

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

**Monday, May 30th, 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	May 30th, 2016, Regular Meeting agenda	THAT Council adopts the May 30th, 2016, Regular Meeting agenda as presented.
3.	<u>MINUTES</u>		
	a) Adopt minutes May-9-2016-Committee-of-the-Whole-Minutes-Not Yet Adopted	May 9th, 2016, Committee of the Whole Meeting minutes	THAT Council adopts the May 9th, 2016, Committee of the Whole Meeting minutes as presented.
	b) Adopt minutes May-9-2016-Special-Meeting-To-Go-In-Camera-Minutes-Not Yet Adopted	May 9th, 2016, Special Meeting to go In-Camera minutes	THAT Council adopts the May 9th, 2016, Special Meeting to go In-Camera minutes as presented.
	c) Adopt minutes May-9-2016-Regular-Meeting-Minutes-Not Yet Adopted	May 9th, 2016, Regular Meeting minutes	THAT Council adopts the May 9th, 2016, Regular Meeting minutes as presented.
	d) Adopt minutes May-19-2016-Special-Meeting-To-Go-In-Camera-Minutes-Not Yet Adopted	May 19th, 2016, Special Meeting to go In-Camera minutes	THAT Council adopts the May 19th, 2016, Special Meeting to go In-Camera 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 Thompson's Report Councillor Butler's Report	Written reports of Council	THAT all written reports of Council be received.

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

- 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) Manager of Building Inspection &
Bylaw Services
[RFD - Mgr. of Bylaw Serv. -
Contracted Bylaw Enforcement
Officer](#)

Contracted Bylaw
Enforcement Officer

THAT Council receives the
report and considers
approving the Contracted
Bylaw Services seasonal
position for 2016;
AND FURTHER THAT
Council amends the 2016
Financial Plan in the amount
of \$28,000.00 funded through
surplus.

- b) Manager of Development &
Engineering Services
[RFD - Mgr. Dev. & Eng. - Dev. Permit
Hwy. Commercial Dev. - MAXX FX
Land Developers](#)

Development Permit
Proposed Highway
Commercial Development
Lot A, DL 520, SDYD
Plan KAP 83258
PID 026-994-828
(MAXX FX Land Developers
Inc.)
Property size - 1.12 ha / 2.77
acres

THAT Council approves in
principle and authorizes final
sign-off by the Approving
Officer of Development
Permit #2016DPMFX, for a
multi-building, highway
commercial development for
a service station,
convenience store and
restaurant located within the
General Commercial
Development Permit Area on
Lot A, DL 520, SDYD, Plan
KAP 83258, PID 026-994-
828.

- c) Manager of Development &
Engineering Services
[RFD - Mgr. Dev. & Eng. - Transition
Housing Project Steering Committee](#)

THPSC - Transition Housing
Project Steering Committee

THAT Council dissolves the
THPSC - Transition Housing
Project Committee;
AND FURTHER THAT the
Mayor's Office on behalf of
Council extends its
appreciation to those
members who were
participants on the
Committee;
AND FURTHER THAT the
City of Grand Forks, through
staff representatives,
provides positive, appropriate
support to BETHS - the
Boundary Emergency
Transition Housing Society in
moving forward with planning
to develop transition housing
for homeless individuals in

9. **REQUESTS ARISING FROM
CORRESPONDENCE**

10. **INFORMATION ITEMS**

- | | | |
|---|---|--|
| a) Grand Forks & District Fall Fair
SOII - G F & District Fall Fair 2nd Annual Shuck & Cluck Gala - June 18th | Requesting Special Occasion Liquor Licence for 2nd Annual Shuck & Cluck Gala, Saturday, June 18th, 2016, at Dick Bartlett Park | THAT Council approves the issuing of a Special Occasion Liquor Licence to the Grand Forks & District Fall Fair Society for the Shuck & Cluck Event on June 18th, 2016, at Dick Bartlett Park, subject to the Grand Forks & District Fall Fair obtaining third party (party alcohol) liability insurance naming the City of Grand Forks as an additional insured on that policy; all Grand Forks & District Fall Fair liquor providers to hold a Serving It Right Licence Certificate; and ICBC "Drinking and Driving" warning posters to be displayed. |
| b) School District No. 51 (Boundary)
SOII - Walker Dev. Centre Scholarship Program - SD#51 | Walker Development Centre, alternate learning site, an opportunity to participate in the establishment of a scholarship program | THAT Council receives for discussion and decision to participate in the establishment of a scholarship program with the Walker Development Centre, alternate learning site. |
| c) Peter Matheson and the Learning Garden Team
SOII - Peter Matheson & Learning Garden Team re Xeriscape Landscaping Contest | Request for support regarding the Xeriscape Landscaping Contest developed through the Learning Garden | THAT Council determines to support the request from Peter Matheson and the Learning Garden Team to support the Xeriscape Landscaping Contest; AND FURTHER THAT Council determines to contribute a prize to one winner of the contest. |
| d) Canada Day Committee
SOII - Canada Day Committee Invite for July 1 Celebrations | Invitation for July 1, 2016, City Park participation in the Canada Day Ceremonies | THAT Council discuss parade participation, cake serving, and Mayor advises on emceeing and entertainment Co-Chair. |

11. **BYLAWS**

- | | | |
|--|----------------------------|---|
| a) Chief Financial Officer
Bylaw 1973-A2 - RFD - CFO - Water Rates Amendment 2016 | 2016 Water Rates Amendment | THAT Council gives first three readings to Bylaw 1973-A2 Water Regulation Amendment 2016. |
|--|----------------------------|---|

- b) Chief Financial Officer
[Bylaw 1974-A1 - RFD - CFO - Sewer
Rates Amendment 2016](#)

2016 Waste Water Rates
Amendment

THAT Council gives first three readings to Bylaw 1974-A1 Sewer Regulations Amendment 2016;
AND FURTHER THAT Council amends the 2016 Financial Plan to reduce the 2016 Waste Water transfer to capital reserve from \$72,500 to \$30,000 to be funded from surplus.

12. **LATE ITEMS**
13. **QUESTIONS FROM THE PUBLIC AND THE MEDIA**
14. **ADJOURNMENT**

THE CORPORATION OF THE CITY OF GRAND FORKS

COMMITTEE OF THE WHOLE MEETING

Monday, May 9th, 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
CHIEF FINANCIAL OFFICER
CORPORATE OFFICER
DEPUTY CORPORATE OFFICER/COMMUNICATIONS
MANAGER OF DEVELOPMENT AND
ENGINEERING
ENGINEERING TECHNOLOGIST
MANAGER OF BUILDING AND
BYLAW SERVICES
MANAGER OF OPERATIONS
DEPUTY MANAGER OF OPERATIONS
FIRE CHIEF
CORPORATE ADMINISTRATIVE ASSISTANT

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

D. Sheets
G. Watt

W. Kopan
D. Reid
D. Drexler
D. Heriot
D. Popoff

GALLERY

1. **CALL TO ORDER**

- a) The Mayor called the COTW Meeting to order at 9:02 am.

2. **COMMITTEE OF THE WHOLE AGENDA**

- a) Adopt agenda
May 9th, 2016, COTW
The Mayor advised that he was adding a late item from the Manager of Development & Engineering regarding the memo from Knight's Inn Development.

MOTION: THOMPSON

RESOLVED THAT the May 9th, 2016, Committee of the Whole agenda be adopted as amended.

CARRIED.

3. REGISTERED PETITIONS AND DELEGATIONS

4. PRESENTATIONS FROM STAFF

- a) Manager of Operations
Verbal presentation regarding infrastructure

Overview:

- storm system, pipes, and 3rd Street repair
- sewer system
- water system, water mains, water metering
- electrical system, substation and switch yard
- facilities
- campground solar hot water system
- fleet
- eco asset storm water system
- sprinkling regulations, rain gauge information

MOTION: ROSS

RESOLVED THAT the COTW receives the verbal presentation regarding infrastructure from the Manager of Operations for information.

CARRIED.

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- b) Manager of Building Inspection & Bylaw Services
Contracted Bylaw Enforcement Officer

Overview and Discussion:

- unsightly premises
- Councillor Ross suggested to inquire other communities to see how they deal with this issue
- Interior Health - Mental Health
- Nigel James suggested discussion with the people involved, the seasonal Bylaw Officer may not be enough, perhaps it is the Bylaw that has to be changed, his second issue was the watering regulations
- Councillor Butler was concerned with all the items on the agenda wanting budget amendments
- Councillor Hammett said that the City needs this Bylaw Officer to act as an Ambassador as well and would be a complex position for responsibilities

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to receive the report and direct staff to proceed to the May 30th, 2016, Regular Meeting of Council to approve the Contracted Bylaw Services position for 2016;

AND FURTHER THAT Council approves amending the Financial Plan 2016 to include funding from surplus at the May 30th, 2016, Regular Meeting of Council.

CARRIED.

Councillor Butler opposed this motion.

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- c) Deputy Corporate Officer
Rural Dividend Fund / Economic Development

Discussion:

- Deputy Corporate Officer gave an overview, sale of City lands
- Councillor Hammett feels that this is a good project and Grand Forks needs to be showcased
- Councillor Thompson would like to compliment staff for being proactive and supports this project

MOTION: THOMPSON

**RESOLVED THAT the COTW recommends to Council to approve the application to the Rural Dividend Fund for the Land Development Showcase Project;
AND FURTHER THAT Council approves amending the Financial Plan to fund the City's portion of \$10,250 from surplus, at the May 9th, 2016, Regular Meeting.**

CARRIED.

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- d) Manager of Development & Engineering Services
Agricultural Land Commission (ALC) application for subdivision of property legally described as Lot 1, District Lot 382, Plan KAP88504 except Plan KAP89680 located at 6370 - 12th Street

Discussion:

- Chris-Anne Gilmore and Johan Verkerk expressed concerns for the procedure of the above subdivision application

MOTION: ROSS

RESOLVED THAT the COTW recommends to Council to pass a resolution to either support or not support the application and directs staff to complete the Local Government Report which forms part of the ALC application process at the May 9th, 2016, Regular Meeting of Council.

CARRIED.

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- e) Manager of Development & Engineering
Innovative Housing Development in Grand Forks
Small Home, Cluster Development and Eco (Green) Homes

Discussion:

- Councillor Ross would like to see all homes be green/solar, great move forward for

MOTION: ROSS

RESOLVED THAT the COTW recommends that Council direct staff to further explore the possibility of permitting innovative housing (small home, cluster home, and/or eco home) developments in Grand Forks; develop and implement a public engagement process regarding potential options for innovative housing; and to identify changes necessary to accommodate innovative housing, including potential amendments to the SCP - Sustainable Community Plan, Zoning Bylaw and any other bylaws or regulations which may be identified at the May 9th, 2016, Regular Meeting of Council.

CARRIED.

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- f) Manager of Development & Engineering
Protected Natural Area Zoning and dedication of the Johnson Flats Wetland

Discussion:

- Councillor Butler asked for exact specifications, suggested not to restrict too many areas
- Manager of Development & Engineering gave an overview of the recreation and would not encourage people going into those particular areas
- CAO said that the public would be able to view the areas, observe, walk their dogs
- Councillor Hammett toured the natural area behind the cemetery and thinks that this is a great idea for interacting without interfering and would like to see other areas protected as well, educating the public, huge eco tourism promotion
- Les Johnson suggested getting involved with other organizations such as Ducks Unlimited
- Graham Watt said that a person from BC Wildlife Federation - Wetlands Education Program will be coming to the Regular Meeting
- Councillor Ross would like to encourage more young families to come and stay in this community with economy and nature combined

MOTION: ROSS

RESOLVED THAT the COTW recommends to Council to direct staff to draft the appropriate amendment bylaws to the Sustainable Community Plan Bylaw and the Zoning Bylaw to create the 'Protected Natural Area' zone and proceed with statutory requirements for amending bylaws; to draft an amendment to rezone the property legally described as District Lot 382, Plan KAP4892B and owned by the City of Grand Forks, from the current R-4 (Rural Residential) zone to the Protected Natural Area zone; and to prepare referral request packages and initial public outreach at the May 9th, 2016, Regular Meeting of Council.

CARRIED.

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- g) Manager of Development & Engineering
Municipal Natural Capital Initiative Letter of Intent

Discussion:

- Councillor Butler believes that the natural components of the community are priceless and cannot put a value on them, does not want to see taxes going up every year, this is protected under the zoning, taxpayer responsibility, perhaps other options
- Manager of Development & Engineering spoke in regards to storm water retention, diking, sewer system, not putting a cost on the actual nature
- CAO stated that the City is one of five communities to participate in this initiative, will help inform and educate, set principles and actions for our community, help Grand Forks move to become one of the greenest communities
- Councillor Hammett feels that it is great that Grand Forks was chosen as one of the communities and that the City should be happy about this, partnership with RDKB will be great
- Councillor Ross asked if this was seed funding? Graham Watt responded that the City was in collaboration with the RDKB of splitting costs
- Councillor Thompson supports this initiative and feels that it will protect the eco systems
- Les Johnson commented that an organization does not give out money unless you can quantify the situation

MOTION: THOMPSON

RESOLVED THAT the COTW recommends that Council direct staff to proceed with developing a letter of intent and drafting a Memorandum of Understanding with the Municipal Natural Capital Initiative and the Regional District of Kootenay Boundary for participation in the Phase 2 Pilot Project at the May 9th, 2016, Regular Meeting of Council.

CARRIED.

Councillor Butler opposed this motion.

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- h) Monthly Highlight Reports from Department Managers
Staff request for Council to receive the monthly activity reports from department managers

Discussion:

- Councillor Butler asked what "Get in the Loop" meant? Deputy Corporate Officer explained that this was a phone app to promote a community
- Councillor Butler asked about Well #4 replacement? CAO responded that Well #4 was part of the infrastructure report and that the motor shorted out, Well #3 is leaking oil and is in the budget, and Well #2 is part of the Building Canada Fund grant

MOTION: ROSS

RESOLVED THAT the COTW receives the monthly activity reports from department managers.

CARRIED.

5. REPORTS AND DISCUSSION

6. **PROPOSED BYLAWS FOR DISCUSSION**

- a) Chief Financial Officer
2016 Water Rates Amendment

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to give first three readings to Bylaw 1973-A2 Water Regulation Amendment 2016 at the May 30th, 2016, Regular Meeting of Council.

CARRIED.

-
- b) Chief Financial Officer
2016 Waste Water Rates Amendment

MOTION: BUTLER

RESOLVED THAT the COTW recommends to Council to give first three readings to Bylaw 1974-A1 Sewer Regulations Amendment 2016, Option 2 at the May 30th, 2016, Regular Meeting of Council.

CARRIED.

7. **INFORMATION ITEMS**

8. **CORRESPONDENCE ITEMS**

9. **LATE ITEMS**

- a) Manager of Development and Engineering
Memo - Knight's Inn Development

Overview and Discussion:

- Manager of Development & Engineering gave an overview of this application
- Councillor Butler feels there should have a theme, a standard for form and character for development plans
- CAO spoke on a sustainability checklist, professional guidance
- Councillor Ross would like to revisit the Sustainable Development Plan

MOTION: BUTLER

RESOLVED THAT the COTW receives the late item memo from the Manager of Development and Engineering regarding Knight's Inn Development.

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

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- b) Mayor Konrad called a recess of the COTW Meeting at 10:57 am.

Mayor Konrad reconvened the COTW Meeting at 11:15 am.

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

11. QUESTION PERIOD FROM THE PUBLIC

- a) - Les Johnson inquired about the rainbow coloring on the crosswalks downtown and how much it cost? Council said that they did not vote on it, but knew about it. The cost of this project will be provided
- Nigel James commented that unfortunately this is an annual occurrence of having to paint the crosswalks, very noticeable
- Don Lindeman stated that he has all the equipment for a portable drive-in movie theater, would like to know if he can be of any help, has a generator for even a large field projection. Councillor Hammett suggested talking to Kathy Wright from the Chamber. CAO stated that there are a series of processes or bylaws to address first and suggested speaking with staff at City Hall
- Bev Tripp asked about the letter confirming Phase 2 Capital Initiative, what was Phase 1? Aquifer? Manager of Development & Engineering responded that Phase 1 was the submission of the initial Letter of Intent and suggestions what was best for community and move forward, computer modeling and expertise. CAO spoke in regards to the aquifer and that a Hydrologist would come in and give suggestions, signage, public awareness, types of plants. Les Johnson stated that water is very important, compliment to developers
- Nigel James announced advertising to the Community Trails Society
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12. ADJOURNMENT

- a) The Mayor adjourned the COTW Meeting at 11:32 am.

MOTION: ROSS

RESOLVED THAT the COTW Meeting be adjourned at 11:32 am.

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE ADMINISTRATIVE
ASSISTANT - DAPHNE POPOFF

NOT ADOPTED
SUBJECT TO CHANGE

THE CORPORATION OF THE CITY OF GRAND FORKS

SPECIAL MEETING TO GO IN-CAMERA
MONDAY, MAY 9, 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 CORPORATE OFFICER

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

STEPHAN LEHMANN, CITY AUDITOR

1. CALL TO ORDER

- a) The Mayor called the meeting to order at 1:00 PM

2. IN-CAMERA RESOLUTION

Resolution required to go into an In-Camera meeting

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

MOTION: THOMPSON / ROSS

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) (a), PERSONAL INFORMATION ABOUT AN IDENTIFIABLE INDIVIDUAL WHO HOLDS OR IS BEING CONSIDERED FOR A POSITION AS AN OFFICER , EMPLOYEE, OR AGENT OF THE MUNICIPALITY OR ANOTHER POSITION APPOINTED BY THE MUNICIPALITY; 90 (1) (e),THE AQUISITION, DISPOSITION OR EXPROPRIATION OF LAND OR IMPROVEMENTS, IF COUNCIL CONSIDERS THAT DISCLOSURE COULD REASONABLY BE EXPECTED TO HARM THE INTERESTS OF THE MUNICIPALITY, 90 (1) (k), NEGOTIATIONS AND RELATED DISCUSSIONS RESPECTING THE PROPOSED PROVISIONS OF A MUNICIPAL SERVICE THAT ARE AT THEIR PRELIMINARY STAGES AND THAT, IN THE VIEW OF THE COUNCIL, COULD REASONABLY BE EXPECTED TO HARM THE INTERESTS OF THE MUNICIPLAITY IF THEY WERE HELD IN PUBLIC; 90 (1) (I), DISCUSSIONS WITH MUNICIPAL OFFICERS AND EMPLOYEES RESPECTING MUNICIPAL OBJECTIVES, MEASURES AND PROGRESS REPORTS FOR THE

PURPOSES OF PREPARING AN ANNUAL REPORT UNDER SCETION 98 [ANNUAL MUNICIPAL REPORT]; 90 (2) (c), A MATTER THAT IS BEING INVESTIGATED UNDER THE *OMBUDSPERSON* ACT OF WHICH THE MUNICICPALITY HAS BEEN NOTIFIED UNDER SECTION 14 [*OMBUDSPERSON TO NOTIFY AUTHORITY*] OF THAT ACT; 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.

COUNCILLOR BUTLER OPPOSED THE MOTION.

3. LATE ITEMS

4. ADJOURNMENT

- a) The meeting was adjourned at 1:02 PM

MOTION: ROSS

RESOLVED THAT the meeting be adjourned at 1:02 PM

CARRIED.

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

May 9, 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 DEVELOPMENT & ENGINEERING
MANAGER OF OPERATIONS
DEPUTY MANAGER OF OPERATIONS

D. Allin
D. Heinrich
R. Shepherd
D. Sheets
D. Reid
D. Drexler

GALLERY

1. CALL TO ORDER

- a) The Mayor called the May 9th, 2016, Regular meeting to order at 7:00 pm.
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2. ADOPTION OF AGENDA

The Mayor advised that he was amending the agenda to include the audited financial statements for Council's consideration to adopt, and for the removal of item 8 (d) from the agenda.

He announced that there will be a Public Works Day to be held at the Public Works Yard on May 19th from 9:30 am to 1:00 pm and that everyone is welcome to come and visit. Further, the Mayor announced that there will be a Road Closure on Central Avenue and 6th Street this Wednesday, May 11th, from 5:00 am to 5:00 pm.

- a) Adopt agenda
May 9th, 2016, Regular Meeting agenda

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council adopts the May 9th, 2016, Regular Meeting agenda as amended.

CARRIED.

3. **MINUTES**

- a) Adopt minutes
April 5th, 2016, Special Meeting of Council minutes

MOTION: ROSS / HAMMETT

RESOLVED THAT Council adopts the April 5th, 2016, Special Meeting of Council minutes as presented.

CARRIED.

- b) Adopt minutes
April 11th, 2016, Committee of the Whole Meeting minutes

MOTION: KROG / HAMMETT

RESOLVED THAT Council adopts the April 11th, 2016, Committee of the Whole Meeting minutes as presented.

CARRIED.

- c) Adopt minutes
April 11th, 2016, Special Meeting to go In-Camera minutes

MOTION: KROG / HAMMETT

RESOLVED THAT Council adopts the April 11th, 2016, Special Meeting to go In-Camera minutes as presented.

CARRIED.

- d) Adopt minutes
April 11th, 2016, Regular Meeting minutes

MOTION: BUTLER / HAMMETT

RESOLVED THAT Council adopts the April 11th, 2016, Regular Meeting minutes as presented.

CARRIED.

- e) Adopt minutes
April 19th, 2016, Special Meeting of Council minutes

MOTION: ROSS / THOMPSON

RESOLVED THAT Council adopts the April 19th, 2016, Special Meeting of Council minutes as presented.

CARRIED.

4. REGISTERED PETITIONS AND DELEGATIONS

- a) BC Wildlife Federation
Wetlands Education Program - significance of protecting natural areas and wetlands

Graham Watt, Engineering Technologist for the City of Grand Forks, introduced Neil Fletcher, MRM, Wetlands Program Manager, of the BC Wildlife Federation, who made a presentation on the value of wetlands. He recommended that access to the Johnson Flats wetlands should be balanced where there are spots for public access and spots for privacy to the wildlife. Council questioned where cattle graze on or near wetlands and he advised that it's important to have stewardship groups to work in partnership.

MOTION: ROSS / HAMMETT

RESOLVED THAT Council receives for information a presentation from Neil Fletcher on behalf of the BC Wildlife Federation - Wetlands Education Program for information.

CARRIED.

5. UNFINISHED BUSINESS

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

- a) Mayor Konrad's verbal report regarding the Water Rates Committee.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council determines to dissolve the Water Rates Committee and to direct staff to send out letters thanking the proponents for their participation.

CARRIED.

Councillor Butler opposed the motion.

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- b) Corporate Officer's Report
Written reports of Council
Councillor Hammett spoke with regard to the Grand Forks International and the importance that the event provides for the community. She advised that she suggested to Mr. Foster, to supply t-shirts at cost to businesses to sell to persons who visit the community and go to the event.

Councillor Butler advised that she was going to put forward a motion at the next meeting with regard to bacterial agents in the City's sludge ponds and further to strike a committee. Mayor Konrad advised that no new committees are to be struck at this time.

Councillor Ross spoke about the sustainable community's convention which she attended, and advised that the anaerobic applications are still in the experimental stage and advised that further data is needed.

MOTION: HAMMETT / THOMPSON

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 he attended a May 3rd BEDC (Boundary Economic Development Committee) meeting, where the Trails Society provided a presentation, and further that a capital upgrade draft was formed. He advised that Area D has committed funds of \$100,000 towards this upgrade. He commented that a Mr. Mac Crowell, representative of "Get in the Loop" Application for I-Phone made a presentation to the committee and that Kathy Wright of the Boundary District Chamber of Commerce discussed their strategic plan. Further he advised that Community Futures presented their monthly report and currently there are 82 ads listed seeking animal vets for various areas.

Further, the Mayor advised that he was pleased that he will be receiving quarterly RCMP reports for the area, from the new Staff Sergeant, Jim Fenske.

MOTION: HAMMETT / THOMPSON

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

CARRIED.

8. RECOMMENDATIONS FROM STAFF FOR DECISIONS

- a) Deputy Corporate Officer/Communications
Social Media Policy 207

MOTION: THOMPSON / ROSS

RESOLVED THAT Council adopts the Social Media Policy 207.

CARRIED.

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- b) Deputy Corporate Officer
Rural Dividend Fund / Economic Development

The Chief Administrative Officer advised that the original Showcase initiative brought in approximately \$700,000 as the current land sales deals close, and further has generated a lot of interest in community development. He further advised that the original amount allocated to the project was \$15,000, and with the application for additional funds will allow the opportunity to expand the project for economic development for the community.

MOTION: HAMMETT / THOMPSON

RESOLVED THAT Council approves the application to the Rural Dividend Fund for the Land Development Showcase Project and further that Council approves amending the Financial Plan to fund the City's portion of \$10,250 from surplus.

CARRIED.

-
- c) Chief Financial Officer
Presentation of 2015 Financial Statements

The Chief Financial Officer presented a brief summary on the audited financial statements. She spoke with regard to the Balance Sheet amounts, and further spoke with regard to the Income Statement. The Chief Administrative Officer advised that the independent auditor substantiated that the City and the Chief Financial Officer did an exceptional job on the preparation and delivery of the statements.

MOTION: HAMMETT / THOMPSON

RESOLVED THAT Council receives the presentation made by the Chief Financial Officer with regard to the 2015 audited financial statements;

AND FURTHER RESOLVED THAT Council approves and accepts the 2015 audited financial statements as required under the Community Charter.

CARRIED.

A note that 8 (d) was removed from the agenda as per the amended agenda resolution.

- e) Manager of Development & Engineering
Financial Plan amendment for pickleball in Grand Forks: convert one tennis court at Barbara Ann Park into four pickleball courts and resurface the entire compound

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council amends the 2016 Financial Plan to include the capital cost of \$34,556 to be funded by Slag Fund (\$7,256) and donations (\$27,300) for the conversion of one tennis court at Barbara Ann Park into four pickleball courts and resurfacing of the entire compound;

AND FURTHER RESOLVED THAT Council supports the efforts of the pickleball players and their substantial contribution to this project by allowing the use of the pickleball courts for a minimum of ten hours per week for a period of at least five years.

CARRIED.

-
- e) Manager of Development & Engineering Services
Agricultural Land Commission (ALC) application for subdivision of property legally described as Lot 1, District Lot 382, Plan KAP88504 except Plan KAP89680 located at 6370 - 12th Street.

MOTION: ROSS / THOMPSON

RESOLVED THAT Council supports the subdivision application and completes the Local Government Report and sends a copy of the resolution to the Agricultural Land Commission.

CARRIED.

-
- f) Manager of Development & Engineering
Innovative Housing Development in Grand Forks
Small Home, Cluster Development and Eco (Green) Homes

MOTION: ROSS / THOMPSON

RESOLVED THAT Council directs staff to further explore the possibility of permitting innovative housing (small home, cluster home, and/or eco home) developments in Grand Forks; develop and implement a public engagement process regarding potential options for innovative housing; and to identify changes necessary to accommodate innovative housing, including potential amendments to the SCP - Sustainable Community Plan, Zoning Bylaw and any other bylaws or regulations which may be identified.

CARRIED.

-
- g) Manager of Development & Engineering
Protected Natural Area Zoning and dedication of the Johnson Flats Wetland

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council directs staff to draft the appropriate amendment bylaws to the Sustainable Community Plan Bylaw and the Zoning Bylaw to create the 'Protected Natural Area' zone and proceed with statutory requirements for amending bylaws; to draft an amendment to rezone the property legally described as District Lot 382, Plan KAP4892B and owned by the City of Grand Forks, from the current R-4 (Rural Residential) zone to the Protected Natural Area zone; and to prepare referral request packages and initial public outreach.

CARRIED.

-
- h) Manager of Development & Engineering
Municipal Natural Capital Initiative Letter of Intent

The Chief Administrative Officer advised that Council has the choice to disembark from the initiative at any time should it not fit in with the City's strategic plans.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council directs staff to proceed with developing a letter of intent and drafting a Memorandum of Understanding with the Municipal Natural Capital Initiative and the Regional District of Kootenay Boundary for participation in the Phase 2 Pilot Project.

CARRIED.

Councillor Butler opposed the motion.

- i) Manager of Operations
Electric Vehicle Purchase

The Manager of Operations spoke with regard to the carry forward of \$30,000 for the truck from last year; and that Public Works staff has recommended that to purchase an electric truck, was to stay in compliance with Council's strategic plan. In order to get the electric vehicle, the City would need a total of \$45,000 to complete the purchase. Council queried if this vehicle is going to meet the City's requirements and was advised that yes it would for inner City business.

MOTION: THOMPSON / KROG

RESOLVED THAT Council approves amending the 2016 Financial Plan from the equipment replacement fund to include the additional costs of up to \$15,000 for the purchase of a Might-E Truck.

CARRIED.

Councillor Butler opposed the motion.

9. REQUESTS ARISING FROM CORRESPONDENCE

10. INFORMATION ITEMS

- a) Public Works Association of BC
Letter regarding seeking support to recognize and promote the acknowledgment of National Public Works Week, May 15-21, 2016

MOTION: THOMPSON / KROG

RESOLVED THAT Council receives for information and Mayor Konrad sends a letter to our local Public Works department recognizing the crews for their work.

CARRIED.

-
- b) Good Sam Club
Letter of invitation to Mayor Konrad regarding attending the Opening Ceremonies and an extended invitation for a complimentary banquet on June 25th

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council receives for information and Mayor Konrad advises that he plans to speak at the Opening Ceremonies, and to further attend the June 25th banquet.

CARRIED.

-
- c) Grand Forks International Baseball Tournament Society
Requesting permission to sell liquor at James Donaldson Park during the 2016 GFI Baseball Tournament from June 28-July 3, 2016

MOTION: THOMPSON / KROG

RESOLVED THAT Council approves the issuing of a Special Occasion Liquor License to the Grand Forks International for their 2016 baseball tournament from June 28th-July 3rd, 2016, at James Donaldson Park from 11:00 am-11:00 pm, subject to the Grand Forks International obtaining third party (party alcohol) liability insurance, naming the City of Grand Forks as an additional insured on that policy; all Grand Forks International liquor providers to hold a Serving It Right license certificate; and ICBC 'drinking and driving' warning posters to be displayed.

CARRIED.

-
- d) Elections BC
Appointment of staff member to act as the designated local authority officer

MOTION: ROSS / THOMPSON

RESOLVED THAT Council determines to appoint the Chief Election Officer, Diane Heinrich, as the designated local authority officer, for the 2016 Local Government and By-Election process.

CARRIED.

-
- e) Grand Forks ATV Club
Request for support of funding application for partnership with Columbia Western Rail Trail Society

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council receives the request for support of funding application for partnership with Columbia Western Rail Trail Society from the Grand Forks ATV Club for discussion and decision and further determines that Staff provide a letter of support, in principle, for the organization.

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

-
- f) Boundary Museum Society
Invitation to AGM on Saturday, May 14th, 2016, from 1:00-3:00 pm

The Mayor advised that he recommends that Council does not provide a liaison to the Boundary Museum.

MOTION: THOMPSON / KROG

RESOLVED THAT Council receives the invitation for the AGM on May 14th, 2016, from The Boundary Museum Society for discussion and decision.

CARRIED.

11. BYLAWS

- a) Chief Financial Officer
Tax Sale Properties Reserve Fund amendment

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council gives final reading to 'Sale of Tax Sale Properties Moneys Amendment Bylaw 419-A1, 2016'.

CARRIED.

-
- b) Chief Financial Officer
Capital Reserve Fund Amendment Bylaw

MOTION: THOMPSON / KROG

RESOLVED THAT Council gives final reading to 'Capital Reserve Fund Amendment Bylaw 1854-A1, 2016'.

CARRIED.

-
- c) Manager of Development & Engineering
To amend the current Sustainable Community Plan (SCP) Bylaw by adding a policy statement for Temporary Use Permits.

MOTION: BUTLER / KROG

RESOLVED THAT Council gives first and second reading to the 'City of Grand Forks Sustainable Community Amendment Bylaw No. 1919-A1, 2016' and proceed with the statutory requirements for amending bylaws in accordance with the Local Government Act.

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

-
- d) Chief Financial Officer
Slag Sales Reserve Fund - repeal and new bylaw

MOTION: THOMPSON / KROG

**RESOLVED THAT Council gives final reading to 'The City of Grand Forks Slag Sale Reserve Fund, 1977 Repeal Bylaw No. 1005-R, 2016';
AND FURTHER RESOLVED THAT Council gives final reading to 'Slag Sale Reserve Fund Bylaw 2027, 2016'.**

CARRIED.

Councillor Butler opposed the motion.

- e) Chief Financial Officer
New Capital Reserves Bylaw

MOTION: THOMPSON / KROG

RESOLVED THAT Council gives final reading to 'Capital Reserve Funds Establishment Bylaw 2028, 2016'.

CARRIED.

- f) Chief Financial Officer
Land Sales Reserve - repeal old bylaw, adopt new bylaw

Councillor Hammett left the meeting at 8:38 pm

A recess was called at 8:47 pm; the meeting reconvened at 8:49 pm

MOTION: THOMPSON / KROG

**RESOLVED THAT Council gives final reading to 'Land Sales Reserve Fund, 1999 Repeal bylaw No. 1609-R, 2016';
AND FURTHER RESOLVED THAT Council gives final reading to 'Land Sale Reserve Fund Bylaw 2029, 2016'.**

CARRIED.

- g) Chief Financial Officer
Fire Truck Parcel Tax Preparation Bylaw 2030
Fire Truck Parcel Tax Imposition Bylaw 2031

MOTION: THOMPSON / ROSS

**RESOLVED THAT Council gives final reading to the Fire Truck Parcel Tax Roll Preparation Bylaw 2030, 2016;
AND FURTHER RESOLVED THAT Council gives final reading to the Fire Truck Parcel Tax Roll Imposition Bylaw 2031, 2016.**

CARRIED.

Councillor Butler opposed the motion.

-
- h) Chief Financial Officer
2016 Tax Rates Bylaw 2032

MOTION: THOMPSON / KROG

RESOLVED THAT Council gives final reading to 2016 Tax Rates Bylaw 2032.

CARRIED.

Councillor Butler opposed the motion.

12. LATE ITEMS

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

DELLA MALLETTE - Queried where Johnson Flats were and was advised of its location.

LES JOHNSON - Spoke about the fire protection and the situation at Fort McMurray and that water doesn't necessarily create a fire break. Councillor Butler commented that some of the greener properties were not affected in Rock Creek fire.

GENE KOCH - Spoke with regard to the electric vehicle - concerns with maintenance costs and the overall life of the vehicle.

14. ADJOURNMENT

- a) The meeting was adjourned at 8:59 pm

MOTION: BUTLER

RESOLVED THAT the meeting be adjourned at 8:59 pm

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE OFFICER - DIANE HEINRICH

THE CORPORATION OF THE CITY OF GRAND FORKS

SPECIAL MEETING TO GO IN-CAMERA

THURSDAY, MAY 19, 2016

NOT ADOPTED
SUBJECT TO CHANGE

PRESENT:

MAYOR FRANK KONRAD
COUNCILLOR CHRIS HAMMETT
COUNCILLOR COLLEEN ROSS
COUNCILLOR CHRISTINE THOMPSON

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER

D. Allin
D. Heinrich

ABSENT:

COUNCILLOR JULIA BUTLER
COUNCILLOR NEIL KROG

NO GALLERY PRESENT

1. CALL TO ORDER

- a) The Mayor called the meeting to order at 10:25 am

2. IN-CAMERA RESOLUTION

Resolution required to go into an In-Camera meeting

The Mayor advised that he was amending the In-Camera meeting resolution to include section 90 (1) (i), pertaining to solicitor - client privilege.

- 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) (a), PERSONAL INFORMATION ABOUT AN IDENTIFIABLE INDIVIDUAL WHO HOLDS OR IS BEING CONSIDERED FOR A POSITION AS AN OFFICER , EMPLOYEE, OR AGENT OF THE MUNICIPALITY OR ANOTHER POSITION APPOINTED BY THE MUNICIPALITY; SECTION 90 (1) (c), OTHER EMPLOYEE RELATIONS; AND SECTION (90) (1) (e), THE ACQUISITION, DISPOSITION OR EXPROPRIATION OF LAND OR IMPROVEMENTS; AND SECTION (90) (1) (i), PERTAINING TO SOLICITOR-CLIENT PRIVILEGE; 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**

NOT ADOPTED
SUBJECT TO CHANGE

4. **ADJOURNMENT**

a) The meeting was adjourned at 10:26 AM

MOTION: ROSS

RESOLVED THAT the meeting be adjourned at 10:26 AM

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE OFFICER - DIANE HEINRICH

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Chief Administrative Officer
Date: May 30th, 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

MEMORANDUM

TO: Mayor and Council
FROM: Councillor Christine Thompson
DATE: May 9, 2016
SUBJECT: Report to Council

Saturday, May 14th, I attended the Annual General Meeting of the Boundary Museum Society. Elections to the Board were conducted, and Laura Lodder, Kathy Rush, Bill Palm and Lee Derhousoff were elected. . Lawrence Radford is the President as Joe Mottishaw advised that, for personal reasons, he would be stepping down from the Board. The Board members elected Cliff Schuh as Treasurer and Kathy Rush as Secretary. Following the business meeting, an afternoon reception was held serving wonderful baking from Marvelous Munchies along with tea and coffee

May 17th, I participated in a webinar about The BC Rural Dividend Fund. This fund will inject 25 million dollars per year for the next 3 years into communities with populations under 25,000 (outside Metro Vancouver and the Capital Regional District) to assist in reinvigorating and diversifying rural economies, overall wellness and sustainability. An expedited review process is being used for applications for Project Development and it is anticipated that announcements of successful applicants will be made in early summer. Successful applications for Single and Partnership Applications should be announced by the end of September. I found this session very interesting and it helped me have a better understanding of this program. Of note, this webinar was recorded and will be made available to local governments.

The Phoenix Foundation held its regular monthly meeting on Wednesday, September 18th. The annual budget was adopted. It was noted that there will be a new scholarship from the Rotary Club to be awarded to a student from the Walker Development School.

National Public Works Week was May 16 thru 20th. I must give a rave review to our Public Works Department for hosting the public at the Public Works Yard on May 19th. It was wonderful to see the faces of students from our schools after they had been taken up in the electrical department's bucket truck (supervised by one of the crew), or holding a fire hose as it spewed water (with one of our volunteer firemen assisting). I understand that 400 hotdogs were served, along with hot chocolate and cookies. Job very well done, and let's do it again next year.

Respectfully,

Christine Thompson, Councillor

Councillor's Report

May 30, 2016

Julia Butler

The Rec Commission meeting this month was on May 12. Highlights included discussion on the LED lighting project and deck resurfacing for the Aquatic Centre, advertising for the roadside sign, Saturday country market, disc golf course, banner/jersey display policy, stats, financials, managers' reports and the monthly flyer. My position as the council rep was also discussed as the Commission has me listed as the representative for the "Recreation and Culture Committee of council". As the mandate for the Rec Commission is limited to mainly the Arena and the Aquatic Centre, quite often we find ourselves wanting to expand programming in the community but without the leeway to do so. As such, the Commission was hoping that council would consider re-establishing a Recreation and Culture Committee to facilitate other program opportunities for the city. Some members of the Commission are eager to help with this committee and think it would be an excellent opportunity to expand events and participation in the community.

Last meeting I brought forward a notice of motion stating:

"That council strike a committee to look into the possibility of using bacterial agents to break down the sludge buildup in the sewer ponds. Further that the committee consist of the Manager of Operations, David Reid, Graham Watt, Councillor Ross and Councillor Butler."

As promised I emailed out supporting documentation to council detailing one such process, estimated savings using this method and references from other cities who have used this method. I have not as yet received feedback from council on the information I provided so I assume there has not been ample time to read and research the idea. I did have a chance to chat with Mr. Watt at our public works open house. He mentioned that he was aware of other possible environmentally friendly methods that he was interested in checking out. At our last meeting the Mayor stated that he did not want any more committees and that staff should handle this sort of thing. As we have far fewer committees than previous councils I am unclear as to what was meant by this suggestion and staff already has a full workload, so perhaps they would prefer a committee to handle the research. The committee could include just council and a few members of the community if staff would prefer. As per our committee policy, this would all be contained in a preliminary staff report including the time frame of the committee.

Finally, just let me say that the open house at public works was a huge success despite the weather. The crew did a great job setting up an interactive venue and it was fabulous to see so many school kids out to participate. I'm sure the kids will also be looking forward to the grand opening of the spray park on June 17th at 11am!

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Procedure Bylaw / Council

Date: May 30th, 2016

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

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

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

Benefits or Impacts of the Recommendation:

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

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

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

OPTIONS:

- 1. RESOLVED THAT MAYOR KONRAD'S REPORT ON THE ACTIVITIES OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY, GIVEN VERBALLY AT THIS MEETING BE RECEIVED.**
- 2. RECEIVE THE REPORT AND REFER ANY ISSUES FOR FURTHER DISCUSSION OR A REPORT: UNDER THIS OPTION, COUNCIL PROVIDED WITH THE INFORMATION GIVEN VERBALLY BY THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY DIRECTOR REPRESENTING COUNCIL AND REQUESTS FURTHER RESEARCH OR CLARIFICATION OF INFORMATION FROM STAFF ON A REGIONAL DISTRICT ISSUE.**

	
Department Head or CAO	Chief Administrative Officer

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Manager of Building Inspection & Bylaw Services

Date: May 12, 2016

Subject: Contracted Bylaw Enforcement Officer

Recommendation: **RESOLVED THAT COUNCIL receive the report and consider approving the Contracted Bylaw Services seasonal position for 2016, and to amend the 2016 Financial Plan in the amount of \$28,000.00, funded through surplus.**

BACKGROUND: In an average year the Bylaw Office receives approximately 90 to 100 complaints. The busiest season for complaints is May through October which also runs parallel with Building Permits and Inspections. Time constraints dictate that Building Permits and Development take priority over complaints, quite often the complaints don't get the timely follow up and attention when addressed individually.

Some of the typical complaints that require follow up are Unsightly Properties, Watering Restrictions, Unlicensed Vehicles parked on the City's Boulevards and the frequent repeat offenders that set up camps along our rivers in the City.

In the recent round table discussions with the local realtors the topic of unsightly premises was a key issue for Grand Forks. The Bylaw Services Office would like to propose to Council to consider a Contracted Bylaw Enforcement Official for a period of 5 months from middle May to middle October.

The Bylaw officer would help the community members in finding solutions to comply with the City's bylaws. This would assist with addressing many of the complaints the City receives annually, will continuing with the delivery of Building Inspection Services during the peak seasons.

The work would consist of 40 hours per week and includes weekend coverage. This would provide the City with Bylaw Enforcement coverage 7 days a week through the busiest time of the year. This will also assist with sprinkling regulations should they be imposed this year.

In follow Councils Strategic Plan under the heading of Community Livability, one of the actions is to continue with Bylaw Enforcement. The funding could come from surplus in the financial plan at a cost of \$28,000. The contracted Bylaw Service would require council to amend the financial plan for 2016 to include the additional Bylaw Service.

REQUEST FOR DECISION

— REGULAR MEETING —



Benefits or Impacts of the Recommendation:

- General:** The additional Contracted Bylaw Services would provide the City with Bylaw Enforcement coverage 7 days a week during the busiest time of year.
- Strategic Impact:** The additional Contracted Bylaw Services is following the directions of Councils Strategic Plan for 2015 - 2019
- Financial:** Council would be required to amend the 2016 financial plan to include and additional \$28,000 for this additional Contracted Bylaw Service
- Policy/Legislation:** N/A
- Attachments:** Copy of the staff memo to the CAO, copy of the policy 402

Recommendation: **RESOLVED THAT COUNCIL receive the report and consider approving the Contracted Bylaw Services seasonal position for 2016, and to amend the 2016 Financial Plan in the amount of \$28,000.00, funded through surplus.**

- 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

CITY OF GRAND FORKS

POLICY TITLE:	Unsightly Premises Bylaw Guidelines	POLICY NO:	402
EFFECTIVE DATE:	March 16th, 2009	SUPERSEDES:	
APPROVAL:		PAGE:	1 of 2

Purpose:

The Clerk's Department will enforce, upon written complaint from a neighbour(s), the Unsightly Premises bylaw with respect to a property becoming or remaining unsightly, as defined in the City of Grand Forks Unsightly Premises Bylaw No.1680.

Policy Procedure:

Step One

- a) Upon receipt of a written complaint, Staff shall discuss the complaint with the Bylaw Enforcement Officer, to determine that the complaint has merit and shall have the Bylaw Enforcement Officer attend the premise that is alleged to be unsightly, take photos and file a report with Staff.
- b) Staff shall write a First Notice letter to the registered property owner and, where applicable, a copy to the occupant(s), advising the registered property owner that the problem needs to be rectified within ten days or further action, including referral to City Council for a resolution under Sections 72 and 74 of the Community Charter and under Bylaw 1680, declaring the property a nuisance and ordering it to be cleaned up. This letter shall be delivered by double registered mail.

Step Two

- a) After the ten days have elapsed, should the situation not be rectified, the Staff shall send, by double registered mail, a letter of Second Notice to the registered property owner asking them to appear before City Council in a public meeting to "show cause" for ignoring the first written request, before Council adopts a resolution under Sections 72 and 74 of the Community Charter.

Step Three

- a) When the property owner either does not appear or refuses to appear before Council on the date requested and further fails to respond to the first and second written notices, Council will proceed to adopt a remedial resolution. A third notice will be issued advising the property owner that the City intends to enter the property for clean up purposes and all costs incurred by the City in cleaning up the property will be invoiced to the property owner for payment. The resolution will be in effect for any further clean ups. The letter will further advise that should the bill remain unpaid after December 31st in that particular year, the cost will be added to the property taxes as taxes in arrears.

The foregoing actions will be initiated in accordance with at least one of the following:

- Two (2) or more separate neighbourhood complaints are received, regarding the premises and the complainants indicate their willingness to testify as a witness in Provincial Court.
- The Bylaw Enforcement Officer personally observes the unsightliness and, in his/her opinion, regards the premises as unsightly in accordance with the bylaw
- Special circumstances, e.g., only one complainant may be physically exposed to the unsightliness, may result in legal action as described above.

THE CORPORATION OF THE CITY OF GRAND FORKS

STAFF MEMORANDUM

To: Doug Allin
Date: April 22, 2016
From: Bylaw Enforcement Officer

BYLAW ENFORCEMENT

In an average year the Bylaw Office receives approximately 90 to 100 complaint forms that need to be addressed. This does not include the complaints that are received for maintenance issues that get redirected to Public Works.

The busiest season for complaints is May through October which also runs parallel with Building Permits and Inspections. Time constraints dictate that Building Permits and Development take priority over complaints, quite often the complaints don't get the timely follow up and attention when addressed individually.

Some of the typical complaints that require follow up are Unsightly Properties, Watering Restrictions, Unlicensed Vehicles parked on the City's Boulevards and the frequent repeat offenders that set up camps along our rivers in the City.

Typically following up on a complaint involves:

- Receipt of the complaint
- A sight visits to confirm that the information received is accurate
- At this point the Bylaw Officer will follow the Unsightly Premises Bylaw Guidelines – Policy 402 for the delivery and follow up with written notices. *(See Policy 402 attached. This is a typical process for all bylaws that require follow up and notice letters.)*
- It has also been advised by the City legal advisers that and additional ten days or more between each written notice would be recommended in the event that the City will have to go to court over these notices. This would allow for a very reasonable time for compliance in a Judge's opinion
- The procedure also requires a site visit between letters to see if the situation is being rectified or if the condition continues to exist.
- Each step in this process takes a considerable amount of staff time to document, photograph, write letters and follow up.
- A typical complaint can range from 3 to 4 months or up to 2 years depending on the situation.

In the recent round table discussions with the local realtors the topic of unsightly premises was a key issue for Grand Forks. The Bylaw Services Office would like to propose to Council to consider a Contracted Bylaw Enforcement Official for a period of 5 months from middle May to middle October.

The Bylaw officer would help the community members in finding solutions to comply with the City's bylaws. This would assist with addressing many of the complaints the City receives annually, will continuing with the delivery of Building Inspection Services during the peak seasons.

The work would consist of 40 hours per week and includes weekend coverage. This would provide the City with Bylaw Enforcement coverage 7 days a week through the busiest time of the year. This will also assist with sprinkling regulations should they be imposed this year.

The scheduling and following up with the next step notices, would not be interrupted by Building Permits and Inspections which often take priority over the complaints and Bylaw process. This could be funded through surplus funding should Council choose to proceed with this plan.

Respectfully Submitted:



Wayne Kopan
Building Inspection & Bylaw Services

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Manager of Development & Engineering Services
Date: May 30, 2016
Subject: Development Permit
Proposed Highway Commercial Development
Lot A, DL 520, SDYD
Plan KAP 83258
PID 026-994-828
(MAXX FX Land Developers Inc.)
Property size – 1.12 ha / 2.77 acres

Recommendation: **RESOLVED THAT** Council approve in principle and authorize final sign-off by the Approving Officer of Development Permit #2016DPMFX, for a multi-building, highway commercial development for a service station, convenience store and restaurant located within the General Commercial Development Permit Area on Lot A, DL 520, SDYD, Plan KAP 83258, PID 026-994-828

Background:

Proposal Information

A developer – Maxx FX Land Developers Inc. proposes to develop the vacant site east of Kal Tire for highway commercial development purposes, to include a service station, convenience service and a restaurant. The matter has been under discussion for some time. At the May 9, 2016 meeting of City Council, City Council approved the sale of the property (2.77 acres or 1.12 ha.) subject to conditions:

- Final approval by MOTI – Ministry of Transportation and Infrastructure of the access required for the site
- Any site remediation if required
- Approval of engineering and servicing requirements as part of the Works and Services Agreement
- Securities being provided in both the Development Permit as outlined in the Appendix 2 (Landscape Plan) and Works and Services Agreement (the standard business practice to guarantee the performance of the works required)

Policy Background

The site is:

- Designated as “General Commercial Development” in the SCP – Sustainable Community Plan
- Zoned as “Highway Commercial Zone” in the Zoning Bylaw



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



The City's economic development strategy included Imagine Grand Forks and in the SCP contains statements to support and encourage a diversified economy, enhancing enterprises and creating employment opportunities. If developed, this proposal would provide benefits to Grand Forks including jobs, added business and property assessment and economic development. Sustainable development is promoted in both documents where the economy, the environment and social well-being are envisioned as the 3 pillars for the community to embody in the future. Grand Forks signed on to the BC Climate Action Charter along with 157 other BC communities in 2006 and it has been designated a BC Climate Action Community.

Sustainable Development

In assuring the environment is protected, Council has expressed a desire to encourage and promote green building design and sustainable features in new developments. New changes to the Provincial Building Code are being implemented by the Province and these will improve energy efficiency. A stage 1 and (if required) Stage 2 Environmental Assessment to investigate potential site contamination will be undertaken.

Immediate sustainable development measures under discussion for this development include:

- water-saving fixtures (taps, washers, etc.)
- energy saving light fixtures (LED) both on-site and within the building
- assurance of groundwater protection and stormwater management (including "low-impact development" practices such as bio-swales)
- the use of xeriscape/drought resistant landscaping
- construction of a sidewalk along 25th St. with connection to bicycle network

If Council wishes to be proactive applying in sustainability features in the future, it is suggested further legislative action will be necessary – this could include the development of a sustainable development checklist for development applications and amendments to the SCP to create new Development Permit Areas for "energy conservation", "water conservation" and "GHG – green house gas reduction". These steps will require bylaw / Municipal Policy approvals and public consultation. The City is due for a 5 year review of the SCP and these items might be considered to add more municipal emphasis in these areas. To unilaterally impose sustainable requirements without a legislative mandate to do so may not have a solid legal basis. However, they can be encouraged and new businesses generally operate on a "goodwill basis" and do want to be "good corporate citizens".

Project Review for a Development Permit

As part of the process of examining proposals and approving new developments, the city needs to evaluate the project in terms of the costs and benefits to the community, sound planning and compliance with local, provincial, federal and any other laws, bylaws or regulations. Items to be addressed include:



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— REGULAR MEETING —



- **Approval by MOTI (the project cannot be approved without approval of access by MOTI)**
- An acceptable Site Plan and Landscape Plan (parking areas and circulation, site aesthetics, landscaping, waste and recycling bay)
- Form and character of the built development including review of the rendering, colour palette and material board (exterior aesthetics meeting DPA – Development Permit Area requirements)
- Positive economic impact
- Environmental acceptability: environmental assessment and remediation if required; sustainability measures encouraged and implemented; environmental monitoring and reporting in compliance with provincial standards; and assurance of stormwater/groundwater protection measures (as identified in Works and Services agreement)
- Securities for the works required per site design
- Monitoring and inspections of works and a timeline to ensure performance of site development and warranty per landscape plans

In a separate, associated Works and Services Agreement, engineering standards will need to be met (Grand Forks Subdivision, Development, and Servicing Bylaw):

- Engineering report recommendations
- A construction work program
- Securities for engineering works required
- Monitoring and inspection timeline to ensure performance of engineering and services

Development Permit Area Guidelines in the SCP – Evaluation of Form and Character

These provisions in the Development Permit Area are **guidelines** for Development Permits and are provided for the benefit of the architect or site designer. Some of the guidelines may be pertinent for all situations – they serve as overview guidelines for all projects – **they are interpretive**. If the “spirit of the guidelines” are followed, they will aid in better community design – as opposed to allowing for any development without guidelines in place.

Guideline statement in SCP	Review Comments
1. Buildings should be designed in a way to enhance the visual character of the commercial area	<i>Buildings are modern but pitched roofs added for interest</i>
2. The shape, scale and string of buildings should be consistent with adjacent development	<i>Adjacent development is not remarkable so this development may set a new tone.</i>
3. The shape, string, rooflines, architectural features and exterior finish should be	<i>This design is not a monolithic structure; contains variation</i>



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Guideline statement in SCP	Review Comments
sufficiently varied to create interest and avoid monolithic appearance	
4. Monolithic structures and long expanses of straight walls should be avoided	<i>This design is not a monolithic structure; contains variation</i>
5. Large buildings should be designed in a way that creates an impression of smaller units and less bulk, by using building jogs and irregular faces	<i>Prominent jogged entry</i>
6. Buildings should be designed in a way that relates positively to pedestrians at the street level	<i>This is highway commercial development for servicing the travelling public. Pedestrian access provided by a frontage sidewalk along 25th Street, maintenance of the frontage walkway and crosswalk along Highway #3 and there will be bicycle racks on-site</i>
7. Parking areas (more than 20 spaces) should be broken into smaller groups divided by landscaping	<i><20 spaces required; Landscaping is provided around paved parking areas.</i>
8. 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	<i>Consultation on design to be finalized with MOTI</i>
9. Sites should be designed in a way that accommodates alternate 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 to link networks off the site	<i>Site to facilitate services for broader regional (and local) transportation and tourism travel. Site linked with existing bicycle network (including bicycle racks) and new sidewalks provided to nearby residential development</i>
10. Sites should be provided with screening in the form of walls decorative fencing, hedging, planting or other combination of materials: - Around outdoor storage areas, waste containers, heating and cooling equipment and other service areas - Between the rear of commercial areas and any residential area	<i>Landscaping plan provided. Utility boxes and equipment to be screened</i>
11. The site should be provided with	<i>Landscaping plan provided. Non-built areas</i>



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Guideline statement in SCP	Review Comments
landscaping between parking areas and roadways and between buildings and parking areas	<i>not paved for vehicles to be landscaped using 'water-wise' – drought resistant planting with support from passive (runoff) watering – to the extent possible</i>
12. 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	<i>Landscaping to be provided. The building is designed consistent with other highway service developments, and appears better designed than these types of facilities from past years.</i>
13. 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	<i>Assurance provided by the developer</i>
14. Signage should complement the building design and finish	<i>Although a modern styled sign, it is compatible with the design and colour scheme of the building</i>

Design guidelines are general in nature and changes and adjustments to the plan were made as a result of discussions with staff. The area is **not within a designated Heritage DPA** and is a modern-styled highway commercial facility which is of an acceptable standard for the use proposed. Landscaping is acceptable and appropriate and securities and warranties are provided to ensure their success. Staff recommend the approval of this Development Permit.

Benefits or Impacts of the Recommendation:

- General:** The General Commercial Development Permit Area will help to make the proposed design and development of the building and site of a high quality and appealing nature in Grand Forks.
- Strategic Impact:** To implement the SCP - Sustainable Community Plan and Imagine Grand Forks principles and policies so that "sustainable economic development" includes proper environmental management
- Financial:** Financial benefits to the City will include:
- revenue from the sale of the property
 - upgraded access as required by MOTI and paid by the developer.
 - Development and Building Permit application fees
 - Payment of DCCs – Development Cost Charges
 - Added tax assessment and taxes in the future
 - Additional jobs in the community



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Policy/Legislation: The development will need to comply with the SCP - Sustainable Community Plan, the Subdivision, Development & Servicing Bylaw and the Zoning Bylaw as well as all applicable provincial and federal laws. Proper protocols for the sale and disposition of land as prescribed in the Community Charter have been followed.


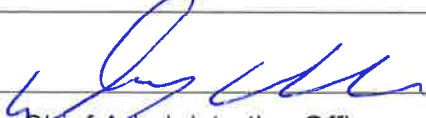
Attachments:

- Development Permit
- Development Permit Application
- Site plan (Appendix 1) prepared by M. Setiadi (PetroMaxX), updated 2016/05/17
- Concept rendering of the Building
- Landscape Plan (Appendix 2) (to be provided at Council)
- Colour palette and material board (to be provided at Council)

Recommendation: **RESOLVED THAT** Council approve in principle and authorize final sign-off by Approving Officer of Development Permit #2016DPMFX, for a multi-building, highway commercial development for a service station, convenience store and restaurant located within the General Commercial Development Permit Area on Lot A, DL 520, SDYD, Plan KAP 83258, PID 026-994-828

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



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**City of Grand Forks
Development Permit**



No. 2016DPMFX

ISSUED TO: Maxx Fx Land Developers Inc.
15-3347 262 Street
Langley, BC
V4W 3V9
(Permittee)

Development Proposed

Development is to be in compliance with the City of Grand Forks zoning Bylaw and includes highway commercial development uses

Scope of the Proposal

1. This Development Permit is issued subject to compliance with all of the bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by the Permit.
2. This Development Permit applies to and only to those lands within the Municipality described below and any and all buildings, structures and other development thereon:

Lot A,
District Lot 520, SDYD,
Plan KAP 83258
PID 028-994-828
2Ha or 2.77 acres)
3. This permit is not transferrable unless specifically permitted by the Municipality. The authorization to transfer the permit shall, if deemed acceptable, be granted by Council resolution.

- DRAFT -

Terms and Conditions

4. The issuance of the Development Permit shall be subject to completion of a **Works and Services Agreement** to be executed between MaxxFx Land Developers Inc. and the Corporation of the City of Grand Forks.

Contents of this agreement shall be ensure the implementation of Engineering report (s) completed by Professional Engineer (s) at the Developer's expense, subject to the city's review and acceptance. Requirements identified shall include (but may not be not limited to) water services, sanitary sewer services, drainage and Storm water requirement, street lighting, fire hydrant (s), frontage upgrade (sidewalk, curb and gutter) and other requirements per the Grand Forks Subdivision and Development Services Bylaw. A sidewalk along the 25th Street frontage and a joint access to the site and to vacant properties between the development and the site of Kal Tire from Highway #3 shall be completed. Securities to be included in the Works and Services Agreement to include bonding, and irrevocable letter of credit and a deposit as required in the said agreement.

5. Complete a Stage 1 Environmental Assessment report from a Professional Environmental Engineer pertaining to potential soil contamination on the site not later than July 8, 2016.
6. The developer shall prepare and follow a construction work plan to the satisfaction of the City of Grand Forks. This shall include:
 - Provision for a pre-construction meeting with the city staff and a communications protocol
 - Hours of construction (compliance with Grand Forks Noise Bylaw)
 - Parking of equipment
 - Parking of employee/worker vehicles
 - Dust control
 - Delivery vehicle routes
 - Flagging requirements
 - Other requirements deemed necessary by the City of Grand Forks
7. The developer shall develop the exterior of the property as shown on the attached site plan as Appendix 1 and Landscape Plan as Appendix 2 submitted by a Landscape Architect or reputable site designer. The plans illustrate site landscaping, hard surface areas, site access, site lighting, service bays petroleum product refueling, numbers and sizes of off-street parking spaces, accessibility parking spaces required, loading and unloading areas, areas for refuse disposal and pick-up, utility boxes and any other site details. Securities in

the form of an Irrevocable Letter of Credit for the provision of landscaping shall be attached.

8. The developer shall follow the “form and character” design in the development of the exterior of the buildings/structures on the site – as shown in drawings attached as Appendix 2. Also attached and forming part of Appendix 2 are the color palette and material board scheme to be followed and any substitutions required will need to closely resemble those attached in Appendix 2, subject to approval of the Manager of Development Services.
9. Sustainable Development elements to be included as part of the development include:
 - drought resistant (xeriscape) landscaping as shown in Appendix 1 - Landscape Plan
 - Bio-swale drainage and water conservation measures
 - LED lighting on the site of development
 - Bicycle rack
 - construction of a sidewalk along 25th St. with connection to bicycle network

These actions assist the city in reducing GHG's Greenhouse Gas reductions and sustainable development policies.

10. A monitoring and inspections schedule for work being undertaken and to be completed is required:
 - for matters pertaining to the Works and Services Agreement, these to be included in the said agreement.
 - for matters involving the Landscaping plan and exterior site development these shall be as follows:
 - a) Substantial completion - the amount of the Letter of Credit shall be reduced by the amount agreed upon by the Landscape Architect or reputable site designer and the City of Grand Forks
 - b) Final completion – relinquishing all obligations of the Letter of Credit as amount agreed upon by the Landscape Architect or reputable site designer and the City of Grand Forks.
 - c) Holdback release – final release of 10% securities holdback (item #15) subject to inspection of Landscaping works one year from final completion
11. The Development Permit shall be issued by the City of Grand Forks upon the approval of MOTI – the Ministry of Transportation and Infrastructure) for required access and safe transportation requirements that are associated with the proposed development.

12. Development Cost Charges (DCC's) under the City of Grand Forks Bylaw No. 1425 shall be paid to the city of Grand Forks in the amount of \$9.04 per square meter of the building; due no later than at the Building Permit Approval stage.
13. The development of the site will require a Building Permits to be issued pursuant to BC Building Code and the City's Building Bylaw.
14. The development shall be carried out according to the following time schedule:
 - The development shall commence by and in accordance with an approved Building Permit within **ONE YEAR** of the Municipal Council authorization resolution.
 - Completion of the project not later than August 31, 2017, otherwise the permit shall lapse
15. As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. The condition of the posting of the security is that should the Permittee fail to carry out the development hereby authorized, according to the terms and conditions of this Permit, within the time provided, the Municipality may use the security to carry out the work by its servants, agents or contractors and any surplus shall be paid over to the Permittee, or should the Permittee carry out the development permitted by this Permit within the time set out above, the security shall be returned to the Permittee. The security shall be for 100% of the works as shown by the Landscape Plan (Appendix 2) and there shall be a holdback of 10% of securities for one year from the date of final completion.

(a) Security in the form of _____ in the amount of \$ _____
16. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Development Permit, the Works Servicing Agreement and any plans and specifications attached to the Permit which shall form a part hereof.
17. This Permit is not a Building Permit.

Applicants Agreement

I hereby declare that all of the above requirements and the information compiled in the material submitted in support of this Permit are to the best of my belief, true and correct in all respects. Upon issuance of the permit by the Municipality, then in such case, I covenant and agree to save harmless and effectually indemnify the Municipality against:

(a) All actions and proceedings, costs, damages, expenses, claims and demands whatsoever brought, by reason of the Municipality granting to me the said permit.

(b) All costs, expenses, claims that may be incurred by the Municipality, if the construction by me of engineering or other types of works as called for by the Permit results in damage to any property owned in whole or in part by the Municipality or which the Municipality by duty or custom is obligated directly or indirectly in any way or in any degree, to construct, repair, or maintain.

I further covenant and agree that should I be granted a Development Permit or Development Variance Permit, the Municipality may without granting any Occupancy Permit for the occupancy and/or use of any building or part thereof constructed upon the hereinbefore referred to land until all of the engineering works called for by the Permit have been completed to the satisfaction of the Municipal Engineer and the Manager of Development Services.

Should there be any changes in ownership or legal description of the property, I shall undertake to immediately to notify the Manager of Development Services immediately to avoid any unnecessary delay in processing the application.

Signature of Owner or Authorized Agent ;
MaxxFx Land Developers Inc.

Date

Print Name in Bold Letters

Telephone Number (s)

**Personal information collected on this form is collected for purposes of processing this application and for administration and enforcement. The personal information is collected under the authority of the BC legislature and the City of Grand Forks bylaws.*

- DRAFT -

AUTHORIZING RESOLUTION PASSED BY THE COUNCIL this _____ day of _____, 2016.

Manager of Corporate Services, City of Grand Forks, BC

APPROVED ON BEHALF OF THE MINISTRY OF TRANSPORTATION AND HIGHWAYS this _____ day of _____, 2016.

ISSUED this _____ day of _____, 2016.

Approving Officer, City of Grand Forks, BC

- DRAFT -

THE CORPORATION OF THE CITY OF GRAND FORKS

7217-4th STREET, BOX 220, GRAND FORKS, B.C. V0H 1H0 TELEPHONE: 250-442-8266 FAX: 250-442-8000



DEVELOPMENT PERMIT APPLICATION

APPLICATION FEE \$200.00

Receipt No. 195440

Requirement of the City of Grand Forks Sustainable Community Plan Bylaw No. 1919 for all multi-family, hillside development, commercial, light industrial and environmentally sensitive developments, alterations and subdivisions.

All new development where City services are available will be subject to Development Cost Charges.

Registered Owner(s): Maxx FX Land Developers Inc. (Inc. No. BC0852999)

Mailing Address:

Telephone:

Legal Description: Lot A, District Lot 520, S.D.Y.D., Plan KAP83258

P.I.D. 026-994-828

Street or Civic Address: Central Avenue

DECLARATION PURSUANT TO THE WASTE MANAGEMENT ACT

I, Blake Larsen, 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*.


(signature)

May 17/16
(date)

DRAFT

Website: www.grandforks.ca Email: info@grandforks.ca

THE CORPORATION OF THE CITY OF GRAND FORKS

7217-4th STREET, BOX 220, GRAND FORKS, B.C. V0H 1H0 TELEPHONE: 250-442-8266 FAX: 250-442-8000



Page 2 of 3

Description of Proposed Subdivision and or Development to be included in the Development Permit Area:

General Commercial Development on the subject land.

Submit the following information with the application:

1. For Commercial or Industrial subdivision applications – plan showing new lots to be created.
2. For development purposes, a legible site plan drawn to scale, showing the following:
 - (a) The boundaries and dimensions of the subject property.
 - (b) The location of any proposed or present buildings.
 - (c) Color rendition of proposed development.
 - (d) The location of off-street parking facilities.
 - (e) The location of off-street loading facilities.
 - (f) The location of any proposed access roads, screening, landscaping or fencing.
 - (g) The location of refuse containers and parking area lighting.
3. Professionally drawn site elevations, façade applications for proposed or present buildings, identifying colors, canopies, window trim and sign specifications.
4. Site Profile (if necessary in accordance with Section 557 of the Local Government Act).

Other information or more detailed information may be requested by the City of Grand Forks upon review of your application.


Signature of Owner


Date

- DRAFT -

Website: www.grandforks.ca Email: info@grandforks.ca

THE CORPORATION OF THE CITY OF GRAND FORKS

7217-4th STREET, BOX 220, GRAND FORKS, B.C. V0H 1H0 TELEPHONE: 250-442-8266 FAX: 250-442-8000



Page 3 of 3

AGENT'S AUTHORIZATION

I hereby authorize the person/company listed below to act on my behalf with respect to this application and that the information provided is full and complete and to the best of knowledge to be a true statement of the facts.

Name of Authorized Agent: The Corporation of the City of Grand Forks

Mailing Address: P.O. Box 220, 7217-4th Street

Grand Forks, B.C. V0H 1H0

Telephone: 250-442-8266

Email: dsheets@grandforks.ca


Owner(s) Signature of Authorization

- DRAFT -

Website: www.grandforks.ca Email: info@grandforks.ca

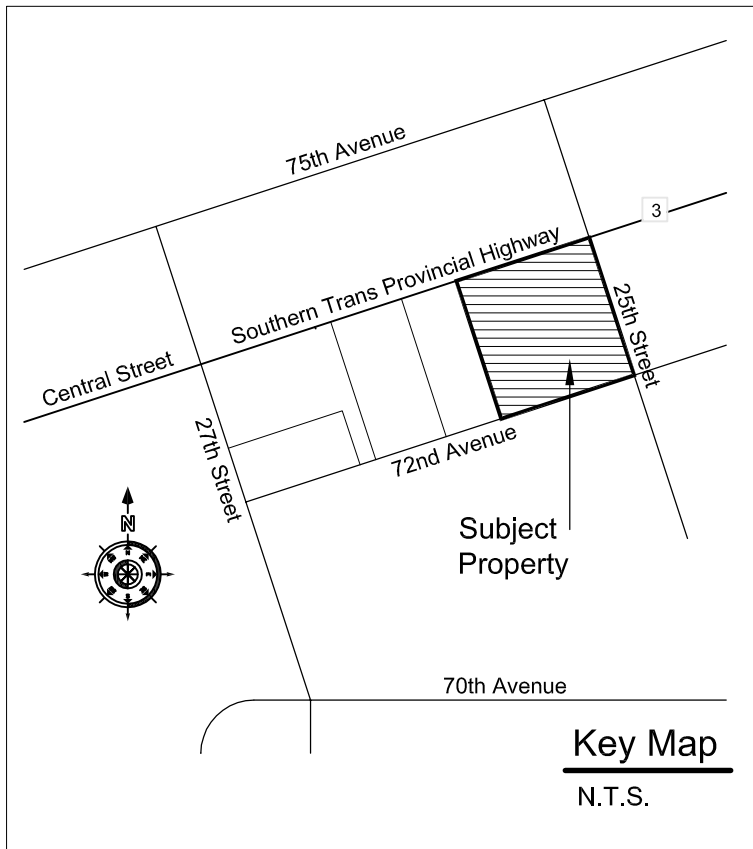
Site Legend

- North Point
- Perimeter Boundary
- Building Envelope
- Principle Entrance
- Entrance
- Direction of Overland Drainage
- Existing Elevation
- Proposed Elevation
- Well
- BC - Bottom of Curb
- BF - Barrier Free
- BM - Benchmark
- BP - Bell Pedestal
- BS - Basement Slab
- CB - Catch Basin
- CC - Curb Cut
- CP - Cable Pedestal
- DC - Dropped Curb for drainage
- G - Gutter
- GR - Ground
- FFF - Finished First Floor Elevation
- MH - Manhole
- R - Riser
- RWL - Rain Water Leader
- SW - Swale
- TBD - To Be Determined
- TBM - Temporary Benchmark
- TC - Top of Curb
- TCB - Traffic Control Box
- TW - Top of Wall
- U/S FTG - Underside Footing
- WV - Water Valve
- T.H. No. - Test Hole Number
- Steel Chain Link Fence
- Wood Board on Board Fence
- I.P. - Iron Pin
- I.B. - Iron Bar
- S.I.B. - Standard Iron Bar
- S.S.I.B. - Short Standard Iron Bar
- (MSD) - Denoted Measured
- (WIT) - Denoted Witness
- INV. - Invert Elevation
- OBV. - Overt Elevation
- O.U. - Origin Unknown
- Monumentation Found
- Monumentation Planted
- Gas
- Hydro
- Water
- Sanitary Sewer
- Storm Sewer
- Utility Pole
- Coniferous Tree
- Deciduous Tree
- Shrub
- Barrier Free Access
- Fire Hydrant
- Water Meter
- Telephone Pedestal
- Transformer
- Light Standard
- Wall Mounted Lights

Proposed Commercial Development
for
Petromaxx Construction BC LLP



Satellite Image

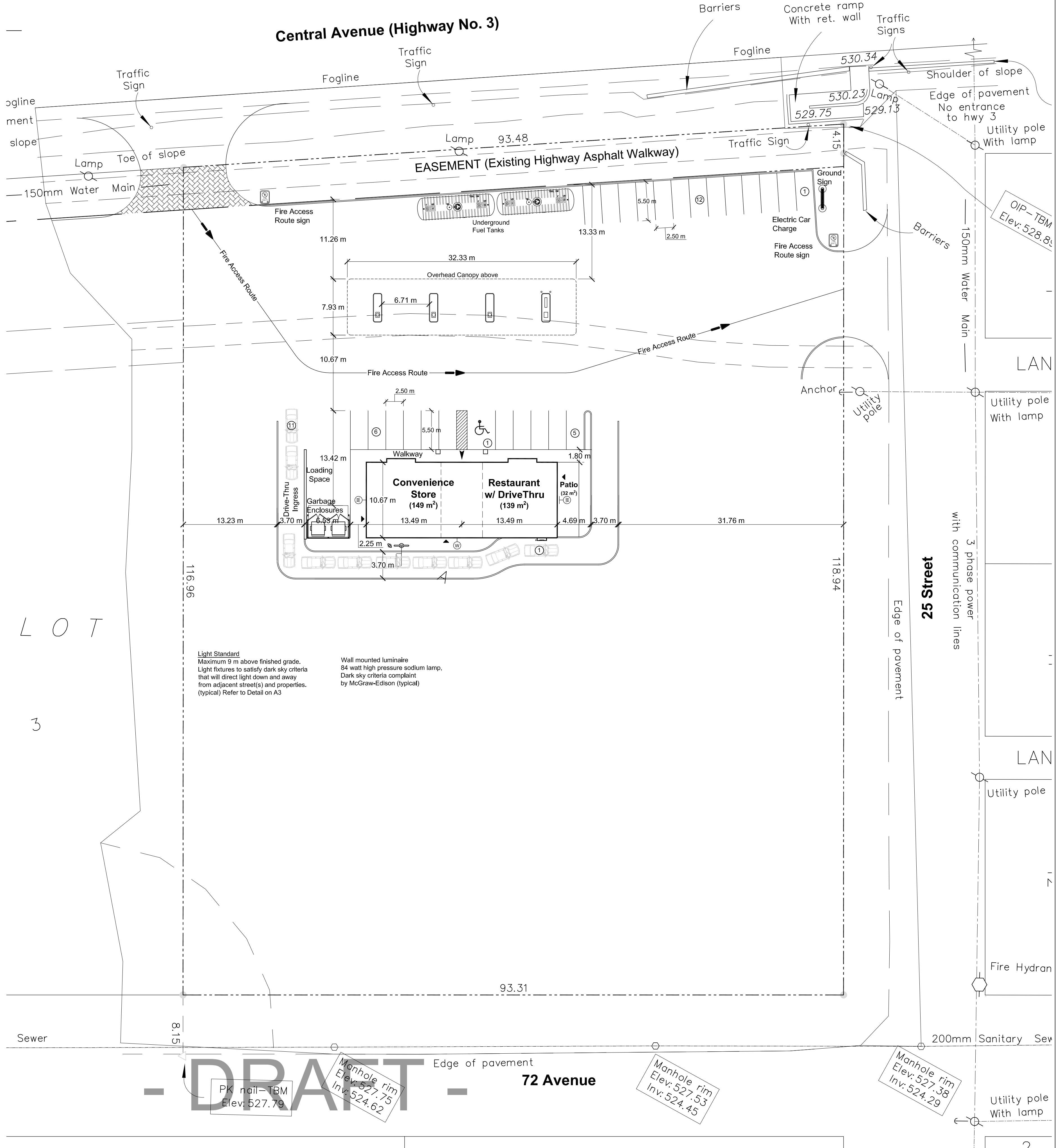


Zoning Statistics

Regulations	Required	Proposed
Zone	HC - Highway Commercial	
Official Plan		
Lot Area	N/A	11,197.7 m ²
Lot Frontage	N/A	93.48 m
		Convenience Store and Food Partner
Front Yard Setback		42.97 m
Exterior Side Yard (Flankage)		40.46 m
Interior Side Yard (East)		25.86 m
Rear Yard		64.76 m
Height of Building	12 m	5.0 m
Landscape open space at property limits		
Parking - Standard (2.50 m x 5.5 m)	15	23
- Barrier Free (4.0 m x 5.5 m)	1	1
- Electric Car Charge	1	1
Loading Space (3.6 m x 9.0 m)	1	1
Drive-thru Queuing Spaces		11

LOT

3



GENERAL NOTES

- These drawings & specifications are prepared by the designer on the basis of information obtained from on site inspections, and data supplied by the owner. All hidden/concealed construction features of existing buildings/structures (if applicable) were assumed to be in accordance with conventional building standards and accepted construction practices.
- Contractor shall report any error or omissions to OWEN DESIGN CONSULTANTS LTD. prior to commencement of construction.
- Contractor must verify all information and dimensions prior to proceeding with construction. Dimensions always take precedent over scale measurements. Do not scale drawings.
- Contractor and owner to observe all local zoning by-laws, Ontario Building Code as amended and all other applicable laws during the course of construction.
- The release of these drawings does not give the owner and/or contractor the right to deviate from the approved building permit. All changes must be approved by the appropriate municipal body and designer prior to construction or alteration.
- Owner to obtain plumbing, heating, mechanical, electrical and mail other permits necessary for completion of work as indicated on building permit.
- All drawings, sketches, plans and copies are the property of OWEN DESIGN CONSULTANTS LTD.

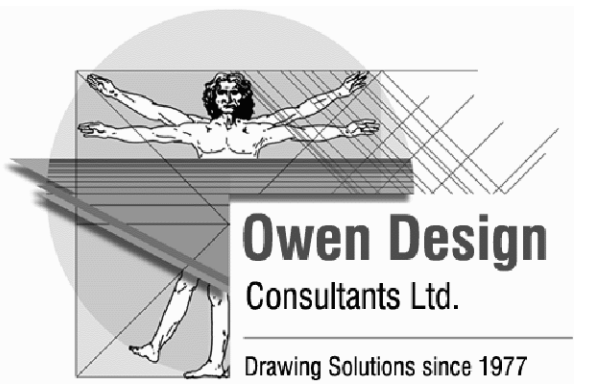
DESIGNER

REVISIONS

- May 16/16 - Conceptual design
- May 23/16 - New site plan with topographic survey and changes as requested by client

STAMPS

FOLD



Firm BCIN 16770
Owen Design Consultants Ltd.
Uxbridge, Ontario
L9P 1R2
Phone: (905) 852 - 3966
Email: info@owendesign.ca

CLIENT

Petromaxx Construction BC LLP
#15 - 3347 "B" Street
Aldergrove, BC
V4W 3V9

PROJECT

Proposed Convenience Store,
and Commercial Development
Central Avenue & 25th St.
Lot A District Lot 520
Similkameen Division
District Plan KAP83258

TITLE

Site Plan
Zoning Statistics

DATE May 2016

SCALE 1:300

DRAWING A - 1





REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Manager of Development & Engineering Services

Date: May 30, 2016

Subject: THPSC – Transition Housing Project Steering Committee

Recommendation: **RESOLVED THAT** Council dissolve the THPSC Transition Housing Project Committee; and,

THAT the Mayor's Office on behalf of Council extend its appreciation to those members who were participants on the Committee; and,

THAT the City of Grand Forks, through staff representatives, will provide positive, appropriate support to BETHS – the Boundary Emergency Transition Housing Society in moving forward with planning to develop transition housing for homeless individuals in Grand Forks.

Purpose of Report:

To streamline a path for developing transition housing in Grand Forks.

Background:

In May 2015, the City showed leadership in setting up the THPSC – Transition Housing Project Steering Committee to advance project planning and organization for a transition housing facility for homeless people. An organized approach took place, with a next step to apply for Senior Government assistance (through an EOI – Expression of Interest process) and to find a community consensus for a site and type of project. THPSC consisted of representatives from community stakeholders involved with the homeless issue. Momentum to develop the project was assisted through the efforts of THPSC and progress was made in 3 main areas following the THPSC Terms of Reference:

1. **Undertake a Needs Assessment for the Project** – a preliminary report was completed and received by Council in November 2015.
2. **Determine Who Will Manage and Sponsor the Project** – on February 29, 2016, BETHs – Boundary Emergency Transition Housing passed a motion to become the sponsor and the long-term manager of a homeless facility. This was requested by THPSC.



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- 3. Review and Consider Options for Determining a Site for a Suitable Transition Housing** – THPSC reviewed about 25 site options for the project in late 2015 and in 2016 to date. Some discussions were also held with BC Housing in this regard (BC Housing exploratory visit on February 2, 2015). THPSC has not recommended any site at this time.

Reasons for Dissolving the THPSC

On May 16 and 17, 2016 Mayor Konrad, CAO Doug Allin, Planning Consultant Dave Smith, staff and members of BETHS, and subsequently members of THPSC, met and discussed the path forward. It was agreed that a “watershed moment” occurred when BETHS agreed to become the project sponsor and long-term management group for the proposed future transition housing project. It was agreed that BETHS should now be the logical leader for this project. It was agreed the city staff representatives will continue to liaise with BETHS and so will other stakeholders. Full cooperation from all parties will continue towards the end – being to resolve the homeless challenges facing the community.

It was also acknowledged that the Mayor and City Councillors may need to make a future land use (zoning) decision regarding a potential site for the project. Councillors are required under the Local Government Act to render a decision without bias, in an objective manner and without any real or perceived “conflict of interest”.

This is also a factor in dissolving THPSC at the time as the Mayor and Council representatives sit on THPSC. However, it is anticipated that the future process of site selection being undertaken by BETHS will involve public open houses at which time the general public including the Mayor and Councillors are able to attend and receive information. This level of involvement by Council is appropriate.

Benefits or Impacts of the Recommendation

- General:** Project planning for transition housing has reached a critical point as the project moves forward and dissolving THPSC will be a logical next step forward as their role has become redundant.
- Strategic Impact:** Vision and guiding principles as established in the SCP – Sustainable Community Plan and supported by the City of Grand Forks Strategic Plan state:
“Encourage a diversity of housing stock including affordable housing for low income families and individuals, housing for the elderly and housing for people with special needs.”



REQUEST FOR DECISION

— REGULAR MEETING —



Financial: N/A – this is a Committee restructuring with no financial impacts to the City.

Policy/Legislation: N/A – the Committee by resolution of Council will simply be dissolved.

Attachments: None

Recommendation: **RESOLVED THAT** Council dissolve the THPSC Transition Housing Project Committee; and,

THAT the Mayor's Office on behalf of Council to extend its appreciation to those members who were participants on the Committee; and,

THAT City of Grand Forks through staff representatives will provide positive, appropriate support to BETHS – the Boundary Emergency Transition Housing Society in moving forward with planning to develop transition housing for homeless individuals in Grand Forks.

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





Grand Forks & District Fall Fair

Box 704, Grand Forks, BC V0H 1H0 Email: grandforksfallfair@gmail.com

May 19, 2016

City of Grand Forks
Grand Forks, BC
V0H 1H0

Dear Mayor and Council:

Re: 2nd Annual Shuck & Cluck Gala
June 18, 2016 @ Dick Bartlett Park

The Grand Forks & District Fall Fair Society is holding a fundraising dinner gala on June 18, 2016 at Dick Bartlett Park from 4:00 – 9:00pm.

We have received approval to hold this event, which consists of a local entertainer and musician while our guests enjoy a meal of oysters & chicken with all the trimmings.

We would like to ask permission to proceed with an application for a license to provide wine and beer with our meal. This service will commence at 4:00 pm and finish at 9:00 pm.

Thank you for your consideration with the above request. If you have any questions, please feel free to contact the undersigned at any time.

Regards,

Kelly McIver
Secretary
Grand Forks Fall Fair
250-442-3637

FILE CODE

WEB
E3 - G.F. & District Fall
* 67 - Fair 2nd Annual
Shuck & Cluck Gala
June 18th



SCHOOL DISTRICT NO. 51 (BOUNDARY)

RECEIVED

MAY 13 2016

THE CORPORATION OF
THE CITY OF GRAND FORKS

May 11, 2016

City of Grand Forks
Box 220
Grand Forks BC V0H 1H0

Thank you for taking the time to review and consider this letter.

Walker Development Centre is a 'storefront' school which offers an alternate learning site for secondary-aged students.

Over the past 5 years, 22 students have graduated from the Centre. School District 51 and Walker Development Centre would like to establish a scholarship program for students moving on to post-secondary training or into the work force. To this end, we would like to offer businesses, service clubs, organizations and individuals the opportunity to participate in the program by providing funds for the establishment of a scholarship program at Walker Development Centre.

If you or your group/organization/business would be interested in providing a scholarship please complete and forward the form included with this letter. For more information regarding the Walker Development Centre scholarship program, please contact:

- *Doug Lacey, Principal, Walker Development Centre, 250-442-8258*
- *Kevin Argue, Superintendent of Schools, 250-442-8258*

*With thanks,
Walker Development Centre Scholarship Committee*

FILE CODE
Walker Dev. Centre
WEB-52-Scholarship Program



SCHOOL DISTRICT NO. 51 (BOUNDARY)

WALKER DEVELOPMENT CENTRE SCHOLARSHIP PROGRAM

Name: _____

Address: _____

Phone No.: _____

Email Address: _____

Amount of Scholarship: \$1,000.00 ☐ \$500.00 ☐
 \$200.00 ☐ \$100.00 ☐ Other _____

* A charitable donation receipt will be issued for amounts of \$100.00 or more.

One-time ☐ On-going ☐

☐ A scholarship in memory of _____

☐ Internal Scholarship – The Walker Development Centre scholarship committee will choose the recipient.

☐ External Scholarship – The Donor chooses the recipient.

Criteria:

Signature

Date

To Mayor and Council

I am writing to request any support that you may wish to consider regarding the Xeriscaping Contest that I am developing through the Learning Garden.

I will attach a copy of the poster (*a rough draft*) to give you some information about the scope of this contest and I will attempt to flesh it out for you in this letter.

It is one intention of the Learning Garden to promote water-wise gardening in a positive manner and to acknowledge the leadership and creativity of the residents of Grand Forks who have already demonstrated some initiative in this direction. We have no interest in creating a 'right' or 'wrong' attitude to landscaping design - only to support those who have adopted this popular alternative and to showcase the potential beauty and variety of xeriscape landscaping to those who may choose to follow.

The basic contest at this time:

The Gazette will promote this contest and I will place contest posters on local bulletin boards and social media pages. Peter Kalasz will donate a professional photograph of each entry which will then be hung in Gallery 2 for judging, community building and public participation.

Four prizes will be offered and I'm hoping that the council's creativity may contribute to that list with, perhaps, a photo-op presentation of winner acknowledgement from the mayor or...?

Prizes will be awarded to a 'juried' first prize winner, a 'public's choice' winner and 2 random draw winners. Other small benefits will also be liberally awarded such as the donation of each entrants' professional photograph to the owner, an opportunity to participate in the Learning Garden xeriscape designs and inclusion in a full-page spread in the Gazette.

At this time I have commitments for prizes from Grand Forks Gazette, Grand Forks Credit Union, City Works and Grand Forks Fire and Rescue.

I hope to announce the contest in the June 1 issue of the Gazette.

Thank you for your consideration of supporting this project in whatever manner feels appropriate and advantageous to our community. We have no expectations and have tremendous appreciation for your continuing support.

Sincerely,

Peter Matheson and the Learning Garden Team.



FILE CODE
WEB MI - Peter Matheson &
& LI - Learning Garden Team
re Xeriscape Landscaping
Contest

• Sponsored by the Public Learning Garden

Xeriscape^{*} Landscaping Contest

^{*} (A style of landscape design requiring little or no irrigation or other maintenance - used in arid and fire-prone regions)



Each entry will be photographed by **Peter Kalasz Photography** and displayed to the public at **Gallery 2** for judging.

Enter to win one of four prizes:

1st Prize: A professional photographic portfolio of your project and a public recognition by the City Of Grand Forks

2nd Prize: Public's Choice. Prize and award by GF District Credit Union

3rd & 4th Prizes: Random Draw from all entries. Prizes and awards by Grand Forks Fire and Rescue, CUPE local ---

Contest open to any significant xeriscape projects within the City of Grand Forks.

Entries must be submitted by email before June 20th to: petermatheson3@gmail.com

Type 'xeriscape contest' in the **subject** line with street address, name of property owner and owner's permission to photograph and display

^{*} You will, most importantly, be contributing to a community awareness of water conservation, drought-resistant landscapes, showcasing a creative solution to fire protective landscaping ...and beautifying the City of Grand Forks.



Committee

P.O. Box 2949
Grand Forks, BC
V0H 1H0

RECEIVED

MAY 20 2016

THE CORPORATION OF
THE CITY OF GRAND FORKS

May 18, 2016

Mayor Konrad & Councilors
Corporation of the City of Grand Forks
Box 220
Grand Forks, BC V0H 1H0

Dear Mayor Konrad and Council,

Re: Grand Forks Canada Day Celebration

FILE CODE

WE3 C1 - Canada Day Committee
+ I4 - Invite for July 1
Celebrations

On behalf of the Canada Day Committee, I am writing to invite you to participate in the Opening Ceremonies for the Grand Forks Canada Day Celebrations to be held in City Park on July 1, 2016. The ceremonies will start at 11:00 a.m. in City Park. The Parade will begin at 10:00 am starting from Dick Bartlett Park parking lot. It will end at Selkirk College parking lot and The Colour Party Procession will join in on 5th Street and turn right on 4th Street to City Park stage area for Opening Ceremonies at 11:00 am

Mayor Konrad is invited to be the Emcee and entertainment co-chair for the celebrations that will run until 4:30 pm. The theme for this year's celebration is "Random Acts of Kindness" and we hope that Mayor Konrad can fashion a few words to our guests along the lines of this theme; as well as touch on several of this year's anniversary milestones:

- *175th Anniv - birth of Sir Wilfred Laurier
- *175th Anniv - Election of Baldwin & LaFontaine - Leaders for Responsible Gov't
- * 150th Anniv - Fenian Raids
- *100th Anniv - Canadian Women's Suffrage

We hope to have two Council Members assist with serving the Canada Day cake at 12:30 pm.

Thank you for the assistance the City has provided in previous years and we look forward to your participation in this exciting event again this year. Please confirm your attendance by contacting Anna Lactin from Community Futures Boundary at 250-442-2722 or email anna@boundarycf.com as soon as possible and if you have any questions or concerns.

Yours Truly,



Anna Lactin
Chair, Canada Day Committee

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Chief Financial Officer
Date: May 30, 2016
Subject: 2016 Water Rates Amendment
Recommendation: **RESOLVED THAT COUNCIL** give first three readings to Bylaw 1973-A2 Water Regulation Amendment 2016

BACKGROUND:

At the April 11, 2016 Regular Meeting, Council adopted the 2016-2020 Financial Plan Bylaw 2024. Bylaw 2024 includes a water rate increase in order to meet revenue requirements for the Water Fund in 2016.

Bylaw 1973-A2 was presented to Committee of the Whole on May 9, 2016. The proposed bylaw would be effective July 1, 2016.

The Financial Plan requires an overall increase of \$29,590 in water utility revenues. The proposed bylaw increases rates for the monthly customer charge and the fixed and capital charge. The 'per cubic meter' rate has remained the same as last year. For residential customers, this increase equates to \$3.45 per bi-monthly billing or \$20.70 per year.

The increase in water rates will allow the City to put \$98,000 into the Capital Reserve in 2016 for infrastructure replacement. The transfer to the Capital Reserve aligns with the goals of the Asset Management Financial Policy passed by Council in January 2016.

Bylaw 1973-A2 is now presented for first three readings.

Benefits or Impacts of the Recommendation:

General: The proposed fee increase is included in the 2016-2020 Financial Plan
Financial: The fee increase will enable Council to cover the costs of running the water system.
Policy/Legislation: In accordance with Section 194 of the Community Charter, Council may impose a fee payable in respect of all or part of a service of the municipality.
Attachments: Bylaw 1973-A2 Water Regulations Amendment 2016.

Recommendation: **RESOLVED THAT COUNCIL** give first three readings to Bylaw 1973-A2 Water Regulation Amendment 2016

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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THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1973-A2

A BYLAW TO AMEND THE CITY OF GRAND FORKS WATER REGULATIONS BYLAW NO. 1973-A1

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

NOW THEREFORE, the 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 “**City of Grand Forks Water Regulations Amendment Bylaw No. 1973-A2, 2016**”.
2. That Bylaw No. 1973-A1, cited as “City of Grand Forks Water Regulations Bylaw No. 1973-A1, 2015”, be amended by deleting “Schedule A” and replacing it with a new “Schedule A”, which is identified as “Appendix 1” and attached to this bylaw.
3. That this bylaw shall come into force and effect for all consumption billed for periods ended on or after July 1, 2016.

INTRODUCED this 9th day of May, 2016.

Read a **FIRST** time this 30th day of May, 2016.

Read a **SECOND** time this 30th day of May, 2016.

Read a **THIRD** time this 30th day of May, 2016.

FINALLY ADOPTED this ____ day of _____.

Mayor Frank Konrad

Corporate Officer – Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1973-A2, the "City of Grand Forks Water Regulations Amendment Bylaw No. 1973-A2, 2016", as passed by the Municipal Council of the Corporation of the City of Grand Forks on the ____ day of _____.

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

SCHEDULE "A"
SERVICE CHARGES

1. Charges for installation of water service:

- (a) Residential: 19 mm diameter (3/4") & 24.5 mm diameter (1")

***NOTE: Water Meter Mandatory**

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

- (b) Commercial, Industrial & Institutional

***NOTE: Water Meter Mandatory**

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

- (c) Renewal (upgrading, including meter retrofit)

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

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

i) Service or main extension (greater than 25.4 mm diameter and/or where the service line exceeds 15 m in length)

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

2. Charges for each time the water supply is turned on/off

During normal working hours (Monday – Friday) \$ 50.00

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

Private property issue \$ 250.00

4. Purchase of water from City Bulk Water Facility

Rate per cubic meter or portion thereof \$4.00

5. Water Meter Installation – subject to Sections 10.2, 10.7 & 11.1

(a) Standard in-house installation

At Cost by Contractor, plus 15%

(b) In-house installation with modifications*

At Cost by Contractor, plus 15%

(c) Pit meter

At Cost by Contractor, plus 15%

*Any modifications to water meter installation that result in the requirement for a manual read of the meter will result in a reading charge.

6. Additional Charges

(a) Manual meter reading charge – per occurrence \$ 25.00

(b) Meter re-read at Customer's request – per occurrence \$ 25.00

(c) Meter testing at Customer's request – per occurrence At Cost

(d) Water meter tampering charge – per occurrence \$200.00

(e) Charge for damage due to tampering

At Cost by Contractor for installation of new water meter plus the water meter tampering charge.

7. User Rates – Effective July 1, 2016

	Per Unit Bi-monthly Fixed & Capital Charge	Per Account (per meter) Bi-Monthly Fixed & Capital Charge	Per Account Bi-monthly Customer Charge	Per Cubic Meter	Bi-Monthly Variable Water Charges, Per Residence
User Class					
Metered Multi-Family Apartment (one tax folio)	31.29		7.35	0.116	
Commercial Office Properties (water use restricted to staff washroom)		29.10	7.35	0.116	
Commercial (Class 06) Properties not listed below		64.79	7.35	0.127	
Large Industrial (Class 04) Properties		64.79	7.35	0.127	
Commercial laundry, car wash Properties		64.79	7.35	0.127	
Hotels, Restaurants, Malls		64.79	7.35	0.127	
Institutions, schools, recreation facilities (arena, pools) irrigation systems		64.79	7.35	0.127	
Buildings not connected to Water System on lots where service is available		23.61	7.35		
Residential Properties	48.52		7.35		16.79

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Chief Financial Officer

Date: May 30, 2016

Subject: 2016 Waste Water Rates Amendment

Recommendation: **RESOLVED THAT COUNCIL** give first three readings to Bylaw 1974-A1 Sewer Regulations Amendment 2016 and;

RESOLVED THAT the 2016 Financial Plan be amended to reduce the 2016 Waste Water transfer to capital reserve from \$72,500 to \$30,000 to be funded from surplus

BACKGROUND:

At the April 11, 2016 Regular Meeting, Council adopted the 2016-2020 Financial Plan Bylaw 2024. Bylaw 2024 includes a waste water rate increase in order to meet revenue requirements for the Waste Water Fund in 2016.

Bylaw 1974-A1 Sewer Regulations Amendment 2016 was presented to Committee of the Whole on May 9, 2016. At that meeting, Council was presented with two options for sewer rate increases. Council chose to send option 2, which requires a financial plan amendment to reduce the 2016 sewer fund transfer to capital reserves from \$72,500 to \$30,000.

The proposed rates bylaw would be effective July 1, 2016. The rates for each category and each type of charge (customer charge, fixed and capital, and metered/variable) have been increased equally. The increase would equate to a residential increase of \$4.36 per billing or \$26.16 per year.

The transfer to Capital Reserve is aligned with the Asset Management Financial Policy passed by Council in January 2016. The policy calls for increases in transfers to the Capital Reserve for asset renewal and replacement. The policy has a target of 50% of the annual recommended contribution amount within the next three years.

Council and staff will review the Sewer Fund during 2017 financial plan deliberations to determine if there is surplus from 2016 to offset the decrease in transfer to Capital Reserves. If there is no surplus, increases in the next two years could be adjusted to reach the three year goal in the Asset Management Financial Policy.

Bylaw 1974-A1 Sewer Regulations Amendment 2016 is now presented for first three readings.

Benefits or Impacts of the Recommendation:

General: The proposed fee increase is included in the 2016-2020 Financial Plan.

REQUEST FOR DECISION

— REGULAR MEETING —



Financial: The fee increase will enable Council to cover the costs of running the waste water system.

Policy/Legislation: In accordance with Section 194 of the Community Charter, Council may impose a fee payable in respect of all or part of a service of the municipality.



Attachments: DRAFT Bylaw 1974-A1 Sewer Regulations Amendment 2016

Recommendation: **RESOLVED THAT COUNCIL** give first three readings to Bylaw 1974-A1 Sewer Regulations Amendment 2016 and;

RESOLVED THAT the 2016 Financial Plan be amended to reduce the 2016 Waste Water transfer to capital reserve from \$72,500 to \$30,000 to be funded from surplus

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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THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1974-A1

A BYLAW TO AMEND THE CITY OF GRAND FORKS SEWER REGULATION AND RATES BYLAW NO. 1974

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

NOW THEREFORE the 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 **“City of Grand Forks Sewer Regulations Amendment Bylaw No. 1974-A1, 2016”**.
2. That Bylaw No. 1974, cited as “City of Grand Forks Sewer Regulation Bylaw No. 1974, 2013” be amended by deleting “Schedule A” and replacing it with a new “Schedule A”, which is identified as “Appendix 1” and attached to this bylaw.
3. That this bylaw shall come into force and effect for all consumption billed for periods ended on or after July 1, 2016.

INTRODUCED this 9th day of May, 2016.

Read a **FIRST** time this 30th day of May, 2016.

Read a **SECOND** time this 30th day of May, 2016.

Read a **THIRD** time this 30th day of May, 2016.

FINALLY ADOPTED this ____ day of _____.

Mayor Frank Konrad

Corporate Officer – Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1974-A1, the "City of Grand Forks Sewer Regulations Amendment Bylaw No. 1974-A1, 2016", as passed by the Municipal Council of the Corporation of the City of Grand Forks on the ____ day of _____.

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

SERVICE CHARGES

1. **Charges for installation of sewer service:**
- (a) **Residential:** 100 mm (4 inch) diameter

At Cost by Contractor, including any additional service costs itemized in (c), plus 15%
 - (b) **Commercial, Industrial, Institutional, Multi-family:** 152 mm (6 inch) diameter

At Cost by Contractor, including any additional service costs itemized in (c), plus 15%
 - (c) Additional service costs not included in (a) and (b) above:
 - i) Service or main extension (100 mm to 152 mm diameter and/or where the service length is greater than 15 m);
 - ii) Restoration including but not limited to: asphalt road repair, concrete curb, sidewalk (concrete), and boulevard landscaping
2. **Charges for after-hours callout – evenings, weekends, statutory holidays**
- | | |
|------------------------|---------------------|
| Private property issue | \$ 250.00 flat rate |
|------------------------|---------------------|

3. User Rates – Effective July 1, 2016

	Per Unit Bi-monthly Fixed & Capital Charge	Per Account Bi-Monthly Fixed & Capital Charge	Per Account Bi-monthly Customer Charge	Sewer Rates Charge per 1/3 cubic meter of metered water	Bi-Monthly Variable Sewer Charges, Per Residence
User Class					
Metered Multi-Family Apartment (one tax folio)	39.37		11.73	0.45	
Commercial Office Properties (water use restricted to staff washroom)		42.73	11.73	0.45	
Commercial (Class 06) Properties not listed below		67.30	11.73	0.45	
Large Industrial (Class 04) Properties		67.30	11.73	0.45	
Commercial laundry, car wash Properties		67.30	11.73	0.45	
Hotels, Restaurants, Malls		67.30	11.73	0.45	
Institutions, schools, recreation facilities (arena, pools) irrigation systems		67.30	11.73	0.45	
Buildings not connected to Water System on lots where service is available		39.37	11.73		
Residential Properties	49.15		11.73		17.42