

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

**Monday, March 14, 2016, at 7:00 pm  
7217 - 4th Street, City Hall Council Chambers**

<b><u>ITEM</u></b>	<b><u>SUBJECT MATTER</u></b>	<b><u>RECOMMENDATION</u></b>
1. <b><u>CALL TO ORDER</u></b>		
2. <b><u>ADOPTION OF AGENDA</u></b>		
a) Adopt agenda	March 14th, 2016, Regular Meeting agenda	THAT Council adopts the March 14th, 2016, Regular Meeting agenda as presented.
3. <b><u>MINUTES</u></b>		
a) Adopt minutes <a href="#">February-29-2016-Regular-Meeting-Minutes-Not Yet Adopted</a>	February 29th, 2016, Regular Meeting minutes	THAT Council adopts the February 29th, 2016, Regular Meeting minutes as presented.
4. <b><u>REGISTERED PETITIONS AND DELEGATIONS</u></b>		
5. <b><u>UNFINISHED BUSINESS</u></b>		
6. <b><u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL</u></b>		
a) Corporate Officer's Report <a href="#">RFD - Proc. Bylaw-CAO - Rpts., Questions, &amp; Inquiries from Council Councillor Butler's Report</a>	Written reports of Council	THAT all written reports of Council be received.
7. <b><u>REPORT FROM COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY</u></b>		
a) Corporate Officer's Report <a href="#">RFD - Proc. Bylaw-Council - RDKB Council's Rep.</a>	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) Corporate Services<br><a href="#">RFD - Corporate Services - Appt. of Chief &amp; Deputy Chief Election Officer</a>                         | Appointment of the Chief and Deputy Chief Election Officer         | THAT Council appoints Corporate Officer, Diane Heinrich as Chief Election Officer at a rate of \$1,000.00 and Sarah Winton as Deputy Chief Election Officer at a rate of \$750.00 for the City of Grand Forks, and further authorizes the Chief Election Officer and the Deputy Chief Election Officer to hire election officials for the purpose of conducting the 2016 Local Government By-Election.<br>FURTHER THAT Council accepts the proposed date for the 2016 by-election as May 28th, 2016. |
| b) Deputy Manager of Emergency Services<br><a href="#">RFD - Deputy Mgr. of Emergency Services - Facility Repair Proposed Budget Amendment</a> | Proposed budget amendment for facility repair at 7214 - 2nd Street | THAT Council determines to authorize a \$6,100 increase in the Fire Department operating budget, to be funded from taxation, to allow the repair work to be completed in 2016.   |
| c) Deputy Manager of Operations<br><a href="#">RFD - Dep. Mgr. of Ops. - Gallery2 Trees</a>  | Art Gallery trees  | THAT Council directs staff not to proceed with the removal of the two silver maple trees or any limbs by the Gallery 2 facility.   |

9. **REQUESTS ARISING FROM CORRESPONDENCE**

10. **INFORMATION ITEMS**

- |   |  |   |
|---|--|---|
| a) Bev Tripp<br><a href="#">SOII - Tripp, Bev re A Call to Restored Justice in GF</a> | Letter regarding a Call for Restorative Justice in Grand Forks | THAT Council receives Bev Tripp's letter regarding a Call for Restorative Justice in Grand Forks for information. |
|---|--|---|

11. **BYLAWS**

- |  |   |  |
|--|---|--|
| a) Manager of Development & Engineering Services<br><a href="#">Bylaw - RFD - Mgr. Dev. &amp; Eng. - Saini Rezoning Final Amendment to Bylaw 1606-A4</a> | 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 give final reading to the "City of Grand Forks Zoning Amendment Bylaw No. 1606-A4, 2016". |
|--|---|--|

- b) Chief Financial Officer  
[Bylaw - RFD - CFO - Bylaw 2015-A1  
Electrical Utility Regulatory  
Amendment Bylaw](#)

Bylaw 2015-A1 - Electrical  
Utility Regulatory Amendment  
Bylaw

THAT Council give final  
reading to Bylaw 2015-A1 -  
Electrical Utility Regulatory  
Amendment Bylaw.

12. **LATE ITEMS**

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

14. **ADJOURNMENT**



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

**REGULAR MEETING OF COUNCIL**  
**MONDAY, FEBRUARY 29, 2016**

NOT ADOPTED  
SUBJECT TO CHANGE

**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  
DEPUTY MANAGER OF OPERATIONS  
DEPUTY CORPORATE OFFICER

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

GALLERY

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**1. CALL TO ORDER**

- a) The Mayor called the Regular Meeting to order at 7:00 PM

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**2. ADOPTION OF AGENDA**

- a) Adopt agenda  
February 29th, 2016, Regular Meeting agenda

Councillor Ross advised that she would like to add a late item with regard to a Water & Climate Conference to Council reports

Councillor Butler advised that she wanted to give a shout out to the Border Bruins to the Council reports

MOTION: BUTLER / HAMMETT

**RESOLVED THAT Council adopts the February 29th, 2016, Regular Meeting agenda as amended.**

CARRIED.

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3. **MINUTES**

- a) Adopt minutes  
February 15th, 2016, Committee of the Whole Meeting minutes

NOT ADOPTED  
SUBJECT TO CHANGE

MOTION: KROG / THOMPSON

**RESOLVED THAT Council adopts the February 15th, 2016, Committee of the Whole minutes as presented.**

CARRIED.

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- b) Adopt minutes  
February 15th, 2016, Regular Meeting minutes  
Councillor Thompson advised that she wished to amend the minutes to include "and verbal" reports, to item 6 (a); and further to adjust item 10 b) to read that "Council had discussion" and not "Councillor".

MOTION: THOMPSON / ROSS

**RESOLVED THAT Council adopts the February 15th, 2016, Regular Meeting minutes as amended.**

CARRIED.

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- c) Adopt minutes  
February 17th, 2016, Special Meeting minutes

MOTION: KROG / ROSS

**RESOLVED THAT Council adopts the February 17th, 2016, Special Meeting minutes as presented.**

CARRIED.

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4. **REGISTERED PETITIONS AND DELEGATIONS**

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5. **UNFINISHED BUSINESS**

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

- a) Corporate Officer's Report  
Written reports of Council

Councillor Butler queried on who paid for the Chief Administrative Officer's trip to Rossland? The CAO advised that the City of Rossland paid for expenses.

Councillor Ross gave an update to the Water & Climate change conference being held in Nelson. She advised that the event is being organized by volunteers and that there will be a session on April 22nd in the afternoon, for elected officials and decision makers. Councillor Ross advised that she plans on attending.

Councillor Butler advised that she has become a Border Bruins fan and reported on their past events and successes.

MOTION: HAMMETT / ROSS

**RESOLVED THAT all written and verbal reports of Council be received.**

CARRIED.

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**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 he attended the West Kootenay Regional Boundary Hospital Board meeting on February 24th, where there was discussion with regard to Interior Health Authority to address community needs.

He reported on his attendance at the Regional District of Kootenay Boundary meeting on February 25th in Trail. He advised that some of the agenda items included letters of support for MRDT, Brian Taylor presented as a delegation, the issue of Medical Marijuana and grow ops, and further, that a report regarding a proposed trail around Christina Lake was presented to the Board.

Councillor Hammett suggested that Council make a motion to send a communication to IHA on how they are addressing community concerns. The Mayor advised that this should be made aware at the board table prior to a motion from Council.

MOTION: ROSS / KROG

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

CARRIED.

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**8. RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- a) Manager of Development & Engineering Services  
Application for a Development Variance Permit to vary the exterior side parcel line setback to allow for the placement of a portable temporary office trailer

MOTION: THOMPSON / BUTLER

**RESOLVED THAT Council approve the application for a Development Variance Permit, for a maximum of 2 years, requesting an exterior side parcel line setback variance from 15 feet to a range of 2 feet on the south east corner of the office trailer and to 12 feet at the north east corner, as shown on the drawing attached with the application, and to direct staff to complete the necessary statutory requirements for the Development Variance Permit Application.**

CARRIED.

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**9. REQUESTS ARISING FROM CORRESPONDENCE**

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**10. INFORMATION ITEMS**

- a) Deputy Manager of Operations  
Chainsaw Course

MOTION: THOMPSON / HAMMETT

**RESOLVED THAT Council receive the memorandum from the Deputy Manager of Operations regarding the Chainsaw Course.**

CARRIED.

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**11. BYLAWS**

- a) Chief Financial Officer  
Bylaw 2015-A1 - Electrical Utility Regulatory Amendment Bylaw

MOTION: THOMPSON / KROG

**RESOLVED THAT Council give first three readings to Bylaw 2015-A1 - Electrical Utility Regulatory Amendment Bylaw.**

CARRIED.

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**12. LATE ITEMS**

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

- a) DELLA MELLETT for the Gazette, asked how often the Hospital and IHA have discussions, and was advised that these occur once a month.



NOT ADOPTED  
SUBJECT TO CHANGE

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14. ADJOURNMENT

- a) The meeting was adjourned at 7:20 PM

MOTION: ROSS

**RESOLVED THAT the meeting be adjourned at 7:20 PM**

CARRIED.

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CERTIFIED CORRECT:

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MAYOR FRANK KONRAD

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CORPORATE OFFICER - DIANE HEINRICH



# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council  
**From:** Procedure Bylaw / Chief Administrative Officer  
**Date:** March 14<sup>th</sup>, 2016  
**Subject:** Reports, Questions and Inquiries from the Members of Council  
**Recommendation:** **RESOLVED THAT ALL WRITTEN REPORTS SUBMITTED BY MEMBERS OF COUNCIL, BE RECEIVED.**

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

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**Benefits or Impacts of the Recommendation:**

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

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

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

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

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- 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



## **Councillor's Report**

**March 14, 2016**

**Julia Butler**

I would like to start this report with gratitude. Gratitude that I still have my seat on council thanks to the decision of Judge Greyell and gratitude to the many words of encouragement from people in the community over the past year.

As council continues to review the budget for this year, I am encouraging them to be frugal in expenditures to keep taxes low. As we put away money into reserves, as per our Asset Management plan, I feel we should hold off on some purchases until next year to avoid a large tax increase.

### **NOTES**

**March 3 LGLA Webinar – SFU Centre for Dialogue - Beyond the Usual Suspects, How to reach diverse audiences in public engagement.**

Usual suspects play a valid role

Who are the full range of stakeholders in the community? Who's missing?

Case Study - Deep Cove and Surrey

**Deep Cove – Very busy with visitors, causes problems ie. parking**

- Deliberative dialogue – round tables, conducted interviews ( bulk mail out, signs in key locations, newspaper, Facebook, online survey)
- Reflect back values to validate all perspectives, provide common fact base to level the playing field ( provide visual info ie pictures and graphs)
- How will the input be used, authentic opportunity to be listened to
- Set up of the room matters – not 2 microphones and 2 sides, more collaborative
- Reported back areas of agreement and areas of controversy

**Surrey – Describe Surrey in 2030**

- Identified target audience, used a network approach to outreach, offered fun and interactive activities, focussed on youth, six different core neighbourhoods and immigrants (what topics interest these groups)
- Network Approach - Partnered with school groups, RCMP, community groups, figureheads that people trust and identify with
- Validate residents as their role as experts
- Emphasized accessibility and inclusivity
- 48% said they had never been to an engagement event before
- Understand your audience, build strong partnerships, treat residents like experts, make it fun and accessible

## **Key Takeaways**

- Requires investment (low or high cost strategies), build trust over time
- Map your stakeholders, note who is missing then go out and find them (let partners teach you on how to reach them)
- TED Talk, Dave Meslin – the antidote to apathy
- Investing in public engagement saves money in the long run

# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council  
**From:** Procedure Bylaw / Council  
**Date:** March 14<sup>th</sup>, 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.**

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

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**Benefits or Impacts of the Recommendation:**

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

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

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**Recommendation:** **RESOLVED THAT 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**

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 Department Head or CAO	 Chief Administrative Officer
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# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council

**From:** Corporate Services

**Date:** March 2<sup>nd</sup>, 2016

**Subject:** Appointment of the Chief and Deputy Chief Election Officer

**Recommendation:** **RESOLVED THAT COUNCIL APPOINTS CORPORATE OFFICER, DIANE HEINRICH AS CHIEF ELECTION OFFICER AT A RATE OF \$1,000.00 AND SARAH WINTON AS DEPUTY CHIEF ELECTION OFFICER AT A RATE OF \$750.00 FOR THE CITY OF GRAND FORKS, AND FURTHER AUTHORIZES THE CHIEF ELECTION OFFICER AND THE DEPUTY CHIEF ELECTION OFFICER TO HIRE ELECTION OFFICIALS FOR THE PURPOSE OF CONDUCTING THE 2016 LOCAL GOVERNMENT BY-ELECTION.**

**BE IT FURTHER RESOLVED THAT COUNCIL ACCEPTS THE PROPOSED DATE FOR THE 2016 BY-ELECTION AS MAY 28<sup>TH</sup>, 2016.**

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**BACKGROUND:** The Local Government Act contains the requirements for the Local Government By-Election, and the City is now in a position to begin the required proceedings. Section 37 (5) of the Local Government Act specifically requires Council to appoint a Chief Election Officer and a Deputy Chief Election Officer, and provide authority for the appointment of other Election Officials. Once the CEO and DCEO are appointed, the City has to determine a voting date within 80 days of this appointment. Corporate Service is recommending that Saturday, May 28<sup>th</sup>, 2016 as the general voting date. A calendar timeline of requirements and events is attached for Council's review as well as the calculated spreadsheet of dates.

As the organization is currently seeking only one seat for Councillor, the City intends to use paper ballots in attempt to keep the costs down, as well as exploring economical venues for the advance poll and general voting day. The City is required legislatively to hold one advance poll, as indicated, on the calendar timeline. Once Council has considered the appointments and proposed General Voting date, ongoing information will be provided on the City's Election page portion of it's website as well as Facebook updates throughout the election process.

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

**General:** The appointment of the Chief Election Officer and Deputy Chief Election Officer will see the election proceedings and planning begin to move forward in anticipation of the upcoming by election

**Strategic Impact:** Community Engagement in the by election.

# REQUEST FOR DECISION

— REGULAR MEETING —



- Financial:** The 2016 Financial Plan contains budgeted funds to conduct the Local Government By-Election. This budget contains funds to pay the rates identified in the appointment resolution.
- Policy/Legislation:** Section 37 (5) of the Local Government Act requires Council to appoint Election Officials. The City has made a practice of appointing the Corporate Officer to act as Chief Election Officer, in the last seven elections. The rates for the two appointees remain the same as what was paid out in the 2011 and 2014 Local Government Elections.
- Attachments:** - Calendar of election timeline; calculated dates worksheet

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**Recommendation:** **RESOLVED THAT COUNCIL APPOINTS CORPORATE OFFICER, DIANE HEINRICH AS CHIEF ELECTION OFFICER AT A RATE OF \$1,000.00 AND SARAH WINTON AS DEPUTY CHIEF ELECTION OFFICER AT A RATE OF \$750.00 FOR THE CITY OF GRAND FORKS, AND FURTHER AUTHORIZES THE CHIEF ELECTION OFFICER AND THE DEPUTY CHIEF ELECTION OFFICER TO HIRE ELECTION OFFICIALS FOR THE PURPOSE OF CONDUCTING THE 2016 LOCAL GOVERNMENT BY-ELECTION.**

**BE IT FURTHER RESOLVED THAT COUNCIL ACCEPTS THE PROPOSED DATE FOR THE 2016 BY-ELECTION AS MAY 28<sup>TH</sup>, 2016.**

- 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.**

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Department Head or CAO	Chief Administrative Officer

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
Click here to add your own text.	6	7	8	9	10	11
	Council's appointment of CEO and DCEO and set GVD					12
13	-75	14	-74	15	-73	16
			Notice of Nomination & Advance Poll Registration Advertisement	-72	17	-71
-69	20	-68	21	-67	22	-66
			Notice of Nomination & Advance Poll Registration Advertisement	-65	24	-64
-62	27	-61	28	-60	29	-59
				-58	31	

# MARCH



1	2	3	4	5	6		1	2
7	8	9	10	11	12	13	3	4
14	15	16	17	18	19	20	10	11
21	22	23	24	25	26	27	17	18
28	29						24	25

FEBRUARY 2016

APRIL 2016

## NOTES:

Click here to add notes.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					-57 1	-56 2
		Advance Registration Closes				
-55 3	-54 4	-53 5	-52 6	-51 7	-50 8	-49 9
		Nomination Period Begins 9:00 am				
-48 10	-47 11	-46 12	-45 13	-44 14	-43 15	-42 16
					Nomination Period Ends 4:00 pm	
-41 17	-40 18	-39 19	-38 20	-37 21	-36 22	-35 23
-34 24	-33 25	-32 26	-31 27	-30 28	-29 29	-28 30

# APRIL



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22 23 24 25 26 27 28  
29 30 31

MARCH 2016

MAY 2016

## NOTES:

[Click here to add notes.](#)

		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY	
						Notice of Election & Advance Voting Ad							
-27	1	-26	2	-25	3	-24	4	-23	5	-22	6	-21	7
						Notice of Election & Advance Voting Ad							
-20	8	-19	9	-18	10	-17	11	-16	12	-15	13	-14	14
						Advanced Voting 8:00 am to 8:00 pm							
-13	15	-12	16	-11	17	-10	18	-9	19	-8	20	-7	21
												General Voting Day 8:00 am to 8:00 pm	
-6	22	-5	23	-4	24	-3	25	-2	26	-1	27	0	28
+1	29	+2	30	+3	31								

# MAY

2016

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10 11 12 13 14 15 16	12 13 14 15 16 17 18
17 18 19 20 21 22 23	19 20 21 22 23 24 25
24 25 26 27 28 29 30	26 27 28 29 30

APRIL 2016

JUNE 2016

## NOTES:

[Click here to add notes.](#)



	A	C	D	E	F	G
1	By-election					
2						
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23	Interpretation Act - s.25. Calculation of time or age					
24	0[-----0+1]	First and Last days excluded "at least" "not less than" ie. 30 days = 31 days				
25	0[-----0]	First day excluded / Last day included "not more than" ie. 30 days = 30 days/ first terminal day <b>NOT</b> included				
26	0[-----0]	First and Last days included "no date corresponding" time ends on last day of month ie. 1 month from Jan. 31 + Feb 28 (29				

# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council  
**From:** Deputy Manager of Emergency Services  
**Date:** March 3, 2016  
**Subject:** Proposed Budget Amendment for Facility Repair (7214 2<sup>nd</sup> Street)  
**Recommendation:** **RESOLVED THAT Council determines to authorize a \$6,100 increase in the Fire Department operating budget, to be funded from taxation, to allow the repair work to be completed in 2016.**

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**BACKGROUND:** We became aware of a water leak in the shower facilities at the City Fire Hall and based on an initial estimate, \$3,000 was allocated in the 2016 operating budget for repair work. Upon further investigation, the extent of the damage was discovered to be more severe than initially thought. The initial scope of work was expected to be re-tiling and grouting; instead, to properly repair the damage, some rotted framing needs to be replaced, along with the wall board, new waterproof membrane, and then re-tiling. The new estimate for the project now comes in at \$9,100, including the original work.

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## Benefits or Impacts of the Recommendation:

**General:** Some of the shower facilities at the downtown Fire Hall are currently out-of-service, and the structure of that part of the building is in need of repair. Conditions will continue to deteriorate until repair work is completed.

**Strategic Impact:** N/A

**Financial:** Approximately \$6,100.00 above the increase already included in the 2016 budget. The total project is under \$10,000, allowing it to be completed as an operating expense rather than capital.

**Policy/Legislation:** Council has the authority to authorize expenditures.

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**Recommendation:** **RESOLVED THAT Council determines to authorize a \$6,100 increase in the Fire Department operating budget, to be funded from taxation, to allow the repair work to be completed in 2016.**

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# REQUEST FOR DECISION

— REGULAR MEETING —



- 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
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# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council  
**From:** Deputy Manager of Operations  
**Date:** March 14, 2016  
**Subject:** Art Gallery Trees  
**Recommendation:** **RESOLVE THAT COUNCIL direct staff not to proceed with the removal of the two silver maple trees or any limbs by the Gallery 2 facility.**

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## BACKGROUND:



A request was made by the operators/owners of Luna's Bed & Breakfast to have two mature maple trees removed due to safety concerns and a maple bug infestation.



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

# REQUEST FOR DECISION

## — REGULAR MEETING —



The City requested a 3<sup>rd</sup> party assessment on the two trees which shows that the trees are considered healthy and that a removal of the trees would “not measurably affect insect populations”.

Gallery2 was consulted regarding any concerns about the potential tree removal. The primary concern would be that the direct sunlight exposure would most likely decrease energy efficiency throughout the summer months.

During the COTW meeting of February 15, 2016, Mr. Tanasescu pointed out that they are now able to deal with the bug problem, but the bigger concern was the potential damage from a tree breaking during a wind storm.

The attached report from Mr. Fred Marshall RFP P.Ag. Cert. Arb. contains detailed information about the two trees. Trees 5 & 6 (highlighted in yellow colour) are listed as safe Silver Maple trees. The lower bole of the tree that extends over the neighbours property was bored and was found to be structurally sound without decay. One large limb extending over the adjacent Bed & Breakfast property could be removed at the discretion of the City to reduce safety concerns.

### Options:

1. Do not remove trees or limbs – Both roughly 75 year old trees are considered safe at this point and a removal of one or both trees would not assist with the bug problem and the Gallery 2 building would most likely experience a decrease in energy efficiency. Silver Maple trees have an average life span of ~100 years.
2. Only remove 1 limb extending over neighbouring property. Due to the location of the limb and the accessibility to the tree for a crane the cost for this is estimated at \$800-\$1200 for equipment rental and a contractor. This removal would be completed as instructed by an arborist to protect the health of the remaining tree.
3. Remove both trees as requested and plant two new trees. Costs to be covered by the operators of Luna's Bed and Breakfast but estimated at \$1500-\$2000 per tree to be removed and \$300 per tree to be planted. Total costs would roughly be \$3600-\$4600.

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### Benefits or Impacts of the Recommendation:

**General:** A removal of 2 healthy silver maple trees was requested to help with a bug problem and to enhance the safety of the neighbouring property.

**Strategic Impact:** n/a



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

# REQUEST FOR DECISION

— REGULAR MEETING —



**Financial:** Option 1 – no costs

Option 2 – approximately \$1200 in costs

Option 3 - The operators of Luna's Bed and Breakfast are proposing to cover the cost of removal of both trees. In addition, they are proposing to pay for two new trees as well as the planting of those trees.

**Policy/Legislation:** The City is currently working on a Tree Policy to be brought before Council in the next few months.

**Attachments:** Request letters from the Owners of "Luna Bed & Breakfast".  
Report from Fred Marshall, Marshall Forestry Services

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**Recommendation:** **RESOLVE THAT COUNCIL direct staff not to proceed with the removal of the two silver maple trees or any limbs by the Gallery 2 facility.**

**OPTIONS:**

- 1. RESOLVED THAT COUNCIL RECEIVES THE STAFF REPORT and directs staff not to proceed with the removal of the two silver maple trees or any limbs by the Gallery 2 facility.**
- 2. RESOLVED THAT COUNCIL RECEIVES THE STAFF REPORT and directs staff to proceed with Option 2 – remove 1 limb extending over neighbouring property with an approximate cost of \$1200.**
- 3. RESOLVED THAT COUNCIL RECEIVES THE STAFF REPORT and directs staff to proceed with Option 3 – remove both trees and to plant two new trees. All costs will be covered by Luna Bed and Breakfast.**
- 4. COUNCIL COULD CHOOSE TO REFER THE REPORT BACK TO STAFF FOR MORE INFORMATION**

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 Department Head or CAO	 Chief Administrative Officer
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## MEMO

To: Steven Howard  
Works Forman  
Grand Forks, B.C.

February 10, 2016

From: Fred Marshall  
Box 2, Midway, B.C.  
V0H 1M0

Re: Assessing 9 City-owned trees relative to health, vigor and safety concerns.

This will confirm that earlier today I assessed 9 trees as described below and was assisted by Rod Fofonoff; City works employee. My evaluations of and recommendations for the trees assessed are included below all of which were discussed with Rod on the sites visited. Rod mapped the trees as assessed so is familiar with their exact locations.

**Species symbols:**

Py: Yellow pine or Ponderosa pine or Bull pine

Ms: Silver maple

Ac: Black cottonwood

**Pruning protocol:** Limbs to be pruned should be removed either closely adjacent to the main limb or, if a large limb, adjacent to the main stem as per the following. Pruning cuts should be made directly adjacent to but not into the branch collar which is the swelling at the junction of the branch either with a larger branch or with the main stem or bole of the tree. Pruning cuts should be made as vertical as possible so they shed water and are less susceptible to rot. No wound dressings should be applied to the cut surfaces as these inhibit the natural healing mechanisms of the trees.

For stems affected with heart rot the outer sound shell must be  $\geq 30\%$  of the radius of the branch or stem affected for it to be considered safe. Branches or stems with heart rot should be pruned down to the point where the sound shell (average shell thickness) is  $\geq 30\%$  of the radius.

The formula to determine the Required Shell Thickness for any stem is: **RST = .3 X Radius.**

Please feel free to contact me if you require additional information on any of the above.

Respectfully submitted,

*Fred Marshall*

Fred Marshall RPF P.Ag. Cert. Arb.

Marshall Forestry Services

250-445-6496

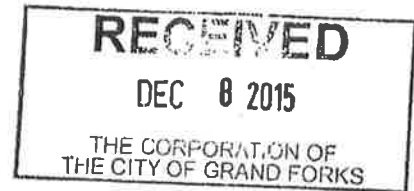
Tree #	Species	Comments/Defects	Safe or	
			Dangerous	Comments/Recommendations
1 & 3	Py	Trees 1-4 located in James Donaldson Park, NW corner. Both trees have low to moderate infections of a foliage disease* and a stem rust*, mainly affecting the south sides of the crowns which are subject to direct sunlight and hence heat stress. These afflictions do not compromise the safety of the tree.	S	Monitor on an ad hoc basis; If conditions significantly worsen recall Arborist for a second evaluation.
2 & 4	Py	Both trees have very low infections of a foliage disease and a stem rust. As both of these trees are shaded by trees 1 & 3 the afflictions are very minor and do not compromise the safety of the trees	S	Monitor on an ad hoc basis; If conditions significantly worsen recall Arborist for a second evaluation.
5	Ms	Trees 5 & 6 located west of City Museum/Art Center. No defects, tree well- formed with a well-balanced crown. Large buttress root adds basal stability to the tree	S	Monitor on an ad hoc basis
6	Ms	No defects, tree-well formed with a moderately well-balanced crown with crown weighted more heavily on east side. Stem of tree is 80% on City property and 20% on neighbor's property to west. One large limb on west side extends over the neighbor's house. The lower bole of the tree was bored (12 cm depth) and exhibited a sound bole with no decay.	S	Monitor on an ad hoc basis. Removal of the tree or limbs will not measurably affect insect populations. Limb extending over neighbor's house to be removed at the discretion of the City.
7 & 8	Ac	Located in City park; large old cottonwoods with several dead stubs due to old pruning. Some decay present in stubs. Trees generally healthy otherwise.	D	Remove dead stubs as per pruning protocol described above. Clean other smaller branches as deemed appropriate.
9	Ac	Located in City park. Ditto above plus large (35 cm diam.) lower limb on south side has internal rot at junction with older branch stub. Tree generally healthy otherwise.	D	Ditto above plus remove large, lower limb as per pruning protocol described above.

\*Pine foliage disease: *Leptomelanconium cinerea* (kills foliage; occurs in cycles of 1-5 years). Seldom lethal although may dispose the tree to other diseases or attack by bark beetles.

\*Western gall rust: *Endocronartium harknessii* (Causes branch galls which girdle branches causing branch death). Mainly affects smaller and lower branches of Py. Very seldom causes death.



Untitled



Boxelder bugs ( maple bugs)  
infestation from City Trees ( Galley 2)  
to our house/ property

Hello,  
I would like to report that we have serious  
problems caused  
by the City Trees ( Gallery 2 public yard)  
near our house on 558 Central Avenue ( Lune  
Bed & Breakfast)  
One of the tree branch is 8 inches away form  
our house roof,  
posing a great danger in case of strong winds,

roots of both trees are exposed, above the  
ground,  
and trees are infected with Boxelder bugs,  
that are infiltrating our house siding and  
interior walls,  
causing us a great expense.  
Please investigate this matter as any good  
neighbour will do  
and let us know about your decision.

Thank you,  
Gabriela Tanasescu  
Luna Bed & Breakfast  
558 Central Avenue  
Grand Forks, BC, V0H1H9  
250 443-3173

FILE CODE

WB- Tanasescu, Gabriela  
C10 - re Maple Bugs on  
(Trees...) City Trees Second  
Notice

Page 1

FOR THE MAYOR AND

CITY COUNCIL OF GRAND FORKS

Untitled

Decemebr 08,2015

As advised today by Mr Garry Smith with Gaia  
Principle Pest Management

the only way to resolve the Maple Buggs  
problem is to remove the trees.

None of these trees are beneficial to the City  
of Grand Forks or Luna Bed & Breakfast

We are forced to close our Bed & Breakfast  
because of this bug infestation as we can not  
run a reputable, clean accomodation

with dozens of bugs in the room, each day

Thank you and please help us resolve this  
situation.

Sincerely,  
Gabriela & Bujor Tanasescu

Luna Bed & Breakfast  
558 Central Avenue  
Grand Forks, BC,  
250 443-3173

December 11, 2015 +

To the Manager of operation for the  
City of Grand Forks.

In reference to our letter from December 8  
and November 19, 2015 we agree to pay  
the cost of the removal of the 2 dangerous  
trees and replacement.

Sincerely,

Gabriel Taneson

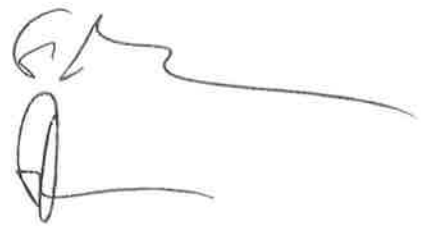
Buyon Taneson

Lune Bed & Breakfast

558 Central Ave

Grand Forks, BC, V0H1H0

PH: 250 443-3173



( )



### A Call to Restored Justice in Grand Forks

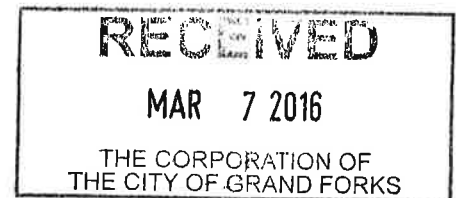
It is through healthy family decision-making that most of us learn most of what equips us to be effective democratic citizens in communities. To listen, to deliberate, to support others when their rights are abused, to speak out against injustice – these all are learned behaviors that attest to the morals and values we operate by in families, and in society; behaviors that provide a framework for the ways we treat and respect each other in the community. A “rewards and punishments” philosophy teaches that when you are bigger or stronger than someone else, you can use that advantage to force the person to do what you want. For example, the big Corporation (City of Grand Forks) loses a legal case to a single mother with two young children (Councillor Butler). Oh well, they say. We’ll just move on and make like the whole thing never happened. Just shut up about it and it will all go away.

That is exactly the kind of behavior that is destroying this town!

It is imperative that the verdict in Councillor Butler’s favor not be conveniently buried by the “poor losers” who would like nothing more than to have the whole tawdry mess swept under the proverbial rug. That way of handling the City’s affairs is dysfunctional and backward. Restorative justice that brings lasting healing involves the wrongdoer’s identification and ownership of the bad behavior (taking Councillor Butler to court); the wrongdoer (City and involved council members) making reparation that restores the wronged party’s dignity and includes more than the basic court directive to pay for all her legal costs; and finally, the commitment to desist from any further actions along the same lines.

The restorative justice that we need to see in this town involves public apologies and, where public trust has been sufficiently damaged, a willingness by the perpetrators to step down from their elected or appointed positions.


Bev Tripp, Grand Forks BC



**FILE CODE**

WE4 & C10 – Tripp, Bev re  
(Comments...) A Call to Restored Justice  
Page 33 of 66

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From: [REDACTED] Beverley Tripp <bb110212@gmail.com> 2016-03-07 10:23... 

Subject: Re: Item For March 14 Agenda

To: [REDACTED] **Diane Heinrich**

Cc: [REDACTED] fkonrad@grandforks.ca [REDACTED] cross@grandforks.ca  
[REDACTED] jbutler@grandforks.ca [REDACTED] chammett@grandforks.ca  
[REDACTED] cthompson@grandforks.ca [REDACTED] nkrog@grandforks.ca

Attachments: [REDACTED] Call for Restorative Justice.doc / Uploaded File (29K)

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Dear Dianne,

I would like to make the request to have the attached letter added to the Agenda for the March 14th evening Council meeting.

Thank you,

Bev Tripp

# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council

**From:** Dolores Sheets, Manager of Development & Engineering Services

**Date:** March 14, 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 final reading to the "City of Grand Forks Zoning Amendment Bylaw No. 1606-A4, 2016".

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**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, however, 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 30<sup>th</sup> and January 6<sup>th</sup> 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.

At the February 15<sup>th</sup>, 2016 Regular meeting, Council gave third reading to Bylaw 1606-A4.

---

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

<b>General:</b>	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.
<b>Strategic Impact:</b>	N/A
<b>Financial:</b>	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.
<b>Policy/Legislation:</b>	Council's authority to adopt, amend and repeal bylaws comes from the Local Government Act.
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1) Zoning Amendment Bylaw No. 1606-A4;</li><li>2) Completed application form;</li><li>3) Parcel report of subject property;</li><li>4) Legal Plan of subject property;</li><li>5) Zoning &amp; SCP land use maps;</li><li>6) Google maps – aerial and street views;</li><li>7) Excerpts from the Zoning Bylaw and SCP.</li></ol>

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# REQUEST FOR DECISION

— REGULAR MEETING —



**Recommendation:**

**RESOLVED THAT** Council give final 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 14<sup>th</sup> day of December, 2015.

Read a **SECOND** time this 14<sup>th</sup> day of December, 2015.

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

**PUBLIC HEARING HELD** this 11<sup>th</sup> day of January, 2016.

Read a **THIRD** time this 15<sup>th</sup> day of February, 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

DRAFT

**CERTIFICATE**

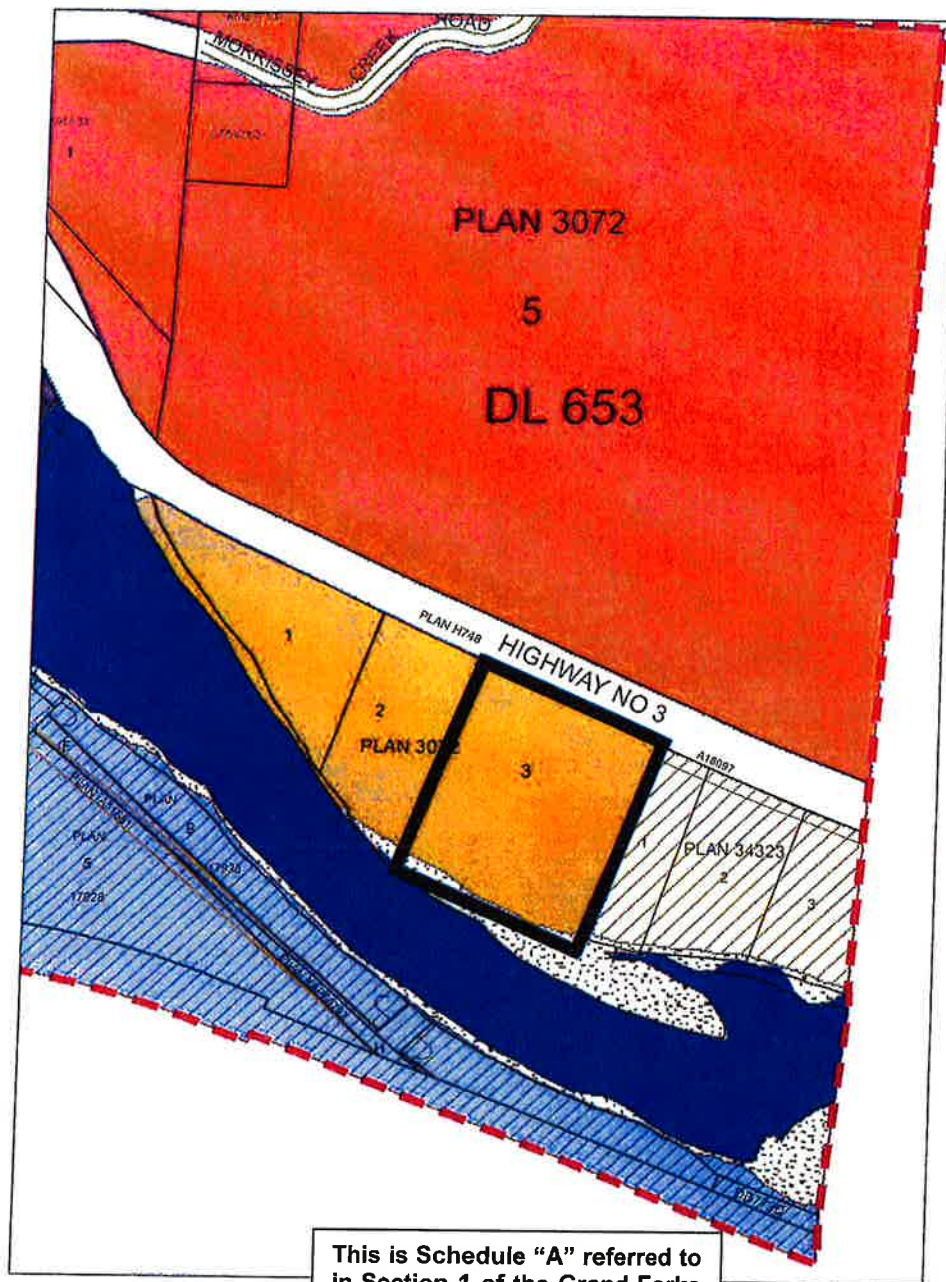
I hereby certify the foregoing to be a true copy of Bylaw No. 1606-A4 as passed by the Municipal Council of the City of Grand Forks on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
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**

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

7217-4<sup>th</sup> 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. 191/26

**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, BC, 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, BC.

**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

20<sup>TH</sup> 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).

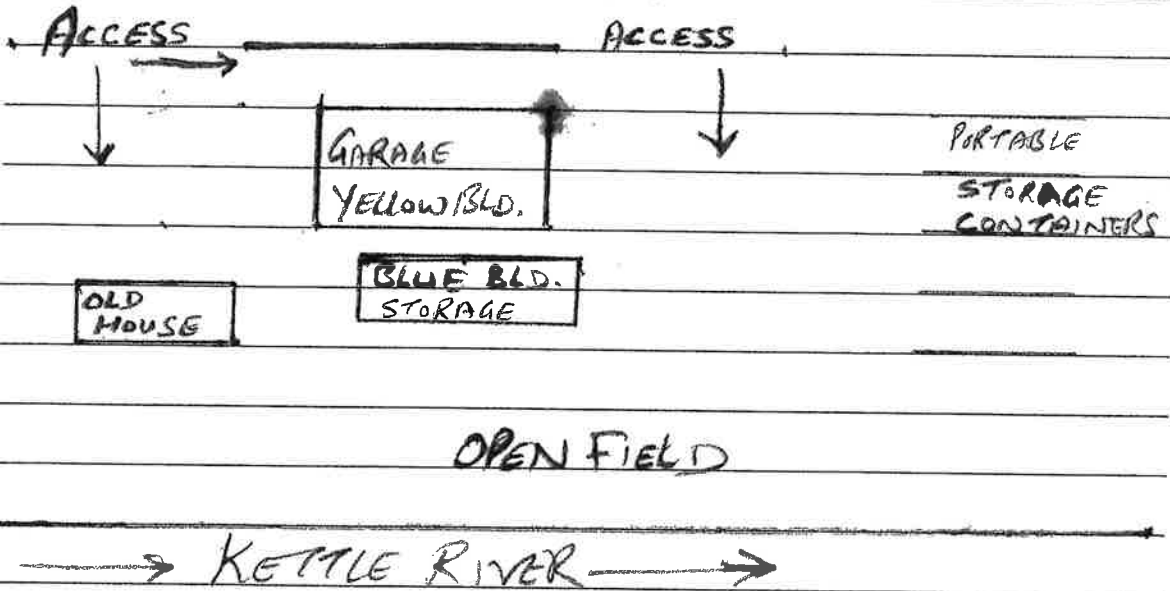
WE WISH TO USE THIS LAND TO BUILD:- RESTAURANTS, AUTOMOBILE SALES & PARTS SUPPLY, SERVICE STATIONS, CONVENIENCE STORES INCLUDING GAS-BARS, CAR WASH ESTABLISHMENTS & RETAIL SALES.

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 FOLLOW:-

APPROX - NO SCALE

→ COMING FROM WEST - Hwy #3 → GOING TO EAST →



#### **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.

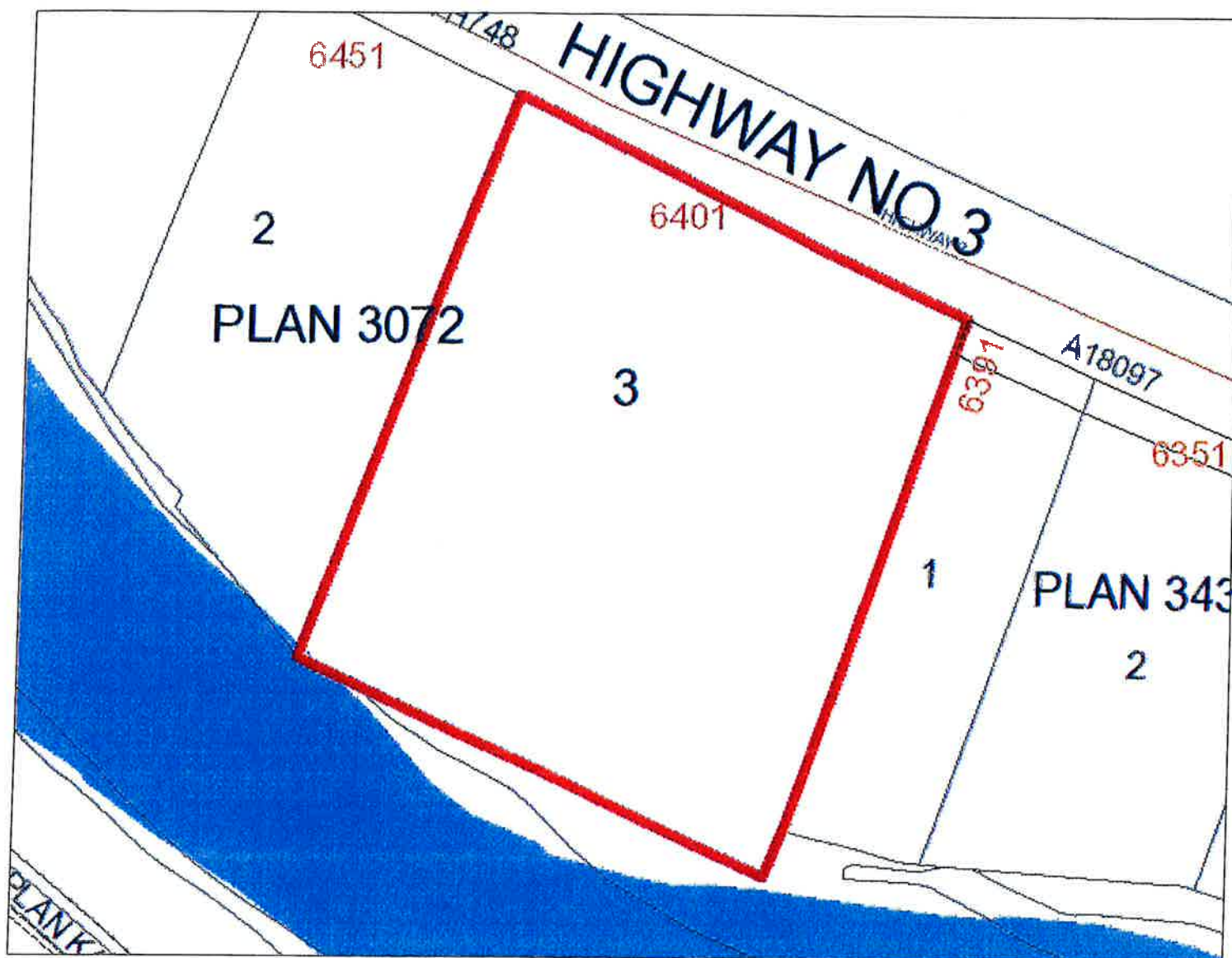
Balbir Saini  
(signature)

20TH OCT. 2015  
(date)



## Parcel Report

Thursday, October 22, 2015



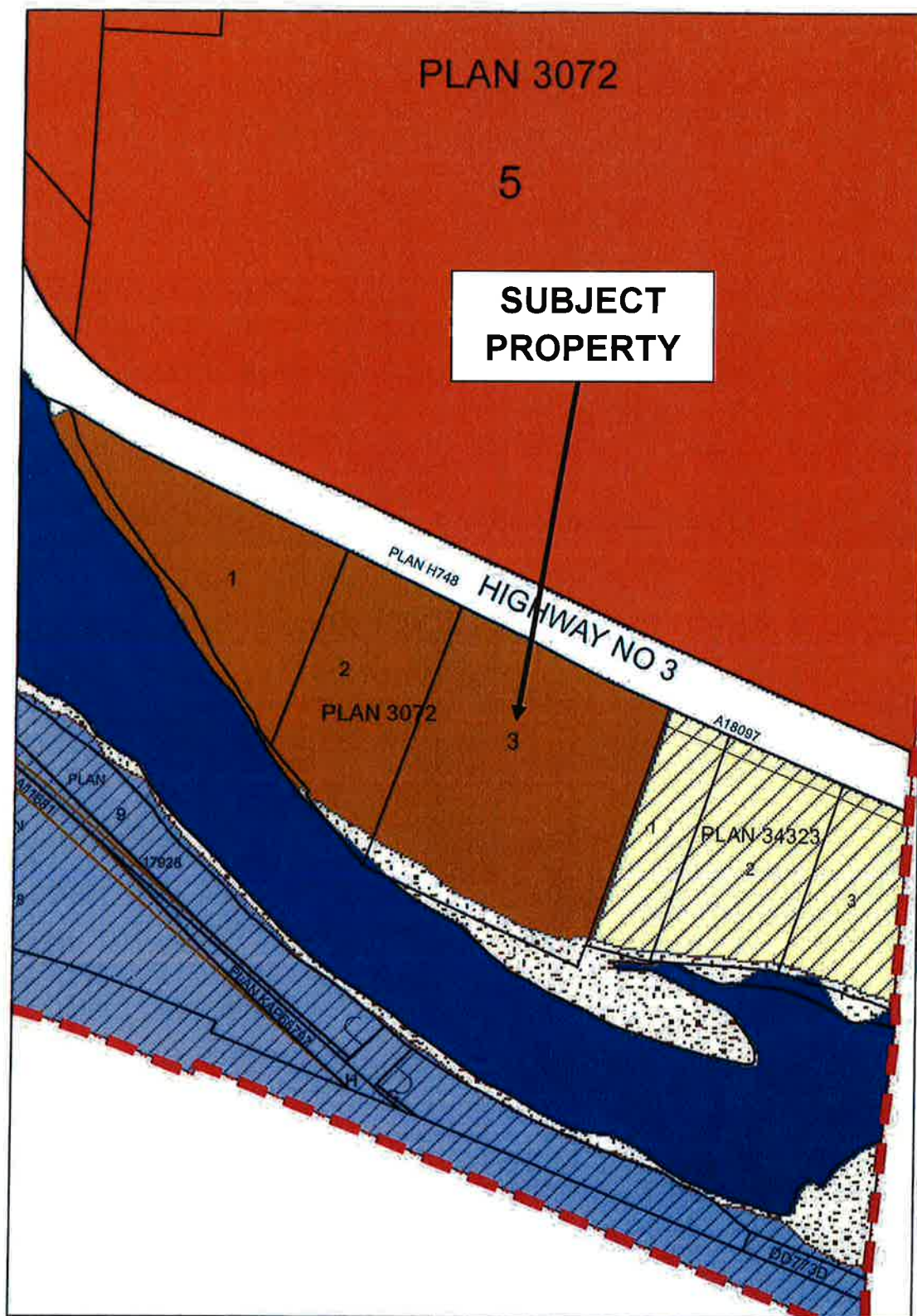
Scale 1: 1,486

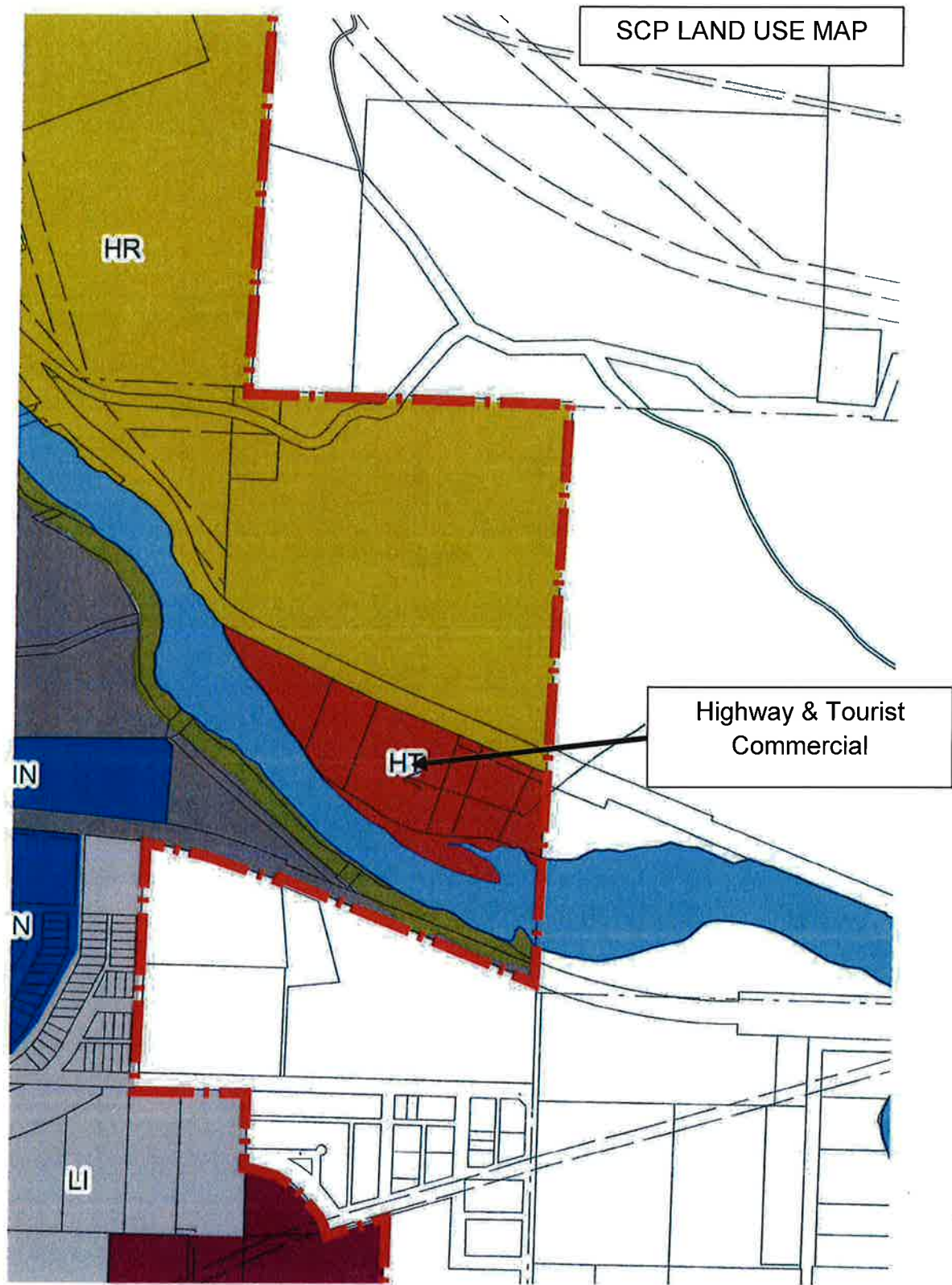
### Legal Information

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



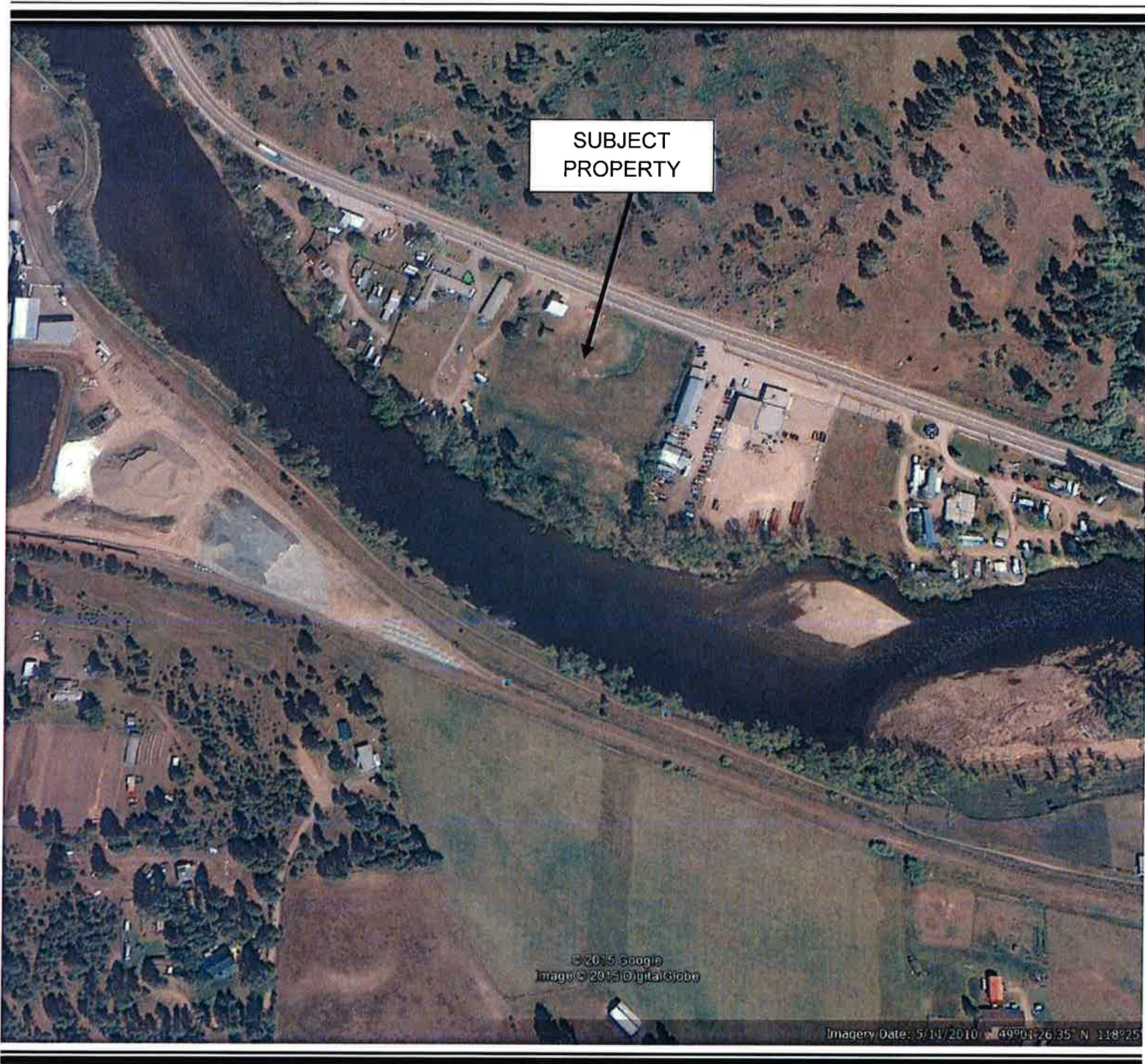




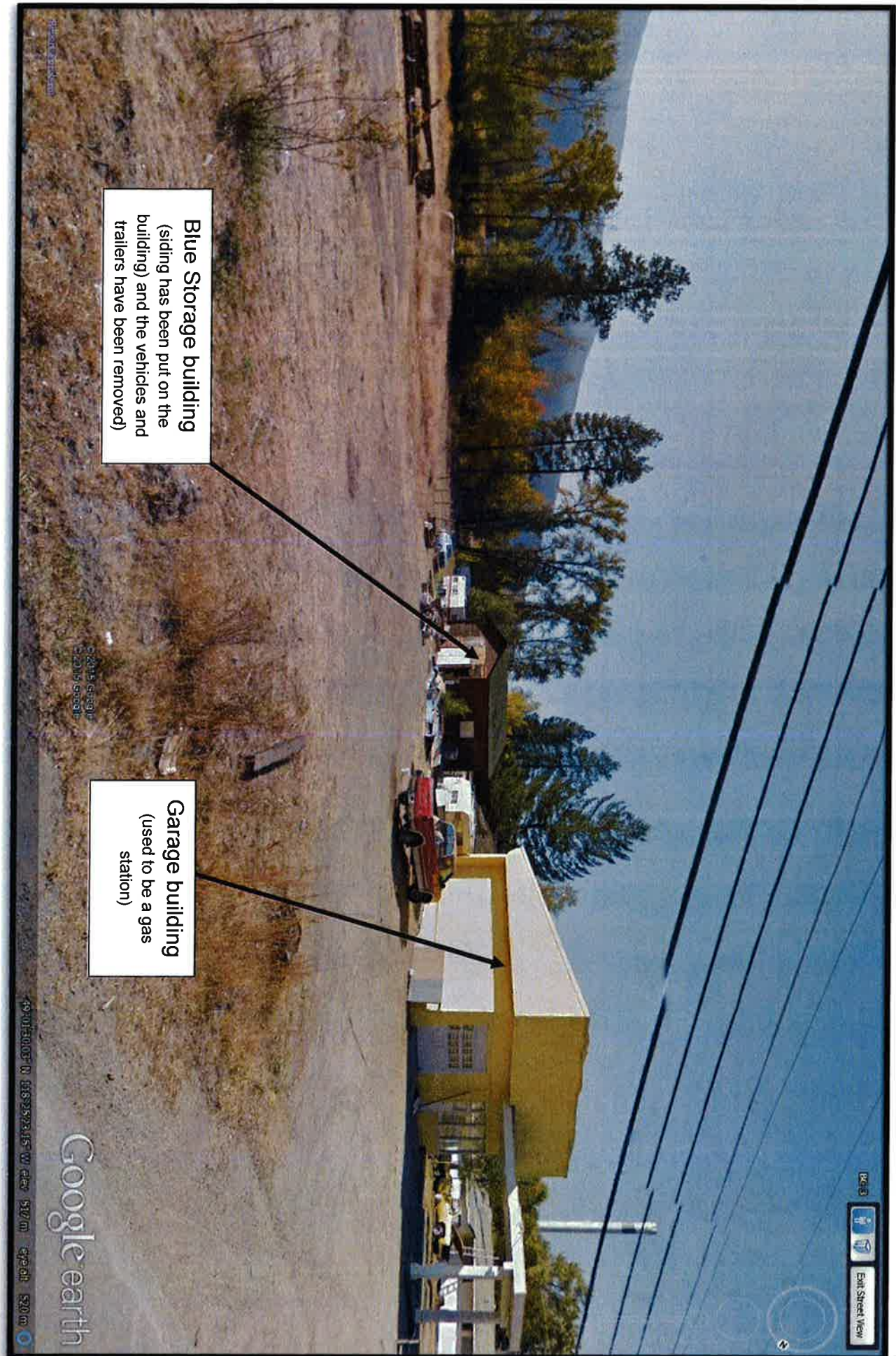




Zoning Amendment  
6401 Highway #3 Location Map







## **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.





Development within this designation may occur up to a maximum of 60 units per hectare.

anticipated that the demand for these types of uses will continue to increase.

#### *Highway & Tourist Commercial (HT)*

- Within this designation, automobile oriented tourist services areas for visitors and residents are encouraged and focused along Central Avenue/Highway #3. Development will consist primarily of commercial and institutional uses. Some residential development may occur where appropriate.

#### *Heritage Corridor (HC)*

- This designation is located along Central Ave/Highway #3, immediately west of the Core Commercial area of Grand Forks.

#### *Light Industry (LI)*

- This designation is located in strategic locations in Grand Forks, including in the northwest along Donaldson Drive, in the northeast along Granby Road and in the southeast along Sagamore Ave. This designation includes light industrial uses and service commercial uses that can be developed in a manner compatible with adjacent uses.

#### *Heavy Industry (HI)*

- Located in the northeast along Granby Road and south of the Kettle River, this designation supports the continued use and development of heavy industrial activities, such as lumber production, log storage and other associated industrial uses.

#### *Institutional (IN)*

- Institutional land uses within Grand Forks are located throughout the community. Over time, the types of Institutional uses have evolved with the growth and maturation of the community and it is

#### *Hillside & Resource District (HR)*

- Within Grand Forks, this designation is applied to those parts of the City which are largely undeveloped and lacking municipal services, or located on slopes greater than 20%. These areas are generally located along the eastern boundary of Grand Forks and are not to be urbanized until municipal services can be made available, once infilling and densification of other areas has occurred.

#### *Environmental Resource District (ER)*

- The Environmental Resource District designation applies to an area located in the northwestern area of the community. Although the ER designation generally allows for uses and densities within the Low Density Residential (LR) designation, this area acknowledges the groundwater and floodplain conditions associated with these lands. Any development in this area will require an Environmental Development Permit to ensure that steps are taken to address the potential groundwater conditions and/or flood hazard.

#### *Park & Open Space (PK)*

- This designation encourages recreation and transportation opportunities for local residents and captures the beauty and setting of natural areas, parks and open spaces and trails throughout Grand Forks and along the Kettle and Granby Rivers.

In addition, the form and character of the community is guided by the objectives outlined in a number of Development Permit (DP) Areas. These DP areas are



#### **14.4 General Commercial Development Permit Area**

The General Commercial Development Permit Area is designated under Section 919.1(1)(d) (revitalization of a commercial area) and Section 919.1(1)(f) (form and character of commercial development) of the *Local Government Act*.

##### Area

Within the City of Grand Forks, all lands designated Highway & Tourist Commercial are designated as a General Commercial Development Permit Area on the Development Permit Area Map (Schedule 'C').

Commercial Core areas, surrounding the Historic Downtown, are designated as a General Commercial Development Permit Area on the Development Permit Area Map (Schedule 'C').

##### Justification

##### **Highway & Tourist Commercial**

Highway & Tourist Commercial areas are quite visible from Highway 3 and often are the first impression that tourists get of Grand Forks. For commercial development in the Highway & Tourist Commercial area, special considerations are required to address the following:

- the highway corridor is a high visibility area and therefore the visual image of the community must be presented in a positive way;
- access along a high volume controlled access route has implications on commercial development; and

- compatibility between the residential areas and the commercial development.

##### *Commercial Core*

The Commercial Core areas, surrounding the Historic Downtown, form a strong part of the community's identity. As development occurs, Council would like to ensure that the visual character of these areas improves in a way that compliments the Historic Downtown area.

An objective of this designation is to maintain and enhance the image of the Commercial Core areas, surrounding the Historic Downtown, by requiring a high standard of development. Development will meet a consistently high standard of visual quality to assure that the character of the commercial core will continue to improve over time.

#### **14.4.1 - Conditions for which a Commercial Development Permit is not Required**

The following may be undertaken without a Commercial Development Permit:

- internal alterations, which do not affect the outer appearance of the building;
- replacement, upgrading or repair of roofing;
- painting the exterior of a building;
- replacement of windows;
- construction of a fence;
- construction of an accessory building or addition to a commercial building that does not alter patterns or requirements of parking, access, loading or landscaping on the site; and
- replacement of an existing sign or canopy, where the size and design of the replacement





sign or canopy are generally consistent with the sign or canopy being replaced.

#### **14.4.2 - Guidelines**

Development permits issued in this designation shall be in accordance with the following guidelines:

##### Buildings and Structure

- .1 Buildings should be designed in a way that enhances the visual character of the commercial area.
- .2 The shape, scale and siting of buildings should be consistent with adjacent development.
- .3 The shape, siting, rooflines, architectural features and exterior finish should be sufficiently varied to create interest and avoid a monotonous appearance.
- .4 Monolithic structures and long expanses of straight walls should be avoided.
- .5 Large buildings should be designed in a way that creates the impression of smaller units and less bulk, by using building jogs and irregular faces.
- .7 Buildings should be designed in a way that relates positively to pedestrians at the street level.

##### Access and Parking

- .8 Parking areas with more than 20 stalls should be broken into smaller groups, divided by landscaping.
- .9 Off-street parking and loading should be encouraged where possible and designed to promote safe and efficient vehicle entrances and exits, and on-site circulation.
- .10 Sites should be designed in a way that accommodates alternative modes of transportation, with provisions made for features such as pedestrian sidewalks, bicycle and walking paths or lanes, and bicycle racks on the site. Pedestrian and bicycle networks on the site should link with networks off the site.

##### Screening, Landscaping and Amenities

- .11 Sites should be provided with screening in the form of walls, decorative fencing, hedging, planting, other screening materials or a combination of materials in the following areas:
  - around outdoor storage areas, waste containers, heating and cooling equipment, and other service areas; and
  - between the rear of commercial areas and any residential area.
- .12 The site should be provided with landscaping:
  - between parking areas and roadways; and
  - between buildings and parking areas.





.13 Where setbacks are required between the building and the property line, the site should be provided with landscaping:

- along the property edge next to roadways; and
- along the sides of buildings.

#### Lighting

.14 Land uses or establishments should be designed to ensure that they do not produce a strong glaring light or reflection of that light beyond their lot lines. Shielded or controlled intensity lights are required.

#### Signage

.15 Signage should complement the building design and finish.



# REQUEST FOR DECISION

## — REGULAR MEETING —



**To:** Mayor and Council  
**From:** Chief Financial Officer  
**Date:** March 14, 2016  
**Subject:** Bylaw 2015-A1 – Electrical Utility Regulatory Amendment Bylaw  
**Recommendation:** **RESOLVED THAT COUNCIL** give final reading to Bylaw 2015-A1 – Electrical Utility Regulatory Amendment Bylaw.

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### **BACKGROUND:**

Bylaw 2015-A1 – Electrical Utility Regulatory Amendment was introduced at the Committee of the Whole on February 15, 2016. It was then given three readings on February 29, 2016. This bylaw sets the electrical rates charged by the City of Grand Forks to its electrical customers, enabling the City to meet its annual revenue requirements.

Power purchases from Fortis constitute approximately 80% of the Electrical department budget each year. In 2015, the City spent \$3,150,000 in power purchases from Fortis (net of GST). This year, Fortis announced that there will be a 2.96% increase in electrical rates effective January 1, 2016. Taking the increase in power purchases into account, the 2016 revenue requirements for the Electrical Utility are \$4,697,000.

The 2016 electrical budget includes a contribution to the Electrical Capital Reserve of \$120,000. The contribution to Capital Reserves will be used for asset management and infrastructure renewal as per the Asset Management Financial Policy presented to Council and adopted on January 11, 2016.

The rate increase will result in an additional \$1.61 per month for the basic charge for residential customers. The cost per kilowatt hour will also increase from \$0.10667 to \$0.11679. The average residential consumption in 2015 was 710 kilowatts. Therefore, these increases translate to a total average increase of \$8.80 per month for residential customers.

Bylaw 2015-A1 is now presented for final reading.

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

**General:** The proposed rates will enable the utility to meet its revenue requirements

**Strategic Impact:** The proposed rates will allow for a \$120,000 contribution to the Electrical Capital Reserve, as per discussions during the Asset Management Financial Policy

**Financial:** Power purchases from Fortis will increase 2.96% for 2016, which constitutes almost 80% of the Electrical operating budget.

**Policy/Legislation:** All electrical rate adjustments are within the scope of Council's legislative authority

# REQUEST FOR DECISION

— REGULAR MEETING —



**Attachments:** DRAFT Bylaw 2015-A1 – Electrical Utility Regulatory Amendment Bylaw


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**Recommendation:** **RESOLVED THAT COUNCIL** give final reading to Bylaw 2015-A1 – Electrical Utility Regulatory Amendment Bylaw.

**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.**

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 Department Head or CAO	 Chief Administrative Officer
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# THE CORPORATION OF THE CITY OF GRAND FORKS

## **BYLAW NO. 2015-A1**

### **A Bylaw to Amend the Electrical Utility Regulatory Bylaw No. 2015**

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**WHEREAS** in accordance with the Community Charter, Council may, by bylaw, regulate and control the electrical service of the City of Grand Forks and amend rates, terms and conditions under which electricity service will be provided and supplied to all users and for the collection of rates for the service provided;

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

1. This bylaw may be cited, for all purposes, as the **“Electrical Utility Regulatory Amendment Bylaw No. 2015-A1, 2016”**.
2. That Schedule “C” of Bylaw No. 2015, be deleted and replaced with a new Schedule “C”, which is identified as “Appendix 1”, and attached to this bylaw.
3. This bylaw shall come into force and effect, with all consumption billed for periods ended on or after March 14, 2016.

**INTRODUCED** this 15th day of February, 2016.

Read a **FIRST** time this 29th day of February, 2016.

Read a **SECOND** time this 29th day of February, 2016.

Read a **THIRD** time this 29th day of February, 2016.

**FINALLY ADOPTED** this 14th day of March, 2016.

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Mayor Frank Konrad

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Corporate Officer Diane Heinrich

**CERTIFIED CORRECT**

I hereby certify the foregoing to be a true copy of Bylaw No. 2015-A1 as adopted by the Municipal Council of the City of Grand Forks on the \_\_\_\_ day of \_\_\_\_\_.

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

**Appendix 1**  
**SCHEDULE C**

**CITY OF GRAND FORKS**  
**ELECTRICAL UTILITY RATES AND CONNECTION CHARGES**

**1. Residential Service**

Available for residential usage in general including lighting, water heating, spaces heating and cooking.

- (a) Basic minimum service charge: \$18.58/month, plus
- (b) Electrical rate based on the actual consumption: \$0.11679 per KWH

**2. Commercial/Industrial/Institutional Service**

Available to all ordinary business, commercial, industrial, and institutional customers, including schools and hospitals, where electricity is consumed for lighting, cooking, space heating and single and three-phase motors. Customers requiring primary or secondary service beyond the normal single phase, 200 amp connection may be required to provide the necessary equipment and transformers, which may be situated on their property, at their own cost.

- (a) Basic minimum service charge: \$20.11/month, plus
- (b) Electrical rate per consumption for the first  
200,000 KWH or less in a two-month billing period: \$0.12498 per KWH
- (c) Electrical rate per consumption for all usage above  
200,000 KWH in a two-month billing period: \$0.09275 per KWH

**3. Seasonal Loads (minimum period of service is three months)**

Available for irrigation and drainage pumping and other repetitive seasonal loads taking service specifically agreed to by the City. The Customer will be required to provide all necessary service drop improvements including any step-down transformers at their direct cost unless otherwise specifically agreed to in writing by the City.

- (a) Basic minimum service charge: \$19.24/month, plus
- (b) Electrical rate based on the actual consumption: \$0.12498 per KWH

**4. Service Charges**

**4.1 Existing Service Connection and Reconnection Charges:**

A fee of **\$50.00** (plus applicable taxes) shall apply to all applications involving the following:

- (a) the owner of real property wishes to establish a new electrical utility account in their name;
- (b) the owner of real property wishes to have the electrical meter read;
- (c) the owner of real property wishes to have the existing electrical service turned off and/or turned on;
- (d) the owner of real property wishes a reconnection of a meter after disconnection for violation of the Terms and Conditions contained in this bylaw; and
- (e) where an officer, employee or agent of the City returns to the Owner's real property to complete work that he or she was unable to complete on a previous attendance by reason of the Owner's failure to comply with Section 1.1(e) of "Schedule B."

This fee is designed to defray the costs involved with service calls, meter readings, account set-up and adjustments and billing preparation in addition to the normal cycle. The Customer will therefore be charged for all activity to amend existing accounts including when the Customer is required to pay the charges applicable for a New Electrical Service or Upgraded Service. If an existing service has been disconnected or salvaged due to inactivity (9 months or more) it will be treated as a new installation.

#### 4.2 New Service Installations or Upgrading of Existing Service:

- (a) Basic Single Phase Overhead Connection
  - i) 200 amp service \$ 700.00
  - ii) 400 amp service \$1,700.00

The City will provide up to 30 meters of appropriate sized wire, do the connection on the customers service entrance, do the connection to the Cities distribution and install and supply the appropriate meter. All other required material and labour will be completed by the Customer.

- (b) Basic Single Phase Underground Connection (includes dip service)
  - i) 200 amp service \$ 1,230.00
  - ii) 400 amp service \$ 2,230.00

The City will provide up to 30 meters of appropriate sized wire, do the connection to the Cities distribution and install and supply the appropriate meter. All other required material and labour will be completed by the Customer.

- (c) All other services greater than 400 amp At Cost
- (d) Three Phase - Overhead/Underground At Cost

New development, whether residential or commercial, single phase or three phase services, requiring transformers and related equipment, shall be at the



sole cost of the developer. All new service installations or upgrading of existing service costs are payable in advance of the installation and are subject to applicable taxes.

#### 4.3 Temporary Construction Service

- (a) Temporary service - 100 amp or less \$250.00.

The City will make the connection to the City's distribution and install the appropriate meter. The Customer will supply and install all other required equipment

#### 4.4 Meter Checking

All meters shall remain the property of the City and are subject to testing at regular intervals by the Electricity Meters Inspection Branch of the Canada Department of Consumer and Corporate Affairs, or a certified meter inspection facility, responsible for affixing government seals on meters. No seal shall be broken and if found so the account holder will be charged for any costs incurred by the City to rectify the issue.

If a customer doubts the accuracy of the meter serving his/her premises, he/she may request that it be tested. Such requests must be accompanied by a payment of the applicable charge as follows:

- (a) Meter removal charge and "in-house" inspection \$ 50.00.
- (b) Canada Department of Consumer and Corporate Affairs or a certified meter inspection facility, should it become necessary, shall be paid as determined by that Agency along with a \$50.00 administration charge.

If the meter fails to comply with the Electricity Meters Inspection Branch requirements and only if the meter is deemed to be overcharging, the City will refund the appropriate amount.

#### 4.5 Estimation of Readings

The City may estimate energy consumption and maximum power demand from the best evidence available where a meter has not been installed or is found to be not registering or when the meter reader is unable to read the meter on his/her regular meter reading trip.

Applicable to Residential Customers

An optional service will be offered to those customers who prefer not to have a radio read meter at their service entrance. A digital non-radio read meter will be installed as an alternate to the standard digital radio read meter.

The customer will be required to pay a onetime 'Setup Charge". For each billing cycle thereafter the customer will be required to pay a 'Manual Read Charge" along with the regular residential service rates applicable under this bylaw.

This service may be discontinued if it is not compatible with the Technology, Practices, Procedures or Capacity of the Electrical Utility. In the event of program cancellation a refund of the setup fee will be made to any customer who subscribed to the service less than two years prior.

Rate: Setup Charge:       \$162.95

Manual Read Charge:     \$14.98