

**THE CORPORATION OF THE CITY OF GRAND FORKS**

**COMMITTEE OF THE WHOLE MEETING**

**Monday, March 14th, 2016**

**PRESENT:** MAYOR FRANK KONRAD  
COUNCILLOR JULIA BUTLER  
COUNCILLOR CHRIS HAMMETT  
COUNCILLOR NEIL KROG  
COUNCILLOR CHRISTINE THOMPSON  
COUNCILLOR COLLEEN ROSS (joined the mtg. at 9:06 am)

CHIEF ADMINISTRATIVE OFFICER	D. Allin
CHIEF FINANCIAL OFFICER	R. Shepherd
CORPORATE OFFICER	D. Heinrich
MANAGER OF OPERATIONS	D. Reid
DEPUTY MANAGER OF OPERATIONS	D. Drexler
CORPORATE ADMINISTRATIVE ASSISTANT	D. Popoff

GALLERY

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**1. PRESENTATIONS**

a) Mayor Konrad  
Thank you to Arjo Stolker for his great work at Public Works this year and wishing him well in the future

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b) Mayor Konrad  
Thank you and public recognition to Nancy and Al from Body Edge Fitness for their contribution to the Family Day Event

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c) Mayor Konrad  
Presentation of Long Service Awards to employees

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**2. CALL TO ORDER**

a) The Mayor called the COTW Meeting to order at 9:04 am.

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**3. COMMITTEE OF THE WHOLE AGENDA**

- a) Adopt agenda  
March 14th, 2016, COTW

MOTION: BUTLER

**RESOLVED THAT the COTW adopt the March 14th, 2016, COTW agenda as presented.**  
CARRIED.

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- b) Reminder:  
In-Camera Meeting directly following COTW Meeting.
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**4. REGISTERED PETITIONS AND DELEGATIONS**

- a) Grand Forks Dog Park  
Presentation from the Grand Forks Dog Park requesting allocation of funds to participate in cost sharing for improvements to Dog Park

Discussion:

- Edward Sims, on behalf of the Grand Forks Dog Park, requested if improvements in-kind could be included in this year's City budget and that the fence area be extended to 50 ft.
- Manager of Operations explained that the plans were for 20 ft. and that all tests were done; however, for the 50 ft. request to go forward, more tests would have to be done to check if there are any issues because of its proximity to the cemetery
- Councillor Thompson inquired if the Grand Forks Dog Park have the funds for the materials? Mr. Sims replied that they do and that funding is in place
- Councillor Thompson asked if there was an allocation of time for Public Works to do this work? The Manager of Operations said that they are working on a Work Plan and will incorporate it
- Mayor Konrad commented on memorial plaques and fundraising

MOTION: BUTLER

**RESOLVED THAT the COTW receives for information the presentation from the Grand Forks Dog Park as presented.**

CARRIED.

MOTION: THOMPSON

**RESOLVED THAT the COTW recommends that staff proceed with the in-kind contribution to extend the Grand Forks Dog Park fencing to 50 feet, after the required testing, and proceed with the construction of the shelter and porta potty.**

CARRIED.

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5. **PRESENTATIONS FROM STAFF**

- a) Chief Financial Officer  
Timeline for Tangible Capital Assets and Purchasing Policy Amendments  
Timeline for 2016 Financial Bylaws

Discussion:

- CFO stated that there was one change - the Capital Reserve is not available and awaiting feedback from the Province and will be available for the April 11th COTW Meeting

MOTION: THOMPSON

**RESOLVED THAT the COTW receives the memorandum from the Chief Financial Officer regarding the timeline for tangible capital assets and purchasing policy amendments and the timeline for the 2016 financial bylaws.**

CARRIED.

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- b) Administration-Corporate Services  
Proposed fee for Service Agreement for: Boundary Museum Society, Boundary Regional Chamber of Commerce, and Boundary District Arts Council

MOTION: THOMPSON

**RESOLVED THAT the COTW recommends to Council to consider the proposed amendments to the Boundary Museum Society, Boundary Regional Chamber of Commerce, and Boundary District Arts Council Fee for Service Agreements; AND FURTHER THAT these considerations and/or additional amendments will be determined by Council at the March 29, 2016 Regular Meeting.**

CARRIED.

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- c) Administrative-Corporate Services  
Gallery 2 request for early release of portion of funds for 2016 and amendments to Funding and Lease Agreements

Discussion:

- Councillor Thompson would like to see each organization not only submit a written report, but also attend a COTW Meeting and make a presentation  
- Councillor Butler asked how the Art Gallery felt that the City is no longer paying for the electrical fees. Councillor Thompson said that they have always paid their electrical portion.  
- Councillor Thompson inquired regarding paying for fuel and what the fuel was used for? CAO responded that staff will look into this for the March 29th meeting

MOTION: THOMPSON

**RESOLVED THAT the COTW recommends to Council to consider the request from the Art Gallery Society for the early release of a portion of their funding for 2016; AND FURTHER THAT Council considers the proposed amendments to the Grand Forks Art Gallery, Heritage and Visitor Centre Fee for Service Funding Agreement and Lease Agreement; AND THAT these considerations will be decided by Council at the March 29, 2016, Regular Meeting; BE IT FURTHER RESOLVED THAT the COTW recommends that staff be directed to advertise the legislative requirements as it pertains to disposition of City property as per Section 26 of the Community Charter.**

CARRIED.

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- d) Manager of Operations  
Memorandum on Timeline - Tree Policy, Street Light Policy, Safety Policy

Discussion:

- Manager of Operations stated that LED lights are being considered
- Councillor Ross spoke in regards to solar street lights and cost comparison, if the City can look into this solar component

MOTION: THOMPSON

**RESOLVED THAT the COTW receives the memorandum from the Manager of Operations regarding the Timeline - Tree Policy, Street Light Policy, Safety Policy.**

CARRIED.

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- e) Deputy Manager of Operations  
Campground Policy No. 1206-A1

MOTION: BUTLER

**RESOLVED THAT the COTW receives the report and further directs staff to present for adoption to Council the proposed Policy No. 1206 at the April 11, 2016, Regular Meeting of Council.**

CARRIED.

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

Discussion:

- Councillor Butler inquired as to how many people were interviewed for the Engineering Technologist position? CAO responded that three people were

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interviewed with resumes from across Canada and several locally

MOTION: THOMPSON

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

CARRIED.

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**6. REPORTS AND DISCUSSION**

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**7. PROPOSED BYLAWS FOR DISCUSSION**

- a) Chief Financial Officer  
Introduction of 2016-2020 Financial Plan Bylaw 2024

Discussion:

- Councillor Butler asked if the Silver Kettle sidewalk was part of the budget? CFO responded that the Silver Kettle sidewalk is not in the current Capital Plan, but could be amended if Council decides
- Councillor Butler asked why we are taking more out of Reserves then putting into the Reserves? CFO said that this is the first year of three years, and that there are capital projects and carry-forward projects
- CAO advised there may be a small time delay in the decision, approximately 60 days, and then staff would bring back a budget amendment at that time
- Councillor Thompson asked if it is possible to put this project in the Capital Plan and until further funding
- Councillor Ross endorses Councillor Butler's concerns and would like a place holder in the budget
- Councillor Butler read the 2014 motion regarding the Silver Kettle sidewalk
- Councillor Butler inquired regarding the carry-forward projects \$4 million borrowing? CFO advised that this was a result of the passed Bylaws 1922 & 1923

MOTION: THOMPSON

**RESOLVED THAT the COTW recommends to Council to give first three reading to 2016-2020 Financial Plan Bylaw 2024 at the March 29, 2016, Regular Meeting of Council.**

CARRIED.

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- b) Deputy Manager of Operations  
Campground Repeal Bylaw No. 1812 R-1

Discussion:

- Councillor Thompson inquired if Bylaw No. 1839 has to have a year associated? Deputy Manager of Operations said that he would look into this and bring the



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information forth to the April 11th meeting

MOTION: THOMPSON

**RESOLVED THAT the COTW receives the report and further directs staff to present to Council the first three readings of the proposed Repeal Bylaw No. 1812 R-1 at the April 11, 2016, Regular Meeting of Council.**

CARRIED.

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- c) Deputy Manager of Operations  
Campground Regulation Bylaw No. 2026

Discussion:

- Councillor Ross stated that the water at the campground is solar heated and inquired if a sign could be placed to indicate this? Manager of Operations said that he will look into this and that a sign will be placed

MOTION: THOMPSON

**RESOLVED THAT the COTW receives the report and further directs staff to present to Council the first three readings of the proposed Bylaw No. 2026 at the April 11, 2016, Regular Meeting of Council.**

CARRIED.

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8. INFORMATION ITEMS

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9. CORRESPONDENCE ITEMS

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10. LATE ITEMS

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

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12. QUESTION PERIOD FROM THE PUBLIC

a) Discussion:

- Nigel James spoke in regards to the Community Charter, annual increases, inflation, and Consumer Price Index
- CFO spoke in regards to the Asset Management Financial Policy
- CAO explained about savings for the next three years, replacement of water main in

- the river, sewer plans, fiscal responsibility and accountability
- Nigel James inquired if one management position was being eliminated?
  - CAO responded that according to work requirements and as staff retire, this is always being reviewed
  - Nigel James asked about the Water Rates Committee and the volunteer names put forth
  - Gloria Koch inquired about water leaks in the City system
  - Manager of Operations spoke in regards to tools for detecting leaks
  - Cher Wyers gave praise to the community for the Boundary Musical and Theater Society 'Mary Poppins' attendance and the Grand Forks Border Bruins' efforts this year and a thank you of support for the Boundary Museum
  - Les Johnson inquired regarding the BMX event group using the washroom
  - Mayor Konrad gave kudos to Juice 102.3 FM local radio. Derek, Morning Host for Juice 102.3 FM, was present in Chambers
  - Allan Cooper thanked Council for their continuing support to the Boundary Chamber of Commerce and said that they had a positive AGM
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**13. IN-CAMERA RESOLUTION**

- a) Chief Administrative Officer  
Immediately following the COTW Meeting, Council will hold an In-Camera Meeting

MOTION: THOMPSON

**RESOLVED THAT the COTW recommends Council convene an In-Camera Meeting as outlined under Section 90 of the Community Charter to discuss matters in a closed meeting which are subject to Section 90 (1)(g) litigation or potential litigation affecting the municipality; Section 90 (2)(c) a matter that is being investigated under the *Ombudsperson Act* of which the municipality has been notified under section 14 [*ombudsperson to notify authority*] of that Act;**

**BE IT FURTHER RESOLVED THAT persons, other than members, officers, or other persons to whom Council may deem necessary to conduct City business, will be excluded from the In-Camera Meeting.**

CARRIED.

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**14. ADJOURNMENT**

- a) The Mayor adjourned the COTW Meeting at 10:33 am.

MOTION: HAMMETT

**RESOLVED THAT the COTW Meeting be adjourned at 10:33 am.**

CARRIED.

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CERTIFIED CORRECT:

  
MAYOR FRANK KONRAD

  
CORPORATE ADMINISTRATIVE  
ASSISTANT - DAPHNE POPOFF