

THE CORPORATION OF THE CITY OF GRAND FORKS

COMMITTEE OF THE WHOLE MEETING

Monday, April 11, 2016

PRESENT: MAYOR FRANK KONRAD
COUNCILLOR JULIA BUTLER
COUNCILLOR CHRIS HAMMETT
COUNCILLOR COLLEEN ROSS
COUNCILLOR CHRISTINE THOMPSON

CHIEF ADMINISTRATIVE OFFICER
CHIEF FINANCIAL OFFICER
CORPORATE OFFICER
DEPUTY CORPORATE OFFICER/COMMUNICATIONS
MANAGER OF DEVELOPMENT
AND ENGINEERING
ENGINEERING TECHNOLOGIST
MANAGER OF BUILDING AND
BYLAW SERVICES
MANAGER OF OPERATIONS
FIRE CHIEF
CORPORATE ADMINISTRATIVE ASSISTANT

D. Allin
R. Shepherd
D. Heinrich
S. Winton

D. Sheets
G. Watt

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

GALLERY

ABSENT: COUNCILLOR NEIL KROG

1. CALL TO ORDER

a) The Mayor called the COTW Meeting to order at 9:02 am.

2. COMMITTEE OF THE WHOLE AGENDA

a) Adopt agenda
April 11th, 2016, COTW

MOTION: THOMPSON

RESOLVED THAT the COTW adopt the April 11th, 2016, COTW agenda as presented.

CARRIED.

3. REGISTERED PETITIONS AND DELEGATIONS

- a) Community Energy Association of BC
Draft Strategic Community Energy and Emissions Plan (SCEEP) for the City of Grand Forks

Overview:

- Patricia Dehnel, Community Relations Manager, Community Energy Association, presented the Draft Action Plan
- SCEEP - to review Community Energy and Emission reduction targets, to support actions of Sustainable Community Plan, to retain money in community, to work with community partners
- deliver practical action plan
- key tools and data per year
- changing behaviour
- comparing energy cost and GHG intensity
- community input and collaboration
- support, implementation, and results

Discussion:

- discussions with the Regional District
- Fortis rates and power supply to the City
- soil retention bylaw
- furnace replacements, home insulating

MOTION: THOMPSON

RESOLVED THAT the COTW receives the draft Strategic Community Energy and Emissions Plan for the City of Grand Forks from the Community Energy Association of BC for information.

CARRIED.

4. PRESENTATIONS FROM STAFF

- a) Corporate Services
Diversability Pilot Project

Overview:

- City working with Sunshine Valley Community Services and able to apply for funding
- guidelines and framework

Discussion:

- Councillor Thompson thought that this was a wonderful opportunity
- Councillor Butler thought that this was a great opportunity, as long as preferential treatment was not being given

MOTION: THOMPSON

RESOLVED THAT the COTW receives the memo from Corporate Services regarding the Diversability Pilot Project for information.

CARRIED.

- b) Deputy Corporate Officer / Communications
Social Media Policy

Overview:

- City Facebook page
- parameters provided

MOTION: ROSS

**RESOLVED THAT the COTW recommends to Council to receive Social Media Policy 207;
AND FURTHER recommends Council adopts the Social Media Policy at the May 9, 2016, Regular Meeting.**

CARRIED.

- c) Chief Financial Officer
2015 Ladder Truck Parcel Tax Roll Review Panel

Overview:

- when implementing a new Parcel Tax, three members of Council have to be on the Panel
- procedure for this Panel

Discussion:

- Councillor Ross felt that churches should not be exempted from this tax
- Les Johnson mentioned that someone actually tried to burn down one of the churches in Grand Forks
- CFO stated that we are not allowed to levy parcel taxes for 2016 if they are tax exempted
- Councillor Thompson felt that we may not be in a position to levy legally those parcel taxes, CFO said that she is correct; however, it can be changed for next year
- Councillor Thompson would like to put her name forward to sit on the Panel
- Councillor Hammett would also like to put her name forward to sit on the Panel and would like to nominate Councillor Krog
- Councillor Butler inquired if we can change our minds and industry would pay a higher fee and property owners would pay a smaller fee? CFO stated that yes it is possible
- CAO stated that this is a preliminary discussion and that we have to make sure we do not roll this into permanent taxation
- Councillor Butler asked if we have to pay this off in five years? CFO said that yes it

will be paid back within 5 years

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to appoint three (3) members of Council to sit on the Fire Truck Parcel Tax Roll Review Panel in accordance with Community Charter S. 204(2)(a) and (b) at the April 19th Special Meeting of Council; AND RESOLVED THAT the COTW recommends to Council at the April 19th Special Meeting of Council that the Fire Truck Parcel Tax Roll Review Panel sitting be held on May 10, 2016, at 10 am in Council Chambers.

CARRIED.

- d) Manager of Development and Engineering
Protected Natural Area Dedication - Background

Overview:

- City owned parcels in environmentally sensitive areas

MOTION: HAMMETT

RESOLVED THAT the COTW receives the memorandum from the Manager of Development and Engineering regarding Protected Natural Area Dedication - Background for information.

CARRIED.

- e) Manager of Development and Engineering
Pickleball in Grand Forks: convert one tennis court at Barbara Ann Park into four pickleball courts and resurface the entire compound

Discussion:

- Councillor Butler congratulated the group on receiving funding and moving forward with this initiative

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to commit up to \$7,256 from the Slag Fund as the City's portion for the cost of resurfacing the entire compound and dedicating one court as four permanent pickleball courts, and referred to the April 11th Regular Meeting.

CARRIED.

- f) Manager of Development & Engineering Services
Approval to proceed with applying for grant funding

Overview:

- Graham Watt spoke in regards to the City of Grand Forks aquifer, the City's wells, proposed Well 2a location, drinking water, importance of fire flows, economic development

Discussion:

- CAO stated that proposed Well 2a location requires resolution of Council
- Councillor Butler spoke regarding the Urban Systems plan in regards to the proposed Well and what combination is being used from this Plan
- CAO responded that 71 liters per second would be what this Well will function with and would work with School District No.51 as to the Well location adjacent to its field area and incorporate the interpretative understanding for the students and staff
- Councillor Thompson inquired if this was part of our Asset Mgmt. Plan and stated that this was a good position for grant monies
- CAO responded that yes we are hoping that the City is in a strong position for this
- CAO said that we will not have to borrow the money and will be able to fund this from the reserves
- Councillor Butler was concerned about the nitrates when looking at the report for Well 2 and the discrepancy over who owns the land. She stated that Well 6 was therefore a better option perhaps
- CAO responded that it would be built on the City's right of way and not on anyone's owned land. Report is based on hydrologist recommendation
- Councillor Ross expressed concerns on the use of Miracle Gro and Round Up, rather than the agriculture in the community
- Les Johnson spoke in regards to water restrictions, refresh rate, when are there too many wells?

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to support staff proceeding with preparing and submitting an application for the Small Communities Fund (SCF) grant with the 1/3 portion of funds required of the City coming from Capital Reserves, and referred to the April 11th Regular Meeting.

CARRIED.

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- g) Manager of Development and Engineering
Realtor Round Table and Small Home Interest

Discussion:

- a meeting with realtors took place, opportunities for carriage houses and eco homes, and unsightly premises were discussed

MOTION: THOMPSON

RESOLVED THAT the COTW receives the memorandum from the Manager of Development and Engineering regarding the Realtor Round Table and Small Home Interest for information.

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- h) Manager of Development & Engineering Services
Saini Temporary Use Permit Application for Demolition Derby at 6401 Highway #3

Discussion:

- Councillor Butler looking forward to this event, family event, brings community together, would like to do as much as possible to help
- Councillor Ross feels that this event location is environmentally sensitive, oil spills, water contamination by river, requires better location
- Donna Semenoff said that she does not want to discourage the public, but perhaps educate the public
- Councillor Hammett inquired if this area is zoned for this type of event? Engineering stated that it wasn't and would require a temporary use permit, as the City must follow legislature
- Les Johnson inquired if the oil could be cleaned up before it gets into the aquifer? CAO responded that this would be a very long process with risk
- Deputy Corp. Officer spoke on the timeline from when the event request was received and how the City moved forward with this event request and spoke in regards to our insurer
- Nigel James spoke in regards that this event would generate business for Grand Forks
- Mayor Konrad stated that perhaps the risk factor could outweigh the environment and income factor
- Councillor Hammett expressed concerns with the location, not the event itself
- Jason McIver spoke on behalf of this event request and advised that the event was turned down several times when he looked into different locations
- Mayor Konrad inquired if the Dept. of Highways had been contacted and been involved? Manager of Dev. & Eng. said that they were involved.
- Les Johnson inquired if the Fire Chief had been contacted? The Fire Chief said that no, no one has contacted the Fire Dept.
- group would have to have a Traffic Management Plan and would meet with the Ministry of Transportation and Infrastructure

MOTION: BUTLER

RESOLVED THAT the COTW recommends to Council to direct staff to draft the appropriate Temporary Use Permit for a Demolition Derby, as requested by Bob Saini for property located at 6401 Highway #3 and legally described as Lot 3, District Lot 653, Plan 3072; and refer to the April 11, 2016, Regular Meeting of Council for decision.

Motion was DEFEATED.

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- i) The Mayor called a recess of the Committee of the Whole Meeting at 10:41 am.
The Mayor called the Committee of the Whole Meeting back in session at 10:59 am.

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

Discussion:

- Councillor Butler asked about the top up to the City Park playground equipment and what was going to happen to the old equipment?
- Manager of Operations responded that they are looking at the value of the grant, going through proposals, and delivery dates, possibly in the Fall. Further, he advised that some of the old equipment is not up to code that can lead to liability issues, and further to the MIA recommendations, so will therefore be discarded
- Donna Semenoff inquired if this equipment could be used for parts, such as the metal or wood? Mayor Konrad stated that staff time is not feasible for such an endeavour
- Gloria Koch inquired why people could not go to the Landfill to retrieve items for parts to reuse? Councillor Hammett said that perhaps the people taking the items to the Landfill could salvage the parts and take them elsewhere for instance to an appliance repairman, etc.
- Councillor Butler asked regarding the repairs on 3rd Street and if this project was under budget? Manager of Operations explained what happened on 3rd Street with the repairs, the storm system is being looked into and is on budget

MOTION: HAMMETT

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

CARRIED.

5. REPORTS AND DISCUSSION

6. PROPOSED BYLAWS FOR DISCUSSION

- a) Chief Financial Officer
Tax Sale Properties Reserve Fund

Overview:

- CFO five bylaws are related to Asset Management Policy
- Councillor Hammett inquired if this was different than the purchase of properties? CFO answered that yes it was, the City would use the Land Sale

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to give first three readings to 'Sale of Tax Sale Properties Moneys Amendment Bylaw 419-A1, 2016' at the April 19,

2016, Special Meeting of Council.

CARRIED.

**b) Chief Financial Officer
Capital Reserve Fund Amendment Bylaw**

- Les Johnson asked that this was not general revenue? What is the difference?
- CFO explained comes from Operating and is put into Capital Reserve
- Councillor Thompson explained that General Revenue is for roads, etc. and that the Capital Reserve is for the acquisition of vehicles, etc.

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to give first three readings to 'Capital Reserve Fund Amendment Bylaw 1854-A1, 2016' at the April 19, 2016, Special Meeting of Council.

CARRIED.

**c) Chief Financial Officer
Slag Reserve Fund**

Discussion:

- Councillor Ross feels that the Slag Reserve fund should be treated differently, would like to see it be used specifically for removable clean energy services, keep aside to fund solar energy project and other such projects that will enhance the City and not fund capital projects such as land and machinery
- Councillor Hammett asked if all of the Slag Fund will be transferred? CAO explained there is a road map to financial sustainability, looking at all streams of revenue, taxation
- Councillor Ross would like to propose 50% of earned proceeds from Slag be transferred to an environmental reserve. CAO explained that Council may establish an Environmental Reserve Fund and that a resolution from Council would have to come forth for a new Bylaw to be established. Councillor Butler agrees with Councillor Ross for a portion of the Slag proceeds to go into an environmental legacy fund. CFO explained that a Financial Plan amendment is possible
- CAO explained that the process could be brought forward; however, right now to change the course would involve a lot of work
- Councillor Thompson said that the Bylaw uses the word 'may', Slag Fund has been used for a number of things, Mayor Sugimoto's wish was to use the Slag Fund for legacy and advised that she has hesitation to ask CFO to reinvent the wheel and go back, and encouraged her peers to vote for this Bylaw
- Councillor Ross asked what the amount was in the Slag Fund today? CFO advised that she will provide an up-to-date total
- Mayor Konrad inquired if reserve funds have a cap? CFO answered that they do not

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to give first three readings to 'The City of Grand Forks Slag Sale Reserve Fund, 1977 Repeal Bylaw No. 1005-R, 2016' at the April 19, 2016, Special Meeting of Council;

AND RESOLVED THAT the COTW recommends to Council to give first three readings to 'Slag Sale Reserve Fund Bylaw 2027, 2016' at the April 19, 2016, Special Meeting of Council.

CARRIED.

Councillor Butler opposed this motion.

MOTION: THOMPSON

RESOLVED THAT Council establishes a new bylaw, as per Councillor Ross, in 2017 for Capital Reserves.

CARRIED.

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- d) Chief Financial Officer
New Capital Reserve Funds

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to give first three readings to 'Capital Reserve Funds Establishment Bylaw 2028, 2016' at the April 19, 2016, Special Meeting of Council.

CARRIED.

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- e) Chief Financial Officer
Land Sales Reserve Fund

Discussion:

- Councillor Hammett inquired to the procedure of when the City sells property. CAO stated that this will be incorporated into a Capital Reserve Fund controlled by Bylaw
- Councillor Thompson said that when the City sells property, this will always be on the Financial Statements and interest will show separately
- CFO stated that any reserve transfer will have to be done by Bylaw

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to give first three readings to 'Land Sales Reserve Fund, 1999 Repeal Bylaw No. 1609-R, 2016' at the April 19, 2016, Special Meeting of Council;

AND RESOLVED THAT the COTW recommends to Council to give first three readings to 'Land Sale Reserve Fund Bylaw 2029, 2016' at the April 19, 2016, Special Meeting of Council.

CARRIED.

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- f) Chief Financial Officer
Fire Truck Parcel Tax Preparation Bylaw 2030
Fire Truck Parcel Tax Imposition Bylaw 2031

Discussion:

- CFO if this did not pass, alternative would be to put onto taxation and amend Financial Plan
- Councillor Butler would like to see this more fairly distributed
- Councillor Ross would like to see the 594 statutory exemption and the 27 permissively exempt not be excluded from paying parcel tax. CFO will make a note for Tax Exemption 2017
- Nigel James spoke regarding fires and a reasonable level be used to fund the fire truck, also Area D to help fund

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to give first three readings to the Fire Truck Parcel Tax Roll Preparation Bylaw 2030, 2016 at the April 19, 2016, Special Meeting of Council;

AND RESOLVED THAT the COTW recommends to Council to give first three readings to the Fire Truck Parcel Tax Roll Implementation Bylaw 2031, 2016 at the April 19, 2016, Special Meeting of Council.

CARRIED.

Councillor Butler opposed this motion.

- g) Chief Financial Officer
2016 Tax Rates Bylaw 2032

Discussion:

- CFO stated that tax rates must be passed by the May 15, 2016, deadline and spoke about the Non-Market Change by Property Class, explained the three Options for Tax Rates, and rates around the region

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to give first three readings to 2016 Tax Rates Bylaw 2032 Option 2 at the April 19, 2016, Special Meeting of Council.

CARRIED.

Councillor Butler opposed this motion.

- h) Manager of Development & Engineering Services
To amend the current Sustainable Community Plan Bylaw by adding a policy statement for Temporary Use Permits

Overview:

- to change the resolution of the City's Official Zoning Map and not Land Use Map

MOTION: HAMMETT

RESOLVED THAT the COTW recommends to Council to direct staff to draft the appropriate amendment bylaw to amend the current Sustainable Community Plan Bylaw by adding a policy statement for Temporary Use Permits and to proceed with the statutory requirements for amending bylaws in accordance with the Local Government Act.

The statement will read: "Temporary Use Permit applications will be considered by Council on a case-by-case basis within all land use designated areas on the City's Official Zoning Map", and take for consideration to the April 11th Regular Meeting.

CARRIED.

7. INFORMATION ITEMS

8. CORRESPONDENCE ITEMS

9. LATE ITEMS

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

11. QUESTION PERIOD FROM THE PUBLIC

- a) - Donna Semenoff spoke in regards to the Regular Meeting Summary of Information Item regarding the two hour parking on Market Avenue

12. ADJOURNMENT

- a) The Mayor adjourned the Committee of the Whole Meeting at 12:29 pm.

MOTION: HAMMETT


RESOLVED THAT the Committee of the Whole Meeting be adjourned at 12:29 pm.

CARRIED.

CERTIFIED CORRECT:



MAYOR FRANK KONRAD



CORPORATE ADMINISTRATIVE
ASSISTANT - DAPHNE POPOFF