

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

**Tuesday, September 6, 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	September 6th, 2016, Regular Meeting agenda	THAT Council adopts the September 6th, 2016, Regular Meeting agenda as presented.
3. <u>MINUTES</u>		
a) Adopt minutes July-18-2016-Committee-of-the-Whole-Meeting-Minutes-Not Yet Adopted	July 18th, 2016, Committee of the Whole minutes	THAT Council adopts the July 18th, 2016, Committee of the Whole Meeting minutes as presented.
b) Adopt minutes July-18-2016-Regular-Meeting-Minutes-Not Yet Adopted	July 18th, 2016, Regular Meeting minutes	THAT Council adopts the July 18th, 2016, Regular Meeting minutes as presented.
c) Adopt minutes August-24-2016-Special-Meeting-to-go-In-Camera-Minutes-Not Yet Adopted	August 24th, 2016, Special to go In-Camera Meeting minutes	THAT Council adopts the August 24th, 2016, Special to go In-Camera Meeting minutes as presented.
4. <u>REGISTERED PETITIONS AND DELEGATIONS</u>		
5. <u>UNFINISHED BUSINESS</u>		
6. <u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL</u>		
a) Corporate Officer's Report RFD - Proc. Bylaw-CAO - Rpts., Questions, & Inquiries from Council Councillor Thompson's Report Councillor Tripp's Report Councillor Hammett'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) Acting Deputy Corporate Officer
[RFD - Acting Dep. Corp. Officer -
Video Recordings](#)

Council meetings' video
recordings

THAT Council continue with a
media partnership regarding
video recordings of Council
meetings and to re-assess
the topic over time.

- b) Corporate Services
[RFD - Corp. Serv. - Volunteer
Appreciation Night](#)

Volunteer Appreciation Night
- Call for Nominations - Policy
No. 204

THAT Council provide notice
to the public, calling for
nominations from the public
for exceptional volunteer
service in the City of Grand
Forks in accordance with
Council Policy No. 204.

- c) Manager of Operations
[RFD - Mgr. of Operations - Early
Budget Approval](#)

Early Budget approval for
2016 for Holder replacement

THAT Council give the early
Budget approval for
September 2016 in the
amount of \$200,000 from the
Equipment Reserve fund for
the purchase of the Holder
replacement as slated for
2017 in the 20-year capital
plan.

- d) Manager of Development &
Engineering
[RFD - Mgr. of Dev. & Eng. - Energy
Innovation Grant Application](#)

Natural Resources Canada
Energy Innovation Program:
Clean Energy Innovation
Grant

THAT Council directs staff to
submit the information form
and prepare a report to
Council on scope, budget
requirements and
administration of the clean
Energy Innovation Grant.

- e) Manager of Development &
Engineering
[RFD - Mgr. of Dev. & Eng. -
Donaldson Dr. DP](#)

Development Permit
application to place two sea
cans with a roof overtop on
property located at 7920
Donaldson Drive

THAT Council receives the
report and approves the
Development Permit
application for property legally
described as Lot 1, Block 14,
D.L. 520, Plan KAP1339,
located at 7920 Donaldson
Drive subject to compliance
with City bylaws and in
substantial compliance with

		plans presented in the application; AND FURTHER THAT Council waives the Development Permit fee of \$200.
f)	Manager of Development & Engineering RFD - Mgr. of Dev. & Eng. - Church of Jesus Christ of LDS Temp. Use Permit	Temporary Use Permit renewal request from the Church of Jesus Christ of Latter-Day Saints, agents for Crem Holdings Ltd., owners of the property
		THAT Council receives staff's report and approves the renewal of the Temporary Use Permit for a further 3-year term and directs staff to prepare a Temporary Use Renewal Permit and send the signed document to Land Titles for registration on the title.
g)	Manager of Development & Engineering RFD - Mgr. of Dev. & Eng. - 22nd St. Paving Options	Pavement rehabilitation for 22nd Street (Highway 3 to 78th Avenue)
		THAT Council receives the report for discussion and decision.
9.	<u>REQUESTS ARISING FROM CORRESPONDENCE</u>	
10.	<u>INFORMATION ITEMS</u>	
a)	Manager of Development & Engineering Memo - Mgr. Dev. & Eng. - Updates Sludge Maint. Options	Memorandum update on the sludge maintenance options
		THAT Council receives the memorandum from the Manager of Development and Engineering regarding the update on the sludge management options for information.
b)	Manager of Development & Engineering Memo - Mgr. Dev. & Eng. - Update for Proposed Tim Hortons & Esso Station	Memorandum update on the proposed Tim Hortons and Esso Station
		THAT Council receives the memorandum from the Manager of Development and Engineering regarding the update on the proposed Tim Hortons and Esso Station for information.
c)	Nadine Heiberg SOII - Heiberg, Nadine re Water Meters & Bylaw Enforcement	Letter regarding water meters and bylaw enforcement
		THAT Council receives for information the letter from Nadine Heiberg regarding water meters and bylaw enforcement.
d)	Canadian Cancer Society SOII - Can. Cancer Society - Expand Scope of BC's Tobacco & Vapour Products Control Act	Correspondence regarding invitation to endorse the Society's recommendation that the BC government
		THAT Council receives for information the consideration of endorsing the Canadian Cancer Society's

- | | | |
|--|---|--|
| | expand the scope of BC's Tobacco and Vapour Products Control Act to prohibit use in outdoor public places province-wide | recommendation that the BC government expand the scope of BC's Tobacco and Vapour Products Control Act to prohibit use in outdoor public places province-wide. |
| e) Regional District of Kootenay Boundary
SOII - Boundary Area Agricultural Plan & Food Security Project Update | Boundary Area Agriculture Plan & Food Security Project Update and Gas Tax Calculations | THAT Council receives for information the update from the Regional District of Kootenay Boundary regarding the Boundary Area Agriculture Plan & Food Security Project. |
| f) Don and Lisa Lindeman
SOII - Request to Waive Park Use Fees for Retro Drive-In at Angus McDonald Park | Request to waive the 2016 season Angus McDonald Park use fees for the Retro Drive-In Events | THAT Council waive the 2016 season Angus McDonald Park use fees for Don and Lisa Lindeman for the Retro Drive-In Events. |

11. **BYLAWS**

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, July 18, 2016

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

CHIEF ADMINISTRATIVE OFFICER
CHIEF FINANCIAL OFFICER
ACTING CORPORATE OFFICER
MANAGER OF DEVELOPMENT AND
ENGINEERING
MANAGER OF OPERATIONS
ACTING DEPUTY CORPORATE OFFICER
FIRE CHIEF
CORPORATE ADMINISTRATIVE ASSISTANT

D. Allin
R. Shepherd
S. Winton

D. Sheets
D. Reid
D. Drexler
D. Heriot
D. Popoff

1. **CALL TO ORDER**

- a) Mayor Konrad called the COTW Meeting to order at 9:03 am.

2. **COMMITTEE OF THE WHOLE AGENDA**

- a) Adopt agenda
July 18th, 2016, COTW

MOTION: KROG

RESOLVED THAT the COTW adopts the July 18th, 2016, COTW agenda as presented.

CARRIED.

-
-
- b) Reminder of the In-Camera Meeting directly following COTW Meeting
-
-

3. **REGISTERED PETITIONS AND DELEGATIONS**

NOT ADOPTED
SUBJECT TO CHANGE

- a) Boundary Museum Society
Presenting quarterly report as set out in the 2016 Fee-For-Service Agreement between the Corporation of the City of Grand Forks and the Boundary Museum Society.
- Cher Wyers introduced Lee Derhousoff as the newly elected President
 - Lee gave an overview of the Boundary Museum activities, revenue generators, summer students, projects, and upcoming events

MOTION: ROSS

RESOLVED THAT the COTW receives for information the quarterly report presentation from the Boundary Museum Society.

CARRIED.

- b) Grand Forks Art Gallery Society
Presenting quarterly report as set out in the 2016 Fee-For-Service Agreement between the Corporation of the City of Grand Forks and the Grand Forks Art Gallery Society.
- Steve Hollett and Terry Woodruff gave an overview of Gallery 2 activities, art features, budget, summer students, art rental program and upcoming events

MOTION: THOMPSON

RESOLVED THAT the COTW receives for information the quarterly report presentation from the Grand Forks Art Gallery Society.

CARRIED.

- c) Boundary Country Regional Chamber of Commerce
Presenting quarterly report as set out in the 2016 Fee-For-Service Agreement between the Corporation of the City of Grand Forks and the Boundary Country Regional Chamber of Commerce.
- Sylvia Burch and Kathy Wright gave an overview of the Boundary Country Regional Chamber of Commerce activities, projects, fundraisers, website, advertising and upcoming events

MOTION: BUTLER

RESOLVED THAT the COTW receives for information the quarterly report presentation from the Boundary Country Regional Chamber of Commerce.

CARRIED.

-
- d) Mayor Konrad called a recess of the Committee of the Whole Meeting at 9:57 am.
Mayor Konrad reconvened the Committee of the Whole Meeting at 10:11 am.
-

4. **REGIONAL TOPICS FOR DISCUSSION**

5. **PRESENTATIONS FROM STAFF**

- a) Chief Administrative Officer
Presentation of the Draft Corporate Business Plan

- the Chief Administrative Officer provided an overview, as a guiding document for the future, the Corporate Business Plan, role responsibilities and departments, and spoke in regards to no staff compensations for belonging to various organizations
- discussion took place regarding projects, timelines, processes, clarifications of presentation points, Conflict of Interest, and Community input
- Donald Pharand spoke on community engagement, transparency, Communications Policy
- Nigel James spoke regarding a Corporate Business Plan and other 'Plans'

MOTION: ROSS

RESOLVED THAT the COTW recommends to Council to receive the Draft Corporate Business Plan from the Chief Administrative Officer for information.

CARRIED.

MOTION: BUTLER

RESOLVED THAT the COTW directs staff to table the adoption of the Corporate Business Plan until a workshop for Council focusing on the Corporate Business Plan has been carried out.

CARRIED.

-
- b) Acting Deputy Corporate Officer
Council Meeting Recording

- discussion of options presented, Asset Management, other options, data storage
- Les Johnson spoke on his recording of Council meetings

MOTION: TRIPP

**RESOLVED THAT the COTW receives for information the report from the Acting Deputy Corporate Officer regarding the Council meeting recordings;
AND FURTHER RESOLVED THAT the COTW recommends to Council to proceed with Option 1 in the interim and reassess the process over time;**

AND FURTHER refers this decision to the August 15th, 2016, Regular Meeting.

CARRIED.

-
- c) Chief Financial Officer
Memo regarding the Quarter 2 Financial update

- discussion regarding report presentation, grants and donations, capital

MOTION: ROSS

RESOLVED THAT the COTW receives for information the memo from the Chief Financial Officer regarding the Quarter 2 Financial update.

CARRIED.

-
- d) Fire Chief
Protective Services - Fire Service Operations Level, Policy No. 901

MOTION: ROSS

RESOLVED THAT the COTW receives for information the report from the Fire Chief with regard to the proposed Fire Service Operations Level Policy;
AND FURTHER RESOLVED THAT the COTW refers the policy to the July 18, 2016, Regular Meeting.

CARRIED.

-
- e) Manager of Development & Engineering Services
Temporary Use Permit renewal request from the Church of Jesus Christ of Latter-Day Saints, agents for Crem Holdings Ltd., owners of the property

- discussion regarding tax exemption and application

MOTION: HAMMETT

RESOLVED THAT the COTW recommends to Council to approve the renewal request of the Temporary Use Permit for a further 3 year term from the Church of Jesus Christ of Latter-Day Saints, agents for Crem Holdings Ltd., owners of the property, in accordance with the Local Government Act;
AND FURTHER RESOLVED THAT the COTW refers the matter to the August 15th Regular Meeting for decision.

DEFEATED.

MOTION: THOMPSON

RESOLVED THAT the COTW recommends staff prepare a report in respect to tax

exemption and more information on the property of the Church of Jesus Christ of Latter-Day Saints, agents for Crem Holdings Ltd., owners of the property;
AND FURTHER RESOLVED THAT the COTW refers the matter to the August 15th Regular Meeting for decision.

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

-
- f) Manager of Development & Engineering
Slag Remediation Fund

- discussion regarding the Slag use prior to remediation and what type of remediation

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to establish a Slag Remediation Fund in the name of the City and held in trust for the benefit of the City and Granby River Mining Company Inc. Authorized signatories on the fund to be the Chief Administrative Officer, Chief Financial Officer, Corporate Officer, Mayor and/or a member of Council;
AND FURTHER RESOLVED THAT the COTW refers the matter to the July 18th Regular Meeting for decision.

CARRIED.

-
- g) Monthly Highlight Reports from Department Managers
Staff request for Council to receive the monthly activity reports from department managers
- discussion regarding website, Facebook, RFP's on capital projects, water meter installations, Spray Park, electric vehicle, Well 3 replacement, 3rd Street repair, and headworks grinder

MOTION: ROSS

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

CARRIED

6. REPORTS AND DISCUSSION

7. PROPOSED BYLAWS FOR DISCUSSION

8. INFORMATION ITEMS

9. CORRESPONDENCE ITEMS

10. LATE ITEMS

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

12. QUESTION PERIOD FROM THE PUBLIC

- a) - Laurie Grant, WildSafeBC Coordinator, gave an update on the program and activities
-
- b) - Brent Hummel spoke in regards to the rainbow crosswalks
-
-

13. IN-CAMERA RESOLUTION

- a) Chief Administrative Officer
Immediately following the COTW Meeting, Council will hold an In-Camera Meeting

MOTION: ROSS

RESOLVED THAT the COTW recommends 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;

BE IT FURTHER RESOLVED THAT persons, other than members, officers, or other persons to whom Council may deem necessary to conduct City business, will be excluded from the In-Camera Meeting.

CARRIED.

14. ADJOURNMENT

- a) Mayor Konrad adjourned the COTW Meeting at 12:19 pm.

MOTION: ROSS

RESOLVED THAT the COTW Meeting be adjourned at 12:19 pm

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE ADMINISTRATIVE
ASSISTANT - DAPHNE POPOFF

THE CORPORATION OF THE CITY OF GRAND FORKS

REGULAR MEETING OF COUNCIL

Monday, July 18, 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
COUNCILLOR BEVERLEY TRIPP

CHIEF ADMINISTRATIVE OFFICER
ACTING CORPORATE OFFICER
CHIEF FINANCIAL OFFICER
MANAGER OF DEVELOPMENT & ENGINEERING
CORPORATE ADMINISTRATIVE ASSISTANT

D. Allin
S. Winton
R. Shepherd
D. Sheets
D. Popoff

GALLERY

1. CALL TO ORDER

- a)** Before calling the Regular Meeting to order, Mayor Konrad first welcomed Bud Alcock as the City's Temporary Bylaw Enforcement Officer.

Secondly, Mayor Konrad, wished Roxanne Shepherd, the City's current Chief Financial Officer, well in her new endeavors and thanked her for all of her hard work and efforts.

-
- b)** Mayor Konrad called the Regular Meeting to order at 7:07 pm
-
-

2. ADOPTION OF AGENDA

- a)** Adopt agenda
July 18th, 2016, Regular Meeting agenda

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council adopts the July 18th, 2016, Regular Meeting agenda as presented.

CARRIED.

3. **MINUTES**

- a) Adopt minutes
June 13th, 2016, Committee of the Whole minutes

NOT ADOPTED
SUBJECT TO CHANGE

MOTION: BUTLER / HAMMETT

RESOLVED THAT Council adopts the June 13th, 2016, Committee of the Whole Meeting minutes as amended.

CARRIED.

MOTION: THOMPSON / ROSS

RESOLVED THAT Council rescinds the adoption of the June 13th, 2016, amended Committee of the Whole Meeting minutes.

CARRIED.

MOTION: BUTLER / ROSS

RESOLVED THAT Council amend the ILMA resolution 'to receive for information' in the June 13th, 2016, Committee of the Whole Meeting minutes.

CARRIED.

MOTION: THOMPSON / ROSS

RESOLVED THAT Council receives the amended June 13th, 2016, Committee of the Whole Meeting minutes with the amended ILMA resolution.

CARRIED.

-
- b) Adopt minutes
June 27th, 2016, Special Meeting to go In-Camera minutes

MOTION: HAMMETT / KROG

RESOLVED THAT Council adopts the June 27th, 2016, Special Meeting to go In-Camera minutes as presented.

CARRIED.

-
- c) Adopt minutes
June 27th, 2016, Regular Meeting minutes

- Councillor Thompson suggested one correction of changing the word 'sensor' to 'censure' as referenced in the discussion about the Council Code of Conduct Policy
308

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council adopts the June 27th, 2016, Regular Meeting minutes as amended.

CARRIED.

4. REGISTERED PETITIONS AND DELEGATIONS

5. UNFINISHED BUSINESS

- a) Acting Corporate Officer
Memo regarding staff to provide a report on the past Recreation and Culture Committee
- Councillor Butler suggested for the Recreation Commission to come forward as a Delegation

MOTION: BUTLER / HAMMETT

RESOLVED THAT Council receives the memo for information from the Acting Corporate Officer regarding the past Recreation and Culture Committee.

CARRIED.

-
- b) Manager of Development and Engineering Services
Memo update regarding the application for a Development Permit application to subdivide industrial property located at 7920 Donaldson Drive

MOTION: HAMMETT / BUTLER

RESOLVED THAT Council receives the memo update from the Manager of Development and Engineering Services regarding the application for a Development Permit to subdivide industrial property located at 7920 Donaldson Drive.

CARRIED.

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

- a) Corporate Officer's Report
Written reports of Council
- Councillor Hammett spoke in regards to a possible banner across Highway 3 to direct people to the downtown core and signage to direct for easy access RV parking opportunities.

- parking downtown solutions, awareness of pesticides, and a reminder on sprinkling regulations on Facebook page and website were also discussed
- Councillor Hammett made a Notice of Motion for Council to consider building opportunities and ideas along Riverside Drive
- Councillor Hammett made another Notice of Motion for Council to put together a Council Business Plan
- suggestion was made to meet first with a representation from BETHS and Whispers of Hope Board
- Councillor Krog gave a verbal report on events which occurred after the deadline for written reports and spoke on the Ultimate Frisbee Tournament and Drive-In Movie event

NOT ADOPTED
SUBJECT TO CHANGE

MOTION: THOMPSON / HAMMETT

RESOLVED THAT all written reports of Council be received for information.

CARRIED.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT the Chief Administrative Officer be requested to review the requirements for the upgrade to 22nd Street with a view of bringing it forward into the 2016 Capital Expenditure Budget and to provide a report to Council at the August 15, 2016, Regular Meeting.

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
 - new Community Employer Partnership Project Grant was announced in Greenwood during the Flounder's Day event

MOTION: BUTLER / 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) Chief Administrative Officer
Topics for Ministers Meetings at UBCM

- topics of Gilpin Grasslands, homeless people, BC Parks, and privatization of water were discussed
- August 12th is the deadline for submission requests

NOT ADOPTED
SUBJECT TO CHANGE

MOTION: HAMMETT / THOMPSON

**RESOLVED THAT Council directs staff to set up meetings at UBCM with Ministers to discuss four topics of importance as identified by Council;
AND FURTHER RESOLVED THAT Council directs staff to prepare briefing notes for the appropriate Minister in advance of UBCM.**

CARRIED.

Councillor Butler opposed the motion.

-
- b) Fire Chief
Protective Services - Fire Service Operations Level, Policy No. 901

MOTION: BUTLER / ROSS

RESOLVED THAT Council adopts Policy No. 901 'Fire Service Operations Level'.

CARRIED.

-
- c) Manager of Development and Engineering Services
Slag Remediation Fund

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council establishes a Slag Remediation Fund in the name of the City and held in trust for the benefit of the City and Granby River Mining Company Inc. Authorized signatories on the fund to be the Chief Administrative Officer, Chief Financial Officer, Corporate Officer, Mayor and/or a member of Council.

CARRIED.

9. REQUESTS ARISING FROM CORRESPONDENCE

10. INFORMATION ITEMS

- a) Manager of Development and Engineering Services
Memo regarding the Grand Forks Slag Pile Mineral Reserve

MOTION: HAMMETT / THOMPSON

RESOLVED THAT Council receives the memo from the Manager of Development and Engineering Services regarding the Grand Forks Slag Pile Mineral Reserve for

information.

CARRIED.

-
- b) Nathan Vogel
Tourism idea of downtown street pianos

- discussion that this is in Kelowna already, great opportunity, coordinate with Downtown Businesses Association perhaps, procedure from City to establish this, idea of perhaps rolling the piano in at night
- Councillor Hammett will take the letter from Nathan Vogel to the Downtown Businesses Association and they can present it to the Chamber if they wish to act upon it

NOT ADOPTED
SUBJECT TO CHANGE

MOTION: BUTLER / THOMPSON

RESOLVED THAT Council receives the correspondence from Nathan Vogel regarding a tourism idea of downtown street pianos for discussion.

CARRIED.

-
- c) Royal Canadian Legion Branch 59
Request for Letter of Support for grant application to replace the roof on the building

- Grant in Aid Policy allows for multiple letters of support and fund providers then make a decision regarding the grant

MOTION: ROSS / THOMPSON

RESOLVED THAT Council receives the request from the Royal Canadian Legion Branch 59 for a letter of support regarding a grant application to replace the roof on the building for decision.

CARRIED.

-
- d) Cannafest - Chuck Varabioff
Requesting permission for a Special Occasion Liquor Licence on Friday, August 5th, and Saturday, August 6th at James Donaldson Park for the Cannafest Event

MOTION: THOMPSON / ROSS

RESOLVED THAT Council approves the issuing of a Special Occasion Liquor Licence to Chuck Varabioff for the Cannafest Event on August 5 and 6, 2016, at James Donaldson Park, subject to obtaining third party (party alcohol) liability insurance naming the City of Grand Forks as an additional insured on that policy; all Cannafest Event liquor providers to hold a Serving It Right Licence Certificate; and ICBC "Drinking and Driving" warning posters to be displayed.

CARRIED.

-
- e) Manager of Building Inspection & Bylaw Services
Letter regarding motor home parking on property, that has recently sustained fire damage, at 7645 McCallum View Drive during home reconstruction

MOTION: BUTLER / TRIPP

RESOLVED THAT Council receives for information the letter from the Manager of Building Inspection & Bylaw Services regarding motor home parking on property, that has recently sustained fire damage, at 7645 McCallum View Drive during home reconstruction.

CARRIED.

11. BYLAWS

- a) Manager of Development and Engineering Services
To amend the current Sustainable Community Plan Bylaw by adding a policy statement for Temporary Use Permits

MOTION: HAMMETT / THOMPSON

RESOLVED THAT Council gives final reading to the 'City of Grand Forks Sustainable Community Plan Amendment Bylaw No. 1919-A1, 2016'.

CARRIED.

-
- b) Acting Corporate Officer
Extension to the Noise Control Bylaw No. 1963 for the Drive-In Theatre Event Series

MOTION: HAMMETT / BUTLER

RESOLVED THAT Council determines to approve the request to extend the Noise Control Bylaw No. 1963 to 12:30 am, on July 23, 30 and August 6, 13, 20, 27, 2016, for the Drive-In Theatre Event Series.

CARRIED.

-
- c) Chief Financial Officer
2016-2020 Financial Plan Bylaw Amendment No. 1

MOTION: THOMPSON / ROSS

RESOLVED THAT Council gives final reading to 2016-2020 Financial Plan Bylaw 2021 - Amendment No. 1.

CARRIED.

Councillor Butler opposed the motion.

NOT ADOPTED
SUBJECT TO CHANGE

12. LATE ITEMS

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

14. ADJOURNMENT

a) Mayor Konrad adjourned the July 18, 2016, Regular Meeting at 8:52 pm.

MOTION: ROSS / BUTLER

RESOLVED THAT the July 18, 2016, Regular Meeting be adjourned at 8:52 pm.

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE ADMINISTRATIVE
ASSISTANT - DAPHNE POPOFF

THE CORPORATION OF THE CITY OF GRAND FORKS

SPECIAL MEETING TO GO IN-CAMERA

Wednesday, August 24, 2016

NOT ADOPTED
SUBJECT TO CHANGE

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

CHIEF ADMINISTRATIVE OFFICER
ACTING CORPORATE OFFICER

D. Allin
S. Winton

ABSENT: COUNCILLOR NEIL KROG

1. **CALL TO ORDER**

- a) The Mayor called the meeting to order at 10:03 am.
-
-

2. **IN-CAMERA RESOLUTION**

Resolution required to go into an In-Camera meeting

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

MOTION: BUTLER / 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) (e), THE ACQUISITION, DISPOSITION OR EXPROPRIATION OF LAND OR IMPROVEMENTS; BE IT FURTHER RESOLVED THAT PERSONS, OTHER THAN MEMBERS, OFFICERS, OR OTHER PERSONS TO WHO COUNCIL MAY DEEM NECESSARY TO CONDUCT CITY BUSINESS, WILL BE EXCLUDED FROM THE IN-CAMERA MEETING.

CARRIED.

3. **LATE ITEMS**

4. **ADJOURNMENT**

- a) The Special Meeting to go In-Camera was adjourned at 10:04 am.

NOT ADOPTED
SUBJECT TO CHANGE

MOTION: BUTLER / THOMPSON

RESOLVED THAT the Special Meeting to go In-Camera was adjourned at 10:04 am.

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

ACTING CORPORATE OFFICER – SARAH
WINTON

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Chief Administrative Officer
Date: September 6th, 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: September 6, 2016
SUBJECT: Report to Council

On July 21st, I went on a tour of the Nature Trust properties and the area around Lost Lake that has been fenced with deer-friendly fencing. It was amazing to view the difference in the areas that had been trampled by grazing cows in unfenced areas, and the lush natural forage areas for wildlife in fenced areas that grazing cattle cannot get to.

The Gilpin Grasslands Committee had a meeting on August 17th to review and discuss items that might be considered and taken forward to the Ministry of Forest, Lands and Natural Resources Staff at a meeting scheduled during the upcoming UBCM.

On August 12th, I attended the announcement by MLA Linda Larsen, that the provincial government has purchased land on which a transition house will be built for women and children escaping abusive relationships. The Boundary Women's Coalition are to be congratulated on the success resulting from the work they have done to make this project a reality.

The 106th Grand Forks Fall Fair was held August 26th thru August 28th. It was my pleasure to work a shift in the ticket booth each day. Saturday, I enjoyed participating in the parade and being the MC for the Opening Ceremonies. From past experience, I know the amount of work it takes to put on this event, and I want to publicly thank Kelly and Jason McIver, and the rest of the volunteers who worked so hard to ensure the Fair's success.

Respectfully submitted,

Christine Thompson

Councillor Beverley Tripp's Report for Sept 6, 2016 Regular Meeting

It has been a busy and beautiful seven weeks in Grand Forks since our last regular council meeting on July 18th. While I was disappointed that the August 15th meetings were cancelled, city matters were still attended to through ad hoc meetings and in camera council briefings.

Along with the regular outdoor markets and activities, it was great to see residents and visitors enjoying the many special community events that were held around town, such as the outdoor retro drive-in, Cannafest, the Sidewalk Sale downtown, Park in the Park, the Fly In at the airport, and the Fall Fair. This was my first Fall Fair to attend as last year's was cancelled due to the fires. It was great fun to participate in the parade and Opening Ceremonies, as well as being able to meet with event organizers and the many vendors on the fair grounds. This event has such potential to draw our community together and to celebrate all that makes Grand Forks such a fabulous place to live both "then and now," and needs to be wholeheartedly supported by the city.

In early August, I also attended the Pride of the Valley Flour Mill Open house; an operation that is a truly wonderful asset in our area not only as a heritage attraction, but even more importantly for the wonderful, completely organic flour products it produces. I personally would like to see many more operations such as this championed and expanded upon in and around our community and region, as these are not only living heritages, they are the proverbial "bread and butter" for our valley's sustainability.

As councilors, we will be looking forward to a busy fall, starting off with planning for the UBCM (Union of BC Municipalities) conference later this month. There, I will be attending workshops addressing homelessness and gang violence in our communities, while other councillors will be covering other areas of interest and pertinence to our city.

Councillor's Report 06.08.16 – 08.29.16 Councillor Hammett

I have been remiss in submitting my reports the past couple of months, but have been busy this summer none the less. Below is a schedule of all events, meetings, or functions that I have participated/attended/volunteered at/in since June 8.

I would like to say that the GFI had a good turnout this year, but attendance numbers would jump significantly with the presence of an international team. This would likely require more up-front funding or more sponsors.

Although I was out of province for last year's Cannafest, I was impressed with the organization and attendance this year. I'm looking forward to next year's event. The dates have been set for August 11 and 12, with the names of the bands being released on a weekly basis as of this week. Park in the Park was a huge success again this year, but this will be the last year for the event coordinators. The Downtown Business Association has discussed the possibility of taking it under their wings and plan to work with them closely this year to insure it's return.

The GF Fall Fair was poorly attended this year and the parade was a disappointment, with only 10 participating vehicles/floats. I would like to suggest that perhaps the Fall Fair could join forces with the Airport Fly-In since they are both on the same weekend. I would gladly share my ideas with the Fall Fair and Fly-In committees if they are interested.

During the summer I have met a lot of new people who are recent transplants to Grand Forks. It seems like we have been discovered and the housing and bare land market has become some-what of a frenzy this year. Many of these newcomers would like to get involved in community activities but aren't sure how to connect. I would like to suggest (possibly through the Chamber) that a Registration Fair be held where all groups, eg: Air Cadets, Bdry Horse Association, Bdry Babe Ruth, Shokutan Karate, Dance studios, music groups, Youth Soccer, etc, and GFI, Fall Fair, Park in the Park etc, could be all under one roof for one day, with the intend of registering for activities or signing up as volunteers for our events. I believe this is the biggest challenge for many of our events... finding enough volunteers, and it puts an incredible burden on those who do step up. So please, if you're looking for something to do and would like to see all of these events continue, consider volunteering.

Thank you..... Chris Hammett

June 8: conducted City Hall tour for Mrs. Peron's grade 1 class
 June 8: Downtown Business Assoc. meeting
 June 9: BCRCC board meeting
 June 9: BCRCC General meeting
 June 13: COTW
 June 13: Regular meeting
 June 14: GFSS – grade 10 English Class speeches
 June 15: conducted City Hall tour – grades 2/3
 June 15: Biz after Biz @ Vicom
 June 16: attended Sustainable Community Open House
 June 17: Rotary Spray Park ribbon cutting
 June 25: gallery 2 – Xeriscaping competition
 June 27: Regular meeting
 June 28 – July 3: Grand Forks International Tournament volunteer
 July 1: Canada Day celebrations, City Park
 July 7: Biz after Biz – Heart n' Sole Quilts
 July 12 & 13: team building session with Christina Benty & Caleb Moss
 July 18: COTW
 July 18: Regular meeting
 July 20: Downtown Business Assoc. meeting
 July 21: Gilpin Grasslands (Lost Lake) field trip
 Aug 5 & 6: Cannafest
 Aug 9: Council briefing
 Aug 10: Downtown Business Assoc. meeting
 Aug 11: Gilpin Grasslands committee meeting
 Aug 12: Boundary Women's Coalition Ribbon Cutting
 (Transitional Housing)
 Aug 12: Meet & Greet @ Boundary Museum w/ Linda Larson and
 Pamela Martin
 Aug 19: Downtown Business Association Super Summer Sidewalk Sale
 Aug 21: Park in the Park
 Aug 24: council briefing
 Aug 26: Fall Fair parade
 Aug 26: Gilpin Grasslands booth at GF Fall Fair

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Procedure Bylaw / Council

Date: September 6th, 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: Acting Deputy Corporate Officer

Date: September 6, 2016

Subject: Video Recordings

Recommendation: **RESOLVED THAT Council continue with a media partnership regarding Video Recordings of Council Meetings and to re-assess the topic over time.**

BACKGROUND: Throughout the years public Council meetings have been recorded by either Sunshine Cable or by a local media contractor. This arrangement has worked well in the past; however, the present contractor informed the City that he was resigning from this service.

Council meeting recordings vary depending on the municipality. The City of Rossland records the meetings with a Video system and then uploads the video the day later onto YouTube. The City of Penticton does not use YouTube but rather hosts the Video's in-house for 1 year available through their website. The City of Kelowna currently only uses Audio recordings from the media (Castanet), occasionally the media also records Video for a meeting.

If the City should choose to record their own Video or Audio, the following requirements must be met based on provincial FOI and Privacy requirements:

- Available to the public for 12 months as of the day of the recording
- Data must be stored within Canada
- Signs must be posted to inform the public about the Video/Audio recording at Council Chambers.

The City of Kelowna is researching the option of recording videos through their Council agenda package provider. This would allow for all of the FOI and Privacy regulations to be met, while eliminating the in-house storage requirements if recordings were done by the City.

The City of Grand Forks has several options in continuing to provide this service, in order to fulfill Council's community engagement strategic priority.

Option 1 – Continue with a media partnership.

Partnering with another media contractor to record, stream, and upload video using their own equipment and their own YouTube channel/account has various benefits including not owning any additional assets and having an expert with their own equipment operating their own gear.

As the media contractor is the owner of the recording, the storage and availability of the recording are established based on the media contractor's internal policies.

Cost estimate - \$100-\$150 per meeting.



REQUEST FOR DECISION

— REGULAR MEETING —



Option 2 – Set up our own professional camera's, recording equipment, and computer, and manage the recording and data in-house.

The City has some hardware that could work for this, but additional hardware would need to be purchased along with on-going software licensing. The City would be responsible for costly data storage. Staff resources would also have to be allocated to use this gear effectively.

Cost estimate - \$7500-\$10,000 for hardware and software, up to \$1500 for annual license fees, up to \$10,000 for additional data storage in-house, up to \$1500 per year for additional web-traffic, \$2000 for initial setup, additional staff costs, additional asset replacement funding and data storage.

Data Storage would be on City Servers or Servers located in Canada. Data would be available for a minimum of 12 months through a web-interface.

Option 3 – No video recordings - audio recordings only for staff use for minute taking purposes
All required equipment is already available, Audio Recording software won't exceed \$300 over 5 years, minimal extra staff time required, minimal asset replacement funding, minimal storage needs.

Audio will be stored for 12 Months in-house and available upon request or through a web-interface.

Option 4 – iCompass streaming services

This option would build on the iCompass meeting manager package the City already uses to manage the minutes, agendas, etc

Cost estimates – although this is a great solution, initial research has indicated that the cost would be around \$12000 per year for this service. Further research will have to be done as more hardware might be required.

Data Storage would be on iCompass Servers located in Canada. Data would be available for based on iCompass internal policies through a web-interface.

Option 5 – Set-up up to two simple webcams, microphone, TV, conference phone and dedicated computer to a) provide video recording feature b) provide a video conferencing solution.

The City has some hardware already, including the TV. This solution would provide for additional capabilities besides recording the meetings. Recordings would be easy to maintain as the size would be manageable and would be available through the City Servers or Servers hosted in Canada through a web-interface.

Cost estimate - \$2500-\$3500 for hardware and software, up to \$1000 for initial setup, up to \$1500 for additional web-traffic, minor additional time for staff, minor asset replacement funding.



REQUEST FOR DECISION

— REGULAR MEETING —



At the Committee of the Whole meeting on July 18, 2016 Council discussed the Options. Mr. Les Johnson from GFTV also provided input and explained how he would continue providing the service to the Public going forward free of charge. This media relationship with Mr. Johnson would be the best suited option for the City at this point while staff continues to monitor what options other communities explore.

Benefits or Impacts of the Recommendation:

General: Solution for Video/Audio recording

Policy/Legislation: N/A

Strategic Impact:

 Fiscally responsible choice of video recording and broadcasting method.

 N/A

 Continuation of making Council meetings easily accessible to the public.

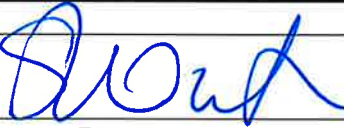
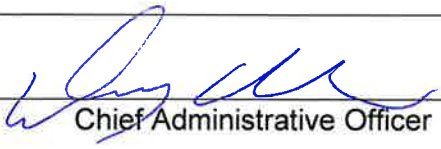
 N/A

Attachments: N/A

Recommendation: **RESOLVED THAT Council continue with a media partnership regarding Video Recordings of Council Meetings and to re-assess the topic over time.**

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



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Corporate Services
Date: September 6, 2016
Subject: Volunteer Appreciation Night – Call for Nominations – Policy #204
Recommendation: **RESOLVED THAT COUNCIL** provides notice to the public calling for nominations from the public for exceptional volunteer service in the City of Grand Forks in accordance with Council Policy #204.

BACKGROUND: In August, 2009, Council adopted a policy outlining procedures, for the giving of recognition to a volunteer or a group of volunteers for service above and beyond those generally performed in the Community. A copy of the policy is attached for reference. The policy outlines that prior to giving any recognition of volunteers; the City must call for nominations publicly in a Regular Meeting of Council and through the City's newsletter. There are no time frames attached to the policy. Volunteer Appreciation Night will be held in conjunction with Community Futures Small Business Awards night on Thursday, October 20, 2016.




Staff is requesting that the Call for Nominations be announced publicly at the September 6th, 2016 Regular Meeting and then advertised in the newspaper, on the website and Facebook. The Call for Nomination forms will be available at the City Hall reception desk and on the City's website. Completed nominations must be submitted to City Hall either in person or electronically, by Friday, September 30, 2016. The venue for this event will be The Curling Rink Banquet Room.

Benefits or Impacts of the Recommendation:

General: Council values community volunteers and believes that publicly recognizing individuals or groups of individuals who have gone above and beyond in serving our community is important.

Policy/Legislation: Council Policy #204 outlines the procedure for the recognition of special volunteers.

Strategic Impact:

-  [economic growth]
-  [community engagement]
-  [community liveability]

Attachments: Council Policy #204, nomination form



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



RESOLVED THAT COUNCIL provides notice to the public calling for nominations from the public for exceptional volunteer service in the City of Grand Forks in accordance with Council Policy #204.

- 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



CITY OF GRAND FORKS

POLICY TITLE: Volunteer of the City

POLICY NO: 204

EFFECTIVE DATE: August 17, 2009

SUPERSEDES:

APPROVAL: Council

PAGE: 1 of 1

POLICY:

Council may give recognition to a volunteer or a group of volunteers for service above and beyond of those generally performed in the Community.

PROCEDURE:

When Council is giving consideration to the recognition to an individual or group, it shall make its deliberations "in camera" and when a decision to give recognition has been made, it shall then be announced by the Mayor at the Annual Community Volunteer Recognition Evening.

Further, when giving consideration to recognizing a special volunteer, Council may consider the following criteria:

- the individual or group should be honoured for its volunteer work in the City of Grand Forks or for volunteer work that has had an impact on the City of Grand Forks;
- the individual or group should not have been paid or received any form of financial remuneration for the work or activity for which the volunteer is being considered;
- The individual or group should have made a significant commitment to the community to be considered for the recognition;
- There is substantial support from the Community through letters of recommendations outlining the volunteerism history and the impact on the Community;
- A special volunteer recognition may be given after the passing of the individual;
- Prior to giving any recognition of volunteer of the year, the City must call for nominations publicly in a Regular Council meeting and through the City's Newsletter.

CITY OF GRAND FORKS
EXCEPTIONAL VOLUNTEER SERVICE
NOMINATION FORM

PERSON /OR GROUP BEING NOMINATED

(Please print clearly with correct spelling)

SHORT BIOGRAPHY OF THEIR VOLUNTEER SERVICES (which will be read that evening):

ARE THEY, HE, SHE ABLE TO ATTEND THE VOLUNTEER EVENING? _____

YOUR NAME OR GROUP: _____

PLEASE PROVIDE A PHONE NUMBER OR EMAIL ADDRESS THAT WE MAY CONTACT IN EVENT
THAT YOUR NOMINATION IS ACCEPTED AS ONE OF THE AWARDS FOR THIS YEAR: _____

All Nominations need to be submitted to City Hall by October 5th, 2015

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Manager of Operations

Date: September 6, 2016

Subject: Early Budget Approval for 2016 for Holder replacement

Recommendation: **RESOLVED THAT Council gives the Early Budget Approval for September 2016 in the amount of \$200,000 for the Equipment Reserve fund for the purchase of the Holder replacement as stated for 2017 in the 20-year capital plan.**

BACKGROUND:



Our Holder was purchased in 2006 and currently has close to 5000 operating hours and requires increased maintenance. In the past the Holder was replaced every 10 years in an effort to ensure maintenance costs were kept in check and service levels did not suffer.

The Holder is used for sidewalk maintenance in the winter, sweeping, mowing, and assorted other jobs throughout the year. Each task requires individual attachments specific to the holder. Most of the Holder's attachments are from the previous Holder purchased in 1996.

Based on the 20-year Capital plan the current Holder is scheduled for replacement in 2017 which would include the replacement of some of the original 20-year old attachments.



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —







This would not change the financial status for equipment replacement fund for the end of 2017. Early budget approval would allow us to post the request for proposals and possibly take advantage of changes in the market.

Benefits or Impacts of the Recommendation:

General: Replacement of Holder and some attachments

Policy/Legislation: 20-year Capital Plan

Strategic Impact:



-  Fiscally responsible procurement and replacement of Assets.
-  N/A
-  N/A
-  Key piece of equipment for efficient maintenance of the community

Attachments: N/A

Recommendation: RESOLVED THAT Council gives the Early Budget Approval for September 2016 in the amount of \$200,000 for the Equipment Reserve fund for the purchase of the Holder replacement as stated for 2017 in the 20-year capital plan.

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



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Manager of Development & Engineering Services
Date: September 6, 2016
Subject: Natural Resources Canada Energy Innovation Program: Clean Energy Innovation Grant

Recommendation: RESOLVED THAT Council directs Staff to submit the information form and prepare a report to Council on scope, budget requirements and administration of the Clean Energy Innovation Grant.

BACKGROUND:

Natural Resources Canada has announced the Energy Innovation Program (EIP) to provide funding support for clean energy innovation to promote sustainable economic growth and Canada's transition to a low-carbon economy. The Program's objective is to support energy technology innovation to produce and use energy more cleanly and efficiently, and proposals are being requested in several strategic priority areas. The program may pay up to 50% of total project costs, from a minimum of \$300,000 in funding to a maximum of \$5,000,000

Staff have reviewed the priority areas in context of our Asset Management Plan and 20-year Capital Plan, and determined that the best fit for our energy and emissions infrastructure is the program strategic priority of "Renewable, smart grid and storage systems" which provide innovative integration of energy systems with renewable energy sources, smart grid technologies, and community energy planning.

Staff have identified a significant opportunity to utilize the EIP funding in support of the new electrical substation and grid improvements, with respect to design and engineering to facilitate connections to new renewable energy sources in the future, including micro-hydro, bio-energy, co-generation, and solar photovoltaic, as well as power storage. Electric substations in grid segments containing multiple renewable energy sources and storage require increased attention to supervisory control and data acquisition (SCADA) systems and real-time communications and information transfer.¹

¹ <http://electronicdesign.com/power-sources/smart-grid-renewable-energy-needs-intelligent-substations>



REQUEST FOR DECISION

— REGULAR MEETING —



The 20-year Capital Plan has allocated \$50,000 for engineering and design for the substation this year, with the anticipated potential construction in 2018 pending the engineering and design report and Council approval. If the application is successful, this funding program has the potential to significantly offset engineering and capital costs required for the completion of the substation, while enabling the continued modernization and improvement of the City's electrical utility system.

The City has a unique opportunity as a small-scale municipal electrical utility to develop an agile, 'future-proof' substation and grid system that can accommodate multiple renewable energy components. The economic benefit of owning the substation has already been established in the 20-year capital plan; cost savings could conceivably be re-invested into renewable energy and energy storage components in future years.

There is a two-step process for application: step 1 is to fill out an information form including the title of the project and the priority area in order to download the proposal template and applicant's guide, and step 2 is to complete the application form by **October 31, 2016**.

On Council's direction, staff will submit the information form and begin the application process in consultation with the City's electrical engineer. Staff will then bring a report and request for decision to the October 11 Regular Meeting to proceed with the grant application.

Timeline:

DATE	PROCESS
SEPTEMBER 6, 2016	Staff prepares RFD regarding proposal for COTW consideration and decision at RMC
OCTOBER 11	Report and Request for Decision to RMC
OCTOBER 31	Funding Proposal Deadline

Strategic Impact:

- The funding proposal, if successful, would offset engineering and capital costs associated with the proposed electrical substation project
- The proposed project would have the potential to spur investment in technological upgrades and industrial developments in the area



Fiscal Accountability



Economic Growth



Community Engagement





Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



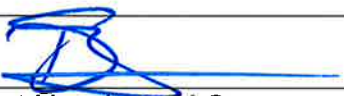
-  The proposed project would facilitate distributed, community-based power generation (i.e. net metering) and demonstrate climate action leadership, attracting people to the community
-  The proposed project has potential partnerships with third parties for energy generation and storage

Attachments: Natural Resources Canada Clean Energy Innovation Program Overview and FAQ

Recommendation: RESOLVED THAT Council directs Staff to submit the information form and prepare a report to Council on scope, budget requirements and administration of the Clean Energy Innovation Grant.

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



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

[Natural Resources Canada \(//www.nrcan.gc.ca/home\)](http://www.nrcan.gc.ca/home)

[Home](#) → [Energy](#) → [Energy Resources](#) → [Funding, Grants and Incentives](#) → [Calls for Proposals](#)

→ The Energy Innovation Program: Clean Energy Innovation

The Energy Innovation Program: Clean Energy Innovation

The **Energy Innovation Program (EIP)** is providing funding to support clean energy innovation ¹. Accelerating clean technology research and development is a key component of the Government of Canada's approach to promoting sustainable economic growth and to supporting Canada's transition towards a low-carbon economy.

Objective:

The Program's objective is to support **energy technology innovation** to produce and use energy more cleanly and efficiently. **Proposals are being requested in the following strategic priority areas:**

- **Renewable, smart grid and storage systems** can help reduce the economic, environmental, and health risks associated with air pollution and climate change. With more than 80% of Canadians living in cities, urban environments are an area of key focus in achieving greenhouse gas emissions (GHG) reductions. Energy use can significantly be reduced at the community level and its renewable contents increased through the innovative integration of energy systems including: renewable energy sources for heat and/or power; smart grid technologies and energy storage; net zero housing; community energy planning; and, electric vehicle charging.
- **Reducing diesel use by industrial operators in northern and remote communities** can be achieved through the demonstration of energy efficiency technologies, clean transportation, renewable heat and power, cogeneration, energy storage, and/or smart grid technologies. In recent years, large-scale deployment of renewable energy technologies at northern industrial sites (i.e. large scale wind turbines at mines) has proven the capability to operate in northern conditions and ultimately reduce diesel fuel use in these locations.
- **Addressing methane and volatile organic compounds (VOCs)** through research, development and demonstration projects that support Canada's objective to reduce methane emissions by up to 45% by 2025. Canada's oil and gas sector releases significant amounts of methane and VOCs through venting, flaring and fugitive equipment leaks. It is estimated that these sources contribute to approximately 10% of greenhouse gas and 30% of VOCs emitted

in Canada.

- **Reducing greenhouse gas emissions in the building sector** requires ongoing innovation in the design, construction and operation of the built environment so that affordable, higher efficiency homes, buildings and equipment become available to Canadians. GHG emissions from the built environment include 12 percent of direct emissions attributed to the buildings sector, and another 5 percent attributed to the electricity used by buildings.
- **Carbon capture, use and storage** will help meet Canada's 2030 emission reduction targets. This will particularly be the case in the oil and gas, and industrial sectors. R&D activities in this area will help reduce capture costs and improve efficiency to help deploy this technology more broadly — paving the way for significant emission reduction.
- **Improving industrial efficiency** is essential to our transition to a low-carbon economy. Fuel switching, the use of alternative fuels in industrial processes, and bio-refineries, which convert biomass into bio-based products and bioenergy, are two ways to reduce industrial energy intensities, fossil fuel consumption, and industrial air emissions. Projects could focus on front-end engineering design studies (FEED), the development of guidelines, standards and tools for fuel switching in industry, or integrating next generation bioenergy technologies into existing assets (e.g. first generation biofuel plants, pulp and paper mills, agricultural facilities, etc.).

Submission Process:

Applicants are requested to complete and submit the information form

(<http://www2.nrcan.gc.ca/es/oerd-rfp-dp/index.cfm?lang=eng>). Upon submission of the information form, an Applicants' Guide and Proposal template will be sent to you via e-mail.

The Proposal template should then be completed and submitted by **23:59 EDT, October 31, 2016**.

No proposal submitted after that deadline will be accepted. Natural Resources Canada recommends that proponents keep a record of the date and time their proposal was submitted as proof in case of any dispute.

Please note that Natural Resources Canada cannot guarantee the security of information sent via the form while it is in transit. Please refer to the Important Information (<http://www.nrcan.gc.ca/terms-conditions/10847>) for Natural Resources Canada's policy on treating confidential information it receives. Any personal information collected by Natural Resources Canada, whether in print or electronic format, is protected under the Privacy Act (<http://laws-lois.justice.gc.ca/eng/acts/P-21/index.html>).

(ONLY If you are unable to submit the Information Form online, or if you submit it but the material is not received within a reasonable time*, the Applicants' Guide and Proposal template can be obtained by sending an e-mail request to NRCan.EnergyInnovation-

Innovationenergetique.RNCan@Canada.ca (mailto:NRCan.EnergyInnovation-Innovationenergetique.RNCan@Canada.ca) with the subject “Demo Guide and the program name”. Please include in the body of the e-mail the information requested in the Information Form.

** Please allow up to an hour for the material to be received following submission of the Information Form.)*

Other important information:

Transfer of funds:

Proposals accepted for funding consideration under EIP will be subject to the parties (Natural Resources Canada and the proponent) successfully negotiating and signing a written Contribution Agreement.

Until a written Contribution Agreement is signed by both parties, no liability and no commitment or obligation exists on the part of Natural Resources Canada to make a financial contribution to the proposed project. As a result, any costs or expenses incurred or paid by the intended proponent prior to the execution of a written Contribution Agreement by both parties are the sole responsibility of the intended proponent, and no liability exists on the part of Natural Resources Canada.

Eligible Applicants:

Projects must be located in Canada. Eligible applicants are: legal entities validly incorporated or registered in Canada, including companies, electricity and gas utilities, industry associations, research associations, standards organizations, aboriginal and community groups, Canadian academic institutions, and provincial, territorial, regional and municipal governments and their departments and agencies.

Project Size:

Demonstration Projects and Front End Engineering Design Studies (FEED)

The Program may pay up to 50% of Total Project Costs per project, up to a maximum amount of **five million dollars (\$5,000,000.00)**. The minimum funding requested per project is **three hundred thousand dollars (\$300,000.00)**.

Research and Development Projects

The Program may pay up to 75% of Total Project Costs per project, up to a maximum amount of **five million dollars (\$5,000,000.00)**. The minimum funding requested per project is **three hundred thousand dollars (\$300,000.00)**.

For all projects, total Canadian government assistance (federal, provincial/territorial, regional and municipal governments and their departments and agencies, not including investment or funding from Crown or municipally-owned utilities) will not exceed 75% of total project costs, except for applicants that are also Canadian Government Organizations (as defined above), in which case, their own contributions will not count towards the total Canadian government assistance.

Frequently Asked Questions:

A list of commonly asked questions and their answers will be maintained on this site. It will be updated as often as required. Please click here to go to the [FAQs](http://www.nrcan.gc.ca/energy/science/programs-funding/18384) (<http://www.nrcan.gc.ca/energy/science/programs-funding/18384>).

Footnotes

NRCan reserves the right to alter or cancel the currently envisaged process and deadlines at its sole discretion. Funding for this program and its projects is subject to Treasury Board approval.

Date Modified:

2016-08-18

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Manager of Development & Engineering Services
Date: September 6, 2016
Subject: Development Permit application to place two sea cans with a roof overtop on property located at 7920 Donaldson Drive

Recommendation: **RESOLVED THAT** Council receive the report and approve the Development Permit application for property legally described as Lot 1, Block 14, D.L. 520, Plan KAP1339, located at 7920 Donaldson Drive subject to compliance with City bylaws and in substantial compliance with plans presented in the application; and further
RESOLVED THAT Council waives the Development Permit fee of \$200

BACKGROUND: The City has received an application for a Development Permit for property located at 7920 Donaldson Drive, legally described as Lot 1, Block 14, D.L. 520, S.D.Y.D., Plan KAP1339, to place two storage containers with a roof overtop on the property. The property is 0.195 hectares (0.482 acres) in size.

The subject property is located in the Light Industrial Development Permit Area, and prior to acquiring a building permit, the owner of a property that is located in a Development Permit Area must apply for and receive approval of a Development Permit.

The zoning of the property is I-2 (General Industrial) and storage containers are a permitted use in this zone. The property is connected to City water and has one septic system. The City previously received an application for Development Permit for subdivision of the property, which was not granted because the resulting lot size would be too small for required area for septic systems. The property owner undertook substantial costs in site investigation for septic installation and file review with Interior Health Authority.

Timeline:

Date	Process
August 12, 2016	Staff prepares RFD/DP Package
September 6, 2016	Report to COTW (introduction)
September 6, 2016	Report to RMC (decision)

Strategic Impact:

- The development of the property will increase the City's assessment base.
- The development will support business expansion in the Light Industrial area.



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



- The Sustainable Community Plan (SCP) is a public document and specifies Development Permit Areas and guidelines.

N/A

Policy/Legislation: The requirements for a Light Industrial Development Permit and the guidelines to be considered when approving a permit are contained in the Sustainable Community Plan and the Local Government Act.

Attachments:

- development permit application;
- building site plan and location and look of the storage unit;
- Parcel Report showing the location of existing buildings;
- Zoning map of the subject property;
- Land Use Map;
- Development Permit Area Map;
- Site Profile;
- excerpts from the SCP and I-2 zone regulations and uses; and
- excerpts from the Local Government Act.

Recommendation: **RESOLVED THAT** Council receive the report and approve the Development Permit application for property legally described as Lot 1, Block 14, D.L. 520, Plan KAP1339, located at 7920 Donaldson Drive subject to compliance with City bylaws and in substantial compliance with plans presented in the application; and further

RESOLVED THAT Council waives the Development Permit fee of \$200.

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



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

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. _____

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): Donald & Sandra Colclough

Mailing Address:

Telephone:

Legal Description: Lot 1, Block 14, D.L. 520, SDYD, Plan KAP1339

P.I.D. 010-119-311

Street or Civic Address: 7920 Donaldson Drive

DECLARATION PURSUANT TO THE WASTE MANAGEMENT ACT

I, Don Colclough, 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*.

X

(signature)

(date)

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

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

to place 2 storage containers with a roof overtop on the property

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

August 12, 2016

Date

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: _____

Mailing Address: _____

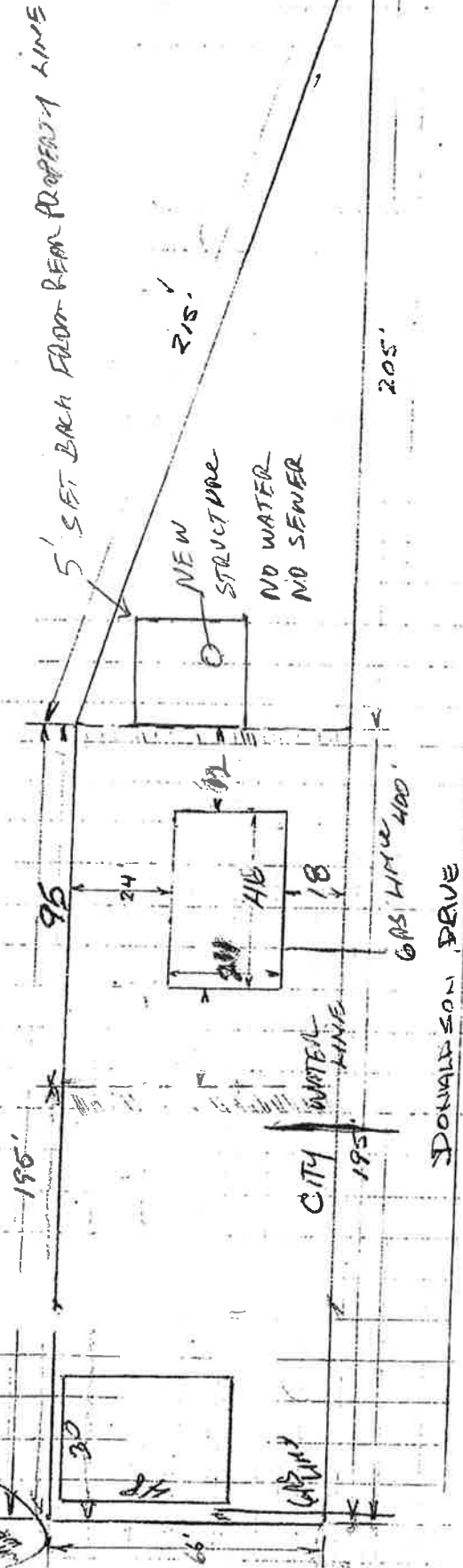
Telephone: _____ Email: _____

Owner(s) Signature of Authorization

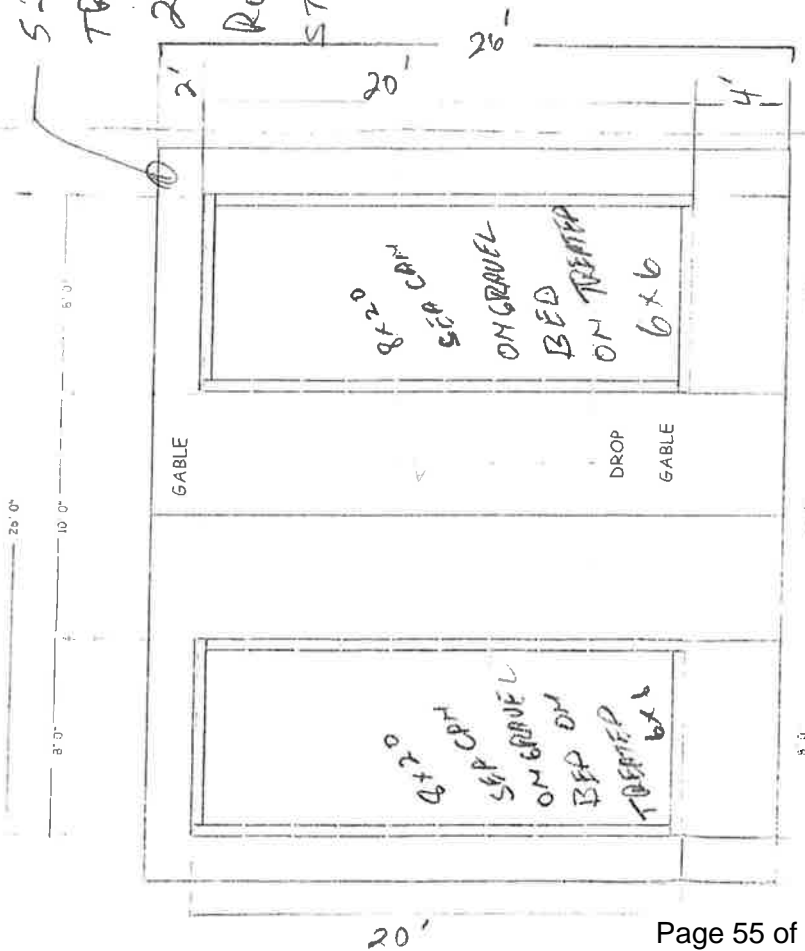
SCALE: 1" = 40'

REDI - ELECTRIC

OFFICE & STORAGE



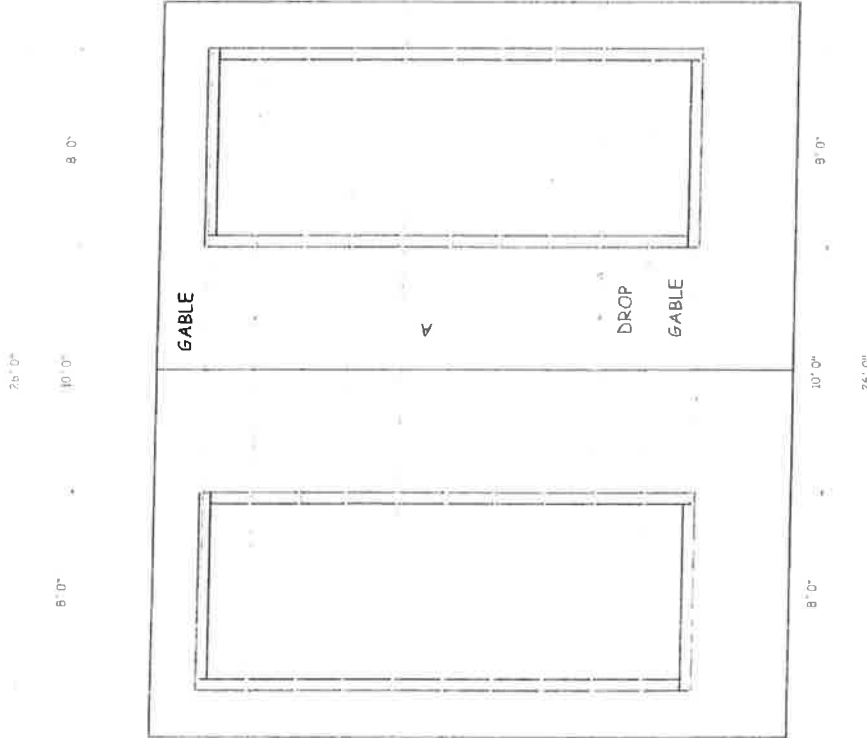
5-12 PITCH
TRUSS ROOF
2x4 STRAPPING
ROOFING FELT
STEEL ROOFING





THIS IS A TRUSS PLACEMENT DIAGRAM ONLY

See shop drawings for individual truss bracing, bearing, and multi-ply truss fastening requirements. The owner/contractor is responsible for temporary and permanent bracing of the truss system. For general guidance regarding bracing, consult "Handling, Installing and Bracing of Wood Trusses" available from Western Wood Truss Association of B.C.



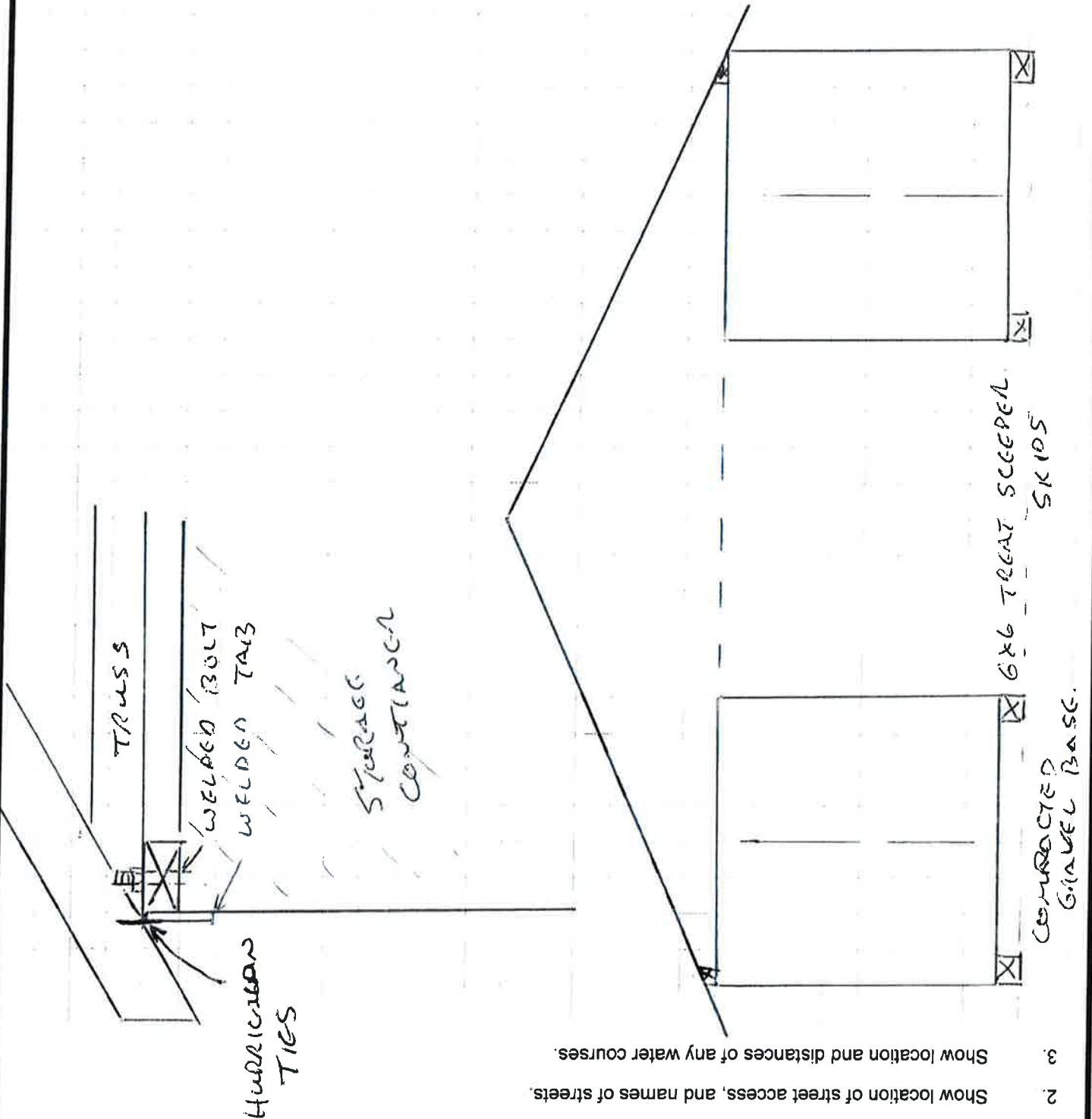
ROOF TRUSS LEVEL	
JOB #	JL16-36
REDI ELECTRIC	
26' X 20'	
Grand Forks B.C.	
Designer: SE	
Date: July 13, 2016	

ROOF PITCH 5/12
VALLEY PITCH 0/12
OVERHANG 28" S
EAVE HEIGHT 12"

Shed Loading
Ground Snow Load: 25 psf
Wind Speed: 34 mph
TC Factor: 0.8
Exposure: B
ASCE Load: 0.0 psf
ASCE Wind: 7.0 psf
Slope: 2:12

BUILDING SITE PLAN

1. Draw proposed location of home or building and all existing buildings on space provided below, and show distances to all PROPERTY LINES. Also show north arrow.
2. Show location of street access, and names of streets.
3. Show location and distances of any water courses.





Scale 1: 884

Legal Information

Plan: KAP1339	Section:	Jurs: 210	Lot Area: 0.482
Block: 14	Township:	Roll: 997500	Area Unit: acr
Lot: 1	Land District: 54	PID: 010-119-311	Width (ft): 0
District Lot: 520			Depth (ft): 0
Street: 7920 DONALDSON DR			
Description:			



Legend

Admin

Cadastral Lines

- CAD_DISTRICT_LOT
- CAD_GAS
- CAD_HIGHWAY
- CAD_HYDRO
- CAD_INTER_BDY
- CAD_LOTLINE
- CAD_LOTLINE_LICENSE
- CAD_LOTLINE_WATER
- CAD_RAILWAY
- CAD_RAILWAY_ABAN
- CAD_ROAD
- CAD_TELEPHONE
- CAD_TOWNSHIP

Miscellaneous Cadastral Lines

- CADM_AIRSTRIP
- CADM_ARROW
- CADM_BRIDGE
- CADM_DEWDNEY_TRAIL
- CADM_EASEMENT
- CADM_HOOK
- CADM_LEASE_LICENSE
- CADM_MAP_RESERVE
- CADM_MINERAL_CLAIM
- CADM_MISC_RW
- CADM_MTN_TOP_MARKER
- CADM_SKI_LIFT
- CADM_STAR
- CADM_TRANSCANADA_TRAIL
- CADM_UNSURVEYED_ROAD

Parcels

Provincial Park

City of Grand Forks

- Single & Two Family Residential 1 (R1)
- Single Family Residential 1A (R1A)

Scale: 1: 5,351

1 cm represents 53.51 m



Notes: Zoning Map

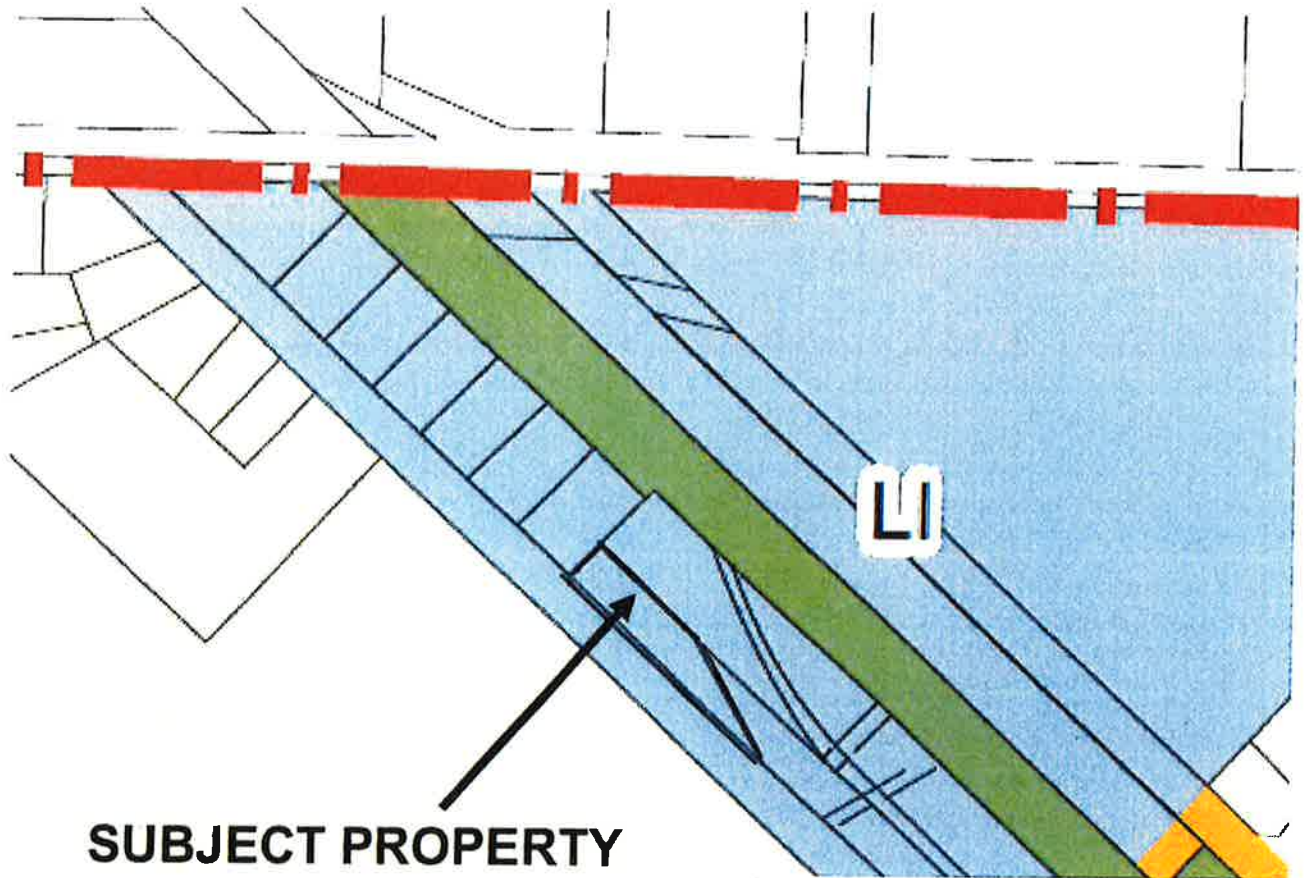
This map is for general information only. The RDKB does not guarantee its accuracy or correctness. All information should be verified.

0 100 200 m

Datum: NAD 1983 Projection: UTM Zone 11N

Printed on 07-Jun-2016

SCP LAND USE MAP



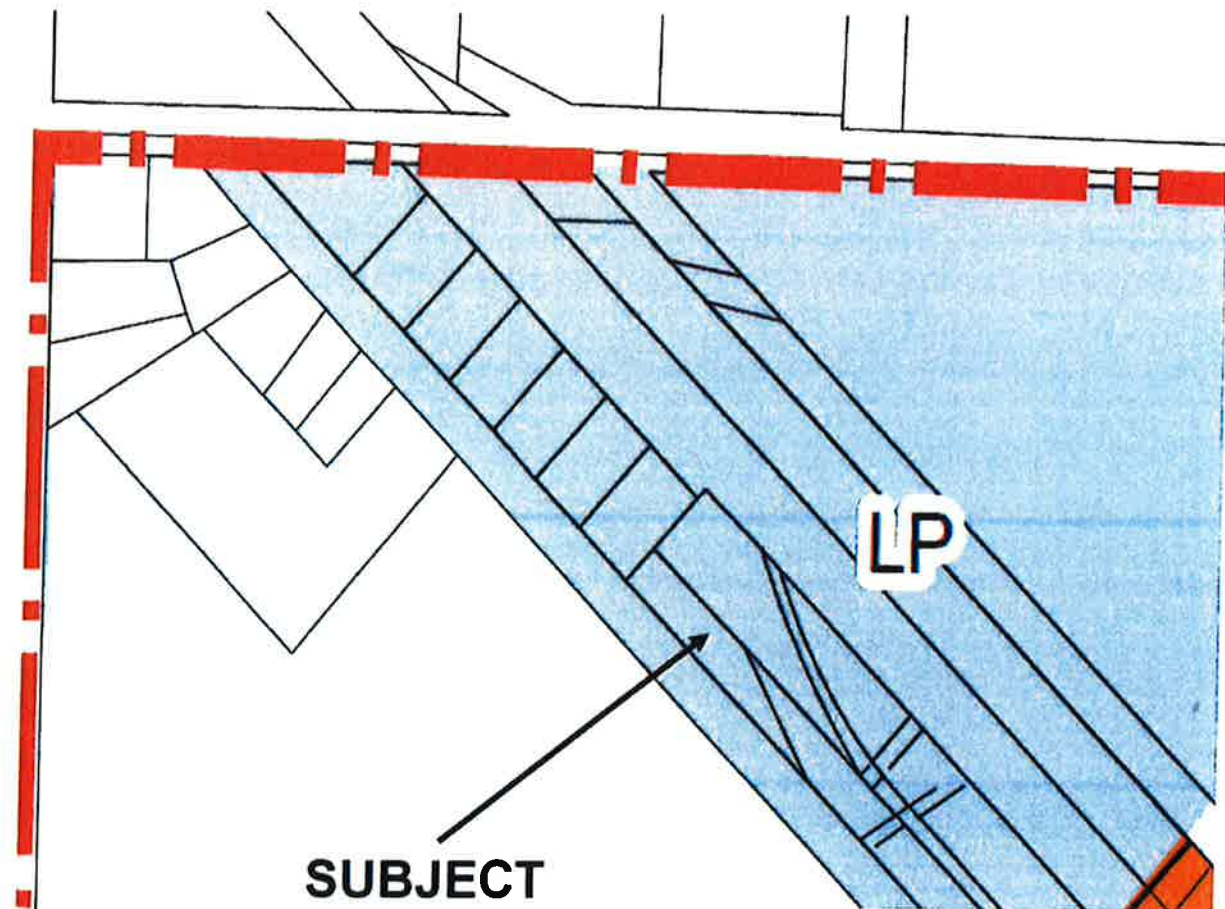
SUBJECT PROPERTY

Legend

- Municipal Boundary
- Agriculture/Rural (AR)
- Airport (AA)
- Commercial Core (CC)
- Highway & Tourist Commercial
- Light Industry (LI)
- Heavy Industry (HI)
- Hillside & Resource District (HR)
- Environmental Resource Area (ER)
- Institutional (IN)
- Heritage Corridor (HC)
- Low Density Residential (LR)
- Medium Density Residential (MR)
- Mixed Use Commercial/Residential (MU)
- Residential Infill/Intensification (RI)
- Park & Open Space (PK)



DEVELOPMENT PERMIT AREA MAP



**SUBJECT
PROPERTY**

Legend

Municipal Boundary

Development Permit Areas (OCP Bylaw No. 1541, 1998)

Historic Downtown DPA (HD)

Multiple Housing Residential DPA (MP)

Light Industry DPA (LP)

Commercial DPA (CP)

Heritage Corridor DPA (HC)

Environmentally Sensitive Area DPA (EP)

Hillside Development DPA (HP)

Donaldson Drive Transition District DPA (DDTD)

A. Name of Site Owner

Last Name

Colclough

First Name

Donald

Middle Initial(s)

E

(and/or, if applicable)

Company

Owner's Civic Address

City

Grand Forks

Province/State

B.C.

Country

Canada

Postal/Zip Code

V0H 1H1

B. Person Completing Site Profile (Leave blank if same as above):

Last Name

First Name

Middle Initial(s)

(and/or, if applicable)

Company

C. Person to Contact Regarding the Site Profile:

Last Name

Colclough

First Name

Donald

Middle Initial(s)

E

(and/or, if applicable)

Company

Mailing Address

City

Grand Forks

Province/State

B.C.

Country

Canada

Postal/Zip Code

V0H 1H1

Telephone (###) ###-####

Fax (###) ###-####

Please attach a site map with your application

All Property

Coordinates (using the North American Datum 1983 convention) for the centre of the site:

Latitude	Degrees	49	Minutes	347	Seconds	9
-----------------	---------	----	---------	-----	---------	---

Longitude	Degrees	118	Minutes	4705	Seconds	42
------------------	---------	-----	---------	------	---------	----

Please attach a map of appropriate scale showing the boundaries of the site.

For Legally Titled, Registered Property

Site Address (if applicable)

7920 Donaldson Drive

City

Grand Forks

Postal Code

V0H 1H2

PID numbers and associated legal descriptions.

PID	Legal Description	Add	Delete
010-119-311	Lot 1 block 14 plan kap 1339 D.L. 520 S.D.Y.D.	+	-

Total number of titled parcels represented by this site profile

1

For Untitled Crown Land

PIN numbers and associated Land Description (if applicable).

PIN	Land Description	Add	Delete
		+	-

Total number of untitled crown land parcels represented by this site profile

(and, if available)

Crown Land File Numbers (comma separated)

Please indicate below, in the format of the example provided, which of the industrial and commercial purposes and activities from Schedule 2 have occurred or are occurring on this site.

EXAMPLE

Schedule 2 Reference	Description
E1	appliance, equipment or engine repair, reconditioning, cleaning or salvage
F10	solvent manufacturing or wholesale bulk storage

Schedule 2 Reference	Description	Add	Delete
E1	Automotive Shop	+	-

Is there currently or to the best of your knowledge has there previously been on the site any (please mark the appropriate column opposite the question):		YES	NO
A.	Petroleum, solvent or other polluting substance spills to the environment greater than 100 litres?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B.	Residue left after removal of piled materials such as chemicals, coal, ore, smelter slag, air quality control system baghouse dust?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C.	Discarded barrels, drums or tanks?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
D.	Contamination resulting from migration of substances from other properties?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Is there currently or to the best of your knowledge has there previously been on the site any deposit of (please mark the appropriate column opposite the question):		YES	NO
A.	Fill dirt, soil, gravel, sand or like materials from a contaminated site or from a source used for any of the activities listed under Schedule 2?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B.	Discarded or waste granular materials such as sand blasting grit, asphalt paving or roofing material, spent foundry casting sands, mine ore, waste rock or float?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C.	Dredged sediments, or sediments and debris materials originating from locations adjacent to foreshore industrial activities, or municipal sanitary or stormwater discharges?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Is there currently or to the best of your knowledge has there previously been on the site any landfilling, deposit, spillage or dumping of the following materials (please mark the appropriate column opposite the question):		YES	NO
A.	Materials such as household garbage, mixed municipal refuse, or demolition debris?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B.	Waste or byproducts such as tank bottoms, residues, sludge, or flocculation precipitates from industrial processes or wastewater treatment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C.	Waste products from smelting or mining activities, such as smelter slag, mine tailings, or cull materials from coal processing?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
D.	Waste products from natural gas and oil well drilling activities, such as drilling fluids and muds?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
E.	Waste products from photographic developing or finishing laboratories; asphalt tar manufacturing; boilers, incinerators or other thermal facilities (e.g. ash); appliance, small equipment or engine repair or salvage; dry cleaning operations (e.g. solvents); or from the cleaning or repair of parts of boats, ships, barges, automobiles or trucks, including sandblasting grit or paint scrapings?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

1. TANKS OR CONTAINERS USED OR STORED AT THE SITE

Are there currently or to the best of your knowledge have there been previously on the site any (please mark the appropriate column opposite the question):		YES	NO
A.	Underground fuel or chemical storage tanks other than storage tanks for compressed gases?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B.	Above ground fuel or chemical storage tanks other than storage tanks for compressed gases?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Are there currently or to the best of your knowledge have there been previously on the site any (please mark the appropriate column opposite the question):		YES	NO
A.	PCB-containing electrical transformers or capacitors either at grade, attached above ground to poles, located within buildings, or stored?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B.	Waste asbestos or asbestos containing materials such as pipe wrapping, blown-in insulation or panelling buried?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C.	Paints, solvents, mineral spirits or waste pest control products or pest control product containers stored in volumes greater than 205 litres?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

To the best of your knowledge are there currently any of the following pertaining to the site (please mark the appropriate column opposite the question):		YES	NO
A.	Government orders or other notifications pertaining to environmental conditions or quality of soil, water, groundwater or other environmental media?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B.	Liens to recover costs, restrictive covenants on land use, or other charges or encumbrances, stemming from contaminants or wastes remaining onsite or from other environmental conditions?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C.	Government notifications relating to past or recurring environmental violations at the site or any facility located on the site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

(Note 1: Please list any past or present government orders, permits, approvals, certificates and notifications pertaining to the environmental condition, use or quality of soil, surface water, groundwater or biota at the site.

Note 2: If completed by a consultant, receiver or trustee, please indicate the type and degree of access to information used to complete this site profile. Attach extra pages, if necessary):

The person completing the site profile states that the above information is true based on the person's current knowledge as of the date completed.

Signature



→ OR: ☒ By checking this box, I declare that the information contained in this form is complete and accurate information.

Date Signed (MMM/DD/YY)

Mar/03/16

OFFICIAL USE

Reason for submission (Please check one or more of the following)

- | | |
|--|---|
| <input type="checkbox"/> Soil removal | <input type="checkbox"/> Development permit |
| <input type="checkbox"/> Subdivision application | <input type="checkbox"/> Variance permit |
| <input type="checkbox"/> Zoning application | <input type="checkbox"/> Demolition permit |

Local Government contact:

Name

Agency

Address

Telephone (###) ###-####

Fax (###) ###-####

E-mail

Date Received (YYYY-MM-DD)

Date Submitted to Site Registrar (YYYY-MM-DD)

Date forwarded to Director of Waste Management: (YYYY-MM-DD)



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

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

Highway & Tourist Commercial (HT)

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

Heritage Corridor (HC)

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

Light Industry (LI)

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

Heavy Industry (HI)

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

Institutional (IN)

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

Hillside & Resource District (HR)

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

Environmental Resource District (ER)

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

Park & Open Space (PK)

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

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



14.7 Light Industrial Development Permit Area

The Light Industrial DPA is designated under Section 919.1(1)(f) (form and character of industrial development) of the *Local Government Act*.

Area

The principal designated area is shown as the Light Industrial DPA on Schedule 'C' on the Development Permit Area Map. In general, the lands that are designated Light Industry located in the northwest corner of the City of Grand Forks will be subject to the Light Industrial DPA guidelines.

Justification

The area designated as Light Industrial and Service Commercial in the northwest corner of Grand Forks is suitable for light industry and service commercial development. The objective of this designation is to ensure that development of light industrial sites is done in a manner sensitive to adjacent lands and environmental quality, as well as to guide the form and character of new and existing light industrial zoned properties.

14.7.1 - Conditions for which a Light Industrial Development Permit is not Required

The following may be undertaken without a Light Industrial Development Permit:

- internal alterations, which do not affect the outer appearance of the building;
- replacement, upgrading or repair of roofing; Painting the exterior of a building;
- replacement of windows;

- construction of a fence;
- the construction of an accessory building or addition to a light industrial building that does not alter patterns or requirements of parking, access, loading, or landscaping on the site; and
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced.

14.7.2 - Guidelines

Development Permits issued in this area shall be in accordance with the following guidelines:

- .1 All buildings, structures and additions thereto shall be designated in a manner which gives consideration to the relationship with adjacent buildings and open areas, the efficiency of the circulation system and the design and siting compatibility with surrounding development.
- .2 Techniques to reduce impression of building size and bulk such as stepping back upper storeys, utilizing alcoves, bays, sub-roofs and ledges are encouraged.
- .3 Architectural details and design elements, which enhance the visual appearance and articulate the facade are encouraged.
- .4 Outdoor storage materials should be screened with walls, fencing, hedging, trees, planting, other screening materials or a combination of these materials.
- .5 Areas of landscaping should be provided next to roadways.



- .6 Development of lots adjacent to the ALR shall provide an ALC A.3 Airborne Particle and Visual Screen Buffer that is a minimum of 15m wide or designed and installed satisfactory to the ALC and the City. The ALC A.3 Airborne Particle and Visual Screen Buffer include deciduous or coniferous trees, shrubs and fencing.
- .7 Light industrial buildings and office buildings associated with light industrial use should be treated with painted metal, stucco, wood or textured concrete or other suitable finishings. Untreated flat concrete blocks will not be allowed.



14.0 DEVELOPMENT PERMIT AREAS

14.1 Introduction

Pursuant to the *Local Government Act*, Council may designate certain areas of the City as Development Permit Areas (DPA). Special conditions in the form of development guidelines might be implemented. These designations and guidelines are generally used to:

- protect and enhance the natural environment;
- protect and safeguard development from hazardous conditions;
- revitalize an area in which a commercial use is permitted;
- establish definitive objectives to treat form and character of commercial and multiple housing residential development; and
- establish definitive objectives and to treat the form and character of light industrial and service commercial development in lands located in the northwest corner of the City.

A development permit area is required within a DPA before:

- subdivision;
- construction, addition or alteration of a building or structure is started;
- land in a designated environmentally sensitive area is altered; and
- land subject to hazardous conditions in a designated area is altered.

In accordance with the Agricultural Land Commission Act, a development permit is not required for the clearing of land within the ALR for agricultural purposes.



Zoning Bylaw 1606 (excerpts)

SECTION 45

I-2 (General Industrial) Zone

Permitted Uses

1. The following uses and no others are permitted in an I-2 zone:

- (a) manufacturing facilities and storage areas for raw materials;
- (b) auction market, excluding the sales of animals;
- (c) storage, warehousing, cartage, express and freight facilities;
- (d) salvage yards and recycling depots;
- (e) gravel extraction activities such as processing and screening;
- (f) machine, welding and woodworking shops, and the retail sale of these items;
- (g) kennels;
- (h) automotive repair shops;
- (i) watchman's quarters;
- (j)* ***bulk fuel sales;***
- (k) ***tool and equipment rental establishments.***

Bylaw 1717

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

- (k) accessory buildings for any of the above.

Regulations

2. On a parcel located in an I-2 zone:

Minimum Parcel Size for Subdivision purposes

- (a) ***There is no minimum parcel size;***

Number and type of Dwelling Units allowed

- (b) A maximum of one single family detached dwelling or one mobile home is permitted, as a watchmen's quarters, but not all ***two***;

Height

Bylaw 1679

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

Setbacks

- (d) Except as otherwise specifically permitted in this bylaw, ***no building, structure or illuminated sign shall be located within 4.6 meters (15 ft) of a lot in a Residential zone;***

Bylaw 1679

Zoning Bylaw 1606 (excerpts)

SECTION 45

I-2 (General Industrial) Zone cont'd

Accessory Buildings

- (e) No accessory building shall have a total floor area greater than 50% of the principal structure.

Lot Area Coverage

- (f) The maximum permitted lot area coverage shall be as follows:

Principal building with all accessory building and structures 70%

Additional requirements

Bylaw 1679

- (g) ***All outdoor storage areas and/or manufacturing activities*** that are adjacent to either a residential area or a highway shall be screened by a solid fence or landscaped berm that shall be not less than 2.4 metres (8 ft) in height from the grade to the top of the berm or fence; and
- (h) See Sections 13 to 30A of this bylaw.

- (f) establishment of objectives for the form and character of commercial, industrial or multi-family residential development;
 - (g) in relation to an area in a resort region, establishment of objectives for the form and character of development in the resort region;
 - (h) establishment of objectives to promote energy conservation;
 - (i) establishment of objectives to promote water conservation;
 - (j) establishment of objectives to promote the reduction of greenhouse gas emissions.
- (2) With respect to areas designated under subsection (1), the official community plan must
- (a) describe the special conditions or objectives that justify the designation, and
 - (b) specify guidelines respecting the manner by which the special conditions or objectives will be addressed.
- (3) As an exception to subsection (2) (b), the guidelines referred to in that subsection may be specified by zoning bylaw but, in this case, the designation is not effective until the zoning bylaw has been adopted.
- (4) If an official community plan designates areas under subsection (1), the plan or a zoning bylaw may, with respect to those areas, specify conditions under which a development permit under section 489 would not be required.

RS2015-1-488 (B.C. Reg. 257/2015).

Activities that require a development permit

489. If an official community plan designates areas under section 488 (1), the following prohibitions apply unless an exemption under section 488 (4) applies or the owner first obtains a development permit under this Division:

- (a) land within the area must not be subdivided;
- (b) construction of, addition to or alteration of a building or other structure must not be started;
- (c) land within an area designated under section 488 (1) (a) or (b) [*natural environment, hazardous conditions*] must not be altered;
- (d) land within an area designated under section 488 (1) (d), (h), (i) or (j) [*revitalization, energy conservation, water conservation, greenhouse gas reduction*], or a building or other structure on that land, must not be altered.

RS2015-1-489 (B.C. Reg. 257/2015).

Development permits: general authority

- 490.** (1) Subject to this section, a local government may, by resolution, issue a development permit that does one or more of the following:
- (a) varies or supplements a land use regulation bylaw or a bylaw under Division 11 [*Subdivision and Development: Requirements and Related Matters*];
 - (b) includes requirements and conditions or sets standards under section 491 [*development permits: specific authorities*];
 - (c) imposes conditions respecting the sequence and timing of construction.
- (2) The authority under subsection (1) must be exercised only in accordance with the applicable guidelines specified under section 488 in an official community plan or zoning bylaw.
- (3) A development permit must not vary the use or density of the land from that permitted in the bylaw except as authorized by section 491 (3) [*protection from hazardous conditions*].
- (4) A development permit must not vary a flood plain specification under section 524 (3).
- (5) If a local government delegates the power to issue a development permit under this section, the owner of land that is subject to the decision of the delegate is entitled to have the local government reconsider the matter.

RS2015-1-490 (B.C. Reg. 257/2015).

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Manager of Development & Engineering Services

Date: September 6, 2016

Subject: Temporary Use Permit renewal request from the Church of Jesus Christ of Latter-Day Saints, agents for Crem Holdings Ltd., owners of the property

Recommendation: **RESOLVED THAT** Council receive staff's report and approve the renewal of the Temporary Use Permit for a further 3-year term and direct staff to prepare a Temporary Use Renewal Permit and send the signed document to Land Titles for registration on the title.

BACKGROUND: August 4, 2013, City staff received an application for a Temporary Use Permit (TUP) from Canada Calgary PM, agents for Crem Holdings Ltd., owners of property legally described as Lot A, District Lot 108, S.D.Y.D., Plan KAP82116 and located at 7255 Riverside Drive, to allow the Church of Jesus Christ of Latter-Day Saints to hold Sunday services in the commercially zoned building.

October 1, 2013, staff sent letters to surrounding property owners notifying them of the time and date where they could voice their opinions and concerns with respect to the TUP.

October 9, 2013, staff advertised the application in one issue of the Gazette notifying the Public of the time and date where they could voice their opinions and concerns with respect to the TUP.

October 28, 2013, Council approved the TUP application, as there were no concerns expressed, staff prepared the TUP and sent it to Land Titles to have the permit registered on title.

March 15, 2016, the City received a request from Canada Calgary PM for a TUP renewal for a further 3-year term. The Local Government Act, Section 497, states that a person, to whom a Temporary Use Permit has been issued, may apply to have the permit renewed for up to 3 years, subject to the restriction that a TUP may be renewed only once.

The current TUP will expire on October 28th, 2016 and the Church would like to stay at the current location for another 3 years. They have requested a renewal to the Temporary Use Permit that was issued in 2013. After the 3-year renewal is over, the Church will vacate the building and the commercial use status will resume.

June 21, 2016, Referral Request packages were sent to various agencies and departments with a response date of July 15, 2016.

July 18, 2016, the Committee of the Whole resolved that staff prepare a report and more information in respect to tax exemption.

REQUEST FOR DECISION

— REGULAR MEETING —



After consulting with the Financial department, it was determined that the owners of the property at 7255 Riverside Drive have in fact paid the taxes for the previous three years and the Church has not approached the City requesting a tax exemption. The taxes are sent directly to Crem Holdings Ltd.

July 27, 2016, staff advertised the TUP Renewal in the Gazette.

Timeline:


Date	Process
June 21, 2016	Sent Referral Request packages
July 18, 2016	COTW introduction
July 27, 2016	Ad in the Gazette
September 6, 2016	RMC decision

Benefits or Impacts of the Recommendation:

General: If Council approves the TUP renewal, the Church would be allowed to continue to hold Sunday services in the commercial building for a further 3 years.

If Council does not approve the TUP renewal, the Church would not be able to use the commercial building for their Sunday services and the building would be vacated and returned to a commercial use.

Strategic Impact:

 The Strategic Plan states that Council is open yet disciplined in land development decisions, recognize the importance of a healthy town core and the opportunity for more development.

 To continue investments in arts, culture, sport and heritage in Grand Forks.

Financial: There are no costs to the City, in that we do not need to advertise the renewal or send letters to surrounding property owners. The renewal was advertised and letters were sent when the first application was made in 2013, and this is a renewal of the permit without any variations.

Policy/Legislation: The ability to issue Temporary Use Permits comes from the Local Government Act. The Act stipulates the length of the Temporary Use Permit and one-time renewal of up to 3 years.

REQUEST FOR DECISION

— REGULAR MEETING —



Attachments:

- letter from the Church of Jesus Christ of Latter-Day Saints requesting a 3-year renewal of their TUP;
- copy of the TUP that was issued on October 29, 2013 and registered on title at the Land Title Office;
- copy of the October 1, 2013 letters to surrounding owners;
- copy of the October 9, 2013 ad in the Gazette;
- zoning map showing location and zoning of the property;
- parcel report;
- pictures of the building and parking area; and
- excerpts from the Local Government Act.

Recommendation: **RESOLVED THAT** Council receive staff's report and approve the renewal of the Temporary Use Permit for a further 3-year term and direct staff to prepare a Temporary Use Renewal Permit and send the signed document to Land Titles for registration on the title.

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

	
Department Head or CAO	Chief Administrative Officer

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

Canada Calgary Project Management Office
Room 109, 7040 Farrell Road SE
Calgary, Alberta T2H 0T2
tel: (403) 869-1521
fax: (801) 240-4956

15 March 2016

City of Grand Forks
7217, 4 Street
PO BOX 220
Grand Forks, BC V0H 1H0

ATTN: Mayor and Council of the City of Grand Forks

A Temporary Use Permit was approved for our use on 29 OCT 2013. This permit and notification are attached. It is time now to seek renewal of this permit for the additional three years allowed in the bylaw.

Please confirm the requirements for approval of this extension, or consider this our application.

Thank you.

Sincerely,



Jim Kyle, P.Eng



THE CORPORATION OF THE CITY OF GRAND FORKS

TEMPORARY COMMERCIAL OR INDUSTRIAL USE PERMIT NO. 2013-4

1. This Temporary Commercial or Industrial Use Permit is issued to:

CREM HOLDINGS LTD., INC NO. BC0800755

subject to compliance with all of the bylaws of the Corporation of the City of Grand Forks, applicable thereto, except as specifically varied by this permit.

2. This permit applies to and only to, those lands within the City of Grand Forks, described below and any and all buildings, structures and other development thereon:

7255 Riverside Drive

Lot A., District Lots 108, S.D.Y.D., Plan KAP82116 (PID 026-838-575)

(referred to as the "Lands")

3. With respect to the Lands, the City of Grand Forks Zoning Bylaw No. 1606 and all amendments thereto, is hereby varied as follows:

Section 42(1) Permitted Uses, be varied to allow for the location of a Religious Center at the above mentioned property located at 7255 Riverside Drive to operate under this Temporary Use Permit, for a 3 year term.

4. In addition, the City of Grand Forks Subdivision Bylaw No. 1424 and amendments thereto, is hereby varied as follows:

N/A

5. This permit shall not have the effect of varying the use or density of land as specified in the City of Grand Forks Zoning Bylaw No. 1606, nor a floodplain specified in the City of Grand Forks Floodplain Bylaw No. 1402.

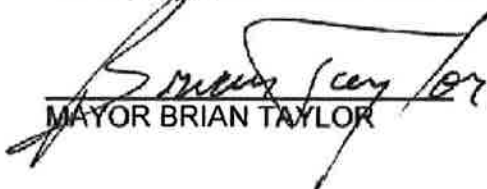
6. The Owner of the Lands, as a condition of the issuance of this permit agrees to:

Lease the property to the Church of Jesus Christ of Latter-Day Saints, for the express purpose of the operation of the Church

7. This permit is issued on the condition that the Permittee has provided to the City of Grand Forks, security in the form of an irrevocable letter of credit to guarantee the performance of the conditions in Section 6 of this permit. The letter of credit shall be for a period of N/A and shall be in the amount of N/A.
8. Should the Permittee fail to satisfy the conditions contained in Section 6 of the permit,
9. Notice of this permit shall be filed in the Land Titles Office at Kamloops, B.C. under Section 927 of the Local Government Act and upon such filing, the terms of this permit or any amendment hereto, shall be binding upon all persons who acquire an interest in the land affected by this permit.
10. This permit prevails over the provisions of the bylaw(s), in the event of conflict.
11. The permit will be in effect for a 3 year duration, commencing on the date of signature of this permit.
12. This permit is not a building permit.

AUTHORIZING RESOLUTION PASSED BY THE COUNCIL FOR THE CORPORATION OF THE CITY OF GRAND FORKS AT A REGULAR MEETING HELD THE 28th DAY OF OCTOBER, 2013.

Temporary Use Permit issued on the 29th day of October, 2013/


MAYOR BRIAN TAYLOR


CORPORATE OFFICER
DIANNE HEINRICH



P.O. Box 220, Grand Forks, B.C. V0H 1H0

October 29, 2013

Crem Holdings Ltd.
P.O. Box 6036, Station Main
Edson, Alberta
T7E 1T6

ATTENTION: Eugene Bachand

Re: Temporary Use Permit #2013-4 – 7255 Riverside Drive

Dear Mr. Bachand:

Please be advised that your agent's (Jim Kyle, Canada Calgary PM Office) temporary use permit application to allow the Church of Jesus Christ of Latter-Day Saints, was approved by Council at their Regular meeting held October 29, 2013.

Also, find enclosed a signed copy of the Temporary Use Permit #2013-4. Another copy has been sent to the Land Titles office in Kamloops to be registered on title.

The Building Inspector/Business License Inspector has been notified by way of a copy of this letter and a copy of the permit.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kathy LaBossiere', is written over a horizontal line.

Kathy LaBossiere
PLANNING TECH
cc – Wayne Kopan, Building Inspector
- Jim Kyle, Canada Calgary PM Office

THE CORPORATION OF THE CITY OF GRAND FORKS

7217-4th Street
P.O. Box 220
Grand Forks, B.C.
V0H 1H0

Telephone: 250-442-8266
Fax: 250-442-8000

TEMPORARY USE PERMIT APPLICATION

APPLICATION FEE \$750.00

Receipt No. 168464

Registered Owner(s): CREM HOLDINGS LTD.

BOX 6036 STATION MAIN

EDSON, AB T7E 1T6

ATTN: EUGENE BACHAND

Mailing Address: AS ABOVE

Telephone: Home: — Work 760-723-2297

Legal Description:

LOT: A

DISTRICT LOT: 108

PLAN: KAP 82116

Street Address: 7261 OR
7255 RIVERSIDE DRIVE

.OVER.....

Description of proposed use and reason for application:

PROPOSED USE IS FOR SUNDAY WORSHIP SERVICES, AND
CLASSES. THE APPLICATION IS BEING MADE FOR THIS
SPACE BECAUSE IT IS THE MOST SUITABLE OF ANY
IDENTIFIED IN GRAND FORKS FOR THIS USE.

Submit the following information with the application:

1. A legible site plan showing the following:

- (a) The boundaries and dimensions of the subject property.
- (b) The location of any proposed or present buildings.
- (c) The location of off-street parking facilities.
- (d) The location of off-street loading facilities.
- (e) The location of any proposed access roads, screening, landscaping or fencing.
- (f) The location of refuse containers and parking area lighting.

2. Professionally drawn site elevations, façade applications for proposed or present buildings, identifying colours, canopies, window trim and sign specifications.

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


Signature of Owner

4 AUG 2013
Date

AGENT'S AUTHORIZATION

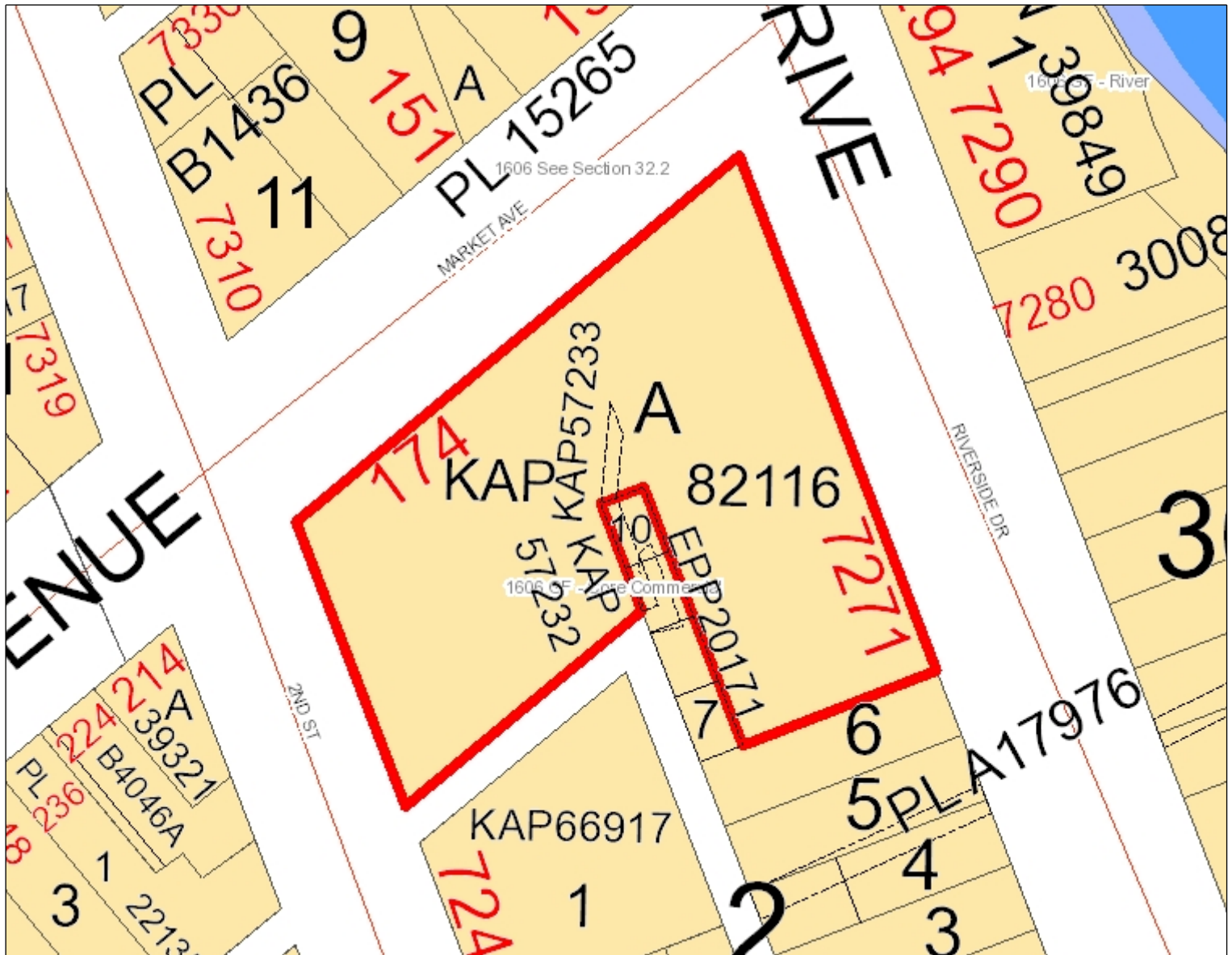
I hereby authorize the person/company listed below to act on my behalf with respect to this application and that the information provided is full and complete and to the best of knowledge to be a true statement of the facts.

Name of Authorized Agent: JIM KYLE, CANADA CALGARY PM OFFICE

Mailing Address: 109, 7040 FARRELL ROAD SE
CALGARY AB
T2H 0T2

Telephone: 403 869 1521

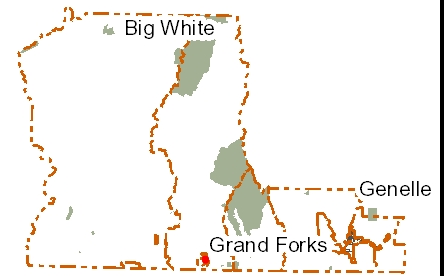

Owner(s) Signature of Authorization



Scale 1: 808

Legal Information

Plan: KAP82116	Section:	Jurs: 210	Lot Area: 0.887
Block:	Township:	Roll: 17010	Area Unit: acr
Lot: A	Land District: 54	PID: 026-838-575	Width (ft): 0
District Lot: 108			Depth (ft): 0
Street: 7271 RIVERSIDE DR			
Description:			



Legend

- Admin
- Cadastral Lines**
 - CAD_DISTRICT_LOT
 - CAD_GAS
 - CAD_HIGHWAY
 - CAD_HYDRO
 - CAD_INTER_BDY
 - CAD_LOTLINE
 - CAD_LOTLINE_LICENSE
 - CAD_LOTLINE_WATER
 - CAD_RAILWAY
 - CAD_RAILWAY_ABAN
 - CAD_ROAD
 - CAD_TELEPHONE
 - CAD_TOWNSHIP
- Miscellaneous Cadastral Lines**
 - CADM_AIRSTRIP
 - CADM_ARROW
 - CADM_BRIDGE
 - CADM_DEWDNEY_TRAIL
 - CADM_EASEMENT
 - CADM_HOOK
 - CADM_LEASE_LICENSE
 - CADM_MAP_RESERVE
 - CADM_MINERAL_CLAIM
 - CADM_MISC_RW
 - CADM_MTN_TOP_MARKER
 - CADM_SKI_LIFT
 - CADM_STAR
 - CADM_TRANSCANADA_TRAIL
 - CADM_UNSURVEYED_ROAD

- Parcels
- Provincial Park
- Lakes
- Rivers
- Streets

Scale: 1: 2,353

1 cm represents 23.53 m



0 50 100 m

Datum: NAD 1983 Projection: UTM Zone 11N

Printed on 07-Jun-2016

Notes:

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

THE CORPORATION OF THE CITY OF GRAND FORKS

NOTICE FOR TEMPORARY USE

TAKE NOTICE THAT pursuant to Section 921(11) of the Local Government Act, the City of Grand Forks is considering the issuance of a Temporary Use Permit to allow the Church of Jesus Christ of Latter-Day Saints to hold their Sunday Church services at property located at 7255 Riverside Drive, legally described as Lot A, District Lot 108, S.D.Y.D., Plan KAP82116. A Temporary Use Permit is valid for up to 3 years with a further three year allowable extension, if required.

(insert map)

TAKE FURTHER NOTICE THAT Council for the City of Grand Forks will hear any public input with regard to the above-mentioned proposal at a Committee of the Whole meeting scheduled for October 15, 2013 beginning at 9:00 a.m. at the Regional District Boardroom located at 2140 Central Avenue, Grand Forks, B.C.

A draft copy of the Temporary Use application may be viewed until 4:00 p.m., October 11, 2013 at 7425-5th Street, or by contacting Kathy LaBossiere, Planning Technician for the City of Grand Forks, at 250-442-8266.

Sasha Bird

MANAGER OF DEVELOPMENT & ENGINEERING SERVICES



Front of building looking Northwest



From front of building looking North



From front of building looking Northeast



From front of building looking East



From front of building looking South



(9) For land within a development permit area designated under section 488 (1) (h), (i) or (j) [*energy conservation, water conservation, greenhouse gas reduction*], a development permit may include requirements respecting the following in order to provide for energy and water conservation and the reduction of greenhouse gas emissions:

- (a) landscaping;
- (b) siting of buildings and other structures;
- (c) form and exterior design of buildings and other structures;
- (d) specific features in the development;
- (e) machinery, equipment and systems external to buildings and other structures.

(10) For land within a development permit area designated under section 488 (1) (h), (i) or (j), a development permit may establish restrictions on the type and placement of trees and other vegetation in proximity to the buildings and other structures in order to provide for energy and water conservation and the reduction of greenhouse gas emissions.

RS2015-1-491 (B.C. Reg. 257/2015).

Division 8 – Temporary Use Permits

Designation of temporary use permit areas

- 492.** For the purposes of section 493, an official community plan or a zoning bylaw may
- (a) designate areas where temporary uses may be allowed, and
 - (b) specify general conditions regarding the issue of temporary use permits in those areas.

RS2015-1-492 (B.C. Reg. 257/2015).

Temporary use permits for designated areas and other areas

- 493.** (1) On application by an owner of land, a local government may issue a temporary use permit as follows:
- (a) by resolution, in relation to land within an area designated under section 492;
 - (b) by bylaw, in relation to land within an area outside a municipality, if there is no official community plan in effect for the area.
- (2) A temporary use permit may do one or more of the following:
- (a) allow a use not permitted by a zoning bylaw;
 - (b) specify conditions under which the temporary use may be carried on;
 - (c) allow and regulate the construction of buildings or structures in respect of the use for which the permit is issued.
- (3) If a local government delegates the power to issue a temporary use permit under this section, the owner of land that is subject to the decision of the delegate is entitled to have the local government reconsider the matter.

RS2015-1-493 (B.C. Reg. 257/2015).

Public notice and hearing requirements

- 494.** (1) If a local government proposes to pass a resolution under section 493 (1) (a), it must give notice in accordance with subsections (2) to (4) of this section.
- (2) The notice must state
- (a) in general terms, the purpose of the proposed permit,
 - (b) the land or lands that are the subject of the proposed permit,
 - (c) the place where and the times and dates when copies of the proposed permit may be inspected, and
 - (d) the place where and the time and date when the resolution will be considered.
- (3) The notice must be published in a newspaper at least 3 days and not more than 14 days before the adoption of the resolution to issue the permit.

(4) Section 466 (4) to (8) [*specific requirements in relation to notice of public hearing*] applies to the notice as if the resolution were a bylaw.

(5) If a local government proposes to adopt a bylaw under section 493 (1) (b), the following sections apply:

- (a) section 464 [*requirement for public hearing*];
- (b) section 465 [*public hearing procedures*];
- (c) section 466 [*notice of public hearing*];
- (d) section 469 [*delegating the holding of public hearings*];
- (e) section 470 [*procedure after public hearing*].

RS2015-1-494 (B.C. Reg. 257/2015).

**Permit conditions: undertakings
respecting land**

- 495.** (1) As a condition of issuing a temporary use permit, a local government may require the owner of the land to give an undertaking to
- (a) demolish or remove a building or other structure, and
 - (b) restore land described in the permit to a condition specified in the permit by a date specified in the permit.
- (2) An undertaking under subsection (1) must be attached to and forms part of the permit.
- (3) If the owner of the land fails to comply with all of the undertakings given under subsection (1), the local government may enter on the land and carry out the demolition, removal or restoration at the expense of the owner.

RS2015-1-495 (B.C. Reg. 257/2015).

**Permit conditions: additional
security requirements**

- 496.** (1) In addition to any security required under section 502, a local government may require, as a condition of issuing a temporary use permit, that the owner of the land give to the local government security to guarantee the performance of the terms of the permit.
- (2) If there is a requirement for security under subsection (1), the permit may provide for
- (a) the form of the security, and
 - (b) the means for determining
 - (i) when there is default under the permit, and
 - (ii) the amount of the security that forfeits to the local government in the event of default.

RS2015-1-496 (B.C. Reg. 257/2015).

Term of permit and renewal of permit

- 497.** (1) The owner of land in respect of which a temporary use permit has been issued has the right to put the land to the use described in the permit until the earlier of the following:
- (a) the date that the permit expires;
 - (b) 3 years after the permit was issued.
- (2) A person to whom a temporary use permit has been issued may apply to have the permit renewed, subject to the restriction that a temporary use permit may be renewed only once.
- (3) Subsection (1) and sections 495 [*permit conditions: undertaking respecting land*] and 496 [*permit conditions: additional security requirements*] apply in relation to a renewal under subsection (2).

RS2015-1-497 (B.C. Reg. 257/2015).

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Manager of Development and Engineering
Date: September 6, 2016
Subject: Pavement rehabilitation for 22nd Street (Highway 3 to 78th Avenue).
Recommendation: **RESOLVED THAT COUNCIL** receive the report for discussion and decision.

BACKGROUND: At the July 18th Regular Meeting Council asked staff to review the requirements for pavement upgrade of 22nd Street (Highway 3 to 78th Avenue) and to bring the project forward into the 2016 capital expenditures budget. This project would be in lieu of undertaking the costlier multi-utility project which includes full depth road reconstruction, widening for bike lanes and utility replacements.

In 2014, as requested by the City, Urban Systems investigated two potential alternatives for road rehabilitation for 22nd Street (and 68th Street). These alternatives included:

1. Full depth reclamation, and
2. Mill and replace asphalt.

Urban Systems approached Interior Testing Services Limited (ITSL), to comment on both full depth reclamation and a mill and replace program. ITSL's technical memo dated April 25th, 2014 is attached for reference with a memo from Urban Systems detailing the alternatives, cost estimates, considerations and recommendations. Below is a summary of the information in the memo:

1. Full depth reclamation program: the mixing depth required **would not produce a significant cost savings over completely rebuilding the road** (i.e. full reconstruction) and the quality of the sub base material produced would not satisfy the structure of current industry-standard specifications.

2. Mill and replace program: Although the pavement structure resulting from this method is still expected to be insufficient to meet industry-standard specifications, it would provide an overall increase in road structure and perform better than the existing



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



asphalt surface but at a reduced life expectancy when compared to full road reconstruction.

The estimated costs for 22nd Street and 68th Avenue in the attached memo were contingent on “owner-supplied” 100 mm thick granular base material. The City can no longer supply this base material as the stock has been depleted. This will increase the cost of construction on 22nd Street by approximately \$100,000.

2014 cost estimate including 10% contingency for 22nd Street: \$364,375

2016 cost estimate including 10% contingency for 22nd Street: \$464,375

These estimates are the minimum that could be expected and do not include costs for design work that would need to be completed prior to putting out a contract for tender.

Urban Systems recommended a mill and replace program as outlined by ITSL, and that additional condition assessments be completed on the water and sanitary mains before proceeding with any surface restoration. This approach was applied on 68th Avenue in 2014. Drainage improvement options also need to be assessed before proceeding.

Staff consulted Urban Systems regarding other options for pavement upgrade, such as applying an overlay rather than using a mill and replace method. This approach was applied on other roads in the area of 22nd Street in 2006 and, upon inspection, seems to be holding up well.

2016 conservative cost estimate for overlay excluding design work: \$350,000

Estimating life cycle of the different options for pavement upgrade is difficult as there are a number of factors in effect including initial design & construction, environmental, drainage, traffic loading, and upkeep and maintenance. Below are gross estimates of each option:

New Construction: 15-25 years

Mill & Replace: 10-15 years

Overlay: 7-12 years

In addition to the uncertainty of costs and lifecycle, if Council were to direct Staff to request proposals for the selected option, construction would not start until at least late September, and the risk of lower asphalt quality due to cool weather could seriously



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



diminish the life cycle of the asphalt. Furthermore, condition assessments of water and sanitary mains would be required to ensure that urgent repairs are addressed before surface restoration is complete.





Summary

Staff recommends adhering to the capital plan of paving 22nd Street in 2017, with design work and tender proceeding in January or February of 2017. This would ensure ample time to complete the necessary steps to ensure the City gets the best product at the best possible price.

Benefits or Impacts of the Recommendation:

General: Improve the condition of a badly deteriorated, high-use roadway.

Strategic Impact:

-  Borrowing Bylaw 1923 applies to multi-utility projects only so this project does not fit the criteria for this funding. Funding to be determined.
-  No anticipated impact on economic growth
-  This project has been identified as a high priority by area residents and hospital staff and users
-  Surface restoration and drainage improvement will increase liveability and safety in the 22nd St. corridor

Policy/Legislation: N/A

Attachments: 1) Memorandum from Urban Systems dated May 12, 2014
File: 0788.0034.02
Subject: Multi-Utility Projects Update
2) Letter from ITSL dated April 25, 2014
Job 13.171



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation: **RESOLVED THAT COUNCIL** receive the report for discussion and decision.

- 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 ISSUE BACK TO STAFF FOR MORE INFORMATION.**
-

	
Department Head or CAO	Chief Administration Officer



MEMORANDUM

Date: May 12, 2014
To: Sasha Bird, AScT
cc: Scott Shepherd, BA, AScT
From: Thomas Simkins, EIT
File: 0788.0034.02
Subject: Multi-Utility Projects Update

Based on our recent conversations, it is our understanding that the City would like to consider the potential for pavement rehabilitation only for 22nd Street (Highway 3 to 77th Ave) and 68th Ave (Kettle River Drive to 19th Street) in lieu of undertaking the more costly multi-utility projects which included full depth road reconstruction, widening for bike lanes and utility replacements.

As requested by the City, Urban Systems has investigated two potential alternatives for road rehabilitation for 22nd Street and 68th Avenue. These alternatives include:

1. Full depth reclamation, and
2. Mill and replace asphalt.

We approached Interior Testing Services Limited (ITSL), to comment on both full depth reclamation and a milling and replace program. ITSL's technical memo dated April 25th, 2014 is attached for reference.

The following summarizes our review of the alternatives.

Alternative #1 – Full Depth Reclamation

Full depth road reclamation is a process by which pulverizing the existing asphalt surface and blending with underlying granular soils creates a road base to be paved. ITSL notes that the existing roads have no subbase gravels beneath the existing asphalt; instead the subbase is made up of a 300mm thick layer of what is likely old topsoil. The mixing depth required would not produce a significant cost savings over completely rebuilding the road and the quality of the subbase material produced would not satisfy the structure of MMCD specifications.

Alternative #2 – Mill and Replace Program

A mill and replace program involves milling the existing asphalt, placing a crush gravel base which includes the existing milling, and placing a new asphalt surface. The pavement structure resulting from milling and replacing is still expected to be insufficient for MMCD specification and the existing traffic loadings. However a mill and replace program would provide an overall increase in road structure and perform better than the existing asphalt surface but at a reduced life expectancy when compared to full road reconstruction.

Cost Estimates

The following table summarizes the estimated costs for undertaking alternative #2.

MEMORANDUM

Date: May 12, 2014
 File: 0788.0034.02
 Subject: Multi-Utility Projects Update
 Page: 2 of 3

22nd Street (Highway 3 to 78th Ave)

DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION
Cold Milling- 75mm thickness	m ²	4,900	\$5.00	\$24,500.00
Granular Base - Roadway 100mm Thickness (owner supplied)	m ²	4,900	\$8.00	\$39,200.00
Reshape granular road bed and blend with millings	m ²	4,900	\$4.50	\$22,050.00
Shoulder Grading 100mm Depth - 19mm Granular Base	m	1,400	\$5.00	\$7,000.00
Asphalt (75mm Thickness)	m ²	4,900	\$45.00	\$220,500.00
Asphalt Driveways, (50mm Thickness)	m ²	150	\$40.00	\$6,000.00
Painted Pavement Markings	L.S.	1	\$2,000.00	\$2,000.00
Adjust existing appurtenances	ea.	20	\$500.00	\$10,000.00
			SUBTOTAL	\$331,250.00
			CONTINGENCY ALLOWANCE (10%)	\$33,125.00
			TOTAL	\$364,375.00

68th Ave (19th Ave to Kettle River Drive)

DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION
Cold Milling- 75mm thickness	m ²	5,250	\$5.00	\$26,250.00
Granular Base - Roadway 100mm Thickness (owner supplied)	m ²	5,250	\$8.00	\$42,000.00
Reshape granular road bed and blend with millings	m ²	5,250	\$4.50	\$23,625.00
Shoulder Grading 100mm Depth - 19mm Granular Base	m	1,400	\$5.00	\$7,000.00
Asphalt (75mm Thickness)	m ²	5,250	\$36.00	\$236,250.00
Asphalt Driveways, (50mm Thickness)	m ²	150	\$40.00	\$6,000.00
Painted Pavement Markings	L.S.	1	\$2,000.00	\$2,000.00
Adjust existing appurtenances	ea.	20	\$500.00	\$10,000.00
			SUBTOTAL	\$353,125.00
			CONTINGENCY ALLOWANCE (10%)	\$35,312.50
			TOTAL	\$388,437.50

MEMORANDUM

Date: May 12, 2014
File: 0788.0034.02
Subject: Multi-Utility Projects Update
Page: 3 of 3

Considerations

The following list the items the City should consider if limiting the scope to road surface rehabilitation in lieu of undertaking full depth reconstruction.

- Any road remediation option which does not include total road reconstruction would result in a reduced service life of the road structure.
- Raising and regrading the road with a crown would have both positive and negative impacts on drainage, boulevards, intersections, and driveways. All manholes and valves within the road would require adjustments to match new grades.
- Maintenance and repairs within the road (i.e. service connections) could become more frequent as the aging utilities reach the end of their service life.
- There are corridors available in the boulevard for future replacement of utility mains.
- The road structure is in poor condition (ITSL November 2013 Report).
- Capacity and condition concerns of the existing utilities would not be addressed.
 - The cast iron watermain installed in the 1940's is undersized on 3rd Street
 - The watermain on 22nd Street is undersized for future growth and does not meet fire flow
 - The sanitary main is undersized from 16th Street to Boundary Drive on 68th Ave. Future development to the west could be limited if these sections of sanitary are not upsized.

Recommendation

If the City intends to defer the multi-utility projects to undertake a less costly road surface restoration program for 22nd Street and 68th Avenue, we recommend a mill and replace program as outlined by ITSL. A mill and replace program would provide a better performing road structure than the existing surface but at a reduced life expectancy compared to full depth road reconstruction.

We also recommend additional condition assessments be completed on the water and sanitary mains before proceeding with any surface restoration. This information would confirm the remaining life in the buried utilities which could assist in decision-making process regarding the deferral of the multi-utility projects.

Please contact the undersigned if you have any questions or require any clarification.

Sincerely,

URBAN SYSTEMS LTD.



Thomas Simkins, EIT
Project Engineer

Reviewed by:



Scott Shepherd, BA, ASCT
Principal, Project Leader

**- INTERIOR -
TESTING SERVICES
- LTD. -**

**MATERIALS TESTING • SOILS
CONCRETE • ASPHALT • CORING
GEOTECHNICAL ENGINEERING**

**1 - 1925 KIRSCHNER ROAD
KELOWNA, B.C. V1Y 4N7
PHONE: 860-6540
FAX: 860-5027**

City of Grand Forks
c/o Urban Systems Ltd.
Suite 304 – 1353 Ellis Street
Kelowna, BC V1Y 1Z9

April 25, 2014
Job 13.171

Attention: Mr. Thomas Simkins, EIT

Dear Sir:

Re: **Geotechnical Investigation
Proposed Road Rehabilitation
22nd Street and 68th Avenue
Grand Forks, BC**

Further to our report of November 15, 2013 regarding the proposed capital works projects, Interior Testing Services Ltd. (ITSL) provides the following comments regarding pavement rehabilitation options. As before, we attach a copy of our two page "*Terms of Engagement*", which forms the basis on which we undertake this work.

1. We originally understood total road reconstruction was proposed for 22nd Street and 68th Avenue, which appeared prudent given the overall poor condition of these roads. However, we now understand budgetary constraints are limiting this proposed work and the City of Grand Forks (City) is investigating alternative remediation options for these roadways.

Specifically, we understand the City is contemplating 'full depth road reclamation'. We understand you intend this to mean pulverizing the existing asphalt surface and blending the asphalt with some depth of underlying granular soils to create some kind of road subbase.

We note that no subbase gravels were encountered beneath the existing asphalt surface; instead the subgrade soils were typically comprised of a roughly 300 mm thick layer of dark brown, silty SAND (likely an old topsoil layer) underlain by natural

SAND to SAND and GRAVEL. To that end, in order to blend granular soils into the pulverized asphalt, a mixing program on the order of 0.6 to 1 m deep would need to be contemplated. This would be expected to create a mixture of asphalt millings, old sand/silt topsoil, and SAND and GRAVEL, which would typically be unsatisfactory as compared to a MMCD specified subbase material. Furthermore, this mixing program would be fairly cumbersome, so that significant cost savings over completely rebuilding the road with suitable subbase and crush base gravels would not be expected.

We also understand consideration has been given to stabilization additives, such as magnesium chloride, given that the the underlying soils are not adequate for full depth road reclamation. The benefit of such additives appears nominal, especially in relation to the poor subbase product that would result from blending the underlying silty topsoil to create a 'subbase' structure.

2. We reiterate that the most appropriate solution would be to reconstruct the roads with suitable subbase and crush base gravels. However considering a budget-friendly option is desired, a mill and replace program appears most logical given the site conditions. This would involve milling the existing asphalt thickness and placing a new asphalt surface. The asphalt millings could be mixed with new crush gravel to provide a minimum base gravel structure for strength as well as allow surface grading to provide crown across the roadway for drainage.

Addition of the crush gravel and a new asphalt surface would increase the overall height of the road, so that consideration to this would need to be incorporated into the civil design. A minimum 100 mm thick crush base gravel layer would be desirable, followed by at least 50 mm of asphalt for local roads (ie. 22nd Street) and 100 mm of asphalt for collector roads (ie. 68th Avenue).

We note that for any option that does not include total road reconstruction (including placement of subbase and base gravels), the resulting pavement structure is expected to be insufficient for the traffic loading conditions. Furthermore, the remaining silt/sand topsoil layer is an undesirable subgrade and the risk of marginal road performance exists. To that end, our primary recommendation is to wait to rebuild the roads properly when funding is available.

However, we note that these roads have been in service for considerable years with adequate performance. Even the option of mill and replace would provide an overall increased pavement structure as compared to the existing condition, so that some improvement would be realized. While a milled and replaced roadway would have a reduced life expectancy versus if the road was completely rebuilt with conventional

INTERIOR TESTING SERVICES LTD.

pavement structure, it would be expected to perform better than the existing asphalt surface which was often observed to be placed directly on the sand/silt topsoil layer with no gravel structure.

We trust this will assist you. Please call if you have any questions.

Yours truly,
Interior Testing Services Ltd.



Jennifer Anderson, P.Eng



Peter Hanenburg, P.Eng

TERMS OF ENGAGEMENT

GENERAL

Interior Testing Services Ltd. (ITSL) shall render the Services performed for the Client on this Project in accordance with the following Terms of Engagement. ITSL may, at its discretion and at any stage, engage subconsultants to perform all or any part of the Services. Unless specifically agreed in writing, these Terms of Engagement shall constitute the entire Contract between ITSL and the Client.

COMPENSATION

Charges for the Services rendered will be made in accordance with ITSL's Schedule of Fees and Disbursements in effect from time to time as the Services are rendered. All Charges will be payable in Canadian Dollars. Invoices will be due and payable by the Client within thirty (30) days of the date of the invoice without hold back. Interest on overdue accounts is 12% per annum.

REPRESENTATIVES

Each party shall designate a representative who is authorized to act on behalf of that party and receive notices under this Agreement.

TERMINATION

Either party may terminate this engagement without cause upon thirty (30) days' notice in writing. On termination by either party under this paragraph, the Client shall forthwith pay ITSL its Charges for the Services performed, including all expenses and other charges incurred by ITSL for this Project.

If either party breaches this engagement, the non-defaulting party may terminate this engagement after giving seven (7) days' notice to remedy the breach. On termination by ITSL under this paragraph, the Client shall forthwith pay to ITSL its Charges for the Services performed to the date of termination, including all fees and charges for this Project.

ENVIRONMENTAL

ITSL's field investigation, laboratory testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater. ITSL will co-operate with the Client's environmental consultant during the field work phase of the investigation.

PROFESSIONAL RESPONSIBILITY

In performing the Services, ITSL will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices and procedures normally provided in the performance of the Services contemplated in this engagement at the time when and the location in which the Services were performed. ITSL makes no warranty, representation or guarantee, either express or implied as to the professional services rendered under this agreement.

LIMITATION OF LIABILITY

ITSL shall not be responsible for:

- (a) the failure of a contractor, retained by the Client, to perform the work required in the Project in accordance with the applicable contract documents;
- (b) the design of or defects in equipment supplied or provided by the Client for incorporation into the Project;
- (c) any cross-contamination resulting from subsurface investigations;
- (d) any damage to subsurface structures and utilities;
- (e) any Project decisions made by the Client if the decisions were made without the advice of ITSL or contrary to or inconsistent with ITSL's advice;
- (f) any consequential loss, injury or damages suffered by the Client, including but not limited to loss of use, earnings and business interruption;
- (g) the unauthorized distribution of any confidential document or report prepared by or on behalf of ITSL for the exclusive use of the Client.

The total amount of all claims the Client may have against ITSL under this engagement, including but not limited to claims for negligence, negligent misrepresentation and breach of contract, shall be strictly limited to the lesser of our fees or \$50,000.00.

No claim may be brought against ITSL in contract or tort more than two (2) years after the Services were completed or terminated under this engagement.

PERSONAL LIABILITY

For the purposes of the limitation of liability provisions contained in the Agreement of the parties herein, the Client expressly agrees that it has entered into this Agreement with ITSL, both on its own behalf and as agent on behalf of its employees and principals.

The Client expressly agrees that ITSL's employees and principals shall have no personal liability to the Client in respect of a claim, whether in contract, tort and/or any other cause of action in law. Accordingly, the Client expressly agrees that it will bring no proceedings and take no action in any court of law against any of ITSL's employees or principals in their personal capacity.

THIRD PARTY LIABILITY

This report was prepared by ITSL for the account of the Client. The material in it reflects the judgement and opinion of ITSL in light of the information available to it at the time of preparation. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. ITSL accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report. This report may not be used or relied upon by any other person unless that person is specifically named by us as a beneficiary of the Report. The Client agrees to maintain the confidentiality of the Report and reasonably protect the report from distribution to any other person.

INDEMNITY

The client shall indemnify and hold harmless ITSL from and against any costs, damages, expenses, legal fees and disbursements, expert and investigation costs, claims, liabilities, actions, causes of action and any taxes thereon arising from or related to any claim or threatened claim by any party arising from or related to the performance of the Services.

DOCUMENTS

All of the documents prepared by ITSL or on behalf of ITSL in connection with the Project are instruments of service for the execution of the Project. ITSL retains the property and copyright in these documents, whether the Project is executed or not. These documents may not be used on any other project without the prior written agreement of ITSL.

FIELD SERVICES

Where applicable, field services recommended for the Project are the minimum necessary, in the sole discretion of ITSL, to observe whether the work of a contractor retained by the Client is being carried out in general conformity with the intent of the Services.

DISPUTE RESOLUTION

If requested in writing by either the Client or ITSL, the Client and ITSL shall attempt to resolve any dispute between them arising out of or in connection with this Agreement by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. If a dispute cannot be settled within a period of thirty (30) calendar days with the mediator, the dispute shall be referred to and finally resolved by an arbitrator appointed by agreement of the parties.

CONFIRMATION OF PROFESSIONAL LIABILITY INSURANCE

As required by by-laws of the Association of Professional Engineers and Geoscientists of British Columbia, it is required that our firm advises whether or not Professional Liability Insurance is held. It is also required that a space for you to acknowledge this information be provided.

Our professional liability insurance is not project specific for the project and should not be regarded as such. If you require insurance for your project you should purchase a project specific insurance policy directly.

Accordingly, this notice serves to advise you that ITSL carries professional liability insurance. Please sign and return a copy of this form as an indication of acceptance and agreement to the contractual force of these Terms of Engagement.

ACKNOWLEDGEMENT: _____

MEMORANDUM



To: Mayor and Council
From: Manager of Development & Engineering Services
Date: Sept 6, 2016
Subject: Update: Sludge Management Options

In the June 13, 2016 Regular Meeting, Council passed the following resolution regarding sludge management

MOTION: BUTLER / ROSS

RESOLVED THAT Council ask staff to bring back a report to Council for the July 18, 2016, COTW Meeting of the update in progress made to the sludge removal from the sewer ponds and if any other options, other than geotubes, are being considered.

CARRIED.

Staff discussed the project with the City's engineering firm, Urban Systems Limited, who agreed to present a report at the October 11, 2016 Committee of the Whole.



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

MEMORANDUM



To: Mayor and Council
From: Manager of Development & Engineering Services
Date: Sept 6, 2016
Subject: **Update: Proposed Tim Hortons and Esso Station**
Maxx FX - PetroMaxx

Purpose:

To update the Council of the City of Grand Forks on the status of the proposed Tim Hortons – Esso Station project and the pending land sale.

Status:

- 2015 and 2016 - Discussions were on-going between Grand Forks Officials and a developer - PetroMaxx pertaining to the purchase of city land for a proposed Tim Horton's – Esso Station project.
- April 2016 – an offer to purchase Grand Forks property was entered into by PetroMaxx, subject to conditions of a Development Permit being met. Some extensions were granted over the past 6 months largely due to **MOTI** - the **Ministry of Transportation and Infrastructure** approval, and traffic access and design complexities being resolved.
- May 30/16 – Council considered the Development Permit Application for a proposed ESSO Service Station and Tim Hortons. It was approved by Council, subject to MOTI approval.

*The approval of the Development Permit also noted that a Works and Services Agreement would need to be executed between PetroMaxx and the City pertaining to municipal and/or MOTI off-site works being completed to required standards (including any securities required).

- June 2016 - MOTI approved the Development Permit, but subject to the approval of a Highway Access Permit through the Ministry which required:



MEMORANDUM



- Completion of a TIA - Traffic Impact Analysis by the developer (Completed July 2016 subject to agreed upon access and modifications)
 - Highway upgrade design for Highway #3 being undertaken
 - Securities to guarantee completion of the work
 - Since May 2016 - MOTI expressed a preference for a joint (reciprocal) access to Highway #3 to serve the proposed development site and the adjacent site on the west. Two access options were pursued, but joint access and cost sharing options were declined by the property owner.
 - August 24, 2016 – a communication was received from MOTI advising PetroMaxx that approval of access (on the proposed development site) **will be granted** subject to official final drawings and approvals by MOTI. PetroMaxx has been made aware of this and is going to discuss with their Consultant and may be in a position to finalize the land purchase within the next week or two. That would enable a Works and Services Agreement, temporary short-term highway access and a Building Permit to proceed this fall.
 - The design engineer for PetroMaxx is expected to complete final highway construction drawings including stage 2 highway widening and left turn access in October 2016.
 - Updated information may be brought forward at the Council meeting.
-



* Please read these at
next council meeting

Box 674
Grand Forks BC
V0H 1H0

→ and last letter

immediately and at Come, 1 Phone 250 412 9595

Dear City Council
And Editor

meeting

August 4 2016

It is outrageously blatant how the
city has squandered taxpayers money on
obtrusively intrusive water meters.

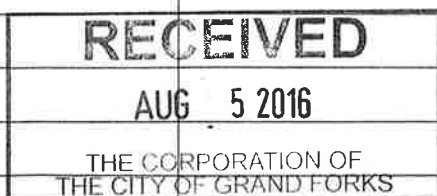
We the people abhor your evil intent.

We the people, like gardening and it is
your job to provide abundant water which is
readily available.

You should be charged with collaborating
to gouge innocent taxpayers and if I
were your over'seef' you would all pay.

Sincerely

Nadine Heiberg
Nadine Heiberg



P.S.
God may be on my side.

FILE CODE

WE3-C10- Heiberg, Nadine
re Water Meters Bylaw
Enforcement
Page 111 of 127

2

Box 674

Grand Forks BC

VOH 1H0

Phone 250 442 9595

August 4 2016

Dear City Council and Editor

You are breaking my heart with your forced water-meter installations.

I like gardening and the idea of not being able to afford it makes me sad.

If only you didn't collaborate to gouge the innocent taxpayers.

You are not making this town better and I am sure your conscience will

Kill you. Let the games begin.

Sincerely

Nadine Heiberg

Nadine Heiberg

3

Box 674

Grand Forks BC

VOH 1H 0

Phone 250 442 9595

Dear City Council and Editor

August 4 2016

Can the wicked change their ways and become good? Can Satan become Santa?

Can the city retract their water-meters and support lush gardening?

Can dull brains become vibrant?

Is there hope?

Sincerely

Nadine Heiberg

Nadine Heiberg

Box 674
Grand Forks BC
V0H 1H0
250 442-9595
August 6 2016

Dear City of Grand Forks

Regarding your clean-up request and fencing request. - I am cutting the fence boards to 6 foot lengths.

I have taken pallets away. I do not have rubbish on my property.

Common law states that a person can do what they like with their own property as long as it is not harmful to others

By laws are null and void under Common law. Hiring a By-law officer is another waste of tax-payers money.

2

Do not harass me any longer.
Your By-law officer and all you
hooligan officials that are raping
people of their wealth through
your water meter scams are
not welcome on my property.

I will protect my property.

Leave me alone

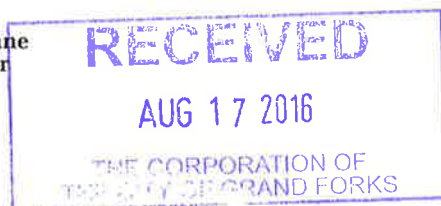
Sincerely,

Nadine Heiberg

Nadine Heiberg



Canadian Cancer Society
Société canadienne du cancer



August 12, 2016

His Worship, Mayor Konrad of Grand Forks
7217 4th Street
Grand Forks, BC V0H 1H0

Dear Mayor Konrad and Grand Forks Council,

On behalf of the Canadian Cancer Society, BC and Yukon, we are writing to invite the City of Grand Forks to endorse the Society's recommendation that the BC government expand the scope of BC's *Tobacco and Vapour Products Control Act* to prohibit use in outdoor public places province-wide. We recommend that the province prohibit smoking and vaping at patios, parks, playgrounds and beaches, and include guidelines for post-secondary campuses.

We know that many BC municipalities are in favour of amendments to provincial tobacco legislation, as evidenced by the 68 communities currently sheltered with municipal or regional district tobacco bylaws, along with Resolution B92, endorsed by UBCM in 2012. Presently, a report is underway to evaluate the successes, issues and costs associated with BC's tobacco bylaws.

More than 1 million British Columbians in 125 communities do not have bylaws that prohibit smoking in outdoor public places. This patchwork contributes to tobacco-related health inequities; across the province, smoking rates in the various health service delivery areas vary from a low of 8.9% to a high of 33.6%. This exposure differential contributes to both health inequities and a larger provincial economic burden. In BC, the annual economic burden attributed to tobacco is \$2 billion.

In addition to protecting citizens from second-hand smoke exposure, smoke and vape-free outdoor places support people who want to quit smoking and provide positive role modeling for children and youth. A comprehensive provincial policy would help change social norms about tobacco use and provide equitable protection from second-hand smoke and vapour. Effective tobacco control measures save lives, financial resources and are vital to protecting the integrity of BC's healthcare system.

The Society believes that preventing half of all cancers is within our grasp and together we can support the vision to stop cancer before it starts. We ask that you send us your endorsement (found on the back side of this letter) to protect the health of your community members, and all British Columbians, by October 31, 2016.

Sincerely,

Megan Klitch
Tobacco Lead
Canadian Cancer Society, BC and Yukon

Jenny Byford
Advocacy Lead
Canadian Cancer Society, BC and Yukon

FILE CODE



Endorsement of Smoke and Vape-free Outdoor Public Places in BC

Smoke and vape-free outdoor public places legislation would prohibit smoking and vaping in BC's outdoor public places, including restaurant and bar patios, playgrounds, parks and beaches, with ministry guidelines legislated for post-secondary campuses. "Smoking" would include burning a cigarette or cigar, or burning any substance using a pipe, hookah pipe, lighted smoking device or electronic smoking device, with some exemptions for the ceremonial use of tobacco in relation to traditional aboriginal cultural activities.

- ☐ Our community endorses a requirement in British Columbia for smoke and vape-free outdoor public places, as outlined above.

Or

- ☐ Our community endorses a requirement in British Columbia for smoke and vape-free outdoor public places, as outlined above, but with the following modifications (please list):

Name of Community: _____

Name of Mayor (or representative): _____

Title: _____

Signature: _____

Date: _____

Name, phone and email for community contact: _____

The names of communities that endorse this policy will be shared with the provincial government and may be used in communications with stakeholders and mass communications. Endorsement letters will be received by Megan Klitch, Tobacco Lead, Canadian Cancer Society, BC and Yukon Division, until October 31, 2016 via fax, email or mail.



PREVENT CANCER THROUGH HEALTHY PUBLIC POLICY

Key Facts

- Tobacco is a major health issue that needs the attention of political leaders.
- Almost 70 BC communities and three-quarters of BC's population are sheltered from tobacco modeling and exposure in outdoor public places. More than one million British Columbians remain unprotected.
- The Union of BC Municipalities supports smoke-free outdoor public places.

Rationale for outdoor smoke and vape-free policy

Protection from second-hand smoke

Secondhand smoke is extremely toxic. Studies of particulate matter have shown that in an outdoor setting, second-hand smoke can be as concentrated as in an indoor setting. Children experience greater impacts from second-hand smoke due to their developing immune and respiratory systems. Every year, more than 800 Canadians who don't smoke die from second-hand smoke exposure.

Increase motivation to quit smoking

People who smoke tend to respond to restrictions by cutting back or quitting. The majority (85.7%) of British Columbians do not smoke. Of the minority who do smoke, two-thirds want to quit and are looking for tools to help them. Several studies have shown that when smoking bans have been implemented, smokers have chosen to quit or cut back and that smoke-free patio regulations may help former smokers avoid relapse.

Equitable access to clean air for all British Columbians

To date, 68 communities in BC are sheltered by tobacco bylaws with stronger protections than BC's *Tobacco Control Act*. Approximately three quarters of these communities fall within the Lower Mainland and Southern Vancouver Island. Outside of these boundaries, more than 1 million British Columbians in 125 communities, many of which are rural and remote, remain unprotected from tobacco related exposure and role-modelling.

Recommended bylaws prohibit smoking and vaping:

- on restaurant and bar patios
- on city-managed properties: parks, playgrounds, trails, plazas, beaches, playing fields, recreation facilities and venues
- within a buffer zone of 7.5 metres of the above mentioned, as well as the doors, windows and air intakes of public buildings



Positive role modelling

Tobacco use is started and established primarily during adolescence. Since most smokers start before the age of 18, it is important to model healthy behaviours. Youth who do not see adults smoking or vaping will be less likely to view these as normal social behaviors and, thereby, are less likely to start themselves.

Consistency can improve compliance

With universal provincial policy and broad awareness measures, BC residents and tourists will be more aware of smoking restrictions. Research tells us that when people understand what tobacco restrictions are in place and why they have been implemented, they are more likely to comply, and are also more likely to speak up, encouraging others to comply. Evaluations have found that the fear of compliance issues exceeds the actual number of compliance issues that occur.

Canadian precedent

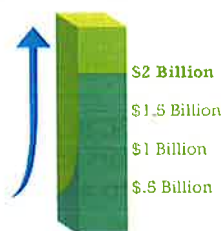
The majority of Canadian provinces and territories ban smoking on bar and restaurant patios and a growing number have recently expanded restrictions to other public outdoor places. Ontario, for example, banned smoking on restaurant/bar patios, playgrounds and sports fields, effective January 1, 2015. Smoking behaviour and exposure to secondhand smoke decreased within the first year of implementation at all affected venues, and compliance was perceived to be moderate to high with variations observed by the type of outdoor venue.

Public Support

A 2013 Angus Reid poll conducted on behalf of the Canadian Cancer Society revealed the following support for smoke-free places policy by British Columbians:

- **Bar and restaurant patios:** 66% of adults and 79% of youth
- **Children's playgrounds:** 91% of adults and 96% of youth
- **Parks and beaches:** 66% of adults and 80% of youth

**Preventable risk factors such as tobacco use and exposure
cost \$2 billion per year in BC.**



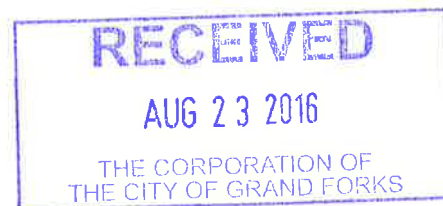
Directors and CAOs:

I have attached a staff report from Donna Dean, Manager of Planning and Development, regarding the Boundary Area Agricultural Plan/Food Security Project Update for your information.

Thank you,
Maureen



RDKB Logo 50th Anniversary-EmailSig



Maureen Forster | Executive Assistant
Regional District of Kootenay Boundary
Direct: 250.368.0235 | Cell: 250.231.7792 | Main: 250.368.9148
1.800.355.7352
www.rdkb.com

FILE CODE
*WE3 & R2 - Boundary Area
Agricultural Plan &
Food Security Project
Update*



STAFF REPORT

Date:	August 15, 2016	File:	
To:	Directors Rotvold, Smith and Konrad		
From:	Donna Dean, Manager of Planning and Development		
Re:	Boundary Area Agricultural Plan/Food Security Project Update		

Issue Introduction

The RDKB Boundary Directors (McGregor, Russell and Gee) are requesting financial contribution from the member municipalities of Midway, Greenwood and Grand Forks totalling \$7,041.52 for Year 1 of the update to the Boundary Area Agricultural Plan/Food Security Project.

History/Background Factors

The Regional District of Kootenay Boundary's (RDKB) Boundary Economic Development Committee (BEDC) is undertaking an update of the Boundary Area Agricultural Plan (the Plan), which was completed in 2011. The revised Plan will include an update to the technical information in the Plan, as well as a focus on the social capital/food security section of the Plan (*see attached Boundary Area Agricultural Plan, 2011*). The Plan covers the entire Boundary Area including: Electoral Areas: 'C'/Christina Lake, 'D'/Rural Grand Forks, and 'E'/West Boundary; and the municipalities of Midway, Greenwood and Grand Forks.

The project, which has an overall budget of \$120,300, is designed to take place over three years. Year 1, with a proposed budget of \$60,300 will focus on a technical update of the Plan including public consultation regarding food security, while years 2 and 3 will focus primarily on the food security component of the Plan. The review will include a thorough and inclusive public consultation process. The main objective of Year 1 is to engage Boundary Area residents in a discussion regarding agriculture and food, and to create Version 2.0 of the Boundary Area Agricultural Plan (the Plan).

The anticipated impact on Boundary Area communities will be a shift towards self-reliance for food production that everyone in the community can access. Another impact will be a greater sense of community and security regarding food.

Anticipated outcomes of the project include but are not limited to:

- Over time, policy direction in local governments' planning bylaws will encourage and support food production on ALR lands;

- Creation of an awareness and appreciation in the Boundary communities regarding opportunities for local food production and availability of local foods;
- Identification of strategies that may be used in the Boundary Area to make the area more food secure; and
- Over time, the outreach and education regarding food will contribute towards a healthier population, and reduced pressures on health care services.

Budget

Funding for the project is being provided through the Investment Agriculture Foundation (IAF), the Interior Health Authority (IHA), and Gas Tax Funds with in-kind contributions from the BEDC, the RDKB, and multiple local food-related agencies.

To date the following funding sources for Year 1 have been secured with the exception of a contribution from the member municipalities:

Source	Amount	Secured
Investment Agriculture	\$15,150	✓
Interior Health Authority	\$15,000	✓
RDKB Gas Tax	\$23,107	✓
Municipal Contribution	\$7,042	----
Total	\$60,300	\$53,257

Since the project budget for Year 1 is \$60,300, there is a shortfall of \$7,043. The Investment Agriculture and Interior Health Authority funding, which totals \$30,150 require matching funds. The three Electoral Areas have agreed to contribute \$23,107 based on the formula on the attached spreadsheet. The spreadsheet presents the portions from each Electoral Area and municipality based on a factor, which is a combination of population (2011 census) and portion of the land area in the Agricultural Land Reserve (ALR) as follows:

Electoral Area/Municipality	%	Contribution
Area 'C'/Christina Lake	7	\$2,129.72
Area 'D'/Rural Grand Forks	22	\$6,744.17
Area 'E'/West Boundary	47	\$14,233.17
Grand Forks	17	\$5,097.00
Greenwood	3	\$895.77
Midway	4	\$1,048.75
Total	100	\$30,150.00

The Boundary Area Directors are requesting that the remaining \$7,043 (23% of \$30,150) come from the municipalities of Grand Forks, Greenwood and Midway applying the same breakdown based on population and portion of the municipality in the ALR. If funds are not provided by the municipalities, the project would still go ahead, but another source of funding would be required for the remaining \$7,043. The project would still include the municipalities because it is not possible to compartmentalize the communities in the Boundary regarding agriculture and food.

	C	D	E	Grand Forks	Greenwood	Midway	Total
Population (2011 census)	1391	3187	1970	3985	708	674	11915
Land Area (km2)	530	2119	4293	10.43	2.4	12	6966.83
ALR Land (km2)	12	88	381	1.81	0	6.36	489.17
Proportion based on Population	11.7	26.7	16.5	33.4	5.9	5.7	100.0
Proportion based on ALR	2.5	18.0	77.9	0.4	0.0	1.3	100.0
Proportion based on Population & ALR	7.1	22.4	47.2	16.9	3.0	3.5	100.0
Cost based on Combined	\$2,129.72	\$6,744.17	\$14,233.94	\$5,097.65	\$895.77	\$1,048.75	\$30,150.00
			\$23,107.83				\$7,042.17

We request that the City of Grand Forks waive the fees for use of Angus MacDonald Park for this season. We really appreciate the use of the park, it's just that we did not even make enough to pay for the insurance we needed for this project. We were greatly appreciated by our patrons and Grand Forks residents. We worked really hard for no wages to provide this asset to our community. If the city could donate the use of the park for this season we would be very grateful. Of course starting any business in a small town always takes some time to get going. We are confident that this Drive-in will grow and continue to be a positive part of the Grand Forks experience for residents and tourists alike. Next season we will look for sponsors from the local business community. This has been a great learning experience. Unfortunately, there is no town hall meeting before Sept 6, so I hope we are not doing wrong by the using the park for a "Thank You Grand Forks Show" Sept 3, by donation. Naturally, you are all invited.

Don and Lisa

Retro Drive-in



FILE CODE
*WES
or CIO - Request to Waive
Park Use Fees for
(ParkSooo) Retro Drive-In*