



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

Monday, December 11, 2017, 7:00 pm  
7217 - 4th Street, City Hall Council Chambers

Pages

1. CALL TO ORDER

2. ADOPTION OF AGENDA

a. Adopt agenda

December 11, 2017, Regular Meeting agenda

RECOMMENDATION

**RESOLVED THAT Council adopts the December 11, 2017, Regular Meeting agenda as presented.**

3. MINUTES

a. Adopt minutes - Special to go In-Camera

4 - 5

November 27, 2017, Special to go In-Camera Meeting minutes

RECOMMENDATION

**RESOLVED THAT Council adopts the November 27, 2017, Special to go In-Camera Meeting minutes as presented.**

b. Adopt minutes - Public Hearing

6 - 15

November 27, 2017, Public Hearing Meeting minutes

RECOMMENDATION

**RESOLVED THAT Council adopts the December 11, 2017, Public Hearing Meeting minutes as presented.**

c. Adopt minutes - Regular

16 - 25

November 27, 2017, Regular Meeting minutes

RECOMMENDATION

**RESOLVED THAT Council adopts the November 27, 2017, Regular Meeting minutes as presented.**

d. Adopt minutes - Special to go In-Camera

26 - 27

December 1, 2017, Special to go In-Camera Meeting minutes

RECOMMENDATION

**RESOLVED THAT Council adopts the December 1, 2017, Special to go In-Camera Meeting minutes as presented.**

4. REGISTERED PETITIONS AND DELEGATIONS

5. UNFINISHED BUSINESS

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

a. Corporate Officer's Report

28 - 32

Written reports of Council

**RECOMMENDATION**

**RESOLVED THAT** all written reports of Council submitted to the December 11, 2017, Regular Meeting be received.

**RECOMMENDATION**

**RESOLVED THAT** Council discusses and designates delegates for attendance at the 2018 conferences.

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

a. Corporate Officer's Report

33 - 33

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. Disc Golf Course Licence of Occupation and Course Budget

34 - 46

Manager of Development and Engineering Services

**RECOMMENDATION**

**RESOLVED THAT** Council directs staff to include, in the 2018 budget process, the City's proposed contribution to Disc Golf budget as presented and to finalize the Licence of Occupation with the Grand Forks Disc Sports Club for the proposed course site at 2699-68th Avenue, pending the group's formation as a society.

b. Waiver of Fee for Equal Payment Plan Refunds on Utility Accounts

47 - 49

Chief Financial Officer

**RECOMMENDATION**

**RESOLVED THAT** Council permits staff to waive the \$25 fee for utility customers on the equal payment plan who request a refund of their credit balances for 2017.

- c. Application for additional Rural Dividend Fund grant for an Employment Lands Plan

50 - 53

Development and Engineering Services

**RECOMMENDATION**

**RESOLVED THAT Council directs staff to apply for the December 2017 intake of the Rural Dividend Fund grant for \$100,000 with the City's contribution being \$20,000 from the Property Management and Holding budget.**

9. **REQUESTS ARISING FROM CORRESPONDENCE**

10. **INFORMATION ITEMS**

- a. RDKB Bylaw 1660 amending GF and District Transit Service

54 - 65

Letter from RDKB

**RECOMMENDATION**

**RESOLVED THAT Council consents to the Regional District of Kootenay Boundary Bylaw No. 1660 to increase the requisition limit of the Grand Forks and District Transit Service Local Service.**

11. **BYLAWS**

12. **LATE ITEMS**

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

14. **ADJOURNMENT**

**THE CORPORATION OF THE CITY OF GRAND FORKS  
SPECIAL TO GO IN-CAMERA MEETING OF COUNCIL**

**Monday, November 27, 2017, 2:00 pm  
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

Councillor Neil Krog

ADMINISTRATION: Diane Heinrich - Chief Administrative Officer - interim /  
Corporate Officer  
Daniel Drexler - Deputy Corporate Officer

GALLERY

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**1. CALL TO ORDER**

Mayor Konrad called the Special To Go In-Camera Meeting to order at 2:00 pm.

**2. IN-CAMERA RESOLUTION**

a. Adopt Resolution as per Section 90

MOVED BY: ROSS

SECONDED BY: TRIPP

**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)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the**

**interests of the municipality and 90 (1)(g) litigation or potential litigation affecting the municipality;**

**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

3. **LATE ITEMS**

4. **ADJOURNMENT**

The Special To Go In-Camera Meeting was adjourned at 2:01 pm.

MOVED BY: ROSS

SECONDED BY: TRIPP

**RESOLVED THAT the Special To Go In-Camera Meeting be adjourned at 2:01 pm.**

CARRIED

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Mayor Frank Konrad

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Deputy Corporate Officer - Daniel  
Drexler

**THE CORPORATION OF THE CITY OF GRAND FORKS**  
**PUBLIC HEARING OF COUNCIL**

**Monday, November 27, 2017, 6:00 pm**  
**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

Councillor Neil Krog

ADMINISTRATION: Diane Heinrich - Chief Administrative Officer - interim /  
Corporate Officer  
Daniel Drexler - Deputy Corporate Officer  
Dolores Sheets - Manager of Development & Engineering  
Services  
Cavan Gates - Deputy Manager of Operations & Sustainability  
Graham Watt – Senior Planner

GALLERY

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**1. CALL TO ORDER**

Mayor Konrad called the Public Hearing to order at 6:00 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 three bylaws: “Amendment to the City of Grand Forks Official Community Plan Bylaw No. 1919-A2, 2017”, “City of Grand Forks Zoning Bylaw No. 2039, 2017”, and “Repeal of the City of Grand Forks Zoning Bylaw 1606.”

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 bylaws shall be given the opportunity to be heard on matters contained in the bylaws.

However, it is important that all who speak at this Hearing restrict their remarks to matters contained in the bylaws 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 these proposed bylaws 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 bylaws.

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 these bylaws 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.

## **2. RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- a. Public Hearing for Bylaws 1919-A2, 2039 and 1606-R1  
Development and Engineering Services

The Mayor asked if anyone wishes to speak at 6:03pm.

Jock Mackay - 7304 Riverside Drive - asked for an update regarding the process and content of the plans. The City's Senior Planner gave a brief update regarding the Zoning Bylaw and Official Community plan to the public.

Dave Skelten 7491 11th street - spoke to his submitted written input regarding the proposed bylaw amendments:

- process regarding updates and input
- Development Permit possible requirements to go through Council to have Council oversight to ensure conformity
- decision to be in the best interest for everyone
- decision will impact his area due to empty lots in neighbourhood
- possible signage in area when development is being planned

Harry Mason 7522 11th Street - inquired regarding general information and maximum sizing for tiny homes and garden suites - all development on a property to be a maximum 50% of the total lot coverage including parking

Ray Hansen 1841 78th Ave - good start and right direction for affordable housing

Rob Vere - 1484 72nd Ave - inquired regarding criteria for carriage houses and other options

Muriel Neale - South Ruckle - spoke regarding:

- concerned regarding aesthetics being at least as good as primary dwelling
- inquiring about which zones tiny homes and mobile tiny homes allowed zones
- as only septic systems in Ruckle for waste water – would this impact placement in such locations

Michelle Mallett - 220 8th Street - inquired about Cluster homes/ pocket neighbourhoods. She approves of the ideas presented.

Les Johnson - 8164 Northfork Road - inquired regarding:

- the history in other communities without pre-approved designs
- potential issues between neighbours
- shared water and electrical meters or individual meters - depends on ownership of the property or if Strata
- possible dispute resolutions between users



Lorraine Dick - 922 66th Ave - briefly spoke if all questions from others had been answered

- response requested some more clarification and reliance on planning department; department provided assurance that at least development permit & building permit signs would be place

Betty Mackay - 7304 Riverside Drive - inquired regarding processes regarding potential objections on developments

- response from department that it would depend on whether it was rezoning (requiring more notice) or development permit (requiring only on-site notice)

Muriel Neale – Noted there did not seem to be a lot of alarm – that we need to densify the community and can't expand outwards, identified 'Strong Towns' information as relevant to discussion

Gene & Gloria Koch - 5955 Kenmore Road - spoke regarding:

- some people want large homes and large lots and concerned over possible reduction in property value
- does not like the change for all areas
- staff responded identifying designated areas for the proposed changes or areas where the bylaw amendments would be prohibited - Valley Heights or other subdivisions that already have a form and character development process would be

Two written submissions were received and both attached as part of these minutes: Sharon and Dave Skelton; and Peter Matheson.

The Mayor asked at 6:52pm if there was anyone else that wished to speak.

MOVED BY: THOMPSON

SECONDED BY: HAMMETT

**RESOLVED THAT Council holds a Public Hearing for the Official Community Plan Bylaw Amendment 1919-A2, Zoning Bylaw 2039, and Zoning Bylaw Repeal 1606-R1 as advertised, allowing any**

person present, who believes that his or her interest is affected by the proposed bylaw, be given the opportunity to be heard on matters contained in the bylaw, and ensuring that, as a Council, hearing from the public is required to take all submissions and to base a decision on the facts relevant to the planning bylaw changes.

CARRIED

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

4. **ADJOURNMENT**

The Public Hearing was adjourned at 6:53 pm.

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Mayor Frank Konrad

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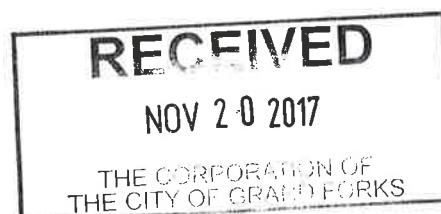
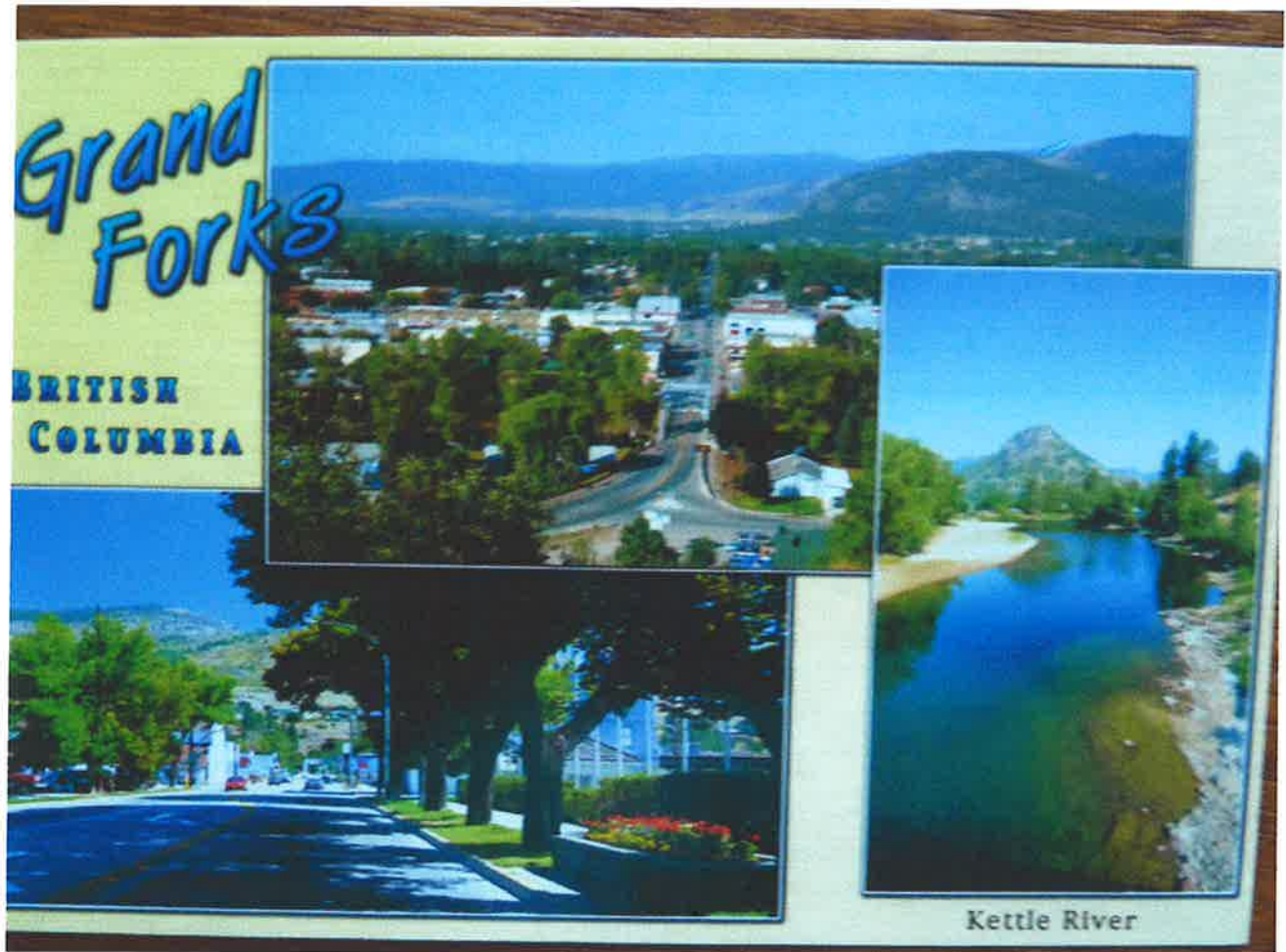
Deputy Corporate Officer - Daniel  
Drexler

# INPUT ON THE PROPOSED OFFICIAL COMMUNITY PLAN

Prepared on: November 20, 2017

Prepared by: **Sharon and Dave Skelton**

**[REDACTED]**, Grand Forks, BC, VOH 1H0



## **Our Neighbourhood Today**

Thank you for the opportunity to contribute to the Official Community Plan Bylaw Amendment.

We live on 11 Street and are interested in how future development could impact our neighbourhood.

Our section of 11 Street is unique because it is only 1 block long, bordered by Central Avenue/Perley School Playground to the south and by "Zak's Farm" to the north. There is alley access at the north end of the block to 10<sup>th</sup> Street and 12 Street, so local vehicle traffic is low.

The block has some beautiful, large Maple trees on the boulevard. The neighbours rake bags and bags of leaves each fall season, which saves the City from the chore.

There is pride in ownership. There are no unsightly premises on the block.

There is a sense of neighbourhood and community on this block. Six years ago, the second year of our arrival on 11 Street, we initiated a committee to organize the Annual Block Party, which is held the Saturday after Labour Day. It's pot luck and all neighbours on our section of 11 Street, alleyway neighbours from 10<sup>th</sup> and 12<sup>th</sup> Street are invited. Turnout is approximately 75% of households and was 34 smiling faces in 2017.

So, in summary, today 11<sup>th</sup> Street is green, well-kept, friendly and architecturally pleasing.

## **Our Neighbourhood in the Possible Future**

It is noteworthy there is a Carpenter/House builder/Developer, Mr. Guy Dubeault, who lives in our neighbourhood. To our knowledge, Mr. Dubeault built one house and refurbished one house on 11 Street. He owns two more vacant lots (possibly 3, depending upon zoning and the Official Community Plan passing) on 11 Street, each of which are on either side of our house.

To our knowledge, Mr. Dubeault owns 1 old rental property on 12 Street and he has just completed building a bungalow behind our house on 12 Street. He also owns the end vacant lot on 12 Street.

So, Mr. Dubeault's future intentions and the liberalization proposed in the Official Community Plan for secondary suite, garden suite and subdivision lots could significantly and negatively impact our neighbourhood in general and me specifically.

## **The Impact of the Proposed Official Community Plan on our Neighbourhood**

Because we are not in the building, development or city planning business, it is difficult for us to understand in its entirety the impacts the proposed Section 4.3 "Policies" will have on our neighbourhood.

Specifically, Policies, Section 4.3.16: the impact of lowering minimum dwelling size, enabling garden suites and laneway houses and other measures as appropriate to increase density and infill development;

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

Further, the new section 14.10 titled "Accessory Dwelling Unity and Tiny House Development Permit Area", ADU and DPA, proposed to be added to the "Guiding Principles" could have detrimental impact on the visual integrity and livability of our neighbourhood, despite the best of intentions to be "designed for durability and have an attractive appearance over the long term".

In the ADU/DPA section we are heartened to see that "buildings should be clad with durable, aesthetically acceptable and environmentally friendly materials at least as good of quality as the primary dwelling: vinyl and aluminum siding is not acceptable.

As ordinary citizens, we do not notice any difference in the required parcel size or requirements, between R-1 (Residential – Single & Two Family) Zone and R1-A (Residential – Single Family) Zone, except the R-1 Zone will allow one single family dwelling, plus, one secondary suite and one garden suite or Tiny House on Wheels; or, one two-family dwelling, plus one garden suite or Tiny House on Wheels. So, we would like the proposed bylaw to specify how R-1 and R1-A zoning decisions are made and by whom.

We request the City tell us what could be built today on the two lots on either side of our house: 7481 – 11 Street and 7519 – 11 Street. We request also the City tell us what could be built on these two lots, if the Proposed Community Plan Bylaw Amendment is approved.

We propose that the Community Plan include notification to an impacted neighbourhood that a Zoning Change has been requested in their area. Also included should be adequate time for individuals to respond to the requested zoning change; in our opinion the timeline to formally respond should be 4 months to reflect the "snowbird" lifestyle of some community members.

## **In Summary**

Fundamentally, we acknowledge we cannot impact growth in our neighbourhood and community. But all stakeholders can minimize possible negative impacts of their decisions and developments on neighbouring properties.

There is a requirement for clear definitions and guidelines, both objective and subjective, on decisions on new buildings that will impact existing neighbours. Included in this are factors such as the new building height, the new building proximity to neighbours, the new building window locations, the new building orientation, lot landscaping, lot parking and lot outside sitting areas.

Our intent here is not to stop progress.

Our intent is to ensure decisions are in fact progressive for all stakeholders.

We do want to continue sharing with our neighbours the annual "raking of the maple leaves" and we look forward to organizing our Seventh Annual Block Party!

## Thoughts on Future Land Use and Housing in Grand Forks

### ECONOMIC DEVELOPMENT:

A major message of the recent Canadian Rural Revitalization Foundation's Annual Conference was the obvious and critical need for available, affordable, diverse housing "*as a foundation and starting point for successful **Economic Development. A work force attracted to local industry, farming, retail or entrepreneurialism, with no appropriate home to live in, is not viable.***"

### DIVERSITY IN HOUSING:

The second message from the Conference was the need to move beyond our conventional, old-fashioned concept of '*one size fits all*' and **adopt a housing strategy that demonstrates diversity.**

Many millennials are among those who are now making housing choices based on their values ...rather than on their income and the need for housing as a status symbol. Our economic survival is linked to how well we can embrace and demonstrate this paradigm change.

Some of the important values inherent in the decisions of 'small house' enthusiasts are environmental concerns, an outdoor lifestyle, sustainability, local food security, a greater sense of *community* and having more disposable income to spend in town.

While small housing may indeed be a viable choice for low-income earners, it is irresponsible to suggest that these are the *only*, or even the most relevant, demographic attracted to a smaller footprint and a more nature-oriented lifestyle. It is irresponsible to depict a small-house community as primarily low-income, socially undesirable and visually unattractive. It is also irresponsible not to service the financially disadvantaged.

With responsible planning and appropriate bylaw language requiring a clear '*form and character*', a small, well-planned cluster housing community can be equally as attractive as any other form of housing - to some millennials and seniors it would be substantially *more* attractive. To suggest otherwise seems patronizing and elitist.

### HIGHER DENSITY:

Higher density development, laneway housing and smaller infill housing can take civic, social and financial advantage of the existing infrastructure. All residents will gain through lower individual infrastructure tax due to greater cost-sharing, more disposable income being circulated, greater diversity and less isolation.

To arbitrarily define a person choosing to live in a Tiny House as '*low income*' is discriminatory and condescending. It is as uninformed as defining a person on a bicycle as 'low income'. When we are freed from the high emotional and financial cost of conventional home-ownership, we have more time available for volunteering, socializing, outdoor activities, health pursuits and supporting local business.

I believe that it is important for council to project a positive and inclusive definition of 'high density' - free of judgmental, outdated, historical and arbitrary stereotypes attached to 'low income'.

May I suggest adopting a **local** example of a **positive** diverse neighbourhood as the yardstick that council and staff might consider as their definition of inclusive, sustainable, harmonious and desirable real estate?

### A MODEL DIVERSE NEIGHBOURHOOD:

Consider Riverside Drive as a clearly successful example of healthy and attractive diversity:

**Riverside Drive** offers an **extremely** wide range of housing options within a confined geographical area: A sprinkling of large lots with conventional housing, expansive green lawns and vegetable gardens - mixed with affordable older cottages on small lots ...luxury estates for the affluent - mixed with older rental housing on small lots ...green spaces ...a large Mental Health Clubhouse ...walkable riverside trail to town ...multi-unit strata duplex development ...backyard Baba's ...well-maintained parks ...multi-family homes ...off-grid housing ...a visible industrial slag pile ...laneway housing ...conventional new residential housing ...home occupation auto mechanics and cabinet makers ...tennis courts and pickle ball courts ...a tiny house on wheels ...garages and basements converted to

affordable rentals ...gracious bed and breakfast accomodation ...relocated houses ...fully xeriscaped properties ...contemporary manufactured housing ...a wide mix of styles, eras and incomes *within each city block* ...young families, singles, seniors, social assistance recipients, the cognitively challenged, the affluent - all this variety integrated and living harmoniously side-by-side.

This incredibly diverse mix of lifestyles and housing is obviously very attractive to a wide range of people as a place to live. Newcomers looking for large lots, affluent retirees wanting riverfront mansions, low-income folks wanting affordable rents, young families looking for 'fixer-uppers', developers looking for small building lots and an attractively wide range of available middle-income housing and rental.

All this in a friendly, diverse, inclusive, pedestrian-friendly neighbourhood close to downtown stores, restaurants and services.

The council needs to embrace their fiduciary and civic responsibility to provide for more than one single demographic, to recognize the attraction to diversity that they have embraced in their own personal lives.

#### A VIBRANT AND HEALTHY COMMUNITY:

Mono-culture farming doesn't support healthy and sustainable food production - and mono-housing doesn't support healthy community growth and Sustainable Economic Development. Small housing and high density are only TWO of the many ingredients of a truly healthy and vibrant community.

If we wish to diversify our tax base, to attract young families for our schools, and to maintain a sufficient population to support our health care services and our local business merchants, then we must provide housing choices specifically aligned with that goal.

Thank you for this opportunity to have a voice in my community.

Peter Matheson  
Grand Forks resident

**THE CORPORATION OF THE CITY OF GRAND FORKS  
REGULAR MEETING OF COUNCIL**

**Monday, November 27, 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 Colleen Ross  
Councillor Christine Thompson  
Councillor Beverley Tripp

**ADMINISTRATION:** Diane Heinrich - Chief Administrative Officer - interim /  
Corporate Officer  
Daniel Drexler - Deputy Corporate Officer  
Juliette Rhodes - Chief Financial Officer  
David Reid - Manager of Operations  
Cavan Gates - Deputy Manager of Operations & Sustainability  
David Bruce – Manager of Building Inspection Services (until  
8:22 pm)  
  
For item 4.a. only:  
  
Bud Alcock - Bylaw Enforcement Officer  
Sergeant Jim Fenske - RCMP

**GALLERY**

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**1. CALL TO ORDER**

Mayor Konrad called the November 27, 2017, Regular Meeting to order  
at 7:02 pm.

**2. ADOPTION OF AGENDA**

a. Adopt agenda



November 27, 2017, Regular Meeting agenda

MOVED BY: KROG

SECONDED BY: ROSS

**RESOLVED THAT Council adopts the November 27, 2017, Regular Meeting agenda as presented.**

CARRIED

3. **MINUTES**

- a. Adopt minutes - COTW

November 14, 2017, Committee of the Whole Meeting minutes

MOVED BY: TRIPP

SECONDED BY: BUTLER

**RESOLVED THAT Council adopts the November 14, 2017, Committee of the Whole Meeting minutes as presented.**

CARRIED

- b. Adopt minutes - Regular

November 14, 2017, Regular Meeting minutes

Brief discussion ensued regarding minor housekeeping items.

MOVED BY: ROSS

SECONDED BY: THOMPSON

**RESOLVED THAT Council adopts the November 14, 2017, Regular Meeting minutes as presented.**

CARRIED

4. **REGISTERED PETITIONS AND DELEGATIONS**

- a. Proposed Implementation of City Block Watch Coordinator and Program

Sergeant Jim Fenske of the Grand Forks RCMP will be present to speak as a delegation

## Chief Administrative Officer presentation and report

The Bylaw Enforcement Officer and Sgt. Fenske gave a presentation regarding the proposed program.

- current Citizens on Patrol program already in place
- different levels of success for proposed Block Watch program
- program would assist RCMP and is supported by the RCMP
- Block Watch could work well in conjunction with Citizens on Patrol
- Citizens on Patrol is a roaming group, while Block Watch is more static
- Block Watch has an important educational component
- Bylaw Enforcement initiative not an RCMP initiative

## Discussion ensued:

- December 14, 2017 community dialogue event at Perley gym between 6pm and 8pm, about 200 people expected
- next steps would involve registration with society, recruitment of captains and co-captains, further recruitment and training
- Councillor Hammett shared her experiences with Block Watch program that she used to co-ordinate in the past

Council discussed amending the "approximate" amounts to an up to a maximum amount. During the discussion, the recommended \$1,000 (approx.) was amended to "a maximum of \$2,000.

MOVED BY: ROSS

SECONDED BY: BUTLER

**RESOLVED THAT Council receives the delegation from Sergeant Jim Fenske along with the staff presentation regarding the proposed City Block Watch Coordinator and the Block Watch Program.**

CARRIED

MOVED BY: HAMMETT

SECONDED BY: ROSS

**RESOLVED THAT Council provides approval for the City of Grand Forks' Bylaw Enforcement Officer, Mr. Bud Alcock, to become the Block Watch Coordinator for the Block Watch Program for the City of Grand Forks;**

**AND FURTHER RESOLVED THAT Council approves of the approximate funding not exceeding \$2,000 for the setting up of the Block Watch Program for the balance of the year 2017, and the acknowledgement that these funds are available within the current bylaw enforcement budget for 2017."**

CARRIED

**5. UNFINISHED BUSINESS**

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

a. Corporate Officer's Report

Written reports of Council

Discussion ensued regarding the reports:

- potential water rates changes
- potential discussion at the COTW on Dec 11, 2017

Motion on Microcells discussion:

- action item checklist
- change in technology does not require full cell towers
- possible previous case law in Canada
- potential staff time required
- senior government should be mandating local governments

Further discussion ensued regarding:

- the community safe and secure discussion forum
- the Block Watch recruitment possibilities at the forum
- budget amounts for the forum
- statistical data will be available to the City from RCMP Nelson offices including statistics from other communities and data from within the police force

MOVED BY: ROSS

SECONDED BY: BUTLER

**RESOLVED THAT all written reports of Council submitted to the November 27, 2017, Regular Meeting be received.**

CARRIED

MOVED BY: TRIPP

SECONDED BY: BUTLER

**RESOLVED THAT Council implements the Action Check List, as provided by Citizens for Safe Technology, Section 5: Microcells – Municipal Rights and Responsibilities, regarding placement of microcells on City infrastructure.**

Opposed (4): KONRAD, HAMMETT, KROG, and THOMPSON

DEFEATED

MOVED BY: KROG

SECONDED BY: TRIPP

**RESOLVED THAT Council receives for decision the funding request regarding minor costs for expenses directly associated with hosting an event of this size up to, and not exceeding \$500, from the Safe and Secure Grand Forks Forum, where ongoing issues of concern to the citizens of Grand Forks include increased crime and overall safety, and where the City of Grand Forks is currently collaborating with agencies and organizations to co-host the forum.**

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>

The Mayor advised that he did not have a report for this evening.

Brief discussion ensued regarding the participation on the Hospital Board, potential input from Council, and composition of the board.

**8. RECOMMENDATIONS FROM STAFF FOR DECISIONS**

a. 2018 Regular and COTW Meeting Schedule

Corporate Services

Discussion ensued regarding changing September, October and November dates by 1 week.

The CAO advised that staff would move the Sept 17, 2018 meeting to Sept 24, 2018, and the October 1, 2018 meetings would move to October 9, 2018.

MOVED BY: ROSS

SECONDED BY: KROG

**RESOLVED THAT Council adopts the meeting dates as amended and provides notice to the public of the 2018 Regular Council Meeting schedule and the schedule for Committee of the Whole Meetings;**

**AND FURTHER RESOLVED THAT Council directs staff to publish the notice in the Gazette in accordance with the Community Charter.**

CARRIED

**Amendment:**

MOVED BY: TRIPP

SECONDED BY: BUTLER

**RESOLVED THAT the schedule be amended by moving the September 17, 2018 Regular Meeting to the September 24, 2018; and by moving the October 1, 2018 COTW and Regular Meeting to the October 9, 2018.**

CARRIED

b. Appointments of Acting Mayor for Council Year 2017-2018

Corporate Services

MOVED BY: BUTLER

SECONDED BY: ROSS

**RESOLVED THAT Council designates members of Council to serve on a rotating basis as Acting Mayor during the year 2017-2018:**

**Councillor Butler - December 2017 and January 2018**

**Councillor Hammett - February 2018 and March 2018**

**Councillor Krog - April 2018 and May 2018**

**Councillor Ross - June 2018 and July 2018**

**Councillor Thompson - August 2018 and September 2018**

**Councillor Tripp - October 2018**

CARRIED

c. Water Rate Structure for Mock Billing Process

Manager of Operations

Discussion ensued regarding:

- rate structures
- industry compared to residential costs
- size of services
- water consumption rate
- various options proposed and summarized
- potential impacts on residential lots with gardens
- conservation possibilities, drip irrigation
- equitable and fair
- demands during summer months
- possible implementation timelines of mock billing
- potential issues surrounding mock billing with financial software

MOVED BY: HAMMETT

SECONDED BY: ROSS

**RESOLVED THAT Council directs staff to proceed with the fixed water rate structure to use in the mock billing process.**

Opposed (2): BUTLER, and TRIPP

CARRIED

MOVED BY: ROSS

SECONDED BY: HAMMETT

**RESOLVED THAT Council directs staff to implement the water rate mock billing process for 12 months.**

CARRIED

**9. REQUESTS ARISING FROM CORRESPONDENCE**

**10. INFORMATION ITEMS**

a. 2018 Fee for Service

Grand Forks Downtown Business Association

Councillor Hammett recused herself at 9:15 for the agenda item.

Discussion ensued regarding:

- communication with DBA regarding budget
- potential to only proceed with fee for service request if financials are presented

MOVED BY: ROSS

SECONDED BY: KROG

**RESOLVED THAT Council receives the 2018 Fee for Service request from the Grand Forks Downtown Business Association and refers the request to the 2018 budgeting process for consideration.**

Opposed (1): BUTLER

CARRIED

b. Memo - Water Meter Complaint

Manager of Operations

Councillor Hammett re-joined the meeting at 9:20 pm.

Discussion ensued regarding:

- responsibilities of home owners for protection or insulation of water meters
- contractors did not insulate the meters
- potential resolution options to the issue
- communication regarding the responsibilities of the home owner

MOVED BY: HAMMETT

SECONDED BY: TRIPP

**RESOLVED THAT Council receives for information and discussion the memorandum from the Manager of Operations regarding a water meter complaint.**

CARRIED

c. Memo - November Open House Summary

Engineering and Planning

Brief discussion ensued regarding feedback from the open house.

MOVED BY: ROSS

SECONDED BY: KROG

**RESOLVED THAT Council receives for information the memorandum from Engineering and Planning regarding the November Open House Summary.**

CARRIED

11. **BYLAWS**

12. **LATE ITEMS**

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

Berry Jarvis inquired regarding:

- water rates and comparison of costs with other communities



- Summerland formula comparison

Gloria Koch

- likes idea from Mr. Jarvis

Fred Scott

- Water bill process and possible corrections
- Fees and Charges Bylaw update to address some issues

Les Johnson

- positive feedback regarding mock billing outcome
- possible barriers regarding homeless issues and possible solutions

14. **ADJOURNMENT**

The November 27, 2017, Regular Meeting was adjourned at 9:49 pm.

MOVED BY: ROSS

SECONDED BY: THOMPSON

**RESOLVED THAT the Regular Meeting be adjourned at 9:49 pm.**

CARRIED

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Mayor Frank Konrad

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Deputy Corporate Officer - Daniel  
Drexler

**THE CORPORATION OF THE CITY OF GRAND FORKS  
SPECIAL TO GO IN-CAMERA MEETING OF COUNCIL**

**Friday, December 1, 2017, 10:00 am  
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

Councillor Neil Krog (with notice)

**ADMINISTRATION:** Diane Heinrich - Chief Administrative Officer - interim /  
Corporate Officer  
Daniel Drexler - Deputy Corporate Officer  
Dolores Sheets - Manager of Development & Engineering  
Services  
Graham Watt - Senior Planner

**GALLERY**

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**1. CALL TO ORDER**

Mayor Konrad called the Special To Go In-Camera Meeting to order at 10:03 am.

**2. IN-CAMERA RESOLUTION**

a. Adopt Resolution as per Section 90

MOVED BY: TRIPP

SECONDED BY: HAMMETT

**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) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;**

**Section 90 (2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;**

**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

3. **LATE ITEMS**

4. **ADJOURNMENT**

The Special To Go In-Camera Meeting was adjourned at 10:04 am.

MOVED BY: ROSS

SECONDED BY: THOMPSON

**THAT the Special To Go In-Camera Meeting be adjourned at 10:04 am.**

CARRIED

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Mayor Frank Konrad

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Deputy Corporate Officer - Daniel  
Drexler

# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council  
**From:** Procedure Bylaw / Chief Administrative Officer  
**Date:** December 11<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.

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**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.

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**Recommendation:** **RESOLVED THAT ALL WRITTEN REPORTS SUBMITTED BY MEMBERS OF COUNCIL BE RECEIVED.**

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- 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

December 11, 2017

Julia Butler

On November 30 the Rec Commission met for our last meeting of the year. Gerry Foster attended to present his idea for a heritage memorial at the arena, in honor of Mickey MacKay. A couple years ago, Gerry did a ton of research and wrote an article for the Bruin's program entitled, "The Wee Scot". As Gerry stated in his proposal,

"It is a piece of history of Grand Forks and the Boundary which many did not know about. In concise terms he was one of the finest hockey players to ever play in BC, let alone Grand Forks and area. He won a Stanley Cup while playing for the Vancouver Millionaires. He went on to play in the NHL for Boston, Chicago and Pittsburgh. Mickey would be inducted into the Hockey Hall of Fame and BC Hockey Hall of Fame. After his professional hockey career he and his wife (a former Grand Forks Postmaster) settled in Grand Forks. One writer wrote, 'he retired to Grand Forks where his heart had never left.'"

Sadly, Mickey died of a heart attack at a young age, but papers all across the country recognized the fame and talent of our local star. A large headline in the Saskatoon Star Phoenix announced, "Mickey MacKay's Funeral to Take Place Tomorrow." The story opened this way, "The body of Mickey MacKay, idol of Vancouver hockey fans two decades ago and one of the finest centre men the game ever produced, was sent Friday to Grand Forks, B.C."

The Rec Commission has asked staff to investigate grant opportunities for developing a memorial on the green space in front of the arena and possibly naming the laneway between the two buildings in honor of MacKay.

Following the tragic deaths at the Fernie arena this year, our 2018 budget will include funding for a Freon detector at the curling rink, as well as \$30 000 to upgrade the ice plant at the arena. Our facility passed inspection by the safety authority in the spring of this year and upgrades are mainly preventative. A motion was also made to invest \$2500 into upgrading the concession at the arena as well.

Following the results of a needs assessment survey for the aquatic centre, conducted earlier this year, the Rec Commission is responding to the top five indicators from the survey. A sub committee has been struck to consider varying the hours of operation. Because of the desire to see increased temperatures at the pool, we are implementing a "warm weather week" from December 23-30th. During this time, none of the cardio programs are operating in the main pool, therefore a temperature of 30 C, won't pose any health risks associated with overheating.

We are also happy to announce a new member to the Rec Commission. Bob MacLean has joined us as an observer for the past couple of meetings and will officially become a member in the new year.

Thanks also to the Bruins, Telus, Ultimate Hockey, Elks, Interfor and Rotary for sponsoring family oriented events at the pool and arena this month.

The planning committee for our upcoming public forum entitled “Building a Safe and Secure Grand Forks” met this week to finalize many details of the event. It will take place on December 14th from 6-8pm at the Perley Elementary School gymnasium. An invitation letter to our guest speakers was sent out and a poster created for advertising online and in the newspaper. So far, we have confirmation from the RCMP, IHA and Citizens on Patrol that they will be in attendance to explain their roles and the challenges they face. There will also be an opportunity for the public to sign up as volunteers for the new Neighbourhood Watch program and Citizens on Patrol. Council sent a thank you letter to The Minister for Mental Health and Addictions, Judy Darcy, for meeting with council at the UBCM and to invite her to attend our forum in Grand Forks.

On Monday, December 4<sup>th</sup>, our MLA, Linda Larson came to meet with representatives from the various community groups grappling with the enormous issue of addiction, crime and homelessness. She wanted to know what each group was doing, where their funding came from and gaps that they could identify in services. Sergeant Fenske was also in attendance to give us the facts and challenges facing the RCMP. Each time I hear him speak, I learn a lot about the barriers the police face in getting the criminals off our streets, as well as the compassion that they somehow manage to maintain for the offenders. Most of the repeat offenders that take up a majority of their time are struggling with some form of mental illness or addiction. I hope, as elected officials, we can put together a plan of how to best advocate for the RCMP to higher levels of government, to get them more funding, officers and an easier time prosecuting in the courts.

Finally, I would like to put forward a motion for council, to discuss and designate, delegates for the 2018 conferences. I had sent out an email asking to attend the LGLA conference at the end of January as well as the FCM in June but haven’t heard any discussion about it. By attending the LGLA conference, I am hoping to attain my level 1 certificate in local government leadership. The LGLA website lists the following as reasons for councillors to attend:

“First, you are gaining knowledge, skills and abilities directly related to your role in governance and leadership. Often people are not familiar with the complete mandate and operations of local government prior to being elected. It is a steep learning curve for newly elected officials. Taking courses which lead to certification ensures that you have the information you need to govern confidently. Your community will benefit from your increased understanding of both the “big picture” and the “fine details” of local governance. Second, you are no longer just attending select educational programs at the various events you attend, but are now working towards a certificate that demonstrates your desire to learn. The public expects its elected officials to be the best that they can be. The certificate is proof to all that you are committed to being knowledgeable and competent in the area of governance. Third, your efforts to increase your knowledge, skills and abilities are recognized by your peers.”

Respectfully submitted,  
Julia Butler

Councillor's Report for December 11, 2017  
Beverley Tripp

Public Hearing for the OCP Bylaw Amendment and Zoning Bylaw Repeal and Replace

I have been mulling over input we received at the Public Hearing on Monday, November 27<sup>th</sup>, where a good number of concerned residents turned out to ask questions and provide feedback about the future of land use and housing options for the city of Grand Forks. I am pleased that staff have been vigorously pursuing possible remedies to the severe shortage of affordable housing in our community by bringing forward these proposed changes to the Zoning Bylaw and the OCP. Certainly, something is needed, and that was confirmed by several residents who expressed favour for the proposed changes which largely deal with densification and allowing tiny homes across all residential zones except R-1A. One attendee commented that this is a good start in the right direction. However, other residents expressed valid concerns about how this would change their neighborhoods. They were concerned about what input they would be able to have over these new dwellings, if any? Other questions revolved around form and character, tiny homes on wheels, and when a foundation would be required (after three years). Other issues raised were concerns about diminished values of single large homes; having tiny home development in some areas of the city but not all areas; the need for diversification, and the option of "tiny cluster home" neighborhoods. Someone asked if this is just a fad, and would people find that the building wouldn't meet their needs in the long run (no room for visitors, all our stuff, the baby, the growing family) etc.?

These are all valid concerns and opinions to take into consideration, and I now personally have some questions about the pace we are setting at getting these bylaws changed. We heard some strong cautions from residents that I believe warrant us now having a second look at what areas of the city may, or may not be desirable for tiny home development. Further, I have discovered that a workshop is going to be hosted at the end of January by Community Futures, on behalf of SPARC BC, that addresses housing needs for the Boundary area. At this workshop, a speaker from Stats Canada will provide a breakdown of the figures from the 2016 Census. I believe it would be wise for us to have these hard and firm statistics in hand to better base land zoning decisions on. I am also canvassing some local Realtors to get their thoughts on the impact of tiny homes. Moving forward on this is important, but I want to make the best possible decisions for the benefit of the entire city and hope that we will hold off on the Third Reading until we have this additional information.

Planning Meetings for Building a Safe and Secure Grand Forks

Since my last report, our organizing committee has had a couple of meetings and a lot of email communication back and forth. Plans are coming along nicely for "Building a Safe and Secure Grand Forks," to be held at the Perley Elementary school gym on Thursday, December 14th from 6-8 pm. We are excited about how it will come together to benefit our community, and pave the way for the much-needed, and long overdue community dialogue surrounding issues of increased crime and homelessness in our area. Please plan to attend!

### Santa Claus Parade

For the first time, I participated in this festive, and fun kick-off to the Christmas season in Grand Forks. I had a ball throwing copious amounts of candy to waving groups of parade-watchers along the downtown parade route. Even more delightful was seeing the lights turn on for the official light-up at Gyro Park. Once again this year, the City works crew have done a fabulous job of decorating the park! Unfortunately – and I heard that this was quite a disappointment for some – Santa didn't show. But rest assured, he's making his list and checking it twice, so that when he arrives for the girls and boys on Christmas Eve, he'll have just the right toy to deliver!

### Meeting with Linda Larson and Service Groups

At the request of MLA Linda Larson, several service agencies in Grand Forks, Sgt. Fenske, and several members of council met with her at Community Futures on Monday, December 4<sup>th</sup>. The purpose of the meeting was to get as many stakeholders together as possible to discuss issues surrounding homelessness, shelter, and the growing need for services in the Grand Forks area. MLA Larson chaired the meeting to get up to speed on what everyone is doing, and to identify any gaps in funding and servicing initiatives that are currently being discussed among the various stakeholder groups. This was an excellent meeting where some very candid sharing took place over issues of homelessness and services for those in that situation. Sgt. Fenske also provided very helpful information about his detachment's activities and challenges in addressing the criminal element in the community, and the need to remove the drug dealers from town. He will be reiterating some of this same information at the community meeting on December 14<sup>th</sup>, which I believe will be most helpful for everyone to hear.

Respectfully submitted,

Beverley Tripp



# REQUEST FOR DECISION

— REGULAR MEETING —



**To:** Mayor and Council

**From:** Procedure Bylaw / Council

**Date:** December 11<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.**

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**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.

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**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.



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**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.**

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Department Head or CAO	Chief Administrative Officer

# Request for Decision



To: Regular Meeting

From: **Manager of Development and Engineering Services**

Date: December 11, 2017

Subject: Disc Golf Course Licence of Occupation and Course Budget

Recommendation: **THAT Council direct staff to include in the 2018 budget process the City's proposed contribution to Disc Golf budget as presented, and to finalize the Licence of Occupation with the Grand Forks Disc Sports Club for the proposed course site at 2699 68th Avenue pending the group's formation as a society.**

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## Background

- On July 17, 2017 Committee of the Whole, RDKB Electoral Area 'D' / Rural Grand Forks Director Roly Russell brought forth an opportunity to fund and develop a new disc golf course for City property west of Angus MacDonald Park, in conjunction with the Grand Forks Disc Sports Club.
- Council directed staff to investigate the feasibility of Parcel Z for this purpose, to work with the Disc Sports Club to develop a plan and stewardship agreement, develop a partnership with RDKB to deliver the possible project, and to bring a report forward by October 2017.
- On October 16<sup>th</sup> Council received an update report and presentation from Dan MacMaster of the Disc Sports Club and recommended to Council to consider establishment of the course at an upcoming meeting (October 30<sup>th</sup>). Funding discussions still needed to be finalized so the report was delayed until now.
- The draft budget attached to this report was developed by Director Russell in consultation with the Disc Sports Club and City Staff and based on similar projects in the region.
- Partnership funding and collaborative in-kind work will enable the Disc Sports group to develop this course cost-effectively. Funding from the Boundary Community Development Committee / Rural Grand Forks will be used immediately for purchase of some of the equipment, and the remainder of the funding from partners will be allocated once installation is ready to proceed in spring of 2018.
- The City's in-kind and cash contribution (\$8,000 and \$5,900, respectively, towards the total budget of \$41,900) would support the parking and staging area and some of the signage and garbage/recycling receptacles as per the parks standard materials.
- The Disc Sports group is still working towards developing into a new society, provisionally titled the Grand Forks Disc Sports Society. The department recommends completing the draft agreement (draft attached) with members of the group and having the City sign off on the agreement once the new society is

incorporated. Any equipment purchases or other spending before the enactment of the Licence will be held by the RDKB then committed to the project.

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## Benefits or Impacts

### Strategic Impact



#### Community Engagement

- Demonstrates the strategic priority of integrated recreation planning between Grand Forks and electoral area(s).



#### Community Livability

- Works towards the strategic priority of continuing investment in arts, culture, sport and heritage.



#### Fiscal Responsibility

- Public Works does not anticipate a significant increase in maintenance (mainly emptying of garbage and recycling receptacles)
- Valuable recreational amenity provided with no new City-owned assets developed

### Attachments

Draft budget; Draft Licence of Occupation; Location Map

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## Recommendation

**THAT Council direct staff to include in the 2018 budget process the City's proposed contribution to Disc Golf budget as presented, and to finalize the Licence of Occupation with the Grand Forks Disc Sports Club for the proposed course site at 2699 68th Avenue pending the group's formation as a society.**

## 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:	RMC-17-12-11-RFD-DevEng-DiscGolf.docx
Attachments:	<ul style="list-style-type: none"><li>- License of Occupation Disc Golf.docx</li><li>- GF Disc Golf draft budget.pdf</li><li>- disc golf property Oct 2017.pdf</li></ul>
Final Approval Date:	Dec 1, 2017

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

**Dolores Sheets - Nov 30, 2017 - 4:38 PM**

**Diane Heinrich - Dec 1, 2017 - 9:24 AM**

## LICENCE OF OCCUPATION

THIS LICENCE made the \_\_\_\_\_ day of \_\_\_\_\_, 2018. BETWEEN:

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

7217 4th Street, P.O. Box 220

Grand Forks, British Columbia, VOH 1H0 (the "City")

AND:

**THE GRAND FORKS DISC SPORTS SOCIETY**

**[ADDRESS BLOCK]**

(the "Licensee")

**WHEREAS:**

- A. The City is the legal and beneficial owner of those lands and premises located in the City of Grand Forks and legally described as:

Parcel Identifier: 004-452-976

Legal Description: Parcel Z Portion (DD N25363) Except Plan 40899 KAP65879  
KAP65880 KAP76970

- B. The Licensee wishes to occupy a portion of the "Lands".
- C. The City wishes to grant a Licence of Occupation to the Licensee for a portion of the described lands, measuring 6.8 hectares, as outlined on the sketch plan attached hereto as **Schedule "A"**, (the "**Licensed Area**")

NOW THEREFORE, in consideration of the sum of ten (\$1.00) paid by the Licensee to the City, the premises and mutual covenants contained herein and

other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto covenant and agree as follows:

### **1. Grant of Licence**

The City hereby grants to the Licensee and their employees, contractors, subcontractors and agents a non-exclusive licence to use and occupy the Licensed Area for the purposes of the installation and operation of a Disc Golf course.

### **2. Upkeep in lieu of rent**

The Licensee shall provide basic upkeep of the Licenced Area in lieu of rent. This upkeep shall include general seasonal clean-up, brush removal along course-ways, and removal of any graffiti or repair course structures.

### **3. Term**

The term of the Licence shall be ten (10) years, commencing on the 1st day of March, 2018 and expiring on the 31st day of March 2028 (the "Term")

### **4. Renewal**

At its election, the Licensee may, by written notice to the City given on or before 6 months prior to the expiry of the Term, request that the Licence be renewed for an additional term of ten 10 years. The City, acting reasonably would grant the Licence renewal, unless the lands were required for City purposes.

### **5. Condition of the Licensed Area**

The Licensed Area is licensed to the Licensee on an "as is" basis, and the City makes no representation or warranties with respect to the condition of the Licensed Area.

### **6. Licensee's Covenants**

The City covenants with the Licensee:

- a) To develop the lands within Licenced Area in a way that minimizes impacts on other public users on established trails, roads, and areas for other activities (i.e. fireworks, bonfire).
- b) To place only the structures agreed to with the Manager of Operations as essential for the course (including kiosks, signs, tee pads, and baskets);
- c) Not to bring any Contaminants (as defined below) onto, into or under the Licensed Area;

For the purpose of this Licence, "Contaminants" means any substance including without limitation, urea formaldehyde, hydrocarbons, lead, pollutants, polychlorinated biphenyls ("PCBs), contaminants, deleterious substances, dangerous substances or goods, hazardous, corrosive, or toxic substances, special waste, waste, pesticides, asbestos-containing materials, PCB-containing equipment or materials, and any other storage, manufacture, handling, disposal, treatment, generation, use, transport, remediation or release into the environment of which is now or hereinafter prohibited, controlled or regulated under any applicable laws.

## **7. Inspection**

The City, and its officials, employees, contractors, subcontractors and agents may enter the Licensed Area to inspect the Licensed Area and the Works to ensure compliance with the terms and conditions of the Licence.

## **8. Dispute Resolution**

The parties shall use commercially reasonable efforts to agree on any matter or resolve any dispute arising under this Agreement. If, despite the efforts of the parties, the parties are unable to determine the matter or resolve the dispute within thirty (30) days of the matter or dispute arising, the parties may, by further agreement, refer the matter or dispute to a mediator acceptable to each of the parties. Where the parties are unable to determine the matter or resolve the dispute with the assistance of a mediator, the parties may, by further agreement, refer the matter or dispute to a single arbitrator for determination in accordance with the Commercial Arbitration Act (British Columbia).

## **9. Termination**

- a) The City may terminate this Licence upon thirty (30) days prior written notice to the Licensee in the event that the Licensee breaches a term of the Licence, which breach has not been remedied within 14 days of receiving notice of such breach from the City.
- b) Either party may terminate this Licence upon ninety (90) days prior written notice to the other party. In the event that the Licence is terminated under this clause, the Licensee will remove all structures created under the funding agreement with Regional District of Kootenay Boundary Electoral Area 'A' / Rural Grand Forks, as appropriate, property from the Licensed Area.

## **10. Indemnity**

Notwithstanding any other terms, covenants and conditions contained in the Licence, the Licensee will indemnify and save harmless the City and those for whom the City is responsible in law from and against any and all liabilities, claims

suits, actions, including actions of third parties, damages and costs, including, without limitation, legal fees on a solicitor and own client basis, which the City may incur, suffer or be put to arising out of or in connection with any breach or non-performance of the obligations of the Licensee under this Licence, any loss or damage to property or personal injury or bodily injury, including death, of any person or any wrongful act or neglect of the Licensee, its employees, contractors, subcontractors or agents on or about the Licensed Area, or arising out of or in connection with the use and occupation of the Licensed Area, its employees, contractors, subcontractors or agents. This indemnity will survive the expiration or earlier termination of this Licence.

### **11. Release**

The Licensee does hereby release and discharge the City from any and all actions, causes of action, suits and demands whatsoever and whether at law or in equity or otherwise arising which the Licensee may at any time have by reason of the exercise of the rights granted to the Licensee hereunder.

### **12. Non-liability of the City**

The City will not be liable or responsible in any way for any personal injury that may be sustained by the Licensee, its invitees, those for whom the Licensee is responsible in law or any other person who may be upon, within or under the Licensed Area, or for any loss of or damage or injury to property belonging to or in the possession of the Licensee, its invitees, those for whom the Licensee is responsible in law or any other person or for any matter or things of whatsoever nature or kind arising from or in connection with the Licensee's use and occupation of the Licensed Area or otherwise.

### **13. Insurance**

The Licensee, at its cost, will obtain and keep in force:

- a) "all risk" property insurance covering all of the Licensee's property in the Licensed Area, property for which the Licensee is legally liable and property installed by or on behalf of the Licensee within the Licensed Area;
- b) Comprehensive general liability insurance (including legal liability insurance) against claims for personal injury, death or property damage occurring upon, within or about the Licensed Area, such coverage to include the activities and operations conducted by the Licensee and those for whom the Licensee is in law responsible. Such policies will be written on a comprehensive basis with inclusive limits of not less than \$2,000,000 per occurrence or such higher limit as the City, acting reasonably, may require from time to time; and



- c) Any other form of insurance or such higher limits as the City, acting reasonably, may require from time to time, in form, in amounts and for insurance risks against which a prudent licensee would insure.

The Licensee will affect all insurance policies with reputable insurers licensed to do business in British Columbia and upon terms and in amounts, as to deductibles and otherwise, reasonably satisfactory to the City. The Licensee will deliver to the City within 30 days of the date first written above, and upon reasonable request from time to time, certificates of insurance (and upon request by the City, copies of the insurance policies) and will deliver to the City a certificate of renewal for each policy not less than 10 days prior to its respective expiry date. The Licensee will cause all insurance policies to contain an undertaking by the respective insurer to notify the City at least 30 days prior to cancellation or prior to making any other change material to the City's interest. The liability policy of the Licensee will include the City as an additional named insured with a cross-liability and severability of interest clause. The Licensee will cause all insurance policies to contain a waiver of subrogation clause in favour of the City and those for whom it is in law responsible.

#### **14. Nature of Licence**

The occupancy of the Licensed Area by the Licensee will, under all circumstances, be viewed as a licence only and will not create or be deemed to create any interest in the Licensed Area in the Licensee's favour.

#### **15. Assignment**

The Licensee will not be entitled to assign or transfer this Licence. The Licensed Area, or any portion thereof, may not be further licensed or leased without the prior written consent of the City, which consent may be withheld in its sole discretion.

#### **16. No Derogation**

Nothing contained or implied herein will derogate from the obligations of the Licensee under any other agreement with the City, or if the City so elects, prejudice or affect the City's rights, powers, duties or obligations in the exercise of its functions pursuant to the Community Charter (British Columbia) and the Local Government Act (British Columbia), or any other Act of the legislature of the Province of British Columbia, as amended from time to time and the rights, powers, duties and obligations of the City under all public and private statutes, bylaws, orders and regulations, all of which may be, if the City so elects, as fully and effectively exercised in relation to the Lands and the City as if this Licence had not been executed and delivered by the City to the Licensee.

## **17. Builders' Liens**

The Licensee will not suffer or permit any liens under the Builders' Lien Act to be registered against title to the Lands, including the Licensed Area, by reason of labour, services or materials supplied to the Licensee. In the event that any lien is so filed, the Licensee will take immediate action to cause same to be removed.

## **18. Compliance With Laws**

The Licensee, at its sole cost and expense, will promptly comply with all applicable requirements of governmental or administrative authorities, including, without limiting the generality of the foregoing, all municipal bylaws, which relate, directly or indirectly, to the use of the Licensed Area.

## **19. Further Assurances**

The parties will execute and deliver all such further documents and do such other things as the other party hereto may request in order for this Licence to be given full effect.

## **20. Waiver**

The waiver by the City of any breach of a term, covenant or condition of this Licence will not be considered to be a waiver of any subsequent breach of the term, covenant or condition or another term, covenant or condition. No breach of a term, covenant or condition of this Licence will be considered to have been waived by the City unless acknowledged by the City in writing as waived.

## **21. Severance**

If any section, subsection, sentence, clause or phrase in the Licence is for any reason held to be invalid by the decision of a court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of this Licence. The parties hereto shall agree upon an amendment to be made to the section, subsection, sentence, clause or phrase previously found to be invalid and shall do or cause to be done all acts reasonably necessary in order to amend the Licence so as to reflect its original spirit and intent.

## **22. Notices**

Any notice required or permitted to be given hereunder will be in writing and will be sufficiently given if it is delivered personally or mailed by prepaid mail to the intended party at its address set out on page 1 of the Licence. A notice will be deemed to be received on the day it is delivered, if delivered personally, or 4 business days after the date it was mailed.

### **23. Governing Law**

The Licence will be governed by and construed in accordance with the laws of British Columbia and the parties hereby agree to attorn to the courts of British Columbia .

### **24. Enurement**

The Licence will enure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

IN WITNESS WHEREOF the parties hereto have executed the Licence as of the day and year first above written:

THE CORPORATION OF THE CITY  
OF GRAND FORKS, by its  
authorized signatories:  
[ signature block]

THE LICENSEE, by its  
authorized signatories:  
[signature block]

SCHEDULE "A"

DRAFT

	Quantity	Item cost	Total	CoGF In-kind	CoGF cash	BEDS	RuGF \$ (CWF)	RuGF in-kind	Disc Club (in-kind)
Layout	1.0	\$1,000	\$1,000						\$1,000
Baskets	18.0	\$550	\$9,900	\$1,000		\$8,900			
Main tees	18	\$700	\$12,600		\$2,000	\$3,100	\$7,500		
Alt tee boxes	0	\$500	\$0						
Hole Signs	36	\$150	\$5,400		\$900		\$4,500		
Main signs	2	\$500	\$1,000		\$1,000				
Clearing and Brushing	1	\$4,000	\$4,000	\$1,000	\$2,000				\$1,000
Parking and Access	1	\$5,000	\$5,000	\$5,000					
Land Use approvals	1	\$2,000	\$2,000	\$1,000				\$1,000	\$1,000
<b>TOTAL</b>		<b>\$14,400</b>	<b>\$40,900</b>	<b>\$8,000</b>	<b>\$5,900</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$1,000</b>	<b>\$3,000</b>

all in kind labour is valued at \$40/hr

**REVENUES:**

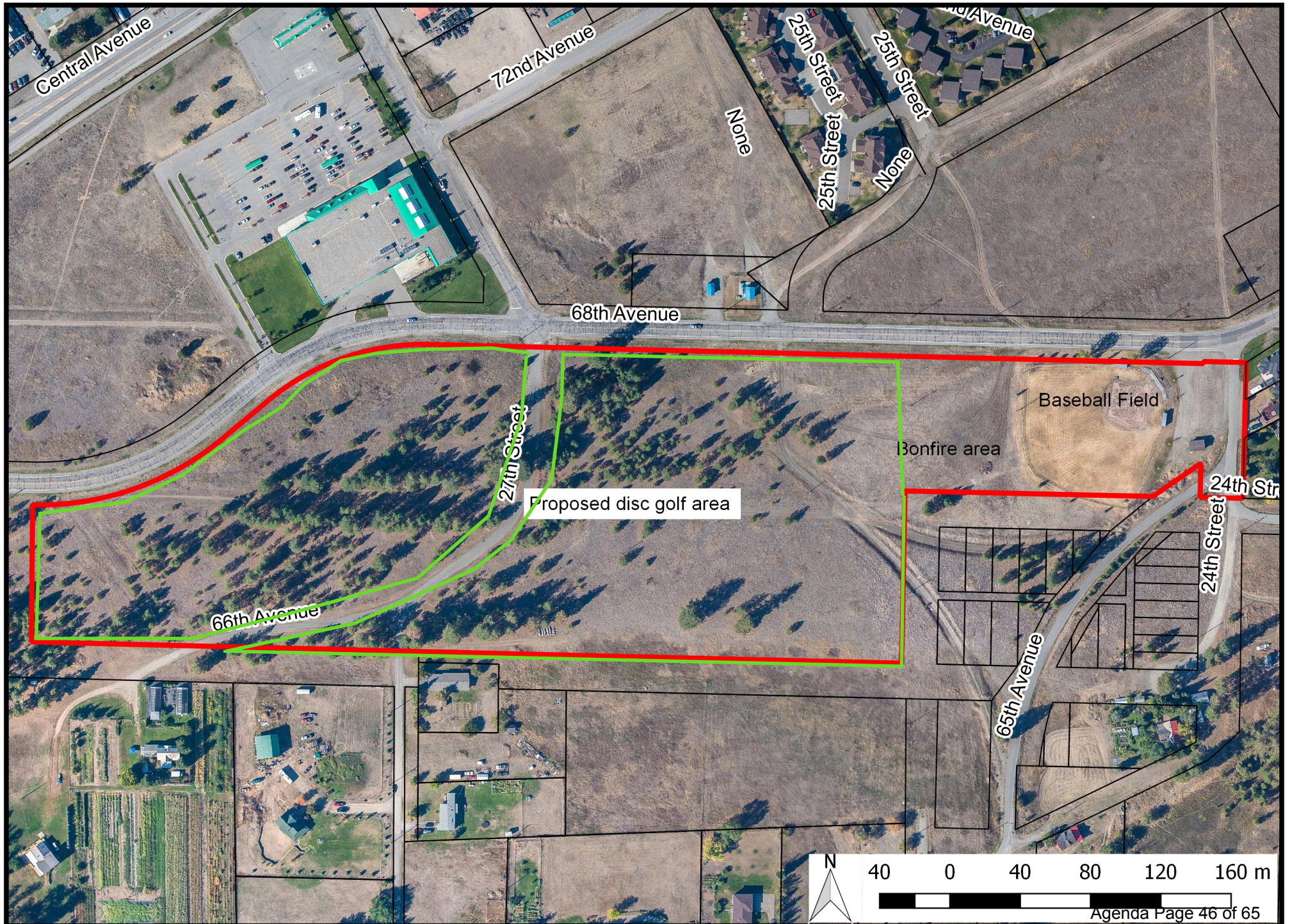
TOTAL CoGF	\$13,900
TOTAL RuGF	\$13,000
TOTAL Boundary Ec Dev)	\$12,000
Disc Club	\$3,000
	<b>\$41,900</b>

**EXPENSES:**

Cash contract to Club	\$29,900
In-kind contract to club	\$12,000
	<b>\$41,900</b>



# Proposed Disc Golf Course October 2017





# Request for Decision



To: Regular Meeting  
From: **Chief Financial Officer**  
Date: December 11, 2017  
Subject: Waiver of fee for equal payment plan refunds on utility accounts  
Recommendation: **RESOLVED that Council permits staff to waive the \$25 fee for utility customers on the equal payment plan who request a refund of their credit balances for 2017.**

---

## Background

The Fees and Charges Bylaw currently in effect imposes a \$25.00 fee for issuing a refund on utility customers' accounts. Staff believes that application of this fee to refunds of overpayments on the equal payment plan is inappropriate, especially given that a significant number of customers are seniors on limited incomes.

An amendment to the Fees and Charges Bylaw which would allow one refund per year at no charge was introduced at the Committee of the Whole on December 11. The bylaw amendment, if adopted, would not come into effect until January 2018 at the earliest, whereas the equal payment plan accounts are reconciled for year end and refunds issued in December.

Thus, staff would like to request that Council considers waiving the \$25.00 fee for the refund payments to be issued in December 2017.

---

## Benefits or Impacts

### General

The City's staff estimates the bi-monthly equal payment amounts for utility customers which, after reconciliation against actual billings, may result in a credit balance at the end of the year. Issuing a full refund to the customer without deduction of a processing fee is a just and reasonable action under the circumstances.

### Strategic Impact



#### Fiscal Responsibility

- It is estimated that the amount of potentially lost income from waiving this fee would be less than \$500.

**Policy/Legislation**

Fees and Charges Amendment Bylaw 1958-A1, 2015

Water Regulations Bylaw No. 1973-A1, 2015

Sewer Regulations Bylaw No. 1974, 2014

Electrical Utility Regulations Bylaw No. 1975, 2014

**Attachments**

None

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**Recommendation**

**RESOLVED that Council permits staff to waive the \$25 fee for utility customers on the equal payment plan who request a refund of their credit balances for 2017.**

**Options**

1. RESOLVED THAT Committee of the Whole accepts the recommendation.
2. RESOLVED THAT Committee of the Whole does not accept the recommendation.



### Report Approval Details

Document Title:	CFO-waiver of refund fee.docx
Attachments:	
Final Approval Date:	Dec 4, 2017

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

**Diane Heinrich - Dec 4, 2017 - 9:59 AM**

# Request for Decision



To: Regular Meeting

From: **Development and Engineering Services**

Date: December 11, 2017

Subject: Application for additional Rural Dividend Fund grant for an Employment Lands Plan

Recommendation: **RESOLVED THAT Council directs staff to apply for the December 2017 intake of the Rural Dividend Fund grant for \$100,000 with the City's contribution being \$20,000 from the Property Management and Holding budget.**

---

## Background

The BC Rural Dividend assists rural communities with a population of 25,000 or less in strengthening their community resilience, and supporting their social, cultural and economic viability. The Program is providing \$25 million a year over three years, beginning in 2016, to help rural communities across British Columbia reinvigorate and diversify their local economies, making them more attractive places to live and work.

The City successfully applied for funding in the May 2016 intake as an extension of the Land Development Showcase project. The Land Development Showcase started in 2014 and has realized the sales of several municipally held properties which will generate economic development in our community. To date there is interest in multiple City-owned properties.

The BC Rural Dividend is currently accepting applications. The current RDF project will be finished by the end of 2017 and focused on determining the best use for three land types in Grand Forks as well as an overview of their marketability. While the City intends to use this information to support decision making for determining the best use of City owned parcels, much of the information is applicable across the community and will be made available for the general promotion of development in Grand Forks.

For the next phase of this project, this grant application aims to facilitate the strategic development of 'employment lands' by engaging community stakeholders, defining the vision of the land nodes and major investment zones of the City, pursue a process where the employment lands are identified / secured and utilized more effectively and efficiently, and define specific strategic actions to increase value and development potential. The project budget would be \$100,000 with the City's portion being \$20,000.

This project is intended to explicitly link priorities in the Strategic Plan with updates to the Official Community Plan and Zoning Bylaw that will enable the development and diversification of the economic base, specifically development of industrial properties, commercial sectors, and multi-family residential properties.

---

## Benefits or Impacts

### Strategic Impact



#### Economic Growth

- Work closely with Community Futures, RDI, BCRCC, Province and Federal Gov't in order to access economic development opportunities.
- Ensure that all development is in line with visions and guiding principles of the SCP and current best practices.



#### Fiscal Responsibility

- Ensure that City owned land is sold at fair market value and considers the best overall impact to the city (organizational action).

### Policy/Legislation

- Official Community Plan; Zoning Bylaw; Community Charter

## Attachments

Memorandum from Urban System

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## Recommendation

**RESOLVED THAT Council directs staff to apply for the December 2017 intake of the Rural Dividend Fund grant for \$100,000 with the City's contribution being \$20,000 from the Property Management and Holding budget.**

## 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.

# MEMORANDUM

Date: December 4, 2017  
To: Dolores Sheets  
From: Wayne Robert  
File: 0788.0000.00-A  
Subject: **City of Grand Forks Employment Lands Plan**

Ms. Sheets,

As discussed, the following is intended to provide a brief summary of the scope and estimated budget needed to create an Employment Lands Plan for the City of Grand Forks. This guide will help strategically plan for the development of lands within Grand Forks with the purpose of supporting an application to the Rural Dividend Fund (RDF).

## Background

Building on the most recent economic development effort (LED Initiative) underway, the City deems it beneficial to further the LED Initiative through the strategic development of all developable lands (employment lands<sup>1</sup>) within the City. The strategic use of these lands within a community acts as the catalyst to significant economic growth and regional prosperity. An Employment Lands Plan provides the backbone by which information is distributed to local politicians, councils, decision makers, and citizens, and links economic strategies identified in the Strategic Plan with updates to the Official Community Plan and Zoning Bylaw to strengthen and diversify Grand Forks' economic base.

Today, more than ever, it is essential that communities collectively determine the long-term vision and planning of not only the individual lands nodes (industrial, commercial residential, institutional and parks/recreational) but also determine how each of these land types can be designed and developed to complement each other. This study will allow for informed and transparent decisions to be made regarding the present and future use of employment lands within the City by incorporating a robust community visioning component.

## Project Purpose

Our purpose is to develop and implement an Employment Lands Plan through collaboration and partnership with private sector and citizens. This plan will establish a unified vision of how each type of land should be developed, ultimately resulting into an action plan for the City of Grand Forks.

## Project Objectives

The following proposed project objectives are being suggested to meet the above Project Purpose:

1. Engage and energize the community and key stakeholders;
2. Work with the community to define the vision of the land nodes and major investment zones of the City (Industrial Park, West End, Downtown, Airport);
3. Pursue a process where employment lands and major investment zones (Industrial Park, West End, Downtown, Airport) are identified/secured and utilized more effectively and more efficiently;

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<sup>1</sup> Lands that are identified in Official Community Plans, Zoning Bylaws and other Land Use Plans for clusters of business and economic and uses activities including, but not limited to, institutional, manufacturing, warehousing, offices, retail and associated ancillary uses

MEMORANDUM

Date: December 4, 2017  
File: 0788.0000.00-A  
Subject: City of Grand Forks Employment Lands Plan  
Page: 2 of 2



4. Assess the current infrastructure and planning (zoning, bylaws etc..) that either support or impede development efforts; and
5. Define specific employment land actions that are systematic, relevant and well thought out.

**Budget and Timeline**

The total fees and expenses (budget) excluding applicable taxes for this project effort is **\$100,000**. The project effort is expected to encompass approximately 9 months from time of award.

If you have any questions on the above, please contact the undersigned. We look forward to assisting the City in this exciting and key project for enhancing the economic vibrancy of the community.

Sincerely,

**URBAN SYSTEMS LTD.**

A handwritten signature in black ink, appearing to be "WR" or similar initials.

Wayne Robert  
Economic Development / Management Consultant

A handwritten signature in blue ink, appearing to be "SS" or similar initials.

Scott Shepherd, BA, ASCT  
Principal

**From:** Theresa Lenardon <tlenardon@rdkb.com>  
**Sent:** December 1, 2017 11:21 AM  
**To:** Diane Heinrich; Daniel Drexler  
**Cc:** Info; Mark Andison  
**Subject:** RDKB BYLAW 1660-AMENDING GRAND FORKS AND DISTRICT TRANSIT SERVICE LOCAL SERVICE ESTABLISHMENT BYLAW 672 1991  
**Attachments:** RDKB Bylaw1660-At Third-GF Amending Transit Service Establishment Bylaw6....pdf; Bylaw 995 1997-Amending 672 Service Establishment Bylaw-Remove Area C.PDF; Greenwood-Consent-RDKB Bylaw 1660-GF and District Transit Service Establ....docx; RDKB Service Establishment Bylaw 672 1991-GF and District Transit Servic....pdf



Good morning;

At last evening's RDKB Board meeting, the Board gave RDKB Bylaw No. 1660 First, Second and Third Readings. This bylaw amends the Grand Forks and District Transit Service Local Service Establishment Bylaw No. 672 by increasing the requisition 25%.

I have attached the recent Amending Bylaw No. 1660. For your information, I have also attached the Service Establishment Bylaw No. 672 and Amending Bylaw No. 995, which removes Area C/Christina Lake from the Service.

Prior to Bylaw 1660 receiving Adoption by the RDKB Board of Directors and pursuant to Sections 349(b) and 346 of the *Local Government Act*, Bylaw 1660 requires approval for the 25% requisition increase from two-thirds of the participants. I will be seeking consent from the City of Greenwood (as the other Municipal participant) and I have already received consent from RDKB Electoral Areas D and E.

We are hoping to present the Bylaw back to the Board at the January 25<sup>th</sup> 2018 RDKB Board meeting.

Feel free to contact me should you have questions or concerns etc.

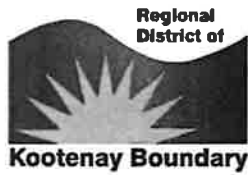
Sincerely,



Theresa Lenardon | Manager of Corporate Administration | Corporate Officer  
Regional District of Kootenay Boundary

Direct: 250.368.0225 | Cell: 250.231.4559 | Main: 250.368.9148 1-800-355-7352 [www.rdkb.com](http://www.rdkb.com)

FILE CODE  
RDKB Bylaw 1660 to  
R2 - amend GF & District  
Transit Service



## **BYLAW NO. 1660**

### **A Bylaw of the Regional District of Kootenay Boundary, in the Province of British Columbia, to increase the requisition limit of the Grand Forks and District Transit Service Local Service**

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**WHEREAS** the Regional District of Kootenay Boundary has, by Bylaw No. 672, 1991, established the Grand Forks and District Transit Service Local Service;

**AND WHEREAS** the Board wishes to amend Bylaw No. 672 to increase the maximum annual requisition for the service;

**AND WHEREAS** the Board has obtained the required consent of the participants in the function, in accordance with Section 349(1) of the *Local Government Act*;

**NOW THEREFORE BE IT RESOLVED** that the Board of Directors of the Regional District of Kootenay Boundary, in open meeting assembled enacts as follows:

#### **Citation:**

This Bylaw may be cited as "Regional District of Kootenay Boundary Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1660, 2017".

#### **Amendment:**

Section 2 (maximum annual requisition) of Bylaw No. 672 is hereby repealed and replaced with the following:

"The maximum amount of monies that can be requisitioned annually shall not exceed the amount raised by applying a tax rate of \$0.37/1000 to the net taxable values of lands and improvements or \$50,000 (Fifty Thousand Dollars) whichever is greater."

Read a First and Second Time this 30<sup>th</sup> day of November, 2017.

Read a Third Time this 30<sup>th</sup> day of November, 2017.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1660, 2017 cited as "Regional District of Kootenay Boundary Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1660, 2017" as read a Third Time this 30<sup>th</sup> day of November, 2017.

  
Manager of Corporate Administration

Written consent dated \_\_\_\_\_ to adopt this Bylaw was received from the  
Corporation of the City of Grand Forks.

Written consent dated \_\_\_\_\_ to adopt this Bylaw was received from the  
Corporation of the City of Greenwood.

Written consent dated \_\_\_\_\_ to adopt this Bylaw was received from the  
Director of Electoral Area 'D'/Rural Grand Forks.

Written consent dated \_\_\_\_\_ to adopt this Bylaw was received from the  
Director of Electoral Area 'E'/West Boundary.

Reconsidered and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Chair  
\_\_\_\_\_  
Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1660, 2017 cited as "Regional District of Kootenay Boundary Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1660, 2017" as Reconsidered and Adopted this

\_\_\_\_\_  
Manager of Corporate Administration



Province of British Columbia



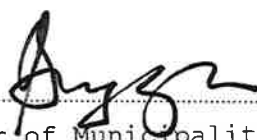
No. ....

*Statutory Approval*

*Under the provisions of section* 813 (9)  
*of the* Municipal Act

*I hereby approve Bylaw No.* 995  
*of* the Regional District  
of Kootenay Boundary, *a copy*  
*of which is attached hereto.*

*Dated this* 23<sup>rd</sup> *day*  
*of* December, *1997*

  
.....  
Deputy Inspector of Municipalities

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**

**BYLAW NO. 995**

**A Bylaw to amend Regional District of Kootenay Boundary Bylaw No. 672, 1991 cited as the "Grand Forks and District Transit Service Local Service Establishment Bylaw".**

---

**WHEREAS** a Regional District may, by bylaw, establish and operate a local service under the provisions of Part 24 of the *Municipal Act*;

**AND WHEREAS** by regulation No. 240/91 dated August 16, 1991 the Lieutenant Governor in Council granted the Regional District of Kootenay Boundary the power to operate a Transit Service as a local service;

**AND WHEREAS** under the authority of Bylaw No. 672, 1991 the Board of the Regional District of Kootenay Boundary established a local service for the purpose of providing transit service for the City of Grand Forks, City of Greenwood, Electoral Area 'D' and portions of Electoral Areas 'C' and 'E';

**AND WHEREAS** the Director of Electoral Area 'C' has requested in writing that the portion of Electoral Area 'C' be removed from the local service area;

**AND WHEREAS** the Council of the Corporation of the City of Grand Forks, the Council of the Corporation of the City of Greenwood and the Directors of Electoral Areas 'D' and 'E' have agreed to amend the local service by deleting that portion of Electoral Area 'C';

**NOW THEREFORE** the Board of Directors of the Regional District of Kootenay Boundary in open meeting assembled, enacts as follows:

1. That Section 1 of Grand Forks & District Transit Local Services Establishment Bylaw 672, 1991 be amended by deleting all of that portion of Electoral Area 'C' as outlined in Schedule 'A' to the Bylaw.
2. Schedule 'A' of Bylaw 672 is hereby deleted and the attached copy of Schedule 'A' is substituted therefore.
3. This bylaw may be cited as "Grand Forks and District Transit Service Local Service Amendment Bylaw No. 995, 1997".

**INTRODUCED** this 27<sup>th</sup> day of November, 1997.

Read a **FIRST** time this 27<sup>th</sup> day of November, 1997.

Read a **SECOND** time this 27<sup>th</sup> day of November, 1997.

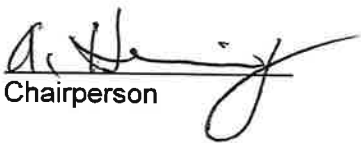
Read a **THIRD** time this 27<sup>th</sup> day of November, 1997.

I, Larry Robinson, Secretary of the Regional District of Kootenay Boundary do hereby certify the foregoing to be a true and correct copy of Bylaw No. 995 cited as "Grand Forks and District Transit Service Local Service Amendment Bylaw No. 995, 1997" as read a third time this 27<sup>th</sup> day of November, 1997.

  
Secretary

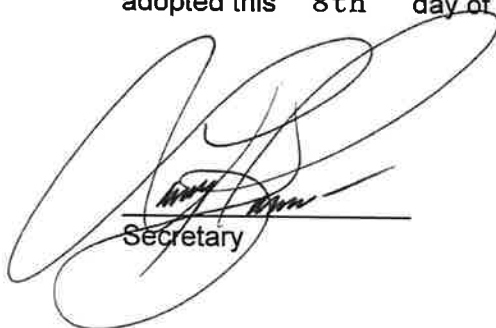
**APPROVED** by the Inspector of Municipalities this 23<sup>rd</sup> day of December, 1997.

**RECONSIDERED AND FINALLY ADOPTED** this 8<sup>th</sup> day of January, 1997- 1998.

  
Chairperson

  
Secretary

I, Larry Robinson, Secretary of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 995 cited as "Grand Forks and District Transit Service Local Service Amendment Bylaw No. 995, 1997" as reconsidered and finally adopted this 8th day of January ,1997. 1998.

  
Secretary

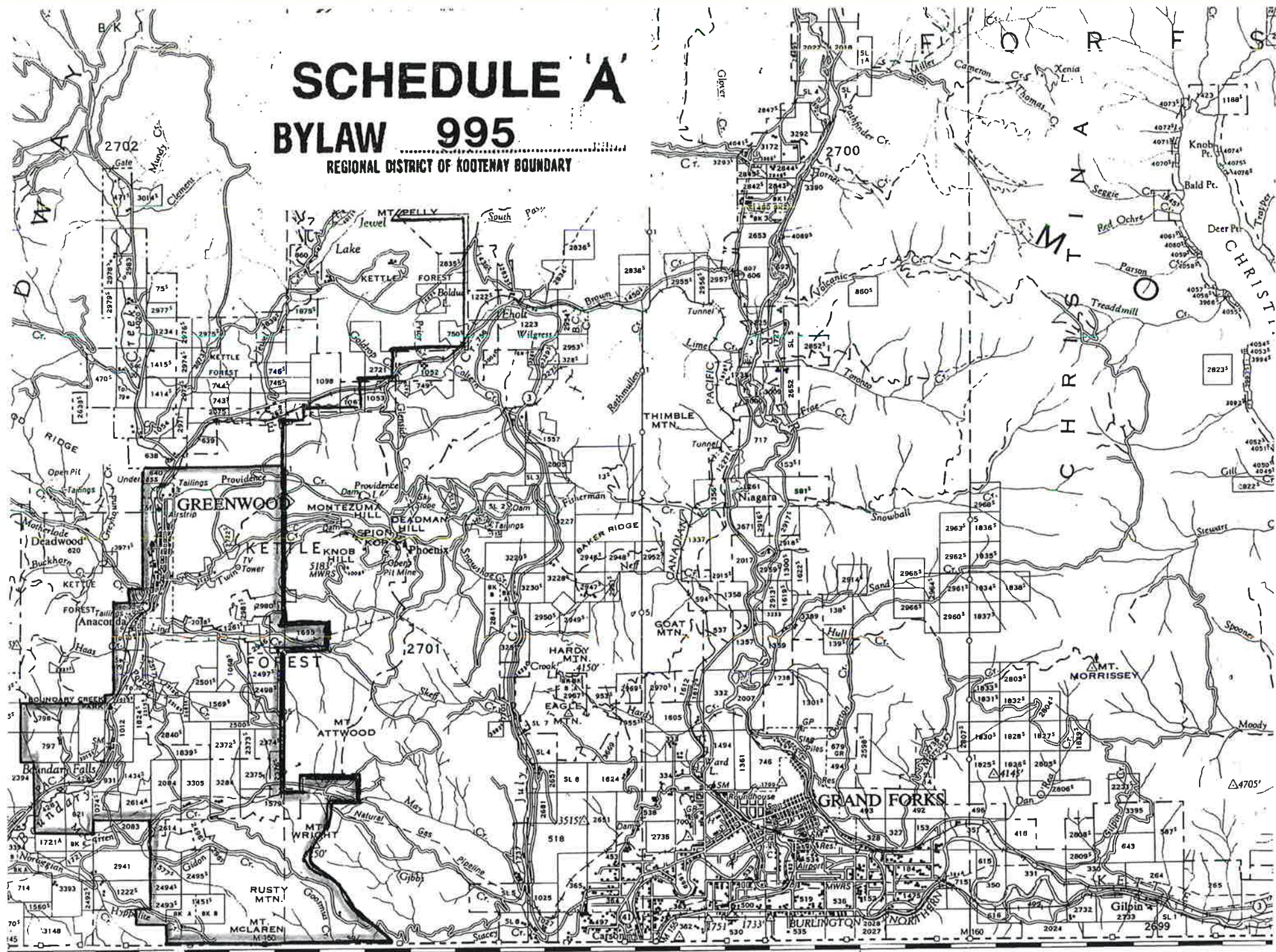
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# SCHEDULE 'A'

## BYLAW 995

REGIONAL DISTRICT OF KOOTENAY BOUNDARY



December 1, 2017

City of Greenwood  
**Attn: Wendy Higashi, CAO**

**Re: RDKB Grand Forks and District Transit Service  
Local Service Establishment Amendment Bylaw No. 1660, 2017**

RDKB Bylaw No. 1660 was given first, second and third readings by the RDKB Board of Directors on November 30, 2017 (Bylaw 1660 is attached for your information).

Pursuant to Sections 349(b) and 346 of the *Local Government Act*, Bylaw 1660 requires approval from two-thirds of the participants, including your municipality. Two-thirds of the participants must consent to the proposed 25% increase to the current annual requisition amount prior to Bylaw 1660 receiving Adoption by the RDKB Board of Directors.

Accordingly, the RDKB requires your Council to adopt the following resolution.

That the Municipal Council for the Corporation of the City of \_\_\_\_\_consents to the Regional District of Kootenay Boundary Board of Directors adopting Bylaw No. 1660 being the "Regional District of Kootenay Boundary Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1660, 2017.

Should your Council agree and adopt the resolution, I must receive a standalone written letter (can be attached to an email).

Thank you for your attention to this matter and as always, feel free to contact me should you have any questions etc.

Sincerely,

Theresa Lenardon,  
Manager of Corporate Administration

Encls.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BY-LAW NO. 672

A Bylaw to establish a local service within the Corporation of the City of Grand Forks, Corporation of the City of Greenwood, Regional District of Kootenay Boundary Electoral Area 'D' and portions of Regional District of Kootenay Boundary Electoral Areas 'C' and 'E' to provide transit service.

---

WHEREAS a Regional District may, by bylaw, establish and operate a local service under the provisions of Part 24 of the Municipal Act, R.S.B.C., Chapter 290;

AND WHEREAS by regulation #240/91 dated August 16, 1991, the Lieutenant Governor in Council granted the Regional District of Kootenay Boundary the power to operate a Transit Service as a local service;

AND WHEREAS the Regional Board has been requested to establish a Transit Service in accordance with Sections 795(2)(b) and 795(3) of the Municipal Act;

AND WHEREAS the Board of the Regional District of Kootenay Boundary wishes to establish a local service for the purpose of providing transit service for the City of Grand Forks, City of Greenwood, Electoral Area 'D' and portions of Electoral Areas 'C' and 'E'.

AND WHEREAS in accordance with Section 795(2)(b) of the Municipal Act, the Regional Board has submitted the proposal to establish the local service to the electors within the proposed participating area;

NOW THEREFORE THE BOARD OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY, IN OPEN MEETING ASSEMBLED, ENACTS AS FOLLOWS:

1. The Regional District of Kootenay Boundary hereby establishes a local service area for the purpose of providing transit service for the area to be known as the "Grand Forks and District Transit Local Service Area" comprised of the Corporation of the City of Grand Forks, Corporation of the City of Greenwood, Regional District of Kootenay Boundary Electoral Area 'D' and portions of Regional District of Kootenay Boundary Electoral Areas 'C' and 'E', the boundaries of which are more particularly shown in red on the plans attached hereto and marked as Schedule 'A' to this bylaw.
2. The maximum amount of monies that may be recovered by requisition annually for the service referred to in Section 1 shall not exceed forty thousand dollars (\$40,000).
3. The net operating costs to be recovered by requisition shall be apportioned amongst the member municipalities participating in the service on the net taxable value of land and improvements taxable for Hospital Purposes only.
4. This bylaw shall be cited for all purposes as the Grand Forks and District Transit Service Local Service Establishment Bylaw No. 672, 1991.

INTRODUCED this 20th day of August, 1991.

Read a FIRST time this 20th day of August, 1991.

Read a SECOND time this 20th day of August, 1991.

Read a THIRD time this 20th day of August, 1991.

I, Elaine Kumar, Deputy-Secretary of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 672, 1991, cited as "The Grand Forks and District Transit Service Local Service Establishment Bylaw No. 672, 1991" as read a third time by the Board of Directors of the Regional District of Kootenay Boundary this 20th day of August, 1991.

  
Deputy-Secretary

RECEIVED that approval of the Inspector of Municipalities this 30th day of August, 1991.

RECEIVED the assent of the electors pursuant to Section 795 (2) (b) this 21st day of September, 1991.

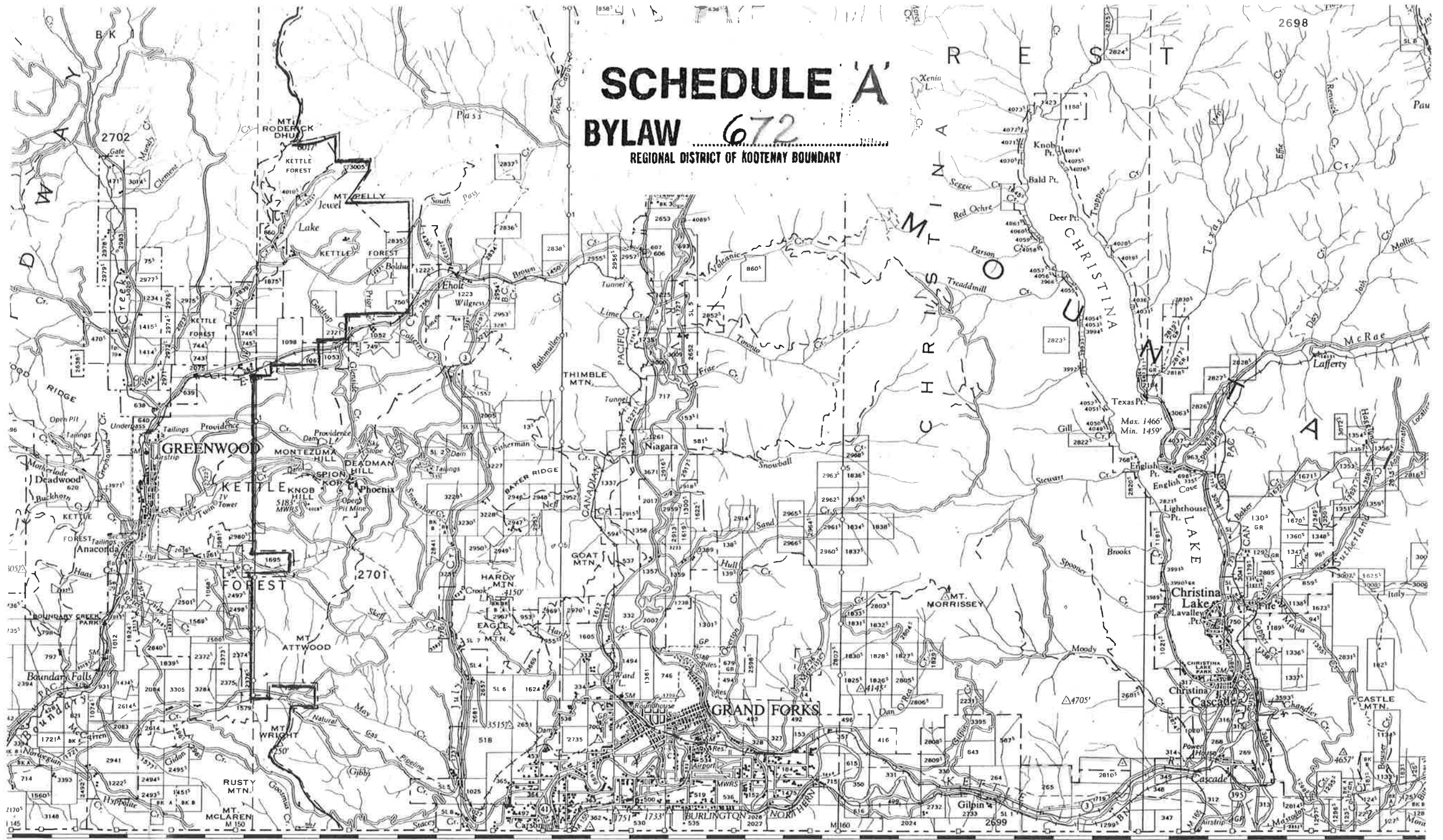
RECONSIDERED, finally passed and adopted this 26th day of September, 1991.

  
Chairperson

  
Deputy-Secretary

I, Elaine Kumar, Deputy-Secretary of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 672, 1991, cited as "The Grand Forks and District Transit Service Local Service Establishment Bylaw No. 672, 1991" as reconsidered and finally adopted by the Board of Directors of the Regional District of Kootenay Boundary this 26th day of September, 1991.

  
Deputy-Secretary



**SCHEDULE 'A'**  
**BYLAW 672**  
REGIONAL DISTRICT OF KOOTENAY BOUNDARY



Province of British Columbia



No. ....

## Statutory Approval

*Under the provisions of section 795(1)(a)  
of the                      Municipal Act*

*I hereby approve Bylaw No. 672  
of the Regional District of  
Kootenay Boundary, a copy  
of which is attached hereto.*

*Dated this 30 day  
of August, 1991*

Deputy Inspector of Municipalities