

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

**Monday, May 6th, 2013 – 7:00 p.m.  
Council Chambers City Hall**

	<b><u>ITEM</u></b>	<b><u>SUBJECT MATTER</u></b>	<b><u>RECOMMENDATION</u></b>
1.	<b><u>CALL TO ORDER</u></b>	7:00 p.m. Call to Order	Call Meeting to Order at 7:00 p.m.
2.	<b><u>REGULAR MEETING AGENDA</u></b>	May 6th, 2013 Agenda	Adopt Agenda
3.	<b><u>MINUTES</u></b> <ul style="list-style-type: none"><li>- April 15<sup>th</sup>, 2013</li><li>- April 23<sup>rd</sup>, 2013</li></ul>	Regular Meeting Minutes Special Meeting Minutes	Adopt Minutes Adopt Minutes
4.	<b><u>REGISTERED PETITIONS AND DELEGATIONS</u></b>  None		
5.	<b><u>UNFINISHED BUSINESS:</u></b>  None		
6.	<b><u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL (VERBAL)</u></b>  a) Corporate Officer's Report	Members of Council may ask questions, seek clarification and report on issues	Issues seeking information on operations be referred to the Chief Administrative Officer prior to the meeting.
7.	<b><u>REPORT FROM THE COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY</u></b>  a) Corporate Officer's Report	The City's Representative to the Regional District of Kootenay Boundary will report to Council on actions of the RDKB.	Receive the Report.

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

- |   |  |   |
|---|--|---|
| a) Grand Forks and Boundary Regional Agricultural Society and Staff | Request from the Grand Forks and Boundary Regional Agricultural Society regarding the Grand Forks Food Charter                             | Staff recommends to Council to support the Grand Forks and Boundary Regional Agricultural Society's Food Charter as it reflects the vision for the conservation of energy and water and further supports the sustainable production of food as per the 2011 Sustainable Community Plan, Section 13. |
| b) City Staff - City of Grand Forks Parcel Tax Roll Review Panel    | Appointments of Council Members to sit on the Parcel Tax Roll Review Panel in accordance with the Community Charter S. 204 (2) (a) and (b) | Staff recommends that Council appoint three Councillors to the Parcel Tax Roll Review Panel and set May 24 <sup>th</sup> , 2013 at 10:00 a.m. in Council Chamber on the first panel sitting.  |

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

10. **INFORMATION ITEMS**

- |                                  |                                  |   |
|----------------------------------|----------------------------------|---|
| - Summary of Informational Items | Information Items 10(a) to 10(h) | Receive the items and direct staff to act upon as recommended |
|----------------------------------|----------------------------------|---|

11. **BYLAWS**

- |  |  |   |
|--|--|---|
| a) Chief Financial Officer – Bylaw No. 1948 – City of Grand Forks 2013-2017 Financial Plan Bylaw   | Bylaw No. 1948 - City of Grand Forks 2013-2017 Financial Plan Bylaw – Final Reading  | Staff recommends that Council gives final reading to Bylaw No. 1948, “Year 2013 – 2017 Financial Plan bylaw”.   |
| b) Chief Financial Officer – Bylaw No. 1951 – City of Grand Forks 2013 Tax Rates   | Bylaw No. 1951 – City of Grand Forks 2013 Tax Rates – First three readings   | Staff recommends Council give first three readings to Bylaw No. 1951 – City of Grand Forks 2013 Tax rates.  |
| c) Chief Financial Officer – Bylaw No. 1955 – to Establish and Impose a Flat Tax of Northwest 79 <sup>th</sup> Avenue Road and Electrical Local Area Service | Bylaw No. 1955 – to Establish and Impose a Flat Tax of Northwest 79 <sup>th</sup> Avenue Road and Electrical Local Area Service – First, Second and Third Readings | Staff recommends Council give first three readings to Bylaw No. 1955 – to Establish and Impose a Flat Tax of Northwest 79 <sup>th</sup> Avenue Road and Electrical Local Area Service |

12. **LATE ITEMS**

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

14. **ADJOURNMENT**

THE CORPORATION OF THE CITY OF GRAND FORKS

**REGULAR MEETING OF COUNCIL**  
**MONDAY APRIL 15th, 2013**

**PRESENT:**

MAYOR BRIAN TAYLOR  
COUNCILLOR BOB KENDEL  
COUNCILLOR NEIL KROG  
COUNCILLOR PATRICK O'DOHERTY  
COUNCILLOR GARY SMITH  
COUNCILLOR MICHAEL WIRISCHAGIN  
COUNCILLOR CHER WYERS

CHIEF ADMINISTRATIVE OFFICER	D. Allin
CHIEF FINANCIAL OFFICER	R. Shepherd
MANAGER OF ENVIRONMENTAL AND BUILDING CONSTRUCTION SERVICES	W. Kopan
DEPUTY CORPORATE SECRETARY	S. Winton
MANAGER OF OPERATIONS	H. Wright

**GALLERY**

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**CALL TO ORDER:**

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

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**ADOPTION OF AGENDA:**

MOTION: O'DOHERTY / KENDEL

**RESOLVED THAT** THE APRIL 15th, 2013, REGULAR MEETING AGENDA BE  
ADOPTED AS CIRCULATED.

CARRIED.

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**MINUTES:**

MOTION: SMITH / WYERS

**RESOLVED THAT** THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
OF COUNCIL HELD ON TUESDAY APRIL 2ND, 2013, BE ADOPTED AS CIRCULATED.

CARRIED.

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**MINUTES:**

MOTION: KENDEL / O'DOHERTY

**RESOLVED THAT** THE MINUTES OF THE REGULAR MEETING OF COUNCIL HELD ON TUESDAY APRIL 2ND, 2013 BE ADOPTED AS CIRCULATED.

CARRIED.

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**REGISTERED PETITIONS AND DELEGATIONS:**

a) Corporate Officer's Report – Delegation – Grand Forks BMX Society

Margaret Kovacs made a presentation as a representative of the Grand Forks BMX Society with regard to the use of the City campground washrooms throughout the BMX racing season from May to September. She advised that the BMX Society would:

- Like access to the campground washrooms from 5:30PM – 8:00PM on Wednesday evenings
- To run a concession to fund raise as the BMX Society is a Not For Profit enterprise.
- Care take for the washrooms and supervise their use

Council advised there was a report produced for this discussion some time ago. The BMX Society advised they are requesting that council revisit this issue.

MOTION: WIRISCHAGIN / WYERS

**RESOLVED THAT** COUNCIL RECEIVE THE PRESENTATION MADE BY THE GRAND FORKS BMX SOCIETY WITH REGARD TO THE USE OF THE CAMPGROUND WASHROOMS THROUGHOUT THE RACING SEASON.

CARRIED.

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MOTION: KROG / WIRISHAGIN

**RESOLVED THAT** COUNCIL GRANT ACCESS TO THE CAMPGROUND WASHROOMS ON WEDNESDAY NIGHTS FROM 5:30PM-8:30PM TO THE BMX SOCIETY.

CARRIED

Councillor Wyers did not support this motion.  
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MOTION: WIRISCHAGIN / SMITH

**RESOLVED THAT** COUNCIL ALLOW A MEMBER OF THE PUBLIC SPEAK WITH REGARD TO THE BMX SOCIETY DELEGATION ISSUE.

CARRIED

## **UNFINISHED BUSINESS**

None

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

### **Councillor Wirischagin:**

Councillor Wirischagin had nothing to report.

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### **Councillor O'Doherty:**

Councillor O'Doherty reported on the following items:

- He reported that ground work at James Donaldson Park is complete and looks great.
- He advised that he met with Peter Stoochinoff and City Staff to discuss usage and bookings at James Donaldson Park and that he has received the ball schedule.
- He advised he will be attending AKBLG in Invermere from April 16<sup>th</sup> to April 19<sup>th</sup>.

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### **Councillor Wyers:**

Councillor Wyers reported on the following items:

- She reported on her attendance at the Granby Wilderness Society's April 3<sup>rd</sup> event called "Frogs, Toads and Salamanders", which took place at Fructova School and advised there were over 50 people in attendance who met and talked to Sami the salamander. She advised that this was a fundraising event for the Society.
- She reported on her attendance at the April 9<sup>th</sup> BEDC meeting.
- She reported on her attendance at the April 10<sup>th</sup> Boundary Dog Sled meeting and advised the club intended to move forward with a 2014 event, and that they would host two events this year, and further that the club will be holding its AGM on Wednesday April 24<sup>th</sup> at the Station Pub and that they are looking for volunteers.
- She reported that she attended the April 11<sup>th</sup> Restorative Justice AGM.
- She reported on her attendance at the Grand Forks and District Public Library monthly meeting on April 17<sup>th</sup>.
- She advised that the Grand Forks Citizens on Patrol will be setting up the ICBC speed board at various locations throughout May and June and that the group will be collecting statistics on speed, seat belt violations and cell phone use.
- She advised she will be attending the AKBLG conference for the rest of the week.

Councillor Wyers inquired as to which Councillor would speak to the resolution put forward by City Council at AKBLG. Councillor Smith agreed to speak to this resolution.

Councillor Wyers spoke with regard to her concerns with the change in usage of the City crest for the new brand and logo.

MOTION: WYERS / WIRISCHAGIN

**RESOLVED THAT** BEFORE THE CITY MOVES FORWARD WITH REPLACING THE CURRENT CITY CREST, CITY STAFF CONFIRM THERE ARE NO LEGAL IMPLICATIONS ASSOCIATED WITH THE CHANGE IN DESIGN.

CARRIED

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**Councillor Kendel:**

Councillor Kendel reported on the following items:

- He reported on his meeting with City Staff and the Good Sam's club of North America. He advised this group is seriously considering hosting an event that would bring over 120 RV's to Grand Forks in 2014.

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**Councillor Krog:**

Councillor Krog reported on the following items:

- He reported on his attendance on Tuesday April 9<sup>th</sup> at the Grand Forks Fall Fair Society's AGM and further advised that the Society has updated their bylaws and policies to meet the Society's Act regulations.

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**Councillor Smith:**

Councillor Smith reported on the following items:

- He reported on his attendance on April 5<sup>th</sup> at a Family Friendly Business meeting and advised that the Grand Forks Credit Union, Boundary Family and Individual Services Society, the City and the Regional Chamber make up the committee. He further advised that the mandate of the group is to encourage businesses to have facilities that families can access such as toilets, play areas and change tables.

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**Mayor Taylor:**

Mayor Taylor advised he had no report this evening.

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MOTION: SMITH / WIRISCHAGIN

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

CARRIED.

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

Mayor Taylor reported on the following items:

- He advised that the Boundary Economic Development Committee had a lengthy discussion as to how recommendations will be moved from Economic Development Advisory Committee through to the BEDC.
- He advised that the BEDC recently had a Strategic Planning session and that the committee agreed that agriculture would be their focus. He further advised that the BEDC would support agriculturally related projects.
- He spoke with regard to the Grand Forks and Boundary Regional Agricultural Society's AGM that took place on April 9<sup>th</sup> and reported that the guest speaker's presentation was with regard to riparian areas and water storage. He advised the Boundary Meat Producers Association will manage and operate the abattoir.
- He spoke with regard to the Regional Community Forest and advised that he attended a meeting with the Chief Administrative Officer, RDKB Director's from Area C, D and E, Ray Schultz and Garth Wiggil from the Ministry of Natural Resource Operations Department. He advised the group is preparing to ask the Ministry of Forests to invite the Boundary to apply for a Community Forest and further advised that the area they propose to cut needs to be identified and will likely include some community consultation.

MOTION: O'DOHERTY / SMITH

**RESOLVED THAT THE VERBAL REPORT GIVEN BY THE REPRESENTATIVE OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY, BE RECEIVED.**

CARRIED.

Councillor Wirischagin excused himself from the meeting at 7:48PM

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**RECOMMENDATIONS FROM STAFF FOR DECISIONS:**

- a) Staff – Grant Hill, Agent for Property Owner Dreamland Holdings Ltd. – Application for Development Permit to attach a non-illuminated sign at 1960-68<sup>th</sup> Avenue.

MOTION: O'DOHERTY / SMITH

**RESOLVED THAT COUNCIL RECEIVES THE REPORT AND APPROVES THE DEVELOPMENT PERMIT APPLICATION MADE BY GRANT HILL, AGENT FOR DREAMLAND HOLDINGS LTD., PROPERTY OWNER OF PROPERTY LEGALLY DESCRIBED AS LOTS 3, 4 AND 5, BLOCK 18, D.L. 380, S.D.Y.D., PLAN 35, LOCATED AT 1960-68<sup>TH</sup> AVENUE SUBJECT TO COMPLIANCE WITH CITY BYLAWS, THE MINISTRY OF TRANSPORTATION'S REQUIREMENTS AND IN**

SUBSTANTIAL COMPLIANCE WITH THE PLANS PRESENTED IN THE APPLICATION.

CARRIED.

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- b) Staff – Small Business and Residential Recycling and household organic Diversion Program

Staff requests for Council to approve the Contract Agreement between the City of Grand Forks and the Regional District of Kootenay Boundary for The Small Business and Residential Recycling and Household Organic Diversion Program.

MOTION: SMITH / WYERS

**RESOLVED THAT COUNCIL APPROVES THE NEW SERVICE CONTRACT AGREEMENT BETWEEN THE CITY OF GRAND FORKS AND THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY FOR SMALL BUSINESS AND RESIDENTIAL RECYCLING AND HOUSEHOLD ORGANIC DIVERSION PROGRAM.**

CARRIED.

The Manager of Environmental and Building Services advised the biodegradable / compostable yard waste bags are not approved for use by the RDKB. He further advised that these plastic bags are not approved bags to use in the compost bins as they are not easily identifiable as different from regular bags by the compost collectors.

Councillor Wirischagin returned to the meeting at 7:51PM

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- c) Staff – Jogas Espresso Café requested the use of a parking stall to place an outdoor patio in front of their business on Market Ave.

MOTION: O'DOHERTY / SMITH

**RESOLVED THAT COUNCIL APPROVES THE USE OF ONE PARKING SPOT IN FRONT OF JOGAS FOR THE BUSINESS OWNERS TO PLACE THEIR OUTDOOR PATIO FROM MAY 1<sup>ST</sup> TO OCTOBER 1<sup>ST</sup>, 2013, AS WAS DONE IN PREVIOUS YEARS.**

CARRIED.

Councillor Krog questioned whether the city is liable if something should happen to a member of the public. The Chief Administrative Officer advised Jogas will need to make sure the proper insurance is in place.

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**REQUESTS ARISING FROM CORRESPONDENCE:**

None

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**INFORMATION ITEMS:**

MOTION: SMITH / KENDEL

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

**BE RECEIVED AND ACTED UPON AS RECOMMENDED.**

CARRIED.

- .....
- a) National Public Works Week seeking support to recognize and Promote National Public Works Week. **Recommend that a letter be written, thanking PWABC for the work they do and advising of Council's acknowledgement of Public Works Week.**
  - b) Union of Spiritual Communities invitation for the Mayor to attend the Annual Union of Youth Festival. **Recommend that Mayor Taylor advise if he is planning to attend this year.**

Mayor Taylor advised that Councillor Wirischagin has agreed to attend on behalf of the City.

- c) RDKB Bylaw No. 1524 to increase the annual requisition amount for the Grand Forks and District Aquatic Centre. **Recommend that Council adopt the resolution as requested by the Regional District of Kootenay Boundary.**

MOTION: WIRISCHAGIN / WYERS

**RESOLVED THAT THE CITY OF GRAND FORKS SUPPORTS THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY BYLAW NO. 1524 TO INCREASE THE ANNUAL REQUISITION AMOUNT FOR THE GRAND FORKS AND DISTRICT AQUATIC CENTRE FROM \$500,000 TO \$625,000.**

CARRIED.

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- d) Manager of Development and Engineering Re: Tool Time Supplies Ltd request for parking pattern changes. **Recommend a cost estimate be prepared for Council's consideration for the 2014 budget.**
  - e) Advertisement for the 2013 Visitors Choice Publication, deadline for approval is April 16<sup>th</sup>, 2013. **Recommend that Council receive and approve the proposed 2013 Visitor's Choice Tourism Guide advertisement in order to meet the April 16<sup>th</sup> deadline.**

Councillor Krog advised he would like to see the tag line changed to "Settle Down". The Chief Administrative Officer advised that staff will correct the URL for the City web site in the ad.

MOTION: WIRISCHAGIN / SMITH

**RESOLVED THAT** STAFF CHANGE THE TAG LINE TO “SETTLE DOWN” AND CORRECT THE URL IN THE 2013 VISITOR’S CHOICE TOURISM GUIDE ADVERTISEMENT.

CARRIED.

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- f) Canadian Cancer Society – Relay for Life. **Recommend to receive for information**
- g) Office of the Prime Minister acknowledging receipt of the resolution of Council regarding negotiations for a Canada – European Union economic partnership. **Recommend to receive for information.**

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**BYLAWS:**

- a) Manager of Technical Services – Bylaw No. 1947 - Amendment to the City of Grand Forks Zoning Bylaw No. 1606, 1999

MOTION: O'DOHERTY / SMITH

**RESOLVED THAT COUNCIL GIVE** FINAL READING TO BYLAW NO. 1947 – AMENDMENT TO THE CITY OF GRAND FORKS ZONING BYLAW NO. 1606,1999.

CARRIED.

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- b) Chief Financial Officer – Requesting Council gives third reading to Bylaw No. 1948, City of Grand Forks 2013-2017 Financial Plan Bylaw

MOTION: O'DOHERTY / WYERS

**RESOLVED THAT COUNCIL GIVES** THIRD READING TO BYLAW NO. 1948 – CITY OF GRAND FORKS 2013 – 2017 FINANCIAL PLAN BYLAW.

CARRIED.

Councillor Wirischagin advised he did not support this motion.

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MOTION: WIRISCHAGIN / KROG

**RESOLVED THAT COUNCIL TABLE** THIS MOTION AND REQUEST FURTHER INFORMATION FROM CITY STAFF.

MOTION DEFEATED.

The Chief Administrative Officer advised that City Staff and Council have been working on the financial plan for the past 5 months and noted there was a 2% increase in overall expenditures for the 2013 Operating Budget.

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The Mayor recessed the meeting at 8:10 pm  
The meeting reconvened at 8:11 pm.

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Mayor Taylor advised that Council has had the opportunity to familiarize themselves with the proposed budget and advised the Chief Administrative Officer would speak to the process. The Chief Administrative Officer advised Council of the City's legislative obligation to have the budget approved by May 15<sup>th</sup>, 2013. He addressed concerns regarding Grant In Aid funds and advised the following funds have been budgeted the same as was in the 2012 Operating Budget as follows:

\$70,000 - Boundary Museum  
\$4,500 – Boundary District Arts Council  
\$142,000 – Grand Forks Art Gallery  
\$1000 – City of Grand Forks Scholarship  
\$800 – Canada Day  
\$100 – Remembrance Day

Councillor Wirischagin wished to make note he does not support this motion.

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**LATE ITEM**

None

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**QUESTIONS FROM THE PUBLIC AND THE MEDIA:**

**Roy Ronaghan**-He Spoke with regard to the public washrooms at Barbara Anne Park and inquired as to why they were not open yet. The Chief Administrative Officer advised that the policy would determine the timing of this.

Mr. Ronaghan spoke further with regards to smoking in public places and further commented that the Councillor's Biographies were not up to date and some were missing on the web site.

**Karl Yu** – He requested information regarding as to when the Winnipeg Hotel was scheduled to be torn down. The Chief Administrative Officer advised that this is currently the responsibility of the Regional District of Kootenay Boundary and that the Building Inspection Department of the Regional District and the Ministry of Transportation are the permitting bodies.

**Les Johnson**- He advised Council that the dry water harvesting video that was shown at the Grand Forks and Boundary Regional Agricultural Societies AGM is available on you tube. He further advised that his company in partnership with the Gem Theatre will be hosting a contest for the best video of Grand Forks that showcases community events.

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**IN-CAMERA RESOLUTIONS:**

The mayor advised that council will be going into an In-Camera meeting on May 6<sup>th</sup>, 2013, at 1:00pm.

MOTION: O'DOHERTY / SMITH

**RESOLVED THAT** COUNCIL CONVENE AN IN-CAMERA MEETING AS OUTLINED UNDER SECTION 90 OF THE COMMUNITY CHARTER TO DISCUSS MATTERS IN A CLOSED MEETING WHICH ARE THE SUBJECT OF SECTION 90(1)(I), DISCUSSIONS WITH MUNICIPAL OFFICERS AND EMPLOYEES RESPECTING MUNICIPAL OBJECTIVES, MEASURES AND PROGRESS REPORTS FOR THE PURPOSES OF PREPARING AN ANNUAL REPORT UNDER SECTION 90 OF THE COMMUNITY CHARTER.

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

CARRIED.

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**ADJOURNMENT:**

MOTION: KROG

**RESOLVED THAT** THIS REGULAR MEETING OF COUNCIL BE ADJOURNED AT 8:33 P.M.

CARRIED.

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**CERTIFIED CORRECT:**

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MAYOR BRIAN TAYLOR

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DEPUTY CORPORATE SECRETARY -  
SARAH WINTON

THE CORPORATION OF THE CITY OF GRAND FORKS

**SPECIAL MEETING OF COUNCIL**  
**TUESDAY APRIL 23RD, 2013**

**PRESENT:** MAYOR BRIAN TAYLOR  
COUNCILLOR BOB KENDEL  
COUNCILLOR PATRICK O'DOHERTY  
COUNCILLOR GARY SMITH  
COUNCILLOR CHER WYERS

CHIEF ADMINISTRATIVE OFFICER D. Allin  
DEPUTY CORPORATE SECRETARY S. Winton

The Chair called this Special Meeting to order at 11 A.M.

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**IN-CAMERA RESOLUTION:**

**MOTION:** SMITH / O'DOHERTY

**RESOLVED THAT** COUNCIL CONVENE AN IN-CAMERA MEETING AS OUTLINED UNDER SECTION 90 OF THE COMMUNITY CHARTER TO DISCUSS MATTERS IN A CLOSED MEETING WHICH ARE THE SUBJECT OF SECTION 90(1)(k), NEGOTIATIONS AND RELATED DISCUSSIONS RESPECTING THE PROPOSED PROVISION OF A MUNICIPAL SERVICE THAT ARE AT THEIR PRELIMINARY STAGES AND THAT, IN THE VIEW OF THE COUNCIL, COULD REASONABLY BE EXPECTED TO HARM THE INTERESTS OF THE MUNICIPALITY IF THEY WERE HELD IN PUBLIC; 90(1)(e), THE ACQUISITION, DISPOSITION OR EXPROPRIATION OF LAND OR IMPROVEMENTS, IF COUNCIL CONSIDERS THAT DISCLOSURE COULD REASONABLY BE EXPECTED TO HARM THE INTERESTS OF THE MUNICIPALITY.

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

CARRIED.

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**ADJOURNMENT:**

**MOTION:** O'DOHERTY

**RESOLVED THAT** THIS SPECIAL MEETING OF COUNCIL BE ADJOURNED AT 11:31 A.M.

CARRIED.

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**CERTIFIED CORRECT:**

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MAYOR BRIAN TAYLOR

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DEPUTY CORPORATE SECRETARY –  
SARAH WINTON

# THE CITY OF GRAND FORKS

## REQUEST FOR COUNCIL DECISION

**DATE** : May 6th, 2013  
**TOPIC** : Reports, Questions and Inquiries from the Members of Council  
**PROPOSAL** : Members of Council May Ask Questions, Seek Clarification and Report on Issues  
**PROPOSED BY** : Procedure Bylaw / Chief Administrative Officer

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### SUMMARY:

Under the City's Procedures Bylaw No. 1946, 2013, the Order of Business permits the members of Council to report to the Community on issues, bring community issues for discussion and initiate action through motions of Council, ask questions on matters pertaining to the City Operations and inquire on any issues and reports.

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

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

### OPTIONS AND ALTERNATIVES:

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

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

### BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

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

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

### COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

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

### LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

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



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



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Reviewed by Chief Administrative  
Officer

# THE CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION

**DATE** : May 6<sup>th</sup>, 2013  
**TOPIC** : Report - from the Council's Representative to the Regional District of Kootenay Boundary  
**PROPOSAL** : Regional District of Kootenay Director representing Council Will report on actions and issues being dealt with by the Regional District of Kootenay Boundary  
**PROPOSED BY** : Procedure Bylaw / Council

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## **SUMMARY:**

Under the City's Procedures Bylaw No. 1946, 2013, the Order of Business permits the City's representative to the Regional District of Kootenay to report to Council and the Community on issues, and actions of the Regional District of Kootenay Boundary.

## **STAFF RECOMMENDATION:**

**Option 1:** Receive the Report.

## **OPTIONS AND ALTERNATIVES:**

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

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

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

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

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

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

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

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

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



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



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



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

**DATE** : May 6th, 2013

**TOPIC** : Grand Forks and Boundary Regional Agricultural Society –  
Grand Forks Food Charter

**PROPOSAL** : Council consideration to support the Grand Forks Food  
Charter

**PROPOSED BY** : Boundary Regional Agricultural Society/Staff

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## **SUMMARY:**

At the Regular Meeting of April 2<sup>nd</sup>, 2013, Council received the presentation of the Grand Forks Food Charter by Mr. Roly Russell, President of the Grand Forks and Boundary Regional Agricultural Society. Council directed staff to seek further information and clarification on the subject of food charters.

Staff followed up with the Grand Forks and Boundary Regional Agricultural Society to discuss the Food Charter further. This meeting determined that the intention of the Grand Forks and Boundary Regional Agricultural Society was to introduce to Council:

- the concept of a community food charter
- the values, principles and priorities that have been identified by the society around food sustainability
- that the proposed food charter may be used as a guide in further developing sustainable food practices in the City of Grand Forks
- first steps in the process of adopting a community food charter

Staff determined that the concept of a Community Food Charter was in keeping with the 2011 Sustainable Community Plan, section 13.

## **STAFF RECOMMENDATION:**

**Option 1:** Council supports the Grand Forks and Boundary Regional Agricultural Society's Food Charter as it reflects the vision for the conservation of energy and water and further supports the sustainable production of food as per the 2011 Sustainable Community Plan, section 13.

Further, that the City write a letter to the Grand Forks and Boundary Regional Agricultural Society as per the attached draft advising the organization of Council's support towards the Agricultural Society's initiatives.

## **OPTIONS AND ALTERNATIVES:**

**Option 1:** Council supports the Grand Forks and Boundary Regional Agricultural Society's Food Charter as it reflects the vision for the conservation of energy and water and further

supports the sustainable production of food as per the 2011 Sustainable Community Plan, section 13.

Further, that the City write a letter to the Grand Forks and Boundary Regional Agricultural Society as per the attached draft advising the organization of Council's support towards the Agricultural Society's initiatives.

**Option 2:** Receive the report. This would result in the status quo without Council's endorsement to the Grand Forks and Boundary Regional Agricultural Society's Food Charter initiative.

**BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:**

**Option 1:** The main advantage is that Council will have the opportunity to utilize the Food Charter as a guide in moving the 2011 Sustainable Community Plan, section 13 forward.

**Option 2:** Remains as the status quo.

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

There is no direct cost to implementing this policy.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

There is no legislation preventing Council from supporting a community initiative.



\_\_\_\_\_  
Department Head or CAO



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

April 24<sup>th</sup>, 2013

Grand Forks and Boundary Regional Agricultural Society  
Box 1328  
Grand Forks,  
V0H 1H0

Attention: Roly Russell

Dear Roly,

Thank you for your presentation of the Grand Forks Food Charter to City Council at the Regular Meeting of Council on April 2<sup>nd</sup>, 2013.

The proposed food charter reflects the vision that Council articulated in the 2011 Sustainable Community Plan around the conservation of energy and water and supports the sustainability of food production as per section 13.

Council would like to offer our support of the Grand Forks Food Charter as a statement of values, principles and priorities that may act as a guide and first steps in moving food sustainability forward in the City of Grand Forks and broader Boundary region.

Council encourages the Grand Forks and Boundary Regional Agricultural Society to continue your good work in fostering a community based food system and wishes you well with this initiative in the future.

Yours truly,

Brian Taylor,  
Mayor

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

**DATE** : April 2<sup>nd</sup>, 2013

**TOPIC** : Delegation for Grand Forks Boundary Regional Agricultural Society

**PROPOSAL** : Requesting that Council adopt a resolution to accept the Food Charter as presented.

**PROPOSED BY:** Roly Russell, President of Grand Forks Boundary Regional Agricultural Society

=====

**SUMMARY:**

1. Roly Russell, President of the Grand Forks Boundary Regional Agricultural Society will make a presentation to Council, requesting that Council adopt a resolution to accept the Food Charter as presented.

**STAFF RECOMMENDATIONS:**

Staff recommends to Council to receive the presentation made by the Grand Forks Boundary Regional Agricultural Society with regard to a proposed Grand Forks Food Charter.

**OPTIONS AND ALTERNATIVES:**

1. Council to receive the presentation made by the Grand Forks Boundary Regional Agricultural Society with regard to a proposed Grand Forks Food Charter.
2. Receive the presentation and refer any issues for further discussion.

**BENEFITS DISADVANTAGES AND NEGATIVE IMPACTS:**

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

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

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

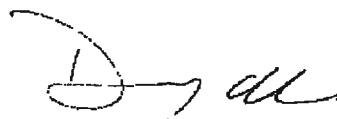
There is no cost of making the presentation.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

Council procedures bylaw makes provisions for making presentations to Council.



Department Head or CAO



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 \_\_\_\_\_ Grand Forks and Boundary Agricultural Society.

to request that you consider \_\_\_\_\_ adopting the attached Food Charter.

\_\_\_\_\_

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

We will present with our delegation the rationale for municipal leadership to make \_\_\_\_\_ a commitment to the community, based on goals outlined in the Food Charter.

\_\_\_\_\_

This Food Charter will make a strong statement for a local food system that is valued by our citizens and elected representatives.

\_\_\_\_\_

I/We believe that in approving our request the community will benefit by: \_\_\_\_\_ clearly defining the values and goals around food security and sustainable local food capacity \_\_\_\_\_ that serves and assists the community with future decisions and policies.

\_\_\_\_\_

It will demonstrate a community wide acknowledgement that food and food production is fundamental to our identity.

\_\_\_\_\_

(over)

## Council Delegations (cont.)

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

a loss of opportunity to make a stand regarding food security values, that recognizes the value of our food

production capacity. It will also divert momentum away from key issues such as:

food production on residential properties, genetically modified crops and seeds, pesticide and herbicide use within the municipality,

and other key issues related to this food charter, and the development of conscientious food security policies.

In conclusion, I/we request that Council for the City of Grand Forks adopt a resolution stating: that they accept the attached Food Charter.

Name: Roly Russell .. President

Organization: Grand Forks and Boundary Agricultural Society

Mailing Address: 5800 Edwards Road, Grand Forks , V0H 1H9  
(Including Postal Code)

Telephone Number: 250-442-5840

Email Address: rolyrussell@gmail.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

Form may be submitted by email to: [info@grandforks.ca](mailto:info@grandforks.ca)

# Grand Forks Food Charter

- – proposed by the Grand Forks and Boundary Regional Agricultural Society – March 2013.
- - presented to the City of Grand Forks - April 2nd 2013

The City of Grand Forks supports our national commitment to food security and the following values:

- ☐ Access to safe and nutritious food is available within the region for all residents and is not limited by economic status, location or other factors beyond their control;
- ☐ All residents have the information and skills to achieve nutritional well-being;
- ☐ There is a local and regional food production system which supplies wholesome food to the region's residents on a sustainable basis;
- ☐ A commitment to food security strengthens the local food sector's growth and development which in turn is central to Grand Fork's economy.

Therefore, to promote food security, Grand Forks City Council is encouraged to work with community agencies, residents' groups, businesses and other levels of government to achieve the following goals:

1. Champion the right of all residents to safe and nutritious food by developing policies that support secure, dignified and on-going access to an abundance of food produced locally.
2. Champion the importance of local seed and food production to federal, provincial and regional government partners.
3. Support agriculture through initiatives that highlight the importance of our farmers by working towards an equitable economy that values food producers and the land they steward.
4. Advocate for the protection of local producers and agricultural lands by opposing the introduction of genetically engineered crops which threaten the genetic purity of seeds and the economic value of the existing local organic industry while exposing farmers to legal challenges.
5. Recognize that water is an essential element to a healthy community and advocate for its responsible use.
6. Adopt policies that encourage and assist residents to produce their own food on their properties or elsewhere.
7. Encourage the use of our community garden to increase food self-reliance, improve health, contribute to a cleaner environment, and enhance community development.
8. Consider applications for municipally-owned land to be leased for food production.
9. Support events that highlight the region's diverse foodshed.
10. Foster a civic culture that inspires Grand Forks residents and city departments to support local food producers and food programs by adopting food purchasing practices for City sponsored events that serve as a model of health, social and environmental responsibility.
11. Support and encourage the continued separation of organic materials from the waste system to be recycled and be made available to nurture soil fertility while reducing compost and

foodstuffs in garbage that attract wildlife.

*Local producers* refers to anyone growing food as a way of supporting their household whether financially with commercial crops or as homestead and backyard gardeners.



# THE CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION

**DATE** : April 27, 2013

**TOPIC** : City of Grand Forks Parcel Tax Roll Review Panel

**PROPOSAL** : Appointments of Council Members to sit on Parcel Tax Roll Review Panel in accordance with Community Charter S. 204 (2) (a) and (b)

**PROPOSED BY** : City Staff

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## **SUMMARY:**

In November 2009 the City adopted Northwest 79<sup>th</sup> Avenue Local Area Service Establishment Bylaw No. 1883 to establish a Local Area Service as petitioned by the majority of owners of property located at Lots A, B, C and D, D.L. 5520, SDYD, Plan 25202 and to finance up to seventy thousand dollars (\$70,000) of capital improvements to the City's road network and electrical utilities in the specified area.

Pursuant to the provisions of the Community Charter, before a local area service tax is imposed for the first time, a parcel tax roll review panel must be formed and consider any complaints respecting the parcel tax roll and authenticate the roll.

## **STAFF RECOMMENDATIONS:**

That Council appoints three Councillors to the Parcel Tax Roll Review Panel and set May 24, 2013 at 10:00 a.m. in Council Chambers as the first panel sitting.

## **OPTIONS AND ALTERNATIVES:**

There are no other options given as the City is required to form the Parcel Tax Roll Review Panel in order to recover the money borrowed for the Local Area Service through property taxation.

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

There is no direct financial impact to appointing Members of Council to the Parcel Tax Roll Review Panel

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

Community Charter S. 204 (2) (a) and (b) states that Council must appoint three Members of Council to sit on the Parcel Tax Roll Review Panel and establish the time and place for the sitting of the panel.

  
\_\_\_\_\_  
Chief Financial Officer

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

(2) A bylaw under subsection (1) must establish the basis on which a parcel tax may be imposed using the parcel tax roll, which may be on the basis of one or more of the following:

- (a) a single amount for each parcel;
- (b) the taxable area of the parcel;
- (c) the taxable frontage of the parcel.

(3) If the bylaw provides a basis under subsection (2) (b) or (c), it must establish how the taxable area or taxable frontage of a parcel is to be determined, subject to the following:

- (a) the methods for determination must be based on the physical characteristics of the parcel and may be different for parcels having different classes of physical characteristics;
- (b) the basis established for parcels having one class of physical characteristics must be fair and equitable as compared with the basis established for parcels having other classes of physical characteristics.

2003-26-202.

#### Content of parcel tax roll

203. (1) A parcel tax roll must set out the following:

- (a) the parcels on which the tax is to be imposed;
- (b) the name and address of the owner of each parcel;
- (c) unless the tax is imposed on the basis of a single amount for each parcel, the taxable area or the taxable frontage of each parcel, as applicable;
- (d) if the name of a holder of a registered charge is included on the assessment roll under section 4 of the *Assessment Act* for a parcel, the name and address of that person.

(2) The collector may correct errors on the parcel tax roll at any time before the roll is authenticated under section 206.

(3) Once it has been prepared by the collector, the parcel tax roll must be available for public inspection.

(4) If requested by an owner, the collector must amend a parcel tax roll that is to be available for public inspection by omitting or obscuring the address of the owner or other information about the owner in order to protect the privacy or security of the owner.

(5) A request under subsection (4) continues to apply to other parcel tax rolls under this Division until the request is rescinded.

2003-26-203.

#### Parcel tax roll review panel

204. (1) Before a parcel tax is imposed for the first time, a parcel tax roll review panel must consider any complaints respecting the parcel tax roll and must authenticate the roll in accordance with this Division.

(2) For the purposes of this Division, the council must

- (a) appoint at least 3 persons as the members of the parcel tax roll review panel,
- (b) establish the time and place for the sitting of the panel, and
- (c) have advance notice of the time and place published in accordance with section 94 [public notice].

(3) At least 14 days before the date set for the sitting of the parcel tax roll review panel, the collector must mail to the owner of every parcel of land that is to be taxed a notice stating

- (a) the service in relation to which the parcel tax is to be imposed,
- (b) the taxable area or the taxable frontage, if applicable,
- (c) the time and place of the first sitting of the review panel, and
- (d) that the parcel tax roll is available for inspection at the municipal hall during its regular office hours.

2003-26-204.



## THE CORPORATION OF THE CITY OF GRAND FORKS

### COUNCIL INFORMATION SUMMARY FOR MAY 6th, 2013

Date: April 29th, 2013  
 Agenda: May 6th, 2013  
 Proposal: To Receive the Items Summarized for Information  
 Proposal By: Staff

#### **Staff Recommendation:**

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

	ITEM	SUBJECT MATTER	RECOMMENDATION
<b>CORRESPONDENCE TO/FROM MAYOR AND COUNCIL</b>			
10 (a)	Child Find BC	Request by Child Find BC Proclamation "May is National Missing Children's Month"	That Council resolve that the City does not issue recommendations.
10(b)	Grand Forks and District Fall Fair	Request for permission to utilize Dick Bartlett Park (including the curling rink) as the venue for the fall fair, permission to obtain a liquor license and in kind support.	<p><b>RESOLVED THAT</b> PERMISSION BE GRANTED FOR THE USE OF DICK BARTLETT PARK FOR THE GRAND FORKS &amp; DISTRICT 2013 FALL FAIR SCHEDULED FOR AUGUST 23<sup>RD</sup>, 24<sup>TH</sup> AND 25<sup>TH</sup>, SUBJECT TO THE GRAND FORKS &amp; DISTRICT FALL FAIR SOCIETY ENTERING INTO A PARK USE AGREEMENT WITH THE CITY, AND CONTINGENT UPON PROVISION OF 3<sup>RD</sup> PARTY LIABILITY INSURANCE NAMING THE CITY AS AN ADDITIONAL INSURED.</p> <p><b>BE IT FURTHER RESOLVED THAT</b> COUNCIL APPROVE THE ISSUING OF A SPECIAL OCCASION LIQUOR LICENSE TO THE GRAND FORKS &amp; DISTRICT FALL FAIR ON AUGUST 23<sup>RD</sup>, 24<sup>TH</sup> AND 25<sup>TH</sup>, 2013, AT DICK BARTLETT PARK SUBJECT TO THE GRAND FORKS FALL FAIR SOCIETY OBTAINING 3<sup>RD</sup> PARTY (PARTY ALCOHOL) LIABILITY INSURANCE, NAMING THE CITY OF GRAND FORKS AS AN ADDITIONAL INSURED ON THAT POLICY FOR THE THREE DAY EVENT; ALL GRAND FORKS FALL FAIR LIQUOR PROVIDERS TO HOLD A SERVE-IT-RIGHT LICENSE CERTIFICATE; AND ICBC "DRINKING AND DRIVING" WARNING POSTERS TO BE</p>



## THE CORPORATION OF THE CITY OF GRAND FORKS

### COUNCIL INFORMATION SUMMARY FOR MAY 6th, 2013

			DISPLAYED AND THAT A DESIGNATED DRIVER PROGRAM BE PUT IN PLACE.
10(c)	Mr. Roy Ronaghan	Thank you on behalf of the Committee for the Enhancement of the Gilpin Grasslands	Receive for Information
<b>CORRESPONDENCE TO/FROM STAFF</b>			
10(d)	Canada Day Committee	Request for funding for special entertainment on Canada Day in the amount of \$575.	Receive for information and further discussion.
10(e)	Kootenay Boundary Pet Dog Association	Bylaw proposal for Animal Control in the RDKB	Receive for Information
10(f)	Alan Cooper – Sunxt Developments	Re: Walking trail through Riverside Meadows	Receive for information and refer to staff.
10(g)	Manger of Development and Engineering	Staff Memorandum re: the letter from the Committee for the Enhancement of the Gilpin Grasslands.	RESOLVED THAT THE CITY AS HOLDER OF THE OVERTON CREEK WATER LICENSE WORK IN COLLABORATION WITH THE COMMITTEE FOR THE ENHANCEMENT OF THE GILPIN GRASSLANDS AND OFFER ADMINISTRATIVE ASSISTANCE ON ISSUES REGARDING OR RELATING TO THE OVERTON CREEK WATER LICENSE.
<b>GENERAL INFORMATION</b>			
10(h)	Les Johnson, President of the Grand Forks Historical Society	Request to store historical newspapers at City Hall.	Refer to Staff to determine feasibility of required space.
<b>FEDERAL AND PROVINCIAL GOVERNMENT</b>			
<b>INFORMATION FROM UBCM/FCM/AKBLG</b>			
<b>MINUTES FROM OTHER ORGANIZATIONS</b>			

From: "Child Find BC" <childvicbc@shaw.ca> 4/17/2013 11:25:18 AM

Subject: Child Find BC Proclamation May is National Missing Children's month

To: "Child Find BC" <childvicbc@shaw.ca>

Bcc: Info City of Grand Forks

Attachments:  
 image001.png / Uploaded File (358K)  
 image005.jpg / Uploaded File (17K)  
 oledata.mso / Uploaded File (323K)  
 2013.04.17 National Poster child\_find\_sm.pdf / Uploaded File (74...  
 2013.04.17 May 25th Proclamation.doc / Uploaded File (2.2M)

RECEIVED

APR 17 2013

THE CORPORATION OF  
THE CITY OF GRAND FORKS



FILE CODE

CI-CHILD FIND BC - PROCLAMATION -  
WE 3

British Columbia Since 1984

Serving

Provincial Toll Free: 1.888.689.3463 [www.childfindbc.com](http://www.childfindbc.com)

Victoria Office  
 2722 Fifth Street, 208  
 Victoria, BC V8T 4B2  
 (250) 382-7311  
 Fax (250) 382-0227  
 Email: [childvicbc@shaw.ca](mailto:childvicbc@shaw.ca)

*"A charitable non-profit  
organization working with  
searching families and law  
enforcement to reduce the  
incidence of missing and  
exploited children."*

*A Missing Child is Everyone's  
Responsibility*



April 17, 2013

Dear Mayor and Councilors,

**Re: Proclamation for National Missing Children's Month and Missing Children's Day**

I write today on behalf of Child Find British Columbia. Child Find BC requests that your local government proclaim May as Missing Children's Month and May 25<sup>th</sup> as missing Children's Day.

Child Find BC provides "ALL ABOUT ME" ID Kits with child finger printing and photos, to at no cost to families and Child Find BC hosts these Child Find ID Clinics throughout BC. Child Find BC provides education, including public speakers, literature and tips for families to assist them in keeping all of our children safe.

In the next few weeks the 2013 posters of missing children from across Canada will arrive at your offices. We have attached an electronic printable copy for your use as well. It is our hope that you will arrange for these posters to

be placed at municipal facilities where children and families frequent. If you would like any additional hard copy posters they will be provided upon request.

We hope that you will raise this proclamation for consideration to your Council and your community at your next meeting.

Most recent reporting from the RCMP show that over 10,000 cases of missing children were reported in British Columbia and over 50,000 cases in Canada. Through the support of municipal governments like yours we are able to educate and bring awareness to thousands of BC families on this important issue.

Thank you so much for your consideration of this request and your continuing commitment to Community Services in BC and the children and families of BC. If you have any questions regarding this request please contact the Child Find BC office at 1-888-689-3463.



Yours truly,

Crystal Dunahee  
President, Child Find BC

Your Letterhead here

### **National Missing Children's Month and Missing Children's Day**

**WHEREAS** Child Find British Columbia, a provincial member of Child Find Canada is a non-profit, registered charitable organization, incorporated in 1984; **AND**

**WHEREAS** The Mandate of Child Find British Columbia is to educate children and adults about abduction prevention; to promote awareness of the problem of missing children, and to assist in the location of missing children; **AND**

**WHEREAS** Child Find has recognized Green as the colour of Hope, which symbolizes a light in the darkness for all missing children; **AND**

**WHEREAS** Child Find's annual Green Ribbon of Hope Campaign will be held in the month of May and May 25<sup>th</sup> is National Missing Children's Day; **AND**

**THEREFORE BE IT RESOLVED THAT**

I, (Mayors Name) of the (city, town, municipality), do hereby proclaim May as Child Find's Green Ribbon of Hope month and May 25<sup>th</sup> as National Missing Children's day. I urge our citizens to wear a green ribbon as a symbol of Hope for the recovery of all missing children; and to remain vigilant in our common desire to protect and nurture the youth of our Province.

\_\_\_\_\_  
Mayor

Signed at \_\_\_\_\_ this \_\_\_\_\_ day of May, 2013



A missing child is everyone's responsibility. La disparition d'un enfant concerne tout le monde.

# CHILD FIND

January - December 2013 • Janvier - Décembre 2013

Have you seen these missing children? Avez-vous vu ces enfants?



**Karina Wolfe**  
Case number/Numéro de dossier : 1175-02  
Date of birth: May 7, 1990  
Date de naissance: 7 mai 1990  
Missing since: August 2, 2010  
Disparu le: 2 juillet 2010  
Missing from: Serkhov, Saskatchewan  
Disparu de: Serkhov, Saskatchewan



**Melanie Lynn Temperton**  
Date of birth: April 8, 1988  
Date de naissance: 8 avril 1988  
Missing since: September 21, 1988  
Disparu le: 21 septembre 1988  
Missing from: Moosehead, Quebec  
Disparu de: Nascoche, Québec



**James Daniel Khan**  
Date of birth: April 18, 1999  
Date de naissance: 18 avril 1999  
Missing since: July 18, 2010  
Disparu le: 18 juillet 2010  
Missing from: Montreal, Quebec  
Disparu de: Montréal, Québec



**Mitchell O'Brien**  
Case number/Numéro de dossier : 10100-01  
Date of birth: November 25, 1994  
Date de naissance: 25 novembre 1994  
Missing since: November 8, 1996  
Disparu le: 9 novembre 1996  
Missing from: St. John's, Newfoundland and Labrador  
Disparu de: St. John's, Terre-Neuve et Labrador



**Adam O'Brien**  
Case number/Numéro de dossier : 10100-01  
Date of birth: October 5th, 1982  
Date de naissance: 28 septembre 1982  
Missing since: November 7, 1996  
Disparu le: 7 novembre 1996  
Missing from: St. John's, Newfoundland and Labrador  
Disparu de: St. John's, Terre-Neuve et Labrador



**Trevor O'Brien**  
Case number/Numéro de dossier : 10100-01  
Date of birth: May 8, 1985  
Date de naissance: 8 mai 1985  
Missing since: November 9, 1996  
Disparu le: 9 novembre 1996  
Missing from: St. John's, Newfoundland and Labrador  
Disparu de: St. John's, Terre-Neuve et Labrador



**Tamra Jewel Keegness**  
Case number/Numéro de dossier : 10100-01  
Date of birth: September 1, 1996  
Date de naissance: 1 septembre 1996  
Missing since: July 8, 2004  
Disparu le: 6 juillet 2004  
Missing from: Regina, Saskatchewan  
Disparu de: Regina, Saskatchewan



**Dylan Koshman**  
Case number/Numéro de dossier : 1197-06  
Date of birth: April 19, 1987  
Date de naissance: 11 avril 1987  
Missing since: October 11, 2006  
Disparu le: 11 octobre 2006  
Missing from: Edmonton, Alberta  
Disparu de: Edmonton, Alberta



**Michael Wayne Dunahes**  
Case number/Numéro de dossier : 10100-01  
Date of birth: May 12, 1984  
Date de naissance: 12 mai 1984  
Missing since: March 24, 1991  
Disparu le: 24 mars 1991  
Missing from: Victoria, British Columbia  
Disparu de: Victoria, Colombie-Britannique



**Jeffrey Dupres**  
Case number/Numéro de dossier : 10100-01  
Date of birth: March 14, 1977  
Date de naissance: 14 mars 1977  
Missing since: April 24, 1980  
Disparu le: 24 avril 1980  
Missing from: Slave Lake, Alberta  
Disparu de: Slave Lake, Alberta



**Charles K.J. Horvath-Allan**  
Case number/Numéro de dossier : 10100-01  
Date of birth: August 21, 1968  
Date de naissance: 21 août 1968  
Missing since: May 28, 1989  
Disparu le: 28 mai 1989  
Missing from: Kelowna, British Columbia  
Disparu de: Kelowna, Colombie-Britannique



**Lindsey Jill Nicholls**  
Case number/Numéro de dossier : 10100-01  
Date of birth: September 12, 1996  
Date de naissance: 12 septembre 1996  
Missing since: August 2, 1999  
Disparu le: 2 août 1999  
Missing from: Comox Valley, British Columbia  
Disparu de: Comox Valley, Colombie-Britannique

**1-800-387-7962**  
all calls confidential • tous les appels sont confidentiels

**childfind.ca**

*Child Find*

Distribution by/par



Complémenté par



Distribution by/par



Use of these photos and has been granted to Child Find only, for this poster, by the searching parent(s) or guardian(s). Any unauthorized use of this poster in whole or in part may result in prosecution.  
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# Child Find BC

## BRITISH COLUMBIA

*Serving British Columbia Since 1984*  
Provincial Toll Free: 1.888.689.3463 [www.childfindbc.com](http://www.childfindbc.com)

April 17, 2013

Dear Mayor and Councilors,

**Re: Proclamation for National Missing Children's Month and Missing Children's Day**

I write today on behalf of Child Find British Columbia. Child Find BC requests that your local government proclaim May as Missing Children's Month and May 25<sup>th</sup> as missing Children's Day.

Child Find BC provides "ALL ABOUT ME" ID Kits with child finger printing and photos, to at no cost to families and Child Find BC hosts these Child Find ID Clinics throughout BC. Child Find BC provides education, including public speakers, literature and tips for families to assist them in keeping all of our children safe.

In the next few weeks the 2013 posters of missing children from across Canada will arrive at your offices. We have attached an electronic printable copy for your use as well. It is our hope that you will arrange for these posters to be placed at municipal facilities where children and families frequent. If you would like any additional hard copy posters they will be provided upon request.

We hope that you will raise this proclamation for consideration to your Council and your community at your next meeting.

Most recent reporting from the RCMP show that over 10,000 cases of missing children were reported in British Columbia and over 50,000 cases in Canada. Through the support of municipal governments like yours we are able to educate and bring awareness to thousands of BC families on this important issue.

Thank you so much for your consideration of this request and your continuing commitment to Community Services in BC and the children and families of BC. If you have any questions regarding this request please contact the Child Find BC office at 1-888-689-3463.

Yours truly,



Crystal Dunahee  
President, Child Find BC

**Victoria Office**  
2722 Fifth Street, 208  
Victoria, BC V8T 4B2  
(250) 382-7311  
Fax (250) 382-0227  
Email:  
[childvicbc@shaw.ca](mailto:childvicbc@shaw.ca)

*"A charitable non-profit organization working with searching families and law enforcement to reduce the incidence of missing and exploited children."*

*A Missing Child is  
Everyone's  
Responsibility*



Your Letterhead here

### **National Missing Children's Month and Missing Children's Day**

**WHEREAS** Child Find British Columbia, a provincial member of Child Find Canada is a non-profit, registered charitable organization, incorporated in 1984; *AND*

**WHEREAS** The Mandate of Child Find British Columbia is to educate children and adults about abduction prevention; to promote awareness of the problem of missing children, and to assist in the location of missing children; *AND*

**WHEREAS** Child Find has recognized Green as the colour of Hope, which symbolizes a light in the darkness for all missing children; *AND*

**WHEREAS** Child Find's annual Green Ribbon of Hope Campaign will be held in the month of May and May 25<sup>th</sup> is National Missing Children's Day; *AND*

#### **THEREFORE BE IT RESOLVED THAT**

I, (Mayors Name) of the (city, town, municipality), do hereby proclaim May as Child Find's Green Ribbon of Hope month and May 25<sup>th</sup> as National Missing Children's day. I urge our citizens to wear a green ribbon as a symbol of Hope for the recovery of all missing children; and to remain vigilant in our common desire to protect and nurture the youth of our Province.

\_\_\_\_\_ Mayor

Signed at \_\_\_\_\_ this \_\_\_\_\_ day of May, 2013

**EVENT REQUEST FORM**Date of Request: August 23-25, 2013  
Not including set upName of the Event: Grand Forks District Fall Fair  
Type of Event: Annual Fall Fair  
Date of the Event: August 23-25, 2013  
Requested Location: Dick Bartlett Park

Name of your contact people: (Main Coordinator &amp; Area of Responsibility)

1. Name: Jason McIver Phone # 666-1121 Email: fallfair2012@yahoo.ca
2. Name: Kelly McIver Phone # 442-3637 Email: " " "
3. Name: \_\_\_\_\_ Phone # \_\_\_\_\_ Email: \_\_\_\_\_
4. Name: \_\_\_\_\_ Phone # \_\_\_\_\_ Email: \_\_\_\_\_

**2 WEEKS MINIMUM NOTICE**

Items and/or services requested to be provided by the City of Grand Forks. Please ensure that **ALL** items requested **ARE RETURNED** to the same place as delivery. If alternative return arrangements need to be made, please ensure that the contact persons have given prior approval.

If your event involves a Road Closure, do you require instruction on how to use road cones, barricades and traffic control vests? \_\_\_\_\_ If instruction is required, please contact Hal Wright at 250-442-8266 at least two weeks in advance prior to your event.

ITEMS	QUANTITY	RETURNED	SERVICES	Yes	No
Bleachers	✓ 12		Electrical Services	Yes	No
Barricades			Washroom Services	Yes	No
Picnic Tables	✓ 8		Grass Cutting	Yes	No
Garbage Cans	✓ 12		Irrigation OFF	Dates Aug. 22 - 26	
Traffic Control Vests					
Traffic Cones					

**OTHER COMMENTS OR REQUIREMENTS NOT LISTED ABOVE**

As per attached letter - dumptruck, loader, concession, lighting, fence posts & pounder, water truck, manpower x 6, Electrical sound trailer, Generator

Contact Person for the City of Grand Forks:  
**Hal Wright**

City of Grand Forks 442-8266  
Requests will be handled on a 1<sup>st</sup> come 1<sup>st</sup> serve basis

All requests and or information shall go through the above contact person.

**Deliver or Fax (442-8000) this completed form to City Hall**

In a case where your event involves a road closure the coordinating person must contact all of the **EMERGENCY SERVICES** listed below and provide them with all of the **EVENT INFORMATION**.

Police 442-8288  
Fire 442-8266  
Ambulance 442-2022

Date Approved \_\_\_\_\_  
Approved By \_\_\_\_\_

**FILE CODE**

Grand Forks &  
E3 - District Fall Fair

N forms-event request form



RECEIVED

## Grand Forks and District Fall Fair

Box 704 Grand Forks, BC V0H 1H0

April 8<sup>th</sup>, 2013

City of Grand Forks  
7217 - 4<sup>th</sup> Street  
Grand Forks, BC  
V0H 1H0

Dear Mayor and Council:

Re: Grand Forks & District Fall Fair Society  
August 23 - 25<sup>th</sup>, 2013

The Grand Forks & District Fall Fair Society had a very successful fair in 2012. We had positive comments from our vendors and the guests that attended the Fair. With four months to go until the 2013 Fall Fair is to commence, we are on the road to securing a wider spectrum of vendors. We have a lot of interest to participate in our entertainment area from not only the musical division, but the children's division also!

At this time, we would like to request from the City of Grand Forks permission to utilize Dick Bartlett Park as our venue for the 2013 Fair. We will also like to include the Curling Rink and the area west of the fenced park for the Chuck Wagon races. These races were a huge success in 2012 and have been secured for the fair in 2013.

As the addition of a day to the Fair was well received in 2012, the Society would also like to request permission to obtain a liquor license as we have in past years.

The Society has chosen this year to not request any funds from the City of Grand Forks in assisting with the Fair, but is asking for the usage of the following items instead. Most of these items were donated to us in 2012 in one form or another and we are requesting their usage again.

Please note that these items have also been noted on the Event Request Form that is attached to this letter.

FILE CODE  
WE3 G7 Permission for  
+ E3 - Park Use & Liquor  
License

- Benches
- Dump trucks for sand
- Lumber wrap
- Loader
- Concession
- Lighting  
(for night time)
- Picnic Tables
- Fence posts & pounder
- Water truck
- Manpower x 6
- Electrical sound trailer
- Generator

Hopefully, I haven't forgotten anything.

As in past years, we appreciate your generosity in assisting the Grand Forks Fall Fair in being an exciting and successful event.

We look forward to hearing from your office at your earliest convenience and thank you in advance.

Regards,

A handwritten signature in black ink, appearing to read "Jason S. McIver". The signature is written in a cursive, flowing style.

Jason S. McIver  
President

**THE CORPORATION OF THE CITY OF GRAND FORKS**

**AGREEMENT FOR  
THE USE OF CITY OWNED LAND**

This Agreement made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2013

**BETWEEN:**           **THE CORPORATION OF THE CITY OF GRAND FORKS**  
420 Market Avenue  
Grand Forks, B. C.  
V0H 1H0

(hereinafter called the “**Municipality**”)

**AND:**               **GRAND FORKS and DISTRICT FALL FAIR SOCIETY**  
P. O. Box 704  
Grand Forks, B. C.  
V0H 1H0

(hereinafter called the “**Event Manager**”)

**WHEREAS** the Municipality owns the land, described as “That Portion of Lot 2, D. L. 380, S.D.Y.D., Plan KAP54909, (the “land”);

**AND WHEREAS** the Event Manager wishes to use the land for the purpose of holding the annual Grand Forks & District Fall Fair;

**NOW THEREFORE**, in consideration of mutual covenants contained in this Agreement, the Municipality, approves the Application to use the lands, commonly known as “the Dick Bartlett Park Lands”, as submitted by the Event Manager, on the form attached hereto and identified as “Schedule A”, undertake and agree as follows:

1. The Municipality will grant the Event Manager the use of the land, commonly known as “the Dick Bartlett Park Lands”, which are outlined on a map attached hereto as Schedule “C”, for a three-day period, being August 23<sup>rd</sup>, 24<sup>th</sup>, and 25<sup>th</sup>, 2013, for the purpose of preparing for and holding the annual Grand Forks & District Fall Fair.

2. The Event Manager will be responsible for advising all attendee's and will ensure that all attendee's adhere strictly to all regulations attached hereto as Schedule "B", and other regulations that may be posted on or about the Lands. Failure to adhere to said regulations may result in this permit being revoked.
3. The Event Manager will provide a competent and trustworthy adult who will personally undertake to be responsible for the due observance of regulations governing the Lands.
4. The Event Manager agrees to exercise the greatest care in use of the grounds.
5. The Event Manager will report in writing all damage immediately to:  
Ms Sasha Bird  
Manager of Technical and Utility Services  
City of Grand Forks  
Phone: 442 - 8266
6. The Event Manager will be responsible for any damages incurred. Said damages to be paid firstly by the Event Manager and/or their insurer.
7. The Event Manager agrees to only use the portion of city owned lands named in this Agreement.
8. The Event Manager will not permit any other Group or Organization not named on this Agreement to use the Lands without prior written authorization of the Municipality.
9. The Event Manager will not construct buildings or other structures on the property unless the appropriate building and/or other permits have been applied for and approved by the authority having jurisdiction. No construction shall commence without the expressed approval of the municipality.
10. The Event Manager will not construct any buildings or other structures on the property unless plans for the construction and location of these units on the property have been approved by the municipality.
11. The Event Manager agrees to keep the Dick Bartlett Lands maintained in a clean and tidy manner.
12. The Event Manager will not permit liquor or beer on any Premises unless a liquor permit is in effect.
13. The Event Manager accepts and will use the Lands at their own risk and agrees that neither the Municipality nor its officers, employees, servants,



agents, heirs, successors and assigns have made any warranties or representations respecting the suitability or condition of the premises. The Event Manager further agrees that it will indemnify and save harmless the Municipality and their officers, employees, servants, agents, heirs, successors and assigns from and against any and all claims whatsoever, including all damages, liabilities, expenses, costs, including legal or other fees, incurred in respect of any such claim(s) or any action or proceeding brought thereon arising directly or indirectly, including projectiles leaving the park, in connection with the granting of this Agreement and use of the Lands.

14. The Event Manager will obtain and maintain comprehensive general liability insurance including, without limitation, coverage for the indemnity provided herein, on terms satisfactory to the Municipality. The Municipality is to be included as an additional named insured. Such policy will be written on a comprehensive basis with inclusive limits of not less than \$2,000,000 per occurrence including \$2,000,000 for bodily injury and/or death or any one or more persons including voluntary medical payments and property damage or such higher limits as the Municipality may require from time to time. The policy will contain a clause providing that the insurer will give the Municipality thirty (30) days prior written notice in the event of cancellation or material change. The Event Manager will provide the Municipality with evidence of such insurance coverage in the form of an executed copy of a Certificate of Insurance in a form satisfactory to the Municipality's Insurance Carrier.
15. The Event Manager shall provide evidence of current liability insurance coverage, which includes the following minimum liability insurance requirements:
  1. \$2,000,000 comprehensive general liability policy with inclusive limits for bodily injury and property damage liability including coverage for participants.
  2. Cross-liability clause.
  3. The City of Grand Forks named as an additional named insured.

The Event Manager shall provide an executed copy of Certificate of Insurance to the Corporate Officer.

15. The Event Manager shall agree to deal with any neighborhood complaints.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Signing Officer

\_\_\_\_\_  
Witness

Grand Forks & District Fall Fair Society  
Name of Organization  
(Event Manager)

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

Signed, Sealed & Delivered  
on behalf of the Corporation of  
the City of Grand Forks

\_\_\_\_\_  
Authorized Signatory

C/S

\_\_\_\_\_  
Authorized Signatory

**APPLICATION TO HOLD A SPECIAL EVENT**

Date: \_\_\_\_\_.

TO: THE CORPORATION OF THE CITY OF GRAND FORKS

THE: Grand Forks & District Fall Fair Society  
(Name of Sponsoring Organization)

P. O. Box 704, Grand Forks, B. C. V0H 1H0 (250) 442 -  
(Address) (Phone No.)

Request Permission to Operate Grand Forks & District Fall Fair  
as indicated below:

Description of Event and Participating Sponsors:

The preparing for and holding of the annual Grand Forks Fall Fair on the designated  
lands on property commonly known as "Dick Bartlett Park Lands".

Principal Contact Person (Manager for this Event)

Jason McIver, President

Grand Forks & District Fall Fair

(Organization)

(250) 666-1121  
(Phone No.)

Date(s) September 10<sup>th</sup> and 11<sup>th</sup>, 2011 Time(s) Anytime

Anticipated Attendance: \_\_\_\_\_

=====

INCLUDED IN THIS EVENT WILL BE:

YES NO

Alcoholic Beverages

x \_\_\_\_\_

Food Preparation

x \_\_\_\_\_

Merchandise or Food Selling

x \_\_\_\_\_

Temporary Structures (Stages, tents, etc.)

x \_\_\_\_\_

Amplified Music/Speeches

  x  

Fireworks

  x  

Other (explain) \_\_\_\_\_

\_\_\_\_\_

  x  

=====

**INDEMNIFICATION IN THE FORM OF INSURANCE MUST BE PROVIDED AND A  
COPY OF THE INSURANCE CERTIFICATE ATTACHED.**

Title: Corporate Officer      Signature \_\_\_\_\_

**PARCEL 'Z' LAND  
Regulations / Requirements**

1. In addition to the insurance coverage required by the City of Grand Forks the Event Manager should determine their own additional insurance coverage that they may require, if any, including Workers Compensation, that is necessary and advisable for their own protection and/or to fulfill their obligations in organizing the event.
2. The Event Manager must arrange for adequate garbage removal and make arrangements for scheduled pick-ups if required.
3. The Event Manager is to ensure that cars parked on side streets do not block access to the lands for emergency vehicles or private driveways along adjacent streets.
4. The Event Manager is to ensure that the attendance numbers in the lands seating do not exceed the occupancy numbers posted by the Local Fire Commissioner.
5. If food is being prepared and sold from the concession facilities, the Health Inspector is to be notified and the required health permit is to be posted in plain view in the concession area.
6. It is the responsibility of the Event Manager to see that the lands are left in a clean and tidy manner.
7. It is the responsibility of the Event Manager to address any complaints of noise, etc. received by the City from the surrounding property owners.

**CITY OF GRAND FORKS**  
**General Ledger Detail**



GL5030 (D)

Date : Apr 30, 2013

Page : 1

Time : 1:12 pm

Fiscal Year : 2012  
 Account : 10-2-2723-200 To 10-2-2723-355  
 Period : 1 To 12  
 Application : AP To

Account Code	CC1	CC2	CC3	Account Name	Opening Balance		Debit	Credit	Balance	
FUND CLASS	10									
	2	EXPENSES		Voucher	Prd	Year	App	Ref #		
CATEGORY	2723	FALL FAIR EVENT								
10-2-2723-200				WAGES - FALL FAIR EVENT			0.00		0.00	
PP# 4			5	2 2012 PA			16.13			
PP# 18			21	8 2012 PA			33.22			
PP# 19			22	9 2012 PA			2,308.56			
PP# 20			23	9 2012 PA			679.49			
Cost Center Total							0.00	3,037.40	0.00	3,037.40
10-2-2723-200 Account Total							0.00	3,037.40	0.00	3,037.40
10-2-2723-203				FRINGE BENEFITS - FALL FAIR EVENT			0.00		0.00	
PP# 4			5	2 2012 PA			8.47			
PP# 18			21	8 2012 PA			11.13			
PP# 19			22	9 2012 PA			928.33			
PP# 20			23	9 2012 PA			275.30			
Cost Center Total							0.00	1,223.23	0.00	1,223.23
10-2-2723-203 Account Total							0.00	1,223.23	0.00	1,223.23
10-2-2723-303				PAYROLL EQUIPM CHG - FALL FAIR EVENT			0.00		0.00	
PP# 18			21	8 2012 PA			5.00			
PP# 19			22	9 2012 PA			1,560.00			
PP# 20			23	9 2012 PA			350.00			
Cost Center Total							0.00	1,915.00	0.00	1,915.00
10-2-2723-303 Account Total							0.00	1,915.00	0.00	1,915.00
10-2-2723-355				MATERIALS & SUPPLIES - FALL FAIR EVEN			0.00		0.00	
BOU045;BOUNDARY HOME BUILDING CENTRE;37302;INSECTICIDE			360	9 2012 AP	53615		10.79			
BOU045;BOUNDARY HOME BUILDING CENTRE;37302;INSECTICIDE			360	9 2012 AP	53615		0.19			
Cost Center Total							0.00	10.98	0.00	10.98
10-2-2723-355 Account Total							0.00	10.98	0.00	10.98
Category Total							0.00	6,186.61	0.00	6,186.61
EXPENSES Total							0.00	6,186.61	0.00	6,186.61**
GENERAL FUND Total							0.00	6,186.61	0.00	6,186.61****

**CITY OF GRAND FORKS**  
**General Ledger Detail**



GL5030 (D)

Page : 2

Date : Apr 30, 2013

Time : 1:12 pm

Fiscal Year : 2012  
 Account : 10-2-2723-200 To 10-2-2723-355  
 Period : 1 To 12  
 Application : AP To

Account Code	CC1	CC2	CC3	Account Name	Opening Balance	Debit	Credit	Balance
FUND CLASS	10 2	EXPENSES		Voucher Prd Year App Ref #				
CATEGORY	2723	FALL FAIR EVENT						
REPORT TOTAL					0.00	6,186.61	0.00	6,186.61

## THE MEADOW AT BROOKS CREEK

Box 404  
Christina Lake, B.C.  
V0H 1E0

RECEIVED

APR - 9 2013

THE CORPORATION OF  
THE CITY OF GRAND FORKS

April 9, 2013

Mayor Brian Taylor  
City of Grand Forks  
P.O. Box 220  
7217 - 4th Street  
Grand Forks, BC  
V0H 1H0

**Re: Overton Creek Protection Proposal**

Dear Mayor Taylor and Councillors:

On behalf of the member of the Committee for the Enhancement of the Gilpin Grasslands (CFEGG) I wish to thank you and the members of council for your positive response to the proposal regarding the preservation and protection of the Overton Creek watershed made on April 2. The watershed does need special attention.

The CFEGG is fully aware that permission will have to be obtained by the Ministry of Environment, the Ministry of Forests and Range, and the Ministry of Forests, Lands and Natural Resource Operations for all work within the watershed and that getting the necessary approvals will take some time.

Members of the CFEGGL would welcome an opportunity to participate in the development of a work plan for the preservation and protection of the watershed.

May I recommend that council and staff check the Drinking Water Source Protection initiatives that are taking place in Ontario as a result of the Clean Water Act that was adopted in that province following the Walkerton incident.

Thank you.

Yours truly,

Roy B. Ronaghan

FILE CODE

WES, RI - Ronaghan, Roy - Thank  
You - Committee for the  
Enhancement of Gilpin  
Grasslands





## Committee

P.O. Box 2949  
Grand Forks, BC  
V0H 1H0

April 24, 2013

Sarah Winton  
Deputy Corporate Secretary  
City of Grand Forks

Re: Request for funds – Canada Day entertainment

Dear Ms. Winton,

The Canada Day Committee would like to request partial funds for special entertainment this Canada Day 2013.

Russ Sparrow of Osooyos, who is a Cree Native, originally from Saskatchewan, has a Native dance & drumming group that we would like to bring in for their show. The show is so fantastic that the Art Gallery & School District have recommended it. The group of two dresses in full authentic Native regalia and performs traditional dances and drumming that is energetic and inspiring.

The cost for the ½ - 1 hr show is \$1000.00. Also, Russ has a 16' authentic teepee that he can set up for \$150.00.

Anna Lactin  
Chair, Canada Day Committee

10(d)  
RECEIVED  
APR 24 2013  
THE CORPORATION OF  
THE CITY OF GRAND FORKS

FILE CODE

CI - CANADA DAY - REQUESTING FUNDS  
FOR ENTERTAINMENT

WE 3



April 22, 2013

Kootenay Boundary Pet Dog Association

2235 Carson Road

Grand Forks, B.C. V0H1H4

To The City of Grand Forks Mayor and Council Members:

Please find attached our current revised Bylaw Proposal for Animal Control in the RDKB. We have used the questions, concerns and suggestions gathered from the Town Hall Meeting on the 19th of March to revise these bylaws.

We are also currently writing a proposal for the RDKB regarding the rezoning of parcels to provide for Kennel facilities within that property. Our proposal is to eliminate the need to rezone the proposed R1, AGR1 or AGR2 parcels allowing kennels as a permitted use. Therefore such kennels must then adhere to the guidelines within the Animal Control Bylaw for the Operation and Management as well as regular inspections of the facilities.

We look forward to a good working relationship with all involved parties.

A handwritten signature in blue ink that reads "Karen McKay".

Sincerely

Karen McKay

Kootenay Boundary Pet Dog Association.

**FILE CODE**

*K1 - Kootenay Boundary Pet Dog Assoc.  
- Bylaw Proposal For Animal Control  
in RDKB*

*WE3*

## RECOMMENDATIONS TO THE REGIONAL DISTRICT

1. The Bylaws were consistently named **Animal Control** or **Animal Control & Licencing**, or **Animal Control & Protection Bylaw**, or **Responsible Animal Ownership Bylaw**, not **Pound Bylaw**
2. The Definitions "**Dangerous Dog**" and "**Vicious Dog**" seem to be interchanged between jurisdictions, but the definitions were clear and understandable. Some bylaws use the term "**Aggressive Dog**" and other use "**Restricted Dog**". For noise control, the term "**Nuisance Dog**" is used.
3. Without exception, the definitions of a dangerous or vicious dog included the word **UNPROVOKED**, or without provocation.
4. The vast majority of other jurisdictions **DO NOT** use any breed specific identification in the definition of a dangerous or vicious dog. The classification is determined by the dog's actions and behaviour, not by fear and ignorance.
5. Every Bylaw reviewed was focused on the care and well-being of the animals **FIRST** and **FOREMOST**, and the regulations were in place to ensure the animals were protected. The bylaws are developed to encourage and promote responsible animal ownership. The penalties are in place for the irresponsible and neglectful owners.
6. Most jurisdictions have very well defined regulations and specifications regarding the operation of kennels as part of the **Animal Control Bylaw**, whether they are commercial, breeding or hobby kennels.
7. **Cats** are included in many of the other jurisdiction bylaws.
8. Llamas and alpacas are included in jurisdictions where those animals exist.
9. The well written bylaws make it very clear that the owners are responsible for the care and control of their dog(s) and the dogs are not identified by their breed, size or appearance, they are judged by their actions. *In most jurisdictions they are innocent until proven guilty*
10. Trail is considering dropping its anti-Pit Bull regulation
11. The BC SPCA does not support any form of Breed Specific Legislation.

## PET OWNER'S INFORMATION

### MOTOR VEHICLE ACT:

A person commits an offence if the person transports a living animal on the running board, fender, hood or other exterior part of a motor vehicle unless a suitable cage, carrier or guard rail is provided and is attached adequately to protect that animal from falling or being thrown from the vehicle.

As guardian of our dogs, it is my responsibility to protect them. Part of that protection is to protect them from irresponsible and poorly written bylaws that may discriminate against them based on appearance, media reports and ignorance.

## **DRAFT BY-LAW PROPOSAL**

### **KOOTENAY BOUNDARY PET DOG ASSOCIATION**

#### **A Bylaw to regulate the keeping of dogs and other animals in the Regional District of Kootenay Boundary**

##### Interpretation

1. In this Bylaw:

"Animal Control Officer" means any person appointed by the Regional District of Kootenay Boundary (RDKB) as an Animal Control Officer by Bylaw Enforcement Officer, and includes a Peace Officer and the Poundkeeper;

"Dangerous Dog" means

a dog with a known propensity, tendency, or disposition to attack without provocation, a person or animal; or

a dog which has bitten, attacked, or aggressively pursued, without provocation, a person or another animal;

"Keep" includes own, possess, harbour, and have care, custody, and control of;

"Kennel" means a place, building, or structure for the keeping, training, care, or boarding of four or more dogs, or for the breeding of dogs;

"Owner" means a person having any right of custody, control or possession of an animal;

"Poundkeeper" means any person appointed by the RDKB as the Poundkeeper or any contractor who has entered into an agreement with the RDKB to assume the responsibilities of the Poundkeeper pursuant to this bylaw, and includes the deputy, assistants, and employees of the Poundkeeper;

##### Dog Licenses

2. No person shall keep any dog in the RDKB unless a valid and subsisting licence has first been obtained for the dog under this bylaw.
3. An application for a licence under this bylaw shall be in the form attached as Schedule "A" to this bylaw.
4. Every license issued under this bylaw shall bear a number and the name of the owner of the dog for which the license is issued, and shall be accompanied by a license tag bearing the same number as the license to which it corresponds.
5. The owner of a dog for which a license and corresponding license tag have been issued under this bylaw shall affix, and keep affixed, the license tag on the dog by a collar, harness, or other suitable device.

6. No person other than the owner of a dog for which a license and corresponding license tag have been issued under this bylaw shall remove the license tag from the dog.
7. Every license and corresponding license tag issued under this bylaw is valid only in respect of the dog for which it was issued, as described on the license application, and is not transferable to another dog.
8. Every license and corresponding license tag issued under this bylaw shall expire on the 31<sup>st</sup> day of January in the following calendar year in which the license was issued.
9. In the event of a change in ownership of a dog for which a license and corresponding license tag have been issued under this bylaw, the license and corresponding license tag shall expire on the seventh day following the change in ownership of the dog, and the new owner of the dog shall obtain a new license for the dog.
10. The owner of a dog for which a license and corresponding license tag have been issued under this bylaw may obtain a replacement license tag upon satisfying the RDKB that the original license tag has been lost or stolen.

#### Licensing Exemption for Transient Dogs

11. The requirement to obtain a dog license under this bylaw does not apply to a dog that is kept in the RDKB for less than one month in a calendar year and for which a valid and subsisting dog license has been obtained from another jurisdiction.

#### Kennel Licenses

12. No person shall operate a kennel in the RDKB unless a valid and subsisting license has first been obtained for the kennel under the bylaw.
13. Every kennel license issued under this bylaw shall expire on the 31<sup>st</sup> of January in the following calendar year in which the kennel license was issued.
14. An application for a kennel license under this bylaw shall be in the form attached as Schedule "B" to this bylaw.

#### Kennel Licensing Requirements and Terms

- a) It shall be unlawful for a person to operate or maintain a kennel in the City or surrounding area D without a kennel license
- b) A kennel license shall expire one year from the date it is issued. Fees for kennel licenses for less than one year shall be prorated.
- c) A kennel license issued subject to any conditions or restrictions to protect the health and safety of animals and humans.
- d) The designated officer of the City or Area may inspect a kennel at any reasonable time.

#### Kennel Operating Requirements

A kennel operator shall comply with the following requirements:

- a) Each kennel building, fence and other structure shall be structurally sound and be maintained in good repair to protect the animals from injury, contain the animals and to prevent other animals from entering the kennel.
- b) The kennel shall have reliable and adequate electric power and potable water.

- c) The kennel shall have adequate quantities of food and supplies adequate refrigeration to protect perishable food and adequate storage facilities to keep food and supplies dry, clean and uncontaminated.
- d) The operator shall maintain the entire facility in a clean and sanitary condition at all times. The kennel operator shall clean and sanitize the facility and at a minimum shall remove excrement daily or more often if necessary, to keep the animals and staff safe from contamination, disease and odours, and keep entire facility free of accumulation of trash and debris.
- e) The kennel shall have and maintain adequate supplied toilet rooms, washrooms and sinks that allow animal caretakers to practice good hygiene.
- f) The operator shall provide each animal housed in the kennel with food that is uncontaminated, wholesome and of sufficient quantity and nutritive value to meet the normal daily requirements for the condition and size of the animal. The food shall be provided accessible to each animal and located to minimize contamination by excreta.
- g) The operator shall provide each animal with potable water in clean and sanitary receptacles available to the animals at all times, unless a licensed veterinarian has restricted an animal's water intake. The water receptacle shall be secured to prevent the receptacle from being tipped over.
- h) The kennel shall protect each animal housed in the facility from the elements including sun, heat, cold, wind, dampness, rain and snow and shall maintain environmental conditions for each animal that are appropriate for that animal.
- i) The kennel shall provide adequate fresh air ventilation for the health and comfort of each animal in a manner that minimizes drafts, odours and moisture condensation.
- j) The kennel shall provide ample light that is uniformly distributed throughout the facility to allow staff to inspect and clean kennel, and shall protect the animals from harmful or annoying illumination.
- k) The kennels interior walls and floors shall be constructed of materials impervious to moisture and maintained in that condition. The material shall have a surface that may be readily sanitized.
- l) An owner or custodian of a dog shall have a dog vaccinated by the most widely accepted protocol for puppies and adults
- m) The owner or custodian shall retain the current vaccination certificate for inspection and produce the certificate as proof of current vaccinations.

#### License Fees

- 15. An application for a dog license, replacement license tag, or kennel license under this bylaw shall be accompanied by the applicable license fee as set out in Schedule "C" to this bylaw
- 16. Where this bylaw provides for a reduced license fee for a dog that is neutered or spayed, the application shall be accompanied by a certificate from a qualified veterinarian indicating that the dog is in fact neutered or spayed.

#### Animal Control Regulations and Prohibitions

- 17. No person shall permit any animal to be running at large in the RDKB.
- 18. No person shall permit a dog to be on a highway or public place unless the dog is kept on a leash or tether not exceeding two metres in length, and is under the immediate care and control of a competent person.
  - (a) Does not apply to dogs that are participating in a lawful dog show or performance trail.
  - (b) Does not apply to working ranch dogs while performing their duties.
- 19. No person shall permit a dangerous dog to be off the owner's property, on a highway, or in a public unless the dog is kept on a leash or tether not exceeding two metres in length, is securely muzzled so as to

prevent the dog from biting a person or another animal, and is under the immediate care and control of a competent person.

20. A dog shall be on a leash in all public areas unless the dog is in a park designated for dogs to be off leash.
21. The owner of a dangerous dog shall, at all times when the dog is on the owner's property, keep the dog securely confined within a building or enclosure capable of preventing the dog's escape and the entry of children under the age of 12 years old.
22. No person shall operate a kennel in the RDKB except in those zones shown as Rural Route 1, AGR1 and AGR2 zones as cross hatched on the plan attached as Schedule D.
23. No person shall keep horse, mule, swine, sheep, goat, cow or other animal of the bovine species in the RDKB except in those areas shown crosshatched on the plan attached as Schedule "F" to this bylaw.
24. No person shall permit any animal to defecate upon any highway or public place.
25. Where an animal has defecated on a highway or public place contrary to this bylaw, the person having care, custody, or control of the animal shall immediately remove the excrement so deposited and dispose of it in a sanitary manner.
26. A person must not keep or allow to be kept more than three over 6 months of age on any residential property within the boundaries of the Corporation of the City of Grand Forks and the Corporation of the City of Greenwood.

Those persons who have more than three (3) dogs upon the adoption of this bylaw will be grandfathered with proof of ownership through licenses. Upon death or attrition, the three (3) dog limit will be strictly enforced.

#### Prohibition of Cruelty to Animals

27. No person shall keep any animal in the RDKB unless the animal is provided with:
  - (a) Clean potable drinking water and food in sufficient quantity and of a recognized nutritional quality to allow for the animals normal growth and the maintenance of the animal's normal body weight;
  - (b) Food and water receptacles which are clean and located so as to avoid contamination of food and water by excreta;
  - (c) The opportunity for periodic exercise sufficient to maintain the animal's good health; and,
  - (d) Necessary veterinarian care when the animal exhibits signs of pain, suffering or disease.
28. No person shall keep any animal outside for extended periods of time unless the animal is provided with shelter, of sufficient size to allow the animal to turn about freely, and stand, sit, and lie in a normal position, so as to:
  - (a) ensure protection of the animal from heat, cold, and wetness appropriate to the animal's weight and type of coat; and,
  - (b) provide sufficient shade to protect the animal from the direct rays of the sun.
29. A shelter provided for an animal under this bylaw shall be regularly cleaned of excreta, and sanitized.
30. No person shall keep any animal confined in an enclosed space, including a motor vehicle, without sufficient ventilation to prevent the animal from suffering discomfort or heat stroke.
31. No owner of a dog shall permit or cause the dog to cry or bark in a manner which disturbs the quiet, peace, rest, enjoyment, comfort or convenience of the neighbourhood or of persons in the vicinity of the place where the dog is kept. In order for barking to be in violation of the bylaw it must be (1) frequent and persistent; and, (2) disturb the neighbourhood (more than one household). Excessive barking does not have a specific definition. There is no time duration or specific times of the day that automatically defines prohibited barking and each case is dealt with individually. However, owners who allow their dogs to bark frequently and persistently or bark during the night are likely to be in violation of Animal Control bylaws.



32. The Animal Control Officer, partnering with the SPCA, has the ability to intervene where there are signs of an animal in distress.

#### If Barking Persists

- (a) If possible approach your neighbour and tactfully discuss the problem with them. They may not be aware of the problem if they are not home or that it disturbs the neighbours.
- (b) If no results are achieved or you may choose not to make contact with the dog owner, call the Animal Control Officer for your area. Be prepared to leave a voicemail message with your name, address and phone number as well as the address of the barking dog, its recent barking history, description of the dog and name of owner if known.

The Animal Control Officer will make contact with the dog owner and advise them a complaint has been made. The complainant's identity is kept confidential. The officer uses this opportunity to confirm the complainant has identified the correct dog and to educate the informed dog owner about barking regulations. The Officer will provide the dog owner with possible causes and solutions in efforts to assist the dog owner to correct the problem. The Officer will also ensure the dog is currently licensed and advises the dog owner that the complainant will be advised to keep a Barking Log if they are further disturbed

#### If Barking Continues

If barking continues unabated and the dog owner is obviously doing nothing to resolve the situation the complainant will be directed to complete a Barking Log. The Animal Control Office will issue a Warning Notice to the dog owner if the Officer is satisfied a disturbance is occurring. If barking still continues the Animal Control Officer will need to identify a second complainant will to corroborate the disturbances. The original complainant may already know of someone in the neighbourhood willing to come forward, if not, the Animal Control Officer will conduct a door to door canvass of the neighbourhood to determine the validity of the complainant's allegations. If the canvass confirms a violation has occurred a Final Warning Notice will likely be issued to the dog owner. The dog owner will be directed to rectify the problem immediately and advised of pending penalties.

#### Barking Log

If disturbances continue the complainant and other concerned neighbours must keep very detailed Barking Logs and use other means of documenting the disturbances (audio recordings, photographs, video tape). The Animal Control Officer will review evidence presented and where warranted issue fines to the dog owner. If the dog owner disputes the tickets, witnesses will be subpoenaed to court to provide testimony.

The Barking Log is to be used by persons who have recently reported a barking dog to the Animal Control Office. The Officer has spoken to the dog owner about the disturbance, but there appears to have been no change and the dog continues to bark as before.

Once given direction to keep a Barking Log, be sure to follow all of the specific instructions on the form. When three days of significant barking has been recorded in any 10 day period, call the Animal Control Officer as soon as possible so they can review the log and take steps to resolve the matter while it is still fresh.

Do NOT complete a Barking Log prior to contacting the Animal Control Officer and receiving direction to do so. Barking Logs completed without direction to do so will not be accepted. Persons who keep barking logs must be 100% truthful when documenting disturbances and not exaggerate or embellish facts. A barking log that consists of numerous entries detailing exact times, duration and observations will provide the Officer with a powerful tool to work with.

#### Destruction of Diseased Animals

33. An Animal Control Officer may destroy any animal suffering from an incurable disease upon certification of the animal's condition by a licensed veterinarian.

#### Establishment of Pound

34. The land and premises located at 8120 Donaldson Drive, Grand Forks, British Columbia, and legally hereby established as the Pound.

#### Seizure and Impoundment

35. Any dog that has not been licensed in accordance with this bylaw shall be liable to seizure and impoundment by an Animal Control Officer.
36. Any animal found to be running at large contrary to this bylaw shall be liable to seizure and impoundment by an Animal Control Officer.
37. An Animal Control Officer shall immediately convey any animal seized and liable to impoundment under this bylaw to the pound.
38. No person shall hinder, delay, or obstruct in any manner, directly or indirectly, an Animal Control Officer engaged in driving, loading, or carrying to the pound any animal liable to seizure and impoundment under this bylaw.
38. The Pound-keeper or Animal Control Officer, shall ensure that all animals seized and impounded under this bylaw receive sufficient food, water, shelter, and , if necessary, reasonable veterinary attention, and that the animals are not mistreated while under seizure and impoundment.
39. Where the owner of an animal which has been seized and impounded under this bylaw is known to, or can be identified by the Pound-keeper or Animal Control Officer, the Pound-keeper or Animal Control Officer, shall notify the owner, by telephone or by mail addressed to the last known address of the owner, of the fact that the animal has been seized and impounded under this bylaw and that the animal will be sold, destroyed, or otherwise disposed of by the RDKB after the expiration of five (5) days from the date the notice was received by the owner unless, in the meantime, the animal is redeemed. For the purposes of this bylaw, notice by mail shall be deemed to be received by the owner after the expiration of three (3) days from the date the notice was mailed.
40. Where the owner of an animal which has been seized and impounded under this bylaw is not known to, and cannot be identified by, the Pound-keeper or Animal Control Officer, the Pound-keeper or Animal Control Office, shall cause notice of the seizure and impoundment to be posted at the pound. Such notice shall set out the particulars of the impounded animal, the date of seizure and impoundment of the animal, and that the animal will be sold, destroyed, or otherwise disposed of by the RDKB after the expiration of five(5) days from the date of the notice unless, in the meantime, the animal is redeemed.

41. An owner of an animal seized and impounded under this bylaw, or any person authorized in writing on the owner's behalf, may redeem the impounded animal at any time prior to its sale, destruction, or disposal under this bylaw upon:
- (a) delivery to the Pound-keeper or Animal Control Officer, of evidence satisfactory to the Pound-keeper of ownership of the impounded animal;
  - (b) payment of the impoundment and boarding fees, costs, and charges incurred in respect of the seizure and impoundment of the animal as set out in Schedule "C" to this bylaw;
  - (c) payment of the current requisite license fee as set out in Schedule "C", where the impounded animal is required to be licensed pursuant to this bylaw and is not licensed; and,
  - (d) execution of an acknowledgement of animal redemption form in the form attached as Schedule "E" to this bylaw.
42. Where an animal that has been seized and impounded under this bylaw has not been redeemed, the Pound-keeper or Animal Control Officer, may, after the expiration of the notice periods established under this bylaw, offer the impounded animal for sale.
43. Where the Pound-keeper or Animal Control Officer, is unable or considers it undesirable to effect the sale of an animal that has been seized and impounded under this bylaw, or where an impounded animal has been offered for sale but has not been sold, the RDKB shall destroy or otherwise dispose of the animal.
44. No person shall break open, or in any manner, directly or indirectly, aid or assist in breaking open, the pound.
45. No person shall take or release any animal from the pound without the consent of the Pound-keeper or Animal Control Officer.

#### Duties of the Pound-keeper

46. The Pound-keeper or Animal Control Officer, shall maintain records which include:
- (a) A description of every animal seized and impounded under this bylaw and the date and time each animal was received by the pound;
  - (b) The name of the person or persons taking or sending any animal to be impounded;
  - (c) The reason for the seizure and impoundment of the animal;
  - (d) The date and time each animal impounded was redeemed, sold, destroyed, or otherwise disposed of by the Pound-keeper;
  - (e) The name of every person redeeming any animal and the amount paid by such person;
  - (f) The name of every person purchasing any impounded animal and the amount paid by such person; and,
  - (g) The amount of impoundment and boarding fees, costs, and charges connected with each impounded animal.
47. A monthly report in writing shall be made, within 10 days of the end of each month, by the Pound-keeper or Animal Control Officer, to the RDKB setting out the information and particulars recorded by the Pound-keeper or Animal Control Officer, in accordance with the Pound-keeper's duties under this bylaw.
48. The Pound-keeper or Animal Control Officer, shall, within ten days of the end of each month, make to the RDKB a monthly remittance of all monies received by the Pound-keeper under this bylaw for the account of the RDKB during the proceeding month.

#### Inspection

49. An Animal Control Officer may enter on any property at any reasonable time for the purpose of ascertaining whether the regulations and requirements of this bylaw are being observed.

Obstruction

50. No person shall hinder, delay, or obstruct in any manner, directly or indirectly, an Animal Control Officer or any person employed by the Animal Control Officer in carrying out the duties and powers of an Animal Control Officer under this bylaw.

Offences and Penalties

51. Any person who contravenes this bylaw is liable upon summary conviction to a fine not exceeding \$2,000. And the cost of prosecution. Every day during which there is an infraction of this bylaw shall constitute a separate offence.

Severability

52. If any section or lesser portion of this bylaw is held to be invalid by a Court, such invalidity shall not affect the remaining portions of the bylaw.

## **SCHEDULE "A"**

### **LICENCE APPLICATION**

Licence Number \_\_\_\_\_

Owner's Name \_\_\_\_\_

Civic Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

E-mail Address \_\_\_\_\_

Dog's Name \_\_\_\_\_

Breed \_\_\_\_\_

Sex \_\_\_\_\_ Spayed \_\_\_\_\_ Neutered \_\_\_\_\_

Colour \_\_\_\_\_

Tattoo \_\_\_\_\_

Micro Chip \_\_\_\_\_

Offences:

First \_\_\_\_\_ Second \_\_\_\_\_

Third \_\_\_\_\_ Fourth \_\_\_\_\_

Personal information you provide on this form is collected under the authority of the Local Government Act and the Animal Control Bylaw. Personal information will be used only for administering the Animal Control Bylaw, under the provisions of the Freedom of Information and Protection of Privacy Act (FOIPPA).

## **SCHEDULE "B"**

### **KENNEL LICENCE APPLICATION**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

E-mail \_\_\_\_\_

Address of Kennel \_\_\_\_\_

Distance to the closest property line or parcel boundary from the kennel building  
\_\_\_\_\_

Number of dogs to be kept: \_\_\_\_\_

Is this kennel to be operated for the purposes of boarding or breeding dogs?

Yes

No

**FEE PAID**

Yes

No

Signature of Applicant: \_\_\_\_\_

Signature of Bylaw Officer: \_\_\_\_\_

Date Licence Accepted \_\_\_\_\_

Personal information you provide on this form is collected under the authority of the Local Government Act and the Animal Control Bylaw. Personal information will be used only for administering the Animal Control Bylaw, under the provisions of the Freedom of Information and Protection of Privacy Act (FOIPPA)

## **SCHEDULE "C"**

### **FEES AND CHARGES**

1. The annual license fees payable under this bylaw are as follows:
  - (a) For every un-neutered male dog
  - (b) For every unsprayed female dog
  - (c) For every neutered male dog
  - (d) For every spayed dog
  - (e) For every kennel
2. The fee for a replacement license tag under this bylaw is:
3. The impoundment fees payable under this bylaw are as follows:
  - (a) For the first seizure and impoundment of a licenced animal
  - (b) For the first seizure and impoundment of an unlicenced animal
  - (c) For the second seizure and impoundment of an animal
  - (d) For the third seizure and impoundment of an animal
  - (e) For the fourth and subsequent seizure and impoundment of an animal
4. The boarding fees payable under this bylaw are as follows:
  - (a) For providing food, water, shelter, and attendance for an impounded animal
  - (b) For veterinary attention for an impoundment animal                      Actual Cost
5. All animals impounded by the Pound-keeper under the provisions of this bylaw shall be subject to the following impounding fees:
  - (a) For the first offence for any horse, jackass, bull, ram, billy goat
  - (b) For impounding any filly, mule, cow, steer, calf, heifer, foal, colt, ewe, wether, lamb, sheep, pig, goat.
  - (c) For impounding any dangerous dog
  - (d) For each animal other than those specifically mentioned above.

**SCHEDULE "D"**

**KENNEL AUTHORIZED AREAS**

**REGIONAL DISTRICT MAP:**



## **SCHEDULE "E"**

### **ACKNOWLEDGEMENT OF ANIMAL REDEMPTION**

Receipt # \_\_\_\_\_

#### **READ CAREFULLY BEFORE SIGNING**

##### **CLAIMED DOGS**

I hereby certify that I am the lawful owner/person in care of the dog claimed and described within and I hereby release the RDKB Representatives from any responsibility of the present or future condition of the dog, or from liability or claim arising out of any future dispute regarding ownership.

Claimed by / Signature

\_\_\_\_\_

Print Name

\_\_\_\_\_

ID (Driver's Licence):

\_\_\_\_\_

Address:

\_\_\_\_\_

Telephone Number:

\_\_\_\_\_

Received by:

\_\_\_\_\_

**Animal Control Officer**

##### **DESCRIBED DOG**

Dog's name

\_\_\_\_\_

Sex (altered):

\_\_\_\_\_

Breed:

\_\_\_\_\_

Colour:

\_\_\_\_\_

Age:

\_\_\_\_\_

Licence No:

\_\_\_\_\_

Tattoo/microchip:

\_\_\_\_\_

Personal information you provide on this form is collected under the authority of the Local Government Act and the Animal Control Bylaw. Personal information will be used for administering the Animal Control Bylaw, under the provisions of the Freedom of Information and Protection of Privacy Act (FOIPPA)

**SUNXT DEVELOPMENTS LTD****Riverside Meadows Subdivision**

Box 444 8690 Riverside Drive, Grand Forks, B.C.

RECEIVED

APR 24 2013

THE CORPORATION OF  
THE CITY OF GRAND FORKS**MEMORANDUM**

From: Alan Cooper, Partner, Sunxt Developments  
To: Doug Allin, Chief Administrative Officer  
City of Grand Forks  
Grand Forks, B.C.  
Regarding: Walking trail along Granby River

I am sure you know that there is a designated walking trail through Riverside Meadows Subdivision extending from 85<sup>th</sup> Avenue to the city boundary. This walking trail was required before Sean Noble and I could proceed with the development of this subdivision, and it was our designated contribution of parkland to the City of Grand Forks.

Prior to the city's approval for the subdivision development, a conceptual plan for that trail was presented to us orally by several city managers. Some of the people involved in the discussion were: Victor Kumar, City of Grand Forks CAO, Lynne Burch, City Clerk, Sasha Bird, Manager of Technical Services, and Wayne Kopan. At that time, plans for eventual paving of the trail, along with pathway lighting were presented.

At the present time, none of that trail development has taken place and it remains in a relatively natural state. Perhaps paving and lighting are not design elements which should be included now, and that is perfectly acceptable. At the same time, I believe that the City of Grand Forks needs to consider how best to deal with this short section of trail which was presented as being a crucial component in the trail system of the city. This portion through Riverside Meadows does not connect with any other trail in the city; it begins at one edge of the subdivision, travels through it, and ends at the other side of Riverside Meadows. There are several issues which need to be considered:

1. Trail entrances. There is minimal signage stating that motorized vehicles are not permitted at both ends of the trail. This should be more prominent.
2. Lot ownership. Lots along the river are "split" by the trail, which is really a three-meter corridor through the lots. There should be signage (again at both ends of this trail) clearly explaining this. Some people assume that all the area from the path to the river is public property, and this is not the case.

**FILE CODE**

SI - SUNXT DEVELOPMENTS LTD.  
- WALKING TRAIL ALONG GRANBY RIVER  
Alan H. Cooper, Partner

Circ Doug  
WE3

## SUNXT DEVELOPMENTS LTD

### Riverside Meadows Subdivision

Box 444 8690 Riverside Drive, Grand Forks, B.C.

3. Blockage of the trail for motor vehicles. There were several options proposed for this initially. The most common suggestion was the installation of bollards to prevent motorized access. At the present time, there are just two staggered concrete barriers near the 85<sup>th</sup> Avenue entrance to the trail. In fact, these barriers are not currently set to prevent vehicle access. This needs to be done more clearly and in keeping with trail standards along the dike trail.
4. Ensuring that the trail route is correct. The section adjacent to 85<sup>th</sup> Avenue actually proceeds diagonally across another lot, rather than following the designated route. The City of Grand Forks should trim and mark this clearly.


Warm weather is coming, and the trail will get more use as the season progresses. Although most of the users are walkers and joggers, there are some motorized vehicles which venture there. Some work by the City of Grand Forks would help alleviate this problem. As well, we can anticipate some people using the private areas along the river during the warm months. As homeowners, we are very understanding, and will generally just explain the trail as a walking corridor, and then most likely welcome people to use the area for a short time. It would be very helpful for all of us if there was signage explaining the walking corridor.

We welcome this walking trail, and love to see people enjoying the experience of walking along this beautiful river. Some of the things suggested here would help fulfil promises made to the developers and raise the trail to a higher standard.

I would be pleased to meet with you to discuss this further, and perhaps walk the trail together to explore issues and possible solutions.

Best Regards,

Alan Cooper

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





Settle down.

## THE CORPORATION OF THE CITY OF GRAND FORKS

### STAFF MEMORANDUM

**To:** Mayor and Council

**Date:** April 25, 2013

**From:** Sasha Bird, Manager of Development and Engineering

#### Committee for the Enhancement of the Gilpin Grasslands (CFEGG)

On April 2, 2013 a letter, addressed to Mayor and Council, was received from Roy Ronaghan on behalf of The Committee for the Enhancement of the Gilpin Grasslands (CFEGG). The CFEGG requested the City ensure that its license to use water from Overton Creek be maintained, and that necessary remedial actions are taken within the watershed as soon as possible to ensure the creek is protected from the cows that graze in the area during the spring of each year and motorized vehicles that may enter the area. Specifically, the CFEGG is requesting the City (Resolution attached):

- maintain the existing water use licence on Overton Creek,
- determine the condition of existing fencing and repair or install new fencing where needed (i.e. on the South side of Overton Creek to prevent the entry of cows),
- erect an expanded wildlife fence around Lost Lake, a small wetland within the Overton Creek watershed,
- plant elderberry bushes where they have been destroyed and plant indigenous trees such as cottonwood,
- cut fallen trees so they present no hazard but leave them in place,
- notify the Ministry of Forests and Range of the action being taken and request their full cooperation,
- maintain signage to inform people who visit the area that the creek is a licenced water source for the city, and
- maintain a regular watch and inspection routine in the watershed.

The reasons for these requested actions, as stated by the CFEGG, are to:

- 1) protect Overton Creek for future domestic water source for the city,
- 2) protect the biodiversity of the creek's watershed from any further damage by cows, and
- 3) maintain the watershed as a place for low impact recreation such as hiking.

It was resolved by Council for the revisitation of a study that was completed in 1982 by Kerr Wood Leidel Associates Ltd., consulting engineers to the City of Grand Forks, with regard to the Overton Creek watershed, and report back to Council.

Staff reviewed the study (Kerr Wood Leidel Associates Ltd. (October 1981) *City of Grand Forks Report on Water Supply and Distribution*) and relevant documents outlining improvements to the overall water system since 1981. The flow of Overton Creek was variable, with reported extreme values ranging from 20 gpm to 305 gpm, which indicated its suitability only as a supplementary supply for a limited period of the year. The estimated cost in 1981 for the reactivation of Overton Creek was estimated at \$228,000 but, because of drastic changes in standards, it would be significantly more today. Other less costly but equally viable improvements to the existing groundwater system, which included construction of the feedermain from East Side Reservoir (previously known as Mill Creek Reservoir), were carried out instead.

Drinking water standards for surface water sources have changed considerably in the years since the study was completed. Water suppliers now have to meet the Interior Health Authority's dual-barrier 4-3-2-1-0 Drinking Water Objective minimum performance targets. The cost of reactivating Overton Creek as a source would, in the very least, require the City to construct a separate treatment facility. Also, the line from Overton Creek was severed after improvements were made to the existing groundwater system. Based on present-day cost estimates and the assumption that flow rates and seasonal availability are similar to 1981, inclusion of Overton Creek into the City water system is not economically viable.

Staff researched the issues and evaluated the resources necessary to complete the actions requested by the CFEGG and, although staff recognize the importance of the issues, determined no resources have been allocated in the 2013 Operating or Capital Budget.

During this process it was discovered that the Province is providing \$240,000 and a new group insurance program to support volunteers in B.C. Parks across the province for 2013/14. Environment Canada has funding available for non-profit groups through the EcoAction Community Funding Program and the Habitat Conservation Trust Foundation funds conservation projects across B.C. This project may fit the eligibility criteria for funding through one or more of these programs. The funding is available to volunteers and non-profit groups therefore the City is not eligible and cannot pursue these options.

Staff is recommending that the City, as holder of the Overton Creek water licence, work in collaboration with the CFEGG and offer administrative assistance on issues regarding or related to the Overton Creek Water Licence.

Respectfully submitted,



Sasha Bird, ASCT  
Manager of Development and Engineering

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

**DATE :** April 2<sup>nd</sup>, 2013

**TOPIC :** The preservation and protection of Overton Creek, its watershed and the ecology of the area immediately surrounding it.

**PROPOSAL :** Requesting that Council consider adopting a resolution to preserve and protect Overton Creek, its watershed and the ecology of the area immediately surrounding it.

**PROPOSED BY :** Representation from Roy Ronaghan of The Committee for the Enhancement of the Gilpin Grasslands (CFEGG)

=====

**SUMMARY:**

Roy Ronaghan, will make a presentation to Council, on behalf of the CFEGG, asking Council to adopt a resolution that will protect Overton Creek for future domestic water source for the City, protect the biodiversity of the creek's watershed from any further damage by cows and maintain the water shed as a place for low impact recreation.

**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: Under this option, Council is provided with the information from Roy Ronaghan of CFEGG.
2. Receive the presentation and refer any issues for further discussion: The advantage to this option is the 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: The main advantage is same as option 1.


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

There is no cost of 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**

## **Presentation Outline**

Your Worship, Mayor Taylor, and Members of Council.

I am here this evening on behalf of **The Committee for the Enhancement of the Gilpin Grasslands (CFEGG)** to request that you take the following actions to preserve and protect Overton Creek, its watershed and the ecology of the area immediately surrounding it:

- maintain the existing water use license on Overton Creek;
- determine the condition of existing fencing;
- repair existing fencing where needed;
- install new fencing where needed on the south side of Overton Creek to prevent the entry of cows;
- erect an expanded wildlife fence around Lost Lake, a small wetland within the Overton Creek watershed;
- plant elderberry bushes where they have been destroyed;
- plant indigenous trees such as cottonwood;
- cut fallen trees so they present no hazard but leave them in place;
- notify the Ministry of Forests and Range (MFR) of the actions being taken to protect and preserve the Overton watershed;
- request full cooperation of the MFR;
- maintain signage to inform people who visit the area that the creek is a licensed water source for the city; and
- maintain a regular watch and inspection routine in the watershed.

**The reason(s) we are requesting this action are:**

- To protect Overton Creek for future domestic water source for the city.
- To protect the biodiversity of the creek's watershed from any further damage by cows.
- To maintain the watershed as a place for low impact recreation such as hiking.



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

- knowing that the creek and its watershed are protected well into the future for their use as a future source of water;
- knowing that a recreational area close to the city has been protected;
- knowing that a portion of a larger but delicate grassland ecosystem is being preserved; and
- knowing that the city is taking an interest in the Gilpin Grasslands.

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

- further destruction of the Overton watershed by cows; and
- the eventual loss of the creek as a future water source for the city.

**We request that Council for the City of Grand Forks adopt a resolution stating:**

That the City of Grand Forks ensure that its license to use water from Overton Creek is maintained, and that necessary remedial actions are taken within the watershed as soon as possible to ensure that the creek is protected from the cows that graze in the area during the spring of each year and motorized vehicles that may enter the area.

Name: Roy B. Ronaghan



Organization: Committee for the Enhancement of the Gilpin Grasslands

Mailing Address: Box 404, Christina Lake, B.C. V0H 1E0

Telephone Number: 250-442-9428

E-mail Address: ronaroy@yahoo.co.uk

Date: March 22, 2013

- He reported on his attendance at the March 11<sup>th</sup> Boundary District Arts Council meeting.
  - He advised that he attended a Gallery 2 meeting on March 19<sup>th</sup>.
  - He advised that he attended the Concerned Citizens for the Regional Animal Control Bylaw Meeting on March 19<sup>th</sup>
- 

**Councillor Kendel:**

Councillor Kendel reported on the following items:

- He reported on his attendance at the Economic Development Advisory Committee Meeting on March 26<sup>th</sup>
- 

**Councillor Wyers:**

Councillor Wyers reported on the following items:

- She reported on her attendance at the Pee Wee Tier 4 Championships and advised that she presented the group with \$250 dollars donated from participating members of Council.
- She reported on her attendance at a March 19<sup>th</sup> meeting of Concerned Citizens for the proposed Regional Animal Control Bylaw, and advised that many participants were in attendance.
- She reported on her attendance at the March 21<sup>st</sup> Grand Forks Environment Committee Meeting and advised that the minutes will be circulated shortly, for Council's review.
- She reported on her attendance at the March 27<sup>th</sup> Economic Essentials Seminar in Castlegar along with Sarah Winton, the City's Deputy Corporate Secretary. She advised that she will follow up with a report which she will pass along to the Economic Development Advisory Committee.
- She advised that Mr. Roy Ronaghan had provided a presentation as a Delegation at this morning's Committee of the Whole meeting where he spoke with regard to need for the preservation of Lost Lake and Overton Creek areas.

**MOTION: WYERS / O'DOHERTY**

**RESOLVED THAT COUNCIL DETERMINES TO DIRECT STAFF BRING BACK A REPORT TO COUNCIL REGARDING THE RE-EXAMINATION OF THE 1982 WATERSHED STUDY REPORT FROM KERR WOOD LIEDAL, WITH RESPECT TO THE PRESERVATION OF THE OVERTON CREEK/LOST LAKE WATERSHED.**

**BE IT FURTHER RESOLVED THAT THE KERR WOOD LIEDAL 1982 WATERSHED STUDY REPORT BE REFERRED TO THE ENVIRONMENT COMMITTEE FOR THEIR COMMENTS AND SUGGESTIONS.**

**CARRIED.**

Ministry of Environment, Environment Sector, Cariboo Chilcotin Coast Region, Kootenay Rockies Region, Northern B.C. Region, Provincewide, Thompson / Okanagan Region, Vancouver Coast & Mountains Region, Vancouver Island / Coast Region

## Volunteers in BC Parks provided with greater protection

<http://www.newsroom.gov.bc.ca/2013/04/volunteers-in-bc-parks-provided-with-greater-protection.html>

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Sunday, April 14, 2013 2:00 PM

VICTORIA - The Province is providing \$240,000 and a new group insurance program to support volunteers in BC Parks across province, announced Environment Minister Terry Lake.

This funding from the Park Enhancement Fund will help volunteers participate in regional conservation and recreation projects, including facility restoration, trail construction and invasive plant control. Support is also now available for projects with a provincial scope. For more information about how to apply for this funding, go to [www.bcparksvolunteers.ca](http://www.bcparksvolunteers.ca).

Volunteer groups who work in BC Parks are protected even more with the new Stewardship Partners Insurance Program. Legally registered volunteer groups can now enter into five to 10 year agreements to undertake work on behalf of BC Parks. In return, all group members will be provided with liability and accident insurance when working on approved BC Parks projects. The coverage is similar to what is provided for individual volunteers.

Projects completed last year by volunteers in BC Parks include a historical trails project undertaken by UNBC Outdoor Recreation and Tourism Management students and a remote beach cleanup on Vargas Island with Surfrider Foundation.

BC Parks Volunteer Strategy was developed in 2012 and has now moved into the implementation phase. The strategy was developed after consultations with volunteers, park facility operators, stakeholders and the general public to strengthen capacity within the BC Parks system and improve volunteer experience by establishing a long-term volunteer program.

### Quote:

Terry Lake, Environment Minister -

*"Volunteers and community partners are vital to the continued success of BC Parks. It's imperative volunteers have the supports they need to work on projects that benefit our parks. Thanks to all the volunteers and partners who have contributed to our world-class parks and protected area system. "*

### Quick Facts:

- Last year, over 1,500 volunteers worked on projects in BC Parks, including retirees, children, families, youth and school groups just to name a few. Some of these volunteers have specific expertise in trail building, biology and conservation.
- Recreation Sites and Trails BC has updated their group insurance program to the new Stewardship Partners Insurance Program.
- British Columbia has 1,030 provincial parks, recreation areas, conservancies, ecological reserves and protected areas covering nearly 14 million hectares or approximately 14.3 per cent of the provincial land base.
- Parking fees were eliminated at provincial parks in 2011, making them more accessible to B.C. families.

- National Volunteer Week is April 21-27, 2013.

**Learn More:**

To join BC Parks online volunteer community, please visit: [www.bcparksvolunteers.ca](http://www.bcparksvolunteers.ca)

To view the BC Parks Volunteer Strategy, please visit: [www.env.gov.bc.ca/bcparks/volunteers/docs/BCParksVolunteerStrategy.pdf](http://www.env.gov.bc.ca/bcparks/volunteers/docs/BCParksVolunteerStrategy.pdf)

For more information about B.C.'s provincial parks, please visit: [www.bcparks.ca](http://www.bcparks.ca)

Connect with BC Parks on Facebook: [www.facebook.com/YourBCParks](http://www.facebook.com/YourBCParks)

**Contact:**

Media Relations  
Ministry of Environment  
250 953-3834

## SEE MORE MINISTRY OF ENVIRONMENT STORIES

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# Environment Canada

[Home](#) > [Funding](#) > [EcoAction Community Funding Program](#) > [Potential Applicants](#)

---

## Potential Applicants

Read the *Applicant's Guide* to learn if your group and project idea are eligible for funding, how to determine which performance indicators to track, and how to obtain additional funding. Learn more about the application process by selecting one of the following links:

1. How to apply and eligibility criteria - [Applicant's Guide and Application Form](#)
2. [Who may apply?](#)
3. How to track results - [Performance Indicators List](#)
4. [Funding Resources](#)

---

## How to apply for funding - *Applicant's Guide and Application Form*

Our *Applicant's Guide* answers the eligibility criteria and process questions related to applications for funding. We strongly encourage community groups to have their Application Form reviewed by one of our Program Officers. Your completed application package must be received on or before the **November 1 application deadline** by an Environment Canada Regional Office.

- Read or download the [Applicant's Guide and Application Form](#)
- Submit your application package to your Environment Canada [Regional Office](#)

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## Who may apply?

Non-profit groups and organizations are **eligible** to receive funding through the EcoAction Community Funding Program. Examples of **eligible** groups include:

- environmental groups;
- community groups;
- youth and seniors groups;
- community-based associations;
- service clubs; and
- Aboriginal organizations.

The following groups are **not eligible** but are encouraged to partner with non-profit organizations to support a project proposal:

- businesses;
- educational institutions;
- individuals; and
- municipal, provincial, territorial, federal governments.

Groups that are non-incorporated may apply to the EcoAction Community Funding Program. A group may be made up of a few people who get together with a project idea. Within this group, at least two people need to take responsibility for the project.

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**Note:** Government of Canada employees who participate in an EcoAction Community Funding Program project are subject to the *Values and Ethics Code for the Public Service*.

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## How to track results - Performance Indicators List

Potential applicants are required to demonstrate how their project will lead to positive, measurable environmental results so that we may track the overall impact and success of the program. A list of common performance indicators is available in the *Applicant's Guide*.

- Read or download the [Performance Indicators List](#)

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## Funding Resources

### Green Source Funding Database

Environment Canada's *Green Source Funding Database* helps Canadians identify sources of funding for environmental projects. The database includes information on public and private sector programs and organizations that provide financial assistance to community groups.

- [About the Green Source Funding Database](#)
- [Search the Green Source Funding Database](#)

### Other Funding Resources

The following organizations provide information on public and private sector programs and organizations that may be of interest to community groups.

- [Charity Village](#)
- [Canadian Environmental Grantmakers' Network](#)

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Date Modified: 2012-11-21



search...

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## Welcome to HCTF

Investing for the future of  
British Columbia's fish,  
wildlife, and their habitats

## What's New

### Mission Creek Celebration



On Tuesday, HCTF had the opportunity to take part in a wonderful event on the banks of Mission Creek in Kelowna, celebrating the recent acquisition of 2.7 hectares of land immediately beside the creek (see video). Working with the MCRI, City of Kelow...

[Continue Reading...](#)

on 24 April 2013

## HCTF Staff Visit Delta Farmland Project



## Featured Projects & Programs

[All](#)[Education](#)[PCAF](#)[IES](#)[Wildlife](#)[Fish](#)

### CEAF Grants \$46,000 to BC Schools for Outdoor Field Studies

HCTF approved 33 CEAF grant requests in its February 2013 application call, providing over

[Education](#)[read more](#)

### Conservation in Action

With support from HCTF's Public Conservation Assistance Fund (PCAF), the Salt Spring Island Conservancy is making...

[PCAF](#)[read more](#)

### HCTF & Citizen Science Helping Nature

Youngsters all over B.C. are watching butterflies this summer. They're learning which plants the different...

[IES](#)[read more](#)

### Why did the frog (try to) cross the road?

Although roads are vital transportation corridors for humans, they often have the opposite effect...

[Wildlife](#)[read more](#)[LOAD MORE](#)[HOLD SHIFT KEY TO LOAD ALL](#)

Thank you to the anglers, hunters, trappers and guide outfitters of British Columbia, whose contribution to conservation in this province will ensure that its spectacular wildlife and habitats are enjoyed and appreciated by generations to come.

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# HCTF Grant Overview

Since 1981, HCTF has provided over \$140 Million dollars in grant money to more than 2200 conservation projects across BC. The following table provides an overview of the different HCTF grants available: click on the grant name for more information and how to apply.

Grant	Who is eligible?	Type of Activities Funded	Application Deadlines 2013-14
<a href="#"><u>HCTF Enhancement &amp; Restoration Grants</u></a>	Any individual, group or agency that has a good idea to help fish, wildlife or habitat in British Columbia.	Projects that focus on freshwater wild fish, native wildlife species and their habitats, have the potential to achieve a significant conservation outcome, while maintaining or enhance opportunities for fishing, hunting, trapping, wildlife viewing and associated outdoor recreational activities.	Nov 2 <sup>nd</sup> , 2013 4:30 PM PST
<a href="#"><u>Burrard Inlet Restoration Pilot Program</u></a>	Any individual, group or agency that has a good idea to help fish, wildlife or habitat in BC.	Projects that restore and enhance estuarine, intertidal and near shore riparian habitats in and around Burrard Inlet. Projects require funding partnerships <a href="#">More »</a>	June 30 <sup>th</sup> , 2013 4:30 PM PST

<b><u>PCAF</u></b>	organizations trying to implement on-the-ground, community-based conservation projects and public awareness initiatives.	Projects that maintain, conserve or restore indigenous fish and wildlife species and their habitat. <b>Projects must have 50% volunteer component.</b>	May 17", 2013 4:30 PM PST
Field Experience Grants for Outdoor Learning( <b><u>CEAF</u></b> )	K-12 classes or schools that want to provide meaningful outdoor experiences for students that support inquiry and field investigation skill development.	Bus transportation, outdoor project materials and field trip leader or program fees. Read more about <u>field trip eligibility requirements...</u>	Feb 15", 2013 4:30 PM PST  Sept. 15", 2013 4:30 PM PST.
<b><u>Acquisition</u></b>	Any individual, group or agency that has identified fish and/or wildlife habitat that needs conservation protection in BC.	Projects that acquire land or interests in land to secure the value of these areas for conservation of fish and wildlife habitats and populations.	March 31", 2013 4:30 PM PST
<b>Operations &amp; Maintenance</b>	Only available to existing proponents. O&M project leaders should contact HCTF's Manager of Biological and Evaluation Services to access O&M application forms and instructions, project change requests or any other questions.	Operations and maintenance activities on approved sites.	N/A

Doug Allin, CAO, City of Grand Forks

April 26, 2013

Mr. Allin,

I'm contacting you on behalf of the Boundary Historical Society.

The Society acts as a steward of historical information and also engages in preserving and communicating the history of the Boundary area. While we do not engage in the housing and display of artifacts like the Boundary Museum we do have some materials of an archival nature that we are charged with housing, maintaining and making available to the public for research purposes.

The largest collection of this sort of material is the newspapers of Grand Forks. Since we do not actually have any bricks and mortar existence we are dependent on the support of institutions and individuals in this regard. The Grand Forks Gazette has provided space to house these particular newspaper archives for years but new management has made recent changes in their operations which resulting in an imminent change in location. This change will mean that there is no longer space for these archives on their site.

In our discussions of what to do we have naturally considered the Archives located in the basement of city hall. This location already serves the dual purpose of storing historical archival materials and providing researcher access. Our hope is that the city can find some additional space in the basement storage area for these newspaper archives. While there are a set of newspaper archives present there already I find it necessary to point out two things:

1. They are not as complete as the ones we hold; ours contain not just the Gazette but also the GF Miner, GF Sun, the Boundary Shopper and the Boundary Community News.
2. Much of those newspapers in the basement are in plastic bags and inaccessible due to the asbestos remediation carried out a decade ago; hence not available for research purposes.

For your consideration I'm enclosing the dimensions of the cabinets and shelving currently being used to hold the newspapers. The cabinets total just over 200 inches in accumulated length with a maximum height of 74 inches.

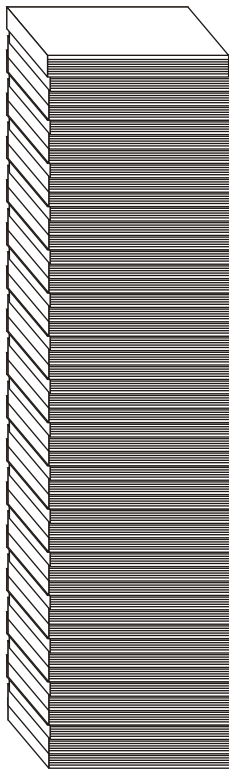
It is our hope that you can find 'room at the inn' for this collection recording weekly snapshots of the history of Grand Forks. We are working on a time frame which requires we have a place for these to move to before May 31, 2013.

Respectfully,

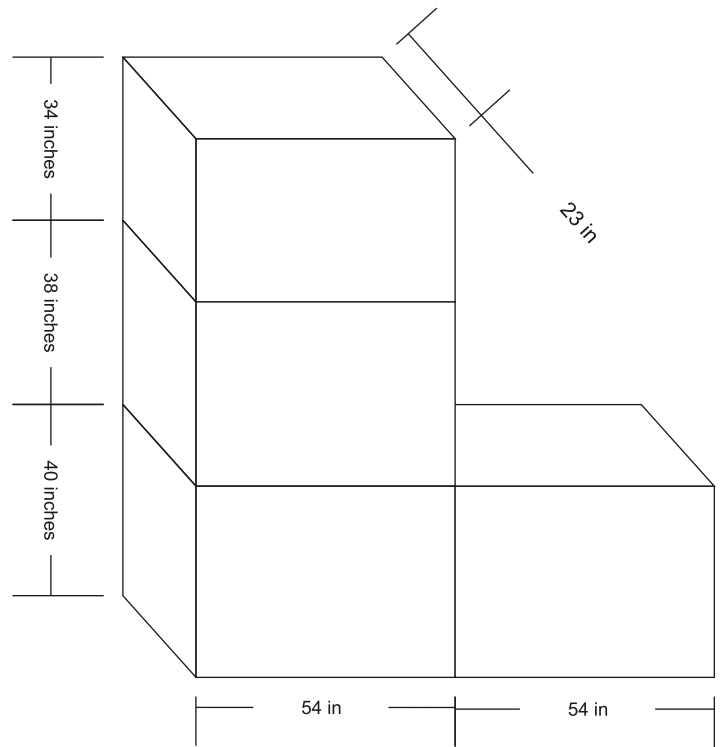
- Les Johnson
- President, Boundary Historical Society

# Archives of the Gazette Newspapers

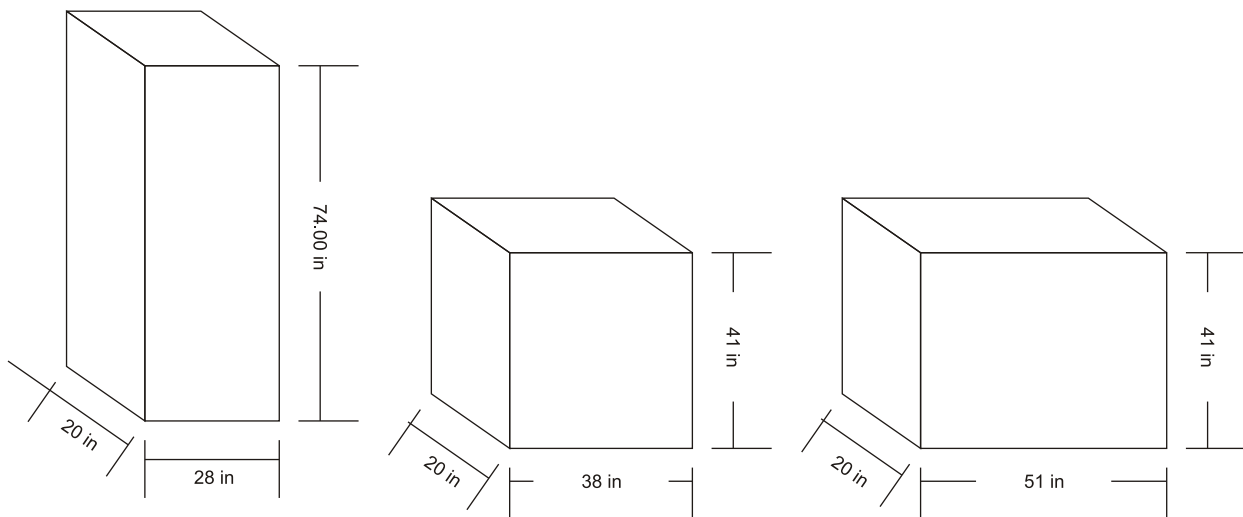
The newspapers are mostly stored in cabinets with the overflow in some piles on their tops.



The piles total about 96 inches of height.



Four cabinets are nicely crafted cabinets which can be separated into sections with a maximum height of 40 inches



Three cabinets are the open faced shelving units with a common depth dimension of 20 inches

# THE CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION

**DATE** : April 24<sup>th</sup>, 2013

**TOPIC** : Bylaw 1948 – City of Grand Forks 2013-2017 Financial Plan Bylaw

**PROPOSAL** : Final Reading

**PROPOSED BY** : Chief Financial Officer

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## **SUMMARY:**

At their regular meeting on March 18<sup>th</sup>, 2013, Council gave the first two readings to Bylaw 1948, Year 2013-2017 Financial Plan Bylaw. At the April 15<sup>th</sup> 2013 meeting, Council gave the third reading of the bylaw. Bylaw No. 1948 is now presented for final reading.

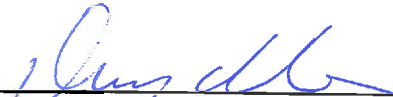
## **STAFF RECOMMENDATIONS:**

Council gives final reading to Bylaw No. 1948, "Year 2013 – 2017 Financial Plan Bylaw".

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

Section 165 of the Community Charter requires that a municipality must have a financial plan that is adopted annually by bylaw.

  
\_\_\_\_\_  
Chief Financial Officer

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

**City of Grand Forks**  
**Appendix "A" to Bylaw 1948**  
**Consolidated 5 Year Financial Plan 2013 - 2017**

<u>Revenue</u>	2013	2014	2015	2016	2017
Property taxes , grants in lieu & franchise Fees	\$ 2,872,799	\$ 2,929,200	\$ 2,986,800	\$ 3,045,500	\$ 3,105,400
Parcel taxes	81,565	107,133	107,133	107,133	107,133
User levies	1,682,700	1,714,600	1,747,100	1,780,200	1,813,900
Fees and charges	4,862,243	5,044,600	5,234,100	5,430,800	5,635,200
Grants and other	2,468,317	870,650	876,526	882,427	888,454
<b>Total Revenues</b>	<u>11,967,624</u>	<u>10,666,183</u>	<u>10,951,658</u>	<u>11,246,060</u>	<u>11,550,087</u>
<u>Expenses</u>					
Purchases for resale	3,162,134	3,288,100	3,419,100	3,555,300	3,696,900
Operating	6,674,450	6,531,307	6,628,364	6,726,801	6,826,812
Debt interest	140,168	225,180	225,181	225,182	221,108
Amortization	1,355,668	1,380,224	1,405,242	1,430,732	1,456,703
<b>Total Operating Expenses</b>	<u>11,332,420</u>	<u>11,424,811</u>	<u>11,677,887</u>	<u>11,938,016</u>	<u>12,201,523</u>
<b>Net Revenue (loss)</b>	<b>\$635,204</b>	<b>(\$758,628)</b>	<b>(\$726,229)</b>	<b>(\$691,956)</b>	<b>(\$651,436)</b>
<b>Allocations</b>					
Debt proceeds	3,273,027	1,241,010	1,241,010	1,241,010	1,031,010
Capital expenditures	(6,735,127)	(1,633,700)	(1,638,494)	(1,639,384)	(1,422,772)
Debt principal repayment	(180,568)	(197,211)	(164,687)	(123,530)	(73,270)
Transfers from (to) reserves / surplus	1,651,797	(31,694)	(116,842)	(216,872)	(340,236)
Reserve fund in excess of amortization	1,355,668	1,380,224	1,405,242	1,430,732	1,456,703
<b>Financial Plan Balance</b>	<u><b>\$0</b></u>	<u><b>\$0</b></u>	<u><b>\$0</b></u>	<u><b>\$0</b></u>	<u><b>(\$0)</b></u>

**City of Grand Forks  
Five Year Plan 2013 to 2017  
Operations Summary  
Supporting Schedule A**

General	2013 Plan	2014 Plan	2015 Plan	2016 Plan	2017 Plan
<b>Revenue</b>					
Property Taxes	\$ 2,768,320	\$ 2,823,700	\$ 2,880,200	\$ 2,937,800	\$ 2,996,600
Parcel Taxes					
Payments in Lieu & Franchise Fees	104,479	105,500	106,800	107,700	108,800
Solid Waste Levies	185,000	186,900	188,800	190,700	192,600
Slag Sales	255,000	257,550	260,126	262,727	265,354
Fees and Charges	593,043	604,800	617,000	628,300	641,900
Government Grants - Operations	352,848	450,000	450,000	450,000	450,000
Government Grants - Capital	491,844				
Other Sources	159,940	163,100	166,400	169,700	173,100
Restricted Investment Income	-	-	-	-	-
<b>Expenses</b>	<b>4,910,472</b>	<b>4,591,650</b>	<b>4,669,126</b>	<b>4,747,927</b>	<b>4,828,354</b>
Airport Cost of Sales	52,734	54,300	55,900	57,600	59,300
Operations Expense	4,288,867	4,353,200	4,418,500	4,484,800	4,552,100
Community Support	246,794	250,496	254,253	258,067	261,938
Preventative Maintenance Program	105,036	106,612	108,211	109,834	111,481
Studies & Planning	-	-	-	-	-
Debt Interest	67,937	100,910	100,911	100,912	96,838
Amortization	760,000	775,200	790,704	806,518	822,648
<b>Total Expenses</b>	<b>5,521,368</b>	<b>5,640,717</b>	<b>5,728,479</b>	<b>5,817,731</b>	<b>5,994,308</b>
<b>Net Income (Loss) before Other Income</b>	<b>(610,897)</b>	<b>(1,049,067)</b>	<b>(1,059,353)</b>	<b>(1,069,804)</b>	<b>(1,075,952)</b>
<b>Other Income</b>					
Contributions from Electrical	410,000	416,150	422,392	428,728	435,159
Gain (Loss) on Disposition of Assets	-	-	-	-	-
<b>Net Income (Loss)</b>	<b>(200,897)</b>	<b>(632,917)</b>	<b>(636,961)</b>	<b>(641,076)</b>	<b>(640,793)</b>
<b>Allocations</b>					
Debt proceeds	663,511	663,510	663,510	663,510	663,510
Capital Expenditures	(2,340,257)	(630,000)	(630,000)	(630,000)	(648,900)
Capital Planning	(71,867)	-	-	-	-
Debt principal repayment	(94,657)	(139,923)	(139,923)	(139,923)	(90,408)
Transfers from (to) reserves	871,570	(257,550)	(260,126)	(262,727)	(270,600)
Transfers from (to) surplus	412,397	221,680	212,795	203,697	184,542
Reserve fund in excess of amortization	760,000	775,200	790,704	806,518	822,648
<b>Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**City of Grand Forks  
Five Year Plan 2013 to 2017  
Operations Summary  
Supporting Schedule A**

	2013 Plan	2014 Plan	2015 Plan	2016 Plan	2017 Plan
<b>Equipment</b>					
Recoveries	\$ 481,742	\$ 497,600	\$ 503,600	\$ 509,600	\$ 515,700
Operations Expense	371,784	377,300	383,000	388,700	394,500
<b>Net Recoveries</b>	<u>119,978</u>	<u>120,300</u>	<u>120,600</u>	<u>120,900</u>	<u>121,200</u>
Debt Interest	3,203				
Amortization	245,568	249,252	252,990	256,785	260,637
<b>Net Recoveries (Loss)</b>	<u>(128,793)</u>	<u>(128,952)</u>	<u>(132,390)</u>	<u>(135,885)</u>	<u>(139,437)</u>
Gain (Loss) on Disposition of Assets	-	-	-	-	-
<b>Net Recoveries (Loss)</b>	<u>(128,793)</u>	<u>(128,952)</u>	<u>(132,390)</u>	<u>(135,885)</u>	<u>(139,437)</u>
<b>Allocations</b>					
Debt proceeds	-	-	-	-	-
Capital Expenditures	(210,000)	(50,000)	(50,000)	(50,000)	(50,000)
Debt principal repayment	(79,418)	(74,426)	(41,902)	(745)	-
Transfers from (to) reserves	210,000	(40,000)	(40,800)	(41,616)	(42,448)
Transfers from (to) surplus	(37,359)	44,126	12,102	(28,539)	(28,752)
Reserve fund in excess of amortization	245,568	249,252	252,990	256,785	260,637
<b>Surplus (Deficit)</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



**City of Grand Forks  
Five Year Plan 2013 to 2017  
Operations Summary  
Supporting Schedule A**

	2013 Plan	2014 Plan	2015 Plan	2016 Plan	2017 Plan
<b>Electrical</b>					
<b>Revenue</b>					
User Fees					
Fees and Charges	\$ 4,216,000	\$ 4,364,800	\$ 4,560,000	\$ 4,742,400	\$ 4,932,100
	40,000	41,600	43,300	45,000	46,800
<b>Expenditure</b>	4,256,000	4,426,200	4,603,300	4,787,400	4,978,900
Purchases for resale					
Operations Expense	3,109,400	3,233,800	3,363,200	3,497,700	3,637,800
Amortization	607,400	488,500	493,400	498,300	503,300
Expenditure	34,000	34,000	34,000	34,000	34,000
<b>Net income (loss) before Contributions to General</b>	<u>3,750,800</u>	<u>3,756,300</u>	<u>3,890,600</u>	<u>4,030,000</u>	<u>4,174,900</u>
Contributions to General	505,200	669,900	712,700	757,400	804,000
Contributions to Electrical Capital	410,000	416,150	422,392	428,728	435,159
Contributions to Statutory Reserves	245,000	26,800	26,800	26,800	26,800
<b>Net income (loss)</b>	<u>(149,800)</u>	<u>226,950</u>	<u>263,508</u>	<u>301,872</u>	<u>342,041</u>
<b>Allocations</b>					
Capital Expenditures	(235,000)	(239,700)	(244,494)	(249,384)	(254,372)
Transfers from (to) reserves	350,800	(21,250)	(53,014)	(86,488)	(121,869)
Reserve fund in excess of amortization	34,000	34,000	34,000	34,000	34,000
<b>Surplus (Deficit)</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**City of Grand Forks  
Five Year Plan 2013 to 2017  
Operations Summary  
Supporting Schedule A**

	2013 Plan	2014 Plan	2015 Plan	2016 Plan	2017 Plan
<b>Water</b>					
<b>Revenue</b>					
Parcel Taxes	\$ 43,270	\$ 33,933	\$ 33,933	\$ 33,933	\$ 33,933
User Levies	752,700	767,800	783,200	798,000	814,900
Fees and Charges	4,200	4,300	4,400	4,500	4,600
Government Grants - Capital	716,844				
	1,517,014	806,833	821,533	837,333	853,433
Operations Expense	738,968	750,100	761,400	772,800	784,392
Preventative Maintenance Program	80,000				
Studies & Planning					
Debt Interest	43,270	81,081	81,081	81,081	81,081
Amortization	186,100	189,822	193,818	197,491	201,441
<b>Total Expenses</b>	<b>1,048,338</b>	<b>1,021,003</b>	<b>1,036,099</b>	<b>1,051,371</b>	<b>1,066,913</b>
<b>Net Income (Loss)</b>	<b>468,676</b>	<b>(214,970)</b>	<b>(214,566)</b>	<b>(214,038)</b>	<b>(213,480)</b>
<b>Allocations</b>					
Debt proceeds	2,048,006	367,500	367,500	367,500	367,500
Capital Expenditures	(2,691,182)	(469,500)	(469,500)	(469,500)	(469,500)
Capital Planning	(131,687)				
Debt principal repayment		47,148	47,148	47,148	47,148
Transfers from (to) reserves					
Transfers from (to) surplus	122,068	80,000	75,800	71,400	66,892
Reserve fund in excess of amortization	186,100	189,822	193,818	197,491	201,441
<b>Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**City of Grand Forks  
Five Year Plan 2013 to 2017  
Operations Summary  
Supporting Schedule A**

	2013 Plan	2014 Plan	2015 Plan	2016 Plan	2017 Plan
<b>Sewer Revenue</b>					
Parcel Taxes	\$ 38,295	\$ 73,200	\$ 73,200	\$ 73,200	\$ 73,200
User Levies	745,000	759,900	775,100	790,600	806,400
Fees and Charges	9,000	9,200	9,400	9,600	9,800
Government Grants - Capital	491,844				
	<u>1,284,138</u>	<u>842,300</u>	<u>857,700</u>	<u>873,400</u>	<u>889,400</u>
Operations Expense	692,362	702,700	713,200	723,900	734,800
Preventative Maintenance Program	35,000				
Studies & Planning	-	-	-	-	-
Debt Interest	25,758	43,190	43,190	43,190	43,190
Amortization	130,000	131,950	133,929	135,938	137,977
<b>Total Expenses</b>	<u>883,121</u>	<u>877,840</u>	<u>890,319</u>	<u>903,028</u>	<u>915,967</u>
<b>Net Income (Loss)</b>	<u>401,018</u>	<u>(35,540)</u>	<u>(32,619)</u>	<u>(29,628)</u>	<u>(26,567)</u>
<b>Allocations</b>					
Debt proceeds	563,511	210,000	210,000	210,000	
Capital Expenditures	(983,687)	(244,500)	(244,500)	(240,500)	
Capital Planning	(71,867)				
Debt principal repayment	(6,495)	(30,010)	(30,010)	(30,010)	(30,010)
Transfers from (to) reserves					
Transfers from (to) surplus	(32,679)	(31,900)	(36,800)	(45,800)	(81,400)
Reserve fund in excess of amortization	<u>130,000</u>	<u>131,950</u>	<u>133,929</u>	<u>135,938</u>	<u>137,977</u>
<b>Surplus (Deficit)</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**City of Grand Forks  
Appendix B to Bylaw 1948  
Consolidated 5 Year Financial Plan 2013 - 2017  
Revenues, Property Taxes and Exemptions**

In accordance with Section 165 (3.1) of the Community Charter, The City of Grand Forks is required to include in the Five Year financial Plan Bylaw, objectives and policies regarding each of the following:

- the proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the Community Charter;
- the distribution of property taxes among the property classes; and
- the use of permissive tax exemptions.

**Sources of Revenue**

Revenue source	% of Total 2013 Revenue
Property taxes , grants In lieu & franchise Fees	24.0%
Parcel taxes	0.7%
User levies	14.1%
Fees and charges	40.6%
Grants and other	20.6%

**Objective**

For operations, to maintain annual increases to a level that approximates the annual increase in inflation unless a specific program or project is identified that requires tax revenue funding. For capital and fiscal, to review and address annually the long term needs for capital infrastructure.

**Policies**

- The City will review the fees/charges annually to ensure that they keep pace with changes in the cost-of-living, as well as, changes in the methods or levels of service delivery.
- The City will encourage the use of alternate revenue resources instead of property taxes.
- User fees will be set to recover the full cost of services except where Council determines that a subsidy is in the general public interest.

**Distribution of Property Tax Rates**

In establishing property tax rates, Council will take into consideration:

- The amount of property taxes levied as compared to other municipalities.
- The property class conversion ratio as compared to other municipalities.
- The tax share borne by each property class
- The tax ratios of each property classification

**City of Grand Forks  
Appendix B to Bylaw 1948  
Consolidated 5 Year Financial Plan 2013 - 2017  
Revenues, Property Taxes and Exemptions**

The City will receive the Revised Assessment Roll for 2013 in April and will set the property tax rates based on the assessment before May 15, 2013. The 2013 distribution of property tax rates amongst all the property classifications will not be known until then.

The distribution for 2012 were as follows:

3.46997496	Property Class	% of General Revenue Taxation
	Residential	53.1800%
	Utility	1.8000%
	Major Industry	23.1700%
	Light Industry	1.2300%
	Business and Other	20.5900%
	Recreation / Non-profit	0.0100%
	Farm	0.0200%

**Objective**

To ensure equity among property classes by reviewing the ratios of property class allocations annually. In 2009 the industry tax ratio was lowered to 17.06 from 20.52. In 2010, the industry ratio was further lowered to 14.18, in 2011 it was lowered to 11.51, and in 2012 it was lowered to 10.55. As well, in 2011, the business conversion ratio was lowered from 3.47 to 2.75, and in 2012 it was lowered to 2.52. In 2010 the light industry class was lowered from 4.22 to 3.21, in 2012 it was lowered to 2.96. For 2013, consideration for class conversion ratios will be considered in April.

**Policies**

- The City will review and set tax rates and shift each property classification's tax share annually until such time as Council deems the property classifications' share to be equitable.

**Permissive Tax Exemptions**

In guiding and approving permissive tax exemptions, Council will take into consideration:

- Not-for-profit occupiers of City property for the duration of their occupancy.
- Land and improvements surrounding a statutorily exempt building for public worship.

**Objective**

To optimize the provision of charitable and not for profit services for the benefit of Grand Forks residents, to provide property tax exemptions as permitted under the Community Charter in a consistent and fair manner, to restrict provision of exemption to those providing an extension to city services and to reduce the impact to city revenues.

**Policies**

Grand Forks residents must be primary beneficiaries of the organization's services and the services provided must be accessible to the public.

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

**DATE** : April 25, 2013

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

**PROPOSAL** : First Three Readings

**PROPOSED BY** : Chief Financial Officer

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### **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:**

Council give first three readings to Bylaw No. 1951 – City of Grand Forks 2013 tax rates

### **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 15<sup>th</sup> 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 6<sup>th</sup> day of May 2013.

Read a **SECOND** time this 6<sup>th</sup> day of May 2013.

Read a **THIRD** time this 6<sup>th</sup> day of May 2013.

**FINALLY ADOPTED** this

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Mayor Brian Taylor

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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

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Clerk of the Municipal Council of  
the City of Grand Forks



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

		"A"	"B"	"C"
Property Class	Description	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**

		"A"	"B"	"C"
Property Class	Description	General Municipal	West Kootenay Boundary Regional Hospital District	Regional District of Kootenay Boundary
1	Residential	(Dollars of tax per \$1,000 taxable assessed value)		
		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 <del>4.0209</del>	0.3498	- 2.1871

Option 2

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

		"A"	"B"	"C"
Property Class	Description	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	-	-	-	-	-	-
<b>TOTAL</b>	<b>122,400</b>	<b>3050</b>	<b>472,373,183</b>	<b>3045</b>	<b>468,380,188</b>	<b>3045</b>	<b>468,380,188</b>	<b>3045</b>	<b>468,380,188</b>
<b>TAX RATES - City</b>		<b>Multiple \$</b>		<b>Multiple \$</b>		<b>Multiple \$</b>		<b>Multiple \$</b>	
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
<b>TAX REVENUE</b>		<b>Parcel Levy</b>		<b>Parcel Levy</b>		<b>Parcel Levy</b>		<b>Parcel Levy</b>	
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
<b>Total Property Tax</b>		<b>79,510</b>	<b>2,636,167</b>	<b>79,510</b>	<b>2,688,740</b>	<b>79,510</b>	<b>2,688,890</b>	<b>79,510</b>	<b>2,688,890</b>
Parcel Tax			79,510		79,510		79,510		79,510
<b>Total</b>			<b>2,715,677</b>		<b>2,768,250</b>		<b>2,768,400</b>		<b>2,768,400</b>

# THE CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION

**DATE** : April 27, 2013  
**TOPIC** : City of Grand Forks Bylaw 1955 to Establish and Impose a Flat Tax on Northwest 79<sup>th</sup> Avenue Road and Electrical Local Area Service

**PROPOSAL** : First, Second and Third Readings

**PROPOSED BY** : Chief Financial Officer

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## **SUMMARY:**

In November 2009 the City adopted Northwest 79<sup>th</sup> Avenue Local Area Service Establishment Bylaw No. 1883 to establish a Local Area Service as petitioned by the majority of owners of property located at Lots A, B, C and D, D.L. 5520, SDYD, Plan 25202 and to finance up to seventy thousand dollars (\$70,000) of capital improvements to the City's road network and electrical utilities in the specified area. The City also adopted Northwest 79<sup>th</sup> Avenue Local Area Service Loan Authorization Bylaw No. 1887 authorizing the borrowing of a sum not exceeding seventy thousand dollars (\$70,000) for a maximum term of fifteen (15) years.

Bylaw 1955 will allow for the imposition of the flat tax as well as direct the establishment of the Northwest 79<sup>th</sup> Avenue Local Area Service Parcel Tax Roll.

## **STAFF RECOMMENDATIONS:**

That Council gives first, second and third reading to Bylaw No. 1955.

## **OPTIONS AND ALTERNATIVES:**

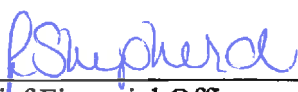
No specific options are given due to the fact that the owners of the four properties in the Local Area Service have agreed to repay the cost of the service on a flat tax basis.

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

The benefit for the City is the recovery of the \$70,000 debt incurred for the capital improvements of the Local Area Service.

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

Community Charter S.200 (2) and (3) and S.202 (2) address imposing a parcel tax or local area service tax.

  
\_\_\_\_\_  
Chief Financial Officer

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

# **THE CORPORATION OF THE CITY OF GRAND FORKS**

## **BYLAW NO.1955**

### **A Bylaw to Establish and Impose a Parcel Tax on a Local Area Service for the Owners of Real Property in the Northwest 79<sup>th</sup> Avenue Local Area Service**

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**WHEREAS** Section 200 of the Community Charter provides that Council may, by bylaw, impose a parcel tax on parcels to provide all or part of the funding for a service;

**AND WHEREAS** Section 202 of the Community Charter provides that Council may, by bylaw establish the assessment roll for the purposes of imposing a flat tax on parcels

**AND WHEREAS** the City has, by Northwest 79<sup>th</sup> Avenue Local Area Service Establishment Bylaw 1883, 2009 authorized the construction of local improvements under Part 7 of the Community Charter and has provided that the debt related to the local improvements be paid by way of parcel tax levied as a single amount per parcel. Parcels imposed with the tax are identified in the Northwest 79<sup>th</sup> Avenue Local Area Service Parcel Tax Roll

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

1. A parcel tax roll for Northwest 79<sup>th</sup> Avenue Local Area Service is hereby directed to be prepared, consisting of those properties identified within Northwest 79<sup>th</sup> Avenue Local Area Service Establishment Bylaw 1883, 2009
2. A parcel tax shall be and is hereby imposed upon the owners of land or real property included in the Northwest 79<sup>th</sup> Avenue Local Area Service parcel tax roll to provide the funding for the related debt payments
3. The parcel tax shall be levied in each year from 2013 to 2027 on each parcel included in the Northwest 79<sup>th</sup> Avenue Local Area Service parcel tax roll.
4. The amount of the annual parcel tax shall be \$1527 per parcel

5. This Bylaw may be cited for all purposes as the “**City of Grand Forks Northwest 79<sup>th</sup> Avenue Local Area Service Parcel Tax Bylaw No. 1955, 2013**”.

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 21<sup>st</sup> day of May, 2013.

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

\_\_\_\_\_  
Corporate Officer – Diane Heinrich

### **CERTIFICATE**

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1955, the “**City of Grand Forks Northwest 79<sup>th</sup> Avenue Local Area Service Parcel Tax Bylaw No. 1955, 2013**” as passed by the Municipal Council of the Corporation of the City of Grand Forks on the 21st day of May, 2013.

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