

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

**COMMITTEE OF THE WHOLE MEETING**

**Tuesday, October 13, 2015**

**PRESENT:** MAYOR FRANK KONRAD  
COUNCILLOR JULIA BUTLER  
COUNCILLOR NEIL KROG  
COUNCILLOR COLLEEN ROSS  
COUNCILLOR CHRISTINE THOMPSON

CHIEF ADMINISTRATIVE OFFICER	D. Allin
CORPORATE OFFICER	D. Heinrich
CHIEF FINANCIAL OFFICER	R. Shepherd
MANAGER OF DEVELOPMENT AND ENGINEERING	S. Bird
MANAGER OF BUILDING AND BYLAW SERVICES	W. Kopan
MANAGER OF OPERATIONS	D. Reid
DEPUTY MANAGER OF OPERATIONS	D. Drexler
FIRE CHIEF	D. Heriot
CORPORATE ADMINISTRATIVE ASSISTANT	D. Popoff

GALLERY

**ABSENT:** COUNCILLOR CHRIS HAMMETT

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**1. CALL TO ORDER**

- a) The Mayor called the COTW Meeting to order at 9:01 am.

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**2. COMMITTEE OF THE WHOLE AGENDA**

- a) Adopt agenda  
October 13th, 2015, COTW

MOTION: BUTLER

**RESOLVED THAT the COTW adopt the October 13th, 2015, COTW Meeting agenda as presented.**

CARRIED.

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3. **REGISTERED PETITIONS AND DELEGATIONS**

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4. **PRESENTATIONS FROM STAFF**

- a) Manager of Development & Engineering Services  
Valley Heights Developments application for strata conversion

MOTION: KROG

**RESOLVED THAT the COTW recommends to Council that they approve the strata conversion application of a commercial/residential building located at 7330 Riverside Drive and direct the Approving Officer to sign the Form T "Endorsement by Approving Officer", certifying that the conversion has been approved in accordance with Section 242 of the Strata Property Act.**

CARRIED.

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- b) Manager of Development & Engineering Services  
Application for a Development Variance Permit to request an increase in the ratio of apartments to the principal building from 30% to 50% to allow for the current four apartments upstairs to remain and to comply with the Zoning Bylaw

Discussion:

- CAO spoke on the impact on downtown development, parking, speaking to community, report should be given to Council to be more informed and to come forward in the Spring
- Councillor Butler asked if the report will be done by staff and not farmed out to a consulting firm?
- CAO replied that yes, staff will be doing the report

MOTION: BUTLER

**RESOLVED THAT the COTW receives the report and recommends to Council to select one of the presented options at the October 13th, 2015, Regular Meeting of Council.**

CARRIED.

MOTION: THOMPSON

**RESOLVED THAT the COTW requests staff to prepare a report on the impact of allowing 50% of residential units in the downtown core.**

CARRIED.

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

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Discussion:

- Councillor Butler asked about the brown water complaints from the 68th Avenue residents and what is the solution?
- Manager of Operations replied that the residents should put concerns in writing in order to track locations
- Councillor Butler said that the water meters that are leaking are being replaced by City Works crews, is there a warranty on them?
- CAO replied yes, there is a warranty and a holdback from Neptune is paying for replacements
- Councillor Butler inquired as to the homeless camps along the riverbanks
- CAO replied that Bylaw Services is dealing with this sensitively and talking with the RCMP about how to deal with this situation
- needles found on City property from drug users should never be handled, call the City Works Yard so that they can be removed with the proper process and disposal
- water meter assessments, which companies, pit meter estimated costs, any contracts signed?
- Manager of Operations stated that they are in the middle of the processes and that three companies came forward and will be presented to Council once all information has been gathered
- fibre optics and communication with Telus re water meters
- when was the water meter program initiated and what was the life cycle?
- CAO said that an engineering recommendation put forward approximately 30 yrs depending on different risks and effects on the meters
- why do the meters only have a two year warranty? what was the predicted operations maintenance of the 30 year projected life cycle?
- CAO replied that this is such a broad impact part of the Asset Management Plan, reaches out to so many areas of the community, spoke with Minister regarding this, social, environmental and financial impacts

MOTION: BUTLER

**RESOLVED THAT the COTW receives the monthly activity reports.**


CARRIED.

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**5. REPORTS AND DISCUSSION**

- a) Chief Administrative Officer  
Draft - Asset Management Financial Plan

Discussion:

-  - Councillor Butler stated that she is in full support of Asset Management, cutting costs, and putting aside for infrastructure repairs is at the top of her priority list; however, feels budget items should be discussed in the public venue. She has some concerns with privatization, asset disposal, and Asset Management BC plan being unrealistic for a \$3 million deficit. She questions 'real time' allotment of tax dollars and spoke about being 'homegrown' and would like to see less contracting out. Public

Works' workers are the greatest asset and Council should work openly with the Union

- Councillor Thompson would not support privatization of any utilities and infrastructure and would disagree with many of Councillor Butler's comments. Also spoke about amortization of assets
- Councillor Krog stated that Asset Management is an infrastructure platform 'to do something about it'
- it was stated that the City CAO is President Elect on the Public Works Association and Director on Asset Management BC
- open-ended contracts that are outsourced that could be carried out by Public Works
- Councillor Krog replied that the expertise that the City crews do not have in a particular area, we contract out. If we kept it all in-house, more staff would have to be hired
- Councillor Ross suggested that perhaps this would be better called an Asset and Liability Management Plan. There is a cost to extreme comfort living, citizens need to reduce use, and think of next generations, must prioritize
- CAO spoke regarding performance measure values, asset management deals only with what is owned by the City of Grand Forks taxpayer
- Mayor Konrad spoke in regards to 'homegrown' and 'farming out' and that this would be taking away from our staff of their day-to-day duties to maintain our City, and then when project was complete, let staff go because there isn't enough work
- Councillor Butler stated that we are living outside of our means and that Council should be creating their own policies and not being dictated by the private sector
- Mayor Konrad replied that we are being dictated by the Provincial Government because without Asset Management, we would no longer be eligible for grants. We are working on a 50% ratio right now and must bring down the deficit or fall further behind
- lease holder airport concerns with increase proposal
- consultant fees, rate analysis cost, Gas Tax, budget process, Water Rates Committee, performance measures, lawyer fees, water meter costs, pit meter installation costs
- CAO said that there are no open-ended contracts, if meter installation over budget - Council will propose an amendment which is required by law
- are we headed for a boondoggle in the blackhole? Can the City complete the water meter project with the money that is left?
- CAO stated that a report will come to Council after the test pieces have been concluded as per the Manager of Operations
- CAO informed that he was part of Asset Management BC as a representative from the City of Grand Forks doing regional contribution under our grant application towards Gas Tax application under funding from UBCM. He went to Cranbrook, Kelowna, and Nelson and had the ability to answer questions regarding Asset Management

MOTION: THOMPSON

**RESOLVED THAT the COTW receives the Asset Management Financial Plan Report as presented; and further considers the Plan to be part of the 2016 Five Year Financial Plan.**

CARRIED. Councillor Butler is opposed to this MOTION.

**The Mayor called a recess at 10:49 am.**



The Mayor reconvened the COTW Meeting at 11:00 am.

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**6. PROPOSED BYLAWS FOR DISCUSSION**

- a) Manager of Operations  
Fees and Charges Amendment Bylaw No. 1958-A1

Discussion:

- airport fees and charges, current rates, night landings, and that Regional District does not contribute to airport costs
- Deputy Manager of Operations explained how the airport fees and charges came about
- an airport lease holder gave suggestions to airport fees and liability insurance, spoke about private owners, land maintenance around hangars, grants from the government, new airport hangar lands and why these are not being released, and fire activity
- Councillor Thompson asked how often does the Medi Vac use the airport?
- Manager of Operations replied approximately 35 times per year
- cost recovery for night landings?
- Manager of Operations replied that there are no cost recoveries
- suggestion was made to install a system for planes to turn on lights at the airport themselves and not have to rely on a City worker to do this, and a shared facility with the Regional District and IHA.
- Nelson, BC airport fee comparison, no night time service in Nelson.
- in 2012 airport fees went up per sq. meter from \$2.00- \$2.37.
- City residents and non-residents, land and building taxes, COPA meetings.

MOTION: THOMPSON

**RESOLVED THAT the COTW receive for discussion.**

CARRIED.

MOTION: ROSS

**RESOLVED THAT the COTW engage RDKB to participate in discussions with regard to sharing costs at the airport and Council directs staff to develop a brief report outlining the cost sharing benefits to the airport.**

CARRIED.

MOTION: THOMPSON

**RESOLVED THAT the COTW receives the report and further directs staff to present to Council the first three readings of the proposed Fees & Charges Amendment Bylaw 1958-A1 at the October 26, 2015, Regular Meeting of Council.**

CARRIED.

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- b) Manager of Operations  
Airport Regulation Bylaw No. 2022

Discussion:  
- quonsets, liability,UAV (drone) fly zone

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. 2022 at the October 26, 2015, Regular Meeting of Council.**

CARRIED.

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7. **INFORMATION ITEMS**

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8. **CORRESPONDENCE ITEMS**

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9. **LATE ITEMS**

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

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11. **QUESTION PERIOD FROM THE PUBLIC**

- a) - drone technology in the future  
- airport lease and unrestricted access, parking space next to hangar possibility?  
- fire fighting provincial research  
- water meter leakage coming from main pipes

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12. **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)(b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who**

has offered to provide a gift to the municipality on condition of anonymity; and 90 (1)(c) labour relations or other employee relations; and 90 (1)(e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality; and 90 (1)(g) litigation or potential litigation affecting the municipality; and 90 (2)(c) a matter that is being investigated under the Ombudsperson Act of which the municipality has been notified under section 14 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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**13. ADJOURNMENT**

- a) The Mayor adjourned the COTW Meeting at 12:30 pm.

MOTION: ROSS

**RESOLVED THAT the COTW Meeting be adjourned at 12:30 pm.**

CARRIED.

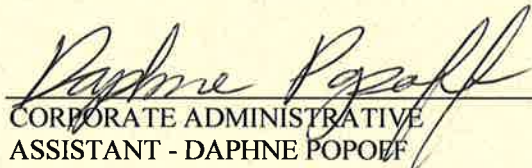
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**CERTIFIED CORRECT:**



MAYOR FRANK KONRAD

  
CORPORATE ADMINISTRATIVE  
ASSISTANT - DAPHNE POPOFF