



THE CORPORATION OF THE CITY OF GRAND FORKS
AGENDA – COMMITTEE OF THE WHOLE MEETING

Monday, June 19, 2017, 9:00 am
7217 - 4th Street, City Hall Council Chambers

Pages

1. CALL TO ORDER

2. COMMITTEE OF THE WHOLE AGENDA

- a. Adopt agenda

June 19, 2017, COTW

RECOMMENDATION

RESOLVED THAT the COTW adopts the agenda as presented.

- b. In-Camera Reminder

In-Camera Meeting directly following the COTW Meeting.

3. REGISTERED PETITIONS AND DELEGATIONS

- a. Grand Forks Parades Committee

1 - 2

Request for support of Canada Day 150 celebration

RECOMMENDATION

RESOLVED THAT the COTW receives for information the presentation from the Grand Forks Parades Committee regarding support for the Canada Day 150 celebration.

- b. The Boundary Museum Society

3 - 9

Quarterly Report presentation

RECOMMENDATION

RESOLVED THAT the COTW receives for information the Quarterly Report presentation from The Boundary Museum Society.

- c. Grand Forks Disc Club

10 - 11

Presentation on Disc Golf activities in Grand Forks and exploration of options for long-term use locations.

RECOMMENDATION

RESOLVED THAT the COTW receives for information the presentation from the Grand Forks Disc Club;

AND FURTHER THAT the COTW recommends Council to direct staff to work with the Club to identify long-term locations for Disc Golf activities.

4. REGIONAL TOPICS FOR DISCUSSION - WITH AREA D

5. PRESENTATIONS FROM STAFF

- a. Corporate Administrative Department 12 - 14

Emergency Operations Centre (EOC) Activation Wage Reimbursement

RECOMMENDATION

RESOLVED THAT THE COTW recommends to Council to receive the report regarding EOC wage reimbursement for City employees and the proposed Policy No. 617, Emergency Operations Centre (EOC) Activation Wage Reimbursement, and refers the Policy to the June 26, 2017, Regular Meeting for approval consideration.

- b. RFD - Policy 1207 - Temporary Use of City Property or Facility 15 - 23

Deputy Manager of Operations

RECOMMENDATION

RESOLVED THAT the COTW recommends to Council to adopt "Policy 1207 – Use of City Property or Facilities" at the July 17, 2017, Regular Meeting.

- c. Memo - CARIP Report June 2017 24 - 24

Deputy Manager of Operations

RECOMMENDATION

RESOLVED THAT the COTW receives for information the memorandum from the Deputy Manager of Operations regarding the Climate Action Revenue Incentive Program Public Report.

- d. Memo - Community Satisfaction Survey June 2017 25 - 30

Deputy Manager of Operations

RECOMMENDATION

RESOLVED THAT the COTW receives for information the memorandum from the Deputy Manager of Operations regarding the Citizen Satisfaction Survey update.

- e. RFD - Agricultural Land Commission application for subdivision on 75th Ave 31 - 51

Manager of Development & Engineering

RECOMMENDATION

RESOLVED THAT the COTW recommends to Council to pass a resolution to support the application for subdivision of Lot 2, District Lot 520, Plan 5090 except Plan 5210, 8653, 11971, 12795, 13376, 19535, 21583, 23494 and 38138, excluding portions outlined red on Plans B7375 and E10098, located north of 75th Avenue at 25th Street, and direct staff to complete the Local Government Report, which forms part of the ALC application process.

- f. Monthly Highlight Reports from Department Managers

52 - 58

Staff request for Council to receive the monthly activity reports from department managers

RECOMMENDATION

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

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
13. IN-CAMERA RESOLUTION


- a. Chief Administrative Officer - In-Camera

Immediately following the COTW Meeting, Council will hold an In-Camera Meeting.


RECOMMENDATION

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)(c) labour relations or other employee relations; **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.

14. ADJOURNMENT

From:  Beverly Osachoff <gfparades@gmail.com> 2017-04-24 10:...

Subject: New Online Delegation Form submission from Beverly Osachoff

To:  Info City of Grand Forks



Attachments:  delegation-request-04_24_2017.pdf / Uploaded File (59K)

Your Worship, Mayor Konrad, and Members of Council, I/We are here this evening on behalf of:

The Grand Forks Parades Committee

To request that you consider:

supporting our Canada Day 150 celebration

The reasons that I/We are requesting this action are:

The Canada Day 150 parade is going to be our BIGGEST community event ever...in order to accommodate everyone, we are requesting permission from the Highways Dept and RCMP to use a Central Avenue route for this historic event. What we will need from the City is: your support with liability insurance and traffic control. We will need to call on volunteers who have valid traffic control certification in addition to our local traffic control companies, so we will also require a few City employees to assist with traffic barricades. We will require more barricades than we normally use because of the exposure to the main street. The Highways Dept requires we have \$2M in coverage for this event. We would require that barriers be placed by 09:00 and removed by 11:00.

The GF Parades Committee will also require use of the large empty lot West of Dick Bartlett park for marshalling...there is not enough room on the street for the crowd we expect. We would also request that the public washrooms at Dick Bartlett park be opened by 08:30. The parade starts at 10:00, so these could be re-secured then.

If City Park is flooded due to the late snow melt, the vendors and entertainers will have to be moved to Market Ave and we will not be able to end the parade at City Park as we normally do.

We are also grateful for any financial contributions that may be available.

I/We believe that in approving our request the community will benefit by:

Canada's Sesquicentennial is a historic event and the people of Grand Forks are highly supportive of our parade events. We provide a venue in which every group, club, business, sports team, organization or individual in town is encouraged to participate - and our events are FREE.

This is a major FREE community event, and our request for support has rather modest associated costs. The Central Avenue route will give us maximum exposure to tourists and encourage visitors to park and join in the fun and see what Grand Forks has to offer!

FILE CODE

Grand Forks
02 - Parades Committee

I/We believe that by not approving our request the result will be:

traffic chaos....our parades have grown exponentially over the past few years, and this is a very special event. We have examined every possible alternate route, and we simply do not have enough space downtown for the growing number of floats and parade participants.

If City Park is flooded, we would be unable to end our parade there.

In conclusion, I/we request that Council for the City of Grand Forks adopt a resolution stating:

that they will support the Grand Forks Parade Committee with insurance, traffic control assistance, access to the washrooms and empty lot by Dick Bartlett Park for the 2017 Canada 150 Celebration.

Name

Beverly Osachoff

Organization

Grand Forks BC Parades

Mailing Address

c/o B. Osachoff
PO Box 516
Grand Forks, British Columbia V0H 1H0
Canada
[Map It](#)

Telephone Number

250-444-0199. 250-442-9662

Email Address

gfpardes@gmail.com

Online Delegation Form

YOUR WORSHIP, MAYOR KONRAD, AND MEMBERS OF COUNCIL, I/WE ARE HERE THIS EVENING ON BEHALF OF:

The Boundary Museum Society

TO REQUEST THAT YOU CONSIDER:

Receive the Boundary Museum Society's Quarterly Report for information.

THE REASONS THAT I/WE ARE REQUESTING THIS ACTION ARE:

In compliance with the 2017 Fee For Service Agreement dated May 15, 2017 between the Boundary Museum Society and the Corporation of the City of Grand Forks summarizing the activities.

I/WE BELIEVE THAT IN APPROVING OUR REQUEST THE COMMUNITY WILL BENEFIT BY:

Transparency with respect to the disposition of taxpayer's annual funding allocated by the Corporation of the City of Grand Forks for Boundary Museum Society operations at 6145 Reservoir Road and the Archival Service located at 7217- 4th Street in the lower level at City Hall.

I/WE BELIEVE THAT BY NOT APPROVING OUR REQUEST THE RESULT WILL BE:

Not Applicable

IN CONCLUSION, I/WE REQUEST THAT COUNCIL FOR THE CITY OF GRAND FORKS ADOPT A RESOLUTION STATING:

Recommendation that Council accept the Boundary Museum Society's quarterly report as presented at the Committee of the Whole (COTW) meeting on June 12, 2017.

NAME

Lee Derhousoff, President

ORGANIZATION

Boundary Museum Society

MAILING ADDRESS

6145 Reservoir Road
Grand Forks, British Columbia V0H 1H5
Canada

TELEPHONE NUMBER

250-442-3737

EMAIL ADDRESS

boundarymuse@shaw.ca

FILE CODE
*The Boundary
Museum Society*
D2 -



Boundary Museum & Interpretive Centre Quarterly Reports for March and June 2017

To COTW
The Corporation of The
City of Grand Forks
June 19, 2017

Recognizing our Funding Partners



Mandate

The mandate of the Boundary Museum Society is to collect, research, exhibit and use, for educational purposes, artefacts, archives and photographs relating to human and natural history of Grand Forks and the Boundary area.

Visitor Statistics January 1 to May 31, 2017 and Year-Over-Year Comparison

January to May 31, 2016

665

January to May 31, 2017

671

Increase Year over Year

1.9%

The BMS Board of Directors 2017/2018 Term

The Museum's AGM was held May 13, 2017 with 16 members in good standing and two guests in attendance for the afternoon meeting celebrating Canada's 150th Birthday **"A Decadent Day at the Museum"** serving red and white desserts. The membership re-elected Monica Coleshill, Bob McTavish, Dave Dittrich and Sam Semenoff; each to serve a two year term.

Lee Derhousoff - President/Chair
Bob McTavish - Vice President
Kathy Rush - Treasurer
Monica Coleshill - Secretary
Laura Lodder - Director
Dave Dittrich - Director
Sam Semenoff - Director

Marketing

- 2017 print advertising appears in Kettle Valley Express publication, Grand Forks Gazette's Boundary Official Vacation Guide and the Grand Forks MAP.
- Associate membership with the Washington State Historical Society with website listing and free workshops offered throughout the year.
- Member of the Upper Columbia Association of Museums for the new circle tour map connecting museums in Central Washington, Okanogan Valley and border towns in Canada and USA.



Hutton School Grades 2 and 3 Tour Museum May 30 2017

Revenue Generators

MRDT Project - This project is foreseeable in 2018 with the coordinator experiencing delays in the application progress once the provincial government had completed their review. The Municipal Regional District Tax (MRDT) application by the RDKB to the province of British Columbia for a 2% Room Tax in Electoral Area C-Christina Lake, Electoral Area D-Rural Grand Forks, Area E West Boundary and the City of Grand Forks is back with the volunteer coordinator, Cindy Albas, for updating the business plan and acquisition of hotel accommodators who have changed ownership. The Boundary Museum has an interim agreement with the RDKB to act as the delivery organization once it is implemented. The Museum would see an annual revenue stream for our administration function.

Venue Rentals - Community organizations and public schools provide additional revenue to the museum for tours, facility rentals and community programming such as the 'Aboriginal Program' conducted by Researcher Joan Heart from October to April. One large wedding scheduled for August 26th. The Archival Association of British Columbia (AABC) has booked a free workshop on "*Managing Archives*", Friday June 9th for the Kootenay-Columbia membership to attend. We are expecting participants from Slocan, Selkirk College - Castlegar Campus, Doukhobor Discovery Centre - Castlegar and Greenwood Museum.

Grand Forks Doukhobor Heritage Milling Society and the Museum will partner to open the flour mill for summer tours during July and August. Donations will be shared equally and the milling society provides the Pride of the Valley flour inventory for our summer bread making program on Thursdays commencing June 22 when Perley Elementary school will tour the Museum.

Canada Summer Jobs Funding - We received approval for two summer students for a total of \$6,658.00 in funding for 9 weeks for each student. Last year we had three students for 10 weeks so a significant drop in Federal Government funding support in 2017.

Young Canada Works Funding Application - We received one summer student for a Collection Management Project with funding of \$4,455.00 for 12 weeks coverage. Only change over last year is the hour wage at \$15/hour. YCW pay 75% of the wages. Total Federal Government funding is \$11,113.00 down from \$15,063.80 in 2016.

Phoenix Foundation of the Boundary Communities 2017 Grant application - We received \$1,000 towards the purchase of an Epson Powerlite Projector, adapters and the ceiling/wall mounted Elite Series 110" motorized projection screen. Total cost \$1800.00 with the USCC Kitchen Ladies donating \$500 and Grand Forks Elk Lodge #493 donating \$300.

COMMUNITY PROGRAMMING

Aboriginal Education Program - The Sinixt Lake People were featured in Researcher Joan Heart's presentation during BC Heritage Week and through to the end of April. School District #51 Aboriginal Coordinators Wanda Hecht and Marilyn Hansen have been involved with the schools coming to the Museum for the new curriculum introduced in 2016.

2017 Construction Project

The Boundary Museum and Interpretive Centre Society is pleased to be working with the Grand Forks Volunteer Fire Department to showcase their five fully restored antique fire pumpers & apparatus collection at the Museum. We anticipate developing a 60 foot extension to the existing 40 foot Black Hawk Livery Exhibition Building. Two grants have been unsuccessful - Canada/BC 150 Funding and Coop Community Spaces. We are now looking at Canada Cultural Spaces Fund (CCSF) through the Federal Government's Canadian Heritage Program.

Interim Financial Report

The Income and Expense Statement from January 1 to May 31, 2017 is attached to this report. The Net Loss of \$5,292.49 includes a write-off of \$2,222.00 for the 2016 Grand Forks MAP project advertisers who did not pay their invoices. This project was been returned to its original owner in August 2016 as the losses mounted. The Museum's insurance expenses reported represent 12 months. The monthly breakdown is \$362/month x 5 months = \$1,810. We are on target with the 2017 budget for the balance of the year.

Summary

The Boundary Museum Society is looking forward to a busy summer and the Board of Directors is researching for additional funding opportunities to meet project expectations and increasing maintenance costs as the Boundary Museum and Interpretive Centre enters its ninth year in operation. The six acre parcel is a testament to the community of what can be accomplished with strong partnerships and local government support.

In conclusion, The Boundary Museum Society is seeking a recommendation from City Council at the COTW meeting to receive this Quarterly Report for the period ending May 31, 2017 under the terms of the 2017 Fee-For-Service Agreement.

Respectfully submitted by:

Lee Derhousoff, President

BOUNDARY MUSEUM SOCIETY
Income Statement 01/01/2017 to 06/01/2017

REVENUE

REVENUE

Kitchen Appliances	0.00
Gift Shop Sales	57.90
Educational Programing	0.00
Events Revenue/Fundraisers	382.00
HST Rebate	0.00
Admissions	269.35
Donations	1,903.25
MAP PROJECT	0.00
Memberships	552.00
Archival/Photo Reproduction Sales	0.00
Total Revenue	3,164.50
Interest Revenue	1.26
CMA/YCW wages paid back	0.00
Govnt of Canada	153.17
RDKB - Operating Funding	0.00
Phoenix Foundation	0.00
Canadian Railway	0.00
City of GF - Operating Funding	30,000.00
Project Account	6,000.00
Rental (Venue)	1,200.00
Service Canada/Summer Student	0.00
TOTAL REVENUE	40,518.93
TOTAL REVENUE	40,518.93

EXPENSE

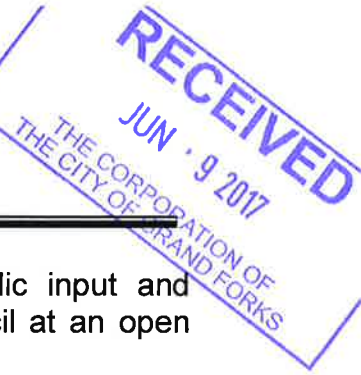
ADMINISTRATION

Exhibit Expense	13.50
Acquistions of artifacts/archives	0.00
Events Expense	234.18
Advertising & Promotions	565.05
Bad Debt	2,222.00
Accounting/Bookkeeping/Professional	750.00
Education & Seminar Expenses	0.00
Bank & Interest Expense	73.83
Yard & Grounds Upkeep & Expense	861.47
Building Improvements	73.84
Office Expense - Museum	1,394.49

Freight Charges	67.11
Postage	85.00
PST Paid on Purchases	0.00
GST CRA 50%	0.00
Insurance	4,340.00
Book Purchases	0.00
Photo Reproduction Expense	0.00
Web Site Expense	39.99
Yearly Dues	236.20
Permits	0.00
Telephone	303.69
Internet Expense	363.55
E Levy	0.00
Honourarium & Gifts	117.48
Utilities	3,181.84
Wages	25,757.16
EI Expense	571.84
CPP Expense	534.79
WorkSafe Expense	82.71
Meals & Entertainment	0.00
Friends (Project Acct)	59.65
Repair, Cleaning & Maintenance	353.81
Restoration Expense/Wood Workers	0.00
Small tools, furniture non-exhibit	452.75
Subcontractors	348.50
Supplies - Archival	616.15
Security Expense	99.45
Travel Expense	163.21
TOTAL ADMINISTRATION	<u>43,963.24</u>
 TOTAL EXPENSE	 <u>43,963.24</u>
 NET INCOME	 <u><u>-3,444.31</u></u>

Generated On: 06/14/2017

City of Grand Forks Council Delegation



BACKGROUND: Council for the City of Grand Forks welcomes public input and encourages individuals and groups to make their views known to Council at an open public meeting.

Council needs to know all sides of an issue, and the possible impacts of any action they may take, prior to making a decision that will affect the community. The following outline has been devised to assist you in preparing for your presentation, so that you will understand the kind of information that Council will require, and the expected time frame in which a decision will be forthcoming.

Presentation Outline

Presentations may be a maximum of 10 minutes.

Your Worship, Mayor Konrad, and Members of Committee of the Whole, I am here on behalf of:

Grand Forks Disc Club

to request that you consider:

receiving a presentation on Disc Golf activities in Grand Forks and to work with the Club to identify long-term location(s) for Disc Golf courses

The reason(s) that I am requesting this action are:

The Club wishes to make the City familiar with this emerging sport and to begin exploring options for long-term use. The Club also wishes to give an update on the upcoming Ultimate Disc tournament on July 14-16

I believe that in approving our request the community will benefit by:

Becoming more active in a fun, intergenerational and low-cost outdoor sport

I believe that by not approving our request the result will be:

The City will not have the opportunity to learn about this sport and will not be able to take advantage of recreation / tourism opportunities being developed in the community.

In conclusion, I request that the COTW adopts the following resolution: THAT the COTW receives the delegation from the Grand Forks Disc Club; and further THAT the COTW recommend to Council to direct Staff to work with the Club to identify long-term locations for Disc Golf activities.

Attachments: Presentation to be provided at meeting

FILE CODE
Grand Forks
D2- Disc Club
Page 10 of 58

City of Grand Forks Council Delegation

Name:	Dan Macmaster, MSFM, BSc, BEd, RPF
Organization:	Grand Forks Disc Club
Mailing Address (incl. Postal Code)	c/o Vaagen Fibre Canada, PO Box 510, Midway BC V0H 1M0
Telephone Number:	250 528-0344
Email Address:	dmacmaster@vaagen.ca

The information provided on this form is collected under the authority of the Community Charter and is a matter of public record, which will form a part of the Agenda for a

Regular Meeting of Council or Committee of the Whole. The information collected will be used to process your request to be a delegation before Council. If you have questions about the collection, use and disclosure of this information contact the "Coordinator" City of Grand Forks. The "Council – Meetings – Delegation – Petition Protocol Policy" No. 106 can be found at: <http://www.grandforks.ca/wp-content/uploads/Delegation-Protocol-2013.pdf>

REQUEST FOR DECISION

— COMMITTEE OF THE WHOLE —



To: Committee of the Whole
From: Corporate Administrative Department
Date: June 19th, 2017
Subject: Emergency Operations Centre (EOC) Activation Wage Reimbursement
Recommendation: **RESOLVED THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL to receive the report regarding EOC wage reimbursement for City employees, and the proposed Policy # 617, Emergency Operations Centre (EOC) Activation Wage Reimbursement, and refers the policy to the June 26th Regular Meeting for approval consideration.**

BACKGROUND: The City of Grand Forks is part of the Regional District Emergency Management Plan for the area. It was recommended by the Regional District that each local government within the emergency area have a policy that clearly states, the wage reimbursement for that municipality during the event of an emergency. Once a task number is assigned by the Regional District, and it is approved by the Province in association with the emergency, the wages over and above the normal work day, are covered by the Province via the Regional District. As we have recently experienced, City Staff worked extensive hours in the EOC, and this policy ensures that adequate compensation is recognized for the additional hours.

Benefits or Impacts of the Recommendation:

General: To establish a policy for the payment of union and exempt staff overtime during EOC activation
Strategic Impact: Community Livability; Fiscal Responsibility
Financial: Overtime wages are recouped during an EOC event under an approved task number
Policy/Legislation: Council has the authority to approve policy
Attachments: Proposed Policy #617 Emergency Operations Centre (EOC) Activation Wage Reimbursement

Recommendation: **RESOLVED THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL to receive the report regarding EOC wage reimbursement for City employees, and the proposed Policy # 617, Emergency Operations Centre (EOC)**

REQUEST FOR DECISION

— COMMITTEE OF THE WHOLE —



Activation Wage Reimbursement, and refers the policy to the June 26th Regular Meeting for approval consideration.

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

CITY OF GRAND FORKS

POLICY TITLE: Employees – Emergency Operations **POLICY NO:** 617
Centre (EOC) Activation Wage Reimbursement

EFFECTIVE DATE: June 26th, 2017

Supersedes: New

APPROVAL Council

PAGE: 1 of 1

PURPOSE:

The City of Grand Forks' Employees shall be eligible for regular salary and overtime while working in an Emergency Operations Centre (EOC) event under an approved task number.

POLICY:

To establish a policy for the payment of union and exempt staff overtime during EOC (Emergency Operations Centre) activation.

PROCEDURE:

1. Unionized employees shall be paid their regular salary during the standard working day and are eligible for overtime premiums subject to the provisions of the collective agreement.
2. Management staff will be paid normal salaries for their regular work day hours and are eligible for 1.5 times their hourly rate thereafter.
3. No employee shall be allowed to bank overtime hours related to working in an Emergency Operations Centre event.

REQUEST FOR DECISION

— COMMITTEE OF THE WHOLE —



To: Committee of the Whole
From: Deputy Manager of Operations
Date: June 19, 2017
Subject: Policy 1207 – Use of City Property or Facilities
Recommendation: **RESOLVED THAT the Committee of the Whole recommends to Council to adopt "Policy 1207 – Use of City Property or Facilities" at the July 17, 2017 Regular meeting of Council.**





Background

The City often receives event requests for the use of municipal properties for community events like the Fall Fair or the farmers market. There is little existing policy guidance on what information to request from activity coordinators or what kind of safety standards need to be in place. The new policy creates a framework around which to work with activity coordinators to ensure safe events that reflect the City's intention for the use of its property and facilities.

Benefits or Impacts of the Recommendation

General: Provides increased policy guidance on the use of City property or facilities for events and community functions.

Strategic Impact:

-  Events cost the City tens of thousands of dollars per year. This policy allows for an additional accounting of benefits to the City for large events.
-  Events can have a positive economic impact on the City in general especially the larger events that draw visitors.
-  Creating a policy will make the City's expectations more transparent to the public.
-  N/A

Policy/Legislation: NEW Policy 1207 – Use of City Property or Facilities

Attachments: Policy 1207 – Use of City Property or Facilities

REQUEST FOR DECISION

— COMMITTEE OF THE WHOLE —



Recommendation

RESOLVED THAT the Committee of the Whole recommends to Council to adopt "Policy 1207 – Use of City Property or Facilities" at the July 17, 2017 Regular meeting of Council.

Options

1. COTW could choose to support the recommendation.
2. COTW could choose not to support the recommendation.
3. COTW could choose to refer the matter back to staff for further information.

CITY OF GRAND FORKS

POLICY TITLE:	Temporary Use of City Property or Facilities	POLICY NO:	1207
EFFECTIVE DATE:	July 17, 2017	SUPERSEDES:	
APPROVAL:	Council	PAGE:	1 of 7

Purpose

To establish guidelines for the use of City property or facilities.

Definitions

Activity coordinator means the non-City organizer of the activity or event.

Temporary means six months or less.

Policy Statements

1. Limitations

The City will endeavour to meet all requests to use its property or facilities so long as it does not represent an unreasonable burden on its resources.

2. Public good

Requests that would require a significant amount of City resources may require a statement of anticipated benefit to the City or its residents, or may be sent to Council for decision.

3. Food and drink

Activity coordinators will follow the Interior Health Authority regulations for permits and food safety.

4. Alcohol

Activity coordinators will hold a liquor license and Serving It Right certification.

5. Amplified sound and noise

Activity coordinators will comply with the noise bylaw or have an exemption passed by Council.

6. Fires

Activity coordinators must follow fire safety protocols acceptable to the fire department.

7. Hazardous materials

All hazardous materials stored or used in an activity or event will follow safety protocols and have emergency plans in place.

8. Waste management

Activity coordinators will ensure there are sufficient garbage and recycling bins and that the site is left clean.

9. Electrical services

The City will provide electrical connections at its discretion, where available, and upon request.

10. Road closures

Road closures are at the discretion of the City. The authorization of road closures will take into account the potential impact on emergency access, businesses and residents.

11. Tents, stages, and temporary structures

Temporary structures will be set up safely and in a way that allows emergency access, and must be removed by the event organizer.

12. Liability and Insurance

The City will not be responsible for personal injury or damage, for loss, damage or theft of clothing, materials and/or equipment on the premises. The Activity

Coordinator shall indemnify and save harmless the City and its staff, and will hold adequate insurance that names the City as additional insured.

13. Parking

Activities or events will not block access to private property or public services, or unduly encroach on residential parking. It is the responsibility of the Activity Coordinator to notify residents if they anticipate an impact.

14. Attendance

Events expecting more than 150 people attending will have a risk management plan.

15. Smoking

Activity coordinators must follow provincial smoking regulations, identify a designated smoking area, and provide butt disposal. Smoking is prohibited indoors or around children.

16. Washrooms

Events with public assembly in enclosed areas will meet BC Building Code requirements for the number of washrooms provided. Activity coordinators will ensure washrooms are kept in sanitary condition.

17. Commercial Use on Public Property

See Policy 114: Temporary Commercial Use on Public Property.

18. Playing fields

The City will ensure playing fields are kept in good condition and will accommodate reasonable requests for special maintenance related to the event.

19. City Equipment

The City will lend bleachers, barricades, picnic tables, garbage cans, Hi-Viz vests, and traffic cones as available and upon request.

20. City Facilities

City facilities are available for use subject to the terms of a Facility Use Agreement.

21. Private Possessions Stored on City Property

Private possessions may only be stored on City property by special arrangement.

The City is **not** responsible for managing or safeguarding private possessions stored on City property.

22. Damage

The City may require a damage deposit in a Facility Use Agreement.

23. Security

The City may require the Activity Coordinator to provide security for large events.

Schedule A: Procedure

Item	Description	Staff responsible or designate
Food and Drink	Obtain copies of the permits or a description of why they are exempt.	Deputy Corporate Officer
Alcohol	Create an RFD for the requested liquor license. Obtain a copy of liquor license if issued. <u>Supporting document:</u> RFD for liquor license request.	Deputy Corporate Officer
Amplified Sound System	Create an RFD for a requested exemption to the noise bylaw. <u>Supporting document:</u> RFD for noise bylaw exemption.	Deputy Corporate Officer
Fires	Coordinate the activity specifications with the requirements of the fire department.	Fire Chief
Hazardous Materials	Obtain a copy of the safety protocols and emergency plan for any hazardous materials.	Deputy Corporate Officer
Waste Management	Ask what type and how much waste will be generated. Offer City equipment as appropriate and make sure the activity coordinator has a plan for managing waste. <u>Supporting document:</u> Event request form	Deputy Corporate Officer
Electrical Services	Have the activity coordinator fill in an Electrical Service Request form and coordinate it with Public Works. <u>Supporting document:</u> Electrical Service Request form	Power Distribution Coordinator and Deputy Corporate Officer

Item	Description	Staff responsible or designate
Road Closures	<p>Have the activity coordinator fill in the "Road Closure Notification" form. Check that all properties that use the affected road are included on the form. Make sure the activity coordinator has the capacity and equipment to safely close the road and put up appropriate signage, and that they notify emergency services.</p> <p><u>Supporting document:</u> Road Closure Notification form</p>	Manager of Operations and Deputy Corporate Officer
Tents, stages, and temporary structures	<p>If many structures are planned, obtain a site plan. Check with Public Works for buried utilities if the structures are heavy or if any stakes etc. are being driven into the ground. Run any site plans past the building inspector and fire department to check for additional requirements.</p> <p><u>Supporting document:</u> Site plan template</p>	Deputy Corporate Officer
Insurance	<p>Check the MIA risk matrix for the appropriate level of insurance.</p> <p><u>Supporting document:</u> MIA risk matrix</p>	Chief Financial Officer and Deputy Corporate Officer
Parking	<p>Obtain a parking plan for large events.</p> <p><u>Supporting document:</u> Parking plan template</p>	Manager of Operations and Deputy Corporate Officer
Attendance	<p>If the event expects more than 150 attendees, then obtain a risk management plan.</p> <p><u>Supporting document:</u> Risk management plan template</p>	Fire Chief and Deputy Corporate Officer

Item	Description	Staff responsible
------	-------------	-------------------

or designate

Smoking	Ask activity coordinator if they will have a designated smoking area. If so, have them mark it on a site plan. <u>Supporting document:</u> Site plan template	Deputy Corporate Officer
Number of Toilets	Check the number of existing facilities against the anticipated number of attendees. If more toilets are required, inform the activity coordinator of how many portable toilets they will need. <u>Supporting document:</u> BC Building Code	Manager of Development and Engineering, and Deputy Corporate Officer
Washrooms	Ensure there are enough City staff on during the event to do extra cleaning, or for larger events, obtain the event plan for janitorial services.	Deputy Corporate Officer
Vending / Commercial Use of Public Property	Follow Policy No. 114	Deputy Corporate Officer
Playing Fields	Ensure there are enough City staff resources and accommodate all reasonable requests for special maintenance. <u>Supporting document:</u> Event request form	Public Works Coordinator and Deputy Corporate Officer
City Equipment	If available and appropriate, lend City equipment to the Activity coordinator. <u>Supporting document:</u> Event request form	Public Works Coordinator and Deputy Corporate Officer
City Facilities	Fill out a facility use agreement and go over it with the activity coordinator. <u>Supporting document:</u> Facility Use Agreement.	Manager of Operations and Deputy Corporate Officer

MEMORANDUM



Date : June 19, 2017
To : Committee of the Whole
From : Deputy Manager of Operations and Sustainability
Subject: Climate Action Revenue Incentive Program Public Report

Background

The Climate Action Revenue Incentive Program (CARIP) is a conditional funding program that refunds the City one hundred percent of the carbon taxes paid directly over the year. This funding supports efforts to reduce greenhouse gas emissions and move forward on achieving carbon neutrality. The CARIP report summarizes actions taken in 2016 and proposed for 2017 to reduce corporate, community-wide energy consumption and greenhouse gas emissions (GHG), and reports on progress towards achieving carbon neutrality.

The City produced an estimated 423.69 tonnes of Carbon Dioxide equivalent through its operations and contracts. Each year, the City puts the money received through the CARIP funding into a Climate Action Reserve Fund.

Activity Highlights

- Continue to replace older light fixtures with LEDs.
- Create plan for changing streetlights to LEDs.
- The Municipal Natural Assets Initiative program.
- Dedicated the Johnson Flats Wetland as a nature park.
- Purchased an electric fleet vehicle.
- Xeriscape demonstration at City Hall.
- Acquired LIDAR data which gives us the ability to inventory carbon-storing vegetation.

MEMORANDUM



Date : June 19, 2017
To : Committee of the Whole
From : Deputy Manager of Operations and Sustainability
Subject: Citizen Satisfaction Survey Update – Communications and Engagement, and Funding of Services and Service Levels

Background

This is the second memo about the results from the Citizen Satisfaction Survey. The first one summarized the results of the Economic Development and Water Conservation sections. This memo summarizes the Communications and Engagement, and Funding of Services and

Service Levels sections.

Reporting Out

Staff plan to report on different topics each month from now until the end of the summer to allow for time to prepare an analysis and for Council to have the time to consider each topic. An action plan will be prepared in addition to the results summary.



MEMORANDUM



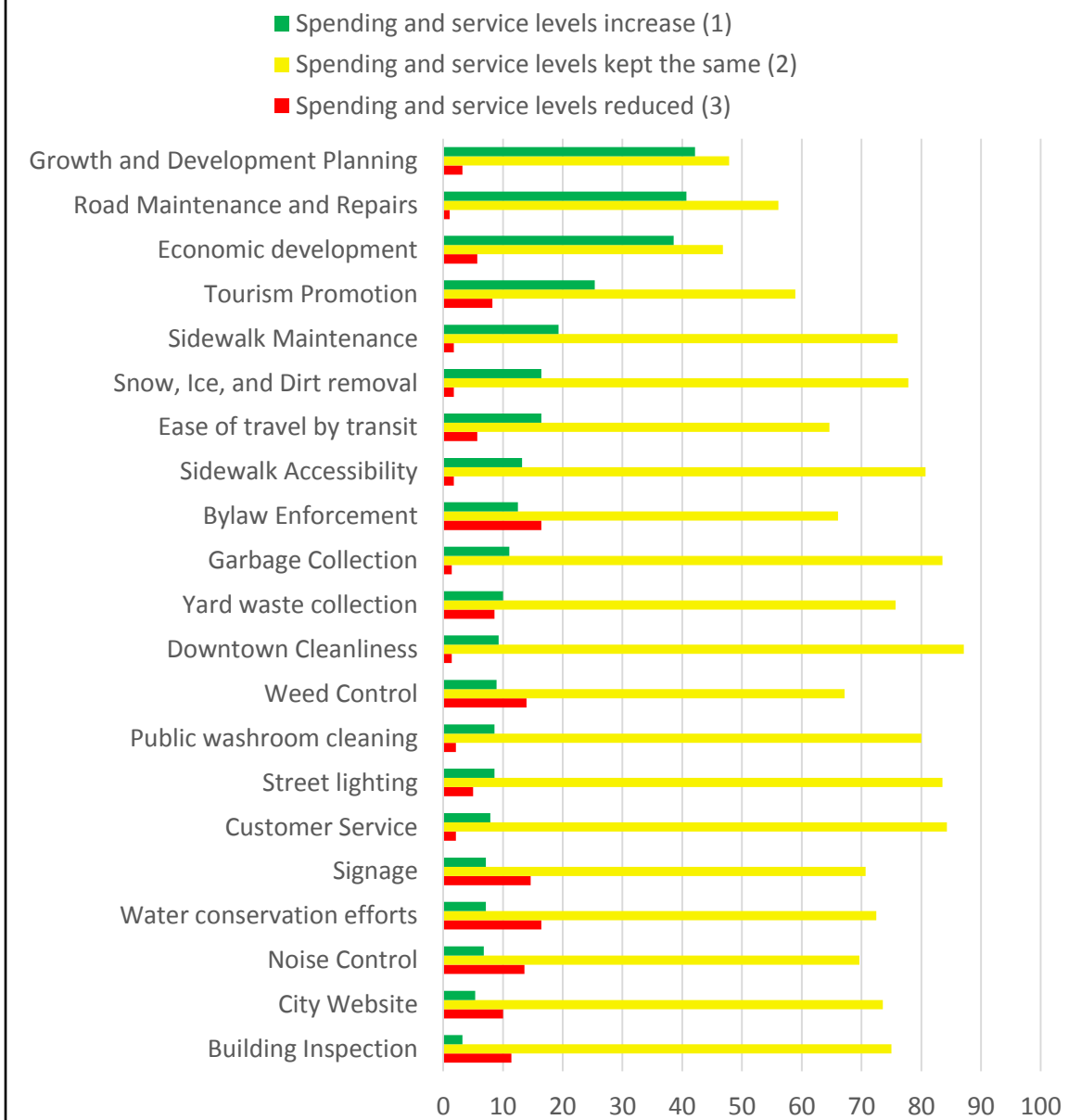
Funding and Service Levels

The majority of residents indicated they would like the spending and service levels kept the same for most services in the survey. The exceptions were a strong proportion of residents (25-42 percent) would like to see increased spending and service levels for Growth and Development Planning, Road Maintenance and Repair, Economic Development, and Tourism Promotion. No service saw more than seventeen percent of residents indicating they would like to see spending decrease. The services with more than ten percent of residents indicating they would like to see a spending decrease were Water Conservation Efforts, Bylaw Enforcement, Weed Control, Noise Control, Building Inspection, and Signage.

MEMORANDUM



Chart 1: Funding and Service Levels



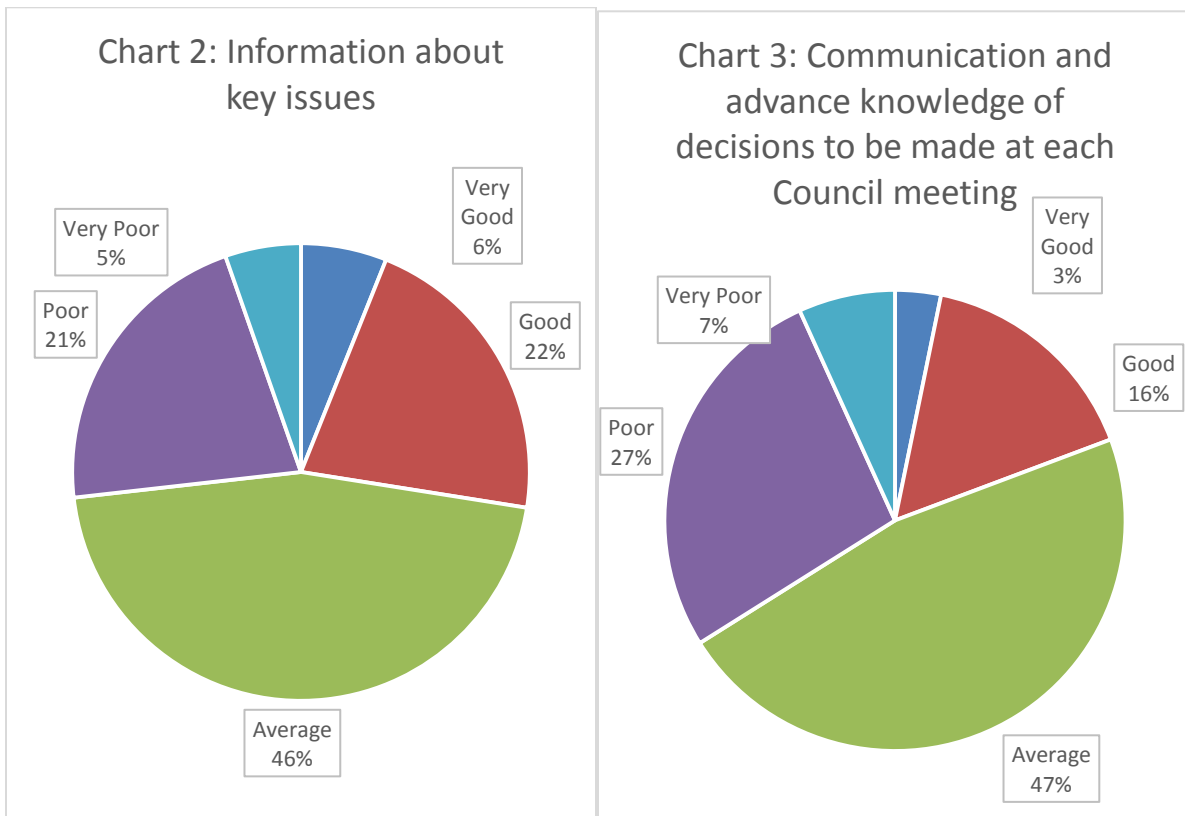
Communications and Engagement

Residents feel that the City could improve its communications on key issues and on decisions made by Council. They find that the newspaper, website, and fact sheets are

MEMORANDUM



the most useful means of communicating. Close to ninety percent of residents want to be included in decision making around new projects, and they want to be engaged mainly through surveys and public meetings. Most residents currently connect with the City in person, through the phone, email, and the City's website.



MEMORANDUM



Chart 4: Communication of Council decisions to public

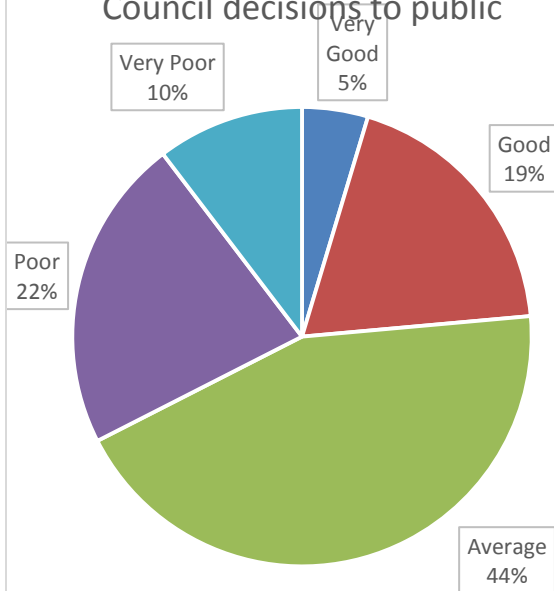


Chart 5: What top three ways of communicating information about issues and decisions are most useful for you?

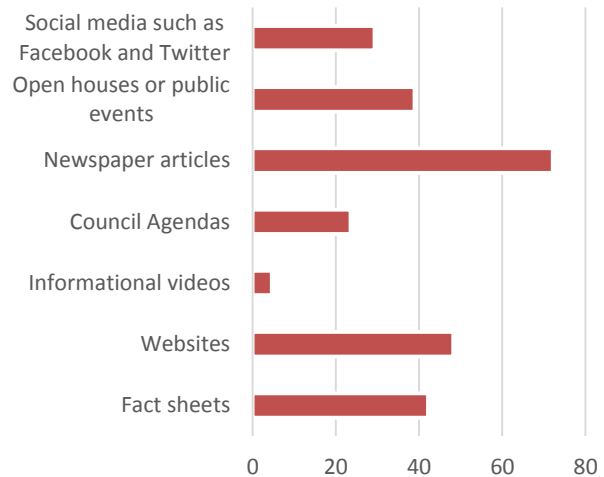


Chart 6: How would you like to be engaged to gather your input about important issues?



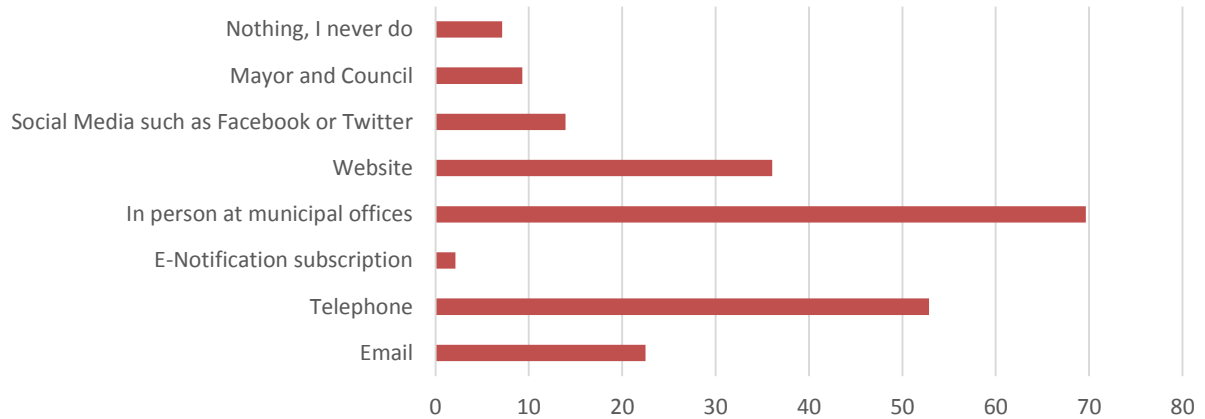
Chart 7: Which types of issues should the City be gathering more public input about before making decisions?



MEMORANDUM



Chart 8: How do you currently connect with the City of Grand Forks?



REQUEST FOR DECISION

— COMMITTEE OF THE WHOLE —



To: Committee of the Whole

From: Manager of Development and Engineering

Date: June 19, 2017

Subject: Agricultural Land Commission application for subdivision on 75th Ave

Recommendation: **RESOLVED THAT the Committee of the Whole recommend to Council to pass a resolution to support the application for subdivision of Lot 2, District Lot 520, Plan 5090 except Plan 5210, 8653, 11971, 12795, 13376, 19535, 21583, 23494 and 38138, excluding portions outlined red on Plans B7375 and E10098, located north of 75th Avenue at 25th Street, and direct staff to complete the Local Government Report, which forms part of the ALC application process.**

BACKGROUND: On May 15, 2017, staff received an application from the Agricultural Land Commission (ALC) for a proposed subdivision of land located north of 75th Avenue at 25th Street. The property is in the agricultural land reserve and the ALC must approve the subdivision prior to the applicants obtaining a surveyor to prepare the subdivision/consolidation plans.

Part of the application package is the requirement for the local government to pass a resolution of Council either supporting or not supporting the subdivision by completing the ALC Local Government Report with a certified copy of the resolution.

The applicants would like to subdivide their property in order to give the neighboring Hutton Elementary School more land due to safety concerns and traffic problems that have arisen from the overcrowded parking conditions. School District 51 is looking to expand parking areas to relieve traffic congestion on 75th Avenue and improve child safety in drop off and pick up situations. The proposed ~0.46 hectare lot will be transferred to School District 51, rezoned to Community Use and consolidated with the school property.

The applicant's property is zoned R-4A (Rural Residential) and is currently 13 hectares in size and the school property is zoned CU (Community Use) and is currently 2 hectares in size. If the subdivision is approved, the applicant's property would become ~12.54 hectares and the adjacent school property after consolidation would become ~2.46 hectares.

The applicant's property is vacant. Water and sewer services could be available from 75th Avenue if required. In accordance with the Zoning Bylaw, the minimum parcel size in the R-4A zone, when connected to both services is 1,400 square meters and there is no minimum parcel size in the CU zone but the parcel must be connected to both sewer and water (the school building is currently connected to both services).

Staff send Referral Request packages to the various agencies and City departments for their comments.



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— COMMITTEE OF THE WHOLE —



Timeline





Date	Process
April 24, 2017	Initial inquiry to department
May 15, 2017	ALC Subdivision package received.
June 19, 2017	Introduction to COTW requesting the Committee's resolution to Council.
July 17, 2017	RMC subdivision recommendation decision.
July 18, 2017	Staff completes ALC Local Government Report and submits to the ALC.

Benefits or Impacts of the Recommendation:

General: The applicants would like to afford Hutton Elementary School more area for parking to relieve vehicular congestion and improve safety along 75th Avenue.

Policy/Legislation: Local Government Act, Zoning Bylaw and the Agricultural Land Reserve Act & Regulations.

Strategic Impact:

-  There is no cost to the City in that the applicants must pay the required fees for ALC subdivision to the City and in turn, the City will send the ALC portion of the fee once Council has considered the application.
-  n/a
-  Supporting public safety and easing traffic congestion concerns
-  The City would be seen as supporting School District 51 in supplying more off street parking on-site rather than on 75th Avenue, and improve children's safety in drop off and pick up situations.

Attachments:

- ALC subdivision application package;
- Parcel Reports for the 2 properties in question;
- excerpts from the City Zoning Bylaw R-4A & CU zones;
- excerpts from the ALC Act.



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— COMMITTEE OF THE WHOLE —



Recommendation: RESOLVED THAT the Committee of the Whole recommend to Council to pass a resolution to support the application for subdivision of Lot 2, District Lot 520, Plan 5090 except Plan 5210, 8653, 11971, 12795, 13376, 19535, 21583, 23494 and 38138, excluding portions outlined red on Plans B7375 and E10098, located north of 75th Avenue at 25th Street, and direct staff to complete the Local Government Report, which forms part of the ALC application process.

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.



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 56485

Application Status: Under LG Review

Applicant: ABH Tire LTD

Agent: JEREMY MARTENS

Local Government: City of Grand Forks

Local Government Date of Receipt: 05/15/2017

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Subdivision

Proposal: We are applying to subdivide in order to give the neighboring school more land due to safety concerns and traffic problems that have arisen from the overcrowded parking lot at John A Hutton Elementary School. The .5 lot will be shifted over to Hutton School.

Agent Information

Agent: JEREMY MARTENS

Mailing Address:

2715 Placer Pl

Grand Forks, BC

V0H 1H2

Canada

Primary Phone: (250) 442-8093

Mobile Phone: (250) 442-8414

Email: btln3739@gmail.com

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 007-247-095

Legal Description: Lot 2, District Lot 520, S.D.Y.D., Plan 5090 except (1) Plan 5210, 8653, 11971, 12795, 13376, 19535, 21583, 23494 and 38138 and (2) Parts outlined in red on Plans B7375 and E10098

Parcel Area: 13 ha

Civic Address: 75th Ave

Date of Purchase: 07/06/2010

Farm Classification: No

Owners

1. **Name:** ABH Tire LTD

Address:

2923 central ave.

grand forks, AB

v0h 1h2

Canada

Phone: (250) 442-8414

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).

No agriculture currently taking place on parcel

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

No agricultural improvements made to the parcel

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

No non-agricultural use currently taking place on the parcel

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm

Specify Activity: Growing vegetables

East

Land Use Type: Residential

Specify Activity: single dwelling housing

South

Land Use Type: Civic/Institutional

Specify Activity: John A Hutton Elementary

West

Land Use Type: Residential

Specify Activity: single dwelling housing

Proposal

1. Enter the total number of lots proposed for your property.

0.5 ha

12.5 ha

2. What is the purpose of the proposal?

We are applying to subdivide in order to give the neighboring school more land due to safety concerns and traffic problems that have arisen from the overcrowded parking lot at John A Hutton Elementary School. The .5 lot will be shifted over to Hutton School.

3. Why do you believe this parcel is suitable for subdivision?

Property surrounds John A Hutton Elementary (which is also in the ALR) and it is the only available land to relieve safety concerns. It is within city limits in a residential area.

4. Does the proposal support agriculture in the short or long term? Please explain.

No. It supports the growth and health of our community.

5. Are you applying for subdivision pursuant to the ALC Homesite Severance Policy? If yes, please submit proof of property ownership prior to December 21, 1972 and proof of continued occupancy in the "Upload Attachments" section.

No

6. Describe any economic values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

None

7. Describe any cultural values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

None

8. Describe any social values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

Community safety.

9. Describe any regional and community planning objectives you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

Community safety. School District 51 is looking to expand parking space to relieve traffic congestion on 75th Ave and children's safety in drop off and pick up situations.

Applicant Attachments

- Agent Agreement - JEREMY MARTENS
- Site Photo - DSC_0096-2
- Other correspondence or file information - map
- Other correspondence or file information - site map
- Other correspondence or file information - gazette ad
- Other correspondence or file information - gazette ad2
- Other correspondence or file information - corporate registry
- Other correspondence or file information - corporate registry2
- Other correspondence or file information - proof of service
- Proposal Sketch - 56485
- Site Photo - DSC_0096
- Site Photo - DSC_0015
- Site Photo - DSC_0013
- Certificate of Title - 007-247-095

ALC Attachments

None.

Decisions

None.

AGENT AUTHORIZATION LETTER

I (we) ABH Tire Ltd
Printed/typed name(s) of landowner(s)

hereby appoint Jeremy Martens to
Printed/typed name of agent

make application to the Agricultural Land Commission as agent on my/our behalf with respect to
the following parcel (s): *Insert legal description for each parcel under application*

LOT 2, Plan KAP5090, District Lot 520, Similkameen Division of Yale District

I Jeremy Martens understand that as
Printed/typed name of agent

agent, I am required to ensure that all landowners are provided with information being
submitted to and received from the Agricultural Land Commission.

Signature(s) of landowner(s):


Signature

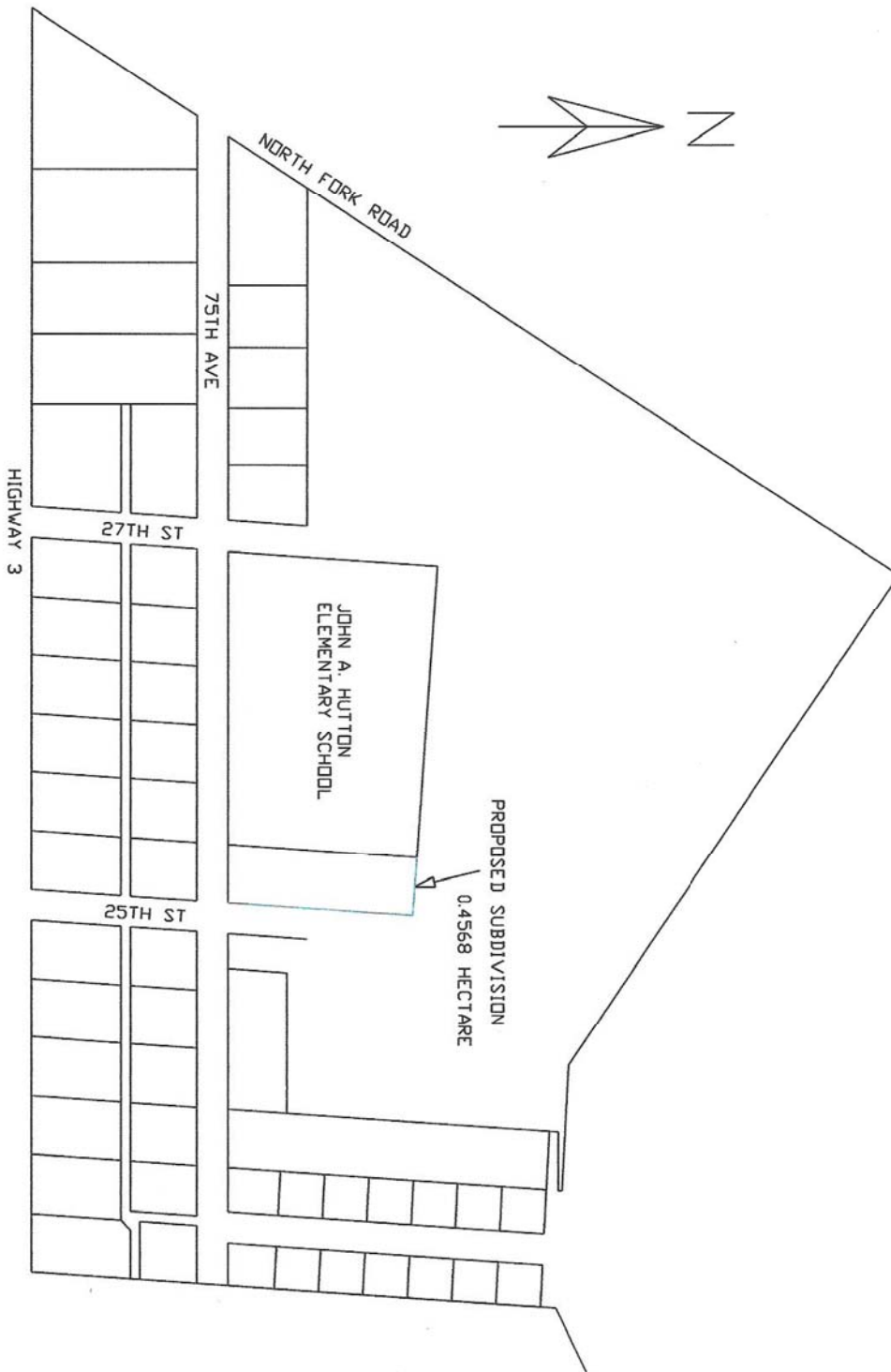
Lance Martens
Printed Name

May 15/17
Date


Signature

Jeremy Martens
Printed Name

May 15/17
Date







Legend

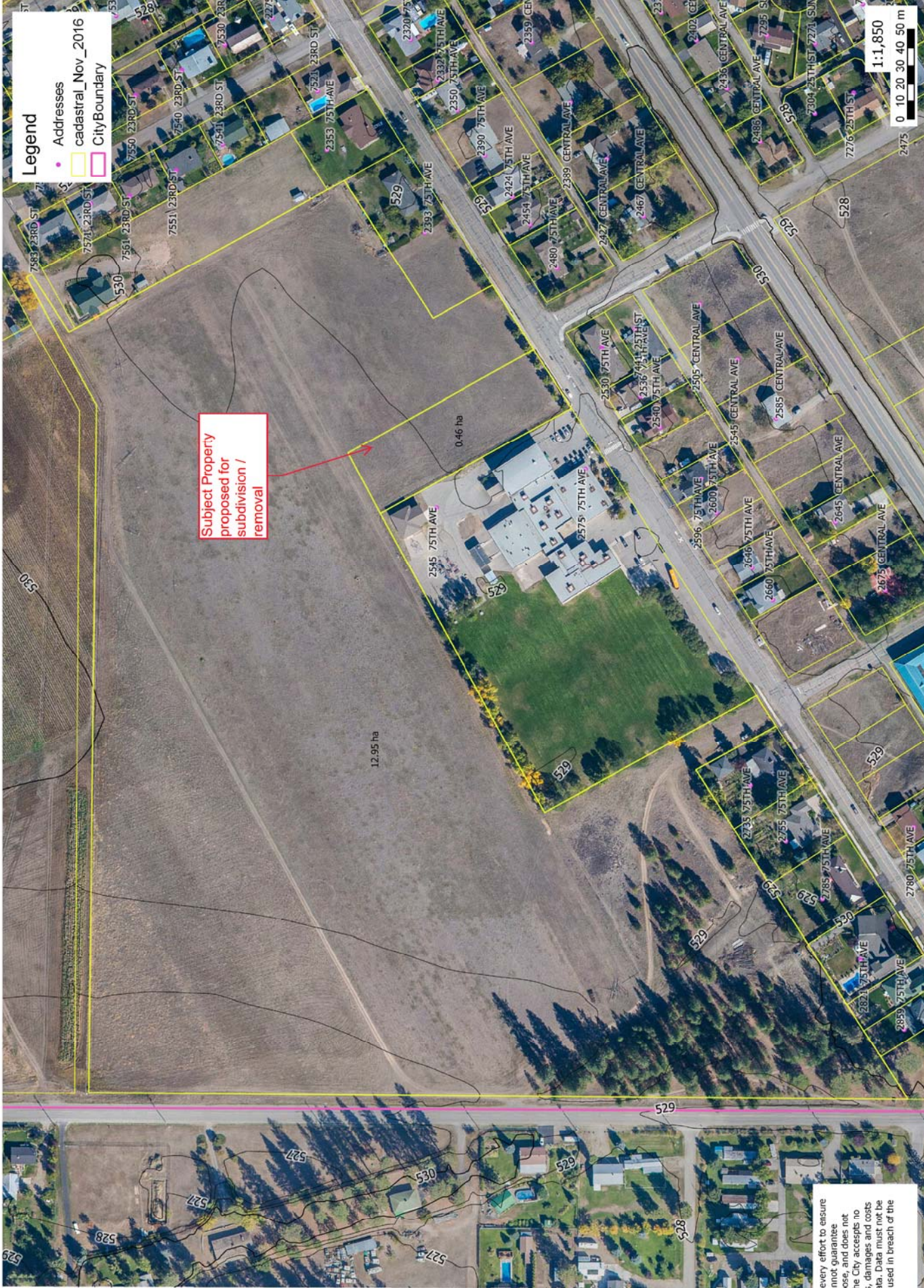
- cadastral_Nov_2016
- CityBoundary

1:10,000



Subject Property

The City of Grand Forks makes every effort to ensure this map is free of errors but cannot guarantee accuracy, fitness for any purpose, and does not provide warranty of any kind. The City accepts no liability for any expenses, losses, damages and costs relating to the use of this map or data. Data must not be used for direct marketing or be used in breach of the privacy policy.



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EXCLUSION PROOF OF SERVING NOTICE

AS REQUIRED BY SECTION 16 OF THE AGRICULTURAL LAND RESERVE USE, SUBDIVISION AND PROCEDURE REGULATION

I, Jeremy Martens (full name of declarant)
of 2923 Central Ave, Grand Forks BC, V0H 1H2 (mailing address)

do solemnly declare that a copy of the notice of application and a copy of the signed application as required by Section 16 of the *Agricultural Land Reserve Procedure Regulation* for land legally described as

LOT 2, Plan KAP5090, District Lot 520, Similkameen Div of Yale Land District

was served to the following owners of land:

NAME AND ADDRESS	LEGAL DESCRIPTION OF LAND	DATE OF SERVICE	HOW SERVED (Registered mail or delivered)
SUKHVIR SINGH- 1904 Barcelo Rd, Cawston BC, V0X 1C2	Plan KAP1339, District Lot 520, Similkameen Div of Yale Land District	May 3, 2017	registered mail
RAJINDER K. BOORA - 3059 Hwy 3, Keremeos BC, V0X 1N1	Plan KAP1339, District Lot 520, Similkameen Div of Yale Land District	May 3, 2017	registered mail
ERRON WAYNE NICOLSON - 2393 75th Ave, Grand Forks, BC V0H 1H2	Lot 1, Plan KAP38138, District Lot 520, Similkameen Div of Yale Land District	May 3, 2017	registered mail
School District No.51 (Boundary) - 1021 Central Ave Box 640, Grand Forks BC, V0H 1H0	Lot A, Plan KAP13376, District Lot 520, Similkameen Div of Yale Land District	May 3, 2017	delivered

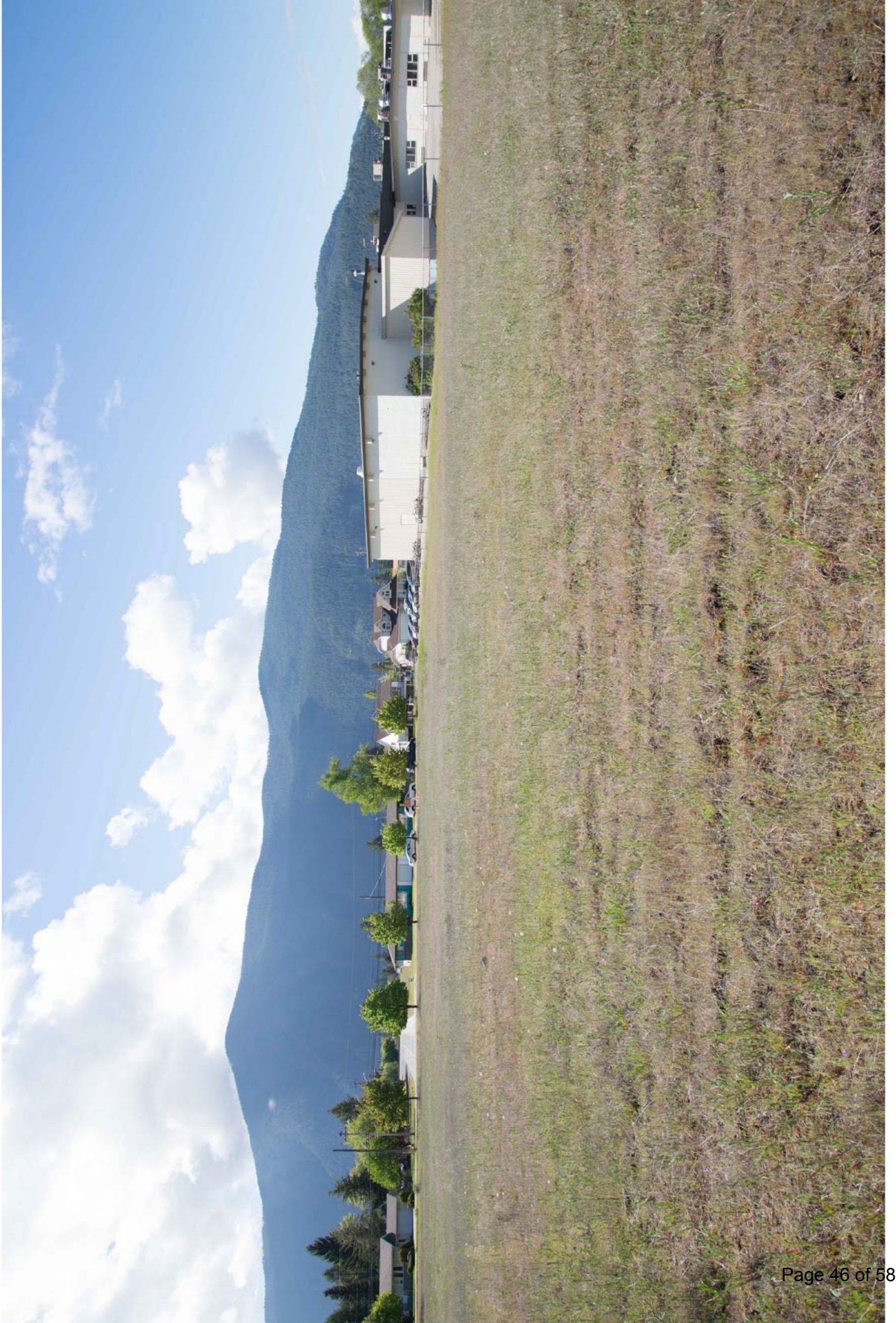
And I make this solemn declaration believing it to be true and correct to the best of my knowledge.

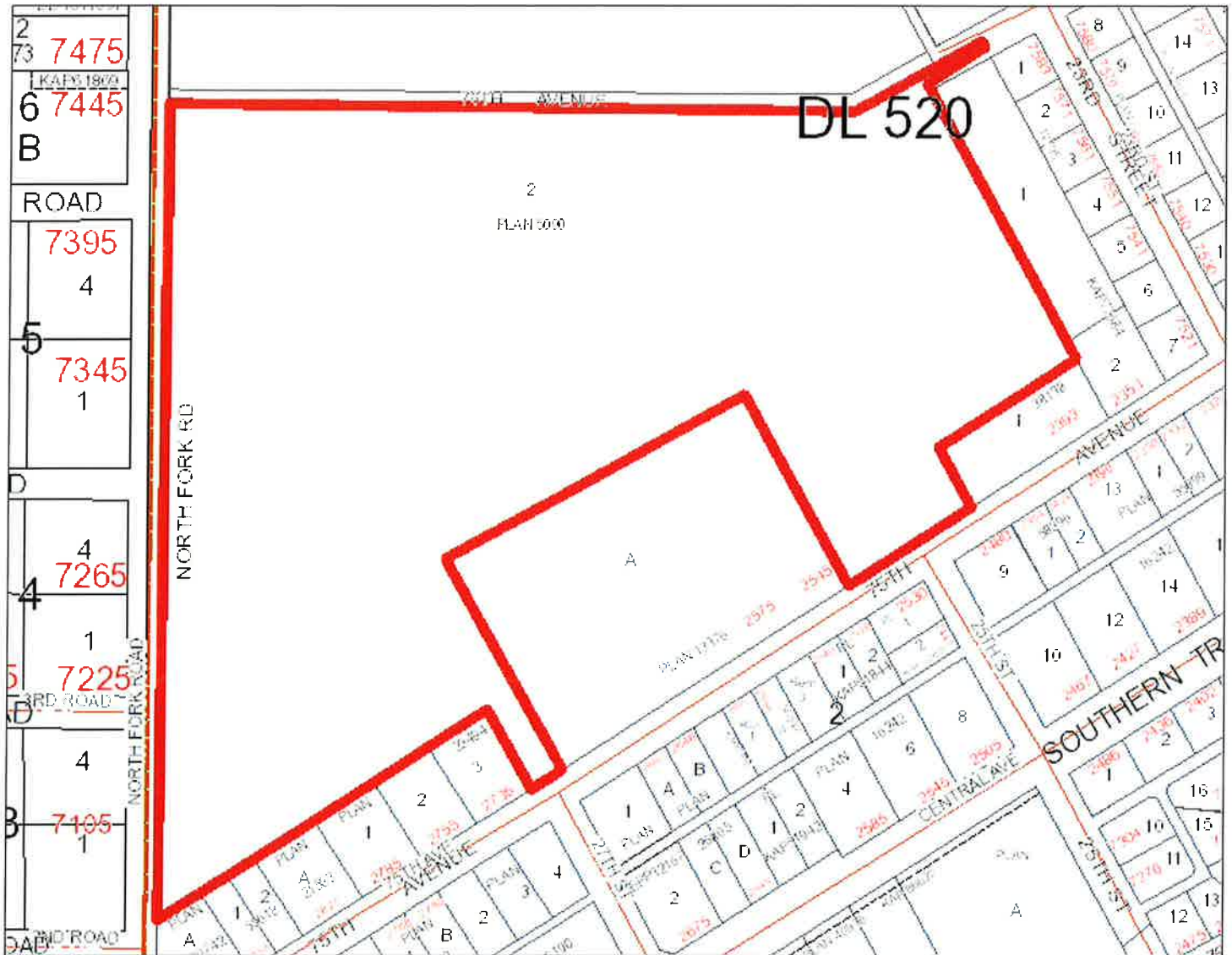
Jeremy Martens (Signature of declarant) May 15/2017 (Date)

IMPORTANT - AN APPLICATION FILED UNDER SECTION 30 OF THE AGRICULTURAL LAND COMMISSION ACT MUST INCLUDE A COPY OF THIS STATEMENT COMPLETED IN FULL, AND SIGNED AND DATED BY THE PERSON WHO SERVED THE NOTICE. Please complete as many copies of this page as necessary.









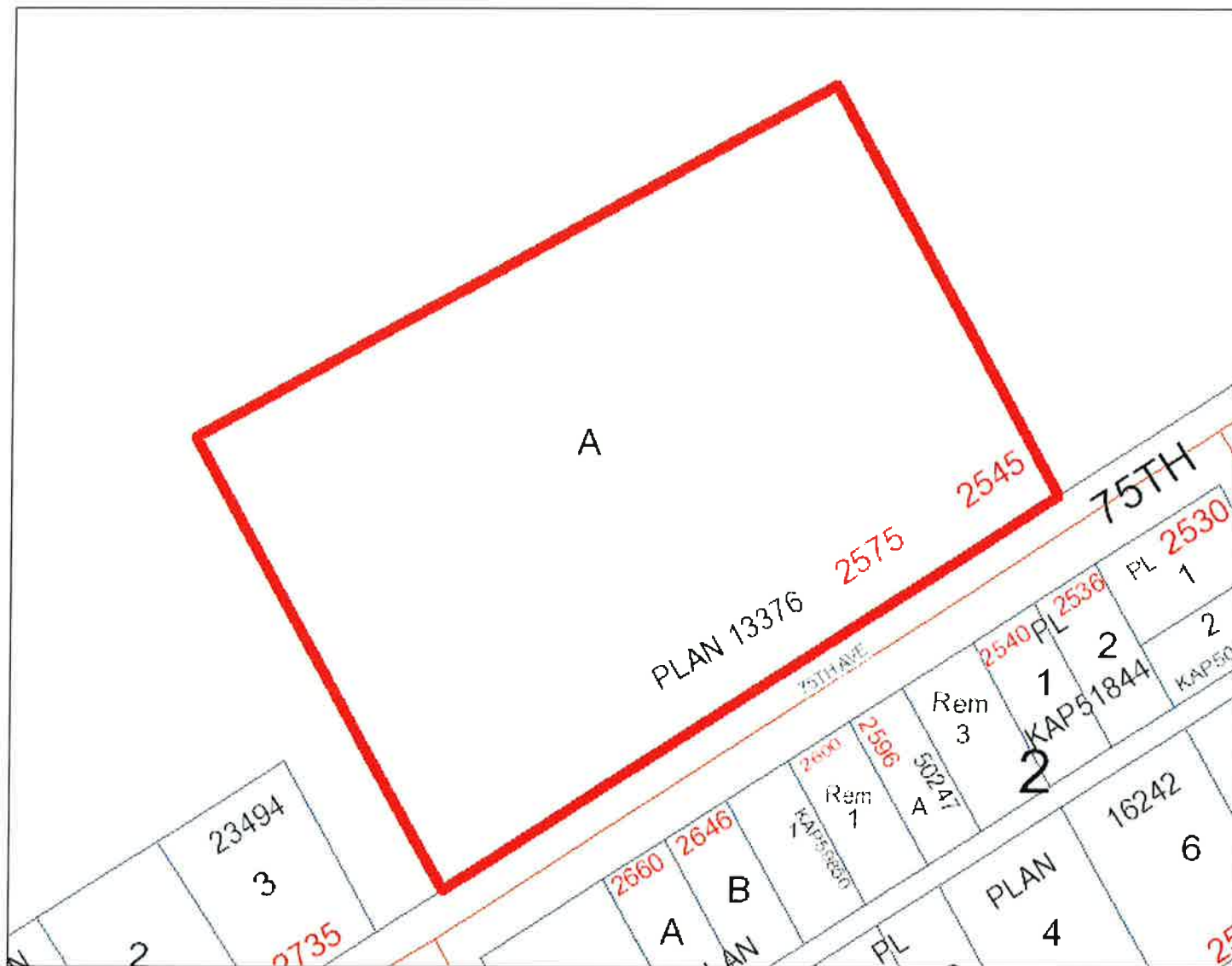
Scale 1: 3,409

Legal Information

Plan: KAP5090	Section:	Jurs: 210	Lot Area: 33.061
Block:	Township:	Roll: 1000000	Area Unit: acr
Lot: 2	Land District: 54	PID: 007-247-095	Width (ft): 0
District Lot: 520	Electoral Area:		Depth (ft): 0
Street: 2393 75TH AVE			
Description: Except Plan 5210 8653 11971 12795 13376 19535 21583 23494 38138 AND EXC PARTS RED ON PLANS B7375 & E10098.			

Parcel Report

Thursday, June 8, 2017



Scale 1: 1,603

Legal Information

Plan: KAP13376
Block:
Lot: A
District Lot: 520
Street: 2545 75TH AVE
Description: SCHOOL LAND.

Section:
Township:
Land District: 54
Electoral Area:

Jurs: 210
Roll: 1040000
PID: 009-241-051

Lot Area: 6.04
Area Unit: acr
Width (ft): 0
Depth (ft): 0

SECTION 38

R-4A (Rural Residential) Zone

Permitted Uses

1. The following uses and no others are permitted in an R-4A zone:

- (a) dwelling units;
- (b) farm operations (crops);
- (c) bed and breakfast accommodations;
- (d) kennels;
- (e) home occupations;
- (f) home industries.

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

- (g) any accessory buildings or structures for any of the above uses.

Regulations

2. On a parcel of land located in a R-4A zone:

Minimum Parcel Size for Subdivision purposes

- (a) The minimum parcel size is 10,120 square metres (108,913 sq. ft.. or 2.5 acres) where there is no community sewage or water system;
- (b) The minimum parcel size is 2,024 square metres **1,393.5 square meters (15,000sq ft)** when the parcel is connected to either a community sewage or water system, but not both; BYLAW 1800
- (c) The minimum parcel size is 1,400 square metres (15,000 sq. ft.) when the parcel or parcels are connected to a community sewage and water system.

Number and type of Dwelling Units allowed

- (d) One of the following types of dwelling units is allowed on a parcel of land in an R-4A zone:
 - (i) One single family detached dwelling or;
 - (ii) One two-family dwelling unit.

Height

- (e) No building or structure shall exceed 10 metres (33 ft) in height. This height restriction does not apply to any farm buildings or structures.

SECTION 50

CU (Community Use) Zone

Permitted Uses

1. The following uses and no others are permitted in a CU zone:

- (a) libraries;
- (b) museums;
- (c) cemeteries;
- (d) *deleted by Bylaw 1679***
- (e) hospital, including medical clinic, dental clinic, ambulance station, rest home or private hospitals;
- (f) post office;
- (g) *deleted by Bylaw 1679***
- (h) community centres/recreation facilities or community halls;
- (i) open space passive recreational areas;
- (j) municipal, local government or educational buildings, *day care***
- centers;***
- (k) senior citizen complexes, senior activity centres and congregate care facilities;
- (l) any building or structure operating under a Private-Council partnership agreement.

Bylaw 1679

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

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

Regulations

2. On a parcel located in a CU zone:

Minimum Parcel Size for Subdivision purposes

- (a) There is no minimum parcel size and the parcel shall be connected to a community sewage and water system.

Height

- (b) No building or structure shall exceed 10 metres (40 ft) in height, except fire halls;

Setbacks

- (c) *Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:***

Bylaw 1679

- (i) 6 metres (20 ft) of a front parcel line;**
- (ii) 1.5 metres (5 ft) of an interior side parcel line;**

Subdivision of agricultural land reserve

- 21** (1) A person must not subdivide agricultural land unless permitted under this Act.
- (2) An owner of agricultural land may apply to the commission to subdivide agricultural land.

Covenants

- 22** (1) The commission may enter into a covenant under the *Land Title Act* with an owner of agricultural land.
- (2) A covenant that restricts or prohibits the use of agricultural land for farm purposes has no effect until approved by the commission.

Exceptions

- 23** (1) Restrictions on the use of agricultural land do not apply to land that, on December 21, 1972, was, by separate certificate of title issued under the *Land Registry Act*, R.S.B.C. 1960, c. 208, less than 2 acres in area.
- (2) The restrictions on the use of agricultural land do not apply to land lawfully used for a non-farm use, established and carried on continuously for at least 6 months immediately before December 21, 1972, unless and until
- (a) the use is changed, other than to farm use, without the permission of the commission,
 - (b) an enactment made after December 21, 1972, prohibits the use, or
 - (c) permission for the use granted under an enactment is withdrawn or expires.
- (3) For greater certainty, the exception in subsection (2) applies only to the land that was actually being used for a non-farm use and not to the entire parcel on which that use was being carried on.

Preservation of rights

- 24** Despite sections 2 and 3, if Crown land continued as an agricultural land reserve under this Act has been leased by the government, or sold by agreement for sale by the government and not transferred to the purchaser before December 21, 1972, and on that date was being used for a non-farm use, and not in contravention of the terms of the lease or agreement, that use may continue until termination of the lease or issue of title to the purchaser under the agreement for sale.

MONTHLY HIGHLIGHT REPORTS



DATE : June 19, 2017
TO : Committee of the Whole
FROM: Chief Financial Officer
HIGHLIGHTS: For the Month of May 2017

- ❖ Adoption of 2017 Tax Rates Bylaw No. 2038
- ❖ 2016 Financial Statements completed and presented
- ❖ Completed 2016 LGDE reporting and other statutory requirements
- ❖ Completed 2016 CARIP Climate Action grant application and reporting
- ❖ Prepared financial information section of Annual Report
- ❖ Prepared and sent out 2017 property tax notices
- ❖ Responded to taxpayer enquiries regarding property and parcel taxes
- ❖ Assisted at Emergency Operations Centre during flooding

MONTHLY HIGHLIGHT REPORTS



DATE : June 7, 2017
TO : Committee of the Whole
FROM: Fire Chief
HIGHLIGHTS : For the month of May

- ❖ Total calls for May : 41 (8 fire-related, 20 rescue [incl flood], 13 first responder) Year-to-Date: 182
- ❖ The department was significantly involved in the Regional District's Emergency Operations Centre during the Boundary Flooding Event that began May 5th and continued at various levels for five weeks.
- ❖ Distribution of over 80,000 sandbags from Carmi through Christina Lake. Approximately 150 properties were actioned during the flooding, with services ranging from materials delivery to triage and consulting to assistance installing or constructing barriers. Most of the properties actioned were in the Grand Forks valley.
- ❖ Snow Pack levels remain slightly above historical averages. The melt started several weeks behind normal, but the melt rate during the early part of June has been approximately double the normal rate. This rapid melt was a contributing factor in the flooding experienced throughout the valley throughout May.
- ❖ Spring Weather Briefing, multiple regional coordination calls with Emergency Management BC, Environment Canada, River Forecast Centre. Monitoring of river levels continues.

MONTHLY HIGHLIGHT REPORTS



To: Committee of the Whole
From: Manager of Building Inspection & Bylaw Services
Date: June 19, 2017
Subject: Highlights for the Month of May, 2017

[Recommendation]

Bylaw Services Review

- ❖ 9 transient camps removed, 5 currently exist. Many complaints fielded about this
- ❖ 3 unsightly property issues resolved including a large commercial property
- ❖ 400 kg's of trash dumped on side of Granby Road, subsequently cleaned
- ❖ 14 warnings provided for parking violations
- ❖ 4 requests from RCMP for bylaw services

Building Inspection Review

- ❖ 8 Building Permit applications received in May, yearly total now 37
- ❖ 2017 construction value now at \$1,926,800.00 (2016 total was \$2,536,774.00)
- ❖ 12 new residences (4 modular), 9 new commercial renovations under development
- ❖ Construction inspections and proposal reviews ongoing



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

MONTHLY HIGHLIGHT REPORTS



DATE: June 19th, 2017
TO: Committee of the Whole
FROM: Corporate Services/Interim CAO/Events/IT
HIGHLIGHTS: For the Month of May, 2017

- ❖ Prepared and facilitated Council Meetings for the month of May
- ❖ Human Resources Duties for the month of May
- ❖ Generalized IT support for May
- ❖ Continuation of Event Planning- working with community groups – Canada Day, Snowbirds, Cannafest, Park in the Park
- ❖ Assisted in manning the Emergency Operations Centre – Boundary Flooding Incident
- ❖ Escribe Training Sessions & Agenda / Minutes trial runs
- ❖ Office Migration Planning

MONTHLY HIGHLIGHT REPORTS



DATE : June 19, 2017
TO : Committee of the Whole
FROM: Manager of Operations
HIGHLIGHTS: For the Month of May

Occupational Health and Safety monthly focus for the month of July 2017 excavation safety, mobile equipment

Public Works

- ❖ Planters & hanging basket installations
- ❖ Flood Support throughout town
- ❖ In-ground beds preparation and planting
- ❖ Spring maintenance roads and parks
- ❖ Play Fields and Sports fields maintenance

Water/Sewer

- ❖ Spring well maintenance in preparation for the summer high demand season
- ❖ Water Distribution flushing. Due to the flooding, this program was interrupted and will resume into June
- ❖ Water leak identified on Granby road
- ❖ Locates for GIS Water Distribution mapping continued
- ❖ Several sewer service trouble calls
- ❖ Sewer service repair at Pine View Crescent
- ❖ Industrial lift station repairs

MONTHLY HIGHLIGHT REPORTS



Electrical

- ❖ Street light repairs
- ❖ Tree trimming
- ❖ 1 – Pole changed
- ❖ Meter reading
- ❖ Disconnects / Reconnects due to flood
- ❖ Upgrading departmental safety plan
- ❖ Electrical department had 3 planned outage in May for repairs
- ❖ Electrical department had 1 unplanned outage in May

Projects

- ❖ Plow truck ordered, delivery in October
- ❖ Fuel tanks arrived for public works
- ❖ Continued award of RFPs for airport upgrades

MONTHLY HIGHLIGHT REPORTS



DATE: June 19, 2017
TO: Committee of the Whole
FROM : Manager of Development & Engineering
HIGHLIGHTS: For the Month of May 2017

Capital projects

- Continued the design options & grant reporting for the WWTP – UV Disinfection Project
- Completed engineering design work for 22nd Street Paving
- Continued with 5th Street/Priede Bridge watermain project
- Wastewater Treatment Plant and Sewer Phasing Plan; preliminary design, work planning, tender preparation and grant reporting continuing

Continued implementation of the asset management and GIS software (GIS Special Projects Assistant)

Interdepartmental meetings & collaboration: capital projects; communication, Natural Assets, Geographic Information Systems; tree location mapping

Staffed the Emergency Operations Centre during flooding event & completed subsequent reporting and communications

Completed training for new meeting reporting system – eScribe

Prepared / submitted two grants for floodplain mapping and for water main to Airport

Continued preliminary layout review for one industrial subdivision, four residential development variance permits, one access easement and one rezoning

Business licence review and sign-off; support for Building Permit review

Continued implementation of Rural Development Fund – Local Economic Development Initiative and grant reporting

Continued development of specifications for the highway wayfinding signs and locations for the phase 2 signs.

Continued to summarize the results from the business status survey.

Received over 28 enquiries regarding zoning, setbacks, and land availability for development; 3 subdivision/development enquiries; 12 enquiries from new/future residents re: zoning/land use; 10 servicing enquiries.

Continued research, technical review and stakeholder outreach for Official Community Plan update

Continued policy development and technical research on OCP Theme 2 / Affordable Housing and Theme 1 / Ecosystems

Completed and summarized the Citizen Satisfaction Survey.

