



**The Corporation of the City of Grand Forks
Committee of the Whole Meeting
AGENDA**

Meeting #: C-2018-01
Date: Monday, January 15, 2018, 9:00 am
Location: 7217 - 4th Street, City Hall Council Chambers

Pages

1. CALL TO ORDER

2. COMMITTEE OF THE WHOLE AGENDA

- a. Adopt agenda
Monday, January 15, 2018, Committee of the Whole

Recommendation

THAT the COTW adopts the agenda as presented.

- b. Council Workshop
Budget process overview - Capital Budget presentations by management directly following the COTW Meeting

3. REGISTERED PETITIONS AND DELEGATIONS

- a. Funding request for coordination and implementation of Kettle River Watershed Mgmt. Plan
Jessica Mace, Coordinator, Kettle River Watershed Authority

1 - 2

Recommendation

THAT the COTW receives for information the delegation from the Kettle River Watershed Authority and refers the funding request of \$15,000 to the 2018 budgeting process.

- b. Request to rescind the six month eviction notice for 7212 Riverside Drive
Whispers of Hope

3 - 3

Recommendation

THAT the COTW receives for information the delegation presentation from Whispers of Hope Benevolence Association.

- c. Vienna Woods - Granby Wilderness
Gene Koch or Nominee

4 - 6

Recommendation

THAT the COTW receives for information the delegation from Gene Koch and Granby Wilderness regarding Vienna Woods.

4. REGIONAL TOPICS FOR DISCUSSION - WITH AREA D

5. PRESENTATIONS FROM STAFF

- a. Notice of Motion - Councillor Ross
Whispers of Hope and BETHS

7 - 13

Recommendation

NOTICE OF MOTION:

WHEREAS BETHS and Whispers of Hope continue to provide food and shelter to many people in our community and both agencies are in the process of actively seeking new locations from which to operate, but not yet been successful;

THEREFORE BE IT RESOLVED THAT the COTW recommends to Council to extend the time in which BETHS and Whispers of Hope remain in their locations until May 1, 2018.

- b. Monthly Highlight Reports
Management Team

14 - 17

Recommendation

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

6. REPORTS AND DISCUSSION

7. PROPOSED BYLAWS FOR DISCUSSION

8. INFORMATION ITEMS

9. CORRESPONDENCE ITEMS

10. LATE ITEMS

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

12. QUESTION PERIOD FROM THE PUBLIC

13. ADJOURNMENT

City of Grand Forks Council Delegation

BACKGROUND: Council for the City of Grand Forks welcomes public input and encourages individuals and groups to make their views known to Council at an open public meeting.

Council needs to know all sides of an issue, and the possible impacts of any action they may take, prior to making a decision that will affect the community. The following outline has been devised to assist you in preparing for your presentation, so that you will understand the kind of information that Council will require, and the expected time frame in which a decision will be forthcoming.

Presentation Outline

Your Worship, Mayor Konrad, and Members of Council, I am here on behalf of:
The Kettle River Watershed Authority

to request that you consider:

funding for the implementation of actions related to drought and flood management in the Kettle River Watershed Management Plan

The reason(s) that I am requesting this action are:

1. There is a great need for drought management in the Kettle River Watershed;
2. There is great need for flood management in the Kettle River Watershed; and
3. There is a great need for land owner/public education related to droughts and floods in the Kettle River Watershed.

I believe that in approving our request the community will benefit by:

1. Having a regionally supported Drought Response Plan in place;
2. Having increased public understanding of drought conditions and what is required of land owners; and
3. Having increased public understanding of the risks of living in a floodplain and mitigation measures that can be taken.

I believe that by not approving our request the result will be:

1. Lack of a regionally supported Drought Response Plan; and
2. Continued frustration and a lack of understanding by land owners of how to prepare for floods and droughts and how to respond in emergency situations.

In conclusion, I request that the Council adopts the following resolution:

1. We will support the development of the Regional Drought Response plan via funding (previously approved) and with staff or elected official support upon request (e.g Regional Drought Management team membership).

City of Grand Forks Council Delegation

2. We will provide funding of up to \$15,000 to support the development of a floodplain education package and outreach program.

Attachments:

Name:	Jessica Mace
Organization:	Kettle River Watershed Authority
Mailing Address (incl. Postal Code)	2140 Central Ave. PO Box 1965, Grand Forks BC, V0H 1H0
Telephone Number:	250-442-4111
Email Address:	plan@kettleriver.ca

The information provided on this form is collected under the authority of the Community Charter and is a matter of public record, which will form a part of the Agenda for a Regular Meeting of Council or Committee of the Whole. The information collected will be used to process your request to be a delegation before Council. If you have questions about the collection, use and disclosure of this information contact the "Coordinator" City of Grand Forks. The "Council – Meetings – Delegation – Petition Protocol Policy" No. 106 can be found at: <http://www.grandforks.ca/wp-content/uploads/Delegation-Protocol-2013.pdf>



FILE CODE

*Kettle River
D2 - Watershed Authority*

From: Melissa Shulga <whispers.coordinator@gmail.com>
Sent: December 20, 2017 3:49 PM
To: Info
Subject: New Online Delegation Form submission from Melissa Shulga
Attachments: delegation-request-12_20_2017.pdf

Your Worship, Mayor Konrad, and Members of Council, I/We are here this evening on behalf of:

Whispers of Hope Benevolence Association

To request that you consider:

rescinding the 6 month eviction notice for 7212 Riverside Drive.

The reasons that I/We are requesting this action are:

to prevent any closures or stop of services; many factors are currently preventing a smooth relocation within the given time frame.

I/We believe that in approving our request the community will benefit by:

having access to the Community Kitchen and free meals throughout the week. Thrift store would remain open to receive and process donations, to keep items from unnecessarily ending up in the landfill, and continue to generate revenue for our wages and charitable efforts. This would also allow our neighbours BETHS, the extreme weather shelter, the ability to finish their season and offer shelter to those who would be put out on the streets otherwise. This would allow us the ability to successfully relocate without a stop to service and without displacing existing/operating businesses.

I/We believe that by not approving our request the result will be:

a closure of the facility and (as temporary as possible) stop of services to vulnerable members of the community. This may leave people desperate and add stress to other supporting agencies or citizens who are not prepared (ex. access to public washrooms, food, public phone, personal hygiene products & beds and shower access through BETHS). Our facility also offers a gathering place for people to meet, network, find friendship or support, receive work experience and training, provide community service hours, seek other support agencies, or just plain come to socialize; a closure would have a negative effect on everyone who participates, especially those suffering from mental health illnesses.

In conclusion, I/we request that Council for the City of Grand Forks adopt a resolution stating:

the notice of eviction of 7212 Riverside Drive for Feb. 10th 2018 be retracted, allowing occupation until June 2018 as stated in the original lease agreement. We also ask that city council consider renewing and renegotiating a new lease agreement for the property, until an appropriate location for our operations can be ascertained.

Name

Melissa Shulga

Organization

Whispers of Hope Benevolence Association

Mailing Address

Box 1561
7212 Riverside Drive
Grand Forks, British Columbia V0H1H0
Canada
[Map It](#)

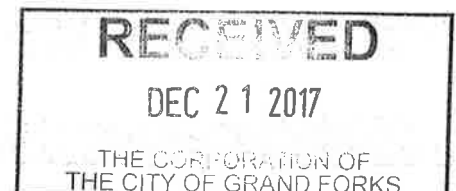
Telephone Number

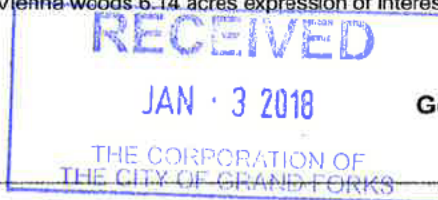
250-442-2006

Email Address

FILE CODE

D2 - Whispers of Hope





Gene Koch [REDACTED]

Vienna woods 6.14 acres expression of interest

1 message

Gene Koch [REDACTED]

Tue, Jan 2, 2018 at 7:59 AM

To: gene koch [REDACTED] Eva Anthony [REDACTED] Jenny Coleshill
<jenny.coleshill@granbywilderness.ca>

Your Worship Mayor Konrad, and members of Council, I/We are here on behalf of the citizens of Grand Forks, and the generations yet to come.

to request that you consider:

honoring a commitment made by a motion of council in mid March of 2004.

the motion was passed, with the intent to protect and preserve the Ponderosa pine forest area which is the 6.14 acres currently being advertised.

see attached Gazette article dated march 17 2004

The reason(s) that I/We are requesting this action are;

there are species of raptor birds consisting of owls, hawks, woodpeckers, and bats, and several species of smaller birds, along with squirrels, mule deer, and whitetail deer that live and nest all year in this Ponderosa pine forest.

the ever changing landscape of logging, encroachment of humans, who systematically destroy large and small tracts of forest leave the above mentioned birds and animals and plants with no where to go, inevitably the result is going to be extinction.

these wonderful creatures that are a significant part of our heritage have no way to protect or defend themselves from the onslaught of mankind.

we have a moral and a legal obligation to not contribute to their demise. the Grandby Wilderness society along with First Nations. Central Okanagan Land Trust and many other groups have recognized it is not a great price to pay to save the creatures that are no match for how man can decimate and drive them to extinction.

the following organizations have been contacted and are being asked to do all they can to preserve the Vienna woods as a forest treasure for now and for all the generations to come.

some of the groups are: Central Okanagan Land Trust, First nations Osoyoos band, Interfor in Grand Forks, OWL, green party mla Sonia Furstenace and her senior policy adviser Clair Hume.

some additional time is needed to have a plan in place as to the restoration and replanting of a portion of the Vienna woods that was destroyed.

I/We believe that in approving our request the community will benefit by:

the multitude of reasons this pine forest needs to stay is as follows:

first and foremost, protection of all the above mentioned species.

the air pollution scrubbing ability of the Ponderosa pine, of all trees, is known be one of the most effective trees to do this.

the noise buffer it provides between the city and the family residences beyond and around the pines.

FILE CODE

WE3
or CS - Koch, Gene re
Vienna Woods Expression
(misc.) of Interest

the noise buffer it provides between Unifab and activity on the airport. replanting the decimated area would further enhance and improve this condition.

from a highest and best use perspective, a one time low cash benefit to cut down the remaining forest, is folly. from a commercial/industrial perspective, these industries are always in a state of flux, and large numbers of them go bankrupt and close in the first five years. as a community we have seen many businesses come and go, and city resident who pays property taxes is left to suffer the loss of yet another deal gone bad.

there are many other city owned and privately owned commercial and industrial properties available for development. Donaldson drive, along the highway 3 corridor, and more.

many other communities across BC have adopted and embraced and made the concept of the preservation of nature a priority, we need to do what is right and adopt these same policies.

a wildlife preserve/community forest can last many lifetimes, for all to be enjoyed.

In conclusion: I/We request that Council for the City of Grand Forks adopt a resolution stating:

the 6.14 acres locally known as the Vienna woods be designated as a Wildlife Preserve Community Forest.

in conjunction with this new legacy, the regional district representative Roly Russell and the Grand Forks school board be asked to do their civic

duty and provide the additional four acres currently owned by the school board to be included as part of the wildlife community forest.

perhaps the City of Grand Forks could have a contest to give residents a chance to provide a new name to this new forest.

Gene Koch and/or Nominee pending review and presentation by Grandby Wilderness Society

Gene Koch

Grand Forks BC V0H1H4



Virus-free. www.avast.com

COUNCIL VOTES TO preserve Vienna Woods

By KATIE ROBINSON
Gazette Reporter

Two weeks ago fear swept through council chambers... this week, relief.

At the March 1 council meeting, chambers were filled with residents from both the city and Area D begging council not to log the trees at the Vienna Woods. A committee was set up in hopes of finding a compromise. More than a compromise was made, a complete turnaround was presented at Monday's meeting with the motion to not log any of the trees and to contact the province researching ways of legally making the area a natural forest territory.

"They've (councilors) come to realize that there is long-term value to this grove of pines," said a delighted Gene Cook, who's family has been enjoying the Ponderosa Pines

since 1969. "I think the mayor and council should be congratulated to have the foresight to understand that not everything is related to money and that this beautiful pine forest has great value as well."

The motion also stated that no trees inside the airport fences would be cut either. "We've received new information stating that there is no danger with the trees to aircraft at this time," informed Mayor Jake Raven.

Some concern was presented at the meeting. Coun. Neil Krog was in support of saving the trees, but felt the motion



Gene and Gloria Cook helped save the Vienna Woods.
—photo, Katie Robinson

was going about it the wrong way. He was largely concerned with the other owners of the properties surrounding the city's property.

"I would hate to see us lock this property off and have development introduced up there surrounding this particular property," said Krog, who wanted to wait for more information with the strong intention of protecting the pines. "All I see with this motion is a reaction to protect it... that's not always the best way. I think a partnership with all governments is the best path we should be taking."

Along with finding out the school district's intention with their portion of the property, Krog wanted the Regional District of Kootenay Boundary included in the motion.

The majority of council didn't want to wait for more information; they wanted to show their concerned citizens that they are prepared to do whatever it takes to save this forest.

"We're not trying to ram a motion in, but we do need something that will get the ball rolling with all the other parties," said Coun. Tom Shkrabuik.

Council passed an amended motion stating that their intent is to protect the area, but they require more information before they fully decide on what route to take. The next step is to approach the school district in hopes of creating a natural parkland partnership.

6-THE GAZETTE, Grand Forks, B.C., Wednesday, March 17, 2004

March 17
2004

Diane Heinrich

From: Dale Heriot
Sent: January 4, 2018 3:29 PM
To: Diane Heinrich
Cc: David Bruce; Kevin McKinnon
Subject: Whispers of Hope Inspection

Hi Diane,

I understand that there may be a date change on the closure of Whispers of Hope facility. On October 10/17 on receipt of complaint, I inspected the Whispers facility and Kitchen. There were a number of deficiencies at that time. I discussed them with the manager and stated that I would re-inspect in one month. On November 16/17 I met with the manager to inspect the facility deficiencies. All of the deficiencies had been corrected except for the kitchen exhaust and hood system, which had a long expired cleaning decal attached. The manager had stated that she had contacted a hood and exhaust duct cleaning company from Nelson but they said that they would not be able to come until spring. I told her that was not acceptable and it needed to be cleaned right away. I instructed her to contact a company in the Okanagan and she agreed. Today I met with the manager. She still had not gotten the system cleaned.

As per the BC Fire Code section A-2.6.1.9.(3), In general, exhaust systems should be cleaned at intervals not greater than 12 months, but in the case of deep fat cooking, char broiling or similar cooking operations, the systems should be cleaned at intervals not greater than 3 months.

As the facility was scheduled to close in February, I have been lenient on shutting down the cooking system until it has been cleaned. Unfortunately the manager has been lax in sourcing out a cleaning company. With a delayed closure and because of the continued risk of fire, I will be forced to shut down the stove and exhaust system until it has been cleaned as per NFPA 96 and the BC Fire Code. I believe I have been more that reasonable as the manager has had an opportunity since October to have the system cleaned but has neglected to do so.

Regards,

Dale

Dale Heriot

Fire Chief / Manager of Emergency Services
City of Grand Forks
250-442-8266
www.GrandForks.ca



Diane Heinrich

From: Diane Heinrich
Sent: January 5, 2018 11:24 AM
To: Diane Heinrich
Subject: FW: 7217 Riverside Drive (Whispers/Beths)
Attachments: 2792_001.pdf; 2768_001.pdf

From: David Bruce
Sent: January 4, 2018 3:01 PM
To: Diane Heinrich <dheinrich@grandforks.ca>
Cc: Dale Heriot <dheriot@grandforks.ca>
Subject: 7217 Riverside Drive (Whispers/Beths)

On October 10th, 2017, I accompanied Fire Chief Hariot to this facility to conduct a routine safety inspection. This was the first time I was there with the intention of inspecting, and I was more than surprised. What stood out the most for me was the condition of the electrical components, see attached. **This place is in need of an electrical review.** Unprotected, energized wires are surface mounted throughout and, although I am not an electrical inspector, my understanding is that this is clearly a safety concern.

An Occupancy Permit was issued for the facility in December, 2013, with the only new 'Building Code' work being the installation of the cooking facilities (gas stove and ventilation system). Apparently other minor renovations took place at that time as well (non-structural changes to some interior walls, repainting and reflooring) but there are no comments in the file about the condition of the electrical system. So it appears this electrical work occurred after the Occupancy Permit was issued. If a copy of the electrical inspector's approval cannot be obtained, then an electrical review should be done immediately.

We have spoken in the past about possible deterioration and organic growth issues within the building due to ongoing water ingress. This was restated in March, 2017, by an engineering company hired by the city to provide an analysis as to whether the building could be retained for the future, or whether it should be retired. Essentially, they concluded that the building could be retained if approximately \$312,000 of renovation work was done. To the best of my knowledge, no decisions have been made about this considerable expense but given that a new 'base building' (without tenant improvements) could be constructed for close to this amount, it seems unlikely that those funds would be injected into this building which was constructed over 50 years ago.

Lastly Di, I really need to express concerns that a fundamental building component does not exist in this building, that being a fire alarm system. When the number of occupants in the residential area (Beths) exceeds 10, a fire alarm system is required. Last October 30, before the facility opened, I posted an Occupant Load sign (see attached) because I did not believe this was known by the residents, or that this was just ignored. I am hearing now that the occupant load in the Beths area is almost always in excess of 10, and this is a real concern.

If the occupant load can be maintained at 10 or less, and if the electrical systems are corrected immediately, then I would be comfortable stating the place is safe to occupy for the time being. If this cannot be done, then the place should be vacated now.

Thanks
Dave

Dave Bruce, R.B.O.

Manager of Building Inspection and Bylaw Services

City of Grand Forks

250-442-8266 x 60151

www.GrandForks.ca



Settle down.

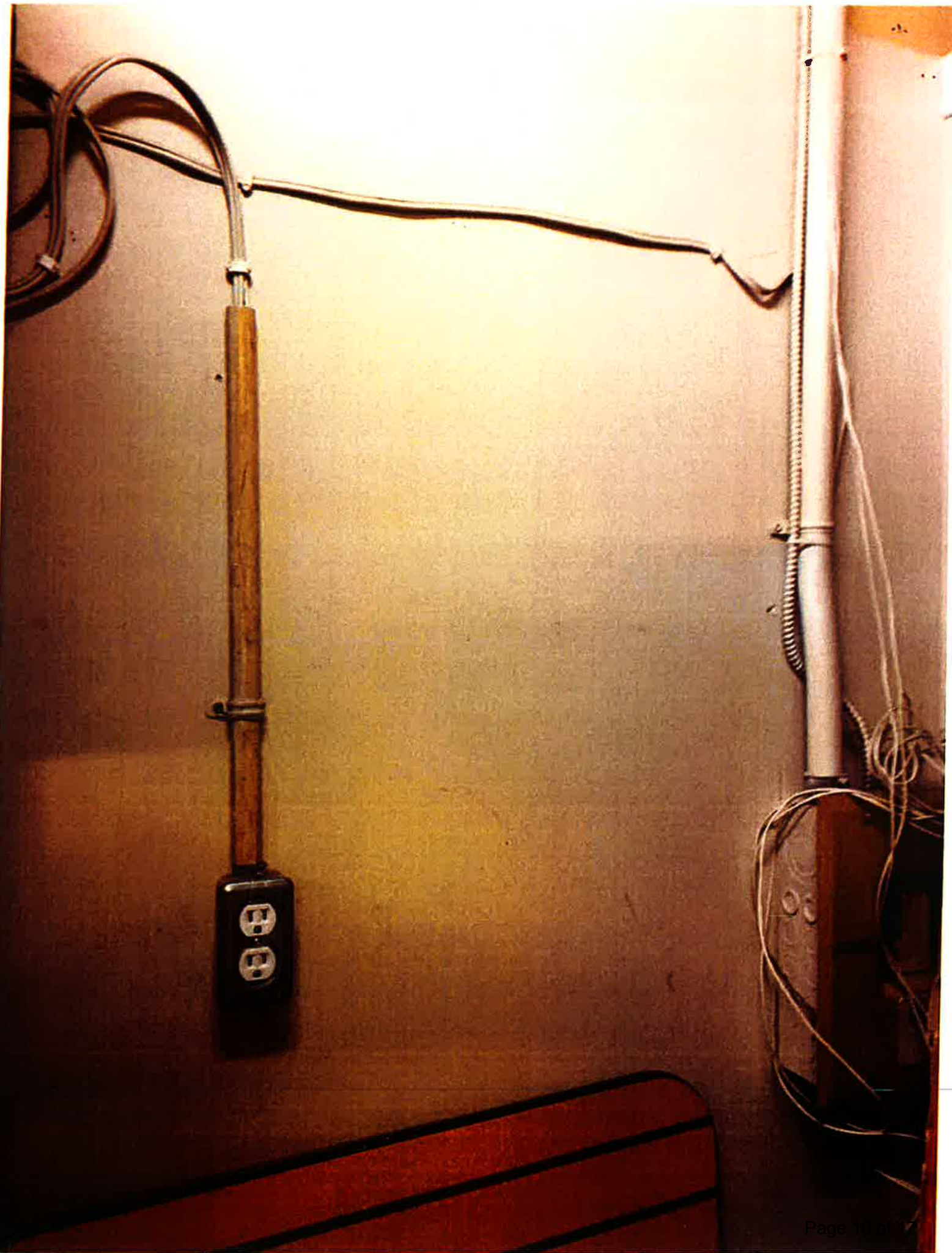
DISCLAIMER: This message is intended for the addressee (s) named and is confidential. The message must not be circulated or copied without the prior consent of the sender or the sender's representative Corporation or the Corporation's F.O.I Officer

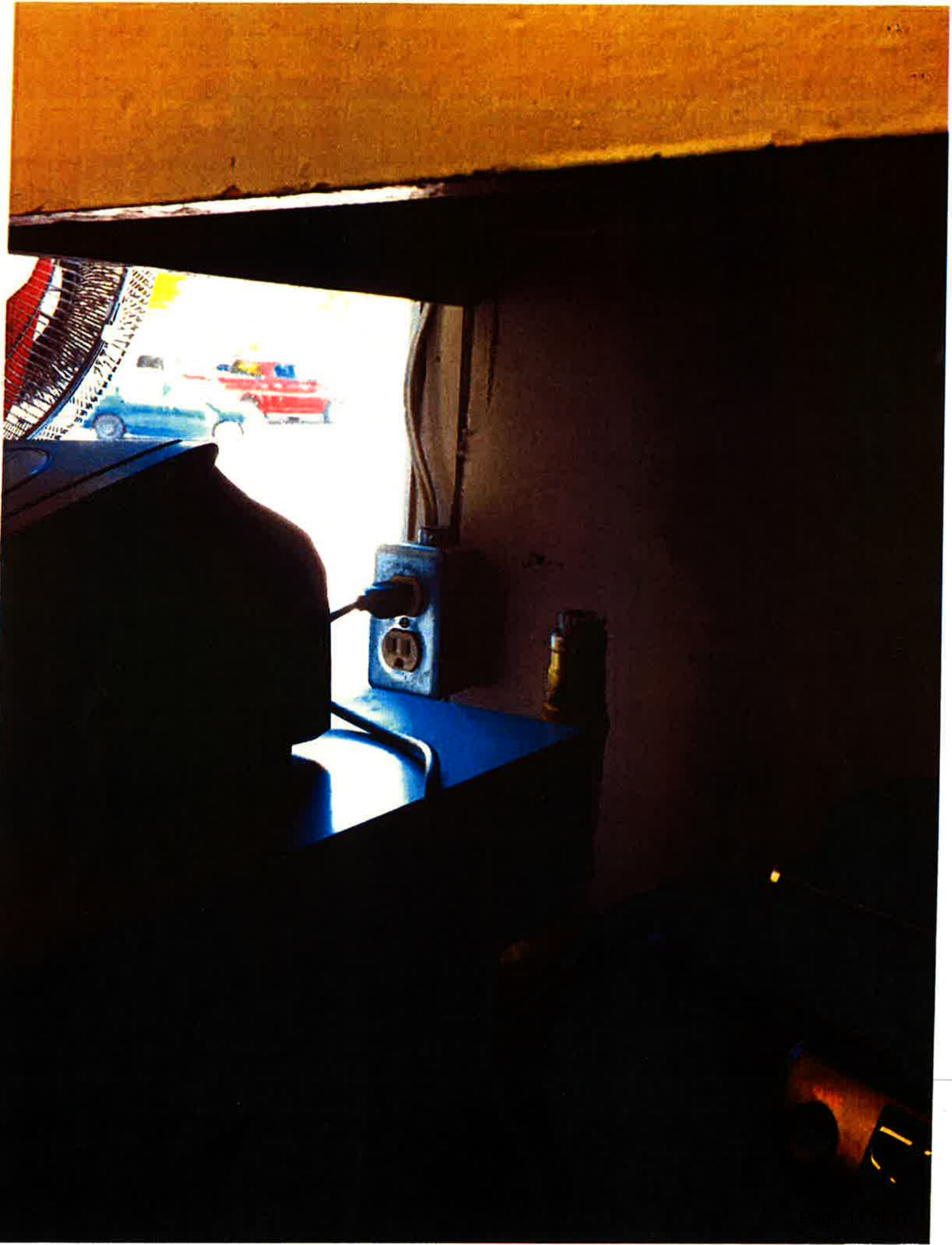
From: City of Grand Forks [<mailto:donotreply@grandforks.ca>]

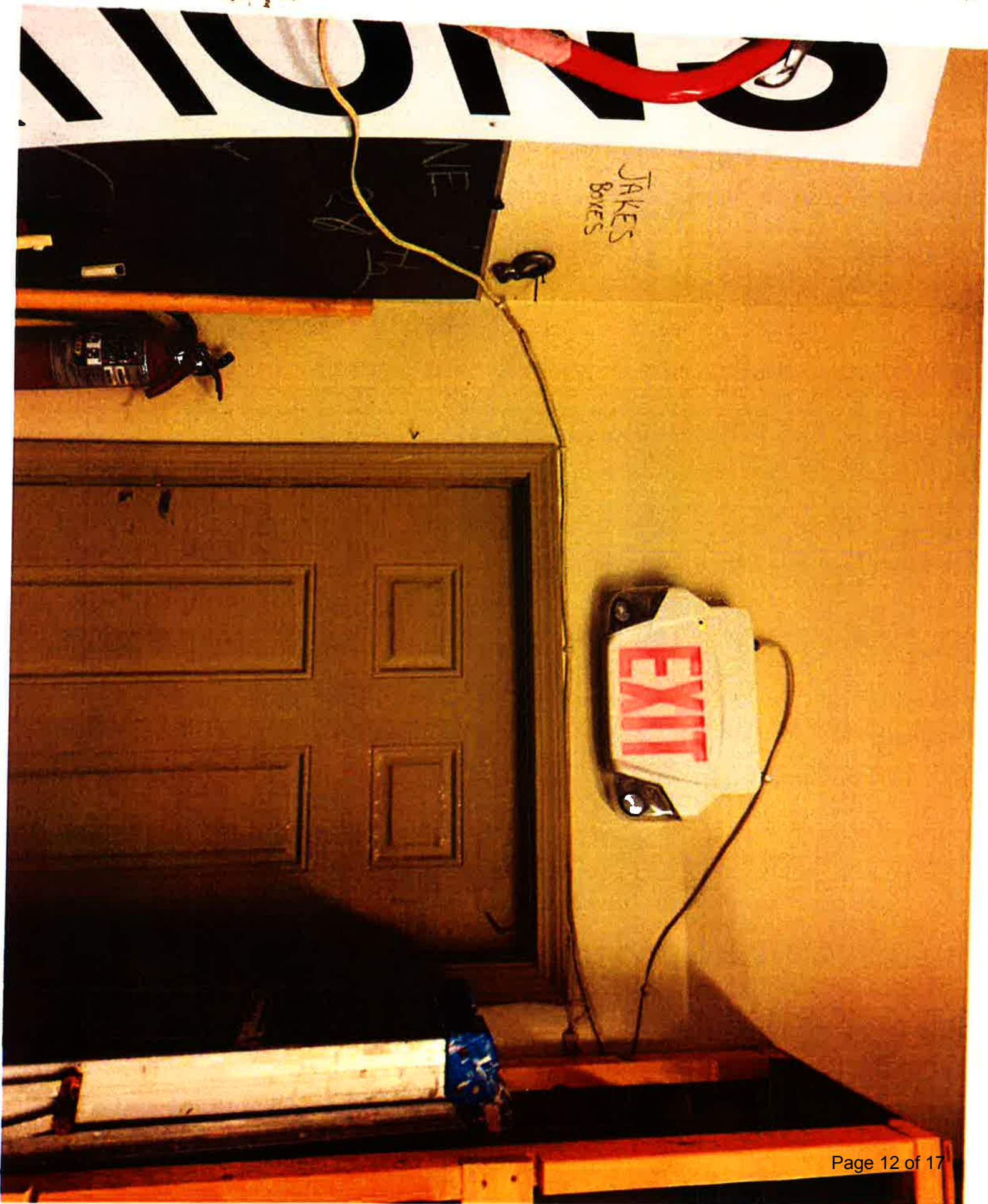
Sent: January 4, 2018 12:37 PM

To: David Bruce <dbruce@grandforks.ca>

Subject: Attached Image







THIS POINT
REGISTERED
GUESTS ONLY

PETS

MUST BE ON LEASH
AND CONTROLLED
BY GUEST OR
IN KENNELS

WHEN GUEST GOES
TO BED PETS MUST
BE HOUSED IN
KENNELS

* NO EXCEPTIONS *



DESIGN
OCCUPANT LOAD

10

DETERMINED BY DIVISION OF BUILDING SAFETY, BRITISH COLUMBIA
BASED ON THE FOLLOWING ASSUMPTIONS:
- 100 LBS PER PERSON
- 100 LBS PER SQUARE FOOT OF FLOOR AREA



Ministry of Transportation and Infrastructure
Department of Transportation and Infrastructure
Office of the Chief Engineer

This notice, prepared by the Division of Building Safety, is to be posted in conspicuous places
in the principal entrance to the building and in other places as determined by the Division of Building Safety.

Monthly Highlight Report



To: Committee of the Whole
From: **Management Team**
Date: January 15, 2018
Subject: Monthly Highlight Report
Recommendation: **THAT the Committee of the Whole receives the monthly highlight report for information.**

Fire Department

General

Calls in December: 48 – 14 Fire (3 structure), 12 Rescue, 22 First Responder
Total Calls for 2017: 480 – 179 Fire-related, 69 Rescue (incl. Flooding), 232 F/R.

The last four months of 2017 saw 48 calls in September, 47 in October, and 39 in November.

In 2016, we responded to 442 calls, 148 Fire, 56 Rescue, and 238 F/R.

- In early December there was a rash of unpermitted (and unattended) fires at various locations on the banks of the Granby River downtown.
- Structure fires included one set outside the entrance of a commercial building, a travel trailer, and an outbuilding at a residence.
- Volunteers – Conducted certification exams for two levels of training through College of the Rockies.
- Volunteers – Participated in the annual Santa Parade and Gyro Park light-up.

Outside Works

Safety

Focus for January 2018: duties and functions of the Joint Health and Safety Committee, and contractor coordination.

General

- Continued implementation of asset management software
- Continued work on capital projects – voltage conversion, LED street light planning, snow removal equipment, airport AWOS, wastewater treatment plant.
- Prepared draft 2018 budgets

Human Resources

- Interviewed and hired winter casuals for snow removal
- New Electrical Coordinator started

Electrical

- Continue to receive and organize material and transformers for voltage conversion
- Orientation of new PDC make work plan/ safety plan/
- 2 new services and 2 disconnect and reconnects for Electricians
- MAR TECH line contractor are working on Riverside re; conducting / several small outages and single outages for work crew stopped Dec 22nd / 17 return Jan 8th 2018 to string in new 3 Ø conductor completion ETA Jan 19th
- Every week several Meter reads, underground locates, streetlight repairs
- Meet with Boundary Electric review new load and primary metered service
- Supported City Crews in Snow removal
- Changing of Banners crossing Central Street on going
- Changed and shipped 44 meters for compliance testing 2 3/Ø meters still to be changed borrowed meters for Nelson to be used
- RSI Line contractor arrived to start work on electrical conversion. Suspended work due to load switching difficulties due to return after 75th street 3/Ø re:conducting is done
- Line patrol Public safety inspection all Electrical circuit out of Ruckels Switch yard
- Ordered / received Load break / Amp meter / and DVM for line crew to be compliant to WSBC Regulations
- Review standards for electrical distribution system for Grand Forks

Public Works

- Winter snow removal (plowing / sanding) all roads, sidewalks, trails, runway, alleys,
- Training of Night shift Casual crew
- Online training courses completed
- Public works yard winterize / organize
- 2018 Hanging basket RFQ awarded
- 2018 Annuals plant ordering / planning
- Tree pruning (low limbing) Roads, Sidewalks, Alleys, Signs.
- 2 full Funerals performed
- Public works interior department's cleaning / organizing.
- Gyro Christmas light up and float creation

Water and Sewer

- Sewer service blockages (4)
- Sewer Lift station inspections and maintenance.
- Work on wastewater treatment plant upgrades.
- Well and Chlorine inspections / maintenance at well sites.
- City Park investigating water leak and for abandoning City Park river crossings.
- System line video.
- Snow removal.

- Online safety training complete.
- Peer to Peer training in Castlegar.
- Power outage control due to electrical upgrades.
- Cross connection.

Development and Engineering

General

- Received UBCM Community Emergency Preparedness Fund grant for floodplain data acquisition, analysis and hazard assessment

Capital Projects

- Extension received for Wastewater Treatment Plan upgrade

Current Planning

- Received 4 inquiries regarding zoning, setbacks, land availability; 8 subdivision/development projects in various stages of preparation; 3 new servicing requests; 9 inquiries from prospective residents (including 3 resulting from proposed bylaw changes)
- Continued ongoing processes for completion and filing of development permits and one rezoning
- Continued detailed review and drafting of preliminary layout review for an industrial subdivision. Initiated review of one Temporary Use Permit Application and one Industrial Development Permit

Business Licences

- 4 new business licence enquiries or applications.

Building Inspection and Bylaw Enforcement

General

- Roll out of Block Watch program commenced. Block Watch Coordinator Bud Alcock spent one full day training with the Society President in Vernon, established a Facebook page and attended public meetings at Perley School and in the Ruckle neighborhood. Interest so far has been strong. Initial community meeting scheduled for 6 p.m., January 17 at the Community Futures facility.

Bylaw Services

- 2 unsightly properties remedied, 1 outstanding but being dealt with.
- 3 boulevard issues addressed which impacted snow clearing.
- 2 transient camps in city campground removed (set up in unpermitted times).

Building Inspection

- 7 building permits issued this reporting period, year-end total is 91 (47 in 2016).
- Year-end construction value is \$3,762,202.00 (\$2,536,774.00 in 2016).
- Construction inspections and proposal reviews ongoing.

Corporate Services

General

- Prepared and facilitated Council Meetings
- Human Resources Duties
- Generalized IT support
- Continuation of Event Planning - working with community groups – Family Day 2018 preparations
- Escribe Agenda software fine tuning of agenda options
- Records Management Update and review – ongoing project for up to 3 years – review of current structure with consultant, implementation of structure, new file server configuration
- Organized Christmas staff lunch, long service awards, and dinner.

Financial Services

General

- Introduced Water Regulations Amendment Bylaw 1973-A3
- Introduced Sewer Regulations Amendment Bylaw 1974-A2
- Introduced Fees & Charges Amendment Bylaw 1958-A3
- Introduced Revised Bank Signing Authorization Policy 801 v2
- Preparation for audit and year end; capital project review
- Preliminary work on 2018 Budget and 5 Year Financial Plan
- Vadim testing for mock water billing
- Responded to requests for information from the public

Recommendation

THAT the Committee of the Whole receives the monthly highlight report for information.