

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

**Monday, January 16, 2017, at 7:00 pm
7217 - 4th Street, City Hall Council Chambers**

<u>ITEM</u>	<u>SUBJECT MATTER</u>	<u>RECOMMENDATION</u>
1. <u>CALL TO ORDER</u>		
2. <u>ADOPTION OF AGENDA</u>		
a) Adopt agenda	January 16, 2017, Regular Meeting agenda	RESOLVED THAT Council adopts the January 16, 2017, Regular Meeting agenda as presented.
3. <u>MINUTES</u>		
a) Adopt minutes December-5-2016-Special-Meeting-Minutes-Not Yet Adopted	December 5, 2016, Special Meeting minutes	RESOLVED THAT Council adopts the December 5, 2016, Special Meeting minutes as presented.
b) Adopt minutes December-12-2016-COTW-Meeting-Minutes-Not Yet Adopted	December 12, 2016, Committee of the Whole Meeting minutes	RESOLVED THAT Council adopts the December 12, 2016, Committee of the Whole Meeting minutes as presented.
c) Adopt minutes December-12-2016-Regular-Meeting-Minutes-Not Yet Adopted	December 12, 2016, Regular Meeting minutes	RESOLVED THAT Council adopts the December 12, 2016, Regular Meeting minutes as presented.
4. <u>REGISTERED PETITIONS AND DELEGATIONS</u>		
5. <u>UNFINISHED BUSINESS</u>		
6. <u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL</u>		
a) Corporate Officer's Report RFD - Proc. Bylaw-CAO - Rpts., Questions, & Inquiries from Council Councillor Thompson Report to Council Jan 16,2017 Councillor Tripp Report to Council January 16, 2017 Councillor Butler Report to Council	Written reports of Council	RESOLVED THAT all written reports of Council submitted to the January 16th, 2017, Regular Meeting, be received.

[Jan 16,2017](#)

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
Read the [RDKB agendas](#)

RESOLVED 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) Administrative Services
[RFD - Admin. Services - Strategic
Plan Update](#)

Strategic Plan update

RESOLVED THAT Council
accepts the Strategic Plan
updates from Administrative
Services for information.

- b) Corporate Services
[RFD - Corp. Serv. - Community
Futures Proposal for GF Community
Centre Facility](#)

Community Futures proposal
for Grand Forks Community
Centre facility

RESOLVED THAT Council
receives the correspondence
from Community Futures
Boundary and report from
staff for discussion and
decision with regard to the
Grand Forks Community
Centre facility idea.

- c) Chief Financial Officer
[RFD - CFO - Write-off 1998
Playground Equipment](#)

Write-off of 1998 playground
equipment (Tot Lot)

RESOLVED THAT Council
directs staff to record the
disposal of decommissioned
playground equipment
originally purchased in 1998,
and write-off the remaining
book value as an adjustment
to the 2016 fiscal year end.

- d) Manager of Development and
Engineering Services
[RFD - Mgr. of Dev. & Eng. -
Community Signs Project](#)

Community Signs Project

RESOLVED THAT Council
accepts the community's
recommendation for the sign
design concept and directs
staff to proceed with
implementation.

- e) Manager of Operations / Manager of
Development and Engineering
Services
[RFD - Mgr. of Op. & Mgr. of Dev. &
Eng. - Early Budget Approval for 2017
Capital Projects Part 1
2017 - 2036 Capital - Jan 2017](#)

Early budget approval for
2017 Capital Projects Part 1

RESOLVED THAT Council
gives the early budget
approval and funding for
January 2017, in the amount
of \$1,550,000, for the Capital
Projects, as highlighted in the
report and the attached

		updated 20-year Capital Plan.
f)	Manager of Operations RFD - Mgr. of Op. - Construction of an Electrical Substation	Construction of an electrical substation RESOLVED THAT Council determines to grant the early budget approval of \$500,000, to be funded from Capital Reserves, for City of Grand Forks staff to proceed with the design of the estimated 5.6 million dollar substation construction.
9.	<u>REQUESTS ARISING FROM CORRESPONDENCE</u>	
10.	<u>INFORMATION ITEMS</u>	
a)	Bylaw Officer Memo - Bylaw Officer - Unsightly Properties	Memorandum regarding unsightly properties RESOLVED THAT Council receives for information the memorandum from the Bylaw Officer regarding unsightly properties.
b)	AKBLG Resolutions Committee SOII - AKBLG Resolutions Notice for 2017 Submissions	Notice and procedure for submitting resolutions for the 2017 AKBLG Annual General Meeting. Submission deadline is by February 24, 2017. RESOLVED THAT Council receives for information the notice and procedure requirements for submitting resolutions for the 2017 AKBLG Annual General Meeting by February 24, 2017.
11.	<u>BYLAWS</u>	
12.	<u>LATE ITEMS</u>	
13.	<u>QUESTIONS FROM THE PUBLIC AND THE MEDIA</u>	
14.	<u>ADJOURNMENT</u>	

THE CORPORATION OF THE CITY OF GRAND FORKS

SPECIAL MEETING OF COUNCIL

Monday, December 5, 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

ABSENT:

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER
CHIEF FINANCIAL OFFICER

D. Allin
D. Heinrich
J. Rhodes

GALLERY

1. **CALL TO ORDER**

- a) The Mayor called the meeting to order at 2:18 pm

2. **ADOPTION OF MEETING AGENDA**

- a) The Mayor asked Council to adopt the agenda

MOTION: THOMPSON / ROSS

RESOLVED THAT Council adopts the December 5th, 2016 Special Meeting Agenda.
CARRIED.

3. **REGISTERED PETITIONS AND DELEGATIONS**

4. **UNFINISHED BUSINESS**

5. **RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- a) Chief Financial Officer - Appointment of the auditors for 2016-2018 Financial

Statement Audits

Councillor Krog advised that he was recusing himself from this agenda item, as he does catering for this firm, and left the meeting at 2:28 pm.

The Chief Administrative Officer spoke with regard to the City's legislative requirements in the appointment of the organization's auditors.

The Chief Financial Officer spoke with regard to the awarding of the contract to Kemp Harvey Burch Kientz accounting firm for the next three fiscal years.

Councillor Butler asked about the cost of the auditor service and was advised by the Chief Financial Officer that the awarded firm is lower than the past cost to the City.

Councillor Krog returned to the meeting at 2:29 PM after the vote was completed.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council appoint Kemp Harvey Burch Kientz as the City of Grand Forks' financial auditors for the 2016 to 2018 fiscal years.

CARRIED.

6. REQUESTS ARISING FROM CORRESPONDENCE

7. BYLAWS

8. LATE ITEMS

9. ADJOURNMENT

a) The Mayor adjourned the meeting at 2:28 pm

MOTION: THOMPSON

RESOLVED THAT the Special Meeting of December 5th, 2016 be adjourned at 2:28 pm

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE OFFICER - DIANE HEINRICH

THE CORPORATION OF THE CITY OF GRAND FORKS

COMMITTEE OF THE WHOLE MEETING MINUTES

Monday, December 12, 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
CORPORATE OFFICER
CHIEF FINANCIAL OFFICER
MANAGER OF DEVELOPMENT
AND ENGINEERING
MANAGER OF BUILDING AND
BYLAW SERVICES
MANAGER OF OPERATIONS
DEPUTY MANAGER OF OPERATIONS
FIRE CHIEF
CORPORATE ADMINISTRATIVE ASSISTANT

D. Allin
D. Heinrich
J. Rhodes

D. Sheets

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

ABSENT: COUNCILLOR NEIL KROG

1. **CALL TO ORDER**

- a) Mayor Konrad called the December 12, 2016, Committee of the Whole Meeting to order at 9:02 am.

2. **COMMITTEE OF THE WHOLE AGENDA**

- a) Adopt agenda
December 12, 2016, COTW
Mayor Konrad stated that he will be adding an amendment to the agenda under Item 4
b)

MOTION: ROSS

RESOLVED THAT the COTW adopts the December 12, 2016, agenda as presented.

CARRIED.

Mayor Konrad amended the December 12, 2016, COTW Meeting agenda to include

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- b) Item 4 b) Arising Topics from RDKB Director, Roly Russell

MOTION: THOMPSON

RESOLVED THAT the COTW adopts the December 12, 2016, agenda as amended.

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

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- c) Reminder
In-Camera Meeting to commence at 1:00 pm, following the COTW Meeting and Long Service Awards
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3. REGISTERED PETITIONS AND DELEGATIONS

- a) Ann Gordon
Information regarding 2017 potential airshow event 'The Snowbirds'

Discussion:

- asking for City support
- concern that the show will be on a weekday
- other funding opportunities

MOTION: TRIPP

RESOLVED THAT the COTW receives for information the presentation from Ann Gordon regarding the 2017 potential airshow event 'The Snowbirds'.

CARRIED.

MOTION: THOMPSON

RESOLVED THAT the COTW considers the 2017 airshow event 'The Snowbirds' application request and brings the request forward to a Regular Meeting in January 2017.

CARRIED.

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- b) The Sunshine Valley Women's Institute
Request to remember the importance of the sidewalk on 72nd Avenue in front of The Silver Kettle and onto Extra Foods

Discussion:

- a member of The Sunshine Valley Women's Institute gave an overview of the importance of the 72nd Avenue sidewalk
- the sidewalk is a City budget item and is being considered

MOTION: TRIPP

RESOLVED THAT the COTW receives for information the request from The Sunshine Valley Women's Institute regarding the request to remember the importance of the sidewalk on 72nd Avenue in front of The Silver Kettle and onto Extra Foods.

CARRIED.

-
- c) The Grand Forks Community Trails Society
Information report on trail development in the City and surrounding region

Discussion:

- Chris Moslin gave the presentation on the trail development on behalf of The Grand Forks Community Trails Society
- provided various requests to the City - City bench on top of Observation Mountain, re-decking of Darrell Priede Trestle in 2017, new trail head signage, include trails map on all City kiosks, participate in RDKB Trails Master Plan, continue to plan improvements and to maintain trails, apply for BikeBC and other grants to improve active transportation routes

MOTION: TRIPP

RESOLVED THAT the COTW receives for information the report from The Grand Forks Community Trails Society regarding trail development in the City and surrounding region.

CARRIED.

4. REGIONAL TOPICS FOR DISCUSSION - AREA D

- a) Councillor Butler
Previous report to Council regarding a Proposed Recreation and Culture Committee of Council
- Director Roly Russell spoke in regards to this topic
 - further need of recreation planning for community
 - CAO suggested that he will have a discussion with RDKB and report information back to Council in January 2017

MOTION: BUTLER

RESOLVED THAT the COTW receives Councillor Butler's previous report to Council regarding a Proposed Recreation and Culture Committee of Council for discussion.

CARRIED.

MOTION: BUTLER

RESOLVED THAT the COTW recommends taking this discussion to the December 12, 2016, Regular Meeting for Council to make a motion for the CAO to speak with the CAO of the Regional District to bring back information on recreational structure within the

**b) Director Roly Russell, RDKB
Arising Topics**

Discussion:

- need for a Community Hall for Grand Forks, if Council will be willing to enter into conversations with the Regional District and to move forward with the dialogue
- Wendy McCulloch, from Community Futures, spoke in regards to a survey taken for a Community Hall requirement and grant funding; 96% were in favour of a Community Hall, 4% were maybe's
- Les Johnson suggested that the intention of a 'Community Hall' should be made clear to the public for its use
- brief update on Agricultural Plan and Food Security
- rural Fire Halls update
- reminder of AKBLG topics to bring forward to the Convention in April 2017 in Rossland, resolutions due end of February
- will see a request for financial support for the Drought Management Plan partnership (a regional exercise to protect our water, under \$10,000 for entire project)
- trails master planning process, consultants selected, four-phase delivery

MOTION: HAMMETT

RESOLVED THAT the COTW receives for information the arising topics presented by Director Roly Russell of the Regional District of Kootenay Boundary.

CARRIED.

5. PRESENTATIONS FROM STAFF

**a) Deputy Corporate Officer/Communications
Memorandum regarding the Citizen Satisfaction Survey Update**

- survey will go out to approximately 1000 households

MOTION: THOMPSON

RESOLVED THAT the COTW receives the memorandum from the Deputy Corporate Officer/Communications regarding the Citizen Satisfaction Survey Update.

CARRIED.

**b) Deputy Corporate Officer/Communications
Memorandum regarding the wayfinding signage update**

- Tuesday, December 13th, 2016, the public is encouraged to come out between 4:30-6:30 pm and vote on their favorite signage at City Hall

- larger signage will be combined with the existing Expo sign on the East and the other on the West side will be replaced by the current Campground sign

MOTION: HAMMETT

RESOLVED THAT the COTW receives the memorandum from the Deputy Corporate Officer/Communications regarding the wayfinding signage update.

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

c) Deputy Corporate Officer/Communications
Strategic Plan update

- CAO gave an overview of the Strategic Plan review

MOTION: HAMMETT

**RESOLVED THAT the COTW recommends to Council to receive the Strategic Plan update;
AND FURTHER THAT the COTW refers the report to the January 16, 2017, Regular Meeting.**

CARRIED.

d) Deputy Corporate Officer/Communications
Verbal update regarding the Boundary Economic Development Committee

- encouraged everyone to look at their website
- TOTA and trails strategy for the area

MOTION: TRIPP

RESOLVED THAT the COTW receives for information the verbal report from the Deputy Corporate Officer/Communications regarding the Boundary Economic Development Committee.

CARRIED.

e) Chief Financial Officer
Write-off of uncollectible business licences

MOTION: HAMMETT

RESOLVED THAT the COTW recommends that Council directs staff to write-off uncollectible business licences for the businesses listed, at the December 12, 2016, Regular Meeting of Council.

CARRIED.

-
- f) Chief Financial Officer
Schedule for the 2017 Financial Plan

MOTION: THOMPSON

RESOLVED THAT the COTW receives for information the Schedule for the 2017 Financial Plan from the Chief Financial Officer.

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

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- g) Manager of Development and Engineering Services
Memorandum on the Sustainable Community Plan - Theme 2 Public Engagement Process

MOTION: THOMPSON

RESOLVED THAT the COTW receives for information the memorandum from the Manager of Development and Engineering Services regarding the Sustainable Community Plan - Theme 2 Public Engagement Process.

CARRIED.

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- h) Bylaw Officer
Memorandum regarding a property owner's opportunity to appear before Council for unsightly premises

- property owner is not present and has since cleaned up the property; therefore, the file is closed

MOTION: THOMPSON

RESOLVED THAT the COTW receives for information the memorandum from the Bylaw Officer regarding unsightly properties.

CARRIED.

-
- i) Manager of Operations
Verbal presentation regarding snow removal

Discussion:

- to clean all City roads and streets, the cost is approx. \$130,000
- to clean all City sidewalks, the cost is approx. \$35,000
- plow is sent out on weekends when there is 4 inches of snow or more

MOTION: ROSS

RESOLVED THAT the COTW receives the verbal presentation from the Manager of Operations regarding snow removal.

DECEMBER 12, 2016

COMMITTEE OF THE WHOLE MEETING

CARRIED.

-
- j) Manager of Operations
 Verbal update regarding the headworks grinder

MOTION: BUTLER

RESOLVED THAT the COTW receives the verbal update from the Manager of Operations regarding the headworks grinder.

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

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

MOTION: THOMPSON

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) - Fred Scott spoke in regards to water meters and flat rates for an apartment-style building, CAO stated that the rates will be reviewed and brought back to Council

13. IN-CAMERA RESOLUTION

- a) Chief Administrative Officer
Following the COTW Meeting, Council will hold an In-Camera Meeting at 1:00 pm

MOTION: THOMPSON

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; Section 90 (1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of 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. LONG SERVICE AWARD PRESENTATIONS

- a) Mayor Konrad, prior to adjournment, commenced with the Long Service Award presentations to City employees.

15. ADJOURNMENT

- a) Mayor Konrad adjourned the December 12, 2016, Committee of the Whole Meeting at 11:56 am.

MOTION: ROSS

RESOLVED THAT the December 12, 2016, Committee of the Whole Meeting be adjourned at 11:56 am.

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE ADMINISTRATIVE
ASSISTANT - DAPHNE POPOFF

NOT ADOPTED
SUBJECT TO CHANGE

THE CORPORATION OF THE CITY OF GRAND FORKS

NOT ADOPTED
SUBJECT TO CHANGE

REGULAR MEETING OF COUNCIL
MONDAY, DECEMBER 12, 2016

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

ABSENT:

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER
CHIEF FINANCIAL OFFICER

D. Allin
D. Heinrich
J. Rhodes

GALLERY

1. CALL TO ORDER

- a) The Chair called the December 12, 2016, Regular Meeting to order at 7:00 pm.

2. ADOPTION OF AGENDA

- a) Adopt agenda
December 12, 2016, Regular Meeting agenda

Councillor Butler spoke about the recreational item that was discussed at the morning's Committee of the Whole Meeting and that Council determined to consider a resolution to have the City's Chief Administrative Officer meet with Regional District's Chief Administrative Officer to discuss recreational options for an advisory body, at tonight's Regular Meeting, as a late item.

MOTION: THOMPSON / TRIPP

RESOLVED THAT Council adopts the December 12, 2016, Regular Meeting agenda as amended.

CARRIED.

3. MINUTES

- a) Adopt minutes
November 28, 2016, Regular Meeting minutes

NOT ADOPTED
SUBJECT TO CHANGE

MOTION: THOMPSON / TRIPP

RESOLVED THAT Council adopts the November 28, 2016, Regular Meeting minutes as presented.

CARRIED.

4. REGISTERED PETITIONS AND DELEGATIONS

5. UNFINISHED BUSINESS

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

- a) Corporate Officer's Report

Councillor Tripp advised that her report did not make the agenda and received permission from the Mayor to present her report verbally. Please find the details of her report attached to these minutes.

MOTION: BUTLER / ROSS

RESOLVED THAT verbal report made by Councillor Tripp be received by Council.

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

- Mayor Konrad advised he had no report tonight because the Regional District information was addressed at the Committee of the Whole in the morning.

8. **RECOMMENDATIONS FROM STAFF FOR DECISIONS**

NOT ADOPTED
SUBJECT TO CHANGE

- a) Chief Financial Officer
Write-off of uncollectible business licences

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council directs staff to write-off uncollectible business licences for Creative Rockworx, Dark Coat Sealcoating & Paving, Shelley's Belfry, Stubby Dogs, Valley Wide Home Improvements, Wayne's Windshield Service, and Wreck-A-Mend-It Auto Body.

CARRIED.

9. **REQUESTS ARISING FROM CORRESPONDENCE**

10. **INFORMATION ITEMS**

- a) Grand Forks Choral Society
Grant-in-aid request from the Grand Forks Choral Society regarding music education costs of the event performance at Carnegie Hall in New York City in 2017.
Council had a discussion with regard to their community support policy and that the organization does not have a grant in aid policy.

MOTION: TRIPP / THOMPSON

RESOLVED THAT Council receives for discussion the grant-in-aid request from the Grand Forks Choral Society regarding music education costs of the event performance at Carnegie Hall in New York City in 2017.

CARRIED.

11. **BYLAWS**

12. **LATE ITEMS**

- a) Late Item regarding the resolution for the City's Chief Administrative Officer and the Regional District Chief Administrative Officer to discuss options for an advisory body referred from the December 12th, 2016, Committee of the Whole Meeting.

MOTION: BUTLER / KROG

RESOLVED THAT the City's Chief Administrative Officer meet with the Chief Administrative Officer of the Regional District of Kootenay Boundary to discuss options for an advisory body to develop increased recreation and cultural activities in the district.

CARRIED.

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

- a) Nigel James - Asked if Council's procedure could be slightly adjusted to meet the needs of the public as it pertains to questions. For an example, he suggested that residents put their name on a piece of paper and contact information and their topic where they can address their issues publicly.

14. ADJOURNMENT

- a) The meeting was adjourned at 7:26 PM

MOTION: THOMPSON

RESOLVED THAT meeting be adjourned at 7:26 PM

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE OFFICER - DIANE HEINRICH

Councillor's Report for December 12th Regular Meeting

Beverley Tripp

Since our last regular meeting, there have been a lot of council activities to report on. During the morning of November 22nd, I attended a Winter Stakeholder Meeting held at Emcon Services Inc. Highway and road maintenance services were outlined for winter highway driving in the Kootenay-Boundary area. This was a most informative meeting, especially for groups such as ambulance, fire and emergency services who must travel the highways during all weather conditions.

The day continued with a Budget Workshop that I had previously requested to address numerous questions I had on the 2016-2020 Financial Plan Bylaw Amendment 1. Most of council was present at the workshop where our new CFO gave a well crafted power point presentation that guided us through the various aspects of City budgeting procedures, taxation allocations and City spending. This was a great starting point, but unfortunately several of my questions were not adequately addressed. I have been assured by our CAO that I will receive answers to these questions in the near future. I am hopeful that as we go into our next annual budgeting process, I will be more fully conversant with the City's financial picture so as to be comfortable going forward.

I also attended a luncheon held by the Interior Health Association Collaborative Services Committee of Kootenay Boundary. This was a community leader's roundtable lunch presenting the Patient Medical Home/Primary Care Home models for care, and discussing new team-based approaches to primary health care that envisions nursing and allied care staff working directly with physicians and NPs (nurse practitioners). The role of community in a sustainable health system in British Columbia was also discussed. At the meeting, it was announced that the Boundary has been given \$100K to pilot a 'Proof of Concept' for this work. One question that was asked was, "Because of this program will we be losing our hospital?" Thankfully, the answer was a resounding "No!" We will be looking forward with interest to see how this new approach to medical care serves the residents of the Boundary.

A Realtors' Roundtable discussion also took place during the afternoon of the 22nd. Only a few realtors were present but they provided some helpful insights into the "state of real estate" in the city, which they reported has been great this year. I believe these roundtable discussions are an excellent way to engage invested community groups and stakeholders – who better to talk to than those with the boots on the ground? And it also lets them know that the City is eager to obtain their feedback. Hopefully next year, these events will be better attended.

On Monday, December 5th, I attended a presentation by two representatives from the provincial government on the Overton Moody Range Unit (also known as Gilpin Grasslands). For me, the main takeaways from this informative session were: On various pieces of ground there can be numerous jurisdictions, tenures, resource uses, and overlapping programs and ministries involved; the Gilpin Grasslands uses include wildlife, grazing for cattle, recreational use, park lands, water use, and many others; inter-use departments within the government work collaboratively to get the maximum benefit of land use, and year over year many variables come into play concerning best management practises for the land; many authorized uses of the land need to co-exist, and public education combined with the

City's involvement in the ongoing management of the area is important. Another issue that was identified in the workshop was that there should be representation and collaboration between City council and the Boundary Invasive Species Council, as invasive species transmission into the Overton Moody Range Unit is problematic.

As this will be our last meeting before the Christmas break, I would like to take this opportunity to wish everyone a joyful holiday filled with cherished moments as we celebrate Jesus' birth in the true spirit of the season. Merry Christmas!

Respectfully submitted,

Beverley Tripp

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Chief Administrative Officer
Date: January 16th, 2017
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: January 16, 2017
SUBJECT: Report to Council

I begin my report with wishing all who read this a Very Happy, Healthy and Prosperous New Year.

The Santa Claus Parade and Christmas Light-up was on Friday, December 2nd. This is always a fun event, and I have to, once again, thank our employees for the wonderful display they put up in Gyro Park. It is second to none.

Monday, December 5th I attended a presentation from the Ministry of Forests, Land and Natural Resource Operations regarding the Gilpin Grasslands as it relates to the issue of wildlife coming and/or living in the City. They have offered to take interested members of Council on a tour of the area when the weather permits.

December 7th I attended the Christina Lake Stewardship Society's Annual Management Review. This was a most informative session with several presentations including those made by the Ministry of Forests, Lands and Natural Resource Operations, and BC Timber Sales. I learned that the fight against invasive mussels is receiving support; and that Northern Pike has made its way into Christina Creek. This is the 4th Review that I have attended and I always come away feeling that this watershed is being very well looked after.

City staff held an open house on December 13th from 4:30 pm to 6:30 pm so that the public, including the Business Community, could vote on wayfinding signage. The results will be made public.

Council and Management held a round-table discussion with the Downtown Business Association to hear their concerns regarding issues such as parking in the downtown area. I find these round-table discussions very useful in helping me make decisions that have an impact on our community as a whole. I sincerely hope that we can have more of these in the coming year.

I attended the monthly meeting of the Phoenix Foundation on December 21st. The Board is hoping to host a grant-writing workshop in February for those charitable organizations wanting to make a grant application. Changes to the Society Act come into effect in 2017. Board Chair Gary Smith and Director Alan Peterson will investigate what changes need to be made and will report back to the Board.

Respectfully submitted,

Christine Thompson

Councillor's Report for January 16th Regular Meeting

The Christmas season was a mixture of busyness and relaxation, with the highlight being the Community Christmas Dinner and my new role as lead coordinator of this fantastic volunteer community event that is held at the Gospel Chapel on Christmas Day. If you've ever cooked a large turkey dinner for family, you know all about the logistics of putting on a grand meal. Try multiplying that out to 400, throw in decorations, presents, entertainment and Santa, and do it all for no cost, then you have the Grand Forks Community Christmas Dinner! This was the 35th year of the dinner which was served to around 300 guests and volunteers at a full sit-down turkey dinner (18 turkeys were cooked for the event), with all the trimmings and desserts in the Gospel Chapel gym and foyer overflow, with another 90 or so take-out dinners prepared for delivery to community service workers and shut-in residents around town. Others were driven to and from the church to enjoy the festivities in the beautifully decorated gym, along with a visit from Santa who had treats and presents to share with the young, and young-at-heart.

All of this was seamlessly orchestrated by a group of dedicated volunteers coordinating everything from food, desserts, take-outs, floor manager duties, donations, entertainment, meal deliveries, to the waste management! Over 70 volunteers worked tirelessly on this project, and the hours and effort that went into making the dinner a success was nothing short of amazing. For these thoughtful individuals to give up their own family Christmas experience to bless others less fortunate is truly an inspiration to all. I feel incredibly privileged to be a part of this fantastic community event, and I hope the annual dinner will continue to serve and bless this city for years to come.

And now that the new year has arrived, there are many issues and concerns for council to consider. One such issue that has recently come to my attention has to do with the micro-cell transmitters proliferating our communities. These are small cell transmitters that are being placed on hydro/telephone poles throughout the province, with the thought that higher cell towers will no longer be necessary to transmit existing and upcoming 5G wireless transmission. I am concerned about the future of the environment and believe that excessive Electro Magnetic Radiation (EMR) has a harmful effect on all life, and it is disturbing to learn that these micro-cells could be randomly placed in close proximity to people's living spaces and bedrooms.

I have learned that the UBCM fought hard to ensure that municipalities had some control of standard tower (over 15 metres) infrastructure in their communities by ensuring that all towers over 15 metres be vetted in a pre-set protocol. This new initiative by the telecommunications companies makes this hard won 15 metre concession no longer viable as a control.

I believe that this issue should be further looked into and I would like to see this subject revisited at this year's UBCM, as control over our Electro Magnetic environment is an issue for the 21st century that needs to be intelligently addressed. San Francisco has been successful in passing legislation to ban the unauthorized proliferation of these devices. I believe that we, as a City, should also be proactively looking at developing appropriate safety regulations for our community regarding micro-cell placement.

Respectfully submitted,

Beverley Tripp

For the written record, I am also attaching my Councillor's Report for the December 12th Regular Meeting, which I read verbally at that meeting as it was inadvertently omitted from the Regular Meeting package.

Report for December 12th Regular Meeting

Since our last regular meeting, there have been a lot of council activities to report on. During the morning of November 22nd, I attended a Winter Stakeholder Meeting held at Emcon Services Inc. Highway and road maintenance services

were outlined for winter highway driving in the Kootenay-Boundary area. This was a most informative meeting, especially for groups such as ambulance, fire and emergency services who must travel the highways during all weather conditions.

The day continued with a Budget Workshop that I had previously requested to address numerous questions I had on the 2016-2020 Financial Plan Bylaw Amendment 1. Most of council was present at the workshop where our new CFO gave a well crafted power point presentation that guided us through the various aspects of City budgeting procedures, taxation allocations and City spending. This was a great starting point, but some of my questions still remained unaddressed. However, as promised, two weeks after the workshop, I received the information I was seeking from our CFO, and I wish to thank her and express my appreciation for her clarification of questions I had. I am much more confident now as we move forward into our next annual budgeting process.

I also attended a luncheon held by the Interior Health Association Collaborative Services Committee of Kootenay Boundary. This was a community leader's roundtable lunch presenting the Patient Medical Home/Primary Care Home models for care, and discussing new team-based approaches to primary health care that envisions nursing and allied care staff working directly with physicians and NPs (nurse practitioners). The role of community in a sustainable health system in British Columbia was also discussed. At the meeting, it was announced that the Boundary has been given \$100K to pilot a 'Proof of Concept' for this work. One question that was asked was, "Because of this program will we be losing our hospital?" Thankfully, the answer was a resounding "No!" We will be looking forward with interest to see how this new approach to medical care serves the residents of the Boundary.

A Realtors' Roundtable discussion also took place during the afternoon of the 22nd. Only a few realtors were present but they provided some helpful insights into the "state of real estate" in the city, which they reported has been great this year. I believe these roundtable discussions are an excellent way to engage invested community groups and stakeholders – who better to talk to than those with the boots on the ground? And it also lets them know that the City is eager to obtain their feedback. Hopefully next year, these events will be better attended.

On Monday, December 5th, I attended a presentation by two representatives from the provincial government on the Overton Moody Range Unit (also known as Gilpin Grasslands). For me, the main takeaways from this informative session were: On various pieces of ground there can be numerous jurisdictions, tenures, resource uses, and overlapping programs and ministries involved; the Gilpin Grasslands uses include wildlife, grazing for cattle, recreational use, park lands, water use, and many others; inter-use departments within the government work collaboratively to get the maximum benefit of land use, and year over year many variables come into play concerning best management practises for the land; many authorized uses of the land need to co-exist, and public education combined with the City's involvement in the ongoing management of the area is important. Another issue that was identified in the workshop was that there should be representation and collaboration between City council and the Boundary Invasive Species Council, as invasive species transmission into the Overton Moody Range Unit is problematic.

As this will be our last meeting before the Christmas break, I would like to take this opportunity to wish everyone a joyful holiday filled with cherished moments as we celebrate Jesus' birth in the true spirit of the season. Merry Christmas!

Respectfully submitted,

Beverley Tripp

Councillor's Report

January 16, 2017

Julia Butler

With the AKBLG Conference coming up this spring, council is required to have all motions submitted by February 24th. After last year's conference, I was convicted to put forward a motion this year dealing with private, corporate sponsorship of government events. At this time I would like to share my ideas with council and the public to receive feedback, before drafting my motion.

I feel that in a democratic society, it is important for as many meetings as possible to be open to the public, including the AKBLG and UBCM meetings. It is also fair for individuals and companies to lobby their elected officials prior to meetings. Where I think we need to make a few changes, is with the voting procedures and the presentations at the conference. I would like to see only VOTING members allowed entry to the meetings where voting is taking place. As with our council meetings there needs to be a gallery area for the public and staff, separate from the elected officials. Since most voting is done with clickers, this would help tighten up the security on who has a clicker and remove outside influence during the debate. (I do prefer voting by a show of hands, as this allows you to see who votes for what motion.)

During the AKBLG and UBCM conferences that I have attended, there is a large trade show with various companies set up for visitors to attend on their own time. Certain dinners and functions are also sponsored by utilities companies, law firms, resource companies etc. and are most enjoyable. This gives organizations ample time to become friendly with elected officials and discuss issues important to their companies. What I found to be excessive this past year, is what I will refer to as "infomercials". During our plenary sessions there have been a growing number of 10-15 minute spots given to companies to take the stage. At the UBCM this year we ran out of time to debate the motions. One speaker complained that we should have spent less time on speeches and more time doing the business of the conference. I also feel that our time would be much better spent attending to the business of the conference and I would like to ask the AKBLG and UBCM to limit the time for these spots, perhaps just to the platinum sponsors.

At our last council meeting in December, a motion was passed by council to have our CAO contact the CAO of the Regional District to discuss issues around recreation in our area. I would like to ask for an update from our CAO as to the outcome of this conversation.

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Procedure Bylaw / Council

Date: January 16th, 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.

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: Administrative Services
Date: January 16, 2017.
Subject: Strategic Plan Update
Recommendation: RESOLVED THAT COUNCIL ACCEPTS THE STRATEGIC PLAN UPDATES.

BACKGROUND:

Council's Strategic Plan is reviewed with Council and Senior Managers annually to ensure the organization is on track. In November of 2016 the City's Strategic Plan was reviewed and these changes were recommended by council.



FISCAL ACCOUNTABILITY

- WE WILL NOT SELL OUR NATURAL ASSETS AND INFRASTRUCTURE
- WE WILL CONTINUE TO PROACTIVELY IDENTIFY AND PLAN FOR INFRASTRUCTURE REPAIR AND REPLACEMENT

1. We will continue to retain our natural assets as a public trust.
2. We will blend business values and social impact objectives through social procurement.



ECONOMIC GROWTH

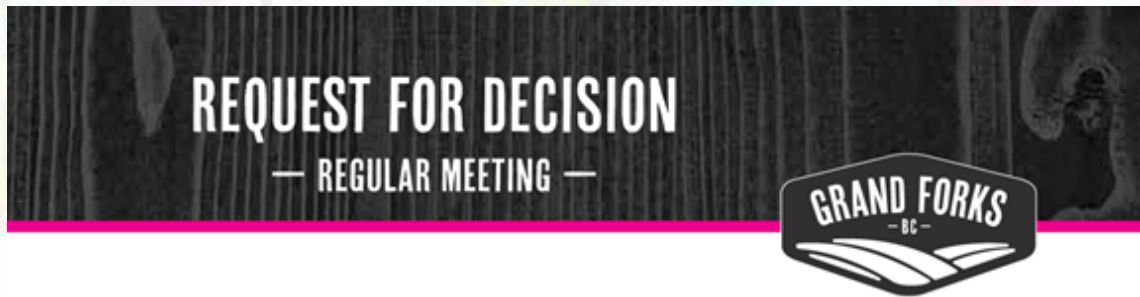
- WE FOSTER A VIBRANT ECONOMIC ENVIRONMENT
- WE ARE OPEN YET DISCIPLINED IN LAND DEVELOPMENT DECISIONS
- WE RECOGNIZE THE IMPORTANCE OF A HEALTHY TOWN "CORE"

1. We will develop a Sustainability Charter.
2. We will consider alternative types of business and diversify target markets to include Not for Profits, when promoting land development.



COMMUNITY LIVEABILITY

- WE CONTINUE TO MITIGATE THE IMPACT OF DEER IN OUR COMMUNITY
- WE ADVOCATE FOR APPROPRIATE FUNDING FOR OUR MOST VULNERABLE RESIDENTS
- WE SUPPORT COMMUNITY INITIATIVES THAT ALIGN WITH OUR STRATEGIC OBJECTIVES
- WE WILL CONTINUE OUR INVESTMENT IN ARTS, CULTURE, SPORT AND HERITAGE IN GRAND FORKS



1. We will promote our excellent health services to residents and potential residents.
2. We will continue to discuss shared funding of the Municipal Airport at the BEDC table.



COMMUNITY ENGAGEMENT

- WE ENCOURAGE RESIDENTS TO PARTICIPATE IN DECISIONS AND PROCESS
- WE ENHANCE OUR REGIONAL DIALOGUE, ADVOCACY AND COLLABORATION
- WE RECOGNIZE OUR NATURAL RECREATIONAL AMENITIES ARE VALUABLE REGIONAL ASSETS

1. We will ask the community what is important to them and bring supporting resolutions forward at AKBLG.

Benefits or Impacts of the Recommendation:

General: The Strategic Plan is a guiding document used by Council and staff. It provides direction in the decisions they make and the work they do. It is used as part of the process for evaluation of this work.

Strategic Impact: This document includes amendments to Council's Strategic Priorities

Financial: N/A

Policy/Legislation: N/A

Attachments: Council Strategic Plan

Recommendation: RESOLVED THAT COUNCIL ACCEPTS THE STRATEGIC PLAN UPDATES.

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



www.GrandForks.ca

STRATEGIC PLAN 2015-2019



Workshop Facilitated by:

Tracey Lee Lorensen

Prepared by Paragon Strategic Services

2/17/2015

Updated 1/5/2017

GRAND FORKS STRATEGIC PLAN 2015-2019



FISCAL ACCOUNTABILITY

- WE WILL NOT SELL OUR NATURAL ASSETS AND INFRASTRUCTURE
- WE WILL CONTINUE TO RETAIN OUR NATURAL ASSETS AS A PUBLIC TRUST
- WE WILL CONTINUE TO PROACTIVELY IDENTIFY AND PLAN FOR INFRASTRUCTURE REPAIR AND REPLACEMENT
- WE WILL BLEND BUSINESS VALUES AND SOCIAL IMPACT OBJECTIVES THROUGH SOCIAL PROCUREMENT



ECONOMIC GROWTH

- WE FOSTER A VIBRANT ECONOMIC ENVIRONMENT
- WE ARE OPEN YET DISCIPLINED IN LAND DEVELOPMENT DECISIONS
- WE RECOGNIZE THE IMPORTANCE OF A HEALTHY TOWN "CORE"
- WE WILL DEVELOP A SUSTAINABILITY CHARTER
- WE WILL CONSIDER ALTERNATIVE TYPES OF BUSINESS AND DIVERSIFY TARGET MARKETS TO INCLUDE NOT FOR PROFITS, WHEN PROMOTING LAND DEVELOPMENT



COMMUNITY ENGAGEMENT

- WE ENCOURAGE RESIDENTS TO PARTICIPATE IN DECISIONS AND PROCESS
- WE ENHANCE OUR REGIONAL DIALOGUE, ADVOCACY AND COLLABORATION
- WE RECOGNIZE OUR NATURAL RECREATIONAL AMENITIES ARE VALUABLE REGIONAL ASSETS
- WE WILL ASK THE COMMUNITY WHAT IS IMPORTANT TO THEM AND BRING SUPPORTING RESOLUTIONS FORWARD AT AKBLG

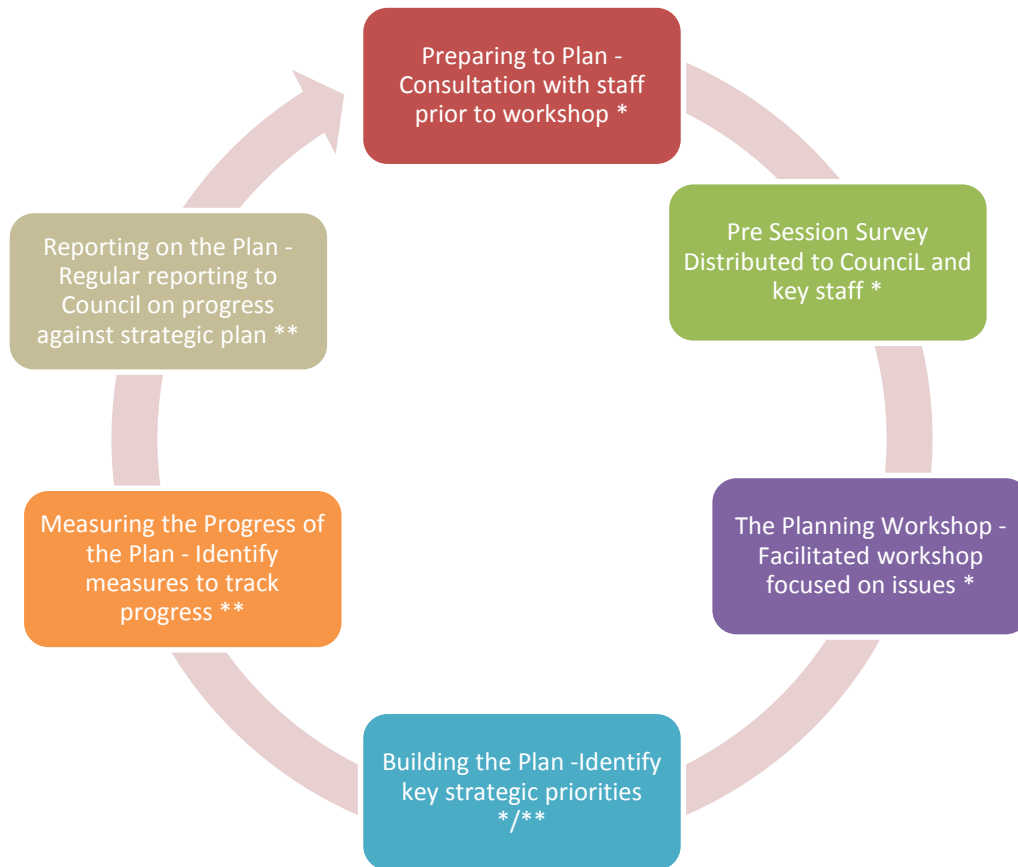


COMMUNITY LIVEABILITY

- WE CONTINUE TO MITIGATE THE IMPACT OF DEER IN OUR COMMUNITY
- WE ADVOCATE FOR APPROPRIATE FUNDING FOR OUR MOST VULNERABLE RESIDENTS
- WE SUPPORT COMMUNITY INITIATIVES THAT ALIGN WITH OUR STRATEGIC OBJECTIVES
- WE WILL CONTINUE OUR INVESTMENT IN ARTS, CULTURE, SPORT AND HERITAGE IN GRAND FORKS
- WE WILL PROMOTE OUR EXCELLENT HEALTH SERVICES TO RESIDENTS AND POTENTIAL RESIDENTS
- WE WILL CONTINUE TO DISCUSS SHARED FUNDING OF THE MUNICIPAL AIRPORT AT THE BEDC TABLE

CITY OF GRAND FORKS

STRATEGIC PLANNING SESSION 2015



Responsibility = *Consultant **Management

Preparing to Plan

The Strategic Planning Process undertaken by the Council was heavily invested in preparation – the Council and key staff completed online surveys to identify the strengths, weaknesses, opportunities and threats facing the organization. The feedback from these surveys was shared with the Council prior to commencing the session (see copies attached).

In addition, previous planning documents were reviewed and considered to build on the work the organization has done in prior years and preparatory conference calls were held. Another focus of the session was to ensure there was alignment between the direction of Council and management of the Town.

The Planning Workshop

The workshop was attended by all members of Council and senior staff. The workshop focused on the key issues facing the organization and the strategic priorities were chosen specifically to take advantage of opportunities as well as to protect the organization against threats.

In the workshop the Council focused on those issues most important to the community and revisited the priorities from the previous plan.

Building the Plan

The notes of the workshop were compiled by Paragon Strategic Services Ltd., and form the basis of this report.

Measuring Plan Progress

The next step for staff will be attaching measures to the strategic priorities, including:

- Identifying the staff member accountable
- Identifying achievable timelines for each action/goal
- Identifying measures that show progress to goals
- Prioritizing activities within the plan
- Tracking progress on at least a quarterly basis

Reporting on the Plan

Council and staff need to agree on a reporting frequency to ensure that progress to goals is tracked on a regular basis – usually on a quarterly basis. The nature and structure of this report should be agreed upon in advance by Council and staff.

Communicating the Plan

Attached to this report are draft graphics that can be used to aid the organization in communicating the plan through posters, handouts or on the web.

WHAT DO WE STAND FOR?

The current City vision is:

“A Garden City Growing Opportunities within the Boundary Country.”

The current mission for the City is:

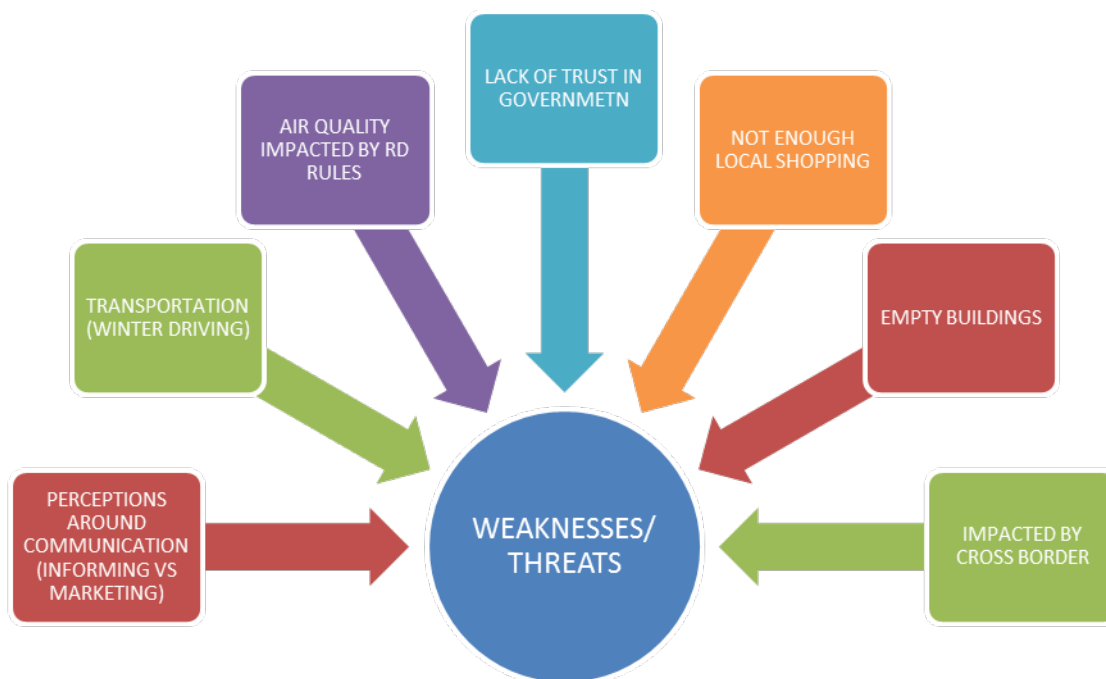
“The City of Grand Forks is committed to providing quality governance and excellent services that enhance and advance the quality of life for our community.”

The City’s values are:

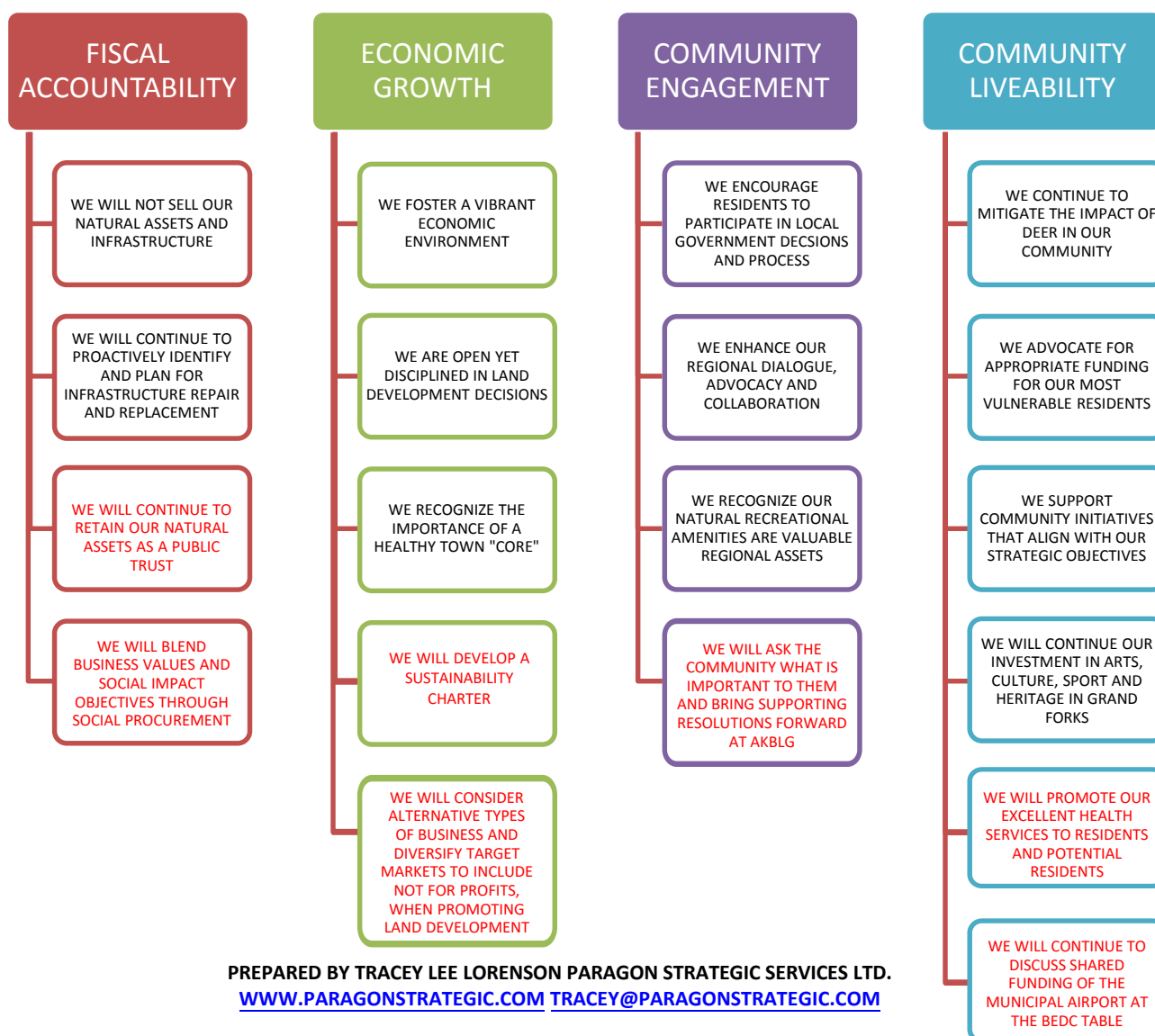
- 1) G - Growing responsibly**
- 2) A – Accountability**
- 3) R – Resilience**
- 4) D – Diversity**
- 5) E – Efficiency**
- 6) N - Natural Beauty**
- 7) C - Collaboration with Integrity**
- 8) I – Innovation**
- 9) T – Transparency**
- 10) Y - Young at Heart**

While the majority rated the current vision, mission and values as either “sounds great” or “good”, there were some suggestions for improvement that should be considered in a future planning session. Those notes were provided under separate cover at the workshop.

WHERE ARE WE NOW?



STRATEGIC THEMES AND PRIORITIES



PREPARED BY TRACEY LEE LORENSON PARAGON STRATEGIC SERVICES LTD.
WWW.PARAGONSTRATEGIC.COM TRACEY@PARAGONSTRATEGIC.COM

LINK BETWEEN STRATEGIC PLANNING AND ASSET MANAGEMENT

The City is taking a leadership role when it comes to addressing its long term needs for asset repair and replacement. This strategic planning process is inextricably linked to the extensive work that Council and the Management team has done to prepare the community for future needs, and to proactively plan for the financial impacts.

This work on Asset Management (*which was developed outside of this process*) has been recognized as amongst the best in Canada, and is something Council and the community should be very proud of. It is included here as it is core to the strategic focus of Grand Forks.



NEXT STEPS

In order to ensure that the plan is utilized by the Council we recommend the following:

1. Detailed review of the Plan above to ensure it captures the intent of the Council during the workshop
2. Assign specific action items under each strategic priority – these do NOT need to be new initiatives and may in fact be already underway
3. Assign measures and time frames to these activities so staff and the Council can ensure progress towards the strategic priorities (SEE ATTACHED SAMPLE)
4. Set regular meetings to review the strategic priorities and to identify any changes that need to be made
5. Ensure the strategic priorities drive regular Council decision making – if an initiative is brought to the Council there should be a review of the its alignment with the priorities selected by the Council
6. Communicate the priorities to staff and the community.

Please let us know if there are any questions concerning this summary. Thank you!

FISCAL ACCOUNTABILITY

STRATEGIC PROJECTS		ACTIONS
<p><u>FISCAL</u></p> <p><u>ACCOUNTABILITY</u></p> <p>WE WILL NOT SELL OUR NATURAL ASSETS AND INFRASTRUCTURE</p> <p>WE WILL CONTINUE TO PROACTIVELY IDENTIFY AND PLAN FOR INFRASTRUCTURE REPAIR AND REPLACEMENT</p> <p>WE WILL CONTINUE TO RETAIN OUR NATURAL ASSETS AS A PUBLIC TRUST</p> <p>WE WILL BLEND BUSINESS VALUES AND SOCIAL IMPACT OBJECTIVES THROUGH SOCIAL PROCUREMENT</p>	EXPLORE VARIABLE GROWTH OPPORTUNITIES AND PRESENT TO COUNCIL FOR CONSIDERATION	<ul style="list-style-type: none"> • ALTERNATE ENERGY – SOLAR GARDEN • FIBRE OPTICS – CONTINUE TO CONNECT OTHER COMMUNITY ORGANIZATIONS AND REGIONAL EXPANSION • COMMUNITY ENERGY
	ENSURE THAT SERVICE LEVELS ALIGN WITH TAXATION LEVELS	<ul style="list-style-type: none"> • PROVIDE CONTINUAL ANALYSIS ON SERVICE LEVELS (ORGANIZATIONAL ACTION) • DEPARTMENTS WILL CONTINUE TO REVIEW SERVICE AND TAX RATES IN ANNUAL BUDGET AND WILL ENSURE CONSISTENCY WITH THE ASSET MANAGEMENT PLAN • DEVELOP TAXATION POLICY TO ASSIST WITH SERVICE LEVELS • DEVELOP SURPLUS POLICY
	SERVICE PERFORMANCE REVIEWS ENSURE LEVELS OF SERVICE MEET INFRASTRUCTURE NEEDS	<ul style="list-style-type: none"> • CONTINUE TO DEVELOP PERFORMANCE MEASURES IN DATABASE OF INFORMATION THROUGH ASSET MANAGEMENT SOFTWARE, AND REPORT BACK TO COUNCIL ANNUALLY • CONTINUE TO BENCHMARK SERVICE DELIVERY AGAINST SIMILAR MUNICIPALITIES • ENSURE STAFFING LEVELS ARE ALLOCATED PROPORTIONALLY PROLONGING LIFE IN ASSETS – NOT JUST FOR CUSTOMER SERVICE • DEVELOP AN AIRPORT MANAGEMENT/SERVICE STRUCTURE • CUSTOMER SERVICE SURVEY
	CONTINUE TO IMPLEMENT LONG TERM VIABILITY OF THE ASSET MANAGEMENT PLAN AS A LIVING DOCUMENT	<ul style="list-style-type: none"> • CONTINUE WITH THE SYSTEMATIC PROCESS OF DEPLOYING, OPERATING, MAINTAINING, UPGRADING AND DISPOSING OF ASSETS COST-EFFECTIVELY AND EFFICIENTLY • ENSURE CONSISTENT AND CURRENT INTER-DEPARTMENTAL COMMUNICATION • TRAINING AND PROCESS DEVELOPMENT AND IMPLEMENTATION OF CONTINUED DEVELOPMENT OF ASSET MANAGEMENT PLAN • WORKTECH TO BEGIN • CONTINUE TO HOLD ORGANIZATIONAL WORKSHOPS AND COMMUNICATIONS • WORKTECH & GIS AND MAPPING OF INFRASTRUCTURE • LONG TERM PLANNING IN DEPARTMENTS REGARDLESS OF GRANTS • REVIEW ASSET MANAGEMENT PLAN ANNUALLY AND REPORT OUT TO PUBLIC

FISCAL ACCOUNTABILITY

STRATEGIC PROJECTS		ACTIONS
<p><u>FISCAL</u></p> <p><u>ACCOUNTABILITY</u></p>	SHORT TERM FINANCIAL BENEFITS WILL NOT OVERRIDE LONG TERM IMPACTS AND WILL CONSIDER THE TRIPLE BOTTOM LINE: SOCIAL, ENVIRONMENTAL AND ECONOMIC	<ul style="list-style-type: none">• ENSURE THAT CITY OWNED LAND IS SOLD AT FAIR MARKET VALUE AND CONSIDERS THE BEST OVERALL IMPACT TO THE CITY (ORGANIZATIONAL ACTION)• COUNCIL WILL ALIGN POLICIES AND BYLAWS TO MEET STRATEGIC PRIORITIES• SLAG PILE REVENUE WILL CONTINUE TO BENEFIT THE CITY'S OVERALL NEEDS AS DIRECTED BY COUNCIL• CONTINUE TO REVIEW AND ASSESS TAX MIX
	PROTECT AQUIFER AND INFRASTRUCTURE FROM ANY EXTERNAL INTERESTS (AT ALL COSTS)	<ul style="list-style-type: none">• DEVELOP POLICIES AND GUIDING PRINCIPLES TO PROTECT THE CITY'S VALUABLE ASSETS• CONTINUE WITH CONSERVATION EDUCATION FOR THE PUBLIC IN THE VALLEY• BUILD REGIONAL WATER PARTNER GROUP AND CREATE A PLAN FOR PROTECTING THE AQUIFER
	WE WILL CONTINUE TO PROACTIVELY IDENTIFY AND PLAN FOR INFRASTRUCTURE REPAIR AND REPLACEMENT	
	WE WILL CONTINUE TO RETAIN OUR NATURAL ASSETS AS A PUBLIC TRUST	<ul style="list-style-type: none">• INFRASTRUCTURE RISK MANAGEMENT AND PRIORITIZATION• BETTER IDENTIFY ISSUES PRIOR TO CATASTROPHIC FAILURE – USE WORK TECH FOR THIS• BUSINESS CASE DEVELOPMENT ON ALL NEW SERVICES AND ASSETS WILL CONSIDER TRIPLE BOTTOM LINE
WE WILL BLEND BUSINESS VALUES AND SOCIAL IMPACT OBJECTIVES THROUGH SOCIAL PROCUREMENT		

COMMUNITY ENGAGEMENT

STRATEGIC PROJECTS		ACTIONS
<div><div>COMMUNITY</div><div>ENGAGEMENT</div><div>WE ENCOURAGE RESIDENTS TO PARTICIPATE IN LOCAL GOVERNMENT DECISIONS AND PROCESS</div><div>WE ENHANCE OUR REGIONAL DIALOGUE, ADVOCACY AND COLLABORATION</div><div>WE RECOGNIZE OUR NATURAL RECREATIONAL AMENITIES ARE VALUABLE REGIONAL ASSETS</div><div>WE WILL ASK THE COMMUNITY WHAT IS IMPORTANT TO THEM AND BRING SUPPORTING RESOLUTIONS FORWARD AT AKBLG</div></div>	WE ARE CONSISTENT IN COMMUNICATING OUR PRIORITIES AND DECISIONS	<ul style="list-style-type: none">• ALL ZONING AND SCP AMENDMENTS WILL FOLLOW ALL LEGISLATIVE REQUIREMENTS UNDER THE LGA AND CC• HOLD OPEN HOUSES AND PROMOTE ACTIVITIES THAT ENGAGE THE PUBLIC AND ENCOURAGE FEEDBACK• DETERMINE LEVELS OF ENGAGEMENT REQUIRED BY EACH DEPARTMENT TO THE COMMUNITY FOR DEPARTMENTAL ACTIVITIES• DEVELOPMENT OF COMMUNICATIONS STRATEGY/POLICY
	OPPORTUNITY TO LINK GRAND FORKS AND SURROUNDING RURAL AREA TO FACILITATE ALIGNMENT AND LEVERAGE VOICE	<ul style="list-style-type: none">• ONGOING ASSESSMENT OF “VALUE FOR MONEY”• CITY ENTER INTO CONTRACT REVIEW WITH RDKB IN 2015-2016 FOR FIRE SERVICES• DISCUSSION OF COST SHARING ARRANGEMENTS• REFININE BUSINESS RELATIONSHIP AND ENHANCE FINANCIAL EFFICIENCIES OF THE FIRE SERVICE• TRAILS ENHANCEMENT AND LINKAGE• AIRPORT FUNDING, DEVELOPMENT AND ACCESS• ENCOURAGE STRONGER RELATIONSHIP AND INCREASED DIALOGUE WITH REGIONAL PARTNERS
	CONTINUE TO WORK WITH LOCAL EDUCATIONAL INSTITUTIONS TO ENHANCE EDUCATIONAL OPPORTUNITIES AND PROGRAMS	<ul style="list-style-type: none">• ASSET MANAGEMENT, JOINT OCCUPATIONAL HEALTH AND SAFETY• ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM• PILOT PROGRAM FOR STUDENTS TRANSITIONING OUT OF HIGHSCHOOL
	IDENTIFY AND ENGAGE REGARDING KEY REGIONAL ADVOCACY OPPORTUNITIES AND STRATEGIES	<ul style="list-style-type: none">• KETTLE RIVER WATERSHED STUDY, WASTE WATER, REGIONAL PROTECTION OF NATURAL ASSETS• COLLABORATE WITH STAKEHOLDERS I.E. COMMUNITY FUTURES, BEDC
	ENSURE GOVERNANCE STRUCTURE FOR RECREATION COMMISSION IS HIGHLY FUNCTIONAL	<ul style="list-style-type: none">• CONSIDER, REVIEW, IMPROVE• ENHANCE COMMUNICATIONS
	INTEGRATED RECREATION PLANNING BETWEEN GRAND FORKS AND ELECTORAL AREAS	<ul style="list-style-type: none">• CONSIDER PARTNERSHIPS WITH ELECTORAL AREA'S IN DEVELOPING JOINT PARTICIPATION IN RECREATION PLANNING• SHARE DATA AND INFORMATION ON RECREATIONAL PLANNING
	DETERMINE NEW, INNOVATIVE AND MEANINGFUL WAYS TO ENGAGE THE PUBLC	<ul style="list-style-type: none">• UNDERTAKE A COMMUNITY SURVEY AND REPORT OUT TO THE PUBLIC• LEVERAGE EVERY OPPORTUNITY FOR COMMUNITY ENGAGEMENT

COMMUNITY LIVABILITY

STRATEGIC PROJECTS		ACTIONS
<div><div>COMMUNITY LIVABILITY</div><div>WE WILL CONTINUE TO MITIGATE THE IMPACT OF DEER IN OUR COMMUNITY</div><div>WE ADVOCATE FOR APPROPRIATE FUNDING FOR OUR MOST VULNERABLE RESIDENTS</div><div>WE SUPPORT COMMUNITY INITIATIVES THAT ALIGN WITH OUR STRATEGIC OBJECTIVES</div><div>WE WILL CONTINUE OUR INVESTMENT IN ARTS, CULTURE, SPORT AND HERITAGE IN GRAND FORKS</div><div>WE WILL PROMOTE OUR EXCELLENT HEALTH SERVICES TO RESIDENTS AND POTENTIAL RESIDENTS</div><div>WE WILL CONTINUE TO DISCUSS SHARED FUNDING OF THE MUNICIPAL AIRPORT AT THE BEDC TABLE</div></div>	BUILD CAPACITY WITHIN THE COMMUNITY	<ul style="list-style-type: none">CONTINUE TO ENDEAVOR TO SHOP LOCAL AT EVERY OPPORTUNITYIDENTIFY GRANT OPPORTUNITIES AND LIST THESE ON THE CITY WEBSITE TO ENABLE FUNDING FOR COMMUNITY GROUPSCONTINUE TO EXPLORE PARTNERSHIPS THAT BALANCE COMMUNITY IMPACT WITH THE BURDEN ON TAXPAYERSCONSIDER NEW OPPORTUNITIES AS THEY ARISE AND BRING FORWARD TO COUNCIL
	CONTINUE TO ENFORCE THE DEER FEEDING BYLAW	<ul style="list-style-type: none">BYLAW ENFORCEMENTEDUCATIONLOBBY PROVINCIAL GOV'T WHILE WORKING IN COLLABORATION WITH OTHER COMMUNITIES WHO FACE SIMILAR DEER CHALLENGESWORK WITH REGIONAL AND PROVINCIAL PARTNERS TO ENSURE A LONG TERM SOLUTIONREVIEW OF DEER COMMITTEE
	COLLABORATE WITH GRASS ROOTS ORGANIZATIONS TO BETTER UNDERSTAND N EEDS IN COMMUNITY AND WORK WITH GROUPS TO FIND SOLUTIONS WHERE POSSIBLE	<ul style="list-style-type: none">CONTINUE TO WORK WITH VARIOUS AGENCIES TO DETERMINE THE NEEDS OF THE COMMUNITY FOR TRANSITION HOUSING AND FORM PARTNERSHIP TO SELECT AN APPROPRIATE SITE FOR PROJECTOUR TRAIL NETWORK IS A KEY COMMUNITY AND REGIONAL ASSET - PUBLIC AWARENESS CAMPAIGN, WAYFINDING SIGNAGE, REGIONAL DISTRICT PARTNERSHIPCOMMUNITY GARDENSENHANCE TRAIL SYSTEMDEVELOP INCLUSIVE COMMUNITY INITIATIVES
	WORK WITH FEE FOR SERVICE PROVIDERS TO LEVERAGE AND PROVIDE MORE EFFECTIVE SERVICES	<ul style="list-style-type: none">ART GALLERYMUSEUM,LIBRARYBCRCCBDAC

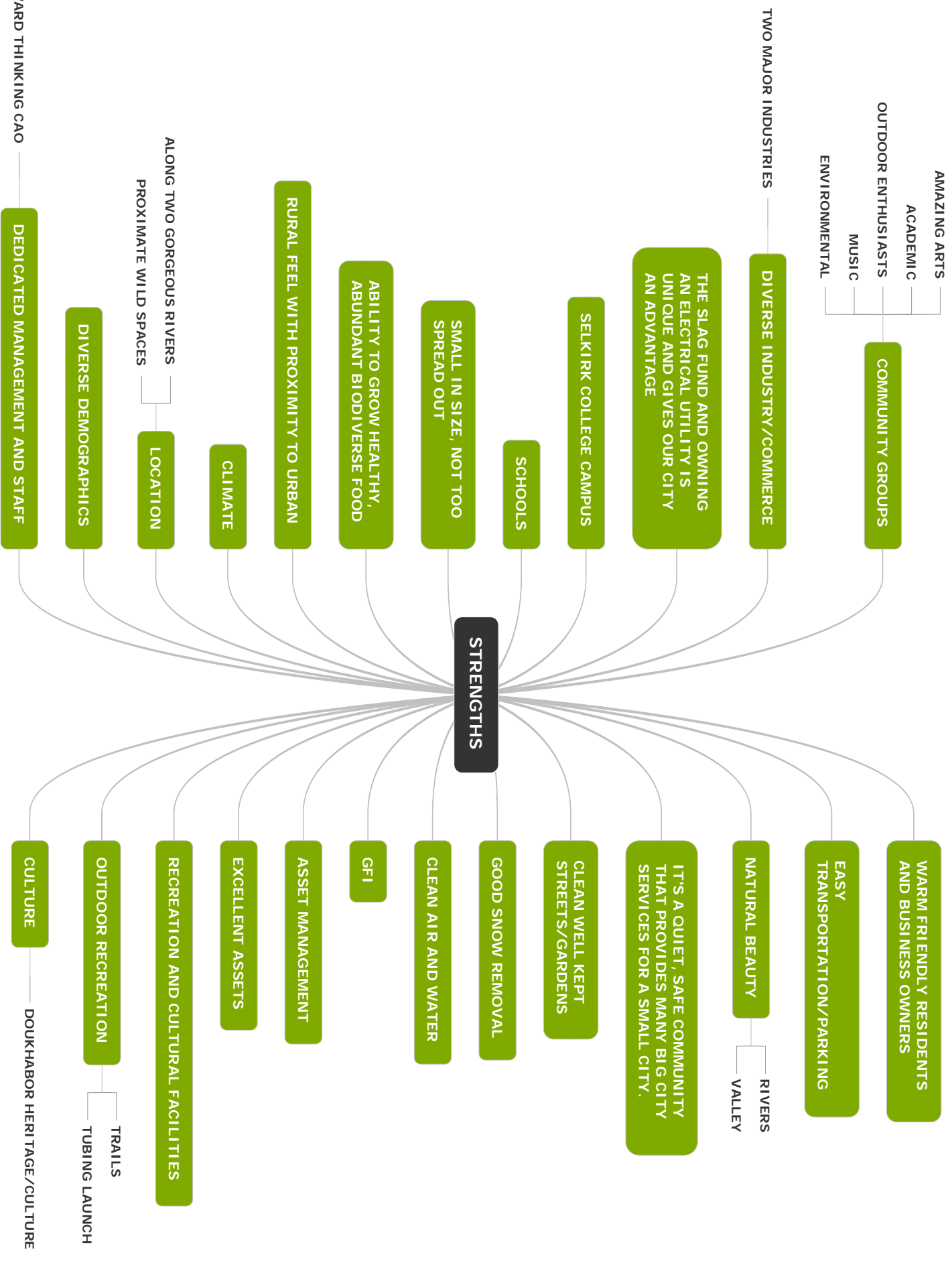
ECONOMIC GROWTH

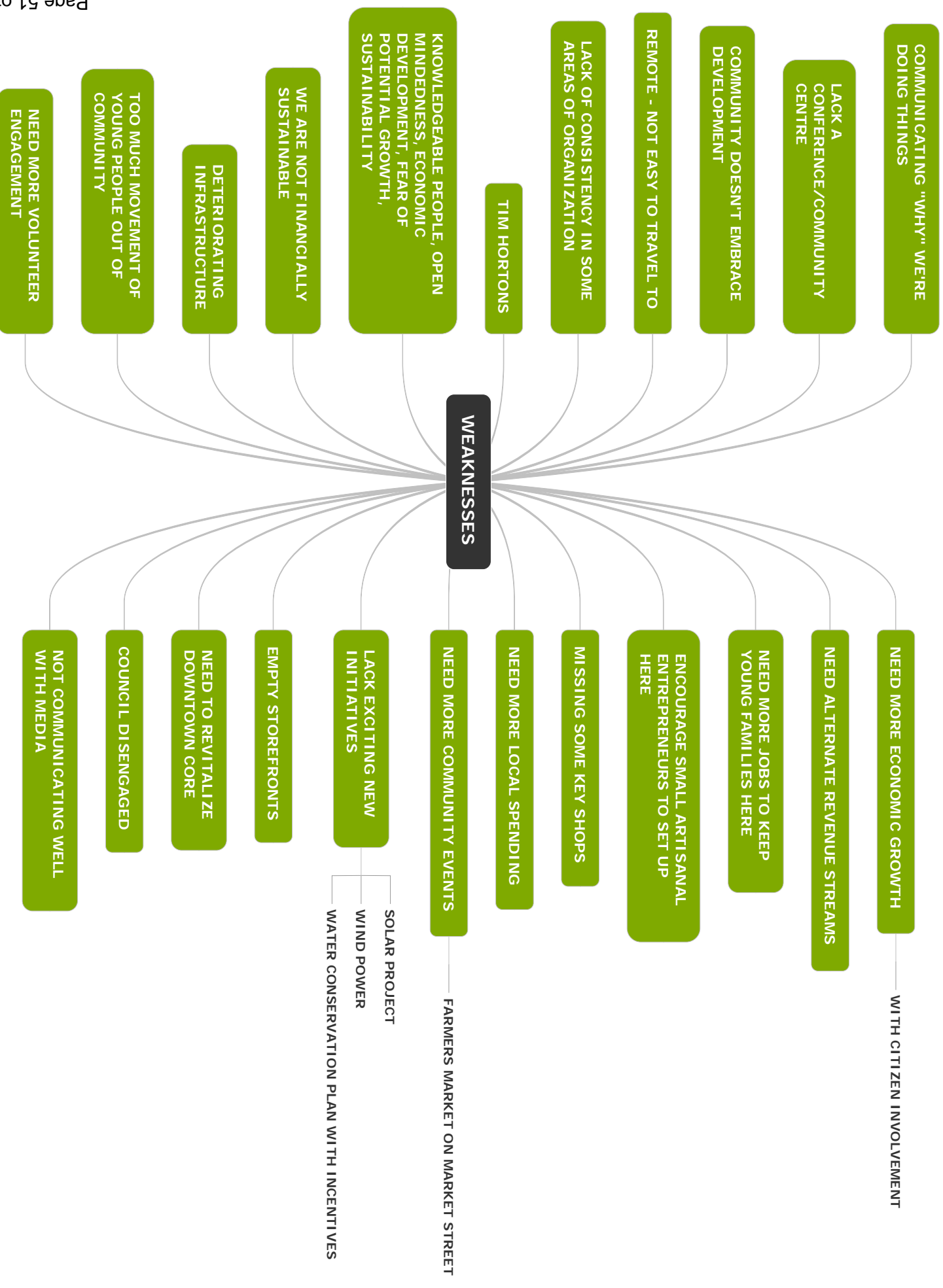
STRATEGIC PROJECTS		ACTIONS
<u>ECONOMIC GROWTH</u> WE FOSTER A VIBRANT ECONOMIC ENVIRONMENT WE ARE OPEN YET DISCIPLINED IN LAND DEVELOPMENT DECISIONS WE RECOGNIZE THE IMPORTANCE OF A HEALTHY TOWN CORE WE WILL DEVELOP A SUSTAINABILITY CHARTER WE WILL CONSIDER ALTERNATIVE TYPES OF BUSINESS AND DIVERSIFY TARGET MARKETS TO INCLUDE NOT FOR PROFITS, WHEN PROMOTING LAND DEVELOPMENT	CONTINUE TO FOSTER RELATIONSHIPS THAT SUPPORT ECONOMIC DEVELOPMENT IN EVERY CAPACITY, INCLUDING: ENVIRONMENTAL, FINANCIAL, SOCIAL AND SUSTAINABILITY	<ul style="list-style-type: none">• WORK CLOSELY WITH COMMUNITY FUTURES, RDI, BCRC, PROVINCE AND FEDERAL GOV'T IN ORDER TO ACCESS ECONOMIC DEVELOPMENT OPPORTUNITIES• DEVELOP STRONG RELATIONSHIPS WITH DEVELOPMENT COMMUNITY
	ENSURE EC DEV IS CONSISTENT WITH DEEP REGARD FOR NATURAL ENVIRONMENT AND TRIP BOTTOM LINE	<ul style="list-style-type: none">• ENSURE THAT ALL DEVELOPMENT IS IN LINE WITH VISIONS AND GUIDING PRINCIPLES OF THE SCP AND CURRENT BEST PRACTICES
	SUPPORT THE HEALTH, GROWTH AND RETENTION OF EXISTING BUSINESSES	<ul style="list-style-type: none">• WAY FINDING SIGNAGE –CONSISTENT, DIRECTIONAL TO CITY ASSETS, FOCUSED ON BUSINESS AND AMENITIES• INVEST IN APPROPRIATE SIGNAGE TO HIGHLIGHT PARKS AND OTHER COMMUNITY ASSETS• WE ARE OPEN TO INITIATIVES DRIVEN BY OUR DOWNTOWN CORE TO SUPPORT VIBRANCY• ESTABLISH A CONNECTION WITH NEW BUSINESSES THROUGH BIZ LICENCE PROCESS• ENCOURAGE PARTICIPATION IN TRAINING PROGRAMS FOR BUSINESS
	ENSURE ALIGNMENT BETWEEN OUR EC DEV INITIATIVES AND FINANCIAL POLICIES	<ul style="list-style-type: none">• ENSURE THAT ALL NEW DEVELOPMENT IS IN LINE WITH THE ZONING BYLAW AND POLICIES AND GUIDING PRINCIPLES OF THE SCP AND THE ASSET MANAGEMENT PLAN
	WORK TO REDUCE RED TAPE	<ul style="list-style-type: none">• ENSURE EXISTING BYLAWS AND POLICIES ARE UP TO DATE AND CONSISTENT WITH INDUSTRY STANDARDS THAT WILL FOSTER POTENTIAL DEVELOPMENT INITIATIVES THAT WOULD BENEFIT THE COMMUNITY; BUSINESS LICENCES, UNSIGHTLY PREMISES, SIGNAGE• DEVELOP COLLABORATIVE SOLUTIONS FOR REDUCTION OF BUREAUCRACY
	BUILD A FOUNDATION THAT CONTINUES TO PROMOTE A COMMITMENT TO A DIVERSE CROSS SECTION OF INDUSTRY, BUSINESS AND PEOPLE	<ul style="list-style-type: none">• LEVERAGE MARKETING OPPORTUNITIES• MARKET THE COMMUNITY TO A LARGER MORE DIVERSE AUDIENCE• INVESTIGATE OVERSEAS OPPORTUNITIES I.E EXCHANGE WITH SISTER CITY• CONTINUE TO EXPAND ON AND BE CREATIVE WITH COMMUNITY EVENTS
CONSIDER INNOVATIVE AND SUSTAINABLE DEVELOPMENTS ON GRAND FORKS OWNED LAND		<ul style="list-style-type: none">• WORKING WITHIN THE GUIDING PRINCIPLES OF THE SCP, CONSIDER CREATIVE ECO FRIENDLY METHODS OF USE FOR LAND I.E. ECO HOMES, ALTERNATIVE COMMUNITY LIVING AND HIGHER DENSITY
IDENTIFY ECONOMIC DEVELOPMENT LINKAGES		<ul style="list-style-type: none">• WORK WITH VARIOUS AGENCIES TO FOSTER CREATIVITY, INNOVATION AND SUSTAINABILITY THRU URBAN-RURAL DEVELOPMENT INITIATIVES• DEVELOP AND FOSTER RELATIONSHIPS WITH COMMUNITY STAKEHOLDERS TO BETTER PROMOTE THE CITY

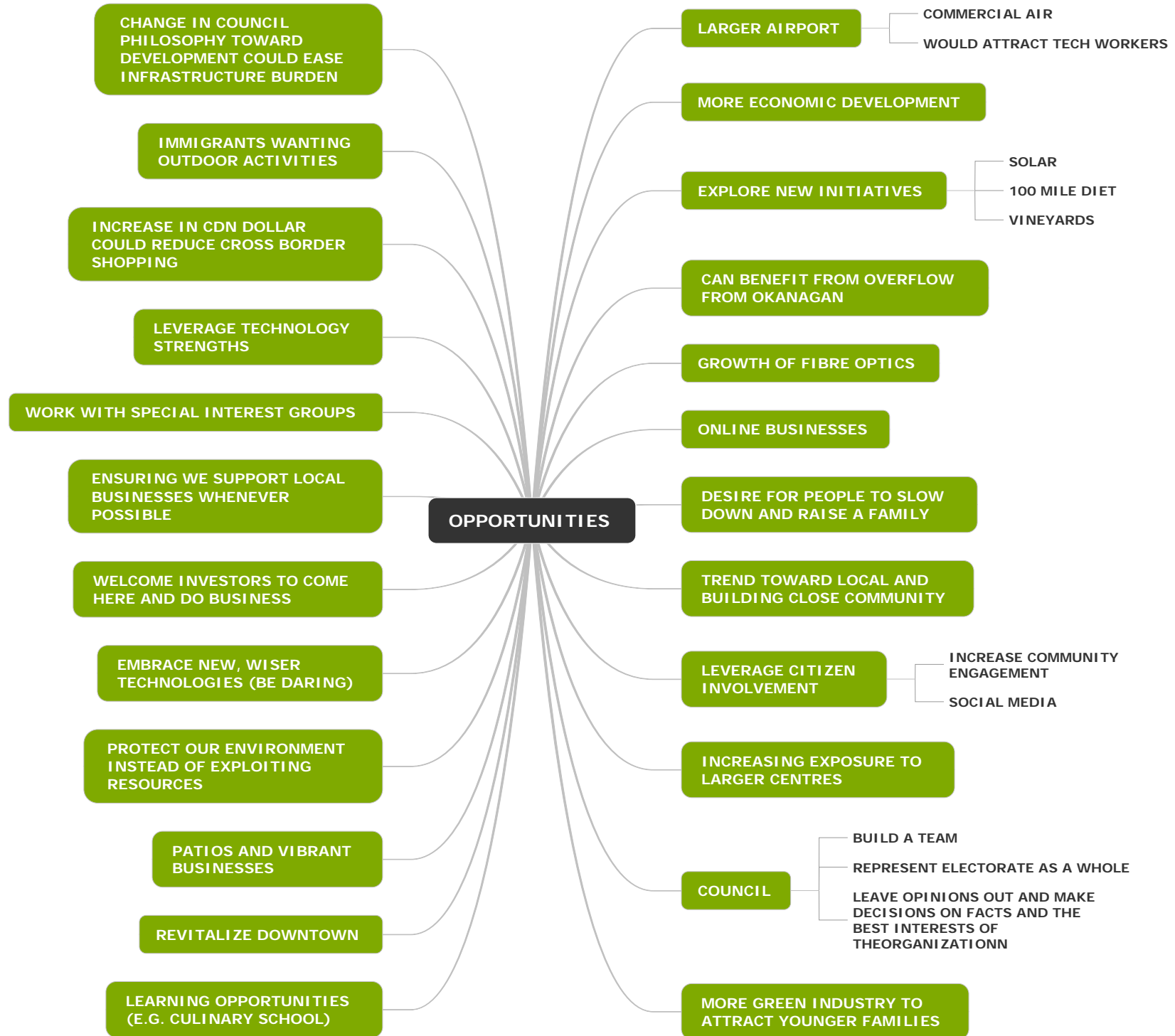
SURVEY SUMMARY NOTES GRAND FORKS COUNCIL WORKSHOP 2015



Tracey Lee Lorensen
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CHALLENGES

NEED TO SHAKE SMALL TOWN MENTALITY TO INCREASE TAXES

LOSS OF MAJOR INDUSTRY

NEGATIVE PUBLIC PERCEPTION BECAUSE OF LACK OF CITY COMMUNICATION

COUNCIL AS A WHOLE NOT SUPPORTING DECISIONS ONCE MADE

VOCAL RESIDENTS WITHOUT KNOWLEDGE BUT WITH STRONG OPINIONS

DIVISION BETWEEN HAVES AND HAVE NOTS

RESIDENTS DON'T SEEM AWARE OF LINK BETWEEN SERVICES AND TAXES

NEED TO SAFEGUARD LAND AND ASSETS

SPECIAL INTEREST GROUPS

DIVISION ON COUNCIL

SKEWING AGE TOWARDS SENIORS

STOP DOING THE THINGS THAT HAVEN'T WORKED IN OTHER COMMUNITIES

NEED TO FOSTER POSITIVE ENERGY TO ATTRACT YOUTH OR YOUNG FAMILIES

LISTENING TO COMPLAINERS AND "DOOMSDAYERS"

URBAN SPRAWL FROM OKANAGAN

PRIVATIZATION OF NATURAL RESOURCES AND INFRASTRUCTURE

INSTABILITY OF US ECONOMY

UNSETTLED MIDDLE EAST

DAMS ON KEY WATER BODIES

CLIMATE CHANGE COULD IMPACT RIVER

BOTTLED WATER COMPANY MOVING TO TOWN

BULK WATER SALES TO US

TAKING ADVICE FROM GOVT INSTEAD OF LOCAL

GEOENGINEERING

CROSS BORDER SHOPPING/ SHOPPERS GOING TO LARGER CENTRES

HOMELESSNESS, ALCOHOL/DRUG ADDICTIONS, JOB LOSSES.

STOPPING THE DEVELOPMENT OF DRIVE THROUGHS/TRUCK STOPS

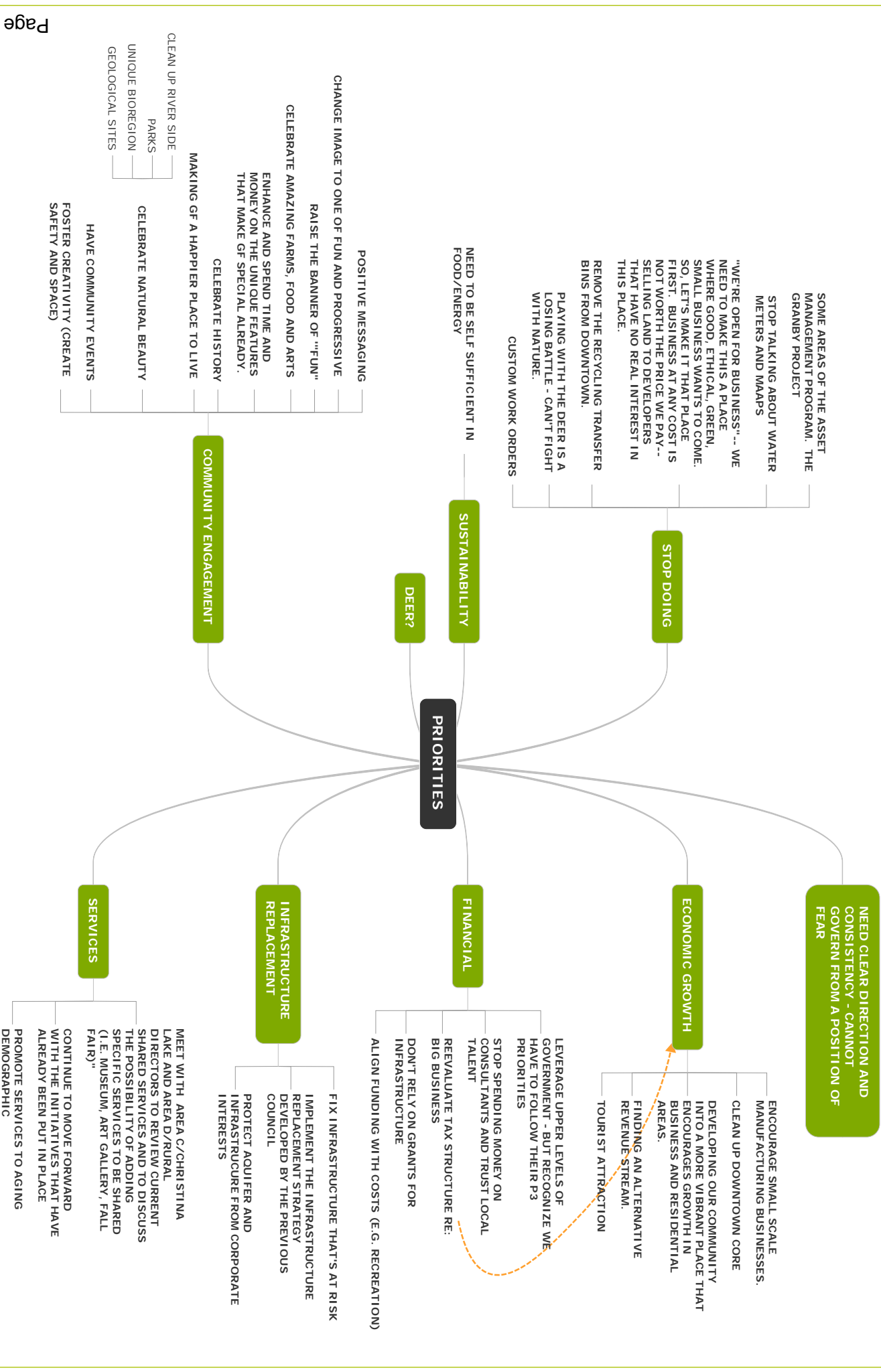
NO BIG BOX STORES

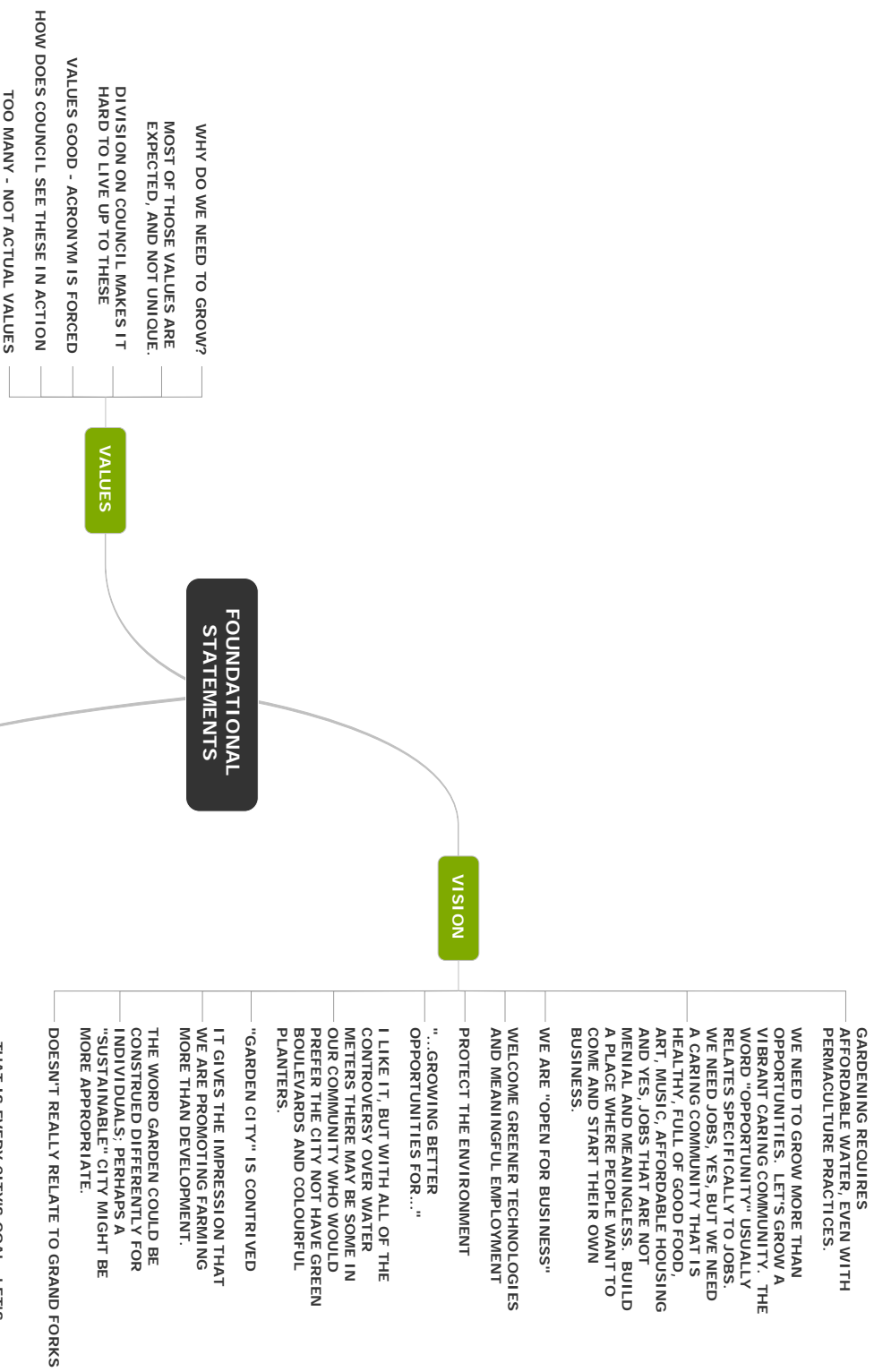
	Critical Importance	Important	Not Important	Why are we doing this?	I'm not sure what this is	Total
Regional Services Integration	20.00% 1	80.00% 4	0.00% 0	0.00% 0	0.00% 0	5
Succession Planning	40.00% 2	40.00% 2	20.00% 1	0.00% 0	0.00% 0	5
Economic Stimulation	60.00% 3	40.00% 2	0.00% 0	0.00% 0	0.00% 0	5
Infrastructure Replacement Strategy	80.00% 4	20.00% 1	0.00% 0	0.00% 0	0.00% 0	5
Deer Issue	20.00% 1	80.00% 4	0.00% 0	0.00% 0	0.00% 0	5
Sustainability Actions	80.00% 4	0.00% 0	20.00% 1	0.00% 0	0.00% 0	5

COUNCIL PREVIOUS PRIORITY CHART

▼	Critical Importance ▼	Important ▼	Not Important ▼	Why are we doing this? ▼	I'm not sure what this is ▼	Total ▼
▼ Regional Services Integration	16.67% 1	83.33% 5	0.00% 0	0.00% 0	0.00% 0	6
▼ Succession Planning	16.67% 1	83.33% 5	0.00% 0	0.00% 0	0.00% 0	6
▼ Economic Stimulation	83.33% 5	16.67% 1	0.00% 0	0.00% 0	0.00% 0	6
▼ Infrastructure Replacement Strategy	100.00% 6	0.00% 0	0.00% 0	0.00% 0	0.00% 0	6
▼ Deer Issue	0.00% 0	33.33% 2	50.00% 3	16.67% 1	0.00% 0	6
▼ Sustainability Actions	66.67% 4	33.33% 2	0.00% 0	0.00% 0	0.00% 0	6

MANAGEMENT PREVIOUS PRIORITY CHART





REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Corporate Services
Date: January 5th, 2017
Subject: Community Futures Proposal for Grand Forks Community Centre Facility
Recommendation: **RESOLVED THAT** Council receives the correspondence from Community Futures Boundary and report from Staff for discussion and decision with regard to the Grand Forks Community Centre Facility idea.

Resolution for Consideration:

RESOLVED THAT Council for the City of Grand Forks supports the idea as proposed by Community Futures Boundary, to explore the feasibility of a Community Centre Facility for the Grand Forks' area providing that any proposed financial elements involving municipal funds pertaining to the suggested project, be brought to Council for consideration prior to implementation;

AND FURTHER RESOLVED THAT Council supports Community Futures Boundary and Area D Director, Roly Russell to take the lead on this project.

BACKGROUND: At the December 12th, 2016, Committee of the Whole Meeting, Area D Director, Roly Russell spoke about the need for a Community Hall for Grand Forks, as well as did Wendy McCulloch from Boundary Community Futures. As a follow up to this conversation, the City has received the attached correspondence from Boundary Community Futures asking for Council's willingness to move forward in discussing this initiative. Staff is recommending that Council receives the information for discussion and a decision, and has additionally provided a sample resolution that Council may consider to adopt.

Benefits or Impacts of the Recommendation:

General: Council may determine to support the exploratory idea of a Community Centre for the Grand Forks area as proposed by Community Futures Boundary.

Policy/Legislation: Council has the authority to approve community projects and further to define any future costs within financial plans of the municipality. Council's Communication Policy #206 would provide guidelines for public engagement for a suggested project of this calibre.



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



Strategic Impact: The four pillars of Council's Strategic Plan would be initialized should Council offer support to this project idea

Attachments: 1) Correspondence from Community Futures Boundary; 2) Excerpt of the December 12th, 2016 Committee of the Whole (unadopted) minutes

Recommendation: **RESOLVED THAT** Council receives the correspondence from Community Futures Boundary and report from Staff for discussion and decision with regard to the Grand Forks Community Centre Facility idea.

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



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December 13, 2016

Mayor Frank Konrad
City of Grand Forks
Grand Forks, BC

Dear Mayor Konrad:

Re: Grand Forks Community Centre/Hall Facility

Thank you for allowing us to make a presentation to Council on Monday, December 12th and providing the overview to the councilors for their consideration.

Director Roly Russell and Community Futures Boundary, as we pointed out, are only interested in pursuing this project with the support and resolution of the City of Grand Forks.

Could please provide us with confirmation of the Council's willingness to move forward in discussing this initiative and a "resolution" that supports this project. The resolution could state:

"Resolved that Council will support the idea to explore a Community Hall for Grand Forks; and further supports Community Futures Boundary and Area D director, Roly Russell to take the lead on this project."

Thank you in advance for your efforts in this regard.

Yours truly

**Wendy
McCulloch**

Digitally signed by Wendy McCulloch
DN: cn=Wendy McCulloch,
o=Community Futures Boundary,
ou=General Manager,
email=wendy@boundarycf.com, c=US
Date: 2016.12.14 16:00:58 -08'00'

Wendy McCulloch
General Manager

c.c. Roly Russell, Director Area "D" – Rural Grand Forks

-
- b) Director Roly Russell, RDKB
Arising Topics

Discussion:

- need for a Community Hall for Grand Forks, if Council will be willing to enter into conversations with the Regional District and to move forward with the dialogue
- Wendy McCulloch, from Community Futures, spoke in regards to a survey taken for a Community Hall requirement and grant funding; 96% were in favour of a Community Hall, 4% were maybe's
- Les Johnson suggested that the intention of a 'Community Hall' should be made clear to the public for its use
- brief update on Agricultural Plan and Food Security
- rural Fire Halls update
- reminder of AKBLG topics to bring forward to the Convention in April 2017 in Rossland, resolutions due end of February
- will see a request for financial support for the Drought Management Plan partnership (a regional exercise to protect our water, under \$10,000 for entire project)
- trails master planning process, consultants selected, four-phase delivery

MOTION: HAMMETT

RESOLVED THAT the COTW receives for information the arising topics presented by Director Roly Russell of the Regional District of Kootenay Boundary.

CARRIED.

5. PRESENTATIONS FROM STAFF

- a) Deputy Corporate Officer/Communications
Memorandum regarding the Citizen Satisfaction Survey Update
- survey will go out to approximately 1000 households

MOTION: THOMPSON

RESOLVED THAT the COTW receives the memorandum from the Deputy Corporate Officer/Communications regarding the Citizen Satisfaction Survey Update.

CARRIED.

-
- b) Deputy Corporate Officer/Communications
Memorandum regarding the wayfinding signage update

- Tuesday, December 13th, 2016, the public is encouraged to come out between 4:30-6:30 pm and vote on their favorite signage at City Hall

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Chief Financial Officer
Date: January 16, 2017
Subject: Write-off 1998 Playground Equipment (Tot Lot)
Recommendation: **RESOLVED THAT COUNCIL** directs staff to record the disposal of decommissioned playground equipment originally purchased in 1998, and write-off the remaining book value as an adjustment to the 2016 fiscal year end.

BACKGROUND:

During 2016, the City completed a capital project to replace the "Tot Lot" playground equipment in City Park. The requirement to replace this equipment arose from a risk management audit by the Municipal Insurance Association of British Columbia, which deemed the original equipment to be unsafe. The existing structures were scrapped upon removal from the site, and should be removed as assets from the City's financial records.

Tangible Capital Asset Policy 804-A1 requires the approval of Council for a write-off of capital assets which are obsolete or have exceeded their useful lives.

We therefore request that Council directs staff to remove this asset from the balance sheet and write off the remaining net book value of \$3,682.51 as a housekeeping item in the 2016 fiscal year. The original cost and accumulated amortization at the disposal date of October 31, 2016 were:

Original Cost	\$38,849.00
Accumulated Amortization	<u>(35,166.49)</u>
Net book value	\$ 3,682.51

Benefits or Impacts of the Recommendation:

General: Write-off 1998 Playground Equipment (Tot Lot)
Strategic Impact: N/A
Financial: An expense amount of \$3,682.51 will be incurred for the 2016 financial year. There will be no cash flow impact.
Policy/Legislation: Tangible Capital Asset Policy 804-A1.



REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation: RESOLVED THAT Council directs staff to record the disposal of decommissioned playground equipment originally purchased in 1998, and write-off the remaining book value as an adjustment to the 2016 fiscal year end.

- 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.

	
Department Head or CAO	Chief Administrative Officer

REQUEST FOR DECISION

— REGULAR MEETING —







To: Mayor and Council
From: Manager of Development and Engineering Services
Date: January 16, 2017
Subject: Community Signs Project
Recommendation: **RESOLVED THAT Council accepts the community's recommendation for the sign design concept and directs staff to proceed with implementation.**

BACKGROUND

The community voted for the attached sign design as one of three options developed in consultation with the business community. It follows the City's branding and fulfills the objectives of creating attractive and informative signs to get cars to turn off the highway and into town. While some businesses are visible from Central Avenue, many amenities are further into town. Funding was approved in 2016 for four signs to be built along Highway 3, two on the approach to town (east and west entry points), and two downtown. Approving the design is the final step before the signs can be manufactured and installed.

Benefits or Impacts of the Recommendation:

-  Project funding was approved in 2016.
 -  This project supports Section 10 of the Sustainable Community Plan by enhancing the "gateway" from Highway 3 to the City Centre; and the Economic Growth strategic priority by supporting the health, growth, and retention of existing business.
 -  The business community and residents participated in the design selection process.
 -  Wayfinding will make community amenities easier to find for residents and visitors.
-

Recommendation: **RESOLVED THAT Council accepts the community's recommendation for the sign design concept and directs staff to proceed with implementation.**



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



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

	
Department Head or CAO	Chief Administrative Officer

Nº3



Figure 1: Sign design concept as voted on by the community.

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Manager of Operations / Manager of Development and Engineering

Date: January 16, 2017

Subject: Early Budget Approval for 2017 Capital Projects Part1

Recommendation: **RESOLVED THAT Council gives the Early Budget Approval and funding for January 2017 in the amount of \$1,551,500 for the Capital Projects as highlighted in the report and the attached updated 20 year Capital plan.**

BACKGROUND:

Based on the attached updated 20-year Capital plan, which was reviewed at the Capital Plan Open House in November 2016, the following projects would benefit from an early budget approval at the January 16, 2017 Regular Meeting of Council so departments can begin work on RFPs / RFQs, Engineering reports, etc. and provide efficient and expedient service to the community.

Project	Funding Source	Estimated Amount for 2017	Multi-year
Water - Supply and Conservation Plan - Update	Capital Reserve	\$11,500	
Sewer - Lift Station Pumps	Capital Reserve	\$15,000	2 year – \$30,000 total
Electrical – Voltage Conversion	Gas tax reserve	\$500,000	2 year - \$1,000,000 total
Electrical – System Upgrades	Capital Reserve	\$80,000	Annual Program
Public Works – 22 nd Street	Debt	\$750,000	
Sign, Wayfinding & Decoration	Slag reserve	\$45,000	4 year – Est \$120,000 total
Public Works - LED Street Lighting	Capital Reserve	\$50,000 For Engineering	2 year – Est \$300,000 total
Public Works – Emergency Repair Fund	Capital Reserve	\$50,000	Annual Program
Engineering – Flood Plain Mapping, Dike Restoration	Capital Reserve	\$50,000 For Engineering	6 year program – est. \$1,100,000



Fiscal Accountability



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Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



FOR 2017 PART1	TOTAL	\$1,551,500	
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The Projects are highlighted in Blue Font in the 20 year Capital plan in the 2017 Column. Staff will present a short slide show at the meeting to highlight each of these projects.

Benefits or Impacts of the Recommendation:

General: Early Budget approval for 2017 Capital Projects Part1

Policy/Legislation: 20-year Capital Plan

Strategic Impact:

 Fiscally responsible procurement and replacement of Assets.

 Enhance Economic Growth

 N/A



 Enhance Community livability

Attachments: 20 year Capital plan update. Dated: Jan 3, 2017
Presentation at Jan 16, 2017 Regular Meeting of Council

Recommendation: **RESOLVED THAT Council gives the Early Budget Approval and funding for January 2017 in the amount of \$1,551,500 for the Capital Projects as highlighted in the report and the attached updated 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 Operations
Date: January 15th, 2017
Subject: Construction of an Electrical Substation
Recommendation: **RESOLVED THAT Council determines to grant the early budget approval of \$500,000, to be funded from Capital reserves, for City of Grand Forks staff to proceed with the design of the estimated 5.6-million-dollar Substation construction.**

BACKGROUND:

Grand Forks Electrical (GFE) is a wholesale distribution customer of Fortis BC. If GFE owned their own substation they would be a wholesale transmission customer of Fortis BC. The reason Grand Forks would want to do this is because power purchase at transmission rates are lower cost than at distribution rates. Considering the annual power purchase expense is in the order of \$3 million annually, a cost reduction of even a few percent can turn into substantial savings. City Council approved \$50,000 for a feasibility study of becoming a Fortis transmission customer in the 2016 capital plan.

Owning a substation has attendant capital and operating costs. Fortunately, Nelson Hydro has experience with building and operating substations comparable to what would be needed in Grand Forks.

The Nelson Hydro Rosemont Substation has been used as reference to compare to a future Grand Forks Substation. The two photos below of the Rosemont Substation provides a visual of what a Grand Forks station might look like.



Fiscal Accountability



Economic Growth



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Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



Currently Grand Forks Electrical (GFE) is a wholesale distribution customer of Fortis BC. By building its own substation GFE would then become a transmission customer of Fortis BC. GFE would still purchase just as much energy as a transmission customer as it would as a distribution customer but the rate structure is different and this is where the economic improvement comes from.

Prior to 2009 being a transmission customer would have incurred energy purchase costs of about 97% of what it did cost Grand Forks as a distribution customer therefore it did not make sense to take on the costs of construction and ownership of a substation.

Since 2009 Fortis BC has restructured its rates to more accurately reflect its cost of serving the various customer classes. As a result of this rate restructuring purchasing on transmission rates would now be **about** 86% of making the same purchase at distribution rates therefore it now makes sense to build and own a substation.

The peak load in Grand Forks is about 9,000 kVA thus a substation would be required to carry at least this load level and for future load growth additional capacity would be prudent.



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



Additional capacity in a substation is low incremental cost since the basic footprint components remain relatively unchanged (e.g. fencing, buildings & concrete change very little) with electrical capacity increases.

Nominally a station capacity of 15,000 kVA can be contemplated that should serve the load growth of Grand Forks for the next 30 – 40 years. The new Rosemont Substation in Nelson can be used as a comparison for estimating purposes.

Nelson Rosemont

Proposed Grand Forks

Transmission Voltage (V)	60,000	60,000
Distribution Voltage (V)	14,400 / 25,000	7,200 / 12,500
Rated Capacity (kVA)	35,000	15,000
Number of Transformers	1	1 with pad for future #2
Number of Distribution Feeders	4	3
Land Acquisition	No	Yes
Existing Site remediation	Yes	No
Site access	Poor	Good
Completion Year	2014	Est. 2018

Construction Cost

High level cost estimate is based on Nelson experience of building the Rosemont Substation which was placed in service in 2014. There are some differences between the two projects:

Description	Rosemont	Grand Forks	Notes
Design / Engineering	\$367,500	\$500,000	
Land Purchase	N/A	\$250,000	Existing Ruckles sub is not large enough for new station – would need a new land parcel.
Construction Management	\$195,725	\$225,000	
Project Management		\$200,000	For Nelson Hydro, or other, to provide project management
Major Equipment Purchase			
Nelson Hydro Own Construction forces.	\$117,136	\$500,000	Included larger amount for Grand Forks – new site may require more feeder and Tx rebuilding than Nelson had.



Fiscal Accountability



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Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



Demolition	\$117,569	\$50,000	Could be \$0 if existing Ruckles sub-retained to about \$50,000 if Ruckles sub-abandoned
Installation	\$1,004,970	\$1,250,000	
Contingency	\$45,000	\$400,000	Nelson Contingency was reduced as this was near project end – most major costs were already known
Forecast Cost	\$3,436,394	\$5,625,000	
Final Cost	\$3,521,259		

Financial Analysis

A cash flow analysis for this self-funding project, indicates that the project has a positive net present value, and for a reference case of \$5,500,000 capital cost at 3.5% financing with a rate differential of 86.2% and a discount rate of 3% that the project will improve the Electric Utility operating performance by an average of \$242,477 per year over the first 30 years.

The station would likely need significant rebuild or replacement at about 50 years of age.



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



Benefits or Impacts of the Recommendation:

General: That the Grand Forks Electrical Utility build a substation and change from a distribution voltage customer to a transmission voltage customer with the construction of the City of Grand Forks' own substation.

Financial: Should Council approve the proposed recommendation, funding for the design to come from Capital reserve.

Policy/Legislation: Electrical Utility Regulatory Bylaw # 2015

Strategic Impact:

Fiscally accountability

Economic growth

N/A

Community Livability

Recommendation: **RESOLVED THAT Council determines to grant the early budget approval of \$500,000, to be funded from Capital reserves, for City of Grand Forks staff to proceed with the design of the estimated 5.6-million-dollar Substation construction.**

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

MEMORANDUM



DATE : January 16, 2016
TO : Mayor and Council
FROM : Bylaw Officer
SUBJECT : Unsightly Properties

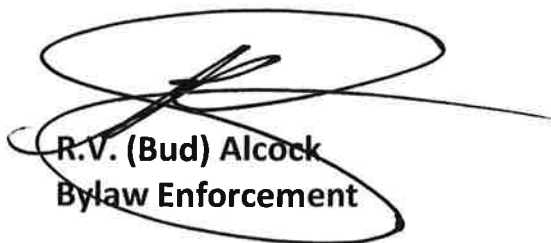
Currently the City's Bylaw officer has 2 properties that have been served with all of the required registered letters and there has been very little or no effort to clean up these properties by the owners. As per the Bylaw the owner must be given an opportunity to appear before council to plead their case.

Should the owners fail to appear before council, the next step will be to seek advice from the city's Lawyer and possibly proceed with Remedial Action of the Community Charter.

Division 12 – Remedial Action Requirements.

Section 74(1) A council may declare that any of the following is a nuisance and may impose a remedial action requirement in relation to the declared nuisance:

(2) Subsection (1) also applies in relation to a thing that council considers is so dilapidated or unclean as to be offensive to the community,


R.V. (Bud) Alcock
Bylaw Enforcement

AKBLG Membership,

NOTICE FOR SUBMITTING RESOLUTIONS FOR THE 2017 AKBLG ANNUAL GENERAL MEETING
Ordinary Resolutions submitted as follows:

- Each resolution shall be prepared on a separate sheet of 8 1/2" by 11" paper under the name of the sponsoring Member and shall bear a short descriptive title.
- Each resolution shall be endorsed by the sponsoring Member.
- All resolutions, along with supportive background information, shall be sent to the AKBLG office BY FEBRUARY 24, 2017.
- Resolutions will be received by email: akblg@shaw.ca and hard copies to be forwarded to AKBLG c/o 4979 Falcon Drive, Fairmont Hot Springs, BC V0B 1L1.

Assistance for specifics of writing Resolutions can be obtained here from UBCM:

<http://www.ubcm.ca/assets/Resolutions~and~Policy/Resolutions/Writing%20Guidelines%20for%20Resolutions.pdf>

Same is provided as a separate attachment to this email.

On behalf of the AKBLG Resolutions Committee,

Thank you,

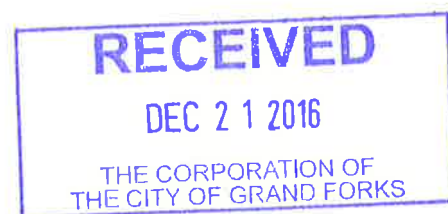
Carolyn Maher

Executive Director

AKBLG

akblg@shaw.ca

250 688-0650



WE3
WE2
9 A5 - Notice for 2017
Submissions

FILE CODE
AKBLG Resolutions



Writing Guidelines for Resolutions

1. Structure of a Resolution

All resolutions consist of a preamble and an enactment. The preamble describes the issue and the enactment outlines the action being requested. A resolution should answer three questions:

- (a) What is the problem?
- (b) What is causing the problem?
- (c) What is the best way to solve the problem?

Preamble

The preamble begins with "WHEREAS", and is a concise sentence about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. If explaining the problem requires more than two clauses, then provide supporting documents to describe the problem more fully. Do not add extra clauses.

Enactment

The enactment begins with the phrase "THEREFORE BE IT RESOLVED", and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. The enactment should propose a specific action by UBCM.

Keep the enactment as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

2. Writing Tips

- (a) Address one subject in the text of the resolution.*

Since your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. Delegates will not support a resolution if it is too complex for them to understand quickly.

- (b) Use simple, action-oriented language and avoid ambiguous terms.*

Explain the situation briefly and state the desired action clearly. Delegates can then consider the resolution without having to parse complicated wording or vague concepts.

(c) Provide factual background information.

Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. Provide factual background information to ensure that the resolution is understood fully.

Submit background information in one of the following two formats:

i. **Supplementary Memo**

A brief, one-page memo from the sponsor local government, which outlines the background that led to the adoption of the resolution by the council or board.

ii. **Council/Board Report**

A report on the subject matter, presented to council or board in conjunction with the resolution. If it is not possible to send the entire report, then extract the essential information and submit it with the resolution.

Resolutions submitted without background information will not be considered until the sponsor has provided adequate background information.

(d) Construct a brief, descriptive title.

A title identifies the intent of the resolution and is usually drawn from the "enactment clause". For ease of printing in the Resolutions Book and for clarity, the title should be no more than three or four words.

(e) Check legislative references for accuracy.

Where necessary, identify:

- the correct legislation, including the title of the act or regulation
- the correct jurisdictional responsibility (responsible ministry or department, and whether it is provincial or federal)

(f) Focus on issues that are province-wide.

The issue identified in the resolution should be relevant to other local governments across the province. This will support productive debate and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC regional districts and municipalities.



c/o 4979 Falcon Drive, Fairmont Hot Springs, BC V0B 1L1
Cell: 250-688-0650 | Email: akblg@shaw.ca

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