

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

**Monday, January 30, 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 30th, 2017, Regular Meeting agenda | THAT Council adopts the January 30th, 2017, Regular Meeting agenda as presented. |
| 3. <u>MINUTES</u> | | |
| a) Adopt minutes January-16-2017-Special-to-go-In-Camera-Meeting-Minutes-Not Yet Adopted | January 16, 2017, Special to go In-Camera Meeting minutes | THAT Council adopts the January 16, 2017, Special to go In-Camera Meeting minutes as presented. |
| b) Adopt minutes January-16-2017-Regular-Meeting-Minutes-Not Yet Adopted | January 16, 2017, Regular Meeting minutes | THAT Council adopts the January 16, 2017, 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's Report | Written reports of Council | THAT all written reports of Council submitted to the January 30th, 2017, Regular Meeting be received. |
| 7. <u>REPORT FROM COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY</u> | | |
| 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 | 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**

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|--|-----------------------------------|--|
| a) Deputy Manager of Operations RFD - Dep. Mgr. of Ops. - Snowbirds | Event Support - The Snowbirds | THAT Council approves an additional \$15,000 for the 'The Snowbirds' air show in the Operations Event Support budget to be included in the 2017 Financial Plan. |
| b) Deputy Manager of Operations RFD - Dep. Mgr. of Ops. - Music in the Park | Event Support - Music in the Park | THAT Council considers an additional total of \$1,450 for nine 'Music in the Park' events in the Operations Event Support budget to be included in the 2017 Financial Plan as per the request by the organizer, Zak Eburne-Stoodley. |

9. **REQUESTS ARISING FROM CORRESPONDENCE**

10. **INFORMATION ITEMS**

- | | | |
|---|--|--|
| a) Boundary Country Regional Chamber of Commerce SOII - Chamber - Annual Fee for Service Request | Annual fee for service request | THAT Council receives the information from the Boundary Country Regional Chamber of Commerce regarding their annual fee for service request and refers the matter to the 2017 budgeting process. |
| b) University of BC-Okanagan (UBCO) SOII - UBCO - Healthcare Travelling Roadshow - May 1st | Healthcare Travelling Roadshow on Monday, May 1st, 2017, at the Grand Forks Secondary School | THAT Council receives for discussion purposes the information from UBCO regarding the Healthcare Travelling Roadshow. |
| c) Nadine Heiberg SOII - Heiberg, Nadine re Bylaws & Bylaw Officer | Letters of concern regarding bylaws and the Bylaw Officer | THAT Council receives the letters for information regarding bylaws and the Bylaw Officer from Nadine Heiberg. |
| d) Jack Koochin SOII - Koochin, Jack re Idling Bylaw & Noise Bylaw Amending | Letter of concerns regarding the Noise Bylaw and Idling Bylaw | THAT Council receives for information the letter of concerns regarding the Noise Bylaw and Idling Bylaw from Jack Koochin. |

11. **BYLAWS**

12. **LATE ITEMS**

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

14. ADJOURNMENT

THE CORPORATION OF THE CITY OF GRAND FORKS

SPECIAL MEETING TO GO IN-CAMERA
MONDAY, JANUARY 16, 2017

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 D. Allin
ACTING CORPORATE OFFICER D. Heinrich
MANAGER OF DEVELOPMENT & ENGINEERING D. Sheets
ENGINEERING TECHNOLOGIST G. Watt

NO GALLERY PRESENT

1. **CALL TO ORDER**

- a) The Mayor called the meeting to order at 3:04 PM
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2. **IN-CAMERA RESOLUTION**

Resolution required to go into an In-Camera meeting

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

MOTION: THOMPSON / KROG

RESOLVED THAT COUNCIL CONVENE AN IN-CAMERA MEETING AS OUTLINED UNDER SECTION 90 OF THE COMMUNITY CHARTER TO DISCUSS MATTERS IN A CLOSED MEETING WHICH ARE SUBJECT TO SECTION 90 (1) (a), PERSONAL INFORMATION ABOUT AN IDENTIFIABLE INDIVIDUAL WHO HOLDS OR IS BEING CONSIDERED FOR A POSITION AS AN OFFICER, EMPLOYEE, OR AGENT OF THE MUNICIPALITY OR ANOTHER POSITION APPOINTED BY THE MUNICIPALITY; AND SECTION 90 (1) (e), ACQUISITION, DISPOSITION OF EXPROPRIATION OF LAND OR IMPROVEMENTS;

BE IT FURTHER RESOLVED THAT PERSONS, OTHER THAN MEMBERS, OFFICERS, OR OTHER PERSONS TO WHO COUNCIL MAY DEEM NECESSARY TO CONDUCT CITY BUSINESS, WILL BE EXCLUDED FROM THE IN-CAMERA MEETING.

CARRIED.

3. LATE ITEMS

4. ADJOURNMENT

a) The meeting was adjourned at 3:05 PM

MOTION: ROSS

RESOLVED THAT the meeting be adjourned at 3:05 pm

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE OFFICER - DIANE
HEINRICH

THE CORPORATION OF THE CITY OF GRAND FORKS

REGULAR MEETING OF COUNCIL
MONDAY, JANUARY 16, 2017

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:

| | | |
|-------------------------------|--------------------------------------|-------------|
| <u>ADMINISTRATION:</u> | CHIEF ADMINISTRATIVE OFFICER | D. Allin |
| | CORPORATE OFFICER | D. Heinrich |
| | CHIEF FINANCIAL OFFICER | J. Rhodes |
| | MANAGER OF DEVELOPMENT & ENGINEERING | D. Sheets |
| | MANAGER OF OPERATIONS | D. Reid |
| | DEPUTY MANAGER OF OPERATIONS | D. Drexler |
| | BUILDING INSPECTORS | D. Bruce |
| | | W. Kopan |
| | BYLAW ENFORCEMENT OFFICER | B. Alcock |
| | GALLERY | |

1. **CALL TO ORDER**

- a) The Mayor called the meeting to order at 7:02 pm
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-

2. **ADOPTION OF AGENDA**

- a) Adopt agenda
January 16, 2017, Regular Meeting agenda

MOTION: ROSS / HAMMETT

RESOLVED THAT Council adopts the January 16, 2017, Regular Meeting agenda as presented.

CARRIED.

3. **MINUTES**

- a) Adopt minutes
December 5, 2016, Special Meeting minutes

NOT ADOPTED
SUBJECT TO CHANGE

MOTION: HAMMETT / TRIPP

RESOLVED THAT Council adopt the December 5, 2016, Special Meeting minutes as presented.

CARRIED.

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- b) Adopt minutes
December 12, 2016, Committee of the Whole Meeting minutes
Councillor Thompson advised that she would like to add to the minutes that Councillor Krog was absent "with notice."

MOTION: HAMMETT / THOMPSON

RESOLVED THAT Council adopts the December 12, 2016, Committee of the Whole Meeting minutes as amended.

CARRIED.

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- c) Adopt minutes
December 12, 2016, Regular Meeting minutes

MOTION: TRIPP / THOMPSON

RESOLVED THAT Council adopts the December 12, 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
Written reports of Council
Councillor Butler queried if there was a conversation between the Chief Administrative Officer and Regional District of Kootenay Boundary Chief Administrative Officer regarding recreation as per her report. She was advised that the conversation hadn't yet happened.

MOTION: TRIPP / THOMPSON

RESOLVED THAT all written reports of Council be received.

CARRIED.

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

- a) Corporate Officer's Report
Verbal report from Council's representative to the Regional District of Kootenay Boundary
The Mayor advised that on January 3rd, there was a Boundary Economic Development Committee (BEDC) meeting, and following that meeting was a Boundary Stakeholder Committee Meeting, where there was a discussion and preliminary presentations with regard to services and costs which were referred to the next meeting. The Mayor further advised that there was a Committee of the Whole (COTW) on January 11th, where there was an Election of various vice chairs and preliminary budget discussions.

MOTION: KROG / THOMPSON

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

CARRIED.

8. RECOMMENDATIONS FROM STAFF FOR DECISIONS

- a) Administrative Services
Strategic Plan update

MOTION: THOMPSON / TRIPP

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

CARRIED.

-
- b) Corporate Services
Community Futures proposal for Grand Forks Community Centre facility
The Chief Administrative Officer spoke with regard to the size of the project and the amount of work involved. Councillor Butler spoke about the leading persons forming a committee and that a member of Council should be on the committee to bring back information to Council. Councillor Krog spoke with regard to a previous plan to build a community centre in the community, and advised to avoid making a similar mistake of over-emphasizing the project, that resulted in no community centre being built.

MOTION: BUTLER / TRIPP

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.

CARRIED.

MOTION: KROG / THOMPSON

RESOLVED THAT Council 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.

CARRIED.

Councillors Hammett, Tripp and Butler opposed the motion.

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- c) Chief Financial Officer
Write-off of 1998 playground equipment (Tot Lot)

MOTION: THOMPSON / HAMMETT

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.

CARRIED.

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- d) Manager of Development and Engineering Services
Community Signs Project
Councillor Butler spoke with regard to the symbols and possible kilometer indicators to show how far persons have to go to get to City Hall, etc.; Councillor Hammett spoke about the symbols being universal. Council further spoke about the old "expo" sign on the highway, and how that ties in with the signage.

MOTION: BUTLER / HAMMETT

RESOLVED THAT the motion to accept the community's recommendation for the sign design concept and staff implementation be tabled.

CARRIED.

Councillor Krog opposed the motion.

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- e) Manager of Operations / Manager of Development and Engineering Services
Early budget approval for 2017 Capital Projects Part 1. As per the afternoon budget deliberations on January 16th, Council determined to remove the \$500,000 for the Electrical Voltage Conversion, and to add an additional \$20,000 to the Sign, Wayfinding and Decoration Line of the report. The early budget approval resolution amount reflects those changes.

MOTION: THOMPSON / TRIPP

RESOLVED THAT Council gives the early budget approval and funding for January 2017, in the amount of \$1,071,500, for the Capital Projects, as highlighted in the report and the attached updated 20-year Capital Plan.

CARRIED.

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- f) Manager of Operations
Construction of an electrical substation

The Mayor advised that there would be a brief recess at 8:07 PM. The Mayor reconvened the meeting at 8:24 PM

MOTION: HAMMETT / THOMPSON

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.

CARRIED.

Councillor Butler opposed the motion.

9. REQUESTS ARISING FROM CORRESPONDENCE

10. INFORMATION ITEMS

- a) Bylaw Officer
Memorandum regarding unsightly properties. The Bylaw Enforcement Officer advised that no property owners showed up to the meeting to speak with regard to the properties.

MOTION: HAMMETT / TRIPP

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

CARRIED.

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- b) AKBLG Resolutions Committee
Notice and procedure for submitting resolutions for the 2017 AKBLG Annual General Meeting. Submission deadline is by February 24, 2017.

Members of Council discussed some issues that Council could consider to put forward resolutions at the AKBLG this year. The Chief Administrative Officer advised that Council should utilize the City's first class communication area to present and discuss their suggestions as a group and develop their intended resolutions, and further that this would give enough time for staff to place the resolutions in the agendas for February 14th, 2017.

MOTION: THOMPSON / TRIPP

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, with proposed resolutions to be presented at the February 14th meetings.

CARRIED.

11. **BYLAWS**

12. **LATE ITEMS**

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

KATE, reporter from the Grand Forks Gazette, wanted to clarify that Council voted on the Electrical substation as presented, and was advised that yes, that is how Council had voted.

WAYNE KOPAN introduced Mr. Dave Bruce, who is the City's the new building inspector. Council welcomed Mr. Bruce to the City and the community.

LES JOHNSON - requested clarification on the costs of the information signs project, and was advised that they are at a cost of \$65,000. He further spoke about the conversation surrounding the community centre item.

JUICE FM - The community reporter for the radio station wanted to invite everyone to the Bruins game where he advised that he was shaving his head for Canadian Cancer Society initiative.

14. **ADJOURNMENT**

- a) The meeting was adjourned at 8:43pm

MOTION: TRIPP

RESOLVED THAT the meeting be adjourned at 8:43 PM

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE OFFICER - DIANE
HEINRICH

REQUEST FOR DECISION

— REGULAR MEETING —



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

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| Department Head or CAO | Chief Administrative Officer |

MEMORANDUM

TO: Mayor and Council
FROM: Councillor Christine Thompson
DATE: January 30, 2017
SUBJECT: Report to Council

January 13th I attend a workshop on accessibility issues facilitated by The Self-Advocates of Grand Forks. MLA Linda Larsen also attended. Some of the issues discussed included the location of handicapped parking, access into some local businesses, the need for better bus services (particularly for local medical, dental and other appointments), employment for those with challenges, and the need for more financial help for those not employed and on social assistance, particular with rental costs. I suggested that this group form a committee and make a presentation to Council on what they deem to be priority issues that the City could consider during budget deliberations. I was asked if a member of Council could sit on such a committee, and I advised that they would have to discuss this with Mayor Konrad.

Council held its first public consultation on the 2017 financial plan on January 16th. I want to thank our Chief Financial Officer and the management team for their excellent presentations. I appreciated the attendance of some members of our community at this workshop. I would encourage more public participation in these workshops as this is your opportunity to express your opinion on services provided by your City.

Respectfully submitted,

Christine Thompson

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Procedure Bylaw / Council

Date: January 30th, 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.**

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| Department Head or CAO | Chief Administrative Officer |

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Deputy Manager of Operations
Date: January 30, 2017
Subject: Event Support – The Snowbirds
Recommendation: **RESOLVED THAT Council approves an additional \$15,000 for “The Snowbirds” air show in the Operations Event Support budget to be included in the 2017 Financial Plan.**

BACKGROUND:

At the December 12, 2016 Committee of the Whole meeting, Council received a presentation from COPA62 (Ann Gordon) regarding “The Snowbirds” air show for Canada’s 150th birthday and funding of the event. In 2000, the last snowbirds air show drew close to 10,000 spectators to the event.

COPA62 has asked for financial support in the amount of \$15,000 to support the event as per the presentation by Ann Gordon.

The Committee of the Whole’s resolved to bring the request forward to a Regular Meeting of Council in January 2017 for decision.

As per Policy 503, “Council may determine to allocate a determined amount of funds through the yearly budgeting process towards Community Events and Activities.”

Benefits or Impacts of the Recommendation:

General: Event Support for special event in 2017 for Canada’s 150th birthday.

Policy/Legislation: 2017 Financial Plan process
Policy 503 – Community & Organization Support

Strategic Impact:

 N/A

 Attract visitors to the area

 Partnership with other Regional Organizations to host this event in Grand Forks

 N/A

REQUEST FOR DECISION

— REGULAR MEETING —



Attachments: Policy 503 – Community & Organization Support

Recommendation: RESOLVED THAT Council approves an additional \$15,000 for “The Snowbirds” air show in the Operations Event Support budget to be included in the 2017 Financial 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.

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|---|---|
|  Department Head or CAO |  Chief Administrative Officer |
|---|---|



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

| | | | |
|--|--|--------------------|---------------|
| THE CORPORATION OF THE CITY OF GRAND FORKS | | | |
| POLICY TITLE: Community & Organization Support (Events and Community Oriented Services) | | POLICY NO: | 503 |
| EFFECTIVE DATE: 2013 | | SUPERSEDES: | New |
| | | | |
| APPROVAL: Council Resolution | | PAGE: | 1 of 5 |

POLICY:

1. PROVISION OF INFORMATION REGARDING GRANT OPPORTUNITIES

The City of Grand Forks' website will include a page dedicated to Community and Organizational Grant Funding Opportunities that intends to provide links to current granting information. The City of Grand Forks will provide up to date Grant Opportunities information on a quarterly basis or as currently received to the City from the Provincial and Federal Governments or their individual Ministries, to be placed on the City's website. Organizations should be aware that besides governmentally driven funding information that would be provided as information from the City, that research should be done with regard to the multitudes of other funding opportunities available outside of the governmental realm.

2. NON-MONETARY CITY SUPPORT TO ORGANIZATIONS

a) Assistance to Grant Applicants – Although the role of City Staff is not to fill out or submit Grant applications, Staff may be able to provide advice and/or assistance of information pertinent to the Municipality, for the benefit of the grant application.

b) Support Letters to Organizations and Groups – City Council authorizes City Staff to provide Letters of Support in an on-going basis to organizations requesting said support to accompany their funding applications. Letters of Support do not commit the City to any monetary commitments, unless previously directed by resolution of Council in compliance with budget restraints.

Organizations requiring letters of support should do so in writing or via email, outlining the nature of their funding request; the Community or organizational benefits if they receive the grant; identify to whom the request should be addressed; and supply instructions to Staff on where the support letter should be sent – whether it be by personal pick-up at the front counter at City Hall, via email (email address required) or by mail (complete mailing address required) and allow City Staff two weeks, in advance, to provide their support letter.

3. CITY SUPPORT FUNDING OPTIONS

Council may determine to provide support funding at its discretion and subject to the requirements of the Community Charter and provided Council has an annual allocation of funds in the City's Financial Plan for some or all of the following funding components:

a) Umbrella Organizations

Council may choose to appoint a qualified umbrella organization in compliance with the Canada Revenue Agency's Policy Statement CPS-026, "Guidelines for the Registration of Umbrella Organizations" and in compliance with Subsection 149.1(1) of the Income Tax Act, to act as a funding distributor for determined budgeted allocated funds intending to support other registered charitable Community organizations. By law, qualified beneficiaries are regarded as registered charities and the umbrella organization must demonstrate that at least 90 percent of the beneficiaries of its service are registered charities.

Council may determine that yearly allocated funds be directed to the care of the Umbrella Organization with consideration of a set of guidelines that would outline specific requirements geared to benefit the City. It would be Council's discretion whether they wish to provide funding to an Umbrella Organization within any given year.

b) Fees for Services

Council may determine to provide funding to an organization contingent on a Community Service Agreement between the two parties. The organization entering into the agreement would be obligated to provide determined Community services in lieu of funding.

Fees for service requests are required to make their presentations to Council on an annual basis during the City's budgeting process (to allow Council to consider allocating funds for the following year), by presenting their business case for the requested funding amount, in addition to in-kind requirements of the City, in any and outlining the "Community As A Whole" services that they intend to provide to the City. If an existing funding agreement is already in place, those agreements would remain in effect until their expiry date. Business cases and correspondence should be submitted in writing to the City by October 31st in order to be presented to Council during the budgeting process for the following year. It is Council's prerogative to accept or reject any proposals.

4. COMMUNITY SPIRIT EVENT FUNDING PROGRAM

The Community Spirit Events funding program would include funding from both in-kind City contributions and by funds set aside for Community events and entertainment opportunities throughout the year. The dedication of funds will determine the caliber and quantities of the events for the following year.

a) In-Kind City Services

Council would determine an annual budget amount for the in-kind services. While no money changes hands, events can incur a significant in-kind to dollar amount in the form of wages paid to employees who are dedicating their time to City assistance for and during an event, and also by use of City equipment and supplies, such as loaders, water trucks, sound system, barricades, posters, etc.

During the annual budgeting process, Staff will review with Council, the previous & current year's in-kind contributions, to date, in addition to including any scheduled, pre-planned significant events for the following year, so that Council will be able to make the next year's in-kind funding decision.

The in-kind funding will support the yearly smaller and "anchor" events. Posting of in-kind services for these events should be clearly identified as per each event so that costs can be properly tracked and will provide the foundation for budgeting purposes. "Anchor" events are identified as those which traditionally repeat themselves year after year, such as a Fall Fair, Canada Day, etc.

In order to protect the assets of the City that may be distributed and requested by various groups and organizations, a refundable deposit will be required by the City. The amount of the deposit will be determined by Staff, contingent to those assets which are lent out.

City Sponsored Events and/or Activities

Council may determine to allocate a determined amount of funds through the yearly budgeting process to go towards Community events and activities. To assist in the determination of total allocated funds for the program, Staff would review and present to Council, the past City funded sponsorships, in addition to reviewing and discussing possible future events and activities, for which Council may wish the City to participate.

Working with volunteers and various organizations in relation to events, holidays and activities, Staff would have discretion to determine how to utilize the budgeted funds throughout the year and have the ability to carry over any surplus funding to the following year, with regard to items 1 through 4, as below. An exception to this guideline would be in relation to larger events and requests, such as festivals, where the City is considering or is requested for event funds exceeding \$2,000.00, wherein Council would be presented with an event & expense plan (complying within the current budget), either by Staff or by an organization wishing to become an event host.

Organizations seeking funding from the City must first demonstrate, disclose and provide proof of other applications and funding which may be received from other sources paid to that organization for their event. Organizations or groups that have grants or funding applications in process, or pending, must provide acknowledgments and/or correspondence

from the other “grantors”, prior to making their presentations to Council as a Delegation, in accordance with the City’s Delegation Policy.

1. **Statutory Holiday & Seasonal Sponsorship** - in the form of “no charge” activities and/or entertainment that would be planned and collaborated with City Staff and event volunteers and organizations in relation to the events;
2. **Advertising Sponsorship** - where determined funds intending to support events through advertising requests would be allocated by Staff, in compliance with the current budget. Some examples, (but not limited to) are: Event & program booklets, newspaper support regarding Community events, “Chuck wagon” Tarps;
3. **Educational Scholarships** – Annually, the City receives a request from the Grand Forks Secondary School for two \$500.00 scholarships to be given out to two graduation students, as per the GFSS Scholarship Policy No. 502;
4. **Volunteer Appreciation** – Traditionally, on an annual basis, the City contributes funds toward the recognition and appreciation of its Volunteers;
5. **City Sponsored Festival Considerations** – The City may decide to sponsor a Seasonal Festival or Festivals, e.g. (but not limited to) are: A Winter Festival and/or a Summer Festival. A festival would require considerable planning with several groups, organizations and volunteers. The City would require an entity to facilitate and coordinate the details. Council should decide during the annual budgeting process, if they are willing to commit funds for Event Hosting each year.

5. EVENT HOST & HOSTING FUNDS

The City may advertise for organizations to apply to be an Event Host for yearly festivals. Organizations would be encouraged to apply to be the Event Host and subsequently present their business case to Council. As part of the process, the group would apply for a Hosting Fund in order for the group to do the work and would work with vendors, other organizations and volunteer groups that would be involved in the “festival”; in addition, they would be required to outline all expenses expected to be funded by the City for the venue and would follow the following criteria as part of the application:

- Event Host Group must make a presentation to Council at least four months in advance of the event, fair or a tournament. The presentation must be accompanied by a written plan and requests of the City.
- If at all possible, the presentation to be made in conjunction with the City’s budgeting process commencing in the fall taking in consideration of at least four months in advance of the event
- The applicants must specify the amount of event host funding required.
- The applicant must demonstrate the acceptability of the event, fair and tournament within the Community and the involvement of volunteers

- The applicant must provide a financial plan for the tournament, event or the fair, including donations and advertising revenues and specify the financial and in-kind expectations of the City
- The applicant must specify any waivers of fees, charges and permits from the City, including City employee commitment required during the event.

General Requirements

Preference may be given to applications that:

- Partner with other service providers in the Community;
- Requesting Provincial Grant money as a priority in order to improve Community infrastructure with matching funds from donations and grants, rather than requesting ongoing financial support.

6. ADDITIONAL REQUIREMENTS

Events support funding allocation unspent from operating fund shall be carried forward into the following fiscal year.

Programs, activities and events must not offer direct financial assistance to businesses, individuals or families.

The City has an Events Request Form which must be completed by those requesting City venues, services and Staff. As part of the City's contribution, whether it be financially or in-kind, would require the utilization of the City's brand as a supporter of said event.

In order for Staff to facilitate Council's decisions within this policy, forms and applications would be "as appendices" to this policy and would need to be developed and/or altered by Staff, from time or time, to facilitate event requirements.

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Deputy Manager of Operations
Date: January 30, 2017
Subject: Event Support – Music in the Park
Recommendation: **RESOLVED THAT Council considers an additional total of \$1,450 for 9 “Music in the Park” events in the Operations Event Support budget to be included in the 2017 Financial Plan as per the request by the organizer, Zak Eburne Stoodley.**

BACKGROUND:

The Music in the Park event is a free event for the public to enjoy. Between 70 to 120 spectators of all ages enjoy each of the 9 events throughout the summer.

The organizer, Zak Eburne Stoodley, has asked for support from the City in the amount of \$150 per evening, for a total of \$1,450. These funds would directly support the acts for each evening as well as support the equipment used and advertising. (Email attached)

City staff provides very minor in-kind support to these 9 events. Estimated Support: 4 to 6 hours per year.

Other events receive a much higher direct in-kind support instead of financial support.

As per Policy 503, “Council may determine to allocate a determined amount of funds through the yearly budgeting process towards Community Events and Activities.”

Benefits or Impacts of the Recommendation:

General: Event Support for Music in the Park events.

Policy/Legislation: 2017 Financial Plan
Policy 503 – Community & Organization Support

Strategic Impact:

 N/A

 Attract visitors to the area

 N/A

REQUEST FOR DECISION

— REGULAR MEETING —




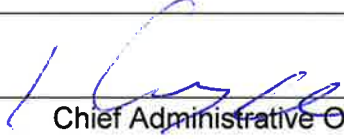
 Enhance Community Livability

Attachments: Email from Zak Eburne Stoodley

Recommendation: **RESOLVED THAT Council considers an additional total of \$1,450 for 9 “Music in the Park” events in the Operations Event Support budget to be included in the 2017 Financial Plan as per the request by the organizer, Zak Eburne Stoodley.**

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

RECEIVED

JAN 18 2017

THE CORPORATION OF
THE CITY OF GRAND FORKS

To Council and whom else it may concern

Last year was my second year as coordinator for Music in the Park. This summer event consisting of a different performer entertaining each week in Gyro Park from the first Wednesday in July to the last Wednesday in August has become a staple in the area and is greatly looked forward to by the community. As coordinator I have seen some areas that could be improved through a bit of funding.

Advertising: Right now the only advertising is one sandwich board (donated by the Chamber last season) and the small amount of free coverage the Gazette is kind enough to give us. I would like to see posters in conjunction with the free coverage from the Gazette and the sandwich boards.

Performers payment: The current way we thank the performers is giving them the money that is collected in the donation bucket, this amount is unpredictable and usually inadequate for the service the performer is providing (last year the most collected was \$160 the least being \$20) I would like to see them have a guaranteed amount as well as the money donated by the audience.

Coordinators Payment: The coordinator spends a lot of time booking the park, booking the performers, making sure the park is in suitable order (power, benches, porta potty) puts up sandwich boards for every performance, collects money, manages online presence and communicates with the Gazette among other things all for no charge.

Sound system rental: Most performers do have their own sound system but others do not so I donate my system, either way the owner of the system has to set it up (usually a minimum of 1hr) pack it up and have wear and tear on the equipment (cables and stands break etc.)

With all this in mind I am asking the City to support this program in the upcoming season by contributing \$1450 to be used in the following manner:

\$100.00 For each event to pay the act (Season total \$900.00)

\$50.00 For each event to be giving to the provider of the sound system (Season total \$450.00)

\$50.00 For posters for the season

\$50.00 For the coordinator for the season

In other Cities there Music In The Park program has been funded by either there Chamber Of Commerce or the City itself but for the past 10+ years ours has been funded by the coordinator which cannot be practical in all cases.

The City's support of \$1450.00 would be greatly be appreciated to help improve and continue this great family event!

Your consideration of this proposal is greatly appreciated

Thanks

Zak Eburne Stoodley

250-442-3854

FILE CODE

WE3 C/O Eburne-Stoodley, Zak
*E3 re Request for Support
(Comments re Reg. 0.00) Music Park 31 BAK



info@boundarychamber.com
250 - 442 - 7263



December 15, 2016

City of Grand Forks
7217 - 4th Street
Box 220
Grand Forks, BC, V0H 1H0

Dear Mayor Konrad and Council

Thank you for the opportunity to come before City Council

In the four short years since its founding, the Boundary Country Regional Chamber of Commerce (BCRCC) has played a key role in Grand Forks.

The Boundary Country Regional Chamber of Commerce hired a new Executive Director, Kathy Wright, in September, 2015. Kathy has worked hard to represent this organization across the entire Boundary Region. Of course, we understand Grand Forks is the largest business and population centre in the region and, as such, deserves a major Chamber of Commerce presence. We want to be a spokesman for business in Grand Forks, and to promote it at every possible opportunity. The Board of Directors carefully established an ambitious list of priorities for 2016. We are pleased with the work and the projects which our organization was able to accomplish.

Listed are some of the 2016 events hosted/participated in by BCRCC in Grand Forks;

- Grand Forks Family Day Treasure Hunt
- BCRCC AGM at Gallery 2
- 4 Business after Business open house and networking opportunities were held at:
 - Vicom Design
 - Heart n Sole Quits
 - Pride of the Valley Flour Mill
 - Community Futures Boundary
- Reinstated the Grand Forks Downtown Business Committee, which developed several new initiatives:
 - Downtown Summer Sale
 - Fright Fest
 - Black Friday in November
 - Grand Forks Christmas Light-up (did not initiate, but was a participant)
- Music in the Park – Gyro Park Wednesday Evening
- BCRCC General Meeting at the Boundary Museum

FILE CODE

WE3
or C3 - Fee for Service Report
Chamber - Annual
Page 33 of 44

- Grand Forks All Candidates Bi-election Forum
- Park in the Park Car Show (award sponsorship and set up an information booth)
- Movie in City Park (200+ attendance)
- Community Futures Business & Community Awards Night (sponsored 2 awards, and had a table)
- Mystery Shop Workshop – Dialogue with Trudy Hallam Consulting
- E-blast promoting events, workshop and programs
- Rebranding with new colour design and updated website
- Ask Me I'm a Local

The Chamber is requesting \$20,000.00 from the City of Grand Forks, the support will make a difference and will give us the momentum we need while we continue to implement our recently developed 2016-2018 Strategic Plan.

BCRCC believes that the Chamber is consistent with the mission and goals of the City of Grand Forks, and hopes that the City will find it in its budget to support the Chamber again in 2017. If we can provide additional information to encourage consideration of our request, please feel free to contact me at alancooper.bcrcc@gmail.com or 250-442-3710.

Yours truly,



Alan Cooper
BCRCC President
alancooper.bcrcc@gmail.com

2017 Budget



REVENUE

Revenue

| | |
|---------------------------------------|------------------|
| Memberships | 16,000.00 |
| Interest Revenue | - |
| Chamber Insurance Commissions | 3,500.00 |
| Funding & Fees - Community Futures | - |
| Movie in Park Funding | - |
| Fundraising | 5,000.00 |
| Fee for Service - City of Grand Forks | 20,000.00 |
| Grants - Regional District | 7,500.00 |
| Net Revenue | 52,000.00 |

| | |
|----------------------|------------------|
| TOTAL REVENUE | 52,000.00 |
|----------------------|------------------|

EXPENSE

Expenses

| | |
|--|----------|
| Accounting & Legal | 1,500.00 |
| Advertising & Promotions | 2,000.00 |
| Events - Biz after Biz | - |
| Events - Member forums/workshops | 500.00 |
| Events - Movie in the Park | 500.00 |
| Insurance -Liability and D& O | 1,500.00 |
| Interest & Bank Charges | 100.00 |
| Meetings - Board of Directors | 150.00 |
| Meetings - General Membership -AGM | 500.00 |
| Memberships and Dues | 2,500.00 |
| Office Supplies | 2,000.00 |
| Postage | 500.00 |
| Professional Development | 750.00 |
| Promotion & Education - Boundary Communities | 2,000.00 |
| Promotion & Education - City of Grand Forks | 2,000.00 |

| | |
|--|-----------------------|
| Promotion & Events - Grand Forks Downtown Business | 5,000.00 |
| Telephone | 1,000.00 |
| Travel- - .47 per km | 4,654.00 |
| Travel - Trade Shows | 1,000.00 |
| Wages & Salaries / Benefits | 35,000.00 |
| CPP Expense | 1,400.00 |
| EI Expense | 800.00 |
| WCB Expense | 15.00 |
| Recording Secretary | 600.00 |
| Web Site Costs | 1,000.00 |
| Workshop / Consulting Fees | - |
| Ask Me I'm a Local / World Host | 500.00 |
| Grand Forks Office Rent | 3,600.00 |
| Total General & Admin. Expenses | 71,069.00 |
| TOTAL EXPENSE | 71,069.00 |
| NET INCOME | -19,069.00 |

Generated On: 12/08/2016

page 2 of 2

From: "Brock, Warren" <warren.brock@ubc.ca> 2017-01-16 4:05:00
Subject: Healthcare Travelling Roadshow visits Grand Forks (May 1, 2017)
To: fkonrad@grandforks.ca
Cc: Info City of Grand Forks

RECEIVED

JAN 17 2017

THE CORPORATION OF
THE CITY OF GRAND FORKS

Dear Mayor Konrad & Council,

I wanted to follow-up regarding planning for the Healthcare Travelling Roadshow which visits Grand Forks on May 1, 2017. Here is the background again.

I am the Communications Manager with the UBC Southern Medical Program based at UBC Okanagan. Our program has partnered with Interior Health and the Rural Education Action Plan to bring the Healthcare Travelling Roadshow to Grand Forks, Trail, and Nelson during the week of April 30 to May 6, 2017. The roadshow brings together a diverse group of healthcare students to showcase career options to rural high school students. Ultimately, our goal is to inspire rural high school students to pursue healthcare careers to support the long-term recruitment and retention of healthcare professionals in BC Interior communities.

To learn more, here's a brief video (<https://youtu.be/Xt5vM1mSz7s>) of last year's roadshow that visited Merritt, Princeton, and Keremeos.

We have arranged to visit Grand Forks Secondary on Monday, May 1, 2017. We wanted to connect to see if there would be an interest from the Grand Forks Mayor and Council to potentially host roadshow participants (approximately 15 people) for a dinner on the evening of May 1st. It would provide an opportunity for roadshow participants to meet and interact with the local government representatives and learn more about the community and any healthcare challenges. We are also interested in hearing any recommendations for things to see or do while we are in Grand Forks.

Please let me know if you are interested or have any questions. Perhaps, we could set-up a phone call with you or one of your associates to discuss further.

Thanks, Warren

Warren Brock

Communications Manager
Faculty of Medicine | Southern Medical Program
The University of British Columbia | Okanagan Campus
RHS - 1088 Discovery Avenue | Kelowna BC | V1V1V7 Canada
Phone 250 807 8601 | Fax 250 807 9687
warren.brock@ubc.ca | @UBCSMP
<http://www.smp.med.ubc.ca>

FILE CODE

WES- UBC O - Healthcare
U1 - Travelling Roadshow
- May 1st

Please read at
next council meeting

Box 644
Grand Forks, BC.
V0H 1H0
Phone: 250 442-9383
January 10, 2017

Dear City Council
and

Dear Prime Minister Justin Trudeau

RECEIVED

JAN 11 2017

THE CORPORATION OF
THE CITY OF GRAND FORKS

I have been harassed by the Grand Forks, City

Council for twenty-five years. 17 years ago

I was pregnant with my youngest. They gave me
ten days to remove a stack of lumber from my yard.

I went into labour after moving the lumber, my

baby had the chord wrapped around her neck and

almost died, she now suffers from numerical

dyslexia because of what happened at child birth

because the city council interfered with our lives.

The city council told me in 2016 that if I didn't

clean my yard to their standards that they

would fine me a hundred dollars a day even

though they know that I am battling cancer.

When we received our civil rights from

your dad, we were supposed to be allowed

FILE CODE

Heiberg, Nadine re
C10 - Bylaw 4 Bylaw Officer
(comment 200)

(2)

to enjoy our property.

The City by-laws and by-law officers are null and void under common law.

I beleive it is vital that you make it known to all City officials that they must respect our civil rights,

there is terrorism occurring across the country by city officials and I beleive you can stop this — Please do!!

The people do not want water meters.

The people do not want chlorine in their drinking water.

The people do not want someone telling them what to do in their own yards as long as they are doing no harm.

People do not want by-law officers snooping in their yards.

ENOUGH!

Please make things right. Thank you!

Sincerely,

Nadine Fleiberg

Nadine Fleiberg

Dear Editor
Dear City Council
and

Prime Minister Trudeau
and . . .

Please read at
next council
meeting

Grand Forks BC
V0H 1H0

Phone: 250 442 9595

January 10, 2017

JAN 11 2017

THE CORPORATION OF
THE CITY OF GRAND FORKS

When Pierre Elliot Trudeau gave us
our civil rights, he made it our civil
right to enjoy our property.

Terrorism is occurring across the country
brought on by the illegal activity of city
officials harassing property owners
with by-laws and fascist pig activities
of imposing unwanted water-meters
and cancer-causing chlorine into our
drinking water. If we are doing no
harm, no-one has the right to tell us what
to do on our own property.

It is up to Prime Minister Justin
Trudeau to impose justice against the
perpetrators of said terrorism.

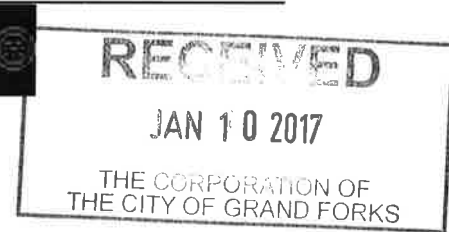
Sincerely,
Nadine Heiberg Nadine Heiberg

FILE CODE

Heiberg, Nadine
C10 - Bylaws & Bylaw Officer 2
(Comments & c.c.)

WEE3-

From: Jack <jkoochin@hotmail.com> Jan 7, 2017 10:56:04 AM
Subject: Urgent - Noise Bylaw and Idling Bylaw need amending
To: Info City of Grand Forks fkonrad@grandforks.ca
jbutler@grandforks.ca chammett@grandforks.ca
nkrog@grandforks.ca cross@grandforks.ca
cthompson@grandforks.ca btripp@grandforks.ca



Jan 7, 2017

To: Office of the City of Grand Forks (filing)
Grand Forks Bylaw Officer
Grand Forks Mayor and Councillors

Re: Noise Bylaw and Idling Bylaw

Dear Mayor and Council,

I have a serious problem on my street (17th.) that affects the entire neighbourhood, as well as our city. A neighbour located at 6936 17th St. owns a big black noisy Dodge Ram diesel pickup that he idles continually, for excessive periods, disrupting the neighbourhood with the noise and causing rather serious air pollution.

Here are some examples of the excessive idling:

Tues Dec. 6 approx. 5:10 pm to 6:30 pm

Weds Dec. 7 approx. 4:30 pm to 6:00 pm

Tues. Dec. 13 approx. 9:10 am to 9:40 am

Weds. Dec. 14 approx. 5:00pm to 6:35 pm

Fri. Dec. 16 approx. 4:00 pm to 5:20 pm.

Note that these are approximate times... but some of these periods are an hour and a half! This is ridiculous. This behaviour by this neighbour is extremely disrespectful, as there have been noise complaints to the city and police about the noise, so he well knows the issue. This is reckless, irresponsible behaviour, and is taking advantage of the lax bylaws the city has in place. Two other neighbours (that I know of) are extremely irritated with this situation as well.

I submitted 2 complaints in writing in December to the city (bylaw officer Wayne Kopan), but was advised by Mr. Kopan that he could not do anything due to a provision in the idling bylaw allowing unlimited idling if the temperature is below zero degrees C. This is a ridiculous criteria set in the bylaw, and should be removed. There is absolutely no need to idle any vehicle longer than 10 or 15 or so minutes at any time of

FILE CODE
Koochin, Jack
C/O - Idling Bylaw & Noise Bylaw
Amending
WE3 & C/O - (Noise...)
Page 43 of 44

the year, especially considering all the attention to particulate air pollution in town these days. This is a loud truck, and I can hear/feel it idling even when in my basement! I request that this issue be put on the city council agenda for the next council meeting being held Monday, January 16th, 2017, and that a motion be made to review and amend the relevant bylaws immediately so that this neighbour (and others) cannot foul our neighbourhood and town with noise/air pollution.

This is an urgent matter.

Thank you.

Regards,

Jack Koochin
Grand Forks, BC