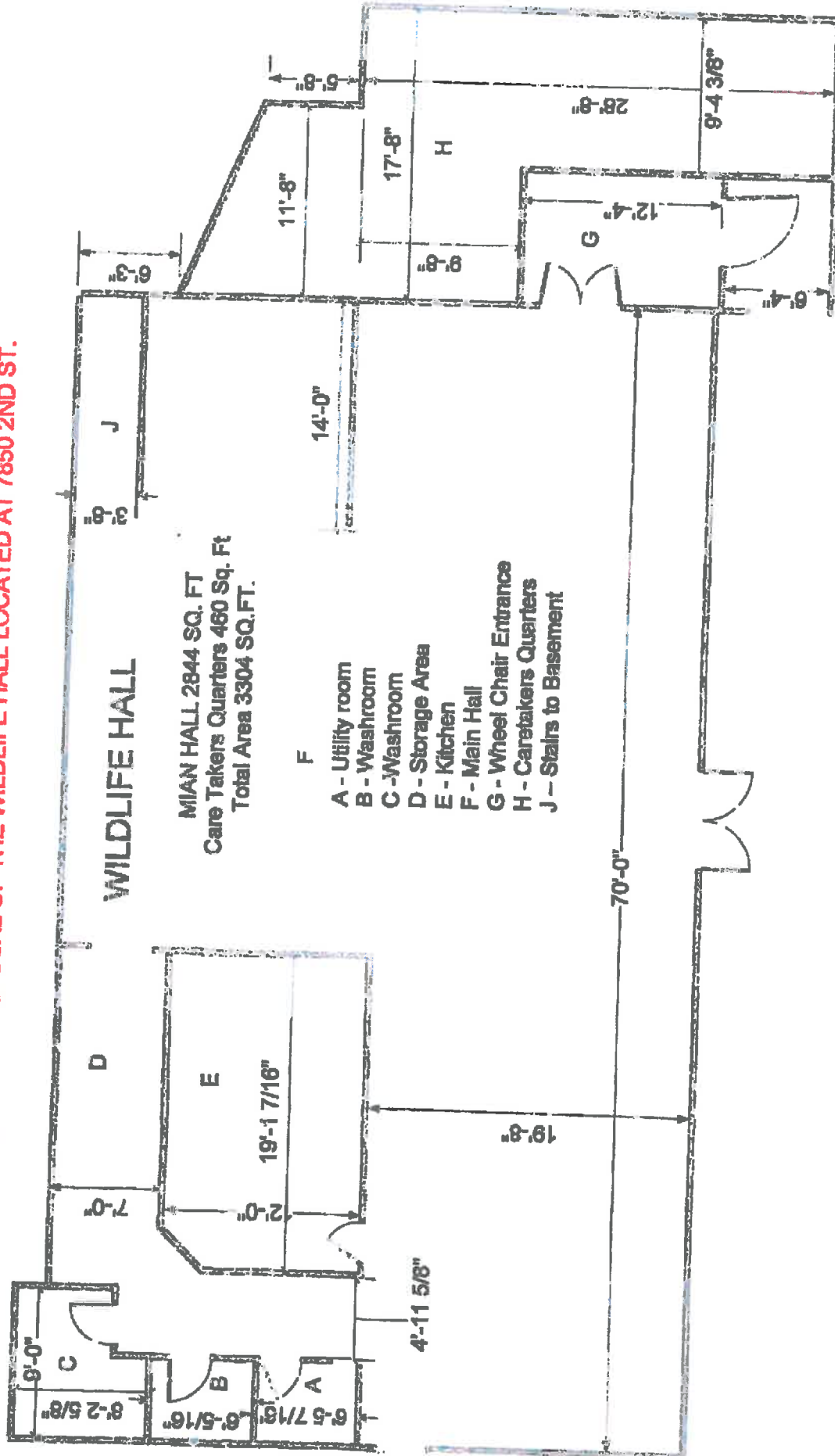
Alex Chavardas
B.C.L.S.

Given before me this 19th day of February, 1977

J. C. Groves
A Commissioner for taking
affidavits for British Columbia.

Notary Public
J. C. Groves
B.C.L.S.

SCHEDULE C-2
BUILDING LAYOUT
LEASE OR DISPOSAL OF THE WILDLIFE HALL LOCATED AT 7850 2ND ST.





“Whether therefore ye eat, or drink, or whatsoever ye do,
do all to the glory of God.”

I Corinthians 10:31

March 12, 2013

Request for Proposal - Lease or Disposal of the Wildlife Hall Located at 7850 2nd St.

City of Grand Forks
Box 220, 7217 4th St.
Grand Forks, BC V0H1H0
Attention: Diane Heinrich, Corporate Officer

Dear Diane Heinrich,

We, the members of Grand Forks Baptist Church, would count it a great honor to undergo the continuation of the Wildlife hall facilities and property.

As a church, we already attempt to be community involved in ways such as providing free food and drinks during community events down town, as well as offering our weekly children's programs, and week-long summer programs. These are pivotal aspects of our ministry to the community and though some things would change if we are able to move to the property, the changes would be expansions and improvements on the current programs. With a space such as this, the ability to host community meals during the year would please us all very much.

There are also many other fantastic opportunities beyond these. We would plan to finish the archery range and make it available for use to those enthusiasts within our community. We would also like to put up better signage for the Observation Mountain trail, and undergo some trail maintenance and upgrades to help preserve the beauty of that area and the hike.

We feel that the space provided can be a continuing asset to our community, and can be used in many more ways to bring recreational opportunities to the young people here, such as outdoor games, an outdoor basketball court etc.

Besides all of the aforementioned items, many improvements to the property, such as lawns, rock walls, landscaped spaces, and building upgrades and renovations would also be in our plans.

We hope that you will consider us for the property, and look forward to what the future holds for that beautiful space.

Sincerely

Pastor Brett Swope

Brett Swope

Grand Forks Baptist Church

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SCHEDULE A

CERTIFICATION DOCUMENT

LEASE OR DISPOSAL OF THE WILDLIFE HALL LOCATED AT 7850 2ND ST.

Certification:

We have carefully read and examined the RFP document and have conducted such other investigations as were prudent and reasonable in preparing this Proposal.

We certify that the statements made in this proposal are true and complete. These statements represent our proposal to the Corporation of the City of Grand Forks. We agree to be bound by statements and representations made in this proposal.

Print Company Name and Address: Grand Forks Baptist Church
Box 2122, 275 Market Ave Grand Forks BC V0H 1H0

Print Name and Title of Authorized Signing Officers: Pastor Brett Swope

Signature of Authorized Signing Officer: BHS

Telephone Number: 250-443-1557 Fax Number: _____

E-mail address: grandforksbaptist@gmail.com

Acknowledgement of Addenda

We acknowledge receipt of the following addenda which become part of this RFP:

ADDENDUM #	<u>1 March 4th 2013</u>	<u>BHS</u>
ADDENDUM #		
ADDENDUM #		

Signed this 14th day of March, 2013.

Executive Summary:

Grand Forks Baptist Church (hereafter referred to as GFBC) is a local ministry independent of outside hierarchical authority. We are a congregation whose direction and drive is determined solely by those members located within and as such our scope of community is local.

GFBC was established on August 9th, 2009, and has grown steadily both in membership base and community involvement over the past 3.5 years. As a local church our goal is both family and community based, and as such our future goals are simply a growing influence in both of those areas.

We believe that a church is a good fit for the Wildlife Hall facility because our focus will be solely upon the maintenance and expansion of opportunities in and around it. The exquisite beauty of this valley and specifically of the area in question is in need of a caring group of individuals whose desire is to maintain and improve upon it.

Though many others may find interest in this area for a variety of business and non-profit ventures, we believe that our vision towards community use and natural conservation sets us apart from the rest.

Every opportunity contains some risk, though the only risk involved in our vision and occupancy of the property is that people may fear using our facility because we are a local church. We feel we can overcome this risk by making the outdoor space and hiking trails well advertised as well as adequately expressed through signage. By providing a source of supervision and maintenance to these areas, we believe people from all walks of life will feel comfortable utilizing the available community enhancements.

Grand Forks Baptist Church and her members are committed to serving our community and our hearts desire is to make the prospective facility both a functioning church ministry as well as a proactive community improvement.

1.0 Understanding of the Wildlife Hall:

We understand the lease or disposal requirements of the Wildlife Hall as stated in the City's Sustainable Community Plan final draft of 2011, as well as the Heritage Guidelines that have not yet been adopted by our council. We see the need to provide usable community space that will provide current and future benefit. We also understand the importance of maintaining our community heritage and plan to implement this view on and around the Wildlife hall grounds.

1.1 Goals and Benefits

We see the Wildlife Hall and property as an opportunity to not only expand our current vision as a church, but to reach out to and benefit the whole of our community. It is our desire to provide usable space for community functions, as well as recreational space. More details on our vision will be given later in this proposal, but the potential of this property to improve options within our community is great.

2.0 Corporate Profile, Experience and Capability:

2.1 Mission, Vision and Values

Our mission as a church is to provide moral and spiritual guidance to all who seek it, as well as to promote strong family values, community respect, and individual self worth.

We have a vision to not only see spiritual growth in individuals and families, but also to see a uniting of community pride. Grand Forks is an amazing place to live and raise families. As a community we should strive through the lean times together to come out at the end stronger and with greater resolve to continue the growth of the wonderful gift of this valley.

We stand on Faith, Integrity, Respect and Community. These are the values we teach and strive to instill in others.

2.2 How we are "green"

As a church ministry it is difficult to establish this idea so I will simply tell you what we do:

- * As a church it is easier at church functions to use disposable items but we have chosen to stock and use real dishes in order to reduce our waste.

* We turn all heating and cooling units down or off while the facility is not in full use to ensure energy is not being wasted needlessly.

* We have plans to upgrade and maintain the trails leading up to Observation so that no further harm comes to the natural beauty leading up there.

2.3 Number of Employees:

Currently we have only one full-time employee. As a church most of the efforts are performed by volunteers who serve the church and their community willingly and out of a generous heart.

2.4 Length of Existence:

Grand Forks Baptist Church was established August 19, 2009.

2.5 Relevant Experience:

As the Pastor of Grand Forks Baptist Church I have 11 years of experience operating and caring for large facilities as well as the people who come to enjoy them.

As a church we are able to draw from a wealth of experience, including but not limited to: carpenters, plumbers, electricians, landscape architects, and much more. However, it is our joy to declare that the greatest of relevant experience at our disposal is simply families of this community whose heart's desire is to maintain and improve our community for the future.

2.6 Business Philosophies:

Our philosophy as a church is to provide truth and guidance to all who seek it. We strive to meet the needs of families and individuals alike by providing them a means of worship as well as service. We strive to instill a servant's heart in all who come, and this extends far beyond simple service within the church. It is the idea of being a servant in any capacity we can including serving our community.

2.7 Successful Operations:

As a church, we are now well established with a stable congregation as well as steady visitors. We have a functioning after-school program for children age 5-12, as well as recurring annual day camps, youth functions, and family life meetings.

3.0 Provision and Scope of Services

3.1 Space utilization, Terms and Conditions:

The Building

Inside the building we plan to have our regularly scheduled services and children's ministries, as well as utilize the facility for a variety of community functions. Our current facility is already being used for many of the same things and expanding these opportunities is mutually beneficial to us as a church and to the community. Some of these functions involve community meals, a meeting place for community planning (recently the community garden met in our building for their annual meeting), as well as things such as practice space for our community theater groups ("Clue", the musical, as well as the recent "Annie get your Gun" musical used our space for practices free of charge).

Future possibilities include pre-school, day-care, meeting space for local home school groups or youth programs (i.e. girl guides, scouts, etc.).

The Grounds

Around the outside and hillsides surrounding the area we have many visions:

We would like to upgrade the existing archery range and provide proper safety postings.

We would like to install an outdoor basketball court, as well as various other outdoor recreation options.

One of the most underemphasized areas on this property is the Observation Mountain Trailhead. The state of this trail is deteriorating. Trail erosion and damage to the natural surroundings has been occurring for some time and needs someone to tend to it. As part of our community ministry our desire is to see this trail upgraded and maintained. Proper signage and parking designation for those who desire to view our amazing valley from the top are also a great need.

Other ideas that we are considering include landscaping the grounds, and installing a garden plot available to those who frequent the facilities. This provides potential provision for those less fortunate as well.

3.2 Resource and personnel outline:

As this facility would become our primary meeting place, all of the finances of the church, as well as the persons who volunteer to serve, would be available for maintenance and upgrades to the building and property.

3.3 Marketing Strategies:

As a Church we do not market the church. People come by word of mouth. As for the community-based opportunities at the facility, we would: (1) provide adequate signage informing the public of opportunities and expectations of each area and (2) mention would be made in our community publications.

3.4 Operating Plan with projections and current statements:

Our financial situation is stable. As a church we have the regular inflow and outflow of rent, utilities, and maintenance. Because of this our operating plan is very simple. Each year we budget for the upcoming ministries based upon our expenses in the previous year.

For financial statements please see the attached at the end of this proposal. Our future projections do not change significantly from the current views and have therefore been withheld.

4.0 Tenant Fit-Up

4.1 Approach to Quality Management:

As a Non-Profit Organization who relies greatly on volunteer workers to provide maintenance and upgrades our plan for quality management simply includes a knowledge of building codes and appropriate inspection and approval of upgrades, to be completed.

4.2 Work Plan For Project Completion:

Our plans for the completion of the aforementioned updates will be based upon the availability of volunteer labor. Upgrades to the interior of the building that will allow us to meet there comfortably as a church will be handled in the first month of occupancy. Work on the landscape, archery range, garden spot, and trail systems will be completed during the first spring/summer of occupancy. Further upgrades and changes will be done as finances and volunteer helpers are available.

4.3 Renovation Budget Estimate:

Depending upon the cost of transition and the agreed lease options, we have plans to put between \$10,000-\$20,000 in renovations into the property with progressive upgrades in the months and years following.

5.0 References:

Bill Gillespie (current land lord) - 250-442-3084 or 250-447-6269
Lorain Hubbard (Mr. Gillespie's book keeper) - 250-442-0599
The City of Grand Forks - Acct under J.W. Gillespie Corp. C/O Grand Forks
Baptist Church - # 0020000287006, 250-442-8266
Fortis BC - #1847710, 1-888-224-2710

- We currently have no loans drawn from any lending institution and therefore cannot provide reference in this area.

6.0 Financial and Contract Terms:

6.1 Proposed Base

We would like to propose taking over the property and caring for any and all upgrade and maintenance needs found therein. Though our desire would be to pay only the upgrade, maintenance, and utility costs, we are willing to offer a base rent of up to \$750 per month or \$2.72 per sq/ft per annum totaling \$9,000 per year. We would also ask the city to consider reduced base rent while renovation and upgrades are being completed. We understand that this is not a large amount, but believe that what we can offer to the community in the care of this facility and provision for community use in the future far outweighs the financial aspects.

6.2 Terms and Conditions

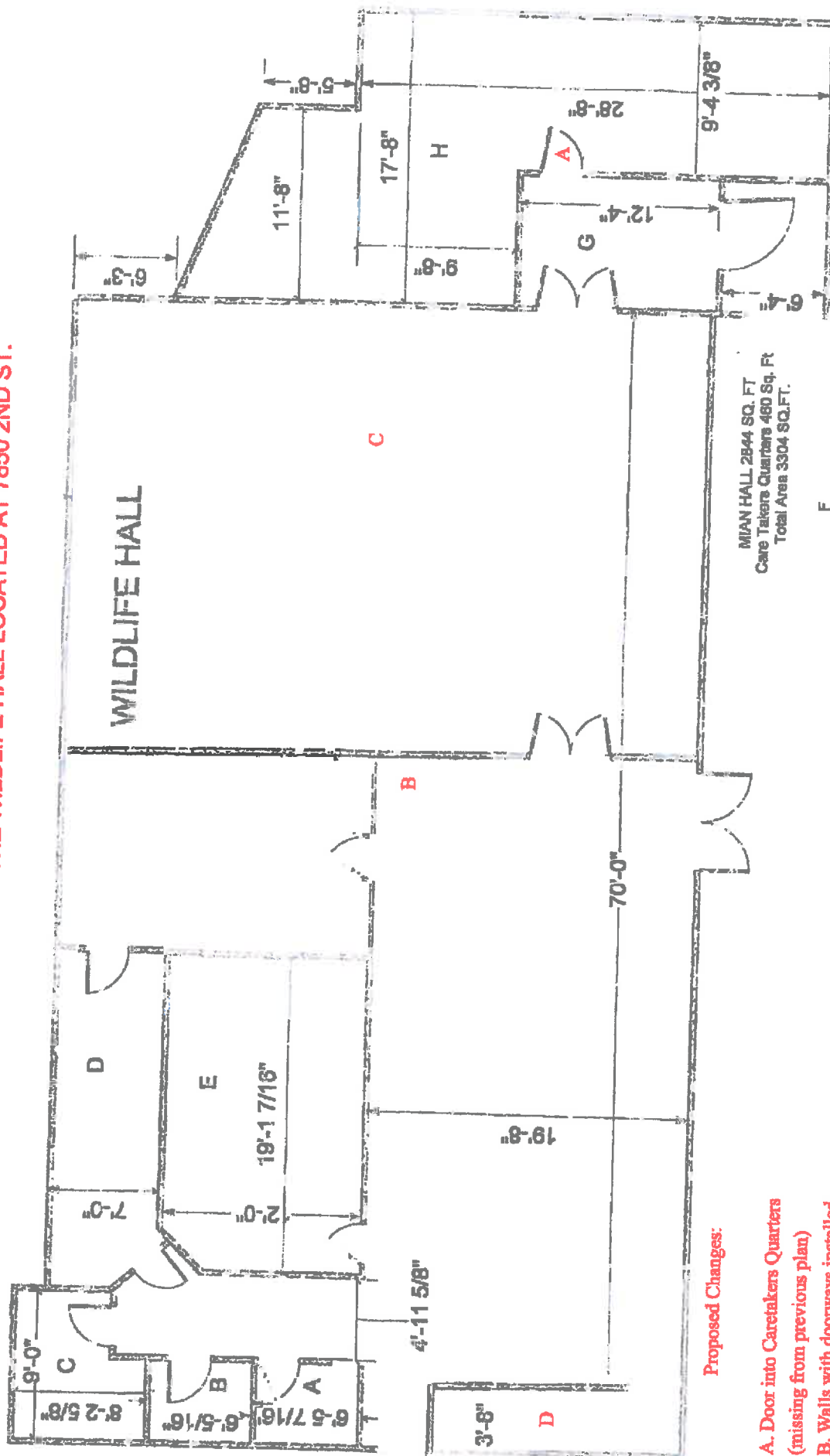
We are open to discussion on this matter but would like to suggest a 25-year term on the lease with additional years and possible lease price changes discussed at the end of each 5-year term. At those times a lease price increase reasonable to cost-of-living increases and not reflective of property improvements would be considered appropriate.

We would also like to include a provision to break the lease if the need arises for the church in regards to growth and need for facility changes. As a Non-Profit this would not include any financial retribution but would include a reasonable time period of a 1-year notice to the city so

that appropriate arrangements can be made for the furtherance of the property.

We understand and acknowledge that the land and facility are property of the City of Grand Forks and as such any and all improvements to the facility and surrounding area belong to the City at such time as the lease ends whether by expiry or by notice. We also note that all items utilized or added to the property and facility that are not directly attached in a permanent fashion would belong to GFBC and, therefore, can be removed by us at such time as we decide fit or upon the expiry of the lease and, therefore, departure of the church from the property. Furthermore, community functions, hall usage, and any other public activity would be at the discretion of GFBC.

SCHEDULE C-2
BUILDING LAYOUT
LEASE OR DISPOSAL OF THE WILDLIFE HALL LOCATED AT 7850 2ND ST.



MIAN HALL 2844 SQ. FT.
 Care Takers Quarters 460 Sq. Ft.
 Total Area 3304 SQ. FT.

F

- A - Utility room
- B - Washroom
- C - Washroom
- D - Storage Area
- E - Kitchen
- F - Main Hall
- G - Wheel Chair Entrance
- H - Caretakers Quarters
- J - Stairs to Basement

Proposed Changes:

- A. Door into Caretakers Quarters (missing from previous plan)
- B. Walls with doorways installed creating separate rooms.
- C. Removal of wall if not load bearing
- D. Consideration for relocating the stairwell to the NW corner of the building.

1:31 PM
03/13/13
Accrual Basis

Grand Forks Baptist Church

Statement of Financial Income and Expense

January through December 2011

	Unclassified	TOTAL
Ordinary Income/Expense		
Income		
46100 - Mission Offerings	4,604.39	4,604.39
49500 - Tithes/Offerings	20,927.49	20,927.49
Total Income	25,531.88	25,531.88
Expense		
60100 - Reimbursements	4,297.19	4,297.19
60400 - Bank Service Charges	247.36	247.36
61700 - Computer and Internet Expenses	391.99	391.99
64600 - Ministry Expenses		
64680 - Missions	3,540.00	3,540.00
64600 - Ministry Expenses - Other	25.00	25.00
Total 64600 - Ministry Expenses	3,565.00	3,565.00
64700 - Love Offering	96.80	96.80
66500 - Postage and Delivery	8.61	8.61
67100 - Rent Expense	12,000.00	12,000.00
67150 - HST	1,557.35	1,557.35
68100 - Telephone Expense	1,229.61	1,229.61
68600 - Utilities	1,589.06	1,589.06
Total Expense	24,980.97	24,980.97
Net Ordinary Income	550.91	550.91
Other Income/Expense		
Other Expense		
77000 - Exchange Gain or Loss	-88.89	-88.89
Total Other Expense	-88.89	-88.89
Net Other Income	88.89	88.89
Net Income	639.80	639.80

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03/13/13

Accrual Basis

Grand Forks Baptist Church
Statement of Financial Income and Expense
 January through December 2012

	Unclassified	TOTAL
Ordinary Income/Expense		
Income		
44200 • General Fund	0.00	0.00
46100 • Mission Offerings	3,475.88	3,475.88
49600 • Tithes/Offerings	50,911.09	50,911.09
Total Income	54,386.97	54,386.97
Expense		
008800 • Wages	19,010.90	19,010.90
1 • TAX	4,344.86	4,344.86
2 • stationary	176.14	176.14
60000 • Advertising and Promotion	20.00	20.00
60100 • Reimbursements	2,255.35	2,255.35
60400 • Bank Service Charges	233.80	233.80
61800 • Conferences and Meetings	15.00	15.00
62500 • Dues and Subscriptions	50.00	50.00
62700 • Evangelism and Special Events	97.20	97.20
64800 • Ministry Expenses		
64880 • Missions	2,949.31	2,949.31
Total 64800 • Ministry Expenses	2,949.31	2,949.31
64700 • Love Offering	1,625.31	1,625.31
64900 • Office Supplies	852.82	852.82
66500 • Postage and Delivery	78.37	78.37
67100 • Rent Expense	13,000.00	13,000.00
67125 • GST	3.67	3.67
67150 • HST	1,765.60	1,765.60
67200 • Repairs and Maintenance	424.19	424.19
67300 • Groceries	2,445.59	2,445.59
67800 • Small Tools and Equipment	707.41	707.41
67810 • sundry parts	1,655.32	1,655.32
68100 • Telephone Expense	1,101.91	1,101.91
68600 • Utilities	1,490.35	1,490.35
Total Expense	54,303.10	54,303.10
Net Ordinary Income	83.87	83.87
Other Income/Expense		
Other Expense		
77000 • Exchange Gain or Loss	-11.18	-11.18
Total Other Expense	-11.18	-11.18
Net Other Income	11.18	11.18
Net Income	95.05	95.05

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Accrual Basis

Grand Forks Baptist Church

Statement of Financial Position

As of March 13, 2013

	Mar 13, 13	Mar 13, 12	Change	% Change
ASSETS				
Current Assets				
Chequing/Savings				
11001 - CIBC General USD	790.00	790.00	0.00	0.0%
11001B - CIBC Missions (US currency)	2,151.66	2,805.07	-653.41	-23.3%
11002 - CIBC General CAD	3,017.79	1,508.14	1,509.65	100.1%
11003 - Petty Cash Missions CAN wasCIBC	20.00	1,906.94	-1,886.94	-99.0%
11004 - Petty Cash CAD	170.12	143.85	26.27	18.3%
11005 - Petty Cash USD	263.17	83.23	179.94	216.2%
Total Chequing/Savings	6,412.74	7,237.23	-824.49	-11.4%
Other Current Assets				
12000 - Undeposited Funds	0.00	765.00	-765.00	-100.0%
Total Other Current Assets	0.00	765.00	-765.00	-100.0%
Total Current Assets	6,412.74	8,002.23	-1,589.49	-19.9%
TOTAL ASSETS	6,412.74	8,002.23	-1,589.49	-19.9%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
20000 - Accounts Payable	-0.37	1,209.11	-1,209.48	-100.0%
Total Accounts Payable	-0.37	1,209.11	-1,209.48	-100.0%
Total Current Liabilities	-0.37	1,209.11	-1,209.48	-100.0%
Total Liabilities	-0.37	1,209.11	-1,209.48	-100.0%
Equity				
30000 - Opening Balance Equity	6,031.50	6,031.50	0.00	0.0%
32000 - Unrestricted Net Assets	734.85	639.80	95.05	14.9%
Net Income	-353.24	121.82	-475.06	-390.0%
Total Equity	6,413.11	6,793.12	-380.01	-5.6%
TOTAL LIABILITIES & EQUITY	6,412.74	8,002.23	-1,589.49	-19.9%

THE CITY OF GRAND FORKS REQUEST FOR COMMITTEE OF THE WHOLE DECISION

DATE : May 6th, 2013

TOPIC : Monthly Highlight Reports from Department Managers

PROPOSAL : Council to Receive the Monthly Activity Reports

PROPOSED BY : City Staff

SUMMARY:

The Managers of each department's has submitted a brief report of their highlighted projects and tasks from the past month for Council's and the Public's information. This reporting objective intends to provide a snapshot of some of the tasks and projects that each department may be working on so that Council and members of the public may get a "peek" at some of the daily operations of City Staff, and of projects that are being worked on at present.

STAFF RECOMMENDATIONS:

That the Committee of the Whole recommends to Council to receive the monthly highlight report from the department managers.

BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

The main advantage is that Council is apprised of projects and activities which are currently being undertaken.

COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

There is no cost attached to the report of Staff

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

As part of good legislative practice, Council is provided with information regarding daily operations at Public Works, the Fire Department and City Hall.



Department Head or Corporate Officer
Or Chief Administrative Officer



Reviewed by Chief Administrative
Officer



THE CORPORATION OF THE CITY OF GRAND FORKS

STAFF REPORT FROM

DEPARTMENT – Development and
Engineering
MANAGER – Sasha J. Bird

FOR THE MONTH OF APRIL, 2013

THIS MONTH'S HIGHLIGHTS:

- ✓ Tender for Overton Creek Relocation project closed – new information became available – USL and ITSL made presentation to Council
- ✓ RFP closed for Design, Fabrication and Installation of Welcome Signage – currently under review
- ✓ Tender issued and closed for Boundary Drive Culvert Replacement Project – tenders under review
- ✓ Posted and closed RFP for the Downtown Beautification Upgrades
- ✓ Revisions to MTI Bylaw and accompanying bylaws
- ✓ Held meeting with Fortis BC regarding the WWTP Energy Audit
- ✓ Posted position for an Engineering Technologist, held interviews and offered the position
- ✓ Reviewed RFP's for the Wildlife Hall and 7212 Riverside Drive
- ✓ Development Permit for new sign at the Black Knight



THE CORPORATION OF THE CITY OF GRAND FORKS

STAFF REPORT FROM

DEPARTMENT – OPERATIONS
MANAGER – Hal Wright

FOR THE MONTH OF April, 2013

THIS MONTH'S HIGHLIGHTS:

- ✓ Preparations for arrival of hanging baskets (i.e. automatic watering installations, new bracket manufacture and installation)
- ✓ Advertise for summer students for 2013 season
- ✓ Draft new Campground Policy
- ✓ PCB tests conducted on all Electrical Utility's transformers
- ✓ Completed installation of temporary infield playing surface at JD Park
- ✓ Infield preparation on all other Baseball fields
- ✓ Concrete sidewalk repairs
- ✓ On-going Street Sweeping Operations
- ✓ Met with Street Line Painting Contractor
- ✓ Repairs to Well 3 site in Preparation of Drinking Water Week
- ✓ Attended BCWWA Annual Conference in Kelowna
- ✓ Started Flushing Operations on City Water Main Lines



THE CORPORATION OF THE CITY OF GRAND FORKS

STAFF REPORT FROM

DEPARTMENT – Fire Department
Fire Chief – Dale Heriot

FOR THE MONTH OF April, 2013

THIS MONTH'S HIGHLIGHTS:

- ✓ Calls for April totaled 44, with 20 fire related, 4 rescue, and 20 first responder.
- ✓ Major structure fire in Ruckle area.
- ✓ Finalizing benefit plan for volunteers.
- ✓ As of April 1st the snow pack is a 108% . The rivers are rising with normal runoff.
- ✓ Completed sandbag inventory count in preparation for spring freshet.
- ✓ Completed the list of available contractors in preparation for spring freshet.
- ✓ Fire inspection program resumed, starting with schools. Other institutions to follow, then MDUs, restaurants, small businesses etc.



THE CORPORATION OF THE CITY OF GRAND FORKS

STAFF REPORT FROM

ROXANNE SHEPHERD
CHIEF FINANCIAL OFFICER

FOR THE MONTH OF APRIL, 2013

THIS MONTH'S HIGHLIGHTS:

- ✓ Changes tax rate back to GST/PST April 1st
- ✓ Street Sweeper for sale on BC Bids and our website
- ✓ 2013 Assessments uploaded, tax rates bylaw ready for first three readings
- ✓ Sewer and Water Rates Bylaws amended as per financial plan
- ✓ Local Area Service bylaws for 79th Avenue ready for first three readings
- ✓ Advertised for Parcel Tax – Roads and prepared Parcel Tax roll
- ✓ Completed second Utility Billing of the year
- ✓ Preparing for new logo on letterhead, envelopes, business cards and in Vadim



THE CORPORATION OF THE CITY OF GRAND FORKS

STAFF REPORT FROM

DEPARTMENT – Environmental &
Building Construction
Services

MANAGER - Wayne Kopan

FOR THE MONTH OF APRIL, 2013

THIS MONTH'S HIGHLIGHTS:

- ✓ Reviewing and follow up on Complaints
- ✓ RFD to the Committee of the Whole on 7212 Riverside Drive
- ✓ RFD to the Committee of the Whole on the Wildlife hall
- ✓ Preparing Bylaws
- ✓ Currently taking the Building Inspectors Course through BCIT



THE CORPORATION OF THE CITY OF GRAND FORKS

STAFF REPORT FROM

DEPARTMENT – Corporate
Administration/Community Services
CORPORATE OFFICER – Diane Heinrich

FOR THE MONTH OF APRIL, 2013

THIS MONTH'S HIGHLIGHTS:

- ✓ Department prepared Agendas for April 15th and May 6th Council Meetings along with Paper Copies, Website Posting, Drafting Minutes, PowerPoint, Task List
- ✓ The Department compiled and distributed Weekly Summaries for April 5th, 12th, 19th & 26th
- ✓ Attendance and opening of Request for Proposals for Downtown Beautification & Grand Forks Sign Project
- ✓ Human Resources – Interview Process for Hiring of Engineering Technician
- ✓ Human Resources – Interview Process for Hiring a Temporary Payments Clerk
- ✓ Attended the AKBLG from April 16 to 19th with Members of Council
- ✓ Department Working on up and coming community events

**THE CITY OF GRAND FORKS
REQUEST FOR COMMITTEE OF THE WHOLE
DECISION**

DATE : April 25, 2013

TOPIC : Bylaw 1951 – City of Grand Forks 2013 Tax Rates

PROPOSAL : First Three Readings

PROPOSED BY : Chief Financial Officer

SUMMARY:

In April 2013 the City received the Revised Assessment Roll from B.C. Assessment. The Community Charter requires each Municipality to approve a Tax Rates Bylaw no later than May 15 for the current year. The enclosed report includes a spreadsheet that shows property assessments, tax rates and revenues for each of the options below.

STAFF RECOMMENDATIONS:

The Committee of the Whole recommends to Council to give first three readings to Bylaw No. 1951 which will be presented for Council decision at the May 6th Regular Meeting.

OPTIONS AND ALTERNATIVES;

Option 1 – Increases prior year's total property tax revenues by 2% using the same conversion ratios as 2012

Option 2 – Increases prior year's total property tax revenues by 2%, with a 1.5% increase to Class 4 and a 2.2% increase to Class 1

Option 3 – Increases prior year's total property tax revenues by 2% with a constant 2% increase in each class

COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

The proposed 2013 Tax Rates are intended to generate \$2,688,720.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

The Community Charter requires that municipal Council's must adopt their Tax Rate bylaw after the Financial Plan is in place and before May 15 in any year.



Chief Financial Officer



Reviewed by Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS
BYLAW NO. 1951

**A Bylaw to Impose Rates on all Taxable Land
And Improvements for the Year Ended December 31, 2013.**

=====

WHEREAS the Community Charter, requires that, after adoption of the financial plan, but before May 15th in each year, Council must, by bylaw, impose property value taxes for the year by establishing tax rates;

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

1. That Bylaw No. 1932, cited as "2012 Annual Tax Rates Bylaw", be hereby repealed.
2. The following Tax Rates are hereby imposed and levied for the Year Ended December 31, 2013:
 - a) For all lawful **GENERAL PURPOSES** of the Municipality on the value of all taxable land and improvements, rates appearing in Column "A" of Schedule "A" attached hereto and forming a part of the bylaw;
 - b) For **WEST KOOTENAY BOUNDARY REGIONAL HOSPITAL PURPOSES** on the value of all taxable land and improvements, rates appearing in Column "B" of Schedule "A" attached hereto and forming a part of the bylaw;
 - c) For purposes of the **REGIONAL DISTRICT OF KOOTENAY BOUNDARY** on the value of all taxable land and improvements rates appearing in Column "C" of Schedule "A" attached hereto and forming a part hereof;
3. The minimum amount of taxation upon a parcel of real property shall be One Dollar (\$1.00).
4. Pursuant to Section 233 of the Community Charter
 - a) The due date for taxes shall be the 2nd day of July, 2013
 - b) The Collector shall, as soon as is practicable on or after the 3rd day of July 2013, add to the unpaid taxes of the current year, in respect of each parcel of land and improvements thereon upon the real property tax roll, ten percentum of the amount unpaid as of the 2nd day of July, 2013
5. This Bylaw may be cited, for all purposes, as the **"2013 Annual Tax Rates Bylaw"**.

Read a **FIRST** time this 6th day of May 2013.

Read a **SECOND** time this 6th day of May 2013.

Read a **THIRD** time this 6th day of May 2013.

FINALLY ADOPTED this

Mayor Brian Taylor

Corporate Officer

C E R T I F I C A T E

I hereby certify the foregoing to be a true copy of Bylaw No. 1951 as passed by the Municipal Council of the City of Grand Forks on the 13th day of May, 2013

Clerk of the Municipal Council of
the City of Grand Forks

Schedule "A"
City of Grand Forks
2013 Property Tax Rates Bylaw 1951

Property Class	Description	"A"	"B"	"C"
		General Municipal	West Kootenay Boundary Regional Hospital District	Regional District of Kootenay Boundary
		(Dollars of tax per \$1,000 taxable assessed value)		
1	Residential	3.7219	0.3498	2.1871
2	Utility	39.2508	1.2244	7.6550
4	Major Industry	39.5060	1.1894	7.4363
5	Light Industry	11.0023	1.1894	- 7.4363
6	Business/Other	9.3829	0.8571	- 5.3585
8	Rec/Non-Profit	4.1687	0.3498	- 2.1871
9	Farm	4.1919	0.3498	- 2.1871

Option 1

Schedule "A"
City of Grand Forks
2013 Property Tax Rates Bylaw 1951

Property Class	Description	"A"	"B"	"C"
		General Municipal	West Kootenay Boundary Regional Hospital District	Regional District of Kootenay Boundary
		(Dollars of tax per \$1,000 taxable assessed value)		
1	Residential	3.6981	0.3498	2.1871
2	Utility	37.8060	1.2244	7.6550
4	Major Industry	42.1964	1.1894	7.4363
5	Light Industry	11.1465	1.1894	- 7.4363
6	Business/Other	9.1127	0.8571	- 5.3585
8	Rec/Non-Profit	3.0297	0.3498	- 2.1871
9	Farm	3.6517 4.0209	0.3498	- 2.1871

Option 2

Schedule "A"
City of Grand Forks
2013 Property Tax Rates Bylaw 1951

Property Class	Description	"A"	"B"	"C"
		General Municipal	West Kootenay Boundary Regional Hospital District	Regional District of Kootenay Boundary
		(Dollars of tax per \$1,000 taxable assessed value)		
1	Residential	3.8105	0.3498	2.1871
2	Utility	37.8060	1.2244	7.6550
4	Major Industry	42.4043	1.1894	7.4363
5	Light Industry	11.1465	1.1894	- 7.4363
6	Business/Other	9.1127	0.8571	- 5.3585
8	Rec/Non-Profit	3.0297	0.3498	- 2.1871
9	Farm	4.0988	0.3498	- 2.1871

Option 3

City of Grand Forks
Property Assessments, Rates, Taxes
2013 City Tax Revenue Options
Schedule A

2013 Revenue Requirement		2,688,720							
142296.4455		2012 Actual		Option 1 - inc prior year revs by 2.0%, same conversion ratios		Option 2 - inc rev by 2.0%, Class 4 @ 1.5%		Option 3 - inc rev by 2.0%, equal across classes	
ASSESSMENTS	Parcel Tax	Folio Cnt	\$	Folio Cnt	\$	Folio Cnt	\$	Folio Cnt	\$
Residential Vacant L	6,250	625	17,496,230	617	17,076,130	617	17,076,130	617	17,076,130
Res: Single Family	102,635	1579	324,183,900	1,582	319,175,688	1,582	319,175,688	1,582	319,175,688
Res: ALR	-	45	6,188,600	45	5,861,400	45	5,861,400	45	5,861,400
Res: Farm	-	-	-	1	-	1	-	1	-
Res: Strata	9,790	178	26,516,700	185	26,472,600	185	26,472,600	185	26,472,600
Res: Other	4,325	76	17,258,300	68	19,842,400	68	19,842,400	68	19,842,400
Improved Residential	108,100	1878	374,147,500	1881	371,352,088	1881	371,352,088	1881	371,352,088
Total Residential	114,350	2503	391,643,730	2,498	388,428,218	2,498	388,428,218	2,498	388,428,218
Utilities	310	31	1,253,670	31	1,273,475	31	1,273,475	31	1,273,475
Major Industry	40	4	16,075,700	5	14,950,400	5	14,950,400	5	14,950,400
Light Industry	330	10	3,068,800	11	3,462,400	11	3,462,400	11	3,462,400
Business	7,080	425	60,151,800	422	60,049,100	422	60,049,100	422	60,049,100
Recreational	110	72	67,500	72	90,900	72	90,900	72	90,900
Farm	180	5	111,983	6	125,695	6	125,695	6	125,695
S.353LGA/398VC	-	-	4,146,800	-	-	-	-	-	-
TOTAL	122,400	3050	472,373,183	3045	468,380,188	3045	468,380,188	3045	468,380,188
TAX RATES - City		Multiple \$		Multiple \$		Multiple \$		Multiple \$	
Residential Land		1.00	3.5701	1.0000	3.7219	1.0000	3.6981	1.0000	3.8105
Residential Improvements		1.00	3.5701	1.0000	3.7219	1.0000	3.6981	1.0000	3.8105
Total Residential			3.5701		3.7219		3.6981		3.8105
Utilities		10.55	37.6499	10.55	39.2508	9.92	37.8060	9.92	37.8060
Major Industry		10.61	37.8947	10.61	39.5060	11.07	42.1964	11.13	42.4043
Light Industry		2.96	10.5536	2.96	11.0023	2.93	11.1465	2.93	11.1465
Business		2.52	9.0002	2.52	9.3829	2.39	9.1127	2.39	9.1127
Recreational		1.12	3.9987	1.12	4.1687	0.80	3.0297	0.80	3.0297
Farm		1.13	4.0209	1.13	4.1919	0.96	3.6517	1.08	4.0988
TAX REVENUE		Parcel Levy		Parcel Levy		Parcel Levy		Parcel Levy	
Residential Land			521,135		518,431		531,558		531,558
Residential Improvements			884,162		927,260		901,845		901,845
Total Residential		71,460	1,405,297	71,460	1,445,691	71,460	1,436,449	71,460	1,433,403
Utilities		310	47,201	310	49,985	310	48,145	310	48,145
Major Industry		40	609,183	40	590,630	40	618,321	40	621,367
Light Industry		330	32,387	330	38,094	330	33,035	330	33,035
Business		7,080	541,379	7,080	563,434	7,080	552,207	7,080	552,207
Recreational		110	270	110	379	110	275	110	275
Farm		180	450	180	527	180	459	180	459
Total Property Tax		79,510	2,636,167	79,510	2,688,740	79,510	2,688,890	79,510	2,688,890
Parcel Tax			79,510		79,510		79,510		79,510
Total			2,715,677		2,768,250		2,768,400		2,768,400

**THE CITY OF GRAND FORKS
REQUEST FOR COMMITTEE OF THE WHOLE
DECISION**

DATE : April 17, 2013

TOPIC : Bylaw 1952 – A Bylaw to Amend the City of Grand Forks Sewer Regulations and Rates Bylaw No. 1500

PROPOSAL : First Three Readings

PROPOSED BY : Chief Financial Officer

SUMMARY:

The 2013 – 2017 adopted 5 year plan reflects a \$2.00 per month flat rate increase in User Fee Collection for Sewer Rates. Bylaw 1952 reflects this increase.

STAFF RECOMMENDATIONS:

The Committee of the Whole recommends to Council to give first three readings to Bylaw No. 1952 which will be presented for Council decision at the May 21st Regular Meeting.

OPTIONS AND ALTERNATIVES;

No specific options are given due to the fact that the increase was included in the Annual Financial Plan.

BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

The benefit of a fee increase is that it allows Council to cover the costs of running a sewer system.

COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

Increasing the fees ensures that this component of the budget is balanced.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

In accordance with the Community Charter, Council may, by bylaw, regulate and control the Sewer service of the City of Grand Forks and amend rates, terms, and conditions under which sewer service will be provided and supplied to all users and for the collection of rates for the service provided;



Chief Financial Officer



Reviewed by Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1952

A Bylaw to Amend the City of Grand Forks Sewer Regulation and Rates Bylaw No. 1500

WHEREAS in accordance with the Community Charter, Council may, by bylaw, regulate and control the Sewer service of the City of Grand Forks and amend rates, terms, and conditions under which sewer service will be provided and supplied to all users and for the collection of rates for the service provided;

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

1. This Bylaw may be cited for all purposes as the **"City of Grand Forks Sewer Regulations and Rates Amendment Bylaw No. 1952, 2013"**.
2. That Bylaw No. 1500, cited as "City of Grand Forks Sewer Regulation and Rates Bylaw No. 1500, 1997" be amended by deleting "Schedule B" and replacing it with a new "Schedule B", which is identified as "Appendix 1" and attached to this bylaw.
3. The Bylaw No. 1500, cited as "City of Grand Forks Sewer Regulation and Rates Bylaw No. 1500, 1997" be amended by deleting Section 31 of the Rates and Charges and replacing with "For any sewer service disconnected from the City system, Section 20 of this Bylaw shall apply. Should the Property Owner elect to have sewer service to a building turned on or off, as described in section 21 of this Bylaw, sewer customer charge and fixed and capital fees will continue to be charged."
4. That this Bylaw shall come into force and effect July 1, 2013.

Read a **FIRST** time this 21st day of May, 2013

Read a **SECOND** time this 21st day of May, 2013

Read a **THIRD** time this 21st day of May, 2013

FINALLY ADOPTED this

Mayor Brian Taylor

Corporate Officer – Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1939, the **“City of Grand Forks Sewer Regulations and Rates Amendment Bylaw No. 1952, 2013”**, as passed by the Municipal Council of the Corporation of the City of Grand Forks on the

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

SCHEDULE "B"

SERVICE CHARGES

A: Charges for installation of a sewer service:

**** A deposit of 100% of cost, is payable in advance, prior to installation**

**** Includes initial removal of sewer plug**

Residential

a)	100 mm (4 inch) diameter	\$2,300, including any additional service costs itemized in (c)
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Commercial / Industrial / Institutional / Multi-Family

b)	152 mm (6 inch) diameter	At cost, including any additional service costs itemized in (c)
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c)	additional service costs	
	- service or main extension (100 mm to 152 mm diameter and/or where the service length is greater than 15 m)	Cost plus any additional service costs itemized in (c)
	- restoration	
	- asphalt road repair	\$45.00/sq. meter
	- concrete curb	\$85.00/lin. meter
	- sidewalk (concrete)	\$120.00/lin. meter
	- boulevard landscaping	\$18.00/sq. meter
	- retention catch basin	\$1,500.00/each

B:	Charges to Septic Service Contractors/Haulers	\$25.00 per load
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C: Sewer Rates – Effective July 1, 2013

	Bi-Monthly Fixed Charge & Capital Charge	Bi-Monthly Fixed Charge & Capital Charge	Bi- Monthly Customer Charge	Sewer Rates Charge per 1/3 cubic meter Of metered water	Bi-Monthly Variable Sewer Charges for non-Metered
User Class	Per unit	Per Account (per meter)	Per Account		Per Residence
Metered multi-Family Apartment (one tax folio)	35.25		10.50	0.400	
Commercial Office Properties (water use restricted to staff washroom)		38.25	10.50	0.400	
Commercial (Class 06) Properties not listed below		60.25	10.50	0.400	
Large Industrial (Class 04) Properties		60.25	10.50	0.400	
Commercial laundry, car wash properties		60.25	10.50	0.400	
Hotels, Restaurants, Malls		60.25	10.50	0.400	
Institutions, schools, recreation facilities (arenas, pools) irrigation systems		60.25	10.50	0.400	
Buildings not connected to sewer system on lots where service is available		35.25	10.50		
Residential Properties not metered	44.00		10.50		15.60

THE CITY OF GRAND FORKS

REQUEST FOR COMMITTEE OF THE WHOLE DECISION

DATE : April 17, 2013

TOPIC : Bylaw 1953 – A Bylaw to Amend the City of Grand Forks Water Regulations and Rates Bylaw No. 1501

PROPOSAL : First Three Readings

PROPOSED BY : Chief Financial Officer

SUMMARY:

The 2013 – 2017 adopted 5 year plan reflects a \$2.00 per month flat rate increase in User Fee Collection for Water Rates. Bylaw 1953 reflects this increase.

There is a minor housekeeping amendment to Section 26 of this Bylaw to correct language. The previous wording was "For any water service disconnected from the City system, Section 17 of this Bylaw shall apply. Should the Property Owner elect to have water service to a building turned on or off, as described in Section 18 of this Bylaw, water basic fees and user rates will continue to be charged." It has been replaced with "Should the Property Owner elect to have the water service to a building turned on or off, as described in Section 18 of this Bylaw, water customer charge and fixed and capital fees will continue to be charged." This change is being made to reflect the intent of the original Bylaw.

STAFF RECOMMENDATIONS:

The Committee of the Whole recommends to Council to give first three readings to Bylaw No. 1953 which will be presented for Council decision at the May 21st Regular Meeting.

OPTIONS AND ALTERNATIVES;

No specific options are given due to the fact that the increase was included in the Annual Financial Plan.

BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

The benefit of a balanced budget is that it allows Council to undertake the services that are required to run the municipality.

COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

Increasing the fees ensures that this component of the budget is balanced.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

In accordance with the Community Charter, Council may, by bylaw, regulate and control the Sewer service of the City of Grand Forks and amend rates, terms, and conditions under which sewer service will be provided and supplied to all users and for the collection of rates for the service provided;



Chief Financial Officer



Reviewed by Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO.1953

A Bylaw to Amend the City of Grand Forks Water Regulations and Rates Bylaw No. 1501

WHEREAS in accordance with the Community Charter, Council may, by bylaw, regulate and control the Water service of the City of Grand Forks and amend rates, terms, and conditions under which water service will be provided and supplied to all users and for the collection of rates for the service provided;

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

1. This Bylaw may be cited for all purposes as the **"City of Grand Forks Water Regulations and Rates Amendment Bylaw No. 1953, 2013"**.
2. That Bylaw No. 1501, cited as "City of Grand Forks Water Regulations and Rates Bylaw No. 1501, 1997" be amended by deleting "Schedule B" and replacing it with a new "Schedule B", which is identified as "Appendix 1" and attached to this bylaw.
3. The Bylaw No. 1501, cited as "City of Grand Forks Water Regulations and Rates Bylaw No. 1501, 1997" be amended by deleting Section 26 of the Rates and Charges and replacing with with "Should the property owner elect to have the water service to a building turned on or off , as described in Section 18 of this Bylaw, water customer charge and fixed and capital fees will continue to be charged."
4. That this Bylaw shall come into force and effect July 1, 2013.

Read a **FIRST** time this 21st day of May, 2013

Read a **SECOND** time this 21st day of May, 2013

Read a **THIRD** time this 21st day of May, 2013

FINALLY ADOPTED this

Mayor Brian Taylor

Corporate Officer – Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1938, the **“City of Grand Forks Water Regulations and Rates Amendment Bylaw No. 1953, 2013”**, as passed by the Municipal Council of the Corporation of the City of Grand Forks on the

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

SCHEDULE "B"
SERVICE CHARGES

1. ***Charges for installation of water service:***

***A deposit of 100% of cost, is payable in advance, prior to installation**

***includes initial turn on of water**

- | | | |
|-----|--|--|
| (a) | -Residential: 19mm diameter (3/4") | \$2,300.00, including any additional service costs itemized in (d) |
| | -Residential: 24.5mm diameter (1")
*NOTE: Water Meter Mandatory | At cost, including any additional service costs itemized in (d) |
| (b) | Commercial, Industrial, Institutional
Minimum Charge
*NOTE: Water Meter Mandatory | At cost, including any additional service costs itemized in (d) |
| (c) | renewal (upgrading, including meter retrofit) | At cost, including any additional service costs in (d) |
| d) | additional service costs not included in (a), (b), and (c) above: | |
| | - service or main extension (greater than 25.4 mm diameter and/or where the service line exceeds 15 m in length) | Cost/linear meter + any additional service costs listed below: |
| | - restoration | |
| | - asphalt road repair | \$ 45.00/square meter |
| | - concrete curb | 85.00 /linear meter |
| | - sidewalk (concrete) | 120.00/linear meter |
| | - boulevard landscaping | 18.00/linear meter |

Schedule "B" cont'd

2. *Charges for each time the water supply is turned on/off*

- during normal working hours	\$	50.00
- outside normal working hours	\$	100.00

3. *Purchase of water from City Bulk Water Facility*

Rate per cubic meter or portion thereof	\$4.00
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4. User Rates – Effective July 1, 2013

	Per Unit Bi-monthly Fixed Charge & Capital Charge	Per Account (per meter) Bi-monthly Fixed Charge & Capital Charge	Per Account Bi-monthly Customer Charge	Per Cubic Meter	Bi-Monthly Variable Water Charges for Non-Metered, Per Residence
User Class					
Metered Multi-Family Apartment (one tax folio)	\$24.50		7.00	0.113	
Commercial Office Properties (water use restricted to staff washroom)		22.50	7.00	0.113	
Commercial (Class06) Properties not listed below		55.00	7.00	0.124	
Large Industrial (Class 04) Properties		55.00	7.00	0.124	
Commercial laundry, car wash Properties		55.00	7.00	0.124	
Hotels, Restaurants, Malls		55.00	7.00	0.124	
Institutions, schools, recreation facilities (arenas, pools) irrigation systems		55.00	7.00	0.124	
Buildings not connected to Water System on lots where service is available		17.50	7.00		
Residential Properties not metered	41.25		7.00		16.40