

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

**Monday, January 25, 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	January 25th, 2016, Regular Meeting agenda	THAT Council adopt the January 25th, 2016, Regular Meeting agenda as presented.
3. <u>MINUTES</u>		
a) Adopt minutes January 11, 2016, Special Meeting to go In-Camera Minutes - Not Yet Adopted	January 11th, 2016, Special to go In-Camera Meeting minutes	THAT Council adopt the January 11th, 2016, Special to go In-Camera minutes as presented.
b) Adopt minutes January 11, 2016, Public Hearing Meeting Minutes - Not Yet Adopted	January 11th, 2016, Public Hearing Meeting minutes	THAT Council adopt the January 11th, 2016, Public Hearing Meeting minutes as presented.
c) Adopt minutes January 11, 2016, Regular Meeting Minutes - Not Yet Adopted	January 11th, 2016, Regular Meeting minutes	THAT Council adopt the January 11th, 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 Councillor Butler's Report Councillor Thompson's Report Councillor Hammett's Report	Written reports of Council	THAT all written reports of Council be received.
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	THAT Mayor Konrad's report on the activities of the Regional District of Kootenay Boundary, given verbally at this meeting be received.

8. **RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- | | | |
|---|---|---|
| a) Chief Financial Officer
RFD - CFO - Financing for Ladder Truck | Funding for ladder truck purchase | THAT Council finances the 2015 Rosenbauer 101' Cobra Platform Fire Truck through the Municipal Finance Authority Equipment Financing Program for \$722,518.58, under Section 175 of the Community Charter for a maximum of five years with no right of renewal. |
| b) Manager of Development & Engineering Services
RFD - Mgr. Dev. & Eng. Serv. - WildSafeBC Coordinator Grant | BC Conservation Foundation (BCCF) - WildSafeBC Program for 2016 | THAT Council supports staff proceeding with preparing the application for a WildSafeBC Community Coordinator for the 2016 season. |

9. **REQUESTS ARISING FROM CORRESPONDENCE**

- | | | |
|--|---|---|
| a) Deputy Corporate Officer/Communications
Memo - Dep. Corp. Officer-Comm. - Municipal & Reg. District Tax (MRDT) | Memorandum regarding the Municipal and Regional District Tax (MRDT) | THAT Council receives the information obtained by staff from Cavan Gates regarding the percentage of accommodators within the City of Grand Forks that were in favour of the tax and bring back to Council for decision at the Regular Meeting on January 25th, 2016. |
|--|---|---|

10. **INFORMATION ITEMS**

- | | | |
|---|--|---|
| a) Chief Financial Officer
Memo - CFO - BC Assessment Supplementary Update | Memorandum regarding the BC Assessment 2015 Supplementary Update | THAT Council receives for information the memorandum from the Chief Financial Officer regarding the BC Assessment 2015 Supplementary Update. |
| b) Deputy Manager of Operations
Memo - Dep. Mgr. of Operations - Campground | Memorandum regarding the Campground Policy No. 1206 and Campground Bylaw No. 1812 and amendments | THAT Council receives for information the memorandum from the Deputy Manager of Operations regarding the Campground Policy No. 1206 and Campground Bylaw No. 1812 and amendments. |
| c) Monthly Highlight Reports from Department Managers
Building & Bylaw Services
Chief Financial Officer
Corporate Services
Development & Engineering Services
Fire Chief
Operations | Staff request for Council to receive the monthly activity reports from department managers | THAT Council receives the monthly activity reports from department managers. |

11. **BYLAWS**

- | | | |
|--|---|--|
| a) Manager of Building Inspections & Bylaw Services
Bylaw - RFD - Mgr. of Bylaw Serv. - Bylaw 1957 - A4 Amendment - Final Reading | Amendment Bylaw No. 1957 - A4 as it relates to Schedule 4 of the Municipal Ticketing and Information Bylaw No. 1957 (Re: Unsightly Premises Bylaw No. 1962) | THAT Council gives the amendment Bylaw No. 1957-A4 Final Reading at the January 25th, 2016, Regular Meeting. |
| b) Manager of Development & Engineering Services
Bylaw - RFD - Mgr. Dev. & Eng. Serv. - Saini Rezoning | To amend the current Zoning Bylaw by rezoning property located at 6401 Highway #3 from the current TC (Tourist Commercial) zone to the HC (Highway Commercial) zone | THAT Council gives third reading to the "City of Grand Forks Zoning Amendment Bylaw No. 1606-A4, 2016". |

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

SPECIAL MEETING TO GO IN-CAMERA
MONDAY, JANUARY 11, 2016

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

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER

D. Allin
D. Heinrich

GALLERY

1. CALL TO ORDER

- a)** The Mayor called the meeting to order at 9:06 am

2. IN-CAMERA RESOLUTION

Resolution required to go into an In-Camera meeting

- a)** Adopt resolution as per section 90 as follows:

MOTION: THOMPSON / HAMMETT

RESOLVED THAT COUNCIL CONVENE AN IN-CAMERA MEETING AS OUTLINED UNDER SECTION 90 OF THE COMMUNITY CHARTER TO DISCUSS MATTERS IN A CLOSED MEETING WHICH ARE SUBJECT TO SECTION 90 (1) (e), THE ACQUISITION, DISPOSITION OR EXPROPRIATION OF LAND OR IMPROVEMENTS, IF THE COUNCIL CONSIDERS THAT DISCLOSURE COULD REASONABLY BE EXPECTED TO HARM INTERESTS OF THE MUNICIPALITY;

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

CARRIED.

3. LATE ITEMS

4. **ADJOURNMENT**

a) The meeting was adjourned at 9:09 am

MOTION: THOMPSON

RESOLVED THAT Meeting be adjourned at 9:09 am

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE OFFICER - DIANE HEINRICH

THE CORPORATION OF THE CITY OF GRAND FORKS
Monday, January 11, 2016 – 6:00 PM
7217 - 4th Street, City Hall

NOT ADOPTED
SUBJECT TO CHANGE

PUBLIC HEARING MEETING OF COUNCIL

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

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER
MANAGER OF DEVELOPMENT & ENGINEERING

D. Allin
D. Heinrich
D. Sheets

GALLERY

1. CALL TO ORDER

- a) The Mayor called the meeting to order at 6:04 pm

2. ADOPTION OF AGENDA

3. MINUTES

4. REGISTERED PETITIONS AND DELEGATIONS

5. UNFINISHED BUSINESS

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

7. RECOMMENDATIONS FROM STAFF FOR DECISIONS

a) Manager of Development & Engineering

To amend the current Zoning Bylaw by rezoning the property legally described as Lot 3, District Lot 653, S.D.Y.D., Plan 3072 Except Plan H17066 from the current TC (Tourist Commercial) zone to the HC (Highway Commercial) zone.

The Mayor declared the public hearing open at 6:04 PM, and advised that this Public Hearing was being convened pursuant to Section 890 of the Local Government Act to consider Bylaw No. 1606-A4, "City of Grand Forks Zoning Bylaw Amendment No. 1606-A4, 2016". He advised that the bylaw is intended to amend the City of Grand Forks' Zoning Bylaw No. 1606, 1999, by rezoning the property located at 6401-Highway #3, legally described as Lot 3, District Lot 653, S.D.Y.D., Plan 3072 Except Plan H17066 from the current TC (Tourist Commercial) zone to the HC (Highway Commercial) zone.

He commented that at this Hearing, any person present who believes that his or her interest in properties within the boundaries of the City are affected by the proposed bylaw, shall be given the opportunity to be heard on matters contained in the bylaw. Further, he stated that it is important that all who speak at this Hearing restrict their remarks to matters contained in the bylaw and it is the Mayor's responsibility as Chair of the meeting, to ensure that all remarks are so restricted.

He advised that those persons who wish to speak concerning the proposed bylaw should, at the appropriate time, commence their address to the Council and the meeting by clearly stating their name and address, and then they may give Council the benefits of their views concerning the proposed bylaw.

Members of Council, may, if they so wish, ask questions of speakers following their presentation; but added that it is the main function of council members at this Hearing, to listen to the views of the public. Further the Mayor added that it is not the function of Council, at this hearing, to debate the merits of the proposed bylaw with individual citizens, or with each other.

The Mayor added that everyone who deems his or her interest in the property to be affected by the bylaw shall be given the opportunity to be heard at this Hearing, and that no one will be, or should feel discouraged or prevented from making their views known.

After this Hearing is concluded, the Council may, without further notice, give whatever effect council deems proper to the representations made at this Hearing.

The Mayor commented that during the course of a Public Hearing, people sometimes tend to become too enthusiastic or emotional. Regardless of whether they are in favour or oppose any particular application or argument, and to please refrain from applause or other expressions of emotion. Restraint enables other whose views may or may not coincide with your own, to exercise their right to express their views and enables all views expressed to be heard in as impartial a forum as possible.

The Mayor thanked those present, for their patience and cooperation, and advised that the Hearing would proceed.

The Mayor asked if anyone here wished to speak;

After hearing from no one, the Mayor declared the Public Hearing Closed at 6:23 pm

8. REQUESTS ARISING FROM CORRESPONDENCE

9. INFORMATION ITEMS

10. BYLAWS

11. LATE ITEMS

12. QUESTIONS FROM THE PUBLIC AND THE MEDIA

13. ADJOURNMENT

- a) The Public Hearing was adjourned at 6:23 pm
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CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE OFFICER - DIANE HEINRICH

THE CORPORATION OF THE CITY OF GRAND FORKS

NOT ADOPTED
SUBJECT TO CHANGE

REGULAR MEETING OF COUNCIL

MONDAY, JANUARY 11, 2016

PRESENT:

MAYOR FRANK KONRAD
COUNCILLOR JULIA BUTLER
COUNCILLOR CHRIS HAMMETT
COUNCILLOR NEIL KROG
COUNCILLOR COLLEEN ROSS
COUNCILLOR CHRISTINE THOMPSON

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER
CHIEF FINANCIAL OFFICER
MANAGER OF OPERATIONS

D. Allin
D. Heinrich
R. Shepherd
D. Reid

GALLERY

1. CALL TO ORDER

- a) The Mayor called the meeting to order at 7:04 PM

2. ADOPTION OF AGENDA

- a) Adopt agenda
January 11th, 2016, Regular Meeting agenda

MOTION: ROSS / THOMPSON

RESOLVED THAT Council adopt the January 11th, 2016, Regular Meeting agenda as presented.

CARRIED.

3. MINUTES

- a) Adopt minutes
December 14th, 2015, Committee of the Whole minutes

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council adopt the December 14th, 2015, Committee of the Whole minutes as presented.

CARRIED.

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- b) Adopt minutes
December 14th, 2015, Regular Meeting minutes.
Councillor Thompson advised that she wished to amend the agenda on Item 10 a) first paragraph - last line, should read " and bring it forward" , not "bright" it forward

MOTION: ROSS / HAMMETT

RESOLVED THAT Council adopt the December 14th, 2015, Regular Meeting minutes as amended.

CARRIED.

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- c) Adopt minutes
December 17th, 2015, Special to go In-Camera minutes

MOTION: ROSS / HAMMETT

THAT Council adopt the December 17th, 2015, Special to go In-Camera minutes as presented.

CARRIED.

4. REGISTERED PETITIONS AND DELEGATIONS

5. UNFINISHED BUSINESS

- a) Cavan Gates, Christina Gateway CDA
A group of regional tourism accommodators and nonprofit societies is requesting a letter of support for the application to implement a Municipal Regional District Tax (MRDT)

Councillor Hammett advised that she thought the concept was good, but that there are no participants west of Grand Forks, and it means that the tax will be imposed for Grand Forks and for Christina Lake. Councillor Butler advised that she would've liked to see more support than the 64% of the accommodators which were in favour of the tax. Councillor Thompson advised that this is not unique to Grand Forks and a lot of communities support this tax. Councillor Hammett advised that she would like to see some numbers of what they anticipate to collect.

MOTION: HAMMETT / THOMPSON

RESOLVED THAT Council supports the Regional District of Kootenay Boundary's application to the Ministry of Finance for the 2% Municipal and Regional District Tax for the designated accommodation area that includes the majority of RDKB electoral areas

C, D, and E, and the municipalities therein;

AND FURTHER THAT if support from The City of Greenwood or the Village of Midway is not forthcoming, the City of Grand Forks nonetheless supports the MRDT for a modified designated accommodation area including RDKB Areas C and D, and the City of Grand Forks.

MOTION NEGATED.

Mayor Konrad, Councillor Butler and Councillor Hammett voted against the motion.

MOTION: HAMMETT / BUTLER

RESOLVED THAT Staff obtain the information from Cavan Gates regarding the percentage of accommodators within the City of Grand Forks that were in favour of the tax and to bring back to Council at the regular meeting on January 25th, 2016

CARRIED.

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

a) Corporate Officer's Report
Written reports of Council

Councillor Hammett spoke with regard to attending the Local Government Leadership Academy in Richmond BC. Councillors Hammett, Butler and the Mayor advised that they would like to attend. Councillor Ross advised that she would like to see a verbal report/presentation on what everyone has learned so everyone can benefit from the experience.

Councillor Butler advised that there are budget workshops forthcoming for the public to attend. Councillor Butler commented on her disappointment in not obtaining information on the breakdown of lawyer's fees, as per Council's resolution, and was advised by Council that no timeline was part of the resolution, and further that December invoices weren't yet recorded.

MOTION: HAMMETT / BUTLER

RESOLVED THAT all written reports of Council be received.

CARRIED.

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.
The Mayor advised that there is no report to give as no Regional District meetings have ensued.

8. **RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- a) Chief Financial Officer
Asset Management Financial Policy 808

The Chief Financial Officer gave a brief recap of Policy 808 and advised that the policy would assist the City in the replacement of future infrastructure.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council adopt Policy 808 - Asset Management Financial Policy.

CARRIED.

Councillor Butler voted against the motion.

9. **REQUESTS ARISING FROM CORRESPONDENCE**

10. **INFORMATION ITEMS**

- a) Chief Administrative Officer
Presentation regarding the 2015 Year in Review

The Chief Administrative Officer spoke with regard to the points of the presentation.

MOTION: THOMPSON / HAMMETT

THAT Council receives the presentation from the Chief Administrative Officer regarding the 2015 Year in Review.

CARRIED.

11. **BYLAWS**

- a) Chief Financial Officer
Bylaw 2019 - The City of Grand Forks 2016 Revenue Anticipation Borrowing Bylaw

MOTION: BUTLER / THOMPSON

RESOLVED THAT Council give final reading to Bylaw No. 2019 - The City of Grand Forks Revenue Anticipation Borrowing Bylaw - 2016.

CARRIED.

-
- b) Manager of Operations
Water Regulations Bylaw No. 1973-A1

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council give final reading to the Water Regulations Bylaw No. 1973-A1.

CARRIED.

Councillor Butler voted against the motion.

- c) Manager of Building Inspection & Bylaw Services
Amendment Bylaw No. 1957-A4 as it relates to Schedule 4 of the Municipal Ticketing and Information Bylaw No. 1957 (Re: Unsightly Premises Bylaw No. 1962)

MOTION: THOMPSON / KROG

RESOLVED THAT Council considers giving first three readings to the amendment Bylaw No. 1957-A4. This bylaw makes reference to Schedule 4 of the Municipal Ticketing and Information Bylaw No. 1957, in relation to the Unsightly Premises Bylaw No. 1962.

CARRIED.

12. LATE ITEMS

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

NIGEL JAMES - He spoke with regard to the recycling bins and expressed concerns over their removal.

LES JOHNSON - He advised the Mr. Ronaghan, who was a regular participant at Council meetings, would likely be watching from overhead, as he had recently passed away.

14. ADJOURNMENT

- a) The meeting was adjourned at 8:00 pm

MOTION: HAMMETT

RESOLVED THAT the meeting be adjourned at 8:00 pm

CARRIED.

CERTIFIED CORRECT:

NOT ADOPTED
SUBJECT TO CHANGE

MAYOR FRANK KONRAD

CORPORATE OFFICER - DIANE HEINRICH

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Chief Administrative Officer
Date: January 25th, 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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Councillor's Report

January 25, 2016

Julia Butler

I attended our monthly Rec Commission meeting on Jan 14th. We are very fortunate to have four new board members: Terry Doody, Brian Noble, Nigel James and Erik Gillett. All of them bring a wealth of experience and enthusiasm to the table. I was also impressed, once again, by the detailed reporting presented by the Rec Department staff. Each meeting we are supplied with statistics from the previous month on attendance at the Arena, Aquatic Centre and for each program that is offered. Detailed financial information, with a breakdown of line items for the month and year to date, is always supplied without being requested. The commission takes the time to review and ask questions on the financials with knowledgeable answers always forthcoming. This type of dialogue fosters trust and respect amongst members of the commission and staff. This month the Director was also asked by the Regional District to provide an analysis of how much it costs per hour to operate the Aquatic Centre. I was amazed that he provided three possible breakdowns of the information. We all know that statistics can be skewed to reach a desirable answer, so I found Mr Sprado's response extremely transparent. He was thorough enough to look at the question from three different perspectives, to allow the reader to see a broader overview of the situation.

On Monday, Jan 18th I attended an all day budget workshop with councillors Hammett, Ross, Thompson and the Mayor. Managers were on hand to explain their operational objectives for the year. It was great to have the time to chat with each one about different issues in our city. Unfortunately, we ran short of time and only took about the last 45 minutes to go over the operational budget requests for each department. I would have liked more time to review and ask questions on the financial information. Hopefully our CAO will be able to find some time over the next few weeks to answer council questions. I am still unable to receive an answer to the motion made by council to see information on legal expenses for last year. This is most disturbing and I would again ask our CAO to comply with the wishes of council.

On Feb 1st I will be attending the Supreme Court hearing set up by the City to address their conflict of interest charge against me. I am obviously disappointed that council has chosen to waste tax payer dollars on such a fruitless endeavor.

From Feb 3-5 I will be attending the Local Government Leadership Academy in Richmond with Councillor Hammett. Ironically the forum's focus is on respectful leadership amongst staff and elected officials.

MEMORANDUM

TO: Mayor and Council

FROM: Councillor Christine Thompson

DATE: January 25, 2016

SUBJECT: Report to Council

Monday, January 18th, I attended the first of several public consultations on the 2016 – 2020 Five-Year Financial Plan. Presentations were made by our Management Team with the main focus on the 2016 proposed operating budgets. I must compliment our Managers for their concise and understandable presentations.

There is a second public consultation scheduled for 10:00 a.m. Wednesday, January 27th at which time there will be presentations that will focus on the 2016 proposed capital budgets.

These consultations are the public's opportunity to provide their input this plan. I would encourage those interested to attend and provide their input. Handouts will be available at the front counter and at the workshop.

Respectfully,

Christine Thompson,
Councillor

Councillor's report 01.20.16**Councillor Hammett**

Monday, January 17 – attended full day of budget presentations.

I found this to be a very informative information session, which will be the first of many budget meetings between now and May. Our management team did an excellent job of preparing presentations for each of their departments; outlining procedures and the scope of the work involved for each. Although this was an open meeting, no-one from the public was in attendance.

Our next open budget meeting is scheduled for January 17 at 10 am.

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Procedure Bylaw / Council

Date: January 25th, 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
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REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Chief Financial Officer
Date: January 25, 2016
Subject: Funding for Ladder Truck Purchase
Recommendation: **RESOLVED THAT COUNCIL** finance the 2015 Rosenbauer 101' Cobra Platform Fire Truck through the Municipal Finance Authority Equipment Financing Program for \$722,518.58, under section 175 of the Community Charter for a maximum of 5 years with no right of renewal".

BACKGROUND:

At the January 13, 2014 Regular Meeting, Council resolved to "give early budget approval for the purchase of the ladder truck for the fire department in the amount of \$1,300,000 to be financed through a 5 year short term borrowing and funded by a five year parcel tax".

The new truck has now been delivered, for a total cost of \$1,072,718.58. The Regional District Kootenay Boundary has contributed \$350,000 towards the truck. The balance, \$722,518.58, must be funded through the City.

Staff recommends financing the truck through the Equipment Financing Program offered by the Municipal Finance Association as the interest rate is very reasonable, a variable rate currently at 1.31%. The maximum term for financing is five years. The attached financing schedule shows that monthly payments would total \$149,517 yearly for five years. This would equate to approximately \$65 parcel tax per parcel, per year for 5 years, based on 2324 folios. This does not include folios of vacant land.

In order to cover the loan payments, the City can tax through regular property taxes or impose a parcel tax. Council discussed these options at the November 9, 2016 Committee of the Whole.

The following is a suggested timeline for the imposition of a Parcel Tax:

COTW – Introduce Parcel Tax Preparation and Parcel Tax Imposition Bylaws	April 11 th	Community Charter S. 200 and S. 202
Prepare Parcel tax roll to include -parcels to be taxed, parcel name & address of owner, name & address of registered charge under Assessment Act section 4 Parcel tax to be available for inspection	April 25 th	Community Charter S. 203 (1)

REQUEST FOR DECISION

— REGULAR MEETING —



Pass 3 readings of Parcel Tax Preparation and Parcel Tax Imposition Bylaws	April 25 th	Community Charter S. 200 and S. 202
Council to appoint 3 persons as Parcel tax roll review panel Council to establish time and place for panel sitting (May 10 th)	April 25 th	Community Charter S. 204 (2) (a) and (b)
14 day notice to parcel owners by mail stating -parcel tax imposed, taxable area or frontage, time and place of sitting of the Parcel tax roll review panel	April 26 th	Community Charter S. 204 (3)
Advertise advance notice of parcel tax roll review panel sitting	May 4 th and 11 th	Community Charter S. 204 (2) (c)
Adopt Parcel Tax Preparation and Parcel Tax Imposition Bylaws	May 9 th	Community Charter S. 200 and S. 202
Parcel tax roll review panel sitting and responsibilities: -appoint Chair, authenticate parcel tax roll, hear complaints	May 10 st	Community Charter S. 206 Assessment Act sections 32 (3)-(5), 33(3), 35(1)(b)(c) and (2), 36, 37, 38 (2) (a),(7), (9) and 40
After parcel tax authenticated within 10 days mail notice of decision by parcel tax roll review panel regarding complaints made	May 18 th	Community Charter S. 206(3)

REQUEST FOR DECISION

— REGULAR MEETING —



Benefits or Impacts of the Recommendation:

- Strategic Impact:** Funding through MFA will allow current reserves to be used for critical assets identified in the Asset Management Investment Plan.
- Financial:** Interest rate currently at 1.31% will total approximately \$25,000 in interest over the five years of financing.
- Policy/Legislation:** CC Section 175 – Liabilities Under Agreement
CC Division 4 – Parcel Taxes
- Attachments:** MFA amortization schedule for equipment

Recommendation: **RESOLVED THAT COUNCIL** finance the 2015 Rosenbauer 101' Cobra Platform Fire Truck through the Municipal Finance Authority Equipment Financing Program for \$722,518.58, under section 175 of the Community Charter for a maximum of 5 years with no right of renewal".

- 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



Logged in as Roxanne Shepherd [Logout](#)

[Grand Forks Home](#) → [Equipment Finance Loan Application](#)

Member's Area – Grand Forks

Equipment Finance - Loan Application and Calculator

Please fill in the EQUIPMENT FINANCING PARAMETERS form, then click the "Generate Estimate" to fill in the equipment financing summary and the amortization schedule below. If you cannot see the equipment financing summary and amortization schedule, please scroll down.

If you wish to apply for a equipment financing based on the estimate you have generated, click "Apply for Equipment Financing" button, and an application automatically be sent to MFA Equipment Financing Corporation.

Current Interest Rate is **1.35%**

Period/Payment*:	Amortization Period ▾
Funding Date*:	2016-02-01
	(date format, yyyy-mm-dd)
Resolution*:	jan25
Principal Amount*:	722,518.58
Amortization Period*:	60
Monthly Payment*:	12,459.73
Term:	60
Description*:	Ladder Truck

Equipment Financing Summary

Equipment Financing Details

Principal Value: 722,518.58
 Current Monthly Interest Rate: 1.35%
 Amortization Period: 60
 Payments in Term: 60
 Base Monthly Payment: 12,459.73
 Total Estimated Principal: 722,518.58
 Total Estimated Interest: 25,813.75
 Total Estimated Repaid: 748,332.33
 Final Payment Details
 Anticipated Final Payment: 12,460.01
 Residual Value: 0.00

Amortization Schedule

No.	Date	Principal	Interest	Payment	Balance
	2016-02-01				722,518.58
	2016-02-29	0.00	748.25	748.25	722,518.58
1	2016-03-31	11,646.90	812.83	12,459.73	710,871.68
2	2016-04-30	11,660.00	799.73	12,459.73	699,211.68
3	2016-05-31	11,673.12	786.61	12,459.73	687,538.56
4	2016-06-30	11,686.25	773.48	12,459.73	675,852.31
5	2016-07-31	11,699.40	760.33	12,459.73	664,152.91
6	2016-08-31	11,712.56	747.17	12,459.73	652,440.35
7	2016-09-30	11,725.73	734.00	12,459.73	640,714.62
8	2016-10-31	11,738.93	720.80	12,459.73	628,975.69
9	2016-11-30	11,752.13	707.60	12,459.73	617,223.56
10	2016-12-31	11,765.35	694.38	12,459.73	605,458.21
11	2017-01-31	11,778.59	681.14	12,459.73	593,679.62
12	2017-02-28	11,791.84	667.89	12,459.73	581,887.78
13	2017-03-31	11,805.11	654.62	12,459.73	570,082.67
14	2017-04-30	11,818.39	641.34	12,459.73	558,264.28
15	2017-05-31	11,831.68	628.05	12,459.73	546,432.60
16	2017-06-30	11,844.99	614.74	12,459.73	534,587.61
17	2017-07-31	11,858.32	601.41	12,459.73	522,729.29
18	2017-08-31	11,871.66	588.07	12,459.73	510,857.63
19	2017-09-30	11,885.02	574.71	12,459.73	498,972.61
20	2017-10-31	11,898.39	561.34	12,459.73	487,074.22
21	2017-11-30	11,911.77	547.96	12,459.73	475,162.45
22	2017-12-31	11,925.17	534.56	12,459.73	463,237.28
23	2018-01-31	11,938.59	521.14	12,459.73	451,298.69

24	2018-02-28	11,952.02	507.71	12,459.73	439,346.67
25	2018-03-31	11,965.46	494.27	12,459.73	427,381.21
26	2018-04-30	11,978.93	480.80	12,459.73	415,402.28
27	2018-05-31	11,992.40	467.33	12,459.73	403,409.88
28	2018-06-30	12,005.89	453.84	12,459.73	391,403.99
29	2018-07-31	12,019.40	440.33	12,459.73	379,384.59
30	2018-08-31	12,032.92	426.81	12,459.73	367,351.67
31	2018-09-30	12,046.46	413.27	12,459.73	355,305.21
32	2018-10-31	12,060.01	399.72	12,459.73	343,245.20
33	2018-11-30	12,073.58	386.15	12,459.73	331,171.62
34	2018-12-31	12,087.16	372.57	12,459.73	319,084.46
35	2019-01-31	12,100.76	358.97	12,459.73	306,983.70
36	2019-02-28	12,114.37	345.36	12,459.73	294,869.33
37	2019-03-31	12,128.00	331.73	12,459.73	282,741.33
38	2019-04-30	12,141.65	318.08	12,459.73	270,599.68
39	2019-05-31	12,155.31	304.42	12,459.73	258,444.37
40	2019-06-30	12,168.98	290.75	12,459.73	246,275.39
41	2019-07-31	12,182.67	277.06	12,459.73	234,092.72
42	2019-08-31	12,196.38	263.35	12,459.73	221,896.34
43	2019-09-30	12,210.10	249.63	12,459.73	209,686.24
44	2019-10-31	12,223.83	235.90	12,459.73	197,462.41
45	2019-11-30	12,237.58	222.15	12,459.73	185,224.83
46	2019-12-31	12,251.35	208.38	12,459.73	172,973.48
47	2020-01-31	12,265.13	194.60	12,459.73	160,708.35
48	2020-02-29	12,278.93	180.80	12,459.73	148,429.42
49	2020-03-31	12,292.75	166.98	12,459.73	136,136.67
50	2020-04-30	12,306.58	153.15	12,459.73	123,830.09
51	2020-05-31	12,320.42	139.31	12,459.73	111,509.67
52	2020-06-30	12,334.28	125.45	12,459.73	99,175.39
53	2020-07-31	12,348.16	111.57	12,459.73	86,827.23
54	2020-08-31	12,362.05	97.68	12,459.73	74,465.18
55	2020-09-30	12,375.96	83.77	12,459.73	62,089.22
56	2020-10-31	12,389.88	69.85	12,459.73	49,699.34
57	2020-11-30	12,403.82	55.91	12,459.73	37,295.52
58	2020-12-31	12,417.77	41.96	12,459.73	24,877.75
59	2021-01-31	12,431.74	27.99	12,459.73	12,446.01
60	2021-02-28	12,446.01	14.00	12,460.01	0.00
Totals:		722,518.58	25,813.75	748,332.33	

[Terms and Conditions](#)



REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Dolores Sheets, Manager of Development & Engineering Services
Date: January 25, 2016
Subject: British Columbia Conservation Foundation (BCCF) - WildSafeBC Program for 2016
Recommendation: **RESOLVED THAT** Council supports staff proceeding with preparing the application for a WildSafeBC Community Coordinator for the 2016 season.

BACKGROUND: WildSafeBC has launched its fourth season and is again providing funding to assist with the hiring of a Community Coordinator for 2016. In 2013, 2014 and 2015 the coordinator engaged in activities aimed at reducing human-wildlife conflict through education, innovation and cooperation. Keeping WildSafeBC and its message of attractant management in the public eye was the focus for the 2013, 2014 and 2015 seasons as well as providing concrete solutions to human-wildlife conflict through educational displays, door-to-door visits, presentations with field experts, media releases, a community Facebook page, etc.

Looking forward to the 2016 season, WildSafeBC would like to continue to collaborate with community partners to make concrete solutions available for local wildlife attractant issues through education.

Partnering organizations, such as the City, contribute a minimum of \$3,000.00 towards the program delivery costs and the BCCF provides \$8,155.00 that is allocated towards wages for the Community Coordinator to work, part-time, in the community during the period May 1st to November 30th, 2016. The hiring, training and supervision of Human Resource aspects of the program are managed by the BCCF. Additionally, the BCCF provides all training and related expenses as well as a community toolkit containing resources for the delivery of the program including brochures, bookmarks, posters, door hangers, tattoos, Junior Ranger kits, display board, banner and various props.

The application process and timeline for 2016 are as follows;

1) Jan. 6: Application forms sent out to prospective partners;

2) Feb. 3: Application forms are due by 4:30 pm PST;

Applications are ranked according to a matrix that considers items such as:

- Monetary support above the base \$8,000.00
- Whether an office is provided, along with support such as copying, phone, computer and printing
- Whether the initiative is Conservation Officer Service led

REQUEST FOR DECISION

— REGULAR MEETING —



- Whether or not the community has had a program in previous years
- 3) Mar. 15: Successful applicants are notified;
- 4) Apr. 17: Payments are due for partner's share of the program;
- 5) May 1: Communities with returning coordinators start their program;
- 6) May 15: Training of coordinators begins;
- 7) May 24: Training of coordinators begins work in the community;
- 8) Nov. 30: Program ends.

Communities have the opportunity for contributing additional funds including a wage top-up for the position to ensure that a quality individual can be hired into the Community Coordinator position. For the 2013-2015 seasons, the City contributed a wage top-up of \$4.81 per hour.

Benefits or Impacts of the Recommendation:

- General:** The objective is to continue with the initiative of the Grand Forks Deer Committee to hire a WildSafeBC Community Coordinator.
- Strategic Impact:** Deer management is an important issue to the citizens of the City and Council would be continuing a proactive educational campaign aimed at reducing human-wildlife conflicts.
- Financial:** The minimum financial commitment for the program is \$3,000.00. Wage top-up and extra expenses (including in-kind) could also be considered. The program would be funded through the Wildlife Management budget.
- Policy/Legislation:** The Sustainable Community Plan states that protecting the natural environment is an important sustainable principle to guide the community and one of the objectives is to promote city-wide environmental stewardship and education.
- Attachments:**
- 1) WildSafeBC Program: 2016 Application Form
 - 2) WildSafeBC Financial Worksheet 2016
 - 3) 2015 Financial Statement
 - 4) 2016 WildSafeBC Grant Options

Recommendation: **RESOLVED THAT** Council supports staff proceeding with preparing the application for a WildSafeBC Community Coordinator for the 2016 season.

REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation: **RESOLVED THAT** Council supports staff proceeding with preparing the application for a WildSafeBC Community Coordinator for the 2016 season.

-
- 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 MORE INFORMATION.
-

	
Department Head or CAO	Chief Administrative Officer



WildSafeBC Program: 2016
Application Form
for Community Coordinator or Seed Grant



BRITISH COLUMBIA
CONSERVATION
FOUNDATION

1. Applying for: ☐ Community Coordinator Grant ☐ Training Grant ☐ Seed Grant*
**If applying for a Seed grant please attach a short description of your planned expenditures.*

2. Name of First Nation, Municipality or Regional District: _____

3. If not approved for a Community Coordinator Grant would your community be interested in a modified grant program in order to get you some funding? Y/N_____

4. Contact name and title _____

5. Contact mailing address _____

6. Telephone _____

7. Email _____

8. Please list all communities and the approximate population that would be serviced by this program:

Community	Approximate population

WildSafeBC Program: 2016 Application Form for Community Coordinator or Seed Grant



9. Please fill out the following form with regards to BearSmart initiatives undertaken within your community. Consult the Province's BearSmart guidelines at <http://www.env.gov.bc.ca/wld/bearsmart/#first>

	Not started	In progress	Completed
1. Prepare a bear hazard assessment of the community and surrounding area.			
2. Prepare a human-bear conflict management plan that is designed to address the bear hazards and land-use conflict identified in the previous step.			
3. Revise planning and decision-making documents to be consistent with the bear-human conflict management plan.			
4. Implement a continuing education program directed at all sectors of the community.			
5. Develop and maintain a bear-proof solid waste management system.			
6. Implement "Bear Smart" bylaws prohibiting the provision of food to bears as a result of intent, neglect, and irresponsible management of attractants.			

10. Amount of funding the applicant will provide in 2016: _____
Please note: For Seed Grants this is a minimum of \$500, for a Coordinator position the minimum is \$3,000 –please fill out and attach the provided spreadsheet.

11. Applicant can provide the following in-kind support (circle yes or no)

- | | | |
|-----------------------------------|-----|----|
| a. Office space | Yes | No |
| b. Office phone | Yes | No |
| c. Cell phone | Yes | No |
| d. Printing, fax, copying service | Yes | No |

- e. Other, describe: _____

WildSafeBC Program: 2016 Application Form for Community Coordinator or Seed Grant



CONDITIONS OF APPLICATION

1. **The applicant acknowledges that submission of an application does not guarantee funding.** Should funding be awarded by BCCF to a successful applicant, it is only for the current year and does not guarantee success in subsequent years. BCCF is a non-profit organization and funding availability changes annually and therefore, so does the amount of funding allocations available.
2. The applicant agrees to all funding commitments made herein during the term of the program.
3. Upon acceptance partners will receive an invoice from BCCF for the balance indicated on your application, which will be due in 30 days of receipt.
4. The applicant acknowledges that funding is to be used towards the wages of a WildSafeBC Community Coordinator or as designated by BCCF.
5. WildSafeBC Community Coordinators are employees of BCCF.
6. The hiring, training, and supervision of WildSafeBC Community Coordinators is the responsibility of the BCCF.
7. If there are problems with the Community Coordinator, such as posts on Facebook that you do not agree with please contact the BCCF and we will speak with our employees.
8. The applicant agrees to work on becoming a Bear Smart Community and working at completing some or all of the Bear Smart criteria in due course.
9. A WildSafeBC final report for the 2016 program will be completed by the WildSafeBC Community Coordinators in the prescribed WildSafeBC format that will be made available to all interested parties.
10. The WildSafeBC Program is politically, socially, and culturally neutral with respect to wildlife management.
11. The base program is designed to run from May 1st 2016 to November 30th, 2016.
12. Please note: Monies unspent during the program year will automatically be rolled over for use in subsequent years unless specified by our partner. Monies that are unspent and returned to the partner will be pro-rated based upon original contributions. Carried over funds will not be considered as part of the annual required contribution in subsequent years.

Upon program approval by BCCF, this signed application forms the contract between your community and the BCCF.

By signing below, I agree to the terms and conditions of the application and I acknowledge that the information contained herein is true and correct to the best of my knowledge:

Date: _____ at _____
(dd/mm/yyyy) (Place)

Name: _____

Signature: _____

WildSafeBC

Financial Worksheet 2016

This form must accompany your application Part 1

Instructions for use:

1. Enter the amount of a wage top-up (per hour amount) that your community is willing to pay the coordinator over and above the base wage of \$14.50/hour into cell B16. For example, if you would like the coordinator to be paid \$18/hr type \$3.50 in B16.*
2. Enter the number of extra hours beyond the 420 base hours of the program that your community is willing to support in cell B18 - note, this amount is limited to the list that appears.*
3. Enter the amount over and above the base \$3,000 amount that your community will put forward to cover **non-wage related expenses** of the program in cell C20*
4. The amount you, the Funding partner, will contribute is highlighted in cell C21.*
5. Save this workbook as: 2016 WildafeBC Community Name.xls and attach it as a file with your application form.

BCCF administration fees are added into every calculation

Base program (420 hours @ \$14.50/hour base wage) supplied by BCCF		\$	8,378.91
Base program expenses supplied by community		\$	3,000.00
Wage top-up (communities can fund above the \$14.50/hour base) Refer to #1 above. This amount will be reflected for the total wages of the employee.	\$ -	\$	-
Subtotal for community's contribution		\$	3,000.00
Extra hours the community will support: Refer to #2 above	0		
Cost of extra hours		\$	-
Extra expenses that the community will cover: Refer to #3 above		\$	-
Total cost to community		\$	3,000.00

6. This worksheet hereby forms a portion of your application and becomes part of the contract indicating your intent to contribute the above amount to the 2016 WildSafeBC program.

British Columbia Conservation Foundation **Project Financial Statement of Expenditures**

Today's Date : 11-Dec-15
Regional Contact: Jen Bellhouse

CLIENT NAME :	Sasha Bird	PROJECT NAME	Grand Forks WildSafeBC
CLIENT AGENCY :	City of Grand Forks	BCCF PROJECT #	540611
ADDRESS :	PO Box 220	CLIENT CONTRACT #	
CITY, PROVINCE :	Grand Forks, BC	Primary Funds	\$ 8,054.00
POSTAL CODE :	V0H 1H0	Fees	\$ 926.57
TEL. NUMBER :	(250) 442-8266	Secondary Fees	\$ 760.18
EMAIL:	sbird@grandforks.ca	Secondary Funds	\$ 8,000.00
		TOTAL CONTRACT DOLLARS	\$ 16,054.00

GL ACC'T.	EXPENDITURE	AMOUNT	
3050	Fees Earned	\$926.57	
3051	Fees Earned - Other	\$760.21	
4051	Operational Costs/Project Mgmt		
4055..5025	Contract wages	\$12,685.61	\$14,075.61
5110	Sub Contracts 1		
5111	Sub Contracts 2		
5112	Sub Contracts 3		
5113	Sub Contracts 4		
5114	One-time Contractors		
5115	Housing Allowance	\$320.00	320
5116	Electronic Equip Allowance	\$320.00	320
5117	Field Equip Allowance		
5118	Other Allowances		
5119	Premises Rent		
5210	Equipment - Inventoried		
5215	MoE Recoverable Equipment		
5220	Field Equipment	\$29.95	
5230	Equipment Repair/Rentals		
5240	Communications		
5245	Computer Costs		
5300	Materials/Supplies/Courier	\$97.90	
5350	Specialized Project Costs	\$430.00	
5400	Project Publications		
5500	Vehicle Operating Costs		
5510	Fuel		
5520	Transportation		
5530	Vehicle Rental		
5540	Mileage (only)	\$468.87	\$590.88
5545	Travel Costs/Fuel		
5550	Accommodation/Food		
5560	Per Diem (only)	\$13.00	
5600	Miscellaneous		
5700	Training / Safety		
5750	Employee Advances		
5800	GST (50%)	\$1.89	

Total Project Costs \$ 16,054.00

WildSafeBC (WSBC) Grant Options 2016

BCCF Community Coordinator Grant: Application Required

Funding Partners	Cost	Description
Community	\$3,000 min	Upon approved application, this option provides funds to pay a part-time BCCF employee to deliver a 420 hour base WSBC program (\$14.50 base wage) within the community/regional district/First Nation. The coordinator is hired, supervised, and an employee of the BCCF, attends a week-long training session at the end of May in Kamloops, receives a toolkit and is provided with ongoing support throughout the season. The coordinator position runs from May-Nov. If communities are able to commit additional funds above the \$3,000 minimum they could have a greater chance of their application being approved as it is one of the criteria in the decision making matrix.
BCCF	\$8,155	
BCCF In-Kind Large Toolkit & Training	\$2,900	
Total	\$15,475	

Seed Grant: Application Required

Funding Partners	Cost	Description
Community	\$500	If approved, this grant will provide funds to make an acquisition of items such as signage and bear-resistant garbage bins. Communities apply and are awarded grants, dependent on funding, and on a first come first serve basis. A short description of the planned purchases, including quotes for items where available, must be submitted with the application. *BCCF grants will be awarded up to a maximum of \$1,500 as funding allows.
BCCF	\$1,500*	
Total	\$2,000	

Training Grant Option A: Application required and approval based on funding

Funding Partners	Cost	Description
Community	\$1,000	Communities are invited to apply for this grant, which provides funds for a community member, such as a resident or Bylaw Officer, to attend the week-long training session at the end of May in Kamloops. This grant includes accommodation, food, travel expenses as determined by BCCF, classroom training and a WSBC manual, a WildSafeBC toolkit, and on-going support from the WildSafeBC Provincial Coordinator. Communities must apply and are awarded grants, dependent on funding, on a first come first serve basis.
BCCF	\$1,000	
BCCF In-Kind Small Toolkit	\$500	
Total	\$2,500	

Training Grant Option B: Guaranteed placement in training program

Funding Partners	Cost	Description
Community	\$2,000	This option permits a community member, such as a resident or Bylaw Officer, to attend the week-long training
BCCF In-kind	\$500	

Small Toolkit		session in Kamloops. This grant includes accommodation, food, travel expenses as determined by BCCF, classroom training and manual, a WildSafeBC toolkit, and on-going support from the WildSafeBC Provincial Coordinator. Communities request attendance to the training session and are guaranteed a space as they are contributing the full cost of training.
Total	\$2,500	

Canada Summer Jobs (CSJ) Ambassador Grant – Community Coordinator Program

Augmentation

Application Deadline February 22, 2016*

Funding Partners	Cost	Description
Community	\$3,500 min	Canada Summer Jobs provides federal funding to help employers create summer job opportunities for students. This provides a full-time employee for 4-16 weeks during the summer. Canada Summer Jobs pays the base wage of \$10.25/hour and the community is required to pay the top up of \$3.75 to make it \$14/hour. The CSJ Ambassador is hired, supervised, and an employee of the BCCF. This CSJ option can be used to augment a coordinator position, allowing for the full-time CSJ to cover more ground with door-to-door campaigns, and events etc. The community is required to fund the wage top-up and some expenses such as mileage. BCCF will provide the training, and travel expenses, as determined by BCCF, to the training. If additional materials are needed due to increased coverage, BCCF will provide up to another half toolkit.
CSJ Federal Funds	~ \$5,550	
BCCF In-Kind Toolkit (if required) & Training	Up to \$2,500	
Total	~ \$11,550	

Canada Summer Jobs (CSJ) Ambassador Grant – Stand Alone Program

Application Deadline February 22, 2016*

Funding Partners	Cost	Description
Community	\$3,500	Canada Summer Jobs provides federal funding to help employers create summer job opportunities for students. This provides a full-time employee for 4-16 weeks during the summer. Canada Summer Jobs pays the base wage of \$10.25/hour and the community is required to pay the top up of \$3.75 to make it \$14/hour. The CSJ Ambassador is hired, supervised, and an employee of the BCCF. This CSJ option can be used as a stand alone program if the community is not successful in their application for a WSBC community coordinator – due to lack of core funding. This option could also work if the community preferred to have a full-time position for the summer opposed to a part-time coordinator over 6 months. The community is required to fund the wage top-up and some expenses such as mileage. BCCF will provide some funding, the training, travel expenses, as determined by BCCF, to the training, and a toolkit.
CSJ Federal Funds	~ \$5,550	
BCCF	\$2,000	
BCCF In-Kind Toolkit & Training	Up to \$2,900	
Total	~ \$13,950	

***BCCF applies for the CSJ position on your behalf and manages the fund. If your community would like to take advantage of the federal funding, we must be made aware of your intention by Feb 22, 2016 as there is a deadline for us to apply for the funds.**




MEMORANDUM



DATE : January 25, 2016.

TO : Council

FROM : Deputy Corporate Officer / Communications

SUBJECT : MRDT   

The municipal and regional district tax (MRDT) is a tax of up to 2% charged on sales of taxable accommodation in participating municipalities and regional districts.

The MRDT assists municipalities and regional districts in promoting tourism in the area and financing tourism programs.

The Christina Gateway CDA, is proposing the MRDT be applied regionally. Regional application of the tax will help with costs of marketing Boundary Country to both internal and external audiences. The Christina Gateway CDA has already completed the process that is required to ensure application requirements are met. The Christina Gateway CDA has identified that 64% of accommodations and 60.9% of rooms from across the Boundary are in support. This exceeds the required 51% support. To date letters of support have been received from BCRCC, Christina Lake Tourism Society, Community Futures Boundary, Christina Gateway CDA, RDKB and Boundary Museum.

The request from Christina Gateway CDA, to provide a letter of support for the MRDT is in keeping with Council's strategic priorities, specifically, Community Engagement; We enhance our regional dialogue, advocacy and collaboration.

The Boundary Country Tourism Steering Committee was formed and developed a terms of reference (attached) and business plan. The business plan identifies the goals and objectives for the MRDT funds, most of which are focused on increasing tourism to the Boundary.

The Boundary Country Tourism Steering Committee is made up of accommodators from throughout the Boundary and at this point does not include any elected officials.

At the January 11, 2016 Regular Meeting Council passed the resolution "RESOLVED THAT Staff obtain the information from Cavan Gates regarding the percentage of accommodators within the City of



Grand Forks that were in favour of the tax and to bring back to Council at the regular meeting on January 25th, 2016”.

Cavan Gates of Christina Gateway, confirmed that in the City of Grand Forks out of 10 hard roofed, more than 3 room accommodators, 7 or 70% or were in support of the MRDT.

In conclusion, the MRDT is in keeping with Council’s strategic priorities, a majority of Grand Forks accommodators support the tax, and it will be implemented at no cost to the City or City residents and/or businesses.

Respectfully submitted,



Sarah Winton
Deputy Corporate Officer/Communications



TERMS OF REFERENCE

Boundary Country Tourism Steering Committee

Mandate

Provide advice and make recommendations to support the application process to implement the Municipal Regional Hotel Tax (MRDT) and subsequent Destination Management Organization (DMO).

Provide a vehicle to effectively manage and deliver a DMO for tourism within Boundary Country.

Enable the development and delivery of a cohesive DMO for tourism within Boundary Country.

Encourage partnership working and identify activities where economies of scale can be achieved by working together.

Provide an opportunity to share experience and good practice between stakeholders to encourage effective tourism growth across the destination.

Scope

The Boundary Country Tourism Steering Committee ("Steering Committee") is responsible for high level decision making related to the application of the Municipal Regional Hotel Tax and the accompanying business plan and marketing plan.

Membership

Steering committee members will be recruited from accommodators located in Boundary Country. There will be at least one member from each of Electoral Areas C, D, and E.

The initial board will be formed of accommodators that volunteer for the position when a call is issued via email to Boundary accommodators that are affected by the regulations of the MRDT.

There will be a minimum of three members and up to nine members.

Up to four members of the nine positions may come from non-accommodator tourism businesses, related non-profit societies, or local government at the discretion of the Steering Committee. However, a majority of members must be accommodators.

Steering Committee members will serve for two year terms with a maximum of two consecutive terms.

Members may only miss two meetings per year or the chair may revoke their position.

Members will however be required to meet the following 'commonality criteria' to qualify for membership.

Agreement to work in cooperation towards the goal of destination management for the Boundary Country as a whole.

Have a status, interest or remit locally to manage tourism or to have a clear interest in the issues arising from the development and management of tourism.

Work to develop and deliver the destination management organization, Tourism Plan and Business Plan which should be a shared statement of intent between all partners and include the priorities for growing, developing and managing the destination, identifying clear actions and the roles & responsibilities of stakeholders.

Committed and actively working to deliver the destination management organization as a partnership of interests.

Governance

The Steering Committee will elect a chair person for a one year term. Consecutive terms are permitted.

The Boundary Country Tourism Steering Committee is NOT a legal entity, and will NOT have legal or contractual responsibility for the tourism plan, business plan and application of the MRDT or the information associated with it.

Responsibilities

Specific responsibilities of the Steering Committee include but are not limited to:

- Making recommendations to the Business and Tourism plans, strategy for application and process and policies associated with the application of the MRDT and Boundary Tourism Plan;
- Reviewing reports and emails on recommendations of the Tourism Plan, Business plan and application process;
- Select an organization to implement the plans;
- Monitor implementation

Recommendations and Decision-making

Recommendations will be made by consensus or by a super majority of 66 percent.

- It is desirable that recommendations are acceptable to all Steering Committee members; therefore discussion will aim to achieve a decision that every member can live with.
- If a consensus cannot be reached within a reasonable time period then a vote will follow requiring a super majority of 66 percent to pass.

Meetings

Meetings will be held as required, but not less than once per quarter. Meetings will take place in person or via remote conferencing.

Proceedings and outcomes of the Steering Committee meetings will be distributed to an email list of Boundary accommodators to encourage a wider understanding of its work and to further develop effective destination management.

Quorum

Quorum for meetings will be attendance by a simple majority of Steering Committee members and must include representation from a minimum of three committee members.

Amending the Terms of Reference

The Terms of Reference may be amended from time to time using an alternate approval process. If an amendment is proposed by the Steering Committee then it must be circulated to all Boundary accommodators under the MRDT. If less than ten percent of accommodators respond negatively within three weeks of notice then the amendment is carried.

DRAFT

MEMORANDUM



DATE : January 25, 2016

TO : Mayor and Council

FROM : Chief Financial Officer

SUBJECT : BC Assessment 2015 Supplementary Update

Each year by March 31st, BC Assessment produces a Revised Assessment Roll for the current year. The City uses the Revised Roll, along with revenue requirements for the year, to set tax rates for each property class.

However, BC Assessment also produces supplementary assessments several times throughout the year. The supplementary process provides the assessor with the means of correcting errors and omissions in the roll.

For the past several years, there have not been many supplementals issued for Grand Forks and the ones that were issued had minimal impact. However, in 2015 there were 3 supplementals issued to the 2015 roll, two with considerable impact to the City.

On July 31, 2015 Supplemental Cycle 5 was issued. This supp only affected one residential property and resulted in a decrease in 2015 total taxes payable of \$488. The municipal portion of this reduction was \$218.

In September 2015, Supplemental Cycle 7 was issued. This revision resulted in the assessed value of one large residential folio decreasing from \$2,032,000 to \$322,000. This resulted in a decrease of \$17,169 in taxes payable for 2015. The municipal portion of this reduction was \$7,121.

On December 11, 2015 Supplemental Cycle 10 was issued. This supplemental included two folios of non-profit housing and resulted in the assessed values of these two folios decreasing from \$3,012,000 to \$1,050,000. This resulted in a decrease of \$15,954 in taxes payable for 2015. The municipal portion of this reduction was \$6,618.

In total, \$13,957 was reduced from 2015 municipal taxation revenue due to BC Assessment adjustments. This adjustment to municipal taxation revenues will be reflected in the upcoming 2015 Financial Plan amendment that will be presented to Council in February.

In the future, staff recommends that a contingency reserve, such as a 'tax stabilization reserve', be established. The City could contribute yearly to the reserve and draw from it in years when there are unexpected adjustments from BC Assessment or other unanticipated revenue shortfalls. This would help prevent fluctuations in the tax rate from year to year.

MEMORANDUM



DATE : January 25, 2016

TO: Mayor and Council

FROM: Deputy Manager of Operations

SUBJECT : Campground Policy No. 1206 and Campground Bylaw No 1812 & amendments

The campground is an operational service that is provided through Public Works. The Visitor Information Center provides a service for reservations and the promotion of the campground.

In 2015, the City saw an increase in complaints regarding the campground usage and safety, which initiated a review of the campground bylaw and policy. The primary concerns were in regards to dog kennels, unsightly tenting, and long term campers. The review and research has been ongoing since the summer of 2015 and involved discussions with the Visitor Center as well as feedback from the business community and the events co-ordinator.

The current Campground Bylaw No. 1812 is from 2007 and the amendments thereafter simply focused on the rate changes for the campground. The current Campground Policy No. 1206 is from 2013, but it is largely an operational procedure.

To prepare for the 2016 camping season, which begins on May 1, City staff will present bylaw and policy amendments to council within the next few weeks. The proposed changes will move the regulations that are within the Policy to the Bylaw, while removing the operational items into a departmental procedure. The Bylaw will see the addition of the policy items while also implementing adjustments to the campground rates (which are now in the Fees and Charges Bylaw) and some other housekeeping items.

Proposed Timelines:

Key Date	Bylaw	Policy
February 15, 2016	Draft Bylaw to Council folder	Draft Policy to Council folder
March 14, 2016	COTW Introduction of Bylaw	COTW Introduction of Policy

MEMORANDUM



April 1, 2016	Complete draft bylaw with input from COTW and prepare for Regular meeting	Complete draft policy with input from COTW and prepare for Regular meeting
April 11, 2016	Regular Meeting – First 3 Readings of Bylaw	Regular Meeting – Policy Readings and adoption
April 25, 2016	Regular Meeting – Final Reading of Bylaw	

Respectfully submitted

A handwritten signature in black ink, appearing to read "Dan Drexler", written in a cursive style.

Daniel Drexler
Deputy Manager of Operations

MONTHLY HIGHLIGHT REPORTS



DATE : January 16, 2016

TO : Committee of the Whole

FROM: Manager of Building Inspection & Bylaw Services

HIGHLIGHTS: For the Month of December, 2015

❖ **Bylaw Office Review**

- ❖ Following up on complaints
- ❖ Following up on Bylaw Schedules
- ❖ Working on the Campground Bylaw
- ❖ Working on several Unsightly Properties

❖ **Building Inspections Review**

- ❖ Following up on existing Building Permits
 - ❖ 1 New permit this month – Home demolition of a fire damaged property
 - ❖ Since the fires this summer and onset of winter permits have slowed down on new construction
 - ❖ Renovation permits continue to be steady
 - ❖ Building Permits in 2015 have now exceeded 1.57 million dollars in construction value.
 - ❖ Are inquiries on new construction going into 2016
-

MONTHLY HIGHLIGHT REPORTS



DATE : January 25, 2016
TO : Committee of the Whole
FROM: Chief Financial Officer
HIGHLIGHTS : For the Month of December, 2015

- ❖ Compiling information for year-end Carbon Tax submission
 - ❖ Year-end inventory count
 - ❖ Assisted Victim Services with 2015/2016 Program Budget
 - ❖ 2016-2020 Financial Plan operating meetings with managers in preparation for operating presentation January 18th
 - ❖ 2016 Work Plan preparation
 - ❖ Audit preparation
 - ❖ Year end payroll reconciliations
-

MONTHLY HIGHLIGHT REPORTS



DATE: January 14th, 2015
TO: Committee of the Whole
FROM: Corporate & Legislative Services
HIGHLIGHTS: For the Month of December, 2015

- ❖ Prepared and facilitated Council Meetings for December, 2015
- ❖ Dealt with the ongoing Human Resources Requirements for the organization
- ❖ Provided support to community events for Christmas Light Up and Parade
- ❖ Prepared communications for Year in review
- ❖ Facilitated holiday events for the organization

MONTHLY HIGHLIGHT REPORTS



DATE: January 25, 2016
TO: Committee of the Whole
FROM: Manager of Development & Engineering
HIGHLIGHTS: For the Month of December, 2015

- ❖ Continued the design options for the WWTP – UV Disinfection Project
- ❖ Received 1 development enquiry
- ❖ Received 2 enquiries regarding city-owned property
- ❖ Received 3 enquiries regarding Development Variance Permits
- ❖ Continued statutory requirements for Development Variance Permit application
- ❖ Continued operating and capital budgeting for 2016
- ❖ Continued implementation of the asset management and GIS software
- ❖ Transition Housing Society Steering Committee meetings and misc.
- ❖ Santa Parade banner & signage
- ❖ Trans Canada Trail stakeholders meeting
- ❖ Began preparation & planning for SCEEP workshop

MONTHLY HIGHLIGHT REPORTS



DATE : January 14, 2016
TO : Committee of the Whole
FROM: Fire Chief
HIGHLIGHTS : For the Month of December, 2015

- ❖ Calls for December: 56 total: 6 Fire, 12 Rescue, 38 First Responder
Calls for 2015: 615 total: 184 Fire, 61 Rescue, 370 First Responder
2015 was 30% busier than the previous busiest years (2013, 2014).
- ❖ Volunteers participated in Santa Claus parade and Gyro Park light-up.
- ❖ Completed 2 weekends of Hazardous Materials Awareness-level training and examined through College of the Rockies. ("Playbook" requirement)
- ❖ Fabrication work underway for the burn building at the fire training ground.
- ❖ Firefighters in training waves 1 and 3 completed NFPA 1001 written exams through College of the Rockies. Practical exams to follow in early 2016.
- ❖ Inventory underway for Asset Management.
- ❖ Hazardous material calls on Dec 9/Dec 10 for abandoned chemical containers.
- ❖ Chimney fire Dec 18; Structure fire (camper) on Dec 28.

MONTHLY HIGHLIGHT REPORTS



- ❖ Crews worked with RCMP and regional SAR teams on ice recovery Dec 30/31.

MONTHLY HIGHLIGHT REPORTS



DATE : January 25th, 2016
TO : Committee of the Whole
FROM: Manager of Operations
HIGHLIGHTS : For the Month of December 2015

OCCUPATIONAL HEALTH AND SAFETY MONTHLY FOCUS FOR THE MONTH OF FEBRUARY

❖ Personal Protective Equipment

Public Works

- ❖ Gyro Christmas Decorating / Light up
- ❖ Santa parade & Down Town core decorating
- ❖ Tree pruning program throughout town
- ❖ Snow plowing / sanding and clean up
- ❖ Installed 2 soaker pits

Water/Sewer

- ❖ Water main repair on Boundary
- ❖ Repaired 3 sewer services
- ❖ Headworks screener auger preparation
- ❖ Legislated requirements for sampling waste water
- ❖ Contact chamber electrical service repaired by Fortis

MONTHLY HIGHLIGHT REPORTS



Electrical

- ❖ Christmas pole mount decorations
- ❖ Gyro Park light up
- ❖ Support other departments in snow clearing
- ❖ Department safety review

Capital

- ❖ PCB transformer removal complete
- ❖ Headworks auger screener 70% complete
- ❖ Fuel pump and software replacement 50% complete
- ❖ Recloser controls for substation 30% complete
- ❖ Riverside reconductor project 90% complete
- ❖ Universal Water Metering 1194 meters installed
 - Inside installations 81% complete
 - Pit meter installations 21% complete

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Manager of Building Inspections & Bylaw Services

Date: January 14, 2016

Subject: Amendment Bylaw No. 1957 –A4 as it relates to Schedule 4 of the Municipal Ticketing and Information Bylaw No. 1957 (Re: Unsightly Premises Bylaw No. 1962)

Recommendation: **RESOLVED THAT COUNCIL** give the amendment Bylaw No. 1957 A-4 final reading at the January 25th 2016, Regular Meeting of City Council.

BACKGROUND: In doing some housekeeping of the bylaw amendments in 2015 it was discovered that even though the Schedule 4 of the Municipal Ticketing and Information Bylaw No. 1957 was adopted by City Council, the Amendment Bylaw 1957-A4 related to Schedule 4 had been overlooked.

The Unsightly Premises Bylaw No. 1663 was adopted by Council on July 22, 2013.

Schedule 4 was adopted by City council at the March 23, 2015 regular meeting.

The adoption of Bylaw 1957 A-4 will also be required in order to attach Schedule 4 to Municipal Ticketing and Information Bylaw No. 1957. The change is required in order to issue a legitimate ticket in relation to the Unsightly Premises Bylaw No. 1962.

Benefits or Impacts of the Recommendation:

General: This will allow for better control and enforcement of the bylaw with regard to fines as a last resort to obtain compliance.

Strategic Impact: N/A

Financial: N/A

Policy/Legislation: Council has the authority amend bylaws

Attachments: Unsightly Premises Bylaw No. 1962, Schedule 4, Municipal Ticketing and Information Bylaw No. 1957.

REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation:

RESOLVED THAT COUNCIL give the amendment Bylaw No. 1957 A-4 final reading at the January 25th 2016, Regular Meeting of City Council.

- 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

UNSIGHTLY PREMISES BYLAW NO. 1962

A Bylaw to Control Unsightly Premises

WHEREAS the Local Government Act allows Council, by bylaw, to prohibit persons from causing or permitting unsightliness on real property;

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

1. Title

- 1.1 This bylaw may be cited for all purposes as the **“Unsightly Premises Bylaw No. 1962, 2013”**.

2. Interpretation

2.1 In this bylaw:

- (a) **“Bylaw Enforcement Officer”** means every person designated by Council as a Bylaw Enforcement Officer for the City, and every Peace Officer;
- (b) **“City”** means the Corporation of the City of Grand Forks;
- (c) **“Council”** means the Municipal Council of the City;
- (d) **“Municipality”** means the area within the municipal boundaries of the City.
- (e) **“Owner”** means an owner or occupier of a parcel of land, or both.

3. Unsightly Premises

- 3.1 No owner shall cause, allow or permit a parcel to become or to remain unsightly, and, specifically:

- (a) No owner of a parcel shall cause, allow or permit the accumulation of building material on the parcel unless;
 - (i) The owner or occupier of the parcel is in possession of a valid building permit in respect of the accumulation; or

Unsightly Premises Bylaw No. 1962

- (ii) The accumulation is stored in a closed building or structure such that the accumulation is not visible from another parcel or highway
 - (b) No owner of a parcel shall cause, allow or permit the storage or accumulation, on the parcel, of all or part of a vehicle, as defined in the Motor Vehicle Act, which is not:
 - (i) validly registered or licensed in accordance with the Motor Vehicle Act for a period of 12 months and which is not housed in a garage or carport or
 - (ii) capable of movement under its own power;unless it is stored in a closed building or structure such that the vehicle, or any portion of a vehicle, is not visible from another parcel or a highway;
 - (c) No owner of a parcel shall cause, allow or permit the accumulation on the parcel of filth, discarded materials, unwholesome matter, or rubbish of any kind, whether or not for commercial purposes or as part of a trade or calling, including but not limited to dead animals, paper products, crockery, glass, metal, plastics, plastic containers, wire, ropes, machinery, tires, appliances, and any other scrap or salvage;
 - (d) No owner of a parcel shall cause, allow or permit a building or structure, or part of a building or structure, which is missing all or a portion of its surface, covering, or coating materials to be on the parcel unless the owner is in possession of a valid building permit in respect of the building or structure;
 - (e) No owner of a parcel shall cause, allow or permit the presence of graffiti, whether in the form of pictures or words, on the parcel or on the surface of a structure on the parcel;
 - (f) No owner of a parcel shall cause, allow or permit the accumulation on the parcel of garbage not contained in a covered receptacle.
- 3.2 Owners of a parcel shall remove or cause to be removed from the parcel any accumulations of filth, discarded material, or rubbish of any kind.

4. Inspection

- 4.1 A Bylaw Enforcement Officer may enter on parcel at all reasonable times to ascertain whether this bylaw is being observed, to gather evidence on any violation, or to serve any notice related to any violation of this bylaw.

Unightly Premises Bylaw No. 1962

- 4.2 No person shall obstruct a Bylaw Enforcement Officer from entering a parcel in accordance with Section 3.1.

5. Notice

- 5.1 Where a Bylaw Enforcement Officer observes that a parcel is or has become unsightly, the Bylaw Enforcement Officer may deliver written notice to the owner requiring the removal of any thing or things, including a class of things that render the parcel unsightly.

- 5.2 Where a Bylaw Enforcement Officer provides written notice under Section 4.1, of this bylaw, the owner must remove from the parcel anything that, as stated in the notice, renders the parcel unsightly within 10 days of delivery of the notice.

5.0 Default

- 5.1 In the event the owner fails within ten days of delivery of a written notice under Section 4.1 to comply with the notice, the City may deliver a second notice to the owner stating that:

- (a) the owner is in default of this bylaw;
- (b) the owner may appear before Council to be heard on a date specified in the second notice, being not less than ten days after delivery of the second notice; and
- (c) after the date specified in the second notice the City, by its officers, employees, contractors, or agents may, at the expense of the owner, enter on the parcel and remove any thing or things that render the parcel unsightly.

- 5.2 Unless Council directs otherwise, after the date specified in the second notice under Section 5.1(b), the City may deliver to the owner a third notice stating that the City will enter the affected parcel and remove any thing or things that render the parcel unsightly on a specified date between the hours of 8:00 a.m. and 8:00 p.m.

- 5.3 Where a third notice is delivered to the owner under Section 5.2, on the date specified in the third notice, the City, by its officers, employees, contractors, or agents may enter on the parcel and remove anything or things specified in the first notice that render the parcel unsightly.

- 5.4 The owner shall owe to the City, as a debt, the cost of removing anything or things from the affected parcel under Section 5.3.

Unsuitably Premises Bylaw No. 1962

- 5.5 If the cost under Section 5.4 remains unpaid on December 31 in the year of the removal, the cost will be added to and form part of the taxes on the parcel affected as taxes in arrears.

6.0 Offence

- 6.1 Every person who violates a provision of this bylaw, or who suffers or permits any act or thing to be done in contravention of or in violation of any provision of this bylaw, or who neglects to or refrains from doing anything required to be done by any provision of this bylaw, is guilty of an offence against this bylaw and is liable to the penalties imposed under this bylaw.
- 6.2 Each day that a violation continues to exist *after the second notice* is considered a separate offence against this bylaw as per Schedule 4 of the Municipal Ticketing Information bylaw.
- 6.3. If at any time, an offence against this bylaw occurs, it may be at the discretion of the Bylaw Enforcement Officer and/or Acting Official, to determine, if an extension is required.

7.0 Penalty

- 7.1 Every person who commits an offence against this bylaw is liable on summary conviction, to a penalty of not more than \$10,000.00.

8.0 Severability

- 8.1 If at any time, any provision of this bylaw is declared or held to be illegal, invalid, or ultra vires, in whole or in part, then the provision shall not apply and the remainder of this bylaw shall continue in full force and effect and be construed as if it had been enacted without the illegal, invalid, or ultra vires provision.
- 8.2 Every person or persons, who violates or breaches or who causes or allows to be violated or breached any of the provisions of this bylaw shall be guilty of an offence against this bylaw and each day that such violation is caused or allowed to continue shall constitute a separate offence.

Unsightly Premises Bylaw No. 1962

9. Repeal

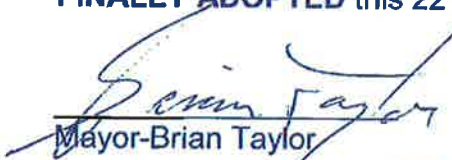
- 9.1 Bylaw No. 1680, 2001, cited as the "City of Grand Forks Unsightly Premises Bylaw" and all amendments thereto are hereby repealed.


READ A FIRST TIME this 8th day of July, 2013.

READ A SECOND TIME this 8th day of July, 2013.

READ A THIRD TIME this 8th day of July, 2013.

FINALLY ADOPTED this 22nd day of July, 2013.


Mayor-Brian Taylor


Corporate Officer-Diane Heinrich

C E R T I F I C A T E

I hereby certify the foregoing to be a true copy of the Unsightly Premises Bylaw No. 1962 as passed by the Municipal Council of the City of Grand Forks on the 22nd day of July, 2013.

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

SCHEDULE 4

OF THE MUNICIPAL TICKETING BYLAW NO. 1957

(Amendment Bylaw 1957 – A4, Schedule 4)

Bylaw No. 1962 “Unsightly Premises Bylaw”

COLUMN 1	COLUMN 2	COLUMN 3
Accumulation of Building Materials	3.1 (a)	\$ 100.00
Unlicensed Vehicle	3.1 (b)	\$ 100.00
Parts of a Vehicle	3.1 (b)	\$ 100.00
Accumulation of Rubbish	3.1 (c)	\$ 100.00
Exterior Finishes (buildings)	3.1 (d)	\$ 100.00
Graffiti	3.1 (e)	\$ 100.00
Accumulation of Garbage	3.1 (f)	\$ 100.00
Failure to Comply	5.2	\$ 100.00

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

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

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

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

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

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

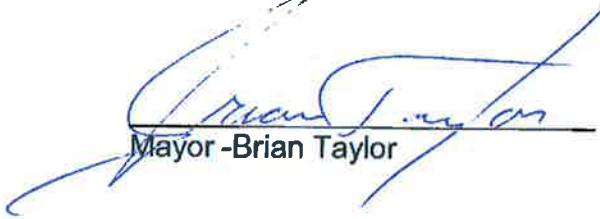
INTRODUCED this 10th day of June, 2013.

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

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

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

FINALLY ADOPTED this 22nd day of July, 2013.



Mayor - Brian Taylor



Corporate Officer-Diane Heinrich

CERTIFICATE

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

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

SCHEDULE 1

COLUMN 1

BYLAW NO.

Bylaw No. 1963
"Noise Control Bylaw"

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

Bylaw No. 1962
"Grand Forks Unsightly Premises Bylaw"

Bylaw No. 1959
"Park Access Bylaw"

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

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

Bylaw No 1957
"Grand Forks Municipal Ticketing Information Bylaw"

COLUMN 2

DESIGNATED BYLAW ENFORCEMENT OFFICER

Bylaw Enforcement Officer
R.C.M.Police

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

Building Inspector
Bylaw Enforcement Officer

Bylaw Enforcement Officer
R.C.M.Police

R.C.M.Police
Bylaw Enforcement Officer

Building Inspector
Bylaw Enforcement Officer

Bylaw Enforcement Officer
R.C.M.Police

SCHEDULE 2-A1

OF THE MUNICIPAL TICKETING INFORMATION BYLAW NO. 1957

(Amendment Bylaw 1957, Schedule 2 – A1)

Bylaw No. 1963 “Noise Control Bylaw”

COLUMN 1 Offence	COLUMN 2 Section	COLUMN 3 Fine
Noise which disturbs	4.1	\$ 100.00
Noise which disturbs (Tenant)	4.2	\$ 100.00
Noise which disturbs (Private Property)	4.2	\$ 100.00
Noise which disturbs (Animal)	4.3	\$ 100.00
Animal Noise	4.4 (a)	\$ 100.00
Amplification Equipment	4.4 (b)	\$ 100.00
Construction Noise	4.4 (c)	\$ 100.00
Diesel Engine	4.4 (d)	\$ 100.00
Amplification Equipment	4.4 (b)	\$ 100.00
Off Road Vehicle	4.4 (e)	\$ 100.00
Construction Noise (Weekdays)	6.1 (a)	\$ 100.00
Construction Noise (Restricted Hours)	6.1 (b)	\$ 100.00
Construction Noise (Saturdays)	6.1 (c)	\$ 100.00
Construction Noise (Sundays)	6.1 (d)	\$ 100.00

SCHEDULE 3

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

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

SCHEDULE 3 (continued)

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

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

Unsightly Premises Bylaw No. 1962

SCHEDULE 4

Bylaw No. 1962" Grand Forks Unsightly Premises Bylaw"

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

SCHEDULE 5

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

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

SCHEDULE 6

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

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

SCHEDULE 6 continued

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

SCHEDULE 6 continued

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

SCHEDULE 7

Bylaw No. 1257 "Commercial Vehicle Licencing Bylaw"

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

SCHEDULE 8

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

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

SCHEDULE 9

Bylaw No. 1206 "Grand Forks Zoning Bylaw"

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

SCHEDULE 10

Bylaw No. 1967 "Grand Forks Deer Feeding Bylaw"

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

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

SCHEDULE 11

Bylaw No. 1973 "Water Regulations Bylaw"

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
<hr/>		
Unrecorded usage of water from the Waterworks System	2.9	\$ 750.00

2. That this bylaw may be cited as the "City of Grand Forks Municipal Ticket Information Amendment Bylaw No. 1957 A-2, 2014".

SCHEDULE 12 – A3
OF THE MUNICIPAL TICKETING BYLAW NO. 1957
(Amendment Bylaw 1957, Schedule 12 – A3)

Bylaw No. 1973 “Water Regulations Bylaw”

COLUMN 1	COLUMN 2	COLUMN 3
Stage 1 Regulation -- Water Outside of Hours		
First Offence	12.12	\$ 50.00
Second Offence	12.12	\$ 100.00
Third Offence	12.12	\$ 150.00
Stage 2 Regulation -- Water Outside of Hours		
First Offence	12.12	\$ 100.00
Second Offence	12.12	\$ 200.00
Third Offence	12.12	\$ 300.00
Stage 3 Regulation -- Water Outside of Hours		
First Offence	12.12	\$ 150.00
Second Offence	12.12	\$ 300.00
Third Offence	12.12	\$ 450.00
Stage 4 Regulation – No Watering		
All Offences	12.12	\$ 600.00

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Dolores Sheets, Manager of Development & Engineering Services

Date: January 25, 2016

Subject: To amend the current Zoning Bylaw by rezoning property located at 6401 Highway #3 from the current TC (Tourist Commercial) zone to the HC (Highway Commercial) zone.

Recommendation: **RESOLVED THAT** Council give third reading to the "City of Grand Forks Zoning Amendment Bylaw No. 1606-A4, 2016".

BACKGROUND: The City received an application to rezone property located at 6401 Highway #3, legally described as Lot 3, District Lot 653, S.D.Y.D., Plan 3072 Except Plan H17066, from the TC (Tourist Commercial) zone to the HC (Highway Commercial) zone. The land use designation for this property in the Sustainable Community Plan (SCP) is HT (Highway & Tourist Commercial) and the property is located in the Commercial Development Permit area.

The property is 4.12 acres (~1.67 hectares) in size and the rear lot line abuts the Kettle River and is located in the floodplain. The adjacent property on the east side is zoned Highway Commercial and the adjacent property on the west side is zoned Tourist Commercial.

The proposed rezoning does not affect the SCP in that the designation allows for highway and tourist commercial uses, so an amendment to the SCP is not required.

The applicant wishes to fully utilize the property and the HC zoning would allow for restaurants, auto sales and parts supply, service stations, convenience stores including gas bars, car wash establishment and retail sales. There is an existing non-conforming residence on the property which has been there for many years.

The property is not serviced with City water or sewer, rather, the property is serviced by a well and septic.

At the November 9, 2015 Committee of the Whole Meeting, the Committee recommended that Council direct Staff to draft the appropriate bylaw and proceed with notification to surrounding property owners, publish notice in two consecutive issues of the Grand Forks Gazette and hold a public hearing in accordance with the Local Government Act.

At the November 9, 2015 Regular Meeting, Council directed Staff to draft the appropriate bylaw and proceed with notification to surrounding property owners, publish notice in two

REQUEST FOR DECISION

— REGULAR MEETING —



consecutive issues of the Grand Forks Gazette and hold a public hearing in accordance with the Local Government Act.

Staff proceeded with the statutory requirements by sending referral letters to potential stakeholder agencies for comments as well as notification to surrounding property owners informing them of the application and the opportunity to provide input. The notification also informed surrounding property owners of the opportunity to speak regarding the application at the January 11, 2016 Public Hearing scheduled for 6:00 p.m. in Council Chambers at City Hall.

The public hearing notice detailing the intention of the proposed bylaw was published in the December 30th and January 6th editions of the Gazette. Copies of the draft bylaw were made available for inspection at the front desk of City Hall. The Public Hearing was held at 6:00 p.m. on January 11, 2016 in Council Chambers. There were no comments from the public with regard to the proposed bylaw.

Benefits or Impacts of the Recommendation:

General: The request is consistent with the vision of the SCP and would allow the applicant the opportunity to use the property to its fullest potential.

Strategic Impact: N/A

Financial: There would be the cost of newspaper advertising in two consecutive issues of the newspaper and the notification to surrounding property owners. The costs to the City are covered by the application fees payable at the time of the application.

Policy/Legislation: Council's authority to adopt, amend and repeal bylaws comes from the Local Government Act.

Attachments:

- 1) Zoning Amendment Bylaw No. 1606-A4;
- 2) Completed application form;
- 3) Parcel report of subject property;
- 4) Legal Plan of subject property;
- 5) Zoning & SCP land use maps;
- 6) Google maps – aerial and street views;
- 7) Excerpts from the Zoning Bylaw and SCP.

REQUEST FOR DECISION

— REGULAR MEETING —





Recommendation:

RESOLVED THAT Council give third reading to the "City of Grand Forks Zoning Amendment Bylaw No. 1606-A4, 2016".

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 MORE INFORMATION.**

	
Department Head or CAO	Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1606-A4

A BYLAW TO AMEND THE CITY OF GRAND FORKS
ZONING BYLAW NO. 1606, 1999

=====

WHEREAS Council may, by bylaw, amend the provisions of a Zoning Bylaw pursuant to the provisions of the Local Government Act;

AND WHEREAS Council has received an application to rezone property located at 6401 Highway #3;

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

1. That the City of Grand Forks Zoning Bylaw No. 1606, 1999 be amended to rezone property located at 6401 Highway #3, legally described as Lot 3, District Lot 653, S.D.Y.D., Plan 3072 from the current TC (Tourist Commercial) zone to the HC (Highway Commercial) zone, as shown outlined in bold on the attached map identified as Schedule "A".
2. That this bylaw may be cited as the "**City of Grand Forks Zoning Amendment Bylaw No. 1606-A4, 2016.**"

Read a **FIRST** time this 14th day of December, 2015.

Read a **SECOND** time this 14th day of December, 2015.

NOTICE OF PUBLIC HEARING ADVERTISED, pursuant to the Local Government Act this 30th day of December, 2015 and also this 6th day of January, 2016.

PUBLIC HEARING HELD this 11th day of January, 2016.

Read a **THIRD** time this 25th day of January, 2016.

APPROVED by the Ministry of Transportation & Infrastructure this ____ day of _____, 2016.

Approving Officer

FINALLY ADOPTED this _____ day of _____, 2016.

Mayor Frank Konrad

Corporate Officer – Diane Heinrich

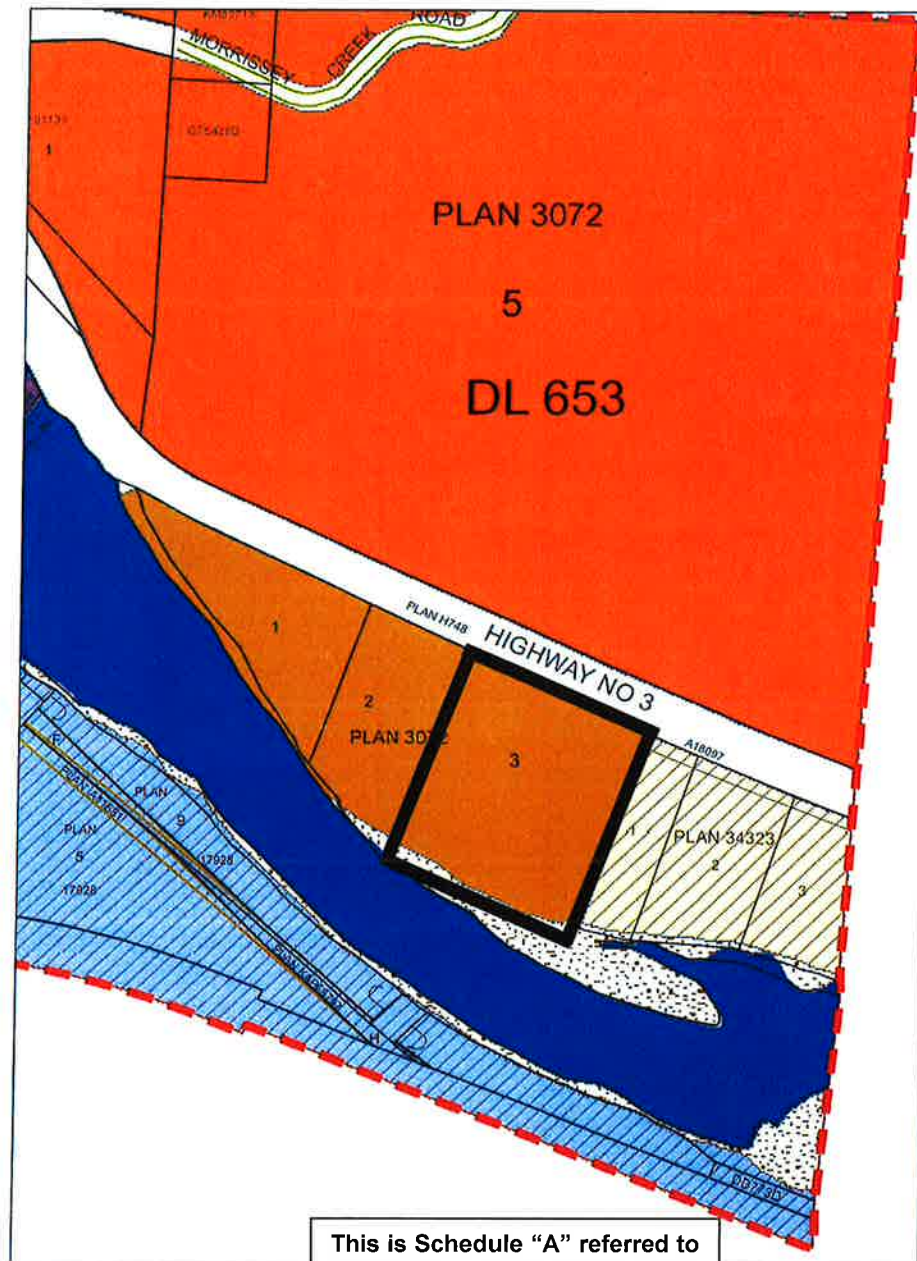
CERTIFICATE

I hereby certify the foregoing to be a true copy of Bylaw No. 1606-A4 as passed by the Municipal Council of the City of Grand Forks on the _____ day of _____, 2016.

Corporate Office for the
Municipal Council of the City of Grand Forks

**CITY OF GRAND FORKS
ZONING MAP**

SCHEDULE "A"



This is Schedule "A" referred to
in Section 1 of the Grand Forks
Zoning Amendment Bylaw No.
1606-A4, 2016.

Date of Adoption

Corporate Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

NOTICE OF PUBLIC HEARING

WHEREAS the Local Government requires that a **PUBLIC HEARING** be held prior to the adoption of a Zoning Amendment Bylaw;

TAKE NOTICE THAT a Public Hearing with respect to the City of Grand Forks Bylaw 1606 A-4, cited as the "City of Grand Forks Zoning Amendment Bylaw No. 1606 A-4, 2016, will be held on:

Monday, January 11, 2016
At 6:00 p.m.
In Council Chambers, City Hall
7217-4th Street
Grand Forks, B.C.

Bylaw 1606 A-4 is intended to amend the City of Grand Forks Zoning Bylaw No. 1606, 1999, by rezoning property legally described as Lot 3, District Lot 653, S.D.Y.D., Plan 3072 from the current TC (Tourist Commercial) zone to the HC (Highway Commercial) zone, as shown outlined in bold on the attached map.

(insert map)

APPLICANTS: Balbir & Amritpal Saini
PROPERTY LOCATION: 6401 Highway #3

The proposed bylaw may be inspected between the hours of 9:00 a.m. to 4:00 p.m., Monday through Friday (excluding holidays) until January 8, 2016 at City Hall, 7217-4th Street, Grand Forks, B.C.

Dated this 30th day of December, 2015.

Dolores Sheets
Manager of Development & Engineering

The Corporation of the City of Grand Forks

P.O. Box 220
Grand Forks, B.C.
VOH 1H0

7217-4th Street
Telephone (250) 442-8266
Fax (250) 442-8000

**Zoning AND/OR Official Community Plan Amendment
Application**

Application to amend the Zoning Bylaw AND/OR Official Community Plan Bylaw

Zoning OR Official Community Plan Application Fee:



\$1,000.00

Receipt No. 191126

Zoning AND Official Community Plan Application Fee:



\$1,200.00

Receipt No. _____

The subject fee is applicable to each request for an amendment to the Zoning or Official Community Plan Bylaw, or to both. Should this request **not** proceed to Public Hearing, one-half (1/2) the fee (\$500.00 or \$600.00) shall be refunded.

Registered Owner of Property to be rezoned:

AMRITPAL SAINI (MRS.) AND BALBIR SAINI

Mailing Address:

P. Box #2525
GRAND FORKS, B.C., VOH 1H0

Telephone:

250-442-2599 (RES.) 250-443-1599
(CELL)

Full Legal Description of property to be rezoned:

LOT #3, PLAN 3072, DL # 653.
EXC PL H17066, ROLL 210 01384.000
PID 009-716-891

Street Address of Property

6401 - HIGHWAY #3, GRAND FORKS, B.C.

Please submit the following information with this application:

- (i) the legal boundaries and dimensions of the subject property;
- (ii) the location of permanent buildings and structures existing on the property;
- (iii) the location of any proposed access roads, parking, driveways, and any screening, landscaping and fences;
- (iv) the location and nature of any physical or topographic constraints on the property (ie: streams, ravines, marshes, steep slopes etc)

=====

Upon reviewing your application, the City of Grand Forks may request other, or more detailed information.

=====

The information provided is full and complete and is, to the best of my knowledge, a true statement of facts relating to this application.



Signature of Owner

20TH OCT. 2015

Date

=====

AGENT'S AUTHORIZATION

I hereby authorize : _____

(full name, address and telephone number of Agent)

to act on my behalf with regards to this application.

Owner's Signature

The personal information on this form is collected under the authority of the Local Government Act. The information collected will be used to process your application for a Rezoning or Official Community Plan amendment. If you have questions about the collection use and disclosure of this information, contact the "Coordinator City of Grand Forks.

Please outline the provisions of the respective By. that you wish to vary or supplement and give your reasons for making this request:

6401-Hwy. #3 (Lot #3, Plan 3072, DL #653)

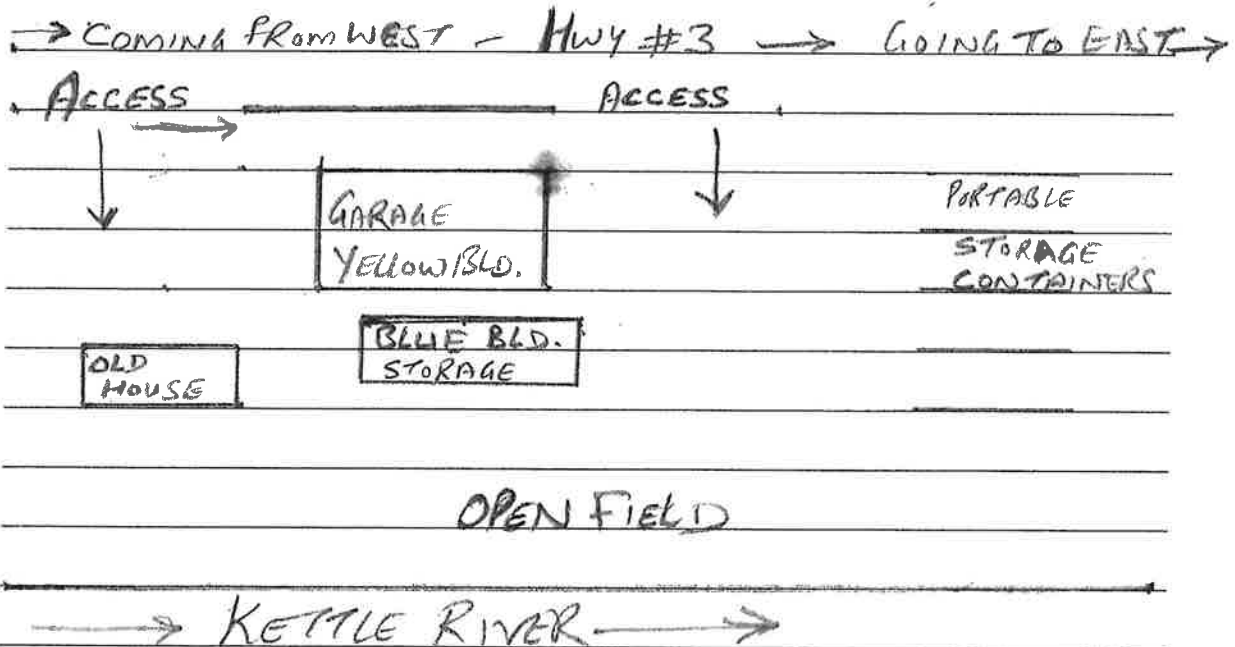
IS IN THE TC ZONE (TOURIST COMMERCIAL).

WE WISH TO USE THIS LAND TO BUILD :- RESTAURANTS, AUTOMOBILE SALES & PARTS SUPPLY, SERVICE STATIONS, CONVENIENCE STORES INCLUDING GAS-BARS, CAR WASH ESTABLISHMENTS & RETAIL SALES.

ALL OF THE ABOVE USES ARE PERMITTED IN A HC ZONE. SO WE REQUESTING CITY OF GRAND PRAIRIE TO RE-ZONE ABOVE PROPERTY.

PARCEL SIZE OF ABOVE LAND IS OVER 4 ACRES. THE LOCATION OF PERMANENT BUILDINGS & STRUCTURES EXISTING ON THE PROPERTY AS FOLLOWS:-

APPROX - NO SCALE



DECLARATION PURSUANT TO THE WASTE MANAGEMENT ACT

I, BALBIR SAINI, owner of the subject property described on this application form, hereby declare that the land which is the subject of this application has not to my knowledge been used for industrial or commercial activity as defined in the list of "Industrial Purposes and Activities: (Schedule 2) of the Contaminated Sites Regulation (B.C. Reg. 375/96). I therefore declare that I am not required to submit a Site Profile under Section 26.1 or any other section of the Waste Management Act.

Balbir Saini
(signature)

20TH OCT. 2015
(date)



Parcel Report

Thursday, October 22, 2015



Scale 1: 1,486

Legal Information

Plan: KAP3072	Section:	Jurs: 210	Lot Area: 4.05
Block:	Township:	Roll: 1384000	Area Unit: acr
Lot: 3	Land District: 54	PID: 009-716-891	Width (ft): 0
District Lot: 653			Depth (ft): 0
Street: 6401 HWY 3 W			
Description: Except Plan H17066.			



Admin

Admin

Cadastral Lines

— CAD_DISTRICT_LOT

--- CAD GAS

CAD HIGHWAY

CAN HYDRO

CAD INTER BODY

[illegible]

CAD LOTLINE

CAD_TOTLINE_LICENSE

CAD_TOILINE_W

CAD_RAILWAY

-- CAD_RAILWAY_ABAN

CAD_ROAD

----- CAD_TELEPHONE

CAD_TOWNSHIP

Miscellaneous Cadastral Lines

CADM_AIRSTRIP

— CADM_ARROW

CADM BRIDGE

CADM DEWDNEY TRAIL

CADD EASEMENT

[illegible]

GRADUATE BOOK

Scale: 1:3,210

1 cm represents 32.1 m



Notes:

Datum: NAD 1983 Projection: UTM Zone 11N
Printed on 22-Oct-2015

This map is for general information only. The RDKB does not guarantee its accuracy or correctness. All information should be verified.

Selkirk College

Zoning Amendment
6401 Highway #3 Location Map



SECTION 43 TC (Tourist Commercial Zone)

Permitted Uses

1. The following uses and no others are permitted in a TC zone:

- (a) hotels or motels;
- (b) recreational businesses and campgrounds;
- (c) tourist facilities and related amenities;
- (d) retail establishments;
- (e) restaurants.

Permitted accessory uses and buildings on any parcel includes the following:

- (f) dwelling unit in conjunction with any of the above uses, and
- (g) any accessory building or structure for the above noted uses.

Regulations

2. On a parcel located in a TC zone:

Minimum Parcel Size for Subdivision purposes

- (a) There is no minimum parcel size and the parcel must be connected to a Community sewage and water system;

Number and type of Dwelling Units allowed

- (b) Apartment units contained within the above mentioned commercial activities are permitted. Not more than 30% of the principal building shall be used for apartments.

Height

- (c) No building or structure shall exceed 12 metres (40 ft) in height;

Setbacks

- (d) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
 - (i) 6 metres (20 ft) of a front parcel line;
 - (ii) 1.5 metres (5 ft) of an interior side parcel line;
 - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
 - (iv) 6 metres (20 ft) of a rear parcel line.

SECTION 43 TC (Tourist Commercial Zone) continued

Accessory Buildings

- (e) No accessory building shall have a total floor area greater than 25% of the principal structure.
- (f) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line.

Lot Area Coverage

- (g) The maximum permitted lot area coverage shall be as follows:
 - Principal building with all accessory buildings and structures 60%

Additional Requirements

- (h) The buildings or structures used for the commercial operation must be a minimum of 4.5 metres (15 ft) from any parcel lot line that is adjacent to a residential parcel of land;
- (i) If a fence is erected it shall not exceed a height of 2.4 metres (8 ft);
- (j) See Sections 13 to 30 of this bylaw.

SECTION 41 HC (Highway Commercial Zone)

Permitted Uses

1. The following uses and no others are permitted in a HC zone:
 - (a) hotels or motels;
 - (b) restaurants;
 - (c) automobile sales and parts supply, service stations;
 - (d) convenience stores including gas bars;
 - (e) car wash establishments;
 - (f) retail sales establishments;
 - (g) personal service establishments;
 - (h) liquor licensed premises;
 - (i) animal hospitals;
 - (g) building supply establishments;
 - (k) offices;
 - (l) tool and equipment rental establishments.

Permitted accessory uses and buildings on any parcel include the following:

- (m) a dwelling unit contained within the above noted permitted uses;
- (n) any accessory building or structure for the above noted uses.

Regulations

2. On a parcel located in a HC zone:

Minimum Parcel Size for Subdivision purposes

- (a) There is no minimum parcel size and the parcel shall be connected to a Community sewage and water system;

Number and type of Dwelling Units allowed

- (b) Apartment units contained within the above-mentioned commercial activities are permitted. Not more than 30% of the principal building shall be used for apartments.

Height

- (c) No building or structure shall exceed 12 metres (40 ft) in height;

SECTION 41 HC (Highway Commercial Zone) continued

Setbacks

- (d) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
- (i) 6 metres (20 ft) of a front parcel line;
 - (ii) 1.5 metres (5 ft) of an interior side parcel line;
 - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
 - (iv) 6 metres (20 ft) of a rear parcel line.

Accessory Buildings

- (e) No accessory building shall have a total floor area greater than 25% of the principal structure;
- (f) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line.

Lot Area Coverage

- (g) The maximum permitted lot area coverage shall be as follows:
- Principal building with all accessory buildings and structures 60%

Additional Requirements

- (h) The buildings or structures used for the commercial operation must be a minimum of 4.5 metres (15 ft) from any parcel lot line that is adjacent to a residential parcel of land;
- (i) If a fence is erected it shall not exceed a height of 2.4 metres (8 ft);
- (j) See Sections 13 to 30 of this bylaw.