



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

Monday, June 26, 2017, 7:00 pm
7217 - 4th Street, City Hall Council Chambers

Pages

1. CALL TO ORDER

2. ANNUAL REPORT

- a. Corporate Officer's Report - Annual Report 2016

5 - 64

2016 Annual Report, consideration of report and submissions and questions from the public

RECOMMENDATION

RESOLVED THAT Council receives the 2016 Annual Report and considers submissions and questions from the public.

3. ADOPTION OF AGENDA

- a. Adopt agenda

June 26, 2017, Regular Meeting agenda

RECOMMENDATION

RESOLVED THAT Council adopts the June 26, 2017, Regular Meeting agenda as presented.

4. MINUTES

5. REGISTERED PETITIONS AND DELEGATIONS

- a. Get in the Loop - Mobile Marketing Platform

65 - 72

Council's consideration to extend the 'Get in the Loop' initiative for an additional six months from July 1st, 2017 to December 31st, 2017

RECOMMENDATION

RESOLVED THAT Council receives the delegation and presentation from 'Get in the Loop';

AND FURTHER THAT Council decides if they wish to direct staff to proceed with the second six month period of collaboration with 'Get in the Loop' marketing initiative for the City of Grand Forks from July 1st, 2017 to December 31st, 2017, in the amount of \$7,500.

6. UNFINISHED BUSINESS

7. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

- a. Corporate Officer's Report 73 - 73

Written reports of Council

RECOMMENDATION

RESOLVED THAT all written reports of Council submitted to the June 26, 2017, Regular Meeting be received.

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

- a. Corporate Officer's Report 74 - 74

Verbal report from Council's representative to the Regional District of Kootenay Boundary

Read the RDKB agendas here: <https://rdkb.civicweb.net/filepro/documents/314>

RECOMMENDATION

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

9. RECOMMENDATIONS FROM STAFF FOR DECISIONS

- a. Corporate Administrative Department 75 - 77

Emergency Operations Centre (EOC) Activation Wage Reimbursement Policy

RECOMMENDATION

RESOLVED THAT Council approves Policy No. 617, Emergency Operations Centre (EOC) Activation Wage Reimbursement.

- b. Chief Financial Officer 78 - 81

Amended 2015 Statement of Financial Information schedule of remuneration

RECOMMENDATION

RESOLVED THAT Council accepts and approves the amended schedule of remuneration for the 2015 Statement of Financial Information as presented.

- c. Statement of Financial Information 82 - 121

Chief Financial Officer

RECOMMENDATION

RESOLVED THAT Council receives the 2016 Statement of Financial Information Report;

AND FURTHER THAT Council accepts and approves the statements and schedules included in the 2016 Statement of Financial Information, as presented.

- d. Mineral Claim Renewal 122 - 125

Chief Financial Officer & Deputy Manager of Operations

RECOMMENDATION

RESOLVED THAT Council directs staff to allow the mineral claims to lapse;

AND FURTHER THAT Council directs staff to investigate options for dedicating a park on the lands around the East Zone Reservoir.

10. REQUESTS ARISING FROM CORRESPONDENCE

11. INFORMATION ITEMS

- a. Official Community Plan and Zoning Bylaw Changes for Affordable and Sustainable Housing 126 - 275

Manager of Development & Engineering

RECOMMENDATION

RESOLVED THAT Council receives the memorandum regarding the Official Community Plan and Zoning Bylaw Changes for Affordable and Sustainable Housing for information.

- b. SOII - Canadian Red Cross 276 - 283

Volunteer opportunities for community

RECOMMENDATION

RESOLVED THAT Council receives for information from the Canadian Red Cross regarding volunteer opportunities in the community.

- c. SOII - Grand Forks Ultimate Club 284 - 284

Application for Special Occasion Liquor License - July 15 & 16

RECOMMENDATION

RESOLVED THAT Council approves the issuing of a Special Occasion Liquor Licence to the Grand Forks Ultimate Club for July 15, 2017, between the hours of 7pm to midnight at the Seniors Hall in City Park, subject to obtaining third party (party alcohol) liability insurance naming the City of Grand Forks as an additional insured on that policy; all event liquor providers to hold a Serving It Right Licence Certificate; and ICBC 'Drinking and Driving' warning posters to be displayed.

- d. SOII - Stan Halluk 285 - 286

Email correspondence regarding concerns of Council, Regional Chamber of Commerce, and the Downtown Business Association

RECOMMENDATION

RESOLVED THAT Council receives for information the email correspondence from Stan Halluk regarding concerns of Council, Regional Chamber of Commerce, and the Downtown Business Association.

12. BYLAWS

13. LATE ITEMS

14. QUESTIONS FROM THE PUBLIC AND THE MEDIA

15. ADJOURNMENT



2016 ANNUAL REPORT



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MESSAGE FROM THE MAYOR

2016 marked many changes in our community as we welcomed a new councilor, had some staff turnover, completed eleven capital projects, and made great headway on fourteen others.

Even though it may seem like old news now - having been developed in 2015 - the Strategic Plan spells out our vision for the City as an organization and a community. It was successfully updated in late 2016 to include additional and complementary goals. The four value pillars that we include in decision making are:



Fiscal accountability focuses on making sure that we are responsible guardians of the public's money. That does not always mean spend the least possible in the short term. We saw that investing two-thirds of a million dollars in infrastructure improvements attracted over three million dollars in grant funding. Like putting away a portion of a pay cheque for retirement savings, these up front costs will pay dividends over the long term planning for the City. That is, we will achieve fiscal responsibility through asset management.

Economic growth takes many years to bear fruit - immediate results are not always visible. Investing in the downtown core, making the City attractive to visitors, and engaging in regional projects are long term strategies to increase the amount of economic activity in this area. It is exciting to see some movement in these projects as more properties start to sell and additional businesses move into town.

It takes a combined community vision to create the vibrancy that means a healthy town. That means talking to the community and acting on the feedback that we hear. Last year, we engaged in open houses for asset management and environmental planning for the Official Community Plan. We also heard from many people at Council meetings and through your comments sent in to City Hall. The reality is that community engagement increases community livability because your public servants dedicate their work to making Grand Forks realize its potential.

This Annual Report reflects the work of a team; Staff, Mayor and Council and Community working together.

We thank you for the opportunity to serve, encourage you to stay engaged, and invite you to read and enjoy the City of Grand Forks Annual Report 2016.

Sincerely,

Mayor Frank Konrad



We are pleased to introduce the 2016 Annual Municipal Report for the City of Grand Forks. 2016 was a year of change and accomplishments and the City is proud to share these highlights. The Annual Report is a legislative requirement of Local Governments as identified in section 98 of the Community Charter.



Xeriscaping at City Hall

CITY COUNCIL



From left to right: B. Tripp, N.Krog, C. Thompson, J. Butler, F. Konrad, C. Hammett, C. Ross

STRATEGIC OBJECTIVES

FISCAL ACCOUNTABILITY

We will continue to proactively identify and plan for infrastructure repair and replacement.

We will not sell our natural assets and infrastructure.

We will continue to retain our natural assets as a public trust.

We will blend business values and social impact objectives through social procurement.

KEY OBJECTIVES	PERFORMANCE MEASURES	PROGRESS TO DATE
1.1 EXPLORE VARIABLE GROWTH OPPORTUNITIES.		
	Improve connectivity	Telus completed most of its 8 million dollar Fibre to the Premise project connecting the majority of City dwellings to 150 mb/s Internet..
1.2 ENSURE SERVICE LEVELS ALIGN WITH TAXATION LEVELS.		
	Ongoing analysis on tax rates vs service levels	Included in the 2016 – 2018 Operational plan
	Departments will continue to review service and tax rates in the annual budget and will ensure consistency with the Asset Management Plan	Developed taxation policy to assist with service levels. Developed surplus policy to ensure sustainability.
1.3 SERVICE PERFORMANCE REVIEWS ENSURE LEVELS OF SERVICE MEET INFRASTRUCTURE NEEDS.		
	Performance measurements are established in a database of information through asset management software (Worktech)	Started grant based project to develop performance measures, Worktech program implementation and training continued.
	Benchmark service delivery against similar municipalities	Included in the 2016 – 2018 Operational plan
	Airport management service structure	Reviewed Airport Asset Management Plan, Airport Bylaw and Fees & Charges. Approached the RDKB about a funding partnership. Engaged Hangar Owners and Flying Club in discussions to enhance the airport.

KEY OBJECTIVES	PERFORMANCE MEASURES	PROGRESS TO DATE
1.4 IMPLEMENT LONG TERM VIABILITY OF THE ASSET MANAGEMENT PLAN.		
	Manage assets cost effectively and efficiently	Ongoing review of the 2011 Asset Management Plan and aligned funding for long term stability. 20 year Capital Replacement Plan adopted by Council. Worktech will continue to be continuously updated.
	Consistent interdepartmental communication	Adoption of communications policy. Weekly management meetings.
	Development of Asset Management Plan: Worktech implemented GIS mapping of infrastructure Annual review of Asset Management Plan	Data collection, system structure set-up and staff training commenced. GIS mapping in 2017 budget. Asset management plan reviewed in 2016. Eco assets planning started in 2016.
1.5 SHORT TERM FINANCIAL BENEFITS WILL NOT OVERRIDE LONG TERM IMPACTS AND WILL CONSIDER THE TRIPLE BOTTOM LINE; SOCIAL, ENVIRONMENTAL AND ECONOMIC.		
	City owned land is sold at fair market value and considers the best overall impact to the City	Land Development Showcase identified all City owned properties, marketing several and initiating sale of four properties. Rural Dividend Fund grant received for further development of best and highest use analysis. One parcel sold.
	Policies and Procedures are aligned to meet strategic priorities	Ongoing review and updates as needed; specifically referencing strategic plan in all reports and requests for decisions.
	Slag pile revenue will continue to benefit City needs	Included in the 2016 – 2018 Operational plan
	Review and assess tax mix	Included in the 2016 – 2018 Operational plan

Key Objectives	Performance Measure	Progress to Date
1.6 PROTECT AQUIFER AND INFRASTRUCTURE FROM ANY EXTERNAL INTERESTS.		
	Develop policies and guiding principles to protect the City's valuable assets	Identification, inventory and protection of natural assets started in 2016.
	Conservation education (environment)	Ongoing program of signage, website information and other media education along with collaboration with conservation groups.
	Build regional water partner groups for protecting the aquifer	Kettle River Water Supply Working Group established in 2015. Drought Response Plan budgeted for 2017.
1.7 FINANCIAL ANALYSIS TO SHOW WHAT FUNDS ARE AVAILABLE AND CONSULT WITH COMMUNITY TO IDENTIFY PRIORITIES.		
	Infrastructure risk management and prioritization.	Capital project budget inclusion criteria includes scoring of risk of failure or risk to City.
	Identify issues prior to catastrophic failure	Ongoing condition assessments, testing, maintenance programs and utilization of multi-utility risk assessment information
	Business case development on all new services and assets	Reports regarding new services and assets reference the Sustainable Community Plan, Strategic Plan, and Asset Management Plan



ECONOMIC GROWTH

We foster a vibrant economic environment.

We are open yet disciplined in land development decisions.

We recognize the importance of a healthy town core.

We will develop a sustainability charter.

We will consider alternative types of business and diversify target markets to include not for profits when promoting land development.

KEY OBJECTIVES	PERFORMANCE MEASURES	PROGRESS TO DATE
2.1 FOSTER RELATIONSHIPS THAT FOSTER ECONOMIC DEVELOPMENT IN EVERY CAPACITY, INCLUDING: ENVIRONMENTAL, FINANCIAL, SOCIAL AND SUSTAINABILITY.		
	Work closely with Community Futures, RDI, BCRCC, Province and Federal Government	<p>An MOU has been signed with RDI for data and information sharing. The City has partnered on many projects with Community Futures such as events (Canada Day), and Business Round-table discussions.</p> <p>Participation on the Kettle River Watershed Management Plan – Steering Committee, Implementation Advisory Group and Water Supply Working Group.</p> <p>Ongoing participation and support for community initiatives including Learning Garden, pickleball group, Dog park group, and others</p>
	Encourage strong relationships with development community	<p>Partnered in workshop for builders on the new building code.</p> <p>Facilitated and supported solutions for new developments.</p>
2.2 ENSURE ECONOMIC DEVELOPMENT PRACTICES HAVE A DEEP REGARD FOR THE NATURAL ENVIRONMENT AND TRIP BOTTOM LINE.		
	Ensure that all development is in line with visions and guiding principles of the Official Community Plan (OCP), Zoning Bylaw, and current best practices.	Principles and best practices are identified, referenced, reported and implemented in all relevant reports and requests for decision regarding development, including City initiatives.

KEY OBJECTIVES	PERFORMANCE MEASURES	PROGRESS TO DATE
2.3 SUPPORT THE HEALTH, GROWTH AND RETENTION OF EXISTING BUSINESSES.		
	Way finding signage – consistent, directional to City assets, focused on business and amenities.	Wayfinding signs general design created and first phases budgeted for.
	Invest in appropriate signage to highlight parks and other community assets	Kiosk maps are updated annually and more kiosks are added every year. Community assets to be included in the wayfinding sign project.
	We are open to initiatives driven by our downtown core to support vibrancy	Family Day events and development of City Park amenities (including Spray Park and Tot Lot renewal) to draw people to the downtown core.
	Establish a connection with new businesses through business licence process	A business licence survey was administered to assess the confidence of the business community.
	Encourage participation in training programs for business	This is included in the Fee for Service agreement with the Boundary Country Regional Chamber of Commerce.
2.4 ENSURE ALIGNMENT BETWEEN OUR ECONOMIC DEVELOPMENT INITIATIVES AND FINANCIAL POLICIES.		
	New development is in line with the Zoning Bylaw, policies and guiding principles of the SCP and Asset Management Plan	SCP, Asset Management Financial Plan, and Asset Management Plan principles identified, referenced, reported and implemented in all relevant reports and requests for decision regarding development, including City initiatives.
2.5 REDUCE RED TAPE.		
	Existing bylaws and policies have been updated to be consistent with industry standards - fostering potential development initiatives that would benefit the community; business licences, unsightly premises, signage.	Began reviewing Business Licence Bylaws, Development Cost Charges, Sustainable Community Plan and Zoning Bylaw and are planned to be updated in 2017.

KEY OBJECTIVES	PERFORMANCE MEASURES	PROGRESS TO DATE
	ECONOMIC GROWTH cont'd...	
2.6 BUILD A FOUNDATION THAT CONTINUES TO PROMOTE A COMMITMENT TO A DIVERSE CROSS SECTION OF INDUSTRY, BUSINESS AND PEOPLE.		
	Leverage marketing opportunities	We work with the RDKB, Community Futures and the Chamber to share in marketing costs.
	Market the community to a larger more diverse audience	There is a commitment to attracting families, seniors and young people to the community
	Investigate overseas opportunities i.e. exchange with sister city	
	Continue to expand on and be creative with community events	We expanded the Family Day weekend event to include a Fun Mudder obstacle course race. The number of community events has continually increased over the past three years and the City held a Public Works open house.
2.7 CONSIDER INNOVATIVE AND SUSTAINABLE DEVELOPMENTS ON GRAND FORKS OWNED LAND.		
	Work within the guiding principles of the SCP, use creative eco-friendly methods of use for land i.e. eco homes, alternative community living and higher density	Continued researching opportunities for alternative zoning in support of small homes, innovative housing and cluster developments. Held an open house on innovative housing and a discussion group on affordable housing.
2.8 IDENTIFY ECONOMIC DEVELOPMENT LINKAGES.		
	Work with various agencies to foster creativity, innovation and sustainability through urban-rural development initiatives	Data sharing with Rural Development Institute.
	Develop and foster relationships with community stakeholders to better promote the City	Collaborated with the Community Trails Society, pickleball club, School District 51, Province and various other local and regional representatives to improve facilities and promote the area's recreational assets.

COMMUNITY ENGAGEMENT

We encourage residents to participate in decisions and process.

We enhance our regional dialogue, advocacy and collaboration.

We recognize our natural recreational amenities are valuable regional assets.

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

KEY OBJECTIVES	PERFORMANCE MEASURES	PROGRESS TO DATE
3.1 WE ARE CONSISTENT IN COMMUNICATING OUR PRIORITIES AND DECISIONS.		
	Hold open houses and promote activities that engage the public and encourage feedback	There has been a significant increase in public engagement sessions on multiple topics: <ul style="list-style-type: none"> • SCP open house • Newsletters • Community Satisfaction Survey
	Determine levels of engagement required by each department in communicating with the residents about services they provide.	Focus on staff training in communications.
3.2 LINK GRAND FORKS AND SURROUNDING RURAL AREA TO FACILITATE ALIGNMENT AND LEVERAGE VOICE.		
	Enter into contract review with RDKB in 2015-2016 for fire services.	Discussion about cost sharing arrangements.
	Trails enhancement and linkages, airport funding, development and access.	Conversation about Regional Services provided by Airport.
	Encourage stronger relationship and increased dialogue with regional partners	Area D Director included in Committee of the Whole .
3.3 WORK WITH LOCAL EDUCATIONAL INSTITUTIONS TO ENHANCE EDUCATIONAL OPPORTUNITIES AND PROGRAMS.		
	Joint occupational health and safety	Continued to implement a long term safety training plan and monthly focuses that are accompanied with safety program information
	Environmental operators certification program	Reviewed operating requirements and identified training needs.
	Diversify employment pool	Continued working with Sunshine Valley Community Services to provide work to some of their clients.

Key Objectives	Performance Measures	Progress to Date
3.4 IDENTIFY AND ENGAGE REGARDING KEY REGIONAL ADVOCACY OPPORTUNITIES AND STRATEGIES.		
	Engagement in key regional opportunities and strategies.	Participation at AKBLG; Endorsement of motions at UBCM.
3.5 ENSURE GOVERNANCE STRUCTURE FOR RECREATION COMMISSION IS HIGHLY FUNCTIONAL.		
	Consider, review, improve and enhance communications	Attend Recreation Commission meetings, working closely with RDKB on parks and facility usage
3.6 INTEGRATED RECREATION PLANNING BETWEEN GRAND FORKS AND ELECTORAL AREAS.		
	Share data and information on recreational planning	Ongoing relationship with GF Rec.
3.7 DETERMINE NEW, INNOVATIVE AND MEANINGFUL WAYS TO ENGAGE THE PUBLIC.		
	Undertake a community survey and report out to the public	Planned for early 2017.
	Leverage every opportunity for community engagement	Ongoing



COMMUNITY LIVABILITY

We continue to mitigate the impact of deer in our community.

We advocate for appropriate funding for our most vulnerable residents.

We support community initiatives that align with our strategic objectives.

We will continue our investment in arts, culture, sport and heritage in Grand Forks.

We will promote our excellent health services to residents and potential residents.

We will continue to discuss shared funding of the municipal airport at the Boundary Economic Development Committee table.

KEY OBJECTIVES	PERFORMANCE MEASURES	PROGRESS TO DATE
4.1 BUILD CAPACITY WITHIN THE COMMUNITY.		
	Shop local at every opportunity	The City supports an annual Shop Local Campaign
	Identify grant opportunities and list these on the City website to enable funding for community groups	Ongoing
	Explore partnerships that balance community impact with the burden on tax payers	Ongoing
4.2 CONTINUE TO ENFORCE THE DEER FEEDING BYLAW.		
	Bylaw enforcement	Hired a Bylaw Enforcement Officer in 2016.
	Education	WildSafeBC Coordinator



KEY OBJECTIVES	PERFORMANCE MEASURES	PROGRESS TO DATE
4.3 COLLABORATE WITH GRASS ROOTS ORGANIZATIONS TO BETTER UNDERSTAND NEEDS IN THE COMMUNITY AND WORK WITH GROUPS TO FIND SOLUTIONS WHERE POSSIBLE.		
	Work with various agencies to determine the needs of the community for transition housing and form partnership to select an appropriate site for project	Transitional Housing Study was completed. A collaborative approach was taken that included community stakeholder groups. The outcome was the completion of a Transitional Housing study.
	Community gardens	Continued to support the Grand Forks Learning Garden in collaboration with the Agricultural Society and supported by community grants. The City has a vibrant community garden that is managed by volunteers, also hosted by the Agricultural Society.
	Our trail network is a key community and regional asset - public awareness campaign, wayfinding signage, regional district partnership	Continue to support the regional trails development with in-kind contributions.
	Enhance trail system	Ongoing and grant reliant
	Develop inclusive community initiatives	The City aims to support community initiatives with in-kind and financial support when in keeping with Council's strategic priorities
4.4 WORK WITH FEE FOR SERVICE PROVIDERS TO LEVERAGE AND PROVIDE MORE EFFECTIVE SERVICES.		
	Art Gallery, Museum, Library, Chamber of Commerce, Arts Council	Fee for Service Agreements were renewed.

MESSAGE FROM THE CHIEF ADMINISTRATIVE OFFICER



Leadership in an organization like the City takes plenty of trust and delegation, and I am pleased that staff continue to reward that trust with hard work, commitment, and results. This annual report shows a snapshot of the projects from last year but it really doesn't serve justice to the energy invested in our town. Despite some unusual events like a by-election and a cold winter, we showed resilience and dedication to the corner of the world we call home.

Change has become the norm in recent years as weather patterns shift and a new generation becomes increasingly involved in our workforce. Recently, we took stock of what really matters to residents. That is encapsulated in community engagement and the all-important budget process. By listening to the values presented to us by the people, we work to realize the community's vision for our City.

We heard the value placed on access to water, and also the need to be responsible stewards of our natural resources. The response included participation in the Municipal Natural Assets Initiative and the dedication of park land in the Johnson Flats wetland. Residents spoke strongly about affordable housing and we followed up with a focus group meeting between industry, non-profits, and residents. The solutions presented there will be factored into the Official Community Plan update. More issues will come up and we will continue to reach out to the community for input.

In the reports that follow, you will find a summary of the work from last year and the goals for this year. You should see a clear link between the strategic priorities and the work being performed. I encourage each and everyone to reach out to City Hall for more information about why we do the work that we do and how it maximizes our residents' investment.

I am proud to work with a dedicated management team and staff that take pride in their work, and a Mayor and Council that are committed to making decisions in the best interests of the citizens of the City of Grand Forks.

-Diane Heinrich, CAO / Corporate Officer

BUILDING INSPECTION & BYLAW SERVICES



Building Inspection

The office of Building Inspection Services is responsible for all the building permit applications, construction and compliance with the 2012 British Columbia Building Code. In 2016 the City issued 48 building permits with a construction value of \$2,536,774.00. This included 9 new homes being constructed, 7 accessory buildings and a number of home renovations and sun decks. There were 5 permits issued for commercial renovations.

Building Permits 2016

Building Type	Total Value (\$)	# Permits	# Units	Permit Fee (\$)
Single Family Dwelling	1,735,574	9	9	14,293
Mobile Homes	0	0	0	0
M/F Units (Modular)	0	0	0	0
Add / Alter	159,740	18	0	1,693
Garage / Carport	78,200	7	0	840
Commercial	237,500	6	0	2,027
Industrial	0	0	0	0
Industrial Add / Alter	0	0	0	0
Institutional	0	0	0	0
Institutional Add / Alter	290,000	2	0	2,373
Demolition	35,760	3	0	266
Renewals	0	2	0	0
Canceled	0	1	0	0
Totals	2,536,774	48	9	21,818

Bylaw Services

The Bylaw Enforcement Officer has also been very busy. The focus of 2016 was on unsightly premises and many residents helped to cleanup the image of Grand Forks on the 56 properties identified. In 2016 the Bylaw Officer received approximately 50 – 60 written complaints. One of the most time consuming complaints relates to the large number of homeless people setting up camps along the river banks within the City limits. Public Works received approximately 140 miscellaneous complaints (potholes, alleys, trees and various other maintenance issues)

Highlights

The City's Building Inspection Services Office has been able to complete and close 47 Building Permit Files.

The City issued 48 new building permits in 2016.

The Bylaw Officer dealt with:

- 56 Unsightly Properties
- 72 Watering Restriction Offences
- 11 Transient Camps
- 27 Miscellaneous Complaints (Noise, Garbage, Idling, Large Vehicle, and Campground)

Goals

- Continued Bylaw Development
- Explore Enhanced Facility Management Support
- Proactively Educate Code and Bylaw Concerns
- Consistent Bylaw Enforcement



Congratulations on your retirement Wayne!

CORPORATE SERVICES DEPARTMENT

Chief Administrative Officer / Corporate Officer – Diane Heinrich

Deputy Corporate Officer – Daniel Drexler

Corporate Administrative Assistant – Daphne Popoff

Corporate Services' main function is to ensure that the corporation is meeting its legislative obligations which are mainly derived from the statutory requirements as outlined in the Community Charter. The Corporate primary functions include records management and retention of documents, responsibility for preparation of agendas and minutes of Council, provides administrative support for Mayor and Council, and assists in the development of policies, bylaws and contracts. This department includes the position of one of the organization's statutory officers, the Corporate Officer, which was traditionally referred to as the City Clerk. In addition, the department oversees the Human Resources needs of the organization by providing support for each department and co-chairing the Labour Management Meetings.

As the business of our municipality continually evolves, this department further umbrellas Event and Community Services/Support which involves the coordination and leadership of events that are City initiatives and other community events that arise. As of 2017, the department will also be responsible for Information Technology services for the organization.

Highlights

- Family Day and community event support
- Bylaws and Policies made available on website
- Improved Records Management Process

Goals for 2017

- Continuation of the organization's Records Management restructuring.
- Change in meeting management software.
- Upgrade of communications software and integration with other City software.
- Assistance in Policy and Bylaw review and updates.
- Continued relationship development with the provincial and federal governments.
- Development and Implementation of Corporate Communications Strategy.
- Community Services and Community Events.



DEVELOPMENT & ENGINEERING DEPARTMENT

The Development and Engineering department's primary planning and technical functions are to provide engineering services support to facilities, parks, roads, water, sewer and electrical projects which encompass the Municipality's asset renewal, repair or replacement program both operational and capital. The department also provides development services support for subdivisions and development ensuring compliance with zoning, land use and the visions and guiding principles of the sustainable community plan. The department is committed to providing quality service that enhances and advances quality of life through long term planning for the community, encouraging strategic economic development, promoting tourism and downtown revitalization incentives.

Highlights

- Asset Management Implementation—long term strategies and policies
- Grant submissions for Westside Fire Protection—Well 2A, Waste Water Treatment System Upgrades, Canada 150, WildSafeBC
- Completed environmental impact study and commenced design/tendering on WWTP—UV disinfection
- Facilitated major west end project land sale and development permit requirements
- Completed two land sales and facilitated inquiries regarding development
- Continued asset management/GIS software integration including acquisition of LIDAR
- Completed mineral reserve designation & initiated process for review of mineral tenure holdings
- Implemented WildSafeBC program
- Commenced Sustainable Community Plan/Zoning Bylaw review and update
- Open Houses & Workshops—Sustainable Community Plan Theme 1 (Environment), Realtor Round Table, Contractors Round Table, Strategic Community Energy and Emissions Plan
- Climate Action Revenue Incentive Program Reporting
- Commenced 5th Street/Priede Bridge water main project: contracting, inspections and review
- Continued Research & Planning for Zoning Bylaw, Tax Exemption and Heritage Guidelines
- Business Licensing & Bylaw Administration
- Implemented municipal natural assets/floodplain/climate change initiatives

Development and Engineering

Goals for 2017

- Asset Management – GIS and data integration
- Tax incentive & heritage bylaw development
- Business licensing and bylaw administration
- OCP, Zoning and DCC bylaw revisions and implementation
- Pending development and construction activity
- Long term planning & design criteria policies for development
- Implementation/co-ordination of strategic local and regional projects
- Promotion of Grand Forks—Development Showcase, Economic Profile and “Open for Business” Initiatives
- Continue to build GIS mapping and asset inventory to streamline day-to-day operations and identify priority projects through risk management analysis
- Manage capital projects & continue to apply for grants to secure funding for infrastructure repair, replacement and renewal
- Continue to support initiatives of local user groups.



FINANCE DEPARTMENT

The Finance Department has six staff members that include the Chief Financial Officer, an Accountant/Comptroller, a Payments Clerk, a Revenue Clerk, an Accounting Clerk, and an Administrative Assistant.

Services provided by the Finance department include:

- Legislative and Internal Financial Reporting
- Financial Plan and Budget Preparation
- Financial Policy and Bylaw Development
- Revenue Billing and Collection
- Property Tax Administration
- Cemetery Administration
- Business Licence Administration
- Accounts Payable
- Payroll
- Reception Services

2016 Activities

- Completed Vadim iCity software update
- Completed new Asset Management Financial Policy
- Created new reserves for Asset Management Policy
- Implemented parcel tax for 2015 Cobra ladder truck
- Continued with implementation of Worktech Asset Management Software
- Ongoing restructuring of the Chart of Accounts
- Formalized process for month-end accounting

Strategic Priorities

Fiscal Accountability – completed Asset Management Financial Policy to articulate the principles, strategies and policies to guide staff in achieving the goal of long term financial sustainability.

Goals for 2017

- Complete second phase of Worktech software implementation
- Develop Permissive Tax Exemption policy
- Revise Tangible Capital Asset Policy
- Improve documentation for finance procedures and processes
- Enhance financial and performance reporting
- Initiate public education campaign to promote e-billing and payment
- Continue implementation of operational efficiencies

Financial Highlights for 2016

- Annual surplus for 2016 was \$ 989,927
- Accumulated surplus increased from \$ 33,008,793 in 2015 to \$ 33,998,720 at the end of 2016
- Net financial assets increased from \$ 5,042,585 in 2015 to \$ 6,313,698 at year end 2016
- Reserve funds increased from \$ 3,625,765 at the end of 2015 to \$ 4,463,951 at the end of 2016
- Cash increased by \$1,593,530 to \$ 9,807,500 over the year
- Operating expenditures included
 - \$ 1,201,042 in general government services
 - \$ 789,860 in protective services - fire rescue, victim services , building inspection and bylaw enforcement
 - \$ 960,103 in transportation services – roads and fleet
 - \$ 875,316 in recreation and culture – parks maintenance and contributions to Gallery 2, Boundary Museum, Chamber of Commerce and Boundary District Arts Council
 - \$ 229,447 in public real estate and facilities
 - \$ 170,029 in environmental health services – solid waste management
 - \$ 60,501 in public health services – cemetery
 - \$ 392,577 in planning and development services
 - \$ 5,336,144 operating expenditures for the electrical, water and sewer utilities
- Long term debt issued and outstanding as of December 31, 2016 was \$ 2,438,571.

EMERGENCY SERVICES / FIRE DEPARTMENT

The Emergency Services department provides fire and emergency protective services to the City of Grand Forks, and the Regional District of Kootenay Boundary (Area “D”) under contract.

The Chief and Assistant Chief supervise a group of over 50 volunteers who provide firefighting, medical and hazardous material response, and road, high-angle rope, confined space, and swift water rescue services.

2016 Highlights

- Responded to 442 calls – 148 fire-related, 58 rescue, and 236 First Responder (medical).
- Over 10,000 total volunteer hours.
- Completed phase 1 of fire training ground (live fire burn building) construction.
- Began phase 2 of fire training ground (fire props) construction.
- Replaced Assistant Chief Command vehicle.
- Began planning to host 2017 Spring Volunteer Training Weekend.
- Continue working on long range fire protection plans for rural area with Regional District of Kootenay Boundary.
- Continue Junior Firefighter Program with Grand Forks Senior Secondary, started year two in 2016.
- Continue recruitment/retention efforts with a focus on volunteer roster at North Fork hall.
- Increase Fire Prevention inspection and awareness activities.



Goals for 2017

- Organize and host BC Volunteer Firefighters Spring Training Weekend.
- Continue Public Consultation and plans for consolidating down to two fire halls in the lower Grand Forks valley in accordance with Asset Management objectives.
- Complete phase two of Fire Training Ground.
- Review and renew fire services contract with Regional District of Kootenay Boundary, as in line with council's strategic plan on encouraging regional relationships.
- Complete Asset Management data collection and initiate program.
- Continue volunteer firefighter recruitment/retention efforts.
- Referendum and RFP process for replacing RDKB fire truck.
- Complete NFPA 1001 certification for first and second group of firefighters.



OUTSIDE WORKS

The City of Grand Forks Outside Works Department employs 17 unionized employees and two management personnel. Committed to deliver superior and economically feasible levels of service to the residents of Grand Forks, the Public Works crew manages and maintains:

- The Grand Forks Airport,
- 50 km of roads,
- 20 km of sidewalks,
- 43 km of water mains,
- 36 km of sanitary sewer mains,
- 11 km of storm sewer mains,
- 9 public parks,
- 3 km of trails,
- 22 publicly owned buildings, and
- 75 pieces of various equipment including the Fire Department fleet.

The City of Grand Forks is one of five municipalities in the province that operates its own electrical utility committed to delivering fair and equitable rates to the residents of Grand Forks.





2016 Highlights

PUBLIC WORKS

- Asset Management software integration with Engineering and Financial software
- Airport Beacon site LED upgrades
- City Park Tot Lot replacement
- Tree replacement program
- Electric truck purchase
- City facility roofing inspections
- Staff safety training
- Shouldering and Ditching Program (drainage control)
- Crack Sealing and Paving Repairs Program
- Alley Maintenance Program
- Hanging Basket/Portable Planters and In-Ground Bed Program
- Cemetery Grave Restorations Program

WATER AND SEWER

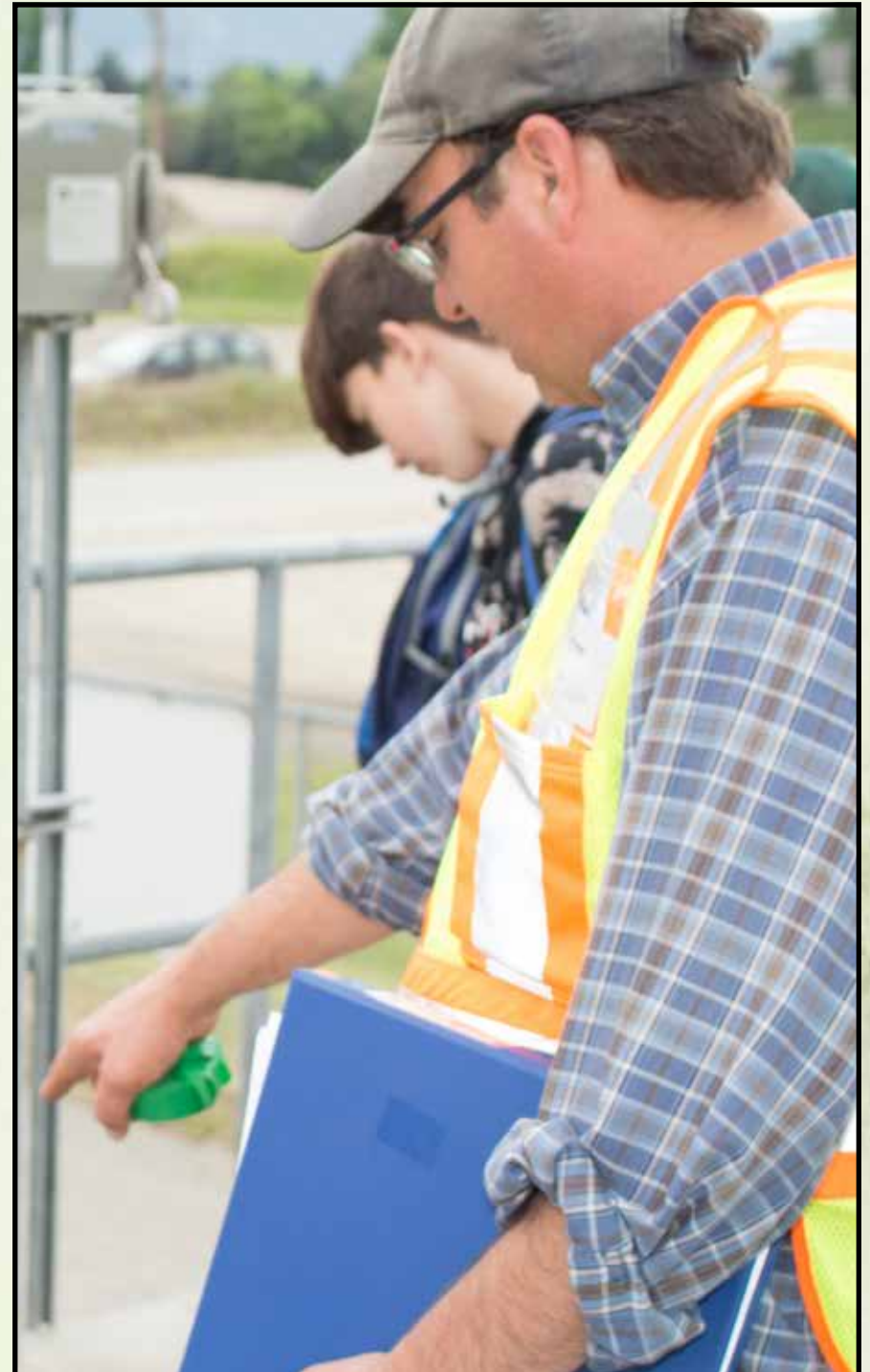
- 365 Days of full compliance with the regulations and operating permit conditions
- Universal Water Meter Program completion
- Lagoon de-sludging preparation with Engineering Department
- 3rd Street Infrastructure Repairs (sewer, water, and storm water)
- Water and sewer department restructuring
- Water and sewer service repairs
- Water Well 3 and 4 upgrades

ELECTRICAL

- Electrical Reclosure Controls installation
- Electrical meter inspection program – door to door audit
- Electrical Department Safety and Pole Audit

Goals for 2017

- Maintain or improve service levels.
- Asset Management (Worktech implementation, data acquisition, street light design).
- Reduce maintenance costs of the flower program.
- Increase the service efficiency to boulevards.
- Draft tree bylaw and policy to maintain the urban forest.
- Increase the protection of parks infrastructure.
- Audit community event support.
- Review campground model and advertising strategy.
- Ensure compliance with MIA.
- Complete staff restructuring including facilities.
- Review BC One Call procedures.
- Reduce carbon footprint.
- Ensure regulatory compliance with operating permit.
- Auditing Electrical service delivery model (currently distribution model).
- Manage Occupational Health and Safety Program.
- Review and update fees and charges.
- Negotiating pole use agreement.
- BCMEU Safety Training.
- Increase training.
- Introduce new water flushing program.
- Educate about water conservation and participate in the water purveyors group meetings.
- Replace equipment to gain efficiency.
- Implement inspection chamber program.



CAPITAL PROJECTS

CAPITAL PROJECT	STATUS	TOTAL SPEND
Spray Park	Complete	368,380.26
Generator 525 Central	Complete	28,730.03
Airport Beacons	Complete	59,410.00
Playground Equipment	Complete	44,124.62
1995 Ford Pick-up Replacement	Complete	39,056.07
Eastside Reservoir Structure Study	Complete	27,500.00
Wastewater Treatment Plant UV	Carry Forward	42,325.00
System & Voltage Conversion	Complete	26,926.29
Electrical - Recloser controls	Complete	31,612.18
Riverside Reconductor	Carry Forward	137,055.03
Headworks Grinder	Carry Forward	140,656.70
Residential Water Meter Project	Carry Forward	1,398,462.26
2016 NEW CAPITAL PROJECTS		
Well #3 Pump and Motor	Carry Forward	86,018.94
3rd Street Sewer Main Repair	Carry Forward	64,691.19
5th Street Water main Replacement	Carry Forward	362,572.03
Electrical Substation Engineering	Carry Forward	1,290.93
Annual Emergency Repair Fund	Carry Forward	-
Public Works Fuel Tanks	Carry Forward	-
Whispers of Hope Roof	Carry Forward	1,265.01
5 tonne Dump Truck	Carry Forward	-
T-Tech trailer	Carry Forward	11,320.60
Vadim Software E3 upgrade	Complete	7,857.01
GIS Phase 2	Carry Forward	12,240.80
Pickleball Courts - Barbara Ann Park	Complete	34,358.37
Electrical Upgrade- JD Park	Complete	35,517.72
Total	11 Capital Projects Completed	2,961,371.04



PROPERTY TAX EXEMPTIONS

In accordance with Division 7 of Part 7 of the Community Charter, the following properties in the City of Grand Forks were provided permissive property tax exemptions by Council in 2016.

Athletic, Charitable or Philanthropic Organizations

Legal Description	Civic Address	Organization	Value of Permissive Exemption
Lot 1, DL. 380, S.D.Y.D. Plan KAP54909	7230 21st St	Grand Forks Curling Rink	\$9,743.27
Lot 5, Block 10, DL 108, S.D.Y.D., Plan 23	366 Market Ave	Grand Forks Masonic Building	\$449.59
Lot A, DL 108, S.D.Y.D. Plan 38294	978 72nd Ave	Sunshine Valley Little Peoples Centre	\$1,742.20
Lot 8, Block 25, Plan 23, DL 108 S.D.Y.D.	686 72nd Ave	Slavonic Senior Citizens Centre	\$560.73
Lot A, DL 108 S.D.Y.D. Plan 6691	7239 2nd St	Hospital Auxiliary Thrift Shop	\$2,310.58
Lots 23, 24, 25, 26 Block 29, DL 108 S.D.Y.D. Plan 121	7353 6th St	Royal Canadian Legion	\$4,428.13
Lots 10 and 17 – 20, Block 18, DL 108, S.D.Y.D. Plan 86	565 71st Ave	Grand Forks Senior Citizens Centre	\$3,537.68
Parcel B, Block 45, D.L. 108, Plan 72	876 72nd Ave	Phoenix Manor Society	\$2,849.83
Lot A, Plan 29781, DL 108, Land District 54	7130 9th St	Boundary Lodge	\$2,722.43
Lot 1, DL 108, Plan EPP 32379	7212 Riverside Dr	Habitat for Humanity	\$3,745.64

Hospital and Public Worship Organizations

Legal Description	Civic Address	Organization	Value of Permissive Exemption
Parcel D, Block 24, DL 108, S.D.Y.D. Plan 23	7252 7th St	Synod of the Diocese of Kootenay	\$266.14
Lot 1, DL 108, S.D.Y.D., Plan KAP45199	7525 4th St	Grand Forks Christian Centre	\$39.61
Lots 1 and 2, Block 36, DL 108, S.D.Y.D., Plan 72	920 Central Ave	United Church	\$174.99
Lots 30, 31, 32, Block 36, DL 108, S.D.Y.D., Plan 72	7249 9th St	Catholic Church	\$214.22
Parcel A, Block 16, DL 380, S.D.Y.D., Plan 35	7328 19th St	Christ Lutheran Church	\$100.38
Lot G, DL 380, S.D.Y.D., Plan KAP56079	7048 Donaldson Dr	Mennonite Brethren	\$119.22
Lot 2, DL 520, S.D.Y.D., Plan KAP53800	7680 Donaldson Dr	Jehovah's Witnesses	\$96.92
Lot 1, DL 520, S.D.Y.D., Plan 8653 except Plan H-17064	2826 75th Ave	Pentecostal Church	\$132.68

DECLARATION OF DISQUALIFIED COUNCIL MEMBERS

There were no disqualified Council members in 2016



2016 ANNUAL REPORT APPENDIX A: AUDITED FINANCIAL STATEMENTS

Financial Statements of

THE CORPORATION OF THE CITY OF GRAND FORKS

For the Year Ended December 31, 2016

THE CORPORATION OF THE CITY OF GRAND FORKS
Index to Financial Statements
For the Year Ended December 31, 2016

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THE CORPORATION OF THE CITY OF GRAND FORKS

Management Report

Management is responsible for the preparation of the accompanying financial statements. The financial statements have been prepared in accordance with the accounting principles disclosed in note 2 to the financial statements, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management has established and maintained a system of internal accounting controls which are designed to provide reasonable assurance that assets are safeguarded, transactions are authorized and recorded properly, and reliable financial information is produced.

The independent external auditors, Kemp Harvey Burch Kientz Inc., have conducted an independent examination in accordance with Canadian auditing standards and expressed their opinion in the accompanying report.


Juliette Rhodes
Chief Financial Officer



KEMP HARVEY BURCH KIENTZ INC.

Chartered Professional Accountants

J.R. (Jim) Burch, FCPA, FCGA
Sylvia Burch, CPA, CGA
K. Sarah Kientz, BBA(App), CPA, CGA

T: 250.442.2121
www.kempharvey.com

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of The Corporation of the City of Grand Forks

We have audited the accompanying financial statements of The Corporation of the City of Grand Forks, which comprise the statement of financial position as at December 31, 2016 and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

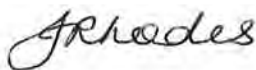
In our opinion, the financial statements present fairly, in all material respects, the financial position of The Corporation of the City of Grand Forks as at December 31, 2016 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Grand Forks, British Columbia
May 11, 2017

Kemp Harvey Burch Kientz Inc.
CHARTERED PROFESSIONAL ACCOUNTANTS

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Position

As at December 31	2016	2015
Financial Assets		
Cash (note 3)	\$ 9,807,500	\$ 8,213,970
Accounts receivable (note 5)	2,299,569	2,545,851
Municipal Finance Authority deposit (note 6)	30,671	29,837
Inventories for resale	40,435	41,770
Land held for resale	211,036	1
Lease receivable (note 7)	114,532	135,243
	12,503,743	10,966,672
Liabilities		
Accounts payable and accrued liabilities (note 8)	1,317,638	1,471,405
Employee future benefits (note 9)	338,504	393,011
Deferred revenues (note 10)	333,344	333,787
Temporary loan (note 11)	1,246,589	1,246,589
Development cost charges (note 12)	515,399	510,146
Obligations under capital lease (note 13)	-	2,677
Long-term debt (note 14)	2,438,571	1,966,472
	6,190,045	5,924,087
Net financial assets	6,313,698	5,042,585
Non-financial assets		
Prepaid expenses	228,789	164,656
Inventory of parts and supplies	149,866	180,422
Tangible capital assets (note 15)	27,306,367	27,621,130
	27,685,022	27,966,208
Accumulated surplus (note 16)	\$ 33,998,720	\$ 33,008,793



Juliette Rhodes, CPA, CGA
Chief Financial Officer



Frank Konrad
Mayor, City of Grand Forks

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Operations and Accumulated Surplus

<i>For the year ended December 31</i>	2016 Budget	2016 Actual	2015 Actual
Revenue			
Property taxation (note 17)	\$ 3,768,298	\$ 3,772,935	\$ 3,236,924
Sales of services (note 18)	6,912,388	6,920,108	6,622,376
Other revenues (note 19)	749,608	736,055	673,759
Government transfers (note 20)	1,106,115	946,450	1,165,225
Contributions from others	6,250	17,190	163,907
Interest income	70,500	101,376	94,542
Investment income on sinking fund	-	32,060	17,794
Insurance proceeds	-	-	220,250
Gain on disposal of tangible capital assets	-	239,726	76,352
	<u>12,613,159</u>	<u>12,765,900</u>	<u>12,271,129</u>
Expenses			
General government	1,306,094	1,201,042	1,218,608
Protective services	820,914	789,860	698,395
Environmental health services	186,000	170,029	184,449
Public health and welfare	92,355	60,501	77,883
Planning and development	425,860	392,577	477,580
Transportation services	1,173,791	960,103	855,818
Recreation and cultural services	873,876	875,316	841,774
Public real estate	279,300	229,447	251,685
Electrical services	4,097,670	3,880,431	3,815,375
Water services	766,590	811,180	717,750
Sewer services	699,946	644,533	678,166
Debt interest	95,105	120,510	110,377
Amortization	1,656,491	1,640,444	1,628,303
	<u>12,473,992</u>	<u>11,775,973</u>	<u>11,556,163</u>
Annual Surplus	139,167	989,927	714,966
Accumulated surplus, beginning of year	33,008,793	33,008,793	32,293,827
Accumulated surplus, end of year	\$ 33,147,960	\$ 33,998,720	\$ 33,008,793

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Changes in Net Financial Assets

<i>For the year ended December 31</i>	2016 Budget	2016 Actual	2015 Actual
Annual Surplus	\$ 139,167	\$ 989,927	\$ 714,966
Acquisition of tangible capital assets	(6,436,020)	(1,329,363)	(2,189,133)
Amortization of tangible capital assets	1,656,491	1,640,444	1,628,303
Gain on sale of assets	-	(239,726)	(76,352)
Proceeds from sale of assets	-	243,408	166,912
Net change in prepaid expenses and supplies inventory	-	(33,577)	78,722
Increase in Net Financial Assets	(4,640,362)	1,271,113	323,418
Net Financial Assets, beginning of year	4,719,167	5,042,585	4,719,167
Net Financial Assets, end of year	\$ 78,805	\$ 6,313,698	\$ 5,042,585

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Cash Flows

For the year ended December 31

	2016	2015
Operating Transactions		
Annual surplus	\$ 989,927	\$ 714,966
Non-cash items:		
Amortization	1,640,444	1,628,303
Increase in prepaid expenses	(64,134)	(35,683)
Decrease in supplies inventory	30,556	114,405
Gain on disposal of tangible capital assets	(239,726)	(76,352)
Changes to financial assets/liabilities		
(Increase) decrease in		
Decrease in accounts receivable	246,282	538,531
Decrease in lease receivable	20,711	19,791
Increase in MFA deposits	(834)	(745)
Increase in inventories for resale	(209,701)	(8,334)
Decrease in accounts payable	(153,765)	(930,550)
Decrease in deferred revenue	(443)	(39,286)
Decrease in employee future benefits	(54,507)	(71,404)
Increase in deferred development cost charges	5,253	5,676
Decrease in deposit	-	388,029
	<u>2,210,063</u>	<u>2,247,347</u>
Capital Transactions		
Acquisition of tangible capital assets	(1,329,363)	(2,189,133)
Proceeds on disposal of tangible capital assets	243,408	166,912
	<u>(1,085,955)</u>	<u>(2,022,221)</u>
Investing Transactions		
Decrease in investments	-	549,366
	-	<u>549,366</u>
Financing Transactions		
Proceeds from borrowing	722,518	983,430
Debt repayments	(230,101)	(161,129)
Actuarial adjustments on long term debt	(22,995)	(17,794)
	<u>469,422</u>	<u>804,507</u>
Increase/decrease in cash	1,593,530	1,578,999
Cash, beginning of year	8,213,970	6,634,971
Cash, end of year	<u>\$ 9,807,500</u>	<u>\$ 8,213,970</u>

The accompanying notes are an integral part of these financial statements

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

The notes to the financial statements are an integral part of these statements. They explain the significant accounting and reporting policies and the principles that form the basis of these financial statements, as well as providing supplementary information and explanations which cannot be conveniently integrated into the statements.

1. Nature of Entity

The City was incorporated in 1897 under the Municipal Act (now a combination of the Community Charter and the Local Government Act), a statute of the Province of British Columbia. Its principal activities include the provision of local government services to the residents of the incorporated area. These services include, protective, community planning, transportation, recreational, solid waste collection, water, sewer and electrical services.

2. Significant Accounting Policies

Basis of Presentation

The financial statements are the responsibility of and are prepared by management in accordance with Canadian Public Sector Accounting Standards and prescribed by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Professional Accountants.

The City's operations and resources are segregated into various funds for accounting and financial reporting purposes, with each fund treated as a separate entity with responsibility for the assets allocated to it. Inter-fund transactions and balances have been eliminated in the preparation of these financial statements.

The City's funds are classified as follows:

i) Operating Funds

These funds include the general, electrical, water, and sewer operations of the City, and are used to record the operating costs associated with providing those services.

ii) Capital Funds

The capital funds record the acquisition costs of various capital assets and financing related to these assets. They include the general, electrical, water, and sewer capital funds.

iii) Reserve Funds

Under the Community Charter, City Council may, by bylaw, establish reserve funds for specific purposes. Money in a reserve fund and the interest earned thereon must be used only for the purpose for which the fund was established. If the amount in a reserve fund exceeds the amount required, City Council may, by bylaw, transfer all or part of the balance to another reserve.

iv) Trust Funds

These funds hold cash assets that must be used for specific purposes and/or beneficiaries according to agreements or legislated requirements. The City administers trust funds for its Employee Assistance Program, Slag Remediation, and Cemetery Care Fund. In accordance with public sector accounting standards, trust funds administered by the City are not included in the City's financial statements, other than as disclosed in Note 22.

Budget Figures

The budget figures are from the 5-Year Financial Plan Bylaw, No. 2024 which was adopted on April 11, 2016. Subsequent budget amendments adopted by Council have not been included in these financial statements.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

Revenue Recognition

Taxation revenues are recorded upon issuance of the annual property tax notices in May. Revenues from the sale of services and user fees are recognized when the service or product is provided by the City. Franchise and other revenues are recorded as they are earned and measurable. Amounts that have been received in advance of services being rendered are recorded as deferred revenue until the City fulfills its obligations related to the provision of those services.

Transfers from other governments are recognized as revenue in the period that the transfer is authorized, eligibility criteria have been met, and a reasonable estimate of the amount can be made. If transfer agreements contain stipulations that would give rise to obligations which meet the definition of a liability, revenue is deferred and recognized as the stipulations are met.

Investment income is recorded on the accrual basis and recognized when earned.

Deferred Revenue

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue. The associated revenue is recognized in the year in which it is used for the specified purpose.

Expenses

Expenses are generally recognized as they are incurred based upon receipt of the goods and services and/or a legal obligation to pay is established.

Financial Instruments

The City's financial instruments consist of cash, deposits, accounts receivable, accounts payable and accrued liabilities, and short and long-term debt.

Inventories

Inventories consist of supplies and repair parts held for use by the electrical utility, fuel used in operations, and aviation fuel for resale. Inventory is recorded at cost, on a weighted average or specific item basis.

Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, water or sediment of a chemical, organic or radioactive material or live organism that exceeds the maximum acceptable concentrations under an environmental standard. A liability for remediation of contaminated sites is recognized when all of the following criteria are met:

- i. an environmental standard exists;
- ii. contamination exceeds the environmental standard;
- iii. the City is directly responsible or accepts responsibility, and a reasonable estimate of the amount can be made.

The liability includes costs directly attributable to remediation activities including post remediation operations, maintenance and monitoring.

Management has prepared an inventory of sites that are no longer in productive use. These sites have been evaluated by management to be at low risk of contamination exceeding applicable environmental standards which would require remediation. Therefore, no liability has been recognized and included in these financial statements.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset, but excluding interest. The cost of tangible capital assets is amortized on a straight-line basis over the estimated useful life of the asset as follows:

General Capital Fund	Estimated Useful Life
Land	Not amortized
Land Improvements	20 - 50 years
Buildings	40 - 50 years
Engineering Structures	10 - 50 years
Machinery & Equipment	3 - 25 years
Vehicles	8 - 40 years
Electrical System Capital Fund	
Electrical infrastructure	5 - 40 years
Water System Capital Fund	
Water infrastructure	10 - 50 years
Sewer System Capital Fund	
Sewer infrastructure	10 - 50 years

Donated tangible capital assets are recorded at their fair value at the date of receipt.

Work in progress, which represents capital projects under construction but not yet completed, is not amortized until construction is complete and the asset is available for productive use.

Long-Term Debt

Outstanding long-term debt is reported net of applicable sinking fund balances.

Debt Charges

Interest on debt is charged to current operations. Interest charges are accrued for the period from the date of the latest interest payment to the end of the year.

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and the reported amounts of revenues and expenses during the financial reporting period. Significant areas requiring the use of estimates include the determination of accrued payroll liabilities and employee future benefits, tangible capital asset useful lives and amortization expense, and provisions for contingencies. Actual results could differ from management's best estimates as additional information becomes available in the future.

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2016

3. Cash

Cash is comprised of unrestricted cash for operations and restricted cash for reserve funds and deferred development cost charges which are held in segregated accounts.

	2016	2015
Restricted cash		
Statutory Reserves	\$ 5,449,614	\$ 3,564,582
Restricted Revenues	<u>515,399</u>	<u>510,146</u>
	5,965,013	4,074,728
Unrestricted cash	<u>3,842,487</u>	<u>4,139,242</u>
Total cash	<u>\$ 9,807,500</u>	<u>\$ 8,213,970</u>

4. Operating Line of Credit

The City has an operating line of credit with Grand Forks Credit Union for an authorized amount of \$2,000,000, bearing interest at the base lending rate less 0.5%. At December 31, 2016, the balance outstanding on the operating line of credit was nil (2015 - nil).

5. Accounts Receivable

Accounts receivable are recorded net of allowances and comprise the following:

	2016	2015
Property taxes	\$ 770,397	\$ 771,060
Utility accounts receivable	1,342,982	1,243,688
Due from other governments	36,344	44,760
Insurance proceeds receivable	-	393,796
Trade and other receivables	<u>149,846</u>	<u>92,547</u>
	<u>\$ 2,299,569</u>	<u>\$ 2,545,851</u>

6. Municipal Finance Authority Debt Reserve Fund

The Municipal Finance Authority provides capital funding for regional districts and their member municipalities through the issuance of debenture debt. The Debt Reserve Fund established by the Municipal Finance Authority is security held in trust to meet its obligations to debenture holders.

Municipalities sharing in the proceeds of a debt issue are required to contribute certain amounts to the debt reserve fund in the form of cash withheld from the loan proceeds and a non-interest bearing demand note. Monies paid into the Debt Reserve Fund are obligations of the Municipal Finance Authority and are refunded, with interest, upon maturity of the debt.

Only the cash portion of MFA deposits is included as a financial asset. The demand notes are contingent in nature and not reflected in the financial statements.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

The details of the cash deposits and demand notes at year end are as follows:

	Demand Notes	Cash Deposits	2016	2015
General Fund	\$ 28,501	\$ 7,159	\$ 35,660	\$ 35,466
Sewer Fund	52,185	23,512	75,697	75,057
	<u>\$ 80,686</u>	<u>\$ 30,671</u>	<u>\$ 111,357</u>	<u>\$ 110,523</u>

7. Lease Receivable

The City has entered into a long-term capital lease agreement with the Regional District of Kootenay Boundary for the lease of a building and lands. The term of the agreement is 12 years commencing August 1, 2010, with annual payments of \$27,000 including interest at 4.65%. Interest of \$6,289 (2016 - \$7,209) was received during the year.

8. Accounts Payable and Accrued Liabilities

Accounts payable and accrued liabilities comprise the following:

	2016	2015
Wages and benefits	\$ 465,942	\$ 470,908
Trade payables	762,655	769,578
Other taxing authorities	74,891	207,706
Accrued interest	<u>14,150</u>	<u>23,213</u>
	<u>\$ 1,317,638</u>	<u>\$1,471,405</u>

9. Employee Future Benefits

The City provides sick leave and certain other benefits to its unionized employees upon retirement. The liabilities and expenses for post-employment sick leave benefits are recognized in the financial statements in the period in which they are earned, and as at the end of 2016 are fully accrued to the level of the employees' current accumulated entitlement.

Expenses for management sick time are not accrued, but recognized at the time they are paid.

10. Deferred Revenues

The City records deferred revenue for funds received in advance of services being rendered. These amounts are shown as liabilities until the services are rendered or related costs are incurred.

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2016

Deferred Revenues

	Balance, Beginning of Year	Contributions Received	Revenue Earned	Balance, End of Year
Prepaid taxes	240,510	257,890	(240,510)	257,890
Prepaid utilities	37,038	36,697	(37,038)	36,697
Library maintenance contract	26,100	13,000	(11,365)	27,735
Victim assistance	1,243	35,809	(37,052)	-
Grants	22,120	-	(22,120)	-
Deposits and other	6,776	10,821	(6,575)	11,022
	333,787	354,217	(354,660)	333,344

11. Temporary Loan

In 2012, the City completed the approval process for two long-term loans of up to \$1,300,000 and \$4,200,000 with the Municipal Finance Authority for the capital funding of emergency water supply for fire flow protection and renewal of road, water, and sewer infrastructure.

The City passed temporary borrowing bylaws for these loans, authorizing interim financing with the Municipal Financing Authority up to the total amount of the loans. These interim loans are demand, non-revolving loans, bearing daily interest at a floating rate which is currently at approximately 1.4% per annum. The City has issued promissory notes which require the repayment of principal by September 30, 2019, should the interim loans not be converted to long-term debt prior to that date.

To date, the City has drawn \$370,719 and \$875,870 against these loans, and during 2016 made interest payments of \$5,146 and \$12,160 (2015 - \$4,737 and \$10,136).

12. Deferred Development Cost Charges (DCCs)

Pursuant to the provisions of the Local Government Act, development cost charges are held in separate reserve funds for the purpose for which the charges have been imposed. When the related costs are incurred, the DCCs are recognized as revenue. Due to the restrictive nature of these funds, they are shown as liabilities.

	2016	2015
Balance, beginning of year	\$ 510,146	\$ 504,470
Interest on investments	5,253	5,676
Balance, end of year	\$ 515,399	\$ 510,146

The balance of deferred development cost charges comprises the following:

	2016	2015
Water development cost charges	\$ 182,628	\$ 180,762
Sewer development cost charges	330,333	326,970
Parkland development cost charges	2,438	2,414
	\$ 515,399	\$510,146

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

13. Obligations under Capital Lease

The City entered into capital lease agreements with the Municipal Finance Authority to finance the acquisition of certain equipment purchases. During the year, the City made principal payments of \$2,677 to extinguish its obligations in full under these agreements.

14. Long-Term Debt

The City has financed certain capital expenditures by means of long-term debenture debt obtained from the Municipal Finance Authority (MFA) through the Regional District of Kootenay Boundary. These loans range in term from ten to twenty years, with maturity dates from 2019 to 2033. The terms of the loan agreement require the City to deposit 1% of the gross proceeds into a debt reserve fund (see note 6) in addition to the issuance of a demand note payable to the MFA.

At the beginning of the year, the City received funding from the MFA under its equipment financing program, which takes the place of the former MFA leasing program. This consists of a five-year loan with variable interest based on the monthly Canadian Dealer Offered Rate. The City has signed a promissory note payable to the MFA in respect of this loan.

	Current Interest Rate	Term	Maturity	Balance, Beginning of Year	Additions	Payments of Principal	Actuarial Adjustment	Balance, End of Year
General capital fund								
Roads Bylaw No. 1863; MFA Issue #106	4.13%	10 yrs	2019	\$ 223,766	\$ -	\$ 41,645	\$ 11,049	\$ 171,072
Roads - NW 79th Bylaw No. 1887; MFA Issue #112	3.73%	15 yrs	2025	51,065	-	3,496	757	46,812
Sewer capital Fund								
Ruckle Lift Station Bylaw No. 1498; MFA Issue #70	2.30%	20 yrs	2019	55,082	-	6,496	6,375	42,211
City Park Lift Station Bylaw No. 1873; MFA Issue #126	3.85%	20 yrs	2033	1,636,559	-	59,001	4,814	1,572,744
Long term loan financing				\$ 1,966,472	\$ -	\$ 110,638	\$ 22,995	\$ 1,832,839
Equipment financing								
2015 Cobra Platform Ladder Truck MFA Loan #0001-0	1.40%	5 yrs	2021	\$ -	\$ 722,518	\$ 116,786	\$ -	605,732
Total Long Term Debt				\$ 1,966,472	\$ 722,518	\$ 227,424	\$ 22,995	\$ 2,438,571

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2016

The estimated requirements for future repayments of principal on existing debt for the next five years are as follows:

	2017	2018	2019	2020	2021
General Fund	\$ 45,141	\$ 45,141	\$ 45,141	\$ 3,496	\$ 3,496
Sewer Fund	65,495	65,495	65,495	59,000	59,000
Equipment Financing	141,911	143,949	145,977	148,028	25,867
	<u>\$ 254,564</u>	<u>\$ 256,603</u>	<u>\$ 258,632</u>	<u>\$ 212,544</u>	<u>\$ 90,384</u>

15. Tangible Capital Assets

Tangible capital assets consist of the following:

	Net Book Value 2016	Net Book Value 2015
General Capital Fund		
Land	\$ 1,672,841	\$ 1,671,262
Land improvements	418,423	19,379
Buildings	3,056,614	3,202,233
Machinery and equipment	962,107	1,010,156
Engineering structures	8,828,623	9,781,089
Storm structures	16,065	16,958
Protective services vehicles	1,306,343	1,390,956
Public works vehicles	917,820	1,022,384
	<u>\$ 17,178,836</u>	<u>\$ 18,114,417</u>
Water Utility		
Plant and equipment	4,796,774	4,180,503
Electrical Utility		
Plant and equipment	1,154,681	1,096,240
Sewer Utility		
Plant and equipment	4,176,076	4,229,970
Total Tangible Capital Assets	<u>\$ 27,306,367</u>	<u>\$ 27,621,130</u>

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2016

16. Accumulated surplus comprises the following:

	2016	2015
Operating Fund	\$ 5,902,648	\$ 4,940,482
Statutory Reserves		
Capital	2,507,400	155,820
Slag sales	594,737	1,444,811
Equipment replacement	482,242	527,161
Community works gas tax	396,407	899,650
Land sales	262,894	501,412
Water capital	98,000	-
Electrical capital	56,622	-
Climate action	31,505	29,574
Sewer capital	30,000	-
Cash in lieu of parking	4,144	4,102
Tax sale land	-	63,235
	\$ 4,463,951	\$ 3,625,765
Non-Statutory Reserves		
Fire department - EOC reserve	5,913	32,154
Election reserve	5,000	5,000
	\$ 10,913	\$ 37,154
Investment in Non-Financial Assets		
Investment in capital assets	23,621,208	24,405,392
	\$ 33,998,720	\$ 33,008,793

17. Property Tax Revenues

Municipal taxation revenues comprise the following:

	2016	2015
Property taxes	\$ 3,411,083	\$ 3,033,915
Parcel and frontage taxes	240,762	91,407
1% utilities tax	106,223	99,212
Grants and payments in lieu of taxes	14,867	12,390
	\$ 3,772,935	\$ 3,236,924

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2016

18. Sale of Services

	2016	2015
Electrical utility user fees	\$ 4,619,292	\$4,420,010
Water utility user fees	892,888	837,182
Sewer utility user fees	870,526	801,249
Slag sales	208,964	246,721
Solid waste collection	206,550	195,808
Campground fees	60,491	48,571
Airport (net of cost of fuel sold)	31,511	47,032
Cemetery	20,314	17,737
Sundry and other	9,572	8,066
	<u>\$ 6,920,108</u>	<u>\$ 6,622,376</u>

19. Other Revenues

	2016	2015
Fire district recoveries	\$ 226,650	\$ 267,771
Leases and rentals	120,834	104,678
Penalties and interest	102,935	99,556
Donations and grants	70,300	1,800
Franchise fees	60,963	69,628
Licences and permits	53,287	39,797
Other recoveries	70,400	81,948
Other revenues	30,686	8,581
	<u>\$ 736,055</u>	<u>\$ 673,759</u>

20. Government Transfers

In 2016 the City received and recorded the following transfers from other governments:

	2016	2015
Operating transfers		
Federal	\$ 97,475	\$ 12,000
Provincial	540,667	587,074
	<u>\$ 638,142</u>	<u>\$ 599,074</u>
Capital transfers		
Federal	\$ 253,210	\$ 214,785
Provincial	55,098	351,366
	<u>\$ 308,308</u>	<u>\$ 566,151</u>
Total government transfers	<u>\$ 946,450</u>	<u>\$ 1,165,225</u>

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

21. Reconciliation to Budget

The following reconciles the balanced statutory budget adopted by Council on April 11, 2016 with the budgeted surplus reported on the statement of operations and accumulated surplus:

Budget surplus as per the statement of operations and accumulated surplus	\$ 139,167
Add: Budgeted amortization expense	1,656,491
Budgeted transfer from reserves	617,598
Debt proceeds	4,252,914
Subtract: Debt principal repayments	(230,150)
Tangible capital asset expenditures	(6,436,020)
Surplus as per Financial Plan Bylaw No. 2024	<u>\$ -</u>

22. Trust Funds

Funds held in trust and administered by The City, which are not included in these consolidated financial statements, include the following:

	2016	2015
Fund Balance		
Cemetery Care Fund	\$ 152,673	\$148,799
Employee Assistance Program	8,825	10,318
Slag Remediation Trust	9,907	-
	<u>\$ 171,405</u>	<u>\$159,117</u>

23. Contingent Liabilities

Regional District of Kootenay Boundary

Under the provisions of the *Local Government Act*, Regional District debt is a direct, joint and several liability of the Regional District and each member municipality including the City of Grand Forks. The loan agreements with the Municipal Finance Authority provide that if at any time the scheduled payments provided for in the agreements are not sufficient to meet the Authority's obligation with respect to such borrowing, the resulting deficiency becomes the liability of the member municipalities.

Legal Actions

The City is currently engaged in certain legal actions, the outcome of which is not determinable at this time. Accordingly, no provision has been made in the accounts for these actions. The amount of loss, if any, arising from these actions will be recorded in the accounts in the period in which the loss is realized.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

Pension Liability

The City and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2015, the plan has about 189,000 active members and approximately 85,000 retired members. Active members include approximately 37,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

The most recent valuation for the Municipal Pension Plan as at December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis.

The City of Grand Forks paid \$274,612 (2015 - \$285,161) for employer contributions to the plan in fiscal 2016.

The next valuation will be as at December 31, 2018, with results available in 2019.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

24. Future Accounting Changes

PS 2200 – Related Party Disclosures

This new section defines a related party and establishes disclosure requirements for related party transactions. Disclosure of information about related party transactions and their underlying relationship is required when such transactions have occurred at a value other than that which would have taken place with unrelated parties. This section applies to fiscal years beginning on or after April 1, 2017, with early adoption permitted.

PS 3320 - Contingent Assets

This section defines and establishes disclosure standards for contingent assets. Contingent assets are possible assets arising from existing conditions or situations involving uncertainty, which will ultimately be resolved when one or more future events, not wholly within the public sector entity's control, occur or fail to occur. Resolution of the uncertainty will confirm the existence or non-existence of the asset. This standard applies to fiscal years beginning on or after April 1, 2017, with early adoption permitted.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

PS 3380 -Contractual Rights

Contractual rights are rights to economic resources arising from contracts or agreements that will result in a future asset and revenue. They may include contractual rights to receive payments under shared cost agreements or lease payments. Disclosure of information about contractual rights under this section applies to fiscal years beginning on or after April 1, 2017, with early adoption permitted.

25. Segmented Information

The City's operations and activities are organized into various funds and departments for management reporting. The costs related to the provision of services within a particular department or fund are disclosed in the segmented information presented below.

The General Fund includes services provided by the City such as general government services, protective services, development services, recreation and culture, transportation services and public works, and environmental health and public health services. The utility operations are comprised of the water, electrical and sewer utilities, each accounting for its own operations and programs within their own funds.

Revenues within the General Fund have been allocated to the various activities where they are directly attributable to that department. Taxation and other revenues which are not directly related to a particular activity are reported under General Government Services and have not been apportioned to the other departments within the General Fund.

General Government Services

General government operations are primarily funded by property taxation. The expenses within the department include those for legislative, general administration, finance, and communications.

Protective Services

Protective services are comprised of fire protection services, building inspection, bylaw enforcement, and victim services. Grand Forks Fire/Rescue provides fire and emergency services to both the City and rural area through a contract for services with the Regional District of Kootenay Boundary.

Environmental and Public Health Services

Environmental Health services include solid and yard waste collection services contracted through agreement between the City and the Regional District Of Kootenay Boundary.

Public Health services relate to operation and maintenance of the cemetery.

Planning and Development Services

The Planning and Development services department provides engineering services support to facilities, parks, roads, water, sewer and electrical for infrastructure projects, as well as planning support for subdivisions and development, ensuring compliance with zoning and land use provisions of the community plan.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

Transportation Services and Public Works

The transportation and Public Works segment includes costs for the maintenance of city streets and sidewalks, snow removal services, airport operations, maintenance and operation of the vehicle fleet, and general administrative costs for Public Works.

Recreation and Cultural Services

This segment includes costs related to the maintenance and repair of publicly owned buildings, in addition to costs for operation of parks and the City campground, and for community events support and fee for service agreements.

Electrical Utility

This segment includes all of the operating activities related to the provision of electrical services to the majority of properties within the city boundaries. Electricity is purchased from the FortisBC Inc. electrical utility for resale to the City's customers, while services are provided by the City's own electrical crews.

Water Utility

This segment includes all of the operating activities related to the treatment and distribution of water throughout the City.

Sewer Utility

This segment includes all of the operating activities related to the collection and treatment of wastewater throughout the City.

26. Comparative Figures

Certain of the comparative figures have been restated to conform to the current year's presentation.

CORPORATION OF THE CITY OF GRAND FORKS
Schedule of Segmented Information

December 31, 2016

	General Fund								Sewer Utility	Water Utility	Electrical Utility	Recreation Culture & Public Real Estate	2016 Total	2015 Total
	General Government Services	Protective Services	Environment and Public Health	Development Services	Public Works & Transportation Services	Culture & Public Real Estate								
Revenue														
Taxation	3,766,894							6,041					3,772,935	3,236,924
Sale of services	218,536		226,864		31,511	60,491		870,526	892,888		4,619,292		6,920,108	6,622,376
Other revenues	279,922	226,650	1,324			191,134		5,027	5,043		26,955		736,055	673,759
Government transfers	810,401	38,871			54,033	22,063		21,082					946,450	1,165,225
Contributions from others						9,190				8,000			17,190	163,907
Interest income	100,737							639					101,376	94,542
Investment income	14,873							17,187					32,060	17,794
Insurance proceeds														220,250
Gain on disposal of assets														76,352
Interfund transfers	437,330					239,726				(437,330)			239,726	
	5,628,693	265,521	228,188	-	85,544	522,804		920,502	897,931	4,216,917			12,765,900	12,271,129
Expenses														
Wages & benefits	663,203	452,271	42,728	247,247	594,476	361,831		416,815	493,161	584,346			3,856,078	3,776,837
General Services	166,272	87,822	14,011	38,792	55,421	67,089		12,016	12,916	9,837			464,176	474,237
Professional and Contract Services	251,764	122,552	158,642	95,372	129,521	109,885		25,265	104,514	89,163			1,086,678	1,086,237
Materials & Supplies	70,483	36,413	1,992	8,789	251,096	88,409		27,712	56,034	101,597			642,525	653,464
Telephone & Utilities	31,255	32,154	144	2,377	47,835	32,811		76,174	9,093	3,586			235,429	214,748
Insurance	18,065	12,134	89	-	64,211	37,984		46,776	19,753	10,469			209,481	193,832
Allocations	-	46,514	12,924	-	(182,456)	122,535		39,775	115,709	(155,001)			-	-
Purchased for resale	-	-	-	-	-	-		-	-	3,236,433			3,236,433	3,146,228
Grants & fee for service	-	-	-	-	-	284,219		-	-	-			284,219	271,900
Interest					40,446			73,337	6,727	-			120,510	110,377
Amortization		84,613			986,401	150,579		172,912	204,194	41,745			1,640,444	1,628,303
	1,201,042	874,473	230,530	392,577	1,986,951	1,255,342		890,782	1,022,101	3,922,175			11,775,973	11,556,163
Net surplus (deficit)	4,427,651	(608,952)	(2,342)	(392,577)	(1,901,407)	(732,738)		29,720	(124,170)	294,742			989,927	714,966

THE CORPORATION OF THE CITY OF GRAND FORKS
Schedule of Tangible Capital Assets

December 31, 2016

	Cost			Accumulated Amortization			Net	
	Opening Balance	Additions	Transfers/Disposals	Opening Balance	Amortization Expense	Disposals	Book Value 2016	Net Book Value 2015
General Capital Fund								
Land	\$ 1,671,262	\$ 1,579		\$ -	\$ -	\$ -	\$ 1,672,841	\$ 1,671,262
Land improvements	19,775	86,665	\$ 316,074	396	3,695		418,423	19,379
Buildings	6,003,737	1,265		2,801,504	146,884		3,056,614	3,202,233
Machinery and equipment	2,250,962	149,808		1,240,806	197,857		962,107	1,010,156
Engineering structures	20,646,752	-	\$ (354,923)	10,865,663	632,709	(35,166)	8,828,623	9,781,089
Storm structures	17,850	-		892	893		16,065	16,958
Protective services vehicles	1,838,560	-		447,604	84,613		1,306,343	1,390,956
Public works vehicles	3,349,945	50,377		2,327,561	154,941		917,820	1,022,384
	\$ 35,798,843	\$ 289,694	\$ (38,849)	\$ 17,684,426	\$ 1,221,592	\$ (35,166)	\$ 17,178,836	\$ 18,114,417
Water Utility								
Plant and equipment	8,666,399	820,465	-	4,485,896	204,194		4,796,774	4,180,503
Electrical Utility								
Plant and equipment	2,736,250	100,186	-	1,640,010	41,745		1,154,681	1,096,240
Sewer Utility								
Plant and equipment	7,980,035	119,019	-	3,750,065	172,913		4,176,076	4,229,970
	\$ 55,181,527	\$ 1,329,364	\$ (38,849)	\$ 27,560,397	\$ 1,640,444	\$ (35,166)	\$ 27,306,367	\$ 27,621,130

DELEGATION



To: Mayor and Council

From: Administration / Economic Development

Date: June 26th, 2017

Subject: Council's consideration to extend the Get in the Loop Initiative for an additional six months from July 1st, 2017 to December 31st, 2017

Recommendation: **RESOLVED THAT Council receives the delegation and presentation from "Get in the Loop"; and further that Council decides if they wish direct staff to proceed with the second six month period of collaboration with "Get in the Loop" marketing initiative for the City of Grand Forks from July 1st, 2017 to December 31st, 2017 in the amount of \$7,500.**

BACKGROUND: As part of an economic development initiative to promote tourism and growth for the City of Grand Forks, the organization took on a 6 month pilot collaboration with the "Get in the Loop" company out of Kelowna. Due to the timing of the expiration date of the current initiative and challenges in scheduling a delegation, staff is seeking a decision from Council whether or not they wish to continue the marketing strategy. There are funds available in the 2017 Financial Plan budget to address this initiative, and if so, an additional resolution directing Staff to proceed with an additional six months would be in order.

Benefits or Impacts of the Recommendation:

General: The intent of this initiative is to deliver content and engage with consumers across the Okanagan-Boundary to visit the municipality surrounding events and other tourism opportunities

Strategic Impact: This initiative covers all four pillars of council's strategic plan: 1) fiscal accountability; 2) economic development; 3) community engagement; and 4) community liveability

Financial: \$7,500 for six month period

Policy/Legislation: Council has the authority to approve initiatives within the capacity of the budget

Attachments: - Get in the Loop information attachment

	
Department Head or CAO	Chief Administrative Officer

GET^{In}theLOOP



A MOBILE MARKETING PLATFORM THAT
**ENABLES BUSINESS TO
ATTRACT AND RETAIN
THE RIGHT CUSTOMERS**

OVERVIEW

City of Grand Forks goal is to promote tourism and growth in the city by highlighting the initiatives they are currently running.

Municipalities are looking to create awareness of their business community and lifestyle drive more dollars.

SOLUTION

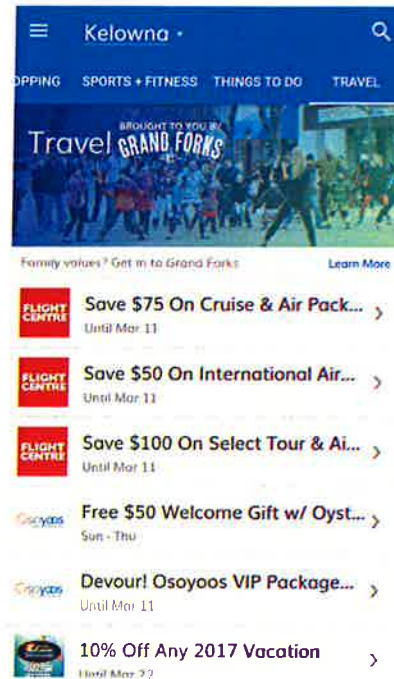
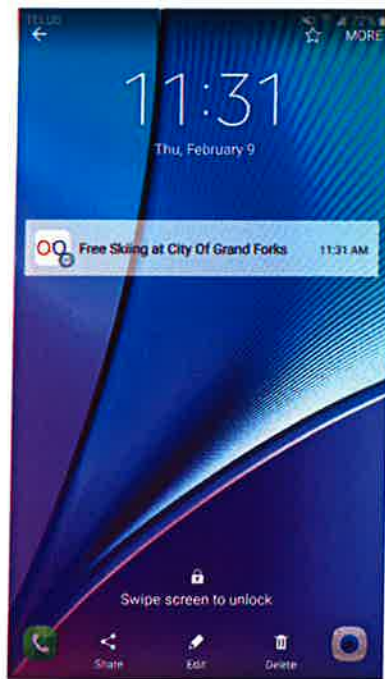
By using multiple digital channels GetintheLoop introduced Grand Fork's events, the activities to do in the area, local businesses and raised awareness about the details and opportunities in the region.

STRATEGY

GetintheLoop used mobile app, emails, static mobile website and social media to deliver content and engage with consumers across the Okanagan.

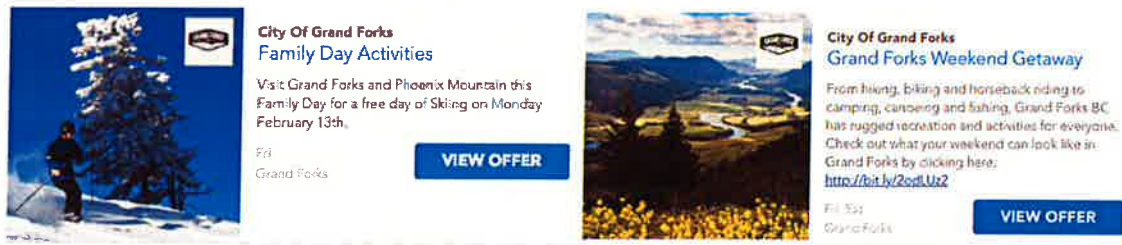
MEDIA SELECTION

1. **Mobile App Notification** sent to GetintheLoop App users, "Offer" listed in the app, and sponsorship of the Travel and Things to Do Loop.



2. **Emails** sent to GetintheLoop users who have opted to receive emails from GetintheLoop

Offers published in emails



Display banners published in emails



Facebook


intheLoop at  **City of Grand Forks, BC.**
 Published by Paige Roguski17 · March 30 at 11:56am · Grand Forks · 

From hiking, biking and horseback riding to camping, canoeing and fishing, Grand Forks, British Columbia has rugged recreation and activities for everyone.

Check out what your Getaway to Grand Forks should entail:
<http://bit.ly/2om5SF4>

Downtown Grand Forks | Grand Forks Herald | Destination British Columbia | Grand Forks Tourism | Route 97 | Boundary Country BC | City of Grand Forks, BC



Getaway to Grand Forks, BC - GetintheLoop

Located in the Monashee Mountains at the junction of the Kettle and Granby rivers, Grand Forks, is situated in the transition zone between...


 GETINTHELOOPCA

[Learn More](#)

7,273 people reached



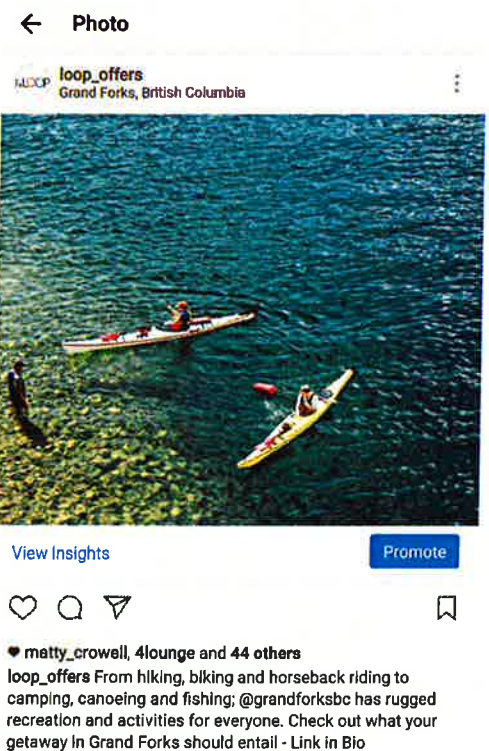
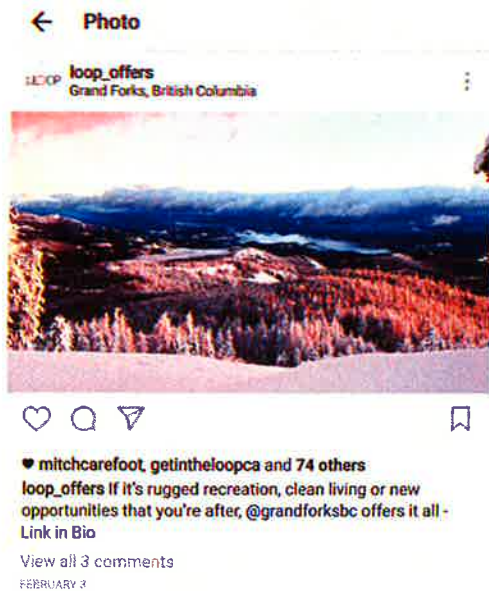
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  Hootlet
 

 Noni Porrier, Cassy Tipper and 93 others

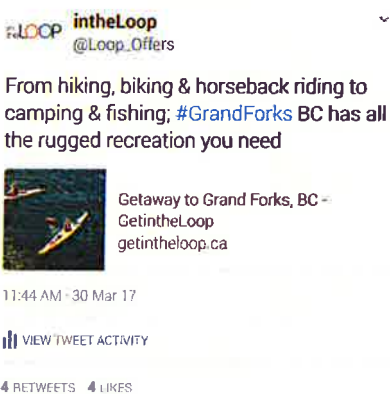
[Top Comments](#)

21 shares

Instagram



Twitter



4. Content Marketing - curating blogs to be shared with, and by, consumers, media and communication agencies.

Our Top Things To Do In Grand Forks

#1 ON OUR TO DO LIST: Rugged Recreation

323
Shares


2013









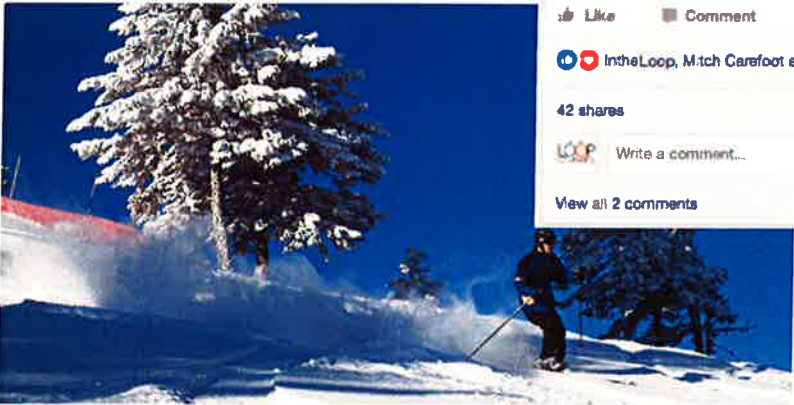


With Endless trails for hiking, biking, Horseback riding; multiple rivers and lakes for fishing, boating; and even a BMX course, Grand Forks defines rugged recreation. As the perfect spot for a little more adventure into their weekend away, expect to be overwhelmed by the beautiful views.

Discover Grand Forks, BC.

February 3rd, 2017 Posted by Paige Press No Comment yet

Located in the Monashee Mountains at the junction of the Kettle and Granby rivers, Grand Forks is a transition zone between the dessert like Okanagan Valley and the interior rainforest of the West. The area boasts four season living with recreational activities from the mountains, trails, and beautiful tree lined streets and heritage homes with a downtown core that offers quality accommodations for an adventure filled weekend!



54
Shares



















 **Boundary Country BC**
March 30 at 3:20pm · 🌐

From hiking, biking, and horseback riding to camping, canoeing, and fishing, Grand Forks has rugged recreation for everyone.





Getaway to Grand Forks, BC - GetintheLoop
Located in the Monashee Mountains at the junction of the Kettle and Granby rivers, Grand Forks, is situated in the transition zone between the dessert like Okanagan Valley and the interior rainforest of the West. The area boasts four season living with recreational activities from the mountains, trails, and beautiful tree lined streets and heritage homes with a downtown core that offers quality accommodations for an adventure filled weekend!
GETINTHELOOP.CA

 Like  Comment  Share  Hostlet 

 IntheLoop, Mitch Carefoot and 98 others Top Comments

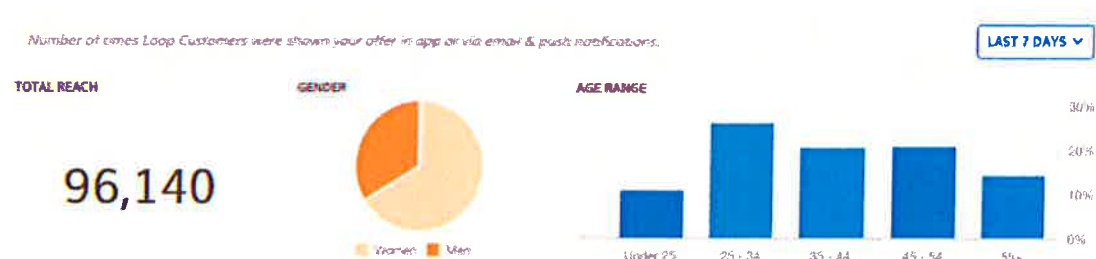
42 shares

 Write a comment... 

[View all 2 comments](#)

IMPACT

The below statistics highlight the reach in Kelowna, Vernon, Penticton and Kamloops over the time period of one week.



Channel	Reach
App Banner	5,250
Email Banner	126,057
Social Media	9,320
	Total
	236,767
GetintheLoop CPM	0.88

Channel	Cost Comparison: CPM
Facebook	\$10-15
Google	\$3-5
Twitter	\$10-15
Radio	\$15-20
Newspaper	\$20-30
Online Display Banner	\$5-15

Sources: Facebook, Google, Twitter, Radio invoices; Newspaper Media Guide; Various Online Digital Media Guides.

SUMMARY

Using multiple channels to promote the City of Grand Forks allowed GetintheLoop to take advantage of the different engagement habits each channel provides. With consumers using multiple platforms throughout the day for entertainment, news, information and to help make travel and life decisions having a presences on multiple platforms and channels allowed the City of Grand Forks to be introduced, start a conversation and educate people across British Columbia about the city, culture and the events going on.

Approximately 82% of consumers reached were between the ages of 18-55. This is the demographic of people who are taking the next steps in their education, careers, starting a family; or will travel to new places.

RECOMMENDED NEXT STEPS

FURTHER ENGAGEMENT

Continue to work with the GetintheLoop marketing team to curate content to share through the app, email and social media channels. Ideas include local events, tourism activities, things to do, history or opportunities in the region.

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Chief Administrative Officer
Date: June 26th, 2017
Subject: Reports, Questions and Inquiries from the Members of Council
Recommendation: **RESOLVED THAT ALL WRITTEN REPORTS SUBMITTED BY MEMBERS OF COUNCIL BE RECEIVED.**

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

Benefits or Impacts of the Recommendation:

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

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

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

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

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

	
Department Head or CAO	Chief Administrative Officer

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Procedure Bylaw / Council

Date: June 26th, 2017

Subject: Report – from the Council’s Representative to the Regional District of Kootenay Boundary

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

BACKGROUND: Under the City’s Procedures Bylaw No. 1946, 2013, the Order of Business permits the City’s representative to the Regional District of Kootenay to report to Council and the Community on issues, and actions of the Regional District of Kootenay Boundary.

Benefits or Impacts of the Recommendation:

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

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

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

OPTIONS:

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

	
Department Head or CAO	Chief Administrative Officer

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Corporate Administrative Department

Date: June 26th, 2017

Subject: Emergency Operations Centre (EOC) Activation Wage Reimbursement Policy

Recommendation: **RESOLVED THAT Council approves Policy #617, Emergency Operations Centre (EOC) Activation Wage Reimbursement.**

BACKGROUND: Staff presented the proposed policy at the June 19th, 2017, Committee of the Whole Meeting for Council's consideration; the policy is now before Council for consideration to approve.

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 policies

Attachments: Proposed Policy #617 Emergency Operations Centre (EOC) Activation Wage Reimbursement

REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation: RESOLVED THAT Council approves Policy #617, Emergency Operations Centre (EOC) Activation Wage Reimbursement.

- 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.

	
Department Head or CAO	Chief Administrative Officer

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

— REGULAR MEETING —



To: Mayor and Council

From: Chief Financial Officer

Date: June 26, 2017

Subject: Amended 2015 Statement of Financial Information schedule of remuneration

Recommendation: RESOLVED THAT COUNCIL accepts and approves the amended schedule of remuneration for the 2015 Statement of Financial Information as presented.

BACKGROUND:

In the course of preparing the 2016 Statement of Financial Information, management discovered that one of the schedules prepared for the 2015 Statement of Financial Information was incorrect.

The Ministry of Community, Sport and Cultural Development has advised us to file an amended schedule which needs to be approved by Council first.

The information which requires amendment is the Council remuneration section of the Schedule of Remuneration and Expenses paid to or on behalf of each employee

The amended schedule is presented here for Council approval and will be forwarded to the Ministry once approved.

Benefits or Impacts of the Recommendation:

General: Compliance with legislative requirements for financial reporting.

Policy/Legislation: *Financial Information Act and Financial Information Regulations*

Attachments: 2015 Statement of Financial Information – amended Schedule of Remuneration and Expenses paid to or on behalf of each employee.

2015 Statement of Financial Information – copy of the original Schedule of Remuneration and Expenses paid to or on behalf of each employee as filed in June 2016.

REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation: RESOLVED THAT COUNCIL accepts and approves the amended schedule of remuneration for the 2015 Statement of Financial Information as presented.

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

Department Head or CAO	Chief Administrative Officer

The Corporation of the City of Grand Forks
Schedule of Remuneration and Expenses paid to or on behalf of each employee
(Amended)
for the Year Ended December 31, 2015
Financial Information Regulation, Schedule 1, subsections 1(1)(e), 6(2)(a) to 6(6)

1. Elected Officials

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>	<u>Total</u>
BUTLER, JULIA	COUNCIL	16,706	2,456	19,162
HAMMETT, CHRIS	COUNCIL	17,357	6,384	23,741
KONRAD, FRANK	MAYOR	23,705	5,423	29,128
KROG, NEIL D.	COUNCIL	18,306	460	18,766
ROSS, COLLEEN	COUNCIL	17,495	3,637	21,132
THOMPSON, CHRISTINE	COUNCIL	16,706	5,383	22,089
WIRISCHAGIN, MICHAEL	COUNCIL	11,965	3,286	15,251
Total: Elected Officials		122,240	27,029	149,269

2. Other Employees

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>	<u>Total</u>
ALLIN, DOUG	CAO	125,309	15,590	140,899
BIRD, SASHA	MANAGER OF TECHNICAL SERVICES	111,280	1,666	112,946
CHAMBERS, STEVEN	ELECTRICAL LINEMAN	109,067	190	109,257
CHAPMAN, J. DEAN	UTILITIES COORDINATOR	84,165	4,451	88,616
FEDERICO, LEONARD	UTILITIES OPERATOR 2	90,012	2,199	92,211
FEENSTRA, JOHN	UTILITIES OPERATOR 1	77,805	-	77,805
HEINRICH, DIANE	CORPORATE OFFICER	110,085	6,980	117,065
HERIOT, DALE	FIRE CHIEF	104,491	2,748	107,239
KOPAN, WAYNE C.	MGR BUILDING INSPECTION/ BYLAW	110,194	420	110,614
MCKINNON, KEVIN R	DEPUTY FIRE CHIEF	75,814	3,576	79,390
NIELSEN, DARRYL R	MECHANIC	78,328	551	78,879
NOSEWORTHY, MIKE	PARKS JOURNEYMAN	76,021	15	76,036
REID, DAVID	MANAGER OF OPERATIONS	98,580	10,127	108,707
SALAMANDYK, EARL	OPERATOR 4/AIRPORT	76,784	840	77,624
SHEPHERD, ROXANNE	CFO	103,726	1,632	105,358
SORENSEN-LAWRENCE	UTILITIES OPERATOR 2	82,804	3,140	85,944
TRAYNOR, JAMES EU	PARKS JOURNEYMAN	78,098	405	78,503
WEBER, RICK	ELECTRICAL LINEMAN	107,509	189	107,698
WINTON, SARAH	DEPUTY CORPORATE OFFICER	89,327	9,343	98,670
ZIELINSKI, ROD	ELECTRICAL DISTRIBUTION COORDINATOR	116,051	5,147	121,198
Other 47 employees (Under \$75,000)		1,288,412	65,939	1,354,351
Total: Other Employees		3,193,862	135,148	3,329,010

Subtotal: All Remuneration

3,316,102

3 Reconciliation

Total Remuneration above	3,316,102	
Reconciling Items:		
Employer paid benefits and timing of accruals	512,394	
Operating Wages & Benefits - 2015 Financial Statements		3,797,862
Wages and employee benefits - Capital		30,634
Total Remuneration	3,828,496	3,828,496

The Corporation of the City of Grand Forks
Schedule showing the remuneration and expenses paid to or on behalf of each employee
for the year ended December 31, 2015
Financial Information Regulation (Sections 1(1)e, 6(2)a to 6((6))

1. Elected Officials

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>	<u>Total</u>
BUTLER, JULIA	COUNCIL	25,058.94	2,455.55	27,514.49
HAMMETT, CHRIS	COUNCIL	26,035.07	6,384.30	32,419.37
KONRAD, FRANK	MAYOR	35,557.52	5,422.87	40,980.39
KROG, NEIL D.	COUNCIL	27,458.94	459.57	27,918.51
ROSS, COLLEEN	COUNCIL	26,242.82	3,637.38	29,880.20
THOMPSON, CHRISTINE	COUNCIL	25,058.94	5,383.24	30,442.18
WIRISCHAGIN, MICHAEL	COUNCIL	17,947.07	3,285.88	21,232.95
Total: Elected Officials		183,379.28	27,028.79	210,388.07

2. Other Employees

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>	<u>Total</u>
ALLIN, DOUG	CAO	125,309.41	15,590.19	140,899.60
BIRD, SASHA	MANAGER OF TECHNICAL SERVICES	111,280.17	1,665.57	112,945.74
CHAMBERS, STEVEN	ELECTRICAL LINEMAN	109,066.53	190.48	109,257.01
CHAPMAN, J. DEAN	UTILITIES COORDINATOR	84,165.43	4,451.47	88,616.90
FEDERICO, LEONARD	UTILITIES OPERATOR 2	90,012.00	2,199.24	92,211.24
FEENSTRA, JOHN	UTILITIES OPERATOR 1	77,804.60	-	77,804.60
HEINRICH, DIANE	CORPORATE OFFICER	110,085.18	6,980.06	117,065.24
HERIOT, DALE	FIRE CHIEF	104,490.77	2,748.48	107,239.25
KOPAN, WAYNE C.	MGR BUILDING INSPECTION/ BYLAW	110,193.53	420.00	110,613.53
MCKINNON, KEVIN R	DEPUTY FIRE CHIEF	75,813.51	3,575.60	79,389.11
NIELSEN, DARRYL R	MECHANIC	78,328.34	550.86	78,879.20
NOSEWORTHY, MIKE	PARKS JOURNEYMAN	76,020.96	15.00	76,035.96
REID, DAVID	MANAGER OF OPERATIONS	98,580.26	10,127.28	108,707.54
SALAMANDYK, EARL	OPERATOR 4/AIRPORT	76,783.61	840.00	77,623.61
SHEPHERD, ROXANNE	CFO	103,726.04	1,632.47	105,358.51
SORENSEN-LAWRENCE	UTILITIES OPERATOR 2	82,803.73	3,140.13	85,943.86
TRAYNOR, JAMES EU	PARKS JOURNEYMAN	78,097.73	405.48	78,503.21
WEBER, RICK	ELECTRICAL LINEMAN	107,509.03	188.95	107,697.98
WINTON, SARAH	DEPUTY CORPORATE OFFICER	89,327.49	9,342.79	98,670.28
ZIELINSKI, ROD	ELECTRICAL DISTRIBUTION COORDINATOR	116,051.30	5,147.02	121,198.32

Other 47 employees (Under \$75,000)	1,288,412.60	65,939.24	1,354,351.84
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Total: Other Employees	3,193,862.22	135,150.31	3,329,012.53
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Subtotal: All Remuneration	3,377,222		
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3 Reconciliation

Total Remuneration above	3,377,222		
Reconciling Items:			
Employer paid benefits and timing of accruals	451,274		
Operating Wages & Benefits - 2015 Financial Statements		3,797,862	
Wages and employee benefits - Capital		30,634	
Total Remuneration	3,828,496	3,828,496	

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Chief Financial Officer

Date: June 26, 2017

Subject: 2016 Statement of Financial Information (SOFI)

Recommendation: RESOLVED THAT COUNCIL receives the 2016 Statement of Financial Information Report; AND FURTHER THAT Council accepts and approves the statements and schedules included in the 2016 Statement of Financial Information, as presented.

BACKGROUND:

The *Financial Information Act* requires municipalities to submit the previous year's audited financial statements and certain additional schedules and statements to the Ministry of Community, Sport and Cultural Development by June 30 of each year. The SOFI package requires approval by Council prior to submission, and must be made available to the public by June 30, 2017.

The required schedules and statements are included in the attached 2016 Statement of Financial Information (SOFI) Report, and include the following disclosures:

Remuneration and expenses paid to or on behalf of elected officials

Remuneration in excess of \$75,000 and expenses paid to or on behalf of those employees, plus consolidated totals of remuneration and expenses paid to other employees

Payments to suppliers in excess of \$25,000, plus a consolidated total of payments to all other suppliers.

Grant payments in excess of \$25,000.

The Audited Financial Statements included in the SOFI report were approved by Council on May 11, 2017.

Benefits or Impacts of the Recommendation:

General: Compliance with legislative requirements for financial reporting.

Policy/Legislation: *Financial Information Act* and *Financial Information Regulations*
Community Charter, Section 168(1)

Attachments: 2016 Statement of Financial Information Report

REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation: RESOLVED THAT COUNCIL receives the 2016 Statement of Financial Information Report; AND FURTHER THAT Council accepts and approves the statements and schedules included in the 2016 Statement of Financial Information, as presented.

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

Department Head or CAO	Chief Administrative Officer

REQUEST FOR DECISION

— REGULAR MEETING —



Report Approval Details

Document Title:	RFD - CFO Statement of Financial Information.docx
Attachments:	
Final Approval Date:	Jun 16, 2017

This report and all of its attachments were approved and signed as outlined below:

Juliette Rhodes - Jun 16, 2017 - 4:19 PM

Diane Heinrich - Jun 16, 2017 - 4:21 PM



Settle down.

THE CORPORATION OF THE CITY OF GRAND FORKS

2016 STATEMENT OF FINANCIAL INFORMATION

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Information
Fiscal Year Ended December 31, 2016

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Statement of Changes in Financial Position for the Capital Fund
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Schedules of Remuneration and Expenses
Schedules of Supplier and Grant Payments
Reconciliation of Supplier Payments

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Information
Fiscal Year Ended December 31, 2016

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approve all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Frank Konrad, Mayor
On behalf of Council

Date: _____

Juliette Rhodes, CPA, CGA
Chief Financial Officer

Date: _____

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Information
Fiscal Year Ended December 31, 2016

MANAGEMENT REPORT

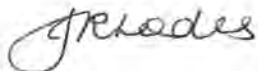
The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Mayor and Council are responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control, and for reviewing and approving the audited financial statements and supplementary schedules contained in this Statement of Financial Information.

The external auditors, Kemp Harvey Burch Kientz Inc., conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of The Corporation of the City of Grand Forks



Juliette Rhodes
Chief Financial Officer

June 16, 2017

Financial Statements of

THE CORPORATION OF THE CITY OF GRAND FORKS

For the Year Ended December 31, 2016

THE CORPORATION OF THE CITY OF GRAND FORKS
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For the Year Ended December 31, 2016

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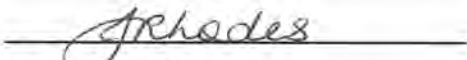
THE CORPORATION OF THE CITY OF GRAND FORKS

Management Report

Management is responsible for the preparation of the accompanying financial statements. The financial statements have been prepared in accordance with the accounting principles disclosed in note 2 to the financial statements, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management has established and maintained a system of internal accounting controls which are designed to provide reasonable assurance that assets are safeguarded, transactions are authorized and recorded properly, and reliable financial information is produced.

The independent external auditors, Kemp Harvey Burch Kientz Inc., have conducted an independent examination in accordance with Canadian auditing standards and expressed their opinion in the accompanying report.


Juliette Rhodes
Chief Financial Officer



KEMP HARVEY BURCH KIENTZ INC.

Chartered Professional Accountants

J.R. (Jim) Burch, FCPA, FCGA
Sylvia Burch, CPA, CGA
K. Sarah Kientz, BBA(App), CPA, CGA

T: 250.442.2121
www.kempharvey.com

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of The Corporation of the City of Grand Forks

We have audited the accompanying financial statements of The Corporation of the City of Grand Forks, which comprise the statement of financial position as at December 31, 2016 and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

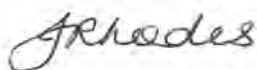
In our opinion, the financial statements present fairly, in all material respects, the financial position of The Corporation of the City of Grand Forks as at December 31, 2016 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Grand Forks, British Columbia
May 11, 2017

Kemp Harvey Burch Kientz Inc.
CHARTERED PROFESSIONAL ACCOUNTANTS

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Position

<i>As at December 31</i>	2016	2015
Financial Assets		
Cash (note 3)	\$ 9,807,500	\$ 8,213,970
Accounts receivable (note 5)	2,299,569	2,545,851
Municipal Finance Authority deposit (note 6)	30,671	29,837
Inventories for resale	40,435	41,770
Land held for resale	211,036	1
Lease receivable (note 7)	114,532	135,243
	12,503,743	10,966,672
Liabilities		
Accounts payable and accrued liabilities (note 8)	1,317,638	1,471,405
Employee future benefits (note 9)	338,504	393,011
Deferred revenues (note 10)	333,344	333,787
Temporary loan (note 11)	1,246,589	1,246,589
Development cost charges (note 12)	515,399	510,146
Obligations under capital lease (note 13)	-	2,677
Long-term debt (note 14)	2,438,571	1,966,472
	6,190,045	5,924,087
Net financial assets	6,313,698	5,042,585
Non-financial assets		
Prepaid expenses	228,789	164,656
Inventory of parts and supplies	149,866	180,422
Tangible capital assets (note 15)	27,306,367	27,621,130
	27,685,022	27,966,208
Accumulated surplus (note 16)	\$ 33,998,720	\$ 33,008,793



Juliette Rhodes, CPA, CGA
Chief Financial Officer



Frank Konrad
Mayor, City of Grand Forks

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Operations and Accumulated Surplus

<i>For the year ended December 31</i>	2016 Budget	2016 Actual	2015 Actual
Revenue			
Property taxation (note 17)	\$ 3,768,298	\$ 3,772,935	\$ 3,236,924
Sales of services (note 18)	6,912,388	6,920,108	6,622,376
Other revenues (note 19)	749,608	736,055	673,759
Government transfers (note 20)	1,106,115	946,450	1,165,225
Contributions from others	6,250	17,190	163,907
Interest income	70,500	101,376	94,542
Investment income on sinking fund	-	32,060	17,794
Insurance proceeds	-	-	220,250
Gain on disposal of tangible capital assets	-	239,726	76,352
	12,613,159	12,765,900	12,271,129
Expenses			
General government	1,306,094	1,201,042	1,218,608
Protective services	820,914	789,860	698,395
Environmental health services	186,000	170,029	184,449
Public health and welfare	92,355	60,501	77,883
Planning and development	425,860	392,577	477,580
Transportation services	1,173,791	960,103	855,818
Recreation and cultural services	873,876	875,316	841,774
Public real estate	279,300	229,447	251,685
Electrical services	4,097,670	3,880,431	3,815,375
Water services	766,590	811,180	717,750
Sewer services	699,946	644,533	678,166
Debt interest	95,105	120,510	110,377
Amortization	1,656,491	1,640,444	1,628,303
	12,473,992	11,775,973	11,556,163
Annual Surplus	139,167	989,927	714,966
Accumulated surplus, beginning of year	33,008,793	33,008,793	32,293,827
Accumulated surplus, end of year	\$ 33,147,960	\$ 33,998,720	\$ 33,008,793

The accompanying notes are an integral part of these financial statements.

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Changes in Net Financial Assets

<i>For the year ended December 31</i>	2016 Budget	2016 Actual	2015 Actual
Annual Surplus	\$ 139,167	\$ 989,927	\$ 714,966
Acquisition of tangible capital assets	(6,436,020)	(1,329,363)	(2,189,133)
Amortization of tangible capital assets	1,656,491	1,640,444	1,628,303
Gain on sale of assets	-	(239,726)	(76,352)
Proceeds from sale of assets	-	243,408	166,912
Net change in prepaid expenses and supplies inventory	-	(33,577)	78,722
Increase in Net Financial Assets	(4,640,362)	1,271,113	323,418
Net Financial Assets, beginning of year	4,719,167	5,042,585	4,719,167
Net Financial Assets, end of year	\$ 78,805	\$ 6,313,698	\$ 5,042,585

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Cash Flows

For the year ended December 31

	2016	2015
Operating Transactions		
Annual surplus	\$ 989,927	\$ 714,966
Non-cash items:		
Amortization	1,640,444	1,628,303
Increase in prepaid expenses	(64,134)	(35,683)
Decrease in supplies inventory	30,556	114,405
Gain on disposal of tangible capital assets	(239,726)	(76,352)
Changes to financial assets/liabilities		
(Increase) decrease in		
Decrease in accounts receivable	246,282	538,531
Decrease in lease receivable	20,711	19,791
Increase in MFA deposits	(834)	(745)
Increase in inventories for resale	(209,701)	(8,334)
Decrease in accounts payable	(153,765)	(930,550)
Decrease in deferred revenue	(443)	(39,286)
Decrease in employee future benefits	(54,507)	(71,404)
Increase in deferred development cost charges	5,253	5,676
Decrease in deposit	-	388,029
	<u>2,210,063</u>	<u>2,247,347</u>
Capital Transactions		
Acquisition of tangible capital assets	(1,329,363)	(2,189,133)
Proceeds on disposal of tangible capital assets	243,408	166,912
	<u>(1,085,955)</u>	<u>(2,022,221)</u>
Investing Transactions		
Decrease in investments	-	549,366
	<u>-</u>	<u>549,366</u>
Financing Transactions		
Proceeds from borrowing	722,518	983,430
Debt repayments	(230,101)	(161,129)
Actuarial adjustments on long term debt	(22,995)	(17,794)
	<u>469,422</u>	<u>804,507</u>
Increase/decrease in cash	1,593,530	1,578,999
Cash, beginning of year	8,213,970	6,634,971
Cash, end of year	<u>\$ 9,807,500</u>	<u>\$ 8,213,970</u>

The accompanying notes are an integral part of these financial statements

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

The notes to the financial statements are an integral part of these statements. They explain the significant accounting and reporting policies and the principles that form the basis of these financial statements, as well as providing supplementary information and explanations which cannot be conveniently integrated into the statements.

1. Nature of Entity

The City was incorporated in 1897 under the Municipal Act (now a combination of the Community Charter and the Local Government Act), a statute of the Province of British Columbia. Its principal activities include the provision of local government services to the residents of the incorporated area. These services include, protective, community planning, transportation, recreational, solid waste collection, water, sewer and electrical services.

2. Significant Accounting Policies

Basis of Presentation

The financial statements are the responsibility of and are prepared by management in accordance with Canadian Public Sector Accounting Standards and prescribed by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Professional Accountants.

The City's operations and resources are segregated into various funds for accounting and financial reporting purposes, with each fund treated as a separate entity with responsibility for the assets allocated to it. Inter-fund transactions and balances have been eliminated in the preparation of these financial statements.

The City's funds are classified as follows:

i) Operating Funds

These funds include the general, electrical, water, and sewer operations of the City, and are used to record the operating costs associated with providing those services.

ii) Capital Funds

The capital funds record the acquisition costs of various capital assets and financing related to these assets. They include the general, electrical, water, and sewer capital funds.

iii) Reserve Funds

Under the Community Charter, City Council may, by bylaw, establish reserve funds for specific purposes. Money in a reserve fund and the interest earned thereon must be used only for the purpose for which the fund was established. If the amount in a reserve fund exceeds the amount required, City Council may, by bylaw, transfer all or part of the balance to another reserve.

iv) Trust Funds

These funds hold cash assets that must be used for specific purposes and/or beneficiaries according to agreements or legislated requirements. The City administers trust funds for its Employee Assistance Program, Slag Remediation, and Cemetery Care Fund. In accordance with public sector accounting standards, trust funds administered by the City are not included in the City's financial statements, other than as disclosed in Note 22.

Budget Figures

The budget figures are from the 5-Year Financial Plan Bylaw, No. 2024 which was adopted on April 11, 2016. Subsequent budget amendments adopted by Council have not been included in these financial statements.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

Revenue Recognition

Taxation revenues are recorded upon issuance of the annual property tax notices in May. Revenues from the sale of services and user fees are recognized when the service or product is provided by the City. Franchise and other revenues are recorded as they are earned and measurable. Amounts that have been received in advance of services being rendered are recorded as deferred revenue until the City fulfills its obligations related to the provision of those services.

Transfers from other governments are recognized as revenue in the period that the transfer is authorized, eligibility criteria have been met, and a reasonable estimate of the amount can be made. If transfer agreements contain stipulations that would give rise to obligations which meet the definition of a liability, revenue is deferred and recognized as the stipulations are met.

Investment income is recorded on the accrual basis and recognized when earned.

Deferred Revenue

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue. The associated revenue is recognized in the year in which it is used for the specified purpose.

Expenses

Expenses are generally recognized as they are incurred based upon receipt of the goods and services and/or a legal obligation to pay is established.

Financial Instruments

The City's financial instruments consist of cash, deposits, accounts receivable, accounts payable and accrued liabilities, and short and long-term debt.

Inventories

Inventories consist of supplies and repair parts held for use by the electrical utility, fuel used in operations, and aviation fuel for resale. Inventory is recorded at cost, on a weighted average or specific item basis.

Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, water or sediment of a chemical, organic or radioactive material or live organism that exceeds the maximum acceptable concentrations under an environmental standard. A liability for remediation of contaminated sites is recognized when all of the following criteria are met:

- i. an environmental standard exists;
- ii. contamination exceeds the environmental standard;
- iii. the City is directly responsible or accepts responsibility, and a reasonable estimate of the amount can be made.

The liability includes costs directly attributable to remediation activities including post remediation operations, maintenance and monitoring.

Management has prepared an inventory of sites that are no longer in productive use. These sites have been evaluated by management to be at low risk of contamination exceeding applicable environmental standards which would require remediation. Therefore, no liability has been recognized and included in these financial statements.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset, but excluding interest. The cost of tangible capital assets is amortized on a straight-line basis over the estimated useful life of the asset as follows:

General Capital Fund	Estimated Useful Life
Land	Not amortized
Land Improvements	20 - 50 years
Buildings	40 - 50 years
Engineering Structures	10 - 50 years
Machinery & Equipment	3 - 25 years
Vehicles	8 - 40 years
Electrical System Capital Fund	
Electrical infrastructure	5 - 40 years
Water System Capital Fund	
Water infrastructure	10 - 50 years
Sewer System Capital Fund	
Sewer infrastructure	10 - 50 years

Donated tangible capital assets are recorded at their fair value at the date of receipt.

Work in progress, which represents capital projects under construction but not yet completed, is not amortized until construction is complete and the asset is available for productive use.

Long-Term Debt

Outstanding long-term debt is reported net of applicable sinking fund balances.

Debt Charges

Interest on debt is charged to current operations. Interest charges are accrued for the period from the date of the latest interest payment to the end of the year.

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and the reported amounts of revenues and expenses during the financial reporting period. Significant areas requiring the use of estimates include the determination of accrued payroll liabilities and employee future benefits, tangible capital asset useful lives and amortization expense, and provisions for contingencies. Actual results could differ from management's best estimates as additional information becomes available in the future.

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2016

3. Cash

Cash is comprised of unrestricted cash for operations and restricted cash for reserve funds and deferred development cost charges which are held in segregated accounts.

	2016	2015
Restricted cash		
Statutory Reserves	\$ 5,449,614	\$ 3,564,582
Restricted Revenues	<u>515,399</u>	<u>510,146</u>
	5,965,013	4,074,728
Unrestricted cash	<u>3,842,487</u>	<u>4,139,242</u>
Total cash	<u>\$ 9,807,500</u>	<u>\$ 8,213,970</u>

4. Operating Line of Credit

The City has an operating line of credit with Grand Forks Credit Union for an authorized amount of \$2,000,000, bearing interest at the base lending rate less 0.5%. At December 31, 2016, the balance outstanding on the operating line of credit was nil (2015 - nil).

5. Accounts Receivable

Accounts receivable are recorded net of allowances and comprise the following:

	2016	2015
Property taxes	\$ 770,397	\$ 771,060
Utility accounts receivable	1,342,982	1,243,688
Due from other governments	36,344	44,760
Insurance proceeds receivable	-	393,796
Trade and other receivables	<u>149,846</u>	<u>92,547</u>
	<u>\$ 2,299,569</u>	<u>\$ 2,545,851</u>

6. Municipal Finance Authority Debt Reserve Fund

The Municipal Finance Authority provides capital funding for regional districts and their member municipalities through the issuance of debenture debt. The Debt Reserve Fund established by the Municipal Finance Authority is security held in trust to meet its obligations to debenture holders.

Municipalities sharing in the proceeds of a debt issue are required to contribute certain amounts to the debt reserve fund in the form of cash withheld from the loan proceeds and a non-interest bearing demand note. Monies paid into the Debt Reserve Fund are obligations of the Municipal Finance Authority and are refunded, with interest, upon maturity of the debt.

Only the cash portion of MFA deposits is included as a financial asset. The demand notes are contingent in nature and not reflected in the financial statements.

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2016

The details of the cash deposits and demand notes at year end are as follows:

	Demand Notes	Cash Deposits	2016	2015
General Fund	\$ 28,501	\$ 7,159	\$ 35,660	\$ 35,466
Sewer Fund	52,185	23,512	75,697	75,057
	<u>\$ 80,686</u>	<u>\$ 30,671</u>	<u>\$ 111,357</u>	<u>\$ 110,523</u>

7. Lease Receivable

The City has entered into a long-term capital lease agreement with the Regional District of Kootenay Boundary for the lease of a building and lands. The term of the agreement is 12 years commencing August 1, 2010, with annual payments of \$27,000 including interest at 4.65%. Interest of \$6,289 (2016 - \$7,209) was received during the year.

8. Accounts Payable and Accrued Liabilities

Accounts payable and accrued liabilities comprise the following:

	2016	2015
Wages and benefits	\$ 465,942	\$ 470,908
Trade payables	762,655	769,578
Other taxing authorities	74,891	207,706
Accrued interest	14,150	23,213
	<u>\$ 1,317,638</u>	<u>\$1,471,405</u>

9. Employee Future Benefits

The City provides sick leave and certain other benefits to its unionized employees upon retirement. The liabilities and expenses for post-employment sick leave benefits are recognized in the financial statements in the period in which they are earned, and as at the end of 2016 are fully accrued to the level of the employees' current accumulated entitlement.

Expenses for management sick time are not accrued, but recognized at the time they are paid.

10. Deferred Revenues

The City records deferred revenue for funds received in advance of services being rendered. These amounts are shown as liabilities until the services are rendered or related costs are incurred.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

Deferred Revenues

	Balance, Beginning of Year	Contributions Received	Revenue Eamed	Balance, End of Year
Prepaid taxes	240,510	257,890	(240,510)	257,890
Prepaid utilities	37,038	36,697	(37,038)	36,697
Library maintenance contract	26,100	13,000	(11,365)	27,735
Victim assistance	1,243	35,809	(37,052)	-
Grants	22,120	-	(22,120)	-
Deposits and other	6,776	10,821	(6,575)	11,022
	333,787	354,217	(354,660)	333,344

11. Temporary Loan

In 2012, the City completed the approval process for two long-term loans of up to \$1,300,000 and \$4,200,000 with the Municipal Finance Authority for the capital funding of emergency water supply for fire flow protection and renewal of road, water, and sewer infrastructure.

The City passed temporary borrowing bylaws for these loans, authorizing interim financing with the Municipal Financing Authority up to the total amount of the loans. These interim loans are demand, non-revolving loans, bearing daily interest at a floating rate which is currently at approximately 1.4% per annum. The City has issued promissory notes which require the repayment of principal by September 30, 2019, should the interim loans not be converted to long-term debt prior to that date.

To date, the City has drawn \$370,719 and \$875,870 against these loans, and during 2016 made interest payments of \$5,146 and \$12,160 (2015 - \$4,737 and \$10,136).

12. Deferred Development Cost Charges (DCCs)

Pursuant to the provisions of the Local Government Act, development cost charges are held in separate reserve funds for the purpose for which the charges have been imposed. When the related costs are incurred, the DCCs are recognized as revenue. Due to the restrictive nature of these funds, they are shown as liabilities.

	2016	2015
Balance, beginning of year	\$ 510,146	\$ 504,470
Interest on investments	5,253	5,676
Balance, end of year	<u>\$ 515,399</u>	<u>\$ 510,146</u>

The balance of deferred development cost charges comprises the following:

	2016	2015
Water development cost charges	\$ 182,628	\$ 180,762
Sewer development cost charges	330,333	326,970
Parkland development cost charges	2,438	2,414
	<u>\$ 515,399</u>	<u>\$510,146</u>

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

13. Obligations under Capital Lease

The City entered into capital lease agreements with the Municipal Finance Authority to finance the acquisition of certain equipment purchases. During the year, the City made principal payments of \$2,677 to extinguish its obligations in full under these agreements.

14. Long-Term Debt

The City has financed certain capital expenditures by means of long-term debenture debt obtained from the Municipal Finance Authority (MFA) through the Regional District of Kootenay Boundary. These loans range in term from ten to twenty years, with maturity dates from 2019 to 2033. The terms of the loan agreement require the City to deposit 1% of the gross proceeds into a debt reserve fund (see note 6) in addition to the issuance of a demand note payable to the MFA.

At the beginning of the year, the City received funding from the MFA under its equipment financing program, which takes the place of the former MFA leasing program. This consists of a five-year loan with variable interest based on the monthly Canadian Dealer Offered Rate. The City has signed a promissory note payable to the MFA in respect of this loan.

	Current Interest Rate	Term	Maturity	Balance, Beginning of Year	Additions	Payments of Principal	Actuarial Adjustment	Balance, End of Year
General capital fund								
Roads Bylaw No. 1863; MFA Issue #106	4.13%	10 yrs	2019	\$ 223,766	\$ -	\$ 41,645	\$ 11,049	\$ 171,072
Roads - NW 79th Bylaw No. 1887; MFA Issue #112	3.73%	15 yrs	2025	51,065	-	3,496	757	46,812
Sewer capital Fund								
Ruckle Lift Station Bylaw No. 1498; MFA Issue #70	2.30%	20 yrs	2019	55,082	-	6,496	6,375	42,211
City Park Lift Station Bylaw No. 1873; MFA Issue #126	3.85%	20 yrs	2033	1,636,559	-	59,001	4,814	1,572,744
Long term loan financing				\$ 1,966,472	\$ -	\$ 110,638	\$ 22,995	\$ 1,832,839
Equipment financing								
2015 Cobra Platform Ladder Truck MFA Loan #0001-0	1.40%	5 yrs	2021	\$ -	\$ 722,518	\$ 116,786	\$ -	605,732
Total Long Term Debt				\$ 1,966,472	\$ 722,518	\$ 227,424	\$ 22,995	\$ 2,438,571

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2016

The estimated requirements for future repayments of principal on existing debt for the next five years are as follows:

	2017	2018	2019	2020	2021
General Fund	\$ 45,141	\$ 45,141	\$ 45,141	\$ 3,496	\$ 3,496
Sewer Fund	65,495	65,495	65,495	59,000	59,000
Equipment Financing	141,911	143,949	145,977	148,028	25,867
	<u>\$ 254,564</u>	<u>\$ 256,603</u>	<u>\$ 258,632</u>	<u>\$ 212,544</u>	<u>\$ 90,384</u>

15. Tangible Capital Assets

Tangible capital assets consist of the following:

	Net Book Value 2016	Net Book Value 2015
General Capital Fund		
Land	\$ 1,672,841	\$ 1,671,262
Land improvements	418,423	19,379
Buildings	3,056,614	3,202,233
Machinery and equipment	962,107	1,010,156
Engineering structures	8,828,623	9,781,089
Storm structures	16,065	16,958
Protective services vehicles	1,306,343	1,390,956
Public works vehicles	917,820	1,022,384
	<u>\$ 17,178,836</u>	<u>\$ 18,114,417</u>
Water Utility		
Plant and equipment	4,796,774	4,180,503
Electrical Utility		
Plant and equipment	1,154,681	1,096,240
Sewer Utility		
Plant and equipment	4,176,076	4,229,970
Total Tangible Capital Assets	<u>\$ 27,306,367</u>	<u>\$ 27,621,130</u>

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2016

16. Accumulated surplus comprises the following:

	2016	2015
Operating Fund	\$ 5,902,648	\$ 4,940,482
Statutory Reserves		
Capital	2,507,400	155,820
Slag sales	594,737	1,444,811
Equipment replacement	482,242	527,161
Community works gas tax	396,407	899,650
Land sales	262,894	501,412
Water capital	98,000	-
Electrical capital	56,622	-
Climate action	31,505	29,574
Sewer capital	30,000	-
Cash in lieu of parking	4,144	4,102
Tax sale land	-	63,235
	\$ 4,463,951	\$ 3,625,765
Non-Statutory Reserves		
Fire department - EOC reserve	5,913	32,154
Election reserve	5,000	5,000
	\$ 10,913	\$ 37,154
Investment in Non-Financial Assets		
Investment in capital assets	23,621,208	24,405,392
	\$ 33,998,720	\$ 33,008,793

17. Property Tax Revenues

Municipal taxation revenues comprise the following:

	2016	2015
Property taxes	\$ 3,411,083	\$ 3,033,915
Parcel and frontage taxes	240,762	91,407
1% utilities tax	106,223	99,212
Grants and payments in lieu of taxes	14,867	12,390
	\$ 3,772,935	\$ 3,236,924

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2016

18. Sale of Services

	2016	2015
Electrical utility user fees	\$ 4,619,292	\$4,420,010
Water utility user fees	892,888	837,182
Sewer utility user fees	870,526	801,249
Slag sales	208,964	246,721
Solid waste collection	206,550	195,808
Campground fees	60,491	48,571
Airport (net of cost of fuel sold)	31,511	47,032
Cemetery	20,314	17,737
Sundry and other	9,572	8,066
	<u>\$ 6,920,108</u>	<u>\$ 6,622,376</u>

19. Other Revenues

	2016	2015
Fire district recoveries	\$ 226,650	\$ 267,771
Leases and rentals	120,834	104,678
Penalties and interest	102,935	99,556
Donations and grants	70,300	1,800
Franchise fees	60,963	69,628
Licences and permits	53,287	39,797
Other recoveries	70,400	81,948
Other revenues	30,686	8,581
	<u>\$ 736,055</u>	<u>\$ 673,759</u>

20. Government Transfers

In 2016 the City received and recorded the following transfers from other governments:

	2016	2015
Operating transfers		
Federal	\$ 97,475	\$ 12,000
Provincial	540,667	587,074
	<u>\$ 638,142</u>	<u>\$ 599,074</u>
Capital transfers		
Federal	\$ 253,210	\$ 214,785
Provincial	55,098	351,366
	<u>\$ 308,308</u>	<u>\$ 566,151</u>
Total government transfers	<u>\$ 946,450</u>	<u>\$ 1,165,225</u>

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

21. Reconciliation to Budget

The following reconciles the balanced statutory budget adopted by Council on April 11, 2016 with the budgeted surplus reported on the statement of operations and accumulated surplus:

Budget surplus as per the statement of operations and accumulated surplus	\$ 139,167
Add: Budgeted amortization expense	1,656,491
Budgeted transfer from reserves	617,598
Debt proceeds	4,252,914
Subtract: Debt principal repayments	(230,150)
Tangible capital asset expenditures	(6,436,020)
Surplus as per Financial Plan Bylaw No. 2024	<u>\$ -</u>

22. Trust Funds

Funds held in trust and administered by The City, which are not included in these consolidated financial statements, include the following:

	2016	2015
Fund Balance		
Cemetery Care Fund	\$ 152,673	\$148,799
Employee Assistance Program	8,825	10,318
Slag Remediation Trust	9,907	-
	<u>\$ 171,405</u>	<u>\$159,117</u>

23. Contingent Liabilities

Regional District of Kootenay Boundary

Under the provisions of the *Local Government Act*, Regional District debt is a direct, joint and several liability of the Regional District and each member municipality including the City of Grand Forks. The loan agreements with the Municipal Finance Authority provide that if at any time the scheduled payments provided for in the agreements are not sufficient to meet the Authority's obligation with respect to such borrowing, the resulting deficiency becomes the liability of the member municipalities.

Legal Actions

The City is currently engaged in certain legal actions, the outcome of which is not determinable at this time. Accordingly, no provision has been made in the accounts for these actions. The amount of loss, if any, arising from these actions will be recorded in the accounts in the period in which the loss is realized.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

Pension Liability

The City and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2015, the plan has about 189,000 active members and approximately 85,000 retired members. Active members include approximately 37,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

The most recent valuation for the Municipal Pension Plan as at December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis.

The City of Grand Forks paid \$274,612 (2015 - \$285,161) for employer contributions to the plan in fiscal 2016.

The next valuation will be as at December 31, 2018, with results available in 2019.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

24. Future Accounting Changes

PS 2200 – Related Party Disclosures

This new section defines a related party and establishes disclosure requirements for related party transactions. Disclosure of information about related party transactions and their underlying relationship is required when such transactions have occurred at a value other than that which would have taken place with unrelated parties. This section applies to fiscal years beginning on or after April 1, 2017, with early adoption permitted.

PS 3320 - Contingent Assets

This section defines and establishes disclosure standards for contingent assets. Contingent assets are possible assets arising from existing conditions or situations involving uncertainty, which will ultimately be resolved when one or more future events, not wholly within the public sector entity's control, occur or fail to occur. Resolution of the uncertainty will confirm the existence or non-existence of the asset. This standard applies to fiscal years beginning on or after April 1, 2017, with early adoption permitted.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

PS 3380 -Contractual Rights

Contractual rights are rights to economic resources arising from contracts or agreements that will result in a future asset and revenue. They may include contractual rights to receive payments under shared cost agreements or lease payments. Disclosure of information about contractual rights under this section applies to fiscal years beginning on or after April 1, 2017, with early adoption permitted.

25. Segmented Information

The City's operations and activities are organized into various funds and departments for management reporting. The costs related to the provision of services within a particular department or fund are disclosed in the segmented information presented below.

The General Fund includes services provided by the City such as general government services, protective services, development services, recreation and culture, transportation services and public works, and environmental health and public health services. The utility operations are comprised of the water, electrical and sewer utilities, each accounting for its own operations and programs within their own funds.

Revenues within the General Fund have been allocated to the various activities where they are directly attributable to that department. Taxation and other revenues which are not directly related to a particular activity are reported under General Government Services and have not been apportioned to the other departments within the General Fund.

General Government Services

General government operations are primarily funded by property taxation. The expenses within the department include those for legislative, general administration, finance, and communications.

Protective Services

Protective services are comprised of fire protection services, building inspection, bylaw enforcement, and victim services. Grand Forks Fire/Rescue provides fire and emergency services to both the City and rural area through a contract for services with the Regional District of Kootenay Boundary.

Environmental and Public Health Services

Environmental Health services include solid and yard waste collection services contracted through agreement between the City and the Regional District Of Kootenay Boundary.

Public Health services relate to operation and maintenance of the cemetery.

Planning and Development Services

The Planning and Development services department provides engineering services support to facilities, parks, roads, water, sewer and electrical for infrastructure projects, as well as planning support for subdivisions and development, ensuring compliance with zoning and land use provisions of the community plan.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2016

Transportation Services and Public Works

The transportation and Public Works segment includes costs for the maintenance of city streets and sidewalks, snow removal services, airport operations, maintenance and operation of the vehicle fleet, and general administrative costs for Public Works.

Recreation and Cultural Services

This segment includes costs related to the maintenance and repair of publicly owned buildings, in addition to costs for operation of parks and the City campground, and for community events support and fee for service agreements.

Electrical Utility

This segment includes all of the operating activities related to the provision of electrical services to the majority of properties within the city boundaries. Electricity is purchased from the FortisBC Inc. electrical utility for resale to the City's customers, while services are provided by the City's own electrical crews.

Water Utility

This segment includes all of the operating activities related to the treatment and distribution of water throughout the City.

Sewer Utility

This segment includes all of the operating activities related to the collection and treatment of wastewater throughout the City.

26. Comparative Figures

Certain of the comparative figures have been restated to conform to the current year's presentation.

CORPORATION OF THE CITY OF GRAND FORKS
Schedule of Segmented Information

December 31, 2016

	General Fund								2015 Total	
	General Government Services	Protective Services	Environment and Public Health	Development Services	Public Works & Transportation Services	Recreation Culture & Public Real Estate	Electrical Utility	Water Utility		Sewer Utility
Revenue										
Taxation	3,766,894								6,041	3,772,935
Sale of services	218,536		226,864		31,511	60,491	4,619,292	892,888	870,526	6,920,108
Other revenues	279,922	226,650	1,324			191,134	26,955	5,043	5,027	736,055
Government transfers	810,401	38,871			54,033	22,063			21,082	946,450
Contributions from others						9,190	8,000			17,190
Interest income	100,737								639	101,376
Investment income	14,873								17,187	32,060
Insurance proceeds										
Gain on disposal of assets										
Interfund transfers	437,330					239,726	(437,330)			239,726
	5,628,693	265,521	228,188	-	85,544	522,604	4,216,917	897,931	920,502	12,765,900
										12,271,129
Expenses										
Wages & benefits	663,203	452,271	42,728	247,247	594,476	361,831	584,346	493,161	416,815	3,856,078
General Services	166,272	87,822	14,011	38,792	55,421	67,089	9,837	12,916	12,016	464,176
Professional and Contract Services	251,764	122,552	158,642	95,372	129,521	109,885	89,163	104,514	25,265	1,086,678
Materials & Supplies	70,483	36,413	1,992	8,789	251,096	88,409	101,597	56,034	27,712	642,525
Telephone & Utilities	31,255	32,154	144	2,377	47,835	32,811	3,586	9,093	76,174	235,429
Insurance	18,065	12,134	89	-	64,211	37,984	10,469	19,753	46,776	209,481
Allocations	-	46,514	12,924	-	(182,456)	122,535	(155,001)	115,709	39,775	-
Purchased for resale	-	-	-	-	-	-	3,236,433	-	-	3,236,433
Grants & fee for service	-	-	-	-	-	284,219	-	-	-	284,219
Interest	-	-	-	-	40,446	-	-	6,727	73,337	120,510
Amortization	-	-	-	-	986,401	150,579	41,745	204,194	172,912	1,640,444
	1,201,042	874,473	230,530	392,577	1,986,951	1,255,342	3,922,175	1,022,101	890,782	11,775,973
										11,556,163
Net surplus (deficit)	4,427,651	(608,952)	(2,342)	(392,577)	(1,901,407)	(732,738)	294,742	(124,170)	29,720	989,927
										714,966

THE CORPORATION OF THE CITY OF GRAND FORKS
Schedule of Tangible Capital Assets

December 31, 2016

	Cost			Accumulated Amortization			Net	
	Opening Balance	Additions	Transfers/ Disposals	Opening Balance	Amortization Expense	Closing Balance	Book Value 2016	Book Value 2015
General Capital Fund								
Land	\$ 1,671,262	\$ 1,579		\$ -	\$ -	\$ -	\$ 1,672,841	\$ 1,671,262
Land improvements	19,775	86,665	\$ 316,074	396	3,695	4,091	418,423	19,379
Buildings	6,003,737	1,265		2,801,504	146,884	2,948,388	3,056,614	3,202,233
Machinery and equipment	2,250,962	149,808		1,240,806	197,857	1,438,663	962,107	1,010,156
Engineering structures	20,646,752	-	\$ (354,923)	10,865,663	632,709	11,463,206	8,828,623	9,781,089
Storm structures	17,850	-		892	893	1,785	16,065	16,958
Protective services vehicles	1,838,560	-		447,604	84,613	532,217	1,306,343	1,390,956
Public works vehicles	3,349,945	50,377		2,327,561	154,941	2,482,502	917,820	1,022,384
	\$ 35,798,843	\$ 289,694	\$ (38,849)	\$ 17,684,426	\$ 1,221,592	\$ (35,166)	\$ 17,178,836	\$ 18,114,417
Water Utility								
Plant and equipment	8,666,399	820,465	-	4,485,896	204,194	4,690,090	4,796,774	4,180,503
Electrical Utility								
Plant and equipment	2,736,250	100,186	-	1,640,010	41,745	1,681,755	1,154,681	1,096,240
Sewer Utility								
Plant and equipment	7,980,035	119,019	-	3,750,065	172,913	3,922,978	4,176,076	4,229,970
	\$ 55,181,527	\$ 1,329,364	\$ (38,849)	\$ 27,560,397	\$ 1,640,444	\$ (35,166)	\$ 27,306,367	\$ 27,621,130

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Information
Fiscal Year Ended December 31, 2016

STATEMENT OF CHANGES IN FINANCIAL POSITION
CAPITAL FUND

	Actual 2016	Actual 2015
Revenue		
Donations from groups and individuals	\$ 41,550	\$ -
Government transfers	77,090	723,565
	118,640	723,565
Transfer from Development Cost Charges	-	-
Transfer from Other Restricted Revenues	-	-
	118,640	723,565
Expenditures		
General fund	289,694	1,566,601
Utilities	1,039,670	622,995
	1,329,364	2,189,596
Net change in financial assets	(1,210,724)	(1,466,031)
Expenditures funded by debt		
Transfers from operating funds	59,168	742,466
Transfers from reserves	1,151,556	723,565
Increase in capital funds	-	-

THE CORPORATION OF THE CITY OF GRAND FORKS

Statement of Financial Information

Fiscal Year Ended December 31, 2016

SCHEDULE OF DEBT

	Bylaw	Interest Rate	Maturity	Original Issue	Balance, Dec 31, 2015	Additions	Payments of Principal	Actuarial Adjustment	Balance, Dec 31, 2016
General Fund									
Road System Improvements	1863	4.13%	2019	\$ 500,000	\$ 223,766	\$ -	\$ 41,645	\$ 11,049	\$ 171,072
Roads - NW 79th	1887	3.73%	2025	70,000	51,065	-	3,496	757	46,812
Sewer Fund									
Ruckle Lift Station	1498	2.30%	2019	195,944	55,082	-	6,496	6,375	42,211
City Park Lift Station	1873	3.85%	2033	1,756,920	1,636,559	-	59,001	4,814	1,572,744
Total Debenture Debt				<u>\$ 2,522,864</u>	<u>\$ 1,966,472</u>	<u>\$ -</u>	<u>\$ 110,638</u>	<u>\$ 22,995</u>	<u>\$ 1,832,839</u>
Equipment Financing									
2015 Cobra Platform Ladder Truck	n/a	1.40%	2021	\$ 722,518	\$ -	\$ 722,518	\$ 116,786	\$ -	\$ 605,732
Total Equipment Financing				<u>\$ 722,518</u>	<u>\$ -</u>	<u>\$ 722,518</u>	<u>\$ 116,786</u>	<u>\$ -</u>	<u>\$ 605,732</u>
Total Long Term Debt				<u>\$ 3,245,382</u>	<u>\$ 1,966,472</u>	<u>\$ 722,518</u>	<u>\$ 227,424</u>	<u>\$ 22,995</u>	<u>\$ 2,438,571</u>

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Information
Fiscal Year Ended December 31, 2016

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

The Corporation of the City of Grand Forks has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Information
Fiscal Year Ended December 31, 2016

STATEMENT OF SEVERANCE AGREEMENTS

There were no severance agreements made between The Corporation of the City of Grand Forks and its non-unionized employees during the fiscal year ended December 31, 2016.

THE CORPORATION OF THE CITY OF GRAND FORKS

Statement of Financial Information

Fiscal Year Ended December 31, 2016

SCHEDULE OF REMUNERATION AND EXPENSES
FOR ELECTED OFFICIALS

Name	Position	Remuneration	Expenses	Benefits	Total
Butler, Julia	Councillor	\$ 17,079	\$ 5,429	\$ 3,073	\$ 25,581
Hammett, Chris	Councillor	17,979	6,203	1,222	25,404
Konrad, Frank	Mayor	24,368	6,440	3,073	33,881
Krog, Neil D.	Councillor	19,701	165	3,073	22,939
Ross, Colleen	Councillor	17,979	7,799	1,222	27,000
Thompson, Christine	Councillor	17,079	4,272		21,351
Tripp, Beverley	Councillor	10,205	2,623	1,537	14,365
Total Elected Officials		\$ 124,390	\$ 32,931	\$ 13,200	\$ 170,521

Contracts reported under Section 107 of the Community Charter:

None.

THE CORPORATION OF THE CITY OF GRAND FORKS

Statement of Financial Information

Fiscal Year Ended December 31, 2016

SCHEDULE OF EMPLOYEE REMUNERATION AND EXPENSES

Name	Position	Remuneration	Expenses	Total
Allin, Doug	Chief Administrative Officer	\$ 151,606	\$ 13,571	\$ 165,177
Chambers, Steven	Electrical Lineman	103,749	1,252	105,001
Chapman, Dean	Utilities Coordinator	81,027	7,559	88,586
Drexler, Daniel	Deputy Operations Manager	76,906	5,026	81,932
Federico, Leonard	Utilities Operator 2	90,975	307	91,282
Feenstra, John	Utilities Operator 1	75,452	2,304	77,756
Fofonoff, Rodney	Asst. Public Works Coordinator	75,558	4,632	80,190
Heinrich, Diane	Corporate Officer	106,279	3,414	109,693
Heriot, Dale	Fire Chief	104,061	5,158	109,219
Howard, Steven	Public Works Coordinator	76,034	240	76,274
Kopan, Wayne	Mgr Building Inspection/ Bylaw	112,525	861	113,386
Mckinnon, Kevin	Deputy Fire Chief	77,183	2,665	79,848
Nielsen, Darryl	Mechanic	77,374	512	77,886
Reid, David	Manager Of Operations	105,041	6,045	111,086
Salamandyk, Earl	Operator 4/Airport	75,647	690	76,337
Sheets, Dolores	Manager of Dev. & Engineering	85,156	7,108	92,264
Shepherd, Roxanne	Chief Financial Officer	89,663	2,067	91,730
Sorensen-Lawrence, Benjack	Utilities Operator 2	85,260	190	85,450
Traynor, James	Parks Journeyman	92,012	190	92,202
Weber, Rick	Electrical Lineman	104,080	-	104,080
Winton, Sarah	Deputy Corporate Officer	97,088	6,737	103,825
Zielinski, Rod	Electrical Coordinator	113,626	140	113,766
Employee remuneration over \$75,000 and expenses		\$ 2,056,302	\$ 70,668	\$ 2,126,970
Consolidated total of other employees with remuneration of \$75,000 or less		\$ 1,103,060	\$ 96,354	\$ 1,199,414
Total Employees		\$ 3,159,362	\$ 167,022	\$ 3,326,384

Reconciliation

Total remuneration - elected officials	\$ 124,390
Total remuneration - other employees	3,159,362
Subtotal	3,283,752
Reconciling items	
Employer CPP, EI and WCB premiums	205,614
Pension and group benefits	416,404
2016 labour accrual	16,509
2015 labour accrual	(15,700)
Labour and benefits charged to capital accounts	(27,347)
Other adjustments	(23,154)
Wages and benefits per Financial Statements	\$ 3,856,078

THE CORPORATION OF THE CITY OF GRAND FORKS**Statement of Financial Information****Fiscal Year Ended December 31, 2016****SCHEDULE OF SUPPLIER PAYMENTS**

Supplier Name	Amount
Aardvark Pavement Marking Services	\$ 38,194
Argosy Construction Group Inc.	355,352
B.C. Assessment Authority	42,721
Berg Lehmann	45,675
Black Press Group	33,237
Boundary Electric (1985) Ltd.	32,055
Canadian Electric Vehicles Ltd.	40,881
Capri Insurance	56,821
Cascade Pro Electric Inc.	82,537
City of Nelson	56,082
Commonspace Consulting Ltd.	25,717
Corix Water Products Ltd	29,126
CU Credit c/o Cuets	48,670
CUPE Local 4728	38,209
Dave Dale Insurance Ltd.	119,580
Cooper Industries Electrical	36,932
Fortis BC Inc. (Electrical)	3,456,291
Fred Surridge Ltd.	247,166
Government Of Canada - CSB	28,800
Grand Forks Concrete & Gravel Ltd.	26,552
Grand Forks Janitorial Services	45,205
Grand Forks Volunteer Firefighters Association	64,000
Insurance Corporation of British Columbia	29,365
Mainstream Mechanical Ltd.	124,289
McEwan & Co Law Corporation in Trust	201,161
Mearls Machine Works Ltd.	55,641
Minister of Finance (BCMSP)	51,517
Minister of Finance (PST)	176,861
Minister of Finance (School Tax)	418,256
MSC Enterprises Ltd.	25,240
Municipal Finance Authority	164,612
Municipal Insurance Association of BC	38,833
Municipal Pension Plan	530,269
Pacific Blue Cross	191,541
Petro Value Products Canada Inc.	61,583
Power Paving Ltd.	25,995

THE CORPORATION OF THE CITY OF GRAND FORKS

Statement of Financial Information

Fiscal Year Ended December 31, 2016

SCHEDULE OF SUPPLIER PAYMENTS

Supplier Name	Amount
Receiver General for Canada (CRA)	\$ 880,052
Regional District of Kootenay Boundary	1,753,351
Smith Plan Consulting Inc.	34,141
Spring Fuel Distributors Inc	77,981
Stella Jones Canada Inc.	25,331
Suttle Recreation	44,302
Telus Communications (BC) Inc.	31,213
Tomko Sports Systems Inc	33,697
Urban Systems Ltd.	286,164
Vadim Computer Management Group Ltd.	38,500
West Kootenay Boundary Regional Hospital	184,591
Workers Compensation Board	51,100
Worktech Inc.	27,911
Young Anderson Barristers & Solicitors	85,092
Supplier payments greater than \$25,000	\$ 10,598,392
Supplier payments less than or equal to \$25,000	1,312,772
Total Supplier Payments	\$ 11,911,164

SCHEDULE OF GRANT PAYMENTS

Supplier Name	Amount
Grand Forks Art Gallery Society	\$ 147,000
Boundary Museum	95,000
Grant payments greater than \$25,000	\$ 242,000

THE CORPORATION OF THE CITY OF GRAND FORKS

Statement of Financial Information

Fiscal Year Ended December 31, 2016

RECONCILIATION OF SUPPLIER PAYMENTS

Supplier payments greater than \$25,000	\$ 10,598,392
Supplier payments less than or equal to \$25,000	1,312,772
Grant payments greater than \$25,000	<u>242,000</u>
Subtotal	12,153,164
Reconciling items	
Employee remuneration and expenses	3,483,705
Amortization of tangible capital assets	1,640,444
Employee payroll withholdings	(747,765)
Payments to other taxing authorities	(1,980,969)
Capital expenditures	(1,329,364)
GST rebates and input tax credits	(322,918)
PST collected on revenues	(158,319)
Debt principal payments	(227,424)
Change in inventories and prepaid expenses	(243,278)
Accruals and other adjustments*	<u>(491,303)</u>
Total expenses per Statement of Operations	<u>11,775,973</u>

* The financial statements are prepared on an accrual basis, whereas the schedule of payments made to suppliers represents amounts paid on the cash basis. Additionally, payments made to suppliers include GST which is recoverable, and thus not included in expenses.

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Chief Financial Officer and Manager of Development and Engineering

Date: June 26, 2017

Subject: Mineral claim renewal

Recommendation: **RESOLVED THAT Council directs staff to allow the mineral claims to lapse; AND THAT Council directs staff to investigate options for dedicating a park on the lands around the East Zone Reservoir.**

BACKGROUND: The City acquired mineral claims covering the lands around the slag pile and the East Zone Reservoir in 2007. These claims were being held for the purpose of ensuring there were no competing uses of the lands that would be detrimental to the quarry operations. A secondary aim was to prevent any mineral exploration from disturbing City infrastructure in and around the East Zone Reservoir. At the time, mineral claims were relatively inexpensive to maintain. Since then, the Provincial Government has changed the way it manages those claims. In short, it is expensive to hold on to a claim that is not being actively worked.

Year	Price per Hectare (ha)	Total (at 232.92 ha)
July 6, 2017 to July 6, 2018	\$30	\$6,987.60
July 6, 2018 to July 6, 2019	\$30	\$6,987.60
July 6, 2019 to July 6, 2020	\$30	\$6,987.60
Thereafter	\$40	\$9,316.80

The annual costs to maintain the claims are as follows:

Since the mineral claim was established, the City was successful in putting in place a Mineral Reserve encompassing the slag pile. This achieves the primary reason for establishing the Mineral Claim, that is, to protect the slag pile as a City asset. Moreover, there are other tools to achieve a similar protection of the lands around the East Zone Reservoir as that provided by the Mineral Claim. A review by the lawyers that manage the mineral claims identified dedicating the land as park to be a strong protection of those lands against mineral exploration.



REQUEST FOR DECISION

— REGULAR MEETING —





Benefits or Impacts of the Recommendation:

General: Letting the mineral claims lapse will save the City money for the foreseeable future.

Policy/Legislation: N/A

Strategic Impact:

 Minimum savings of \$170,000 over the next 20 years.

 Mitigation of environmental risks, and improved views for local residents.

Attachments:

Mineral Titles Reference Map

Recommendation: **RESOLVED THAT Council directs staff to allow the mineral claims to lapse; AND THAT Council directs staff to investigate options for dedicating a park on the lands around the East Zone Reservoir.**

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.



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

REQUEST FOR DECISION

— REGULAR MEETING —



Report Approval Details

Document Title:	RFD 2017 - Mineral Claim.docx
Attachments:	- 3c. MTO Map.pdf
Final Approval Date:	Jun 16, 2017

This report and all of its attachments were approved and signed as outlined below:

Dolores Sheets - Jun 15, 2017 - 6:28 PM

Diane Heinrich - Jun 16, 2017 - 4:16 PM



Fiscal Accountability



Economic Growth

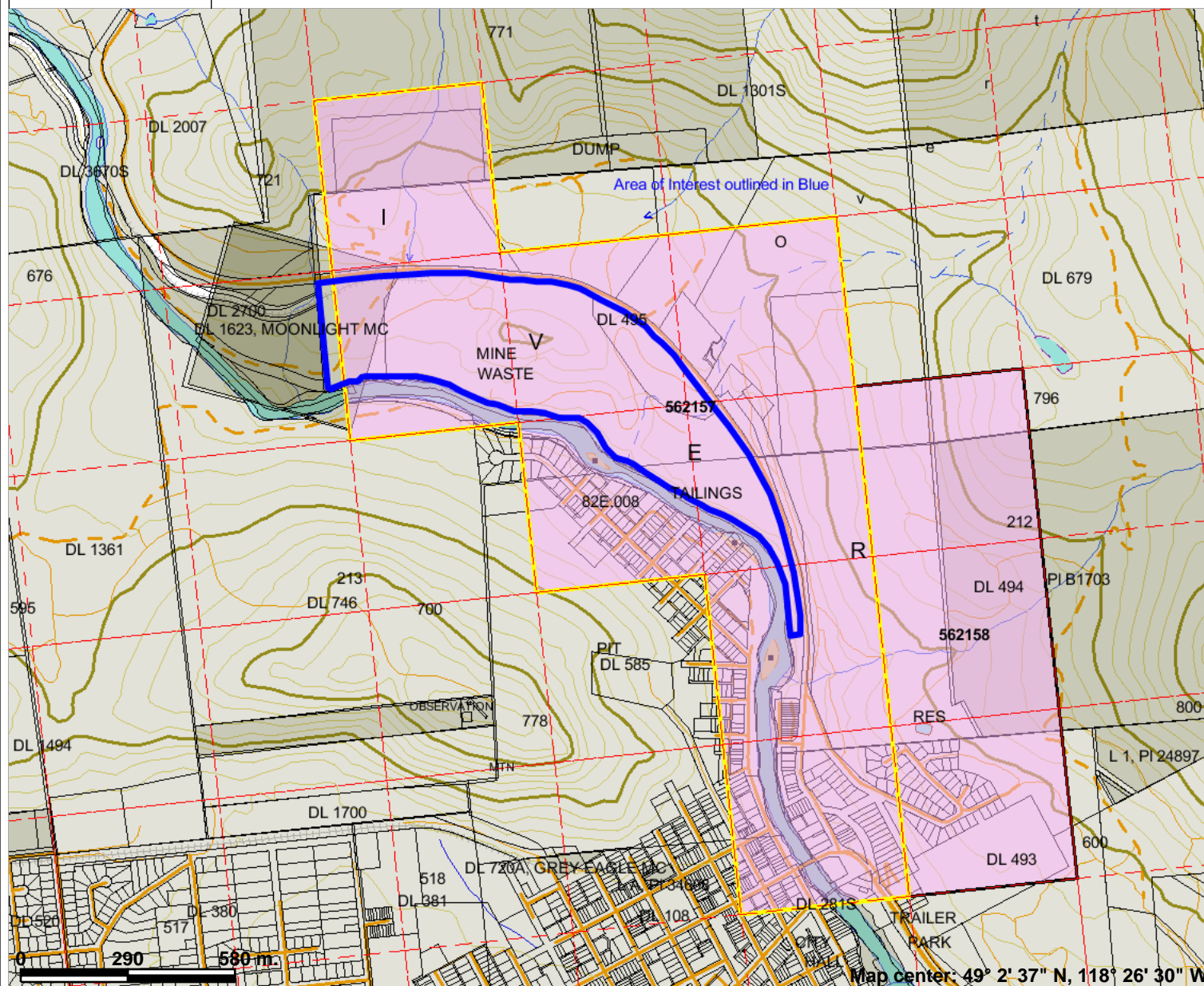


Community Engagement



Community Liveability

Area of Interest



Legend

- Indian Reserves
- National Parks
- Conservancy Areas
- Parks
- Federal Transfer Lands
- MTO Grid (MTO)
- Mineral Tenure (current)
- Mineral Claim
- Mineral Lease
- First Nations Treaty Related Lands
- First Nations Treaty Lands
- Integrated Cadastral Fabric
- Survey Parcels
- BCGS Grid
- Contours (TRIM)
- Contour - Index
- Contour - Index.Indefinite
- Contour - Index.Depression
- Contour - Index.Depression Indefinite
- Contour - Intermediate
- Contour - Intermediate.Indefinite
- Contour - Intermediate.Depression
- Contour - Intermediate.Depression Indefinite
- Area of Exclusion
- Area of Indefinite Contours
- Annotation (1:20K)
- Transportation - Points (TRIM)
- Helipad
- Transportation - Lines (TRIM)



Scale: 1:16,343

This map is a user generated static output from an Internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.

MEMORANDUM



To: Regular Meeting of Council

From: Manager of Development and Engineering

Date: June 26, 2017

Subject: Official Community Plan and Zoning Bylaw Changes for Affordable and Sustainable Housing

Recommendation: RESOLVED THAT Council receives the memorandum for information.

BACKGROUND:

- On May 9, 2016, Council directed staff to further explore options for enabling and permitting innovative (small home, cluster home, and eco-home) housing in bylaws and regulations. The department recommended that Council consider these changes in context of other issues in the Official Community Plan, and on June 13 2016 Council directed staff to undertake a review of the OCP and undertake a public and stakeholder engagement program to implement the changes.
- OCP 'Theme 2' changes were proposed to include topics on tiny homes and cluster development, secondary suites and laneway houses, and other tools for the encouragement of affordable and sustainable housing.
- Staff developed a short online survey and held a stakeholder workshop on housing issues. The department was looking for insight from community members and feedback on key policy issues before developing recommendations for bylaw and policy changes.
- The department has learned of a number of challenges affecting housing affordability, and proposes that Council initiate high-priority changes to the OCP and Zoning Bylaw before the scheduled completion of the Official Community Plan and Zoning Bylaw update (2018/2019).

Process:

- The department recommends these changes as an amendment to the current OCP and concurrent repeal and creation of a new Zoning Bylaw. A new Zoning Bylaw is required because of the number of recommended changes in the attached report as well as cumulative amendments since 1999. These changes are presented for review and discussion in the summary table and marked-up copies of the bylaws as attached.
- There are also some identified 'housekeeping' changes to the Zoning Bylaw for clarity, and further updates to definitions and regulations will be noted at the time of bylaw introduction in July.





MEMORANDUM



- The repeal bylaw would repeal Zoning Bylaw 1606 with all amendments (1633, 1679, 1696, 1712, 1717, 1720, 1751, 1774, 1777, 1785, 1792, 1800, 1802, 1808, 1814, 1826, 1828, 1834, 1835, 1842, 1843, 1853, 1864, 1869, 1878, 1888, 1906, 1920, 1927, 1936, 1947, 1987, 1990).
- Subsequent changes identified through the remainder of the theme reviews over the next year will be brought forward in a new OCP and amended Zoning Bylaw in 2018 and 2019, respectively.
- Council is required to hold a public hearing after first reading and before third reading. Ministry of Transportation and Infrastructure must sign off on amendments or repeal/replacement between third reading and final reading.
- Timeline:
 - June 26 Memo & Presentation
 - July 17th Introduction, 1st and 2nd Readings -> Agency Referrals
 - September 5th Public Hearing
 - September 18th Third Reading -> MOTI sign-off
 - October 16th Final Reading/Adoption

Benefits or Impacts of changes when introduced:

Strategic Impact:

-  Provides a strategic basis for investment in affordable housing for the community
-  Increases availability of affordable housing, easing economic and social stresses
-  Based on significant public engagement and providing further stakeholder, public and agency review
-  Improves quality, sustainability, affordability and availability of housing stock

Policy/Legislation: OCP, Zoning Bylaw, Implementing Financial bylaws; Community Charter, Local Government Act

Attachments: Working Framework for Affordable Housing; draft amendment to OCP and repeal/replacement of Zoning Bylaw for discussion; Zoning Map

Recommendation: RESOLVED THAT Council receives the memorandum for information.

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

MEMORANDUM



Report Approval Details

Document Title:	Official Community Plan and Zoning Bylaw Changes June 2017.docx
Attachments:	<ul style="list-style-type: none">- zoning_ansiB.pdf- Theme 2 Changes Framework June 26 2017.pdf- GF_SCP_amendment_theme2_(1).pdf- bylaw_1606_repeal_changes_(1).pdf
Final Approval Date:	Jun 20, 2017

This report and all of its attachments were approved and signed as outlined below:

No Signature - Task assigned to Dolores Sheets was completed by assistant Graham Watt

Dolores Sheets - Jun 20, 2017 - 8:21 AM

Diane Heinrich - Jun 20, 2017 - 11:17 AM

Legend

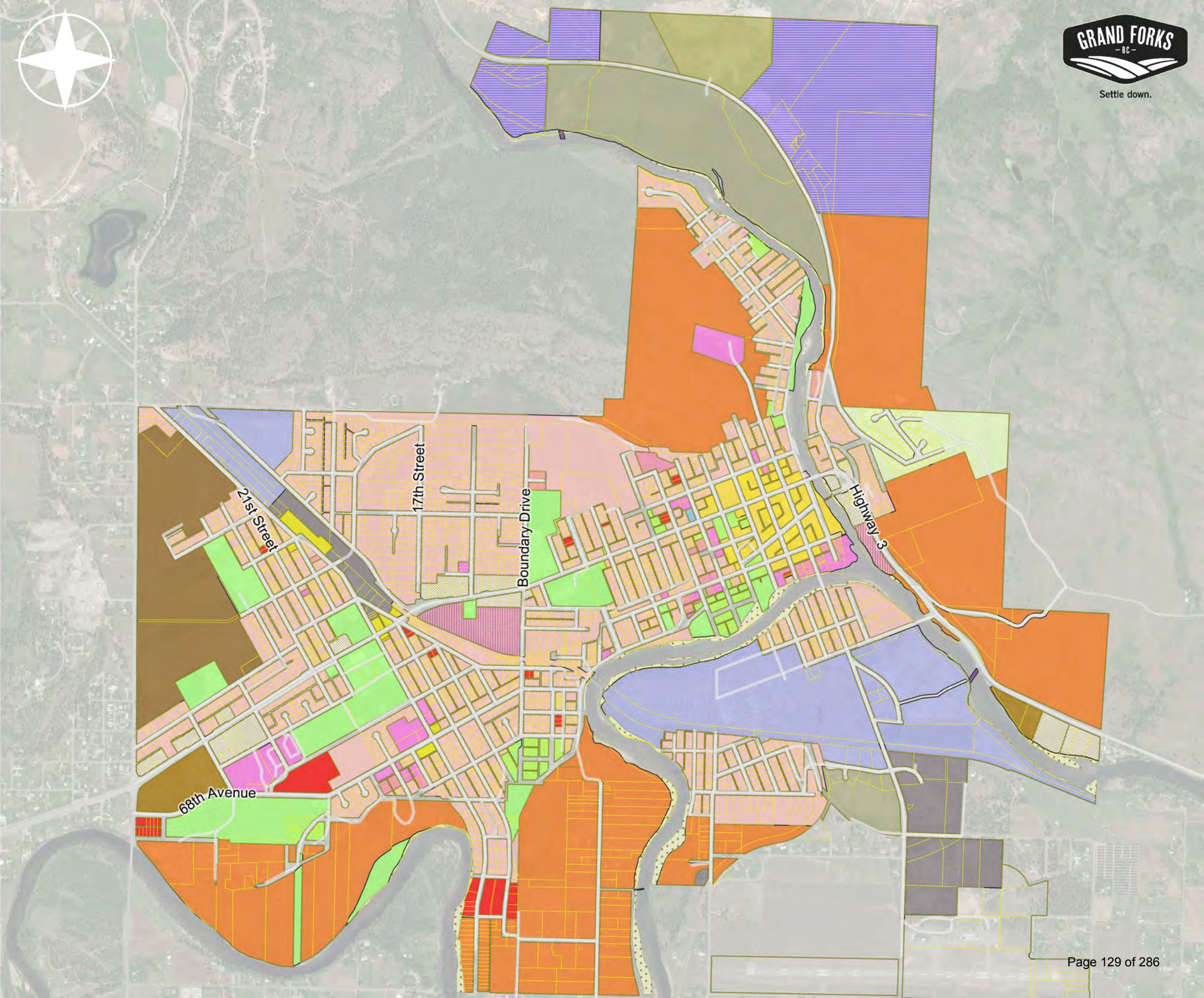
Zoning Map 11/16

- AP - Airport Industrial
- AUC - Adaptive Use Commercial
- CC - Core Commercial
- CU - Community Use
- Foreshore
- I4 - Gravel/Mineral Processing Industrial 4
- HC - Highway Commercial
- Landfill
- I1 - Light Industrial 1
- I2 - General Industrial 2
- I3 - Value Added Industrial 3
- NC - Neighbourhood Commercial
- R1 - Single & Two Family Residential 1
- R1A - Single Family Residential 1A
- R2 - Small Lot Residential 2
- R3 - Multi-Family Residential 3
- R3A - Multi-Family Residential 3A
- R4 - Rural Residential 4
- R4A - Rural Residential 4A
- R5 - Mobile Home Park Residential 5
- TC - Tourist Commercial
- Utility

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Recommended Changes Official Community Plan and Zoning Bylaw A 'Working' Framework for Affordable Housing

This framework identifies options for the City of Grand Forks to implement strategies to facilitate and support market, affordable and non-market housing units.

It aims to be **strategic**, identifying policy options to implement through planning documents such as the Official Community Plan and Zoning Bylaw, and confirming the type and scope of leadership and assistance provided by the City in non-profit and private sector partnerships to affordable housing.

The framework is **adaptable** to changing community conditions and available data, to be updated at a minimum during periodic OCP updates.

What is affordable housing?

- **Definition:** Housing for which the lifecycle costs of rent or mortgage, insurance, energy use, maintenance, repair, and servicing are within the means of the occupant(s), and that limits offsite costs to municipal infrastructure, natural assets and ecosystems, and the climate system (collectively, the *commons*) to levels that can be sustained indefinitely. Affordable housing is by definition adaptable, durable, resource-efficient, and functional.
- **Occupant criteria:** Affordable housing costs less than 30% of before-tax household income. For renters, shelter costs include, as applicable, rent and payments for electricity, fuel, water and other municipal services. For owners, shelter costs include, as applicable, mortgage payments (principle and interest), property taxes, condominium fees and electricity, fuel, water and other service fees.

The Challenge

- Respondents to a recent web-based survey on affordable housing reported that finding affordable rental housing is extremely difficult. 27% of survey respondents also indicated that their monthly energy costs were greater than \$250, which can be critical if rental costs are over 50% of household income, which applies to 75% of the lowest income-earning renters.
- Recent inquiries to people searching for rental properties have found availability of only one or two units at any one time, often only available through word of mouth.
- Currently, there are a limited number (approximately 50-60) of *designated* affordable housing units in the City. Across the Regional District, the Canadian Rental Housing Index indicates that current supply is inadequate by at least 391 rental units, with an additional 101 units required by 2026.¹ This translates to a demand in Grand Forks for approximately **70-80 new** affordable rental units between now and 2026, in addition to demand for rental homes not based on affordability criteria.²

¹ <http://rentalhousingindex.ca/#> - Affordable Housing Plan / Supply Required

² Grand Forks has ~2,000 of the 13,900 households across RDKB, so demand for rental homes is assumed to be proportionate.



Policy Approach

The current OCP encourages diversity in housing stock including for low income families, housing for the elderly and housing for people with special needs, and supports development of higher density in residential infill / intensification land use designations. Unfortunately, there is no specific policy guidance for how much to consider allocating for financial and in-kind support, and where to direct these resources. The proposed new policies and objectives in this framework provide more specific and extensive guidance for City support of affordable and sustainable housing.

This document defines a **three-tier approach** to supporting affordable and sustainable housing in Grand Forks, supported by amendments to the OCP and Zoning Bylaw (Figure 1). The first tier prescribes changes to planning documents to lower barriers to affordable housing, including lowering minimum dwelling size and increasing options for accessory dwelling units. This tier is the lowest cost to the City and is deployed through planning and development processes that include cost recovery (development permits, variances, zoning amendments, building permits) and promote smart growth and infill development.

The second and third tiers would be developed as amendments to the Official Community Plan – updating objectives and setting specific policies – and implementing these policies as actions through the Strategic Plan and other bylaws and policies as appropriate. These policies would provide guidance and enabling language for **servicing, land tenure, and financial and operational contributions** to community collaborations and major investments in affordable housing. The second and third tier may involve a higher level of investment (waiving fees, supporting servicing costs, donating land). This investment will likely be required to increase availability of designated affordable rental and owned dwellings.



Figure 1. Policy Approach

Table 1. Summary of OCP and Zoning Bylaw for Consideration

Item	Document	Principle / Objective / Policy	Implication
1.	OCP	Guiding Principle 1: “Guide form, location and type of development towards sustainability with consideration for environmental health, sustainable infrastructure, affordable housing, and other ‘Smart Growth’ principles”	Explicitly recognizes affordable housing in guiding principles as part of sustainability and smart growth
2.	OCP	4.2.2 “... affordable housing for low-income families, seniors, individuals, and people with disabilities”. Include definition of affordable housing	Clarifies language to include support for individuals.
3.	OCP -> Strategic Plan	Section 4: “Implement an affordable housing strategy to encourage by policies and actions an increase in the supply of affordable housing”	Provides support for grant assistance from senior governments for non-profits and City; builds on this framework
4.	OCP	4.3 Support non-profit organizations in their work of sponsoring, developing and managing housing projects and addressing housing needs of homeless and at-risk families and individuals Consider supporting through in-kind or financial resources major multi-family affordable housing projects in partnership with community organizations and outside funders. ³	Requires ongoing collaboration with housing organizations, i.e. through item 10
5.	OCP -> covenants	4.3 Consider using City-owned land for affordable housing developments. Use Resale Price Restrictive Covenants to eliminate land speculation and keep properties affordable.	Retains affordable housing projects as a community trust
6.	OCP -> implementing financial bylaws	4.3 Use revenue from land sales for land-banking and replenishing City supply of public land for affordable housing	Dedicate a portion of land sales for item 5 in Land Sales Reserve Bylaw
7.	OCP -> implementing bylaws	4.3 Create an affordable housing reserve fund	To be funded from Inclusionary Zoning or Density Bonus funds as well as other allocations.
8.	OCP -> Development Cost Charge	4.3 Consider waiving, reducing, or deferring payment of development cost charges and other development / planning fees for affordable housing projects.	Costs to be determined property specific

³ Full discussion of many of these policies available at <http://www2.gov.bc.ca/gov/content/housing-tenancy/local-governments/taking-action-on-housing-affordability/>



	Bylaw		
9.	OCP	4.3 Consider entering into housing agreements with developers of new subdivisions or in neighbourhood plans to include mixed income / mixed use neighbourhoods and density bonuses to developers who provide affordable housing	Provides developer-provided amenities (specific number of affordable housing units; Energy Star rated energy efficiency to reduce occupancy costs) or funding that the local government can use for affordable housing developments.
10.	OCP	4.3 Consider initiating an affordable housing advisory committee with community stakeholders to assess the ongoing housing needs of the community	Enables ongoing collaboration
11.	Zoning	Change minimum dwelling size in Zoning Bylaw to 50 square metres from 75 in R1 and 18 m2 in all other zones except R1a and R1b	Brings in line with BC Building Code, lowers cost of construction
12.	Zoning Bylaw	New definition and regulations Accessory Dwelling Units for appropriate zones (defined and prescribed in zoning bylaw); Increase % of dwelling in commercial zones and office space in R-3 for flexibility	Retain requirements for 50% maximum lot coverage, accessory building setbacks, and City servicing
13.	Zoning Bylaw	Inclusionary Zoning: Consider requiring inclusion of affordable housing in new housing developments, either as a percentage or as cash-in-lieu	Requires housing agreements with monitoring / renewal requirements
14.	OCP + Permissive Property Tax Exemption	Consider setting Permissive Tax Exemption Policy Criteria for Supportive Housing (transitional and second stage housing, supportive housing, group homes)	Requires establishment of a revitalization program, enter into agreements with property owners, and exempt property once all conditions are met
15.	OCP	Develop a residential energy conservation program to support housing affordability; Provide incentives for residential building retrofits	OCP and other tools as per Strategic Community Energy and Emissions Plan (SCEEP)





City of Grand Forks

SUSTAINABLE COMMUNITY PLAN



Bylaw No.1919, 2011

September 2011 • 0788.0015.01

**CITY OF GRAND FORKS
SUSTAINABLE COMMUNITY PLAN**

Bylaw No. 1919, 2011

Prepared by

Urban Systems Ltd.
#304 – 1353 Ellis Street
Kelowna, BC V1Y 1Z9
T: (250) 762-2517
www.urban-systems.com

1919A2

USL File No. 0788.0015.01

September 2011

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Schedule C	Development Permit Areas
Schedule D	200 Year Floodplain
Schedule E	Sanitary Sewer System
Schedule F	Water System
Schedule G	Storm Water System
Schedule H	Bicycle Network
Schedule I	Road Network
Schedule J	Agricultural Land Reserve

LIST OF ABBREVIATIONS

ICSP – Integrated Community Sustainability Plan
OCP – Official Community Plan
SCP – Sustainable Community Plan
UBCM – Union of British Columbia Municipalities
ALR – Agricultural Land Reserve
DP – Development Permit



PART ONE - SUSTAINABLE COMMUNITY PLAN OVERVIEW

1.0 INTRODUCTION

1.1 Grand Forks is Changing

As Grand Forks moves into the future, the need to address the changes that have occurred within the community and the changes that will be occurring in the future has never been more urgent. Current demographic trends indicate that within the next few years, Grand Forks will see a significant proportion of its population retired. In addition to this, with current economic challenges in the forestry industry – the area's primary source of industry – the economic viability of the community is of very high concern. As a result, Grand Forks began asking itself a number of important questions:

- *What will the City's future economic base be comprised of?*
- *How do we attract young working families to the community?*
- *How will we meet the health needs of our aging population?*
- *How can we encourage local food production and consumption?*
- *How can we ensure that our children will want to stay, work and raise their families in Grand Forks?*
- *What can we do to make the community more sustainable and self-sufficient?*

In addition to this, the world around us is changing at an ever-increasing pace with respect to the global economy and the environment. It will take a community that is poised and prepared for the future to be able to embrace these changes and look to the future with excitement and optimism.

1.2 Why Are We Doing This

In 2007, the City of Grand Forks applied for funding under the Integrated Community Sustainability Planning (ICSP) program. The ICSP is a provincial initiative which originated from the 2005 Gas Tax Agreement between the federal government, provincial government and the Union of British Columbia Municipalities (UBCM). The Gas Tax Agreement ties in very closely with BC's interests to address climate change and to encourage the development of healthier, less costly and more sustainable communities. The ICSP program goes even further through the development of partnerships both within and outside of government to support sustainable community planning.

The intent of the ICSP program is to encourage communities to take a closer look at their future and to identify ways of becoming more sustainable, thereby securing their long-term well-being. The ICSP program is not intended to re-invent the planning that communities have already done, but rather to provide a framework that enables communities to build upon their existing policies and approach planning with an intensified sustainability lens.



Under the auspices of the ICSP program, the following elements are emphasized:

- Long-term thinking – planning and/or plans are future oriented to enhance community sustainability (e.g. communities address the need to become resilient in the face of changing circumstances);
- Broad in scope – planning or plans consider the communities' environmental, social and/or cultural sustainability;
- Integration – planning processes or plans reflect a coordinated approach to enhance community sustainability through linkages between different types of plans or planning activities;
- Collaboration – planning processes engage community members and other partners to support community sustainability (e.g. First Nations, neighbouring communities, NGOs, private sector, other levels of government);
- Public engagement and education – designing processes that enhance public input into planning processes;
- Implementation – keeping plans off the shelf and putting them into action; and
- Monitoring and evaluation – setting targets and tracking results to celebrate progress and focus efforts on areas that need the most improvement.

The ICSP program is unique in that it extends fully from concept through to implementation, thereby challenging communities to ensure that sustainability principles are carried forward into strategies and actions that are undertaken. In addition to this, monitoring and evaluating the success of these strategies and actions is also a key component of the ICSP program.

From the ICSP program, a Sustainable Community Plan (SCP) will be created that will provide direction for communities to create a healthy, sustainable future. This is the challenge that the City of Grand Forks has undertaken.

1.3 What is a Sustainable Community Plan?

A Sustainable Community Plan (SCP) is intended to guide communities to envision, plan and implement a long-term, healthy, viable future that addresses the community's needs at the present time and ensures that the needs of future generations are also met. The SCP will express the City of Grand Forks' commitment to this future and ensures that all three components of sustainability are considered: the social, economic, environmental and cultural. The 'Sustainability Stool' highlighted below shows the relationship between the economic, environmental and social factors. If any one of these 'legs' of the stool is missing or present to a lesser degree than the others, then the sustainability stool will not remain upright.



Figure 1: The Sustainability Stool

In addition to the three main components of sustainability, or the 'triple bottom line' as it is also known by, there has been much discussion in recent years regarding another important community element – the cultural element. Within the Grand Forks context, this is represented as the 'seat' of the stool. While the cultural aspect may not be expressed as one of the pillars of sustainability, it is a critical element that cannot be forgotten. Culture can be seen as the 'Fourth Dimension' of a community, one which adds vibrancy and humanity to our society. Culture plays a significant role in the buy-in and success of implementing any sustainable practices. If a community has a 'culture of sustainability' it is much more likely to be successful in implementing policies and practices that create a viable, sustainable community.

Within the various components that create a sustainable community, Grand Forks identified a number of themes that must be considered and reflected in the City's Sustainable Community Plan. These themes include:

- Arts and Culture
- Economic Development
- Natural Environment
- Government-Community Communications
- Self – Sufficiency
- Sustainable Land Use
- Social Fabric
- Healthy Community

1.4 Why Does Grand Forks Need a Sustainable Community Plan?

Grand Forks is facing both many challenges and many opportunities over the next generation. In order to thrive and prosper, Grand Forks must be able to meet the needs of its citizens today without compromising the ability of future generations to meet their needs. This is the challenge confronting this community and the driving force behind the development of a Sustainable Community Plan.

By developing a new SCP, Grand Forks is in a better position to address the challenges that it will be faced with, and to capitalize on opportunities that may arise in the future. By undertaking a community-led initiative, the City has been able to refine its long-range planning framework to address a variety of



identified issues and ensure that the new Plan is truly sustainable. The Plan will be led by both government and the community, and must not sit on the shelf.

The City of Grand Forks Sustainable Community Plan is a plan that is built by the community for the community. It addresses the issues identified in previous documents and assists in preparing the community for the future. The Grand Forks Sustainable Community Plan consists of two main parts: Part One is a stage-setting document which identifies the context of the plan, as well as goals and early success projects developed through a community visioning exercise. Part Two is a sustainable land use policy document will provide direction to the City and its residents when making decisions around zoning, environmental protection, heritage, transportation and infrastructure, parks and recreation, greenhouse gas emissions, energy and food security, to name a few.





2.0 BACKGROUND

2.1 Demographic Shift

In the City of Grand Forks, the community's growth rates have fluctuated over the past few decades. After strong growth in the early 1980's, the population began to decrease as the effects of the recession began to be realized. By 1988; however, the population began to stabilize and then grew steadily for the next decade, peaking in 1997 around 4,200 residents. This was followed by a decade (1998-2008) of relatively little change. In recent years, the population has been declining to a point where, at 3,998 people in 2010 (BC Stats), the City's population is under 4,000 for the first time in over fifteen years. The figure below identifies the City's population estimates since 1980.

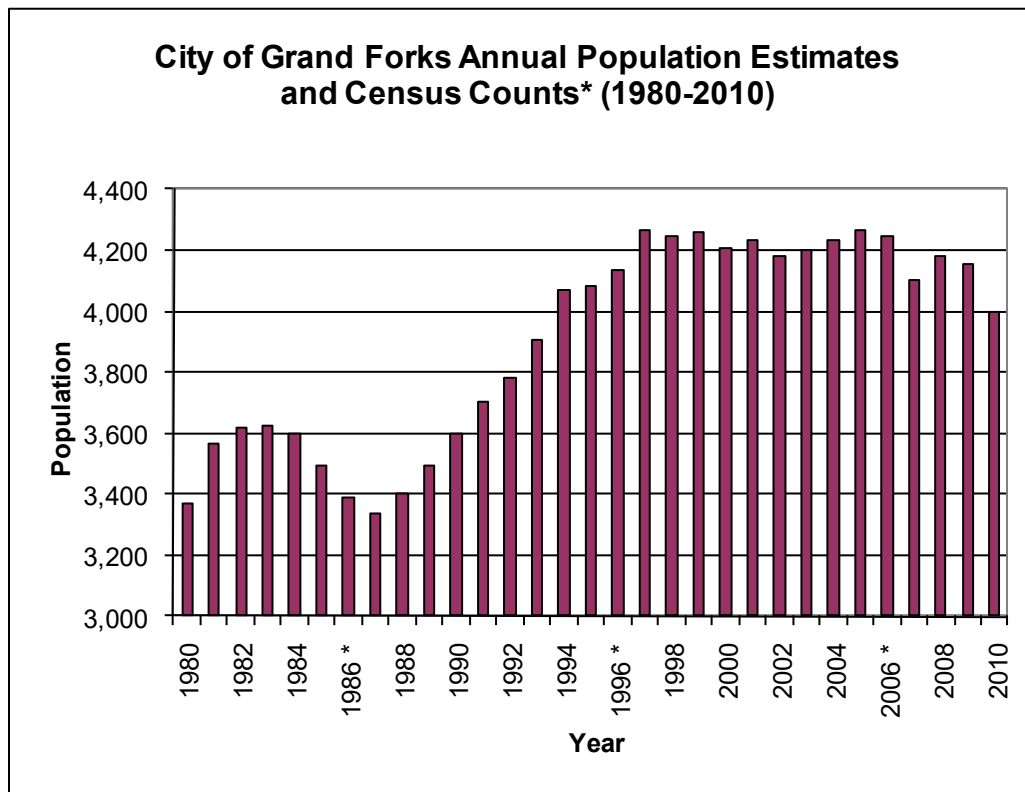


Figure 2: City of Grand Forks Population (1980-2010)

With the City's current population and demographic trend, the City of Grand Forks is faced with a challenging future. The following figure captures the distribution of the City's population amongst a variety of age categories. As of the 2006 Census, 29% of the City's population is within the 45-64 age category, and another 18% in the 65-84 age category. This means that in the near future, a large proportion of the City's work force will be retiring and will need services that cater to seniors.

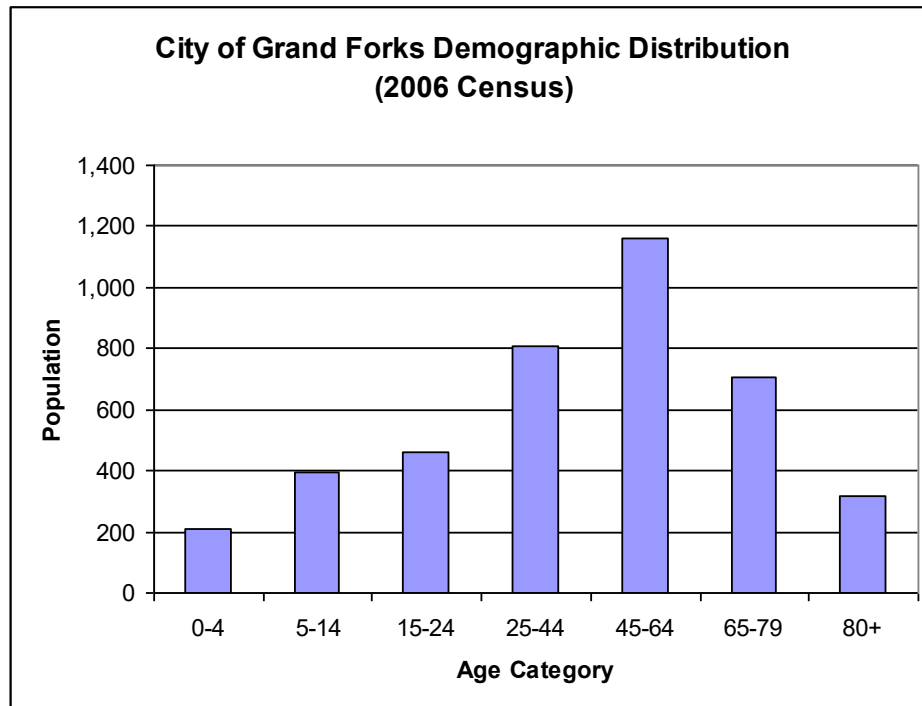


Figure 3: City of Grand Forks 2006 Demographic Distribution

This shift in population and demographics will undoubtedly translate into impacts on the local economy, on the housing market, on health, education, cultural and recreational requirements and on the sustainability of the City itself.

The City's current Official Community Plan (OCP), completed in 1999, utilized the 1996 Census population of 3,994 to develop population and housing projects. At the time that the OCP was completed, it was projected that a total of 1,200 new residential units were required to meet the City's growth over the next 20 years. The City's projected housing requirements allocated approximately 60% of new construction to be single-detached dwellings and the remaining 40% to be multiple-housing developments. Given the 2006 Census population distribution, this housing allocation may require refinement; an increase in the seniors' population of Grand Forks may require more multiple-housing and congregate-housing developments than initially anticipated.

2.2 Economic Shift

The original settlers in Grand Forks were drawn to the rich farmland in the area. Many of these residents remained as Grand Forks experienced the mining and railroad boom of the late 1800's and early 1900's coupled with the industrial era. As railroads, mines, smelters and power plants were constructed more people were drawn to the area.



Over the years, the driving force of the economy in Grand Forks has shifted, and today the community's economy is based primarily on industry (lumber and insulation) with tourism also a major contributor. The majority of residents are fortunate to have a short commute to work (less than 10 km). The City's major employers include Interfor, the Interior Health Authority, School District #51, and Roxul (West) Inc. Table 1 identifies the approximate number of employees with the largest employers in the area while Table 2 presents the labour force within the City of Grand Forks as well as the percentage by sector.

Table 1: Summary of Major Employers in Grand Forks

Employer	Approximate Number of Employees (March, 2008)
Interior Health Authority	260
Interfor (former Pope & Talbot sawmill)	206
Roxul (West) Inc.	150
School District #51 (Grand Forks only)	175 (+ 15 Christina Lake)
Extra Foods	50-60
Overwaitea Foods	65-70
Grand Forks & District Savings Credit Union	54
Unifab	30
Corporation of the City of Grand Forks	43

Source: individual survey of companies

Table 2: Labour Force Sectors and Percentage of Labour Force

Service	Number	%
Manufacturing	315	18%
Retail Trade	225	13%
Health Care and Social Assistance	195	11%
Accommodation and Food Services	150	9%
Construction	130	8%
Public Administration	95	6%
Finance, Insurance, Real Estate	75	4%
Administration / Support Services	70	4%
Farming / Agriculture	65	4%
Other Services (excluding Public Admin)	65	4%
Education Services	55	3%
Information and Cultural Industries	50	3%
Arts, Entertainment and Recreation	50	3%
Transportation and Warehousing	45	3%
Professional / Scientific Services	45	3%
Forestry	40	2%
Wholesale Trade	25	1%
Mining	15	1%
Total	1,710	100.0%

Source: Statistics Canada, 2006



One challenge that faces many communities today is the reliance on the forestry industry. In Grand Forks, Canpar was among the City's major employers until it shut down as of December 2007. Communities such as Kitimat, Mackenzie, Kimberley and Tumbler Ridge have attracted much attention and many issues have been studied with respect to how a one-industry community prevails. There are a number of themes that have come to light in the literature on one-industry towns, including:

- the political influence of the dominant company in a town;
- concerns regarding quality of life including problems of social isolation and how to provide a diverse range of services on a small tax base;
- the difficulty of trying to develop a sense of community in new towns where no one has roots;
- what to do about high turnover in the labour force;
- the vulnerability of towns dependent on one industry and the need for economic diversification; and
- the special problems of women where there are few available jobs not of the traditionally male variety, and where the jobs that are available (mainly in the service sector) are frequently low-paying.

All of these challenges and many more, face one-industry towns. In order to ensure the viability and longevity of these communities and to address some of the issues identified above, a concerted effort needs to be made to increase economic diversity, thereby minimizing the community's reliance on one major employer. In addition to this, one-industry communities need to be able to attract people to remain in the community for the lifestyle and opportunities presented and not just for a short 5-year term where people work, make their money and then leave. By ensuring that a community's economic base is diversified and that residents are moving there not just for the jobs, the reduction in vital services provided by governments may also ease. By minimizing a community's reliance on one major industry, the opportunities available to it increase, thereby also increasing the sustainability of the community in the long-term.

With much of the current workforce moving towards retirement in the near future, the City of Grand Forks will need to make a concerted effort to attract new young families to the area in order to ensure the presence of a workforce for the businesses present and subsequently the sustainability of Grand Forks.

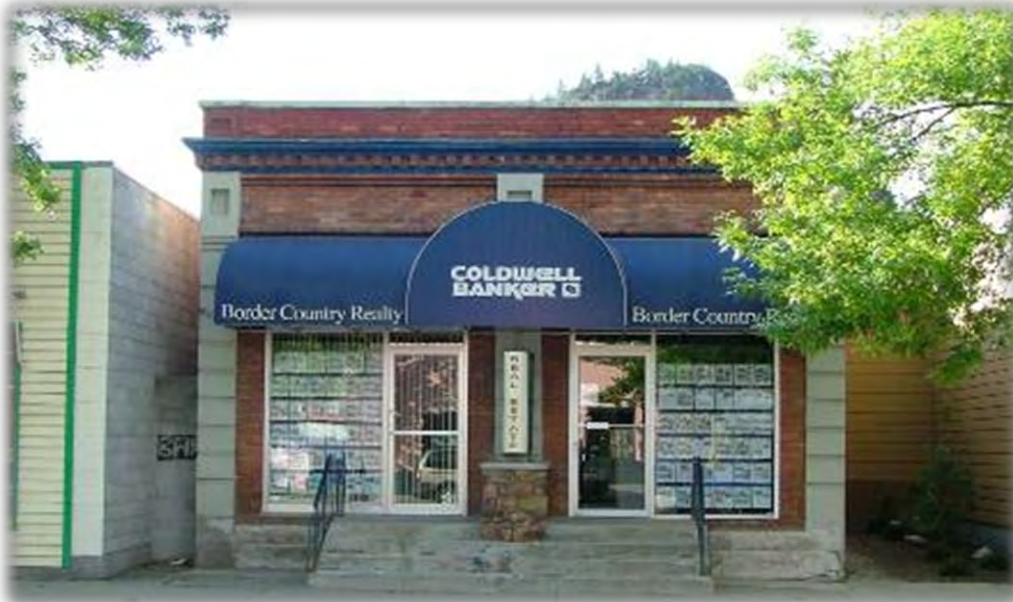
2.3 Impacts of Climate Change

Although it is difficult to predict with certainty to what extent the effects of climate change might have on the City of Grand Forks, there are already some concrete examples facing this community and the province. The beetle infestation in its many forms (mountain pine, western pine, fir and spruce) has been ravaging our forests with devastating results. Major storm events have been occurring more frequently and with more intensity than in the past. The resiliency and sustainability of Grand Forks will depend, in part, on how it re-invents itself in the wake of global climate change.



2.4 Other Considerations

There are certainly many other changes that have occurred recently which serve as background in establishing the vision for the future. One profound change that has only happened recently (15-20 years) is the advent and accelerated use of technology in our lives. Technology has transformed our society, both positively and negatively, in the way in which we communicate with each other, learn and gather information, and live healthier, longer lives. Although technology has created efficiencies in things such as housing heating and air conditioning and automobile mileage and emissions, ironically we are becoming less sustainable in these areas by building even larger homes and cars, and expanding our ecological footprint beyond our means. One theory proposes that technology will resolve issues surrounding climate change; however, recent history has shown that any technological advances and efficiencies are consumed by society, leaving the same, if not a larger, net impact on the environment.





3.0 VISION AND GUIDING PRINCIPLES

One of the first objectives in the development of a Sustainable Community Plan (SCP) for the City of Grand Forks was the establishment of an overarching vision for the process and a set of guiding principles that would always be returned to.

3.1 Vision

In order to establish a vision that had buy-in and longevity by the City of Grand Forks and its residents, two sources of input were utilized in order to shape it.

The first was a meeting held with City staff on September 7, 2007, in which 13 main priorities were identified. These priorities were used to provide a framework for the initial discussions with the Steering Committee and at the Community Meeting. The second source of input was received at the Community Meeting and Workshop held on December 7 and 8, 2007. During this weekend session, 56 different ideas were presented by residents of both Grand Forks and the surrounding area and draft recommendations for seven priority goals were discussed.

From these two sources of input, all information was reviewed by the Steering Committee. During the review process, a number of common themes emerged, which were then translated into the guiding principles below. Each of the 56 ideas that were presented at the Community Meeting was then placed under the appropriate guiding principle as applicable.

3.2 Guiding Principles

Guiding principles describe qualities that Grand Forks desires for its future. They are indicators of qualities that the community wants to uphold and represent important criteria that will guide future decision-making processes. How decisions are made should reflect back on the guiding principles and vision developed by the community. The guiding principles established by City staff, the Steering Committee and participants in attendance at the Community Meeting are as follows:

- To ensure a sense of community;
- To ensure safety for all;
- To have a respect for nature;
- To ever-improve our knowledge on how to reduce waste;
- To have cooperation and participatory decision-making;
- To ensure community resourcefulness fostering creativity and cooperation;
- To learn from others' successes; and
- To further develop intergenerational and intercultural cooperation.



Many of the above principles are in line with those identified in the City's previous Official Community Plan (OCP), which was completed in 1999. For example, the following identifies the goals and principles set forth in the 1999 OCP.

1. **Reinforce the City Centre** as the historic focus of commercial and institutional activity, and the premier town centre for the region.
2. **Accent the heritage values** of the City through preservation of critical heritage architecture and sites, and enhancement where possible.
3. **Build upon the complete community concept** by permitting increased housing density in the inner City and a mix of commercial and residential uses in select precincts of the City.
4. **Encourage new development and redevelopment to be comprehensively planned** through the use of neighbourhood and comprehensive (area structure) plans.
5. **Protect the integrity of the traditional low-density residential neighbourhoods** through sensitive and timely transition, design guidelines, land re-plots and zoning provisions.
6. **Protect the environment and natural diversity of the community** in a sustainable manner, carefully integrating natural features into development through responsible development practices and design. Development will be limited and, if necessary, prohibited in natural hazard areas such as the flood plain.
7. **Encourage a diversity in housing stock** including affordable housing for low income families and individuals, housing for the elderly, and housing for people with special needs.
8. **Manage urban growth** by preventing the spread of residential and commercial development into rural areas of the City and through on-going dialogue with the Regional District of Kootenay-Boundary. The fine-tuning of the Agricultural Land Reserve and any municipal boundary expansion will be closely evaluated before changes are made to either of them. The plan also recognizes the importance of maintaining the rural character interspersed throughout the community.
9. **Promote a healthy and safe environment by enhancing sanitary sewer service, water supply and storm drainage planning.** The servicing program must be both environmentally and financially sustainable to benefit the community.
10. **Improve mobility** by creating more opportunity for safe and convenient movement around the City by foot and cycle, and eventually transit. This means maintaining an effective road network for moving goods and people by vehicle, while working to reduce our reliance on the automobile over time.



11. **Build a network of open spaces**, greenways, parks and trails, linking neighbourhoods to the downtown and riverfront, while providing recreational amenities for residents and tourists. Preserve and provide public access to the riverfront through the establishment of a buffer zone between the two rivers and commercial and residential development. The City will reserve land it currently owns for this purpose and it will acquire other riverfront property as it becomes available, either through land swaps or outright purchase. Steep slopes and hillsides will be carefully planned and protected where necessary to maintain the aesthetic appeal of the topography within and between developed areas.
12. **Enhance the visual appearance of the entire community** through well-designed streetscaping, landscaping, land use designations, heritage preservation and quality built form. This plan calls for an expanded revitalization and beautification program of the commercial core, and the highway corridor (Central Avenue), including “gateway” treatment into the downtown off the highway. Streetscape beautification treatments will not be limited to Central Avenue, but will also apply to appropriate secondary roads within the community.
13. **Support a diversified economy to enhance enterprises and create employment** in light industrial, service commercial, retail, high technology and development (including value-added production), tourism and the agricultural sectors. Enterprise zones will be carefully planned in the future to redefine industrial use and to avoid conflicts between incompatible uses.

All of the goals and principles identified in the City's 1999 OCP build towards many of the guiding principles identified for the SCP. By implementing the OCP goals and principles, many of the SCP goals will be realized. However, some of the SCP guiding principles will require additional time, commitment and resources from both residents and the City in order to be achieved.

3.3 Eight Great Goals for Sustainability

On the evening of December 7th 2007, a Community Visioning session was held with residents of Grand Forks. The purpose of this session was to brainstorm ideas on the following question:

"What is your idea for making Grand Forks a great, sustainable community?"

As noted in the previous section, over 50 ideas were brought forth that evening, covering all aspects from energy self-sufficiency to recruiting new, young families to settle in Grand Forks to ensuring that the health and social services needed by all are present, and everything in between. Interested residents were asked to return the next day to delve deeper into the ideas presented.

On December 8, 2007, residents of Grand Forks returned to find the 50+ ideas having been distilled into eight main goals. Goals are broad end-results that describe what the community will accomplish through policies, programs and actions. The consulting team narrowed all proposed suggestions into eight complimentary, mutually-supportive goals:



8 Goals for a Sustainable Grand Forks

- Strengthen arts and culture;
- Fortify sustainable economic development;
- Ensure a healthy natural environment;
- Promote constructive government–community relations;
- Advance the community's capacity for self-sufficiency;
- Develop a sustainable land use plan;
- Improve the social fabric of the community; and
- Integrate health principles into all decisions.

3.4 From Goals to Actions

Participants then broke up into small groups, based on each of the above goals. The purpose of the session that day was for residents to focus on a goal (or goals) that interested them and to develop a plan for taking that theme from where it is presently to a sustainable future. Participants were asked to answer a number of questions below, which were designed to focus their thinking:

- What existing momentum is present that can be built upon?
- What are the obstacles that need to be overcome?
- How will we get there? What are the steps in the process?
- When will we achieve this sustainable future?
- What priority is this?
- What support is required in order for us to be successful?
- How will success be monitored?

At the end of the day, all of the groups had a majority of these questions answered and had developed an action plan for achieving a sustainable future in each of the eight goals. The following identifies the specific goals identified under each of the main eight goals and the action plan developed by the community for taking the current situation forward into a sustainable future.



3.4.1 Strengthen Arts & Culture

Goals:

- Build on existing cultural assets and create a vibrant town center with a point of interest and distinction;
- Utilize arts-based community development methods; and
- Increase involvement and ownership in the arts community.

Specific proposals to achieve these goals include:

- Develop design guidelines to create charming and interesting architecture and spaces;
- Build on the development of Gyro Park to create a civic and cultural focal point;
- Create a marketing plan based on authentic branding of the Grand Forks area;
- Develop connected sites of interest that contribute to pedestrian enjoyment and clearer way-finding (orientation);
- Beautify the downtown core with art and involve youth in the process; and
- Build a Performing Arts Centre (consider a multi-purpose cultural 'greenhouse' that serves as an incubator for many activities and purposes, such as Miller Plaza in Chattanooga, TN).

3.4.2 Fortify Sustainable Economic Development

Goals:

- Attract sustainable industries;
- Plan for green infrastructure (water, sewer, power, etc.);
- Link local suppliers with retailers (local and abroad); and
- Create incentives that promote economic development.

Specific proposals to achieve these goals include:

- Establish an Economic Development Office;
- Review and amend as necessary the growth plan in the City's OCP for the Grand Forks area for the next 20 years;
- Establish a realistic tourism plan;
- Implement broadband access across the community;
- Develop a sustainable transportation system;
- Develop a small business incubator facility;
- Establish a Community Forest with an Advisory Committee;
- Develop an educational opportunities plan to tie into local employment opportunities;
- Develop and implement a Downtown Business Revitalization plan;
- Make the community attractive for young families, through initiatives such as daycare facilities;
- Develop incentives for sustainable industries; and
- Ensure medical and recreational amenities are maintained and expanded upon in order to attract and retain new people to the community.



3.4.3 Ensure a Healthy Natural Environment

Goals:

- Maintain and foster environmental quality; and
- Move towards a zero waste future.

Specific proposals to achieve these goals include:

- Clarify who is responsible for specific environmental elements: federal government, provincial government, local government, community groups;
- Raise awareness through printed materials, workshops, lectures, school visits, letters to the editor, and so forth;
- Create Environmental Awards that recognize leadership in ensuring a healthy natural environment;
- Create local green-building code policies and monitor the BC Green Building Code development process;
- Develop incentives for green residential construction as well as for non-polluting businesses and industries;
- Promote and expand the recycling and composting program and encourage “pre-cycling”;
- Establish a Community Forest; and
- Develop pilot projects that demonstrate green principles and raise awareness.

3.4.4 Promote Constructive Government–Community Relations

Goals:

- Develop a ‘co-responsible’ environment where government, businesses, not-for-profit organizations, schools and citizens work in partnership to achieve common, sustainable goals.

Specific proposals to achieve these goals include:

- Establish venues for legitimate public input while reducing complaints;
- Develop a Citizen’s Bill of Rights that promotes fairness and equity;
- Develop a ‘Citizenship and Local Government’ class to be implemented in the school curriculum for grades 8-12;
- Encourage Council members to visit neighborhoods to receive ideas from residents through such methods as neighbourhood BBQ’s and picnics organized by a volunteer coordinator;
- Create a well-defined, facilitated decision-making process that is transparent and ensures accountability, and allows the community to weigh out the trade-offs and consequences of the decisions; and
- Develop stronger partnerships between community self-organizing initiatives and City priorities.



3.4.5 Advance the Community's Capacity for Self-Sufficiency

Goals:

- Increase the production and consumption of local food, materials and energy so that Grand Forks is less reliant on outside sources for these necessities.

Specific proposals to achieve these goals include:

- Increase educational opportunities to learn from experts and successful models (e.g. food security conference);
- Survey local producers and suppliers to determine opportunities and gaps;
- Link producers with retailers;
- Establish a co-op marketing program;
- Establish a Community Gardens program and farm-share;
- Establish a year-round Farmers Market;
- Create a demand for local products by raising awareness;
- Research alternative energy sources such as solar, gas from waste, ground source heat, river power, ethanol, etc.;
- Initiate City/community projects that generate funds (e.g. Community Forest);
- Explore how the City can hold and obtain money from stumpage fees, PST, GST, road fuel tax, etc.;
- Create incentives for reducing pollution;
- Instigate ride-sharing, car pooling, flex-car, bicycling and other transportation alternatives;
- Involve schools in raising awareness;
- Promote and expand the recycling and composting program and encourage "pre-cycling";
- Ensure access to water for viable agricultural production; and
- Implement as applicable the philosophies of the "100 Mile Diet".

3.4.6 Develop a Sustainable Land Use Plan

Goals:

- Integrate open spaces, residential, commercial, institutional and industrial facilities, and transportation into an integrated plan.

Specific proposals to achieve these goals include:

- Update the Official Community Plan to incorporate components of sustainability (part of this ICSP project);
- Establish educational programs for citizens and schools;
- Encourage the City to lease rather than sell City-owned lands;
- Ensure affordable housing is a viable option for residents;
- Implement transportation corridors for motorized and non-motorized uses;
- Increase the role of the City in environmental management;



- Develop local green building code policies where appropriate and implement the BC Green Building Code once fully developed;
- Develop zoning bylaws that support sustainable goals;
- Develop neighborhood plans that are based on sustainable principles for all new subdivisions;
- Implement a regional transit system;
- Brand Grand Forks as a sustainable city;
- Set environmental targets for the City and region and ensure that these are tied to or exceed Provincial targets;
- Instigate self-organizing community groups to mobilize action for trails, community gardens, local food, etc.; and
- Consider re-introducing the rail system back into the community as part of sustainable transportation (–Trails to Rails Program”).

3.4.7 Improve the Social Fabric of the Community

Goals:

- Ensure that the community has the facilities available to meet the needs of seniors and youth;
- Ensure that community safety is paramount; and
- Create a sense of community pride for all of society;

Specific proposals to achieve these goals include:

- Ensure that there are more non-motorized trails/lanes within the community;
- Increase the availability of medical services, especially specialist services;
- Learn from the information and discussion gathered at the Seniors Dialogue forum and the Community Youth Table as this is important input from these sectors of Grand Forks;
- Create opportunities for youth to have challenges and opportunities that enable them to grow, obtain respect and be an important contributor to the overall well-being of the community;
- Create facilities that foster an environment of learning; and
- Ensure that a balance is found between what institutions can provide (inward-focused) and what the community's responsibility is (outward-focused) in dealing with societal issues facing Grand Forks.

3.4.8 Integrate Health Principles Into All Decisions

Goals:

- Increase physical and mental health through increased accessibility to healthy foods, clean air and water and exercise.

Specific proposals to achieve these goals include:

- Ensure that existing medical services are maintained and even expanded upon;
- Promote a year-round Farmer's Market and the '100 Mile Diet';
- Develop a community-wide multi-use, non-motorized trail system linking neighbourhoods, institutional facilities, heritage facilities and commercial hubs together; and
- Educate residents and children about the positive impacts that accessibility to healthy foods, clean air and water and exercise has.





4.0 EARLY SUCCESS PROJECTS

One of the important aspects of the Sustainable Community Plan that the community stressed was a tangible component. This would enable all participants to see the implementation of their thoughts and ideas early on in the process. This 'early success' project can encompass any one of a multitude of ideas. Below is a draft list of possible activities and initiatives that could be organized with the overarching goal of fostering and integrating sustainability into everyday activities.

- A series of talks and workshops highlighting sustainability leaders;
- Curriculum development for different school grades (example: Pomegranate Center developed Hands on Civics program for high schools);
- Pilot projects initiated by community groups in partnership with the City and schools;
- Gathering place created with community members;
- "Ask me about my pledge" campaign for community organizing; and
- Other ideas as they evolve through continued community consultation.

Throughout the discussions with the Steering Committee and members of the community, a number of creative ideas were brought forth; at the close of the workshop, a straw poll was conducted to determine if any of the ideas were worth exploring in greater detail. The following four ideas were selected as ones which merit greater investigation by the consultants and the Steering Committee:

- **Farmers Market Plus** – built by the community to be a gathering place, including music, arts, technology, ideas exchange, and prepared local foods. Examine the feasibility to locate it Downtown within the Town Centre.
- **Band Shell** – built by the community for the community. Examine the requirements to make it fire proof, as well as the potential for a portable stage.
- **Development of the Black Train Bridge** – revitalization of this important landmark as a focal point for the community. Involve the youth of the community in the design and construction, and investigate the requirements for upgrades (e.g. decking) and potential for funding opportunities.
- **Co-Op Radio** – utilize co-operative radio as a means to enhance opportunities for arts and culture, by promoting local artists and providing a course in radio journalism for school kids. The community of Nakusp was presented as an example to investigate.

Indeed, since the writing of this document, a number of the ideas above have already begun to take shape, including development of the Black Train Bridge and locating the Farmer's Market within the Town Centre.

The purpose of Part One of the Sustainable Community Plan is to provide for thoughtful discussion amongst the City Staff, Council and the community-at-large. It is hoped that Council will embrace the broad vision and guiding principles presented in this section of the document, and endorse the "8 Goals Towards a Sustainable Grand Forks".



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PART TWO - SUSTAINABLE COMMUNITY PLAN (SCHEDULE "A")

1.0 INTRODUCTION

The creation of a sustainable land use plan was identified by the community as one of its eight goals for sustainability. The purpose of Part Two is to satisfy this goal by articulating a sustainable land use policy document. Once adopted, the document will function as the City's Official Community Plan (OCP).

1.1 What is an Official Community Plan?

An Official Community Plan (OCP) is a policy tool used by municipal governments for land use planning. It is a statement of the community's vision, goals and objectives related to the form and character of future land uses, including the proposed servicing requirements in the area covered by the plan.

1.2 Purpose of the OCP

An OCP provides some level of certainty to residents and landowners regarding the location and nature of change in the community. The OCP serves as a policy guide to municipal councils when considering decisions about new development, re-zoning and services required to accommodate growth. The OCP provides general guidance towards development proposals, and provides a vision for the future land use bylaws and capital expenditures. The OCP is based on the future resources, financial and otherwise, of the City of Grand Forks.

A periodic update of the OCP is recommended as changes occur with respect to the goals, objectives and focus of the community.

1.3 What the Plan Can and Cannot Do

The *Local Government Act* outlines the required content of an OCP. The Act outlines the framework for community goals, objectives and policies. An OCP provides some flexibility and adaptability to meet changes in the community. Ideally, an OCP is developed with a 5 year short-term planning horizon within the context of a longer-term (15 to 20 year) planning horizon.

As a Bylaw, the main purpose of an OCP is to provide a degree of certainty to Council and residents regarding the form and character of the community. The OCP neither commits Council to any specific expenditure, nor can Council endorse actions that are contrary to the Plan.

1.4 How does the Sustainable Community Plan relate to the OCP?

The approach taken for the development of the City of Grand Forks Sustainable Community Plan is to provide an update to the City's Official Community Plan, but with a view towards long-term sustainable development. The key difference between a typical Official Community Plan and the City of Grand Forks Sustainable Community Plan is the "sustainability lens" through which future goals, objectives and policies are viewed, thereby setting the overall direction of the community. This new Plan provides a vision for Grand Forks and encourages self-sufficiency through the implementation of sustainability principles.

1.5 How was the Grand Forks SCP created?



This Sustainable Community Plan reflects the values and goals of the community with a significant focus on sustainability. It is a Plan that was developed “for the community by the community” through the dedication and hard work of a Council appointed Steering Committee, City Council and City Staff, together with the input from the general public through community dialogue, a survey of issues on sustainability and a series of public open houses.

1.6 The Structure of this Sustainable Community Plan

This Sustainable Community Plan consists of two main components: a Bylaw Component and a series of Schedules (text and maps). Sections 1 and 2 are provided for information and convenience only, while all remaining sections contain the force and effect of the OCP Bylaw.

1.7 Grand Forks in the Regional Context

The City of Grand Forks is located within the Regional District of Kootenay Boundary in the Southern Interior of BC. Surrounding the municipality is Electoral Area D – Rural Grand Forks, with a 2006 Census population of 3,176. Another influence on the municipality is Electoral Area C (2006 Census population of 1,435) which contains the unincorporated community of Christina Lake approximately 22 kilometers east of the City of Grand Forks.

There are approved Official Community Plans in place for both Electoral Area C (2004, as amended) and Electoral Area D (1999, **Bylaw No. 1955, 2016**); however, a Regional Growth Strategy Plan is not in place. Of particular interest to the City of Grand Forks is the Electoral Area D Official Community Plan, which contains a number of goals and objectives to limit

urban development within the unincorporated areas and concentrate it within the City of Grand Forks, including the following excerpts:

- ~~*This Plan attempts to direct truly urban development into the City of Grand Forks. It is therefore an objective of this Plan to avoid a situation in which the Regional District manages areas with urban density.*~~
- ~~*The Regional District has as an objective to direct “affordable housing” efforts to municipalities which are fully serviced.*~~
- ~~*To avoid the creation of any new isolated areas of higher-density residential development in Area D areas (i.e. not contiguous with existing areas designated as Residential or abutting the City of Grand Forks).*~~
- ~~*To direct small lot development to the City of Grand Forks and to pursue a prudent development strategy in Electoral Area D.*~~
- ~~*To direct large-scale commercial enterprise into the City of Grand Forks.*~~

Diverting urban type development, including commercial development, into the City of Grand Forks where possible

Containing higher density rural residential development in close proximity to the City of Grand Forks

Accommodate affordable housing, rental housing and special needs housing in a manner that is consistent with the rural nature of the Plan Area;

The City of Grand Forks will be a party to any future Regional Growth Strategy Plan undertaken by the RDKB.



1.8 Population & Growth

The 2006 Census identified Grand Forks' population at 4,036. The preceding five years (2001 and 2006) saw little growth within the City, and with the estimated 2010 population of 3,998 (BC Stats) Grand Forks' population has remained stagnant, if not slightly declining, for nearly two decades. Looking ahead twenty years, modeling out three different growth scenarios (0.5%, 1% and 2% growth rate) the population of Grand Forks could range from around 4,400 to just under 6,000 by 2030.

Table 3 – Grand Forks Population Projections

Year	0.5% Growth	1.0% Growth	2.0% Growth
2010	3,998	3,998	3,998
2020	4,202	4,416	4,874
2030	4,417	4,878	5,941

Based on a mid-range growth rate of 1% over the next 20 years, Grand Forks might have a population of approximately 4,900 residents in 2030.



2.0 VISION & GUIDING PRINCIPLES

2.1 Vision

A land use vision is articulated through sustainable land use policies and objectives. The following vision was developed and shaped through input and consultations with the community, Steering Committee, City staff and Council.

Sustainable Community Plan Vision

Grand Forks is recognized as a self-sufficient community that incorporates sustainable principles – social, economic, environmental and cultural – into its decision making process.

2.2 Guiding Principles

The following are 10 guiding principles of the Grand Forks Sustainable Community Plan. These guiding principles form the vision for all land uses within the plan.

Each of these guiding principles is described by a set of specific objectives and policy statements in their respective sections of the Plan. The objectives are measurable tasks that move towards the overarching guiding principle, while the policy statements are specific tasks that complete an objective:

- ~~Apply 'Smart Growth' principles to the built form, location and type of development.~~
- Protect and enhance the heritage values of the community.
- Protect the natural environment.

- Ensure long-term sustainable municipal infrastructure.
- Promote and provide alternative modes of transportation to single-occupant vehicles (SOVs).
- Provide a variety of linked recreational opportunities.
- Support a diversified economy.
- Support a vibrant arts and culture community.
- Strengthen the social fabric of the community.
- Conserve energy and water and support the sustainable production of food.



Guide form, location and type of development towards sustainability with consideration for environmental health, sustainable infrastructure, affordable housing, and other 'Smart Growth' Principles



3.0 LAND USE PLAN

This Sustainable Community Plan is a long-term land use plan. It describes the location, intensity and types of land uses within the City of Grand Forks. The Sustainable Community Plan identifies future residential development areas, including areas for preferred density increases. The Plan also indicates preferred areas for commercial concentration and areas where revitalization activities and mixed uses will be encouraged. These land use activities support a more sustainable Grand Forks, by encouraging the use of alternative modes of transportation, maximizing the use and efficiency of the City's infrastructure systems and promoting development within the existing serviced areas.

3.1 Land Use Plan Designations

The Land Use Map (Schedule B) designates the following land uses within the City of Grand Forks:

Agricultural/Rural (AR)

- Includes rural lands within and outside of the Agricultural Land Reserve (ALR), which may or may not currently be under agricultural production. This designation is located primarily southwest of Donaldson Drive. Development may include single family residential and a variety of agricultural and rural uses.

Airport (including runway lands within the Agricultural Land Reserve) (AA)

- This designation, located in southeastern Grand Forks, includes the airport, airport runway and adjacent limited agricultural lands. Development may include airport commercial uses and residential dwellings in conjunction with airport commercial uses.

Low Density Residential (LR)

- This designation is found throughout Grand Forks and includes more traditional residential development, consisting generally of single family dwellings and duplexes, developed to a maximum density of 20 units per hectare.

Medium Density Residential (MR)

- Located generally south of Central Ave/Highway #3 and east of Donaldson Drive, this designation includes a variety of residential developments, such as single family dwellings, duplexes, apartments, townhomes and secondary suites. A maximum density of 60 units per hectare is permitted in this designation.

Mixed Use Commercial/Residential (MU)

- This designation includes a variety of residential, commercial and institutional developments. This results in a range of mixed-use neighbourhoods as well as single-use neighbourhoods. This designation is found primarily at the west end of Grand Forks, south of Central Ave/Highway #3, along Donaldson Drive north of Highway #3 and south of the Core Commercial designation.

Residential Infill/Intensification (RI)

- Within this designation, located in downtown Grand Forks, a variety of residential developments are encouraged including the reuse of older, vacant lands. Development is supported to a maximum density of 40 units per hectare.

Commercial Core (CC)

- This designation includes the heart of the community and accommodates commercial and mixed use development. The Core Commercial area is viewed as the commercial, cultural and administrative centre of Grand Forks.



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

Highway & Tourist Commercial (HT)

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

Heritage Corridor (HC)

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

Light Industry (LI)

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

Heavy Industry (HI)

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

Institutional (IN)

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

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

Hillside & Resource District (HR)

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

Environmental Resource District (ER)

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

Park & Open Space (PK)

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

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



listed below and described in further detail in the Plan:

Development Permit Areas

- Multiple Housing Residential DP Area
- Hillside Development DP Area
- General Commercial DP Area
- Historic Downtown DP Area
- Environmentally Sensitive Area DP Area
- Light Industry DP Area
- Heritage Corridor DP Area
- Donaldson Drive Transition District DP Area

Each land use designation is guided by the sustainable principles, objectives and policies contained within the appropriate sections of this Sustainable Community Plan.

3.2 How this Plan is Organized

This Sustainable Community Plan is organized to reflect the ten Guiding Principles. Under each guiding principle, the impacted land use designations are identified. The objectives and policies that strive to follow the identified guiding principle in each section are articulated.

A Land Use Plan Designation Policy Chart follows the ten guiding principles. It provides a clear link between the OCP policies and the land use plan designations, and should serve as a useful tool for staff and Council to use in undergoing development review. Also included at the end of the Plan are sections pertaining to sand and gravel resources and plan implementation.



4.0 APPLY SMART GROWTH PRINCIPLES TO BUILT FORM, LOCATION AND TYPE OF DEVELOPMENT

Guide form, location and type of development towards sustainability with consideration for environmental health, sustainable infrastructure, affordable housing, and other 'Smart Growth' Principles

4.1 Introduction

There are ten principles of Smart Growth, developed over the years by Smart Growth BC (www.smartgrowth.bc.ca) and gaining acceptance throughout the province. Smart Growth principles are aimed to achieve the following: enhance our quality of life, preserve the natural environment and save money over time. The principles strive to ensure that growth is fiscally, environmentally and socially responsible and recognizes the connections between development and quality of life. Smart Growth also places a priority on infill, redevelopment and strategies to increase density.

A number of the Smart Growth principles are consistent with the land use goals in the Grand Forks Sustainable Community Plan. Those related to built form, location and type of development include the following:

- Create a range of housing opportunities and choices;
- Create walkable neighborhoods;
- Foster distinct, attractive communities with a strong sense of place;
- Mix land uses;
- Strengthen and direct development towards existing neighborhoods; and
- Take advantage of compact building design.

The objectives and policies that strive to reinforce the application of Smart Growth principles are to be applied to the following land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

4.2 Objectives

- 4.2.1 Encourage the provision of a wide range of housing styles.
- 4.2.2 Encourage and support the development of affordable housing for low-income families, individuals, seniors and those with disabilities.
- 4.2.3 Encourage higher density residential development and increased variety in housing forms within developed areas of Grand Forks.
- 4.2.4 Encourage new residential development to respect the scale and character of surrounding residential neighbourhoods.
- 4.2.5 Provide infill opportunities for residential and commercial development.
- 4.2.6 Encourage the redevelopment of existing commercial properties before any new commercial lands are developed.



- 4.2.7 Ensure that there is a transition of uses and densities between commercial development and residential neighborhoods.
- 4.2.8 Manage the growth of Grand Forks within municipal boundaries in a manner which utilizes existing serviced lands and lands that can be serviced within the capacity of existing infrastructure.
- 4.2.9 Encourage good design through the implementation of Development Permit Areas and design guidelines.

4.3 Policies

- 4.3.1 Promote the city centre by encouraging redevelopment of the area, including mixed use and clustered developments.
- 4.3.2 Encourage the development of higher density residential in the city centre to revitalize the downtown core and commercial services.
- 4.3.3 Support the development of higher density residential and a variety of housing forms, including small lot, multiple-housing and mixed use northwest of the city centre in the Residential Infill/Intensification land use designation.
- 4.3.4 Encourage the reuse of older, vacant buildings.
- 4.3.5 Support the consolidation of smaller lots for the development of higher density residential primarily in the Residential Infill / Intensification designation.
- 4.3.6 Discourage the establishment of additional dwellings on Agricultural / Reserve lands except where clearly required for full time farm help.
- 4.3.7 Designate and encourage a high standard of landscape treatment, signs and aesthetics for all development and redevelopment along public roadways.

- 4.3.8 Identify locations for future growth only when infill and intensification of lands within existing developed areas are well utilized.
- 4.3.9 Within the Low Density Residential land use designations, encourage development with a maximum density of 20 units per hectare.
- 4.3.10 Within the Residential Infill / Intensification land use designation, support development with a maximum density of 40 units per hectare.
- 4.3.11 Within the Medium Density Residential, Mixed Use and Core Commercial land use designations, support development with a maximum density of 60 units per hectare.

4.3.12 Implement an affordable housing strategy by using policies and actions to create an increase in the supply of affordable housing.

4.3.13 Support and work with non-profit organizations in sponsoring, developing and managing housing projects addressing housing needs of homeless and at-risk families and individuals.

4.3.14 Consider supporting through in-kind or financial resources major multi-family affordable housing projects in partnership with community organizations and outside funders.

4.3.14 Consider supporting through in-kind or financial resources major multi-family affordable housing projects in partnership with community organizations and outside funders.

4.3.15 Consider using City-owned land for affordable housing developments, using available measures to keep properties affordable over the long term.

4.3.16 Consider using City-owned land for affordable housing developments, using available measures to keep properties affordable over the long term.

- 4.3.17 Use revenues from land sales or other dedicated funds for land-banking or an affordable housing reserve fund replenishing City supply of public land for affordable housing
- 4.3.18 Consider waiving, reducing, or deferring payment of development cost charges and other planning and development fees for affordable housing projects
- 4.3.19 Consider entering into housing agreements with developers of new subdivisions or in neighbourhood plans to include mixed income / mixed use neighbourhoods, inclusion of affordable housing and density bonuses for the provision of affordable housing.
- 4.3.20 Consider initiating or supporting an affordable housing advisory committee with community stakeholders to assess and make recommendations regarding the ongoing housing needs of the community.
- 4.3.21 Consider removing barriers to affordable housing in the implementing Zoning Bylaw regarding rules about minimum dwelling size, detached accessory dwelling units, and other measures as appropriate.
- 4.3.22 Consider setting permissive tax exemption policy criteria for supportive housing (transitional and second stage housing, supportive housing, group homes).
- 4.3.23 Consider developing a residential energy conservation program to support housing affordability and providing incentives for residential building retrofits



5.0 PROTECT & ENHANCE THE HERITAGE VALUES OF THE COMMUNITY

5.1 Introduction

Grand Forks has a rich history and heritage which manifests itself in both the people and the buildings which inhabit the community.

The objectives and policies that aim to protect and enhance the heritage values of Grand Forks are to be applied to the following land use designations:

- Commercial Core
- Heritage Corridor
- Highway & Tourist Commercial
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Residential Infill/Intensification

5.2 Objectives

- 5.2.1 Protect and enhance the heritage value and historical role of the city centre.
- 5.2.2 Preserve the heritage character in designated areas of Grand Forks.
- 5.2.3 Encourage the maintenance of heritage buildings, structures and landscapes in a manner that preserves their historic quality and characteristics.
- 5.2.4 Encourage new homes within heritage areas to reflect a designated heritage design theme.

- 5.2.5 Balance and integrate heritage conservation and revitalization objectives with other community initiatives and priorities.

5.3 Policies

- 5.3.1 Promote the heritage revitalization of Grand Forks from the city centre outward.
- 5.3.2 Encourage the adaptive reuse of properties in the defined Heritage Corridor, to include a mixture of uses such as residential, commercial, tourist commercial and institutional.
- 5.3.3 Consider the City's overall heritage strategy when reviewing all new development and redevelopment applications.
- 5.3.4 Encourage property owners to restore heritage buildings, seeking out funding partnership opportunities wherever possible.





6.0 PROTECT THE NATURAL ENVIRONMENT

6.1 Introduction

Protecting the natural environment is an important sustainable principle to guide the community, in order to ensure that both existing and new development co-exists within the ecology of the region.

The objectives and policies that aim to protect the natural environment in and around Grand Forks apply to the following land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

6.2 Objectives

- 6.2.1 Recognize both steep slopes and flooding areas as potentially hazardous areas for development.
- 6.2.2 Preserve and protect natural areas for environmental, aesthetic, recreational and economic values.

- 6.2.3 Promote city-wide environmental stewardship and education.

6.3 Policies

- 6.3.1 Encourage and promote the implementation of BC's Climate Action Charter in order to reduce greenhouse gas (GHG) emissions and protect the natural environment.
- 6.3.2 Support programs which encourage community-wide reductions in greenhouse gas emissions.
- 6.3.3 Encourage agricultural operations within the City to operate in a manner that minimizes air quality and environmental impacts.
- 6.3.4 Protect natural areas within and between developed areas for both their environmental and aesthetic features.
- 6.3.5 Ensure buffer zones are maintained and developed between riparian areas and adjacent residential, commercial and industrial land uses.
- 6.3.6 Ensure that development in areas with grades steeper than 30% is subject to a report from a geotechnical professional engineer that addresses issues such as slope stability, visual quality, hydrology, and other impacts and risks associated with steep slope development.
- 6.3.7 Allow development of lands within the Hillside & Resource District land use designation, provided services are affordable and



consistent with the type of development proposed.

6.3.8 Protect identified natural wildlife corridors, wetland and slough environments, and other environmentally sensitive areas as Development Permit Areas.

6.3.9 Encourage and implement, where practical, the strategies contained within the City's Air Quality Management Plan.

6.3.10 Require new development within the City's Floodplain Area (Schedule D) to meet the requirements as identified in the City's Floodplain Management Bylaw, where applicable.

6.3.11 Consider development of a residential energy conservation program that provides incentives for residential building energy retrofits





7.0 ENSURE LONG – TERM SUSTAINABLE MUNICIPAL INFRASTRUCTURE

7.1 Introduction

The City of Grand Forks is responsible for providing and maintaining a wide variety of infrastructure. This infrastructure is vital to the well-being of the residents and businesses in the community; however, a significant proportion has reached, or will be reaching, the end of service life very soon. Maintaining existing levels of service will require major investments in the near future. In support of the guiding principle of ensuring long-term sustainable municipal infrastructure, the City is considering a number of Asset Management strategies in addition to the land use policies contained in this Sustainable Community Plan.

The objectives and policies that aim to ensure the long-term sustainability of Grand Forks' infrastructure are as follows, within these land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

7.2 Objectives

- 7.2.1 Recognize the importance of Highway #3 as a vital transportation corridor.
- 7.2.2 Minimize negative impacts associated with development along Highway #3.
- 7.2.3 Minimize the impact of traffic corridors on agriculture industry in the area.
- 7.2.4 Enhance the city's transportation system to accommodate the general public including the youth, the elderly and those with special needs.
- 7.2.5 Encourage the use of the BC Green Building Code in new developments.
- 7.2.6 Implement an Asset Management program to ensure that Grand Forks is PSAB 3150 compliant.

7.3 Policies

- 7.3.1 Encourage infill development and redevelopment to minimize the need for services to be expanded.
- 7.3.2 Subject to funding, expand the sanitary sewer and water systems to areas designated as Light Industry.
- 7.3.3 Ensure that new infrastructure facilities associated with new development are sized to accommodate additional future development.



- 7.3.4 Maximize the potential of the city's water supply from its current wells through conservation and metering.
- 7.3.5 Encourage new development to conform to the City's network of pathways and walkways including the completion of sidewalks.
- 7.3.6 Maintain a sustainable foundation of infrastructure that is affordable, provides service levels consistent with the community's expectations, and encourages growth and economic development.
- 7.3.7 Promote staff awareness of asset management to ensure a practical and continuous integration of infrastructure management practices over time.
- 7.3.8 Encourage collaboration among senior management through a cross-functional asset management team that meets regularly to balance competing infrastructure needs.
- 7.3.9 Support development along Highway #3 that provides access from rear lanes or adjacent local streets, rather than directly from the Highway.





8.0 PROMOTE & PROVIDE ALTERNATIVE MODES OF TRANSPORTATION TO SINGLE – OCCUPANT AUTOMOBILES

8.1 Introduction

Single occupant vehicles (SOV) are the most common mode of transportation in Grand Forks. The primary use of SOVs are daily commuting and running errands. The following Smart Growth principles articulate the shift towards other modes of transportation:

- Provide a variety of transportation choices such as walking, cycling and transit, to minimize the use of SOVs;
- Encourage the development of alternate transportation choices in existing neighborhoods.

By focusing on alternative transportation modes, the useful life of existing transportation infrastructure will be extended delaying need of further investments in new roads.

The objectives and policies that aim to shift transportation patterns in Grand Forks away from single occupant vehicles (SOVs) towards alternate modes of transportation relate to the following land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial

- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

8.2 Objectives

- 8.2.1 Enhance the city's transportation system to accommodate the needs of vehicular and non-vehicular transportation, particularly pedestrians and cyclists.
- 8.2.2 Promote a pedestrian and cycling atmosphere by providing appropriate linkages between residential, commercial and amenity areas.
- 8.2.3 Provide a safe environment for non-motorized mobility through the provision of lighting, signage and traffic calming measures.

8.3 Policies

- 8.3.1 Support the development of the city centre as a pedestrian and cycling oriented area, with designated areas for motorized vehicular passage.
- 8.3.2 Encourage new developments to contribute toward the city's pedestrian and/or cycling networks.
- 8.3.3 Promote the development of a regionally based conventional transit system.



8.3.4 Encourage residents to use alternative modes of transportation.

8.3.5 Encourage walking within the ACT NOW principles.





9.0 PROVIDE A VARIETY OF LINKED RECREATIONAL OPPORTUNITIES

9.1 Introduction

A healthy community is defined, in part, by the amount of recreational opportunities afforded to its residents and visitors. Grand Forks has made significant investments in order to provide a variety of recreational opportunities with accessible linkages between them.

The objectives and policies that move Grand Forks towards providing a variety of linked recreational opportunities are applied to the following land use designations:

- Agricultural/Rural
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

9.2 Objectives

9.2.1 Provide a network of community wide paths, trails and sidewalks that link recreation opportunities and facilities with the surrounding community.

9.2.2 Provide recreational access along the Kettle and Granby rivers.

9.3 Policies

9.3.1 Connect the Trans-Canada Trail with existing and future City trails, pathways and sidewalks.

9.3.2 As funding permits, implement the 2008-2017 Sidewalk Plan.

9.3.3 Continue efforts to establish a linear park and multi-use pathway system with appropriate links to existing and future trails, pathways and sidewalks.

9.3.4 Explore the potential for a recreational buffer zone between the Kettle and Granby Rivers and adjacent commercial and residential development.

9.3.5 Promote the use of active modes of transportation via City trails, pathways and sidewalks to access recreational facilities.





10.0 SUPPORT A DIVERSIFIED ECONOMY

10.1 Introduction

An important component of a sustainable community is the economic component. Maintaining a diversified economy is much more viable in the long-run than an economy focused solely on one industry.

The objectives and policies that aim to strengthen Grand Forks' economy and improve its economic viability are as follows, and apply to the to the following land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

10.2 Objectives

- 10.2.1 Support the retention of existing commercial and industrial enterprises in Grand Forks.
- 10.2.2 Encourage growth and diversification of the business sector.

- 10.2.3 Use the airport as an economic tool to retain, expand and attract commercial and institutional businesses and services.

10.3 Policies

- 10.3.1 Use lands within the Airport designation primarily for aviation-related activities, such as aircraft parking, air transportation, freight, refueling and maintenance.
- 10.3.2 Promote the development of a "gateway" from Central Avenue Highway #3 into the City Centre.
- 10.3.3 Encourage communication providers to offer the necessary technology and services for home-based businesses to thrive in Grand Forks.
- 10.3.4 Develop incentives for the establishment of locally owned and operated businesses.
- 10.3.5 Ensure new commercial and industrial developments are planned in a manner that minimizes conflicts with residential and agricultural uses.
- 10.3.6 Ensure easy access to commercial and industrial areas is maintained for current and future growth and development.
- 10.3.7 Support tourism opportunities that can be combined with learning and education opportunities.
- 10.3.8 Support and encourage agriculture as a vital contributor to the local and regional economy.
- 10.3.9 Temporary Use Permit applications will be considered by Council on a case-by-case basis within all zone areas on the City of Grand Forks Official Zoning Map

Added Bylaw
1919-A1



11.0 SUPPORT A VIBRANT ARTS & CULTURE COMMUNITY

11.1 Introduction

Culture adds vibrancy and humanity to society and is represented as part of the sustainability model for Grand Forks. A vibrant arts and culture community can appear in different ways to different people. Building upon existing cultural assets and creating a vibrant town centre with a point of interest and distinction is a critical element in the pursuance of a long term sustainability goal of a vibrant arts and culture.

The objectives and policies that aim to strengthen the arts and culture community within Grand Forks are as follows, and apply to the following land use designations are:

- Commercial Core
- Heritage Corridor
- Institutional
- Park & Open Space

11.2 Objectives

- 11.2.1 Develop design guidelines to enhance and promote the cultural services provided in Grand Forks.
- 11.2.2 Construct a performing arts centre, either as a standalone facility or in combination with another public facility.
- 11.2.3 Beautify the city centre.
- 11.2.4 Offer year round arts and culture attractions to enhance livability in Grand Forks.

11.3 Policies

- 11.3.1 Pursue funding and public support for a performing arts centre that would function as a multi-purpose venue and create a cultural focal point in the City.
- 11.3.2 Promote and encourage the sale of products created by the arts and culture community.
- 11.3.3 Work with the community as well as other regional arts and cultural centers and artisans to provide a blend of attractions, including seasonal festivals and fairs.





12.0 STRENGTHEN THE SOCIAL FABRIC OF THE COMMUNITY

12.1 Introduction

The social fabric of a community is the numerous facilities and services that are available and being provided presently and expected to be made available and provided in the future to meet the needs of all residents. The social fabric creates a sense of community pride where residents and visitors feel safe and welcomed.

Enhancing current access to services and facilities and those expected in the future makes the community attractive and livable. A livable community improves and fosters an environment of learning, tolerance and growth, creating a balance of harmony and responsibility.

The objectives and policies that aim to strengthen the social fabric of Grand Forks are as follows, and apply to the following land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional
- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

12.2 Objectives

- 12.2.1 Adopt an integrated planning approach by incorporating a social perspective into overall planning.
- 12.2.2 Work collaboratively with the RDKB in the provision of regional services in Grand Forks when it is beneficial to both the City and the region.
- 12.2.3 Seek opportunities to work with the Interior Health Authority and appropriate agencies to identify and address the health and social needs of the area.
- 12.2.4 Encourage and support universal access to services such as those that help provide employment, social and recreation opportunities for residents of all ages.
- 12.2.5 Advocate on behalf of residents on issues affecting the quality of life, health and welfare to publicly funded agencies and other levels of government.

12.3 Policies

- 12.3.1 Consider incentives for health services in Grand Forks that would see residents continue being provided with the health services they need.
- 12.3.2 Encourage institutional uses to locate in, or within the vicinity of the city centre.
- 12.3.3 Enhance the accessibility of community facilities by encouraging joint-use and creative programming.



- 12.3.4 Work with the community, Youth Advisory Committee and Recreation Commission on the development of a youth centre.
- 12.3.5 Apply Crime Prevention through Environmental Design (CPTED) principles to enhance the safety of neighbourhoods.
- 12.3.6 Work collaboratively with publicly funded agencies, other levels of governments and non-profit corporations in the delivery of assisted living and seniors care, special needs and mental and physical disability services.
- 12.3.7 Work cooperatively with other publicly funded agencies, other levels of governments and non-profit corporations in offering support services and improving housing for the poor, disadvantaged and low income earners.





13.0 CONSERVE ENERGY & WATER AND SUPPORT THE SUSTAINABLE PRODUCTION OF FOOD

13.1 Introduction

As a signatory to the Climate Action Charter, the Provincial Government requires the City to include targets for green house gas (GHG) reductions in its municipal operations. This is to encourage municipalities to reduce their GHG emissions to try to achieve carbon neutrality by 2020. Managing the community's use of energy and water has a significant positive impact on sustaining municipal infrastructure, and reducing its overall carbon footprint.

In addition, with the rising cost of energy impacting transportation of goods, materials and food production today, focus should be on more self-sufficiency within the community to reduce transportation and GHG emissions, thereby reducing costs to locals and sustaining the production of local food.

The objectives and policies that aim to better conserve energy and water, and support the sustainable production of food in Grand Forks, are included in this section, and apply to the following land use designations:

- Agricultural/Rural
- Airport
- Commercial Core
- Environmental Resource District
- Heavy Industry
- Heritage Corridor
- Highway and Tourist Commercial
- Hillside & Resource District
- Institutional

- Light Industry
- Low Density Residential
- Medium Density Residential
- Mixed Use Commercial/Residential
- Park & Open Space
- Residential Infill/Intensification

13.1.1 – Greenhouse Gas Reduction

Recent changes to Provincial legislation requires BC local governments to include a greenhouse gas (GHG) reduction target, as well as policies and/or actions for meeting the target, in an OCP or regional growth strategy. The City of Grand Forks has set a target of a 33 percent reduction below 2007 levels by 2030, which is the 20-year horizon of this Sustainable Community Plan.

The objectives and policies that correspond, directly or indirectly, to this target are included this section, as well as in the following areas of the OCP:

- Apply Smart Growth Principles to Built Form, Location and Type of Development
- Protect the Natural Environment
- Ensure Long-Term Sustainable Municipal Infrastructure
- Promote and Provide Alternative Modes of Transportation to SOVs
- Provide a Variety of Linked Recreational Opportunities
- Implementation



13.2 Objectives

- 13.2.1 Support and protect the productive agricultural use of land designated within the Agricultural Land Reserve (ALR).
- 13.2.2 Strive to meet the City's GHG reduction target of 33 percent below 2007 levels by 2030.

13.3 Policies

- 13.3.1 Only consider applications to subdivide lands within the Agricultural Land Reserve (ALR) for homesite severance when those applications are subject to Agricultural Land Commission approval.
- 13.3.2 Acknowledge and protect lands within the ALR for sustainable food production.
- 13.3.3 Encourage residents to utilize high efficiency residential heating systems over wood burning stoves.
- 13.3.4 Explore and where deemed appropriate undertake opportunities in the local production of clean power, such as "run-of-the-river" hydro.
- 13.3.5 Encourage the use of new green technologies in building construction.
- 13.3.6 Encourage local food production and promote the sale of locally-produced goods in local retail outlets.
- 13.3.7 Work with the provincial transit authority (BC Transit) and other relevant organizations to encourage and promote energy efficient and

low-impact modes of travel, such as public transit, walking and cycling.





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City of Grand Forks Sustainable Community Plan

Policy Lookup Chart by Guiding Principle

OCP Land Use Plan Designations	OCP Guiding Principles									
	1 - Built Form	2 - Heritage	3 - Environment	4 - Infrastructure	5 - Transportation	6 - Recreation	7 - Economy	8 - Arts & Culture	9 - Social Fabric	10 - Energy, Water & Food
All designations	4.3.7, 4.3.8		6.3.1-6.3.6, 6.3.8, 6.3.9	7.3.3-7.3.8	8.3.2 - 8.3.5		10.3.3		12.3.2, 12.3.5	13.3.3, 13.3.5, 13.3.6, 13.3.7
Agricultural/Rural (AR)	4.3.6		6.3.3, 6.3.10			9.3.3, 9.3.5	10.3.4, 10.3.8, 10.3.5			13.3.1, 13.3.2
Airport (AA)			6.3.3				10.3.1, 10.3.4-10.3.6			
Commercial Core (CC)	4.3.1, 4.3.2, 4.3.4	5.3.1, 5.3.3, 5.3.4	6.3.10	7.3.1	8.3.1	9.3.2-9.3.5	10.3.2 - 10.3.6	11.3.2-11.3.3	12.3.3, 12.3.6, 12.3.7	
Enviro Resource District (ER)			6.3.10			9.3.1, 9.3.3, 9.3.5				
Heavy Industry (HI)			6.3.10			9.3.1, 9.3.3, 9.3.5	10.3.4 - 10.3.6			13.3.4
Heritage Corridor (HC)	4.3.4	5.3.2, 5.3.3, 5.3.4	6.3.10	7.3.1		9.3.3, 9.3.5	10.3.3 - 10.3.6	11.3.2		
Highway & Tourist Commercial (HTC)	4.3.4	5.3.3, 5.3.4	6.3.10	7.3.1		9.3.3, 9.3.5	10.3.3 - 10.3.6		12.3.1, 12.3.3, 12.3.4, 12.3.6, 12.3.7	
Hillside & Resource District (HR)			6.3.6, 6.3.7, 6.3.10			9.3.3, 9.3.5				13.3.4
Institutional (IN)						9.3.2, 9.3.3, 9.3.5	10.3.7	11.3.1-11.3.3	12.3.1, 12.3.3, 12.3.4, 12.3.6, 12.3.7	
Light Industry (LI)			6.3.10	7.3.2		9.3.1, 9.3.5	10.3.3-10.3.6			13.3.4
Low Density Residential (LR)	4.3.9	5.3.3, 5.3.4	6.3.10	7.3.1		9.3.1-9.3.5	10.3.3, 10.3.5		12.3.7	
Medium Density Residential (MR)	4.3.11	5.3.3, 5.3.4		7.3.1		9.3.2, 9.3.3, 9.3.5	10.3.3, 10.3.5		12.3.7	
Mixed Use Commercial/Res (MU)	4.3.4	5.3.3, 5.3.4	6.3.10	7.3.1		9.3.1-9.3.5	10.3.3 -10.3.6		12.3.7	
Park & Open Space (PK)			6.3.10			9.3.1-9.3.5		11.3.3	12.3.3	13.3.4
Res Infill / Intensification (RI)	4.3.3-4.3.5, 4.3.10	5.3.3, 5.3.4	6.3.10	7.3.1		9.3.2-9.3.5	10.3.3, 10.3.5		12.3.7	



14.0 DEVELOPMENT PERMIT AREAS

14.1 Introduction

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

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

A development permit area is required within a DPA before:

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

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





14.2 Multiple-Housing Development Permit Area

The Multiple-Housing DPA is designated under Section 488.1 (form and character of multiple housing residential developments) of the *Local Government Act*.

Area

The designated areas for the Multiple-Housing DPA are delineated on the Development Permit Area Map (Schedule C).

Justification

Most multiple-housing developments are located in areas next to major roadways, areas next to low density residential use, and areas going through a transition from low density residential to multiple-housing residential use. Because of their prominent size and location, multiple-housing developments can have a significant visual impact on the surrounding area.

Good design guidelines can help ensure that the development enhances the area rather than create an eyesore and source of friction between existing residents and the new development.

The objective of this designation is to ensure that multiple-housing developments are attractive and compatible with the surrounding area.

14.2.1 - Conditions For Which a Multiple-Housing Development Permit is Not Required

The following may be undertaken without a Multiple-Housing Development Permit:

- construction of a single-family dwelling or a duplex;
- internal alterations, which do not affect the outer appearance of the building;
- replacement, upgrading or repair of roofing;
- small additions that result in less than a 25% increase in floor area beyond the floor area that existed at the date adoption of this bylaw;
- alteration of land;
- construction of an accessory building or addition to a multiple-housing residential building that shall not alter patterns or requirements of parking, access, loading, or landscaping on the site;
- painting the exterior of a building;
- replacement of windows; and
- construction of a fence;
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced.

14.2.2 - Guidelines

Multiple-housing residential includes all developments with three or more dwelling units per building or lot. Development permits issued in this area shall be in accordance with the following guidelines:



Buildings and Structures

- .1 The scale, siting and shape of buildings should be consistent with adjacent development and prevailing neighbourhood character;
- .2 Monolithic structures and long expanses of straight walls should be avoided;
- .3 Large buildings should be designed in a way that creates the impression of smaller units and less bulk through the use of building jogs, irregular faces and architectural features such as gables, dormers, balconies, chimneys, special window features, canopies, verandas, porches and railing; and
- .4 Clustering and other creative spatial arrangements with common open areas and facilities are encouraged. These types of housing should be designed to promote visual quality and efficient use of land and building materials.

Utility Servicing

- .5 All multiple-housing development should be connected to a community water system and a community sewer system.

Parking/Access

- .6 Parking lots shall be landscaped to provide shade and to enhance the appearance of the overall development. Parking areas with greater than 10 stalls should be broken into smaller groups, divided by landscaping;

- .7 Safe and efficient vehicle entrances and exits, and on-site circulation should be provided; and

- .8 Consideration should be given to safe and efficient pedestrian and bicycle access. Provision shall be made for such features as pedestrian sidewalks or pathways, bicycle lanes and bicycle racks.

Screening and Landscaping

- .9 The site should be provided with screening in the form of walls, fencing, hedging, planting and other screening materials or a combination of materials in the following areas:

- around outdoor storage areas and waste containers, heating and cooling equipment and other service areas;
- between parking areas and the street; and
- between parking areas and neighbouring properties.

- .10 The site should be provided with landscaping in the following areas:

- along the property edge next to roadways;
- between buildings and parking areas;
- along on-site access roads;
- along the sides of the buildings;
- and in other open space areas not required for parking, access roads or walkways.



Signage

- .11 Freestanding signage should be low, front lit or unlit, with a landscaped base.
- .12 The general character of signs should be similar in design to the associated building.



14.3 Hillside Development Permit Area

The Hillside DPA is designated under Section 488.1(a) (protection of the natural environment), Section 488.1(b) (protection of development from hazardous conditions) and Section 488.1(f) (form and character of industrial development) of the *Local Government Act*.

Area

Within the City of Grand Forks, all lands with a natural slope in excess of 30 percent and land within 15m of the top of steep slopes with grades in excess of 30 percent are designated as a Hillside Development Permit Area. Lands that may contain these areas are generally identified on the Development Permit Area Map (Schedule C).

Justification

Areas in Grand Forks are subject to hazardous conditions consist of steep hillsides which may be susceptible to rock fall, landslide and subsidence. Also, hillside areas are subject to erosion if not properly rehabilitated. A number of these areas with steep slopes have been designated for industrial use. Therefore, an additional objective of this designation is to ensure that the visual impact of heavy industrial land use on the community is minimized.

14.3.1 - Conditions for which a Hillside Development Permit is not Required

The following may be undertaken without a Hillside Development Permit:

- internal alterations, which do not affect the outer appearance of the building;

- replacement, upgrading or repair of roofing;
- painting the exterior of a building;
- replacement of windows;
- construction of an accessory building or addition to an industrial building where the accessory building or addition is not visible from neighboring areas; and
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced.

14.3.2 - Guidelines

Development permits issued in this designation shall be in accordance with the following guidelines:

Development on Hillside with Slopes over 30%

Setbacks

- .1 For developments on or near steep hillsides, the City of Grand Forks may require that buildings and structures be set back a given distance as specified in the Development Permit from the top of the steep hillside or the toe of the slope.

Safe Use of Development

- .2 For developments in areas where the City considers that the land is subject or may be subject to erosion, land slip, rock falls or subsidence, the City may require that the Development Permit include a report certified by a professional engineer with experience in geotechnical engineering that the land may be used safely for the use intended. Where the engineer's report indicates that the land may



be used safely subject to conditions set out in the report, those conditions shall be set out in the Development Permit, and upon completion of the building or structure, the owner shall provide the City with a statement certified by a professional engineer that the construction was carried out in compliance with the conditions specified in the Development Permit.

to visually shield the community from on-site industrial activities.

Storm Water Management

- .3 Hillside development proposals must be accompanied by a storm water management plan prepared by a professional engineer with engineering experience in hydrology and storm water management to the satisfaction of the City of Grand Forks. Impervious surfaces should be minimized to aid in storm water infiltration. Storm water may be collected in reinforced natural swales or new drainage channels made with natural materials, and then conveyed to a storm water pond or site drainage system of sufficient capacity.

Industrial Development

- .4 Industrial development located within the Hillside DPA and within the Heavy Industrial designation in the OCP requires screening and landscaping. The screening and landscaping should be designed to reduce the visual impact of heavy industrial use on neighbouring areas.

Screening may be in the form of fencing, hedging, planting and other screening materials or a combination of materials used



14.4 General Commercial Development Permit Area

The General Commercial Development Permit Area is designated under Section 488.1(d) (revitalization of a commercial area) and Section 488.1(f) (form and character of commercial development) of the *Local Government Act*.

Area

Within the City of Grand Forks, all lands designated Highway & Tourist Commercial are designated as a General Commercial Development Permit Area on the Development Permit Area Map (Schedule C).

Commercial Core areas, surrounding the Historic Downtown, are designated as a General Commercial Development Permit Area on the Development Permit Area Map (Schedule C).

Justification

Highway & Tourist Commercial

Highway & Tourist Commercial areas are quite visible from Highway 3 and often are the first impression that tourists get of Grand Forks. For commercial development in the Highway & Tourist Commercial area, special considerations are required to address the following:

- the highway corridor is a high visibility area and therefore the visual image of the community must be presented in a positive way;
- access along a high volume controlled access route has implications on commercial development; and

- compatibility between the residential areas and the commercial development.

Commercial Core

The Commercial Core areas, surrounding the Historic Downtown, form a strong part of the community's identity. As development occurs, Council would like to ensure that the visual character of these areas improves in a way that compliments the Historic Downtown area.

An objective of this designation is to maintain and enhance the image of the Commercial Core areas, surrounding the Historic Downtown, by requiring a high standard of development. Development will meet a consistently high standard of visual quality to assure that the character of the commercial core will continue to improve over time.

14.4.1 - Conditions for which a Commercial Development Permit is not Required

The following may be undertaken without a Commercial Development Permit:

- internal alterations, which do not affect the outer appearance of the building;
- replacement, upgrading or repair of roofing;
- painting the exterior of a building;
- replacement of windows;
- construction of a fence;
- construction of an accessory building or addition to a commercial building that does not alter patterns or requirements of parking, access, loading or landscaping on the site; and
- replacement of an existing sign or canopy, where the size and design of the replacement



sign or canopy are generally consistent with the sign or canopy being replaced.

14.4.2 - Guidelines

Development permits issued in this designation shall be in accordance with the following guidelines:

Buildings and Structure

- .1 Buildings should be designed in a way that enhances the visual character of the commercial area.
- .2 The shape, scale and siting of buildings should be consistent with adjacent development.
- .3 The shape, siting, rooflines, architectural features and exterior finish should be sufficiently varied to create interest and avoid a monotonous appearance.
- .4 Monolithic structures and long expanses of straight walls should be avoided.
- .5 Large buildings should be designed in a way that creates the impression of smaller units and less bulk, by using building jogs and irregular faces.
- .7 Buildings should be designated in a way that relates positively to pedestrians at the street level.

Access and Parking

- .8 Parking areas with more than 20 stalls should be broken into smaller groups, divided by landscaping.
- .9 Off-street parking and loading should be encouraged where possible and designed to promote safe and efficient vehicle entrances and exits, and on-site circulation.
- .10 Sites should be designed in a way that accommodates alternative modes of transportation, with provisions made for features such as pedestrian sidewalks, bicycle and walking paths or lanes, and bicycle racks on the site. Pedestrian and bicycle networks on the site should link with networks off the site.

Screening, Landscaping and Amenities

- .11 Sites should be provided with screening in the form of walls, decorative fencing, hedging, planting, other screening materials or a combination of materials in the following areas:
 - around outdoor storage areas, waste containers, heating and cooling equipment, and other service areas; and
 - between the rear of commercial areas and any residential area.
- .12 The site should be provided with landscaping:
 - between parking areas and roadways; and
 - between buildings and parking areas.



.13 Where setbacks are required between the building and the property line, the site should be provided with landscaping:

- along the property edge next to roadways; and
- along the sides of buildings.

Lighting

.14 Land uses or establishments should be designed to ensure that they do not produce a strong glaring light or reflection of that light beyond their lot lines. Shielded or controlled intensity lights are required.

Signage

.15 Signage should complement the building design and finish.



14.5 Historic Downtown Development Permit Area

The Historic Downtown Development Permit Area is designated under Section 488.1(d) (revitalization of a commercial area) and Section 488.1(f) (form and character of commercial development) of the *Local Government Act*.

Area

The Historic Downtown, as defined in the City of Grand Forks Heritage Program (BC Heritage Branch, 2011) are designated as a Historic Downtown Development Permit Area on the Development Permit Area Map (Schedule C).

Justification

Much of the heritage resources that exist in Grand Forks are located in the Historic Downtown area. The Council would also like to ensure that the heritage resources in the City of Grand Forks are protected, preserved and promoted.

Please refer to the City of Grand Forks Heritage Program - Design Guidelines for the Historic Downtown, prepared by the BC governments Heritage Branch (2011) for more information.

14.5.1 - Conditions for which a Commercial Development Permit is not Required

The following may be undertaken without a Commercial Development Permit:

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

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

14.5.2 - Guidelines

Development permits issued in this designation shall be in accordance with the following guidelines:

Buildings and Structure

- .1 Heights of existing buildings should be respected when additions are considered. In particular, the physical appearance of the height of buildings within the historic downtown as seen from the street should be maintained. Creative solutions to roof-top additions should be sought in order to maintain the visual appearance of buildings ranging from one to three storeys in height.
- .2 New buildings within the historic downtown should be constructed to respect the character defining heights of surrounding buildings. Care should be taken to ensure that the height of a new building does not overpower its neighbours.
- .3 Each building speaks to its period of construction. Interventions to existing buildings should be undertaken in a way that



- ensures that the character defining elements of that building and the downtown are conserved. Work to existing buildings must be visually and physically compatible with the character defining elements of the building.
- .4 New buildings in the downtown should reflect current construction technology and design aesthetics, while respecting the form, scale, character and materials of surrounding buildings. They should not imitate styles of the past, but strive to achieve compatibility with the old by reflecting surrounding characteristics of scale, rhythm, facade articulation, window to wall ratios and by maintaining the intact streetscape.
- .5 Building walls facing public streets and walkways should provide visual interest to pedestrians. Long blank walls should be avoided.
- .6 Storefronts should be treated in a ways that maintains their contribution to the continuity of the streetscape. Non-character defining materials and treatments should be removed.
- .7 Individual buildings should be treated as a consistent whole. Buildings with multiple store fronts or primary and secondary facades should avoid visual clutter associated with conflicting or uncomplimentary treatments on each storefront.
- .8 Recessed doorways should be retained or revealed to add visual interest to the streetscape.
- .9 Reinstating, or continuing to use character defining corner entrances. New buildings at intersections should be designed with corner entrances.
- .10 In new construction, building materials and colours should respect the historic architecture and character of the Historic Downtown and the surrounding streetscape, as seen in the colours, textures, and modulation of existing materials.
- .11 Awnings should respect the character of the era in which the building was constructed. Awning and building colours should be compatible. Awnings should be installed so that they do not obscure details in the masonry or distort the proportions of architectural features. Back-lit or metal awnings are not appropriate.
- Signage
- .12 Historic signs should be maintained if found to be a character defining element of the place.
- .13 No sign should be constructed or situated so that it disfigures or conceals any significant architectural feature of the building.
- Lighting
- .14 Lighting should be permanent and should respect the heritage values and character defining elements of the building.
- .15 Lighting that highlights the architecture of the building is encouraged, but that avoids light pollution in the sky.



Screening, Landscaping and Amenities

- .16 Alleyways should be developed as secondary opportunities for commercial enterprises.
- .17 Building facades facing onto walkways should be treated in a similar fashion as street front facades in terms of colours, detailing and materials. However, care should be taken to ensure that walkway facades have less detail to identify them as secondary facades.
- .18 Street furniture should be designed in a way to reflect the heritage values of the community.
- .19 Landscaping of both hard and soft surfaces can be designed to reflect the heritage values of the community. Landscaping can interpret the history and heritage of the city, and contribute to the sense and understanding of place.

on the site. Pedestrian and bicycle networks on the site should link with networks off the site.

Access and Parking

- .20 Parking areas with more than 20 stalls should be broken into smaller groups, divided by landscaping.
- .21 Off-street parking and loading should be encouraged where possible and designed to promote safe and efficient vehicle entrances and exits, and on-site circulation.
- .22 Sites should be designed in a way that accommodates alternative modes of transportation, with provisions made for features such as pedestrian sidewalks, bicycle and walking paths or lanes, and bicycle racks



14.6 Environmentally Sensitive Area Development Permit Area

The Environmentally Sensitive Area (ESA) DPA is designated under Section 488.1(a) (protection of the natural environment) of the *Local Government Act*.

Area

Within the City of Grand Forks exists a substantial 200-year floodplain. Development within this area is regulated by Bylaw No. 1402. Some of the areas outside of the floodplain are also susceptible to flooding. These include areas with high water tables and consist of environmentally sensitive marshlands. These areas are designated as a DPA and are identified on the Development Permit Area Map (Schedule C).

Justification

The environmentally sensitive area that is covered by this DPA consists of wetlands, which are subject to high water table levels. The Ministry of Environment indicates that this wetland maintains biodiversity connectivity within the City of Grand Forks. Mammals including cougar, white-tailed deer, mule deer, and black bear frequent the wetland in this area.

This area also boasts ox-bows, which were more abundant prior to development. Other natural features in this area include cattail, red osier, dogwood and willow, which serve as excellent habitats to nesting birds. The swampland in this area is also home to at least one threatened species: the Tiger Salamander. Historically, fish entered this waterway from the Kettle River. The condition of this wetland is poor at present. Rehabilitation and the

removal of garbage and other man-made blockages would return this area to its prior state as a watercourse.

14.6.1 - Conditions for which an Environmentally Sensitive Area Development Permit is not Required

The following may be undertaken without an Environmentally Sensitive Area Development Permit:

- the construction or alteration of a single family or two-family residential dwelling, a residential or agricultural accessory building situated 15 m or more from the natural boundary of a stream or other water feature or is at least 10m from the natural break of the slope of a ravine;
- placement or replacement of a manufactured home or a mobile home in an approved mobile home park;
- road access and services including: sewer lines, water lines, drainage lines and routes, natural gas lines, power line, telephone lines, cable lines and other services if they will not pass through the ESA for the development;
- fencing if it does not pass through the ESA;
- internal alterations which do not affect the outer appearance of the building;
- replacement, upgrading or repair of roofing;
- painting the exterior of a building;
- replacement of windows; and
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced.
- The clearing of land within the ALR for agricultural purposes, pursuant to the Agricultural Land Commission Act.



14.6.2 - Guidelines

General Environmental Management

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

Wetlands

- .1 Wetlands should be adequately buffered by natural vegetation to filter out contaminants from storm water runoff and protect aquatic habitat and amenity values. In general, a minimum setback of at least 15 meters is needed for a buffer to assimilate pollutants. Building setbacks should be calculated from the landward edge of the wetland, at high water.
- .2 On site deposit of fill or construction materials that may affect the size, water quality, or ecological integrity of wetlands is discouraged, and will be subject to approval by the City and the Ministry of Environment.
- .3 Other mitigation measures for wetlands may be required by the City and the Ministry of Environment.

Vegetation Management

- .4 Do not clear, grub or remove trees or undergrowth from the wetland area of the site without prior approval from the Ministry of Environment.
- .5 Re-vegetation within and adjacent to the wetland should be with native species appropriate to the site.

- .6 Where the Ministry of Environment has requested it, vegetation or trees should be planted or retained in order to control erosion, protect banks or protect water quality and fisheries.

- .7 Where disturbance of the Environmentally Sensitive Area is unavoidable in order to construct or repair road, water, sewer, drainage, gas, underground wiring or other infrastructure, soil conservation measures such as silt fencing, matting and trapping should be used. The disturbed areas should then be replanted with natural vegetation immediately after the construction or repair is complete.

- .8 The sequence and timing of development should consider important fish and wildlife activities such as breeding, nesting and spawning seasons, and assist in minimizing soil erosion.

- .9 Areas to be preserved free of development should be temporarily fenced or otherwise protected from damage prior to starting development of the site, with care taken to include the root system of the trees within the fenced area.

- .10 Infrastructure and facilities that allow public access and passive recreational uses should be planned in such a way that public safety is ensured, landowners are not disturbed, and there are no significant impacts on the area's ecological features and functions.



Safe Use of Development

- .11 For developments in areas where the City considers that the land is subject or may be subject to flooding, erosion or high water levels, the City may require that the Development Permit include a report certified by a professional engineer with experience in geotechnical engineering that the land may be safely used for the use intended. Where the engineer's report indicates that the land may be used safely subject to conditions set out in the report, those conditions shall be set out in the Development Permit, and upon completion of the building or structure, the owner shall provide the City with a statement certified by a professional engineer that the construction was carried out in compliance with the conditions specified in the development permit.



14.7 Light Industrial Development Permit Area

The Light Industrial DPA is designated under Section 488.1(f) (form and character of industrial development) of the *Local Government Act*.

Area

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

Justification

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

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

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

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

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

14.7.2 - Guidelines

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

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



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



14.8 Heritage Corridor Development Permit Area

The Heritage Corridor DPA is designated under Section 488.1(d) (revitalization of an area in which a commercial use is permitted) and Section 488.1 (form and character of commercial and multiple housing residential development) of the *Local Government Act*.

Area

The designated Heritage Corridor DPA is shown on Development Permit Area Map Schedule C.

Justification

The area that has been established as a Heritage Corridor, as shown on Land Use Map Schedule B, has historically been characterized as single-family residential area, containing several heritage buildings that are considered to be an important part of the character of the City of Grand Forks. The area has been designated for Mixed Commercial—Residential primarily to allow adaptive re-use of heritage homes for commercial purposes, thereby allowing small-scale commercial establishments to capitalize upon both the heritage character of the area and its exposure to the provincial highway. It is considered important that new commercial and multiple-housing developments will contribute to historic preservation within the Heritage Corridor rather than eroding the heritage character of the area.

14.8.1 - Conditions for which a Heritage Corridor Development Permit is Not Required

The following may be undertaken without a Heritage Corridor Development Permit:

- internal alterations, which do not affect the outer appearance of the building;
- replacement, upgrading, or repair of roofing;
- painting the exterior of a building;
- replacement of windows;
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced;
- construction of a fence; and
- the construction of an accessory building or addition to a commercial or multiple housing residential building that does not alter the patterns or requirements of parking, access, loading, or landscaping on the site.

14.8.2 - Guidelines

Development permits issued in this designation shall be in accordance with the following guidelines:

Buildings and Structures

- .1 The heritage character of existing buildings, structures, and landscapes should be sensitively maintained or restored, where structurally feasible, with limited additions.
- .2 Where alterations or additions are to be made to existing buildings, structures, and landscapes they should be architecturally consistent with heritage character of the site and surrounding heritage sites, and should enhance the visual character of the area.
- .3 For new buildings, additions, or alterations the shape, siting, rooflines, architectural features and exterior finish shall be designed to reflect the interesting heritage architectural



styles that are present within the Heritage Corridor. Monolithic structures and long expanses of straight lines should be avoided.

.4 The shape, scale, orientation, and siting of buildings should be consistent with adjacent development.

.5 Variances to zoning bylaw requirements relating to the siting and size of buildings and structures will be considered as part of the Development Permit approval process if it can be demonstrated that such variances will better protect heritage values, enhance the development, or reduce negative impacts upon neighboring properties.

.6 Buildings should be designed to relate positively to pedestrians at street level.

Access and Parking

.7 On-site parking and loading areas should be located at the rear of the principal building wherever possible. Where on-site parking areas are provided beside the principal building, they should be sited no closer to the front parcel line than the front wall of the principal building.

.8 Egress from parking areas should be provided via a rear lane or a collector road. Direct access to Highway #3 from parking areas is discouraged.

.9 Variances to zoning bylaw requirements will be considered as part of the Development Permit approval process if such variances are required to more effectively implement the above-noted access and parking guidelines.

.10 It must be demonstrated that adequate space is available for loading that does not negatively impact on-site or off-site traffic circulation.

Screening Landscaping and Amenities

.11 Sites should be provided with screening in the form of walls, decorative fencing, hedging, planting, other materials, or a combination of materials in the following areas:

- around outdoor storage areas, water containers, heating and cooling equipment and other service areas; and
- where possible, between the rear of commercial sites and any residential areas.

.12 The site should be provided with landscaping:

- between parking areas and roadways;
- between parking areas and adjacent residential uses; and
- between buildings and parking areas.

.13 The site should be provided with landscaping:

- along the property edge next to roadways; and
- along the sides of buildings.

Lighting

.14 Sites should be designed so that they do not produce a strong glaring light or reflection of that light beyond their lot lines. Shielded or controlled intensity lights are required.



- .15 The impact of light shed from on-site vehicles upon neighbouring residential uses shall be minimized through appropriate site design, screening and landscaping.

Signage

- .16 Signage should complement the building design and finish and should reflect the heritage design objectives for the area.



14.9 Donaldson Drive Transition District Development Permit Area

The Donaldson Drive Transition District DPA is designated under Section 488.1 — (form and character of commercial and multiple housing residential development) of the *Local Government Act*.

Area

The designated Donaldson Drive Transition District DPA is shown on the Development Permit Area Map Schedule C.

Justification

The subject area has historically been used for a range of uses, including industrial. Considering its location between the CPR rail right-of-way and the low-density residential areas to the west, it is important to ensure that there is sensitive transition area established that allows a range of uses but limits the impact of non-residential and multi-residential uses on the adjacent low-density residential neighbourhood.

14.9.1 - Conditions for which a Donaldson Drive Transition District Development Permit is Not Required

The following may be undertaken without a Donaldson Drive Transition District Development Permit:

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

- replacement of windows;
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign being replaced;
- construction of a fence;
- the construction of an accessory building or addition to a commercial or multiple housing residential building which is less than 100 square feet in area and that does not alter the patterns and requirements of parking, access, loading or landscaping on the site; and
- replacement of an existing sign or canopy, where the size and design of the replacement sign or canopy are generally consistent with the sign or canopy being replaced.

14.9.2 - Guidelines

Development permits issued in this designation shall be in accordance with the following guidelines:

Buildings and Structures

- .1 Buildings should be designed in a way that enhances the visual character of the area.
- .2 The shape, scale and siting of buildings should be consistent with adjacent development.
- .3 The shape, siting, rooflines, architectural features and exterior finish should be sufficiently varied to create interest and avoid a monotonous appearance.
- .4 Monolithic structures and long expanses of straight walls should be avoided.



.5 Large buildings should be designed in a way that creates the impression of smaller units and less bulk, by using building jogs, irregular faces and architectural features such as gables, dormers, balconies, chimneys, special window features, canopies, verandas, porches and railings.

.6 Sensitive restoration of heritage buildings, structures, sites and landscapes should be encouraged where structurally feasible.

.7 Clustering of multiple housing residential buildings and other spatial arrangements with common open areas and facilities are encouraged. These types of housing should be designed to promote visual quality, efficient use of land and building materials.

.8 Buildings should be designed in a way that relates positively to pedestrians at street level.

.9 Variances to zoning bylaw requirements will be considered as part of the Development Permit approval process.

.10 Noxious and non-compatible businesses and industries should be encouraged to relocate into the Light Industrial and Service Commercial areas.

Access and Parking

.11 Parking areas with more than 10 stalls should be broken into smaller groups divided by landscaping. Parking lots should be landscaped to provide shade and to enhance the appearance of the overall development.

.12 Off-street parking and loading should be encouraged where possible and designed to promote safe and efficient vehicle entrances and exits, and on-site circulation.

.13 Variances to zoning bylaw requirements will be considered as part of the Development Permit approval process if it can be demonstrated such variances are required to more effectively implement the above-noted access and parking guidelines.

Screening, Landscaping and Amenities

.14 Sites should be provided with screening in the form of walls, decorative fencing, hedging, planting, other material, or a combination of materials in the following areas:

- around outdoor storage areas, water containers, heating and cooling equipment, and other service areas; and
- between the rear of commercial sites and any residential area.

.15 The site should be provided with landscaping:

- between parking areas and roadways;
- between parking areas and adjacent single-family residential uses; and
- between buildings and parking areas.

.16 The site should be provided with landscaping

- along the property edge next to roadways; and
- along the sides of the buildings.



Lighting

- .17 Sites should be designed so that they do not produce a strong glaring light or reflection of that light beyond their lot lines. Shielded or controlled intensity lights are required.
- .18 The impact of light shed from on-site vehicles upon neighbouring residential uses shall be minimized through appropriate site design, screening and landscaping.

Signage

- .19 Signage should complement the building design and finish. Freestanding signage should be low, front lit, or unlit, with a landscaped base.



15.0 SAND & GRAVEL RESOURCES

15.1 - Introduction

Provincial legislation requires Official Community Plans to identify the approximate location of their sand and gravel deposits that are suitable for future sand and gravel extraction.

The City currently operates a Sand and Gravel pit off Granby Road in the northern portion of the City.

The City's objectives and policies for sand and gravel are as follows:

15.2 - Objectives

- 15.2.1 Maintain a supply of sand and gravel that meets the needs of Grand Forks
- 15.2.2 Ensure that extraction, processing, manufacturing and hauling sand and gravel resources have minimal impacts on the environment and the surrounding neighbourhoods
- 15.2.3 Minimize utilization of sand and gravel resources within the ALR

- 15.2.4 Rehabilitate lands that have been used for gravel extraction.

15.3 - Policies

- 15.3.1 Require that sand and gravel operations used best management practices to reduce impacts on neighbouring properties and along truck routes. Preventative measures may include controlling hours of operation, dispersion of dust, access and screening.
- 15.3.2 Permit asphalt plants, concrete plants, gravel crushing and grading in appropriate locations through issuance of temporary industrial use permits.
- 15.3.3 Require the rehabilitation of depleted sand and gravel extraction areas immediately following completion of extraction activities or in phases as work proceeds.
- 15.3.4 Prohibit sand and gravel extraction in environmentally sensitive areas.



16.0 IMPLEMENTATION

16.1 Introduction

Implementation is the key to moving the Sustainable Community Plan forward. The following table lists implementation items and indicator metrics for each of the ten guiding principles in the Plan. Staff and Council are not required to pursue any of the listed items. Rather, the purpose of the section is to provide the City with tangible options for moving forward with the objectives and policies in the Plan.

CITY OF GRAND FORKS

Consolidated for Convenience Not Official Version

Zoning Bylaw No. 2039, 2017

Zoning Amendment Bylaws No. 1633, 1679, 1696, 1712, 1717, 1720, 1751, 1774, 1777, 1785, 1792, 1800, 1802, 1808, 1814, 1826, 1828, 1834, 1835, 1842, 1843, 1853, 1864, 1869, 1878, 1888, 1906, 1920, 1927, 1936, 1947, 1987, 1990, 1606-A2, 1606-A4

WHEREAS the City of Grand Forks Council may, by Bylaw, pursuant to the Local Government Act, establish zoning, off street parking regulations and runoff control requirements;

AND WHEREAS the Council now wishes to replace the existing Zoning Bylaw cited as "City of Grand Forks Zoning Bylaw No. 1606, 1999";

AND WHEREAS the Council has consulted with the Regional District of Kootenay Boundary and referred this Bylaw to the Ministry of Transportation and Highways and the Provincial Agricultural Land Commission;

AND WHEREAS the Council has given the public adequate opportunity to examine and comment on the proposed "City of Grand Forks Zoning Bylaw No. 2039, 2017";

NOW THEREFORE the Council of the City of Grand Forks in open meeting assembled enacts as follows:

PART I - TITLE AND REPEAL

SECTION 1 TITLE

This Bylaw may be cited for all purposes as the "City of Grand Forks Zoning Bylaw No. 1606, 1999"

SECTION 2 REPEAL

"City of Grand Forks Zoning Bylaw No. 1606, 1999" and all amendments thereto, is hereby repealed.

PART II – DEFINITIONS

SECTION 3 DEFINITIONS

In this Bylaw, unless the context otherwise requires:

SECTION 3 DEFINITIONS (cont'd)

ACCESSORY or ACCESSORY USE means a use, building or structure that is incidental or subordinate to, and exclusively devoted to and located on the same parcel as a principal use, building or structure;

AISLE means an area used by registered motor vehicles for access to and from off-street parking spaces onto a highway and shall not be less than 7 metres (23 ft) in width;

ANIMAL HOSPITAL means a building or part thereof provided for the prevention, cure and alleviation of disease and injury to animals and includes shelter for animals within the building or on the grounds, during their period of treatment and recovery;

BED AND BREAKFAST means a home occupation that offers a maximum of 3 bedrooms, for rent to the travelling public by the registered owner of the dwelling. The primary use of the dwelling is for the principal residence of the owner;

CAMPGROUND means an area of land, managed as a unit, which provides short term accommodation for tents, tent trailers, travel trailers, recreational vehicles and campers;

COMMERCIAL RECREATION FACILITY means a building or structure, designed and equipped for the conduct of sports, leisure time activities and other customary and usual recreational activities;

COMMUNITY EVENTS CENTRE means the use of land, buildings or facilities to include but not limited to the following:

Bylaw 1869

- (a) passive or active recreational activities;
- (b) educational activities;
- (c) arts and culture activities and events;
- (d) convention, conference, meeting and business events;
- (e) society and group gatherings and events.

COMMUNITY SEWAGE SYSTEM means a system of sewage collection and disposal serving two or more parcels;

COMMUNITY USE SERVICES means the use of land, buildings_or facilities for the following purposes;

- (a) community sponsored and funded passive or active recreational activities;
- (b) community sponsored and funded educational activities;
- (c) health activities, which includes congregate care facilities, intermediate care facilities, personal care facilities and hospitals;
- (d) ~~*deleted by Bylaw 1679~~
- (e) ~~*deleted by Bylaw 1679~~
- (f) or any combination of the above.

SECTION 3 **DEFINITIONS** (cont'd)

COMMUNITY WATER SYSTEM means a system for the distribution of fresh potable water serving two or more parcels;

CONGREGATE CARE FACILITY means housing in the form of one or more dwelling units for semi independent persons within which is provided living and sleeping facilities, meal preparation, laundry services and room cleaning. A congregate care facility may also include such associated uses and services as administrative offices for that particular facility, on-site residential accommodation for support staff, transportation for residents and counselling services. A congregate care facility provides only limited on-site health care services;

Bylaw 1679

CONVENIENCE STORE means a commercial operation where merchandise and foodstuffs are offered for retail sale. This operation may contain a banking machine or a postal outlet;

COUNCIL means the City of Grand Forks Council;

DAY CARE CENTRE means a public or private facility providing educational enrichment and custodial care to young children and are licensed by the appropriate jurisdictions;

DERELICT VEHICLE means any vehicle which has not been licensed pursuant to the Motor Vehicle Act for a period of more than 12 months and which is not housed in a garage or carport;

DWELLING UNIT or DWELLING UNITS means a building or a part of a building in which a person or persons live. This means one or more rooms are to be used as or designed as a residence, which contains sleeping, cooking and sanitary facilities and has an independent entrance, either directly from outside a building or from a common hallway inside a building. Without restricting the generality of the above, this includes but is not limited to the following classifications:

(a) Single-family detached dwelling, generally designed for and occupied by one family;

under discussion

(b) Two-family dwellings, **attached or detached**, commonly referred to as a Duplex dwelling; or ~~a Semi-detached dwelling;~~

Bylaw 1751

(bi) Three family dwellings meaning any physical arrangement of three attached **or detached** dwelling units with separate exterior access to grade;

(c) Multi-family dwellings, commonly referred to as either ~~row or~~ townhouses if attached **or 'pocket neighbourhood' if detached;**

SECTION 3 **DEFINITIONS** (cont'd)

(d) Apartments, for rent to the public or for private uses. The private use of apartments may also be used as on site security or watch ~~person's quarters~~ **man's quarters** for industrial uses;

Bylaw 1679

(e) Mobile home, a transportable factory built single family dwelling designed to provide year round living accommodation for one family and able to be connected to utility services, manufactured after June 1, 1989, in conformity with the CAN/CSA-Z240 MH Series and a minimum of 4.3 metres (14 ft) in width

(f) ~~*deleted by Bylaw 1679~~ **Accessory Dwelling Unit is an independently habitable dwelling unit including a locking entrance door that is either contained within the primary dwelling unit (i.e. a suite) or detached in a separate structure, intended to enable the creation of additional housing units that are innovative, affordable and sustainable while respecting the look and scale of the principle dwelling or dwellings on the property.**

ECOLOGICAL RESERVE means land used or intended to be used for the preservation of the environment or for scientific research and education pertaining to studies in the inter-relationships between species and the behaviour of unique flora and fauna;

~~Bylaw 1979~~

EMERGENCY RESPONSE AND MUNICIPAL SERVICES means a use providing the public with fire, police and/or ambulance services;

EQUESTRIAN CENTRE means the use of lands, buildings, or structures for the boarding of horses, the training of horses and riders, and the staging of equestrian events, but does not include the commercial racing of horses;

EXTERIOR SIDE PARCEL LINE means a side parcel line that abuts a highway. Please see the Parcel Definition Diagram No. 1 on Page 9 and the Setback/Height Definition Diagram No. 2 on page 10;

FARM OPERATION (Animal) means the growing, rearing, producing of poultry, fowl, livestock or game farm animals for commercial purposes;

FARM OPERATION (Crop) means the growing, rearing, producing or harvesting of agricultural or speciality crops, for commercial purposes;

FLOOR AREA means the aggregate of the area of all floors in a building, measured between the inside surface of the exterior walls of the building, excluding any area used for parking vehicles;

Under review

FRONT PARCEL LINE means a front parcel boundary that abuts a highway, and in respect of a corner parcel is the shortest parcel boundary abutting a highway. Please see the Parcel Definition Diagram No. 1 on Page 9 and the Setback/Height Definition Diagram No. 2 on Page 10;

SECTION 3 **DEFINITIONS** (cont'd)

HEIGHT means the average vertical dimension of a building or structure calculated by averaging the vertical dimensions of the building or structure at each building elevation by dividing the area of all building surfaces shown on a drawing of the building elevations as being above finished grade, by the greatest horizontal dimension of that elevation of the building. Please see Setback/Height Definition Diagram No. 2 on Page 10;

HIGHWAY includes a street, road, lane, bridge, viaduct, government road allowances and any other way open to the use of the public, but does not include a private right-of-way on private property;

HOME INDUSTRY means an occupation or profession that may include outdoor storage and accessory retail sales, carried out in a dwelling or accessory building, by the residents of the dwelling, where such occupation or profession is incidental or secondary to the residential use of the subject property;

HOME OCCUPATION means an occupation or profession that may include accessory retail sales, carried out in a dwelling, by the residents of the dwelling, where such occupation or profession is incidental or secondary to the residential use of the subject property;

HOTEL means a building wherein accommodation is provided primarily for the travelling members of the public on a daily rental basis. Access to the accommodation is through the main lobby of the business operation. The accommodation may or may not include an on-site kitchenette. The building may or may not contain any of the following services:

- (a) one or more restaurants;
- (b) one or more liquor licensed rooms;
- (c) one or more banquet rooms;
- (d) one or more meeting rooms; and
- (e) recreational facilities.

INTERIOR SIDE PARCEL LINE means a side parcel line that is not common to a highway other than a lane or walkway. Please see the Parcel Definition Diagram No. 1 on Page 9 and the Setback/Height Definition Diagram No. 2 on Page 10;

KENNEL means a commercial establishment for the keeping, breeding, or training of domestic pets;

LANE means a highway, generally 10 metres in width or less, providing secondary access to a parcel of land;

LIQUOR LICENSED PREMISES means any building, structure or premises licensed to sell alcohol or spirits, under the Liquor Control and Licensing Act and it may or may not include the selling of food or the providing of entertainment;

SECTION 3 **DEFINITIONS** (cont'd)

LOT AREA means the total area of a parcel of land taken in a horizontal plane;

Bylaw
1679

LOT AREA COVERAGE means the area of the lot covered by buildings or structures, located on the lot, expressed as a percentage of the gross lot area;

MANUFACTURING FACILITIES means a building, structure or a parcel of land used for the making of articles or products by either physical labour or with machinery or a combination of both methods. This excludes the following activities –

- asphalt plants
- pulp and /or paper manufacturing facility

~~***MANUFACTURED HOME PARK** deleted by Bylaw 1679.~~

MOBILE HOME PARK means **3 or more** mobile homes on a parcel of land, but does not include the storage of unoccupied mobile homes on the parcel;

MOTEL means a building wherein accommodation is provided primarily for the travelling members of the public on a daily rental basis. Access to the accommodation is directly from the operation's off street parking lot. The accommodation may or may not include an on-site kitchenette. The building may or may not contain any of the following services:

- (a) one or more restaurants;
- (b) one or more liquor licensed rooms;
- (c) one or more banquet rooms;
- (d) one or more meeting rooms; and
- (e) recreational facilities.

MUNICIPAL SERVICES means a system, work or resource, including but not limited to natural gas distribution, electricity, sewerage, community waterworks, and telephone services;

Bylaw 1679

OPEN FENCING means fencing, which is constructed of wire, chain linking or other transparent material;

Bylaw 1679

PARCEL OF LAND means any lot, block or other area in which land is held or into which it is subdivided, but does not include a highway;

PERSONAL SERVICE ESTABLISHMENT means a business where personal services are provided to consumers and where the retail sale of goods, wares, merchandise or articles is only accessory to the provisions of such services, without restricting the generality of the above, this includes but is not limited to the following:

- (a) barber shops;
- (b) beauty shops;

SECTION 3 **DEFINITIONS** (cont'd)

- (c) tailor shops;
- (d) laundry;
- (e) dry-cleaning establishments;
- (f) shoe repair shops and;
- (g) dressmakers or suit makers;
- (h) catering establishments.

PRINCIPAL USE means a use, building or structure, which occupies the major or central portion of a parcel and constitutes the primary purpose for which the parcel is used;

PROFESSIONAL SERVICES means the provision of services by an individual who is registered or duly licensed as such to practice under the provisions of the authority of appropriate jurisdiction. Without restricting the generality of the above, this includes but is not limited to the following:

- (a) doctors and dentists;
- (b) lawyers;
- (c) accountants;
- (d) engineers;
- (e) surveyors;
- (f) financial advisors;
- (g) architects; and
- (h) other similar professionals

REAR PARCEL LINE means the boundary of a parcel that lies the most opposite to and is not connected to the front parcel line. Please see the Parcel Definition Diagram No. 1 on Page 9 and the Setback/Height Definition Diagram No. 2 on Page 10;

RELIGIOUS CENTRE means a building or structure dedicated to religious worship and may include accessory uses such as a day-care centre, an assembly hall, a library, arts and craft sales, community suppers, sales of pre-owned goods and an accessory dwelling for a caretaker;

RESTAURANT means a building or structure where food and drink is prepared and sold to the public for consumption. This food and drink may be eaten within or outside of the building or structure or taken away from the building or structure;

SALVAGE YARD means the use of land for the abandonment, collection, demolition, dismantlement, keeping, storage, salvage, or sale of used, discarded, worn out or scrapped machinery, vehicles, vehicle parts, scrap metal, scrap wood, chains, used pipes, waste paper, furniture, bottles, cans, rope, iron, copper or other scrap or discarded materials;

SCREENING AND FENCING means a fence, wall, berm or other similar like barriers or any combination thereof, that effectively obstructs the view or denies physical access to a parcel of land or portion thereof;

Bylaw 1679

SECTION 3 **DEFINITIONS** (cont'd)

~~SECONDARY SUITE~~ ~~means an accessory dwelling located within the structure of a principal single family detached dwelling;~~

defined in dwelling unit

SENIORS HOUSING means a single building designed to provide accommodation for up to a maximum of 14 senior citizens and may include common eating and social activity areas for the use of the residents, administration facilities and a maximum of one additional dwelling unit in the form of a self contained ADU within the building for the use of a caregiver and the caregiver's family. ~~Bylaw 1777~~

SENIOR CITIZENS COMPLEX means any building or structure, which contains more than 3 senior citizen dwelling units. This building or structure may or may not provide the following services and which may include a private or a central kitchen facilities, private or common eating areas, common recreational areas, private sleeping areas and accessory facilities such as clubs or lounges;

SETBACK means the minimum distance required under this Bylaw between a building or structure and a specified parcel line. Please see the Setback/Height Diagram No. 2 on page 10;

SIDE PARCEL LINE means a parcel line other than a front or rear parcel line. Please see the Parcel Definition Diagram No. 1 on page 9 and the Setback/Height Definition Diagram No. 2 on Page 10;

VALUE-ADDED WOOD PROCESSING means either

- (1) a shift away from the standardized high-volume basic wood commodity products produced, with the focus being upon the development of new products or manufacturing techniques that are tailor made for a specific sector of the market; or
- (2) a forestry manufacturing activity that generates more jobs from the same raw material sources used for the development of the standardized high-volume basic wood products;

~~WATCHPERSON'S~~ ~~MAN'S~~ ~~QUARTERS~~ means ~~a dwelling unit~~ sleeping and cooking facilities that may be provided for the use of one person and their immediate family, who is providing security services ~~in the capacity of a watchman~~ at the site of an industrial use.

redundant

defined by zone

Diagram No. 1
PARCEL DEFINITIONS

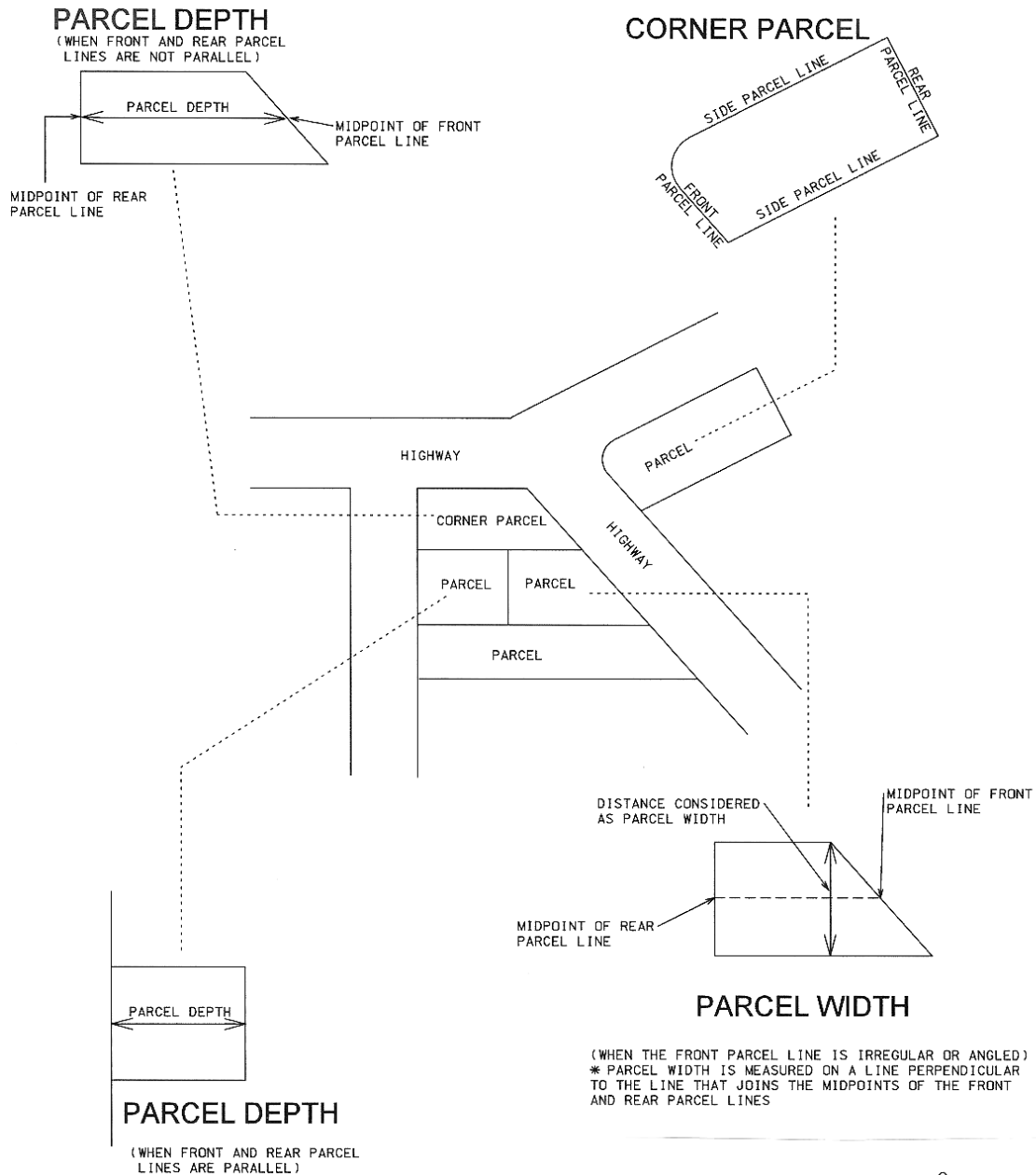
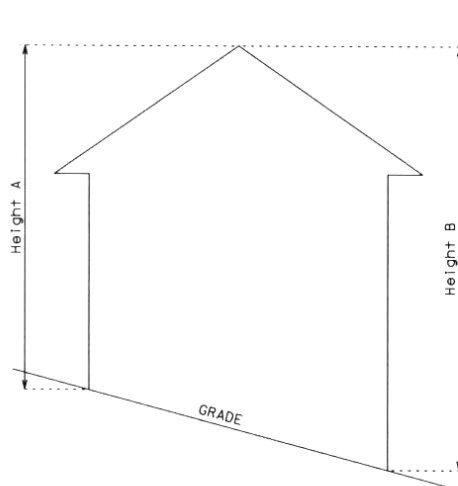
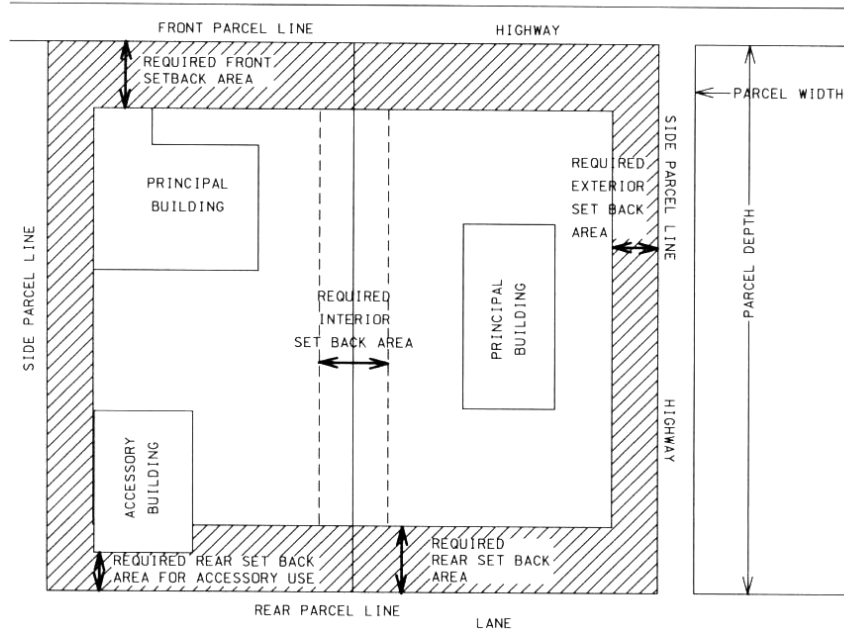
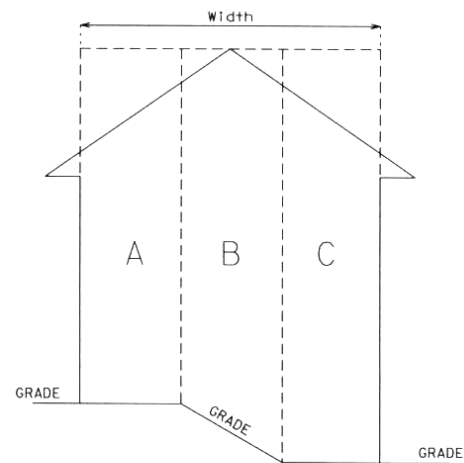


Diagram No. 2
SETBACK/HEIGHT DEFINITIONS



$$\text{Average Height} = (\text{Height A} + \text{Height B}) / 2$$

EXAMPLE 1



$$\text{Average Height} = (\text{Area A} + \text{Area B} + \text{Area C}) / \text{Width}$$

EXAMPLE 2

PART III – ADMINISTRATION

SECTION 4 APPLICATION

1. This bylaw applies to all of the land, surface of water, buildings and structures within the boundaries of the City of Grand Forks.

SECTION 5 CONFORMITY

1. Land or water shall not be used and buildings, structures and signs shall not be constructed, altered, located or used except as specifically permitted in this bylaw.

SECTION 6 NON-CONFORMING USES

1. Non-conforming uses of land, buildings and structures, the current siting, size or dimensions of existing buildings or structures, off-street parking areas and loading spaces shall be governed by the Local Government Act.
2. Lots in existence prior to the adoption of this bylaw do not have to comply with the minimum lot size requirement subject to compliance of all other provisions of this bylaw.

SECTION 7 ADMINISTRATION

1. The Administrator or such other persons appointed by the Council shall administer this bylaw.
2. Persons appointed under Section 7(1) may enter any parcel, building or premises at any reasonable time for the purpose of ascertaining whether the regulations contained in this bylaw are being observed.

SECTION 8 VIOLATION

1. It shall be unlawful for any person to cause, suffer, or permit land to be used or any building or structure to be constructed, reconstructed, altered, moved, extended, or used in contravention of this bylaw or otherwise to contravene or fail to comply with this bylaw.
2. It shall be unlawful for any person to prevent or obstruct any official appointed under Section 7(1) from the carrying out of the duties under this bylaw.

SECTION 9 PENALTY

1. Any person who violates the regulations of this bylaw may be liable on summary conviction to a penalty and to the costs of prosecution.

SECTION 10 SEVERABILITY

- ~~1. If any section, subsection, sentence, clause, phrase or map of this bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this bylaw.~~

Not required or recognized by
Courts

SECTION 11 **BYLAW AMENDMENT PROCESS**

This information, within Section 11, has been supplied for information purposes only.

1. An application for rezoning shall be treated as an application to amend this bylaw.
2. Any person applying to have this bylaw amended shall apply in writing to the City of Grand Forks, describing the proposed change, plus provide reasons in support of the application. The application shall include the legal description and location of the property sought to be rezoned, name and address of the owner of the property, and if the applicant is not the owner, a statement as to the applicant's interest in the property to be rezoned. The application must be accompanied with the required fee. The rezoning application may also require the Grand Forks Official Community Plan to be amended as well.
3. Every application for rezoning shall be accompanied by a fee as prescribed in the City of Grand Forks Planning and Procedures Fees Bylaw.
4. The Council will not reconsider an application for amendment to this bylaw, which has been denied within the past 6 months. The Council may review the application prior to this six-month period, if the Council deems that the original application has been substantially modified.

SECTION 12 **METRIC UNITS**

1. Metric units are used for all measurements in this bylaw. The approximate equivalents of these units in imperial measure shown in brackets following each metric measurement are included for convenience only and do not form part of this bylaw.

PART IV GENERAL REGULATIONS

SECTION 13 **APPLICATION OF GENERAL REGULATIONS**

1. Except as otherwise stated in this bylaw, Sections 13 to 30A applies to all zones established under this bylaw.

SECTION 14 **ACCESSORY BUILDINGS - PROXIMITY TO PRINCIPAL USE**

1. No accessory building or accessory structure shall be located within 1 metre (3 ft) of any principal building on the same parcel.

Bylaw 1679

SECTION 15 **AGRICULTURAL LAND RESERVE LANDS**

1. For land located within the Agricultural Land Reserve, this bylaw is binding only insofar as it is not contrary to the Land Reserve Commission Act, regulations or orders of the Provincial Agricultural Land Commission.

SECTION 16 **DEVELOPMENT ON HAZARDOUS OR UNSTABLE LANDS**

(For information purposes only)

1. Please see the appropriate section of the Local Government Act, which outlines when a Building Inspector may require additional information prior to issuing a Building Permit and the Development Permit sections of the City of Grand Forks Official Community Plan.

SECTION 17 **ACCESS TO ARTERIAL HIGHWAYS**

1. Notwithstanding any regulations contained in this bylaw, access to land adjacent to a controlled access highway shall be subject to approval from the Ministry of Transportation and Highways, pursuant to the Highway Act.
2. There shall be no direct access to a controlled access highway if any alternate access is available, without the approval of the Ministry of Transportation and Highways.

SECTION 18 **GARAGES ATTACHED TO A PRINCIPAL BUILDING**

1. A garage or carport attached to a principal building is deemed to be a portion of the principal building.

SECTION 19 **HEIGHT EXCEPTIONS**

1. No building, structure or structural feature shall exceed the height limitations set out in Part VI of this bylaw except:
 - (a) flag poles;
 - (b) monuments, Church steeples and spires;
 - (c) chimneys;
 - (d) communication towers, antennas or masts for the reception of communication signals;
 - (e) lighting poles, other than those in residential areas;
 - (f) tanks;
 - (g) industrial cranes.

Bylaw 1679

SECTION 20 **HOME OCCUPATIONS**

Home occupations shall comply with all of the following regulations:

- (a) There shall be no external display or advertisement other than a sign that shall not exceed one square metre (10 sq. ft.) in area;
- (b) A maximum of two persons may be employed in a home occupation, that are not residents on the parcel upon which the home occupation is taking place;
- (c) A home occupation shall be conducted entirely within a dwelling or within a building accessory to a dwelling;
- (d) The floor area of the home occupation shall not exceed 30% of the entire floor area of the entire dwelling;
- (e) No outdoor storage of materials, containers, or finished products shall be permitted.

SECTION 21 **HOME INDUSTRIES**

Home industries shall comply with all of the following regulations:

- (a) No home industry shall involve or utilize materials or products that produce inflammable or explosive vapours or gases;
- (b) There shall be no external display or advertisement other than a sign which shall not exceed one square metre (10 sq. ft.) in area;
- (c) A maximum of four persons may be employed in a home industry who are not residents of a dwelling on the parcel upon which the home industry is taking place;
- (d) The entire operations of the home industry shall not exceed 25% of the parcel of land.

SECTION 22 **MOBILE HOME PARKS**

Bylaw 1679

1. Mobile home parks shall be subject to the "City of Grand Forks Mobile Home Park Bylaw".

SECTION 23 **MINIMUM PARCEL SIZE EXCEPTIONS**

1. Notwithstanding the regulations of this bylaw there shall be no minimum parcel size requirements for any of the following uses:
 - (a) ecological reserves;
 - (b) fish and wildlife habitat areas;
 - (c) watershed protection and erosion control areas;
 - (d) municipal services;
 - (e) solid waste transfer stations or sites; and
 - (f) religious centres.

SECTION 24 **OFFSTREET LOADING**

This section applies to the following land use zones;

- Tourist Commercial Zones
 - Highway Commercial Zones
 - Neighbourhood Commercial Zones
 - Light, General and Value Added Industrial Zones
 - Gravel/Mineral Processing Zone
1. Each offstreet loading area shall **not** be smaller than 3.7 metres (12 ft) in width by 9 metres (30 ft) in length with 4 metres (13 ft) of vertical clearance. The area shall be set back a minimum of 6 metres (20 ft) from the designated fronting street or a back lane.
 2. Each offstreet loading area shall have at all times access to an unobstructed aisle that intersects with a highway.
 3. The required offstreet loading area shall be located on the same parcel of land as the use, building or structure they serve.
 4. Offstreet loading areas, as required by this bylaw, shall not be credited against the additional requirement of offstreet parking, if required.
 5. The number of offstreet loading areas required shall be based upon the following criteria;
 - One space for the first 500 square metres (5,380 sq. ft.) of floor area or fraction thereof, and
 - One additional space for each additional 2,024 square metres (21,787 sq. ft.) of floor area or fraction thereof.
 6. The offstreet loading areas shall not project into any highway.

SECTION 25 **OFFSTREET PARKING**

1. Each offstreet parking space shall be not less than 2.5 metres (8 ft) wide and 5.5 metres (18 ft) long, and have a vertical clearance of not less than 2.5 metres (8 ft)
2. Where the calculation of the number of offstreet parking spaces in Section 25(9) results in a fraction, one parking space shall be provided in respect of the fraction.
3. Where seating accommodation is the basis for the calculation of the number of parking spaces under Section 25(9) and the building or use consists of benches, pews, booths, or similar seating accommodation, each 0.5 metres (1-1/2 ft) of width of such seating shall be deemed to be one seat.
4. Every offstreet parking space shall have at all times access to an aisle that intersects with a highway. With the exception of the single family dwelling units, mobile homes and campground uses parking areas and access points shall be surfaced with asphalt, concrete or similar durable dust free material and all parking spaces shall be clearly marked.
5. For non-residential uses the required offstreet-parking areas that accommodate 3 or more vehicles, shall include a parking space for a disabled person.
6. Offstreet parking areas, as required by this bylaw, shall not be credited against the requirement of offstreet loading.
7. The number of access points from each parking area to a fronting street shall not exceed two, per parcel of land.
8. Where an owner or occupier of land in the Commercial Core Zone cannot provide the required number of off-street parking spaces as outlined on Table 1 below, the City shall accept a cash contribution in the amount of \$1000.00 per required parking space not developed.
9. Off street parking spaces for each building, structure and use permitted shall be provided in accordance with the following table:

...with exception to the second
space required for a single family
dwelling

Table 1

(Please see the additional note at the end of this table)

Class of Building/Use	Required Number of Spaces
Animal hospital:	one space per every 30 square metres (323 sq.ft.) of floor area,
Automobile parts supply:	one space per every 45 square metres (484 sq.ft.) of floor area, including outdoor sales area
Automobile sales, rentals, service and repair:	one space per every 45 square metres (484 sq.ft.) of retail and outdoor storage space
Automobile service station:	one space per every 45 square metres (484 sq.ft.) of floor space
Bed and breakfast accommodation:	one space for every bedroom offered to the patrons
Building supply establishments supply stores:	one space per every 45 square metres (484 sq.ft.) of covered and outdoor sales area
Campground:	one space for the proposed campsite plus 2 additional spaces for the campground
Community centre, club, and lodge:	one space per every 10 square metres (108 sq.ft.) of floor area
Contractors shop and yard:	one space per every 50 square metres (538 sq.ft.) of the shop floor area
Convenience store:	one space per every 45 square metres (484 sq.ft.) of retail sales portion of floor area plus one space per employee per shift
Congregate care and rest homes including Seniors Housing	one space for every 3 bedrooms plus one space for every employee
Day care centre:	one spaces per employee plus one space for every 5 children registered in the day care facility

Class of Building/Use**Required Number of Spaces**

Dwelling unit:	2 spaces per every dwelling unit except ADUs
Farm machinery sales, service and repair:	one space per every 45 square metres (484 sq.ft.) of retail floor and storage area
Fuel sales: bulk or key lock installations:	one space per every 15 square metres (161 sq.ft.) of floor area
Home occupation, home industry:	one space per every 40 square metres (430 sq.ft.) of area used for the home occupation or home industry
Hospital:	one space per every 10 square metres (108 sq.ft.) of floor space
Hotel, motel:	one space per every unit offered daily to the public
Library:	one space per every 10 square metres (108 sq.ft.) of floor area
Machine, welding, woodworking shop:	one space per every 50 square metres (538 sq.ft.) of floor area
Manufacturing, fabricating, or processing facility	one space per 50 square metres (538 sq.ft.) of floor space
Medical clinic, dental clinic:	one space per every 20 square metres (215 sq.ft.) of total floor area
Museum:	one space per every 25 square metres (269 sq.ft.) of floor area
Nursery:	one space per every 45 square metres (484 sq.ft.) of covered and outdoor sales area
Professional office:	one space per every 60 square metres (646 sq.ft.) of floor area
Personal service establishment:	one space per every 20 square metres (215 sq.ft.) of floor area
Printing and publishing establishment:	one space per every 45 square metres (484 sq.ft.) of floor space

Class of Building/Use	Required Number of Spaces
Public house (liquor licensed premises):	one space per every 3 seats for the patrons
Recreation facility:	one space per every 10 square metres (108 sq.ft.) of ice, pool, or game area
Religious centre:	one space per every 4 seats
Restaurant:	one space per every 3 seats for the patrons
Retail store:	one space per every 45 square metres (484 sq.ft.) of floor area
School, elementary:	3 spaces per every classroom
School, secondary and post secondary:	4 spaces per every classroom
Accessory Dwelling Unit:	one space per every ADU
Storage, warehousing and freight facility:	one space per every 100 square metres (1,076 sq.ft.) of floor area, including outdoor sales and storage areas
Transportation depot:	one space per every 20 square metres (215 sq.ft.) of total floor space

Additional Notes: Where a building or parcel of land contains more than one function or use the required number of parking spaces shall be the sum of the requirements of each function.

SECTION 26 **PERMITTED USE EXCEPTIONS**

1. Notwithstanding the regulations set out in Part VI and Section 15 of this bylaw, the following uses are permitted in all zones
 - (a) emergency response and municipal services;
 - (b) ecological reserves;
 - (c) fish and wildlife habitat;
 - (d) watershed protection and erosion control;
 - (e) *publicly owned and operated parks and playgrounds including buildings and facilities associated therewith;
 - (f) *temporary structures or storage of materials required for approved construction projects, to be removed within 30 days of the completion of the construction.

Bylaw-1679

SECTION 26(A) SCREENING AND FENCING

1. Except where provided otherwise in this bylaw:

Bylaw 1679

(a) landscape screens, fencing and open fencing 1.3 meters (4 ft) or less may be sited on any portion of a parcel;

Bylaw 1888

(b) open fencing 2.4 meters (8 ft) or less may be sited on any portion of a parcel provided that they are located to the rear of the front face of a principal building on the parcel;

(c) landscape screens, fencing and open fencing greater than 2.4 meters (8 ft) shall be sited in accordance with the required setbacks for a principal building within the same zone;

(d) open fencing shall not be restricted as to height or location only in the zones so noted in Part VI of this bylaw.

Bylaw 1888

(e) Landscape screens, solid and closed fencing on the interior sideyard shall be 1.8 meters (6 ft) in height.

For discussion: higher open for deer protection?

Require rear yard height

SECTION 27 ~~SECONDARY SUITES~~ ACCESSORY DWELLING UNITS

4. Notwithstanding the regulations set out in Part VI of this bylaw, an **Accessory Dwelling Unit (ADU)** is permitted on every parcel where a single-family dwelling is permitted, subject to the following conditions:

(a) An **ADU** shall comply with all statutory and bylaw requirements, such as but not limited to approval from the agency having the jurisdiction for the proposed means of sewage disposal;

(b) The **ADU** shall not exceed 90 square metres (969 sq.ft.) or 40% of the floor area of the principal single family dwelling, which ever is less;

Defined by zone

(c) ~~No more than one ADU, either attached or detached, shall be located on a parcel of land.~~

Under discussion: 75%

SECTION 28 SETBACK AREA EXCEPTIONS

1. Notwithstanding the regulations set out in Part VI of this bylaw, no building, structure, or structural feature shall be located in a setback area except:

(a) eaves, cornices, sills, bay windows, steps, stairs, chimneys and other similar features, provided such constructions do not extend more than 0.6 metres (2 ft.) into the setback area;

Bylaw 1679

(b) signs, other than those specified in Part VI of this bylaw;

(c) open porches or canopies over entrances to buildings, provided such projections do not extend more than 1.5 metres (5 ft.) into the setback area. These projections into the interior setback area shall be limited to not more than 0.6 metres (2 ft.);

(d) communication towers and antennas for the reception of radio and television;

(e) a patio or terrace without a roof provided that the patio or terrace does not extend more than one metre (3 ft.) into the setback area; Under review

(f) a fire escape provided that the fire escape does not extend more than one metre (3 ft.) into the setback area;

~~*(g) deleted by Bylaw 1679~~

(h) fences, as described in Part II of this bylaw;

Bylaw 1679

(i) an arbour, trellis, fish pond, ornament, monument, silo, or flag pole.

SECTION 29 **STORAGE OF DERELICT VEHICLES**

1. In all zones, except as provided for in the (Industrial – 2) General Industrial zone:

(a) no parcel of land shall be used for the wrecking or storage of more than one derelict vehicle or as a junkyard.

SECTION 30 **STRATA PARCELS SITING REQUIREMENTS**

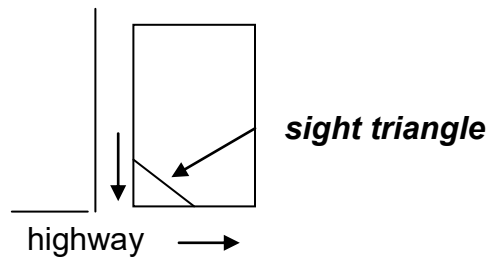
1. Interior side parcel line setbacks required by this bylaw shall not apply to a strata parcel under a registered building strata plan pursuant to the Condominium Act where there is a common wall shared by two or more dwellings within a building.

2. The setback regulations of this bylaw apply to all bare land strata parcels.

SECTION 30A **VISIBILITY**

Bylaw 1679

Where a parcel of land is located at the intersection of any two highways, no trees, shrubs, plants, fences, buildings or other structures shall be placed that are greater than 1.0 metres (3 ft) in height within a sight triangle bounded by the intersecting parcel lines at a highway corner and a line joining points along said parcel line 7.5 metres (25 ft) from their point of intersection.



PART V CREATION OF ZONES

SECTION 31 DEFINITIONS OF ZONES

1. The City of Grand Forks is divided into the zones depicted on "Schedule A", the "Official Zoning Map".

SECTION 32 LOCATIONS OF ZONES

1. The location of each zone is defined on "Schedule A" entitled "Official Zoning Map" of Zoning Bylaw No. 2039, 2017.
2. Where a zone boundary is shown on "Schedule A" as following a highway, rail right-of-way, or watercourse, the centre line of the highway, rail right-of-way or watercourse shall be the zone boundary.
3. The dashed lines used in "Schedule A" shall be interpreted as if they were solid lines.

PART VI ZONES

SECTION 33 R-1 (Residential – Single & Two Family) Zone

Permitted Uses

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

- (a) dwelling units;
- (b) religious centres;
- (c) day care centres;
- (d) bed and breakfast accommodations;
- (e) home occupations.

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

- (f) any accessory buildings or structures to any of the above uses.

Regulations

2. On a parcel of land located in an R-1 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 1,393.5 square metres (15,000 sq ft) when the parcel is either connected to a community sewage or water system, but not both;
- (c) The minimum parcel size is 697 square metres (7,500 sq.ft.) when the parcel is connected to both a community sewage and water system.

BYLAW-1800

Number and type of Dwelling Units allowed

- (d) The following types of dwelling units are allowed on a parcel of land in an R-1 zone;
 - (i) One single-family dwelling, plus
 - (ii) One attached and one detached Accessory Dwelling Unit; or
 - (iii) One two-family dwelling; plus
 - (iv) Up to two attached Accessory Dwelling Units.

Height

- (di) No principal building or structure shall exceed 9.75 metres (32 ft) in height. No accessory building or structure shall exceed 4.8 metres (16 ft) in height.

Under discussion - may separate sub-zone corresponding to infill designation in OCP

SECTION 33

R-1 (Residential – Single & Two Family) Zone cont'd

Setbacks

- (f) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
- (i) 6 metres (20 ft) of a front parcel line;
 - (ii) 1.5 metres (5 ft) of an interior side parcel line;
 - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
 - (iv) 6 metres (20 ft) of a rear parcel line.

Under review for
small principal
structures -
suggestion of
maximum of 50 m2

Accessory Buildings

- (g) The total of all the accessory buildings shall have a floor area not greater than 50% of the principal structure;
- (h) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line and not closer to the front parcel line than the facing wall of the principal building, to which it is accessory.

or side parcel line

Lot Area Coverage

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

Principal building with all accessory buildings and structures 50%

Additional requirements

~~(j) *deleted by Bylaw 1888~~

~~(k) *deleted by Bylaw 1679~~

40% - consistent
with Kelowna
large / medium
urban lot

(l) The minimum size for a single-family dwelling shall be ~~75~~ 50 square metres (~~800~~ 538 sq.ft.);

(m) See Sections 13 to 30A of this Bylaw.

SECTION 34

R-1A (Residential – Single Family) Zone

Permitted Uses

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

- (a) dwelling units;
- (b) ~~religious~~ centres;
- (c) day care centres;
- (d) bed and breakfast accommodations;
- (e) home occupations.

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

- (f) any accessory buildings or structures to any of the above uses.

Regulations

2. On a parcel of land located in an R-1A 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 1,393.5 square meters (15,000sq ft) when the parcel is either connected to a community sewage or water system, but not both;
- (c) The minimum parcel size is 697 square metres (7,500 sq.ft.) when the parcel is connected to both a community sewage and water system.

BYLAW-1800

Number and type of Dwelling Units allowed

- (d) The only type of dwelling unit allowed on a parcel of land in an R-1A zone is;
 - (i) One single-family dwelling.

Height

- (e) No principal building or structure shall exceed 9.75 metres (32 ft) in height. No accessory building or structure shall exceed 4.8 metres (16 ft) in height

SECTION 34

R-1A (Residential – Single Family) Zone cont'd

Setbacks

- (f) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
- (i) 6 metres (20 ft) of a front parcel line;
 - (ii) 1.5 metres (5 ft) of an interior side parcel line;
 - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
 - (iv) 6 metres (20 ft) of a rear parcel line.

Accessory Buildings

- (g) The total of all the accessory buildings shall have a floor area not greater than 50% of the principal structure;
- (h) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line and not closer to the front parcel line than the facing wall of the principal building, to which it is accessory.
- Handwritten note: "or side parcel line" with a red box and arrow pointing to the rear parcel line in (h).*

Lot Area Coverage

- (i) The maximum permitted lot area coverage shall be as follows:
- Principal building with all accessory buildings and structures 50%

Additional requirements

- (j) ~~*deleted by Bylaw 1679~~
- (k) The minimum size for a single-family dwelling shall be 75 square metres (800 sq.ft.);
- (l) See Sections 13 to 30A of this Bylaw.
- Handwritten note: "40%" in a red box with an arrow pointing to the 50% coverage limit in (i).*

***SECTION 34A**

R-1B (Residential Care) Zone

Bylaw 1696

Permitted Uses

1. The following uses and no others are permitted in the R-1B zone:

- (a) Seniors Housing
subject to the Community Care Facility Act

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

- (b) any accessory building or structure for the above use.

Regulations

2. On a parcel of land located in an R-1B 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 either connected to a community sewage or water system, but not both;
- (c) The minimum parcel size is 697 square metres (7,500 sq.ft.) when the parcel is connected to both a community sewage and water system.

BYLAW 1800

Density and Minimum Parcel Size

- (d) The minimum parcel size shall be 929 square meters (10,000 sq.ft.) with on-site accommodation for a caregiver; or 697 square meters (7,500 sq.ft.) with no on-site accommodation for a caregiver.

Height

- (e) No principal building or structure shall exceed 9.75 metres (32 ft) in height. No accessory building or structure shall exceed 4.8 metres (16 ft) in height.

SECTION 34A **R-1B (Residential Care) Zone** cont'd

Setbacks

- (f) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
 - (i) 6 metres (20 ft) of a front parcel line;
 - (ii) 1.5 metres (5 ft) of an interior side parcel line;
 - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
 - (iv) 6 metres (20 ft) of a rear parcel line.

Accessory Buildings

- (g) The total of all the accessory buildings shall have a floor area not greater than 50% of the principal structure:

or side parcel line
- (h) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line and not closer to the front parcel line than the facing wall of the principal building, to which it is accessory.

Lot Area Coverage

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

Principal building with all accessory buildings and structures

50%

Additional requirements

- (j) See Sections 13 to 30A of this Bylaw.

SECTION 35

R-2 (Residential – Small Lot) Zone

Permitted Uses

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

- (a) dwelling units;
- (b) religious centres;
- (c) day care centres;
- (d) bed and breakfast accommodations;
- (e) home occupations.

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

- (f) any accessory building or structure for any of the above uses.

Regulations

2. On a parcel of land located in an R-2 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 either connected to a community sewage or water system, but not both;
- (c) The minimum parcel size is 485 square metres (5,220 sq.ft.) when the parcel is connected to both a community sewage and water system.

BYLAW 1800

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-2 zone;

- (i) One single-family dwelling, plus
- (ii) One attached or detached Accessory Dwelling Unit; or
- (iii) One two-family dwelling, plus
- (iv) One attached Accessory Dwelling Unit.

Height

- (di) No building or structure shall exceed 9.75 metres (32 ft) in height. No accessory building or structure shall exceed 4.8 metres (16 ft) in height.

SECTION 35

R-2 (Residential – Small Lot) Zone cont'd

Setbacks

- (f) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
 - (i) 6 metres (20 ft) of a front parcel line;
 - (ii) 1.5 metres (5 ft) of an interior side parcel line;
 - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
 - (iv) 6 metres (20 ft) of a rear parcel line.

Accessory Buildings

- (g) The total of all the accessory buildings shall have a floor area not greater than 50% of the principal structure;
- (h) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line and not closer to the front parcel line than the facing wall of the principal building, to which it is accessory.

Lot Area Coverage

- (i) The maximum permitted lot area coverage shall be as follows:
Principal building with all accessory buildings and structures 50%

Additional requirements

- (j) ~~deleted by Bylaw 1679~~
- (k) The minimum size for a single-family dwelling shall be ~~75~~ 18 square metres (800 ~~200~~ sq.ft.);
- (l) See Sections 13 to 30A of this Bylaw.

SECTION 36

R-3 (Multi-Family Residential) Zone

Permitted Uses

1. The following uses and no others are permitted in an R-3 zone:

- (a) dwelling units;
- (b) religious centres;
- (c) home occupations;
- (d) **offices.**

to enable flexible allocation of space in multi-family residential buildings, subject to DP in OCP

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

- (d) any accessory building or structures for the above uses.

Regulations

2. On a parcel of land located in an R-3 zone:

Minimum Parcel Size for Subdivision purposes

- (a) The minimum parcel size is 1,000 square metres (10,800 sq. ft.) and every parcel must be connected to a community sewage and water system.

Number and type of Dwelling Units allowed

- (b) One of the following types of dwelling units are allowed on a parcel of land in an R-3 zone:
 - (i) multi-family dwellings or;
 - (ii) apartment units.

Height

- (c) No dwelling shall exceed 15 metres (50 ft) in height.

Setbacks

- (d) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
 - (i) 6 metres (20 ft) of a front parcel line;
 - (ii) 1.5 metres (5 ft) of an interior side parcel line;
 - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
 - (iv) 6 metres (20 ft) of a rear parcel line.

SECTION 36

R-3 (Multi-Family Residential) Zone cont'd

Accessory Buildings

- (e) No accessory building shall have a total floor area greater than 20% of the principal structure;
- (f) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line and not closer to the front parcel line than the facing wall of the principal building, to which it is accessory.

or side parcel line

Lot Area Coverage

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

Principal building with all accessory buildings and structures 50%

Additional Requirements

- (h) Home occupations are only allowed in dwellings that are individually owned and have direct access to the City's roadway network;
- (i) The maximum size of any unit in a bare land strata complex shall be 140 square metres (1,500 sq.ft.). The minimum size of any unit in a bare land strata complex shall be 75 18.5 square metres (800 200 sq.ft.);
- (j) ~~deleted by Bylaw 1679~~ Offices shall be located on the ground floor.
- (k) See Sections 13 to 30A of this bylaw.

Permitted Uses

1. The following uses and no others are permitted in the R-3A zone:

- (a) dwelling units;
- (b) home occupation.

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

- (c) any accessory building or structure for the above noted uses.

Regulations

2. On a parcel of land located in an R-3A zone:

Minimum Parcel Size for Subdivision Purposes

- (a) The minimum parcel size is 800 square metres (8,611 sq ft) and every parcel must be connected to a community sewage and water system.

Type of Dwelling Units Allowed

- (b) The following dwelling unit types are allowed on a parcel of land in an R-3A zone:
 - (i) single family dwellings;
 - (ii) two family dwellings; and
 - (iii) three family dwellings.

Height

- (c) No dwelling shall exceed 9.75 metres (32 ft) in height;
- (d) No accessory building or structure shall exceed 4.8 metres (16 ft) in height.

Setbacks

- (e) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
 - (i) 6 metres (20 ft) of a front parcel line;
 - (ii) 1.5 metres (5 ft) of an interior side parcel line;
 - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
 - (iv) 6 metres (20 ft) of a rear parcel line.

Accessory Buildings

- (f) No accessory building shall have a total floor area greater than 20% of the principal structure.
- (g) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line and not closer to the front parcel line than the facing wall of the principal building to which it is accessory.

or side parcel line

Lot Area Coverage

- (h) The maximum permitted lot area coverage shall be as follows:
principal building with all accessory buildings and structures shall be 50%

Additional Requirements

- (i) Home occupations are only allowed in dwellings that are individually owned and have direct access to the City's roadway network;
- (j) The maximum size of any unit in a strata complex shall be 140 square metres (1,500 sq ft);
- (k) The minimum size of any unit in a strata complex shall be 75 18.5 square metres (800 200 sq ft);
- (l) See Section 13 to 30A of this bylaw.

SECTION 37

R-4 (Rural Residential) Zone

Permitted Uses

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

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

Permitted accessory uses and buildings on any parcel includes 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-4 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 1,393.5 square meters (15,000sq ft) when the parcel is connected to either a community sewage or water system, but not both;
- (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;

BYLAW 1800

Number and type of Dwelling Units allowed

- (d) One of the following types of dwelling units are allowed on a parcel of land in an R-4 zone:
 - (i) One single family detached dwelling;
 - (ii) One two-family dwelling; or
 - (iii) One mobile home; **plus**
 - (iv) **One detached or one attached Accessory Dwelling Unit.**

Bylaw 1679

under discussion -
note ALR and
floodplain areas

SECTION 37

R-4 (Rural Residential) Zone cont'd

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.

Setbacks

- (f) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
 - (i) 6 metres (20 ft) of a front parcel line;
 - (ii) 3 metres (10 ft) of an interior side parcel line;
 - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
 - (iv) 6 metres (20 ft) of a rear parcel line.

Accessory Buildings

- (g) The total of all the accessory buildings shall have a floor area not greater than 50% of the principal structure. This does not apply to farm buildings or structures;
- (h) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line and not closer to the front parcel line than the facing wall of the principal building, to which it is accessory.

Lot Area Coverage

- (i) The maximum permitted lot area coverage shall be as follows (This does not include farm buildings or structures):

Principal building with all accessory buildings and structure 50%

Additional requirements

- (j) open fencing with no height or location restrictions is allowed in this zone;
- (k) The minimum size for a single-family dwelling or mobile home shall be ~~75~~ 18.5 square metres (~~800~~ 200 sq. ft.);
- (l) See Sections 13 to 30A of this Bylaw.

1.5 m or 3 m side yard -
for discussion

40%

Bylaw 1679

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 includes 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;
- (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.

BYLAW-1800

Number and type of Dwelling Units allowed

- (d) One of the following types of dwelling units are allowed on a parcel of land in an R-4A zone:
 - (i) One single family detached dwelling or;
 - (ii) One two-family dwelling unit; **plus**
 - (iii) **One attached or detached Accessory Dwelling Unit.**

Under discussion -
note ALR issues

Height

- (di) 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 38

R-4A (Rural Residential) Zone cont'd

Setbacks

- (f) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
- (i) 6 metres (20 ft) of a front parcel line;
 - (ii) 3 metres (10 ft) of an interior side parcel line;
 - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
 - (iv) 6 metres (20 ft) of a rear parcel line.

Accessory Buildings

- (g) The total of all the accessory buildings shall have a floor area not greater than 50% of the principal structure. This does not apply to farm buildings or structures;
- (h) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line and not closer to the front parcel line than the facing wall of the principal building, to which it is accessory.

Lot Area Coverage

- (i) The maximum permitted lot area coverage shall be as follows (This does not include farm buildings or structures):

Principal building with all accessory buildings and structures 50%

Additional requirements

40%

Bylaw 1679

- (j) open fencing with no height or location restrictions is allowed in this zone.
- (k) The minimum size for a single-family dwelling shall be ~~75~~ 18.5 square metres (~~800~~ 200 sq. ft.);
- (l) See Sections 13 to 30A of this Bylaw.

SECTION 39

R-5 (Mobile Home Park) Zone

Permitted Uses

1. The following uses and no others are permitted in an R-5 zone:

- (a) ~~deleted by Bylaw 1679~~
- (b) dwelling unit;
- (c) mobile home park;
- (d) recreation facilities;
- (e) laundry facilities;
- (f) home occupations.

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

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

Regulations

2. On a parcel of land located in an R-5 zone:

Minimum Parcel Size for Subdivision purposes

- (a) The minimum parcel size is 0.40 hectares (1.0 acre);

Number and type of Dwelling Units allowed

~~Bylaw 1679~~

- (b) A maximum of one single-family dwelling, accessory to a mobile home park is permitted;

Height

- (c) No principal building or structure shall exceed 7.5 metres (25 ft) in height;

Setbacks

- (b) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within 4.6 meters (15 ft) of any lot line;

Accessory Buildings

~~Bylaw 1802~~

- (e) on each mobile home space only 1 detached storage shed or accessory building, not exceeding 13 square meters (140 sq.ft.) in size, may be located, subject to the following regulations:

SECTION 39

R-5 (Mobile Home Park) Zone cont'd

Bylaw 1802

- (i) that such storage shed or accessory building be constructed and finished so that the design, construction and finish will complement and blend in with the mobile home;
- (ii) that the height of the storage shed or accessory building not exceed 2.5 meters (8 feet);
- (iii) that such storage shed or accessory building be located to the side or rear of the mobile home and placed not closer than 1 meter (3 feet) to the mobile home.

Lot Area Coverage

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

Principal building with all accessory buildings and structures 60%

Additional requirements

- (g) The minimum size for a single-family dwelling shall be ~~75~~18.5 square meters (~~800~~200 sq.ft.)
- (h) See Sections 13 to 30A of this Bylaw and the City of Grand Forks Mobile Home Park Bylaw.

SECTION 39A AUC (Adaptive Use Commercial) Zone

Bylaw 1712

Permitted Uses

1. The following uses and no others are permitted in the AUC zone:

- (a) Professional services;
- (b) Personal service establishments;
- (c) Retail establishments;
- (d) Dwelling units;
- (e) Religious centres;
- (f) Bed and breakfast accommodations;
- (g) Home occupations.

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

- (h) restaurants;
- (i) any accessory building or structure for the above-noted uses.

Regulations

2. On a parcel of land located in the AUC zone:

Minimum Parcel Size for subdivision purposes

- (a) The minimum parcel size is 700 square metres (7,500 sq ft) and the parcel shall be connected to a community sewage and water system.

Number and Type of Dwelling Units Allowed

- (b) The following dwelling unit types are allowed on a parcel of land in an AUC zone:
 - (i) one single family dwelling;
 - (ii) one two family dwelling;
 - (iii) one multi-family dwelling; or
 - (iv) **Accessory Dwelling Units** ~~Apartment~~s in combination with a commercial or institutional use.

Height

- (c) No principal building or structure shall exceed 10.5 metres (34.5 ft) in height. No accessory building or structure shall exceed 4.8 metres (16 ft) in height.

Setbacks

- (d) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
- (i) 6 metres (20 ft) of a front parcel line;
 - (ii) 1.5 metres (5 ft) of an interior side parcel line;
 - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
 - (iv) 7.6 metres (25 ft) of a rear parcel line.

Accessory Buildings

- (e) The total of all the accessory building shall have a floor area not greater than 50% of the principal structure.
- (f) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line and not closer to the front parcel line than the facing wall of the principal building to which it is accessory.

Lot Coverage

- (g) The maximum permitted lot area coverage for all building and structures shall be 50%.

Additional Requirements

- (h) The minimum parcel size that is to be used for a two-family dwelling or a multi-family dwelling shall be 930 square metres (10,000 sq ft).
- (i) A residential use shall be the only use in each storey so used.
- (j) The minimum size for a single family dwelling shall be ~~75~~ 18.5 square metres (~~800~~ 200 sq ft).
- (k) The maximum floor space dedicated to retail sales, excluding storage, for the use permitted under Subsection 1(c) shall be 100 square metres (1,076 sq ft).
- (l) Operation of a commercial use is not permitted between the hours of 10:00 P.M. and 8:00 A.M.
- (m) Accessory off-street parking and accessory off-street loading shall be located entirely to the rear of that wall of the principal building that is located closest to and facing the front parcel line.
- (n) See Sections 13 to 30A of this bylaw.

SECTION 40

NC (Neighbourhood Commercial) Zone

Permitted Uses

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

- (a) convenience stores;
- (b) restaurants and liquor licensed premises;
- (c) personal service establishments;
- (d) dwelling units in conjunction with the commercial operation.
- (e) post office

Bylaw 1679

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

- (f) any accessory building or structure for the above noted uses.

Regulations

2. On a parcel of land located within an NC zone:

Minimum Parcel Size for Subdivision purposes

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

Number and type of Dwelling Units allowed

- (b) Attached Accessory Dwelling Units to a maximum of 50% of the principal building shall be permitted.
- (c) Up to two Detached Accessory Dwelling Units shall be permitted.

Height (d) No principal building or structure shall exceed 12 metres (40 ft) in height. No accessory building or structure shall exceed 4.8 metres (16 ft) in height;

Setbacks



Bylaw 1679

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

SECTION 40

NC (Neighbourhood Commercial) Zone cont'd

Accessory Buildings

- (e) No accessory building shall have a total floor area greater than 25% of the principal structure;  review for small primary structures
- (f) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line.  or side parcel line

Lot Area Coverage

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

Principal building with all accessory buildings and structures 60%

Additional Requirements

- (h) ~~deleted by Bylaw 1679~~
- (i) If a fence is erected it shall not exceed a height of 2.4 metres (8 ft);
- (j) See Sections 13 to 30A of this Bylaw.

SECTION 41

HC (Highway Commercial) Zone

Permitted Uses

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

- (a) hotels or motels;
- (b) restaurants;
- (c) automobile sales and parts supply, service stations;
- (d) convenience stores including gas bars;
- (e) car wash establishments;
- (f) retail sales establishments;
- (g) personal service establishments;
- (h) liquor licensed premises;
- (i) animal hospitals;
- (j) building supply establishments;
- (k) offices;
- (l) tool and equipment rental establishments.

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

- (m) a dwelling unit contained within the above noted permitted uses;
- (n) any accessory building or structure for the above noted uses.

Regulations

2. On a parcel located in a HC 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;

Number and type of Dwelling Units allowed

- (b) **Accessory Dwelling Units** contained within the above-mentioned commercial activities are permitted. Not more than 30% of the principal building shall be used for **ADUs**.

Height

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

Setbacks

Bylaw 1679

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

SECTION 41

HC (Highway Commercial) Zone cont'd

Accessory Buildings

- (e) No accessory building shall have a total floor area greater than 25% of the principal structure;
- (f) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line. or side parcel line

Lot Area Coverage

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

Principal building with all accessory buildings and structure 60%

Additional Requirements

- (h) ~~deleted by Bylaw 1679~~
- (i) If a fence is erected it shall not exceed a height of 2.4 metres (8 ft);
- (j) See Sections 13 to 30A of this Bylaw.

SECTION 42

CC (Core Commercial) Zone

Permitted Uses

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

Bylaw 1633

- (a) wholesale establishments;
- (b) retail establishments;
- (c) restaurants and/or liquor licenced premises;
- (d) professional offices and offices;
- (e) medical and dental clinics;
- (f) personal service establishments;
- (g) clubs, lodges and similar fraternal organizations;
- (h) indoor entertainment facilities;
- (i) bus depots;
- (j) taxi stands;
- (k) financial institutions;
- (l) hotels and motels;
- (m) post office;
- (n) theatres;
- (o) animal hospitals with no outside runs or enclosures.

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

- (p) dwelling units contained within the above permitted uses;
- (q) any accessory building or structure for the above noted uses.

Regulations

2. On a parcel located in a CC zone:

Minimum Parcel Size for Subdivision purposes

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

Number and type of Dwelling Units allowed

- (b) **ADUs** contained within the above-mentioned commercial activities are permitted. Not more than **350%** of the ~~principal~~ building shall be used for apartments.

Height

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

SECTION 42 **CC (Core Commercial) Zone** cont'd

Accessory Buildings

- (d) No accessory building shall have a floor area greater than 10% of the principal structure.

Lot Area Coverage

- (e) The maximum permitted lot area coverage shall be as follows:
- Principal building with all accessory buildings and structures, with approved fire retardant walls 100%
 - Principal building with all accessory buildings and structures, without approved fire retardant walls 80%

Additional requirements

- (f) The buildings or structures used for the commercial operation must be a minimum of 4.6 metres (15 ft) from any parcel lot line that is adjacent to a residential parcel of land;
- (g) If a fence is erected it shall not exceed a height of 2.4 metres (8 ft);
- (h) See Sections 13 to 30A of this Bylaw.

SECTION 43

TC (Tourist Commercial) Zone

Permitted Uses

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

~~Bylaw 1679~~

- (a) hotels or inns;
- (b) recreational businesses and campgrounds;
- (c) tourist facilities and related amenities;
- (d) retail establishments;

~~Bylaw 1720~~

- (e) restaurants.
- (f) convenience stores including gas bars

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

- (g) dwelling unit in conjunction with any of the above uses, and
- (h) any accessory building or structure for the above noted uses.

Regulations

2. On a parcel located in a TC zone:

Minimum Parcel Size for Subdivision purposes

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

Number and type of Dwelling Units allowed

- (b) ~~Apartment~~ **Accessory Dwelling Units** contained within the above mentioned commercial activities are permitted. Not more than ~~35~~**50**% of the principal building shall be used for ADUs.

Height

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

Setbacks

~~Bylaw 1679~~

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

SECTION 43 **TC (Tourist Commercial) Zone** cont'd

Accessory Buildings

- (e) No accessory building shall have a total floor area greater than 25% of the principal structure.
- (f) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line. or side parcel line

Lot Area Coverage

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

Principal building with all accessory buildings and structures 60%

Additional Requirements

Bylaw 1679

- (h) No designated recreational space shall be used as a permanent residence;
- (i) If a fence is erected it shall not exceed a height of 2.4 metres (8 ft);
- (j) See Sections 13 to 30A of this Bylaw.

SECTION 44

I-1 (Light Industrial) Zone

Permitted Uses

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

- (a) auction markets, excluding the sales of animals;
- (b) contractors shop and storage yard for trade, trucking and construction service;
- ~~Bylaw 1679~~

- (c) warehousing, cartage, express, freight facilities, **indoor storage**;
- (d) building supply establishments;
- (e) transportation depots, including taxi dispatch office;
- ~~Bylaw 1717~~

- (f) public utility offices, including works yard and substations;
- (g) bulk fuel sales;
- (h) wholesale establishments;
- (i) machine shop, welding shop or a woodworking shop;
- (j) manufacturing facilities;
- (k) recycling depots;
- (l) tool and equipment rental establishments;
- ~~Bylaw 1869~~

- (m) watch ~~person~~ **man's** quarters;
- (n) community events centre.

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

- (o) any accessory building or structure for the above noted uses.
- ~~Bylaw 1869~~

- (p) may include a manager's ~~residence~~ **dwelling unit** but only in conjunction with one of the uses listed in the definition of Community Events Centre.

Regulations

2. On a parcel located in an I-1 zone:

Minimum Parcel Size for Subdivision purposes

- (a) There is no minimum parcel size;

Either one single detached dwelling or one manufactured home

Number and type of Dwelling Units allowed

- ~~Bylaw 1679~~

- (b) ~~A maximum of one single family detached dwelling, one mobile home or a private ADU with its own separate entrance, is permitted, as a watchpersons men's quarters, but not all three;~~

Height

The minimum size of any dwelling unit shall be 18.5 square metres (200 sq ft)

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

SECTION 44

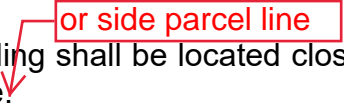
I-1 (Light Industrial) Zone cont'd

Setbacks

Bylaw 1679

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

Accessory Buildings

- (e) No accessory building shall have a total floor area greater than 50% of the principal structure;
- (f) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line.  or side parcel line

Lot Area Coverage

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

Principal building with all accessory buildings and structures 60%

Additional Requirements

Bylaw 1679

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

SECTION 45

I-2 (General Industrial) Zone

Permitted Uses

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

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

Bylaw 1717

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

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

Regulations

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

Minimum Parcel Size for Subdivision purposes

- (a) There is no minimum parcel size;

Either one single detached dwelling or one manufactured home

Number and type of Dwelling Units allowed

Bylaw 1679

- (b) ~~A maximum of one single family detached dwelling or one mobile home is permitted, as a watch~~personmen's quarters, but not ~~both~~ all

Height

~~two~~ The minimum size of any dwelling unit shall be 18.5 square metres (200 sq ft)

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

Setbacks

Bylaw 1679

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

SECTION 45

I-2 (General Industrial) Zone cont'd

Accessory Buildings

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

Lot Area Coverage

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

Principal building with all accessory building and structures 70%

Additional requirements

Bylaw 1679

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

SECTION 46

I-3 (Value Added Industrial) Zone

Permitted Uses

1. The following uses and no others are permitted in an I-3 zone:

- (a) value added wood processing activities;
- (b) storage yards and warehouses;
- (c) building supply establishments;
- (d) manufacturing facilities and retail sales of the products produced on-site;
- (e) watch ~~person~~ man's quarters
- (f) repairs, maintenance and storage of heavy equipment.

Bylaw 1835

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

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

Regulations

2. On a parcel located in an I-3 zone:

Minimum Parcel Size for Subdivision purposes

- (a) There is no minimum parcel size;

Either one single detached dwelling or one manufactured home

Number and type of Dwelling Units allowed

- (b) A maximum of one single-family detached dwelling, one mobile home, or private ADU is permitted, as a watch ~~person~~ man's quarters, but not all three;

Bylaw 1679

Height

The minimum size of any dwelling unit shall be 18.5 square metres (200 sq ft)

- (c) No building or structure shall exceed 15 metres (50 ft) in height;

Setbacks

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

Accessory Buildings

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

SECTION 46 **I-3 (Value Added Industrial) Zone** cont'd

Lot Area Coverage

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

Principal building with all accessory building and structures 60%

Additional requirements

Bylaw 1679

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

SECTION 47

I-4 (Gravel/Mineral Processing) Zone

Permitted Uses

1. The following uses and no others are permitted in an I-4 zone:
 - (a) gravel/mineral crushing or processing;
 - (b) gravel and mineral storage piles;
 - (c) watch~~person~~man's quarters;
 - (d) storage of raw materials and finished products;
 - (e) manufacturing, including processing facilities and the retail sales of the products produced on-site;
 - (f) construction business operations;
 - (g) heavy equipment repair and maintenance operations.

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

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

Regulations

2. On a parcel located in an I-4 zone:

Minimum Parcel Size for Subdivision purposes

- (a) There is no minimum parcel size;

Number and type of Dwelling Units allowed

Either one single detached dwelling or one manufactured home

Bylaw 1679

- (b) ~~A maximum of one single family detached dwelling, one mobile home or private ADU is permitted, as a watchperson's quarters but not all three;~~

Height

The minimum size of any dwelling unit shall be 18.5 square metres (200 sq ft)

- (c) No building or structure shall exceed 15 metres (50 ft) in height;

Setbacks

- (d) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within 4.6 metres (15 ft) of any lot line.

Accessory Buildings

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

SECTION 47 **I-4 (Gravel/Mineral Crushing) Zone** cont'd

Lot Area Coverage

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

Principal building with all accessory building and structures 60%

Additional requirements

Bylaw 1679

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

SECTION 48

LF (Landfill) Zone

Permitted Uses

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

- (a) landfill operations;
- (b) commercial composting operations;
- (c) recycling depot or containers;
- (d) kennels.

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

- (e) accessory buildings for any of the above
- (f) watch~~person~~men's quarters

Regulations

2. On a parcel located in an LF zone:

Minimum Parcel Size for Subdivision purposes

- (a) There is no minimum parcel size;

Number and type of Dwelling Units allowed

- Bylaw 1679
- (b) A maximum of one single family detached dwelling or one mobile home is permitted, as a watch
- ~~person~~
- men's quarters, but not
- ~~both~~
- all
- ~~two~~
- ;

Setbacks

- (c) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within 4.6 metres (15 ft) of any lot line.

Accessory Buildings

- (d) No accessory building shall have a floor area greater than 60% of the principal structure;

Additional requirements

Bylaw 1679

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

SECTION 49

AP (Airport Industrial) Zone

Permitted Uses

1. The following uses and no others are permitted in an AP zone:
 - (a) warehousing, cartage, express, and freight facilities;
 - (b) aircraft maintenance and repair facilities;
 - (c) bulk aviation gas operations;
 - (d) air terminal buildings, car rental agencies and aircraft runways;
 - (e) manufacturing facilities;
 - (f) machine shops;
 - (g) restaurants;
 - (h) watch ~~person~~man's quarters;
 - Bylaw 1679

 (i) ***retail sales, secondary to the Airport use;***
 - (j) ***fire suppression base.***

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

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

Regulations

2. On a parcel located in an AP zone:

Minimum Parcel Size for Subdivision purposes

- (a) There is no minimum parcel size;

Either one single detached dwelling or one manufactured home

Number and type of Dwelling Units allowed

- Bylaw 1679

 (b) ~~A maximum of one single family detached dwelling, one mobile home or private apartment is permitted, as a watch~~ ~~person~~man's quarters, but not all ~~three~~.

Height

The minimum size of any dwelling unit shall be 18.5 square metres (200 sq ft)

- (c) No building or structure shall exceed 10 metres (30 ft) in height;

Setbacks

- Bylaw 1679

 (d) Except as otherwise specifically permitted in this bylaw, ***no building or structure shall be located within 4.6 meters (15 ft) of any other zone;***

- (e) Setbacks from runways are subject to the Aeronautics Act of Canada.

SECTION 49 **AP (Airport Industrial) Zone** cont'd

Accessory Buildings

- (f) No accessory building shall have a floor area greater than 50% of the principal use.

Lot Area Coverage

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

Principal building with all accessory buildings and structures 60%

Additional requirements

Bylaw 1679

- (h) ***Open fencing with no height or location restrictions is allowed in this zone;***

- (i) See Sections 13 to 30A of this Bylaw.

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;
- Bylaw 1679**

(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.

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;***

SECTION 50

CU (Community Use) Zone cont'd

Bylaw 1679

- (iii) 3 metres (10 ft) of an exterior side parcel line, or***
- (iv) 6 metres (20 ft) of a rear parcel line***

Accessory Buildings

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

Additional requirements

- (e) See Sections 13 to 30A of this bylaw.

SECTION 51

INCORPORATION

As updated for
bylaw

1. Schedule "A" and the Land Use Zoning Map attached hereto are hereby made part of this bylaw.

Read a **FIRST** time this 17th day of September, 2001.

Read a **SECOND** time this 17th day of September, 2001.

NOTICE OF PUBLIC HEARING advertised this 26th day of September, 2001.

AND

this 03rd day of October, 2001.

PUBLIC HEARING HELD this 09th day of October, 2001.

Read a **THIRD** time this 15th day of October.

APPROVED by the Ministry of Transportation and Highways this 23rd day of October, 2001.

Approving Officer

FINALLY ADOPTED this 05th day of November, 2001.

Mayor Lori Lum

City Clerk – J. Lynne Burch

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1679, as passed by the Municipal Council of the City of Grand Forks on the 05th day of November, 2001.

Clerk of the Municipal Council of the
City of Grand Forks

From:  Ardy Jones <Ardy.Jones@redcross.ca> 2017-06-08 11:24:...

Subject: Volunteer Opportunities for your community




To:  Info City of Grand Forks



RECEIVED

JUN · 9 2017

THE CORPORATION OF
THE CITY OF GRAND FORKS

Attachments:  DM Personal Responder.docx / Uploaded File (56K)
 HELP Client Services posting.docx / Uploaded File (51K)
 VCSS-Posters-sj-2_01-print-inhouse.pdf / Uploaded File (8.7M)

Hello,

Thank you so much for your time with this email. I am reaching out today to see if it would be possible to share the attached volunteer opportunities with your community and contacts. I have also attached a couple of posters that I would be happy to mail to you or you are free to print out and post around your facility.

The Canadian Red Cross is currently seeking volunteers for Disaster Management and the Health Equipment Load Program in your community.

Please let me know if you would like to schedule a time to chat on the phone – I am always happy to give more information about our volunteer opportunities and the organization itself.

Thank you so much again for your time and I look forward to chatting with you further.

Have a great day!



Ardy Jones

Canadian Red Cross | Croix-Rouge canadienne
Western Zone
| Kelowna | BC | |
ardy.jones@redcross.ca

www.redcross.ca | www.croixrouge.ca

Make a difference at home and abroad this holiday season.
Faites une différence ici et à l'étranger pour les fêtes.

FILE CODE

Can - Red Cross
Western Volunteer Opportunities
for Community





Personal Disaster Assistance Team Responder Volunteer

The Canadian Red Cross Society, a non-profit, humanitarian organization dedicated to helping Canadians, as well as the most vulnerable throughout the world, is seeking a *Disaster Management – Personal Disaster Assistance Team Responder volunteer*. Reporting to the Community Planning and Response Coordinator, this position ensures the delivery of quality emergency social services to people affected by personal disasters within their area.

As a Personal Disaster Assistance Team Responder volunteer, you will take 40 hours of National Red Cross training to learn how to best support those affected by disasters. After this training is completed, you will become part of a larger response team that can be activated for both small and large-scale disasters. There are opportunities to develop your leadership skills through training and exercises and to share your expertise in key support services areas like human resources and logistics.

Key Responsibilities

- Completes client needs assessment for people affected by disasters
- Provides comfort kits and other direct aid as needed
- Completes paperwork in a timely and accurate manner
- Provides clients with referrals to partner agencies and other community based groups
- Participates in preparedness activities at the community level
- Completes mandatory Disaster Management training as scheduled
- Attends team meetings as requested
- Support communities and individuals affected by disasters
- Develop technical skills and knowledge around coordination of disaster responses
- Share specialized skills and expertise in human resources, finance and administration, logistics, and planning as required

Qualifications

- Must be a minimum of 18 years of age
- A valid provincial drivers license is an asset
- Be able to provide a satisfactory Driver's Abstract
- Proven customer service skills
- Well demonstrated interpersonal skills
- Strong written and oral communication skills
- Strong organization skills
- Ability to effectively prioritize and execute tasks in a high-pressure environment
- Demonstrates initiative, tact, and an understanding of client confidentiality

Working Conditions

- We are seeking volunteers who can commit to a minimum of two years. Ideally volunteers will be available on an on-going basis. We are currently seeking volunteers available to work during non-traditional hours (weekends, evenings) and/or regular business hours. Please quote Posting ID DM-RP-TRA-607 in the subject line of the application.
- Opportunity for qualified volunteers to deploy away-from home to disaster responses in B.C. and across Canada.

This position requires a successful Canadian criminal record check and successful vulnerable sector check.
The Canadian Red Cross Society is an equal opportunity employer.

For more information please visit: www.redcross.ca/volunteer/who-is-needed

Interested parties may submit their applications and resumes quoting, Disaster Management – (Location). – Personal Disaster Assistance Team Responder Volunteer, along with appropriate Posting ID Number(s) if applicable, in your subject line

The Canadian Red Cross Society
Email: BCYvolunteering@redcross.ca
Or fax
(604) 709-6675

While we appreciate all responses, only candidates under consideration will be contacted. Please note that relocation funding is not available for this position.



Client Service Volunteer

Do you enjoy working in a fast-paced environment? Are you a friendly, outgoing person who enjoys meeting new people every day? Do you want to help the Canadian Red Cross help vulnerable people by providing much needed support to those who need it the most?

The Canadian Red Cross Society, a non-profit, humanitarian organization dedicated to helping Canadians, as well as the most vulnerable throughout the world, is seeking a Client Services Volunteer for the Health Equipment Loan Program.

Reporting to the Team Lead this position provides direct support to in-person and telephone inquiries from the public with a primary responsibility to provide loans and accept returns of health equipment. This short term loan service offers mobility, independence and safety to seniors and those recovering from illness or surgery in their own homes.

Key Responsibilities

- Service to clients including customer service to those picking up or returning equipment, responding to phone and in person inquiries, assisting with referrals
- Administrative support including record keeping, telephone follow-up, general office duties
- Accepting and receipting of financial donations

Qualifications

- Excellent interpersonal skills, including handling interactions with the general public, clients and colleagues
- This position requires a satisfactory Canadian vulnerable sector criminal record check
- Strong verbal and written communications skills in English, including telephone etiquette
- Ability to work independently and as part of an effective team
- Dependable and able to effectively execute assigned tasks in a high pressure environment
- Strong computer skills, with working knowledge of Microsoft Outlook, and inventory databases
- Demonstrated ability to listen and empathize with clients concerning their personal and/or health-related issues
- Ability to lift and carry 50lbs
- Must have Standard First Aid with CPR C or equivalent or be willing to take the training

Working Conditions

- This is an ongoing position and a minimum 6 month commitment is desired
- Successful volunteers will receive training and support in order to be successful, maintain a safe work environment and provide excellent service to help those in need of this vital service
- Must be available Monday to Friday between the hours of 9:00 am – 4:00 pm for a 4 hour volunteer shift.

Apply now to join our local Red Cross team and become a part of the world's largest humanitarian organization, and one of our 13 million volunteer across the world.

The Canadian Red Cross Society is an equal opportunity employer.

For more information please visit www.redcross.ca/volunteer/who-is-needed
Interested parties may submit their resumes, quoting **Posting ID if applicable**

The Canadian Red Cross Society
Email: BCYvolunteering@redcross.ca
Fax: (604) 709-6675

While we appreciate all responses, only candidates under consideration will be contacted.
Please note that relocation funding is not available for this position.

WHEN ACTION MEETS COMPASSION, LIVES CHANGE



You can empower people to live independently



CANADIAN RED CROSS CROIX-ROUGE
CANADIENNE

VOLUNTEER NOW!

redcross.ca/volunteer
BCYvolunteering@redcross.ca
1-855-995-3529

SMALL ACTS CAN CHANGE THE WORLD



You can provide support and comfort in times of need



CANADIAN RED CROSS CROIX-ROUGE CANADIENNE

VOLUNTEER NOW!

redcross.ca/volunteer
BCYvolunteering@redcross.ca
1-855-995-3529

RECEIVED

JUN 20 2017

THE CORPORATION OF
THE CITY OF GRAND FORKS

The Corporation of the City of Grand Forks

APPLICATION FOR SPECIAL OCCASION LIQUOR LICENSE

Name of Organization:

Grand Forks Ultimate Club

Name of Applicant:

Elly Macmaster

Official Position:

Player ~~for~~ - Tournament
Committee

Mailing Address:

515 Atwood Rd. Grand Forks

Email Address:

emacmaster 01@gmail.com

Telephone Number:

(250) 584-4634

Approximate Number of Attendees:

75 - 85

Location of Event:

Senior's Hall - City Park.

Dates & Times of Event:

Sat^{Sun} Jul 15-17

Dates & Time of Liquor Sales:

Sat Jul 15, 2017

Name of Serve-It-Right Holders:

To Be assigned.

Designated Area of Liquor Sales:


Indoors at seniors hall

Beer garden



Applicant Signature

In accordance with Council's resolution of support for the ICBC Game Plan Policy, any person applying for a Special Occasion Permit is required to display some type of designated driver message in a prominent location at the event for which the permit is being issued. (September 2, 1997)

From:  Stash Haliuk -06-18 6:18:39 PM
Subject: Fwd: Council/Regional Chamber of Commerce/Downtown Business...
To:  Diane Heinrich



Please place this email to Council on the agenda for the June 26th Council meeting. Thank you.

Stan Halluk



----- Forwarded message -----

From: Stash Haliuk <Stash.Haliuk@grandforks.ca>
Date: Sat, Jun 17, 2017 at 1:51 PM
Subject: Council/Regional Chamber of Commerce/Downtown Business Ass'c.
To: Frank Konrad <FKonrad@grandforks.ca>, Chris Hammett <CHammett@grandforks.ca>, Bev Tripp <btripp@grandforks.ca>, CRoss@grandforks.ca, CThompson@grandforks.ca, Julia Butler <jbutler@grandforks.ca>, nkrog@grandforks.ca, City of Grand Forks <info@grandforks.ca>

Mr. Mayor:

It's about time you and Council starting acting like the responsible, mature adults we thought you were when we elected you. Let's cut out this biase, name calling, unjustified in camera meetings and get on with the proper running of our City, which is what you were elected for.

It's my understanding that the City applied to the Federal Gov't. for a \$5000. grant for the DBA (a subcommittee of the Regional Chamber) for signage, etc. for our Canada Day celebrations. This was approved and the funds rec'd and forwarded to the Regional Chamber for disbursement to the DBA. Mr. Mayor, pick up the phone, contact the Regional Chamber and ascertain if this was done. If not, why not? It's holding up the DBA's program and we're almost at Canada Day. I can see no need for all these disruptive Council meetings that are accomplishing absolutely nothing.

Secondly, Councillor Hammett should be recusing herself from any debates on this matter and should absent herself from Council when it's voting on this. Sitting there and not raising her hand is, I understand, taken as an affirmative vote and would be a blatant conflict of interest and would make any vote she participated in null and void.

Mr. Mayor, if you don't make any effort to properly run Council I will do my utmost to get the Province involved. This cannot continue.

FILE CODE

Halluk, Stan
C10 - re Council, Reg. Chamber
(Comments...) + DBA
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Lastly, I would appreciate it, Mr. Mayor, if you do not respond, as you did with my last email with: "Thank you Mr. Halluk, have a good day". That's demeaning of you and your office, insulting and not worthy of a response.

Stan Halluk