

**THE CORPORATION OF THE CITY OF GRAND FORKS**  
**AGENDA – REGULAR MEETING**  
**Monday, April 24, 2017, at 7:00 pm**  
**7217 - 4th Street, City Hall Council Chambers**

	<b><u>ITEM</u></b>	<b><u>SUBJECT MATTER</u></b>	<b><u>RECOMMENDATION</u></b>
1.	<b><u>CALL TO ORDER</u></b>		
2.	<b><u>ADOPTION OF AGENDA</u></b>		
	a) Adopt agenda	April 24, 2017, Regular Meeting agenda	RESOLVED THAT Council adopts the April 24, 2017, Regular Meeting agenda as presented.
3.	<b><u>MINUTES</u></b>		
	a) Adopt minutes <a href="#">Minutes - COTW - Apr 10 2017</a>	April 10, 2017, Committee of the Whole Meeting minutes	RESOLVED THAT Council adopts the April 10, 2017, Committee of the Whole Meeting minutes as presented.
	b) Adopt minutes <a href="#">Minutes - Regular - Apr 10 2017</a>	April 10, 2017, Regular Meeting minutes	RESOLVED THAT Council adopts the April 10, 2017, Regular Meeting minutes as presented.
4.	<b><u>REGISTERED PETITIONS AND DELEGATIONS</u></b>		
5.	<b><u>UNFINISHED BUSINESS</u></b>		
6.	<b><u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL</u></b>		
	a) Corporate Officer's Report <a href="#">RFD - Proc. Bylaw-CAO - Rpts., Questions, &amp; Inquiries from Council</a> <a href="#">Councillor Hammett Report 0424</a> <a href="#">Councillor Thompson Report 0424</a> <a href="#">Councillor Tripp Report 0424</a>	Written reports of Council	RESOLVED THAT all written reports of Council submitted to the April 24, 2017, Regular Meeting be received.
7.	<b><u>REPORT FROM COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY</u></b>		
	a) Corporate Officer's Report <a href="#">RFD - Proc. Bylaw-Council - RDKB Council's Rep.</a>	Verbal report from Council's representative to the Regional District of Kootenay Boundary	RESOLVED THAT Mayor Konrad's report on the activities of the Regional District of Kootenay

Read the [RDKB agendas](#)

Boundary, given verbally at this meeting be received.

8. **RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- a) Manager of Development & Engineering Services  
[17-04-24 DVP Lafreniere Postponement](#)

Postponement a Development Variance Permit to vary the exterior side setback from 15 feet to 5 feet to rebuild an existing deck at the same location

RESOLVED THAT Council receives for information, the postponement memorandum to approve the Development Variance Permit application by allowing an exterior side setback variance from 15 feet to 5 feet for property located at 6408-5th Street, legally described as Lot 1, District Lot 534, SDYD, Plan KAP52745 to rebuild an existing deck at the same location until the May 15th, 2017 Regular Meeting.

- b) Manager of Development & Engineering Services  
[17-04-24 DVP Habitat Postponement](#)

Development Variance Permit regarding parcel setbacks and parking requirements for a Habitat for Humanity development

RESOLVED THAT Council receives for information the postponement memorandum to approve the Development Variance Permit application by allowing a front setback variance from 6.0 metres to 4.5 m for properties located at 803/813 72nd Ave (Lot 3 and Lot 4, District Lot 108, SDYD, Plan KAP 92057), and a reduction of the east interior parcel setback from 1.5 m to 0.0 m on lot 3, with one of the parking spaces for Lot 3 to be met with a Parking Access Easement on the westerly portion of Lot 4 until the May 15th, 2017 Regular Meeting.

9. **REQUESTS ARISING FROM CORRESPONDENCE**

10. **INFORMATION ITEMS**

- a) Farm to Table Event  
[SOII - Farm to Table Event - Liquor Licence](#)

Requesting Permission for a Liquor Licence for the Farm to Table event

RESOLVED THAT Council approve issuing a Special Occasion Liquor Licence to the Grand Forks and District Fall Fair Society for the Farm to Table event on June 30, 2017 from 5pm - 7pm, at City

- |                                 |  |  |
|---------------------------------|--|--|
|                                 |  | <p>Park, subject to obtaining third party (party alcohol) liability insurance naming the City of Grand Forks as an additional insured on that policy; all event liquor providers to hold a Serving It Right Licence Certificate; and ICBC "Drinking and Driving" warning posters to be displayed.</p>  |
| b)                              | <p>Thank-you Letter of Appreciation to Mr. Philip Morris from the Mayor<br/> <a href="#">Thank-you Letter of Appreciation to Philip Morris</a></p> | <p>Mr. Morris is a representative of the Shropshire War Memorials Association in England. This association has been caring for the gravesite of one of our fallen soldiers who was injured and subsequently died while in battle at Vimy Ridge in 1917.</p>  |
| c)                              | <p>New Building Canada Fund - Grand Forks Well 2A Project<br/> <a href="#">SOII - Prov advisement no grant funding for Well 2A</a></p>             | <p>Correspondence from the province advising that Grand Forks' application for funding was not selected.</p>   |
| d)                              | <p>Habitat for Humanity correspondence<br/> <a href="#">SOII - HFH request for waiving of fees</a></p>   | <p>Habitat for Humanity is requesting relief in the Development Charges, Service Charges and Permit Fees associated with building a duplex on Lot 4 and a single family home on Lot 3.</p>   |
|                                 |  | <p>RESOLVED THAT Council receive the emails and letter of appreciation sent to Mr. Philip Morris of the Shropshire War Memorials Association in England from the Mayor</p> <p>RESOLVED THAT Council receives for information, the correspondence from the Province that the New Building Canada Fund application for the Grand Forks Well 2 Replacement Project, was not selected for funding.</p> <p>RESOLVED THAT Council receive the request from the Habitat for Humanity for relief in the Development Charges, Services Charges and Permit Fees for discussion purposes.</p> <p>BE IT FURTHER RESOLVED THAT Council directs Staff to provide a report to Council advising on the cost amounts involved with Habitat for Humanity's request, and bring back to Council at the May 15th Regular Council Meeting.</p> |
| <p>11. <b><u>BYLAWS</u></b></p> |  |  |
| a)                              | <p>Chief Financial Officer<br/> <a href="#">RFD - CFO - By2038 2017 Tax Rates</a></p>  | <p>2017 Tax Rates Bylaw No. 2038</p>   |
|                                 |  | <p>RESOLVED THAT Council gives the first three readings of the proposed 2017 Tax Rates Bylaw No. 2038.</p>   |

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, April 10, 2017

NOT ADOPTED  
SUBJECT TO CHANGE

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

**ABSENT:** COUNCILLOR CHRIS HAMMETT ("with notice")  
COUNCILLOR NEIL KROG ("with notice")

CHIEF ADMINISTRATIVE OFFICER - Interim/  
CORPORATE OFFICER

D. Heinrich

CHIEF FINANCIAL OFFICER

J. Rhodes

DEPUTY CORPORATE OFFICER

D. Drexler

MANAGER OF DEVELOPMENT

AND ENGINEERING

D. Sheets

MANAGER OF OPERATIONS

D. Reid

SENIOR PLANNER

G. Watt

DEPUTY MANAGER OF OPERATIONS

AND SUSTAINABILITY

C. Gates

AREA D DIRECTOR - ROLY RUSSELL

GALLERY

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1. **CALL TO ORDER**

- a) Mayor Konrad called the April 10, 2017, Committee of the Whole Meeting to order at 9:00 am.

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2. **COMMITTEE OF THE WHOLE AGENDA**

- a) Adopt agenda  
April 10th, 2017, COTW

MOTION: BUTLER

**RESOLVED THAT the COTW adopts the April 10, 2017, agenda as presented.**

CARRIED.

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**3. REGISTERED PETITIONS AND DELEGATIONS**

**a) Grand Forks Art Gallery Society**

Terry Woodruff gave a short presentation and discussion ensued regarding:

- final financial report for the 2016/2017 budget year for the Gallery 2.
- events planned at Gallery 2 this year
- staff departures
- organizational structure changes
- other expected financial budget differences for the upcoming year

NOT ADOPTED  
SUBJECT TO CHANGE

MOTION: BUTLER

**THAT the COTW receives for information the final quarterly report for the 2016-2017 fiscal year from the Grand Forks Art Gallery Society.**

CARRIED.

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**4. REGIONAL TOPICS FOR DISCUSSION WITH AREA D**

**a) Roly Russell, Area D Director**

Director Russell spoke regarding:

- Kettle River Watershed update and roundtable meeting
- Interfor tour at Jewel Lake and dinner meeting
- Update to Agricultural plan for Boundary and Food Security plan meeting
- Trails Master plan development process
- Okanagan Film Commission - Animation Festival event proposed for the area.
- Hotel Tax moving ahead, tax revenue to fund destination marketing enterprise

MOTION: TRIPP

**THAT the COTW receives for information the verbal report from the Area D Director.**

CARRIED.

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**5. PRESENTATIONS FROM STAFF**

**a) Manager of Development & Engineering Services**

Application for a Development Variance Permit to vary the exterior side setback from 15 feet to 5 feet to rebuild an existing deck at the same location

Brief discussion ensued regarding the proposal

MOTION: BUTLER

**RESOLVED THAT the COTW receives the report and recommends to Council to approve the Development Variance Permit application by allowing an exterior side setback variance from 15 feet to 5 feet for property located at 6408 - 5th Street, legally described as Lot 1, District Lot 534, SDYD, Plan KAP52745, to rebuild an existing deck at the same location, and refer the report to the April 24, 2017, Regular Meeting for decision.**

NOT ADOPTED  
SUBJECT TO CHANGE

CARRIED.

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- b)     **Manager of Development & Engineering**  
Development Variance Permit regarding lot line setbacks and parking requirements for a Habitat for Humanity development

MOTION: TRIPP

**RESOLVED THAT the COTW receives the report and recommends that Council approves the Development Variance Permit application by allowing a front setback variance from 6 m to 4.5 m for properties located at the north side of 72nd Ave. at Kettle River Drive, legally described as Lot 3 and Lot 4, District Lot 108, SDYD, Plan KAP 92057, and a variance of the east interior parcel setback from 1.5 m to 0.0 m on Lot 3, with one of the parking spaces for Lot 3 to be met with a Parking Access Easement on a portion of Lot 4;**  
**AND FURTHER RESOLVED THAT the COTW refers the report to the April 24, 2017, Regular Meeting for decision.**

CARRIED.

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- c)     **Deputy Manager of Operations**

Brief discussion ensued regarding the memorandum and survey results

MOTION: BUTLER

**THAT the COTW receives for information the Memorandum regarding the Business Survey Results.**

CARRIED.

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

Discussion ensued regarding:

- Transient camps update
- RCMP involvement with cleanups of camps
- Urban Systems projects meeting update
- Snowpack and snowfall update
- 22nd Street Water and Sewer Infrastructure replacement updates
- Snow removal budget update, already 92% used for 2017 budget year due to longer than anticipated winter conditions.

MOTION: THOMPSON

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

CARRIED.

NOT ADOPTED  
SUBJECT TO CHANGE

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**6. REPORTS AND DISCUSSION**

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**7. PROPOSED BYLAWS FOR DISCUSSION**

- a)** Chief Financial Officer  
2017 Tax Rates Bylaw No. 2018

Discussion ensued regarding:

- Tax rates and other financial information updates by the Chief Financial Officer
- Mill rate calculations explanation, based on total revenues and requirements for the City for funding infrastructure replacements.
- Grant funding received by the City and impact on tax rates.
- 5 year financial plan
- COTW recommends Option 2 for the Tax Rates Bylaw for 2017

MOTION: BUTLER

**RESOLVED THAT the COTW selects option 2 for the 2017 property tax rates and instructs staff to include option 2 in the 2017 Tax Rates Bylaw 2038;  
AND FURTHER RESOLVED THAT the COTW presents the 2017 Tax Rates Bylaw No. 2038 for first three readings at the April 24, 2017, Regular Meeting.**

CARRIED.

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**8. INFORMATION ITEMS**

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**9. CORRESPONDENCE ITEMS**

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**10. LATE ITEMS**

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

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**12. QUESTION PERIOD FROM THE PUBLIC**

- a) Nigel James - Discussion ensued:
- Information on tax and mill rates from past historical data and revenue requirements for this year
  - Cost of Utilities (Water, Sewer, Garbage, Electrical) for the year.
  - Satisfied with services provided, especially snow clearing, and road sweeping
  - Infrastructure replacement necessities
  - Tourism opportunities including winter activities and promotion of cycling options and routes throughout the City
- Les Johnson - Discussion ensued:
- Cycling safety and riding rules
  - Options for tax rates

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**13. ADJOURNMENT**

- a) Mayor Konrad adjourned the April 10, 2017, Committee of the Whole Meeting at 10:22 am.

MOTION: ROSS

**RESOLVED THAT the Committee of the Whole meeting be adjourned at 10:22 am**  
CARRIED.

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**14. IN-CAMERA RESOLUTION**

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**CERTIFIED CORRECT:**

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MAYOR FRANK KONRAD

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DEPUTY CORPORATE OFFICER – DANIEL DREXLER



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

**REGULAR MEETING OF COUNCIL**

**Monday, April 10, 2017**

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 - Interim/  
CORPORATE OFFICER  
CHIEF FINANCIAL OFFICER  
DEPUTY CORPORATE OFFICER  
MANAGER OF DEVELOPMENT & ENGINEERING  
DEPUTY MANAGER OF OPERATIONS

D. Heinrich  
J. Rhodes  
D. Drexler  
D. Sheets  
C. Gates

GALLERY

**ABSENT:**

COUNCILLOR NEIL KROG ("with notice")

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**1. CALL TO ORDER**

- a) Mayor Konrad called the April 10, 2017, Regular Meeting to order at 7:00 pm.
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**2. ADOPTION OF AGENDA**

- a) Adopt agenda  
April 10, 2017, Regular Meeting agenda

MOTION: THOMPSON / ROSS

**RESOLVED THAT Council adopts the April 10, 2017, Regular Meeting agenda as presented.**

CARRIED.

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**3. MINUTES**

- a) Adopt minutes  
March 27th, 2017, Regular Meeting minutes

Discussion ensued to amend the minutes to reflect a change on page 3 of the minutes, paragraph 1, from "in-Camera minutes" to "in-Camera meetings".

NOT ADOPTED  
SUBJECT TO CHANGE

MOTION: THOMPSON / ROSS

**RESOLVED THAT Council adopts the March 27th, 2017, Regular Meeting minutes as amended.**

CARRIED.

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**4. REGISTERED PETITIONS AND DELEGATIONS**

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**5. UNFINISHED BUSINESS**

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

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

Discussion ensued:

- Senior Wellness Center in Kelowna and possible discussions with Interior Health about local opportunities
- Discussion and Notice of Motion for next Committee of the Whole meeting regarding recording in-Camera meetings
- Batting cages at James Donaldson Park and possible rentals
- Tree planting throughout town, possible incorporations into the SCP/OCP update and Policies & Bylaws
- Attending Council meetings remotely via the internet or phone system

MOTION: THOMPSON / ROSS

**RESOLVED THAT all written reports of Council submitted to the April 10th, 2017, Regular Meeting be received.**

CARRIED.

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

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

Mayor Konrad explained that all RDKB related meetings were cancelled and there would be no other updates at this meeting.

MOTION: ROSS / 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.

NOT ADOPTED  
SUBJECT TO CHANGE

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**8. RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- a) Manager of Development & Engineering Services  
Subdivision application for 6401 Highway #3

Discussion ensued regarding:

- past meeting discussions regarding returning foreshore to crown
- no access to river through the riparian area
- potential future sub-division of property
- Council was in favour of approving the Development Permit

MOTION: THOMPSON / BUTLER

**RESOLVED THAT Council approve the application for Development Permit for Subdivision and Subdivision Application for 6401 Highway #3.**

CARRIED.

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**9. REQUESTS ARISING FROM CORRESPONDENCE**

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**10. INFORMATION ITEMS**

- a) Michelle Mungall, MLA, Nelson-Creston  
Letter regarding affordable housing with reference to the Grand Forks Affordable Housing Survey

MOTION: ROSS / HAMMETT

**RESOLVED THAT Council receives the letter from MLA Michelle Mungall on affordable housing for information.**

CARRIED.

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**11. BYLAWS**

- a) Deputy Corporate Officer  
Fees & Charges Amendment Bylaw No. 1958-A2

Discussion ensued regarding:  
- solid waste collection fees and charges  
- electrical fees and charges for manual meter reads to be removed at next amendment

NOT ADOPTED  
SUBJECT TO CHANGE

MOTION: HAMMETT / THOMPSON

**RESOLVED THAT Council gives final reading to the Fees & Charges Amendment Bylaw No. 1958-A2.**

CARRIED.

Councillor Butler opposed this motion.

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- b) Deputy Manager of Operations  
Bylaw No. 1798-A1 - Garbage Regulations and Rates Amendment Bylaw

MOTION: THOMPSON / HAMMETT

**RESOLVED THAT Council gives final reading to the 'Garbage Regulations and Rates Amendment Bylaw No. 1798-A1, 2017'.**

CARRIED.

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- c) Chief Financial Officer  
Bylaw 2015-A2 - Electrical Utility Regulatory Amendment Bylaw

MOTION: THOMPSON / HAMMETT

**RESOLVED THAT Council gives final reading to the 'Electrical Utility Regulatory Amendment Bylaw No. 2015-A2, 2017'.**

CARRIED.

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- d) Chief Financial Officer  
Five Year Financial Plan Bylaw No. 2036

Discussion ensued regarding the tax rate calculations.

MOTION: THOMPSON / ROSS.

**RESOLVED THAT Council gives final reading to the Five Year Financial Plan Bylaw 2017-2021, No. 2036.**

CARRIED.

Councillor Butler opposed this motion.

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## 12. LATE ITEMS

NOT ADOPTED  
SUBJECT TO CHANGE

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

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**14. ADJOURNMENT**

a) Mayor Konrad adjourned the April 10, 2017, Regular Meeting at 7:26 pm.

MOTION: ROSS / HAMMETT

**RESOLVED THAT the Regular Meeting be adjourned at 7:26pm.**

CARRIED.

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**CERTIFIED CORRECT:**

\_\_\_\_\_  
MAYOR FRANK KONRAD

\_\_\_\_\_  
DEPUTY CORPORATE OFFICER - DANIEL  
DREXLER





# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council  
**From:** Procedure Bylaw / Chief Administrative Officer  
**Date:** April 24<sup>th</sup>, 2017  
**Subject:** Reports, Questions and Inquiries from the Members of Council  
**Recommendation:** **RESOLVED THAT ALL WRITTEN REPORTS SUBMITTED BY MEMBERS OF COUNCIL, BE RECEIVED.**

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

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**Benefits or Impacts of the Recommendation:**

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

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

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

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

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

Department Head or CAO	Chief Administrative Officer



## Councillor Report      04.24.17      Chris Hammett

On March 23<sup>rd</sup> I attended the Downtown Business Association AGM. We were pleased to expand our board from 7 to 9 and welcomed 4 new board members. The new Chair is Melissa Ganzveld, manager of CIBC. Prior to the elections, our past Chair, Lynn Relph gave a brief history of the DBA and spoke of the highlights and accomplishments of the past year and upcoming projects and events, as outlined below.

- **Events:** - **Super Summer Sidewalk Sale** that coincided with **Park in the Park**
  - Coordinated with the **Good Sam Rally** when they were here by offering a **Coupon book** to all of their participating members.
  - Lynn attended a **COTW** meeting to present concerns of the downtown businesses
  - This was followed up with a **round table discussion** with council on Dec 13, 2016. The DBA requested Wayfarer Signage, re-introduction of a parking bylaw, speed limit reduction for downtown, extra lighting in some alleyways where merchants park, and expressed safety concerns. This meeting was successful and the council was very receptive to the DBA concerns.
  - **FrightFest ...** Halloween event where businesses created and displayed **Pumpkin People** for the week leading up to Halloween. The community was invited to come downtown and vote for their favourite Pumpkin Person. DBA volunteers created a **Haunted House** that saw roughly 300 kids and their parents come through
  - DBA entered a float in the annual **Christmas Light-up Parade**
  - Looking forward to coordinating with more community events this year
- This year's big project coincides with **Canada 150** and the city has applied for a grant on behalf of the DBA. This is a **heritage project** that will be a permanent display on participating buildings. We have recruited social studies students from GFSS to gather the old photos and research the history of our downtown buildings. These will then be enlarged and printed on 24"x32" metal signs that will be mounted on the exterior of the buildings. A **walking tour brochure** will be printed and will contain space for passport stamps from all of the participating businesses. In conjunction with this, we will also be looking at having **horizontal business signs** created that will hang below the awnings or be mounted from the wall so that all signs are consistent in size, form, and character. The objective is to create an **historic theme** for our downtown.

On April 6, I attended a meeting at the curling rink, hosted by the DBA, with guest speaker Sgt. Fenski of our local RCMP detachment, to discuss security, safety, and policing issues of particular concern to the downtown community. I was extremely pleased to hear Sgt. Fenski outline the plans being implemented to improve the overall safety in the downtown core..

At our April 12 DBA board meeting, we were pleased to share the news that we had received a \$10,000 grant from the Canada 150 Heritage Fund to help finance our Heritage project, providing signage displaying the history of Grand Forks buildings. We strategized on moving the project forward with the anticipation of still having a completion date by early summer.

As a director and treasurer for the GFI, I, along with the rest of the board, have been working diligently to get everything organized for this year's Tournament. We have an

exciting line-up this year, with 4 teams who will be competing here for the first time. As with any event, volunteers are crucial to its success. If you would like to volunteer to assist at this year's GFI, we have several departments that could use your help.

On Tuesday, April 18<sup>th</sup>, I attended the Telus Future Home display, which showcases the latest technology in smart home features, and listened to the presentations from the Telus management team. The future is indeed very exciting, and our younger generations have so much to look forward to as technology advances in leaps and bounds. Telus also presented a cheque for \$5,000 to the Phoenix Foundation, to continue their work with youth, providing opportunities for them to remain in our community.

## REPORT TO COUNCIL

TO: Mayor and Council  
FROM: Councillor Christine Thompson  
DATE: April 23, 2017  
SUBJECT: Report to Council

I hope that everyone had a very Happy Easter.

Although I was unable to attend the March meeting of the Phoenix Foundation, the minutes reflect that they had a very productive meeting. Grand Forks Credit Union Director Bill Wilby and General Manager Kelly Thomas met with the board to discuss the partnership between the two organizations. They asked several questions needing clarification relative to their Community Giving Programme. Gary Smith, Board President, will research and respond to the GFCU Board of Directors.

April 8<sup>th</sup> I attended the BC Southern Interior Peace Coalition semi-annual conference. At the request of Mayor Konrad, I brought greetings on behalf of Mayor and Council. A number of issues were discussed, and in some cases, the suggestion was made to request local governments to write letters to senior levels of government in support of these initiatives. I advised the delegates that if an issue needed local government support, that a presentation be made requesting the issue be forwarded onto the Area Association for consideration at their Annual Conferences, and if supported there, it might be considered by the UBCM. If supported by UBCM, a letter from the UBCM would carry more weight than a letter from a local government.

Respectfully submitted,

Councillor Christine Thompson



#### AKBLG - Microcell Placement Consultation Resolution

With the AKBLG convention just days away, I have been working hard with interested groups from across the province on this extremely important resolution. Recent developments in the US regarding microcell placement have brought this situation home, and the need of our local governments to act quickly and decisively on behalf of residents in our communities is critical – *now!*

It is vitally important that municipalities gain back control of the placement of small cell transmitters. Why? In the US, plans are being implemented at the FCC (Federal Communications Commission) along with numerous state legislatures to help private cellular companies deploy 5G infrastructure by blocking cities' ability to control the uses of their own rights-of-way. It's a nationwide effort to "effectively privatize" public rights of way. The state bills (pending or passed in AR, AZ, CA, CO, FL, HI, IA, IL, IN, KS, MN, MO, NB, NC, NE, OH, PA, RI, TX, VA, and WA) are broadly aimed at removing "small cells" from a city's oversight. The bills say, for example, that no local government can "require the placement of small wireless facilities on any specific utility pole or type of pole, or require multiple small wireless facilities to be placed on a single pole." AND as goes the US, so goes Canada. Industry Canada's policies say that no municipal approval or notification is required if a microcell transmitter is put on any existing structure, e.g. pole, tower, apartment building, etc., which means they can be put virtually anywhere with consultation.

There is a lot to learn and know about telecommunications, Wifi, EMF frequencies, small cells, micro-cells, etc. and I do not profess to be an expert on this subject in any sense of the word. But I do know that microcell placement is a huge problem looming for cities worried about public safety effects, interdependent systems, and other city concerns. BC municipalities should be proactively looking at developing appropriate safety regulations for our communities in this regard. Control over our electromagnetic environment is just one small aspect of this issue that needs to be intelligently addressed with precautionary principles applied, while further studies into its safety or harm are conducted. And other important issues surrounding this subject include:

- the stripping away of local authority over public property and public rights of way
- placement of local land-use authority into the hands of private interests
- aesthetic and environmental impacts of small cells (equipment cabinets for each utility pole cell tower can be the size of a post office mail box)
- decreased property values adjacent to small cell installations
- sidewalk and roadway crowding

Elected officials must act quickly and work to ensure that the resolution on microcell placement consultation gets passed at the conference. Even though I was not included with the Grand Forks delegation, I will be in Rossland during the conference, speaking to delegates and letting them know what is at stake, and encouraging them to support the resolution.

#### Kettle River Watershed Authority Public Meeting

On April 11<sup>th</sup>, I attended this meeting that began in the afternoon with a tour of a yet-snowy section of Interfor cut block near Jewel Lake, hosted by Doug Noren and two of his co-workers. They emphasized the collaboration and communication with other groups such as First Nations, government, the private sector, and the public, with the goal of best practise forest management. Afterward, a dinner meeting at the MacArthur Centre in Greenwood featured an AGM which included multiple presentations followed by a Q & A time in which the public participated. Some pertinent topics covered were: fish stocks in the Granby and Kettle rivers, watershed threat assessment recommendations, a strategy for drought management, Lewis's Woodpecker habitat preservation. The Kettle River is on the Provincial Watchlist

and challenges facing the river come from resource development (such as logging), high water use by urban and rural development, industry, and agriculture. Water sustainability and quality depend on all invested stakeholders being a part of the solution. The [kettleriver.ca](http://kettleriver.ca) website provides further information for those interested.

#### Audio-Recording In Camera Meetings

I am looking forward to discussing with other council members the proposal that I brought forward at the April 10th Regular Meeting to audio-record In Camera meetings. This discussion will take place at the May 15<sup>th</sup> COTW, where I will put forward my Notice of Motion. Citizens in the community have been speaking to me about this issue. I am hearing that they feel that this would be a very good idea because, like me, they see it as a way to verify the written record of meeting minutes, and keep councillors on task with the agenda. As earlier reported, I found that even the Ombudsperson's report on *Open Meetings: Best Practices Guide for Local Governments* (Special Report No. 34 September 2012 to the Legislative Assembly of British Columbia) gives support for this. What resonated with me was their reasoning that recordings "*not only provide a reference for attendees, but, when the minutes are eventually released, [they] will inform members of the public and reassure them that the matter was properly discussed in a closed meeting and that procedural requirements were satisfied.*"

I had stated that I thought it would be a good idea to keep the audio recordings only until the minutes were approved and then have them destroyed. Having looked further into the matter, I believe the recordings would have to be kept according to provincial guidelines for destroying such records. There was also talk of having the meetings video recorded, but I wonder if this type of recording could present greater complications than audio recordings, e.g. where would we get a video camera from; who would set up the camera and run it; storage of the video files; ease or lack thereof in editing for FOI purposes, etc.? But if council would be willing to use video, I would have absolutely no problem with that. For reference purposes, here is the Notice of Motion once again:

**That Council direct Staff to electronically record all In Camera meetings, and as per the City's Closed Session Policy 103-1, these recordings shall remain confidential until such time as Council may deem the information contained on them to be released as per Policy 103-1, or destroyed with Council's unanimous approval, following all provincial legislation surrounding proper disposal of records.**

Respectfully submitted,

Beverley Tripp



# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council

**From:** Procedure Bylaw / Council

**Date:** April 24<sup>th</sup>, 2017

**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.

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**Benefits or Impacts of the Recommendation:**

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

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

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

**OPTIONS:**

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

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Department Head or CAO	Chief Administrative Officer



# MEMORANDUM



**DATE :** April 24, 2017  
**TO:** Mayor and Council  
**FROM:** Manager of Development and Engineering  
**SUBJECT:** Application for Development Variance Permit to vary the Zoning Bylaw (Lafreniere) - postponed

---

Further to the resolution at the Committee of the Whole on April 10, 2017:

- **RESOLVED THAT** the Committee of the Whole receives the report and recommends to Council to approve the Development Variance Permit application by allowing an exterior side setback variance from 15 feet to 5 feet for property located at 6408-5<sup>th</sup> Street, legally described as Lot 1, District Lot 534, SDYD, Plan KAP52745 to rebuild an existing deck at the same location, and refer the report to the April 24<sup>th</sup>, 2017 Regular Meeting of Council for decision.

The Department wishes to postpone the decision to the May 15, 2017 Regular Meeting of Council. Due to the long weekend, there was not sufficient time to meet the legislated requirement of written notice provided to surrounding property owners 10 business days in advance of the decision.





# MEMORANDUM



**DATE :** April 24, 2017  
**TO:** Mayor and Council  
**FROM:** Manager of Development and Engineering  
**SUBJECT:** Application for Development Variance Permit to vary the Zoning Bylaw (Habitat for Humanity) - postponed

---

Further to the resolution at the Committee of the Whole on April 10, 2017:

- **RESOLVED THAT** the Committee of the Whole receives the report and recommends that Council approve the Development Variance Permit application by allowing a front setback variance from 6.0 metres to 4.5 m for properties located at the north side of 72<sup>nd</sup> Ave at Kettle River Drive, legally described as Lot 3 and Lot 4, District Lot 108, SDYD, Plan KAP 92057, and a reduction of the east interior parcel setback from 1.5 m to 0.0 m on lot 3, with one of the parking spaces for Lot 3 to be met with a Parking Access Easement on the westerly portion of Lot 4; AND THAT COTW refers the report to the April 24<sup>th</sup>, 2017 Regular Meeting of Council for decision.

The Department wishes to postpone the decision to the May 15, 2017 Regular Meeting of Council. Due to the long weekend, there was not sufficient time to meet the legislated requirement of written notice provided to surrounding property owners 10 business days in advance of the decision.





## **Grand Forks and District Fall Fair Society**

Box 704

Grand Forks BC V0H 1H0

1-250-443-3276

grandforksfallfair@gmail.com



April 9<sup>th</sup> 2017

Daniel Drexler

City of Grand Forks

The Grand Forks Fall Fair is having a Farm to Table dinner event on June 30<sup>th</sup> in City Park. We are asking permission to acquire a liquor license for this event, so that we may serve local beer and wine with dinner that evening. We would like to be able to serve between 5 pm and 11 pm.

Sincerely,

Danna O'Donnell

President

Grand Forks and District Fall Fair





From:  Diane Heinrich   
Subject: Re(2): Letter of Appreciation to Philip Morris  
To:  philip150@btinternet.com  
Cc:

---

Dear Philip:

Many thanks for your return email; the City would be most appreciative to receive photos of the site.

Thanks again, for going above and beyond for our community!

Best regards,

Diane

philip150@btinternet.com writes:

Dear Diane

Many thanks to you and the people of Grand Forks for your kind letter, the members of the Shropshire War Memorials Association will honor, care for and look after Alfred's grave in the years to come, each year a poppy cross and flowers will be laid on his grave.

We have now decided to place a Memorial vase instead of a wreath, this we feel will be an ever lasting memorial to him, and flowers can be placed, along with the traditional poppies each Armistice. I will send you some photos to post on your local community site, so the People of Grand Forks can view his grave, and feel one of their own is been looked after many miles away from home.

All the very best from the Association and it's members here in Shropshire, England

Philip Morris.

-----Original message-----

From : DHeinrich@grandforks.ca

Date : 19/04/2017 - 23:37 (GMTDT)

To : philip150@btinternet.com

Cc : fkonrad@grandforks.ca

Subject : Letter of Appreciation to Philip Morris

Dear Mr. Morris:

Please find attached, a thank-you letter of appreciation from Mayor Konrad, on behalf of the City of Grand Forks.

Best regards,

Diane

Diane Heinrich

Corporate Officer / Manager of Human Resources

City of Grand Forks

250-442-8266

► [www.GrandForks.ca](http://www.GrandForks.ca)

DISCLAIMER: This message is intended for the addressee (s) named and is confidential. The message must not be circulated or copied without the prior consent of the sender or the sender's representative Corporation or the Corporation's F.O.I Officer

**Diane**

---

**Diane Heinrich**

Corporate Officer / Manager of Human Resources

City of Grand Forks

250-442-8266

[www.GrandForks.ca](http://www.GrandForks.ca)



Settle down.

DISCLAIMER: This message is intended for the addressee (s) named and is confidential. The message must not be circulated or copied without the prior consent of the sender or the sender's representative Corporation or the Corporation's F.O.I Officer



## THE CORPORATION OF THE CITY OF GRAND FORKS

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### OFFICE OF THE MAYOR

April 18<sup>th</sup>, 2017

Mr. Philip Morris  
10, Argyll Street  
Castlefields  
Shrewsbury, England

Sent via email only to: [philip150@btinternet.com](mailto:philip150@btinternet.com)

Dear Mr. Morris:

It is with the most heartfelt gratitude for which I send this letter on behalf of the City of Grand Forks, British Columbia, Canada.

Our local newspaper, the Grand Forks Gazette, forwarded your recent email to the City, and we found it most befitting to send you this thank-you letter.

It is inspirational to see thoughtfulness in the world from individuals such as yourself, and the Shropshire War Memorial Association, who recognizes and takes care of a century old gravesite of one of our fallen Canadian soldiers, Corporal Alfred Heaven of the 102<sup>nd</sup> Canadian Infantry. Your message also provided us cause to take a moment to think about what is really important to all of us – freedom and the sacrifices that were made to have it.

Our thoughts will be with you and to the Heaven family members, as you lay a wreath on Corporal Heaven's grave to mark the 100<sup>th</sup> anniversary of his death on April 21<sup>st</sup>, and the ultimate sacrifice that he made while in battle at Vimy Ridge, France, in 1917.

Again, our most sincere gratitude in paying respects on behalf of the City of Grand Forks.

Sincerely,

A handwritten signature in black ink, appearing to read "F. Konrad", is written over a light blue horizontal line.

Frank Konrad  
Mayor  
City of Grand Forks

WE4 – Thank-you letter to Philip Morris re: memorial for Grand Forks fallen soldier, Cpl Alfred Heaven



**New Building Canada Fund – Small Communities Fund**

800 Johnson Street, 4<sup>th</sup> Floor, Victoria, BC V8W 1N3

April 6, 2017

Cliff# 264595

Douglas Allin  
Chief Administrative Officer  
City of Grand Forks  
Box 220  
Grand Forks, BC V0H 1H0

Dear Douglas Allin:

**Re: New Building Canada Fund - Small Communities Fund (NBCF-SCF)  
Project #N20280 - Grand Forks Well 2 Replacement Project**

Thank you for your application for funding under the New Building Canada Fund - Small Communities Fund (NBCF-SCF). After careful consideration, the above noted project was not selected for funding.

The program received significantly more applications than could be funded. This decision does not reflect on the importance of this project, but rather the degree by which the program has been oversubscribed. All applications were equitably reviewed and given consideration for funding.

If you have any questions, please do not hesitate to contact me at: 250 387-4060. I wish you every success with your community project.

Yours truly,



Liam Edwards  
Executive Director  
Local Government Infrastructure and Finance Branch  
Ministry of Community, Sport and Cultural Development

pc: Dolores Sheets, Manager of Development and Engineering  
City of Grand Forks



**Canada**



March 31, 2017

Mayor Konrad and Council  
City of Grand Forks



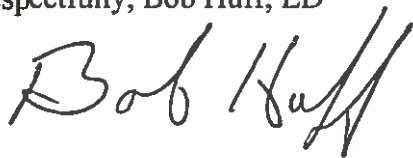
This letter accompanies an application by Habitat for Humanity Southeast BC (HFHSEBC) that requests the assistance of the City of Grand Forks with a variance for Lots 3 & 4 at #803 & #813 – 72<sup>nd</sup> Ave.

The Board of Directors of HFHSEBC as part of the operational plan for 2017, moved that our affiliate build 3 homes this year in Grand Forks. This will be enabled by the fact that BC Housing has recently signed an MOU to provide per door funding for the BC Habitat for Humanity affiliates. In conjunction with our 2017 operational plan, Habitat for Humanity Canada is bringing the Jimmy & Rosalynn Carter Work Project to Canada in 2017 as part of Canada's 150th anniversary.

I request of Council the assistance of the City by providing relief in the Development Charges, Service Charges and Permit Fees associated with building a duplex on Lot 4 and a single family home on Lot 3. This will allow our affiliate to save on the costs associated with building the homes. Ours is a small affiliate that builds homes using donations from companies, service clubs, and individuals and with Gift in Kind product from National donors through HFH Canada. The project will support the Affordable Housing and Sustainable Green Building provisions of the City's Sustainable Community Plan.

Thank you for your kind considerations.

Respectfully, Bob Huff, ED



Habitat for Humanity Southeast BC

P.O. Box 1088  
Grand Forks, BC  
V0H 1H0

[www.hfhsebc.org](http://www.hfhsebc.org)  
[bob.huff@hfhsebc.org](mailto:bob.huff@hfhsebc.org)

Office: 778.632.0006





# REQUEST FOR DECISION

## — REGULAR MEETING —



**To:** Mayor and Council  
**From:** Chief Financial Officer  
**Date:** April 24, 2017  
**Subject:** 2017 Tax Rates Bylaw No. 2038  
**Recommendation:** **RESOLVED THAT COUNCIL** gives first three readings to the 2017 Tax Rates Bylaw, No. 2038

---

### **BACKGROUND:**

Section 197 of the Community Charter requires the City to adopt an annual property value tax bylaw to establish the tax rates for the collection of municipal revenue as provided in the financial plan, as well as the amounts to be collected on behalf of other local governments or public bodies.

The amount of 2017 property tax revenue included in Financial Plan Bylaw 2036 is \$3,698,273.

The 2017 Tax Rates Bylaw No. 2038 was introduced to the Committee of the Whole on April 10, 2017, with three options for distributing tax revenues across the various property classes. The Committee of the Whole selected the second option, which set revenues from Class 4 Major Industry at the same amount as 2016, capped the rate for Class 2 Utilities at \$40 per \$1,000 of assessed value, and used the same multiples as 2016 for the remaining classes. This resulted in a residential tax rate of \$5.0528 per \$1000 of assessed value.

The tax rates for the regional and hospital districts included in this bylaw are determined by the amount levied by those authorities, and are based on legislated provincial class multiples.

The 2017 Tax Rates Bylaw No. 2038 is presented here for three readings.

---

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

**General:** Adoption of an annual property tax rates bylaw before May 15 is a requirement of the Community Charter. The Five Year Financial Plan determines the amount of revenue to be raised by property value taxes and used in the calculation of tax rates.

**Strategic Impact:** The Tax Rates Bylaw has been developed by taking into consideration the taxation policy statements included in the annual financial plan and Asset Management Financial Policy 808.

# REQUEST FOR DECISION

— REGULAR MEETING —



**Financial:** Property taxation is one of the main sources of revenue for the City. The amount of revenue proposed to be collected through property taxation for 2017 is \$3,698,273.

**Policy/Legislation:** Section 197 of the Community Charter  
Five Year Financial Plan Bylaw 2017-2021, No. 2036  
Asset Management Policy Financial Policy 808

**Attachments:** Draft 2017 Tax Rates Bylaw No. 2038


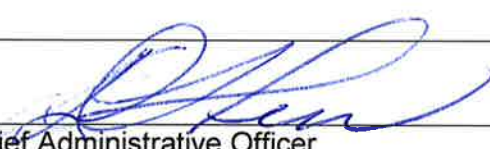
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**Recommendation:** RESOLVED THAT Council gives first three readings to the 2017 Tax Rates Bylaw, No. 2038.

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

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 Department Head or CAO	 Chief Administrative Officer
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**THE CORPORATION OF THE CITY OF GRAND FORKS**  
**BYLAW NO. 2038**

**A BYLAW TO IMPOSE RATES ON ALL TAXABLE LAND  
AND IMPROVEMENTS FOR THE YEAR ENDED DECEMBER 31, 2017**

=====

**WHEREAS** the Community Charter requires that, after adoption of the financial plan, but before May 15<sup>th</sup> in each year, Council must, by bylaw, impose property value taxes for the year by establishing tax rates;

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

1. That Bylaw No. 2032, cited as "2016 Annual Tax Rates Bylaw", be hereby repealed.
2. The following Tax Rates are hereby imposed and levied for the Year Ended December 31, 2017:
  - a) For all lawful **GENERAL PURPOSES** of the Municipality on the value of all taxable land and improvements, rates appearing in Column "A" of Schedule "A" attached hereto and forming a part of the bylaw;
  - b) For **WEST KOOTENAY BOUNDARY REGIONAL HOSPITAL PURPOSES** on the value of all taxable land and improvements, rates appearing in Column "B" of Schedule "A" attached hereto and forming a part of the bylaw;
  - c) For purposes of the **REGIONAL DISTRICT OF KOOTENAY BOUNDARY** on the value of all taxable land and improvements rates appearing in Column "C" of Schedule "A", attached hereto and forming a part hereof;
3. The minimum amount of taxation upon a parcel of real property shall be One Dollar (\$1.00).
4. Pursuant to Section 233 of the Community Charter
  - a) The due date for taxes shall be the 4th day of July, 2017.
  - b) The Collector shall, as soon as is practicable on or after the 5th day of July 2017, add to the unpaid taxes of the current year, in respect of each parcel of land and improvements thereon upon the real property tax roll, ten per centum of the amount unpaid as of the 4th day of July, 2017.

5. This bylaw may be cited, for all purposes, as the "2017 Annual Tax Rates Bylaw, No. 2038".

**INTRODUCED** this 10<sup>th</sup> day of April, 2017.

Read a **FIRST** time this 24<sup>th</sup> day of April, 2017.

Read a **SECOND** time this 24<sup>th</sup> day of April, 2017.

Read a **THIRD** time this 24<sup>th</sup> day of April, 2017.

**FINALLY ADOPTED** this \_\_\_\_ day of May 2017.

\_\_\_\_\_  
Mayor Frank Konrad

\_\_\_\_\_  
Corporate Officer – Diane Heinrich

### **C E R T I F I C A T E**

I hereby certify the foregoing to be a true copy of Bylaw No. 2038 as passed by the Municipal Council of the City of Grand Forks on the \_\_\_\_ day of May, 2017.

\_\_\_\_\_  
Clerk of the Municipal Council of  
The City of Grand Forks

**Schedule "A"**  
**City of Grand Forks**  
**2017 Property Tax Rates Bylaw 2038**

Property Class	Description	"A"	"B"	"C"
		General Municipal	West Kootenay Boundary Regional Hospital District	Regional District of Kootenay Boundary
		(Dollars of tax per \$1,000 taxable assessed value)		
1	Residential	5.0528	0.2893	2.1377
2	Utility	40.0000	1.0126	7.4820
4	Major Industry	43.6629	0.9836	7.2682
5	Light Industry	14.8047	0.9836	7.2682
6	Business/Other	12.0762	0.7088	5.2374
8	Rec/Non-Profit	4.0422	0.2893	2.1377
9	Farm	5.4570	0.2893	2.1377