



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

Monday, October 30, 2017, 7:00 pm  
7217 - 4th Street, City Hall Council Chambers

Pages

1. CALL TO ORDER

2. ADOPTION OF AGENDA

a. Adopt agenda

October 30, 2017, Regular Meeting agenda

RECOMMENDATION

**RESOLVED THAT Council adopts the October 30, 2017, Regular Meeting agenda as presented.**

3. MINUTES

a. Adopt minutes - COTW

5 - 12

October 16, 2017, Committee of the Whole Meeting minutes

RECOMMENDATION

**RESOLVED THAT Council adopts the October 16, 2017, Committee of the Whole Meeting minutes as presented.**

b. Adopt minutes - Public Hearing

13 - 15

October 16, 2017, Public Hearing Meeting minutes

RECOMMENDATION

**RESOLVED THAT Council adopts the October 16, 2017, Public Hearing Meeting minutes as presented.**

c. Adopt minutes - Regular

16 - 24

October 16, 2017, Regular Meeting minutes

RECOMMENDATION

**RESOLVED THAT Council adopts the October 16, 2017, Regular Meeting minutes as presented.**

4. REGISTERED PETITIONS AND DELEGATIONS

a. Boundary Country Regional Chamber of Commerce

25 - 26

Quarterly Report and Fee for Service request for 2018

**RECOMMENDATION**

**RESOLVED THAT** Council receives for information the Quarterly Report and Fee for Service request for 2018 from The Boundary Country Regional Chamber of Commerce;

**AND FURTHER THAT** Council refers the Fee for Service request to the 2018 budgeting process.

**5. UNFINISHED BUSINESS**

**6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL**

- a. Corporate Officer's Report 27 - 29

Written reports of Council

**RECOMMENDATION**

**RESOLVED THAT** all written reports of Council submitted to the October 30, 2017, Regular Meeting be received.

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

- a. Corporate Officer's Report 30 - 30

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.

**8. RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- a. Processes for Council Minutes 31 - 35

Corporate Services

**RECOMMENDATION**

**RESOLVED THAT** Council instructs staff to omit the Councillor's name that moves or seconds a resolution during the minute taking processes for any type of Council or Committee meeting(s) as of November 1, 2017.

- b. Stakeholder Submission – Cannabis Legalization and Regulation in BC 36 - 47

Engineering and Development Services

**RECOMMENDATION**

**RESOLVED THAT** Council supports the following policy submissions to the Province's stakeholder feedback process: Minimum Age - Personal Possession - Public Consumption - Drug-impaired Driving - Personal Cultivation - Distribution Model - Retail.

- c. Solid Waste Contract Review 48 - 61

Outside Works

**RECOMMENDATION**

**RESOLVED THAT Council directs staff to hold a public engagement session prior to the end of November and report back on the results.**

- d. Fire Season Deployment Reimbursement 62 - 63

Fire Chief

**RECOMMENDATION**

**RESOLVED THAT Council approves of the surplus of the provincial fire season deployment funds, after expenses, in the amount of approximately \$11,330 to be applied to the Volunteer Firefighter Training Facility to contract the work of insulating the burn building fire room.**

**9. REQUESTS ARISING FROM CORRESPONDENCE**

**10. INFORMATION ITEMS**

- a. Memo - Quarter 3, 2017 Financials 64 - 69

Chief Financial Officer

**RECOMMENDATION**

**RESOLVED THAT Council receives for information the memorandum from the Chief Financial Officer regarding the Quarter 3, 2017 Financial Reports.**

- b. Downtown Business Association 70 - 73

Request for an updated 'Action Plan' from the City based on joint meetings of November 11th and December 14th, 2016.

Staff report also attached.

**RECOMMENDATION**

**RESOLVED THAT Council receives for information the request from the Downtown Business Association regarding an updated 'Action Plan' from the City along with the staff report.**

- c. Memo Disc Golf Funding and Stewardship Oct 2017 74 - 75

Development and Engineering Services

**RECOMMENDATION**

**RESOLVED THAT Council receives for information the memorandum regarding the disc golf funding and stewardship from the Manager of Development and Engineering Services.**

11. BYLAWS

- a. Bylaw 1606-A6 - rezone 7357-10th St. from R-1 to R-3A 76 - 88

Development and Engineering Services

RECOMMENDATION

**RESOLVED THAT Council gives third reading to the Zoning Bylaw Amendment No. 1606-A6.**

- b. Bylaw 1919-A2 - Introduction of OCP Bylaw Amendment and Zoning Bylaw replace and repeal 89 - 174

Development and Engineering Services

RECOMMENDATION

**RESOLVED THAT Council gives first and second reading to Official Community Plan Bylaw Amendment 1919-A2.**

RECOMMENDATION

**RESOLVED THAT Council gives first and second reading to Zoning Bylaw 2039.**

RECOMMENDATION

**RESOLVED THAT Council gives first and second reading to Zoning Bylaw Repeal 1606-R1.**

RECOMMENDATION

**RESOLVED THAT Council gives public hearing to Bylaws 1919-A2, 2039, and 1606-R1 on November 27, 2017, at 6:00 pm at City Hall.**

- c. Bylaw 1959-A1 - Parks Access Amendment 175 - 186

Development and Engineering Services

RECOMMENDATION

**RESOLVED THAT Council gives final reading and adopts the "City of Grand Forks Parks Access Amendment Bylaw No. 1959-A1, 2017".**

- d. Bylaw 2041 - Revenue Anticipation 2018 187 - 190

Chief Financial Officer

RECOMMENDATION

**RESOLVED THAT Council gives three readings to Bylaw No. 2041, "2018 Revenue Anticipation Borrowing Bylaw".**

12. LATE ITEMS

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

14. ADJOURNMENT



**THE CORPORATION OF THE CITY OF GRAND FORKS**  
**COMMITTEE OF THE WHOLE**  
**Monday, October 16, 2017, 9:00 am**  
**7217 - 4th Street, City Hall Council Chambers**

**PRESENT:** Mayor Frank Konrad  
Councillor Julia Butler  
Councillor Chris Hammett  
Councillor Neil Krog  
Councillor Colleen Ross  
Councillor Christine Thompson  
Councillor Beverley Tripp

**ADMINISTRATION:** Diane Heinrich - Chief Administrative Officer - interim /  
Corporate Officer  
Daniel Drexler - Deputy Corporate Officer  
Daphne Popoff - Corporate Administrative Assistant  
Juliette Rhodes - Chief Financial Officer  
David Reid - Manager of Operations  
Dolores Sheets - Manager of Development & Engineering  
Services  
Dave Bruce - Manager of Inspection & Bylaw Services  
Cavan Gates - Deputy Manager of Operations & Sustainability  
Graham Watt – Planner  
Bud Alcock - Bylaw Enforcement Officer

GALLERY

---

**1. CALL TO ORDER**

The Committee of the Whole Meeting was called to order at 9:00 am.

**2. COMMITTEE OF THE WHOLE AGENDA**

a. Adopt agenda

October 16, 2017, Committee of the Whole

MOVED BY: TRIPP

**RESOLVED THAT the COTW adopts the agenda as presented.**

CARRIED

## b. In-Camera Reminder

In-Camera Meeting directly following the COTW Meeting.

**3. REGISTERED PETITIONS AND DELEGATIONS**

## a. Grand Forks Art Gallery Society

Introduction of new Director/Curator and Quarterly Report

Terry Woodruff, along with Theresa Rezansoff, introduced the new Director/Curator, Tim van Wijk. They presented an overview of Gallery 2 regarding backstory, highlights, artists, collections, Heritage Gallery, educational programs, fundraising events, Visitor Centre, art rental and sales program, revenue generation and grants, Gift Shop, Strategic Plan and Financial overview.

Discussion:

- Gift Shop purchases and revenue
- fundraising revenue and expenses
- grants and facility rentals

MOVED BY: ROSS

**RESOLVED THAT the COTW receives for information the Quarterly Report from the Grand Forks Art Gallery Society.**

CARRIED

## b. The Boundary Museum Society

Quarterly Report

Lee Derhousoff, along with Shannon Profili (replacing Cher Wyers) presented an overview of The Boundary Museum regarding visitor statistics, Summer students, events, tours, maintenance and grounds, venue rentals, marketing, grant applications, and request for funding increase of \$10,000.

Discussion:

- revenue from the City of Grand Forks
- RDKB revenue contributions, project grants
- admission, operating hours, additional staff

- School District No. 51 donations
- future fundraising events

MOVED BY: ROSS

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

CARRIED

**4. REGIONAL TOPICS FOR DISCUSSION - WITH AREA D**

**5. PRESENTATIONS FROM STAFF**

a. Establishment and In-Kind Support of a Disc Golf Course

Manager of Development and Engineering Services

Dan Macmaster gave an overview presentation regarding Disc Golf with the proposed location west of Angus MacDonald Park, vision, benefits, conservation, and economics.

Discussion:

- traffic safety concerns at location
- cost and maintenance
- user group fees, tournaments
- future use of location
- Kate, Grand Forks Gazette, inquired as to the difference between the Disc as opposed to the Frisbee, and was advised that Frisbee is a brand name
- liability insurance

MOVED BY: BUTLER

**RESOLVED THAT the COTW recommends to Council to consider the establishment and in-kind support of a disc golf course at 2699 -68th Ave. and a funding and stewardship agreement with RDKB Area 'D' / Rural Grand Forks at the October 30th, 2017, Regular Meeting.**

CARRIED

## b. Housing First Homeless Initiative Partnership and Funding Opportunity

Manager of Development and Engineering Services

Dara Sutton, Executive Director of The Boundary Women's Coalition, gave an overview presentation for the proposed grant for the Boundary region, importance of municipal participation, the Plan - apply for \$100,000 federal funding, Point in Time Count, secure funding, facts, and the Housing First Intervention - housing, choice, recover, support, community.

*Councillor Tripp left the COTW Meeting at 11:24 am.*

*Councillor Tripp rejoined the COTW Meeting at 11:26 am.*

Discussion:

- BC Housing
- hub of service
- strategic plan
- statistics
- affordable housing for everybody
- support from other RDKB areas and municipalities

MOVED BY: ROSS

**RESOLVED THAT the COTW receives the presentation from the Boundary Women's Coalition regarding a community-led funding application for developing a Housing First Program to address housing challenges of people experiencing or at risk of homelessness.**

CARRIED

MOVED BY: TRIPP

**RESOLVED THAT the COTW recommends to Council to have the City submit a letter in support of the application by the Boundary Women's Coalition to the Homelessness Partnering Strategy Rural and Remote Funding Program at the October 16, 2017, Regular Meeting.**

CARRIED

MOVED BY: BUTLER

**RESOLVED THAT the COTW recommends that Council appoint liaisons for the Boundary Interagency Group Board at the October 16, 2017, Regular Meeting.**

CARRIED

*Mayor Konrad called a recess of the COTW Meeting at 11:31 am.*

*Councillor Hammett left the COTW Meeting at 11:31 am.*

*Mayor Konrad reconvened the COTW Meeting at 11:38 am.*

c. Monthly Highlight Reports

Department Managers

Discussion:

- Bylaw Enforcement Officer's attendance at conference in Langley, BC regarding homelessness
- homeless camps, bylaw, and Crown land
- Manager of Bylaw Services reported on upcoming crime prevention strategies meeting with a consultant that will take place this week
- electrical voltage conversion, residential rebates through Fortis
- Fortis tier rate structure
- Les Johnson inquired regarding the sewage lagoon activity

MOVED BY: KROG

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

CARRIED

6. **REPORTS AND DISCUSSION**

7. **PROPOSED BYLAWS FOR DISCUSSION**

- a. Bylaw 2041 - 2018 Revenue Anticipation Borrowing Bylaw  
Chief Financial Officer

MOVED BY: THOMPSON

**RESOLVED THAT the COTW recommends that Council gives the first three readings to Bylaw No. 2041, "2018 Revenue Anticipation Borrowing Bylaw" at the October 30<sup>th</sup>, 2017, Regular Meeting.**

CARRIED

**8. INFORMATION ITEMS**

- a. Memo - Processes for Council Minutes

Corporate Services

MOVED BY: THOMPSON

**RESOLVED THAT the COTW receives the memorandum regarding processes for Council minutes for information and discussion.**

Opposed (1): BUTLER

CARRIED

MOVED BY: THOMPSON

**RESOLVED THAT the COTW recommends to Council to support the staff recommendation to "omit the Councillor's name that moves and seconds a resolution" at the October 30, 2017, Regular Meeting.**

Opposed (1): BUTLER

CARRIED

- b. Memo 2017 - Campground Summary

Deputy Manager of Operations and Sustainability

MOVED BY: ROSS

**RESOLVED THAT the COTW receives for information the memorandum regarding the 2017 Campground Summary.**

CARRIED

- c. Memo 2017 - Community Satisfaction Survey Oct

Deputy Manager of Operations and Sustainability

Discussion:

- certain personal questions on the survey
- action plan
- difference between the Official Community Plan and this survey
- outreach to the public

MOVED BY: ROSS

**RESOLVED THAT the COTW receives the memorandum regarding the Community Satisfaction Survey for information and discussion.**

CARRIED

**9. CORRESPONDENCE ITEMS**

**10. LATE ITEMS**

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

**12. QUESTION PERIOD FROM THE PUBLIC**

- Fred Scott inquired regarding water utility charges and if Council read the Ombudsmen report? Interim CAO responded that this cannot be discussed currently because the Ombudsmen Act is treated like an FOI
- Les Johnson inquired if an audience member's name will be part of the minutes, but then why a Council member's name who made a motion would possibly be not?

**13. IN-CAMERA RESOLUTION**

- a. Chief Administrative Officer - In-Camera

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

MOVED BY: THOMPSON

**RESOLVED THAT 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 Section 90 (1) (c) labour relations or other employee relations;**

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

CARRIED

**14. ADJOURNMENT**

The October 16, 2017, Committee of the Whole Meeting was adjourned at 12:37 pm.

MOVED BY: TRIPP

**RESOLVED THAT the October 16, 2017, Committee of the Whole Meeting be adjourned at 12:37 pm.**

CARRIED

---

MAYOR FRANK KONRAD

---

CORPORATE ADMINISTRATIVE  
ASSISTANT - DAPHNE POPOFF



**THE CORPORATION OF THE CITY OF GRAND FORKS**  
**PUBLIC HEARING MEETING**  
**Monday, October 16, 2017, 6:00 pm**  
**7217 - 4th Street, City Hall Council Chambers**

**PRESENT:** Mayor Frank Konrad  
Councillor Julia Butler  
Councillor Neil Krog  
Councillor Christine Thompson

**ABSENT:** Councillor Chris Hammett ('with notice')  
Councillor Colleen Ross ('with notice')  
Councillor Beverley Tripp ('with notice')

**ADMINISTRATION:** Diane Heinrich - Chief Administrative Officer - interim /  
Corporate Officer  
Daphne Popoff - Corporate Administrative Assistant  
Dolores Sheets - Manager of Development & Engineering  
Services  
Cavan Gates - Deputy Manager of Operations & Sustainability

---

1. **PRESENTATIONS**

2. **CALL TO ORDER**

Mayor Konrad called the Public Hearing Meeting to order at 6:04 pm and declared the Public Hearing open. He advised that this Public Hearing is being convened pursuant to Sections 464-470 of the Local Government Act to consider Bylaw No. 1606-A6, "City of Grand Forks Zoning Amendment Bylaw No. 1606-A6, 2017". The bylaw is intended to amend the City of Grand Forks Zoning Bylaw No. 1606, 1999, by rezoning the property located at 7357 - 10th Street, legally described as Lot 42, Block 38, Plan 72, District Lot 108, S.D.Y.D. from the current R-1 (Residential - Single and Two-Family) zone to the R-3A (Multi-Family Residential Zone) zone.

At this Hearing, any person present who believes that his or her interest in properties within the boundaries of the City is affected by the proposed bylaw shall be given the opportunity to be heard on matters contained in the bylaw. However, it is important that all who speak at this Hearing restrict their remarks to

matters contained in the bylaw and it is my responsibility as Chair of this meeting to ensure that all remarks are so restricted.

Those of you who wish to speak concerning this proposed bylaw should, at the appropriate time, commence your address to the Council and the meeting by clearly stating your name and address. Then you may give us the benefit of your views concerning the proposed bylaw.

Members of Council may, if they so wish, ask questions of you following your presentation. However, the main function of Council members this evening is to listen to the views of the public. It is not the function of Council at this Hearing to debate the merits of the proposed bylaw with individual citizens or with each other.

Everyone who deems his or her interest in the property to be affected by this bylaw shall be given the opportunity to be heard at this Hearing. No one will be or should feel discouraged or prevented from making their views known.

After this Hearing is concluded, the Council may, without further notice, give whatever effect Council deems proper to the representations made at this Hearing.

During a Public Hearing, people sometimes become enthusiastic or emotional. Regardless of whether you favour or oppose any application or argument, please refrain from applause or other expressions of emotion. Restraint enables others whose views may or may not coincide with your own to exercise their right to express their views and have them heard in as impartial a forum as possible.

Thank you for your patience and cooperation, now let us proceed with the Hearing.

3. **ADOPTION OF AGENDA**
4. **MINUTES**
5. **REGISTERED PETITIONS AND DELEGATIONS**
6. **UNFINISHED BUSINESS**
7. **REPORT FROM COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY**
8. **RECOMMENDATIONS FROM STAFF FOR DECISIONS**
  - a. Development and Engineering Services  
Bylaw 1606-A6 to rezone 7357-10th Street from R-1 to R-3A

After all of the presentations have been heard, the Mayor asked if anyone here wished to speak?

- *Kate, Grand Forks Gazette, inquired if the owners have to be present during the Public Hearing. Interim CAO stated that the owners have a choice whether to attend.*

The Mayor asked for the second time at 6:20 pm if anyone here wished to speak?

The Mayor asked for the third time at 6:25 pm if anyone here wished to speak?

9. **REQUESTS ARISING FROM CORRESPONDENCE**

10. **INFORMATION ITEMS**

11. **BYLAWS**

12. **LATE ITEMS**

13. **QUESTIONS FROM THE PUBLIC AND THE MEDIA**

14. **ADJOURNMENT**

The Mayor stated that given that the legislative requirements for advertising were not executed as required, he declared this Public Hearing adjourned at 6:26 pm, until being resumed at 6:00 pm on October 30th, 2017.

---

Mayor Frank Konrad

---

Corporate Administrative Assistant –  
Daphne Popoff

**THE CORPORATION OF THE CITY OF GRAND FORKS**  
**REGULAR MEETING OF COUNCIL**  
**Monday, October 16, 2017, 7:00 pm**  
**7217 - 4th Street, City Hall Council Chambers**

**PRESENT:** Mayor Frank Konrad  
Councillor Julia Butler  
Councillor Chris Hammett  
Councillor Neil Krog  
Councillor Christine Thompson  
Councillor Beverley Tripp

**ABSENT:** Councillor Colleen Ross (*'with notice'*)

**ADMINISTRATION:** Diane Heinrich - Chief Administrative Officer - interim /  
Corporate Officer  
Daphne Popoff - Corporate Administrative Assistant  
Dolores Sheets - Manager of Development & Engineering  
Services  
Cavan Gates - Deputy Manager of Operations & Sustainability  
Dave Bruce - Manager Building Inspection & Bylaw Services

**GALLERY**

---

**1. CALL TO ORDER**

Mayor Konrad called the Regular Meeting to order at 7:00 pm.

**2. ADOPTION OF AGENDA**

a. Adopt agenda

October 16, 2017, Regular Meeting agenda

Mayor Konrad stated that he will be amending the agenda to add two late items:

- 1) the RFD from the Manager of Development and Engineering Services for application to the Community Emergency Preparedness Fund, and
- 2) the appointment of Council liaisons to the Boundary Interagency Group Board from the October 16th COTW Meeting resolution.

MOVED BY: THOMPSON

SECONDED BY: TRIPP

**RESOLVED THAT COUNCIL amends the October 16, 2017, Regular Meeting agenda to add a late item from the Manager of Development and Engineering Services for application to the Community Emergency Preparedness Fund.**

CARRIED

MOVED BY: BUTLER

SECONDED BY: THOMPSON

**RESOLVED THAT COUNCIL amends the October 16, 2017, Regular Meeting agenda to add a second late item, the appointment of Council liaisons to the Boundary Interagency Group Board from the October 16th COTW Meeting resolution.**

CARRIED

MOVED BY: TRIPP

SECONDED BY: HAMMETT

**RESOLVED THAT Council adopts the October 16, 2017, Regular Meeting agenda as amended.**

CARRIED

**3. MINUTES**

a. Adopt minutes - Special to go In-Camera

September 18, 2017, Special to go In-Camera Meeting minutes

MOVED BY: HAMMETT

SECONDED BY: THOMPSON

**RESOLVED THAT Council adopts the September 18, 2017, Special to go In-Camera Meeting minutes as presented.**

CARRIED

- b. Adopt minutes - Regular

September 18, 2017, Regular Meeting minutes

MOVED BY: TRIPP

SECONDED BY: BUTLER

**RESOLVED THAT Council adopts the September 18, 2017, Regular Meeting minutes as presented.**

CARRIED

4. **REGISTERED PETITIONS AND DELEGATIONS**

5. **UNFINISHED BUSINESS**

6. **REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL**

- a. Corporate Officer's Report

Written reports of Council

MOVED BY: THOMPSON

SECONDED BY: HAMMETT

**RESOLVED THAT all written reports of Council submitted to the October 16, 2017, Regular Meeting be received.**

CARRIED

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

- a. Corporate Officer's Report

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>

Mayor Konrad reported in regards to:

- Boundary Community Development Committee (BCDC) Meeting on October 3rd
- SIDIT presentation

- Kettle River Watershed Meeting
- Board Meeting of October 11th
- Wood Stove Exchange Program
- Greyhound letters of concerns

MOVED BY: TRIPP

SECONDED BY: HAMMETT

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

CARRIED

**8. RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- a. Contracted Bylaw Enforcement Officer  
Manager of Building Inspection & Bylaw Services

Discussion:

- suggestion to keep Mr. Alcock on for a month to remove the camps and then bring him back on next Spring or perhaps till the end of 2017
- shared services with the Regional District
- funding already in the budget, Mr. Alcock is well received in the community
- Ministries, unsightly premises

MOVED BY: THOMPSON

SECONDED BY: HAMMETT

**RESOLVED THAT Council receives the report and approves an extension of the Contracted Bylaw Services for the remainder of 2017. The extended Bylaw Services would be funded through the Bylaw Enforcement budget approved in the 2017 Financial Plan. The 2018 budget will reflect the continuation of the Bylaw Services position until October 30, 2018.**

Opposed (2): BUTLER, and TRIPP

CARRIED

- b. Housing First Homeless Initiative Partnership and Funding Opportunity  
Manager of Development and Engineering Services

The third resolution is the result of the amended agenda second Late Item.

MOVED BY: THOMPSON

SECONDED BY: BUTLER

**RESOLVED THAT Council have the City submit a letter, as directed by Council, in support of the application by the Boundary Women's Coalition to the Homelessness Partnering Strategy Rural and Remote Funding Program.**

CARRIED

MOVED BY: KROG

SECONDED BY: BUTLER

**RESOLVED THAT Council have staff amend the letter in support of the application by the Boundary Women's Coalition to the Homelessness Partnering Strategy Rural and Remote Funding Program.**

CARRIED

MOVED BY: KROG

SECONDED BY: THOMPSON

**RESOLVED THAT Council appoints Councillors Butler, Tripp and Ross as liaisons for the Boundary Interagency Group Board.**

CARRIED

**9. REQUESTS ARISING FROM CORRESPONDENCE**

**10. INFORMATION ITEMS**

- a. Grand Forks & District Public Library

Thank you letter to the City for work on the Library facility



MOVED BY: THOMPSON

SECONDED BY: HAMMETT

**RESOLVED THAT Council receives for information the thank you letter from the Grand Forks & District Public Library regarding City work on the facility.**

CARRIED

b. Grand Forks Downtown Business Association

Certification of Incorporation and Fee for Service request

Discussion:

- suggestion was made for staff to advise the Downtown Business Association to enter into a Fee for Service Agreement

*Councillor Hammett recused herself at 7:48 pm because of her involvement with the Downtown Business Association.*

- request of DBA 2017 budget report

MOVED BY: THOMPSON

SECONDED BY: KROG

**RESOLVED THAT Council receives for discussion and direction to staff for distribution of funds in the amount of \$5,000.**

CARRIED

c. Village of Midway

Letter of appreciation to the Grand Forks Fire Department for their assistance

MOVED BY: BUTLER

SECONDED BY: KROG

**RESOLVED THAT Council receives for information the letter of appreciation to the Grand Forks Firefighters from the Village of Midway.**

CARRIED

d. Spencer Tracy

Concerns regarding Phoenix Ski Hill and transit accessibility

Discussion:

- other transit possibilities
- Phoenix Ski Hill Society
- Rec Commission

MOVED BY: THOMPSON

SECONDED BY: TRIPP

**RESOLVED THAT Council receives for information the concerns regarding Phoenix Ski Hill and transit accessibility. This service is funded through the Regional District.**

CARRIED

e. Linda Larson, MLA

Letter to the Passenger Transportation Board regarding Greyhound service reductions

MOVED BY: THOMPSON

SECONDED BY: BUTLER

**RESOLVED THAT Council receives for information the letters from Linda Larson, MLA, and from Mayor Konrad to the Passenger Transportation Board regarding Greyhound service reductions.**

CARRIED

11. **BYLAWS**

a. Bylaw 2036-A1 - 2017-2021 Financial Plan Amendment final reading  
Chief Financial Officer

MOVED BY: THOMPSON

SECONDED BY: TRIPP

**RESOLVED THAT Council gives final reading to Bylaw 2030-A1 - 2017-2021 Financial Plan Amendment.**

CARRIED

- b. Parks Access Amendment Bylaw No. 1959-A1, 2017

Manager of Development and Engineering Services

MOVED BY: THOMPSON

SECONDED BY: TRIPP

**RESOLVED THAT Council gives the first three readings of the "City of Grand Forks Parks Access Amendment Bylaw No. 1959-A1, 2017";**

**AND FURTHER THAT Council directs staff to present the amendment bylaw for adoption at the October 30th, 2017, Regular Meeting.**

CARRIED

**12. LATE ITEMS**

- a. Manager of Development and Engineering Services

Application to Community Emergency Preparedness Fund

MOVED BY: KROG

SECONDED BY: THOMPSON

**RESOLVED THAT Council directs staff to apply for the UBCM Community Emergency Preparedness Fund for Floodplain Mapping Analysis and Planning.**

CARRIED

**13. QUESTIONS FROM THE PUBLIC AND THE MEDIA**

- Kate Saylor, Grand Forks Gazette, requested a copy of the letter of support for the housing initiative when ready
- Kate also asked if the wording to the Parks amendment was legally reviewed? Interim CAO responded that some of the bylaw wording was a result from the decision of the courts
- Ed Lautard, Riverside Dr. resident, read a letter regarding concerns along the banks of the Kettle River. Mayor Konrad recommended that Mr. Lautard also send a letter to the Ministry

14. **ADJOURNMENT**

MOVED BY: KROG

SECONDED BY: BUTLER

The Regular Meeting was adjourned at 8:22 pm.

**RESOLVED THAT the October 16, 2017, Regular Meeting be adjourned at 8:22 pm.**

---

Mayor Frank Konrad

---

Corporate Administrative Assistant –  
Daphne Popoff

NOT YET ADOPTED



OCT 18 2017

THE CORPORATION OF  
THE CITY OF GRAND FORKS

## Online Delegation Form

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

Boundary Country Regional Chamber of Commerce

**TO REQUEST THAT YOU CONSIDER:**

Quarterly Report and Fee for Service Request for 2018

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

As council graciously approved our Fee for Service contract for 2017 it is our mandate to appear before council for our quarterly to report. Furthermore, as the fiscal year end is approaching we would like to propose a Fee for Service contract for 2018 to continue to serve the City of Grand Forks.

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

The BCRCC is the voice of business, a community advocate, connector and communicator for local, provincial and federal issues on behalf of our members the Chamber's role is significant and its responsibility substantial. We build on strengths of existing community groups, we help the business community increase its influence region-wide; we strengthen the capacity of businesses; and we foster a strong business climate, a healthy quality of life, sustainable community development and increased levels of tourism.

The BCRCC will continue to support local events such as Park in the Park, DBA events, Fall Fair, Business Excellence Awards, Women's Equinox Fair, Grad events. In 2018, we are looking to host Movies in the Park year round as a free community event. Our goal is partner with other organizations, such as Community Futures, during the Family Day events to ensure their success and continuation.

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

Our ability to represent the Business community and continue to be the voice of Business would be substantially and negatively impacted. Furthermore, our ability to offer free community events and support other local events would also be negatively impacted. We are looking to grow, continue to build sustainability, and develop opportunities for revenue generation. Membership has increased substantially in 2017 and we expect it to continue to grow by 20% annually. With this increase in membership comes an increase in demand for services, events, seminar, and networking opportunities. The Fee for Service contract allows us to meet this demand.

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

A Fee for Service contract for 2018 be approved in the amount of \$20,000. With the expectation that \$5000 be invested directly within the City of Grand Forks.

**NAME**

Kendra Begg and Cathy Korolek

**ORGANIZATION**

Boundary Country Regional Chamber of Commerce

**FILE CODE**

D2 - Boundary Country  
Regional Chamber of  
Commerce



**MAILING ADDRESS**

PO Box 379- Midway BC V0H1M0  
135 Market Ave  
Grand Forks, British Columbia V0H1H0  
Canada

**TELEPHONE NUMBER**

250-442-7263

**EMAIL ADDRESS**

[info@boundarychamber.com](mailto:info@boundarychamber.com)

# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council  
**From:** Procedure Bylaw / Chief Administrative Officer  
**Date:** October 30<sup>th</sup>, 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

## Councillor's Report

October 30, 2017

Julia Butler

I was honoured this last week to attend three wonderful events by outstanding organizations in our community. On Thursday, Community Futures celebrated their 25<sup>th</sup> anniversary with a very informative reception featuring presenters from past and present. It is astounding, the amount of economic development this one group has promoted in Grand Forks over the last 25 years. As well, their retention of employees is a testament to the great work environment that they themselves promote. Steady, consistent support to businesses and individuals over such a long period of time, with loans and programming has made a huge impact in our region. Having to head out of town, I was unable to attend their annual awards night that evening but I would like to extend my congratulations to Ted Invictus, as this year's "Volunteer of the Year"! Council had many amazing nominations to choose from but over all, I had to say that Ted has made the biggest impact in a variety of organizations in Grand Forks and the Boundary.

Last Monday, I showed up to the fire hall, expecting to just go have a look at the new training facility at the airport. I really didn't expect to have the opportunity to don full gear and ride in the truck to put out my first structure fire! Alex from Juice FM and Kate from the Gazette both joined me at the hall along with our fire chief and a crew of guys to give us a crash course in fire fighting. I felt like a child, needing help to get dressed, as we fully suited up in protective clothing, boots, breathing apparatus and helmets. After being fully strapped together, I seriously wondered if I would be able to handle even wearing the whole suit. It was so constricting and claustrophobic not to mention heavy! We jumped in the trucks and headed up to the site. The guys were great at explaining to us the basics of safety and procedure, before lighting up the sea-cans that had been constructed to mimic a house fire. Hose in hand, five of us entered the burning structure that we were told was around 500 degrees. The air from the breathing tank helped to clear the fogged mask and the fire became visible. We stayed low to avoid the thermal layer above our heads that was significantly hotter. Our experienced leader on the hose explained to us, via radio, what he was doing. He had to be careful how he doused the flames so as not to drop the thermal layer down. Then he blasted out the window to create ventilation. After playing with the fire for a while to demonstrate different things, he put it out and we all retreated, ensuring to keep control of the hose which seemed to weigh a hundred pounds and have a mind of its own. With sweat dripping all over, we demasked, debriefed and grabbed some much needed water. I was starting to get used to the uniform but could hardly imagine having to work for hours, doing strenuous labour with it on.

Next, we learned how to work as a team, fan our spray and proceed like a shield up to a burning gas meter. We were successful but our poor leader got drenched by the rookie crew. I was really getting tired with how much the guys kept pulling on the hose! I really thought we should have been moving a bit slower.... until it dawned on me that that hose really did have a mind of its own and I needed to brace myself more and fight back against the immense pressure!

A car fire was next and I tried to listen to directions from my partner over the radio. High temperatures and high prices make communication equipment seem archaic. The guys said they get used to listening for key words and keep chatter to a minimum, in order not to miss calls for help but at a busy scene, I can see how it would really be difficult. I was sad to see the training come to an end and as we stood



asking questions, I for one was relieved I didn't have to do the hardest part. Do you know what they say really determines a true fireman? After drenching in sweat for eight hours or more on a call, dealing with the emotional trauma of any given situation, there is still a couple hours of cleanup back at the hall. The unglamorous task of dealing with hoses and gear, exhausted, at all hours of the day or night is when you really find out if you have what it takes!

I'm truly grateful to Dale, our fire chief for setting up this opportunity. As a councillor it gives me a little glimpse into what takes place behind the scenes and helps build relationships and communication with our staff and volunteers. I warned Dale that now I will be asking many more questions on his reports!

Switching gears, I dashed home to get ready for Gallery 2's AGM. It was a packed house to bid farewell to our long- time curator Ted Fogg and welcome in the new director/curator Tim van Wijk. Terry Woodruff also gave her last financial report to the board, as she moves from her role as director back to being a board member herself. Her professional management has left the organization in good standing financially and she thanked her wonderful staff and volunteers for all pulling together to make it possible. Teresa Rezanoff chaired the meeting and also thanked William Caley for his many years of service to the board, before welcoming in some new members. As with Community Futures, this organization demonstrates its efficiency, with staff retention and retiring members still vouching to stay on as volunteers. After the meeting was adjourned, there was time to take in the art exhibits and get to know everyone a little better. The City of grand Forks donates a lot of money to operate our art gallery but I am happy to promote such a highlight of our city that is run so smoothly despite the constant juggling of priorities. I have full confidence that the teamwork demonstrated by this board will further its success into 2018 and continue to shine as a jewel of the Boundary region!

Respectfully submitted,

Julia Butler

# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council

**From:** Procedure Bylaw / Council

**Date:** October 30<sup>th</sup>, 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



To: Regular Meeting  
From: **Corporate Services Department**  
Date: October 30, 2017  
Subject: Processes for Council Minutes  
Recommendation: **RESOLVED THAT Council instructs staff to omit the Councillor's name that moves or seconds a resolution during the minute taking processes for any type of Council or Committee meeting(s) as of November 1, 2017.**

---

## Background

At the Committee of the Whole Meeting on October 16, 2017, the Committee discussed the report by the Corporate Services Department regarding best practices for Council Minutes and the recording of the names of the mover and seconder.

Excerpts of the previous memorandum are below:

For minute taking purposes going forward, we would like to omit the Councillor's name that moves and seconds a resolution. Opposed votes would still be recorded.

The attached article by Eli Mina, PRP (Professional Registered Parliamentarian), which includes ties to Robert's Rules of Order as well as FOI requirements. The article explains in details the reasons behind this suggestion. Other municipalities (including Castlegar) already have adopted this new standard.

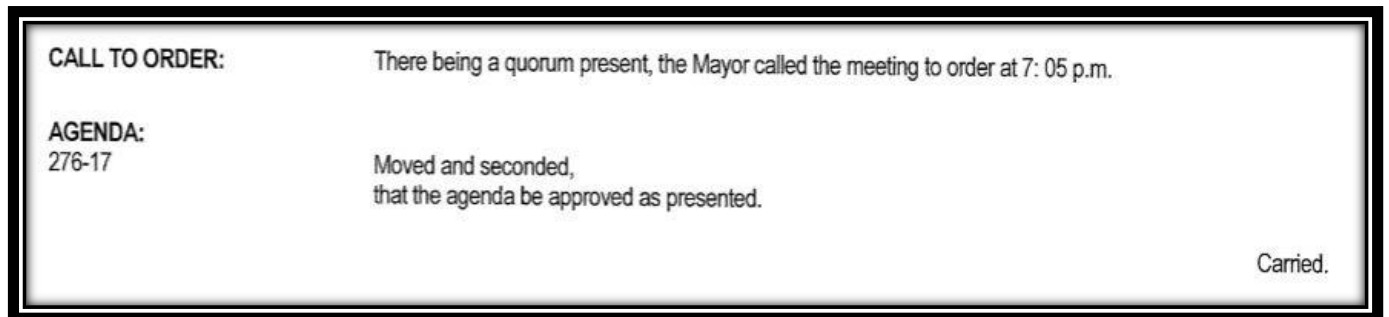
As a summary, here are some key points from the article:

- a collective focus vs a personal focus
- the seconder only seconds the motion so the topic can be discussed by Council
- recording the mover could be misleading, as a healthy open-minded debate may alter the mover's opinion
- ownership of the motion is not with the mover and seconder, but with Council once moved and seconded
- it personalizes and politicizes the decision-making process by listing the mover and seconder
- FOI's and protection of privacy – the less names go into minutes the better
- at times, proposals for a resolution are made from multiple members of Council without a clear mover and seconder

If Council agrees to change the current process, staff would require a resolution of Council at a Regular Meeting.

---

Below is a screenshot from a Regular Council Meeting minutes package from the City of Castlegar for Council to visualize how the mover and seconder would possibly be recorded if Council chooses to proceed with the changes. Castlegar has successfully used this way of recording minutes for the past 3-4 years.




---

## Benefits or Impacts

### General

Enhanced and more efficient minute taking processes. The focus would be on the resolution and the business of the City as a whole.  
Protection of Privacy for individual members of Council

### Strategic Impact

 Enhanced staff and minute taking efficiencies

 n/a

 n/a

 n/a

### Policy/Legislation

There is no legislation advising that Council members are required to be identified as a mover and seconder.

### Attachments

Eli Mina webpage <http://www.elimina.com/insights/movers.htm>

---

### **Recommendation**

RESOLVED THAT Council instructs staff to omit the Councillor's name that moves or seconds a resolution during the minute taking processes for any type of Council or Committee meeting(s) as of November 1, 2017.

### **Options**

1. RESOLVED THAT Council accepts the report.
2. RESOLVED THAT Council does not accept the report.
3. RESOLVED THAT Council refers the matter back to staff for further information.



## ARTICLES, INSIGHTS & IDEAS by Eli Mina

[BACK TO "MINUTE TAKING STANDARDS" MENU](#)

### SHOULD MOVERS AND SECONDRERS BE RECORDED IN MINUTES?

By Eli Mina, M.Sc.

With the principle of objectivity in mind, minutes of meetings should have a **collective** focus and not a **personal** focus. It is therefore important to record the group's collective actions and - if needed - an objective point-form summary of the discussion (without attributing specific comments to individuals). With objectivity in mind, here is a piece of advice that may surprise you at first, but will hopefully make sense as you read on: Names of movers and seconders should not be recorded in minutes.

Let me start with the seconder. The individual seconding a motion does so only to get the motion debated, and not necessarily because he or she favors it. In fact, a person may second a motion because he or she opposes it and would like to see it formally rejected. Recording his or her name next to the motion would give a false impression. Further, the current (11th) edition of Robert's Rules of Order Newly Revised (RONR) states that the name of the seconder of a motion should not be recorded in minutes.

As to the name of the mover, RONR suggests that the mover's name "*should*" be recorded in the case of main motions. "Should" is an advisory word and does not mean "must." I suggest your organization adopt its own rule that makes things clear and explicitly says that the mover's name is also not recorded on minutes. Why?

Recording the mover's name in the minutes is bound to be misleading. Yes, the mover is generally presumed to be in favor of the motion when he or she moves it, but the mover is entitled to change his or her mind and vote against the motion. This is the essence of a healthy debate, where people truly listen to one another, keep an open mind, and can be persuaded to change their views (otherwise why have a meeting?) Another situation where the mover may end up voting against his or her motion is when it is amended against the mover's wishes. With the above scenarios in mind, it should be clear that recording the mover's name in the minutes can lead to false impressions.

Then there is the question of ownership. Recording the mover and seconder gives the false impression that the two own the motion forever and have exclusive control over it, when - in fact - nothing could be further from the truth. I say this despite the fact that you may have heard a presiding officer ask the mover and seconder if they agree to amend or withdraw "their" motion. Despite this common (and incorrect) practice, neither the mover nor the seconder own the motion once debate on it begins. Ownership then shifts to the group. From this point onwards decisions to amend or withdraw the motion are to be made by the group, collectively, and not unilaterally by the mover and seconder. The fact that such practices are followed in many meetings does not make them correct.

The issue of who owns the motion is more than just a technicality. I never cease to be amazed at how the false idea that the mover and seconder own the motion in perpetuity can paralyze a governing body. On several occasions, I have found Boards and Councils believing they could not rescind or amend a previously adopted motion because the mover and seconder were absent or refused to allow to rescind or amend it. So much for "the majority rules"...

Another negative outcome of recording movers and seconders is that it personalizes and politicizes the decision making process. Individuals rush to make motions to get their names in the minutes and be personally credited for "having done something" for the community. Others are afraid to move and second motions because they want to avoid public attention. Under such conditions, the focus is on individuals, and objectivity is compromised.

There is also the question of FOI (freedom of information) legislation, under which minutes are a public record (with the exception of minutes of closed, or "in-camera" meetings). With FOI in mind, the less names go in the minutes the better. Several clients have asked me what they needed to do to remove those names from minutes. My reply is simple: Adopt a rule or bylaw to take them out.

Here is my final reason for taking names of movers and seconders out of minutes. Many meetings are run informally and proposals are made, discussed and voted on without ever being moved and seconded. In principle, there is nothing wrong with this practice, as long as proposals are clearly articulated, opened for debate, and voted on by the group. But whom do you record as having "moved and seconded motions" in such cases? How about "the floor moved and the ceiling seconded"? This anxiety will be avoided if names of movers and seconders are not recorded.

[PREVIOUS ARTICLE](#)[BACK TO "MINUTE TAKING STANDARDS" MENU](#)[NEXT ARTICLE](#)[BACK TO MAIN ARTICLES MENU](#)

---

## Information about Eli Mina:



**Eli Mina, M.Sc., PRP**, is a Vancouver (Canada) based management consultant, executive coach, and Registered Parliamentarian. In business since 1984, Eli consults his clients on board effectiveness, chairing contentious meetings, preventing and dealing with disputes and dysfunctions, demystifying the rules of order, and minute taking standards. Eli's clients come from municipal government, school boards, regulatory bodies, credit unions, colleges and universities, native communities, businesses, and the non-profit sector.

Eli is the author of the newly published "[\*101 Boardroom Problems and How to Solve Them.\*](#)" He is also the author of several other books and publications on meetings, shared decision-making and minute taking (see [Eli Mina's Books](#) at [www.elimina.com](http://www.elimina.com)). Eli can be reached at 604-730-0377 or via e-mail at [eli@elimina.com](mailto:eli@elimina.com).

[TOP OF PAGE](#)

Eli Mina Consulting | Email [eli@elimina.com](mailto:eli@elimina.com) | [Subscribe to Newsletter](#) | 604-730-0377

# Request for Decision



To: Regular Meeting

From: **Engineering and Development Services**

Date: October 30, 2017

Subject: Stakeholder Submission – Cannabis Legalization and Regulation in BC

Recommendation: **RESOLVED THAT Council supports the following policy submissions to the Province's stakeholder feedback process:**  
**Minimum Age -**  
**Personal Possession -**  
**Public Consumption -**  
**Drug-impaired Driving -**  
**Personal Cultivation -**  
**Distribution Model -**  
**Retail -**

---

## Background

The Province requested feedback from stakeholders affected by the upcoming federal legalization of non-medical Cannabis in BC. The Federal legislation sets a framework within which the Province will operate. However, for some of the regulations BC can choose from a range of policy options that remain compliant with the federal regulations. Staff prepared this summary to present Council with submission options for the November 1<sup>st</sup> 2017 stakeholder feedback deadline.

The Province is looking for feedback on minimum age, public possession and consumption, drug-impaired driving, personal cultivation, and distribution and retail. The attached discussion paper outlines in greater detail the policy options for which the Province has requested feedback. Staff recommend that Council works through the discussion paper to draft a resolution that guides the City's submission to the Province. Some additional notes are made below that go beyond the background material in the discussion paper.

Of the topics at hand, retail and personal cultivation may have the most interaction with municipal powers. Personal cultivation as set by the federal legislation is set at four plants per household. The Province can choose to set further restrictions; however, they also identify that they could leave this up to local governments to regulate. Staff are not recommending any further devolution of provincial authority onto the municipality because it would increase the cost of bylaw enforcement.

The Province did not explicitly identify an additional role for municipalities within the retailing of Cannabis but the City already has and will continue to have the authority to issue business licences. The discussion paper focuses on a private versus a public retail system, and dedicated storefronts versus co-location. Staff do not see a significant impact



on business licencing so long as Cannabis is able to be treated separately from other retail operations. This can be accomplished through a couple of tools including a separate section in the Business Licencing Bylaw and specific reference to Cannabis retailing in the Zoning Bylaw.

The strategic plan encourages the community to consider alternative types of business. It also directs the City to build capacity within the community by endeavouring to shop locally at every opportunity. An estimated 7.1 percent of Canadians use Cannabis at least once per month. Within Grand Forks, that means around 380 residents with an estimated monthly spend of between \$20,000-40,000. There is no reason to expect Grand Forks residents to deviate below the average national usage rate. Therefore, despite the controversial nature of Cannabis, it will be a legal retail trade and it fits both the “alternative types of business” and shopping local objectives set in the strategic plan.



---

## Benefits or Impacts

### General

#### Strategic Impact

Both strategic plan points may be affected by the implementation of the Business Licencing Bylaw. The provincial report indicates that Cannabis users will continue to purchase their product regardless of the intervention of or discouragement by any level of Government.

-  Economic Growth – consider alternative types of business.
-  Community livability – build capacity within the community and continue to endeavour to shop local at every opportunity.

### Policy/Legislation

The stakeholder engagement process does not immediately affect any policy or legislation, but the future decisions of the Provincial Government will affect the Business Licencing Bylaw, Zoning Bylaw and the Official Community Plan.

### Attachments

Cannabis Legalization and Regulation in British Columbia Discussion Paper

---

## Recommendation

**RESOLVED THAT Council supports the following policy submissions to the Province’s stakeholder feedback process:**

**Minimum Age -**

**Personal Possession -  
Public Consumption -  
Drug-impaired Driving -  
Personal Cultivation -  
Distribution Model -  
Retail -**

### **Options**

1. RESOLVED THAT Council accepts the report.
2. RESOLVED THAT Council does not accept the report.

### Report Approval Details

Document Title:	RFD 2017 - Cannabis input to province.docx
Attachments:	- Cannabis-Legalization-and-Regulation-in-BC_Discussion-Paper.pdf
Final Approval Date:	Oct 20, 2017

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

**Dolores Sheets - Oct 20, 2017 - 11:30 AM**

**Diane Heinrich - Oct 20, 2017 - 11:37 AM**

# Cannabis Legalization and Regulation in British Columbia

## Discussion Paper



Ministry of  
Public Safety and  
Solicitor General

# Introduction

In 2015, the federal government committed to legalizing non-medical cannabis in Canada. On June 30, 2016, it established the Task Force on Cannabis Legalization and Regulation (the Task Force) to consult and advise on the design of a new legislative and regulatory framework. The [Task Force report](#) was released on December 13, 2016, and provides a comprehensive set of recommendations for governments to consider.

On April 13, 2017, the federal government introduced Bill C-45, the *Cannabis Act* and Bill C-46 (the Act to amend the *Criminal Code*), in the House of Commons. The Bills are currently making their way through the parliamentary process. Bill C-46 amends the *Criminal Code* to simplify and strengthen its approach to alcohol and drug impaired driving, and the federal government plans to move quickly to bring the amendments into force once the Bill receives Royal Assent.

The federal government plans to bring Bill C-45 into force in July 2018; this will make non-medical cannabis legal in Canada as of that date. Bill C-45 is largely based on the recommendations of the Task Force. It seeks to balance the objectives of providing access to a regulated supply of cannabis, implementing restrictions to minimize the harms associated with cannabis use, and reducing the scope and scale of the illegal market and its associated social harms.

The federal government's decision to legalize cannabis creates a corresponding need for provincial and territorial governments to regulate it. While the federal government intends to assume responsibility for licensing cannabis producers and regulating production and product standards, provinces and territories will be responsible for many of the decisions about how non-medical cannabis is regulated in their jurisdictions. These include, but are not limited to: distribution and retail systems; compliance and enforcement regimes; age limits; restrictions on possession, public consumption and personal cultivation; and amendments to road safety laws.

As it considers these important decisions, the BC Government wants to hear from local governments, Indigenous governments and organizations, individual British Columbians, and the broad range of other stakeholders that will be affected by cannabis legalization.

This discussion paper has been prepared to help inform this public and stakeholder engagement. It addresses a number of key policy issues for BC, including minimum age, public possession and consumption, drug-impaired driving, personal cultivation, and distribution and retail. It draws heavily from the analysis of the Task Force, and identifies policy options to consider in developing a BC regulatory regime for non-medical cannabis.

Note that this paper does not address regulation of medical cannabis. For now, the federal government has decided to maintain a separate system for medical cannabis. The Province has a more limited role in the medical cannabis system, and the policy issues and policy choices available are very different, in part because of a history of court cases related to the *Canadian Charter of Rights and Freedoms*.

## Minimum Age

While Bill C-45 establishes a minimum age of 18 years to buy, grow, and publicly possess up to 30 grams of non-medical cannabis, provinces and territories can choose to establish a higher minimum age in their jurisdictions. This is consistent with the Task Force recommendations.

- BC could accept the federal minimum age of 18. However, the minimum age to buy tobacco and alcohol in BC is 19. 19 is also the BC age of majority, when minors become legal adults. In addition, since significant numbers of high school students turn 18 before they graduate, a minimum age of 18 could increase the availability of cannabis to younger teens.
- BC could set the minimum age at 19. This would be consistent with the minimum ages for tobacco and alcohol, and with the BC age of majority.
- BC could set the minimum age at 21 or higher. Emerging evidence suggests that cannabis use could affect brain development up to age 25. As a result, many health professionals favour a minimum age of 21.

However, as the Task Force recognized, setting the minimum age too high could have unintended consequences. Currently, persons under 25 are the segment of the population most likely to use cannabis. The greater the number of young users who cannot buy legal cannabis, the more likely that there will continue to be a robust illegal market where they can continue to buy untested and unregulated cannabis.

Finally, it's important to note that a legal minimum age is not the only tool to discourage cannabis use by young persons. As an example, public education campaigns that provide information about how cannabis use can limit academic performance and future opportunities have been found to be effective.

## Personal Possession - Adults

Bill C-45 establishes a 30 gram limit on public possession of dried cannabis. Practically, this means that this is the maximum amount that an adult could buy and take home at any one time (for context, one joint typically contains between .33g to 1g of cannabis). The legislation also sets possession limits for other forms of cannabis (e.g. oils, solids containing cannabis, seeds) and the federal government intends to add other types of cannabis products (e.g. edibles) by regulation at a later date.

The 30 gram limit is consistent with the Task Force recommendation and with public possession limits in other jurisdictions that have legalized non-medical cannabis. The reason for public possession limits is that possession of large amounts of cannabis can be an indicator of intent to traffic, so a public possession limit can help law enforcement to distinguish between legal possession for personal use, and illegal possession for the purpose of trafficking.

Provinces and territories cannot increase the public possession limit, but they can set a lower limit. However, a consistent possession limit across the provinces and territories would be easier for the public to understand and comply with.

## Personal Possession – Youths

While persons under 18 will not be able to buy or grow cannabis under Bill C-45, they are not prohibited from possessing up to 5 grams of dried cannabis or equivalent amounts for other cannabis products. This is consistent with the Task Force report, which took the position that youth should not be criminalized for possession of relatively small amounts of cannabis. However, provinces and territories can establish laws that prohibit possession by persons under an established provincial minimum age. Such a provincial law would not result in a criminal conviction and would be similar to how BC deals with alcohol – persons under 19 are prohibited from possessing alcohol, and a law enforcement officer can confiscate it and has the option of issuing a ticket.

## Public consumption

Bill C-45 will amend the federal *Non-smokers' Health Act* to prohibit cannabis smoking and vaping in certain federally-regulated places (e.g. planes, trains), but regulation of public consumption of cannabis will otherwise fall within provincial and territorial jurisdiction.

BC can restrict where non-medical cannabis can be consumed, and can place different restrictions on different types of consumption (e.g. smoked, eaten). If BC does not legislate restrictions on public consumption by the time Bill C-45 comes into force, it will be legal to smoke, vape, and otherwise consume cannabis in public, including in places where tobacco smoking and vaping are forbidden.

For the purpose of considering potential restrictions on public consumption, it may be helpful to consider cannabis smoking and vaping separately from other forms of consumption.

### *Cannabis Smoking and Vaping*

The Task Force recommended that current restrictions on public tobacco smoking be extended to cannabis. In BC, both tobacco smoking and vaping are currently prohibited in areas such as workplaces, enclosed public spaces, on health authority and school board property, and in other prescribed places such as transit shelters, and common areas of apartment buildings and community care facilities.

BC has a number of options to consider:

- BC could extend existing restrictions on tobacco smoking and vaping to cannabis smoking and vaping – under provincial law, adults would then be allowed to smoke or vape cannabis anywhere they can smoke or vape tobacco. Depending on the regulatory scheme established by the Province, local governments may also be able to establish additional restrictions, such as prohibiting cannabis smoking and vaping in public parks.
- BC could prohibit public cannabis smoking altogether, but allow cannabis vaping wherever tobacco smoking and vaping are allowed. Compared to smoking, vaped cannabis has a reduced odour and is less likely to be a nuisance to passersby. In addition, banning public cannabis smoking could help avoid normalizing cannabis use.



- BC could also prohibit public cannabis smoking and vaping altogether and establish a licensing scheme to allow designated consumption areas, e.g. cannabis lounges. However, it is unlikely that such a licensing scheme could be implemented in time for legalization.

### *Other forms of consumption:*

While edible, drinkable, and topical forms of cannabis will not be commercially available immediately upon legalization, the federal government intends to regulate the production and manufacturing of these products for sale at some point. In addition, adults will be allowed to make their own edible and other products at home.

Public consumption of non-inhaled forms of cannabis would be very difficult to detect and enforce. While BC could legislate restrictions on public consumption of these forms of cannabis, it may be more practical to rely on public intoxication and disorderly conduct laws to manage intoxication issues related to public consumption.

## Drug-impaired Driving

With 17% of British Columbians reporting cannabis use within the previous year<sup>1</sup>, we know that it's very likely that a number of British Columbians are already driving with cannabis in their system, whether they are impaired or not. In 2016, drugs (cannabis or otherwise) were a contributing factor in fewer than 8% of BC road fatalities; however, legalization raises legitimate concerns about the potential for cannabis-impaired driving to increase, and make our roads less safe.

Drug-impaired driving is already prohibited under the *Criminal Code*, but Bill C-46 would overhaul existing impaired driving provisions and specifically address cannabis impairment. The amendments will provide authority for the federal government to set a blood tetrahydrocannabinol (THC) limit beyond which a person can be criminally charged with cannabis-impaired driving. This is similar to the blood alcohol limits in place for alcohol-impaired driving.

The proposed federal criminal penalties for drug-impaired driving range from a minimum of a \$1,000 fine to up to a maximum of 10 years in jail.

In BC, police who stop an alcohol-impaired driver can charge the driver criminally, but they also have the option of issuing an [Immediate Roadside Prohibition](#) (IRP) or an Administrative Driving Prohibition (ADP) under the BC *Motor Vehicle Act*. Sanctions can include licence prohibitions, monetary penalties, vehicle impoundment, and license reinstatement fees. These programs have been very effective in reducing the number of road fatalities on BC roads.

While the IRP and ADP schemes do not currently apply to drug-impaired driving, police officers in BC do have the option to issue a 24-hour roadside prohibition to a suspected drug-affected driver, with or without a criminal charge.

---

<sup>1</sup> Canadian Tobacco, Alcohol and Drugs Survey, 2015



One key challenge is that unlike with blood alcohol, there is not enough scientific evidence to link a particular blood THC level with impairment. In fact, it is known that THC can remain in the blood after any impairment has resolved, particularly for frequent users. An IRP or ADP-type scheme would therefore have to rely on other ways to assess impairment, such as a Standard Field Sobriety Test (SFST) conducted by a trained police officer, or evaluation by a Drug Recognition Expert (DRE). The approval of oral fluid screening devices and/or the setting of per se limits by the federal government could also influence the introduction of an administrative regime for drug-impaired driving.

BC could consider one or more of the following to address the risk that cannabis legalization could lead to increased impaired driving:

- BC could launch a public education and awareness campaign to inform British Columbians about the risks and potential consequences of cannabis-impaired driving.
- BC could set a zero-tolerance standard in respect of blood THC content for drivers in the Graduated Licensing Program (drivers with an “L” or “N” designation) and/or for drivers under a specific age threshold.
- BC could invest in SFST and DRE training for more police officers.
- BC could expand the IRP and/or ADP programs to include drug-impaired driving.

## Personal Cultivation

---

Bill C-45 allows adults to grow up to 4 cannabis plants per household, up to a maximum plant height of 100 centimetres. Bill C-45 does not place restrictions on where plants can be located (indoor vs. outdoor) and does not require home growers to put any security measures in place, but it is open to provinces and territories to establish such restrictions.

In considering personal cultivation, the Task Force acknowledged concerns about risks such as mould, fire hazards associated with improper electrical installation, use of pesticides, and risk of break-in and theft. However, it noted that these concerns were largely shaped by experience with large scale illegal grow operations, and found that on balance, allowing small-scale home cultivation of up to four plants was reasonable.

The Task Force recognized the need for security measures to prevent theft and youth access, and for guidelines to ensure that cannabis plants are not accessible to children. The Task Force also suggested that local authorities should establish oversight and approval frameworks, such as a requirement that individuals be required to notify local authorities if they are undertaking personal cultivation.

In thinking about possible restrictions on personal cannabis cultivation, it may be helpful to keep in mind that it is legal in Canada to grow tobacco and to produce wine or beer at home for personal use with

very few restrictions. In particular, the law does not require specific security measures to prevent theft, or access by children and youth.<sup>2</sup>

BC has several options to consider regarding restrictions on home cultivation of non-medical cannabis:

- BC could adopt a lower limit than 4 plants per household for non-medical cannabis cultivation.
- BC could set restrictions regarding where and how non-medical cannabis can be grown at home. For example, it could: prohibit outdoor cultivation; allow outdoor cultivation but require that plants not be visible from outside the property; and/or require that any outdoor plants be secured against theft.
- BC could establish a registration requirement for persons who want to grow non-medical cannabis at home. However, there would be significant costs associated with administering a registration requirement, and the benefits may be questionable, since those who do not plan to comply with laws on home cultivation may be unlikely to register in the first place.
- If BC decides not to implement one or more of the above measures, local governments could be authorized to do so.

## Distribution Model

---

Under Bill C-45, each province or territory will decide how cannabis will be distributed in its jurisdiction. Distribution is the process by which goods are supplied to retailers that sell to consumers. Distributors are often called wholesalers.

There are three basic models for the warehousing and distribution of cannabis to retailers in BC: government, private, or direct.

- Government distribution – In this model, government would be responsible for warehousing and distribution of cannabis. Licensed producers would send cannabis products to a government distributor, which would then fill orders from cannabis retailers. Government distribution allows for direct control over the movement of cannabis products, but requires significant up-front investment and set-up. The Task Force heard strong support for government distribution, noting that it has proven effective with alcohol.
- Private distribution – In this model, one or more private businesses could be responsible for the physical warehousing and distribution of cannabis. However, significant government oversight would be required in the form of licensing, tracking and reporting requirements, as well as regular audits and inspections.
- Direct distribution – In this model, the province would authorize federally licensed producers to distribute their own products directly to retailers. This model would also require significant

---

<sup>2</sup> Parents have a general legal duty to supervise and keep their children safe, but the law does not create specific requirements to protect children from all of the potential dangers that may be present in a home (e.g., alcohol, prescription drugs, and poisons).

government oversight and could make it challenging for smaller producers to get their products to market.

## Retail

Under Bill C-45, each province or territory will decide the retail model for cannabis in its jurisdiction. Recognizing that the July 2018 timeline may not give provinces or territories enough time to establish their retail regimes before legalization, the federal government will implement an online retail system as an interim solution.

BC has a number of options for retail:

- BC could establish a public or private retail system, or potentially a mix of both, as currently exists for alcohol. A public system would require significant up-front investment in retail infrastructure, but there could also be additional revenue generated from retail sales. A private system would require a more robust licensing, compliance and enforcement system, but the associated costs could be recovered through licensing fees.

In a private retail system, it could be possible to allow some existing illegal dispensaries to transition into the legal system; in a public system such as that planned in Ontario, this would not be possible.

- BC could require that cannabis be sold in dedicated storefronts, or it could allow cannabis to be sold out of existing businesses such as liquor stores or pharmacies.

One public health concern about co-locating cannabis with other products is that it could expose significant numbers of people to cannabis products who might not otherwise seek them out; this could contribute to normalization or more widespread use. In addition, the Task Force strongly recommended against allowing co-location of alcohol or tobacco sales with cannabis, but recognized that separating them could be a challenge in remote communities where a dedicated cannabis storefront might not be viable.

- BC could establish a direct-to-consumer mail-order system. This could help provide access to legal cannabis for those in rural and remote locations and persons with mobility challenges.

## Conclusion

Cannabis legalization presents complex policy challenges for the Province. We expect that, as in other jurisdictions that have legalized, it will take several years to develop, establish, and refine an effective non-medical cannabis regime that over time eliminates the illegal market. The information gathered through this engagement will inform the Province's policy decisions. We appreciate your interest and feedback.

# Request for Decision



To: Regular Meeting  
From: **Outside Works**  
Date: October 30, 2017  
Subject: Solid Waste Contract Review  
Recommendation: **RESOLVED THAT Council directs staff to hold a public engagement session prior to the end of November and report back on the results.**

---

## Background

The City entered into a new five-year contract with the RDKB in July 2017. Within that agreement, notice of any changes to the service level in the contract must be given by December 31, of the year preceding the change. For example, any changes that Council may wish to make to yard waste collection to be enacted in the spring of 2018 must be submitted by December 31, 2017. In the Spring of 2017, Council discussed the garbage rates as they were being included in the Fees and Charges Bylaw. The increase of 13.5 percent cost was driven by the increased cost of the yard and garden waste portion which maintained the 2016 service level of nine pickups per year.

At the time of the contract renewal, there was very little time to consult with the public to ask their feedback on the service level provided by the solid waste contract. The contract with the RDKB is for another four years, but some parts of it may be amended with the notice period noted above. If Council would like to revisit the solid waste service level, staff would like to hold a public engagement session in November and bring the results back to Council in time to make any decisions prior to December 31.




---

## Benefits or Impacts

### General

Changing the contract means changing the current service levels for residents.

### Strategic Impact

-  Fiscal Accountability – provide continual analysis on service levels.
-  Community Engagement – leverage every opportunity for community engagement.
-  Community Livability – work with fee for service providers to leverage and provide more effective services.

### **Policy/Legislation**

This would impact the Fees and Charges bylaw schedule that sets solid waste service rates.

### **Attachments**

RFD from February 27, 2017 outlining the new contract with the RDKB.

---

### **Recommendation**

RESOLVED THAT Council directs staff to hold a public engagement session prior to the end of November and report back on the results.

### **Options**

1. RESOLVED THAT Council accepts the report.
2. RESOLVED THAT Council does not accept the report.
3. RESOLVED THAT Council refers the matter back to staff for further information.

### **Report Approval Details**

Document Title:	RFD 2017 - Bylaw 1798 Garbage October.docx
Attachments:	- RFD - Mgr. of Operations - Solid Waste.pdf
Final Approval Date:	Oct 20, 2017

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

**David Reid - Oct 20, 2017 - 2:42 PM**

**Diane Heinrich - Oct 20, 2017 - 2:49 PM**

# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council  
**From:** Manager of Operations  
**Date:** February 27, 2017  
**Subject:** Solid Waste Contract with RDKB  
**Recommendation:** **RESOLVED THAT COUNCIL agree to renewing the five year (2017-2022) contract with the Regional District Kootenay Boundary for weekly solid waste, green bin, yard and garden waste collection service within the City of Grand Forks;**  
**AND FURTHER RESOLVE THAT the City join the regional recycling service model under Multi Materials British Columbia.**

---

## **BACKGROUND:**

- The RDKB and the City of Grand Forks have cooperated formally and informally in the delivery of solid waste collection services for City residents since the 1990s.
- In 2015, the parties formalized this arrangement to clarify the parties' rights and obligations. This agreement expires on June 30<sup>th</sup>, 2017.
- The RDKB contracts the curbside collection work through a competitive bid process. The present contractor is Kettle Valley Waste. This contract expires on June 30<sup>th</sup> 2017.
- The City of Grand Forks renew the contract with the RDKB with an option to remove the yard and garden waste if Council chooses with written notice prior to January 1<sup>st</sup> of the collection year.

## **OVERVIEW:**

### **a) Yard & Garden Waste:**

- This service is provided nine times per year (March to November) at a limit of three bags per month. The City would pay in 2017 the RDKB \$1.16 per bag for home pick-up for this service with the increase.



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

# REQUEST FOR DECISION

## — REGULAR MEETING —



### b) Garbage:

- This material will be collected weekly with the new contract as opposed to bi-weekly in the current contract. Additional bags will be collected if they have a 'City of Grand Forks' garbage tag. The City pays tipping fees at the landfill for this material.

### c) Curbside Recycling:

- This material is collected biweekly on alternating weeks.
- The terms and conditions are set by the not-for-profit stewardship agency Multi Materials BC (MMBC).
- MMBC will be providing this service regionally as of June 30, 2017.
- MMBC will be responsible to inform residents of the service schedule and terms and conditions of the curbside collection service.

### Benefits or Impacts of the Recommendation:

**General:** Increased level of service.

**Financial:** This will have a financial impact with the complete contract price costs increase of 13.5 percent from the 2016 pricing.

	Until June 2016		New Contract	
	Unit	Annual extension	Unit	Annual Extension
Yard & Garden Waste	\$ 15.78	\$26,747.10	\$ 31.19	\$50,184.71
Garbage/Green Bin	\$77.48	\$131,327.28	\$83.35	134,110.15
Total		\$158,074.38		\$184,294.86
Tipping Fees		\$36,000		\$36,000
<b>Total</b>		<b>194,074.38</b>		<b>\$220,294.86</b>



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability



# REQUEST FOR DECISION

— REGULAR MEETING —



--	--	--	--	--

**Policy/Legislation:** Bylaw 1798, Bylaw 1937, Bylaw 1945

**Strategic Impact:**

 N/A

 N/A

 Partnership with RDKB option within contract to allow for public consultation

 Maintaining current levels of service

**Attachments:** Garbage, Organics, Recycling and Yard waste collection agreement

---

**Recommendation:** **RESOLVED THAT COUNCIL agree to renewing the five year (2017-2022) contract with the Regional District Kootenay Boundary for weekly solid waste, green bin, yard and garden waste collection service within the City of Grand Forks;**



**AND FURTHER RESOLVE THAT the City join the regional recycling service model under Multi Materials British Columbia.**

---

**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.**

---

 Department Head or CAO	 Chief Administrative Officer
---	--

# GARBAGE, ORGANICS, RECYCLING and YARD WASTE COLLECTION AGREEMENT

## (Waste Collection Services)

THIS AGREEMENT made as of the \_\_\_\_ day of \_\_\_\_\_, 2017

BETWEEN:

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**, a municipal corporation pursuant to the *Local Government Act* and having its offices at 202-843 Rossland Avenue, Trail, BC V1R 4S8

("Regional District")

AND:

**CITY OF GRAND FORKS**, a municipal corporation pursuant to the *Local Government Act* and having its offices at 7217 4th Street, Grand Forks, BC, V0H 1H0

(the "City")

WHEREAS:

- A. The Regional District established a regional solid waste management service, pursuant to the Waste Collection Service Bylaw to service electoral areas within the jurisdiction of the Regional District of Kootenay Boundary and entered into an agreement with Alpine Disposal (the "Contractor"), for the provision of such services on behalf of the Regional District (the "Contract");
- B. Pursuant to the Contract, the Contractor is also required to provide solid waste collection services to the City of Grand Forks;
- C. The City's receipt of solid waste collection services from the Regional District has, to date, been through an informal agreement with the Regional District;
- D. The Regional District wishes to provide to the City, and the City wishes to receive from the Regional District, continued waste collection services pursuant to the Contract and the parties wish to formalize the terms and conditions of such arrangement;
- E. The City and the Regional District wish to enter in this Agreement to record their respective rights and obligations with respect to the Regional District's provision of waste collection services and the City's receipt of such services, all in accordance with the terms and conditions set out in this Agreement.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the premises and of the sum of \$10.00 and other good and valuable consideration from one party to the other, the receipt and sufficiency of which is hereby acknowledged by both parties, the parties covenant and agree as follows:

### 1. INTERPRETATION

#### 1.1 Definitions

In this Agreement:

- (a) "Agreement" means this agreement including the Schedule to this agreement, as amended from time to time by written agreement of the parties;
- (b) "Commencement Date" means July 1, 2017;
- (c) "Contract" means the agreement between the Regional District and the Contractor for the Contractor's provision of the Services, date of commencement is July 1, 2017;

- (d) **"Contractor"** means Alpine Disposal;
- (e) **"Monthly Fee"** has the meaning given in section 2.3;
- (f) **"Services"** means the Contractor's supply of all labour, materials, supervision, machines, tools, plant, equipment and any incidentals necessary for the Contractor to collect and remove:
  - (i) yard & garden waste, on a monthly basis, from March to November;
  - (ii) residual waste, on a weekly basis; and
  - (iii) organic waste, on a weekly basis;
- (g) **"Term"** means the term of years and months as set out in Section 2.2 of this Agreement;
- (h) **"Termination Date"** means June 30, 2022;
- (i) **"Unit"** means a unique residence receiving Services regardless of whether the residence is part of a larger complex containing multiple Units; and
- (j) **"Waste Collection Service Bylaw"** means the Regional District of Kootenay Boundary solid waste collection service establishment bylaw, no. 1605, as may be amended or replaced from time to time.

## 1.2 Headings

The division of this Agreement into sections and subsections and the insertion of the recitals and headings are for convenience of reference only and will not affect the construction or interpretation of the Agreement.

## 1.3 Currency

All transactions referred to in this Agreement will be made in lawful currency of Canada.

## 1.4 Singular, Plural, Gender and Person

Wherever in this Agreement the context so requires the singular number will include the plural number and vice versa and any gender used will be deemed to include the feminine, masculine or neuter gender.

## 1.5 Statutes

Each reference to a statute is deemed to be reference to that statute and to the regulations made under that statute as amended or re-enacted from time to time.

## 1.6 Schedules

The following attached schedules are incorporated in this Agreement and are deemed to be part of this Agreement:

Schedule A – Service Fee Schedule

## 2. SERVICE DELIVERY AND PAYMENT

### 2.1 Services

The Regional District will, at its cost, for the duration of the Term:

- (a) subject to section 1.1(f), deliver the Services to the City in accordance with this Agreement;
- (b) administer the Services with respect to managing the activities of the Contractor; and
- (c) assume the obligation of and administer all costs under the Contract.

## **2.2 Term**

The term of this Agreement (the "**Term**") will commence on the Commencement Date and end on the Termination Date, subject to the following:

- (a) earlier termination in accordance with the terms of this Agreement; and
- (b) renewal or extension of the Term on such terms as the parties agree to in writing. If the parties agree to an extension of the Term, then:
  - (i) the parties will mutually agree on new terms under section 2.3;
  - (ii) all other terms and conditions of this Agreement not mutually amended will remain the same; and
  - (iii) the Term will be extended for the period(s) agreed to by the parties.
- (c) Terms which apply to the collection of Yard and Garden waste may be modified without affecting the Agreement as a whole. The parties may modify the terms of this service by mutual agreement by providing written notice (Section 8.1) prior to January 1<sup>st</sup> of the year of the intended services change.

## **2.3 Fees and Payment to Regional District**

In consideration for the Regional District's delivery of the Services, the City will pay to the Regional District each month during the Term, an amount ("**Monthly Fee**") equal to that amount requested by the Regional District in the monthly invoices submitted under section 3.1.

## **2.4 Terms of Payment**

The City's payment to the Regional District under section 2.3 will be made within fourteen (14) days of the City's receipt of the completed monthly invoice submitted by the Regional District in accordance with section 3.1.

## **3. INVOICING**

### **3.1 Monthly Invoicing**

The Regional District will, within 15 days after the end of each month during the Term, deliver to the City an invoice for the immediately preceding month which includes a statement of:

- (a) the number of Units receiving Services for the preceding month; and
- (b) the extended Unit costs as per Schedule A.

### **3.2 Unit Counts**

The City will, no later May 1 of each year during the Term, deliver to the Regional District a Unit count report which includes, but is not limited to a count of all Units receiving Services.

### **3.3 Tax Remittance**

The Regional District will be responsible for goods and services taxes and any other sales tax or similar tax required be collecting and remitting with respect to the delivery of the Services.

## **4. CITY'S OBLIGATIONS**

### **4.1 City's Obligations**

Notwithstanding any other provision herein, the City will at its cost, for the duration of the Term:

- (a) provide annual Unit counts to the Regional District on or before May 1 each year;

- (b) promptly provide all relevant information that may impact delivery of the Services within the City of Grand Forks including, but not limited to, planned road closures, emergency or other community-wide events and weather-related events; and
- (c) enact and support bylaws which describe the resident's obligations for receiving the Services.

## **5. REGIONAL DISTRICT'S OBLIGATIONS**

### **5.1 Control and Direction of Employees**

The Regional District acknowledges that the Regional District is responsible for the control and direction of the Services and the Contractor and the control and direction of the Regional District's employees.

### **5.2 Statutory and Other Payments**

The Regional District will be liable and responsible for payment to the proper authorities of all income tax payments, employment insurance premiums, WorkSafeBC premium, Canada Pension Plan contributions, Workers Compensation premiums and assessments, and all other employment expenses, statutory or otherwise in relation to the Services provided under this Agreement by the Regional District's employees and will require the Contractor to likewise be liable and responsible for such payment in respect of the Contractor's employees.

### **5.3 WorkSafeBC Compliance**

The Regional District will:

- (a) require the Contractor to comply with and conform to all health and safety laws, by-laws and regulations of the Province of British Columbia, including without limitation the *Workers Compensation Act* and Regulations pursuant thereto in delivering the Services;
- (b) without limiting the generality of any other indemnities granted by the Regional District in this Agreement, indemnify and save harmless the City from and against all claims, demands, causes of action, suits, losses, damages, costs, liabilities, expenses, judgements, penalties and proceedings (including all actual legal costs) which the City incurs, suffers or is put to arising out of or in any way related to unpaid assessments owing from any person or corporation engaged in the performance of this Agreement or arising out of or in any way related to the failure to observe safety rules, regulations and practices of the *Workers Compensation Act*, including penalties levied by the *Workers Compensation Act*. This indemnity will survive termination of the Agreement.

## **6. INDEMNIFICATION**

### **6.1 Indemnity by the Regional District**

The Regional District will indemnify and save harmless the City, its elected officials, officers, employees, servants and agents from and against any and all losses, claims, demands, damages, actions, causes of action, fines, penalties, liens, costs and expenses the City may sustain or incur at any time, either before or after the expiration or termination of this Agreement, arising directly or indirectly by reason of:

- (a) any breach of the Agreement by the Regional District, or any agent, employee, director or officer of the Regional District;
- (b) any act, omission, negligence, delay or misrepresentation by the Regional District, or those for whom the Regional District is responsible, in delivering the Services and observing and performing the obligations under this Agreement;
- (c) any personal injury (including death) or damage to property caused by the Regional District or those for whom the Regional District is responsible, in delivering the Services.

## **6.2 Indemnity by the City**

The City will indemnify and save harmless the Regional District, its elected officials, officers, employees, servants and agents from and against any and all losses, claims, demands, damages, actions, causes of action, fines, penalties, liens, costs and expenses the Regional District may sustain or incur at any time, either before or after the expiration or termination of this Agreement, arising directly or indirectly by reason of any breach of the Agreement by the City, or any agent, employee, director or officer of the City.

## **6.3 Survival**

The provisions of the indemnity in section 6.1 and 6.2 will survive termination of the Agreement.

## **7. SUSPENSION AND TERMINATION**

### **7.1 City's Right to Terminate**

The City may terminate this Agreement, in the event that the Regional District fails to perform any of its obligations under this Agreement and continues to be in default of its obligations for a period of 5 days after receipt of notice in writing of such failure from the City, immediately upon the expiry of such 5 day period unless the failure of default cannot be remedied within such period with reasonable diligence in which case this Agreement may be terminated by the City if the Regional District fails to diligently proceed to remedy the default.

### **7.2 Payment Upon Termination**

In the event the City gives notice of termination pursuant to section 7.1, the City will within 30 days of termination being effected, reconcile all records and books of account and pay to the Regional District any amounts owing to the Regional District under this Agreement for Services delivered up to and including the effective date of termination. For certainty, no amount will be owing by the City to the Regional District for any loss or damage of any kind whatsoever flowing from early termination or on account of lost profits relating to early termination.

### **7.3 Survival**

The provisions of termination in section 7.1 and 7.2 will survive termination of the Agreement.

### **7.4 Regional District's Right to Suspend or Terminate**

- (a) The Regional District may terminate this Agreement, in the event that the City fails to perform any of its obligations under this Agreement and continues to be in default of its obligations for a period of 5 days after receipt of notice in writing of such failure from the Regional District, immediately upon the expiry of such 5 day period unless the failure of default cannot be remedied within such period with reasonable diligence in which case this Agreement may be terminated by the Regional District if the City fails to diligently proceed to remedy the default.
- (b) The Regional District may suspend the delivery of the Services whenever the Regional District is unable to fulfill its obligations hereunder in respect of the delivery of such Services by reason of the Contractor's termination under the Contract, the Contractor's failure to provide the Services in accordance with the Contract, any labour dispute, law or regulation, landslides, floods, earthquakes, fires, washouts and any similar causes that prevent the Contractor from providing the Services or by reason of any other cause beyond the Regional District's reasonable control.
- (c) If the Regional District suspends the delivery of the Services under section (b) then the Regional District will be entitled to extend the time for fulfillment of its obligation by a time equal to the duration of the delay or restriction, as the case may be, provided however that if the delivery of the Services is delayed for a period of 20 Business Days or more, the Regional District may, without prejudice to any other right of remedy the Regional District may have, terminate the Agreement by giving the City written notice to that effect.

## 8. NOTICES

### 8.1 Notices

All notices, requests, documents, communications or tender of monies, ("**Notices**") required or permitted to be given under this Agreement will be validly given when delivered, faxed, emailed or mailed in British Columbia by prepaid registered post, as the case may be, to the party to which it is to be given as follows:

(a) If to the Regional District:

202-843 Rossland Avenue  
Trail, BC  
V1R 4S8  
Fax: 250-368-3990  
Email:

(b) If to the City:

7217 4th. Street  
Grand Forks, BC  
VOH 1H0  
Fax: 250-442-8000  
Email:

or at such other address as the party to whom the notice is sent may specify by notice given in accordance with the provisions of this section. The date of receipt of any Notice will be deemed to be the date of delivery if delivered by 4:30 pm on a Business Day in the place of the recipient, and if otherwise delivered, on the next Business Day following the date of such delivery. For clarity, "**Business Day**" means a day other than a Saturday, Sunday or statutory holiday in the Province of British Columbia or Canada.

## 9. GENERAL

- 9.1 Successors and Assigns.** This Agreement enures to the benefit of and binds the parties and their respective successors and permitted assigns.
- 9.2 Written Waivers.** No indulgence or forbearance by the City will be deemed to constitute a waiver of its rights to insist on performance in full and in a timely manner of all covenants of the Regional District and any such waiver must be in writing and signed by the City and then such waiver will only be effective in a specific instance and for the specific purpose for which it is given.
- 9.3 Further Assurances.** Each party will execute and deliver promptly all further documents and take all further action reasonably necessary or appropriate to give effect to the provisions of this Agreement.
- 9.4 Remedies Cumulative.** The rights and remedies under the Agreement are cumulative and are not in addition to and not in substitution for any other rights and remedies available at law or in equity or otherwise.
- 9.5 Amendment.** This Agreement may not be amended except by a written instrument signed by the Regional District and the City.
- 9.6 Entire Agreement.** This Agreement and all documents contemplated by or delivered under or in connection with this Agreement constitute the entire agreement between the parties and supersede all prior agreements, negotiations, discussions, undertakings, representations, warranties and understandings whether written or oral, express or implied, or otherwise.
- 9.7 Governing Law.** This Agreement and any dispute arising out of or in connection with this Agreement will be governed exclusively by and will be enforced, construed and interpreted exclusively in accordance with the



laws of British Columbia and the laws of Canada applicable in British Columbia which will be deemed to be the proper law of this Agreement.

- 9.8 Attornment.** The parties agree to submit to and hereby attorn to the exclusive jurisdiction of the courts of the Province of British Columbia for any action arising out of or in connection with this Agreement.
- 9.9 Severability.** Each provision of this Agreement is intended to be severable and if any provision is determined by a court of competent jurisdiction to be illegal or invalid or unenforceable for any reason whatsoever such provision will be severed from this Agreement and will not affect the legality, validity or enforceability of the remainder of or any other provision of this Agreement.
- 9.10 Time of Essence.** Time will be of the essence of this Agreement.
- 9.11 No Derogation.** The parties acknowledge and agree that nothing contained or implied in this Agreement will be construed as limiting or prejudicing the rights and powers of the Regional District in the exercise of its functions pursuant to the *Local Government Act and the Community Charter, or any other right or power* under any public or private statutes, bylaws, orders or regulations, all of which may be fully exercised as if this Agreement had not been entered into.
- 9.12 Counterparts.** This Agreement may be executed by the parties in counterparts and may be executed and delivered by e-mail or fax and all such counterparts and e-mails and faxes together constitute one and the same agreement.
- 9.13 Survival.** All obligations of each of the parties which expressly or by their nature survive termination of expiration of this Agreement, will continue in full force and effect subsequent to and notwithstanding such termination or expiration or assignment and until they are satisfied or by their nature expire.
- 9.14 Assignment.** The Regional District will not assign or transfer this Agreement without the City's prior written consent, which consent may be unreasonably withheld.

IN WITNESS WHEREOF this Agreement has been executed and delivered by the parties as of the day and year first above written.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

CITY OF GRAND FORKS

Per:

\_\_\_\_\_  
Authorized Signatory

Per:

\_\_\_\_\_  
Authorized Signatory

Per:

\_\_\_\_\_  
Authorized Signatory

Per:

\_\_\_\_\_  
Authorized Signatory



**SCHEDULE A  
FEE SCHEDULE**

**July 1, 2017**

**Organics and Garbage Collection - \$83.35 per Unit per year**

**Yard and Garden Waste Collection - \$31.19 per Unit per Year**

The fees may be adjusted annually on July 1 according to the following formulae:

The percentage of the change in the CPI British Columbia Transportation Index for the period ending May 31<sup>st</sup>, times the extended Unit cost or previous year's price.

**Number of Units as at February 1, 2017 – 1,695**

The Unit count will be adjusted annually based on a May 1 City Unit count report and verified by the Regional District.

# MEMORANDUM



**DATE : October 17, 2017**

**TO : Mayor and Council**

**FROM : Fire Chief**

**SUBJECT : Fire Season Deployment Re-imburement**

---

In 2017 the fire department deployed to Quesnel, Joe Rich, and was on a Task Force standby team for the West Kootenays. We are very lucky to have the highly trained personnel and equipment to provide support for other communities in need. There is an inter-agency agreement in place between the province, BC Forest Service, and FCABC to provide compensation for covering costs related to these deployments.

In previous years we have requested any surplus funds after expenses to be allocated to the fire department for purchasing personal protective equipment, tools, etc. A request was made in 2015 to direct surplus funds toward wildland boots for the volunteer firefighters, as well as provide much needed funding for the fire training facility.

As we continue to develop the fire training facility I would request that all remaining funds (approximately \$11,330) generated from the 2017 wildfire deployment season be directed to the fire training ground account to be used to insulate the burn building fire room.

I would recommend that council approve of as a resolution such as;

Resolved that council approves of the surplus provincial fire season deployment funds after expenses, in the amount of approximately \$11,330, to be applied to

the Volunteer Firefighter Training Facility to contract the work of insulating the burn building fire room.

---

# MEMORANDUM



**DATE :**       **October 30, 2017**

**TO:**           **Mayor and Council**

**FROM:**       **Chief Financial Officer**

**SUBJECT:**   **Quarter 3, 2017 Financial Reports**

---

The financial reports for the period ending September 30, 2017 are enclosed here for your review. These include statements of revenues, expenditures, capital expenditures and a continuity schedule of reserves.

These statements have been prepared from a management perspective, and consequently are presented on a different basis than the annual audited financial statements. The budget figures used in these reports are from the amended Five Year Financial Plan, Bylaw No. 2036-A1.

The utility revenues reported here reflect a mid-August cut-off, and thus represent seven and a half months of billed consumption. Property, parcel and 1% utility taxes, as well as grants-in-lieu of taxes, have been recorded in full for the year.

Expenses should be reasonably representative of the nine month period to date, other than purchased electricity which does not include the September charges. This report includes payroll costs up to September 16.

Respectfully submitted,

Juliette Rhodes  
Chief Financial Officer



# CITY OF GRAND FORKS REVENUES

For the Nine Months Ending Sep 30, 2017

	BUDGET FULL YEAR 2017	ACTUAL YTD QTR 3 2017	% OF BUDGET 2017
<b>General Fund Revenues</b>			
Property taxes	\$3,698,273	\$3,697,280	100%
Parcel & frontage taxes	155,185	155,392	100%
Grants and Payments in Lieu			
Grants in Lieu	15,780	16,648	106%
1% Utility	102,534	102,534	100%
Fees and Charges			
Franchise Fees	54,049	54,049	100%
Slag Sales	210,000	164,288	78%
Solid Waste Collection	226,900	154,801	68%
Airport	67,630	53,803	80%
Cemetery	18,500	26,094	141%
Campground	55,000	58,568	106%
Business Licences & Municipal Ticketing	30,000	31,025	103%
Land Development	22,000	26,401	120%
Building Rentals & Leases	110,637	92,342	83%
Miscellaneous Fees & Charges	-	378	
Operating Grants & Donations			
Small Communities Operating Grant	485,000	494,682	102%
Performance Measures	100,000	72,000	72%
Other Operating Grants	111,825	76,887	69%
Victim Assistance Funding	38,900	18,431	47%
Rural Fire Recovery	270,182	248,749	92%
Donations	40,000	64,264	161%
Capital Grants			
Community Works Gas Tax	220,606	111,471	51%
Other Capital Grants	172,000	5,000	3%
Other Revenues			
Other Recoveries	16,800	98,743	588%
Investment Income	52,000	48,020	92%
Penalties & interest	114,500	117,168	102%
Other Proceeds	55,413	-	0%
<b>Total General Fund Revenues</b>	<b>6,443,714</b>	<b>5,989,018</b>	<b>93%</b>
<b>Water Utility Revenues</b>			
Fees and Charges	919,170	599,134	65%
Other Recoveries	-	5,740	
Capital Grants	-	8,000	
Other Revenues	4,500	2,767	61%
<b>Total Water Utility Revenues</b>	<b>923,670</b>	<b>615,641</b>	<b>67%</b>
<b>Electrical Utility Revenues</b>			
Fees and Charges	4,902,904	3,281,091	67%
Other Recoveries	6,000	-	0%
Capital Grants	150,000	159,000	106%
Other Revenues	25,000	17,690	71%
<b>Total Electrical Utility Revenues</b>	<b>5,083,904</b>	<b>3,457,781</b>	<b>68%</b>
<b>Wastewater Utility Revenues</b>			
Parcel & frontage taxes	6,041	6,041	100%
Fees and Charges	896,084	580,998	65%
Other Recoveries	-	-	
Capital Grants	3,717,666	1,085,040	29%
Other Revenues	5,000	2,859	57%
<b>Total Wastewater Utility Revenues</b>	<b>4,624,791</b>	<b>1,674,938</b>	<b>36%</b>
<b>TOTAL REVENUES</b>	<b>\$17,076,079</b>	<b>\$11,737,378</b>	<b>69%</b>



**CITY OF GRAND FORKS**  
**EXPENDITURES**  
For the Nine Months Ending Sep 30, 2017

	BUDGET FULL YEAR 2017	ACTUAL YTD QTR 3 2017	% OF BUDGET 2017
<b>GENERAL FUND</b>			
General Government			
Legislative Committees	2,500	-	0%
Legislative	256,240	183,389	72%
Administrative	451,480	332,595	74%
Performance Measures	100,000	95,237	95%
Finance	317,870	202,244	64%
Information Technology		85	
Elections	20,000	-	0%
Communications	34,500	18,462	54%
Protective Services			
Fire & Emergency	595,165	371,794	62%
Emergency Response		115,785	
Victim Services	38,900	27,587	71%
Bylaw Enforcement	156,473	114,062	73%
Building Inspection Services	87,573	65,634	75%
Wildlife Management	50,000	17,241	34%
Transportation Services			
Airport	163,200	93,493	57%
Roads	848,764	465,080	55%
Public Works Admin	229,500	202,768	88%
Net fleet revenue		(54,344)	
Asset Management		175	
Development Services			
Zoning & Planning	169,403	83,993	50%
Engineering	186,080	109,274	59%
Economic Development	48,500	19,284	40%
Property Management	102,850	29,250	28%
Environment	37,500	-	0%
Slag Remediation	10,000	5,047	50%
Contaminated Sites	10,000	-	0%
Environmental Health Services			
Solid Waste	220,300	151,949	69%
Public Health Services			
Cemetery	94,202	56,641	60%
Parks, Recreation and Cultural Services			
Parks	678,950	356,511	53%
Campground	36,200	33,490	93%
Fee For Service	293,768	194,016	66%
City Events	30,050	23,289	78%
Public Real Estate			
Facilities	227,532	158,748	70%
Parcel taxes for City property	28,300	26,047	92%
Total Operations	5,525,800	3,498,826	63%
Debt interest	40,353	36,715	91%
Amortization	1,238,021	911,654	74%
<b>TOTAL GENERAL FUND</b>	<b>6,804,174</b>	<b>4,447,195</b>	<b>65%</b>



**CITY OF GRAND FORKS**  
**EXPENDITURES**  
For the Nine Months Ending Sep 30, 2017

	<b>BUDGET FULL YEAR 2017</b>	<b>ACTUAL YTD QTR 3 2017</b>	<b>% OF BUDGET 2017</b>
<b>WATER UTILITY</b>			
Operations	814,413	521,112	64%
Debt interest	7,026	5,365	76%
Amortization	350,864	252,185	72%
<b>TOTAL WATER</b>	<b>1,172,303</b>	<b>778,662</b>	<b>66%</b>
<b>ELECTRICAL UTILITY</b>			
Operations	701,766	412,907	59%
Electrical Purchases	3,460,300	2,290,135	66%
Debt interest	-	-	
Amortization	52,321	33,999	65%
<b>TOTAL ELECTRICAL</b>	<b>4,214,387</b>	<b>2,737,041</b>	<b>65%</b>
<b>WASTE WATER UTILITY</b>			
Operations	720,547	511,798	71%
Debt interest	73,407	53,169	72%
Amortization	218,683	134,397	61%
<b>TOTAL WASTE WATER</b>	<b>1,012,637</b>	<b>699,364</b>	<b>69%</b>
<b>TOTAL EXPENSES</b>	<b>13,203,501</b>	<b>8,662,262</b>	<b>66%</b>
<b>DEBT PRINCIPAL PAYMENTS</b>	<b>314,789</b>	<b>216,498</b>	<b>69%</b>



**CITY OF GRAND FORKS**  
**CAPITAL EXPENDITURES**  
For the Nine Months Ending Sep 30, 2017

	BUDGET 2017	YTD QTR3 2017	% BUDGET 2017	FUNDING SOURCE
<b>GENERAL OPERATIONS</b>				
Silver Kettle Sidewalk	184,225	2,071	1%	General capital reserve
Public Works Fuel Tanks	75,000	21,174	28%	General capital reserve
Whispers of Hope Roof	15,000		0%	General capital reserve
5 tonne Dump Truck	250,000		0%	Equipment reserve
T-Tech trailer	13,679	450	3%	Equipment reserve
GIS Phase 2	2,759	2,678	97%	General capital reserve
Public Works Upgrades	20,000		0%	General capital reserve
JD Park Stadium Padding	15,000	12,708	85%	Slag reserve
Service Truck Replacement	60,000		0%	General capital reserve
PW Photocopier	15,000		0%	General capital reserve
Expo Sign changes	35,000		0%	Slag reserve
Library HRV	12,000		0%	Other - Library fund
Public Works - 22nd Street	900,000	175,593	20%	General capital reserve/debt
Wayfaring Signs	65,000		0%	Slag reserve
LED Lighting	50,000		0%	Slag reserve
Emergency Repair Fund	50,000	9,131	18%	General capital reserve
Holder Replacement	200,000		0%	Equipment reserve
Airport AWOS Upgrade	220,000	131,518	60%	General capital reserve/grant
<b>ENGINEERING</b>				
Flood Plain Mapping & Dike Restoration	50,000			General capital reserve
<b>ELECTRICAL</b>				
Riverside Reconductor	7,395	1,265	17%	Electrical capital reserve
Electrical Substation Engineering	48,709	3,662	8%	General capital reserve
Electrical System Upgrades	80,000	8,410	11%	General capital reserve
Substation Engineering	500,000		0%	General capital reserve
Voltage Conversion	1,000,000	25,405	3%	
<b>WASTE WATER</b>				
Wastewater Treatment Plant UV	457,675	9,900	2%	Land sales reserve/grant
Headworks Grinder	44,343	5,288	12%	Land sales reserve
Water/Sewer Scada	5,575		0%	Land sales reserve
3rd Street Sewer Main Repair	35,309		0%	General capital reserve
Lift station equipment	20,000	2,165	11%	Sewer capital reserve
Bio-Solids Land Application Plan	25,000		0%	General capital reserve
Sewer Main Relining	25,000		0%	General capital reserve
Wastewater Treatment Plant Upgrades	4,010,000	216,994	5%	General capital reserve/grant
Sewer Phasing Plan	100,000	3,000	3%	General capital reserve/grant
<b>WATER</b>				
West Side Fire Protection	928,784		0%	Debt
Water/Sewer Scada	5,575		0%	Land sales reserve
Residential Water Meter Project	22,538	20,610	91%	Gas tax reserve
Well #3 Pump and Motor	13,981	2,854	20%	General capital reserve
5th Street Watermain Replacement	312,428	147,899	47%	Gas tax reserve
Water Supply & Conservation	11,500	1,500	13%	Water capital reserve
<b>TOTAL CAPITAL</b>	<b>9,886,475</b>	<b>804,275</b>	<b>8%</b>	



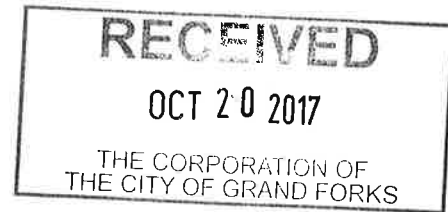


**CITY OF GRAND FORKS**  
**RESERVE INCOME AND TRANSFERS**  
**For the Nine Months Ending Sep 30, 2017**

	Climate Action	General Capital	Water Capital	Electrical Capital	Sewer Capital	Equipment	Land Sales	Parking	Slag	Gas Tax	Total
<b>Balance - Jan 1, 2017</b>	<b>31,505</b>	<b>2,507,400</b>	<b>98,000</b>	<b>56,622</b>	<b>30,000</b>	<b>482,242</b>	<b>262,894</b>	<b>4,144</b>	<b>594,737</b>	<b>396,407</b>	<b>4,463,951</b>
Interest income	275	19,848	776	448	237	4,300	4,148	32	5,904	6,729	42,699
Slag sales									164,288		164,288
CARIP funding	7,037										7,037
Gas tax funding										111,471	111,471
Adjustment for capital projects										360	360
<b>Balance - Sep 30, 2017</b>	<b>38,817</b>	<b>2,527,248</b>	<b>98,776</b>	<b>57,071</b>	<b>30,237</b>	<b>486,542</b>	<b>267,042</b>	<b>4,176</b>	<b>764,929</b>	<b>514,967</b>	<b>4,789,806</b>

October 18<sup>th</sup> 2017

Revision to our previous letter received at the beginning of October 2017



To your worship and council,

The Downtown Business Association with support of the Boundary Country Regional Chamber of Commerce is seeking an update from the city based on our joint meetings of November 11<sup>th</sup> 2016 and December 14<sup>th</sup> 2016.

The original meeting was attended to by a City of Grand Forks representative, Sarah Winton, with the subsequent meeting in December attended by Mayor Frank Konrad, councillors Julia Butler, Christine Thompson, Chris Hammett, Bev Tripp, city staff members Sarah Winton, Cavan Gates and Dave Reid.

At this meeting matters such as the downtown speed limits, parking time limits, general traffic control, handicap parking, snow removal, garbage, enforcement, parking by-law 977 and cycling issues were addressed.

It was requested signs be posted for a lowered speed limit and parking time limits to better accommodate the customers, public and tourists frequenting this area. We also have concerns with limited parking and would like to see a 2 hour restriction in place.

For concern of public safety we are looking for speed limits to be posted at 30km/hr on Market Within the downtown core.

We would also like an update on the status of the Wayfarer signage that was to be positioned on Central Ave., directing traffic to the downtown core and other various locations (Spray Park, City Park, RV Parking etc)

This was discussed by council on December 14<sup>th</sup> 2016 and the DBA and BCRCC are looking for an update on the action plan status.

Thank you for hearing us today and considering this topic.

Sincerely,

A handwritten signature in dark ink, appearing to read "Melissa Ganzeveld".

Melissa Ganzeveld- DBA President

A handwritten signature in dark ink, appearing to read "Kendra Begg".

Kendra Begg- BCRCC Executive Director

**FILE CODE**  
*Downtown Business*  
*WEB + D1 - Assoc. - Updated request*  
*on Action Plan*  
Agenda Page 70 of 190

# Request for Decision



To: Regular Meeting  
From: **Outside Works**  
Date: October 30, 2017  
Subject: Downtown Business Association Requests  
Recommendation: **RESOLVED THAT Council directs staff to engage residents in a discussion on the speed limit and parking time limits downtown.**

---

## Background

The Downtown Business Association met with some of Council and staff in December 2016 to touch base and present some requests for changes downtown. The Downtown Business Association also presented additional requests to Council at the February 14, 2017 Regular Meeting. Council accepted the letter for information and discussion at that meeting. Staff investigated the cost of proceeding with the requests as follows:

2-hour parking sign installation: \$1,250.

Parking enforcement: 0.15 FTE or approximately \$1,200 per month.


Sidewalk markings "no cycling" internal staff time, about 10 hours.


Planning staff noted that residents should be consulted prior to implementing either of these recommendations. Staff proposed engaging residents over November 2017 to gauge their appetite for changing the parking and speed regulations. If residents are in support, Council will then need to consider the budget implications of enforcement of the amended regulations.

---

## Benefits or Impacts

### Strategic Impact

 Economic Growth – support the health, growth and retention of existing business: we are open to initiatives driven by our downtown core to support vibrancy.

 Community Engagement – leverage every opportunity for community engagement. We are consistent in communicating our priorities and decisions.

### Policy/Legislation

This could affect the Municipal Ticketing Information Bylaw

### Attachments

None

---

### **Recommendation**

**RESOLVED THAT Council directs staff to engage residents in a discussion on the speed limit and parking time limits downtown.**

### **Options**

1. RESOLVED THAT Council accepts the report.
2. RESOLVED THAT Council does not accept the report.
3. RESOLVED THAT Council refers the matter back to staff for further information.

### Report Approval Details

Document Title:	RFD 2017 - DBA requests follow up October.docx
Attachments:	
Final Approval Date:	Oct 20, 2017

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

**David Reid - Oct 20, 2017 - 2:29 PM**

**Diane Heinrich - Oct 20, 2017 - 2:51 PM**

# Memo



To: Regular Meeting  
From: **Development and Engineering Services**  
Date: 2017-10-30  
Subject: Defer Disc Golf Funding and Stewardship Agreement to  
November 14 Regular Meeting

---

## Background

On October 16, 2017, Committee of the Whole recommended that Council considers a funding and stewardship agreement for the proposed disc golf course west of Angus MacDonald Park at the October 30<sup>th</sup> Regular Meeting. The Grand Forks Disc Sports Club and Rural Grand Forks need more time to develop the draft agreement in consultation with City staff, and propose that Council considers the draft agreement at the November 14, 2017 Regular Meeting.

---

### Report Approval Details

Document Title:	Memo Disc Golf Funding and Stewardship Oct 2017.docx
Attachments:	
Final Approval Date:	Oct 20, 2017

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

**Dolores Sheets - Oct 19, 2017 - 3:18 PM**

**Diane Heinrich - Oct 20, 2017 - 11:46 AM**

# Request for Decision



To: Regular Meeting  
From: **Development and Engineering Services**  
Date: October 30, 2017  
Subject: Bylaw 1606-A6 to rezone 7357 10th St from R-1 to R-3A  
Recommendation: **RESOLVED THAT Council give third reading of the Zoning Bylaw Amendment No. 1606-A6.**

---

## Background

- The City has received an application to rezone property located at 7357 10<sup>th</sup> Street, legally described as Lot 42, Block 38, Plan 72, District Lot 108, S.D.Y.D. from the current R-1 (Residential - Single and Two-Family) zone to the R-3A (Multi-Family Residential Zone) zone. Council has given first and second readings and held a public hearing on the application.
- The property is within the Residential Infill / Intensification land use designation in the Sustainable Community Plan (Bylaw 1919, 2011), which is intended to provide higher levels of density (up to 40 units per hectare) with a variety of residential developments.
- The R-3A zone was originally developed to support one-, two- and three-family dwellings in a strata development (Clifton Estates) but is suitable for three-family dwellings in other configurations.
- The building on the property contains a single family dwelling on the main floor with exterior access to 10<sup>th</sup> St and a suite in the basement with exterior access to grade on the lane.
- The property owners propose to develop a second small apartment in the basement, which would require the property to be rezoned to R-3A (Multi-Family Residential). The owners intend the apartments to be affordable studio-style units appropriate for seniors or others requiring level entry small living units.
- The minimum property size for R-3A **for subdivision purposes** is 800 square metres. The subject property is 488 square metres (m<sup>2</sup>), but since the proposed apartments are approximately 40 m<sup>2</sup> the department considers that the property is an appropriate size for the proposed use, as long as parking requirements can be met off of the street.
- Zoning Bylaw Offstreet Parking regulations currently require two parking spaces per dwelling unit, regardless of dwelling unit size or number of bedrooms, and one parking space per secondary suite. The department recommends lowering parking requirements to one parking space per dwelling unit where dwelling units are a maximum of 90 square meters, which is the maximum size for a secondary suite in the BC Building Code.






- The house covers approximately 175 m<sup>2</sup>, and the required space for four parking spaces is 55 m<sup>2</sup>, totaling 230 m<sup>2</sup> of the 488 m<sup>2</sup> lot (47%). Offstreet parking is not currently counted as part of lot coverage in the Zoning Bylaw.
- The recommended changes to the Zoning Bylaw would bring the parking requirement for small multi-family residential units in line with the Zoning Bylaw's parking requirements for secondary suites, and would allow greater opportunity for infill development in compliance with proposed changes in the Zoning Bylaw.

### Timeline

Date	Item	Action Taken
June 9 2017	Received Rezoning Application	Initial staff review and filed for follow up
August 8	Draft COTW report and rezoning bylaw	Prepared submission to COTW
August 25	Agency referrals	Agency referrals sent
September 5	Introduce amendment RFD to COTW	Referred for 1 <sup>st</sup> and 2 <sup>nd</sup> Readings to Sept 18
September 18	RFD + first and second readings	Submitted for decision and readings
October 16	Public Hearing (with notice and advertisement)	Adjourned on October 30th
<b>October 30</b>	<b>Third reading</b>	
November x	MOTI sign-off	
November x	Final reading	
November x	Zoning amendment and address assignment letter to BC Assessment and RDKB	

### Benefits or Impacts

-  Residential infill allows development while limiting the fiscal and environmental impacts of new infrastructure associated with 'green field' development
-  The rezoning procedure follows public notice and hearing requirements of the Local Government Act and builds on the public engagement regarding affordable housing for the Official Community Plan and Zoning Bylaw update and land use designations developed for the 2011 Sustainable Community Plan
-  Increases the number of units of small, affordable housing within areas designated for residential intensification, supporting a denser, more walkable city core.

### Policy/Legislation

- Sustainable Community Plan, Zoning Bylaw, Local Government Act

**Attachments**

- Draft Bylaw 1606-A6
- Site map on orthophoto showing parking areas.
- Extracts from Zoning Bylaw for R-3A Zone and Offstreet Parking Regulations

---

**Recommendation**

**RESOLVED THAT Council give third reading of the Zoning Bylaw Amendment No. 1606-A6.**

**Options**

1. RESOLVED THAT Council accepts the report.
2. RESOLVED THAT Council does not accept the report.
3. RESOLVED THAT Council refers the matter back to staff for further information.

### Report Approval Details

Document Title:	RFD 3rd rd Rezoning to R-3a 7357 10th St.docx
Attachments:	- RFD RMC Rezoning R-3A 7357 10th Attachments.pdf
Final Approval Date:	Oct 18, 2017

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

**Dolores Sheets - Oct 17, 2017 - 3:24 PM**

**Diane Heinrich - Oct 18, 2017 - 10:55 AM**

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1606-A6

A BYLAW TO AMEND THE CITY OF GRAND FORKS  
ZONING BYLAW NO. 1606, 1999

=====

**WHEREAS** Council may, by bylaw, amend the provisions of a Zoning Bylaw pursuant to the Land Use and Planning provisions of the Local Government Act;

**AND WHEREAS** Council has received an application to rezone property located at 7357 10<sup>th</sup> St.;

**NOW THEREFORE** Council for the Corporation of the City of Grand Forks, in open meetings assembled, **ENACTS** as follows:

1. That the regulation of Offstreet Parking in Table 1 of the Zoning Bylaw be amended by adding after "Dwelling unit" in the first column the text:

(greater than 90 square meters)

2. That the regulation of Offstreet Parking be amended by adding the line to Table 1:

Dwelling unit (less than or equal to 90 square metres)	1 space per every dwelling unit
--	---------------------------------

3. That the City of Grand Forks Zoning Bylaw No. 1606, 1999 be amended to rezone property located at 7357 10<sup>th</sup> Street, legally described as Lot 42, Block 38, Plan 72, District Lot 108, S.D.Y.D. from the current R-1 (Residential - Single and Two-Family) zone to the R-3A (Multi-Family Residential Zone) zone, as shown outlined in bold on the attached map identified as Schedule "A".
4. That this bylaw may be cited as the "**City of Grand Forks Zoning Amendment Bylaw No. 1606-A6, 2017.**"

Read a **FIRST** time this 18<sup>th</sup> day of September, 2017.

Read a **SECOND** time this 18<sup>th</sup> day of September, 2017.

**NOTICE OF PUBLIC HEARING ADVERTISED**, pursuant to the Local Government Act this time this \_\_\_\_ day of \_\_, 2017 and also this time this \_\_\_\_ day of \_\_, 2017.

**PUBLIC HEARING HELD** this time this \_\_\_\_ day of \_\_, 2017.

Read a **THIRD** time this time this \_\_\_\_ day of \_\_, 2017.

**APPROVED** by the Ministry of Transportation & Infrastructure this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Approving Officer

**FINALLY ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2017.

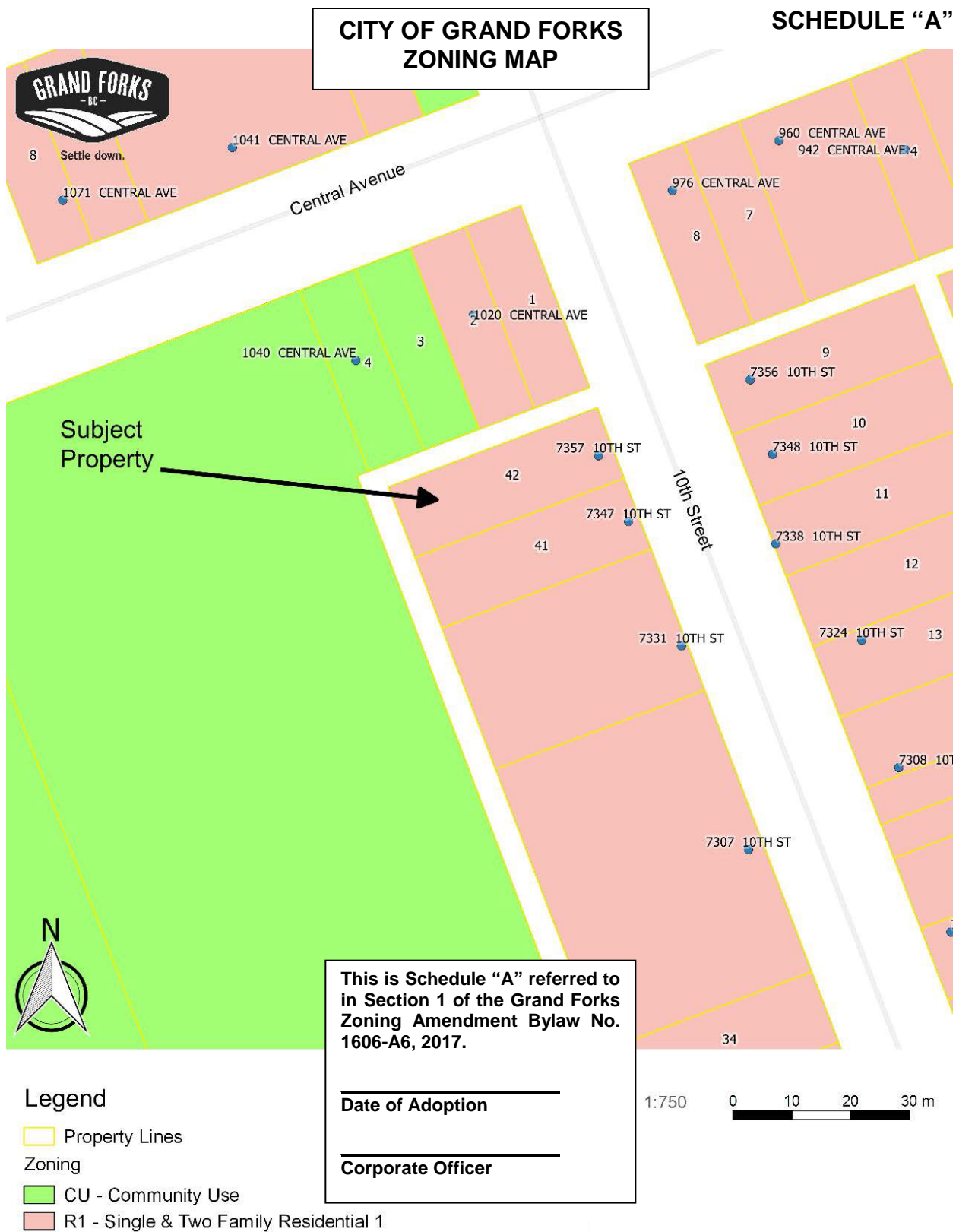
\_\_\_\_\_  
Mayor Frank Konrad

\_\_\_\_\_  
Corporate Officer – Diane Heinrich

### **CERTIFICATE**

I hereby certify the foregoing to be a true copy of Bylaw No. 1606-A6 as passed by the Municipal Council of the City of Grand Forks on the \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Corporate Office for the  
Municipal Council of the City of Grand Forks



## THE CORPORATION OF THE CITY OF GRAND FORKS

### NOTICE OF PUBLIC HEARING

**WHEREAS** the Local Government requires that a **PUBLIC HEARING** be held prior to the adoption of a Zoning Amendment Bylaw;

**TAKE NOTICE THAT** a Public Hearing with respect to the City of Grand Forks Bylaw 1606 A-6, cited as the "City of Grand Forks Zoning Amendment Bylaw No. 1606 A-6, 2016", will be held on:

At 6:00 p.m.  
In Council Chambers, City Hall  
7217-4<sup>th</sup> Street  
Grand Forks, B.C.

This Bylaw is intended to amend the City of Grand Forks Zoning Bylaw No. 1606, 1999, by rezoning property 7357 10<sup>th</sup> Street, legally described as Lot 42, Block 38, Plan 72, District Lot 108, S.D.Y.D. from the current R-1 (Residential - Single and Two-Family) zone to the R-3A (Multi-Family Residential Zone) zone, as shown outlined in bold on the attached map marked SCHEDULE "A".

**APPLICANTS: Darrell Turner and Susan Allyson**

**PROPERTY LOCATION: 7357 10<sup>th</sup> St.**

The proposed bylaw may be inspected between the hours of 9:00 a.m. to 4:00 p.m., Monday through Friday (excluding holidays) until \_\_\_\_\_ at City Hall, 7217-4<sup>th</sup> Street, Grand Forks, B.C.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

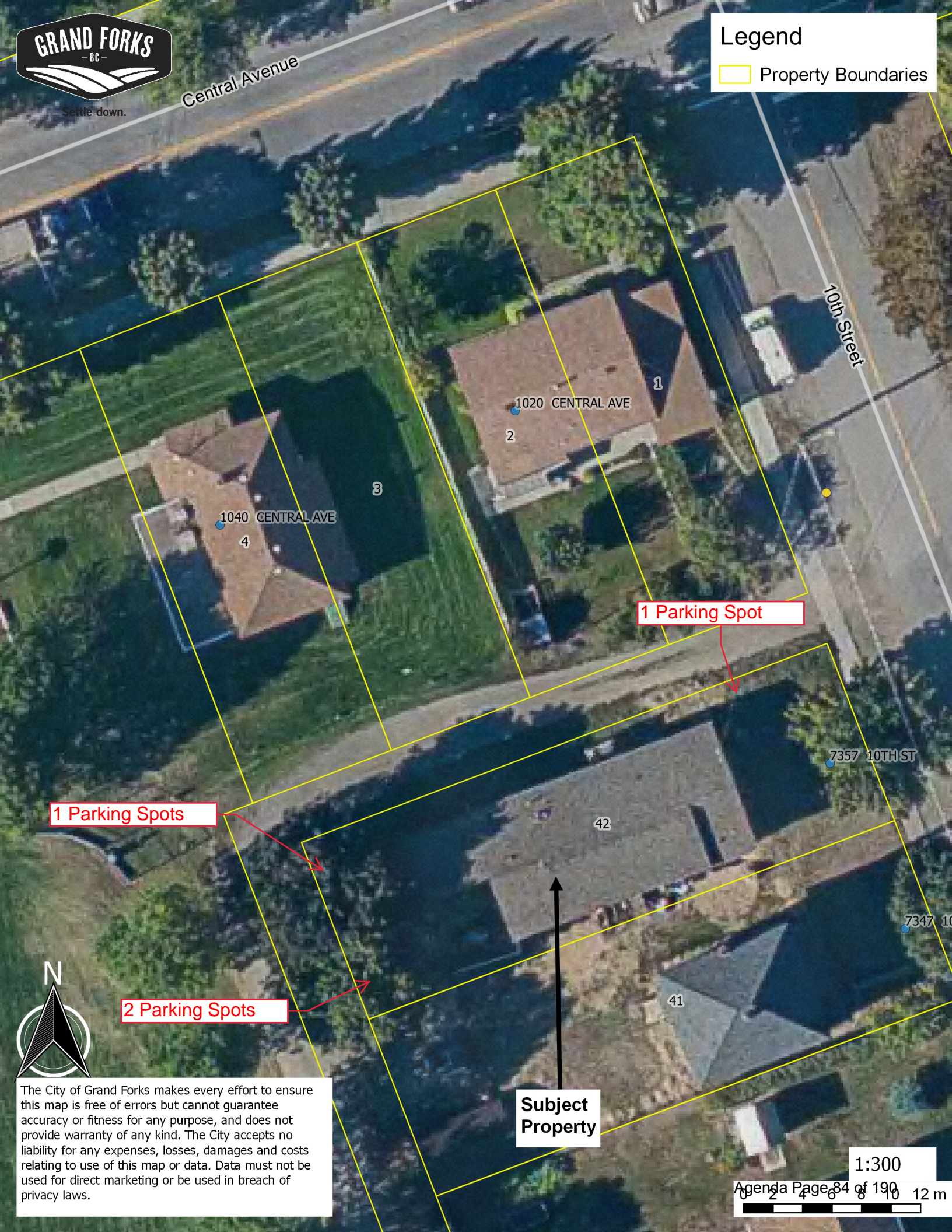
Dolores Sheets  
Manager of Development & Engineering





Legend

Property Boundaries



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

Subject Property



***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.*

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 square metres (800 sq ft);*
- (l) *See Section 13 to 30A of this bylaw.*

Extract from Zoning Bylaw (page 16 and  
18 Offstreet Parking) showing changes

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:

Class of Building/Use	Required Number of Spaces
Dwelling unit:	2 spaces per every dwelling unit
Farm machinery sales, service and repair:	one space per every 45 square metres (484 sq.ft.) of retail floor and storage area
Fuels	<div data-bbox="272 457 1503 541" style="border: 1px solid red; padding: 2px;">           New line: Dwelling Unit (less than or equal to 90 square meters) / 1 space per every dwelling unit         </div>
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

# Request for Decision



To: Regular Meeting

From: **Development and Engineering Services**

Date: October 30, 2017

Subject: Introduction of OCP Bylaw Amendment and Zoning Bylaw replace and repeal

Recommendation: **RESOLVED THAT Council gives first and second reading to Official Community Plan Bylaw Amendment 1919-A2;**

**RESOLVED THAT Council gives first and second reading to Zoning Bylaw 2039;**

**RESOLVED THAT Council gives first and second reading to Zoning Bylaw Repeal 1606-R1;**

**RESOLVED THAT Council give public hearing to Bylaws 1919-A2, 2039, and 1606-R1 on November 27th, 2017 at 6:00 p.m. at City Hall.**

---

## 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. There are also some identified 'housekeeping' changes as noted below in 'Housekeeping' section.
  - 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 would be brought forward in a new OCP and new 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.

**Housekeeping and minor items:**





- "Sustainable Community Plan" will be renamed to "Official Community Plan"
- Zoning Bylaw Section 27 Screening and Fencing: addition of "Closed Fencing to 1.3 metres with open upper section to 1.85 metres may be sited on any portion of a parcel." This allows lattice-top or open screening to be placed to a height that will deter deer from front yards and has already become common practice in many yards.
- Set bylaw measurements all to metric with conversion factor provided
- Section number updating
- Clarification of minor definitions including floor area & height

**Timeline:**

Date	Topic	Status
January/February 2017	Survey on Affordable Housing	Complete
February 21	Public Workshop on Affordable and Sustainable Housing	Complete

June 26	Memorandum on proposed changes	Complete
July 17	Discussion of proposed changes with Council	Complete
<b>October 30</b>	<b>1<sup>st</sup> and 2<sup>nd</sup> Readings; Agency Notifications</b>	<b>In progress</b>
November 27	Public Hearing	
December 11	Third Reading	
December xx	MOTI Sign-off	
January xx	Final Reading	

## Benefits or Impacts

-  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, affordability and availability of housing stock

## Policy/Legislation

OCP, Zoning Bylaw, Implementing Financial bylaws; Community Charter, Local Government Act

## Attachments

- Draft Bylaws 1919-A2, 2039 with Schedule 'A', and 1606-R1
- Affordable Housing Strategy draft document

## Recommendation

**RESOLVED THAT Council gives first and second reading to Official Community Plan Bylaw Amendment 1919-A2;**

**RESOLVED THAT Council gives first and second reading to Zoning Bylaw 2039;**

**RESOLVED THAT Council gives first and second reading to Zoning Bylaw Repeal 1606-R1;**

**RESOLVED THAT Council give public hearing to Bylaws 1919-A2, 2039, and 1606-R1 on November 27th, 2017 at 6:00 p.m. at City Hall.**

## Options

1. RESOLVED THAT Council accepts the report.
2. RESOLVED THAT Council does not accept the report.
3. RESOLVED THAT Council refers the matter back to staff for further information.



### Report Approval Details

Document Title:	RFD RD1+2 OCP Amendment A2 and Zoning Bylaw 2039.docx
Attachments:	- By1919-A2 Affordable Housing OCP Amendment_.docx
Final Approval Date:	Oct 20, 2017

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

**Dolores Sheets - Oct 20, 2017 - 3:51 PM**

**Diane Heinrich - Oct 20, 2017 - 4:00 PM**

**THE CORPORATION OF THE CITY OF GRAND FORKS**  
**BYLAW NO. 1919-A2**

**A BYLAW TO AMEND THE CITY OF GRAND FORKS  
SUSTAINABLE COMMUNITY PLAN BYLAW NO 1919, 2011**

=====

**WHEREAS** Council may, by bylaw, amend the provisions of an Official Community Plan, pursuant to the provisions of the Local Government Act;

**AND WHEREAS** Council of the Corporation of the City of Grand Forks believes it is in the public interest to amend the provisions of the Official Community Plan (known as the Sustainable Community Plan)

**NOW THEREFORE** Council of the Corporation of the City of Grand Forks, in open meeting assembled, **ENACTS** as follows:

1. That the title of the City of Grand Forks Sustainable Community Plan Bylaw be renamed to “City of Grand Forks Official Community Plan”
2. That Section 1.7 “Grand Forks in the Regional Context” be amended by replacing the first sentence of the second paragraph with the following sentence:

There are approved Official Community Plans in place for both Electoral Area ‘C’ / Christina Lake (Bylaw No. 1250, as amended) and Electoral Area ‘D’ / Rural Grand Forks (Bylaw No. 1955, 2016).

3. That Section 1.7 be amended by replacing all of the bullet statements regarding Electoral Area ‘D’ with the following bullet statements:
  - 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.
4. That Section 2.2 “Guiding Principles” be amended by replacing the first bullet following the second paragraph with the following bullet statement:
  - Guide form, location and type of development towards sustainability with consideration for environmental health, sustainable infrastructure, affordable housing, and related ‘Smart Growth’ principles.

5. That the title of Section 4.0 be amended to the following statement:  
Guide development towards sustainability through environmental health, sustainable infrastructure, and affordable housing.
6. That the first sentence of Section 4.1 “Introduction” be removed and the remainder of the first paragraph of Section 4.1 be amended to state:  
Enacting sustainability enhances our quality of life, protects the natural environment, manages natural assets, sustains the ‘commons’, and saves money over time. Growth must be fiscally, environmentally and socially responsible with development decisions accounting for tradeoffs on quality of life over the long term. Planning places a priority on ‘Smart Growth’ principles which emphasize infill, redevelopment and strategies to increase density.
7. That Section 4.1 be amended with the addition of a paragraph stating:  
Affordable housing has lifecycle costs of rent or mortgage, insurance, energy use, maintenance, repair, and servicing are within the means of the occupant(s); and limits offsite costs to municipal infrastructure, natural assets, ecosystems, and the climate system (collectively, the commons) to levels that can be sustained indefinitely. Affordable housing is adaptable, durable, resource-efficient, and functional.  
Affordable housing costs less than 30% of before-tax household income, including rent/mortgage, insurance, taxes, utilities, and other fees.
8. That Objective 4.2.2 be amended to include the word “individuals” after “families” and before “seniors”.
9. That Section 4.3 “Policies” be amended with the removal of statements 4.3.9, 4.3.10, and 4.3.11.
10. That Section 4.3 “Policies” be amended with the addition of the following policy statements:  
4.3.9 Implement an affordable housing strategy by using policies and actions to create in increase in the supply of affordable housing.  
4.3.10 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.  
4.3.11 Consider supporting through in-kind or financial resources major multi-family affordable housing projects in partnership with community organizations and outside funders.  
4.3.12 Consider using City-owned land for affordable housing developments with measures to keep properties affordable over the

long term.

4.3.13 Use revenues from land sales or other dedicated funds for land-banking or for an affordable housing reserve fund replenishing City supply of public land for affordable housing.

4.3.14 Consider waiving, reducing, or deferring payment of development cost charges and other planning and development fees for affordable housing projects.

4.3.15 Consider housing agreements, density bonuses, and revitalization tax exemptions to increase provision of affordable and sustainable housing.

4.3.16 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.

4.3.17 Remove barriers to affordable housing in the Zoning Bylaw by lowering minimum dwelling size, enabling garden suites and laneway houses, and other measures as appropriate to increase density and infill development.

4.3.18 Consider setting permissive tax exemption policy criteria for supportive housing, transitional and second stage housing, and group homes.

4.3.19 Enable increased residential density across all residential land uses through incremental development of small dwellings, suites, micro-apartments and tiny houses.

11. That Section 6 “Protect the Natural Environment” be amended by adding the following policy statement:

6.3.11 Consider developing a residential energy conservation and building retrofit program to support housing affordability.

12. That a new section 14.10 titled “Accessory Dwelling Unit and Tiny House Development Permit Area” be added and containing the following text:

The Accessory Dwelling Unit and Tiny House Development Permit Area (ADU DPA) is designated under the Local Government Act Section 488(1)(e) (as amended) “establishment of objectives for the form and character of intensive residential development.”

### Area

This DPA applies to:

- Placement of any detached Accessory Dwelling Unit (i.e. Garden Suites) or any Tiny House on Wheels where these forms of dwellings are permitted in the Zoning Bylaw.

### Justification

The intent of this Development Permit Area is to guide the incremental densification of existing residential areas with accessory dwelling units (laneway houses and carriage homes, referred to as Garden Suites, and Tiny Homes on Wheels), as well as promote compact and clustered development patterns in new residential areas where small homes are desired.

These guidelines are intended to support the creation of a variety of compact housing forms with a high standard of urban design and livability, designed for durability and an attractive appearance over the long term. They will help integrate new accessory dwelling units with the surrounding neighbourhood and provide new housing forms which are affordable and appropriate to the needs

### **10.10.1 Guidelines**

#### Buildings and Structures

- .1 Orient buildings to maximize opportunities for passive solar heating and natural lighting
- .2 Consider adaptable design and universal accessibility
- .3 Use natural ventilation and cooling systems
- .4 Consider the use of green roof systems to reduce stormwater runoff, reduce energy costs and improve visual appearance
- .5 Use building products that demonstrate re-use, upcycling and green technology
- .6 Developments are encouraged to seek Passive House, LEED, or other sustainability certification
- .7 Where garages or carports are necessary, design them to be recessed within the building or set back from the front face of the building
- .8 Buildings should be clad with durable, aesthetically acceptable and environmentally friendly materials at least as good of quality as primary dwelling; vinyl and aluminum siding is not acceptable

- .9 Tiny Houses on Wheels must be skirted with a finished cladding the same as or complementary to the cladding of the Tiny House
- .10 In all residential zones, Tiny Houses on Wheels must have a deck or porch attached, with appropriate stairs or ramp, to signify that they are semi-permanent in nature

#### Utilities / Servicing

- .11 Buildings must share the services of the primary unit as per the City Bylaws for water, sewer, electrical services.

#### Parking / Access

- .12 Entrances should face the street (or laneway, if sited on a lane) and have direct pedestrian access from the street. Windows should provide “eyes on the lane” for security.
- .13 Shared driveways are encouraged to reduce paved surfaces
- .14 Provide vehicle access via rear lanes where they are available

#### Screening and Landscaping

- .15 Provide private outdoor space of at least 9 square metres for each of the primary residence and accessory dwelling unit
- .16 Provide for clothesline use
- .17 Limit the use of potable water for landscape irrigation
- .18 Provide natural filtration of rainwater into the site through techniques including raingardens, rainwater collection systems, bioswales and permeable paving or crushed rock for driveways

- 13. That this bylaw may be cited as the “**Amendment to the City of Grand Forks Official Community Plan Bylaw No. 1919-A2, 2017**”.

Read a **FIRST and Second** time this 30<sup>th</sup> day of October, 2017.

**PUBLIC HEARING NOTICE ADVERTISED** this \_\_\_\_ day of \_\_\_\_, 2017 **AND** this \_\_\_\_ day of \_\_\_\_, 2017.

**PUBLIC HEARING HELD** this \_\_\_\_ day of \_\_\_\_, 2017.

Read a **SECOND** time this \_\_\_\_ day of \_\_\_\_, 2017.

Read a **THIRD** time this \_\_\_\_ day of \_\_\_\_, 201\_\_.

**APPROVED** by the Ministry of Transportation and Infrastructure, in accordance with the Highways Act this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
Approving Officer

**FINALLY ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
Mayor Frank Konrad

\_\_\_\_\_  
Corporate Officer Diane Heinrich

**CERTIFIED**

I hereby certify that the foregoing to be a true copy of Bylaw No. 1919-A2 as passed by the Municipal Council of the City of Grand Forks on the \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
Corporate Officer of the Municipal Council  
of the City of Grand Forks

# THE CORPORATION OF THE CITY OF GRAND FORKS

## Zoning Bylaw No. 2039, 2017

### A Bylaw to Regulate Land Use in the City of Grand Forks

=====

**WHEREAS** the City of Grand Forks Council may establish zoning, off street parking regulations and runoff control requirements by bylaw;

**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

### SECTION 1 TITLE

This Bylaw may be cited for all purposes as the "City of Grand Forks Zoning Bylaw No. 2039, 2017"

## PART II – INTERPRETATION

### SECTION 2 GENERAL DEFINITIONS

In this Bylaw, unless the context otherwise requires:

**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 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:

- (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 GARDEN** means a site operated on a not-for-profit basis by volunteers where:

- (a) a parcel of land is used for the production of edible and ornamental plants and trees for the personal use of its members or community use through allotments of garden space or shared plots;
- (b) demonstration gardening or other instructional programming may be offered; and
- (c) the use of plots, greenhouses, storage sheds, accessory buildings and the provision of services such as water, tilling and shared tools may be provided to members.

**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:

- community sponsored and funded passive or active recreational activities;
- community sponsored and funded educational activities;
- health activities, which includes congregate care facilities, intermediate care facilities, personal care facilities and hospitals;
- (a) facilities, personal care facilities and hospitals;
- (b) or any combination of the above.
- (c)

**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 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;

**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 Council of the Corporation of the City of Grand Forks;

**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;

**DENSITY** means a measure of the intensity of development to the area of the site, expressed as the number of units per area or per site, rounded down to the lowest whole number. Dwelling units are calculated as follows:

- (a)
- (b)
- (c)

- greater than 90 square meters equals one unit;
- 29 square meters and up to 90 square meters equals 0.7 units; and
- Less than 29 square meters equals 0.3 units.

**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:

Single-family detached dwelling, generally designed for and occupied by one family;

(a) Two-family dwellings, attached, semi attached or detached and of equivalent floor area;

(b) 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 townhouses if attached or a 'pocket neighbourhood' if detached;

(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 watchperson's quarters for industrial uses;

(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 in width.

(f) Accessory Dwelling Unit (ADU) is an independently habitable dwelling unit including a locking entrance door, intended to enable the creation of additional housing units while respecting the look and scale of the principle dwelling or dwellings on the property, and includes:

(g) (i) a Secondary Suite, contained within the primary dwelling, and occupying the lesser of 40% of the floor area of the principle dwelling or 90 square metres;

(ii) a Garden Suite, subordinate to and detached from the primary

dwelling and occupying a maximum of the lesser of 90 square metres or 75% of the principal dwelling floor area.

Tiny House on Wheels (THOW) is a dwelling unit on wheels, less than 29 square metres, constructed to be used as a full-time residence in this climate and certified under the CSA Z240RV Standard or other building standard acceptable to the Building Official.

(h)

**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;

**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 10 and the Setback/Height Definition Diagram No. 2 on page 11;

**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 specialty 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 the following: carports, parking garages, and sun decks;

**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 10 and the Setback/Height Definition Diagram No. 2 on Page 11;

**HEIGHT** means the vertical distance from the average original ground level, measured from the outermost corners of a building or structure to the highest point of a structure (please see Setback/Height Definition Diagram No. 2 on Page 11);

**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 10 and the Setback/Height Definition Diagram No. 2 on Page 11;

**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;

**LOT AREA** means the total area of a parcel of land taken in a horizontal plane;

**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.

**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 or buildings where 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(s) 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;

**OPEN FENCING** means fencing, which is constructed of wire, chain linking or other material that does not present visual obstruction;

**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:

barber shops;

beauty shops;

tailor shops;

- (a) laundry;
- (b) dry-cleaning establishments;
- (c) shoe repair shops;
- (d) dressmakers or suit makers;
- (e) catering establishments.
- (f)
- (g)

**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 10 and the Setback/Height Definition Diagram No. 2 on Page 11;

**RECREATIONAL VEHICLE** means any camper, vehicle, trailer, fifth wheel, coach,

house, car, structure or conveyance designed to travel or to be transported on the highways and constructed or equipped to be used as a temporary living or sleeping quarter by travelers.

**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;

**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 apartment within the building for the use of a caregiver and the caregiver's family.

**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 private or 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 each of the specified parcel lines (see the Setback/Height Diagram No. 2 on page 11);

**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 10 and the Setback/Height Definition Diagram No. 2 on Page 11;

**VALUE ADDED WOOD PROCESSING** means either

- (a) 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
- (b) 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 QUARTERS** means a dwelling unit that may be provided for the use of one person and their immediate family, who is providing on-site security services.

Diagram No. 1  
PARCEL DEFINITIONS

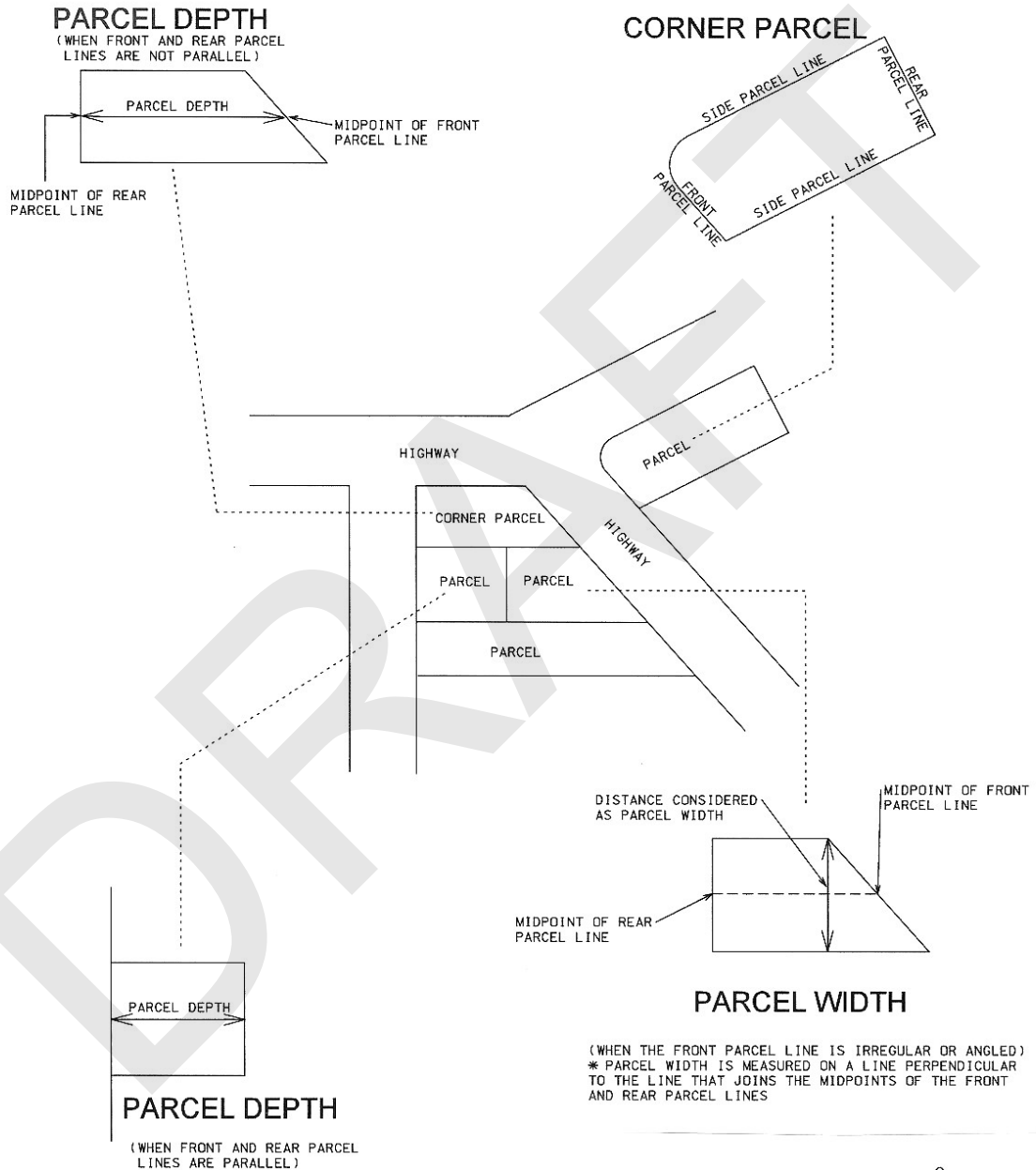
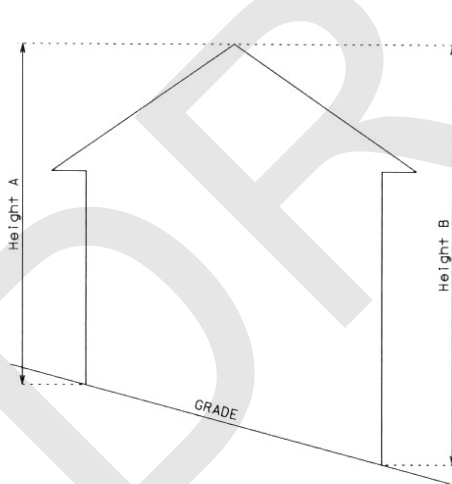
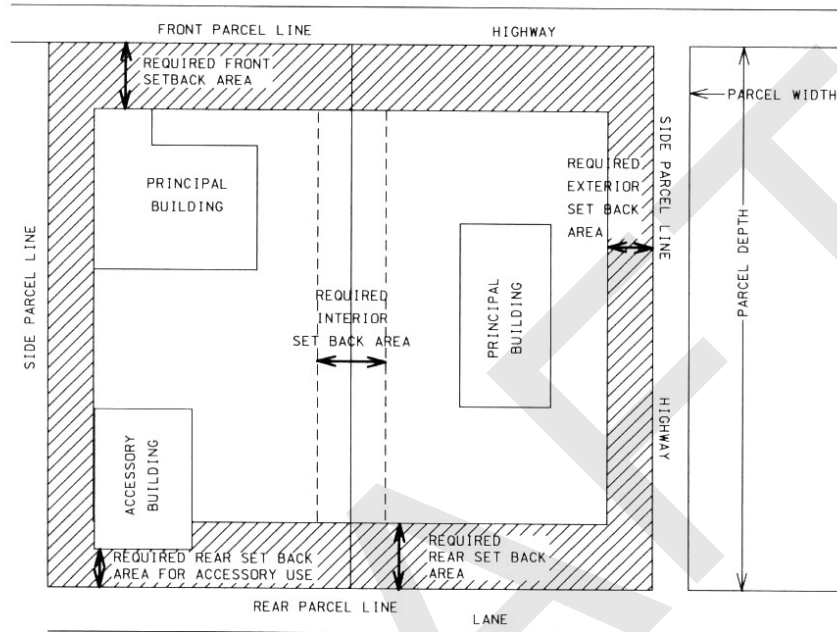
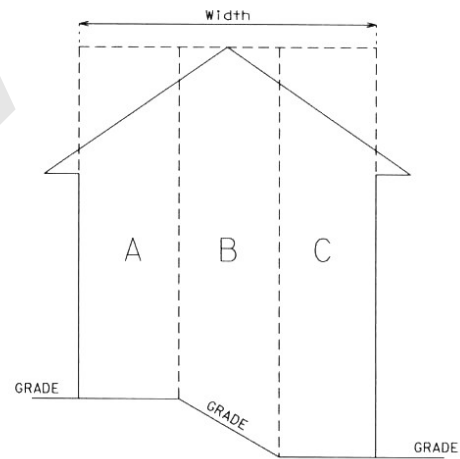


Diagram No. 2  
SETBACK/HEIGHT DEFINITIONS



$$\text{Average Height} = (\text{Height A} + \text{Height B}) / 2$$

EXAMPLE 1



$$\text{Average Height} = (\text{Area A} + \text{Area B} + \text{Area C}) / \text{Width}$$

EXAMPLE 2

## **PART III – ADMINISTRATION**

### **SECTION 3 APPLICATION**

This bylaw applies to all the land, surface of water, buildings and structures within the boundaries of the City of Grand Forks.

### **SECTION 4 CONFORMITY**

1.

A person shall not use land or water nor construct, alter, locate or use buildings, signs and structures except as specifically permitted in this bylaw.

1.

### **SECTION 5 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.

Where the use and density of a building or structure conform to this Bylaw but the size, shape or dimensions, or siting of a building or structure or portions thereof does not conform with this Bylaw, and was lawfully constructed prior to the enactment of the prohibition in this Bylaw, the building or structure or portions thereof may be repaired, extended or altered subject to the *Local Government Act* and the *British Columbia Building Code*, as amended from time to time provided (a) that:

(b)

The building or structure does not encroach on public property or public right of way;

3.

The repair, extension or alteration would when completed involve no further contravention of the Bylaw than that existing at the time the repair, extension or alteration was started except where the repair, extension or alteration is permitted or authorized through a Council approved variance.

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 6 ADMINISTRATION**

The Administrator or such other persons appointed by the Council shall administer this bylaw.

Persons appointed under Section 7(1) may enter any parcel, building or premises at any reasonable time to ascertain whether the regulations contained in this bylaw are being observed.

1.

## 2. **SECTION 7 VIOLATION**

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.

1.

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.

2.

## **SECTION 8 PENALTY**

Any person who violates the regulations of this bylaw may be liable on summary conviction to a penalty and to the costs of prosecution.

1.

## **SECTION 9 SEVERABILITY**

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.

1.

## **SECTION 10 BYLAW AMENDMENT PROCESS**

This information, within Section 10, has been supplied for information purposes only.

1.

2.

An application for rezoning shall be treated as an application to amend this bylaw.

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.

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.

4.

**SECTION 11**      **METRIC UNITS**

Metric units are used for all measurements in this bylaw (one metre in length equals 3.28084 feet and one square metre equals 10.7639 square feet).

5.

## **PART IV GENERAL REGULATIONS**

### **SECTION 12      APPLICATION OF GENERAL REGULATIONS**

Except as otherwise stated in this bylaw, Sections 12 to 32 applies to all zones established under this bylaw.

### **SECTION 13      ACCESSORY BUILDINGS - PROXIMITY TO PRINCIPAL USE**

1. No accessory building or accessory structure shall be located within 1 metre of any principal building on the same parcel.

### **SECTION 14      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 15      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 16      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.
- 1.

### **SECTION 17      GARAGES ATTACHED TO A PRINCIPAL BUILDING**

A garage or carport attached to a principal building is deemed to be a portion of the principal building.

### **SECTION 18      HEIGHT EXCEPTIONS**

No building, structure or structural feature shall exceed the height limitations set out in Part VI of this bylaw except:

1.
  - flag poles;
  - monuments, Church steeples and spires;
  - chimneys;
  - (a) communication towers, antennas or masts for the reception of
  - (b) communication signals;
  - (c) lighting poles, other than those in residential areas;
  - (d) tanks;
  - (e) industrial cranes.
  - (f)

## **SECTION 19**      **HOME OCCUPATIONS**

Home occupations shall comply with all of the following regulations:

1.
  - (a) There shall be no external display or advertisement other than a sign that shall not exceed one square metre 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
  - (d) building accessory to a dwelling;
  - (e) The floor area of the home occupation shall not exceed 30% of the entire floor area of the entire dwelling;
1. No outdoor storage of materials, containers, or finished products shall be permitted.

## **SECTION 20**      **HOME INDUSTRIES**

(b) Home industries shall comply with all of the following regulations:

No home industry shall involve or utilize materials or products that produce inflammable or explosive vapours or gases;

There shall be no external display or advertisement other than a sign which



shall not exceed one square metre in area;

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;

- (c) The entire operations of the home industry shall not exceed 25% of the parcel of land.

## **SECTION 21**                      **MOBILE HOME PARKS**

- (d) Mobile home parks shall be subject to the "City of Grand Forks Mobile Home Park Bylaw", as amended.

## 1. **SECTION 22**                      **GARDEN SUITES**

In any zone in which a Garden Suite is permitted, the following conditions shall be satisfied:

- 1.
- (e) A Garden Suite shall have a minimum floor area of 12 sq. m. and a maximum floor area of 40 sq. m.;
  - (f) A Garden Suite shall satisfy all the requirements of the *British Columbia Building Code* and other associated bylaws and regulations;
  - (g) If a Garden Suite does not have direct access to a highway on an exterior side or rear parcel line, it shall have private or emergency access via an unobstructed pathway constructed and maintained between the public street and the Garden Suite entrance, with a minimum width of 1 m;
  - (h)
  - (i) A Garden Suite shall be sited on a permanent foundation;
  - (j) A Garden Suite shall not be permitted to be strata titled;
1. A Garden Suite shall not include a Secondary Suite.

## **SECTION 23**                      **MINIMUM PARCEL SIZE EXCEPTIONS**

- (a)
- (b) Notwithstanding the regulations of this bylaw there shall be no minimum parcel
- (c) size requirements for any of the following uses:

ecological reserves;

fish and wildlife habitat areas;

watershed protection and erosion control areas;

municipal services;  
solid waste transfer stations or sites; and  
religious centres.

## **SECTION 24**      **OFFSTREET LOADING**

(e) This section applies to the following land use zones;

(f) Tourist Commercial

1. Highway Commercial

(a) Neighbourhood Commercial

(b) Light, General and Value Added Industrial

(c) Gravel/Mineral Processing

2. (e) Each offstreet loading area shall **not** be smaller than 3.7 metres in width by 9 metres in length with 4 metres of vertical clearance.

3. Each offstreet loading area shall be set back a minimum of 6 metres from the designated fronting street or a back lane.

4. Each offstreet loading area shall have at all times access to an unobstructed aisle that intersects with a highway.

5. The required offstreet loading area shall be located on the same parcel of land as the use, building or structure they serve.

7. Offstreet loading areas, as required by this bylaw, shall not be credited against the additional requirement of offstreet parking, if required.

(a) The number of offstreet loading areas required shall be based upon the following criteria;

8. (b) One space for the first 500 square metres of floor area or fraction thereof, and

One additional space for each additional 2,024 square metres of floor area or fraction thereof.

The offstreet loading areas shall not project into any highway.

## **SECTION 25**      **OFFSTREET PARKING**

Each offstreet parking space shall be not less than 2.5 metres wide and 5.5 metres long, and have a vertical clearance of not less than 2.5 metres;

Where the calculation of the number of offstreet parking spaces in Section 25(10) results in a fraction, one parking space shall be provided in respect of the fraction.

1. Where seating accommodation is the basis for the calculation of the number of parking spaces under Section 25(10) and the building or use consists of benches,
2. pews, booths, or similar seating accommodation, each 0.5 metres of width of such
3. 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 exception to the second space required for a single-family dwelling.

5. With the exception of single-family dwelling units, accessory dwelling units, mobile homes and campground uses parking areas and access points shall be surfaced with durable dust free and preferably pervious material and all parking spaces shall be clearly marked.

6. For non-residential uses the required offstreet-parking areas that accommodate 3 or more vehicles, shall include a parking space for a disabled person.

7. Offstreet parking areas, as required by this bylaw, shall not be credited against the
8. requirement of offstreet loading.

9. The number of access points from each parking area to a fronting street shall not exceed two per parcel of land.

10. 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.

Off street parking spaces for each building, structure and use permitted shall be provided in accordance with the requirements in Table 1. 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

Table 1: Class of Building/Use: Required Number of Spaces

Animal hospital	one space per every 30 square metres of floor area
Automobile parts supply	one space per every 45 square metres of floor area, including outdoor sales area
Automobile sales, rentals, service and repair	one space per every 45 square metres of retail and outdoor storage space
Automobile service station	one space per every 45 square metres 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 of covered and outdoor sales area
Campground	one space for the proposed campsite plus 2 additional spaces for the campground host
Community centre, club, and lodge	one space per every 10 square metres of floor area
Contractors shop and yard	one space per every 50 square metres of the shop floor area
Convenience store	one space per every 45 square metres of retail sales portion of floor area plus one space per employee per shift
Congregate care and rest homes	one space for every 3 bedrooms including Seniors Housing 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
Dwelling unit (greater than 90 square metres)	two spaces per every unit
Dwelling Unit (equal to or under 90 square metres)	one space per every unit
Farm machinery sales,	one space per every 45 square metres of retail floor

service and repair	and storage area
Fuel sales (bulk) or key lock installations	one space per every 15 square metres of floor area
Home occupation, home industry	one space per every 40 square metres of area used for the home occupation or home industry
Hospital	one space per every 10 square metres of floor space
Hotel, motel	one space per every unit offered daily to the public
Library	one space per every 10 square metres of floor area
Machine, welding, woodworking shop	one space per every 50 square metres of floor area
Manufacturing, fabricating, or processing	one space per 50 square metres of floor space
Medical clinic, dental clinic	one space per every 20 square metres of total floor area
Museum	one space per every 25 square metres of floor area
Nursery	one space per every 45 square metres of covered and outdoor sales area
Professional services	one space per every 60 square metres of floor area
Personal service establishment	one space per every 20 square metres of floor area
Printing and publishing establishment	one space per every 45 square metres of floor space
Public house (liquor licensed premises)	one space per every 3 seats for the patrons
Recreation facility	one space per every 10 square metres 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 of floor area

School, elementary	3 spaces per every classroom
School, secondary and post-secondary:	4 spaces per every classroom
Storage, warehousing and freight facility	one space per every 100 square metres of floor area, including outdoor sales and storage areas
Transportation depot	one space per every 20 square metres of total floor space

## **SECTION 26**      **PERMITTED USE EXCEPTIONS**

Notwithstanding the regulations set out in Part VI and Section 14 of this bylaw, the following uses are permitted in all zones

1. emergency response and municipal services;
- (a) ecological reserves;
- (b) fish and wildlife habitat;
- (c) watershed protection and erosion control;
- (d) publicly owned and operated parks and playgrounds including buildings and facilities associated therewith;
- (e) temporary structures or storage of materials required for approved construction projects, to be removed within 30 days of the completion of the construction;
- (f) community garden.
- (g)

## **SECTION 27**      **SCREENING AND FENCING**

Except where provided otherwise in this bylaw:

- landscape screens, fencing and open fencing 1.3 metres or less may be sited on any portion of a parcel;
- 1. closed fencing to 1.3 metres with open upper section to 1.85 metres may be sited on any portion of a parcel;
  - (a)
  - (b) Landscape screens, solid and closed fencing on the interior side parcel line shall be 1.85 metres or less in height and sited in accordance with the required setbacks for a principal building within the same zone;
  - (c) open fencing 2.4 metres or less may be sited on any portion of a parcel;
  - (d) landscape screens, fencing and open fencing greater than 2.4 metres shall be sited in accordance with the required setbacks for a principal building within the same zone;
  - (e)
  - (f) open fencing shall not be restricted as to height or location only in the zones so noted in Part VI of this bylaw.

## **SECTION 28**      **SECONDARY SUITES**

- 1. Notwithstanding the regulations set out in Part VI of this bylaw, a secondary suite is permitted on every parcel where a single-family dwelling is permitted, subject to
  - (a) the following conditions:
    - (b) A secondary suite 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;
    - (c) The secondary suite shall not exceed 90 square metres or 40% of the floor area of the principal single family dwelling, whichever is less;
- 1. No more than one secondary suite shall be located on a parcel of land.

## **SECTION 29**      **SETBACK AREA EXCEPTIONS**

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:

eaves, cornices, sills, bay windows, steps, stairs, chimneys and other

similar features, provided such constructions do not extend more than 0.6 metres into the setback area;

signs, other than those specified in Part VI of this bylaw;

open porches or canopies over entrances to buildings, provided such projections do not extend more than 1.5 metres into the setback area.

- (b) These projections into the interior setback area shall be limited to not more than 0.6 metres;
- (c)

communication towers and antennas for the reception of radio and television;

- (d) a patio or terrace without a roof provided that the patio or terrace does not extend more than one metre into the setback area;
- (e)

- (f) a fire escape provided that the fire escape does not extend more than one metre into the setback area;
- (g)

fences, as described in Part II of this bylaw;

- (g)
- (h) an arbour, trellis, fish pond, ornament, monument, silo, or flag pole.

### **SECTION 30**                      **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 31**                      **STRATA PARCELS SITING REQUIREMENTS**

- (a) 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.

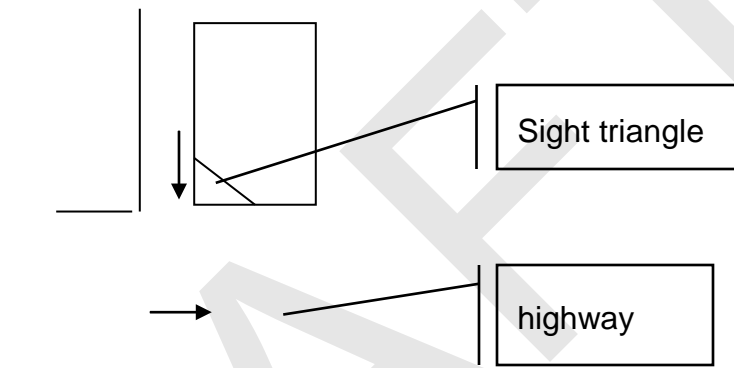
The setback regulations of this bylaw apply to all bare land strata parcels.



## **SECTION 32**      **VISIBILITY**

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 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 from their point of intersection.

1.



## **PART V CREATION OF ZONES**

### **SECTION 33**      **DEFINITIONS OF ZONES**

The City of Grand Forks is divided into the zones depicted on "Schedule A", the "Official Zoning Map".

### **SECTION 34**      **LOCATIONS OF ZONES**

2. The location of each zone is defined on "Schedule A" entitled "Official Zoning Map" of Zoning Bylaw No. 1606, 1999.
3. 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. The dashed lines used in "Schedule A"
4. shall be interpreted as if they were solid lines.

## PART VI ZONES

### SECTION 35

### R-1 (Residential – Single & Two Family) Zone

#### Permitted Uses

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

- dwelling units;
- religious centres;
- 1. day care centres;
- (a) bed and breakfast accommodations;
- (b) home occupations.
- (c)
- (d)

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

(e) any accessory buildings or structures to any of the above uses.

#### (f) 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 where there is no community sewage or water system;
- (b) The minimum parcel size is 1,393.5 square metres when the parcel is either
- (c) connected to a community sewage or water system, but not both;
- (d) The minimum parcel size is 697 square metres when the parcel is connected to both a community sewage and water system.

#### Number and type of Dwelling Units allowed

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 secondary suite and one garden suite or Tiny House on Wheels; **or**
- (iii) One two-family dwelling, plus

- (iv) One garden suite or Tiny House on Wheels.

### Height

No principal building or structure shall exceed 9.75 metres in height. No accessory building or structure shall exceed 4.8 metres in height.

### Setbacks

- (e) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
  - (i) 6 metres of a front parcel line;
  - (ii) 1.5 metres of an interior side parcel line;
  - (iii) 4.6 metres of an exterior side parcel line; or
  - (iv) 6 metres 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 45 square metres if the principal structure is smaller than 90 square metres;
- (h) No accessory building shall be located closer than 1.5 metres to a rear parcel line or side 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 50% for the principal building with all accessory buildings, structures, and offstreet parking.

### Additional requirements

- (k) The minimum size for a single-family dwelling in this zone shall be 40 square metres;  
See Sections 12 to 32 of this Bylaw.

## **SECTION 36**

## **R-1A (Residential – Single Family) Zone**

### **Permitted Uses**

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

- dwelling units;
- religious centres;
- 1. day care centres;
- (a)
- (b) bed and breakfast accommodations;
- (c) home occupations.

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

- (e) 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**

- (g) The minimum parcel size is 10,120 square metres where there is no community sewage or water system;
- (h) The minimum parcel size is 1,393.5 square metres when the parcel is either
- (i) connected to a community sewage or water system, but not both;
- The minimum parcel size is 697 square metres when the parcel is connected to both a community sewage and water system.

(j)

#### **Number and type of Dwelling Units allowed**

The only type of dwelling unit allowed on a parcel of land in an R-1A zone is:

- (k) (i) One single-family dwelling;

#### **Height**

No principal building or structure shall exceed 9.75 metres in height. No accessory building or structure shall exceed 4.8 metres in height.

### Setbacks

Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:

- (ii) 6 metres of a front parcel line;
- (l) (iii) 1.5 metres of an interior side parcel line;
- (iv) 4.6 metres of an exterior side parcel line; or
- (v) 6 metres of a rear parcel line.

### Accessory Buildings

The total of all the accessory buildings shall have a floor area not greater than 50% of the principal structure;

- (m) No accessory building shall be located closer than 1.5 metres to a rear
- (n) parcel line or side 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

- (a) The maximum permitted lot area coverage shall be 50% for the principal building with all accessory buildings, structures, and offstreet parking.

### Additional requirements

- (b)
- (c) The minimum size for a single-family dwelling shall be 75 square metres;  
See Sections 12 to 32 of this Bylaw.

## **SECTION 37**      **R-1B (Residential Care) Zone**

### **Permitted Uses**

The following uses and no others are permitted in the R-1B zone:

Seniors Housing subject to the Community Care Facility Act, as amended

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

1.                      any accessory building or structure for the above use.

(a)

### **Regulations**

- (b) On a parcel of land located in an R-1B zone:

#### **Minimum Parcel Size for Subdivision purposes**

2.

The minimum parcel size is 10,120 square metres where there is no community sewage or water system;

(a)

The minimum parcel size is 1,393.5 square metres when the parcel is either connected to a community sewage or water system, but not both;

(b)

The minimum parcel size is 697 square metres when the parcel is connected to both a community sewage and water system.

(c)

#### **Density and Minimum Parcel Size**

(d)

The minimum parcel size shall be 929 square metres with on-site accommodation for a caregiver; or 697 square metres with no on-site accommodation for a caregiver.

(e)

#### **Height**

No principal building or structure shall exceed 9.75 metres in height. No

(f)

accessory building or structure shall exceed 4.8 metres in height.

#### **Setbacks**

Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:

- (i)      6 metres of a front parcel line;
- (ii)     1.5 metres of an interior side parcel line;
- (iii)    4.6 metres of an exterior side parcel line; or

- (iv) 6 metres of a rear parcel line.

Accessory Buildings

The total of all the accessory buildings shall have a floor area not greater than 50% of the principal structure;

- (g) No accessory building shall be located closer than 1.5 metres 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.

<sup>(h)</sup>  
Lot Area Coverage

The maximum permitted lot area coverage shall be 50% for the principal building with all accessory buildings, structures, and offstreet parking.

<sup>(a)</sup>  
Additional requirements

See Sections 12 to 32 of this Bylaw.

- (b)



## **SECTION 38**

## **R-2 (Residential – Small Lot) Zone**

### Permitted Uses

The following uses and no others are permitted in an R-2 zone:

- dwelling units;
- religious centres;
1. day care centres;
- (a) bed and breakfast accommodations;
- (b) home occupations.

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

- (e) 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 where there is no community sewage or water system;
- (b) The minimum parcel size is 1,393.5 square metres when the parcel is either
- (c) connected to a community sewage or water system, but not both;
- The minimum parcel size is 485 square metres when the parcel is connected to both a community sewage and water system.

(d)

#### **Number and type of Dwelling Units allowed**

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 secondary suite and one garden suite or Tiny House on Wheels; **or**
- (iii) One two-family dwelling, plus
- (iv) One garden suite or Tiny House on Wheels.

### Height

No building or structure shall exceed 9.75 metres in height. No accessory building or structure shall exceed 4.8 metres in height.

### Setbacks

- (e) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
  - (v) 6 metres of a front parcel line;
- (f)
  - (vi) 1.5 metres of an interior side parcel line;
  - (vii) 4.6 metres of an exterior side parcel line; or
  - (viii) 6 metres 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 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

- (a) The maximum permitted lot area coverage shall be 50% for the principal building with all accessory buildings, structures, and offstreet parking.

### (b) Additional requirements

- (c) The minimum size for a single-family dwelling shall be 18 square metres;
  - (d) The maximum size of any unit in a bare land strata complex shall be 140 square metres. The minimum size of any unit in a bare land strata complex shall be 18 square metres;
- See Sections 12 to 32 of this Bylaw.

## **SECTION 39**

## **R-3 (Multi-Family Residential) Zone**

### **Permitted Uses**

The following uses and no others are permitted in an R-3 zone:

- dwelling units;
- religious centres;
- 1. home occupations;
- (a)
- (b) uses listed in the Neighbourhood Commercial (NC) zone.

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

- (c)
- (d) any accessory building or structures for the above uses.

### **Regulations**

On a parcel of land located in an R-3 zone:

- 1. **Minimum Parcel Size for Subdivision purposes**

- (a) The minimum parcel size is 500 square metres 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.
- (c)

#### **Height**

- (d) No building or structure shall exceed 15 metres in height.

#### **Setbacks**

Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:

- (iii) 6 metres of a front parcel line;
- (iv) 1.5 metres of an interior side parcel line;
- (v) 4.6 metres of an exterior side parcel line; or

- (vi) 6 metres of a rear parcel line.

#### Accessory Buildings

No accessory building shall have a total floor area greater than 20% of the principal structure;

- (e) No accessory building shall be located closer than 1.5 metres to a rear parcel line or side parcel line and not closer to the front parcel line than the facing wall of the principal building, to which it is accessory.

#### <sup>(f)</sup> Lot Area Coverage

The maximum permitted lot area coverage shall be as follows: Principal building with all accessory buildings and structures 50%

#### <sup>(g)</sup> 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) Neighbourhood Commercial uses may only be placed on the first storey of a multi-storey building in an R-3 zone and may occupy a maximum of 30% of the floor area of the building.
- (j) The maximum size of any unit in a bare land strata complex shall be 140 square metres. The minimum size of any unit in a bare land strata complex shall be 18 square metres;
- (k)

See Sections 12 to 32 of this bylaw.

## **SECTION 40**

## **R-3A (Compact Multi-Family Residential) Zone**

### **Permitted Uses**

The following uses and no others are permitted in the R-3A zone:

- dwelling units;
- home occupation.

1. Permitted accessory uses and buildings on any parcel includes the following:
  - (a)
  - (b) any accessory building or structure for the above noted uses.

### **Regulations**

2. On a parcel of land located in an R-3A zone:

3. **Minimum Parcel Size for Subdivision Purposes**

- (a) The minimum parcel size is 485 800 square metres 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;
    - (iii) three family dwellings.

### **(c) Height**

- (d) No dwelling shall exceed 9.75 metres in height;
  - (e) No accessory building or structure shall exceed 4.8 metres in height.

### **Setbacks**

Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:

- (iv) 6 metres of a front parcel line;
  - (v) 1.5 metres of an interior side parcel line;
  - (vi) 4.6 metres of an exterior side parcel line; or

- (vii) 6 metres of a rear parcel line.

#### Accessory Buildings

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 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.

#### <sup>(g)</sup> Lot Area Coverage

The maximum permitted lot area coverage shall be as follows:

- (h) The maximum permitted lot area coverage shall be 50% for the principal building with all accessory buildings, structures, and offstreet parking.

(i)

#### Additional Requirements

- (j) Home occupations are only allowed in dwellings that are individually owned and have direct access to the City's roadway network;

- (k) The maximum size of any unit in a strata complex shall be 140 square metres;

- (l) The minimum size of any unit in a strata complex shall be 18 square metres;

- (m) See Section 12 to 32 of this bylaw.

## **SECTION 41**

## **R-4 (Rural Residential) Zone**

### Permitted Uses

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

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

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

any accessory buildings or structures for any of the above uses.

### (g) 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 where there is no community sewage or water system;
- (b) The minimum parcel size is 1,393.5 square metres 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 when the parcel or parcels are connected to a community sewage and water system;
- (d)

#### Number and type of Dwelling Units allowed

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; or
- (ii) one two-family dwelling; plus
- (iii) one mobile home; or
- (iv) One Garden House or Tiny House on Wheels.

### Height

No building or structure shall exceed 10 metres in height. This height restriction does not apply to any farm buildings or structures.

### Setbacks

- (e) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
  - (i) 6 metres of a front parcel line;
  - (f)
    - (ii) 3 metres of an interior side parcel line;
    - (iii) 4.6 metres of an exterior side parcel line; or
    - (iv) 6 metres 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 to a rear or side parcel line and not closer to the front parcel line than the setback permitted for the property.

### Lot Area Coverage

- (a) The maximum permitted lot area coverage shall be 50% for the principal building with all accessory buildings, structures, and offstreet parking.

### Additional requirements

- (b)
- (c)
- (d) open fencing with no height or location restrictions is allowed in this zone;  
The minimum size for a dwelling shall be 18 square metres;  
See Sections 12 to 32 of this Bylaw.



## **SECTION 42**

## **R-4A (Rural Residential) Zone**

### Permitted Uses

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

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

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

any accessory buildings or structures for any of the above uses.

### (g) 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 where there is no community sewage or water system;
- (b) The minimum parcel size is 1,393.5 square metres 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 when the parcel or parcels are connected to a community sewage and water system.
- (d)

#### Number and type of Dwelling Units allowed

One of the following types of dwelling units are allowed on a parcel of land in an R-4A zone:

- (i) One single family dwelling; or
- (ii) one two-family dwelling; plus
- (iii) one mobile home; or
- (iv) one Tiny House on Wheels.

### Height

No building or structure shall exceed 10 metres in height. This height restriction does not apply to any farm buildings or structures.

### Setbacks

- (e) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
  - (i) 6 metres of a front parcel line;
  - (f) (ii) 3 metres of an interior side parcel line;
  - (iii) 4.6 metres of an exterior side parcel line; or
  - (iv) 6 metres 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 to a rear or side parcel line and not closer to the front parcel line than the setback permitted for the property.

### Lot Area Coverage

- (a) The maximum permitted lot area coverage shall be 50% for the principal building with all accessory buildings, structures, and offstreet parking.

### Additional requirements

- (b) open fencing with no height or location restrictions is allowed in this zone.
- (c) The minimum size for a single-family dwelling shall be 18 square metres;
- (d) See Sections 12 to 32 of this Bylaw.

## **SECTION 43**

## **R-5 (Mobile Home Park) Zone**

### **Permitted Uses**

The following uses and no others are permitted in an R-5 zone:

- dwelling unit;
- mobile home park;
1. recreation facilities;
- (a) laundry facilities;
- (b) home occupations.
- (c)

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

- (e) 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;

#### **Number and type of Dwelling Units allowed**

- (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 in height;
- (d)

#### **Setbacks**

- (e) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within 4.6 metres of any lot line;

#### **Accessory Buildings**

on each mobile home space only 1 detached storage shed or accessory building, not exceeding 13 square metres in size, may be located, subject to the following regulations:

- (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 metres;
- (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 metre (3 feet) to the mobile home.

#### Lot Area Coverage

The maximum permitted lot area coverage shall be as follows: Principal building with all accessory buildings and structures 60%

#### <sup>(f)</sup> Additional requirements

The minimum size for a single-family dwelling shall be 18 square metres;

- (g) See Sections 12 to 32 of this Bylaw and the City of Grand Forks Mobile
- (h) Home Park Bylaw, as amended.

## **SECTION 44**

## **AUC (Adaptive Use Commercial) Zone**

### Permitted Uses

The following uses and no others are permitted in the AUC zone:

- Professional services;
- Personal service establishments;
1. Retail establishments;
- (a) Dwelling units;
- (b) Religious centres;
- (c) Bed and breakfast accommodations;
- (d) Home occupations.
- (e)
- (f)

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

- restaurants;
- (h) any accessory building or structure for the above-noted uses.
- (i)

### 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 and the parcel shall be connected to a community sewage and water system.

(b)

#### **Number and Type of Dwelling Units Allowed**

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) dwelling units in combination with another permitted use.

### Height

No principal building or structure shall exceed 10.5 metres in height. No accessory building or structure shall exceed 4.8 metres in height.

### Setbacks

- (c) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
  - (i) 6 metres of a front parcel line;
  - (d) (ii) 1.5 metres of an interior side parcel line;
  - (iii) 4.6 metres of an exterior side parcel line; or
  - (iv) 7.6 metres 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 to a rear or side 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%.

### <sup>(h)</sup> Additional Requirements

- (i) The minimum parcel size that is to be used for a two-family dwelling or a multi-family dwelling shall be 930 square metres.
  - (j)
  - (k) A residential use shall be the only use in each storey so used.
  - (l) The minimum size for a dwelling shall be 18 square metres.
- The maximum floor space dedicated to retail sales, excluding storage, for the use permitted under Subsection 1(c) shall be 100 square metres.
- Operation of a commercial use is not permitted between the hours of 10:00 P.M. and 8:00 A.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.

See Sections 12 to 32 of this bylaw.

(m)

(n)

DRAFT

## **SECTION 45**

## **NC (Neighbourhood Commercial) Zone**

### Permitted Uses

The following uses and no others are permitted in a NC zone:

- convenience stores;
- restaurants and liquor licensed premises;
1. personal service establishments;
  - (a) dwelling units above or in conjunction with the commercial operation;
  - (b) professional services
  - (d) post office.
  - (e)

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

(f) any accessory building or structure for the above noted uses.

### (g) 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

- (c) Apartment units shall be permitted up to a maximum of 50% of the principal building first storey floor area and 100% of any upper storey floor area;
- (d) One Garden Houses or Tiny House on Wheels shall be permitted;

#### Height

- (e) No principal building or structure shall exceed 24 metres in height. No accessory building or structure shall exceed 4.8 metres in height;

#### Setbacks

Except as otherwise specifically permitted in this bylaw, no building, structure or illuminated sign shall be located within 4.6 metres of a lot in a Residential zone.



### Accessory Buildings

No accessory building shall have a total floor area greater than 25% of the principal structure;

No accessory building shall be located closer than 1.5 metres to a rear or side parcel line.

(f)

### Lot Area Coverage

(g)

The maximum permitted lot area coverage shall be 60% for the principal building with all accessory buildings, structures, and offstreet parking.

### Additional Requirements

If a fence is erected it shall not exceed a height of 2.4 metres;

(b)

See Sections 12 to 32 of this Bylaw.

(c)

## **SECTION 46**

## **HC (Highway Commercial) Zone**

### Permitted Uses

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

- hotels or motels;
- restaurants;
- automobile sales and parts supply, service stations;
- (a) convenience stores including gas bars;
- (b) car wash establishments;
- (c) retail sales establishments;
- (d) personal service establishments;
- (e) liquor licensed premises;
- (f) animal hospitals;
- (g) building supply establishments;
- (h) offices;
- (i) tool and equipment rental establishments.
- (l)

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

- (n) a dwelling unit contained within the above noted permitted uses;
- any accessory building or structure for the above noted uses.

2.

### Regulations

- (a) On a parcel located in a HC zone:

#### Minimum Parcel Size for Subdivision purposes

- (b) 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

Apartment units contained within the above-mentioned commercial activities shall be permitted up to a maximum of 50% of the principal building floor area.

### Height

No building or structure shall exceed 24 metres in height;

### Setbacks

- (c) Except as otherwise specifically permitted in this bylaw, no building, structure or illuminated sign shall be located within 4.6 metres of a lot in a Residential zone;

### Accessory Buildings

- No accessory building shall have a total floor area greater than 25% of the principal structure;
- (e) No accessory building shall be located closer than 1.5 metres to a rear or side parcel line.
- (f)

### Lot Area Coverage

- (a) The maximum permitted lot area coverage shall be 60% for the principal building with all accessory buildings, structures, and offstreet parking.

### Additional Requirements

- (b) If a fence is erected it shall not exceed a height of 2.4 metres;
- (c) See Sections 12 to 32 of this Bylaw.

## **SECTION 47**

## **CC (Core Commercial) Zone**

### Permitted Uses

The following uses and no others are permitted in a CC zone:

- wholesale establishments;
- retail establishments;
1. restaurants and/or liquor licenced premises;
- (a) professional offices and offices;
- (b) medical and dental clinics;
- (c) personal service establishments;
- (d) clubs, lodges and similar fraternal organizations;
- (e) indoor entertainment facilities;
- (f) bus depots;
- (g) taxi stands;
- (h) financial institutions;
- (i) hotels and motels;
- (j) post office;
- (k) theatres;
- (l) animal hospitals with no outside runs or enclosures.
- (p)

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

- (q) apartment units;
2. any accessory building or structure for the above noted uses.

### Regulations

(a)

On a parcel located in a CC zone:

#### **Minimum Parcel Size for Subdivision purposes**

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

Apartment units shall be permitted to a maximum of 50% of first storey floor area and 100% of second or higher storey floor area.

### Height

- (b) No building or structure shall exceed 24 metres in height;

### Accessory Buildings

- (c) No accessory building shall have a floor area greater than 10% of the principal structure.

### Lot Area Coverage

The maximum permitted lot area coverage shall be as follows:

- (e)
  - (i) Principal building with all accessory buildings and structures, with approved fire retardant walls: 100%
  - (ii) 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 from any parcel lot line that is adjacent to a residential parcel of land;
- (g)
- (h) If a fence is erected it shall not exceed a height of 2.4 metres;

See Sections 12 to 32 of this Bylaw.

## **SECTION 48**

## **TC (Tourist Commercial) Zone**

### Permitted Uses

The following uses and no others are permitted in a TC zone:

- hotels or inns;
- recreational businesses and campgrounds;
- 1. tourist facilities and related amenities;
- (a) retail establishments;
- (b) restaurants.
- (c) convenience stores including gas bars
- (d)
- (e)

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

- (f) dwelling unit in conjunction with any of the above uses, and
- (g) any accessory building or structure for the above noted uses.
- (h)

### 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;

#### **(b) Number and type of Dwelling Units allowed**

- (c) Apartment units contained within the above mentioned commercial activities are permitted. Not more than 50% of the principal building shall be used for apartments.
- (d) One Garden House or Tiny House on Wheels shall be permitted.

#### **Height**

(e)

No building or structure shall exceed 24 metres in height;

#### **Setbacks**

Except as otherwise specifically permitted in this bylaw, no building, structure or illuminated sign shall be located within 4.6 metres of a lot in a

Residential zone.

Accessory Buildings

No accessory building shall have a total floor area greater than 25% of the principal structure.

No accessory building shall be located closer than 1.5 metres to a rear or side parcel line.

(f)

Lot Area Coverage

(g)

The maximum permitted lot area coverage shall be 60% for the principal building with all accessory buildings, structures, and offstreet parking.

Additional Requirements

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;

(j)

See Sections 12 to 32 of this Bylaw.

(k)

## **SECTION 49**

## **I-1 (Light Industrial) Zone**

### Permitted Uses

The following uses and no others are permitted in an I-1 zone:

1.
  - auction markets, excluding the sales of animals;
  - contractors shop and storage yard for trade, trucking and construction service;
  - (a) warehousing, cartage, express, freight facilities, indoor storage;
  - (b) building supply establishments;
  - (c) transportation depots, including taxi dispatch office;
  - (d) public utility offices, including works yard and substations;
  - (e) bulk fuel sales;
  - (f) wholesale establishments;
  - (g) machine shop, welding shop or a woodworking shop;
  - (h) manufacturing facilities;
  - (i) recycling depots;
  - (l) tool and equipment rental establishments;
  - (m) watchperson's quarters;
  - (n) community events centre.
  - (o)

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

2. any accessory building or structure for the above noted uses.

### Regulations

- (a) On a parcel located in an I-1 zone:

#### Minimum Parcel Size for Subdivision purposes

There is no minimum parcel size;

#### Number and type of Dwelling Units allowed

One of the following types of dwelling units shall be permitted for use as a



watchperson's quarters:

- (i) single detached dwelling;
- (ii) manufactured home;
- (iii) Tiny House on Wheels;
- (iv) private apartment with its own separate entrance

#### Height

No building or structure shall exceed 24 metres in height;

#### Setbacks

- (c) Except as otherwise specifically permitted in this bylaw, no building, structure or illuminated sign, shall be located within 4.6 metres of a lot in a
- (d) 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 to a rear 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%

#### (h) Additional Requirements

- (i) 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 in height from the grade to the top of the berm or fence;

See Sections 12 to 32 of this Bylaw.

## **SECTION 50**

## **I-2 (General Industrial) Zone**

### Permitted Uses

The following uses and no others are permitted in an I-2 zone:

1. manufacturing facilities and storage areas for raw materials;  
auction market, including the sales of animals;  
storage, warehousing, cartage, express and freight facilities;  
  - (a) salvage yards and recycling depots;
  - (b) gravel extraction activities such as processing and screening;
  - (c) machine, welding and woodworking shops, and the retail sale of these items;
  - (d) kennels;
  - (e) automotive repair shops;
  - (f) watchperson's quarters.
  - (g) bulk fuel sales

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

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

### 2. Regulations

On a parcel located in an I-2 zone:

#### (a) Minimum Parcel Size for Subdivision purposes

- (b) There is no minimum parcel size;

#### Number and type of Dwelling Units allowed

One of the following types of dwelling units shall be permitted for use as a watchperson's quarters:

- (i) single detached dwelling;
- (ii) Tiny House on Wheels;
- (iii) manufactured home; or

- (iv) private apartment with its own separate entrance;

#### Height

No building or structure shall exceed 24 metres in height;

#### Setbacks

- (c) Except as otherwise specifically permitted in this bylaw, no building, structure or illuminated sign, shall be located within 4.6 metres of a lot in a Residential zone;

#### <sup>(d)</sup> Accessory Buildings

No accessory building shall have a total floor area greater than 50% of the principal structure.

#### <sup>(e)</sup> Lot Area Coverage

- (a) The maximum permitted lot area coverage shall be 60% for the principal building with all accessory buildings, structures.

#### Additional requirements

- (b) 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 in height from the grade to the top of the berm or fence; and
- (c) See Sections 12 to 32 of this Bylaw.

## **SECTION 51**

## **I-3 (Value Added Industrial) Zone**

### **Permitted Uses**

The following uses and no others are permitted in an I-3 zone:

- value added wood processing activities;
- storage yards and warehouses;
- 1. building supply establishments;
- (a) manufacturing facilities and retail sales of the products produced on-site;
- (b) watchperson's quarters
- (c) repairs, maintenance and storage of heavy equipment.
- (d)
- (e)

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

- (f) 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;

#### **Number and type of Dwelling Units allowed**

- (b) One of the following types of dwelling units shall be permitted for use as a watchperson's quarters:

- (i) single detached dwelling;
- (ii) Tiny House on Wheels;
- (iii) manufactured home;
- (c) (iv) private apartment with its own separate entrance

#### **Height**

No building or structure shall exceed 15 metres in height;

#### **Setbacks**

Except as otherwise specifically permitted in this bylaw, no building, structure or illuminated sign shall be located within 4.6 metres of a lot in a

Residential zone;

Accessory Buildings

No accessory building shall have a floor area greater than 50% of the principal structure.

Lot Area Coverage

- (e) The maximum permitted lot area coverage shall be principal building with all accessory building and structures 60%

Additional requirements

- (a) 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 in height from the grade to the top of the berm or fence; and
- (b) See Sections 12 to 32 of this Bylaw.
- (c)

## **SECTION 52**

## **I-4 (Gravel/Mineral Processing) Zone**

### Permitted Uses

The following uses and no others are permitted in an I-4 zone:

1. gravel/mineral crushing or processing;  
gravel and mineral storage piles;  
watchperson's quarters;
  - (a)
  - (b) storage of raw materials and finished products;
  - (c) manufacturing, including processing facilities and the retail sales of the products produced on-site;
  - (d)
  - (e) construction business operations;
  - (f) heavy equipment repair and maintenance operations.

<sup>(g)</sup> Permitted accessory uses and buildings on any parcel includes the following:

- <sup>(h)</sup> accessory buildings for any of the above.

### Regulations

2. On a parcel located in an I-4 zone:

#### Minimum Parcel Size for Subdivision purposes

- <sup>(a)</sup> There is no minimum parcel size;

#### <sup>(b)</sup> Number and type of Dwelling Units allowed

One of the following types of dwelling units shall be permitted for use as a watchperson's quarters:

- <sup>(i)</sup> single detached dwelling;
- <sup>(ii)</sup> Tiny House on Wheels;
- <sup>(c)</sup> <sup>(iii)</sup> manufactured home;
- <sup>(iv)</sup> private apartment with its own separate entrance

#### Height

No building or structure shall exceed 15 metres in height;

### Setbacks

Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within 4.6 metres of any lot line.

### Accessory Buildings

- (d) No accessory building shall have a floor area greater than 50% of the principal structure;

### Lot Area Coverage

- (e) The maximum permitted lot area coverage shall be 60% for the principal building with all accessory buildings and structures.

### Additional requirements

- (b) 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 in height from the grade to the top of the berm or fence;
- (c) See Sections 12 to 32 of this Bylaw.

## **SECTION 53**      **LF (Landfill) Zone**

### **Permitted Uses**

The following uses and no others are permitted in a LF zone:

- landfill operations;
- commercial composting operations;
- 1. recycling depot or containers;
- (a)
- (b) kennels.

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

- (d) accessory buildings for any of the above
- (e) watchperson'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**

- (b) One of the following types of dwelling units shall be permitted for use as a watchperson's quarters:
  - (i) single detached dwelling;
  - (ii) Tiny House on Wheels;
  - (iii) manufactured home;
- (c) (iv) private apartment with its own separate entrance

#### **Setbacks**

- (d) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within 4.6 metres of any lot line.

#### **Accessory Buildings**

No accessory building shall have a floor area greater than 60% of the principal structure;



### Additional requirements

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 in height from the grade to the top of the berm or fence;

(e)

See Sections 12 to 32 of this Bylaw.

(f)

## **SECTION 54**      **AP (Airport Industrial) Zone**

### Permitted Uses

The following uses and no others are permitted in an AP zone:

- warehousing, cartage, express, and freight facilities;
- aircraft maintenance and repair facilities;
- 1. bulk aviation gas operations;
- (a)
- (b) air terminal buildings, car rental agencies and aircraft runways;
- (c) manufacturing facilities;
- (d) machine shops;
- (e)
- (f) restaurants;
- (g) watchperson's quarters;
- (h) retail sales, secondary to the Airport use;
- (i)
- (j) fire suppression base.

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

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

2.

### Regulations

On a parcel located in an AP zone:

#### (j) Minimum Parcel Size for Subdivision purposes

There is no minimum parcel size;

#### Number and type of Dwelling Units allowed

#### Height

One of the following types of dwelling units shall be permitted for use as a watchperson's quarters:

- (i) single detached dwelling;
- (ii) manufactured home;
- (iii) Tiny House on Wheels;

- (iv) private apartment with its own separate entrance

No building or structure shall exceed 10 metres in height;

#### Setbacks

- (n) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within 4.6 metres of any other zone;

Setbacks from runways are subject to the Aeronautics Act of Canada.

#### <sup>(o)</sup> Accessory Buildings

- (p) No accessory building shall have a floor area greater than 50% of the principal use.

#### <sup>(q)</sup> Lot Area Coverage

- (r) The maximum permitted lot area coverage shall be 60% for the principal building with all accessory buildings and structures.

#### Additional requirements

- (s) Open fencing with no height or location restrictions is allowed in this zone;
- (t) See Sections 12 to 32 of this Bylaw.

## **SECTION 55**

## **CU (Community Use) Zone**

### **Permitted Uses**

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

- libraries;
- museums;
- 3. cemeteries;
- (u) hospital, including medical clinic, dental clinic, ambulance station, rest home or private hospitals;
- (b) post office;
- (c) community events centre;
- (f) community use service;
- (g) community gardens;
- (h) open space passive recreational areas;
- (i) municipal, local government or educational buildings, day care centers;
- (j) senior citizen complexes, senior activity centres and congregate care facilities;
- (k) any building or structure operating under a Private-Council partnership agreement.

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

- 4. accessory buildings for any of the above.

### **Regulations**

- (n) On a parcel located in a CU zone:

#### **Minimum Parcel Size for Subdivision purposes**

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

#### **Height**

No building or structure shall exceed 10 metres in height, except fire halls;

### Setbacks

Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:

6 metres of a front parcel line;

(c) (i) 1.5 metres of an interior side parcel line;

(d) 3 metres of an exterior side parcel line, or

(i) 6 metres of a rear parcel line

### Accessory Buildings

No accessory building shall have a floor area greater than 50% of the principal structure.

(f)

### Additional requirements

See Sections 12 to 32 of this bylaw

(g)

**SECTION 56**      **INCORPORATION**

1.      Schedule "A" and the Land Use Zoning Map attached hereto are hereby made part of this bylaw.

Read a **FIRST** time this \_\_\_\_ day of \_\_\_\_, 2017.

PUBLIC HEARING NOTICE ADVERTISED this \_\_\_\_ day of \_\_\_\_, 2017 AND this \_\_\_\_ day of \_\_\_\_, 2017.

**PUBLIC HEARING HELD** this \_\_\_\_ day of \_\_\_\_, 2017.

Read a **SECOND** time this \_\_\_\_<sup>t</sup> day of \_\_\_\_, 2017.

Read a **THIRD** time this \_\_\_\_ day of \_\_\_\_, 201\_\_.

**APPROVED** by the Ministry of Transportation and Infrastructure, in accordance with the Highways Act this \_\_\_\_ day of \_\_\_\_, 201\_\_.

\_\_\_\_\_  
Approving Officer

**FINALLY ADOPTED** this \_\_\_\_ day of \_\_\_\_, 201\_\_.

\_\_\_\_\_  
Mayor Frank Konrad

\_\_\_\_\_  
Corporate Officer Diane Heinrich

CERTIFIED

I hereby certify that the foregoing to be a true copy of Bylaw No. 2039 as passed by the  
Municipal Council of the City of Grand Forks

on the \_\_\_\_ day of \_\_\_\_\_, 201\_\_.

---

Corporate Officer of the Municipal Council  
of the City of Grand Forks

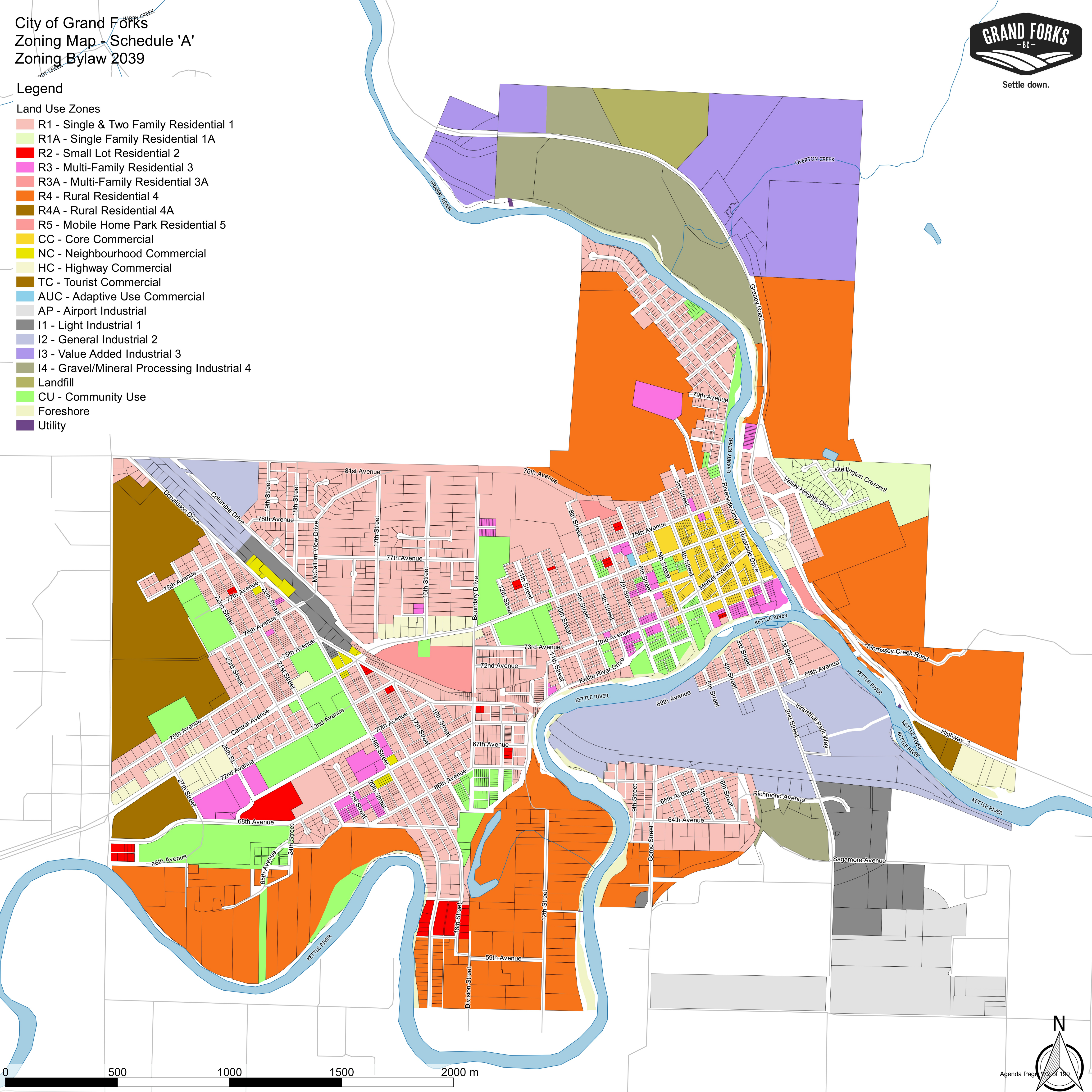


City of Grand Forks  
Zoning Map - Schedule 'A'  
Zoning Bylaw 2039



Legend

- Land Use Zones
- 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
  - CC - Core Commercial
  - NC - Neighbourhood Commercial
  - HC - Highway Commercial
  - TC - Tourist Commercial
  - AUC - Adaptive Use Commercial
  - AP - Airport Industrial
  - I1 - Light Industrial 1
  - I2 - General Industrial 2
  - I3 - Value Added Industrial 3
  - I4 - Gravel/Mineral Processing Industrial 4
  - Landfill
  - CU - Community Use
  - Foreshore
  - Utility





**THE CORPORATION OF THE CITY OF GRAND FORKS**  
**BYLAW NO. 1606-R1**

**A Bylaw to Repeal the City of Grand Forks  
Zoning Bylaw No. 1606, 1999 and all Amendments**

=====

**WHEREAS** the Council of the Corporation of the City of Grand Forks believes it is necessary to repeal Bylaw No. 1606, in its entirety and with all amendments;

**NOW THEREFORE** Council of the Corporation of the City of Grand Forks, in open meeting assembled, **ENACTS** as follows:

1. That Bylaw No. 1606, cited as “**City of Grand Forks Zoning Bylaw No. 1606, 1999**”, together with all amendments identified as bylaws numbered 1633, 1679, 1696, 1702, 1712, 1713, 1717, 1720, 1751, 1774, 1777, 1785, 1792, 1800, 1802, 1808, 1814, 1826, 1828, 1834, 1835, 1842, 1843, 1853, 1864, 1869, 1878, (Zoning Amendment Bylaw) 1888, 1906, 1920, 1927, 1936, 1947, 1987, 1990, 1606-A2, and 1606-A4, be repealed.
2. That this bylaw may be cited as the “**Repeal of the City of Grand Forks Zoning Bylaw No. 1919-A2, 2017**”.

Read a **FIRST** time this 30<sup>th</sup> day of October, 2017.

Read a **SECOND** time this 30<sup>th</sup> day of October, 2017.

**PUBLIC HEARING NOTICE ADVERTISED** this \_\_\_\_ day of \_\_\_\_, 2017 **AND** this \_\_\_\_ day of \_\_\_\_, 2017.

**PUBLIC HEARING HELD** this \_\_\_\_ day of \_\_\_\_, 2017.

Read a **THIRD** time this \_\_\_\_ day of \_\_\_\_, 201\_\_.

**APPROVED** by the Ministry of Transportation and Infrastructure, in accordance with the Highways Act this \_\_\_\_ day of \_\_\_\_, 201\_\_.

\_\_\_\_\_  
Approving Officer

**FINALLY ADOPTED** this \_\_\_\_ day of \_\_\_\_, 201\_\_.

\_\_\_\_\_  
Mayor Frank Konrad

\_\_\_\_\_  
Corporate Officer Diane Heinrich

**CERTIFIED**

I hereby certify that the foregoing to be a true copy of Bylaw No. 1606-R1 as passed by the Municipal Council of the City of Grand Forks on the \_\_\_\_ day of \_\_\_\_\_, 201\_.

\_\_\_\_\_  
Corporate Officer of the Municipal Council  
of the City of Grand Forks

# Request for Decision



To: Regular Meeting  
From: **Development and Engineering Services**  
Date: October 30, 2017  
Subject: Parks Access Amendment Bylaw No. 1959-A1, 2017  
Recommendation: **RESOLVED THAT Council gives final reading and adopts the "City of Grand Forks Parks Access Amendment Bylaw No. 1959-A1, 2017".**

---

## Background

At the July 17, 2017 Committee of the Whole Council discussed ways to mitigate some of the anti-social behaviours seen in parks and public spaces. One of the major behaviours discussed was persistent temporary shelters in public spaces. The current "City of Grand Forks Parks Access Bylaw No. 1959" regulates public parks, public trails, beaches, and boulevards in the City. Several changes have been proposed to help better define the times and areas for temporary shelters as well as giving the Bylaw Officer more options for enforcement.

The proposed amendment bylaw was introduced at the September 5, 2017 Committee of the Whole. At that meeting questions were raised about repeat offenders, and merging sections 13 and 19, both of which deal with damage to trees and plants. The City has no effective recourse against repeat offenders that do not own real property. The intent of this bylaw amendment is to make it less appealing to encroach on public spaces with temporary shelters and it is recognized that this does not solve the roots of the problem.

The proposed amendment bylaw was read three times at the October 16 Regular meeting. Discussion focused on sections of the bylaw outside of the proposed changes that could be improved at a future revision, specifically, where and / or when archery may be allowed within the City's parks.

## Summary of changes

Section 4 of the bylaw regulates temporary shelters within parks. The amendment bylaw proposes to strike Section 4 and replace it with the following:

4. No person shall place, secure, erect, use or maintain a temporary shelter on any public place or park within the City:
  - (a) between 9:00 am and 7:00 pm.
  - (b) Temporary shelter found to be placed, secured, erected, used or maintained between the hours of 9:00 am and 7:00 pm on any public place or park within the City shall be unlawful and subject to

- enforcement and removal, including any possessions, wastes and other incidental materials.
- (c) Notwithstanding Section 4 (a), no person shall place, secure, erect, use or maintain a temporary shelter at any time in, on, under or within: playgrounds, spray parks; skateboard parks, tennis courts or other sports courts; sports fields, stadiums or dugouts; stages or bleachers; washroom facilities, picnic shelters, or gazebos; cemeteries; or bridges within the City.
  - (d) Temporary shelters found in any areas described in 4 (c) will be removed immediately.

The current bylaw sets out fines as the penalty for not following the regulations. Because financial penalties are not effective to persons not owning real estate within the City, it is proposed to insert Section 22.1 as follows:

- 22.1 Where a Bylaw Enforcement Officer or any other officer of the City has reasonable grounds to believe that a person, while in a park or public space, is in contravention of any provision of this bylaw the officer may:
- (a) Direct the person to comply with the bylaw; or
  - (b) Direct the person to leave the park or public place.
    - i. A person who is directed to leave the Park or public place must immediately leave the park or public place and refrain from re-entering for a period of 24 hours or until 7pm the following day whichever is longer.

Sections 13 and 19 have been merged to read:

13. No person shall climb, debark, break, peel, cut, deface, remove, injure, root up, dig or otherwise destroy or damage any tree, box, stake, or guard placed around any tree for the protection of the same, shrubs, flowers, roots, sod or grass planted and/or growing on boulevards, or in parks or grounds.

**“The City of Grand Forks Parks Access Amendment Bylaw No. 1959-A1, 2017”** is now presented for Council’s consideration for final reading and adoption. A copy of the amendment bylaw is attached.


---

## Benefits or Impacts

### General

The Bylaw Enforcement Officer or any other officer of the City will be able to direct persons not complying with the bylaw to leave the park or public space. Additional regulation of temporary shelters will be enacted.

### Strategic Impact

-  The occupation of public lands with temporary shelters reduces the appeal of those areas for use by members of the general public. Adding another tool for their removal will increase the City's ability to manage these spaces in the public interest.

### Policy/Legislation

This bylaw amends Bylaw 1959.

### Attachments

Bylaw 1959-A1

Marked up copy of Bylaw 1959

---

### Recommendation

**RESOLVED THAT Council gives final reading and adopts the "City of Grand Forks Parks Access Amendment Bylaw No. 1959-A1, 2017".**

### Options

1. RESOLVED THAT Council accepts the report.
2. RESOLVED THAT Council does not accept the report.
3. RESOLVED THAT Council refers the matter back to staff for further information.

### Report Approval Details

Document Title:	RFD 2017 - Parks Bylaw final.docx
Attachments:	- By1959 Parks Access Bylaw amendment markup.pdf - By1959-A1 Parks Access Amendment 2017.pdf
Final Approval Date:	Oct 18, 2017

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

**Dolores Sheets - Oct 17, 2017 - 2:23 PM**

**Diane Heinrich - Oct 18, 2017 - 10:57 AM**

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

**PARK ACCESS BYLAW NO. 1959**

**THE PARK ACCESS BYLAW OF THE CORPORATION OF THE CITY OF  
GRAND FORKS TO REGULATE THE USE OF PARKS, TRAILS,  
BEACHES AND BOULEVARDS**

---

**WHEREAS** the Municipal Council of the Corporation of the City of Grand Forks, in open meeting assembled, **ENACTS** as follows:

1. This bylaw may be cited as "**The City of Grand Forks Parks Access Bylaw No. 1959, 2013**".
2. In this bylaw, unless the context otherwise requires:

**Definitions**

- (a) **"Bylaw Enforcement Officer"** means every person(s) designated by Council as a Bylaw Enforcement Officer for the City or otherwise authorized under the Offence Act, and every Peace Officer;
- (b) **"City"** means the Corporation of the City of Grand Forks;
- (c) **"Council"** means the Council of the City of Grand Forks;
- (d) **"Highway"** includes a street, road, lane, bridge, viaduct and any other way open for the use of the public but does not include a private right-of-way on private property;
- (e) **"Municipality"** means the area within the City boundaries of the City;
- (f) **"Park"** includes all dedicated Public Parks, Municipal Hall grounds, or other lands used for Public Parks, or any public trail, beach or boulevard within the corporate limits of the City of Grand Forks
- (g) **"Peace Officer"** shall have the same meaning as in the Interpretation Act and shall also include the person or persons who are appointed to enforce and administer this bylaw;

- (h) **“Person(s)”** includes any company, corporation, owner, partnership, firm, association, society or party;
  - (i) **“Property”** means land, with or without improvements, so affixed to the land as to make them in fact and in law, a part of it;
  - (j) **“Public Place”** means streets, highways, parks, public squares, beaches, foreshore and all other land and building that not private premises.
3. No person shall enter or be upon or within any park between the hours of 11:00 p.m. and 6:00 a.m., provided, however, that nothing in this section shall prevent any officers or employees of City of Grand Forks from entering or being upon or within any park in the exercise of their duties.
4. ~~No person shall set up or occupy any camper, trailer, or other form of temporary shelter, on or within any park.~~  
No person shall place, secure, erect, use or maintain a temporary shelter on any public place or park within the City:  
(a) between 9:00 am and 7:00 pm.  
(b) Temporary shelter found to be placed, secured, erected, used or maintained between the hours of 9:00 am and 7:00 pm on any public place or park within the City shall be unlawful and subject to enforcement and removal, including any possessions, wastes and other incidental materials.  
(c) Notwithstanding Section 4 (a), no person shall place, secure, erect, use or maintain a temporary shelter at any time in, on, under or within: playgrounds, spray parks; skateboard parks, tennis courts or other sports courts; sports fields, stadiums or dugouts; stages or bleachers; washroom facilities, picnic shelters, or gazebos; cemeteries; or bridges within the City.  
(d) Temporary shelters found in any areas described in 4 (c) will be removed immediately.
5. No person shall use any bow and arrow, sling-shot, boomerang or other weapon within a park, school ground or other public ground under the jurisdiction of the City of Grand Forks.
6. No person shall take away any gravel, sand, or earth from any part of any park.
7. No person shall throw, dump, deposit or leave any glass, bottles, cans, litter, or other materials whether likely to injure any person, animal, vehicle or not, in any park, or water adjacent to such parks.



8. No person shall light up any fire on any public beach or park within the corporate limits of the City of Grand Forks, except in a fireplace or area provided for that purpose.
9. No person shall be on the roof of any building in any park unless that person is an employee or agent of the City of Grand Forks carrying out his or her regular duties.
10. No person shall be in any building, swimming pool, tennis court, or other enclosure or structure in any park except during the hours the said building, swimming pool, tennis court, or other structure is authorized to be used or to be open by the Council. This section does not apply to any employee or agent of the City of Grand Forks carrying out his or her regular duties.
11. No person shall break, injure or damage the locks, gates, bolts, fences, seats, benches, buildings, structures, or other property placed in the public squares, on boulevards, or in parks or grounds.
12. No person shall wilfully destroy, mutilate, efface, deface, or remove any sign posted within a park under this or any other bylaw.
13. ~~No person shall climb, bark, break, peel, cut, deface, remove, injure, root up or otherwise destroy or damage the trees shrubs, flowers, roots, or grass planted and/or growing on boulevards, or in parks or grounds.~~  
No person shall climb, debark, break, peel, cut, deface, remove, injure, root up, dig or otherwise destroy or damage any tree, box, stake, or guard placed around any tree for the protection of the same, shrubs, flowers, roots, sod or grass planted and/or growing on boulevards, or in parks or grounds.
14. No person shall play or practice the game of golf or similar games played with golf clubs and balls in any park, except in areas of a public park that have been designated for the playing and practicing of golf or similar games by the Council.
15. No person shall cause, allow, or permit pets or other animals to be on any beach or park within the corporate limits of the City of Grand Forks, except pets on leashes.
16. No person shall ride or drive any horse, in, upon, or through the public squares, parks, or grounds, where specifically prohibited to do so.

17. No owner or keeper of any horse, cattle or swine shall suffer the same to go at large or to feed upon the public squares or parks and any horse, cattle, or swine found at large therein shall be impounded.
18. No person shall ride, drive or lead any animal, or any carriage, wagon, bicycle, motorcycle, scooter, automobile, sleigh, snowmobile or other vehicle or conveyance in or upon any of the public squares, parks or boulevards within the boundaries of the City of Grand Forks, except in areas specifically provided for such purpose; provided, however, that nothing in this section contained shall prevent any bicyclist, having first dismounted from his bicycle, from taking the same upon the turf or sward, or upon or along any sidewalk, pathway or footpath in any park. This section does not apply to any employee or agent of the Municipality carrying out his or her regular duties.
19. ~~No person shall break, injure, dig or destroy any trees lawfully planted, or the sod grass of any boulevard, or any box, stake or guard which is placed around any tree for the protection of the same.~~
20. No person shall possess or consume alcohol in a public park or municipal space with the exception of special events which include an approved liquor license permit.
21. Community Associations/Groups or members of the public may approach the Council of the City of Grand Forks for relaxation of the rules and regulations as listed in this bylaw for a special event. This relaxation is for the specific event only and, should such event re-occur, permission by Council must be requested again.
22. Schedule "5" forms part of the Municipal Ticketing Information Bylaw No. 1957.  
22.1 Where an Bylaw Enforcement Officer or any other officer of the City has reasonable grounds to believe that a person, while in a park or public space, is in contravention of any provision of this bylaw the Bylaw Enforcement Officer may:
  - (a) Direct the person to comply with the bylaw; or
  - (b) Direct the person to leave the park or public place.
    - i. A person who is directed to leave the Park or Recreation Facility must immediately leave the park or public place and refrain from re-entering for a period of 24 hours or until 7pm the following day whichever is longer.

23. The City of Grand Forks Parks Access Bylaw No. 1065 and all amendments thereto, are hereby repealed.

**READ A FIRST TIME** this 24th day of June, 2013.

**READ A SECOND TIME** this 24th day of June, 2013.

**READ A THIRD TIME** this 24th day of June, 2013.

**FINALLY ADOPTED** this 22nd day of July, 2013.

\_\_\_\_\_  
Mayor -Brian Taylor

\_\_\_\_\_  
Corporate Officer-Diane Heinrich

**CERTIFICATE**

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1959, cited as the "City of Grand Forks Park Access Bylaw 1959, 2013", as passed by the Municipal Council on the 22<sup>nd</sup> day of July, 2013.

\_\_\_\_\_  
Corporate Officer of the Municipal Council of the  
City of Grand Forks

**SCHEDULE 5**

<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>
Offence	Section	Fine
- In park between 11:00 p.m. and 6:00 a.m.	3	\$ 50.00
- Camping in park	4	\$ 50.00
- Use of bow and arrow/sling-shot/boomerang/ weapon in park	5	\$ 100.00
- Unauthorized removal of gravel/sand/soil	6	\$ 100.00
- Littering	7	\$ 50.00
- Unauthorized fire on beach	8	\$ 50.00
- Vandalism	11	\$ 100.00
- Vandalism of sign	12	\$ 100.00
- Vandalism of tree	13	\$ 100.00
- Unauthorized playing golf in park	14	\$ 100.00
- Animal on beach	15	\$ 50.00
- Vehicle in park	18	\$ 50.00
- Possession or consumption of alcohol in a park or public area	20	\$ 50.00

# THE CORPORATION OF THE CITY OF GRAND FORKS

## BYLAW NO. 1959-A1

### A BYLAW TO AMEND THE CITY OF GRAND FORKS Parks Access Bylaw No. 1959, 2013

=====

The Council of the Corporation of the City of Grand Forks **ENACTS** as follows:

1. This bylaw may be cited for all purposes as the “**City of Grand Forks Parks Access Amendment Bylaw No. 1959-A1, 2017**”;
2. Amend Bylaw No. 1959 as follows:

**Delete** Section 4 and **replace** it with the following:

- “4. No person shall place, secure, erect, use or maintain a temporary shelter on any public place or park within the City:
- (a) between 9:00 am and 7:00 pm.
  - (b) Temporary shelter found to be placed, secured, erected, used or maintained between the hours of 9:00 am and 7:00 pm on any public place or park within the City shall be unlawful and subject to enforcement and removal, including any possessions, wastes and other incidental materials.
  - (c) Notwithstanding Section 4 (a), no person shall place, secure, erect, use or maintain a temporary shelter at any time in, on, under or within: playgrounds, spray parks; skateboard parks, tennis courts or other sports courts; sports fields, stadiums or dugouts; stages or bleachers; washroom facilities, picnic shelters, or gazebos; cemeteries; or bridges within the City.
  - (d) Temporary shelters found in any areas described in 4 (c) will be removed immediately.”

**Delete** Section 13 and **replace** it with the following:

“No person shall climb, debark, break, peel, cut, deface, remove, injure, root up, dig or otherwise destroy or damage any tree, box, stake, or guard placed around any tree for the protection of the same, shrubs, flowers, roots, sod or grass planted and/or growing on boulevards, or in parks or grounds.”

**Delete** Section 19.

**Insert** section 22.1 as follows:



# REQUEST FOR DECISION

## — REGULAR MEETING —



**To:** Mayor and Council  
**From:** Chief Financial Officer  
**Date:** October 30, 2017  
**Subject:** Bylaw No. 2041 – 2018 Revenue Anticipation Borrowing Bylaw  
**Recommendation:** **RESOLVED THAT COUNCIL** give three readings to Bylaw No. 2041, "2018 Revenue Anticipation Borrowing Bylaw".

---

### **BACKGROUND:**

Bylaw 2041, the City's proposed 2018 Revenue Anticipation Borrowing Bylaw, was presented to the Committee of the Whole on October 16, 2017.

The Community Charter gives municipalities the authority to borrow money to cover obligations during the period between the beginning of the fiscal year (January 1) and the property tax payment due date of the first working day after July 1.

Although the City has enough cash on hand to cover its obligations for a considerable length of time, the adoption of an annual Revenue Anticipation Bylaw is a requirement of the City's banking contract with the Grand Forks Credit Union as it covers the City's overdraft.

Bylaw 2041 is now presented for first three readings.

---

### **Benefits or Impacts of the Recommendation:**

**General:** This bylaw is a Statutory and Contractual requirement which allows for coverage of the City's overdraft.

**Strategic Impact:** N/A

**Financial:** The City currently has \$2 million in overdraft protection.

**Policy/Legislation:** This is an annual bylaw which is covered under Section 177 of the Community Charter and fulfils the requirement of the banking agreement with the Credit Union.

**Attachments:** Bylaw 2041 "2018 Revenue Anticipation Borrowing Bylaw"

---

# REQUEST FOR DECISION

— REGULAR MEETING —



**Recommendation:**     **RESOLVED THAT COUNCIL** give three readings to Bylaw No. 2041, “2018 Revenue Anticipation Borrowing Bylaw”

- 
- OPTIONS:**
1. **COUNCIL COULD CHOOSE TO SUPPORT THE RECOMMENDATION.**
  2. **COUNCIL COULD CHOOSE NOT TO SUPPORT THE RECOMMENDATION.**
  3. **COUNCIL COULD CHOOSE TO REFER THE REPORT BACK TO STAFF FOR MORE INFORMATION.**

---

Department Head or CAO	Chief Administrative Officer



# THE CORPORATION OF THE CITY OF GRAND FORKS

## **BYLAW NO. 2041**

### **A Bylaw Authorizing the Corporation of the City of Grand Forks to Borrow the Sum of Two Million Dollars to Meet the Current Lawful Expenditures of the City**

=====

WHEREAS pursuant to Section 177 of the *Community Charter*, the Council of a Municipality may, by bylaw, provide for the borrowing of such sums of monies as may be necessary to meet the current lawful expenditures of the Municipality;

NOW THEREFORE, the Council of the Corporation of the City of Grand Forks, in open meeting assembled, ENACTS, as follows:

1. It shall be lawful for the Corporation of the City of Grand Forks to establish a line of credit to borrow upon the credit of the City, from the Grand Forks Credit Union, the sum, at any one time, of up to Two Million Dollars (\$2,000,000) in such amounts and at such times as may be required, bearing interest at a rate not exceeding the rate established for Municipalities, as set by the Grand Forks Credit Union from time to time.
2. That the money borrowed and interest thereon, shall be repaid on or before the 31st day of December 2018.
3. That the amounts so borrowed shall be a liability payable out of the City's revenues for the year ended December 31st, 2018.
4. That the form of the obligation to be given as an acknowledgment of the liability to the Grand Forks Credit Union shall be a promissory note(s) or overdraft lending agreement for sums as may be required from time to time, signed by the Mayor and the Chief Financial Officer of the City and shall bear the Corporate Seal and all such notes(s) or overdraft lending agreements shall be made payable on or before the 31st day of December, 2018.
5. This bylaw may be cited as the "2018 Revenue Anticipation Borrowing Bylaw No. 2041".

**Introduced** this 16th day of October, 2017.

Read a **FIRST** time this 30th day of October, 2017.

Read a **SECOND** time this 30th day of October, 2017.

Read a **THIRD** time this 30th day of October, 2017.

**FINALLY ADOPTED** this \_\_\_\_ day of November, 2017.

\_\_\_\_\_  
Frank Konrad – Mayor

\_\_\_\_\_  
Diane Heinrich - Corporate Officer

**CERTIFICATE**

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 2041  
as adopted by the Municipal Council of the Corporation of the  
City of Grand Forks on the \_\_\_\_ day of November, 2017.

\_\_\_\_\_  
Corporate Officer of the Municipal Council of the Corporation  
of the City of Grand Forks