

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

**Monday, November 3rd, 2014, 7:00 pm**

	<b><u>ITEM</u></b>	<b><u>SUBJECT MATTER</u></b>	<b><u>RECOMMENDATION</u></b>
1.	<b><u>CALL TO ORDER</u></b>		
	a) The Mayor called the meeting to order at 7:00 pm		
2.	<b><u>ADOPTION OF AGENDA</u></b>		
	a) Adopt agenda	November 3rd, 2014	THAT Council adopt the November 3rd, 2014, agenda as presented
3.	<b><u>MINUTES</u></b>		
	a) Adopt the Regular Meeting Minutes <a href="#">Minutes - October 20th Regular Meeting.pdf</a>	October 20th, 2014	THAT Council adopt the October 20th, 2014, Regular Meeting minutes as presented
4.	<b><u>REGISTERED PETITIONS AND DELEGATIONS</u></b>		
5.	<b><u>UNFINISHED BUSINESS</u></b>		
6.	<b><u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL (VERBAL)</u></b>		
	a) Corporate Officers Report <a href="#">RFD - Procedure Bylaw-CAO- Rpts., Questions, &amp; Inquiries.pdf</a>	Verbal Reports of Council	THAT all reports of members of Council, given verbally at this meeting, be received
7.	<b><u>REPORT FROM COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY</u></b>		
	a) Corporate Officers Report <a href="#">RFD - Procedure Bylaw-Council- Report from Rep. of RDKB.pdf</a>	RDKB Representatives verbal report	THAT the Mayor's report on the activities of the Regional District of the Kootenay Boundary, given verbally at this meeting, be received
8.	<b><u>PRESENTATIONS FROM STAFF</u></b>		

a)	Manager of Development and Engineering <a href="#">Memo - Mgr of Dev &amp; Eng - Economic Status Report.pdf</a>	Economic Status Report	THAT the Regular Meeting of Council receive the Economic Status Report from the Manager of Development and Engineering Services
b)	Manager of Operations <a href="#">Memo - Mgr of Operations - Snow Removal Update.pdf</a>	Snow removal update	THAT the Regular Meeting of Council receive the Snow Removal Update Memorandum from the Manager of Operations
c)	Monthly Highlight Reports from Department Managers <a href="#">Building &amp; Bylaw Services.doc</a> <a href="#">Chief Financial Officer.doc</a> <a href="#">Corporate &amp; Community Services.doc</a> <a href="#">Development &amp; Engineering.doc</a> <a href="#">Fire Chief.doc</a> <a href="#">Operations.doc</a>	Staff request for Council to receive the monthly activity report from department managers	THAT the Regular Meeting of Council recommends to receive the monthly activity reports
d)	Chief Administrative Officer	Verbal Report	Receive for information

9. **RECOMMENDATIONS FROM STAFF FOR DECISIONS**

10. **REQUESTS ARISING FROM CORRESPONDENCE**

11. **INFORMATION ITEMS**

a)	Alex Atamanenko <a href="#">Summ. of Info. - Atamanenko, Alex - BC Select Standing Committee on Health.pdf</a>	Sharing information on BC Select Standing Committee on Health	THAT Council receive this information for discussion purposes and determine if Council wishes to provide a submission to the BC Select Standing Committee on Health
b)	Christina Lake Stewardship Society <a href="#">Summ. of Info. - C. L. Stewardship Society - Prevention of Zebra &amp; Quagga Mussels.pdf</a>	Concern regarding the urgent need to prevent invasion of Zebra and Quagga mussels	Receive for information
c)	Emcon Services Inc. <a href="#">Summ. of Info. - Emcon Services Inc. - Winter Stakeholder Mtg. Nov. 5.pdf</a>	Winter Stakeholder Meeting invitation on November 5th	The Mayor to advise if planning to attend or offering alternate representation from Council
d)	Coralee Oakes, Minister of Community, Sport and Cultural Development	Update to Provincial commitments made at the UBCM Convention	Grant information handled by staff to prepare application prior to deadline

[Summ. of Info. - Update to Provincial Commitments made at Convention from Coralee Oakes.pdf](#)

12. **BYLAWS**

- |  |  |  |
|--|--|--|
| a) Manager of Development and Engineering<br><a href="#">RFD - Mgr of Dev &amp; Eng Sewer Regulation Repeal.pdf</a>      | Sewer Regulations and Rates Repeal Bylaw No. 1500-R, 2014  | THAT Council receive the Sewer Regulations and Rates Repeal Bylaw No. 1500-R, 2014, and give the bylaw final reading                                 |
| b) Manager of Development and Engineering<br><a href="#">RFD - Mgr of Dev &amp; Eng Sewer Regulation Bylaw.pdf</a>       | Sewer Regulations Bylaw No. 1974, 2014   | THAT Council give final reading to the Sewer Regulations Bylaw No. 1974, 2014  |
| c) Manager of Development and Engineering<br><a href="#">RFD - Mgr of Dev &amp; Eng Sagamore Road Closure.pdf</a>        | To close that portion of unnamed, undeveloped road that traverses through Lot 1 and Lot 2, District Lot 534, S.D.Y.D., Plan KAP73069, located between Sagamore Road and 2nd Street | THAT Council give final reading to Bylaw 2002, being the Sagamore Road and 2nd Street Road Closure Bylaw   |
| d) Manager of Development and Engineering<br><a href="#">RFD - Mgr of Dev &amp; Eng Riverside Drive Road Closure.pdf</a> | Road Closure Bylaw No. 2003, being the Riverside Drive Road Closure Bylaw  | THAT Council hear from the public regarding the road closure and if there are no comments or concerns from the public, give Bylaw 2003 third reading |
| e) Chief Financial Officer<br><a href="#">RFD - CFO - Bylaw 2005 - Financial Plan Amendment final reading.pdf</a>        | Bylaw 2005 - 2014-2018 Financial Plan Amendment 1  | THAT Council give final reading to Bylaw No. 2005 - 2014-2018 Financial Plan Amendment 1   |

13. **LATE ITEMS**

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

15. **ADJOURNMENT**



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

**REGULAR MEETING OF COUNCIL**  
**MONDAY, OCTOBER 20TH, 2014**

**PRESENT:**

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

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

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

GALLERY

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**PRESENTATION**

- a) The Mayor presented James Traynor with the 30 years of Service medal, for his participation as a volunteer fire fighter.

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**CALL TO ORDER**

- a) The Mayor called the meeting to order at 7:00pm

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**ADOPTION OF AGENDA**

Addition of Late Item: Road Closure Bylaw No. 2003, being the Riverside Drive Road Closure Bylaw.

Chief Administrative Officer's verbal update of the City Hall rebuild.

- a) Adopt agenda

MOTION: SMITH / KENDEL

**RESOLVED THAT Council adopt the October 20th, 2014 agenda as amended.**

**CARRIED.**

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## **MINUTES**

- a) Adopt the Committee of the Whole Meeting Minutes  
October 6th, 2014

MOTION: KENDEL / O'DOHERTY

**RESOLVED THAT Council adopt the October 6th, 2014, Committee of the Whole meeting minutes as presented.**

CARRIED.

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- b) Adopt the Special Meeting to go In-Camera  
October 6th, 2014

MOTION: WYERS / O'DOHERTY

**RESOLVED THAT Council adopt the October 6th, Special Meeting to go In-Camera minutes as presented.**

CARRIED.

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- c) Adopt the Regular Meeting Minutes  
October 6th, 2014

MOTION: WIRISCHAGIN / O'DOHERTY

**RESOLVED THAT Council adopt the October 6th, 2014, Regular Meeting minutes as presented.**

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 Officers Report  
Verbal Reports of Council

Councillor Kendel

He reported that:

- . He attended the monthly meeting of the Boundary Museum, and the Harvest Festival which was very successful.
- . He attended the ATV event for the new parking lot.

Councillor Krog

He reported that:

- . On October 8th he participated in the Reach a Reader Campaign that was set up at various locations throughout the community. The campaign raised over \$800.

Councillor Smith

He reported that:

- . On October 7th he attended the Vital Signs roll out at Gallery 2.
  - . He attended the ATV event for the new parking lot.
  - . He attended the Small Business Awards and the Volunteer Appreciation awards
- He requested that Council direct staff to develop a policy with regards to liability of homeowners should there be any damage in their homes from the water meters.

The Chief Administrative Officer advised that the City would cover the cost of any damages through the City's insurance and that staff will connect with the City's insurer, MIA, to establish the process.

Councillor Wirischagin

He had no report

Councillor O'Doherty

He reported that:

- . The Bruins are playing great hockey
- . He attended the Small Business and Volunteer Appreciation awards on October 16th.
- . He advised that 68th Avenue looks great and so does 2nd Street.

Councillor Wyers

She reported that:

- . She attended the Phoenix Foundation Vital Signs Report out on October 7th, and touched on the transportation section, advising that she hopes incoming Council's strategic plan will address the subject.
- . On October 8th she participated in the Reach a Reader campaign.
- . On October 9th, Citizens on Patrol set up the speed board and monitored the traffic patterns in town. The organization received \$1000 in Grant in Aid from Area D, which will go towards recruitment and education.
- . On October 14th she filed her papers to run as Mayor.
- . October 15th, she attended the ATV event.
- . October 15th, she attended the Friends of the Library meeting and provided an overview of the programs offered, and the use by the community of the programs. She further advised that the library has taken over the public information sign on the outside of the library. She advised that the resolution regarding the discontinuation of library training programs received attention at UBCM.
- . On October 16th she attended the Small Business awards and Volunteer recognition evening.

- . She reported on the FCM Head Start for Young Women conference, which did not take place, as attendance was very low. However, it has been postponed until next year because there was so much interest in the conference. She thanked the City for staff time and support.
- . She advised that she would like to see a Youth advisory Council established in Council's next term.

Mayor Taylor

He reported that:

- . The Volunteer appreciation event at the Small Business Awards was very successful.
- . That the Vital Signs Report did a good job of identifying that the community has a large discrepancy in the "haves and have not's" in the community, particularly around families and seniors.

MOTION: O'DOHERTY / SMITH

**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 Officers Report  
RDKB Representatives Verbal report

The Mayor reported on the green bin program, and he advised that he is opposed to the electronic participation at the RDKB table, and will not be voting in favour of the proposed system at the next board meeting.

MOTION: O'DOHERTY / WYERS

**RESOLVED THAT the Mayor's report on the activities of the Regional District of the Kootenay Boundary, given verbally at this meeting, be received.**

CARRIED.

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**RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- a) Corporate Services  
Proposed cancellation of two meetings

MOTION: SMITH / WIRISCHAGIN

**RESOLVED THAT Council authorizes staff to advertise the legislative requirements to cancel the Committee of the Whole meeting on November 3rd, 2014, and further to cancel the Regular Meeting of November 17th, 2014.**



CARRIED.

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- b) Manager of Development and Engineering  
Communities of Distinction

The Chief Administrative Officer advised that the City had been approached by a producer of a television series to participate in a segment of the show. There would be a cost of \$19,000 dollars to participate.

MOTION: SMITH / O'DOHERTY

**RESOLVED THAT Council receive for information.**

CARRIED.

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#### **REQUESTS ARISING FROM CORRESPONDENCE**

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#### **INFORMATION ITEMS**

- a) Royal Canadian Legion  
Invitation to participate in the Remembrance Day Service at the Cenotaph on November 11th.

MOTION: O'DOHERTY / WIRISCHAGIN

**RESOLVED THAT Council attend and participate in the Remembrance Day service and event.**

CARRIED.

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- b) Alex Atamanenko  
Letter of Congratulations for receiving the Open for Business Award.

MOTION: O'DOHERTY / SMITH

**Receive for Information**

CARRIED.

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#### **BYLAWS**

- a) Manager of Development and Engineering  
Sewer Regulations and Rates Repeal Bylaw No. 1500-R, 214

MOTION: SMITH / O'DOHERTY

**RESOLVED THAT Council receive the Sewer Regulations and Rates Repeal Bylaw No. 1500-R, 2014 and give the bylaw first, second and third readings.**

CARRIED.

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- b) Manager of Development and Engineering  
Sewer Regulations Bylaw No. 1974, 2014

MOTION: O'DOHERTY / WIRISCHAGIN

**RESOLVED THAT Council receives the introduction of the new Sewer Regulations Bylaw No. 1974, 2014 and gives first, second and third readings.**

CARRIED.

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- c) Manager of Development and Engineering  
To close that portion of unnamed, undeveloped road traversing Lot 1 and Lot 2, District Lot 534, S.D.Y.D., Plan KAP73069 located between Sagamore Road and 2nd Street.

MOTION: KROG / SMITH

**RESOLVED THAT Council gives Bylaw 2002, being Sagamore Road and 2nd Street Road Closure, third reading.**

CARRIED.

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- d) Manager of Development and Engineering  
Subdivision and Development Repeal Bylaw No. 1434-R, 2014

MOTION: WIRISCHAGIN / WYERS

**RESOLVED THAT Council receive the Subdivision and Development Repeal Bylaw No. 1424-R, 2014 and give the bylaw first and second readings.**

CARRIED.

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- e) Manager of Development and Engineering  
Subdivision, Development and Servicing Bylaw No. 1970

MOTION: KENDEL / SMITH

**RESOLVED THAT Council receive the Subdivision, Development and Servicing Bylaw No. 1970, 2014 and gives first and second readings.**

CARRIED.

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- f) Chief Financial Officer  
Bylaw 2005-2014-2018 Financial Plan Amendment 1

MOTION: SMITH / WIRISCHAGIN

**RESOLVED THAT Council determines to remove the request for \$6,000 towards the mural project from Bylaw No. 2005-2014-2018, Financial Plan Amendment 1.**

CARRIED.

MOTION: SMITH / KENDEL

**RESOLVED THAT Council gives first three readings to Bylaw No. 2005-2014-2018 Financial Plan Amendment.**

CARRIED.

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#### **LATE ITEMS**

- a) Manager of Development and Engineering  
Road Closure Bylaw No. 2003, being the Riverside Drive Road Closure Bylaw

The Manager of Development and Engineering spoke with regard to this road closure and advised that:

- the closure is to consolidate that portion of road with the applicant's property
- this will alleviate an air encroachment of the owner's building's canopy
- once the road is closed the applicant can proceed with the strata conversion of the property

MOTION: WIRISCHAGIN / O'DOHERTY

**RESOLVED THAT Council give first and second readings to Bylaw No. 2003, being the Riverside Drive Road Closure Bylaw and direct staff to notify the surrounding property owners and advertise in the local paper, inviting the surrounding property owners and the public to the November 3, 2014, Regular Meeting to share their comments or concerns with respect to Bylaw 2003.**

CARRIED.

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- b) Chief Administrative Officer  
Update on City Hall Rebuild

MOTION: O'DOHERTY / WIRISCHAGIN

**RESOLVED THAT Council receive the verbal update regarding the rebuild of City Hall, for information.**

CARRIED.

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**QUESTIONS FROM THE PUBLIC AND THE MEDIA**

- a) Ms. Christine Thompson  
Spoke with regard to the election signs along the highway corridor

The Chief Administrative Officer advised that he would consult with the Chief Elections Officer with regard to a sign policy and where or if along the corridors election signs can be placed.

Ms. Julia Butler  
She spoke with regard to the ATV moto cross parking lot.

The Chief Administrative Officer spoke with regard to the approval of Council for the ATV Club to utilize City owned land as outlined in the Licence of Occupation.

Mr. Les Johnson  
He spoke with regard to the availability of watching the Small Business Awards and other events on Grand Forks TV and also on technology used in council or board meetings.

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**ADJOURNMENT**

- a) Adjournment

MOTION: KENDEL

**RESOLVED THAT Council adjourn the meeting at 7:49pm.**

CARRIED.

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**CERTIFIED CORRECT:**

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MAYOR BRIAN TAYLOR

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DEPUTY CORPORATE OFFICER -  
SARAH WINTON

DRAFT



# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council  
**From:** Procedure Bylaw / Chief Administrative Officer  
**Date:** November 3rd, 2014  
**Subject:** Reports, Questions and Inquiries from the Members of Council  
**Recommendation:** **RESOLVED THAT ALL REPORTS OF MEMBERS OF COUNCIL, GIVEN VERBALLY AT THIS MEETING, BE RECEIVED.**

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**BACKGROUND:** 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.

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**Benefits or Impacts of the Recommendation:**

**General:** 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.

**Strategic Impact:** Members of Council may ask questions, seek clarification and report on issues.

**Policy/Legislation:** The Procedure Bylaw is the governing document setting out the Order of Business at a Council meeting.

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

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- OPTIONS:**
1. RESOLVED THAT ALL REPORTS OF MEMBERS OF COUNCIL, GIVEN VERBALLY AT THIS MEETING, BE RECEIVED
  2. RESOLVED THAT COUNCIL DOES NOT RECEIVE THE REPORTS FROM MEMBERS OF COUNCIL.
  3. RESOLVED THAT COUNCIL REFERS THE MATTER BACK TO STAFF FOR FURTHER INFORMATION.

 Department Head or CAO	 Chief Administrative Officer
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# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council

**From:** Procedure Bylaw / Council

**Date:** November 3rd, 2014

**Subject:** Report – from the Council's Representative to the Regional District of Kootenay Boundary

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

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**BACKGROUND:** 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.

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**Benefits or Impacts of the Recommendation:**

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

**Policy/Legislation:** The Procedure Bylaw is the governing document setting out the Order of Business at a Council meeting.

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

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

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 Department Head or CAO	 Chief Administrative Officer
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# MEMORANDUM



**DATE:** November 3, 2014

**TO:** Mayor & Council

**FROM:** Sasha Bird, Manager of Development & Engineering Services

**SUBJECT:** Economic Status Report

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Earlier this summer, interviews were conducted with various businesses asking them what tourists and visitors were asking and saying about Grand Forks and area.

Visitors asked about distances, directions and attractions in Grand Forks, such as the Phoenix Ski Hill and Mine area, Area "D", Christina Lake and the United States.

The most popular comment from tourists on the street was that they loved Grand Forks; they kept coming back and wanted to move to Grand Forks because the town was so quaint and pretty and the local people were very friendly and informative. They also said that they liked the hiking and biking trails, the swimming and tubing in the rivers and they liked golfing at Christina Lake.

Some commented that they loved the Russian heritage of the area, particularly the Russian food and commented that they would like to see a Russian food restaurant open in the evenings for dinner.

The demographics of the visitors changed with the different seasons. In summer visitors were mostly families, in early fall they were seniors and in late fall/winter they were travelers stopping for the evening while on their way to another destination, not wanting to brave the snow over the passes in the evening hours.

Trip Advisor Canada rated Johnny's Motel as the number one stop-over amongst the 15 motels and hotels in the Grand Forks and Christina Lake area.

The deer in town and the tree lined streets was also a popular tourist attraction and they said they liked to stop and take pictures of the deer.

The Farmer's Market was a common topic, in that they said they would like to see the market held more than twice a week.

In 2013, 38 new business licences were issued for a total income of \$2,850.00 for the City. In 2014, the City issued 31 new business licences, up to the end of September, for a total income of \$2,325.00.

The Building Department issued 3 new single family dwelling permits in 2013. The total construction value was \$334,800.00 and the total building permit fees collected is \$954.50. To the end of September, 2014, the Building Department issued 5 new single family dwelling building permits. The total construction value was \$1,440,000.00 and the total building permit fees collected is \$9,724.90.

In 2013, there were ~1,300 visitors to the City Park campground and \$40,866.40 in camping fees was collected from January to December. In 2014, the campground had ~1,600 visitors and \$44,008.28 in camping fees was collected, up to the end of September.

In 2013, the Christina Lake Golf course saw 31,249 users and 31,920 users in 2014, which is a ~2.1% increase.

To the end of September, 2014, we received 20 development inquiries.

In November of 2013, International Forest Products (Interfor) made a statistical presentation to Council, outlining the activities and successes of the business. The report stated that the company has grown rapidly and transformed its operating platform over the last 10 years, with a goal of continued growth. Over the past 3 years, Interfor have invested \$30 million to create a state of the art mill that employs 140 people in Grand Forks.

Roxul invested several million dollars when they undertook a large expansion of their plant and erected a 93 foot smoke stack as their way of contributing to better air quality in the community. The company employs 200 people in Grand Forks.

Marksmann Industries is in the process of planning to construct an Aerospace Maintenance and Manufacturing facility at the Airport that could create up to 20 jobs in the area once it is fully operational.

Attached to this report is a list of identified tourist attractions for the Boundary area.

Respectfully submitted,



Sasha Bird  
Manager of Development & Engineering Services

**Community Tourism Essentials**  
**List of Identified Tourist Attractions for the Boundary Area**

**Attractions - Strengths**

Trans-Canada Trail & Trestles  
Heritage Buildings & Heritage Homes  
Museums & Heritage Sites  
Doukhobor History & Museum  
Tubing down the Kettle  
Wedding Capital – Principally Christina Lake  
Scenic Beauty – photographs paradise

**Services – Strengths**

Diversity of Accommodation  
Good Visitor Information Available  
Public Libraries  
Full Range of Medical Services  
Airport with all aviation services and Air Ambulance  
Alternative (Holistic) Health Services  
Farmers' Market  
Good Variety of Restaurants  
Community Halls  
City Campgrounds  
Good Potential for Tourism Growth in the Communities  
Passionate Tourism Organizations (Chamber of Commerce and Board of Trade)  
Friendly Community  
Majority of Frontline Staff deliver good Customer Service  
Tour guided Rock Candy Mine  
Community Supports Tourism (ample volunteers but need more - especially seniors)  
Large Pool of people available for Hospitality Training  
Internet Services

**Infrastructure – Strengths**

City Park  
Selkirk College  
Lots of Room for Growth  
Good Garbage Disposal throughout Boundary Country  
Good Access Roads for most areas from Hwy 3 Inter-Provincial Highway  
High Speed Internet  
Airport / Medivac

Good, unchlorinated Water in Boundary  
Good Recycling program  
RCMP Service  
Relatively Safe Community  
Community Halls  
Close to Border Crossings

### **Promotions – Strengths**

Brochures  
Excellent Boundary Trails Guide Website – Good start  
Boundary Map  
Regional Visitor's Guide being developed  
Accommodation Guide  
Word of Mouth – most valuable  
Partnerships with: CFDC/Boundary Country Tourism/Trails BC Boundary Regions/Regional District  
International Discovery Loop  
Gazette "Source" Directory  
"Boundary Country" Magazine to be published for the 2005 Tourist Season

# MEMORANDUM



**DATE :** November 3, 2014

**TO :** Mayor and Council

**FROM :** Manager of Operations

**SUBJECT :** Snow Removal Update

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Each year, it seems that these unwanted snowfall reminders come earlier than expected. As winter approaches it is always a good practice to reinforce helpful tips to the residents that make the snow removal operations easier for the snowplowing crews. Businesses and residents can assist the City of Grand Forks snow removal and sanding operations by cooperating with the following:

1. Remove all uninsured vehicles, boats, etc. from the streets, alleyways and boulevards.
2. Park vehicles off the street when snow removal in progress.
3. Refrain from shoveling, plowing or blowing snow from driveways onto the streets. This snow should be shoveled to the left of the driveway (when looking at the house from the street) to reduce the amount of snow deposited across the driveway when snow removal is in progress.
4. The City does not clear snow windrows from private driveways.
5. Children should be advised not to play on or in snow piles in the cul-de-sacs when snow hauling in progress.

Attached is Policy 1103 – Snow Clearing Roads & Airport that defines the snow removal priority for the roads. The public works department is always striving to improve all their operations, so it is the intention of this department to monitor the snow clearing operation throughout the 2014/2015 winter season and bring back recommendations to council.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "RH", is written over the typed name.

Roger Huston, ASCT.  
Manager of Operations

## CITY OF GRAND FORKS

**POLICY TITLE:** Snow Clearing Roads & Airport **POLICY NO:** 1103

**EFFECTIVE DATE:** August 20<sup>th</sup>, 2012 **SUPERSEDES:**

**APPROVAL:** Council **PAGE:** 1 of 1

### **POLICY:**

This policy defines a process by which the City of Grand Forks will provide snow-clearing services for Municipal Roads and the Grand Forks Airport. Snow removal operations shall be carried out in order of street priority, as indicated below.

### **PURPOSE:**

To identify the City's snow clearing priorities for Roads and the Airport.

**STREETS:** (see attached map)

## Priority #1

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- Granby Road from Highway 3 to City gravel pit and Valley Heights Dr.
- 2nd Street from Airport to north side of bridge.
- 72<sup>nd</sup> Ave. from 5<sup>th</sup> Street to 8<sup>th</sup> Street.
- 8<sup>th</sup> Street from 72<sup>nd</sup> Ave. to Kettle River Dr.
- Kettle River Dr. from 8<sup>th</sup> Street to 68<sup>th</sup> Ave.
- 68<sup>th</sup> Ave. from Kettle River Dr. to Spraggett.
- 7<sup>th</sup> Street from 72<sup>nd</sup> Ave. to 75<sup>th</sup> Ave. (excluding Central Ave)
- 75<sup>th</sup> Ave. from 7<sup>th</sup> Street to Riverside Dr.
- Riverside Dr. from 75<sup>th</sup> Ave. to Riverside Meadows
- Boundary Dr. from 68<sup>th</sup> Ave. to 77<sup>th</sup> Ave. (excluding Central Ave)
- 19<sup>th</sup> Street from 68<sup>th</sup> Ave. to Donaldson Dr. (excluding Central Ave)
- Donaldson Dr. from 19<sup>th</sup> Street to North Fork Rd.
- 77<sup>th</sup> Ave. from Boundary Dr. to 17<sup>th</sup> Street.
- 17<sup>th</sup> Street from 77<sup>th</sup> Ave. to McCallum View Dr.
- McCallum View Dr. from 17<sup>th</sup> Street to 76<sup>th</sup> Ave.
- 76<sup>th</sup> Ave. from McCallum View Dr. to Donaldson Dr.



- 22nd Street from Central Ave. to 78<sup>th</sup> Ave.
- 76<sup>th</sup> Ave. from 22<sup>nd</sup> Street to 23<sup>rd</sup> Street
- 75th Ave. from 22nd Street to North Fork Rd.
- 27<sup>th</sup> Street from 68<sup>th</sup> Ave. to Central Ave.
- 27<sup>th</sup> Street from Central Ave. to 75<sup>th</sup> Ave.
- 25<sup>th</sup> Street from Central Ave. to 75<sup>th</sup> Ave.
- 73<sup>rd</sup> Ave from Boundary Drive to 11<sup>th</sup> Street.
- 11<sup>th</sup> street from 73<sup>rd</sup> Ave to Kettle River Dr.
- 72<sup>nd</sup> Ave. from Boundary Dr. to 12<sup>th</sup> Street
- 12<sup>th</sup> Street from 72<sup>nd</sup> Ave. to 73<sup>rd</sup> Ave.

## Priority #2

---

- City owned parking lots and general residential streets.

## Priority #3

---

- Cul-de-sacs, lanes and alleys.

## Downtown Core Snow Removal

---

- The downtown core will be cleared when deemed necessary by the Manager of Operations in consultation with the Roads-Airport and Equipment Coordinator. (Typically a Priority #2, some clearing of piled snow may drop to a Priority #3)

(Downtown snow removal can be complex and should be cleared taking into consideration the amount of snow, temperature, time of day, day of week etc.. Therefore the timing for the removal of snow in the downtown core will be decided on by the Manager of Operations in consultation with the Roads-Airport and Equipment Coordinator)

# Airport Snow Removal

---

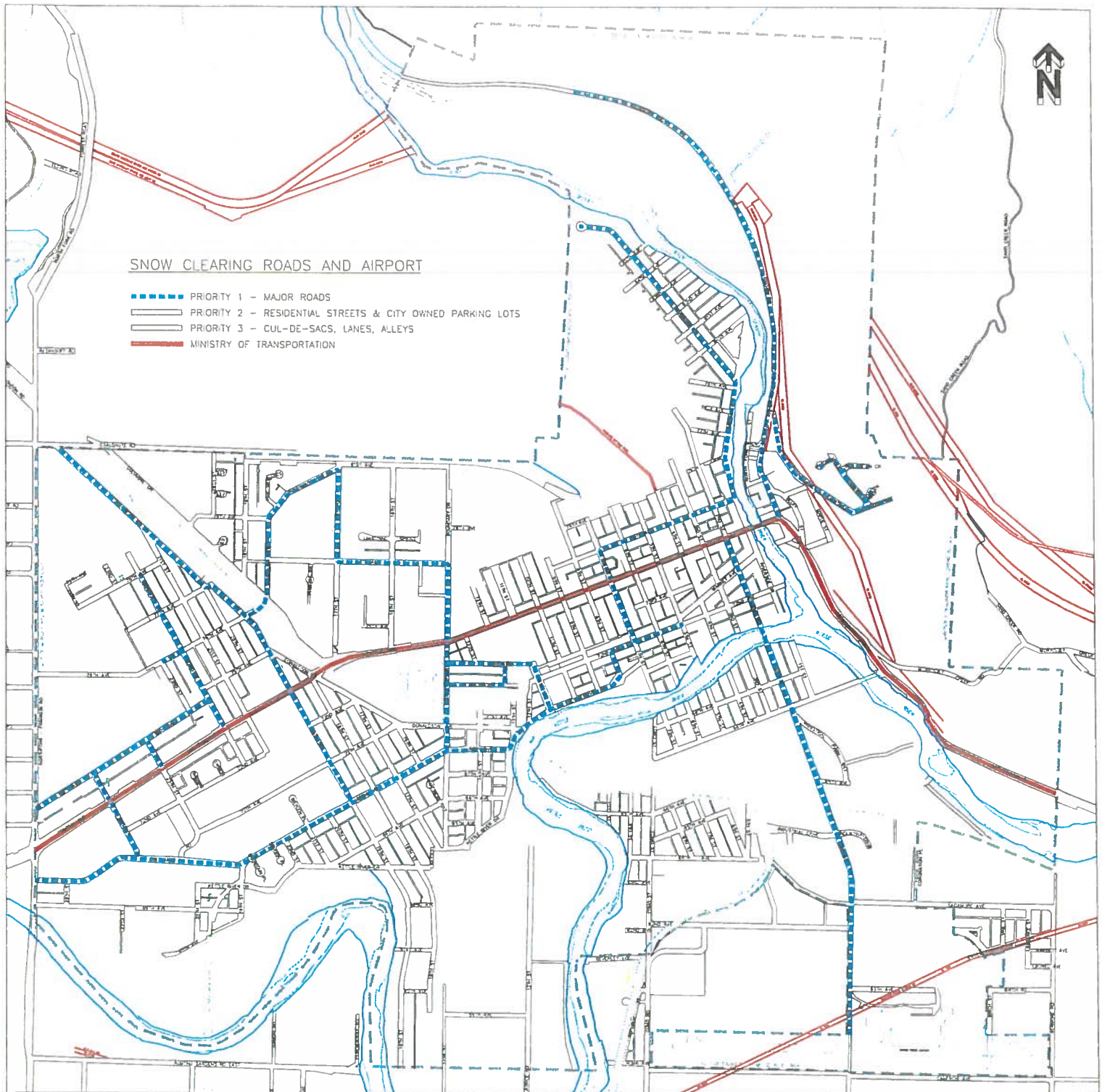
Snow removal at the Municipal Airport shall be as follows:

## **Priority #1**

- When an emergency Medi-vac call originates, personnel will immediately be dispatched to clean the runway and taxiway A of snow.
- When more than 4 inches of snow falls runway and taxiway A are cleared.
- When freezing is expected after melting conditions the runway and taxiway A may be cleared as a Priority #1.  
(Not being proactive with removal of slush or melted snow during the day could negate 24 hour Medi-Vac access to the Grand Forks Airport when temperatures drop below freezing)

## **Priority #2**

- At all other times the airport will be considered a priority #2.





# MONTHLY HIGHLIGHT REPORTS



**DATE :** October 23, 2014  
**TO :** Committee of the Whole  
**FROM:** Manager of Building Inspection & Bylaw Services  
**HIGHLIGHTS :** For the Month of October, 2014

---

❖ **Bylaw Office Review**

- ❖ Continuing with the removal of sea cans in the downtown core
- ❖ Preparing a notice to keep the boulevards clear of Rv's, trailers and vehicle for winter snow removal
- ❖ Continuing with unsightly property notices
- ❖ Began work on a new Sign Bylaw for Grand Forks

❖ **Building Inspections review**

- ❖ October has seen 3 more new permits issued and 1 pending
  - ❖ 1 Single Family Dwelling
  - ❖ 2 Commercial renovation projects
  - ❖ 1 more Single Family Dwelling pending engineered foundation plans
  - ❖ Total of \$3,622,816 in construction value to the end of October
  - ❖ Several inquires for new housing starts going into 2015
-



# MONTHLY HIGHLIGHT REPORTS



**DATE :** October 23, 2014  
**TO :** Committee of the Whole  
**FROM:** Chief Financial Officer  
**HIGHLIGHTS :** For the Month of October, 2014

---

- ❖ Researching Asset Management software
  - ❖ Completed Financial Plan amendment
  - ❖ Began work on Financial Plan for 2015-2019
  - ❖ Attended Disaster Recovery workshop
  - ❖ Preparing for interim audit in January
  - ❖ Researching tools for citizen input into Financial Plan – Citizen Budget
  - ❖ Reminder letters sent for outstanding current taxes – will begin accruing interest in January
-





# MONTHLY HIGHLIGHT REPORTS



**DATE :** November 3<sup>rd</sup>, 2014

**TO :** Committee of the Whole

**FROM:** Corporate & Community Services

**HIGHLIGHTS :** For the Month of October, 2014

---

- ❖ Planning for Election
  - Prepared nomination packages
  - Received candidate nominations
  - Reported to BC elections and civic info
  - Continuation of election process
- ❖ Preparation of UDI and PNP presentations
- ❖ Volunteer Recognition Awards and Ceremony preparations and attendance
- ❖ 68<sup>th</sup> Ave. ribbon cutting
- ❖ Corporate Officer attended the Corporate Officers Conference
- ❖ Deputy Corporate Officer attended law course
- ❖ Performed Labour and HR duties
- ❖ Event organization for Rotary Halloween Bonfire
- ❖ Water Meter communications – working with Neptune and Manager of Operations



# MONTHLY HIGHLIGHT REPORTS



**DATE:** November 3, 2014  
**TO:** Council  
**FROM:** Manager of Development & Engineering  
**HIGHLIGHTS:** For the Month of October, 2014

---

- ❖ Downtown Beautification Upgrades – 100% Complete
  - ❖ City Hall Re-Construction Project – Main Contract 78% Complete, Changes to Contract 45% Complete
  - ❖ New Subdivision, Development and Servicing Bylaw Received First Three Readings
  - ❖ New Sewer Regulations Bylaw Received First Three Readings
  - ❖ Received 4 Development Enquiries
  - ❖ Received 1 Enquiry Regarding City Owned Property for Sale
  - ❖ Prepared License of Occupation for the RDKB Demonstration Garden
  - ❖ Completed Dike Inspections and Working on the Dike Report
  - ❖ 68<sup>th</sup> Ave Paving Project – 100% Complete
  - ❖ Investigated Appropriate GIS Software
-



# MONTHLY HIGHLIGHT REPORTS



**DATE :** Oct 22, 2014

**TO :** Committee of the Whole

**FROM:** Fire Chief

**HIGHLIGHTS :** For the Month of October, 2014

---

- ❖ Calls for October (to Oct 22): 25 calls total, 13 Fire, 12 First Responder
  - ❖ Planning for Disaster Recovery course - Penticton
  - ❖ Fire prevention week – Smoke Detector promo w/ Panago Pizza
  - ❖ James Traynor – 30 year service award presentation @ council mtg.
  - ❖ Silver Kettle Village – Full staff/resident Evacuation Drill
  - ❖ Fire Chief's Zone Meeting - Invermere
  - ❖ Work on 2015 Operating and Capital budgets
  - ❖ Reviewing the OFC Fire Training Playbook
-



# MONTHLY HIGHLIGHT REPORTS



**DATE :** November 3, 2014  
**TO :** Committee of the Whole  
**FROM:** Manager of Operations  
**HIGHLIGHTS :** For the Month of October, 2014

---

## **Public Works**

- ❖ Completing shouldering/drainage on 68<sup>th</sup> Avenue – west end
- ❖ Sidewalk repairs – 3<sup>rd</sup> Street north of 75<sup>th</sup> Ave. & 9<sup>th</sup> Street south of Central
- ❖ Irrigation - preparation for winter. Blowing out and backflow prevention assemblies removed
- ❖ Beacon sites – winterized. Check batteries, ensure adequate insulation

## **Water/Sewer**

- ❖ Sanitary sewer main flushing program continues
- ❖ Curb stop repairs – leaks identified and repaired
- ❖ Winterizing pumphouses

## **Electrical**

- ❖ Removing flower baskets from poles
- ❖ Assisting RCMP with surveillance camera install – downtown area
- ❖ Pole maintenance – change-outs as per maintenance schedule
- ❖ Preparing downtown for winter tree lights





Good afternoon,

I'm sharing this article with you should you like to make a submission to the BC Select Standing Commission on Health.

Gail

**GAIL HUNNISETT**

Constituency Assistant | Adjoint de circonscription  
Alex Atamanenko, MP | Alex Atamanenko, député  
New Democratic Party | Nouveau Parti démocratique

(T)250.365.2792 | (TF)1.800.667.2393 |(F) 250.365.2793  
ndp.ca | npd.ca



**FILE CODE**

*WE3 & Alex Atamanenko  
Al-re BC Select  
Standing Committee on Health*

## Ensuring Health Care Sustainability – Share Your Views

*By Linda Larson, MLA and Judy Darcy, MLA*

British Columbians enjoy high standards of health care, including the longest life expectancy and the lowest rates of obesity, smoking, and infant mortality in Canada. Maintaining a strong health care system which meets the needs of all citizens is a priority for all British Columbians.

BC's health care system has changed dramatically in recent decades to meet the demands of citizens and respond to the changing health care environment. BC has supported new treatments, drugs, and diagnostic technologies, leading to significant improvements in the health and longevity of British Columbians. Our health care system has also had to evolve to meet changing requirements, notably a greater emphasis on treating long-term chronic conditions, and the pressures of a growing and ageing population.

Health care is the single largest area of provincial spending, accounting for almost 40 percent of total government spending. The estimated budget for the Ministry of Health in the 2014/15 fiscal year is almost \$17 billion. Budget pressures are expected to intensify in the future as a result of the following cost drivers:

- 2% general inflation
- 1.4% population growth
- 1% population ageing
- 0.9% increased utilization
- 0-0.7% health inflation

BC's Legislative Assembly has tasked the all-party Select Standing Committee on Health with identifying strategies for maintaining the sustainability and quality of BC's health care system. The Committee has been meeting with Ministry representatives, health care researchers, and stakeholders to seek their views on how to address the challenges faced by our health care system.

As the Chair and Deputy Chair of the Select Standing Committee on Health, we are asking British Columbians to share their ideas on how we can continue to ensure the sustainability and improvement of our health care system. In order to focus the consultation we are seeking submissions that address any or all of the following questions:

- Access to high quality health care for all British Columbians, regardless of where they live, is a key priority for the health care system. Providing health care for British Columbians who live in rural communities presents significant challenges, including the recruitment and retention of health care professionals to work in rural communities.
  - **How can we improve health and health care services in rural British Columbia? In particular, what long-term solutions can address the challenges of recruitment and retention of health care professionals in rural British Columbia?**
- The delivery of health care often depends on interdisciplinary teams of health care professionals from different disciplines – doctors, nurses, pharmacists, social workers, counselors,

psychiatrists, physiotherapists, midwives, and others – who work together to provide patients with care. The coordinated provision of health care by interdisciplinary teams contributes to the provision of high quality, integrated, and efficient health care services.

➤ **How can we create a cost-effective system of primary and community care built around interdisciplinary teams?**

- End-of-life care is an important part of a sustainable, efficient health care system, providing effective care with comfort, dignity, and quality of life for dying individuals. End-of-life services are delivered by a range of professionals who provide pain and symptom management, community nursing and rehabilitation services, home support, respite services, and residential hospice care.

➤ **What best practices can be implemented to improve end-of-life care?**

- Problematic substance use affects people of all ages from all walks of life, and imposes significant costs on individuals, government, and society as a whole. Focusing resources on evidence-based best practices for recovery programs can yield long-term positive outcomes in terms of individual well-being and effective and efficient services.

➤ **How can we enhance the effectiveness of addiction recovery programs?**

Submissions should include an explanation of the anticipated benefits and a justification of the costs involved.

To make a submission to the Committee or learn more about our work please visit our website at <http://www.leg.bc.ca/cmt/health/index.asp>. All submissions will be carefully reviewed and considered by the Committee. The deadline for submissions is December 31, 2014.

*Linda Larson is the Chair of the Select Standing Committee on Health and the MLA for Boundary-Similakameen. Judy Darcy is the Deputy Chair of the Select Standing Committee on Health and the MLA for New Westminster.*





## CHRISTINA LAKE STEWARDSHIP SOCIETY

COMMUNITY STEWARDSHIP RESOURCE CENTRE

P.O. Box 373

1675 Hwy #3

Christina Lake, B.C. V0H 1E0

Website: lakesteward.ca

RECEIVED

OCT 15 2014

THE CORPORATION OF  
THE CITY OF GRAND FORKS

October 7<sup>th</sup>, 2014

Attention: The Honourable **Christy Clark**, Premier  
The Honourable **Mary Polak**, Minister of Environment  
The Honourable **Shirley Bond**, Minister of Jobs, Tourism and Skills  
Training  
Stn Prov Gov  
Victoria, BC  
V8W 9E2

### RE: Urgent need to prevent invasion of Zebra and Quagga mussels

The Christina Lake Stewardship Society is extremely concerned that action be taken to prevent the introduction of zebra and quagga mussels into British Columbia. The rapid dispersal and irrevocable damage done by these aquatic mollusks throughout the Great Lakes is well-documented. We don't want them in our province.

We request:

- Legislation, including mandatory inspection of boats entering Western Canada, to prevent the importation of the mussels.
- Passage of the necessary changes to federal fisheries regulations, or other appropriate legislation to prohibit the importation of mussels.
- Mandatory training of Border Services personnel in the identification of the mussels along with sufficient staffing, and the necessary legislative changes to detect mussel infested watercraft at the Western Canada borders and authorize detention of mussel infested watercraft.
- Co-operation with the Province of British Columbia in the education and training of Border Services personnel in the identification of mussels.
- Co-operation with all provincial authorities in the establishment of protocols.

The havoc wreaked by these mollusks is massive. Aside from altering the food web and creating a foul environment, their impact extends to the economy. Individuals, industry and the

1

WE3

FILE CODE

C.L. Stewardship  
C1 - Society - Prevention  
of Zebra & Quagga Mussels  
Page 45 of 124/15

greater community are at high financial risk. Public facilities such as power and water treatment plants along with fire-fighting equipment can be severely impacted by reduced pumping capabilities. Continued attachment of mussels can cause corrosion of steel and concrete affecting the structural integrity of transportation infrastructure.

The Christina Lake Stewardship Society is a non-profit, charitable organization which finances its various activities through grants along with many hours of volunteer labour. The Society has been monitoring for the Zebra and Quagga mussels for the last six years (the first in the province), and initiated an educational program with the Boundary Invasive Species Society in 2013. They are doing the best they can with limited funding, and without the necessary legislation to implement mandatory inspections at Christina Lake. The threat of these mussels is very real though, as indicated by the many stops of mussel-fouled watercraft on their way to BC by Idaho and Washington inspectors.

It is not feasible to establish a comprehensive public education/boat inspection program without a global plan and adequate funding in place. The Society strongly believes that it is less than prudent for the federal government to rely on local volunteer organizations, and that the issue is provincial/national in scope and should be addressed by those levels of government.

There is no need to re-invent the wheel. Mussel invasion prevention programs are well established in the Pacific Northwest, including a sticker program established by Idaho's Department of Agriculture which requires that all watercraft be inspected before entering the state's water ways. The purchase of the stickers following inspections funds staff training and professional fees, the inspection sites, as well as decontamination processes, and would be a worthwhile program for the province to adopt.

We urge the federal government, as one of the stewards of the public interest, to take action without haste. Though the Society has the will to protect our ecosystem via educational venues consistent with government protocols, we have no jurisdiction to demand boat inspection/cleaning.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Peter Bowen', with a stylized flourish at the end.

Peter Bowen, President CLSS

cc:

- Local Government
  - Regional District of Kootenay Boundary, Regional District of Central Boundary, Regional District of East Kootenay, Regional District of Okanagan-Similkameen
  - City of Grand Forks, City of Greenwood, Village of Midway, City of Rossland, Village of Warfield, City of Trail, Village of Montrose, Village of Fruitvale
- Provincial Government
  - Kootenay/Okanagan MLAs: Katrine Conroy (Kootenay West), Bill Bennett (Kootenay East), Michelle Mungall (Nelson-Creston), Linda Larson (Boundary-Similkameen), Spencer Chandler-Herbert (Vancouver-West End, environment critic), David Eby (Vancouver-Point Grey, tourism critic)
- Federal Government
  - Kootenay/Okanagan MPs: Alex Atamanenko (Southern Interior), David Wilks (Kootenay-Columbia), Dan Albas (Okanagan-Coquihalla)
  - Hon. Gail Shea, Minister of Fisheries and Oceans Canada
  - Hon. Steven Blaney, Minister of Public Safety Canada
- Non-Government Organizations
  - First Nations Representatives – Okanagan Nations Alliance
  - Boundary Invasive Species Society
  - East Kootenay Invasive Plants Council
  - Central Kootenay Invasive Plants Council
  - Okanagan Basin Water Board





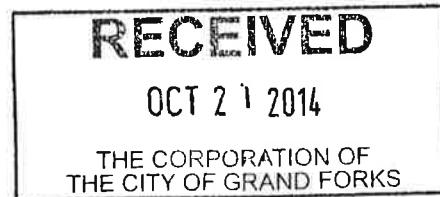


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Western  
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Since 1988*



**Via Fax: 250-442-8000**

**Mayor Brian Taylor  
Grand Forks, BC**



## ***Winter Stakeholder Meeting***

***You are invited to a Winter Stakeholder Meeting at 10:00 a.m. on November 5<sup>th</sup>, 2014, at the Grand Forks Yard site located at 6150 2<sup>nd</sup> Street in Grand Forks. This session will be approximately 2 hours in duration. We will discuss the upcoming winter and changes Emcon has made. Preparedness for winter is important to us and your participation and feedback are appreciated.***

***We look forward to you or a representative's attendance at this informative session.***

***Please come and meet with us and allow us to inform you of all of our winter driving safety initiatives.***

***Coffee & refreshments will be provided.***

**FILE CODE**

*WE3* *I4* *Emcon Services Inc.*  
*E1 - Winter Stakeholder Mtg.*  
*Nov. 5<sup>th</sup>*



From: "Minister, CSCD CSCD:EX" <CSCD.minister@gov.bc.ca>  
Subject: Update to provincial commitments made at Convention  
To: Info City of Grand Forks

Oct-23-14 3:03:56 PM



**RECEIVED**

**OCT 24 2014**

THE CORPORATION OF  
THE CITY OF GRAND FORKS

Attachments: winmail.dat / Uploaded File (27K)

Ref: 156664

His Worship Mayor Brian Taylor  
and Members of Council  
City of Grand Forks  
Box 220  
Grand Forks, BC V0H 1H0

Dear Mayor Taylor and Councillors:

I am writing to extend my appreciation to all local governments who participated in the 2014 UBCM Convention in Whistler, BC, and to provide you with an update on some of the significant initiatives to which the Province of British Columbia committed during the convention.

First and foremost, I was pleased to announce that based upon what we heard from communities around the province, the Province intended to expedite the launch of the Small Communities Fund as part of the New Building Canada Plan. Under this fund, more than \$327 million cost-shared between the federal, provincial and local governments will be invested in supporting critical infrastructure of communities with populations under 100,000 over the next 10 years.

I committed that the fund would be launched and open for applications by the end of October. I am pleased to inform you that on October 16, 2014, the program guide was launched on the Province's website

([www.gov.bc.ca/SmallCommunitiesFund](http://www.gov.bc.ca/SmallCommunitiesFund)<<http://www.gov.bc.ca/SmallCommunitiesFund>>) and that as of October 22, 2014, the formal applications are now available for eligible applicants. Applicants will have until February 18, 2015, to submit their applications. This will represent the first of at least two intakes we are envisioning under this program. As I highlighted in my speech at the convention, my Ministry is asking local governments to place a high priority on addressing critical infrastructure issues in areas such as drinking water, wastewater and solid waste management - particularly those projects associated with achieving provincial or federal regulations or standards.

I also confirmed that the Province would establish a new asset management planning grant

**FILE CODE**

WE3, m9- Update to Provincial  
Commitments Made at  
Convention from Coralee  
Oakes  
Page 51 of 124

fund that would be available to support local governments. Administered by UBCM, this fund is targeted at the development and enhancement of asset management practices that support cost-effective planning for their public infrastructure, including water systems and local roads, to be ready to make the most of economic opportunities that lie ahead for British Columbia. Leading-edge asset management will help local governments move toward more sustainable service delivery models, ensuring that local taxpayers get value for their infrastructure investments. It also represents a fundamental element of the assessment criteria that will be applied in review of projects under both the New Building Canada Fund and the Gas Tax Agreement. I will have more to say in the near future on how local governments can access these new supports.

I also announced that the Province would seek approval of the Legislative Assembly to appoint a Special Committee this fall to make recommendations to inform the establishment of expense limits for the 2018 local government elections. On October 9, 2014, a motion was introduced in the House to establish this Committee. The Committee will make recommendations for principles regarding the relationship between expense limits for candidate and elector organizations, and for third party advertising, by November 27, 2014.

In addition, the Committee will make recommendations on the actual expense limit amounts by June 12, 2015. In carrying out its work, the Committee will be guided by the Province's decision to adopt an expense limits model with a flat amount for jurisdictions with fewer than 10,000 people and a per capita formula for those with more than 10,000. The Committee will no doubt wish to consult with key stakeholders, including with UBCM. I want to acknowledge UBCM's valuable contributions to date, beginning with the Local Government Elections Task Force in 2009/2010.

I also know that the UBCM convention provided members with the opportunity to engage in robust debate about a number of issues associated with public sector compensation levels as well as the need to seek ongoing improvement to the local government finance system. Recent reports such as Ernst and Young's report on public sector compensation stemming from the Province's Core Review process and Taxpayer Accountability Principles and UBCM's own Strong Fiscal Futures underscore the importance of engaging on these issues in a collaborative and constructive way. These issues and the ensuing discussions remind us that we all serve one taxpayer and that we have a shared duty to ensure that we deliver effective, responsive services to citizens.

I believe that these issues can best be managed through a collaborative approach. Going forward, I have asked UBCM to work with me to schedule a series of meetings with UBCM Executive to discuss these issues. In addition, while my duties as Minister and MLA require that I be present in Victoria during the sitting of the Legislature (which sits through to November 27th under the current legislative calendar, and will sit again in the spring), I would also welcome the opportunity to participate in area association proceedings over the coming year.

Through more structure and regular dialogue, I believe our organizations can make significant

progress on addressing some of the opportunities raised during the UBCM convention, and also establish a more collaborative and practical working relationship moving into the future.

Once again, I thank all of you who participated in the Convention. Please note that I will be following up shortly with the delegations I met with directly on their specific items of interest. I thank you all for your ongoing dedication to your communities, and look forward to working with you both collectively and individually in the future.

Sincerely,

Coralee Oakes

Minister of Community, Sport and Cultural Development

pc: Ms. Rebecca F. Denlinger, Deputy Minister



# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council  
**From:** Sasha Bird,  
**Date:** November 3, 2014  
**Subject:** Sewer Regulation and Rates Repeal Bylaw No. 1500-R, 2014  
**Recommendation:** **RESOLVED THAT COUNCIL** receive Sewer Regulations and Rates Repeal Bylaw No. 1500-R, 2014 and give the bylaw final reading.

---

**BACKGROUND:** The City of Grand Forks Sewer Regulation and Rates Bylaw No. 1500 was adopted in 1997 and requires updating to meet the current requirements for the management and maintenance of the sewer system of Grand Forks. The proposal is to have City Council repeal the existing bylaw and adopt a new bylaw which is similar to bylaws currently in use by other municipalities and cities in the Province.

At the October 6, 2014 Committee of the Whole, Council received the Sewer Regulation and Rates Repeal Bylaw No. 1500-R, 2014 and referred the bylaw to the Regular Meeting of Council scheduled for October 20, 2014, for first, second and third readings.

At the October 20, 2014 Regular meeting, Council received the introduction of the new Sewer Regulations Bylaw No. 1974, 2014 and gave first, second and third readings to the Sewer Regulations Bylaw No. 1974, 2014.

---

## **Benefits or Impacts of the Recommendation:**

**General:** The objective is to rescind Sewer Regulations and Rates Bylaw 1500, 1997.

**Strategic Impact:** To allow for the adoption of an updated bylaw that reflects current requirements and allows for better management of the City's infrastructure.

**Financial:** The City will have the ability to better manage the sewer disposal services within the City and forecast financial requirements more accurately.

**Policy/Legislation:** Council's authority to amend or repeal bylaws comes from the Community Charter.

**Attachments:** Draft Sewer Regulations and Rates Repeal Bylaw No. 1500-R, 2014.

---

# REQUEST FOR DECISION

— REGULAR MEETING —



---

**Recommendation:** RESOLVED THAT COUNCIL receive Sewer Regulations and Rates Repeal Bylaw No. 1500-R, 2014 and give the bylaw final reading.

---

- OPTIONS:**
1. COUNCIL COULD CHOOSE TO SUPPORT THE RECOMMENDATION.
  2. COUNCIL COULD CHOOSE TO NOT SUPPORT THE RECOMMENDATION.
  3. COUNCIL COULD CHOOSE TO REFER THE REPORT BACK TO STAFF FOR FURTHER INFORMATION.

---

 Department Head or CAO	 Chief Administrative Officer
---	--



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

**BYLAW NO. 1500-R**

**A BYLAW TO REPEAL THE SEWER REGULATION AND RATES  
BYLAW NO. 1500, 1997**

=====

**WHEREAS** it is deemed necessary and expedient to repeal Bylaw No. 1500 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. 1500, cited for all purposes as the "City of Grand Forks Sewer Regulation and Rates Bylaw No. 1500, 1997" and all amendments thereto, be hereby repealed.
2. This bylaw may be cited as "**The City of Grand Forks Sewer Regulations and Rates Repeal Bylaw No. 1500-R, 2014**".

Read a **FIRST** time this 20<sup>th</sup> day of October, 2014.

Read a **SECOND** time this 20<sup>th</sup> day of October, 2014.

Read a **THIRD** time this 20<sup>th</sup> day of October, 2014.

**FINALLY ADOPTED** this 3<sup>rd</sup> day of November, 2014.

\_\_\_\_\_  
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. 1500-R as adopted  
by the Municipal Council of the City of Grand Forks on the  
3<sup>rd</sup> day of November, 2014.

---

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

---

Date

# REQUEST FOR DECISION

## — REGULAR MEETING —



**To:** Mayor and Council  
**From:** Sasha Bird, Manager of Development & Engineering Services  
**Date:** November 3, 2014  
**Subject:** Sewer Regulations Bylaw No. 1974, 2014  
**Recommendation:** **RESOLVED THAT COUNCIL** gives final reading to the Sewer Regulations Bylaw No. 1974, 2014.

---

**BACKGROUND:** The City of Grand Forks Sewer Regulation & Rates Bylaw No. 1500 was adopted in 1997 and requires updating to meet the current requirement for management and maintenance of the sanitary sewer system of Grand Forks. The proposal is to have City Council adopt a new Sewer Regulations & Rates Bylaw which is similar to bylaws currently in use by other municipalities and cities in the Province, but structured to meet our community's needs.

The City of Grand Forks Sewer Regulation & Rates Bylaw No. 1974, 2014 was introduced to Council at the October 6, 2014 Committee of the Whole meeting. The Committee of the Whole received the introduction of the new Sewer Bylaw and referred the bylaw to the Regular meeting of Council scheduled for October 20, 2014, for first, second and third readings.

At the October 20, 2014 Regular meeting, Council received the introduction of the new Sewer Regulations Bylaw No. 1974, 2014 and gave first, second and third readings to the Sewer Regulations Bylaw No. 1974, 2014.

---

### **Benefits or Impacts of the Recommendation:**

**General:** The objective is to rescind the Sewer Regulations & Rates bylaw 1500, 1997 and all amendments thereto and to adopt an updated, legislated bylaw that is workable and enforceable by City staff.

**Strategic Impact:** To update the Bylaw to reflect current requirements and allow for better management of City infrastructure.

**Financial:** The City will have the ability to better manage sewer disposal services within the City and forecast financial requirements more accurately.

**Policy/Legislation:** Council's authority to establish and operate a sewer disposal system comes from the Community Charter.

**Attachments:** 1) Sewer Regulations Bylaw No. 1974, 2014, as at third reading.

---

# REQUEST FOR DECISION

— REGULAR MEETING —



**Recommendation:** RESOLVED THAT COUNCIL gives final reading to the Sewer Regulations Bylaw No. 1974, 2014.

- OPTIONS:**
1. RESOLVED THAT COUNCIL COULD CHOOSE TO SUPPORT THE RECOMMENDATION.
  2. RESOLVED THAT COUNCIL COULD CHOOSE TO NOT SUPPORT THE RECOMMENDATION.
  3. RESOLVED THAT COUNCIL COULD CHOOSE TO REFER THE REPORT BACK TO STAFF FOR FURTHER INFORMATION.

	
Department Head or CAO	Chief Administrative Officer

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

**SEWER REGULATIONS BYLAW NO. 1974**

**A bylaw to provide for the regulation and use of the sanitary sewer system of the City of Grand Forks**

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**WHEREAS** the City of Grand Forks has established and operates a sewer disposal system pursuant to its powers under the Community Charter, for the purpose of providing sewer disposal service to the residents, institutions, commercial and industrial users, and all other users in the City;

**AND WHEREAS** it is deemed expedient to make provisions for regulating the rates, conditions and terms under or upon which sewer disposal services may be supplied to and used by the inhabitants of the City of Grand Forks;

**AND WHEREAS** discharge must be regulated as there are compounds in waste that in various concentrations are detrimental to the operation of the sanitary sewer system.

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

**1. TITLE**

- 1.1 This bylaw may be cited for all purposes as **"Sewer Regulations Bylaw No. 1974, 2014."**

**2. DEFINITIONS**

- 2.1 In this bylaw, unless the context otherwise requires:

**"Authorized" or "Authorization"** granted by the Manager of Operations or his/her designate means approved in writing by the Manager of Operations, on the terms and conditions specified in that written approval;

**"Bi-monthly"** means every two month period;

**"B.O.D."** means Biochemical Oxygen Demand; the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory conditions in five (5) days at twenty (20) degrees Celsius, expressed in milligrams per litre as determined by the appropriate procedure in Standard Methods;

**“Building Code”** means the British Columbia Building Code, as amended or replaced from time to time;

**“Building Permit”** means a building permit issued under the Corporation of the City of Grand Forks Building & Plumbing Bylaw, as amended or replaced from time to time;

**“Bylaw Enforcement Officer”** means a person in a class prescribed under section 273 (c) of the Community Charter who is designated by a local government as a bylaw enforcement officer, and every Peace Officer;

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

**“City Specifications”** means the specifications, drawings and other standards for works and services established under the City of Grand Forks Subdivision, Development and Servicing Bylaw, as amended or replaced from time to time;

**“C.O.D.”** means the Chemical Oxygen Demand; a measure of the oxygen consuming capacity of inorganic and organic matter present in domestic or industrial wastewater as determined by the appropriate procedure described in Standard Methods;

**“Collector”** means the individual appointed from time to time by Council;

**“Collector’s Roll”** means a list of each property served by the Sanitary Sewer System that is liable to sewer service charges, and which designates the Owner as a Domestic User, a Non-domestic User, an Agricultural User or a combination thereof;

**“Connection” or “Connect”** means tying into, tapping or otherwise connecting to the Sanitary Sewer System of the City by means of pipes, valves, fittings or other apparatus;

**“Cooling Water”** means untreated water originating from heat exchangers or similar units;

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

**“Domestic”** means use for household requirements and sanitation;

**“Domestic Wastewater”** means the water carried wastes produced from non-commercial or non-industrial activities and which result from normal human living

processes;

**"Effluent"** means the liquid outflow of any facility designed to treat or convey wastewater;

**"Engineer"** means a person who is registered, or duly licensed as such, under the Engineers and Geoscientists Act of British Columbia;

**"Extraneous Flows"** means water originating from rainwater, snow melt, ground water, roof drain water, foundation drain water, subsurface drainage, surface water, single pass cooling water, condensate, or storm water;

**"Flammable Liquid"** means any liquid having a flash point below 38° C and having a vapour pressure not exceeding 280 kPa at 38° C;

**"Fuller's Earth"** means any non-plastic clay or claylike earthy material that can be used to decolourize, filter, and purify animal, mineral, and vegetable oils and greases;

**"Garbage"** means solid wastes from domestic or commercial preparation, cooking and dispensing of food, and from the handling, storage, and sale of produce.

**"Grab Sample"** means a single sample of a wastewater stream or discharge that represents the composition of the wastewater at the particular time and location at which the sample was collected.

**"Grease"** means an organic substance recoverable by procedures set forth in Standard Methods and includes, but is not limited to, hydrocarbons, esters, fats, oils, waxes, and high molecular carboxylic acids;

**"Hazardous Waste"** has the same meaning as under the Hazardous Waste Regulation, 8.C. Reg. 63/88, as amended or replaced from time to time.

**"Industrial Wastewater"** means all water carried Wastes and Wastewater excluding domestic Wastewater and uncontaminated Wastewater, and includes all Wastewater from any processing, institutional, commercial, or other operation where the Wastewater discharged includes Wastes of non-human origin;

**"Lower Explosive Limit"** means the concentration limit of potentially explosive reactants present in private Wastewater Effluent.

**"Manager of Operations"** means the Manager of Operations of the City of Grand Forks or his/her designate;

**"Non-domestic"** in reference to any form of waste or private wastewater effluent

means waste or effluent generated by industrial, commercial, agricultural or institutional users.

**"Occupier"** has the same meaning as in the Community Charter, as amended from time to time;

**"Offal"** means waste portions of food, animals, fowl, or fish;

**"One-day Composite Sample"** means a composite sample comprised of flow proportioned samples collected at one hour intervals over the duration of one operating day .

**"Owner"** has the same meaning as in the Community Charter, as amended from time to time;

**"Parcel"** means any lot, block, or other area in which land is held or into which land is subdivided but does not include a highway.

**"Person"** means any person, firm, partnership or corporation, or any trustee, manager or other person owning or occupying any building or place either individually or jointly with others, and includes an agent, workman, or employee of such person, firm, partnership, or corporation;

**"Pesticide"** means an organism or material that is represented, sold, used, or intended to be used, to prevent, destroy, repel, or mitigate a pest and includes:

- (a) a plant growth regulator, plant defoliator, or plant desiccant; and
- (b) a control product, other than a device that is a controlled product under the Pest Control Products Act (CAN).

**"pH"** means the negative logarithm to the base of ten (10) of the weight of hydrogen ions in grams per litre of solution;

**"Plumbing Code"** means Part 7 of the British Columbia Building Code (Plumbing Services), as amended or replaced from time to time.

**"Premises"** means any residence, building, or structure located on a parcel.

**"Pre-treatment"** means the use of any physical or chemical process to ensure the composition of private wastewater effluent conforms to the minimum requirements of this bylaw.

**"Private Wastewater Effluent" or "Sewage"** means water-borne waste derived from human or industrial sources, including domestic wastewater and industrial wastewater, that is discharged or intended to be discharged from a private



wastewater system into the municipal sanitary sewer system but does not include storm water and uncontaminated wastewater.

**"Private Wastewater System"** means an assembly of pipes, fittings, fixtures, traps, and appurtenances constructed upon the land and premises of, and owned by, the owner of property.

**"Property" or "Real Property"** means any parcel of land within the boundaries of the City of Grand Forks.

**"Public Highway"** means any road, street, lane or other such facility designed for the express purpose of accommodating public vehicular traffic.

**"Sanitary Service Lateral"** means the City-owned pipe that extends from a sewer main to the sanitary service connection that is located at the property line of a parcel;

**"Sanitary Service Connection"** means the pipe or fitting that is located at the property line of a parcel, or at the edge of a statutory right of way, which forms the connection between a private wastewater system and the municipal sanitary sewer system.

**"Sanitary Sewer Catchment Area Boundary/Service area"** means a calculated boundary of serviceable land capable of drainage via gravity to a municipal sanitary sewer outlet.

**"Sanitary Sewer Service" or "Service"** means the City's service of collecting and conveying private wastewater effluent from real property through the municipal sanitary sewer system.

**"Sanitary Sewer System"** means all sewerage works and all appurtenances thereto, including sewer mains, service connections, pumping stations, treatment plants, lagoons and sewer outfalls laid within any highway, municipal right-of-way or easement and owned and operated by the City and installed for the purpose of conveying, treating, and disposing of domestic municipal wastes and industrial wastes;

**"Septic System"** means any form of onsite wastewater treatment process whereby private wastewater effluent is treated to an acceptable level of effluent quality prior to discharge to the natural environment.

**"Serviced"** means land that is within an area serviced by the municipal sanitary sewer system.

**"Standard Methods"** means the Standard Methods of Water and Wastewater Analysis (most current edition) as published by the American Public Health

Association, the American Water Works Association, the Canadian Standards Association, and the Water Pollution Control Federation; as amended or replaced from time to time.

**"Statutory Right of Way"** means a statutory right of way pursuant to section 218 of the Land Title Act, as amended or replaced from time to time, that is registered over real property in favour of the City for the purpose of accommodating the works that comprise part of the municipal sanitary sewer system.

**"Suspended Solids" or "S.S."** means the solid matter according to particle size, expressed in milligrams per litre, in a liquid as determined according to standard methods;

**"Two-hour Composite Sample"** means a composite sample consisting of equal portions of 8 Grab Samples collected at 15 minute intervals.

**"Uncontaminated Wastewater"** means water such as spent cooling water, water discharged from a swimming pool, water used in street cleaning, any groundwater or surface/storm drainage flows, including but not limited to storm drains, sumps, roof drains and foundation drains or wastewater classified as such by the Manager of Operations;

**"User"** means any person or owner contributing, connected to, or otherwise benefitting from the municipal sanitary sewer system.

**"User Fee"** means a fee imposed for the use of the municipal sanitary sewer system under **SCHEDULE "A"** of this bylaw or under any other bylaw of the City.

**"Waste"** means any material deposited in or collected by a common sewer pipe, sewer connection pipe or Wastewater Treatment Facility.

**"Wastewater"** means the water-borne wastes of the community derived from human or industrial sources including domestic wastewater and industrial wastewater, but does not include rainwater, groundwater, or drainage of uncontaminated water.

**"Wastewater Treatment Facility"** means any arrangement of devices and structures used for treating wastewater;

### **3. ADMINISTRATION**

3.1 The Manager of Operations and the Bylaw Enforcement Officer are authorized to administer and enforce the provisions of this bylaw.

3.2 The Manager of Operations is authorized to administer the operation,

maintenance, repair and renewal of the municipal sanitary sewer system.

#### **4. TERMS AND CONDITIONS OF SERVICE**

- 4.1 An owner, occupier of real property or other user may discharge private wastewater effluent into the municipal sanitary sewer system on the condition that:
- (a) the owner of that real property must pay all costs, rates, charges, and user fees that are or may be imposed for the use of the municipal sanitary sewer system under this bylaw or any other bylaw of the City; and
  - (b) the owner of that real property is responsible for any breach of this bylaw arising on the parcel to which sanitary sewer service is provided, whether the breach is committed by the owner or by an occupier or third party renting, leasing, or having access to the property.
- 4.2 No person shall make any connection to the common sewer without first receiving approval from the City.
- 4.3 The property owner shall keep the building sewer connection pipes, fixtures and fittings on their own premises or property free-flowing, in good repair, free from leaks and infiltration, and protect them from frost at their own risk and expense.
- 4.4 If a parcel of land has a building, occupied by one or more persons, and the parcel of land abuts a street, lane or right-of-way where there is a common sewer, the owner shall connect the building sewer with the common sewer in the manner provided by this bylaw.
- 4.5 The City shall not be required to supply a sewer connection to any property within the City which is serviced by other than the common sewer and in the City is not responsible for damages arising directly, or indirectly, out of the breakdown or malfunction of the common sewer.
- 4.6 The Property Owner shall be responsible for all costs associated with the works required for the installation of a sewer connection for his/her property.
- 4.7 No works or services shall be performed on the common sewer unless authorized in writing by the Manager of Operations, and shall conform to the requirements of the City of Grand Forks.
- 4.8 No person shall in any way interfere or tamper with any pipe, fixture, fitting, or other component of the common sewer.
- 4.9 The City shall not be liable for damages caused as a result of a disruption or discontinuation of sewer service.

- 4.10 No person being a Property Owner, occupant, or tenant of any premises supplied with sewer services by the City shall sell, give away or permit use of the common sewer for the benefit of others, except to those persons provided written authorization from the Manager of Operations.

## **5. INSPECTION AND ENFORCEMENT**

- 5.1 The Manager of Operations may, at any time and without notice, take private wastewater effluent samples from the sanitary service connection or otherwise inspect the sanitary service connection to determine whether a contravention of this bylaw has occurred .
- 5.2 Subject to the provisions of Section 16 of the Community Charter, the Manager of Operations, and any other City employee acting under the direction of the Manager of Operations, may enter onto any property and may enter into any premises to inspect and determine whether all regulations, prohibitions and requirements of this bylaw are being met.
- 5.3 No person shall interfere with, or otherwise obstruct the entry of the Manager of Operations or other authorized City employee in carrying out an inspection under the provisions of this bylaw.
- 5.4 The Manager of Operations may issue a Compliance Order to any person or owner who is found to be in contravention of this bylaw, which order may:
- (a) require compliance with the provisions of this bylaw within a period of time set out in the Compliance Order,
  - (b) in the case of a discharge of private wastewater effluent that exceeds the effluent limitation parameters of this bylaw or that otherwise contravenes this bylaw, include an order to temporarily plug or seal the sanitary service connection, or otherwise physically disconnect the private wastewater system on real property from the municipal sanitary sewer service, until the private wastewater effluent from that property is brought into compliance with the requirements of this bylaw .
- 5.5 Without limiting the Manager's authority under section 6.4, should the Manager of Operations determine that extraneous flows or deleterious substances are entering the municipal sanitary sewer system due to an unauthorized connection to the municipal sanitary sewer system, or due to improper maintenance or repair of a private wastewater system, or due to the discharge of any prohibited waste material or effluent, the Manager of Operations may issue a Compliance Order in accordance with the section 6.4 of this bylaw.
- 5.6 If a Compliance Order includes an order under section 5.4(b), no further discharge of private wastewater effluent to the municipal sanitary sewer system shall be permitted until:

- (c) the Manager of Operations is satisfied that the private wastewater effluent discharged from that property will comply with the requirements of this bylaw, and has authorized the commencement of such discharge; and
- (d) any and all fees or charges imposed in connection with the Compliance Order, including but not limited to fees or charges for inspection and testing, and for reconnection to or reinstating of the sanitary sewer service, have been paid by the owner.

## **6. INTERRUPTION AND DISCONTINUATION OF SERVICE**

- 6.1 Sanitary sewer service may be limited or interrupted by the City to accommodate routine maintenance or the construction of improvements to the municipal sanitary sewer system.
- 6.2 Except in the case of an emergency, the City will endeavor to provide reasonable notice to affected parties of any service interruption or limitation of service.
- 6.3 The City may discontinue sanitary sewer service to any property where the owner or any other person on that property using the sanitary sewer service;
  - (a) fails to comply with the rules established under this bylaw for the use of the service; or
  - (b) fails to pay when due any user fees, charges, or taxes imposed under this or any other bylaw of the City in relation to the service .
- 6.4 Before discontinuing service under section 6.3, the Manager of Operations must:
  - (a) provide the owner and all occupiers of that property with at least thirty days notice in writing of discontinuation of the service;
  - (b) in the case of a termination under section 6.3(a), inform the owner and all occupiers of the property that they may make representations to Council concerning the discontinuation of the service at a regularly scheduled Council meeting that is scheduled to take place within thirty days following delivery of the notice of discontinuation, provided that the owner or occupier wishing to make such representations notifies the City's Corporate Officer of their intention to do so at least 24 hours before that Council meeting.

## **7. SERVICE CONNECTIONS**

- 7.1 The owner of a private wastewater system that discharges private wastewater effluent to the municipal sanitary sewer system shall ensure that the private wastewater system is constructed in accordance with the provisions of the Plumbing Code and the provisions of all applicable City bylaws.
- 7.2 The owner is solely responsible to construct any private wastewater system to meet the design parameters and elevation of any existing or future sanitary

service lateral at the property line.

- 7.3 The City is not responsible to provide for, or otherwise accommodate in any form, the outlet from a private wastewater system that was constructed prior to the installation of a sanitary service lateral that services that property.
- 7.4 Any and all costs related to the construction, installation, repair and maintenance of any private wastewater system remains the sole responsibility of the owner.

#### Inspection Chambers and Manholes

- 7.5 All sanitary service connections shall be equipped with an inspection chamber, located at the property line, for the purposes of inspection and sampling of private wastewater effluent from the property serviced.
- 7.6 Where multiple buildings discharge from a single parcel of land, each building shall have a separate private wastewater system extending to a common inspection manhole that is designed and constructed in accordance with City specifications.
- 7.7 All inspection chambers and manholes required for the purpose of connecting a private wastewater system to the municipal sanitary sewage system shall be installed:
- (a) at the sole expense of the owner of the property receiving the connection; and
  - (b) in accordance with City specifications.
- 7.8 A person must not cover, bury, or otherwise obstruct access to an inspection chamber or manhole that forms part of the municipal sanitary sewer system.
- 7.9 An owner must ensure that every inspection chamber and manhole that provides service to that owner's property remains accessible for inspection by City staff at all times.

#### Requirement to Connect

- 7.10 The owner of any parcel of land that is located within a sanitary sewer catchment area boundary/service area and that fronts onto a public highway containing an extension of the municipal sanitary sewer system must connect an existing private wastewater system to the municipal sanitary sewer system upon issuance of notice by the Manager of Operations of the requirement to connect. Any and all modifications of the owner's private wastewater system required as a result of such notice shall be carried out at the owner's sole cost and in accordance with the requirements of Plumbing Code and any other applicable bylaws or regulations in effect from time to time.

- 7.11 An owner who receives notice under Section 7.10 may apply for an exemption, or alternatively, for an extension of the notice period, provided that the application is made in writing, directed to the Manager of Operations, and clearly outlines the reasons for the request. In all cases, an application for an exemption, or extension of the notice period, must be approved by Council.
- 7.12 Where an owner does not complete the required connection within the time stipulated, the Manager of Operations may order the completion of the connection by City forces at the owner's expense.
- 7.13 An owner of a parcel that fronts onto a public highway containing a municipal sanitary sewer must connect any new private wastewater system constructed by the owner to the municipal sanitary sewer system.
- 7.14 Where a new sanitary service lateral is required in order to connect any property to the municipal sanitary sewer system, the owner of the property must pay the applicable fee or charge imposed under any City bylaw for the installation of the sanitary service lateral.

Application to Connect.

- 7.15 No person shall connect any private wastewater system or other pipe to the municipal sanitary sewer system until an authorization for that connection has been issued by the Manager of Operations.
- 7.16 Applications for a connection under section 7.15 must be made by the owner of the property to which the application relates, or by the owner's duly authorized agent.
- 7.17 All applications for connection shall identify the use of the premises for which the private wastewater system is to be connected, the number of dwelling units (or Equivalent Residential Units for non-residential connections), the legal description and location of the property or premises to which the connection is to be made, and any other information that is required under this bylaw, or that may be necessary to accurately assess the fees and charges applicable to the connection .
- 7.18 Authorization for connection to the municipal sanitary sewer system shall not be granted until the owner:
  - (a) submits an application for a building permit to the City, for any new building, structure or facility for which the connection is required, or for any proposed modifications to an existing building or structure or other facility, including but not limited to any additions to or modifications of an existing private wastewater system;
  - (b) pays all applicable fees and charges for the connection and for any works

- required to establish that connection, under this or any other bylaw of the City;
- (c) complies with any applicable requirements of the Building Code requirements, the City's Subdivision and Development Servicing Bylaw, and this bylaw.

- 7.19 In all cases, the owner must not connect a private wastewater system to the municipal sanitary sewer system or undertake any construction under an authorization granted under section 7.15, until the owner has obtained a building permit from the City for the building, structure or other facility for which the connection is required, including but not limited to any additions or modifications to an existing private wastewater system.
- 7.20 All works installed in order to establish a connection to the municipal sanitary sewer system must be inspected by City staff and approved prior to placement of any backfill material.

#### Residential Connections

- 7.21 Every private wastewater system servicing a residential use shall be constructed by the owner in accordance with the requirements of the Building Code and Plumbing Code.
- 7.22 Each parcel of serviced residential land shall be limited to one sanitary service connection except that:
- (a) each residential unit on an R2 zoned property shall have a separate sanitary service connection; and
  - (b) where limitations in site servicing, development restrictions, future subdivision, or proposed stratification exist, the owner may make application for additional sanitary service connections. Additional sanitary service connections and their location must be approved by the Manager of Operations.
- 7.23 Where an owner is authorized to connect a residential parcel to the municipal sanitary sewer system, the owner must not construct a residential dwelling unit on that parcel until the sanitary service lateral required to service that parcel has been installed.
- 7.24 The City bears no responsibility for the accuracy of the location or elevation of any sanitary service connection.
- 7.25 The owner shall ensure that the private wastewater system for any residential unit constructed is capable of conveying any and all private wastewater effluent generated to the municipal sanitary sewer system.



Non-Residential Connections

- 7.26 Every private wastewater system servicing a non-residential use including any industrial, commercial, institutional or agricultural use shall be constructed by the owner in accordance with the requirements of the Building Code and Plumbing Code.
- 7.27 Each parcel of serviced non-residential land shall be limited to one sanitary service connection, suitably sized to accommodate any use permitted under the then-applicable zoning regulations.
- 7.28 Where an owner is authorized to connect a parcel used for a non-residential use to the municipal sanitary sewer system, the owner must not construct a building or structure that will generate private wastewater effluent until the sanitary service lateral required to service that parcel has been installed.
- 7.29 The City bears no responsibility for the accuracy of the location or elevation of any sanitary service connection required to service the proposed development.
- 7.30 The owner shall ensure that the private wastewater system for any building or structure constructed is capable of conveying any and all non-residential private wastewater effluent generated to the sanitary service lateral.
- 7.31 As a condition of approval of any proposed industrial, commercial, institutional and agricultural sanitary service connection, the owner must retain a qualified engineer to prepare and submit the following design information for review by the Manager of Operations:
- (a) a plan showing the scope of proposed or existing development or addition, including a sanitary flow schematic drawing,
  - (b) the daily volumes and peak discharge rates,
  - (c) the type of waste to be processed and discharged,
  - (d) the anticipated B.O.D. and the amount of suspended solids or grease,
  - (e) the pH and temperature of the private wastewater effluent,
  - (f) the chemical composition of the private wastewater effluent,
  - (g) the proposed pre-treatment, including dimensions of the proposed facility,
  - (h) flow equalizing or mixing facilities,
  - (i) the location of the inspection/sampling manhole,
  - (j) the proposed monitoring equipment, and
  - (k) any other relevant design information as required by the Manager of Operations .
- 7.32 In addition to the requirements of section 7.31, the engineer retained by the owner must confirm that effluent quality for non-residential wastewater flows generated will be in conformance with the permitted effluent loading (sewage strength) for the City wastewater treatment plant.

The requirement of sections 7.31 and 7.32 apply to any proposed expansion or change of use for an existing industrial, commercial, institutional or agricultural property.

## **8. RATES**

- 8.1 The user fees and charges specified in **SCHEDULE "A"** of this bylaw are imposed and levied for sewer services supplied by the City.

## **9. BILLINGS AND COLLECTIONS**

- 9.1 Property owners shall be responsible for payment of all fees and charges for sewer services provided to properties owned by them.
- 9.2 User rates shall be invoiced on a bi-monthly basis and be due and payable on or before the date shown as the DUE DATE on the bi-monthly billing rendered by the City.
- 9.3 User rates not paid by the DUE DATE shall be subject to an overdue account penalty, as set out in the Fees and Charges Bylaw, as amended from time to time, on the working day after the DUE DATE and monthly thereafter.
- 9.4 User rates may also be paid on the City's Tax/Utility Preauthorized Pre-Payment Plan. Upon application, the City will permit qualifying Customers to make equal monthly payments. The payments will be calculated to yield, during the period ending in December, the total estimated amount that would be payable by the Customer during the year. Applications will be accepted at any time of the year. All accounts will be reconciled in December.

A customer will qualify for the plan provided the account is not in arrears and the customer expects to be on the plan for at least one year.

The equal payment plan may be terminated by the customer or the City. If the customer has not maintained his credit to the satisfaction of the City, the plan will be terminated. On termination, the amounts payable by the Customer to the City for sewer service actually consumed during the equal payment period will be compared to the sum of equal payments made during the same period. Any amount owing by the customer will be paid to the City by cash, cheque or online banking. An excess of payments over charges will be refunded by the City to the Customer.

- 9.5 Notwithstanding Section 9.4, all fees and charges remaining unpaid on the 31st day of December in each year shall be added to and form part of the taxes payable in respect of the land and improvements therein, and shall be entered on the Collector's Roll as taxes in arrears.

- 9.6 The cost of works required to clear or flush waste or debris originating from a property and interrupting the free flow within the common sewer shall be charged to the owner of the originating property.
- 9.7 Where under the authority of this bylaw, the City performs any work on property or any premises, or provides any service to property or premises, the owner of the property or premises shall promptly reimburse the City for its costs in performing that work or providing that service, and the City's costs may be collected in the same manner and with the same remedy as property taxes, and if not paid by December 31st of the year in which the costs become due and payable, are deemed to be taxes in arrears.

## **10. TERMINATION OF SERVICE**

- 10.1 Where an owner intends to abandon or otherwise discontinue use of a private wastewater system, or where a sanitary service connection is no longer required as a result of the development or redevelopment of the owner's property, the owner must apply to the Manager of Operations for the discontinuation or termination of sanitary sewer service.
- 10.2 An application for discontinuation or termination of sanitary sewer service must be made by the owner of the property to which the application relates, or by the owner's duly authorized agent.
- 10.3 Approval for the termination of service shall not be granted until the owner submits a completed application for discontinuation of service stating the reasons for and, if applicable, the estimated duration of discontinuation of the service, and:
- (a) obtains a building permit for demolition of the building or structure that is the source of private wastewater effluent from that property;
  - (b) pays all applicable fees and charges for the discontinuation or termination of service .
- 10.4 Upon approval of the application for discontinuation or termination of service, the owner shall:
- (a) physically disconnect and seal or cap the sanitary service connection at a point that is at least 2.0m (minimum) inside the boundary of the property that abuts the public highway or right of way ;
  - (b) mark the capped sanitary service connection location via a 2x4 service marker, extended 0.3m above grade.
- 10.5 The works required under section 10.4 of this bylaw must be inspected and approved by the Manager of Operations or his designated representative prior to placement of any backfill material.

- 10.6 Where sanitary sewer service to a property has been discontinued or terminated, the owner must not connect a private wastewater facility on that property to the municipal sanitary sewer system except in accordance with Section 7 - Service Connections of this bylaw.

## **11. PROHIBITIONS**

### **11.1 No person shall:**

- (a) enter into or undertake any work upon or interfere with any aspect of the municipal sanitary sewer system unless authorized by the Manager of Operations;
- (b) make or terminate a connection to the municipal sanitary sewer system unless duly authorized by the Manager of Operations;
- (c) attach or detach any line, pipe, or other appurtenance of the municipal sanitary sewer system unless duly authorized by the Manager of Operations;
- (d) undertake any work upon or interfere with any aspect of the municipal sanitary sewer system unless authorized by the Manager of Operations.

### **11.2 No person shall directly or indirectly discharge into the municipal sanitary sewer system:**

- (a) any water or waste containing substances in concentrations that are not amenable to treatment or reduction by the sewage treatment process employed, or are amenable to treatment only to such a degree that the sewage treatment plant effluent cannot, during normal operation, meet the requirement of any other agency having jurisdiction over discharges to the receiving waters;
- (b) any material or substance (e.g. enzymes and/or bacteria) that alters the structure of the waste(s) but does not reduce the loading (C.O.D.);
- (c) any water or wastewater contained in, but not limited to, a swimming pool, hot-tub, or artificial pond;
- (d) any deleterious substance;
- (e) any sludge or other waste material contained in a septic system without prior written authorization from the Manager of Operations;
- (f) any extraneous amounts of water or waste effluent material for the purpose of diluting wastes which would otherwise not meet the allowable concentrations outlined in this bylaw;
- (g) any groundwater or surface/storm drainage flows, including but not limited to storm drains, sumps, roof drains, and foundation drains to the municipal sanitary sewer system;
- (h) any non-domestic liquid or vapour having a temperature in excess of sixty-five (65°C) degrees Celsius;
- (i) any substance which may solidify or become viscous at temperatures above zero (0°C) degrees Celsius;
- (j) any material which exerts or causes unusual concentrations of inert

- suspended solids (such as, but not limited to, Fuller's Earth); or any unusual concentrations of dissolved solids (such as but not limited to sodium chloride, calcium chloride or sodium sulphate);
- (k) any non-domestic water or waste which contains dyes or other colouring material;
  - (l) any soluble waste or wastewater having a pH lower than 5.5 or higher than 9.5 or having any other corrosive property which could be hazardous to structures, equipment, or personnel including, but not limited to, battery or plating acids and wastes, copper sulphate, chromium salts or brine;
  - (m) any flammable or explosive liquid, solid, or gas which has a closed cup flashpoint of sixty degrees Celsius (60 °C), or exceeds or could cause an exceedance of ten percent (10%) of the lower explosive limit (LEL) at any point within the municipal sanitary sewer system for any single reading or five percent (5%) for any two (2) consecutive readings. This includes but is not limited to gasoline, benzene, naphtha, alcohol, fuel, oil, solvents, and acetone;
  - (n) any pesticides, insecticides, herbicides, or fungicides;
  - (o) any toxic, radioactive, poisonous, corrosive, noxious, or malodorous gas, liquid, or substance which may either singly or by interaction with other wastes:
    - (i) cause public or worker health and safety hazards,
    - (ii) cause injury to or interference with the wastewater treatment process,
    - (iii) cause corrosive damage to the sanitary sewer system,
    - (iv) result in the release of toxic gases, vapours, or fumes within the municipal sanitary sewer system.
  - (p) any solid or viscous substance, petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin which may:
    - (i) obstruct the flow in the municipal sanitary sewer system,
    - (ii) interfere with or damage the municipal sanitary sewer system or the wastewater treatment process;
  - (q) including but not limited to ashes, cinders, grit sand, mud, straw, grass clippings, insoluble shavings, metal, glass, rags, feathers, tar, asphalt, creosote, plastics, wood, animal paunch contents, offal, blood, bones, meat trimmings and waste, fish or fowl head, shrimp, crab or clam shells, fish scales, entrails, lard, mushrooms, tallow, baking dough, chemical residues, cannery or wine waste, bulk solids, hair and fleshings, spent grain and hops, whole or ground food or beverage containers, garbage, paint residues, cat box litter, slurries of concrete, cement, lime, or mortar;
  - (r) any sludge, deposit, or material from a cesspool.
  - (s) any hazardous waste.

## **12. EFFLUENT LIMITATION PARAMETERS (SEWAGE STRENGTH)**

No person shall discharge any effluent into the municipal sanitary sewer system that

when analyzed in the specified sample type exceeds the limits set out in the following table:

Table 1.0 – Effluent Concentrations		*Concentrations in milligrams per litre (mg/L)	
Parameter	One-day Composite Sample	Two-hour Composite Sample	Grab Sample
B.O.D.	500	1000	2000
C.O.D.	750	1500	3000
Suspended Solids	600	1200	2400
Oil & Grease (non-petroleum)	150	300	600
Oil & Grease (petroleum-based)	15	30	60
pH (non-domestic waste)	>6 and <9.5	>5 and <11	>5.5 and <10.5

No person shall discharge any effluent which, at the point of discharge into the municipal sanitary sewer system, contains any substance, in a combined or uncombined form, with a concentration in excess of the levels set out in the following table.

Table 2.0 - Waste Substances		*Concentration in Milligrams per Litre (mg/L)		
Substance	Abbreviation	One day composite sample	Two hour composite sample	Grab sample
Aluminum	Al	50.0	100.0	200.0
Arsenic	As	0.5	1.0	2.0
Boron	B	50.0	100.0	200.0
Cadmium	Cd	0.2	0.4	0.8
Chromium	Cr	2.0	4.0	8.0
Cobalt	Co	5.0	10.0	20.0

<b>Table 2.0 - Waste Substances (cont'd)</b>		<b>*Concentration in Milligrams per Litre (mg/L)</b>		
Copper	Cu	2.0	4.0	8.0
Cyanide	CN	0.5	1.0	2.0
Iron	Fe	10.0	20.0	40.0
Lead	Pb	1.0	2.0	4.0
Manganese	Mn	5.0	10.0	20.0
Mercury	Hg	0.025	0.05	0.1
Molybdenum	Mo	1.0	2.0	4.0
Nickel	Ni	2.0	4.0	8.0
Phenols	-	1.0	2.0	4.0
Phosphorus	p	12.5	25.0	50.0
Silver	Ag	1.0	2.0	4.0
Sulphate	SO <sub>4</sub>	1500.0	3000.0	6000.0
Sulphide	s	1.0	2.0	4.0
Tin	Sn	5.0	10.0	20.0
Zinc	Zn	3.0	6.0	12.0

\*All concentrations are expressed as total concentrations (expressed in milligrams per litre), which include both the dissolved and undissolved substances.

### **13. SAMPLING AND ANALYSIS PROTOCOLS**

- 13.1 All tests, measurements, analyses, and examinations of private wastewater effluent, its characteristics or contents, required for the purpose of this bylaw shall be carried out in accordance with Standard Methods.
- 13.2 Where private wastewater effluent is required or authorized to be inspected, tested, measured, examined or analyzed under this bylaw, the owner of the property that is the source of the private wastewater effluent shall pay all applicable fees and charges that apply to the City's inspection, testing, measurement, examination or analysis.

#### **14. PRE-TREATMENT REQUIREMENTS**

14.1 Where a private wastewater system, or a proposed private wastewater system, or any component of the private wastewater effluent discharged into the municipal sanitary sewer system from a private wastewater system:

- (a) does not comply with the regulations under this bylaw;
- (b) may damage or increase maintenance costs on the municipal sanitary sewer system; or
- (c) may detrimentally affect the operation of the City's wastewater treatment plant,

The Manager of Operations may by written notice direct the owner of the private wastewater system to retain the services of a qualified engineer to determine an acceptable method of pre-treatment of the private wastewater effluent to meet the requirements of this bylaw.

14.2 The Engineer shall provide:

- (a) detailed design drawings of the proposed pre-treatment facility;
- (b) detailed chemical analysis of the private wastewater effluent, including the concentrations of each component prior to and immediately following the pre-treatment process; and
- (c) detailed operation and maintenance requirements, sampling protocols and testing and analysis schedule required to ensure compliance with this bylaw.

14.3 The proposed pre-treatment facility and process must be approved by the Manager of Operations, and the Manager's approval may be withheld, and no construction may proceed until such time as the Manager is satisfied that the pre-treatment process is such that the private wastewater effluent will comply with the limits prescribed under this bylaw. Upon the Manager's approval being given the owner must at the owner's sole cost and expense construct the facilities necessary for the approved pre-treatment process within such time as the Manager has ordered.

14.4 The owner who is required to design and construct a pre-treatment facility shall maintain complete written records of all cleaning, repair, calibration, maintenance, sampling, and analysis and shall store those records on the owner's property or place of business the owner's facility for a minimum of three (3) years. The owner shall make those records available for examination by the Manager of Operations at all reasonable times.

14.5 It is the owner's sole responsibility to ensure that all components of the private wastewater effluent discharged into the municipal sanitary sewer system are in compliance with the provisions of this bylaw after the pre-treatment facility is



completed, and the Manager's approval of any pre-treatment process or facility does not imply that the quality of the wastewater discharged after passing through the pre-treatment process or facility will meet the requirements of this bylaw.

## **15. VOLUME CONTROL**

15.1 Where private wastewater effluent is discharged into the municipal sanitary sewer system in volumes that the Manager of Operations determines may exceed the available downstream system capacity, the Manager may by written notice to the owner or occupier of the property from which the wastewater effluent is discharged require the Owner :

- (a) to take measures specified by the Manager to equalize the discharge volumes and strengths; or
- (b) to retain the services of a qualified engineer to determine an acceptable method to equalize discharge volumes and strengths .

15.2 Where notice is given under section 15.1(b):

- (a) the engineer shall provide such detailed calculations and design drawings that are necessary to demonstrate the viability of the method recommended for equalizing discharge volumes and strength; and
- (b) the proposed method for equalizing discharge volumes and strengths must be approved by the Manager of Operations, and the Manager's approval may be withheld, and no construction may proceed until such time as the Manager is satisfied that the proposed method will prevent the available downstream capacity from being exceeded.

15.3 Upon receiving notice of the Manager's requirement under section 15.1(a), or the Manager's approval under section 15.2(b), the owner must at the owner's sole cost and expense construct the facilities necessary to comply with the requirement or undertake the approved work.

15.4 Any equipment necessary to comply with a requirement of the Manager under section 15.1 or 15.3 shall be provided, maintained, and operated by the owner or occupier of the property at their sole expense and in a manner satisfactory to the Manager.

## **16. INTERCEPTION DEVICES**

16.1 Where a private wastewater system, or any component thereof, may generate or contain grease, oil, grit, flammable or reactive liquids/gases, or other such deleterious substances, the owner shall provide an interception device designed by a qualified engineer capable of effectively removing these substances.

16.2 Without limiting the generality of section 16.1, the Manager may require the owners or operators of the following institutional, industrial, and agricultural operations to have designed and to install a permanent interception device in accordance with section 16.1:

- (a) service/fuel stations, vehicle repair facilities, and automobile wash bays;
- (b) dry-cleaning establishments;
- (c) milk/cream/cheese production/processing plant;
- (d) laboratories;
- (e) commercial kitchens; and
- (f) concrete/aggregate plants/facilities.

16.3 All interception devices shall be:

- (a) of sufficient capacity to remove and retain the deleterious material;
- (b) designed by a qualified professional engineer;
- (c) located in an area that is readily accessible for inspection and maintenance purposes.

16.4 The owner or other person who is subject to a requirement under section 16.1 shall submit detailed design drawings, calculations (including operation and maintenance manuals) and specifications prepared by the owner's qualified engineer to the Manager of Operations for approval prior to construction.

16.5 Construction and installation of an interception device shall not commence until such time as the Manager has reviewed and approved the design.

16.6 Approval to construct an interception device by the Manager does not imply that the quality of the private wastewater effluent discharged after passing through the interceptor will meet the requirements of this bylaw. It is the Owner's responsibility to ensure that all the components of the private wastewater effluent will comply with the provisions of the bylaw after passing through the interception device.

16.7 The design, construction, operation, and maintenance of an interception device shall be the responsibility of the owner and shall be at the owner's expense.

16.8 The owner shall maintain written records of all cleaning, repair, calibration, and maintenance of an interception device and shall store those records at the owner's property or place of business for a minimum of three (3) years. The owner shall make these records available for examination by the Manager of Operations at all reasonable times.

## **17. REPORTING OF ACCIDENTAL DISCHARGES**

17.1 Any person responsible for, or aware of, the accidental discharge of prohibited

substances into the municipal sanitary sewer system shall promptly report that discharge to the Manager of Operations in order that immediate remedial action can be taken to minimize environmental risks.

## **18. COMPLIANCE WITH OTHER REGULATIONS**

- 18.1 Notwithstanding the provisions contained within this bylaw, any person or owner is responsible for ascertaining, and ensuring compliance with, all other City bylaws, provincial or federal enactments and legislation, as in effect from time to time.

## **19. OFFENCES AND PENALTIES**

- 19.1 Any owner or person who contravenes a provision of this bylaw may, on summary conviction, be liable to the maximum penalty under the Offence Act, plus the cost of prosecution, for each offence.
- 19.2 Any penalty imposed under section 19.1 is a supplement to and not a substitute for any other remedy or action under that may be available under his bylaw or any other applicable laws or enactments.
- 19.3 Each day that a contravention of this bylaw continues shall constitute a separate offence.

## **20. RECOVERY OF COSTS**

- 20.1 Where under the authority of this bylaw, the City performs any work on property or any premises, or provides any service to property or premises, the owner of the property or premises shall promptly reimburse the City for its costs in performing that work or providing that service, and the City's costs may be collected in the same manner and with the same remedy as property taxes, and if not paid by December 31st of the year in which the costs become due and payable, are deemed to be taxes in arrears.

## **21. SEVERABILITY**

- 21.1 If any portion of this bylaw is held to be invalid by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining portions of this bylaw.

## **22. REPEAL**

- 22.1 The "Corporation of the City of Grand Forks Sewer Regulations Bylaw No. 1500, 1997" and all amendments thereto are hereby repealed.

**READ A FIRST TIME** this 20<sup>th</sup> day of October, 2014.

**READ A SECOND TIME** this 20<sup>th</sup> day of October, 2014.

**READ A THIRD TIME** this 20<sup>th</sup> day of October, 2014

**ADOPTED** this 3<sup>rd</sup> day of November, 2014.

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Mayor Brian Taylor

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Corporate Officer – Diane Heinrich

**CERTIFICATE**

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1974, as passed by the Municipal Council of the City of Grand Forks on the 3<sup>rd</sup> day of November, 2014.

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

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Date Signed

## **SERVICE CHARGES**

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

- (a) **Residential:** 100 mm (4 inch) diameter

**At Cost by Contractor**, including any additional service costs itemized in (c), plus 15%

- (b) **Commercial, Industrial, Institutional, Multi-family:** 152 mm (6 inch) diameter

**At Cost by Contractor**, including any additional service costs itemized in (c), plus 15%

- (c) Additional service costs not included in (a) and (b) above:

i) Service or main extension (100 mm to 152 mm diameter and/or where the service length is greater than 15 m);

ii) Restoration including but not limited to: asphalt road repair, concrete curb, sidewalk (concrete), and boulevard landscaping

**2. Charges for after-hours callout – evenings, weekends, statutory holidays**

Private property issue	\$ 250.00 flat rate
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**SCHEDULE "A"**  
**Page 2 of 2**

**3. User Rates – Effective July 1, 2014**

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

# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council

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

**Date:** November 3, 2014

**Subject:** To close that portion of unnamed, undeveloped road that traverses through Lot 1 and Lot 2, District Lot 534, S.D.Y.D., Plan KAP73069, located between Sagamore Road and 2<sup>nd</sup> Street.

**Recommendation:** **RESOLVED THAT COUNCIL** give final reading to Bylaw 2002, being the Sagamore Road and 2<sup>nd</sup> Street Road Closure Bylaw.

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**BACKGROUND:** Staff received a request from the two adjacent property owners requesting that the City close a portion of unnamed, undeveloped road traversing through Lot 1 and Lot 2, Plan KAP73069, located between Sagamore Road and 2<sup>nd</sup> Street.

At the September 2, 2014 Regular meeting, Council gave first and second reading to Bylaw 2002, being the Sagamore Road & 2<sup>nd</sup> Street Road Closure Bylaw and directed Staff to advertise the bylaw and send letters to surrounding property owners, inviting them to attend the October 6, 2014 Committee of the Whole meeting to address the Committee with any comments or concerns (written or in person), regarding the proposed road closure bylaw.

On September 15, 2014, Staff sent letters to the surrounding property owners, inviting them to the October 6, 2014 Committee of the Whole meeting. Staff also sent the public notice advertisement to the Gazette to be advertised in the September 17 and September 24, 2014 editions of the Gazette. A copy of the proposed bylaw was sent to the Ministry of Transportation and Infrastructure requesting their signature on Bylaw 2002 – Sagamore Road & 2<sup>nd</sup> Street Road Closure Bylaw. The Ministry of Transportation and Infrastructure have signed and returned the bylaw.

At the October 20, 2014 Regular meeting, Council gave third reading to Bylaw 2002 - Sagamore Road & 2<sup>nd</sup> Street Road Closure Bylaw.

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# REQUEST FOR DECISION

— REGULAR MEETING —



## **Benefits or Impacts of the Recommendation:**

**General:** The benefit of the closure of that portion of unnamed, undeveloped road is that Council would be seen as following the Road Closure Policy #1501 and the Real Estate Strategy Guiding Principles Policy #806.

**Strategic Impact:** The Real Estate Strategy Guiding Principles policy defines a strategy to guide the City in the acquisition, disposition and/or leasing of City owned property in order to maximize the financial returns and for the utilization of these resources to the benefit of the entire Community.

The Road Closure Policy outlines the procedures that need to be followed for a permanent closure of a road and requires a deposit of \$2,500.00 to cover costs. The interested party is responsible for all costs relative to the road closure. The Policy also states that the City will establish the market value price for that portion of closed road.

**Financial:** By acquiring and selling properties, the City would be generating income from the sale of the land and income through taxation and welcoming new businesses and jobs to the Community.

**Policy/Legislation:** The requirements to close a portion of road and to advertise the closure are legislated by the Community Charter.

**Attachments:**

- a plan showing the location of the road to be closed;
- an aerial view of the subject properties that the road traverses over;
- a copy of Bylaw 2002 being the Sagamore Road and 2<sup>nd</sup> Street Road Closure bylaw, as at third reading;
- a copy of the Grand Forks Road Closure Policy; and
- the City of Grand Forks Real Estate Strategy Guiding Policy;

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**Recommendation:** **RESOLVED THAT COUNCIL** give final reading to Bylaw 2002, being the Sagamore Road and 2<sup>nd</sup> Street Road Closure Bylaw.

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# REQUEST FOR DECISION

— REGULAR MEETING —



- OPTIONS: 1. COUNCIL CHOOSES TO SUPPORT THE RECOMMENDATION.
2. COUNCIL CHOOSES TO NOT SUPPORT THE RECOMMENDATION.
3. COUNCIL CHOOSES TO REFER THE REPORT BACK TO STAFF FOR MORE INFORMATION.

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Department Head or CAO	Chief Administrative Officer







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

**BYLAW NO. 2002**

**A Bylaw to Close and Remove the Dedication of that portion of Road  
Shown on Plan 21622 and 27765, D.L. 534, S.D.Y.D.**

=====

**WHEREAS** in accordance with the Community Charter, Council may, by bylaw, close and remove the dedication of a highway or a portion of it;

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

1. To close and remove the dedication of those portions of road measuring 1.098 hectares, legally described as Parcel A & Parcel B, DL 534, SDYD, Plan EPP44134, outlined on reference plan prepared by A.F. Hoefsloot, B.C.L.S., dated August 5, 2014 and identified as "Schedule A" and forming part of this bylaw;
2. That title to the above-described portions of closed roads be hereby vested in the name of the Corporation of the City of Grand Forks;
3. That this bylaw may be cited for all purposes as the "**Sagamore Road and 2<sup>nd</sup> Street Road Closure Bylaw No. 2002, 2014**".

Read a **FIRST** time this 2<sup>nd</sup> day of September, 2014.

Read a **SECOND** time this 2<sup>nd</sup> day of September, 2014.

Read a **THIRD** time this 20<sup>th</sup> day of October, 2014.

**PUBLIC NOTICE** posted at City Hall and advertised in the Grand Forks Gazette on the 17<sup>th</sup> day of September, 2014 and the 24<sup>th</sup> day of September, 2014.

**APPROVED BY** the Ministry of Transportation and Infrastructure, pursuant to the Transportation Act, this 17<sup>th</sup> day of September, 2014.

*for*   
Approving Officer

**FINALLY ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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

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

**CERTIFICATE**

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 2002, as passed by the Municipal Council of the City of Grand Forks on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.



## CITY OF GRAND FORKS

<b>POLICY TITLE:</b>	<b>Road Closure Policy</b>	<b>POLICY NO:</b>	<b>1501</b>
<b>EFFECTIVE DATE:</b>	<b>July 20, 2009</b>	<b>SUPERSEDES:</b>	
<b>APPROVAL:</b>	<b>Council</b>	<b>PAGE:</b>	<b>1 of 1</b>

### **Purpose:**

To have money on hand for the recovery of costs for expenses involved in a permanent road closure and ensure that the City does not incur any costs relative to another party's request for road closure.

### **Policy:**

It is Council's policy that all applications for permanent road closures from applicants wishing to take title to the property in question shall be accompanied by a deposit of \$2,500.00. All costs relative to the road closure and payment of market value for any property transferred will be at the sole cost of the purchaser. The City will establish the market value price for the property.

### **Policy Procedure:**

1. \$2,500.00 deposit and a fair market value appraisal, agreed to by the applicant, will be required prior to the City taking any action to initiate road closure.
2. Should the Applicant decide not to proceed with the road closure, at any time during the process, the deposit will be refunded to the applicant, less any related costs incurred by the City. Should the City decide not to proceed with the Road Closure, at any time during the process, the deposit will be refunded to the Applicant.
3. Where the costs of the road closure exceed the amount of the deposit, the applicant will be required to pay such excess costs, as calculated by the City and will include all legal, survey, appraisal, advertising and land title fees.
4. Where the total final costs of the road closure are less than the deposited amount, the overpayment will be refunded to the applicant.
5. As a condition of the road closure, the closed portion of road must either be consolidated with the adjoining property, or another road must be constructed to replace the closed road.
6. The process for the road closure must follow the Provincial Government regulations.

## **CITY OF GRAND FORKS**

**POLICY TITLE:** Real Estate Strategy Guiding Principles **POLICY NO:** 806

**EFFECTIVE DATE:** March 26, 2014

**APPROVAL:** Council

**PAGE:** 1 of 4

### **POLICY:**

This policy defines a strategy to guide the City of Grand Forks in the acquisition, disposition and leasing of City owned property, in order to maximize the financial returns and for the utilization of these resources, to the benefit of the entire Community.

### **PURPOSE:**

To administer City real estate transactions in the budgeting process or through resolution of Council.

### **PROCEDURE:**

The following guiding principles, for Council's consideration, are as follows:

#### **1. City Policy Documents Considered First**

At the highest level, the fundamental policy documents of the City will provide guidelines for the potential acquisition, disposition and leasing of City-owned lands. These documents include:

- The **Sustainable Community Plan**, which establishes long-range physical development goals and objectives and sets out Municipal objectives on ensuring sustainability.
- The **Long-Term Financial Strategy**, which established long-range financial goals and objectives.
- The **Five-Year Financial Plan**, which includes identification of capital expenditures and proposed revenue sources.
- The **Annual Report**, which sets out Municipal objectives, establishes measures and reports on progress.
- The **Corporate Strategic Plan**, as adopted by Council in January of 2011, which outlines Council's initiatives.



- The **Community First agreement**, which sets out Municipal objectives in partnership with the Province of B.C., on strategically prioritizing Community and economic development needs.

## **2. Open Process**

The City, unless otherwise directed by Council, will publicly offer City-owned lands for sale or lease, through an Expression of Interest, Request for Proposal or other public marketing efforts.

## **3. Revenue Generation and Job Creation**

In order to maximize revenues and create more jobs, the City will:

- Sell or lease, whichever is most advantageous for the City, any lands that have been deemed surplus to the City's operational needs or have no broader Community purpose. Lease any lands that are vacant but are being retained by the City for future operational needs;
- Not hold vacant, City-owned lands for unreasonable periods of time.

## **4. Speculation/Development**

The City will not pursue land or develop its own lands, on a speculative basis. The Municipality's purpose under the Community Charter is to provide for "stewardship of the public assets of the Community." The City also does not possess the financial depth and Staff resources to speculate on acquisitions or development.

## **5. Acquisitions Through Rezoning**

The City will attempt to secure private lands of interest first, through rezoning applications.

## **6. Sponsored Crown Grants**

The City will attempt to locate any new Municipal buildings, facilities or parks, on Crown lands through a Sponsored Crown Grant, wherever feasible. Sponsored Crown Grants are made available to Municipalities by the Crown, at no cost, provided the land is only used for Municipal purposes.

## **7. Strategic Acquisitions**

The City will explore acquisitions to enhance the value of existing City-owned lands or provide strategic benefits to the Community and also with consideration to Council's Strategic Plan, SCP and other pertinent plans, (i.e. advancing environmental stewardship).

## **8. Secondary Benefits to Disposing**

The City will also consider disposing of City-owned lands to create secondary benefits, such as

- (1) catalyst to new development;
- (2) attract a key industry'
- (3) securing beneficial Community services or facilities.

## **9. Support Community Groups**

The City will continue to support Community organizations by providing land at a nominal fee, where the Council feels it supports their overall Community's goals, identified in the Strategic Plan, Sustainable Community Plan and other relevant plans.

## **10. Annual Review to Develop Strategy**

Drawing on the principles above, it is recommended that an annual review be performed to identify:

- (1) City-owned properties for disposition and/or lease;
- (2) Crown/private properties for acquisition;
- (3) properties with opportunities for enhancement to the City and/or the Community. This analysis will provide important input into the City's Annual Operating Budget (i.e. appraisal costs, surveying...) and will provide input into the City's Capital Plan (i.e. potential proceeds, funds required). This review to be incorporated into Council's review of priorities during annual Council priority and strategic planning sessions.

## **11. Community Charter Governs Actions**

In terms of properties identified for acquisition/disposition, there are considerable regulations in the Community Charter governing how the City can participate in transactions. The requirements of the Community Charter are so prescriptive. There is no further requirement to establish policies in this regard. Key highlights of the Community Charter affecting the City's acquisitions/ dispositions include:

- Providing Assistance - if land is being disposed of to a business, Council needs to be aware of the prohibition against assistance to business: "Council must not provide a grant, benefit, advantage or other form of assistance, to a business," unless specifically provided for (Section 25). Assistance includes disposing of land or improvements for less than market value. If Council wishes to dispose of

land below market value, to assist a business, it can only do so in the context of a partnering agreement (Section 21). A partnering agreement enables a person to provide a service on behalf of Council. Council must provide prior notice of its intention to provide such assistance (Section 24).

- Fettering Council - any acquisition/disposition that may involve Council also exercising its legislative powers in considering land use matters should recognize the need to avoid Council's decision making.
- Use of Proceeds - Council is legally obligated to place the proceeds of property sales in a reserve fund for capital purposes and further restrictions exist in the case of:
  - the sale of parkland dedicated on subdivision or received in place of a development cost charge; or
  - the sale of closed roads which provided access to a body of water.
- Special Provisions - special provisions are required for the exchange or disposal of parkland, disposal of water and sewer systems and other utilities, Municipal roads, Municipal forests, disposal of assets acquired using provincial grants and disposal of lands obtained by tax sales: governed by Part 11. Division 8. Annual Tax Sale of the Local Government Act.

## **12. Budget Implications**

As outlined above, the recommended "Annual Review to Develop Strategy" will provide input into both the City's Annual Operating Budget and Capital Plan.

## **13. Policy Implication**

Provides a significant first step and foundation for guiding the City's future real estate decisions. Further policy work will follow with respect to leases/licenses.

## **14. Environmental Considerations**

Opportunities to advance environmental stewardship will be explored each year during the annual review and presented to Council for consideration.

## **15. Cost benefit to the City**

Opportunities to take advantage of any cost benefits to the City will be explored each year and presented to Council for consideration.



# REQUEST FOR DECISION

## — REGULAR MEETING —



**To:** Mayor and Council

**From:** Sasha Bird, Manager of Development & Engineering Services

**Date:** November 3, 2014

**Subject:** Road Closure Bylaw No. 2003, being the Riverside Drive Road Closure Bylaw

**Recommendation:** **RESOLVED THAT COUNCIL** hear from the public regarding the road closure and if there are no comments or concerns from the public, give Bylaw 2003 third reading.

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**BACKGROUND:** Staff received a request to close a portion of Riverside Drive adjacent to 7330 Riverside Drive and to consolidate that portion of closed road with the applicant's property, in order to alleviate an air encroachment of the building's canopy and the applicant could then proceed with the strata conversion of his building.

Referral requests were sent to the various agencies and the only comment was received from the Ministry of Transportation and Infrastructure, stating that they had no objection with the closing of that portion of Riverside Drive under the condition that the closure will not affect traffic flow of ingress/egress off of Highway #3. The proposed closure will not affect vehicular ingress or egress from Highway #3 onto Riverside Drive.

At the July 21, 2014 Regular meeting, Council approved the request to close a 3.162 meter width portion of Riverside Drive (portion containing part of the building and the sidewalk), by the length of the building, located in front of 7330 Riverside Drive and directed Staff to proceed with the statutory requirements necessary to start and complete the road closure and the consolidation of that portion of road measuring 75 square meters with property legally described as Lot 1, District Lot 108 & 339"S", S.D.Y.D., Plan 34642 and to sell that portion of closed road to the applicant for \$1,526.40.

At the October 20, 2014 Regular meeting, Council gave first and second reading to Bylaw 2003 and directed Staff to inviting the surrounding property owners and the public to the November 3, 2014 Regular meeting to share their comments and concerns with respect to the proposed closure.

Bylaw 2003 was sent to the Ministry of Transportation & Infrastructure for their signature, which has been signed and returned and is now ready for third reading.

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# REQUEST FOR DECISION

## — REGULAR MEETING —



### **Benefits or Impacts of the Recommendation:**

**General:** The benefit of the closure of that portion of road would be to alleviate the encroachment and thereby allowing the developer to proceed with the strata conversion of his building and Council would be seen as following their Road Closure Policy.

**Strategic Impact:** N/A

**Financial:** The City would see no cost to the taxpayers for the closure and the consolidation of that portion of Riverside Drive, in that the developer is required to pay the City a \$2,500.00 deposit to cover costs incurred with the closure plans. The developer has paid the City the required deposit. There would also be a benefit to the City from the potential increased tax base once the building was stratified and the residential and commercial units were sold.

**Policy/Legislation:** The requirements to close a portion of road and to advertise the closure are legislated by the Community Charter.

**Attachments:**

- a copy of the site plan showing the footprint of the building and the canopy overhang;
- a copy of the Zoning Map showing the location and zoning of the property in question;
- a street view photo of the building and the landscaping of the property after the renovations;
- a copy of the Road Closure Policy #1501; and
- a copy of Bylaw 2003, being the Riverside Drive Road Closure bylaw, as at first and second reading and signed by the Ministry of Transportation & Infrastructure.

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**Recommendation:** **RESOLVED THAT COUNCIL** hear from the public regarding the road closure and if there are no comments or concerns from the public, give Bylaw 2003 third reading.

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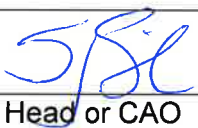
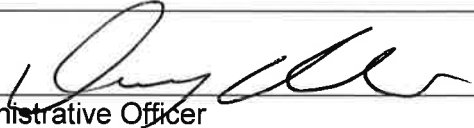
# REQUEST FOR DECISION

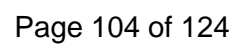
— REGULAR MEETING —



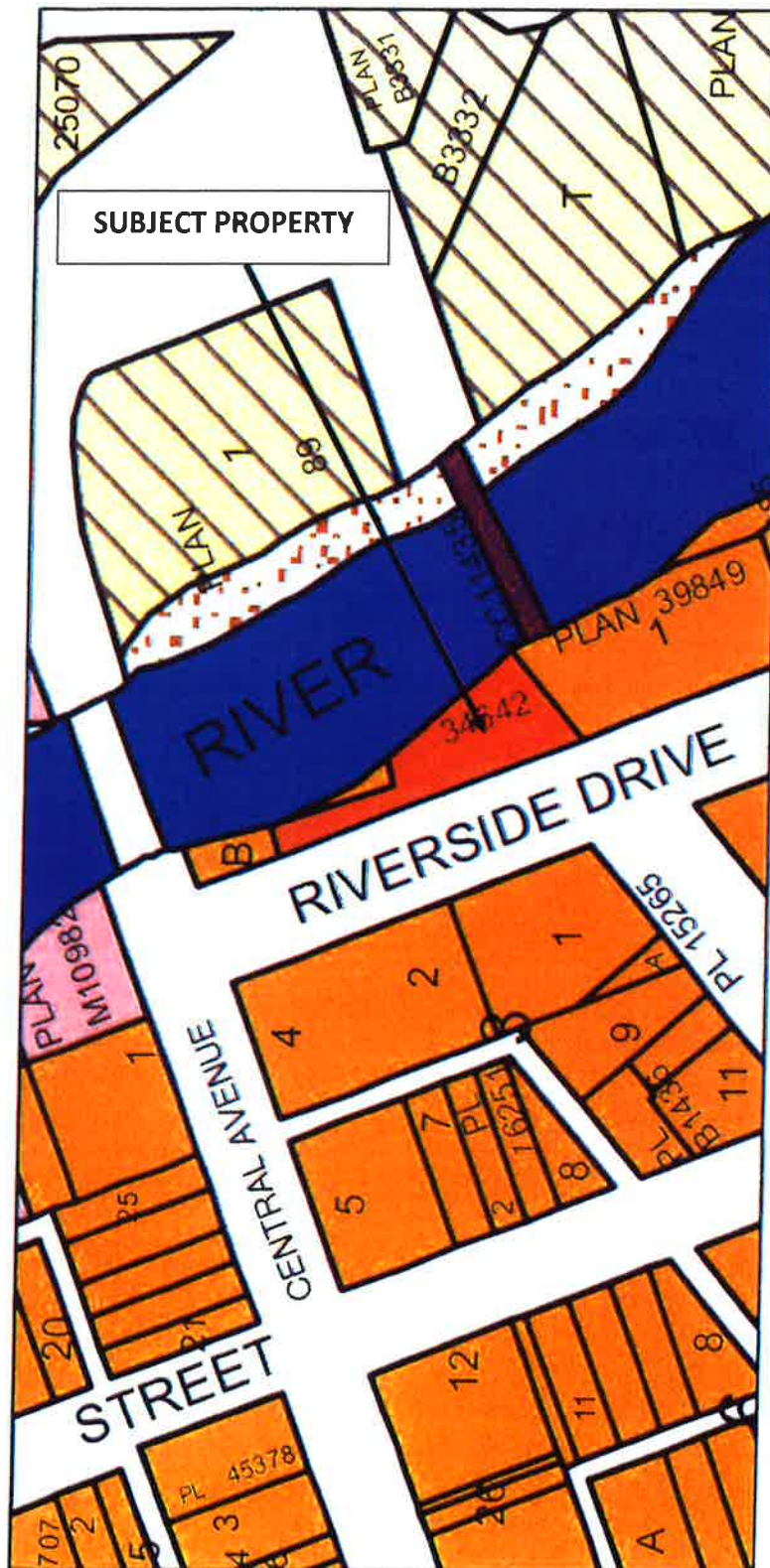
- OPTIONS:**
- 1. COUNCIL CHOOSES TO SUPPORT THE RECOMMENDATION.**
  - 2. COUNCIL CHOOSES TO NOT SUPPORT THE RECOMMENDATION.**
  - 3. COUNCIL CHOOSES TO REFER THE REPORT BACK TO STAFF FOR FURTHER INFORMATION.**

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Department Head or CAO	Chief Administrative Officer









## **CITY OF GRAND FORKS**

<b>POLICY TITLE:</b>	<b>Road Closure Policy</b>	<b>POLICY NO:</b>	<b>1501</b>
<b>EFFECTIVE DATE:</b>	<b>July 20, 2009</b>	<b>SUPERSEDES:</b>	
<b>APPROVAL:</b>	<b>Council</b>	<b>PAGE:</b>	<b>1 of 1</b>

### **Purpose:**

To have money on hand for the recovery of costs for expenses involved in a permanent road closure and ensure that the City does not incur any costs relative to another party's request for road closure.

### **Policy:**

It is Council's policy that all applications for permanent road closures from applicants wishing to take title to the property in question shall be accompanied by a deposit of \$2,500.00. All costs relative to the road closure and payment of market value for any property transferred will be at the sole cost of the purchaser. The City will establish the market value price for the property.

### **Policy Procedure:**

1. \$2,500.00 deposit and a fair market value appraisal, agreed to by the applicant, will be required prior to the City taking any action to initiate road closure.
2. Should the Applicant decide not to proceed with the road closure, at any time during the process, the deposit will be refunded to the applicant, less any related costs incurred by the City. Should the City decide not to proceed with the Road Closure, at any time during the process, the deposit will be refunded to the Applicant.
3. Where the costs of the road closure exceed the amount of the deposit, the applicant will be required to pay such excess costs, as calculated by the City and will include all legal, survey, appraisal, advertising and land title fees.
4. Where the total final costs of the road closure are less than the deposited amount, the overpayment will be refunded to the applicant.
5. As a condition of the road closure, the closed portion of road must either be consolidated with the adjoining property, or another road must be constructed to replace the closed road.
6. The process for the road closure must follow the Provincial Government regulations.

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

**BYLAW NO. 2003**

**A Bylaw to Close and Remove the Dedication of that portion of Road  
Shown on Plan 23, D.L. 108 & 366"S", S.D.Y.D.**

=====

**WHEREAS** in accordance with the Community Charter, Council may, by bylaw, close and remove the dedication of a highway or a portion of it;

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

1. To close and remove the dedication of that portion of road measuring 75 square meters, as outlined on reference plan prepared by A.F. Hoefsloot, B.C.L.S. and dated September 18, 2014, identified as "Schedule A" and attached to this bylaw;
2. That title to the above-described portion of closed road be hereby vested in the name of the Corporation of the City of Grand Forks;
3. That this bylaw may be cited for all purposes as the "**Riverside Drive Road Closure Bylaw No. 2003, 2014**".


Read a **FIRST** time this 20<sup>th</sup> day of October, 2014.

Read a **SECOND** time this 20<sup>th</sup> day of October, 2014.

Read a **THIRD** time this 3<sup>rd</sup> day of November, 2014.

**PUBLIC NOTICE** posted at City Hall and advertised in the Grand Forks Gazette on the 22<sup>nd</sup> day of October, 2014 and the 29<sup>th</sup> day of October, 2014.

**APPROVED BY** the Ministry of Transportation and Infrastructure, pursuant to the Transportation Act, this 22<sup>nd</sup> day of October, 2014.

  
\_\_\_\_\_  
Approving Officer

**FINALLY ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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

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

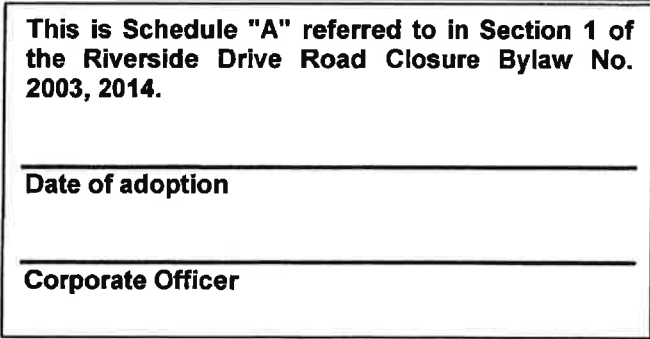
**C E R T I F I C A T E**

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 2003, as passed by the Municipal Council of the City of Grand Forks on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**SCHEDULE "A"**





# REQUEST FOR DECISION

## — REGULAR MEETING —



**To:** Mayor and Council  
**From:** Chief Financial Officer  
**Date:** October 23, 2014  
**Subject:** Bylaw 2005 – 2014-2018 Financial Plan Amendment 1  
**Recommendation:** **RESOLVED THAT COUNCIL** give final reading to Bylaw No. 2005 – 2014-2018 Financial Plan Amendment 1

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### **BACKGROUND:**

Each year, Council participates in an extensive process to develop the financial plan for the following five years. However, throughout the year there are unplanned events and anomalies that require the plan to be amended.

Bylaw 2005, an amendment to the 2014-2018 financial plan, was presented to the Committee of the Whole on October 6, 2014. On October 20, 2014 the Bylaw was presented at the Regular meeting of Council for first three readings. Council amended the bylaw to remove the approval of \$6,000 for the Mural Committee before the first three readings.

As can be seen in the financial plan amendment summary attached, the adjustments result in the following net changes:

1. An additional \$294,000 funded from surplus. This change consists of City Hall reconstruction contingency of \$300,000 less the Mural Committee amount of \$6,000
2. \$489,000 funded from multi-utility borrowing for the 68<sup>th</sup> Street Multi-Utility project
3. \$200,000 funded from the Slag Fund for the Spray Park

Bylaw 2005 is now presented for final reading.

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### **Benefits or Impacts of the Recommendation:**

**General:** Council updates the City's authority to operate with the most up to date information regarding the provision and the sources of revenue to provide those services

**Financial:** Amending the financial plan ensures that the City remains in compliance with Community Charter requirements for financial planning.

**Policy/Legislation:** Community Charter S. 165(2)

**Attachments:** Bylaw 2005–Year 2014-2018 Financial Plan Bylaw Amendment No. 1  
2014-2018 Financial Plan amendment working papers  
2014 Capital Projects spreadsheet

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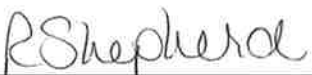
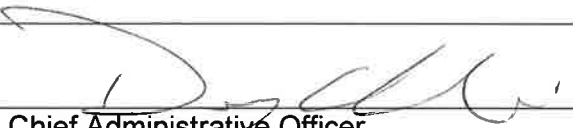
# REQUEST FOR DECISION

— REGULAR MEETING —



**Recommendation:**                      **RESOLVED THAT COUNCIL** give final reading to Bylaw No. 2005 – 2014-2018 Financial Plan Amendment 1

**OPTIONS:**      1. **RESOLVED THAT COUNCIL**RECEIVES THE STAFF REPORT  
                      2. **RESOLVED THAT COUNCIL DOES NOT ACCEPT THE STAFF REPORT**  
                      3. **RESOLVED THAT COUNCIL REFERS THE MATTER BACK TO STAFF FOR FURTHER INFORMATION.**

	
Department Head or CAO	Chief Administrative Officer



# THE CORPORATION OF THE CITY OF GRAND FORKS

## **BYLAW NO. 2005**

### **A Bylaw to Revise the Five Year Financial Plan For the Years 2014 - 2018**

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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 2014 to 2018.
2. This bylaw may be cited, for all purposes, as the "**Year 2014 – 2018 Financial Plan Bylaw Amendment No 1**".

**Introduced** this 6<sup>th</sup> day of October, 2014

Read a **FIRST** time this 20th day of October, 2014

Read a **SECOND** time this 20th day of October, 2014

Read a **THIRD** time this 20th of October, 2014

**FINALLY ADOPTED** this 3rd day of November, 2014

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Mayor Brian Taylor

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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. 2005, as adopted by the Municipal Council of the City of Grand Forks on the 3rd day of November, 2014.

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Clerk of the Municipal Council of the  
City of Grand Forks

**City of Grand Forks**  
**Appendix "A" to Bylaw 2005**  
**Year 2014 - 2018 Financial Plan Bylaw Amendment No 1**

	2014	2015	2016	2017	2018
<b>Revenue</b>					
Property taxes , grants in lieu & franchise Fees	\$ 3,002,062	\$ 3,061,100	\$ 3,121,300	\$ 3,182,700	\$ 3,245,300
Parcel taxes	91,041	6,041	6,041	6,041	6,041
User levies	1,808,210	1,842,500	1,877,400	1,913,000	1,949,200
Fees and charges	4,972,787	5,203,052	5,444,468	5,697,528	5,862,300
Grants and other	3,617,294	742,146	747,371	752,721	758,097
<b>Total Revenues</b>	<b>13,491,394</b>	<b>10,854,839</b>	<b>11,196,580</b>	<b>11,551,990</b>	<b>11,820,938</b>
<b>Expenses</b>					
Purchases for resale	3,294,066	3,390,619	3,559,125	3,736,082	3,848,200
Operating	7,084,145	7,189,333	7,296,146	7,404,521	7,514,512
Debt interest	100,961	86,477	81,477	76,477	71,477
Amortization	1,539,874	1,556,513	1,573,366	1,590,434	1,607,722
<b>Total Operating Expenses</b>	<b>12,019,047</b>	<b>12,222,943</b>	<b>12,510,114</b>	<b>12,807,514</b>	<b>13,041,911</b>
<b>Net Revenue (loss)</b>	<b>\$1,472,347</b>	<b>(\$1,368,104)</b>	<b>(\$1,313,534)</b>	<b>(\$1,255,524)</b>	<b>(\$1,220,973)</b>
<b>Allocations</b>					
Debt proceeds	4,040,978	577,500	577,500	577,500	367,500
Capital expenditures	(9,710,179)	(1,139,000)	(1,014,000)	(830,000)	(619,500)
Debt principal repayment	(197,886)	(183,001)	(171,092)	(161,566)	(153,945)
Transfers from (to) reserves / surplus	2,854,866	556,091	347,761	79,156	19,196
Reserve fund in excess of amortization	1,539,874	1,556,513	1,573,366	1,590,434	1,607,722
<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 2014 to 2018**  
**Operations Summary**  
**Supporting Schedule A**

<b>General</b>	<b>2014 Plan</b>	<b>2015 Plan</b>	<b>2016 Plan</b>	<b>2017 Plan</b>	<b>2018 Plan</b>
<b>Revenue</b>					
Property Taxes	\$ 2,897,537	\$ 2,955,500	\$ 3,014,600	\$ 3,074,900	\$ 3,136,400
Parcel Taxes	\$ 85,000				
Payments in Lieu & Franchise Fees	104,525	105,600	106,700	107,800	108,900
Solid Waste Levies	195,000	197,000	199,000	201,000	203,000
Slag Sales	250,000	252,500	255,025	257,575	260,151
Fees and Charges	576,588	588,100	599,900	611,900	624,100
Government Grants - Operations	352,846	352,846	352,846	352,846	352,846
Government Grants - Capital	1,387,889				
Other Sources	134,114	136,800	139,500	142,300	145,100
Restricted Investment Income	-	-	-	-	-
	<b>5,983,499</b>	<b>4,588,346</b>	<b>4,667,571</b>	<b>4,748,321</b>	<b>4,830,497</b>
<b>Expenses</b>					
Airport Cost of Sales	49,000	50,500	52,000	53,600	55,200
Operations Expense	4,503,334	4,570,900	4,639,500	4,709,100	4,779,700
Community Support	302,920	307,464	312,076	316,757	321,508
Preventative Maintenance Program	144,258	146,422	148,618	150,847	153,110
Studies & Planning	-	-	-	-	-
Debt Interest	44,484	30,000	25,000	20,000	15,000
Amortization	900,000	909,000	918,090	927,271	936,544
<b>Total Expenses</b>	<b>5,943,996</b>	<b>6,014,286</b>	<b>6,095,284</b>	<b>6,177,575</b>	<b>6,261,062</b>
<b>Net Income (Loss) before Other Income</b>	<b>39,503</b>	<b>(1,425,940)</b>	<b>(1,427,713)</b>	<b>(1,429,254)</b>	<b>(1,430,565)</b>
Other Income					
Contributions from Electrical	420,000	432,600	445,578	458,945	465,830
Gain (Loss) on Disposition of Assets	-	-	-	-	-
<b>Net Income (Loss)</b>	<b>459,503</b>	<b>(993,340)</b>	<b>(982,135)</b>	<b>(970,309)</b>	<b>(964,736)</b>
<b>Allocations</b>					
Debt proceeds	2,128,778	-	-	-	-
Capital Expenditures	(4,555,666)	-	-	-	-
Capital Planning					
Debt principal repayment	(74,484)	(74,484)	(74,484)	(74,484)	(74,484)
Transfers from (to) reserves	739,000	(252,500)	(255,025)	(257,575)	(265,300)
Transfers from (to) surplus	402,870	411,324	393,554	375,097	367,976
Reserve fund in excess of amortization	900,000	909,000	918,090	927,271	936,544
<b>Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

City of Grand Forks  
Five Year Plan 2014 to 2018  
Operations Summary  
Supporting Schedule A

	2014 Plan	2015 Plan	2016 Plan	2017 Plan	2018 Plan
<b>Equipment</b>					
<b>Recoveries</b>	<b>\$ 471,443</b>	<b>\$ 477,100</b>	<b>\$ 482,800</b>	<b>\$ 488,600</b>	<b>\$ 494,500</b>
Operations Expense	461,518	468,400	475,400	482,500	489,700
<b>Net Recoveries</b>	<b>9,925</b>	<b>8,700</b>	<b>7,400</b>	<b>6,100</b>	<b>4,800</b>
Debt Interest	1,603	1,603	1,603	1,603	1,603
Amortization	232,874	234,038	235,209	236,385	237,567
<b>Net Recoveries (Loss)</b>	<b>(224,552)</b>	<b>(226,941)</b>	<b>(229,412)</b>	<b>(231,888)</b>	<b>(234,370)</b>
Gain (Loss) on Disposition of Assets	-	-	-	-	-
<b>Net Recoveries (Loss)</b>	<b>(224,552)</b>	<b>(226,941)</b>	<b>(229,412)</b>	<b>(231,888)</b>	<b>(234,370)</b>
<b>Allocations</b>					
Debt proceeds	-	-	-	-	-
Capital Expenditures		(50,000)	(50,000)	(50,000)	(50,000)
Debt principal repayment	(74,426)	(59,541)	(47,633)	(38,106)	(30,485)
Transfers from (to) reserves		(40,000)	(40,800)	(41,616)	(42,448)
Transfers from (to) surplus	66,104	142,444	132,636	125,225	119,736
Reserve fund in excess of amortization	232,874	234,038	235,209	236,385	237,567
<b>Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**City of Grand Forks  
Five Year Plan 2014 to 2018  
Operations Summary  
Supporting Schedule A**

	2014 Plan	2015 Plan	2016 Plan	2017 Plan	2018 Plan
<b>Electrical</b>					
<b>Revenue</b>					
User Fees	\$ 4,324,609	\$ 4,540,839	\$ 4,767,881	\$ 5,006,275	\$ 5,156,500
Fees and Charges	63,226	65,512	67,886	70,352	72,500
	<b>4,387,835</b>	<b>4,606,352</b>	<b>4,835,768</b>	<b>5,076,628</b>	<b>5,229,000</b>
<b>Expenditure</b>					
Purchases for resale	3,245,066	3,340,119	3,507,125	3,682,482	3,793,000
Operations Expense	628,604	634,900	641,200	647,600	654,100
Amortization	42,000	42,000	42,000	42,000	42,000
	<b>3,915,670</b>	<b>4,017,019</b>	<b>4,190,325</b>	<b>4,372,082</b>	<b>4,489,100</b>
<b>Net Income (loss) before Contributions to General</b>	<b>472,165</b>	<b>589,332</b>	<b>645,443</b>	<b>704,546</b>	<b>739,900</b>
Contributions to General	420,000	432,600	445,578	458,945	465,830
<b>Net income (loss)</b>	<b>52,165</b>	<b>156,732</b>	<b>199,865</b>	<b>245,601</b>	<b>274,070</b>
<b>Allocations</b>					
Capital Expenditures	(320,000)	(375,000)	(250,000)	(70,000)	(100,000)
Transfers from (to) reserves	320,000	375,000	250,000	70,000	100,000
Transfers from (to) surplus	(94,165)	(198,732)	(241,865)	(287,601)	(316,070)
Reserve fund in excess of amortization	42,000	42,000	42,000	42,000	42,000
<b>Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**City of Grand Forks**  
**Five Year Plan 2014 to 2018**  
**Operations Summary**  
**Supporting Schedule A**

	2014 Plan	2015 Plan	2016 Plan	2017 Plan	2018 Plan
<b>Water</b>					
<b>Revenue</b>					
Parcel Taxes	\$ 793,650	\$ 809,500	\$ 825,700	\$ 842,200	\$ 859,000
User Levies		4,400	4,500	4,600	4,700
Fees and Charges	4,284				
Government Grants - Capital	879,556				
	<b>1,677,490</b>	<b>813,900</b>	<b>830,200</b>	<b>846,800</b>	<b>863,700</b>
Operations Expense	666,332	676,300	686,400	696,700	707,151
Preventative Maintenance Program	111,601	113,833	116,110	118,432	120,801
Studies & Planning					
Debt Interest					
Amortization	200,000	204,000	208,080	212,242	216,486
<b>Total Expenses</b>	<b>977,933</b>	<b>994,133</b>	<b>1,010,590</b>	<b>1,027,373</b>	<b>1,044,437</b>
<b>Net Income (Loss)</b>	<b>699,557</b>	<b>(180,233)</b>	<b>(180,390)</b>	<b>(180,573)</b>	<b>(180,737)</b>
<b>Allocations</b>					
Debt proceeds	1,572,423	367,500	367,500	367,500	367,500
Capital Expenditures	(3,857,846)	(469,500)	(469,500)	(469,500)	(469,500)
Capital Planning					
Debt principal repayment					
Transfers from (to) reserves	1,405,866				
Transfers from (to) surplus	(20,000)	78,233	74,310	70,332	66,251
Reserve fund in excess of amortization	200,000	204,000	208,080	212,242	216,486
<b>Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**City of Grand Forks**  
**Five Year Plan 2014 to 2018**  
**Operations Summary**  
**Supporting Schedule A**

<b>Sewer</b>	<b>2014 Plan</b>	<b>2015 Plan</b>	<b>2016 Plan</b>	<b>2017 Plan</b>	<b>2018 Plan</b>
<b>Revenue</b>					
Parcel Taxes	\$ 6,041	\$ 6,041	\$ 6,041	\$ 6,041	\$ 6,041
User Levies	819,560	836,000	852,700	869,800	887,200
Fees and Charges	4,080	4,200	4,300	4,400	4,500
Government Grants - Capital	612,889				
	<b>1,442,570</b>	<b>846,241</b>	<b>863,041</b>	<b>880,241</b>	<b>897,741</b>
Operations Expense	701,321	711,800	722,500	733,300	744,300
Preventative Maintenance Program	35,700	36,414	37,142	37,885	38,643
Studies & Planning	-	-	-	-	-
Debt Interest	54,874	54,874	54,874	54,874	54,874
Amortization	165,000	167,475	169,987	172,537	175,125
<b>Total Expenses</b>	<b>956,896</b>	<b>970,563</b>	<b>984,504</b>	<b>998,596</b>	<b>1,012,942</b>
<b>Net Income (Loss)</b>	<b>485,674</b>	<b>(124,322)</b>	<b>(121,463)</b>	<b>(118,355)</b>	<b>(115,201)</b>
<b>Allocations</b>					
Debt proceeds	339,777	210,000	210,000	210,000	-
Capital Expenditures	(976,667)	(244,500)	(244,500)	(240,500)	-
Capital Planning		-	-	-	-
Debt principal repayment	(48,975)	(48,975)	(48,975)	(48,975)	(48,975)
Transfers from (to) reserves	24,000	-	-	-	-
Transfers from (to) surplus	11,191	40,323	34,951	25,294	(10,949)
Reserve fund in excess of amortization	165,000	167,475	169,987	172,537	175,125
<b>Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**City of Grand Forks**  
**Appendix B to Bylaw 2005**  
**Year 2014 - 2018 Financial Plan Bylaw Amendment No. 1**  
**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 2014 Revenue
Property taxes , grants in lieu & franchise Fees	22.3%
Parcel taxes	0.7%
User levies	13.4%
Fees and charges	36.9%
Grants and other	26.8%

*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 2005**  
**Year 2014 - 2018 Financial Plan Bylaw Amendment No. 1**  
**Revenues, Property Taxes and Exemptions**

The City will receive the Revised Assessment Roll for 2014 in April and will set the property tax rates based on the assessment before May 15, 2014. The 2014 distribution of property tax rates amongst all the property classifications will not be known until then.

The distribution for 2013 were as follows:

Property Class	% of General Revenue Taxation
Residential	51.9347%
Utility	1.6893%
Major Industry	26.0002%
Light Industry	19.0238%
Business and Other	1.3242%
Recreation / Non-profit	0.0097%
Farm	0.0181%

*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 2013, the industry ratio was lowered to 9.92 from 10.55 in 2012. As well, in 2013, the business conversion ratio was lowered from 2.52 in 2012 to 2.39. In 2013 the light industry class was lowered from 2.96 to 2.93. For 2014, 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.

2014-2018 Financial Plan Amendment  
Working Papers

				ACCOUNT		DR	CR
1	July 21, 2014 resolution of council	Paving project - \$489,000	<b>CAP</b>	10-2-6522-350 10-1-5100-180	\$	489,000	\$ 489,000
2	Sept 2, 2014 resolution of council	City Hall rebuild contingency \$80k	<b>CAP</b>	10-2-6001-476 SURPLUS	\$	300,000	\$ 300,000
3		Water Main break - Feb		11-2-2317-350 SURPLUS	\$	30,000	\$ 30,000
4		Airport subdivision - \$7500		10-2-2599-355 SURPLUS	\$	7,500	\$ 7,500
5		Economic Action Plan		10-2-2606-248 SURPLUS	\$	3,500	\$ 3,500
6		Economic Action Plan		10-2-2606-350 SURPLUS	\$	3,500	\$ 3,500
7	Feb 11, 2014 resolution of council	Spray Park - \$200,000 Slag Reserve	<b>CAP</b>	10-1-5100-029 10-1-5100-156	\$	200,000	\$ 200,000
8		Airport - \$8000 survey every 4 years		10-2-2388-350 SURPLUS	\$	8,000	\$ 8,000
9		2013 Winnipeg Liquor Store \$5k into surplus		10-2-2332-350 10-2-2599-355 SURPLUS	\$ \$	3,000 2,000	\$ 5,000
10		\$1500 Vic Services Grant into their surplus		10-2-2700-380 SURPLUS	\$	1,500	\$ 1,500
11		Advertising budget omission - 20K		10-2-2101-230 SURPLUS	\$	20,000	\$ 20,000
12		Debt principle sewer omission		13-2-2800-396 SURPLUS	\$	48,975	\$ 48,975
13		Revenues omitted		10-1-1100-010 10-1-1100-012 10-1-1700-865 SURPLUS	\$		\$ 60,000 \$ 85,000 \$ 35,560
14		Reallocation of expenses to Engineering		10-2-2610-350 SURPLUS	\$	46,585	\$ 46,585
<b>TOTAL ADJUSTMENTS:</b>					\$	<b>1,344,120</b>	\$ <b>1,344,120</b>

Summary			
	Net Increase in Revenues		\$ 180,560
	Net Increase in Expenditures	\$	963,560
	Balance	\$	783,000
Funded by:			
	SURPLUS	\$	294,000
	Borrowing	\$	489,000
	Decrease in grants	\$	200,000
	Slag Fund	\$	200,000
	Vic Services Deferred Revenue		
		-\$	783,000

City of Grand Forks  
2014 Capital Requests



#	Fund	Manag	Descript	Opt	Costs	GEN	WTR	ELE	SWR	Library Trust	Gas Tax	Grant	Borrowing	Insurance	Parking Reserve	Equipment	Capital/Land	Slag	Surplus
<b>OPENING BALANCES</b>																			
<b>PROPOSED TRANSFER - Equip Fund to Cap Fund</b>																			
1	General	CAO	City Hall HVAC/Lighting		30,000	30,000													
2	Elect	Elect	Recloser controls		30,000			30,000									30,000		
3	Water	Eng	5th St Watermain Replace		400,000		400,000					266,667	133,333				30,000		
4	Water	PW	Water Meters		1,300,000		1,300,000				1,300,000								
5	General	Fire	Fire Truck		1,300,000	1,300,000							1,300,000						
6	Water	Eng	Water System Locales		65,866		65,866				65,866								
7	Water	Eng	West End Fire Protection		1,099,313		1,099,313						1,099,313						
8	Water	Eng	Well 3 - 200 HP Vertical Turbine Replacement		40,000		40,000										40,000		
9	Sewer	Eng	Wastewater Treatment Plant Headworks Grinder		24,000				24,000								24,000		
10	Electrical	Elect	2014 Transformer PCB Mgmt Plan		45,000														
11	Electrical	Elect	Riverside Dr Re-conductor		100,000			45,000									75,000		
12	Electrical	Elect	2014 System & Voltage Conversion		50,000			100,000									100,000		
13	Multi Utility	CAO	22nd Street (Hwy 3 to 78th Ave) 68th Ave (Kettle River Dr to 19th St) 3rd St (Hwy 3 to Market Ave)		1,026,000 1,032,000 700,000	342,000 344,000 233,333	342,000 344,000 233,333		342,000 344,000 233,334			684,000 688,000 466,667	342,000 344,000 233,333				20,000		
14	General	Eng	Spraggett Bridge Tubing Parking Lot		42,000	42,000						25,000		17,000					
15	Electrical	Eng	Boulevard Tree Replacement		20,000			20,000									20,000		
16	General	CFO	IT Smart Board, Speakers & Conferencing for Council Chambers		20,000	20,000								12,500		7,500			
17	General	Eng	Downtown Beautification Phase II		300,000	300,000													
18	General	PW	Fence remove beacon sites (Airport Upgrades)		4,000	4,000											100,000	200,000	
19	General	Eng	MAAPS relocate storm sewer & water main beneath Habitat Restore (Building Imps)		45,000	45,000											4,000		
20	General	Eng	City Hall Clock Tower (Building Imps) clean, re-solder, new copper skirt		5,000	5,000											5,000		
21	General	Eng	7212 Riverside Dr. Roof repair (Building Imps)		15,000	15,000											15,000		
22	Multi Utility	Eng	GIS Software & Purchase & Mapping		100,000	33,333	33,334		33,333				100,000						
23	General	PW	Library - replace 2 HVAC units (Building Imps)		35,000	35,000				35,000									
24	General	CFO	IT Council laptops, software & Lic		15,000	15,000										15,000			
25	General	PW	Park facility/PW painting & replace 2 bay doors & openers (Building Imps)		25,000	25,000											25,000		

City of Grand Forks  
2014 Capital Requests



#	Fund	Manag	Descript	Opt	Costs	GEN	WTR	ELE	SWR	Library Trust	Gas Tax	Grant	Borrowing	Insurance	Parking Reserve	Equipment	Capital/Land	Slag	Surplus
26	General	Eng	Airport - Connect ARCAL (Airport Upgrades)		14,000	14,000										14,000			
27	General	Eng	Dump Box for Unit 807		14,000	14,000										14,000			
28	General	Parks	Spray Park		300,000	300,000						100,000						200,000	
29	Electrical	Eng	Dick Bartlett Electrical Upgrade		10,000			10,000									10,000		
30	General	Eng	Library renovation		650,000	650,000						650,000							
31	General	PW	68th Street Paving, drainage		489,000	489,000							489,000						
32	General	Eng	City Hall rebuild contingency		300,000	300,000													300,000
<b>GRAND TOTALS</b>					<b>9,645,179</b>	<b>4,555,666</b>	<b>3,857,846</b>	<b>255,000</b>	<b>976,667</b>	<b>35,000</b>	<b>1,365,866</b>	<b>2,880,334</b>	<b>4,040,979</b>	<b>12,500</b>	<b>17,000</b>	<b>50,500</b>	<b>543,000</b>	<b>400,000</b>	<b>Total Reserve 300,000</b>