



**The Corporation of the City of Grand Forks  
Committee of the Whole  
MINUTES**

**Meeting #:** C-2018-04  
**Date:** Monday, April 9, 2018, 9:00 am  
**Location:** 7217 - 4th Street, City Hall Council Chambers

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

**Absent:** Councillor Neil Krog (with notice)

**Staff:** Diane Heinrich - Chief Administrative Officer / Corporate Officer  
Daniel Drexler - Deputy Corporate Officer  
Juliette Rhodes - Chief Financial Officer  
David Reid - Manager of Operations  
Dolores Sheets - Manager of Development & Engineering Services  
Dale Heriot - Fire Chief  
Graham Watt - Senior Planner  
Bud Alcock - Bylaw Enforcement Officer

**GALLERY**

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**1. CALL TO ORDER**

The April 9, 2018, Committee of the Whole Meeting was called to order at 9:00 am.

**2. COMMITTEE OF THE WHOLE AGENDA**

a. Adopt agenda

April 9, 2018, Committee of the Whole

Moved by: Ross

**THAT the COTW adopts the April 9, 2018, agenda as presented.**

**Carried**

**3. MINUTES**

a. Adopt Minutes - Committee of the Whole

March 12, 2018, Committee of the Whole Meeting Minutes

Moved by: Thompson

**THAT the COTW adopts the March 12, 2018, Committee of the Whole Minutes as presented.**

**Carried**

**4. REGISTERED PETITIONS AND DELEGATIONS**

a. Sergeant Fenske, Grand Forks RCMP

Annual report on RCMP activities in Grand Forks

Sergeant Fenske introduced Tim Olmstead (the new regional head of the RCMP service) and further gave an overview of the RCMP report presented, including:

- staffing changes
- staffing challenges and promotion process for his replacement
- impact of regional events to the local RCMP force
- 2016 and 2017 statistics
- 2018 focuses and priorities

The RCMP is currently waiting on Cannabis legalisation and laws being finalized before completing plans on how to manage the enforcement or

being able to comment on how the legalisation would impact areas of the municipality.

b. Boundary Country Regional Chamber of Commerce

Quarterly Report

The BCRCC advised that due to medical emergencies they regretfully were unable to attend as a delegation and therefore the BCRCC report was deferred to the Regular Meeting of Council on April 23, 2018.

c. Grand Forks Wildlife Association

Request to grant a Licence to Occupy for a portion of City property located just west of the City landfill

Frank Usselman, a director of the GFWA, gave a review of the submitted report.

He advised that a Licence to Occupy is necessary at this point to receive approval from the inspector.

The Manager of Development and Engineering advised that zoning issues would need to be resolved at this point and some historical research completed before a licence to occupy could be issued.

Moved by: Thompson

**THAT Staff be asked by Council to bring back a report to a Regular Meeting of Council regarding the Licence to Occupy that includes historical and zoning related research.**

**Carried**

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

**6. PRESENTATIONS FROM STAFF**

a. Temporary Use Permit for Tourist Commercial / Special Event Camping

Development and Engineering Services

Discussion ensued regarding:

- notification to surrounding properties as part of legislatively required process
- proposed notification plan

- potential zoning changes - not recommended by staff at this point due to future potential use of the property
- proposed infrastructure and fencing

Moved by: Thompson

**THAT the Committee of the Whole recommends to Council at the April 9, 2018, Regular Meeting to direct staff to proceed with statutory requirements for public notice of the decision at April 23, 2018, Regular Meeting regarding the Temporary Use Permit for Tourist Commercial / Special Event Camping purposes on land zoned Small Lot Residential (R-2), legally described as Lot 1 District Lots 380 & 520 SDYD Plan KAP64274.**

**Carried**

b. Tree Policy

Outside works

Discussion ensued regarding:

- proposed amendment to replace every tree
- internal review process still under way which may delay the policy until May

Moved by: Ross

**THAT the Committee of the Whole recommends to Council to adopt the Urban Forest Policy #1105 at the April 23, 2018, Regular Meeting.**

**Carried**

c. Monthly Highlight Reports

Department Managers

Discussion ensued regarding:

- reservoir cleaning contract - awarded to MTS
- cleaning of boulevards
- gas tax funding grant - project plan to be presented in May

Moved by: Hammett

**THAT the COTW receives the monthly highlight reports from department managers.**

**Carried**

**7. REPORTS AND DISCUSSION**

**8. PROPOSED BYLAWS FOR DISCUSSION**

a. Bylaw 2039-A1 - Zoning Bylaw Cannabis Amendment

Development and Engineering

Discussion ensued regarding:

- proposed maps and zoning
- process regarding application of constraints by staff for each business request
- public hearing will be required as part of the process after the initially proposed two readings
- third and final readings not to occur until provincial and federal guidelines are completed
- buffered industrial land zone would be only zone that allows manufacturing
- potential impact to residences in close proximity to manufacturing operations
- currently no strict limit on total retail spaces available, however, constraints will dictate how many total establishments based on distances between location
- Les Johnson, GFTV, inquired regarding potential increase in crime and possible affects on youth - best to wait for provincial and federal guidelines
- Kate Saylor, Grand Forks Gazette, inquired about how the City could entice more public feedback compared to what is already been done. The discussion resulted in the following possible options:
  - public hearings are legislatively required
  - can't force people to attend or fill out surveys
  - potential of open house
  - potential of survey as insert in utility bills

- City uses Facebook, Gazette, Radio, Website to inform about surveys and other ways for feedback already
- Gloria Koch was concerned about the number of citizens attending City meetings and hearings
- it is due diligence for the protection of the Organization and the Municipality to implement the zoning bylaw amendment

A motion was proposed to refer the item back to staff for a more comprehensive survey through other avenues such as utility bills. The motion was defeated.

Moved by: Tripp

Seconded by: Butler

**THAT the item be referred back to staff for a more comprehensive survey through other avenues such as utility bills.**

Opposed (4): Konrad, Hammett, Ross, and Thompson

**Defeated**

Moved by: Thompson

**THAT the Committee of the Whole recommends to Council to give first and second readings to Zoning Bylaw Amendment No. 2039-A1 at the April 23, 2018, Regular Meeting.**

Opposed (2): Butler, and Tripp

**Carried**

b. Bylaw 2046 - 2018 Tax Rates

Chief Financial Officer

Discussion ensued regarding:

- tax rates options presented
- "multiples" determines distribution of taxes between the classes

A motion was proposed to select option No. 2 for the 2018 Tax Rates Bylaw and it was carried unanimously.

Moved by: Thompson

**THAT the Committee of the Whole selects option No. 2 for the 2018 property tax rates and instructs staff to include option No. 2 in the 2018 Tax Rates Bylaw No. 2046;**

**AND FURTHER to present the 2018 Tax Rates Bylaw No. 2046 for first three readings at the April 23, 2018, Regular Meeting.**

**Carried**

- c. Bylaw 2047 - Freedom of Information and Protection of Privacy Update

Corporate Services

Discussion ensued regarding:

- update requirements for current bylaw
- FOI fee schedules are a part of Freedom of Information and Protection of Privacy Act
- modernizing the bylaw based on the City of Kelowna's template

Moved by: Thompson

**THAT the Committee of the Whole recommends to Council to give the first three readings of the proposed Freedom of Information and Protection of Privacy Bylaw No. 2047 at the April 23, 2018, Regular Meeting.**

**Carried**

- d. Bylaw 2048 - Records and Information Management Program Bylaw update

Corporate Services

Discussion ensued regarding:

- records management program
- legislative requirements for records keeping
- various acts to follow
- disposition schedule and other items need to be updated continuously

Moved by: Thompson

**THAT the Committee of the Whole recommends to Council to give the first three readings of the proposed Records and Information Management Program Bylaw No. 2048 at the April 23, 2018, Regular Meeting.**

**Carried**

**9. INFORMATION ITEMS**

**10. CORRESPONDENCE ITEMS**

**11. LATE ITEMS**

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

**13. QUESTION PERIOD FROM THE PUBLIC**

Phil Mauro, on behalf of his neighbour Murray Rennie, spoke regarding an emailed request to the City regarding water flow problems from the slough behind his property underneath the highway - He was advised that it is not a simple issue as the slough is meant to store water in the area and culverts are on private property and possibly under MoTI jurisdiction.

Kathy & Ted, owners of Home Hardware, inquired about the power outage scheduled for April 12, 2018 -

- costs would be passed on to all tax payers of the community
- other options are generators
- overtime costs of contractor
- not possible to do on a Sunday due to a five day schedule that needs to be completed for this part of the project, or incur extreme additional costs
- the Manager of Operations gave a history and reason why this particular outage is required and how it was scheduled for a Thursday
- water service line would be replaced at the same time
- potential safety concerns regarding later start times

**14. ADJOURNMENT**

The April 9, 2018, Committee of the Whole Meeting was adjourned at 11:45 am.



Moved by: Ross

**THAT the Committee of the Whole Meeting be adjourned at 11:45 am.**

**Carried**

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Mayor Frank Konrad

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Deputy Corporate Officer – Daniel  
Drexler