

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

**Monday, December 12, 2016, at 7:00 pm
7217 - 4th Street, City Hall Council Chambers**

<u>ITEM</u>	<u>SUBJECT MATTER</u>	<u>RECOMMENDATION</u>	
1.	<u>CALL TO ORDER</u>		
2.	<u>ADOPTION OF AGENDA</u>		
a)	Adopt agenda	December 12, 2016, Regular Meeting agenda	THAT Council adopts the December 12, 2016, Regular Meeting agenda as presented.
3.	<u>MINUTES</u>		
a)	Adopt minutes Regular Meeting Minutes - 28 Nov 2016 2	November 28, 2016, Regular Meeting minutes	THAT Council adopts the November 28, 2016, Regular Meeting minutes as presented.
4.	<u>REGISTERED PETITIONS AND DELEGATIONS</u>		
5.	<u>UNFINISHED BUSINESS</u>		
6.	<u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL</u>		
a)	Corporate Officer's Report RFD - Proc. Bylaw-CAO - Rpts., Questions, & Inquiries from Council	Written reports of Council There are no written reports of Council for this agenda	
7.	<u>REPORT FROM COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY</u>		
a)	Corporate Officer's Report RFD - Proc. Bylaw-Council - RDKB Council's Rep.	Verbal report from Council's representative to the Regional District of Kootenay Boundary Read the RDKB agendas	THAT Mayor Konrad's report on the activities of the Regional District of Kootenay Boundary, given verbally at this meeting be received.
8.	<u>RECOMMENDATIONS FROM STAFF FOR DECISIONS</u>		
a)	Chief Financial Officer	Write-off of uncollectible	THAT Council directs staff to

[RFD - CFO - Write-off of Uncollectible Business Licences](#)

business licences

write-off uncollectible business licences for Creative Rockworx, Dark Coat Sealcoating & Paving, Shelley's Belfry, Stubby Dogs, Valley Wide Home Improvements, Wayne's Windshield Service, and Wreck-A-Mend-It Auto Body.

9. **REQUESTS ARISING FROM CORRESPONDENCE**

10. **INFORMATION ITEMS**

- a) Grand Forks Choral Society
[SOII - Grand Forks Choral Society Carnegie Hall - Grant In Aid Second Request](#)

Grant-in-aid request from the Grand Forks Choral Society regarding music education costs of the event performance at Carnegie Hall in New York City in 2017

THAT Council receives for discussion the grant-in-aid request from the Grand Forks Choral Society regarding music education costs of the event performance at Carnegie Hall in New York City in 2017.

11. **BYLAWS**

12. **LATE ITEMS**

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

14. **ADJOURNMENT**

THE CORPORATION OF THE CITY OF GRAND FORKS

Not adopted – subject
to change

REGULAR MEETING OF COUNCIL
MONDAY, NOVEMBER 28, 2016

PRESENT: MAYOR FRANK KONRAD
COUNCILLOR JULIA BUTLER
COUNCILLOR CHRIS HAMMETT
COUNCILLOR NEIL KROG
COUNCILLOR COLLEEN ROSS
COUNCILLOR CHRISTINE THOMPSON
COUNCILLOR BEVERLEY TRIPP

ABSENT:

CHIEF ADMINISTRATIVE OFFICER	D. Allin
CORPORATE OFFICER	D. Heinrich
MANAGER OF DEVELOPMENT & ENGINEERING	D. Sheets
DEPUTY MANAGER OF OPERATIONS	D. Drexler
BUILDING INSPECTOR/BYLAW SERVICES OFFICER	W. Kopan
CONTRACTED BYLAW ENFORCEMENT SERVICES	B. Alcock
ENGINEERING TECHNOLOGIST	G. Watt

GALLERY

1. CALL TO ORDER

- a) Mayor Konrad called the November 28, 2016, Regular Meeting to order at 7:00 pm.

2. ADOPTION OF AGENDA

- a) Adopt agenda
November 28, 2016, Regular Meeting agenda
The Mayor advised that he was amending the agenda to add a late item with regard to a presentation from the Chief Administrative Officer on a UBCM update of the current state of Asset Management in British Columbia.

MOTION: THOMPSON / TRIPP

RESOLVED THAT Council adopts the November 28, 2016, Regular Meeting agenda as amended.

CARRIED.

3. **MINUTES**

- a) Adopt minutes
November 7, 2016, Committee of the Whole Meeting minutes

MOTION: TRIPP / KROG

RESOLVED THAT Council adopt the November 7, 2016, Committee of the Whole Meeting minutes as presented.

CARRIED.

- b) Adopt minutes
November 7, 2016, Regular Meeting minutes

MOTION: KROG / THOMPSON

RESOLVED THAT Council adopts the November 7, 2016, Regular Meeting minutes as presented.

CARRIED.

4. **REGISTERED PETITIONS AND DELEGATIONS**

5. **UNFINISHED BUSINESS**

6. **REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL**

- a) Corporate Officer's Report
Written reports of Council
Councillor Butler advised that the formatting on a portion of her report wasn't correct and that there was a section missing and further asked if the complete report could be put into the next agenda Council reports.
Councillor Butler advised that she wished to speak on the Recreation Commission portion of her report and was advised by the Mayor that the intention of written Council reports was not to engage in verbal dialogue. At this point, Councillor Butler motioned to challenge the Chair by Council vote. The Chair was supported by a 4:3 vote, at which time the Chair decided to allow Councillor Butler to speak.

MOTION: TRIPP / HAMMETT

RESOLVED THAT all written reports of Council be received.

CARRIED.

MOTION: BUTLER / TRIPP

RESOLVED THAT Chair be challenged in order to allow Councillor Butler to speak with regard to the Recreation Commission recommendations contained within her report.

MOTION DEFEATED.

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

- a) Corporate Officer's Report
Verbal report from Council's representative to the Regional District of Kootenay Boundary

- Mayor Konrad advised he had no report tonight. Councillor Butler asked if the Mayor could provide his report in writing; whereas the Mayor advised that he would consider a written report in the future. The Chief Administrative Officer spoke with regard Regional District participation at Council meetings and that perhaps that Regional District Staff provide a report on RDKB activities periodically.

MOTION: HAMMETT / ROSS

RESOLVED THAT the verbal discussion with regard to the Regional District of Kootenay Boundary reporting process to Council be received.

CARRIED.

8. RECOMMENDATIONS FROM STAFF FOR DECISIONS

- a) Corporate Services
Appointments of Acting Mayor for Council Year 2016-2017

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council designates members of Council to serve on a rotating basis as Acting Mayor during the year 2016-2017:

Councillor Butler - December 2016 and January 2017

Councillor Hammett - February 2017 and March 2017

Councillor Krog - April 2017 and May 2017

Councillor Ross - June 2017 and July 2017

Councillor Thompson - August 2017 and September 2017

Councillor Tripp - October 2017 and November 2017

CARRIED.

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- b) Corporate Services
2017 Regular and Committee of the Whole Meeting Schedule

MOTION: ROSS / HAMMETT

**RESOLVED THAT Council adopts the meeting dates as presented, provides notice to the public of the 2017 Regular Council Meeting schedule and the schedule for the Committee of the Whole meetings;
AND FURTHER directs staff to publish the notice in the Gazette in accordance with the Community Charter.**

CARRIED.

9. REQUESTS ARISING FROM CORRESPONDENCE

10. INFORMATION ITEMS

- a) Grand Forks Community Christmas Dinner Coordinators
Letter of support and request for contribution for the 35th Annual Community Christmas Dinner

Councillor Tripp advised that she is the co-chair of the Annual Christmas Dinner coordination this year. She further advised that even though she does not receive any monies for this position, there could be a perceived conflict of interest and thereby advised that she would excuse herself from this agenda item. Councillor Tripp left Council Chambers at 7:16 PM, and returned at 7:17 pm after the vote was concluded.

MOTION: HAMMETT / THOMPSON

**RESOLVED THAT Council receives for information the letter from the Grand Forks Community Christmas Dinner coordinators;
AND FURTHER THAT Council contributes \$500 from the Community Services Fund towards the dinner.**

CARRIED.

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- b) Bylaw Officer
Verbal report and Power Point presentation on updates of Unsightly Premises

Bylaw Enforcement services for the City gave a brief presentation to Council with regard to the progress of some of the unsightly premises.

MOTION: HAMMETT / THOMPSON

RESOLVED THAT Council receives for information, the verbal report and power point presentation from the Bylaw Enforcement Officer regarding updates on unsightly premises.

CARRIED.

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- c) Deputy Manager of Operations
Memorandum regarding the City Park Campground review

The Deputy Manager of Operations spoke with regard to the successes with the Campground this year and that by hiring a campground host proved to be beneficial to its success.

MOTION: TRIPP / HAMMETT

RESOLVED THAT Council receives for information the memorandum from the Deputy Manager of Operations regarding the City Park Campground review.

CARRIED.

- d) Manager of Development & Engineering
Memorandum regarding Wetland Nature Parks - Future Dedications overview

The Manager of Development and Engineering introduced Graham Watt, Engineering Technologist, for the City, who made the presentation to Council with regard to the wetlands presentation.

MOTION: BUTLER / THOMPSON

RESOLVED THAT Council receives for information the memorandum from the Manager of Development and Engineering regarding an overview of the wetland nature parks future dedications.

CARRIED.

- e) Manager of Development and Engineering
Memorandum update on Sustainable Community Plan process

The City's Engineering Technologist spoke with regard to the Sustainable Community Plan process and further provided a presentation to Council; he further advised that a report would be presented to Council at the December 12th Committee of the Whole.

MOTION: TRIPP / HAMMETT

RESOLVED THAT Council receives for information the memorandum from the Manager of Development and Engineering regarding an update on the Sustainable Community Plan process.

CARRIED.

- f) Manager of Development and Engineering
Memorandum regarding PetroMaxx/Tim Hortons - Esso Development update

The Manager of Development and Engineering made a presentation to Council with regard to the progress of the PetroMaxx project.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council receives for information the memorandum from the Manager of Development and Engineering regarding an update on the PetroMaxx and Tim Hortons - Esso Development.

CARRIED.

- g)** Manager of Development and Engineering
Memorandum regarding the infrastructure grants update

The Management of Development and Engineering made a presentation to Council on the update of the infrastructure grants.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council receives for information the memorandum from the Manager of Development and Engineering regarding an update on the infrastructure grants.

CARRIED.

- h)** Manager of Development and Engineering
Memorandum regarding an update on Municipal Natural Assets Initiative

The Engineering Technologist made the presentation to Council with regard to the pilot program on the Municipal Natural Assets Initiative. The Manager of Development and Engineering advised that the City's expense on this project is \$5000 for each of two years - 2016 and 2017, and that the return to the City in free technical and knowledge base could be calculated upward of \$300,000 if the City had to paid for this.

MOTION: TRIPP / HAMMETT

RESOLVED THAT Council receives for information the memorandum from the Manager of Development and Engineering regarding an update on Municipal Natural Assets Initiative.

CARRIED.

- i)** Manager of Development and Engineering
Memorandum regarding an update on the Priede Water Main

The Manager of Development and Engineering made a presentation to Council regarding an update on the Priede Water Main project. She advised that the new water main is installed on either side of the Priede Bridge, and that it is only the bridge main piping left to complete.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council receives for information the memorandum from the Manager of Development and Engineering regarding an update on the Priede Water Main.

CARRIED.

11. BYLAWS

12. LATE ITEMS

- a) Chief Administrative Officer - Presentation on a UBCM Update on the current state of Asset Management in British Columbia
The Chief Administrative Officer provided a presentation to Council with regard to an update of the Asset Management Program in British Columbia. In his presentation, the Chief Administrative Officer, showed through charts, that the majority of municipalities have not engaged in the Asset Management process as of yet.

MOTION: ROSS / HAMMETT

RESOLVED THAT Council receives the presentation made by the Chief Administrative Officer with regard to a Union of British Columbia Municipalities (UBCM) update on the current state of Asset Management in the Province of British Columbia.

CARRIED.

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

14. ADJOURNMENT

- a) Mayor Konrad adjourned the November 28, 2016, Regular Meeting at 8:40 pm.

MOTION: ROSS

RESOLVED THAT the November 28, 2016, Regular Meeting be adjourned at 8:40 pm.

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE OFFICER - DIANE
HEINRICH

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Chief Administrative Officer
Date: December 12th, 2016
Subject: Reports, Questions and Inquiries from the Members of Council
Recommendation: **RESOLVED THAT ALL WRITTEN REPORTS SUBMITTED BY MEMBERS OF COUNCIL, BE RECEIVED.**

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.

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.

Recommendation: **RESOLVED THAT ALL WRITTEN REPORTS SUBMITTED BY MEMBERS OF COUNCIL, BE RECEIVED.**

- OPTIONS:**
- 1. RESOLVED THAT ALL WRITTEN REPORTS SUBMITTED BY MEMBERS OF COUNCIL, BE RECEIVED**
 - 2. RESOLVED THAT COUNCIL DOES NOT RECEIVE THE REPORTS FROM MEMBERS OF COUNCIL.**

 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: December 12th, 2016
Subject: Report – from the Council’s Representative to the Regional District of Kootenay Boundary
Recommendation: **RESOLVED THAT MAYOR KONRAD’S REPORT ON THE ACTIVITIES OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY, GIVEN VERBALLY AT THIS MEETING BE RECEIVED.**

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.

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.

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

- OPTIONS:**
- 1. RESOLVED THAT MAYOR KONRAD’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.**

	
Department Head or CAO	Chief Administrative Officer

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Chief Financial Officer
Date: December 12, 2016
Subject: Write-off of Uncollectible Business Licences
Recommendation: **RESOLVED THAT COUNCIL** direct staff to write-off uncollectible business licences for Creative Rockworx, Dark Coat Sealcoating & Paving, Shelley's Belfry, Stubby Dogs, Valley Wide Home Improvements, Wayne's Windshield Service, and Wreck-A-Mend-It Auto Body.

BACKGROUND:

The City issues business licence invoices in January each year, on a renewal basis, for businesses which were active and licensed during the previous year.

The business licence receivables are regularly monitored by staff, with reminder notices sent out initially, followed by attempts to contact business owners by telephone.

The City has made numerous unsuccessful efforts to collect outstanding amounts from the businesses listed below. These businesses have either confirmed that they are no longer operating, or their telephone numbers are out of service and they are otherwise unreachable.

We therefore request that Council direct staff to write-off the outstanding amounts as uncollectible, as a housekeeping item in preparation for year end.

Business Name	Amount	Year(s)
Creative Rockworx	\$150	2014/2015
Dark Coat Sealcoating & Paving	\$75	2015
Shelley's Belfry	\$75	2015
Stubby Dogs	\$75	2015
Valley Wide Home Improvements	\$75	2015
Wayne's Windshield Service	\$75	2015
Wreck-A-Mend-It Auto Body	<u>\$75</u>	2015
Total Uncollectible	\$600	

REQUEST FOR DECISION

— REGULAR MEETING —



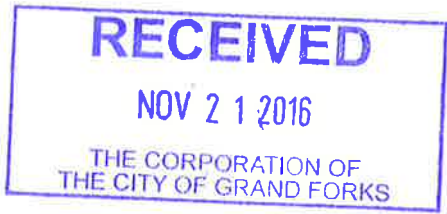
Benefits or Impacts of the Recommendation:

General: The above amounts have been determined to be uncollectible.
Strategic Impact: N/A
Financial: The total of the uncollectible accounts is \$600.
Policy/Legislation: Business Licence Bylaw 1384, amendment Bylaws 1481, 1856 and 1872.

Recommendation: RESOLVED THAT Council directs staff to write-off uncollectible business licences for Creative Rockworx, Dark Coat Sealcoating & Paving, Shelley's Belfry, Stubby Dogs, Valley Wide Home Improvements, Wayne's Windshield Service, and Wreck-A-Mend-It Auto Body.

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

	
Department Head or CAO	Chief Administrative Officer



November 15, 2016

Mayor
Frank Conroy
Box 220
Grand Forks, BC
VOH 1H0

Dear Frank,

The "Messiah in Carnegie Hall!!!!!!

As we informed you in July, the Grand Forks Choral Society (GFCS) will be embarking on the greatest adventure in its 30 year history. GFCS has been invited to perform Handel's "Messiah", as part of a mass choir, at Carnegie Hall in New York City!

Currently we have 32 members registered to sing in Carnegie Hall. Our singers hail from the entire Boundary area and range in age from teenagers to seniors. Voices from Christina Lake, Grand Forks, Area "D" and Area "E" will be representing their community in New York City.

This five day music education and performance event is a once in a lifetime opportunity for the choir members. Each participant will fund his or her own travel, accommodation and sundry expenses. As a group, we are engaging in a fundraising project to help cover the \$740 USD per person music education portion of the event.

We would love your support of our fundraising efforts towards the goal of \$23,680 US to cover the music education cost of the event. All other expenses (\$1460 US per person) - travel, accommodation, and food will be the individual participant's responsibility. Please consider assisting our efforts by making a donation of \$2000 to the Grand Forks Choral Society, New York trip. We will ensure that you are acknowledged in our programs, concerts and the local newspaper.

Please find enclosed information as to the structure of the commitment made by choir members. If you have any questions or need any more information please contact Anna Groeneveld 250-442-3550 or agroenev@gmail.com

Thanks you for your consideration!

Yours truly,

Anna Groeneveld
NYC Committee Member of GFCS

FILE CODE
61 - G.F. Choral Society
+63 - Carnegie Hall - Grant
In Aid Second Request
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Prepared Especially for:
Lyn Mackey
Grand Forks Choral Society
November 23 - 27, 2017
PERFORMANCE at CARNEGIE HALL



Package Inclusions:



DCINY CONCERT Underwriting Fees for Performers (\$740) and VIP Patrons (\$370)

Round trip coach airfare between Seattle, WA and New York City

Round trip private group airport transfers within New York City

FOUR Nights Hotel Accommodations at mid-town hotel

This hotel is within walking distance to Times Square, DCINY rehearsals, and close to Carnegie Hall

Artist and VIP Patron Gala Dinner Reception

VIP Patrons to receive rehearsal and backstage access

VIP Patrons receive best concert seats (available at time of registration)

Prices listed are per person USD (inclusive of taxes/charges):

	QUAD (2 beds - 4 people)	TRIPLE (2 beds - 3 people)	DOUBLE (2 beds - 2 people)	DOUBLE KING (1 bed - 2 people)
PERFORMER	\$1730	\$1840	\$2060	\$2060
VIP Patron	\$1360	\$1470	\$1690	\$1690

The above prices include all hotel taxes, mandatory baggage handling fee at hotel (one suitcase per person), luggage storage, gratuities and service charges. All hotel guest rooms have either One King Bed or Two Double Beds per room. Additional Nights are sold on a first come/first served basis and are not guaranteed until confirmed by the travel agent. If a traveler requests an air deviation, the price of the airfare will be confirmed once the change is made. Package price does not include airline-imposed checked luggage fees.

**To book this all-inclusive proposal a \$300 deposit is required.
(\$200 for DCINY concert registration and \$100 for ATC travel arrangements)**

Payment Schedule: (to be determined)

Prices are subject to change without notice.

This price quote is based on an airfare estimate which is subject to availability at the time of booking. At the time of ticket purchase, prices may be higher because of an increase in carrier charges. The identity of the carrier, which may include the carrier's code-share partner, will be assigned and disclosed at a later date.