

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

**November 25th – 7:00 p.m.  
6641 Industrial Parkway**

<b><u>ITEM</u></b>	<b><u>SUBJECT MATTER</u></b>	<b><u>RECOMMENDATION</u></b>
1. <b><u>THE AWARDING OF LONG SERVICE MEDALS FOR FIRE SERVICE WILL BE AWARDED BY FIRE CHIEF, DALE HERIOT</u></b>		
2. <b><u>CALL TO ORDER</u></b>		
a) 7:00pm Call to Order		Call meeting to order at 7:00pm
3. <b><u>ADOPTION OF AGENDA</u></b>		
a) November 25th, 2013 Regular Meeting Agenda		Adopt Agenda
4. <b><u>MINUTES</u></b>		
a) November 12th, 2013 <a href="#">Nov 12th COTW Minutes.pdf</a>	COTW Meeting Minutes	Adopt Minutes
b) November 12th, 2013 <a href="#">Nov 12th Regular Meeting Minutes.pdf</a>	Regular Meeting Minutes	Adopt Minutes
5. <b><u>REGISTERED PETITIONS AND DELEGATIONS</u></b>		
6. <b><u>UNFINISHED BUSINESS</u></b>		
7. <b><u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL (VERBAL)</u></b>		
a) Corporate Officer's Report <a href="#">Council Reports.pdf</a>	Members of Council may ask questions, seek clarification and report on issues	Issues seeking information on operations be referred to the Chief Administrative Officer prior to the meeting.
8. <b><u>REPORT FROM COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY</u></b>		

- a) Corporate Officer's Report  
[RDKB Report.pdf](#)

The City's representative to the Regional District of Kootenay Boundary will report to Council on actions of the RDKB.

9. **RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- a) Manager of Community Services - Community Events and Organization Support Policy No. 503  
[Community Events & Organization Support Policy.pdf](#)

Policy proposal for Council Decision.

Council determines to adopt the Community Events and Organization Support Policy No. 503.

- b) Corporate Officer - 2014 Regular and Committee of the Whole meeting schedule  
[2014 Council Meeting Schedule.pdf](#)

2014 Regular and Committee of the Whole meeting schedule

Council approves the 2014 Regular and Committee of the Whole meeting schedules as presented, and directs staff to proceed with the required legislative advertising for public information.

- c) Grand Forks & District Recreation Commission - Renaming of the Grand Forks Arena  
[Renaming of Grand Forks Arena.pdf](#)

Renaming of the Grand Forks Arena

Council endorses the Grand Forks & District Recreation Commission's request to rename the Grand Forks Arena to be the "Jack Goddard Memorial Arena".

- d) City Staff - Appointments of Acting Mayor for the Council Year 2013-2014  
[Acting Mayor.pdf](#)

Appointments of Acting Mayor for the Council Year 2013-2014

That Council designates Members of Council to serve on a rotating basis as Acting Mayor during the year 2013-2014.

10. **REQUESTS ARISING FROM CORRESPONDENCE**

11. **INFORMATION ITEMS**

- a) Building Inspection and Bylaw Services - Saini Property  
[Memo -Saini Property.pdf](#)

Update from Building Inspection and Bylaw Services regarding the Saini property

Receive for information

- b) Community Christmas Dinner  
[Community Christmas Dinner - Request for Donation.pdf](#)

Requesting a contribution to the 32nd Annual Community Christmas Dinner

In the past Council has resolved to donate funds towards the Christmas dinner. Over the last 3 years, Council has donated \$500 per year towards the dinner.

12. **BYLAWS**

- |   |  |  |
|---|--|--|
| a) Corporate Officer - Bylaw to repeal Bylaw No. 1884<br><a href="#">Bylaw 1884 R-1- Bylaw to repeal Bylaw No. 1884.pdf</a>   | Give Bylaw No. 1884 R-1 Bylaw to Repeal Bylaw No. 1884   | Give first, second and third readings to Bylaw No. 1884 R-1, a Bylaw to repeal Bylaw No. 1884  |
| b) Building Inspection and Bylaw Services - Deer Feeding Bylaw No. 1967<br><a href="#">Deer Feeding Bylaw.pdf</a>   | A Bylaw to prohibit the feeding of deer within the municipal boundary of the City of Grand Forks | That Council give first, second and third reading to Bylaw No. 1967, a bylaw to prohibit the feeding of deer within the municipal boundaries of the City of Grand Forks. |
| c) Chief Financial Officer - Bylaw No. 1992 2013 - 2017 Financial Plan Amendment<br><a href="#">Bylaw 1992 -Financial Plan Amendment Bylaw.pdf</a>                        | Bylaw No. 1992 2013 - 2017 Financial Plan Amendment Bylaw  | Council give first, second and third reading to Bylaw No. 1992 2013 - 2017   |
| d) Building Inspection and Bylaw Services - Amendment to the Municipal Ticketing Bylaw No.1957-A-1<br><a href="#">Amendment to Municipal Ticketing Bylaw No. 1957.pdf</a> | To Adopt an amendment Bylaw to the Municipal Ticketing Information Bylaw.                        | That Council give first, second and third reading to the Municipal Ticketing Bylaw No.1957-A-1   |

13. **LATE ITEMS**

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

15. **ADJOURNMENT**



**THE CORPORATION OF THE CITY OF GRAND FORKS**  
**November 12th, 2013 - 9:00a.m.**  
**6641 Industrial Parkway**

NOT ADOPTED  
SUBJECT TO CHANGE

**COMMITTEE OF THE WHOLE**

**PRESENT:**

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

CHIEF ADMINISTRATIVE OFFICER  
CORPORATE OFFICER  
CHIEF FINANCIAL OFFICER  
MANAGER OF DEVELOPMENT & ENGINEERING  
DEPUTY CORPORATE SECRETARY  
MANAGER OF BYLAW AND BUILDING SERVICES

D. Allin  
D. Heinrich  
R. Shepherd  
S. Bird  
S. Winton  
W. Kopan

GALLERY

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Jim Holmes, Manager of Human Resources for Roxul and Kevin Argue, Superintendent of School District 51 are being recognized and thanked for their ongoing support throughout the fire at City Hall

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The Mayor extended thank you's and acknowledgement to Roxul and School District #51 for support during the fire at City Hall. The Manager of Human Resources at Roxul, Mr. Jim Holmes, and the Superintendent for School District #51, Mr. Kevin Argue, and The Chair of the Board, Ms Theresa Rezansoff were awarded letters of thanks.

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**CALL TO ORDER**

Call meeting to order at 9:00 am

The Mayor called the meeting to order at 9:10 am

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**COMMITTEE OF THE WHOLE AGENDA**

The Mayor advised that there is a late item to be added to the agenda under delegations. Mr. Remy Allard of Piteau Associates will be making a verbal presentation of the draft report for the Well and Aquifer Protection Plan.

NOVEMBER 12, 2013

COMMITTEE OF THE WHOLE MEETING

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Agenda for November 12th, 2013

**MOTION: O'DOHERTY**

**RESOLVED THAT THE AGENDA OF THE COMMITTEE OF THE WHOLE MEETING OF COUNCIL HELD TUESDAY NOVEMBER 12TH, 2013, BE ADOPTED AS AMENDED.**

CARRIED.

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**REGISTERED PETITIONS AND DELEGATIONS**

Interfor - Andrew Horahan of Interfor

Mr. Horahan is providing a power point presentation and update to Council on the recent activities of Interfor.

Mr. Horahan provided an update on the current activities and employment numbers for the Mill. He spoke with regard to:

- lumber capacity and production is up 60% since 2010
- countries lumber is sold to
- the transition of Interfor since 2002
- Interfor is projecting to be a stable mill for the next 20 years
- supports healthy economies
- Invested 35 million in the mill since 2008 and has created a state of the art mill
- spent 4 million to improve the yards and reduce dust
- they employ 140 people in Grand Forks and runs at full capacity with 2 shifts
- have donated over \$40,000 to various community groups

**MOTION: O'DOHERTY**

**RESOLVED THAT THE COMMITTEE OF THE WHOLE RECEIVE THE PRESENTATION BY ANDREW HORAHAN OF INTERFOR.**

CARRIED.

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Piteau Associates - Remy Allard

Mr. Allard is providing a verbal presentation on the draft report for the Well and Aquifer Protection Plan.

Mr. Allard spoke with regard to the draft Well and Aquifer Protection Plan:

- The plan is a requirement of Interior Health Association as a condition of the operating permit
- The City is located on a relatively vulnerable aquifer
- There are already challenges with the aquifer

- Reviewed the history of quality issues and Ground Water Protection Program in Grand Forks
- He provided information on the current Ground Water Protection Program Process
- He identified Interior Health's concerns regarding Ground Water Under the Influence (GWUI) /Ground Water at Risk of Containing Pathogens (GARP) /Ground Water Treatment Objective (GWTO)
- Concepts discussed with Interior Health for moving forward with protection planning including annual reporting and adaptive management

Mr. Allard spoke regard to what is involved in the life expectancy of a well; water meters are considered demand site management. He advised that a Cross Connection Control program can reduce the chance of contamination before it gets to the site and further that the aquifer does not run a risk of contamination, but rather the risk is associated with the way that people are using the water.

**MOTION: O'DOHERTY**

**RESOLVED THAT THE COMMITTEE OF THE WHOLE RECEIVES THE PRESENTATION FROM MR. ALLARD OF PITEAU ASSOCIATES REGARDING THE DRAFT WELL AND AQUIFER PROTECTION PLAN AND REFERS IT TO STAFF FOR FURTHER RESEARCH AND RECOMMENDATIONS AS OUTLINED IN THE REPORT.**

CARRIED.

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Mayor Taylor recessed the meeting at 9:58am  
The meeting reconvened at 10:10am

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#### **PRESENTATIONS FROM STAFF**

Staff Report - Comprehensive Water Meter Program

The Chief Administrative Officer spoke with regard to water metering and advised:

- the goal is to reduce water consumption in the community
- water meters should allow the City to save millions of dollars
- there will be equitable billing in place
- is a requirement for achieving senior level government funding programs
- discussed the program structure and steps for implementation

The Chief Administrative Officer advised that the meters the City is proposing to install have less impact than most remote control devices that people have in their homes and is equivalent to a cordless phone. Individuals with concerns would be able to have pit meters installed as an alternative, but at an additional cost that would be paid for by the homeowner. He spoke further to the process of billing and process once the water meters are installed.

**MOTION: WYERS**

NOVEMBER 12, 2013

COMMITTEE OF THE WHOLE MEETING

**RESOLVED THAT COMMITTEE OF THE WHOLE RECEIVES THE COMPREHENSIVE WATER METER PROGRAM REPORT AND REFERS TO THE NOVEMBER 12TH REGULAR MEETING.**

**NOT ADOPTED  
SUBJECT TO CHANGE**

CARRIED.

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Manager of Community Services - Community Events and Organization Support  
Policy No. 503

The Chief Administrative Officer advised that the highlighted areas in the new report are open for discussion.

There was discussion regarding:

- the amount of staff time required to assist with determining available grants for community organizations. The Chief Administrative Officer advised that this would not require a significant amount of staff time as staff would keep the information updated on a regular basis.
- the options provided can be included in the policy or sections can be removed at Councils discretion
- funding will be determined by Council for each category and will be decided at the 2014 budget process
- letters of support that are requested from the City, can be provided by City staff and not need to be brought to Council for decision unless they are controversial in nature

**MOTION: WIRISCHAGIN**

**RESOLVED THAT THE COMMITTEE OF THE WHOLE CONSIDERS AND DISCUSSES THE DRAFT POLICY WITH REGARD TO COMMUNITY EVENTS AND ORGANIZATION SUPPORT, POLICY NO. 503 AND DETERMINES TO INFORM STAFF OF ANY REQUIRED MODIFICATIONS PRIOR TO CONSIDERATION OF COUNCIL.**

**AND FURTHER, THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL TO REFER THE POLICY, WHETHER IN ITS ENTIRETY OR AS A MODIFIED DOCUMENT, TO THE NOVEMBER 25TH REGULAR MEETING OF COUNCIL.**

CARRIED.

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Corporate Officer - 2014 Regular and Committee of the Whole Meeting Schedule

**MOTION: O'DOHERTY**

**RESOLVED THAT THE COMMITTEE OF THE WHOLE RECEIVES THE 2014 REGULAR AND COMMITTEE OF THE WHOLE MEETING SCHEDULE AND REFERS THE SCHEDULE TO THE NOVEMBER 25TH REGULAR COUNCIL MEETING.**

CARRIED.

NOVEMBER 12, 2013

COMMITTEE OF THE WHOLE MEETING

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Public Works Department - David Reid, Roads Coordinator - Snow Clearing Roads and Airport Policy No:1103 and Snow Clearing Policy - No. 1140 Snow clearing of sidewalks - Power Point Presentation

Mr. Reid provided an overview of the areas to be included in the snow clearing plan with regard to roads, the airport and sidewalks.

- he advised of priority areas for clearing
- he spoke with regard to factors that may impact the plan and priority areas
- it takes 2-3 days to clear all the roads in town
- there will be casuals hired to clear snow throughout the night so roads will be clear in the morning for the downtown merchants
- he spoke with regard to challenges with clearing
- downtown merchants will be encouraged to clear the sidewalks in the front of their shops

Residents are responsible for snow clearing in front of their homes, just as it is the responsibility of shop keepers to keep the sidewalks clear in front of their businesses. Sidewalks are sanded at the same time they are cleared by the City.

**MOTION: KROG**

**RESOLVED THAT COUNCIL RECEIVES THE PRESENTATION GIVEN BY DAVID REID, ROADS COORDINATOR, REGARDING SNOW REMOVAL ON ROADS, AIRPORT AND SIDEWALKS.**

CARRIED.

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### **REPORTS AND DISCUSSION**

Monthly Highlight Reports from Department Managers

The Chief Administrative Officer provided an overview to Council of the Managers reports for October 2013.

**MOTION: WIRISCHAGIN**

**RESOLVED THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL TO RECEIVE THE MONTHLY HIGHLIGHT REPORTS FROM DEPARTMENT MANAGERS.**

CARRIED.

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### **PROPOSED BYLAWS FOR DISCUSSION**

Chief Financial Officer - Bylaw No.1992 -2013-2017 Financial Plan Amendment

**MOTION: O'DOHERTY**

NOVEMBER 12, 2013

COMMITTEE OF THE WHOLE MEETING

**NOT ADOPTED  
SUBJECT TO CHANGE**

**THE COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL REFER BYLAW NO. 1992  
2013-2017 FINANCIAL PLAN AMENDMENT BYLAW TO THE NOVEMBER 25TH  
REGULAR MEETING OF COUNCIL.**

CARRIED.

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Building Inspection and Bylaw Services - Deer Feeding Bylaw No. 1967

Council discussed the bylaw with regard to:

- The Bylaw speaks with regard to residential property.
- Salt Licks can be considered covered under section 2.1 - food and section 2.2 can be removed.

Feeders will be fined, but will have the opportunity to come before council to plead their case.

**MOTION: WIRISCHAGIN**

**RESOLVED THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL TO  
REFER BYLAW 1967 TO THE NOVEMBER 25TH REGULAR MEETING OF COUNCIL FOR  
FIRST, SECOND AND THIRD READING.**

CARRIED.

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#### **INFORMATION ITEMS**

Chief Financial Officer - 2014 Financial plan Schedule

**Receive the Memorandum for information.**

**MOTION: KENDEL**

**RESOLVED THAT COMMITTEE OF THE WHOLE RECEIVE THE REPORT WITH REGARD  
TO THE 2014 FINANCIAL PLAN SCHEDULE.**

CARRIED.

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Councillor Gary Smith - Declaration Under Section 107 of the Community Charter

**MOTION: O'DOHERTY**

**RESOLVED THAT THE COMMITTEE OF THE WHOLE RECEIVES THE MEMORANDUM  
SUBMITTED BY COUNCILLOR GARY SMITH WITH REGARD TO THE DECLARATION  
UNDER SECTION 107 OF THE COMMUNITY CHARTER AND REFERS IT TO THE  
NOVEMBER 12TH REGULAR MEETING SUMMARY OF INFORMATION.**

CARRIED.

NOVEMBER 12, 2013

COMMITTEE OF THE WHOLE MEETING

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Fire Chief / Manager of Emergency Services - joint fire service agreement between  
Grand Forks Rural Fire Protection and the City of Grand Forks

**Receive for information**

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Phoenix Mountain Alpine Ski Society - the 2013-2014 ski season

Mayor Taylor advised that the regional directors are putting something together to address the timing of the funding issue and further spoke with regard to the imminent challenge with the financial pieces.

The BEDC has asked the administration of the RDKB to put something together that will provide options for a resolution.

The Chief Administrative Officer advised that if the City provides funding support then it would need to be a fee for service. And further advised that it would be prudent for Council to look at what other area directors are going to do, as well as the timing of request and the need to invite the Phoenix board to attend a Council Meeting to make the request.

It was noted that the Community is working together to find a solution but this is premature to council to make a decision.

**MOTION: O'DOHERTY**

**RESOLVED THAT THE COMMITTEE OF THE WHOLE RECEIVES THE LETTER FROM PHOENIX MOUNTAIN ALPINE SKI SOCIETY AND REFERS TO THE NOVEMBER 12TH REGULAR MEETING.**

CARRIED.

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**CORRESPONDENCE ITEMS**

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**LATE ITEMS**

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

**James Wilson**

He spoke with regard to:

- An invitation to Council and Mayor to the Regional Chambers Annual General Meeting at Gallery 2 at 5:30pm on November 13th.

NOVEMBER 12, 2013

COMMITTEE OF THE WHOLE MEETING

**NOT ADOPTED  
SUBJECT TO CHANGE**

- He spoke with regard to his trip to China and the business connections that he made.

**Les Johnson**

He spoke with regard to controlling deer feeding

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**QUESTION PERIOD FROM THE PUBLIC**

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**ADJOURNMENT**

**MOTION: O'DOHERTY**

**RESOLVED THAT THE COMMITTEE OF THE WHOLE MEETING WAS ADJOURNED AT  
11:53A.M.**

**CARRIED.**

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**CERTIFIED CORRECT:**

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

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Deputy Corporate Secretary - Sarah Winton

NOVEMBER 12, 2013

COMMITTEE OF THE WHOLE MEETING

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

**REGULAR MEETING OF COUNCIL**  
**TUESDAY, NOVEMBER 12TH, 2013**

**PRESENT:** ACTING MAYOR CHER WYERS  
COUNCILLOR BOB KENDEL  
COUNCILLOR NEIL KROG  
COUNCILLOR PATRICK O'DOHERTY

CHIEF ADMINISTRATIVE OFFICER  
CORPORATE OFFICER  
CHIEF FINANCIAL OFFICER  
MANAGER OF DEVELOPMENT & ENGINEERING  
DEPUTY CORPORATE SECRETARY

D. Allin  
D. Heinrich  
R. Shepherd  
S. Bird  
S. Winton

GALLERY

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**CALL TO ORDER**

a) 7:02 p.m. Call to Order

Acting Mayor Cher Wyers called the meeting to order

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**ADOPTION OF AGENDA**

a) November 12th, 2013 Regular Meeting Agenda

**MOTION:** O'DOHERTY / KENDEL

**RESOLVED THAT THE AGENDA OF THE REGULAR MEETING OF COUNCIL HELD ON  
TUESDAY NOVEMBER 12TH, 2013, BE ADOPTED AS CIRCULATED.**

CARRIED.

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**MINUTES**

a) October 28th, 2013

Special Meeting Minutes

**MOTION: KROG / KENDEL**

not adopted  
subject to change

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

CARRIED.

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b) October 28th, 2013

Regular Meeting Minutes

**MOTION: KENDEL / O'DOHERTY**

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

CARRIED.

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**REGISTERED PETITIONS AND DELEGATIONS**

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**UNFINISHED BUSINESS**

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

a) Corporate Officer's Report -Verbal Reports of Council

**Councillor O'Doherty:**

He reported on the following items:

- His attendance at the Remembrance Day service on November 11th.
- His participation in the opening of the Multi Agency and the Whispers of Hope and the opening of the thrift shop.
- He advised that the Border Bruins have been playing well this season.

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- **Councillor Kendel:**

- He reported on the following items:

- His attendance at Remembrance Day service on November 11th, and informed Council of the good turnout at the event.
- His attendance at the Boundary Museum monthly meeting, and advised that the board is hoping to receive a logging display for next year, and are excited to reopen the flour mill again next spring.

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- **Councillor Krog:**

He reported on the following items:

- His attendance at the Remembrance Day service.
- **Councillor Wyers:**
  - She reported on the following items:
  - Her attendance at the Tourism BC workshop at Community Futures on October 29th, where the 10 year regional strategy was introduced by TOTA and she advised that TOTA is focusing on EQ or explorer quotient. Their goal is to story tell for the regions included in the Thompson Okanagan. This will be done with key images and themes that depict the story of the area.
  - Her participation on October 31st with Citizens on Patrol, who were out and about and assisted with Rotary Bonfire that night. She advised that Citizens on Patrol are also assisting with the evening nephelometer monitoring in order to collect data and compare day and night stats. They have also been speed board monitoring on 68th avenue around 18th.
  - She spoke with regard to Christina Lake offering Flu Shots next week at the Community Hall.
  - She spoke with regard to the Rivers Edge Theatre and the presentation of Becky's Car. She spoke with regard to the November 20th Grand Forks and District Library board meeting, and advised that the Friends of the Library are hosting their annual cookie sale.
  - She advised that the Grand Forks Environment Committee meeting will be held on November 21st at 11am at the RDKB meeting room.

**MOTION:** O'DOHERTY / KROG

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

CARRIED.

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

a) Corporate Officer's Report - The acting mayor provided a verbal report

Acting Mayor Wyers advised that:

- The Regional District of Kootenay Boundary attended workshops with regard to operational issues.

**MOTION:** O'DOHERTY / KENDEL

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

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**RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- a) Manager of Development and Engineering Services - Comprehensive Water Meter Program

Request for early budget approval for the Comprehensive Water Meter Program.

**MOTION:** O'DOHERTY / KENDEL

**RESOLVED THAT COUNCIL RECOMMENDS TO APPROVE EARLY BUDGET APPROVAL IN THE AMOUNT OF 1.3 MILLION DOLLARS TO BE FUNDED FROM GAS TAX FUNDS FOR THE INITIATION OF THE COMPREHENSIVE WATER METERING PROGRAM, IN THE DESIRED APPROACH AS LAID OUT IN THIS REPORT.**

CARRIED.

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**REQUESTS ARISING FROM CORRESPONDENCE**

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**INFORMATION ITEMS**

Correspondence to/from Mayor and Council

- a) Councillor Gary Smith -Declaration

Councillor Gary Smith - Declaration under section 107 of the Community Charter - Contract with the City for Pest Control

**MOTION:** KENDEL / O'DOHERTY

**RESOLVED THAT THE MEMORANDUM, DATED OCTOBER 31ST, 2013, FROM COUNCILLOR GARY SMITH, OUTLINING THAT HE HAS BEEN PROVIDING PEST CONTROL SERVICES TO THE CITY OF GRAND FORKS, AND WILL CONTINUE TO PROVIDE SUCH SERVICES, INASMUCH AS THERE IS NO OTHER PEST CONTROL PROVIDER IN THE AREA, BE RECEIVED PURSUANT TO SECTION 107 OF THE COMMUNITY CHARTER.**

CARRIED.

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- b) Phoenix Mountain Alpine Ski Society

Request for funding support for the 2013-2014 Ski Season.

The Chief Administrative Officer advised that the City cannot provide support to



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business and recommended that the society come to City council to present their case and also to present what other partners including the Regional District are doing to provide support for the Society.

**MOTION:** O'DOHERTY / KENDEL

**RESOLVED THAT THE REQUEST FROM THE PHOENIX MOUNTAIN ALPINE SKI SOCIETY BE RECEIVED FOR DISCUSSION PURPOSES AND REFERRED TO STAFF FOR FURTHER INFORMATION.**

CARRIED.

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c) Santa Claus Parade

Request to participate

Council advised staff that they would like to participate in the Santa Claus Parade and requested that staff submit a form for a float and provide candy.

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## **BYLAWS**

a) Manager of Development and Engineering - Bylaw No. 1990 - Amendment to the City of Grand Forks Zoning Bylaw No. 1601, 1999

Final reading and adoption of Bylaw No. 1990 - Amendment to the City of Grand Forks Zoning Bylaw No. 1601, 1999

**MOTION:** KENDEL / KROG

**RESOLVED THAT COUNCIL GIVES FINAL READING TO BYLAW NO. 1990, CITED AS THE AMENDMENT TO THE CITY OF GRAND FORKS ZONING BYLAW NO. 1990, 1999**

CARRIED.

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## **LATE ITEMS**

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## **QUESTIONS FROM THE PUBLIC AND THE MEDIA**

LES JOHNSON - He spoke with regard to citizens on patrol and the monitoring of driving infractions recorded, particularly with regard to cell phone use.

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## **ADJOURNMENT**

The regular meeting of council was adjourned at 7:26 pm

a) Meeting Adjourned

**MOTION: O'DOHERTY**

**RESOLVED THAT THIS REGULAR MEETING OF COUNCIL BE ADJOURNED AT 7:29PM  
CARRIED.**

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**CERTIFIED CORRECT:**

\_\_\_\_\_  
ACTING MAYOR - CHER WYERS

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DEPUTY CORPORATE SECRETARY -  
SARAH WINTON

## THE CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION

**DATE** : November 19th, 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 CAO

  
Reviewed by Chief Administrative Officer

## THE CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION

**DATE** : November 19th, 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 DECISION

**DATE** : November 18TH, 2013  
**TOPIC** : Community Events & Organization Support Policy No. 503  
**PROPOSAL** : Policy Proposal for Council Decision  
**PROPOSED BY** : City Staff

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### **SUMMARY:**

At the June, 2013, Committee of the Whole Meeting, the COTW reviewed and discussed a memorandum from Staff that provided options to Grant In Aid Funding. The COTW directed Staff to prepare a Policy that addressed the points within the memorandum so that Council could consider different options.

Staff presented the attached policy for the Committee of the Wholes' consideration and discussion on November 12th. The policy addresses the points as presented in the memorandum, and is built in such a way, that Council may choose to modify or eliminate sections without affecting the entire policy. Staff would advise that they had some difficulty in devising the Event Host and Hosting Funds section. Staff's intention was to develop an option that would benefit the community as a whole; inasmuch, there is still the potential that organizations could compete for funding. Council should be apprised, that the policy does not bind Council to allocate funds for any area as indicated in the policy in any given budget year if they so choose not to; however, by not approving the "in-kind" funding area, would greatly reduce the services provided by the City in on-going Events as requested throughout the year.

### **STAFF RECOMMENDATIONS:**

**Option 1:** That Council determines to adopt the Community Events and Organization Support, Policy No. 503.

### **OPTIONS AND ALTERNATIVES:**

- 1. Council's consideration to adopt the policy.** Any financial obligations within the policy would be determined through the annual budgeting process.
- 2. COTW receives the proposed policy.** This option will see the proposed policy, as presented, for information purposes only.

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

**Option 1:** The benefit of this policy is that Council may choose to allocate funding in a variety of ways with regard to events and to organizations as a fee for service, if Council so wishes.


**Option 2:** The disadvantage of not having an events policy in place, would reduce activities and functions, as supported by the City

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

Council will need to decide within each given year, the amount of funds to be allocated, if any, towards community events.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

Council has the authority to allocate funding to community events and organizations as long as it is not offering direct financial assistance to businesses or individuals.

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

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

<b>THE CORPORATION OF THE CITY OF GRAND FORKS</b>		
<b>POLICY TITLE:</b>	<b>Community &amp; Organization Support (Events and Community Oriented Services)</b>	<b>POLICY NO: 503</b>
<b>EFFECTIVE DATE:</b>	<b>SUPERSEDES:</b>	
<b>APPROVAL: Council Resolution</b>		<b>PAGE: 1 of 4</b>

**POLICY:**

**1. PROVISION OF INFORMATION REGARDING GRANT OPPORTUNITIES**

The City of Grand Forks' website will include a page dedicated to Community and Organizational Grant Funding Opportunities that intends to provide links to current granting information. The City of Grand Forks will provide up to date Grant Opportunities information on a quarterly basis or as currently received to the City from the Provincial and Federal Governments or their individual Ministries to be placed on the City's website. Organizations should be aware that besides governmentally driven funding information that would be provided as information from the City, that research should be done with regard to the multitudes of other funding opportunities available outside of the governmental realm.

**2. NON-MONETARY CITY SUPPORT TO ORGANIZATIONS**

**a) Assistance to Grant Applicants** – Although the role of City Staff is not to fill out or submit Grant applications, Staff may be able to provide advice and/or assistance of information pertinent to the municipality, for the benefit of the grant application.

**b) Support Letters to Organizations and Groups** – City Council authorizes City Staff to provide Letters of Support in an on-going basis to organizations requesting said support to accompany their funding applications. Letters of Support do not commit the City to any monetary commitments unless previously directed by resolution of Council in compliance with budget restraints.

Organizations requiring letters of support should do so in writing or via email outlining the nature of their funding request; the community or organizational benefits if they receive the grant; identify to whom the request should be addressed; and supply instructions to Staff on where the support letter should be sent – whether it be by personal pick-up at the front counter at City Hall, via email (email address required) or by mail (complete mailing address required), and allow City Staff two weeks in advance to provide their support letter.

### **3. CITY SUPPORT FUNDING OPTIONS**

Council may determine to provide support funding at its discretion and subject to the requirements of the Community Charter and provided Council has an annual allocation of funds in the City's Financial Plan for some or all of the following funding components:

#### **a) Umbrella Organizations**

Council may choose to appoint a qualified umbrella organization in compliance with the Canada Revenue Agency's Policy Statement CPS-026, "Guidelines for the Registration of Umbrella Organizations" and in compliance with Subsection 149.1(1) of the Income Tax Act, to act as a funding distributor for determined budgeted allocated funds intending to support other registered charitable community organizations. By law, qualified beneficiaries are regarded as registered charities and the umbrella organization must demonstrate that at least 90 percent of the beneficiaries of its service are registered charities.

Council may determine that yearly allocated funds be directed to the care of the Umbrella Organization with consideration of a set of guidelines that would outline specific requirements geared to benefit the City. It would be Council's discretion whether they wish to provide funding to an umbrella organization within any given year.

#### **b) Fees for Services**

Council may determine to provide funding to an organization contingent on a community service agreement between the two parties. The organization entering into the agreement would be obligated to provide determined community services in lieu of funding.

Fees for service requests are required to make their presentations to Council on an annual basis during the City's budgeting process (to allow Council to consider allocating funds for the following year), by presenting their business case for the requested funding amount, in addition to in-kind requirements of the City, in any, and outlining the "community as a whole" services that they intend to provide to the City. If an existing funding agreement is already in place, those agreements would remain in effect until their expiry date. Business cases and correspondence should be submitted in writing to the City by October 31<sup>st</sup> in order to be presented to Council during the budgeting process for the following year. It is Council's prerogative to accept or reject any proposals.



### **COMMUNITY SPIRIT EVENT FUNDING PROGRAM**

The Community Spirit Events funding program would include funding from both in-kind City contributions and by funds set aside for community events and entertainment opportunities throughout the year. The dedication of funds will determine the caliber and quantities of the events for the following year.

#### **a) In-Kind City Services**

Council would determine an annual budget amount for the in-kind services. While no money changes hands, events can incur a significant in-kind to dollar amount in the form of wages paid to employees who are dedicating their time to City assistance for and during an event, and also by use of City equipment and supplies such as loaders, water trucks, sound system, barricades, posters, etc.

During the annual budgeting process, Staff will review with Council, the previous & current year's in-kind contributions to date, in addition to including any scheduled, pre-planned significant events for the following year, so that Council will be able to make the next year's in-kind funding decision.

The in-kind funding will support the yearly smaller and "anchor" events. Posting of in-kind services for these events should be clearly identified as per each event so that costs can be properly tracked and will provide the foundation for budgeting purposes. "Anchor" events are identified as those which traditionally repeat themselves year after year such as a Fall Fair, Canada Day, etc.

In order to protect the assets of the City that may be distributed and requested by various groups and organizations, a refundable deposit will be required by the City. The amount of the deposit will be determined by Staff contingent to those assets which are lent out.

#### **City Sponsored Events and/or Activities**

Council may determine to allocate a determined amount of funds through the yearly budgeting process to go towards community events and activities. To assist in the determination of total allocated funds for the program, Staff would review and present to Council, the past City funded sponsorships in addition to reviewing and discussing possible future events and activities for which Council may wish the City to participate.

Working with volunteers and various organizations in relation to events, holidays and activities, Staff would have discretion to determine how to utilize the budgeted funds throughout the year, and have the ability to carry over any surplus funding to the following

year with regard to items 1 through 4, as below. An exception to this guideline would be in relation to larger events and requests, such as festivals, where the City is considering or is requested for event funds exceeding \$2,000, wherein Council would be presented with an event & expense plan (complying within the current budget), either by Staff, or by an organization wishing to become an event host.

Organizations seeking funding from the City must first demonstrate, disclose and provide proof of other applications and funding which may be received from other sources paid to that organization for their event. Organizations or groups that have grants or funding applications in process, or pending, must provide acknowledgments and/or correspondence from the other “grantors”, prior to making their presentations to Council as a Delegation in accordance with the City’s Delegation Policy.

1. **Statutory Holiday & Seasonal Sponsorship** in the form of “no charge” activities and/or entertainment that would be planned and collaborated with City Staff and event volunteers and organizations in relation to the events.
2. **Advertising Sponsorship** where determined funds intending to support events through advertising requests would be allocated by Staff in compliance with the current budget. Some examples, (but not limited to) are: Event & program booklets, newspaper support regarding community events, “Chuckwagon” Tarps;
3. **Educational Scholarships** – Annually, the City receives a request from the Grand Forks Secondary School for two \$500 scholarships to be given out to two graduation students as per the GFSS Scholarship Policy no. 502
4. **Volunteer Appreciation** – Traditionally, on an annual basis, the City contributes funds toward the recognition and appreciation of its Volunteers
5. **City Sponsored Festival Considerations** – The City may decide to sponsor a Seasonal Festival or Festivals e.g. (but not limited to) are: A Winter Festival, and/or a Summer Festival. A festival would require considerable planning with several groups, organizations and volunteers. The City would require an entity to facilitate and coordinate the details. Council should decide during the annual budgeting process, if they are willing to commit funds for Event Hosting each year.

#### **EVENT HOST & HOSTING FUNDS**

The City may advertise for organizations to apply to be an Event Host for yearly festivals. Organizations would be encouraged to apply to be the Event Host and subsequently present their business case to Council. As part of the process, the group would apply for a Hosting Fund in order for the group to do the work and would work with vendors, other organizations and volunteer groups that would be involved in the “festival”; in addition, they would be required to outline all expenses expected to be funded by the City for the venue and would follow the following criteria as part of the application:

- Event Host Group must make a presentation to Council at least four months in advance of the event, fair or a tournament. The presentation must be accompanied by a written plan and requests of the City.
- If at all possible, the presentation to be made in conjunction with the City's budgeting process commencing in the fall taking in consideration of at least four months in advance of the event
- The applicants must specify the amount of event host funding required.
- The applicant must demonstrate the acceptability of the event, fair and tournament within the community and the involvement of volunteers
- The applicant must provide a financial plan for the tournament, event or the fair including donations and advertising revenues and specify the financial and in-kind expectations of the City
- The applicant must specify any waivers of fees, charges and permits from the City including city employee commitment required during the event.

#### **General Requirements**

Preference may be given to applications that:

- Partner with other service providers in the community;
- Requesting Provincial Grant money as a priority in order to improve community infrastructure with matching funds from donations and grants, rather than requesting ongoing financial support.

#### **ADDITIONAL REQUIREMENTS**

Events support funding allocation unspent from operating fund shall be carried forward into the following fiscal year.

Programs, activities and events must not offer direct financial assistance to businesses, individuals or families.

The City has an Events Request Form which must be completed by those requesting City venues, services and staff. As part of the City's contribution, whether it be financially or in-kind, would require the utilization of the City's brand as a supporter of said event.

In order for Staff to facilitate Council's decisions within this policy, forms and applications would be "as appendices" to this policy and would need to be developed and/or altered by Staff from time to time to facilitate event requirements.

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

**DATE** : November 18<sup>th</sup>, 2013  
**TOPIC** : 2014 Regular & COTW Meeting Schedule  
**PROPOSAL** : Council adoption of:  
Notice of the Schedule of Regular & COTW Meetings  
**PROPOSED BY** : City Staff

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### **SUMMARY:**

Council was presented the 2014 Regular & COTW Meeting Schedule at the November 12<sup>th</sup>, COTW meeting for discussion purposes and subsequent referral to the Regular Meeting on November 25<sup>th</sup>. An additional modification which Staff would like to recommend is that the meetings for January 2014 be reversed so that the COTW will occur at the second meeting in the month. With the Christmas season prior to the Agenda week, it would be difficult to compile a COTW in the shortened time period.

All meetings have been scheduled to avoid UBCM, FCM and AKBLG conferences. There are 2 Regular Meetings per month, except for July and August where there is only one meeting scheduled. Traditionally, the adoption of the Meeting Schedule is given in the first week in December (as it coincides with the Inaugural Meeting after an election); however Council has only one meeting this December which occurs on December 16th.

### **STAFF RECOMMENDATIONS:**

**Option 1:** Council approves of the 2014 Regular and COTW Meeting Schedules as presented, and directs Staff to proceed with the required legislative advertising for public information.

### **OPTIONS AND ALTERNATIVES:**

**Option 1:** Council approves of the 2014 Regular and COTW Meeting Schedules as presented, and directs Staff to proceed with the legislative advertising for public information.

**Option 2:** As the meeting schedule is legislatively required, there is no advantage in not adopting the schedule.

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

**Option 1:** Proceeding with the listing as presented ensures that meetings will avoid the times that Council is unavailable, such as UBCM and AKBLG, and further than Council Committees and Staff will be able to align upcoming meetings and budget schedules to the 2014 Calendar.

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

No impact.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

Once the Meeting Schedule has been adopted by Council, Section 94 of the Community Charter requires that Council publish notice in two consecutive issues of a newspaper, of the intended yearly meeting schedule.

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

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



Settle down.

# January 2014



Settle down.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 New Year's Day	2	3	4
5	6	7	8	9	10	11
12	13 Regular Council Meeting	14	15	16	17	18
19	20	21	22	23	24	25
26	27 COTW Meeting Regular Council Meeting	28	29	30	31	



Settle down.

# February 2014



Settle down.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10 BC Family Day	11 COTW Meeting Regular Council Meeting	12	13	14	15
16	17	18	19	20	21	22
23	24 Regular Council Meeting	25	26	27	28	



Settle down.

# March 2014



Settle down.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10 COTW Meeting Regular Council Meeting	11	12	13	14	15
16	17	18	19	20	21	22
23	24 Regular Council Meeting	25	26	27	28	29
30	31					





Settle down.

# April 2014



Settle down.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 COTW Meeting Regular Council Meeting	8	9 AKBLG Creston	10 AKBLG Creston	11 AKBLG Creston	12
13	14	15	16	17	18 Good Friday	19
20	21 Easter Monday	22	23	24	25	26
27	28 Regular Council Meeting	29	30			



Settle down.

# May 2014



Settle down.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12 COTW Meeting Regular Council Meeting2	13	14	15 Deadline for adopting Tax Rates and Financial Plan	16	17
18	19 Victoria Day	20	21	22	23	24
25	26 Regular Council Meeting	27	28	29	30 FCM—Niagara Falls	31 FCM—Niagara Falls



Settle down.

# June 2014



Settle down.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 FCM—Niagara Falls	2 FCM—Niagara Falls	3	4	5	6	7
8	9 COTW Meeting Regular Council Meeting	10	11	12	13	14
15	16	17	18	19	20	21
22	23 Annual Report Regular Council Meeting	24	25	26	27	28
29	30					



Settle down.

# July 2014



Settle down.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Canada Day	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21 COTW Meeting Regular Council Meeting	22	23	24	25	26
27	28	29	30	31		



Settle down.

# August 2014



Settle down.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 Civic Holiday	5	6	7	8	9
10	11	12	13	14	15	16
17	18 COTW Meeting Regular Council Meeting	19	20	21	22	23
24	25	26	27	28	29	30
31						



Settle down.

# September 2014



Settle down.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Labour Day	2 COTW Meeting Regular Council Meeting	3	4	5	6
7	8	9	10	11	12	13
14	15 Regular Council Meeting	16	17	18	19	20
21	22 UBCM Whistler	23 UBCM Whistler	24 UBCM Whistler	25 UBCM Whistler	26 UBCM Whistler	27
28	29	30				



Settle down.

# October 2014



Settle down.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 COTW Meeting Regular Council Meeting	7	8	9	10	11
12	13 Thanksgiving	14	15	16	17	18
19	20 Regular Council Meeting	21	22	23	24	25
26	27	28	29	30	31	



Settle down.

# November 2014



Settle down.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 COTW Meeting Regular Council Meeting	4	5	6	7	8
9	10	11 Remembrance Day	12	13	14	15 Local Government Election Day
16	17 Regular Council Meeting	18	19	20	21	22
23	24	25	26	27	28	29
30						





Settle down.

# December 2014



Settle down.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Inaugural Meeting	2	3	4	5	6
7	8	9	10	11	12	13
14	15 COTW Meeting Regular Council Meeting	16	17	18	19	20
21	22	23	24	25 Christmas Day	26 Boxing Day	27
28	29	30	31			

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

**DATE** : November 19<sup>th</sup>, 2013

**TOPIC** : Renaming of the Grand Forks Arena

**PROPOSAL** : Council's Approval of the Renaming of the Arena

**PROPOSED BY** : Grand Forks & District Recreation Commission

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### **SUMMARY:**

The City is in receipt of an email from the Regional District of Kootenay Boundary's, Director of Recreation and Facilities, John Mackey. He is requesting on behalf of the Grand Forks & District Recreation Commission, that City Council consider endorsing the renaming of the Grand Forks Arena to be renamed the "Jack Goddard Memorial Arena".

Jack Goddard was elected Mayor for the City of Grand Forks in 1966 and remained as Mayor until 1973. While in office, the construction and completion of the new Grand Forks Arena was one of his proudest moments. Upon his passing on September 12<sup>th</sup>, 2013, Mr. Goddard's son, Jack, had suggested to the Regional District that it would be a honor if the arena could be renamed in his father's memory.

### **STAFF RECOMMENDATIONS:**

**Option 1: Council endorses the Grand Forks & District Recreation Commission's request to rename the Grand Forks Arena to be the "Jack Goddard Memorial Arena".**

### **OPTIONS AND ALTERNATIVES:**

**Option 1: Council approves the request:** This option will see Council in support of renaming the Arena in respect for a past Elected Official.

**Option 2: Council declines to endorse the request.** This option sees Council as not in support of the renaming of the arena.

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

**Option 1:** Council will have endorsed the renaming of the arena which was a legacy of the Mayor in power at the time of its construction and completion.

**Option 2:** Council could be viewed as being non-supportive in the request to rename the Arena.

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


There is no request for any monetary funding towards the changing of the name inasmuch as the arena is under ownership of the Regional District of Kootenay Boundary.


**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

No legislative impact.

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

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From:  Brian Taylor  
John Mackey <jmackey@rdkb.com>

Nov-14-13 10:35:40 PM 

Subject: Fwd: Renaming Grand Forks Arena

To:  Diane Heinrich

---

Brian Taylor, Mayor

DISCLAIMER: This message is intended for the addressee (s) named and is confidential. The message must not be circulated or copied without the prior consent of the sender or the sender's representative Corporation or the Corporations's F.O.I. Officer

----- Original Message -----

Good Afternoon Mayor Taylor,

There is a recommendation from the Grand Forks & District Recreation Commission before the RDKB Board to rename the Grand Forks Arena. The Commission has recommended that the Arena be renamed the "Jack Goddard Memorial Arena."

The Recreation Commission requests the endorsement of Grand Forks City Council in this renaming process.

Thank you.

John Mackey, CD, MA  
Director of Recreation & Facilities

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I am using the Free version of [SPAMfighter](#).  
SPAMfighter has removed 3393 of my spam emails to date.

Do you have a [slow PC?](#) Try a free scan!



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

**DATE** : November 18, 2013  
**TOPIC** : Acting Mayor for the Council Year 2013-2014  
**PROPOSAL** : Appointments of Acting Mayor for the Council Year 2013-2014  
**PROPOSED BY** : City Staff

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### **SUMMARY:**

Each year Council is required to designate from among its members, Councillors to serve on a rotating basis as Acting Mayor to act in the place of the Mayor when the Mayor is absent or unavailable. Usually this is done the first week in December inasmuch Council only has one meeting this year which is in the middle of December. As the acting Mayor structure is based around the election timeframe, the first Acting Mayor begins on December 1<sup>st</sup>; therefore the decision is brought before Council at the November 25<sup>th</sup> Regular Meeting.

### **STAFF RECOMMENDATIONS:**

**Option 1: That Council designates Members of Council to serve on a rotating basis as Acting Mayor during the year 2013-2014**

#### **Recommended Resolution:**

***"Resolved that the following Councillors be appointed as Acting Mayor for the corresponding two-month period for the ensuing Council year.***

***Councillor Kendel – December 2013 and January 2014***

***Councillor Krog – February 2014 and March 2014***

***Councillor O'Doherty – April 2014 and May 2014***

***Councillor Smith – June 2014 and July 2014***

***Councillor Wirischagin – August 2014 and September 2014***

***Councillor Wyers – October 2014 and November 2014***

### **OPTIONS AND ALTERNATIVES:**

**Option 1: That Council designates Members of Council to serve on a rotating basis as Acting Mayor during the year 2013-14.** This option would ensure that Council is following the guidelines within their Procedure Bylaw.

**Option 2: Council appoints Members of Council to Act as Mayor for different months in 2013 and 2014.** This option would also ensure that Council is compliant with the Grand Forks Procedure Bylaw, but would allow for individual Councillors to be appointed for different months.

**BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:**

**Option 1:** The benefit to this option is that Council will ensure compliance with the Procedure Bylaw and at the same time keep to the same rotation schedule for the role of Acting Mayor as in the past. The resolution outlines appointments from December to December inasmuch as Council's term of office begins December 1<sup>st</sup>. The rotation schedule is based on appointment of Members of Council in alphabetical order for a two-month term of Acting Mayor.

**Option 2:** This option allows Council the flexibility to appoint any members of Council to a term of Acting Mayor in different months than those outlined in the recommended resolution. The disadvantage to this option is the fact that the rotation schedule held by Council for the previous year would be out of sink. There is no option to decline the appointment of Members of Council to Act as Mayor for the ensuring year.

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

There is no direct financial impact to appointing Members of Council to Act as Mayor.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

Council must in respect of the ensuing calendar year designate from among its members Councillors to serve on a rotating basis as Acting Mayor. The rotating basis of alphabetical order, outlined in the above recommended resolution, has been the precedent for more than 20 years.

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

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

**STAFF MEMORANDUM**

**To: Diane Heinrich**  
**Date: November 19, 2013**  
**From: Wayne Kopan,**  
Manager of Building Inspection & Bylaw Services

**MEMO**

**RE: 6401 Highway # 3 Grand Forks (Saini Property)**

Since the show cause hearing held on September 9, 2013 some progress has been made towards the cleanup of 6401 Highway # 3. Due to the fact that progress was being made, I have granted Mr. Saini and his tenant some additional time to complete the work. Then in late October the cleanup had appeared to stall, so at this time the Bylaw Enforcement Office has sent out the third and final notice for the bylaw infractions that continue to exist.

In this letter I indicated that I would be on site on November 19, 2013 to review the remaining items that would need to be removed from the property. This would then give the owner and the tenant an additional two weeks to complete the cleanup of the remaining items. Then on December 4, 2013 the City would attend the site with a contractor to obtain a cleanup estimate. The City would then proceed with the cleanup during the week of December 9 - 13, 2013.

To date, the Bylaw Office feels that the City has afforded the owner and the tenant a reasonable amount of time to complete the cleanup and although some progress has been made, the City cannot continue with extensions on this matter.

SEE ATTACHED PHOTOS



Photos from September 9, 2013




Photos from November 19, 2013



Although two recreational vehicles have been removed, three still remain on site. As for the automobiles, three have been removed. Four vehicles still remain on site however none are insured and cannot move under their own power. There are also several truck loads of scrap metal, wood, and other debris which will need to be removed from this property once the City commences with the cleanup order.

Respectfully Submitted:

  
Wayne Kopan  
Manager of Building Inspection & Bylaw Services

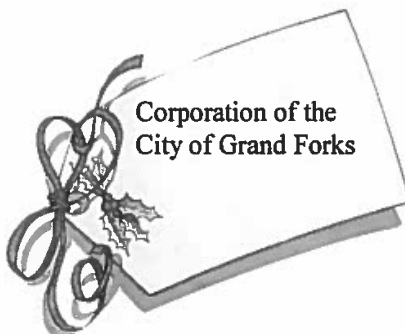




FILE CODE

Community Christmas Dinner  
C/O Box 1046  
Grand Forks, BC V0H 1H0

WE3  
CL - COMMUNITY CHRISTMAS DINNER  
- REQUEST FOR DONATION



To:

It's that time of year again! Volunteers for the 32<sup>nd</sup> Annual Community Christmas Dinner are busy making plans for this important community event. Every year we see a greater number of citizens, of all ages, take advantage of this wonderful opportunity to share a beautiful meal in the true spirit of the season on Christmas Day.

This year we anticipate 350 sit-down guests and take-out dinners, which are prepared and delivered entirely by volunteers. We provide transportation to and from the event for those who need it. A visit from Santa, bearing a small gift for the children, is also included.

There is no charge for the meal, however, a donation box is inconspicuously provided for those who feel they can contribute. All left over food is collected by a local agency for distribution for those in need. The churches in our community participate by supplying desserts and resources needed for the dinner.

However, our principal funding is obtained through thoughtful individuals and businesses such as yours, in the form of cash, gift certificates, store discounts and food or product donations.

At this time of year it is extremely satisfying to see the warmth and generosity of our community showered upon those who need it most. Your contribution to this worthwhile community event would be greatly appreciated and acknowledged both at the dinner and in the media.

Sharon Fausten our Donations Coordinator, will be following up with you personally prior to Dec. 14 to see if you wish to contribute to the 32<sup>nd</sup> Annual Community Christmas Dinner; or please contact Sharon at 250-442-4050 at your convenience.

Thank you for your support. May your holidays be filled with the true spirit of the season.

Sincerely,

Paula Wolkosky/George Longden  
Co-Coordination, Community Christmas Dinner



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

**DATE** : **November 19, 2013**  
**TOPIC** : **Bylaw 1884 R-1 – Bylaw to Repeal Bylaw No. 1884**  
**PROPOSAL** : **First, Second and Third Reading**  
**PROPOSED BY** : **Corporate Officer**

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### **SUMMARY:**

Council is being presented with a Deer Feeding Repeal Bylaw No. 1884 R-1, that is intended to repeal the redundant Deer Feeding Bylaw No. 1884 and create a new Deer Feeding Bylaw 1967, 2013.

In order to proceed with the adoption of the new bylaw, Staff is to recommending to Council that they repeal the old bylaw, by granting first, second and third reading to Bylaw No. 1884 R-1.

### **STAFF RECOMMENDATIONS:**

Council proceeds with first, second and third reading of Deer Feeding Repeal Bylaw No. 1884 R-1, in order to proceed with the new Deer Feeding Repeal Bylaw No. 1967.

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

The authority to adopt, amend and repeal bylaws is contained in the Local Government Act.

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

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



THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1884 R-1

A Bylaw to Repeal Bylaw No. 1884 and all Amendments Thereto

=====

**WHEREAS** it is deemed necessary and expedient to repeal Bylaw No. 1884, in its entirety;

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

1. That Bylaw No. 1884, cited for all purposes as the "Deer Feeding Bylaw No. 1884, 2010" and all amendments thereto, be hereby repealed.
2. This Bylaw may be cited as the "**Deer Feeding Repeal Bylaw No. 1884 R-1, 2013.**"

Read a **FIRST** time this \_\_\_\_\_ day of November, 2013.

Read a **SECOND** time this \_\_\_\_\_ day of November, 2013.

Read a **THIRD** time this \_\_\_\_\_ day of November, 2013.

**FINALLY ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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

\_\_\_\_\_  
Diane Heinrich – 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. 1884 R-1, as adopted by the Municipal Council of the City of Grand Forks on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

---

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



## CITY OF GRAND FORKS

### **BYLAW NO. 1884**

#### **A Bylaw to Prohibit the Feeding of Deer Within the Municipal Boundary of The City of Grand Forks**

=====

The Municipal Council of the City of Grand Forks, in open meeting assembled, enacts as follows:

#### **1. Title**

- 1.1 This Bylaw may be cited as ***“Deer Feeding Bylaw No. 1884, 2010.”***

#### **2. Interpretation**

- 2.1 Words or phrases defined in the British Columbia *Interpretation Act*, the *Community Charter* or *Local Government Act* or any successor legislation, shall have the same meaning when used in this Bylaw unless otherwise defined in this Bylaw.
- 2.2 In this Bylaw:
- “City” means the City of Grand Forks; and
- “Feed” means to deliberately lay out food to attract deer.
- “Deer” means any member of the family Cervidae
- 2.3 In this Bylaw the singular includes the plural and the masculine includes the feminine gender.
- 2.4 The headings contained in this Bylaw are for convenience only and are not to be construed as defining, or in any way limiting, the scope or the intent of the provisions of this Bylaw.
- 2.5 If any portion of this Bylaw is for any reason held invalid by any court of competent jurisdiction, the invalid portion shall be severed and the severance shall not affect the validity of the remainder.

#### **3. Prohibition**

- 3.1 No person shall provide deer with food either directly or by leaving or placing in, on or about land or premises food, food waste, or any other material that is or is likely to be attractive to deer for the purpose of feeding deer other than a conservation officer acting in the performance of his/her duties, or a person acting under the direction of or with the permission of a conservation officer.

3.2 No person shall permit deer to be fed on property he or she occupies as a permanent or semi-permanent place of residence.

3.3 For certainty, the prohibition in Section 3.1 does not apply in relation to:

- a) farm operations;
- b) fruit or vegetable gardening for human consumption; or
- c) ornamental plants and flowers

#### **4. Offence**

4.1 Every person who contravenes or violates any provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of any provision of this Bylaw or who neglects to do or refrains from doing anything required to be done by any provision of this Bylaw, commits an offence.

#### **5. Enforcement**

5.1 On receiving a written complaint, the City will write a letter to the offending household requesting that occupiers of the residence cease the feeding of deer. This letter will specifically outline how the activities of occupiers of the residence are an offence under the Bylaw.

5.2 On receiving additional complaints of the same offending household, the occupiers will be sent a letter requesting their attendance at an open Council Meeting, at which an opportunity will be provided for the occupiers to "show cause" why the bylaw is not being complied with.

#### **6. Commencement**

6.1 This Bylaw shall come into force and take effect from and after the date of the final passing thereof.

Read a **FIRST** time this 20th day of September, 2010.

Read a **SECOND** time this 20th day of September, 2010

Read a **THIRD** time this 20th day of September, 2010.

**FINALLY ADOPTED** this 4th day of October, 2010.

---

Mayor Brian Taylor

---

Corporate Officer – Diane Heinrich

**CERTIFICATE**

I do hereby certify the foregoing to be a true copy of the Bylaw No. 1884 cited as "Deer Feeding Bylaw No. 1884, 2010", as adopted by the Municipal Council for the City of Grand Forks on the 4th day of October, 2010.

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

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

**DATE** : November 19, 2013

**TOPIC** : The Grand Forks Deer Feeding Bylaw No. 1967

**PROPOSAL** : First, Second and Third Readings to the Deer Feeding Bylaw No. 1967

**PROPOSED BY** : Manager of Building Inspections & Bylaw Services

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### **SUMMARY:**

At a Committee of Whole meeting, Staff introduced the “Deer Feeding Bylaw No. 1967”, for Council’s information and comments. The Committee of the Whole requested that Staff make a few amendments to the proposed bylaw. Staff have addressed Council’s comments and made the amendments, as per Council’s comments and suggestions.

The amendments included the following:

- Removed the definition of “Salt Licks” and amend the definition of “Food” by adding the words “and salt licks”.
- Removed Schedule 10 –Fines, of the bylaw, in its entirety, as fines are outlined in the Municipal Ticketing Information Bylaw No. 1957, 2013.

### **STAFF RECOMMENDATIONS:**

Council gives first, second and third reading to the Deer Feeding Bylaw No. 1967.

**OPTIONS AND ALTERNATIVES:** The Council gives no readings to the Deer Feeding bylaw and City staff would not be in a position to issue fines for deer feeding in accordance with the Municipal Ticketing Information Bylaw No. 1957, 2013, Schedule 10.

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

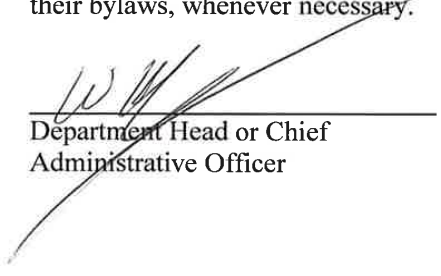
The benefit is that the Bylaw Enforcement Official has the ability to issue tickets, with regards to the MTI bylaw No. 1957, 2013.

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


There is no cost or budget impacts with regard to the Deer Feeding Bylaw No. 1967, 2013.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

In accordance with the Local Government Act, Council may, by bylaw, regulate, control and amend their bylaws, whenever necessary.



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



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

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

**DEER FEEDING BYLAW NO. 1967**

**A Bylaw to Prohibit the Feeding of Deer Within the Municipal Boundary of  
The City of Grand Forks**

=====

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

**1. Title**

- 1.1 This bylaw may be cited as **“Deer Feeding Bylaw No. 1967, 2013.”**

**2. Definitions**

- 2.1 Words or phrases defined in the British Columbia Interpretation Act, the Community Charter or the Local Government Act, or any successor legislation, shall have the same meaning when used in this bylaw unless otherwise defined in this bylaw.

- 2.2 In this bylaw:

**“Bylaw Enforcement Officer”** means a person designated by Council as a Bylaw Enforcement Officer appointed for the City.

**“City”** means the Corporation of the City of Grand Forks;

**“Conservation Officer”** means a person appointed under the Wildlife Act.

**“Council”** means the Municipal Council of the City of Grand Forks

**“Deer”** means any member of the family Cervidae

**“Feed”** means to deliberately lay out food or organic material to attract deer.

**“Food”** means food, food waste, or any other material that is or is likely to be attractive to deer (as an example, fruits, vegetables, hay, grains and salt licks).

**“Municipality”** means the area within the municipal boundaries of the City.

- 2.3 In this bylaw the singular includes the plural and the masculine includes the feminine gender.

- 2.4 The headings contained in this bylaw are for convenience only and are not to be construed as defining or in any way limiting the scope or the intent of the provisions of this bylaw.
- 2.5 If any portion of this bylaw is for any reason held invalid by any court of competent jurisdiction, the invalid portion shall be severed and the severance shall not affect the validity of the remainder of this bylaw.

### **3. Violation**

- 3.1 No person shall provide deer with food, either directly or by leaving or placing in, on or about land or premises food, food waste, or any other material that is or is likely to be attractive to deer for the purpose of feeding deer other than a Conservation Officer acting in the performance of his/her duties, or a person acting under the direction of or with the permission of a Conservation Officer.
- 3.2 No person shall permit deer to be fed on property he or she occupies as a permanent or semi-permanent place of residence or vacant property.
- 3.3 For certainty, the violation in Section 3.1 does not apply in relation to:
- a) farm operations;
  - b) fruit or vegetable gardening for human consumption; or
  - c) ornamental plants and flowers

### **4. Offence and Penalty**

- 4.1 Any person who contravenes or violates any provision of this bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of any provision of this bylaw or who neglects to do or refrains from doing anything required to be done by any provision of this bylaw, commits an offence.
- 4.2 Each day that a violation continues to exist as submitted in writing, is considered a separate offence against this bylaw as per Schedule 10 of the Municipal Ticketing Information Bylaw No. 1957, 2013.

### **5. Enforcement**

- 5.1 On receiving a written complaint, the City will write a letter to the offending household requesting that occupiers of the residence cease the feeding of deer. This letter will specifically outline how the activities of occupiers of the residence are an offence under the bylaw.
- 5.2 On receiving additional complaints of the same offending household, the occupiers will be sent a letter requesting their attendance at an open Council

Deer Feeding Bylaw No. 1967

meeting, at which an opportunity will be provided for the occupiers to "show cause" why the bylaw is not being complied with.

**6. Commencement**

**READ A FIRST TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**READ A SECOND TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**READ A THIRD TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**RECONSIDERED AND FINALLY ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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

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

**CERTIFICATE**

I do hereby certify the foregoing to be a true copy of the Bylaw No. 1967, cited as "Deer Feeding Bylaw No. 1967, 2013, as adopted by the Municipal Council for the City of Grand Forks on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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

Date Signed: \_\_\_\_\_





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

**DATE** : **November 14, 2013**

**TOPIC** : **Bylaw 1992 – City of Grand Forks 2013 – 2017 Financial Plan  
Amendment Bylaw**

**PROPOSAL** : **First Three Readings**

**PROPOSED BY** : **Chief Financial Officer**

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### **SUMMARY:**

In February 2013, Council approved Bylaw 1948 – Year 2013-2017 Financial Plan Bylaw. Since that time, Council has resolved to spend additional funds as follows:

- At the May 21, 2013 Regular Meeting, Council resolved to spend \$20,000 to have solar lighting installed and included in the fabrication of the entrance signs. It is recommended this be funded from the Slag Reserve.
- At the June 10, 2013 Regular Meeting, Council resolved to fund the Boundary Regional Chamber of Commerce for \$10,000 to be funded from General Surplus.
- At the June 24, 2013 Regular Meeting, Council approved amendments for Airport Beacon Site back-up batteries, a sewage pump for Boundary lift station and a water pump for Well #3. The back-up batteries were \$10,130 and it is recommended they are funded from the Capital Reserve. The sewage pump was \$9,276.00 and it is recommended that it be funded from Sewer Surplus. The water pump was \$16,002 and it is recommended that it be funded from the Capital Reserve.
- At the August 19, 2013 Regular Meeting, Council approved additional funding for the Grand Forks Trails Society for \$68,000 to be funded from the Slag Reserve.
- At the September 9, 2013 Regular Meeting, Council approved \$96,000 in funding for water infrastructure locates to be funded from Gas Tax.

In addition, the Slag Remediation project, Highway 3 pedestrian crossing and City Hall lighting and HVAC will not be completed in 2013.

As a result staff has reviewed the Financial Plan and the 2013-2017 Financial Plan Amendment Bylaw 1992 is now presented.

### **STAFF RECOMMENDATIONS:**

Council gives first three readings to Bylaw No. 1992.

### **OPTIONS AND ALTERNATIVES:**

No specific options are given due to the fact that Council has made resolutions at Council meetings throughout the year to expend the above monies.

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

The adoption of a Five Year Financial Plan is an annual requirement under the Community Charter. By adopting this Plan, Council updates the City's authority to operate with the most up to date information regarding the provision of services and the sources of revenue to provide those services. In addition, Council projects a vision of the City's continued operations for the four years following the current operating year.

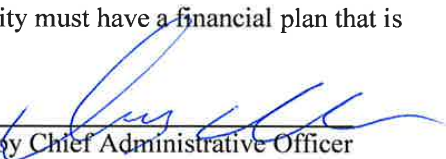
**COSTS AND BUDGET IMPACTS – REVENUE GENERATION:**

The 2013 – 2017 Five Year Financial Plan includes all intended expenses of the municipality, and the sources of revenue, including property taxes, fees, charges, reserve funds, and grants, that will be required to undertake the services included in the plan.

**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

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

**BYLAW NO. 1992**

**A Bylaw to Revise the Five Year Financial Plan  
For the Years 2013 - 2017**

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**WHEREAS** the Community Charter requires that Council adopt a Five Year Financial Plan annually before the adoption of the annual property tax bylaw and that the financial plan may be amended by bylaw at any time;

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

1. Appendix "A" and Appendix "B" attached hereto and made part of this Bylaw is hereby declared to be the Five Year Financial Plan of the Corporation of the City of Grand Forks for the Years 2013 to 2017.
2. This Bylaw may be cited, for all purposes, as the **"Year 2013 – 2017 Financial Plan Bylaw Amendment No 1"**.

Read a **FIRST** time this 25<sup>st</sup> day of November 25, 2013.

Read a **SECOND** time this 25<sup>st</sup> day of November 25, 2013.

Read a **THIRD** time this 25<sup>st</sup> day of November 25, 2013.

**FINALLY ADOPTED** this 16<sup>th</sup> day of December, 2013.

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

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

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

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1992, as adopted by the Municipal Council of the City of Grand Forks on the 16<sup>th</sup> day of December, 2013.

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

**City of Grand Forks**  
**Appendix "A" to Bylaw 1992**  
**Consolidated 5 Year Financial Plan 2013 - 2017 Amendment**

	2013	2014	2015	2016	2017
<b><u>Revenue</u></b>					
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	2,392,317	891,050	897,326	903,627	910,054
<b>Total Revenues</b>	<b>11,891,624</b>	<b>10,686,583</b>	<b>10,972,458</b>	<b>11,267,260</b>	<b>11,571,687</b>
<b><u>Expenses</u></b>					
Purchases for resale	3,162,134	3,288,100	3,419,100	3,555,300	3,696,900
Operating	6,844,726	6,704,157	6,803,766	6,904,758	7,007,330
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>	<b>11,502,696</b>	<b>11,597,661</b>	<b>11,853,290</b>	<b>12,115,972</b>	<b>12,382,041</b>
<b>Net Revenue (loss)</b>	<b>\$388,927</b>	<b>(\$911,078)</b>	<b>(\$880,831)</b>	<b>(\$848,713)</b>	<b>(\$810,354)</b>
<b><u>Allocations</u></b>					
Debt proceeds	3,273,027	1,241,010	1,241,010	1,241,010	1,031,010
Capital expenditures	(6,519,789)	(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	1,682,735	120,756	37,760	(60,116)	(181,317)
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>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$0)</b>

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

<b>General</b>	<b>2013 Plan</b>	<b>2014 Plan</b>	<b>2015 Plan</b>	<b>2016 Plan</b>	<b>2017 Plan</b>
<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	106,600	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	604,900	617,000	629,300	641,900
Government Grants - Operations	256,846	450,000	450,000	450,000	450,000
Government Grants - Capital	491,844				
Other Sources	179,940	183,500	187,200	190,900	194,700
Restricted Investment Income	-	-	-	-	-
	<b>4,834,472</b>	<b>4,612,050</b>	<b>4,689,926</b>	<b>4,769,127</b>	<b>4,849,954</b>
<b>Expenses</b>					
Airport Cost of Sales	52,734	54,300	55,900	57,600	59,300
Operations Expense	4,343,867	4,409,000	4,475,100	4,542,200	4,610,300
Community Support	256,794	260,646	264,556	268,524	272,552
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>5,586,368</b>	<b>5,706,667</b>	<b>5,795,381</b>	<b>5,885,588</b>	<b>5,973,120</b>
<b>Net Income (Loss) before Other Income</b>	<b>(751,897)</b>	<b>(1,094,617)</b>	<b>(1,105,456)</b>	<b>(1,116,461)</b>	<b>(1,123,166)</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>(341,897)</b>	<b>(678,467)</b>	<b>(683,063)</b>	<b>(687,733)</b>	<b>(688,006)</b>
<b>Allocations</b>					
Debt proceeds	663,511	663,510	663,510	663,510	663,510
Capital Expenditures	(2,108,917)	(630,000)	(630,000)	(630,000)	(648,900)
Capital Planning	(71,667)	-	-	-	-
Debt principal repayment	(94,657)	(139,923)	(139,923)	(139,923)	(90,408)
Transfers from (to) reserves	981,908	(257,550)	(260,126)	(262,727)	(270,600)
Transfers from (to) surplus	211,719	267,230	258,898	250,354	211,755
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 Amendment  
Operations Summary  
Supporting Schedule A**

	2013 Plan	2014 Plan	2015 Plan	2016 Plan	2017 Plan
<b>Equipment</b>					
<b>Recoveries</b>	\$ 491,742	\$ 497,600	\$ 503,600	\$ 509,600	\$ 515,700
Operations Expense	371,764	377,300	383,000	388,700	394,500
<b>Net Recoveries</b>	<b>119,978</b>	<b>120,300</b>	<b>120,600</b>	<b>120,900</b>	<b>121,200</b>
Debt Interest	3,203				
Amortization	245,568	249,252	252,990	256,785	260,637
<b>Net Recoveries (Loss)</b>	<b>(128,793)</b>	<b>(128,952)</b>	<b>(132,390)</b>	<b>(135,885)</b>	<b>(139,437)</b>
Gain (Loss) on Disposition of Assets	-	-	-	-	-
<b>Net Recoveries (Loss)</b>	<b>(128,793)</b>	<b>(128,952)</b>	<b>(132,390)</b>	<b>(135,885)</b>	<b>(139,437)</b>
<b>Allocations</b>					
Debt proceeds	-	-	-	-	-
Capital Expenditures	(210,000)	(50,000)	(50,000)	(50,000)	(50,000)
Debt principal repayment	(79,416)	(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>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

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



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

<b>Water</b>	<b>2013 Plan</b>	<b>2014 Plan</b>	<b>2015 Plan</b>	<b>2016 Plan</b>	<b>2017 Plan</b>
<b>Revenue</b>					
Parcel Taxes	\$ 43,270	\$ 33,933	\$ 33,933	\$ 33,933	\$ 33,933
User Levies	752,700	767,800	783,200	798,900	814,900
Fees and Charges	4,200	4,300	4,400	4,500	4,600
Government Grants - Capital	716,844				-
<b>Operations Expense</b>	<b>1,517,014</b>	<b>806,033</b>	<b>821,533</b>	<b>837,333</b>	<b>853,433</b>
Preventative Maintenance Program	834,968	847,500	860,200	873,100	886,197
Studies & Planning	80,000				
Debt Interest	43,270	81,081	81,081	81,081	81,081
Amortization	186,100	189,822	193,618	197,491	201,441
<b>Total Expenses</b>	<b>1,144,338</b>	<b>1,118,403</b>	<b>1,134,899</b>	<b>1,151,671</b>	<b>1,168,718</b>
<b>Net Income (Loss)</b>	<b>372,675</b>	<b>(312,370)</b>	<b>(313,366)</b>	<b>(314,339)</b>	<b>(315,285)</b>
<b>Allocations</b>					
Debt proceeds	2,046,006	367,500	367,500	367,500	367,500
Capital Expenditures	(2,707,184)	(469,500)	(469,500)	(469,500)	(469,500)
Capital Planning	(131,667)	-	-	-	-
Debt principal repayment	-	47,148	47,148	47,148	47,148
Transfers from (to) reserves	-	-	-	-	-
Transfers from (to) surplus	234,070	177,400	174,600	171,700	168,697
Reserve fund in excess of amortization	186,100	189,822	193,618	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 Amendment**  
**Operations Summary**  
**Supporting Schedule A**

	2013 Plan	2014 Plan	2015 Plan	2016 Plan	2017 Plan
<b>Sewer</b>					
<b>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				
	<b>1,284,138</b>	<b>842,300</b>	<b>857,700</b>	<b>873,400</b>	<b>889,400</b>
Operations Expense	701,638	712,200	722,900	733,700	744,700
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>	<b>892,397</b>	<b>887,340</b>	<b>900,019</b>	<b>912,828</b>	<b>925,867</b>
<b>Net Income (Loss)</b>	<b>391,742</b>	<b>(45,040)</b>	<b>(42,319)</b>	<b>(39,428)</b>	<b>(36,467)</b>
<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	(71,667)	-	-	-	-
Debt principal repayment	(6,495)	(30,010)	(30,010)	(30,010)	(30,010)
Transfers from (to) reserves	-	-	-	-	-
Transfers from (to) surplus	(14,127)	(22,400)	(27,100)	(36,000)	(71,500)
Reserve fund in excess of amortization	130,000	131,950	133,929	135,938	137,977
<b>Surplus (Deficit)</b>	<b>\$ 9,276</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**City of Grand Forks  
Appendix B to Bylaw 1992  
Consolidated 5 Year Financial Plan 2013 - 2017 Amendment  
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	24.2%
Parcel taxes	0.7%
User levies	14.2%
Fees and charges	40.9%
Grants and other	20.1%

*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 1992  
Consolidated 5 Year Financial Plan 2013 - 2017 Amendment  
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:

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** : November 19, 2013

**TOPIC** : Amendment to the City of Grand Forks Municipal Ticketing Bylaw No. 1957 A-1

**PROPOSAL:** To adopt an amendment Bylaw to the Municipal Ticketing Information Bylaw.

**PROPOSED BY** : Manager of Building Inspection & Bylaw Services

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### **SUMMARY:**

The current Municipal Ticketing Information Bylaw No. 1957 was lacking a schedule to impose fines for the feeding of deer in Bylaw No. 1657. The current MTI bylaw did not give the City the authority to issue tickets in the Municipal Ticketing Bylaw No. 1957, 2013.

### **STAFF RECOMMENDATIONS:**

**Option 1:** Council consider giving first, second and third reading to Bylaw No. 1957 A-1, an amendment to the Grand Forks Municipal Ticketing Bylaw No. 1957, 2013.

### **OPTIONS AND ALTERNATIVES:**

**Option 1: Council consider giving first, second and third reading to the Municipal Ticket Information Bylaw 1957 A-1.** This option will see the City maintain better control of non compliance issues within the Municipality.

**Option 2: Council to decline to adopt the amendment to the Municipal Ticketing Information Bylaw No. 1957 A-1.** This option simply makes it difficult to enforce and apply tickets against violation that may occur with regard to the Deer Feeding Bylaw 1967, 2013.

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

**Option 1:** The amended Municipal Ticketing Information Bylaw will ensure that violations against the Deer Feeding bylaw can be enforced. This will also assist City Staff and the Conservation Officer, when required, to have better control of bylaw violations.

**Option 2:** The disadvantage is that no fines could be enforced as defined in new Deer Feeding Bylaw, 1967.

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

None.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

The Local Government Act provides the authority for Council to adopt, amend or repeal a bylaw, when necessary.

  
Department Head or CAO

  
Reviewed by CAO

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

**BYLAW NO. 1957 A-1**

**A Bylaw to Amend the City of Grand Forks  
Municipal Ticket Information Bylaw No. 1657, 2013**

=====

**WHEREAS** Council may, by bylaw, amend the provisions of the Municipal Ticketing Information Bylaw No. 1957 A-1, pursuant to the Local Government Act;

**AND WHEREAS** Council desires to amend the Municipal Ticketing Information Bylaw No. 1957, 2013 by creating a new Schedule 10 being Bylaw No. 1967 Grand Forks Deer Feeding Bylaw;

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

1. That the Municipal Ticketing Information Bylaw No. 1957, 2013 be amended by adding a new Schedule 10, as follows:

**SCHEDULE 10**

**Bylaw No. 1967 “Grand Forks Deer Feeding Bylaw”**

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
First Offence Feeding Deer with Food as describe in the Definitions	3.1	\$ 50.00
Second Offence Feeding Deer with Food as described in the Definitions	3.1	\$100.00
Third Offence and any thereafter Feeding Deer with Food as described in the Definitions	3.1	\$150.00

2. That this Bylaw may be cited as the “**Amendment to the City of Grand Forks Municipal Ticket Information Amendment Bylaw No. 1957 A-1, 2013**”.



**READ A FIRST TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**READ A SECOND TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**READ A THIRD TIME** this \_\_\_\_\_ day of October, 2013.

**FINALLY ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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

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

**CERTIFICATE**

I hereby certify the foregoing to be a true copy of Bylaw No. 1957 A-1 as passed by the Municipal Council of the City of Grand Forks on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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

**THE CORPORATION OF THE CITY OF GRAND FORKS**  
**MUNICIPAL TICKETING INFORMATION BYLAW NO. 1957**

**A Bylaw to Implement a Municipal Ticket Information Program  
for the Enforcement of Designated Bylaws**

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**WHEREAS** under the provisions of Local Government Act, Council may, by bylaw, provide for the enforcement of certain bylaws by means of a ticket, designate persons as Bylaw Enforcement Officers for the purpose of enforcing bylaws by means of a ticket, designate an offence against a bylaw by means of a word or expression on a ticket, and in consultation with the Chief Judge of the Provincial Court, set fines, not exceeding \$500.00 for contravention of such designated bylaws;

**AND WHEREAS** Council desires to designate those bylaws that may be enforced by means of a ticket, designate offences against those bylaws by means of a word or expression, designate those persons who as Bylaw Enforcement Officers may enforce the bylaws, and set fines for contravention of the bylaws;

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

1. Each bylaw listed in Column 1 of Schedule 1 to this bylaw may be enforced by means of a ticket in the form prescribed for the purpose of the Local Government Act.
2. The persons appointed to the job positions or titles listed in Column 2 of Schedule 1 of this bylaw are hereby designated as Bylaw Enforcement Officers for the purpose of enforcing the bylaws listed in Column 1 of Schedule 1 opposite the respective job positions.
3. The words or expressions listed in Column 1 of the Schedules of this bylaw designate the offence committed under the bylaw section number appearing in Column 2 opposite the respective words or expressions.
4. The amounts appearing in Column 3 of the Schedules of this bylaw are the fines set for the corresponding offences designated in Column 1.
5. This bylaw may be cited as "**City of Grand Forks Municipal Ticket Information Bylaw No. 1957, 2013**".
6. If any portion of this bylaw is for any reason held to be invalid by a Court of Competent Jurisdiction, the invalid portion shall be severed and the portion that is invalid shall not affect the validity of the remainder of this bylaw.

**INTRODUCED** this 10th day of June, 2013.

Read a **FIRST** time this 24th day of June, 2013.

Read a **SECOND** time this 24th day of June, 2013.

Read a **THIRD** time this 24th day of June, 2013.

**FINALLY ADOPTED** this 22<sup>nd</sup> day of July, 2013.

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

\_\_\_\_\_  
Corporate Officer-Diane Heinrich

### **CERTIFICATE**

I hereby certify the foregoing to be a true copy and correct copy of Bylaw 1957, cited as "City of Grand Forks Municipal Ticket Information Bylaw No. 1957, 2013", as passed by the Municipal Council on the 22<sup>nd</sup> day of July, 2013.

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

**SCHEDULE 1**

COLUMN 1

COLUMN 2

**BYLAW NO.**

**DESIGNATED BYLAW  
ENFORCEMENT OFFICER**

Bylaw No. 1963  
"Noise Control Bylaw"

Bylaw Enforcement Officer  
R.C.M.Police

Bylaw No. 1965  
"Grand Forks Fire and Safety Bylaw"

Fire Chief  
Deputy Fire Chief  
R.C.M.Police

Bylaw No. 1962  
"Grand Forks Unsightly Premises Bylaw"

Building Inspector  
Bylaw Enforcement Officer

Bylaw No. 1959  
"Park Access Bylaw"

Bylaw Enforcement Officer  
R.C.M.Police

Bylaw No. 1956  
"City of Grand Forks Traffic Regulations"

R.C.M.Police  
Bylaw Enforcement Officer

Bylaw No. 1964  
"Grand Forks Building and Plumbing Bylaw"

Building Inspector  
Bylaw Enforcement Officer

Bylaw No 1957  
"Grand Forks Municipal Ticketing Information Bylaw"

Bylaw Enforcement Officer  
R.C.M.Police

**SCHEDULE 2**

**Bylaw No. 1681 "Noise Control Bylaw"**

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Noise which disturbs	3	\$100.00
Noise which disturbs form Private Property	4	\$100.00
Amplification equipment which disturbs	6(b)	\$100.00
Animal Noise	6(a)	\$100.00
Bird Noise	6(a)	\$100.00
Operating equipment during restricted hours	6(c)	\$100.00
Operating engine during restricted hours	6(d)	\$100.00
Construction noise during restricted hours	8(a)	\$100.00
Construction noise during restricted hours (Saturday)	8(b)	\$100.00
Construction noise during restricted hours (Sunday)	8(c)	\$100.00

**SCHEDULE 3**

**Bylaw No. 1320 "Grand Forks Fire & Life Safety Bylaw"**

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Failure to remove fire hazard	6.2	\$100.00
Failure to remove threat to life safety	6.2	\$100.00
Unauthorized disposal of dangerous material	6.3	\$150.00
Failure to report discharge of dangerous goods	6.4	\$150.00
Failure to clean vacant building	6.7	\$200.00
Failure to secure vacant building	6.7	\$200.00
Failure to remove debris from fire damaged building	6.8	\$100.00
Failure to secure fire damaged building	6.8	\$200.00
Unsafe fire doors/shutters	6.9	\$100.00
Unsafe elevator shaft	6.10	\$100.00
Improper use of ventilating shaft	6.11	\$100.00
Failure to maintain safe chimney	6.12	\$100.00
Unsafe deposit of combustible material	6.13	\$100.00
Unsafe storage of combustible material	6.13	\$100.00
Unsafe deposit of ashes	6.14	\$100.00
Failure to maintain hydrant/private property	6.16(1)	\$100.00
Unsafe transport of dangerous goods	6.20(1)	\$150.00
Unsafe storage of hazardous materials	6.20(2)	\$150.00
Unsafe handling of hazardous material	6.20(2)	\$150.00

**SCHEDULE 3** (continued)

**Bylaw No. 1320 "Grand Forks Fire & Life Safety Bylaw"**

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Obstructing fire personnel	7.4	\$150.00
Parked obstructing access	7.4(1)	\$100.00
Parked obstructing exit	7.4(2)	\$100.00
Parked within 6m of hydrant	7.4(3)	\$100.00
Driving over equipment	7.4(4)	\$100.00
Burning without permit	8.1	\$200.00
Discharge of fireworks without permit	9.1(1)	\$100.00
Sale of fireworks	9.1(2)	\$100.00
Discharge of fireworks on street	9.3(3)	\$100.00

**SCHEDULE 4**

**Bylaw No. 1962" Grand Forks Unsightly Premises Bylaw"**

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Accumulation of building Materials	2.1(a)	\$100.00
Unlicensed Vehicles	2.1(b)	\$100.00
Parts of a vehicle	2.1(b)	\$100.00
Deposit or accumulation of rubbish	2.1(d)	\$100.00
Unsightly premises	5	\$100.00
Place graffiti	2.1(e)	\$100.00
Failure to remove garbage	2.1(f)	\$100.00



**SCHEDULE 5**

**Bylaw No. 1959 "Park Access Bylaw to Regulate the use of  
Parks, Trails, Beaches and Boulevards"**

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
- In park between 11:00 p.m. and 5:00 a.m.	3	\$ 50.00
- Camping in park	4	\$ 50.00
- Use of bow and arrow/sling-shot/boomerang/ weapon in park	5	\$ 100.00
- Unauthorized removal of gravel/sand/soil	6	\$ 100.00
- Littering	7	\$ 50.00
- Unauthorized fire on beach	8	\$ 50.00
- Vandalism	11	\$ 100.00
- Vandalism of sign	12	\$ 100.00
- Vandalism of tree	13	\$ 100.00
- Unauthorized playing golf in park	14	\$ 100.00
- Animal on beach	15	\$50.00
- Vehicle in park	18	\$ 50.00
-Possession or consumption of alcohol in a park or public area	20	\$50.00

## **SCHEDULE 6**

### **Bylaw No. 1956 "City of Grand Forks Traffic Regulation Bylaw"**

<b>COLUMN 1 Offence</b>	<b>COLUMN 2 Section</b>	<b>COLUMN 3 Fine</b>
- Parking within six meters of crosswalk	4.01(a)	\$ 50.00
- Parking within a bus zone	4.01(b)	\$ 50.00
- Parking within 5m of a fire hydrant	4.01(c)	\$ 50.00
- Parking along yellow painted curb/roadway with yellow painted lines	4.01(d)	\$ 50.00
- Parking in contravention of a traffic control device	4.01(e)	\$ 50.00
- Parking in contravention of highway lines/markings/ signs	4.01(f)	\$ 50.00
- Parking in a lane in excess of 15 minutes	4.01(g)	\$ 50.00
- Parking on highway where pavement is 6m or less in width	4.01(h)	\$ 50.00
- Parking on sidewalk/boulevard	4.01(i)	\$ 50.00
- Parking obstructing/impeding traffic on highway	4.01(j)	\$ 50.00
- Parking vehicle with right side more than 30cm from face of curb	4.01(k)	\$ 50.00
- Parking on left side of highway opposite direction of normal traffic	4.01(l)	\$ 50.00
- Parking in front of/within 1m of driveway/private road	4.01(m)	\$ 50.00
- Parking vehicle including trailer in excess of 6m in angle parking	4.01(n)	\$ 50.00
- Parking to offer commodities/display vehicle for sale	4.01(o)	\$ 50.00
- Parking within 2m of intersecting lane	4.01(p)	\$ 50.00

SCHEDULE 6 continued

COLUMN 1 Offence	COLUMN 2 Section	COLUMN 3 Fine
- Parking at angle to street lines	4.01(q)	\$ 50.00
- Parking 72 consecutive hours	4.01(s)	\$ 50.00
- Parking in a Fire zone	4.01(t)	\$50.00
- Parking in Loading zone	4.01(u)	\$ 50.00
- Parking on a bridge	4.01(v)	\$ 50.00
- Parking on walkway/crosswalk	4.01(w)	\$ 50.00
- Parking in Disabled zone without permit	4.01(x)	\$ 50.00
-Parking an unlicensed vehicle, recreational vehicle or trailer on Municipal property, Boulevard or Road-right-of-way	4.01(y)	\$ 50.00
- Parking overnight in a Municipal Park other than the Municipal Campground– recreational vehicles, campers, commercial vehicles and trailers whether or not attached to a vehicle	4.01(z)	\$50.00
- Overtime parking	4.05	\$ 50.00
- Truck off truck routes	9.03	\$100.00
- Truck parking on residential streets	9.05	\$ 50.00
- Prohibited construction on road allowance	9.07(a)	\$100.00
- Engaging in sport/amusement/exercise/ occupation on highway	10.02(a)	\$ 50.00
- Unnecessarily delay vehicle	10.02(b)	\$ 50.00
- Cause obstruction on highway	10.02(c)	\$ 50.00

SCHEDULE 6 continued

COLUMN 1 Offence	COLUMN 2 Section	COLUMN 3 Fine
- Coast/slide/rollerskate/skateboard/sleigh/skate/ski on highway	10.02(d)	\$ 50.00
- Vandalism of traffic control device	14.02	\$100.00
- Littering on a highway	14.05	\$ 50.00
- Debris from property on road	14.06	\$100.00
- Prohibited water on highway	14.07	\$ 50.00
- Damaging a highway	14.08	\$100.00
- Failure to remove snow/ice from sidewalk	14.09	\$ 50.00
-Depositing snow/ice on a highway or lane	14.12	\$ 50.00

**SCHEDULE 7**

**Bylaw No. 1257 "Commercial Vehicle Licencing Bylaw"**

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Operating vehicle without licence	3	\$75.00
Failure to affix licence	14	\$50.00
Improper display of licence	14	\$50.00

**SCHEDULE 8**

**Bylaw No. 1384 "City of Grand Forks Fire Business Licence Bylaw"**

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Operating business without a licence	401	\$100.00
Failure to post licence	404	\$ 50.00
Failure to notify of change	405	\$100.00
Failure to transfer licence	409	\$100.00

**SCHEDULE 9**

**Bylaw No. 1206 "Grand Forks Zoning Bylaw"**

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Unauthorized sign	310(2)	\$100.00