



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

Meeting #: C-2018-06
Date: Monday, June 11, 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
June 11, 2018, Committee of the Whole

Recommendation

THAT the COTW adopts the June 11, 2018, agenda as presented.

3. MINUTES

- a. Adopt Minutes - Committee of the Whole
May 7, 2018, Committee of the Whole Meeting Minutes

1 - 7

Recommendation

THAT the COTW adopts the May 7, 2018, Committee of the Whole Minutes as presented.

4. REGISTERED PETITIONS AND DELEGATIONS

- a. Joanie Koch-Kalanj and Representatives
Request to consider conversion and redesignation of Vienna Woods property to an urban forest and wildlife sanctuary
- b. Gerry Foster
Request for an honour in memory of Hall of Fame hockey player, Duncan McMillan "Mickey" MacKay, whose career and life were a part of Grand Forks
- c. The Boundary Museum Society
Quarterly Report in compliance with the 2018 Fee for Service Agreement

8 - 9

10 - 15

16 - 40

5. REGIONAL TOPICS FOR DISCUSSION - WITH AREA D

- a. RDKB Highlights
Director Roly Russell

41 - 120

The Food and Agricultural Plan is attached to the agenda.

The Boundary Trails Master Plan can be found here:

<https://rdkb.civicweb.net/FileStorage/A081A5DD5483499F8553CECF85B5EFC9-276A3B60041C4ECFAEC050314C0C948C-.pdf>

6. PRESENTATIONS FROM STAFF

- a. Memorandum - Cannabis Zoning Amendment
Development and Engineering Services

121 - 126

Recommendation

THAT the Committee of the Whole receives the memorandum from Development and Engineering Services regarding the Cannabis Zoning Amendment for information;

AND FURTHER asks staff to include the proposed changes in the proposed Amendment Bylaw # 2039-A1 for third reading.

- b. Memorandum - Proposed Amendment to the Floodplain Management Bylaw (No. 1402/1756) - Interim Construction Elevations in the Floodplain
Development and Engineering Services

127 - 128

Recommendation

THAT the Committee of the Whole receives the memorandum from Development and Engineering Services on the proposed amendment to the Floodplain Management Bylaw (No. 1402/1756) - Interim Construction Elevations in the Floodplain (File: 09-4150) for information.

- c. Monthly Highlight Reports
Department Managers

129 - 132

Recommendation

THAT the Committee of the Whole receives the monthly highlight reports from department managers.

7. REPORTS AND DISCUSSION

8. PROPOSED BYLAWS FOR DISCUSSION

9. INFORMATION ITEMS

10. CORRESPONDENCE ITEMS

11. LATE ITEMS

12. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF THE COUNCIL
(VERBAL)
13. QUESTION PERIOD FROM THE PUBLIC
14. ADJOURNMENT



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

Meeting #: C-2018-05
Date: Monday, May 7, 2018, 9:00 am
Location: 7217 - 4th Street, City Hall Council Chambers

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

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

Staff: Diane Heinrich - Chief Administrative Officer / Corporate Officer
Daniel Drexler - Deputy Corporate Officer
Daphne Popoff - Corporate Administrative Assistant
Juliette Rhodes - Chief Financial Officer
David Reid - Manager of Operations
Cavan Gates - Deputy Manager of Operations & Sustainability
Graham Watt - Senior Planner

Bud Alcock - Bylaw Enforcement Officer

GALLERY

1. CALL TO ORDER

The May 7, 2018, Committee of the Whole Meeting was called to order at 9:00 am.

2. **COMMITTEE OF THE WHOLE AGENDA**

a. Adopt agenda

May 7, 2018, Committee of the Whole

Moved by: Thompson

THAT the Committee of the Whole adopts the May 7, 2018, agenda as presented.

Amended

Moved by: Thompson

THAT the Committee of the Whole agenda be amended to switch the order of the 'Presentations from Staff' and the 'Proposed Bylaws for Discussion'.

Carried

Moved by: Thompson

THAT the Committee of the Whole adopts the May 7, 2018, agenda as amended.

Carried

3. **MINUTES**

a. Adopt Minutes - Committee of the Whole

April 9, 2018, Committee of the Whole Meeting Minutes

Councillor Thompson brought forth a housekeeping item to correct the name of 'Kathy and Tim' for Home Hardware to 'Kathy and Ted' in the 'Question Period from the Public' section.

Moved by: Hammett

THAT the Committee of the Whole adopts the April 9, 2018, Committee of the Whole Minutes as presented.

Carried

4. **REGISTERED PETITIONS AND DELEGATIONS**

a. Gallery 2

2017/2018 year-end report and 2018/2019 budget

Tim Van Wijk and Gary Babin gave an overview of the Gallery 2 community exhibitions, 2017/2018 year end highlights, and the 2018/2019 budget.

Discussion:

- exterior signage at Gallery 2
- impact, if any, on employee MSP premiums

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

8. **PROPOSED BYLAWS FOR DISCUSSION**

a. Bylaw 1958-A5 Fees and Charges Bylaw Amendment – Business Fees and Charges

Development and Engineering Services

Discussion:

- temporary commercial use of public property charges - non profit rates and commercial rates for organizations, events coming to Grand Forks parks, vendors and food trucks, other community charges, Fees for Services
- Kate Saylors inquired if Bylaw Services would be enforcing this bylaw and when the Bylaw would come into effect? Deputy Manager of Operations replied that the bylaw would come into effect as soon as it was adopted and that Bylaw Services would not be enforcing this bylaw. An Event Request Form would have to be filled out to use the facilities.

Moved by: Thompson

THAT the Committee of the Whole recommends to Council to give the first three readings to the “City of Grand Forks Fees and Charges Amendment Bylaw No. 1958-A5, 2018” at the May 22, 2018, Regular Meeting.

Opposed (1): Thompson

Carried

7. **REPORTS AND DISCUSSION**

6. **PRESENTATIONS FROM STAFF**

- b. James Donaldson Park Accessibility Upgrades

Development & Engineering Services

Councillor Hammett recused herself at 9:45 am because she is on the organizing committee for the GFI.

Moved by: Butler

THAT the Committee of the Whole recommends to Council to approve the Grand Forks International Baseball (GFI) Tournament Organizing Committee undertaking accessibility improvements to James Donaldson Park, at the May 7, Regular Meeting;

AND FURTHER THAT the Committee of the Whole recommend to Council to approve in-kind contributions of labour and materials, if necessary for completion of the project, to a maximum contribution of \$4,000, at the May 7, Regular Meeting.

Carried

- a. Memo - Floodplain Mapping Risk Assessment

Development and Engineering Services

Scott Shepherd and Peter Gigliotti gave an overview of the Floodplain Risk Management Study background on funding and key goals, introduced the team, key activities, and scheduling

Discussion:

- mitigation and timelines
- other options rather than diking

Moved by: Krog

THAT the Committee of the Whole receives for information the memorandum from Development and Engineering Services regarding floodplain mapping risk assessment.

Carried

c. Sewer Phasing Plan Draft Report

Development and Engineering Services

Peter Gigliotti and Scott Shepherd gave an overview of the Sewer Phasing Plan Study, existing community sewer system and location of the Grand Forks aquifer, number of parcels outside community sewer system, projected densities, potential sewer areas, collection system quantities for designated retrofit areas and costs, and assignment of risk ratings.

Discussion:

- existing pipe crossing on the Granby
- various risk factors for areas
- onsite ground disposal systems and ground water

Moved by: Thompson

THAT the Committee of the Whole receives the report on the Sewer Phasing Plan;

AND FURTHER THAT the Committee of the Whole recommends to Council to adopt the Sewer Phasing Plan report at the May 7, 2018, Regular Meeting.

Carried

d. Urban Systems Ltd. – Delegation on SSAT (Service Sustainability Assessment Tool)

Corporate Services / Administration

Scott Shepherd and Peter Gigliotti gave an overview of the Service Sustainability Assessment Tool, sustainable service delivery, sustainability of services, cohort communities, industry stakeholders, project objectives, tool measurements, tool use, and summary of results.

Moved by: Thompson

THAT the COTW recommends that Council receives the information, as provided by Urban Systems Ltd., and refers the matter to the May 7, 2018, Regular Meeting for consideration to adopt the Service Sustainability Assessment Tool as a reporting tool for use towards determining the City's performance measurements.

Carried

a. Monthly Highlight Reports

Department Managers

Discussion:

- License of Occupation on crown lands
- traffic regulation bylaw
- pawnbroker bylaw
- homeless concerns because of flooding on crown land and removing of abandoned camps
- 22nd Street and Silver Kettle sidewalk update
- reduced speed in downtown core and 4-way stops updates
- demolition update on previous Whispers of Hope building
- wayfaring signs update

Moved by: Thompson

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

Carried

9. **INFORMATION ITEMS**

10. **CORRESPONDENCE ITEMS**

11. **LATE ITEMS**

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

Councillor Butler inquired as to when an update to Council would be made regarding the meeting between the Mayor, BC Housing and BETHS regarding their future site?

Mayor Konrad replied as early as this afternoon and that he will be adding the update as a Late Item to the In-Camera Meeting.

13. QUESTION PERIOD FROM THE PUBLIC

- Joanie Kalanj advised that she came as a liaison for concerned youth regarding Vienna Woods trees and wildlife. Suggestions were made to provide existing reports to the youth, and a suggestion that the School District help the youth receive more information.
- Kate Saylor, Gazette, inquired as to an update on the stakeholder meeting on boundary transit. Mayor Konrad stated that an update will be appearing in his report in the Regular Meeting tonight.
- Gene Koch spoke in regards to Vienna Woods and the species of trees
- Gloria Koch spoke in regards to visual sightings of many birds and owls in the Vienna Woods area

14. ADJOURNMENT

Moved by: Tripp

THAT the May 7, 2018, Committee of the Whole Meeting be adjourned at 11:36 am.

Carried

Mayor Frank Konrad

Corporate Administrative Assistant -
Daphne Popoff

FILE CODE

Joanie Koch-Kalanj
D2 - 4 Representatives

Council Delegations

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 make 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. Council may not make a decision at this meeting.

Presentation Outline

Presentations may be a maximum of 10 minutes.

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

Joanie Koch-Kalanj & Designated Representatives of Educators, Concerned Youth & Citizens for restoration, preservation, and conservation of Vienna Woods.
to request that you consider _____

conversion and redesignation of Vienna Woods property to an urban forest and wildlife sanctuary

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

Through providing hope by creating a place-based learning environment for students that provides them the opportunity to learn about the unique eco-systems and the inhabitants that make up the Vienna Woods, aligning with the BC Ministry of Education re-designed curriculum which includes a strong commitment to Indigenous Peoples' perspective & connecting the land. As well as well as creating a legacy that provides hope for future generations.
I/We believe that in approving our request the community will benefit by:

- 1) Creating of pride and contribution within the people of the community, knowing that they have had a hand in preserving the natural resources of the valley.
- 2) Protecting our environmental heritage for all inhabitants of the forest
- 3) Protecting the health benefits created by a healthy urban forest.

Council Delegations (cont.)

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

- depriving the opportunity for youth & all residents of the Grand Forks valley to connect with nature and all the health benefits of a mature forest.
 - leave a perception that the current Mayor & Council lacked the foresight & commitment to protecting our environmental heritage.
 - increasing the carbon footprint & moving in the wrong direction of the city's stated goal of carbon neutrality
- In conclusion, I/we request that Council for the City of Grand Forks adopt a resolution

stating: The entire properties that currently make up Vienna Woods be rezoned as an urban forest and wildlife sanctuary, in perpetuity.

Name: Joanie Koch-Kalanj

Organization: Concerned citizens and youth of Grand Forks.

Mailing Address: 5955 Kenmore Rd, Grand Forks, B.C. V0H 1H4 -
(Including Postal Code)

Telephone Number: cell) 604-299-6569

Email Address: joanie.grandforks@gmail.com

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. 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.

N:Forms/Delegation Form

Council Delegations



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 make 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. Council may not make a decision at this meeting.

Presentation Outline

Please see attached.

Presentations may be a maximum of 10 minutes.

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

to request that you consider *Please refer to attached*
documents.

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

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

FILE CODE

WEB 2 D2 - Gerry Foster

Council Delegations (cont.)

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

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

Name: Gerry Foster

Organization: _____

Mailing Address: Box 813, G.F., V0H 1H0
(Including Postal Code)

Telephone Number: 250-442-5659

Email Address: jgfoster@telus.net

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. 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.

N:Forms/Delegation Form

Council Delegation – Presentation Outline

Your Worship, Mayor Konrad, and Members of Council, I am here on behalf of the residents of Grand Forks with respect to an important and fascinating part of Grand Forks history, however this is my own initiative.

*[Note the handout of the article entitled The Wee Scot, Hall of Fame hockey player whose career and life were very much a part of Grand Forks.]

My purpose is to request a long overdue honour in memory of Duncan McMillan “Mickey” MacKay.

I believe that recognizing this remarkable athlete is not only long overdue but will serve to establish, for all time, an important part of our local history, specifically one of our city’s finest athletes.

The day after his death, leading newspapers across Canada, from Calgary to Montreal, displayed headlines announcing his death. The Calgary Herald contained these words, “MacKay’s death wrote finis to the career of one of hockey’s immortals.”

*My suggestion would be to consider something near or around the arena. One suggestion is to name the “Lane” which runs through the Rec Centre from 19th Street to 21st Street – **Mickey MacKay Lane** or another option to name the Recreation Centre area **Mickey MacKay Place**.

*The cost would not be too great, consisting mainly of one or two signs, one at each end of the Lane. Also a plaque for inside the Arena.

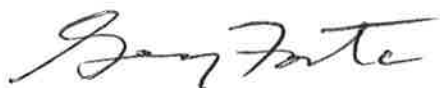
*Not only would this pay tribute to one of our outstanding athletes but would also serve to inform others of a special part of this community’s history. In addition this story would resonate with many tourists who visit us each year. Visitors would remember Grand Forks as the place where “one of the finest centremen the game ever produced” called home.

*In addition we have many young hockey players in the Grand Forks Minor Hockey Association. This would serve as an inspiration to them for years to come. And obviously this would be very meaningful to players and coaches of our Grand Forks Border Bruins Junior hockey team. This team was established in 1969 and plays in the KIJHL, considered to be one of the best and most historic Junior B hockey leagues in Canada.

In conclusion I would ask that the Council for the City of Grand Forks adopt a resolution to proceed with this request. It would be prudent and appropriate to make this decision soon. My suggestion would be to hold an appropriate ceremony in September of this year (2018).

I would be pleased to do the necessary planning and publicity for a simple but meaningful ceremony once a date is set. I have already met with the Recreation Commission Board and they are very supportive of this plan/project.

Thank You,
Gerry Foster



The Wee Scot – by Gerry Foster

Driving into Chesley, Ontario from the north you are greeted by a giant bull named Big Bruce. However the story you are about to read, although it may seem astonishing, encompasses no bull.

Chesley is the birthplace of Duncan McMillan 'Mickey' MacKay whose connection with Grand Forks and hockey in British Columbia is one for the ages. To get right to the point, Mickey MacKay is one of the finest hockey players to ever don a pair of skates in BC. His stature of 5 feet 9 inches and about 163 lbs. would raise some doubts to be sure. And one source said he never really began skating till he was fifteen.

Mickey left Ontario for Alberta in 1912 and played his first season of organized hockey for the Edmonton Dominions, members of the Alberta Senior League. From there he travelled to Grand Forks where he signed as a free agent in November of 1913. He wasn't in this bustling mining town for long. After scoring 15 goals and displaying a ton of talent a larger stage awaited. The Vancouver Millionaires of the Pacific Coast Hockey Association signed him the following November.

Centering a line with the legendary Fred Cyclone Taylor, the rookie scored a hat trick in his first game of that 1914-15 season. This was merely the beginning of a fairy-tale year in hockey for Vancouver. They had an outstanding lineup. Taylor scored 23 goals during the 17 game regular season; the wee Scot recently arrived from Grand Forks and the Boundary Hockey League netted 33!

Cyclone Taylor was not bothered by this. He told his biographer Eric Whitehead years later that Mickey MacKay was one of the greatest players he ever saw. Comments on the Hockey Hall of Fame Legends of Hockey website concur, "His offensive heroics made him one of the Vancouver Millionaires' most popular stars." In *The Life and Times of Grand Forks*, written and compiled by Jim and Alice Glanville they share the following story on the exploits of Mickey MacKay. It describes a play in the final game of the 1914 season between Grand Forks and Greenwood.

"The first period saw Mickey MacKay pull off what is perhaps a record in hockey. After facing off the puck at the very start, he started straight for the opponent's goal, beating four men enroute and tallying the first goal for the Forks in about five seconds with no one but himself having been able to touch the rubber." Not surprisingly he was named the Cyclone of the Boundary Hockey League.

The Millionaires' won the league title and next up were the Ottawa Senators. At stake the coveted Stanley Cup. The Eastern team sported five future Hall of Famers. Yet it was the Pacific Coast squad who dominated in winning the series three straight. They blitzed the Senators 12-3 in the final game with MacKay scoring three goals. His first marker was described by the Vancouver Sun as "one of the finest bits of individual work of the night."

Vancouver's first Stanley Cup win was obvious cause for celebration. There was one damper on the party as Ottawa forgot to bring the Cup with them. Were they over confident or was it simply an inexplicable error? Perhaps in a bizarre way it was some kind of anathema as Vancouver has never again won Stanley's mug.

Three of the players on the winning team's roster – MacKay, Taylor and Barney Stanley were all from the same rural area of Ontario, living only a few miles apart. This was in itself quite remarkable but when you consider that there were only 10 players on that team with seven of them getting most of the ice time, and the stars being the aforementioned trio from Bruce County it borders on the implausible.

Gracious in defeat, the Senators Manager, Frank Shaughnessy praised the Millionaires as "the greatest combination that we have ever met." The great hockey man Lester Patrick who would later coach and/or manage the New York Rangers to three Stanley Cups, always believed that his brother Frank's 1915 team "were the best team that ever stepped on the ice." [The information in this last paragraph came from an article by Jonathon Jackson in the Owen Sound Sun Times.]

After his dream season Mickey MacKay returned to Grand Forks and evidently opened up an ice-cream and confectionery business. The following year upon completing his second season in the pros he married Anne May Reaburn, the Grand Forks postmistress, on June 12, 1916. His hockey career continued at the coast for several years, and before he moved on to the play for the Chicago Black Hawks, Pittsburgh Pirates and Boston Bruins of the National Hockey League the Wee Scot would become the all-time leading scorer in the PCHA.

During his two seasons in Chicago he scored 31 goals in 70 games. In Boston he would win his second Stanley Cup, leading the Bruins to their first. It was the seventh Stanley Cup final in which Mickey participated. In his last season with the Bruins he was also in a managerial role, an assistant to Art Ross, whose name should sound familiar; the Art Ross trophy is presented to the NHL's top scorer each year.

MacKay's stellar career has been recognized several times, notably being inducted into the Hockey Hall Of Fame in 1952 with the following accolade, "A marvelous skater and goal scorer, Duncan "Mickey" MacKay was blessed with instinct and timing on the ice that was matched by few contemporaries." In 2001 he was received into the BC Hockey Hall of Fame with the following comments, "A gentleman on and off the ice, MacKay was a terror to opposing players and goaltenders with his speed, stick-handling abilities and his quick accurate shot."

In 1989 he was inducted into the BC Sports Hall of Fame and is also a member of the Boston Bruins Hall of Fame. MacKay scored 260 regular season and playoff goals in three top-flight leagues between 1914 and 1929 when the number of games played were far fewer than today.

Mickey MacKay and Fred Cyclone Taylor were superstars. There were arguments as to which of them was the better player. Joe Pelletier, writing in his Hockey History Blog on the subject of Chicago Black Hawks Legends, referred to a Canadian Press article written by the father of west coast hockey, Lester Patrick: "(MacKay) was perhaps the greatest centre we ever had on the coast; an equal favourite with Fred (Cyclone) Taylor in the mind of the masses. I always held to the theory that Taylor was the best all-rounder, but many differed."

After his professional hockey career concluded in 1930 MacKay and his wife retired to Grand Forks. In the aforementioned Blog by Joe Pelletier he comments, "He returned to beautiful British Columbia where his heart had never left." He entered the mining business and coached local hockey teams as well

as doing some refereeing. Pelletier summed up MacKay's relationship with Grand Forks when he called it, "his new home town."

Sadly he died on May 30th, 1940 while driving near Nelson. His car crashed into a pole; however a medical examiner determined that he actually died of a heart attack.

The news spread quickly right across Canada. 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 centremen the game ever produced, was sent Friday to Grand Forks, B.C."

Frank Patrick, in a management role with the Montreal Canadiens at the time, commented, "I have lost a great friend," and added, "MacKay was one of those who helped make pro hockey a great game. He was outstanding in every way."

Earlier this year, about the time I commenced the research for this story, I wandered over to Evergreen Cemetery here in Grand Forks; it took me about 25 minutes to find Mickey. His wife Anne who died in 1986 was there beside him. I lingered in that serene setting for several minutes and thought of how fortunate thousands of hockey fans were to see him play. The Wee Scot is a prized part of Grand Forks and Boundary Country history.

The Calgary Herald reacted to his death with these words, "MacKay's death wrote finis to the career of one of hockey's immortals." I have personally been moved by the story of this hockey star. It's an awesome and special feeling to know that someone who accomplished what he did in the sport of hockey lived in our community - and skated on our ice.

You can be sure that if he had not died at a relatively young age we would be reading biographical books about the talented Wee Scot, written by gifted writers and read and enjoyed by thousands of Canadian hockey fans. This brief article in no way makes up for what might have been; hopefully in some small way it serves to highlight a substantial piece of this community's narrative.

And perhaps if more had been known and recorded earlier, Grand Forks may have named a street or park after him. Come to think of it, it's not too late is it, particularly when Grand Forks and the Boundary can rightfully lay claim to being the birth place of hockey in British Columbia.

RECEIVED

MAY 31 2018

THE CORPORATION OF
THE CITY OF GRAND FORKS**Online Delegation Form****YOUR WORSHIP, MAYOR KONRAD, AND MEMBERS OF COUNCIL, I/WE ARE HERE THIS EVENING ON BEHALF OF:**

The Boundary Museum Society

TO REQUEST THAT YOU CONSIDER:

Receive the Boundary Museum Society's Quarterly Report for information.

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

In compliance with the 2018 Fee For Service agreement dated May 15, 2018 between the Boundary Museum Society and the Corporation of the City of Grand Forks summarizing the activities.

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

Transparency with respect to the disposition of taxpayers annual funding allocated by the Corporation of the City of Grand Forks for Boundary Museum Society operations at 6145 Reservoir Road and the Archival Service located at 7217 - 4th Street in the lower level at City Hall.

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

Not Applicable

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

Recommendation that Council accept the Boundary Museum Society's quarterly report as presented at the Committee of the Whole (COTW) meeting on June 11, 2018.

NAME

Lee Derhousoff, President

ORGANIZATION

Boundary Museum & Interpretive Centre

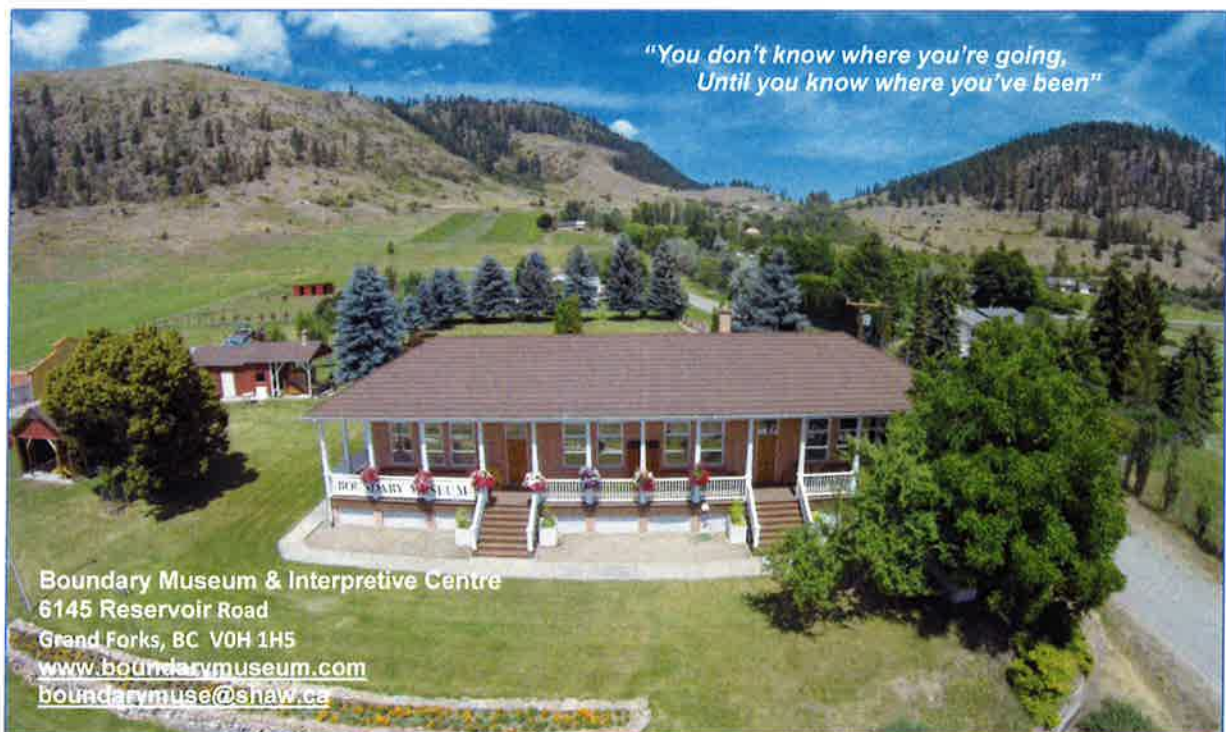
MAILING ADDRESS6145 Reservoir Road
Grand Forks, British Columbia V0H 1H5
Canada**TELEPHONE NUMBER**

2504423737

EMAIL ADDRESSboundarymuse@shaw.ca

FILE CODE

The Boundary
Museum Society
D2 - Museum Society



Boundary Museum & Interpretive Centre Quarterly Reports for March, April and May 2018

To COTW
The Corporation of The
City of Grand Forks
June 11th, 2018

Recognizing our Funding Partners



Mandate

The mandate of the Boundary Museum Society is to collect, research, exhibit and use, for educational purposes, artefacts, archives and photographs relating to human and natural history of Grand Forks and the Boundary area.

The BMS Board of Directors 2017/2018 Term

The Museum's AGM was rescheduled for June 2nd, 2018, this year's theme: *"Progress in Motion"*, We are gearing up for big projects and exhibits. The present board is listed below:

Lee Derhousoff - President/Chair

Bob McTavish - Vice President

Kathy Rush - Treasurer

Monica Coleshill - Secretary

Laura Lodder - Director

Joe Tatangelo - Director

Sam Semenoff – Director

I would like to begin our report with a big thank you to the Mayor and Councillors for the \$10,000 increase in our yearly budget. We are all very appreciating for this extra funding. It will now allow us to hire one more much needed employee.

We are very pleased to announce that we have hired Bronwen Bird, an extremely qualified person to our team. We have many plans for the future and she has already proven to handle this transition. Her knowledge of the Museum rules and regulations on organizing and handling artifacts makes her a perfect fit. We are now open six days a week, especially Sunday.

We have gotten off to a slow start in attendance but hopefully this will improve now that summer is upon us. We are charging an admission fee and that is working to our advantage as well.

Funding

In the first five months of 2018, we have kept busy. We applied for a grant to Area C to upgrade our office. We received \$4,000.00 to paint and to purchase another computer, shelving, 2 office chairs, an area rug and a printer if funds will allow. Thank you to Area C for their support to better our office and improve it's functionality.

We have also received word that the Grand Forks Rotary Club will be supporting the Boundary Museum in 2019. They have chosen the Boundary Museum to receive the funds raised at their annual Lobsterfest Event and Westjet draw. These funds are earmarked for the construction of the 40 X 60 addition to our existing 40 X 40 ' Black Hawk Livery building.

In June, we will be putting on a Summer Fling Fundraiser along with the Grand Forks Fire Department to raise funds for the addition as well.

We applied to the Regional District Kootenay Boundary Area D for a \$60,000 grant to start phase one of the 40 x 60' addition. On May 23rd, 2018 we received a call saying our grant was accepted and we will receive 75 % in the middle of June. We are very thankful for this support.

Our next grant will be going out shortly for the second phase. There for our summer will prove to be a very busy place.

We have had a couple workshops to clear out our 40 X 40' building so that we can open it up to the public. We will have one more before it is ready, hopefully sooner than later.

Marketing

We have had a few articles published in the Gazette. Now that we have more staff, we would like to do one on a monthly basis, providing the Gazette has the space to do so.

Canada Summer Jobs Funding - We received approval for two summer students for a total of 8 weeks for each student. Last year we had two students for 9 weeks so there continues to be a drop in Federal Government funding support in 2018.

Young Canada Works Funding Application - We received one summer student for a Collection Management Project, for 12 weeks. YCW pay 75% of the wages. Our young Canada Works summer student began May 15, 2018, added to our team is Vanessa Pavan. We are happy to have her on board.

Phoenix Foundation of the Boundary Communities 2017 Grant application - We received a refurbished computer from the Grand Forks Credit Union as our application for a new computer from the Phoenix Foundation found the support from the Credit Union in that application. Thank you to the great support from the Grand Forks Credit Union.

Aboriginal Education Program - The Sinixt Lake People were featured in Researcher Joan Heart's presentation and display at the Museum. School District #51 Aboriginal Coordinators Wanda Hecht has been involved with the schools program, with Joan Hearts Frog Mountain Storytelling and Seasonal Changes. We are holding a book signing at the Museum with Marilyn James & Taress Alexis Saturday, June 16th • 12 noon - 3 pm. Presentation: Marilyn James Creation Stories of the Sinixt. We have received Grant funding from the BC Multiculturalism Grant for \$2500.00 and we are in the process of building the exhibit, to be completed by the fall of 2018.

Summary

We have completed our 5 year plan, a copy of which is enclosed. We are also including our Constitution and Bylaws, which was rewritten early spring.

Our future looks pretty bright. We continue to strive to keep our displays fresh and ever changing to attract people from far and wide to visit our great venue.

In conclusion, The Boundary Museum Society is seeking a recommendation from City Council at the COTW meeting to receive this Quarterly Report for the period ending May 31, 2018 under the terms of the 2018 Fee-For-Service Agreement.

Respectfully submitted by:

Lee Derhousoff, President



Boundary Museum Society
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Tel (250) 442-3737 Email: boundarymuse@shaw.ca
www.boundarymuseum.com

CONSTITUTION and BYLAWS
Incorporated April 28, 1980
As Amended February 27, 2018

CONSTITUTION

1. The name of the Society is "BOUNDARY MUSEUM SOCIETY".
2. The purpose of the Society is to collect, research, preserve, exhibit and use for education, artefacts, archives and photographs relating to the human and natural history of Grand Forks and the Boundary area.
3. The Society shall be carried on without purpose of gain for its members, and any profit or other accretions to the Society shall be used in promoting its objects.

Incorporated April 28, 1980
As amended the 27th day of February, 2018



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APPLICANTS FOR INCORPORATION

Leo D. Mills
275 N.E. 1st Ave.
Grand Forks, BC

Janet Collett
121 N.W. 6th St.
Grand Forks, BC

Douglas L. Feir
275 N.W. 3rd St.
Grand Forks, BC

City Clerk
Larry Humphrey
136 S.E. 4th St.
Grand Forks, BC

Emerson Reid
130 N.E. 5th St.
Grand Forks, BC

Ethel McMannis
209 E. Central Ave.
Grand Forks, BC

Ethel Feir
275 N.W. 3rd St.
Grand Forks, BC

Abraham W. Heibert
Ruckles Addition North
Grand Forks, BC

William Soukoreff
151 Central Ave.
Grand Forks, BC

WITNESS TO ALL SIGNATURES

WALTER SLATER
406 s.e. 1ST Ave.
Grand Forks, BC



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Bylaws of Boundary Museum Society

Part 1 - Definitions and Interpretation

Definitions

1.1 In these Bylaws:

"Act" means the *Societies Act* of British Columbia as amended from time to time;

"Board" means the directors of the Society;

"Bylaws" means these Bylaws as altered from time to time.

Definitions in Act apply

1.2 The definitions in the Act apply to these Bylaws.

Conflict with Act or regulations

1.3 If there is a conflict between these Bylaws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.

Part 2 - Members

Application for membership

2.1 A person may apply to the Board for membership in the Society, and the person becomes a member on the Board's acceptance of the application. A life membership may be granted, with or without fee, to such persons as may be determined by the board of directors.

Duties of members

2.2 Every member must uphold the constitution of the Society and must comply with these Bylaws.



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Amount of membership dues

- 2.3** The amount of the annual membership dues, if any, must be determined by the Board.

Member not in good standing

- 2.4** A member is not in good standing if the member fails to pay the member's annual membership dues, if any, and the member is not in good standing for so long as those dues remain unpaid.

Member not in good standing may not vote

- 2.5** A voting member who is not in good standing
- (a) may not vote at a general meeting, and
 - (b) is deemed not to be a voting member for the purpose of consenting to a resolution of the voting members.

Termination of membership if member not in good standing

- 2.6** A person's membership in the Society is terminated if the person is not in good standing for 6 consecutive months.

PART 3 - GENERAL MEETINGS OF MEMBERS

Time and place of annual general meeting

- 3.1** An annual general meeting must be held at the time and place the Board determines. Membership dues must be paid 21 days prior to the annual general meeting for members to be entitled to vote.



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Ordinary business at annual general meeting

3.2 At an annual general meeting, the following business is ordinary business:

- (a) adoption of rules of order;
- (b) consideration of any financial statements of the Society presented to the meeting;
- (c) consideration of the reports, if any, of the directors or auditor;
- (d) election or appointment of directors;
- (e) appointment of an auditor, if any;
- (f) business arising out of a report of the directors not requiring the passing of a special resolution.

Notice of special business

3.3 A notice of a general meeting must state the nature of any business, other than ordinary business, to be transacted at the meeting in sufficient detail to permit a member receiving the notice to form a reasoned judgment concerning that business.

Chair of general meeting

3.4 The following individual is entitled to preside as the chair of a general meeting:

- (a) the individual, if any, appointed by the Board to preside as the chair;
- (b) if the Board has not appointed an individual to preside as the chair or the individual appointed by the Board is unable to preside as the chair,
 - (i) the president,
 - (ii) the vice-president, if the president is unable to preside as the chair,
or
 - (iii) one of the other directors present at the meeting, if both the president and vice-president are unable to preside as the chair.



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Alternate chair of annual general meeting

- 3.5** If there is no individual entitled under these Bylaws who is able to preside as the chair of an annual general meeting within 15 minutes from the time set for holding the meeting, the voting members who are present must elect an individual present at the meeting to preside as the chair.

Quorum required

- 3.6** Business, other than the election of the chair of the meeting and the adjournment or termination of the meeting, must not be transacted at an annual general meeting unless a quorum of voting members is present.

Quorum for annual general meetings

- 3.7** The quorum for the transaction of business at an annual general meeting is 3 voting members or 10% of the voting members, whichever is greater.

Lack of quorum at commencement of meeting

- 3.8** If, within 30 minutes from the time set for holding a general meeting, a quorum of voting members is not present,
- (a) in the case of a meeting convened on the requisition of members, the meeting is terminated, and
 - (b) in any other case, the meeting stands adjourned to the same day in the next week, at the same time and place, and if, at the continuation of the adjourned meeting, a quorum is not present within 30 minutes from the time set for holding the continuation of the adjourned meeting, the voting members who are present constitute a quorum for that meeting.

If quorum ceases to be present

- 3.9** If, at any time during a general meeting, there ceases to be a quorum of voting members present, business then in progress must be suspended until there is a quorum present or until the meeting is adjourned or terminated.



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Adjournments by chair

- 3.10** The chair of an annual general meeting may, or, if so directed by the voting members at the meeting, must, adjourn the meeting from time to time and from place to place, but no business may be transacted at the continuation of the adjourned meeting other than business left unfinished at the adjourned meeting.

Notice of continuation of adjourned annual general meeting

- 3.11** It is not necessary to give notice of a continuation of an adjourned annual general meeting or of the business to be transacted at a continuation of an adjourned general meeting except that, when a general meeting is adjourned for 30 days or more, notice of the continuation of the adjourned meeting must be given.

Order of business at general meeting

- 3.12** The order of business at a general meeting is as follows:
- (a) elect an individual to chair the meeting, if necessary;
 - (b) determine that there is a quorum;
 - (c) approve the agenda;
 - (d) approve the minutes from the last general meeting;
 - (e) deal with unfinished business from the last general meeting;
 - (f) if the meeting is an annual general meeting,
 - (i) receive the directors' report on the financial statements of the Society for the previous financial year, and the auditor's report, if any, on those statements,
 - (ii) receive any other reports of directors' activities and decisions since the previous annual general meeting,
 - (iii) elect or appoint directors, and
 - (iv) appoint an auditor, if any;
 - (g) deal with new business, including any matters about which notice has been given to the members in the notice of meeting;
 - (h) terminate the meeting.



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Methods of voting

- 3.13** At a general meeting, voting must be by a show of hands, an oral vote or another method that adequately discloses the intention of the voting members, except that if, before or after such a vote, 2 or more voting members request a secret ballot or a secret ballot is directed by the chair of the meeting, voting must be by a secret ballot.

Announcement of result

- 3.14** The chair of a general meeting must announce the outcome of each vote and that outcome must be recorded in the minutes of the meeting.

Proxy voting not permitted

- 3.15** Voting by proxy is not permitted.

Matters decided at general meeting by ordinary resolution

- 3.16** A matter to be decided at a general meeting must be decided by ordinary resolution unless the matter is required by the Act or these Bylaws to be decided by special resolution or by another resolution having a higher voting threshold than the threshold for an ordinary resolution.

PART 4 - DIRECTORS

Number of directors on Board

- 4.1** The Society must have no fewer than 5 and no more than 11 directors.

Election or appointment of directors

- 4.2** At each annual general meeting, the voting members entitled to vote for the election or appointment of directors must elect or appoint the Board.

Directors may fill casual vacancy on Board

- 4.3** The Board may, at any time, appoint a member as a director to fill a vacancy that arises on the Board as a result of the resignation, death or incapacity of a director during the director's term of office.



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Term of appointment of director filling casual vacancy

- 4.4** A director appointed by the Board to fill a vacancy ceases to be a director at the end of the unexpired portion of the term of office of the individual whose departure from office created the vacancy.

PART 5 - DIRECTORS' MEETINGS

Calling directors' meeting

- 5.1** A directors' meeting may be called by the president or by any 2 other directors.

Notice of directors' meeting

- 5.2** At least 2 days' notice of a directors' meeting must be given unless all the directors agree to a shorter notice period.

Proceedings valid despite omission to give notice

- 5.3** The accidental omission to give notice of a directors' meeting to a director, or the non-receipt of a notice by a director, does not invalidate proceedings at the meeting.

Conduct of directors' meetings

- 5.4** The directors may regulate their meetings and proceedings as they think fit.

Quorum of directors

- 5.5** The quorum for the transaction of business at a directors' meeting is a majority of the directors.



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PART 6 - BOARD POSITIONS

- 6.1** At the annual general meeting in each year, one-third of the elected members shall retire from office.

The elected directors to retire in every year shall be those who have been longest in office since their last election, but as between persons who became directors on the same day, those to retire shall, unless they otherwise agree among themselves, be determined by lot. A retiring elected director shall be eligible for re-election.

Election or appointment to Board positions

- 6.2** Directors must be elected or appointed to the following Board positions, and a director, other than the president, may hold more than one position:
- (a) president;
 - (b) vice-president;
 - (c) secretary;
 - (d) treasurer.

Directors at large

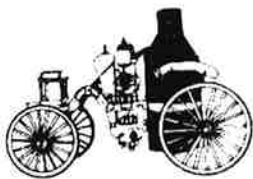
- 6.3** Directors who are elected or appointed to positions on the Board in addition to the positions described in these Bylaws are elected or appointed as directors at large.

Role of president

- 6.4** The president is the chair of the Board and is responsible for supervising the other directors in the execution of their duties.

Role of vice-president

- 6.5** The vice-president is the vice-chair of the Board and is responsible for carrying out the duties of the president if the president is unable to act.



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Role of secretary

6.6 The secretary is responsible for doing, or making the necessary arrangements for, the following:

- (a) issuing notices of general meetings and directors' meetings;
- (b) taking minutes of general meetings and directors' meetings;
- (c) keeping the records of the Society in accordance with the Act;
- (d) conducting the correspondence of the Board;
- (e) filing the annual report of the Society and making any other filings with the registrar under the Act.

Absence of secretary from meeting

6.7 In the absence of the secretary from a meeting, the Board must appoint another individual to act as secretary at the meeting.

Role of treasurer

6.8 The treasurer is responsible for doing, or making the necessary arrangements for, the following:

- (a) receiving and banking monies collected from the members or other sources;
- (b) keeping accounting records in respect of the Society's financial transactions;
- (c) preparing the Society's financial statements;
- (d) making the Society's filings respecting taxes.



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PART 7 - REMUNERATION OF DIRECTORS AND SIGNING AUTHORITY

Remuneration of directors

- 7.1** These Bylaws do not permit the Society to pay to a director remuneration for being a director, but the Society may, subject to the Act, pay remuneration to a director for services provided by the director to the Society in another capacity.

Signing authority

- 7.2** A contract or other record to be signed by the Society must be signed on behalf of the Society
- (a) by the president, together with one other director,
 - (b) if the president is unable to provide a signature, by the vice-president together with one other director,
 - (c) if the president and vice-president are both unable to provide signatures, by any 2 other directors, or
 - (d) in any case, by one or more individuals authorized by the Board to sign the record on behalf of the Society.

Part 8 - Dissolution of the Society

- 8.1** In the event dissolution of the Society, all funds and assets of the Society remaining after the satisfaction of its debts and liabilities, shall be given or transferred to such organizations concerned with social problems or organizations promoting the same objects as this Society, as may be determined by the members of the Society at the time of dissolution. If effect cannot be given to the aforesaid provisions, then such funds shall be given or transferred to some other organizations; provided that such organizations referred to in this paragraph shall be a charitable organization, a charitable corporation, or a charitable trust recognized by Revenue Canada as being qualified as such under the provisions of the INCOME TAX ACT of Canada from time to time in effect.

Boundary Museum Society and Community Archives Five-Year Plan 2018-2022

1. VALUES STATEMENT

The Boundary Museum Society and Community Archives accept the definition of the International Council of Museums and will maintain the standards established in the BC Museum Associations Best Practices Handbook and the CMA Standard Practices Handbook.

"A museum is a non-profit permanent institution in the service of society and of its development, and open to the public, which acquires, conserves, researches, communicates and exhibits, for purposes of study, education and enjoyment, material evidence of people and their environment."

And as an accredited museum and an institutional member of the CMA, we accept the following principles:

- A museum's primary responsibility is to serve the public through the preservation, study and interpretation of the natural and cultural heritage.
- A museum holds all collections in trust and performs all functions as a public trustee.
- A museum adheres to a collections policy that governs the acquisition, care, de-accession and disposal of its collections.
- A museum respects the diversity of cultures represented in our society, both past and present, and recognizes multiple ways of understanding the world.
- A museum believes in the value of knowledge and endeavors to be a learning centre for its public and its workers.
- A museum's paid or unpaid workers respect the public, their profession and their museum and are, in turn, respected by their museum, professional peers and the public.
- A museum, and all those connected with it, maintains the highest ethical and professional standard in all situations.

Boundary Museum Society and Community Archives

2. MANDATE

The mandate of the Boundary Museum Society is to collect, research, preserve, exhibit and use for education, artefacts, archives and photographs relating to the human and natural history of Grand Forks and the Boundary area.

The purpose of the Archives, as part of the Boundary Museum, is to identify, acquire and preserve material of archival and/or information value to the City of Grand Forks and the community as a whole, and to make such records available to the public.

3. MISSION STATEMENT

The Boundary Museum Society collects and audits, preserves, encourages research and facilitates awareness of the heritage of Grand Forks and the Boundary region for the enjoyment and benefit of local residents and visitors.

Boundary Museum Society and Community Archives Five Year Plan 2018 – 2022

Actions	Lead Dept	Time Frame					
		2018	2019	2020	2021	2022	Budget
HERITAGE PRESERVATION							
Objective 1.1 To preserve the diversity of heritage experiences in the Boundary Region:							
	Lead Dept	2018	2019	2020	2021	2022	Budget

BOUNDARY MUSEUM SOCIETY AND COMMUNITY ARCHIVES
FIVE-YEAR PLAN 2018 - 2022

1. Inventory the museum's vast collection of local and Doukhobor photographs including new photo donations.	Archival staff								
2. Collect the local and Doukhobor settlement stories from local surviving members.	Museum Staff								
3. Work together with the Boundary Historical Society, Granby Wilderness Society, Midway Museum and Greenwood Museum to collect & divide historical documents of the Boundary region into proper geographic area collections.	Museum & Archive Staff								
4. Gather the cultural profile of the contemporary Boundary Community including the Indigenous movement through the region.	Museum Staff/Consultant								
Objective 1.2 Promote heritage tourism in the Boundary Country									
1. Act as the delivery organization, under contract with the Regional District of Kootenay Boundary, to implement the Boundary Country 5 year Business Plan for the Municipal Regional District Tax (MRDT) program.	Museum Staff / Board								
2. Actively participate in Grand Forks & District Fall Fair, parades, Kettle Valley Food Co-op Harvest Fest, and other community events.	Museum Staff / Board								
3. Continue to promote the outreach museum at Christina Lake Welcome Centre.	Museum & Archive Staff								
4. Continue the partnership with the Grand Forks Doukhobor Heritage Milling Society in promoting the restored flour mill as a tourism destination.	Museum Staff / Board								
5. Promoting onsite blacksmith shop for interprovincial workshops.	Museum Staff / Board								
Objective 1.3 Increase Archives presence as a research resource within our community									
1. Promote archival collection online.	Archivist								
2. Upload, as available, archival collection to memory BC database.	Archivist								
3. Document ongoing Collection Management using Access digital program.	Archivist								
ADMINISTRATION									
	Lead Dept	2018	2019	2020	2021	2022			

Objective 2.1 Governance									
1. Review Five Year Plan annually.	Museum & Archive Staff								
2. Communicate Five Year Plan to City Council and RDKB annually and online to the public.	Museum Staff / Board								
3. Research for operating and project grants & apply as they become available.	Museum Staff / Board								
Objective 2.2 Management									
1. Review the Collections Policies and Procedures.	Museum & Archive Staff/Board								
2. Develop new Board Member orientation package.	Museum Staff/Board								
3. Review the digital policy for the Archives collection.	Archivist								
4. Review training procedures for staff, volunteers and summer students.	Museum Staff/Board								
5. Review job descriptions and create a curator position.	Board								
Objective 2.3 Marketing									
1. Review marketing strategy annually for the Museum. (annual visitors guides)	Museum Staff/Board								
2. Continue ongoing Social Media Marketing and website updates.	Museum Staff								
3. Continue to market through memberships with CMA, BCMA, BCRCC, AABC, and Washington State Historical Society.	Museum Staff								
4. Liaison with Boundary region organizations and the Boundary Country Regional Chamber of Commerce e-newsletter.	Museum Staff/Board								
5. Review venue rental agreement annually.	Museum Staff/Board								
6. Review entrance fee policy annually.	Museum Staff/Board								
7. Continue to increase membership and volunteer base	Museum Staff/Board								
8. Daily statistical visitor count.	Museum Staff								
COLLECTIONS									
Objective 3.1 The Collections									
1. Review the artefacts/archives collections mandate annually.	Lead Dept Museum Staff / Board	2018	2019	2020	2021	2022			

2. Establish a De-accessioning committee and organize training workshops.	Museum/Archives Staff / Board								
3. Complete the transfer of Accession paper records to Access database.	Archivist								
4. Relocate Gyro Park outdoor exhibits to the Boundary Museum grounds.	Museum staff / Woodworkers								
5. Complete the restoration of the Verigin buggies, and drag saw, as collection pieces arrive.	Woodworkers								
6. Donor and in emporium plaques to be purchased and installed.	Museum Staff / Board								
Objective 3.2 Preservation and Access									
1. Review care and handling procedures.	Museum/Archives Staff / Board								
2. Evaluate exhibit capacity of increased artefact collection; must be relevant to the Boundary region history. (reference #3)	Museum/Archives Staff / Board								
3. Collection Storage is at capacity and alternative solutions must be explored.	Museum/Archives Staff / Board								
4. Accession new collections that are deeded to the Museum asap.	Museum Staff / Board								
5. Evaluate conservation procedures for all collections.	Museum/Archives Staff / Board								
Objective 3.3 Research									
1. Conduct new research for Virtual Museum of Canada online story collection - Granby Smelter.	Museum Staff / Summer Student								
2. Continue to develop the Reference Library.	Museum Staff								
3. Research old paintings and portraits for historical relevance.	Museum Staff								
4. Continue employment of casual Researcher/Museum Assistant	Museum Staff/Board								
PROGRAMMING	Lead Dept	2018	2019	2020	2021	2022	Budget		
Objective 4.1 Community/educational programming and engagement									
1. Conduct visitor surveys for program development	Museum Summer								

BOUNDARY MUSEUM SOCIETY AND COMMUNITY ARCHIVES
FIVE-YEAR PLAN 2018 - 2022

	Staff								
2. Continue bread making and butter churning program/flour mill partnership.	Museum Staff/ Volunteers								
3. Community outreach to host events and develop new public programming.	Museum Staff								
4. Develop youth and/or senior's winter programming, including School District #51 field trips.	Museum Staff								
5. Continue Blacksmith program outreach with Kootenay Blacksmith membership.	Museum Staff/Board								
6. Continue the Boundary 4H Multi Club partnership.	Museum Staff								
7. Continue the Kettle Valley Food Co-op Harvest Fest partnership.	Museum Staff								
8. Establish an annual spring fundraising event.	Museum/Archives Staff / Board								
Objective 4.2 Exhibits									
1. Design and complete the Sinixt/Doukhobor 2009 reconciliation exhibit under the successful \$2500 funding from BC Multiculturalism Gaming Grant .	Researcher/Board Volunteers								
2. Rotate exhibits every six to nine months as staff time permits.	Museum Staff / Board								
3. Relocate mining exhibit to the Black Hawk Livery Building	Museum Staff / Board								
4. Complete Black Hawk Livery exhibits for Gazette newspaper, Forestry/Ranger camp, solar heating presentations and transportation artefacts.	Board								
5. Build the 40' X 60' addition to the Black Hawk Livery exhibition building. (drawings completed by WSA Engineering)	Board/Contractors/ Volunteers								
6. Reconstruct the 1903 Log Cabin to house Bob DeMaertelaere's hand tool collection. (drawings completed by WSA Engineering)	Board/Contractors/ Volunteers								
7. Construct the roofing to enclose the C-Cans for storage and/or exhibits. (drawings completed by WSA Engineering)	Board/Contractors/ Volunteers								
8. Install the circulation roof vents on three C-Cans.	Contractor								
9. Erect Teepee after clearing it's location	Board/ Volunteers								
10. Bell tower installed	Board/ Volunteers								
11. Construct boardwalk to outdoor exhibition buildings for handicap accessibility.	Board/Contractors/ Volunteers								
12. Complete electrical upgrades for shade house, workshop and bread oven kitchen.	Board/Contractors/ Volunteers								

BOUNDARY MUSEUM SOCIETY AND COMMUNITY ARCHIVES
FIVE-YEAR PLAN 2018 - 2022

Objective 4.3 Maintenance	Lead Dept	2018	2019	2020	2021	2022	Budget
1. Construct outdoor garbage and recycle storage area.	Board/ Woodworkers						
2. Stairway walls and basement concrete floors repainted.	Volunteers						
3 Wallpaper in meeting room completed above window and west wall.	Volunteers						
4. Paint and restore farm machinery as required.	Volunteers						
5. Exterior sidewalks require leveling.	Groundskeeper						
6. Construct concrete pad for Bob's memorial bench.	Groundskeeper						
7. Repaint kitchen walls and cupboards.	Volunteers						
8. Refurbish kitchen cupboards.	Museum Staff/Board						

BOUNDARY MUSEUM SOCIETY
Income Statement 01/01/2018 to 04/30/2018

REVENUE

REVENUE

Flour Sales/1/2 salesUSCC	33.00	
Kitchen Appliances	0.00	
Gift Shop Sales	27.00	
Educational Programing	0.00	
Events Revenue/Fundraisers	50.00	
Admissions	248.00	
Donations	434.82	
Memberships	564.25	
Plaques in Memory	0.00	
Archival/Photo Reproduction Sales	0.00	
Reconstruction Log Building/Bob's T	0.00	
Total Revenue		1,357.07
Interest Revenue		409.01
CMA/YCW wages paid back		0.00
Govnt of Canada		0.00
RDKB - Operating Funding		4,000.00
Phoenix Foundation		1,000.00
Canadian Railway		0.00
City of GF - Operating Funding		0.00
Project Account		2,500.00
Rental (Venue)		50.00
Service Canada/Summer Student		0.00
USCC Ladies/Buggies/WoodWorkers		0.00
TOTAL REVENUE		9,316.08
TOTAL REVENUE		9,316.08

EXPENSE

ADMINISTRATION

Exhibit Expense	0.00
Acquisitions of artifacts/archives	0.00
Events Expense	75.07
Advertising & Promotions	569.10
Bad Debt	80.00
Accounting/Bookkeeping/Professional	670.00
Education & Seminar Expenses	0.00
Bank & Interest Expense	48.75
Yard & Grounds Upkeep & Expense	511.00

Office Expense - Museum	667.37
Freight Charges	5.62
PST Paid on Purchases	39.83
GST CRA 50%	670.37
Insurance	4,121.00
Book Purchases	0.00
Photo Reproduction Expense	0.00
Yearly Dues	248.70
Permits	0.00
Telephone	279.14
Internet Expense	417.81
Irrigation Tax	405.70
E Levy	0.00
Honourarium & Gifts	0.00
Utilities	2,595.82
Wages	21,025.88
EI Expense	479.31
CPP Expense	731.11
WorkSafe Expense	69.19
Meals & Entertainment	30.64
(Project Acct)	1,486.94
Archival Office Expense	310.77
Repair, Cleaning & Maintenance	328.44
Restoration Expense/Wood Workers	246.25
Woodworkers Proj Acct	1,000.00
Small tools, furniture non-exhibit	48.39
Security Expense	79.56
TOTAL ADMINISTRATION	<u>37,241.76</u>
 TOTAL EXPENSE	 <u>37,241.76</u>
 NET INCOME	 <u><u>-27,925.68</u></u>

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Agriculture & Food Systems

BOUNDARY  COUNTRY



Boundary Area Food and Agriculture Plan

Regional District of Kootenay Boundary

Draft C, April 23, 2018

Acknowledgements

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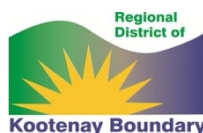
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The government of Canada, the government of British Columbia and the Investment Agriculture Foundation of B.C. are pleased to participate in the production of this publication. We are committed to working with our industry partners to address issues of importance to the agriculture and agri-food industry in British Columbia. Opinions expressed in this report are those of the authors and not necessarily those of the government of Canada, the government of British Columbia or the Investment Agriculture Foundation of B.C.

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Executive Summary

The Boundary area of the Regional District of Kootenay Boundary (RDKB) is home to a wide-diversity of food and agriculture activities ranging from ranching, horticulture, and experimental grain production to regional food security networks, emergency food services, and food recovery. Despite these diverse activities, many challenges and untapped opportunities exist across the food and agriculture spectrum. For example, many producers are challenged with increasing costs of inputs and a lack of value added processing. Further, many people in the Boundary are experiencing food insecurity, many of whom are seniors and children. In 2016, in order to address these challenges and potential opportunities, the RDKB began the process to update the 2011 Agriculture Plan. This update expands the scope to include food systems and food security, to ultimately create a Boundary Area Food and Agriculture Plan (BAFAP).

The BAFAP is a 10- to 12-year plan to strengthen and increase the resiliency of food and agriculture in the Boundary. The planning area includes RDKB Electoral Areas C/Christina Lake, D/Rural Grand Forks, and E/West Boundary and the municipalities of Midway, Greenwood, and Grand Forks).

A key aspect of creating this plan was engaging stakeholders and the public in crafting a vision, describing challenges, and identifying potential opportunities for the regional food and agriculture system. Multiple engagement methods were used, including online and mail-in surveys; farm visits; public open houses; and stakeholder meetings. The Boundary Area Food and Agriculture Advisory Council (BAFAAC), an inter-sectoral advisory to the project, provided feedback at key project points and the Steering Committee, comprised of RDKB staff, elected officials, Interior Health, Community Futures and project consultants, had regular check-ins to guide project activities.

Highlights of the plan are presented below. The subsequent chapters provide context and detailed description of each of the goals, objectives, and the associated recommended actions. In total, 107 actions are included, along with a detailed implementation strategy.

This plan also contains a proposed Boundary Area Food and Agriculture Charter and Report Card to help establish common ground for plan implementation and monitor progress towards goals (Please refer to appendices A and B respectively).

Plan Vision: Sustainable agriculture and food systems in the Boundary help create thriving communities, prosperous livelihoods, and healthy environments.

- Goal 1: Protect and Support Farmland For Future Generations
- Goal 2: Improve Local Food and Agriculture Support Services, Infrastructure, and Emergency Preparedness
- Goal 3: Steward the Connections Between Environmental Sustainability and the Regional Food and Agriculture System
- Goal 4: Support Multigenerational Farms and Emerging Farmers
- Goal 5: Strengthen Awareness of and Skills in the Local Food and Agriculture System
- Goal 6: Invest Directly in the Local Food and Agriculture Economy
- Goal 7: Encourage Food Gardening, Gleaning, and Food Recovery
- Goal 8: Increase Capacity and Leadership

As a comprehensive plan that integrates agriculture and food security into a food system plan, many actions that are not fully within the role and jurisdiction of the RDKB have emerged. Overall, this plan contains 1 vision, 8 goals, 31 objectives, and 107 actions. Actions have been presented in a multi- phase work plan in the implementation section. Many of these actions will be led by local government, however support and leadership from community organizations will also be critical in the success of this plan.

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Plan Overview

The Boundary area of the Regional District of Kootenay Boundary (RDKB) is home to a wide-diversity of food and agriculture activities ranging from ranching, horticulture, and experimental grain production to regional food security networks, emergency food services, and food recovery. Despite these diverse activities, many challenges and untapped opportunities exist across the food and agriculture system. For example, many producers are challenged with increasing costs of inputs and a lack of value-added processing. Further, many people in the Boundary are experiencing food insecurity, many of whom are seniors and children. In order to address these challenges and potential opportunities, the RDKB began the process to update the previous Agriculture Plan (created in 2011) in 2016, in order to expand the scope and include food systems and food security and to ultimately create a Boundary Area Food and Agriculture Plan (BAFAP). The BAFAP is a 10-12-year plan to strengthen and increase the resiliency of food and agriculture in the Boundary.

HOW TO USE THIS DOCUMENT

There are five key sections to this plan:

- 1) The Road Here** describes the research and engagement process that lead to the plan's recommendations;
- 2) The Vision, Goals, Objectives, and Recommendations** propose objectives and actions for how the RDKB and other Boundary stakeholders will work to achieve the vision of the plan;
- 3) The Implementation Strategy** sorts recommendations into prioritized categories while indicating roles and responsibilities;
- 4) Appendix A: Boundary Food and Agriculture Charter** sets out a shared vision, values, goals and actions that signify commitment to implementing this plan. It is hoped that local governments, businesses, non-profits, and schools will participate in endorsing the Charter, signalling a collective effort to protect and support farming and increase food security in the Boundary; and
- 5) Appendix B: Food and Agriculture Report Card for Local Government** will be used to measure progress towards goals over time.

PLAN FRAMEWORK

This plan contains several connected layers of information that work from an aspirational vision through to specific recommendations for how to achieve the vision (Figure 1).

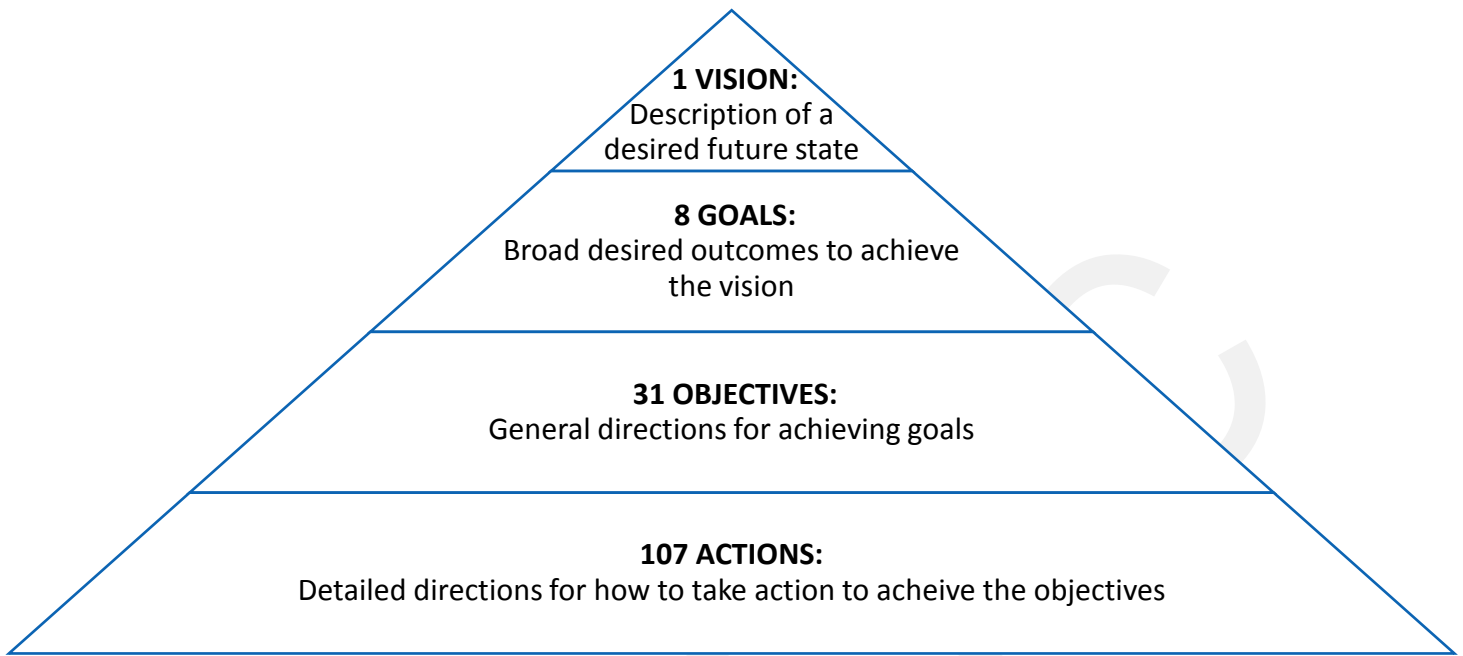


Figure 1: Boundary Area Food and Agriculture Plan Structure

PLANNING AREA

The Boundary Area Food and Agriculture Plan covers the RDKB Boundary Area, including Electoral Areas C/Christina Lake, Area D/Rural Grand Forks, and Area E/West Boundary, and the municipalities of Midway, Greenwood, and Grand Forks. A map of the planning area and the communities included in this planning process is provided in Figure 2.

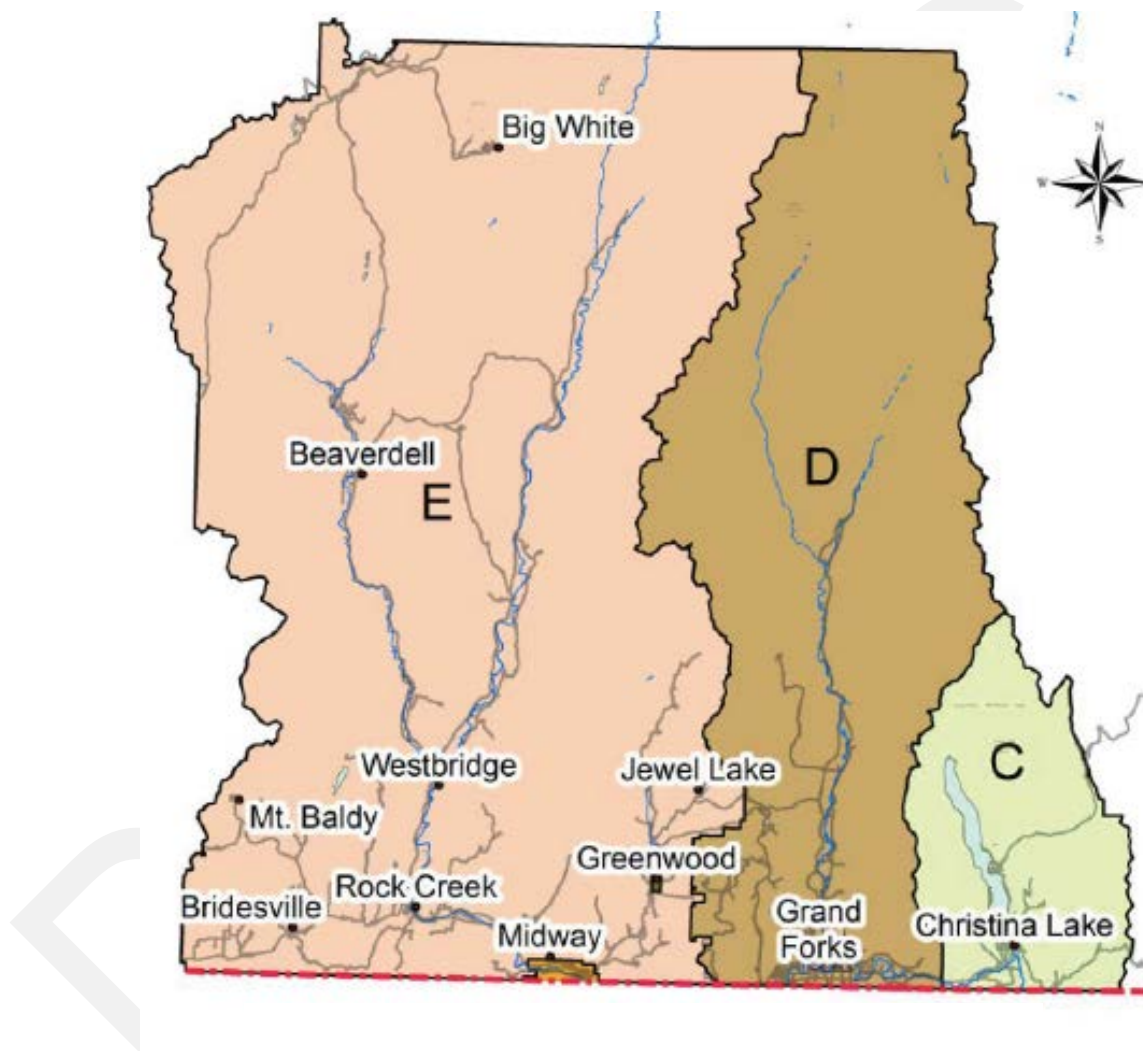


Figure 2: Boundary Area Food and Agriculture Plan Study Area

The Road Here

This section describes the project oversight, participating stakeholders, and engagement process that was undertaken through the process of developing this plan.

PROJECT OVERSIGHT

The Boundary Area Food and Agriculture Plan (BAFAP) has been developed through public and stakeholder consultation, research, and data analysis. There are many organizations and individuals that came together to create this plan.

To provide oversight to the planning process, a project Steering Committee was established. The project Steering Committee included elected officials from the Boundary, RDKB staff, and funders, who provided regular check-in points throughout the development of the plan.

To provide on-going engagement and stakeholder involvement in creating and implementing the plan, the Boundary Area Food and Agriculture Advisory Council (BAFAAC) was also established. The BAFAAC includes members from agriculture and food security sectors, local government staff, and elected officials who have provided guidance at key points in the plan development process.

Organizations and individuals participating in the Steering Committee and BAFAAC are acknowledged in Appendix C.

ENGAGEMENT PROCESS SUMMARY

The engagement events that were held as part of this planning process are summarized in Table 1. The project team sought to both speak with people and groups individually as well as bring stakeholders and the public together.

Table 1: Points and Dates of Stakeholder and Public Engagement

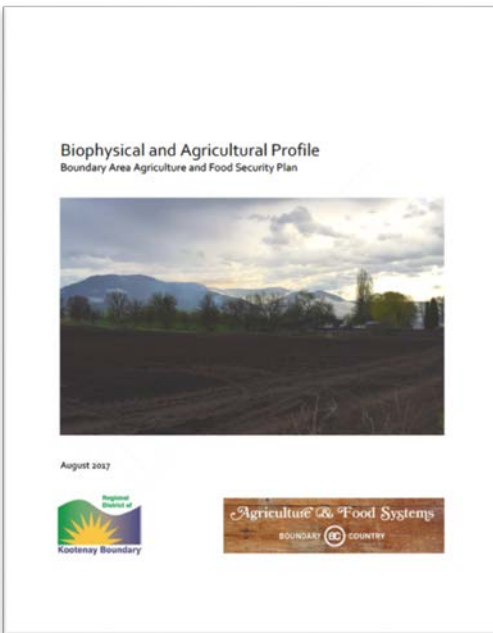
Date	Engagement Point
March-April 2017	<ul style="list-style-type: none">⇒ Three Steering Committee Meetings⇒ Developed an Engagement Strategy for the project
May 2017	<ul style="list-style-type: none">⇒ Two open houses (Grand Forks and Westbridge)⇒ 10 farm tours and kitchen table discussions with local farm and ranch operators⇒ Three in person meetings: Kettle Valley Farmer's Co-op, Boundary Food Security Network, McMynn's Foods.
June 2017	<ul style="list-style-type: none">⇒ A survey for farmers (from beginning of May to end of June with 45 responses); and⇒ A survey for community members (from beginning of May to end of June with 140 responses)

Table 1: Points and Dates of Stakeholder and Public Engagement

Date	Engagement Point
September 2017	<ul style="list-style-type: none"> ⇒ Steering Committee Meeting (September 20); ⇒ Boundary Area Food and Agriculture Advisory Council (BAFAAC) meeting (September 11)
October 2017	<ul style="list-style-type: none"> ⇒ Meeting with the Boundary Invasive Species Society (October 2); ⇒ Presentation to the Area 'E'/West Boundary Advisory Planning Commission (APC) meeting (October 2); ⇒ Open house in Rock Creek at the Fairgrounds (October 2); ⇒ Presentation to the Boundary Community Development Committee (BCDC) meeting, including Area 'D'/Rural Grand Forks Advisory Planning Commission (October 3); ⇒ Open house in Grand Forks at the USCC Community Hall (October 3); and ⇒ Several comments emailed directly to the consultants, RDKB staff, and Area Directors.
December 2017-February 2018	<ul style="list-style-type: none"> ⇒ Steering Committee Meeting (Jan 26) ⇒ One-on-one phone calls on food security aspects of the plan ⇒ Outreach to the Boundary Food Security Network and School District on draft food security recommendations
March-May 2018	<ul style="list-style-type: none"> ⇒ Two Steering Committee Meetings (March 19, April 10) ⇒ BAFAAC meeting (April 3) ⇒ Project completion and plan presentation to the public in Rock Creek and Grand Forks (May 26 & 27)

BACKGROUND INFORMATION

Two background documents were produced during the planning process: 1) Boundary Area Biophysical and Agricultural Profile and 2) Boundary Area Food Security Backgrounder. These documents contain detailed information and data that provide rationale for the recommendations in this plan. These reports can be accessed on the RDKB website:



Plan Vision

The Plan's Vision was developed through community input and is built upon the vision statement that was created for the 2011 plan:

Sustainable agriculture and food systems in the Boundary help create thriving communities, prosperous livelihoods, and healthy environments.

Goals, Objectives, and Recommendations

The following eight goals emerged from the vision statement, each with its own set of objectives and associated actions, which are described in the following pages. These goals are presented in no particular order as follows:

Goal 1: Protect and Support Farmland For Future Generations

Goal 2: Improve Local Food and Agriculture Support Services, Infrastructure, and Emergency Preparedness

Goal 3: Steward the Connections Between Environmental Sustainability and the Regional Food and Agriculture System

Goal 4: Support Multigenerational Farms and Emerging Farmers

Goal 5: Strengthen Awareness of and Skills in the Local Food and Agriculture System

Goal 6: Invest Directly in the Local Food and Agriculture Economy

Goal 7: Encourage Food Gardening, Gleaning, and Food Recovery

Goal 8: Increase Capacity and Leadership

GOAL 1: PROTECT AND SUPPORT FARMLAND FOR FUTURE GENERATIONS

The location of productive farmland in the Boundary, both within and outside the ALR, provides for a range of contexts for management and regulation. Trying to manage development expectations for rural residents living adjacent to or near farming operations can be a challenge, particularly where there are no local land use regulations. The isolated nature of some communities presents policy, regulatory, and enforcement challenges as well.

Goal 1 Objectives

1.1 Support and Enforce Land Use Policies and Regulations

Aligning local planning strategies and policies with provincial regulations will help minimize conflicts between producers and non-producers. For example, the Ministry of Agriculture has several guidelines and standards regarding development planning within agricultural areas that could be adopted. Regional Growth Strategies, Official Community Plans (OCP), zoning, and other land use bylaw documents can offer growth management and farmland protection policies, which help to offer clarity for landowners.

1.2 Update and Enhance Land Use Zoning

Lack of local land use policy and regulations can lead to conflicts between neighbours. Complaints of noise, odour, trespass, and vandalism are common when a lack of clarity between residential and farming areas exist.

While most of the plan area has land use planning, the majority of Electoral Area 'E'/West Boundary does not.

Encouraging the adoption of OCPs in all the plan area and ensuring regulatory documents, such as zoning bylaws and development permit areas, are up-to-date with best rural planning practices, can assist in reducing the amount of complaints that arise.



Figure 3. Rock Creek Fairgrounds.

1.3 Manage Agri-Tourism and Gathering Events

The BC Ministry of Agriculture has released a policy document regarding agri-tourism and gathering events. This presents an opportunity for the Boundary to develop a well-defined agri-tourism strategy to provide clarity regarding what types of activities are and are not permitted, and which specific regulations apply.

Goal 1 Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
1.1 Support and Enforce Land Use Policies and Regulations	1.1.1 Perform regular reviews of the OCPs and Zoning Bylaws to ensure that a commitment to agriculture and the local food system is embedded and reflected in these key documents and bylaws and create OCPs and Zoning Bylaws for those areas where they do not exist.	High	RDKB (Planning) and member municipalities.
	1.1.2 Using BC Ministry of Agriculture standards, develop home plate specifications to limit the siting and size of the home plate and residential building footprint within the ALR in the Boundary.	Medium	RDKB (Planning) and member municipalities.
	1.1.3 Develop a compliance and enforcement strategy for rural areas to address ongoing egregious land use issues over the longer term.	Low	RDKB (Planning and Administration), member municipalities and the ALC.
	1.1.4 In areas with a high potential of risk or conflict consider establishing a Development Permit Area for the protection of farmland that encompasses land on either side of the ALR boundary and requires Agricultural Impact Assessments, performed by a Professional Agrologist, to accompany development and/or subdivision applications within the DPA.	Low	RDKB (Planning) and member municipalities.
	1.1.5 Establish buffer requirements for non-ALR properties adjacent to the ALR (different criteria for different edge scenarios).	Medium	RDKB (Planning) and member municipalities
	1.1.6 When updating OCPs and zoning bylaws, permit non-intensive farming on all non-ALR land.	High	RDKB (Planning) and member municipalities).

Objective	Recommended Actions	Priority	Local Government Role
1.2 Update and Enhance Land Use Zoning	1.2.1 Minimize the negative impacts of development, transportation corridors and infrastructure networks (for example roads, trails and utility corridors) on farmland with appropriate zoning and design guidelines.	Low	RDKB (Planning) and member municipalities
	1.2.2 Report annually on the outcomes of all ALR applications in order to get a complete perspective as to how the various applications may alter (or have altered) the farming landscape.	High	RDKB (Planning) and member municipalities
	1.2.3 Develop a system to inform potential landowners near and within the ALR about normal farm practices and the <i>Farm Practices Protection (Right to Farm) Act</i> (for example liaise with Real Estate Board of Realtor's Association).	Low	RDKB (Board)
1.3 Manage Agri-Tourism and Gathering Events	1.3.1 Develop an agri-tourism strategy and include clarity around agri-tourism accommodation regulations.	Medium	RDKB (BCDC with support from Planning as required)
	1.3.2 Coordinate regionally-appropriate agri-tourism activities (e.g. trail rides) tied into other events or tourism promotion activities (e.g. harvest festivals).	Medium	RDKB (BCDC) to support tourism organizations and individuals
	1.3.3 Determine a location for a permanent fair ground in Grand Forks.	High	RDKB (BCDC) to co-lead with City of Grand Forks.

GOAL 2: IMPROVE LOCAL FOOD AND AGRICULTURE SUPPORT SERVICES, INFRASTRUCTURE, AND EMERGENCY PREPAREDNESS

Despite the demand and interest in locally grown, raised, and made products, the majority of small-scale growers are unable to sell regionally on a consistent basis. Food processing infrastructure and support services were identified as a key barrier. Similarly, the non-profit sector also requires physical infrastructure and support services to increase food security, including being prepared for emergencies. Success may be achieved by coordinating regional activities and growing, processing, skill-building, marketing, and preparing for emergencies in a collaborative manner.

Goal 2 Objectives

2.1 Extension Services for Producers and Ranchers

Opportunities exist to capitalize on the Kootenay Boundary Farm Advisors (KBFA) program being managed through a partnership between the three Kootenay regional districts and the Columbia Basin Trust. In particular, farmers will be able to access agrologist extension services to gain crop and animal husbandry advice, and farm planning.

2.2 Stabilize Supporting Processing Infrastructure

A concern raised by local ranchers is the limited supporting infrastructure for meat processing, including adequate cut & wrap services, processing facilities, cold storage and distribution opportunities.

2.3 Improve Transportation to Healthy Food Sources

Many people noted that the lack of transportation to and from healthy food sources as a key challenge for food security. Moving healthy food around and from outside the region, was also identified as a need by social service organizations in order to better access healthy food for meal programs within the Boundary and from other nearby regions like the South Okanagan.



Figure 4. Rock Creek Market.

2.4 Emergency Food Preparedness

The need for emergency food sources was magnified during the 2015 Rock Creek fire that displaced many people and dramatically increased the demand for emergency food. Some households that were previously food secure lost gardens, preserves, and freezers. Food bank use spiked and these organizations became an important part of the emergency response. Pre-planning may include community-wide livestock evacuation planning, assessing community food preparation infrastructure, and other factors. These emergencies highlight the need for local food to sustain Boundary residents during an extreme weather event. Therefore, consideration should be given to farming operations from an emergency preparedness perspective.

2.5 Anticipate Climate Change

The need for climate adaptation and mitigation measures was commonly noted by stakeholders. Climate change is also closely tied to extreme weather emergency planning -

farmers are expecting to deal with emergency weather events such as drought, flooding, and wildfires more frequently. Examples of mitigation include: needed changes in farm activities to reduce the use of fossil fuels at the farm level, improved irrigation efficiency, and water storage on the farm. Re-localizing the food system generally has a net positive outcome on fossil fuel reduction at the community level, as the footprint of food transportation is minimized.

2.6 Support and Work with Social Service Organizations

Many people in the Boundary invest personally in the form of volunteer hours, food and cash donations, and in-kind contributions to support people who are experiencing emergency or chronic food insecurity. Many people may not realize that poverty and homelessness is a reality for many individuals and families living in the Boundary. Food security stakeholders identified the need for additional supports such as physical facilities, low-cost leases, website and social media communications, and letters of support for funding applications to be better prepared for emergency and longer-term use of food programs.

Goal 2 Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
2.1 Expand extension Services for Producers and Ranchers	2.1.1 Continue to support the KBFA pilot program being coordinated and funded by the Kootenay/Boundary Regional Districts and Columbia Basin Trust.	High	RDKB (Board)
	2.1.2 Address the need for large animal veterinary services in the Boundary in collaboration with the coordinator(s) of the new extension services program to determine what practical solutions may exist, including direct recruitment.	High	RDKB (BCDC)
	2.1.3 Meet with representatives from provincial agencies to develop a long-term plan for expansion of extension services in the Boundary area.	Medium	RDKB (Board)
2.2 Stabilize Supporting Food Storage and Processing Infrastructure	2.2.1 Seek grant and community investment opportunities to find investment and ownership solutions to the regional need for additional meat processing.	High	RDKB (BCDC)

Objective	Recommended Actions	Priority	Local Government Role
	2.2.2 Continue to ensure that local policies and zoning facilitate the establishment of value-added processing on farmland, in alignment with ALC policies as well as off-farm in rural residential and industrial zones.	High	RDKB (Planning) and member municipalities
	2.2.3 Support pilot programs and business support services to food system infrastructure initiatives, including a review of past programs that encountered challenges.	Medium	RDKB (BCDC) to support Community Futures
	2.2.4 Establish, coordinate, and promote community-accessible food storage areas, including the existing cold storage in Grand Forks and Midway.	Med	RDKB (BCDC) to support NGOs
	2.2.5 Strengthen facilities and systems for community food processing (e.g. drying, canning, fermenting, community kitchens, juicing, packing) that serves both urban and rural people.	High	RDKB (BCDC) to support NGOs
2.3 Improve Transportation Options for Food Access	2.3.1 Support transportation options that would provide access to farmers markets, emergency food sources, and other healthy and local food. This may include adjusting transit routes, fees and schedules to match up with markets and other food programs.	Med	RDKB (BCDC)
	2.3.2 Support improvements to the distribution system for transportation of regional foods to regional markets. This may include a local distribution inventory or feasibility study.	High	RDKB (BCDC) to support NGOs and business associations
2.4 Emergency Food Preparedness	2.4.1 Develop strategies for communicating emergency information, including to those without access to phones and/or internet (for example physical information boards).	High	RDKB (Emergency Management)
	2.4.2 Include food and agriculture components in the RDKB's emergency planning in two key areas: a) livestock	High	RDKB (Emergency Management)

Objective	Recommended Actions	Priority	Local Government Role
	evacuation plans and b) food access in emergencies.		
	2.4.3 Work with ranchers, farmers and BCCA to review RDKB emergency plans ensure to include a producer perspective.	High	RDKB (Emergency Management)
	2.4.4 Recognize the essential requirements of agriculture operators' ability to access and manage livestock and crops during emergencies. This could involve encouraging participation in the Premises ID program before an emergency arises (work with the Province, ranchers and BCCA)	High	RDKB (Emergency Management)
2.5 Anticipate Climate Change	2.5.1 Complete a Climate Change Adaptation Strategy and Implementation Plan specific to the Boundary Area that includes a focus on food systems and agriculture.	Medium	RDKB (Planning) and member municipalities
	2.5.2 Urge the Province to create a fuel management plan to reduce the risk to agriculture resources from wildfire.	Medium	RDKB (Board)
	2.5.3 Share emergency preparedness educational resources and have hard copies and digital copies of the resources, reports and maps available.	High	RDKB (Emergency Management) and member municipalities
	2.5.4 Develop flood response and relief protocols that are specific to agricultural land that may have livestock, buildings/barns, and equipment in flood zones. Minimize risks resulting from floods (e.g. fuel leaks and spills, on-farm waste management).	Medium	Producers, EFP Program, RDKB (Emergency Management and KBFA) to support
	2.5.5 Increase regional climate resiliency by supporting existing seed banks, and establishing a seed lending program through community libraries.	High	RDKB (KBFA) to support Boundary Seed Bank and libraries

Objective	Recommended Actions	Priority	Local Government Role
	2.5.6 Continue to work towards the adoption of a Boundary Drought Management Plan.	High	RDKB (Planning/KRWA)
2.6 Support and work with Social Service Organizations	2.6.1 Support the operation of food programs in publicly owned facilities, with low cost leases, where appropriate.	High	RDKB (Board) and member municipalities to support NGOS
	2.6.2 Support local organizations that are working in the areas of food security, food access, and food self-sufficiency.	High	RDKB (Board) and member municipalities

GOAL 3: STEWARD THE CONNECTIONS BETWEEN ENVIRONMENTAL SUSTAINABILITY AND THE REGIONAL FOOD AND AGRICULTURE SYSTEM

The Boundary region is a well-known area for ranching, nursery production, and market gardening. However, there are environmental challenges facing farmers in the region. Water was listed as both an opportunity and a threat, with excess water causing flooding in the spring and drought conditions causing pressure on irrigation infrastructure during the summer, and risks of crop failure in emergency drought scenarios with mandated irrigation stoppages. Climate change was raised as a consideration that will have effects on nearly all the other issues in this Goal, including invasive species and water management. Objectives and actions for climate change have also been included in objective 2.5- anticipate climate change.

Goal 3 Objectives

3.1 Address Wildlife Concerns

Ungulates (deer, elk), predators (wolf, cougar, coyotes), and even waterfowl pose threats to farmers' livelihoods in the region. Interviews with cattle ranchers as well as forage and grain producers indicated that damage to crops and fencing is a significant challenge to agriculture in the region.

3.2 Minimize Impacts of Invasive Species and Noxious Weeds

Invasive species and noxious weeds have known impacts to the agriculture industry. Fallow agricultural land often helps the proliferation of invasive species in the Boundary. Some of these species are toxic to livestock and may encroach onto agricultural land from drainage ditches, roadways, trails, rights of way, and empty or neglected lots.



Figure 5. Mixed Vegetable Farm, Christina Lake.

3.3 Manage Water Resources Sustainably

Concerns over water resource management were raised during engagement, particularly spring freshet and irrigation requirements (summer drought). Watershed needs of fish populations were also mentioned, as was the need to protect riparian areas of the Kettle River from livestock access.

3.4 Encourage Agroecological Practices

Stakeholders and survey respondents commented on the importance of the natural ecology of the land and environmentally sound farming practices to help replenish the soil, recharge water sources and provide habitat for natural pollinators, beneficial plants, and wildlife diversity. A balance of farm use and retention of the natural ecosystem can support healthy farming.

Goal 3 Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
3.1 Address Wildlife Concerns	3.1.1 Initiate discussions with Provincial agencies to seek management solutions to passively and actively deter wildlife populations from damaging crops, fencing, and livestock. This includes Crown rangelands.	High	RDKB (Board)
	3.1.2 Research best practices to minimizing wildlife and agriculture conflicts (for example previous IAF projects).	Medium	RDKB (KBFA)
	3.1.3 Urge the province to establish management protocols for harvesting wildlife to manage populations and protect food producing areas.	Medium	RDKB (Board)
3.2 Minimize Impacts of Invasive Species and Noxious Weeds	3.2.1 Work with BISS to set priorities for the focus of an Invasive Species & Noxious Weeds bylaw for the Boundary; draft and adopt the bylaw.	High	RDKB (Boundary Weed Service)
	3.2.2 Complete the bylaw adjudication process.	Medium	RDKB (Administration)
	3.2.3 Provide mapping of invasive species and make them publicly accessible and interactive.	Medium	RDKB (Boundary Weed Service and Planning)
	3.2.4 Support the extension of biological control programs into the Boundary area (for example the Okanagan Kootenay Sterile Insect Release program)	Low	RDKB (Boundary Weed Service)
	3.2.5 Support the work that the BISS is doing with SD51 and community groups to plan events to remove invasive species from public areas.	Medium	RDKB (Boundary Weed Service)

Objective	Recommended Actions	Priority	Local Government Role
3.3 Manage Water Resources Sustainably	3.3.1. Encourage the continued development and implementation of agricultural water conservation measures by continuing the implementing of the Kettle River Watershed Management Plan.	High	RDKB (Planning/KRWA and KBFA)
	3.3.2 Include and consider agricultural needs in all drought, flooding, and groundwater management plans. See the Kettle River Agricultural Water Demand Model report for specific recommendations.	Medium	RDKB (Planning/KRWA) and member municipalities)
	3.3.3 Support efforts for producers who would like to improve water intake systems and storage of water on their property for the dual purposes of reduced water access costs and farming using principles of water conservation. This could include ensuring that necessary permits are in place.	Medium	RDKB (KBFA) to support Landowners
	3.3.4 Promote the implementation of best management practices for riparian management, irrigation, and water conservation on farms through the EFP Program and other programs.	Medium	RDKB (Planning/KRWA and KBFA).
	3.3.5 Encourage optimal water management in new builds (for example through the BC Building Code and Development Permits).	High	RDKB (Board, Building, Planning)
3.4 Encourage Agroecological Practices	3.4.1 Support honeybees, butterflies, and other pollinators through habitat preservation and adoption of agroecological principles. ¹	HIGH	RDKB with member municipalities to support producers and land owners; KFBA

¹ Agroecology is the study of ecological processes applied to agricultural production systems.

Objective	Recommended Actions	Priority	Local Government Role
	3.4.2 Encourage farmers, through outreach, to use environmental programs and the Scientific Research and Experimental Development Program to develop beneficial programs for the re-use of waste products.	Medium	RDKB (KBFA) to encourage

GOAL 4: SUPPORT MULTIGENERATIONAL FARMS AND EMERGING FARMERS

The overarching theme of this Plan relates to ensuring that farmland is farmed to its fullest capacity over the long term. Whether a producer is just starting out or coming from a long family history of farming, obtaining land is challenging. Farmers may require capital to switch crop varieties, upgrade equipment and fencing, or modernize practices. These activities all entail investment costs. Many of the actions that fall within this Goal would require that the RDKB play a supporting role.

Goal 4 Objectives

4.1 Engage in Succession Planning for Farms

Succession planning and the need to support new farmers was noted by many stakeholders as a significant challenge for Boundary farmers and ranchers. Strategies can be developed to encourage young farmers and make it possible for them to earn a living as a farmer. Organizations such as Young Agrarians and FarmFolk/CityFolk are making inroads on this critical issue.

4.2 Clarify Regulations for Farm Workers and Farmworker Housing

There is a need for clarity regarding farm worker housing on farms within the Boundary. Due to the need for temporary workers (from local areas, across Canada, or outside the country), on-farm housing is often needed. Temporary rental housing for seasonal farm workers is more difficult to find. On the other hand, construction of farm worker housing on the farm opens the possibility for the structures being converted to other non-farm uses in the off-season or when land ownership changes hands. Many producers are unclear as to what options are available regarding on-farm dwellings, therefore opportunities exist to improve communications on this topic.



Figure 6. Farmworkers in the Nursery, Grand Forks.

4.3 Support Alternative Tenure Arrangements

Land tenure can be an indication of farm stability. Despite the association with long term instability, leasing (or licensing) farmland can be one of the most affordable ways for farms to become established. With appropriate policies and community initiatives in place, some of the burden of accessing land can be alleviated. In order to ensure land continues to be farmed and accessed for farming, the regional government can explore opportunities such as land trusts or zoning for the use of public land for agriculture. Local planning documents can also continue to offer support for farmland protection policies and growth management tools.

Goal 4 Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
4.1 Engage in Succession Planning for Farms	4.1.1 Continue to support Boundary 4H programs.	High	RDKB (Board) to support
	4.1.2 Support the use of land-linking programs, such as the Young Agrarians U-Map that matches land with people who want to farm.	High	RDKB (BCDC and KBFA) to support
	4.1.3 Support farm families dealing with the challenge of farm succession by connecting them with professional support services and information.	Medium	RDKB (BCDC and KBFA) to support
	4.1.4 Promote and support apprenticeship and mentorship program(s) that connect new and emerging farmers with those who are transitioning into retirement.	High	RDKB (KBFA and BCDC) to support BC Agriculture Council, BCCA, BC Fruit Growers Association, educational institutions, and the Province.
	4.1.5 Work with Selkirk College to create farm apprenticeships and mentorship.	High	RDKB (KBFA) to support
4.2 Clarify Regulations for Farm Workers and Farmworker Housing	4.2.1 Develop a clear communications document outlining current ALC and local government policies for housing on farmland. The document should address differences in dwelling regulations for farmworkers and non-farmworkers.	High	RDKB (Planning)
	4.2.2 Promote programs that offer funding or other resources to farms for seasonal help (for example provide links via webpage and hard copies for producers).	Low	RDKB (KBFA and BCDC)
4.3 Support Alternative	4.3.1 Conduct a land inventory to determine the potential of publicly owned lands to	High	RDKB (Planning) and municipalities

Objective	Recommended Actions	Priority	Local Government Role
Tenure Arrangements	accommodate food production, food storage, and food processing operations.		
	4.3.2 Investigate the feasibility of an incubator farm on publicly-owned land. This could be supported through zoning and policy.	High	RDKB (Board)
	4.3.3 Support efforts to initiate a process to establish or join a regional food and farmland trust ² by convening meetings with other regional districts and levels of government.	Low	RDKB (Board)

² Farmland trusts actively protect and preserve farmlands and associated agricultural, natural, and cultural features through direct land securement, stewardship, policy research, and education.

GOAL 5: STRENGTHEN AWARENESS OF AND SKILLS IN THE LOCAL FOOD AND AGRICULTURE SYSTEM

The support for a local food system is largely based on general public knowledge and awareness of local food products and processes. The need to share knowledge and (re)introduce food skills around growing, preserving, and preparing healthy local foods was identified by stakeholders. However, communication systems are needed in order to be able to share information and knowledge. Broad-based and specific educational needs for producers, consumers, food purchasers, food donators, and elected officials are key opportunities raised by stakeholders.

Goal Five Objectives

5.1 Strengthen Online Food System Resources

Establishing a food system webpage specifically for the Boundary area would be a low-cost way to help raise the profile of the regional food system. It would also provide an effective avenue to share information with both the farming community and the general public. A webpage was developed for the Boundary Agriculture and Food Security project to share information on the progress of the update process and elicit feedback from the public. This website could be dedicated to more broadly to provide a platform for the Boundary agriculture and food system.

5.2 Refresh and Expand Road and Trail Signage for Agriculture

A food and agricultural signage program can increase visibility of the regional food system and raise awareness and appreciation for agricultural areas within the Boundary.

5.3 Support Food System Education in Schools

Stakeholders mentioned the need to reinforce primary and secondary curriculum to bolster the amount of information about the local food system in the education system. There was also interest in securing a site for a new post-secondary educational establishment focused on agriculture, such as an agricultural college. It remains challenging for the regional government to play a lead role in this area, however exploring locations and zoning to allow this type of development is an option.



Figure 7. Example of Agricultural Signage Program from Oregon, USA.

5.4 Support and Strengthen Knowledge of the Boundary Food System

The need for general, community-wide food systems knowledge is a key opportunity identified by stakeholders. Topics ranging from distributing information about regional farmers and ranchers to learning tangible food skills were identified as key areas of interest.

5.5 Boost Agriculture and Food System Communication Channels

Building the awareness of and knowledge base in regional food and agriculture requires that existing communication methods are strengthened and expanded. These channels of information are critical to not only food and agriculture, but also the many other topics that the RDKB is increasing awareness and understanding from emergency preparedness and alerts to regional branding and messaging around agriculture and food.

Goal 5 Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
5.1 Strengthen Online Food System Resources	5.1.1 Showcase local farms, food businesses, food organizations online through RDKB-affiliated online media and in tourism based materials.	Medium	RDKB (BCDC)
	5.1.2 Encourage local businesses to show their support for local food and local producers online through social media (websites, apps, etc.).	Medium	RDKB (BCDC) to encourage
	5.1.3 Develop an App for local food resources for the region or connecting the Boundary community to existing apps and online resources.	Low	RDKB (BCDC)
	5.1.4 Encourage the development of educational materials on seed saving, native plants, pollinators, and food systems for dissemination through the community through social media.	Medium	RDKB (Board)
	5.1.5 Develop an online educational awareness program specific to the Boundary for those living on or adjacent to the ALR and of the dispute resolution process established under the <i>Farm Practices Protection Act</i> and promote this information online.	Low	RDKB (Planning)

Objective	Recommended Actions	Priority	Local Government Role
5.2 Refresh and Expand Road and Trail Signage for Agriculture	5.2.1 Install signage along Highway 3 and 33 to remind drivers that they are traveling through active farming areas and to respect and celebrate the agricultural work.	Low	MOTI, RDKB (BCDC)
	5.2.2 Install signage along the Rail Trail indicating farming areas, reminding users of rights and responsibilities, and using the opportunity to include historical agricultural information.	Low	RDKB (BCDC) to support Trail Users Association, RSTBC,
	5.2.3 Support the use of signs to highlight livestock and crops being raised/grown in various farm fields. This would also help to raise awareness about farming practices.	Low	RDKB (BCDC) with involvement from producers
	5.2.4 Communicate locations of physical community information boards and establish new ones where required. Communications may include food security assets and programs, emergency food sources, and volunteering opportunities.	High	RDKB (Administration)
5.3 Support Food System Education in Schools	5.3.1 Encourage food security organizations to offer school presentations on a cost-recovery basis.	High	NGOs, RDKB to support
	5.3.2 Encourage schools to continue to participate in the BC Fruit and Vegetable Nutritional Program and encourage the use of local products.	Medium	RDKB (Board) to support SD51
	5.3.3 Support schools to grow food on school grounds. This may include providing soil or compost, fencing, or other infrastructure for these projects.	High	RDKB (Board) to support SD51
	5.3.4 Support School District 51 and partnering organizations in providing food and agriculture programs such as food literacy, access to educational	Medium	RDKB (Board) to support SD51

Objective	Recommended Actions	Priority	Local Government Role
	food gardens, and animal, agricultural, and plant/soil science.		
	5.3.5 Encourage farm tours by school classes through funding from the BC Farm 2 School grant program or other.	Medium	RDKB (Board) to support SD 51 alongside local producers to support
	5.3.6 Explore opportunities to link with First Nation school initiatives and programs as well as identify shared opportunities and gaps.	High	RDKB (Board) to support SD51 and First Nations
5.4 Support and Strengthen Knowledge of the Boundary Food System	5.4.1 Help build knowledge and skills for non-profit organizations (e.g. board training, food safety and certification).	Medium	RDKB (Board), IH
	5.4.2 Provide education and learning opportunities targeted at elected officials.	High	RDKB (Board)
	5.4.3 Help to develop and promote a 'did you know' campaign geared towards dispelling myths around mental health, poverty, and use of community and/or social services.	High	RDKB (Planning) to support NGOs and Interior Health
5.5 Boost Agriculture and Food System Communication Channels	5.5.1 Establish a communication plan and systems for creating a central portal for information on food and agriculture in the Boundary and cross-promoting food and agriculture activities from the non-profit, local government, business, school, and other sectors.	Med	RDKB (BCDC)
	5.5.2 Establish, enhance, and promote a volunteer database specific to food security initiatives and programs.	Med	NGOs to lead; RDKB (Board) to support
	5.5.3 Expand and strengthen existing databases of food security and meal	Med	RDKB (Board) to support NGOs

Objective	Recommended Actions	Priority	Local Government Role
	services and eligibility (for example Fetch BC) ³ .		

³ <http://kb.fetchbc.ca/index.html?t=3&page=2>

GOAL 6: INVEST DIRECTLY IN THE LOCAL FOOD AND AGRICULTURE ECONOMY

The local food and agriculture sector is a key element of the regional economy. The strength of the regional economy largely determines how many jobs there are and how much income is being generated. This economic activity is then linked to affordability of housing and food, among others. By investing in the regional food and agriculture economy, the Boundary can make dollars recirculate and generate additional value for the region.

Goal Six Objectives

6.1 Expand Marketing and Retail Opportunities for Local Food

The lack of a coordinated effort by Boundary farms to access local retailers is in part due to a lack of marketing skills and distribution options for small and medium scale producers. A permanent year-round farmers market or food hub could alleviate this pressure, as could the permitting of pop-up vendors across the region.

6.2 Build a Recognizable Brand for Boundary Food and Fiber Products

The regional district could play a role in assisting local producers with a simple exercise to create a logo and tagline that could be used collectively and consistently by Boundary farmers. This could build upon the existing *Boundary Country – Taste Unlimited* marketing.

The use of a single brand to identify Boundary-grown food and food products could help solidify support from the public while enhancing their understanding of the local food system.



6.3 Enable Farm to Table Procurement

Although the RDKB budget for purchasing food and catering services is nominal, it is a potent opportunity to demonstrate leadership in finding ways to effectively buy from regional producers and food providers. By providing this leadership, other institutions and/or corporations will be encouraged to also develop farm to table procurement policies and systems. The supply-side of institutional procurement may need on-going training and support to meet health and safety standards required by food purchasers.

Goal 6: Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
6.1 Expand Marketing and Retail Opportunities for Local Food	6.1.1 Support the rebranding the Kettle Valley Food Co-op explicitly as a food hub ⁴ , this could include help with zoning for a year-round mobile market ⁵ selling Boundary food, promotion, or in-kind support for rent.	Medium	RDKB (BCDC and Planning) and municipalities to support Kettle Valley Co-op.
	6.1.2 Explore year-round indoor farmers' market venues for selling and accessing local food. Investigate zoning requirements and conduct stakeholder engagement.	High	RDKB (BCDC and Planning) and member municipalities to support Farmers Market organizers
	6.1.3 Present the Association of Farmers' Markets guidelines (make it, bake it, grow it) to farmers' markets for consideration of the benefits.	Medium	RDKB (BCDC)
	6.1.4 Support SD51 in working towards purchasing local foods for meal programs (e.g. fruit program, vegetables, salad bars, local milk, Farm to School Program).	Medium	RDKB (BCDC) to support SD51
	6.1.5 Support business / economic development opportunities towards connecting local farm products to retailers (virtually and practically).	Medium	RDKB (BCDC) to support
6.2 Build a Recognizable Brand for Boundary	6.2.1 Leverage the existing Boundary Country – Taste Unlimited logo and taglines to connect and centralize the regional food system.	High	RDKB (BCDC)

⁴ A Food Hub, as defined by the USDA, is “a centrally located facility with a business management structure facilitating the aggregation, storage, processing, distribution, and/or marketing of locally/regionally produced food products.”

⁵ Mobile markets bring fresh, high quality, affordable fruit and vegetables to neighbourhoods with food access issues.

Objective	Recommended Actions	Priority	Local Government Role
Food and Fiber Products	6.2.2 Create an interactive map of the Boundary area to highlight farms and farm products and provide links to existing resources.	High	RDKB (BCDC) (provide links to existing resources)
	6.2.3 Consider supporting a regional certification program that would help identify local products.	Medium	RDKB (KBFA)
6.3 Enable Farm to Table Procurement	6.3.1 Formulate partnerships between farmers and retailers to improve communication, promote contract growing opportunities, and identify and access distribution opportunities.	Medium	RDKB (BCDC)
	6.3.2 Update procurement policies to include local purchasing targets.	High	RDKB (Finance), member municipalities, other government, NGOs, and businesses

GOAL 7: ENCOURAGE FOOD GARDENING, GLEANING, AND FOOD RECOVERY

Gardening is one of Canada's top pastimes. More than growing for a household, food gardening connects people to natural systems such as soil, water, and sun. Food gardening also gives the appreciation that growing a good tomato takes some luck and a lot of skill. This helps to increase the awareness of and appreciation of farming and ranching, creating an important link between towns and the rural areas surrounding them. Sometimes a food garden or farm will produce a surplus that can be recovered, or gleaned. Food gleaning and recovery is the practice of saving high-quality foods from being composted or otherwise wasted. Food recovery applies across the food system and also includes grocery stores and restaurants.

Goal Seven Objectives

7.1 Encourage and Promote Food Gardening

Many people in the Boundary have back and front yards large enough to have food gardens and small orchards. Although many people already have established food gardens, there is untapped potential to expand food gardening and increase opportunities for people to recreate, rehabilitate, and socialize through food gardening. Local governments can help to encourage and promote food gardening in private lands as well as public ones.

7.2 Expand Capacity for Food Gleaning

Food gleaning is the practice of capturing produce that is left unharvested. This can apply to field/greenhouse crops and fruit trees, among others. In addition to providing a healthy food source, gleaning can be a community builder by bringing volunteers together to share harvests.

7.3 Recover High-Quality Food for Re-Distribution

The amount of food waste in North American food systems is shocking- conservative estimates indicate that over 40% of food is wasted before it gets to the consumer. Often times food is disposed of not due to its quality or nutritional content, but for a myriad of other reasons such as consumer preferences and industry standards for *perfect* looking foods. With many people going hungry every day in the Boundary, recovering high-quality food for distribution to meal and food providers is a key opportunity to increase healthy food sources



Figure 8: Farmers Market Radishes

Goal 7: Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
7.1 Encourage and Promote Food gardening	7.1.1 Create an action plan to engage the community in planting and harvesting of food producing trees and plants in public areas (for example. incrEDIBLE Trail, raised garden beds, edible landscaping).	Medium	RDKB (BCDC) and member municipalities
	7.1.2 Ensure that zoning allows gardening and food production within towns and cities and that community gardens are a key component of public land use planning.	Medium	RDKB (Planning) and member municipalities
7.2 Expand Capacity for Food Gleaning	7.2.1 Support community gleaning programs carried out by NGOs to harvest and share surplus produce with the community (for example: Fruit Tree Project).	Medium	RDKB (Board) and member municipalities to support NGOs
	7.2.2 Support the sharing of hunted meat by establishing mechanisms for the donation of meat. ⁶	Medium	RDKB (BCDC)
7.3 Recover High-Quality Food for Re-Distribution	7.3.1 Examine ways to raise awareness of food retailers and producers of <i>The Food Donor Encouragement Act</i> .	Medium	RDKB (BCDC)
	7.3.2 Capture high-quality surplus product that would otherwise be disposed of (refer to BC CDC Providing Nutritious and Safe Food: <i>Guidelines for Food Distribution Organizations with Grocery or Meal Programs</i>)	High	RDKB to support NGOs

⁶ BCCDC (2012). Standards for the Donation of Culled Game Meat. Accessed March 27, 2018: <http://www.bccdc.ca/resource-gallery/Documents/Guidelines%20and%20Forms/Guidelines%20and%20Manuals/EH/FPS/Meat/StandardsfortheDonationofCulledGameMeatsFINALDec2012.pdf>

GOAL 8: INCREASE CAPACITY AND LEADERSHIP

In order to begin implementation of the recommended actions, increasing the capacity of the RDKB and municipal governments is critical. This can involve leveraging existing efforts and determining where the RDKB and member municipalities can incorporate recommended actions into what they are already doing. This can also involve identifying and acquiring new resources including staff time, physical infrastructure, and funding sources. Demonstrating leadership in implementing actions gives this plan legitimacy and contributes to the overall momentum behind food and agriculture systems in the Boundary. Monitoring and evaluating progress towards the plan vision and goals is central to building capacity to adapt to new conditions and opportunities.

Goal Eight Objectives

8.1 Foster Leadership and Collaboration within the Boundary Agriculture and Food System

Food and agriculture are cross cutting topics that often require responses that are inter-disciplinary and inter-departmental and inter-sectoral collaboration. This can introduce a new level of complexity to already strapped organizations. Providing leadership in these complex discussions is critical to building momentum and normalizing new ways of working together.

8.2 Monitor and Evaluate Progress within the Food System

Stakeholders identified the need to be able to evaluate progress, or the lack-there-of, over time. This is as a key aspect of accountability and essential to building trust between sectors.

8.3 Grow Capacity to Implement the Boundary Agriculture and Food Plan

The need to develop greater capacity to implement this plan, not only within the RDKB and member municipalities, but also in non-profit, for-profit, and education sectors is critical for success.

8.4 Advocate for the Sustainability of the Boundary Food and Agriculture System

There are many aspects to this plan that are all or in-part outside of the jurisdiction of local government and other sectors in the Boundary. In these cases, developing and promoting shared advocacy positions is a way to signal to senior levels of government, industry associations, and others that changes are needed. This includes the need to address the root causes of food insecurity, which includes housing affordability and underlying poverty issues.



Figure 9: West Boundary ranch lands

Goal 8: Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
8.1 Foster Leadership and collaboration within the Boundary Agriculture and Food System	8.1.1 Endorse Boundary Food and Agriculture Charter.	High	RDKB (Board) , member municipalities, other government agencies, NGOs, and local businesses
	8.1.2 Facilitate the on-going role of the Boundary Area Food and Agriculture Advisory Council (BAFAAC).	High	RDKB (Board) to lead, IH to support
8.2 Monitor and evaluate progress within the food system	8.2.1 Conduct annual review of the action items in this Plan to determine progress towards plan vision and goals as well as required adjustments to priorities. This could include use of the report card and detailed review of all action items as data is available.	Medium	RDKB (BCDC)
	8.2.2 Use <i>Program Sustainability Assessment Tool</i> to monitor program sustainability over time.	Medium	RDKB (Planning)
8.3 Grow Capacity to Implement the Boundary Agriculture and Food System Plan	8.3.1 Confirm the implementation strategy for the plan including funding sources and in-kind contributions.	High	RDKB (BCDC)
	8.3.2 Allocate staff time and consider establishing a regional food and agriculture coordinator position (see implementation plan for more details).	High	RDKB (Board)
	8.3.3 Develop a policy around grant application decision-	Medium	RDKB (Board)

Objective	Recommended Actions	Priority	Local Government Role
	making and hosting including criteria regarding staff time.		
	8.3.4 Continue to reimburse BAFAAC members for mileage to attend meetings in person	High	RDKB (BCDC)
	8.3.5 Coordinate actions between departments to minimize overlap and maximize resources (e.g. planning, environmental services).	High	RDKB (Board)
8.4 Advocate for the Sustainability of the Boundary Food and Agriculture System	8.4.1 Work with all levels of government, the non-profit, for-profit, and education sectors to advocate for poverty reduction strategies as well as job creation.	Med	RDKB (Board and BCDC)
	8.4.2 Discuss regional food and agriculture system issues with other levels of government, through motions at UBCM as well as direct meetings with Interior Health, the Ministry of Agriculture, and the Ministry of Health, among others.	Med	RDKB (Planning, Board and BCDC)

Implementation Strategy

The *Boundary Area Food and Agriculture Plan* recommends policies and actions to ensure that the region is food secure, farming is protected as a profession, and farmland is productive. The implementation strategy scopes the anticipated timeline and resources required to successfully complete the actions and policies recommended in the Plan.

Of the 107 recommended actions, local government is listed as key lead for 68 and support for 34 actions.

It is anticipated that the full amount of work identified in actions where the RDKB can take a lead role will require:

- 1.0 FTE (full time equivalent) staff – With existing staff resources and workloads, additional staff would be required to implement the actions in the timeline desired. This staff person could be affiliated with one department (e.g. planning) or shared among several departments or services (e.g. planning, emergency management, Boundary weed service, administration and electoral area services, and communications). A staff-based approach will result in more focused attention on the implementation strategy and provide direct staffing resources over a number of years. The staff person will provide a central point of contact for the projects.
- 0.5 FTE bylaw officer – Several of the policies and actions have bylaw implications. Due to the current staff resourcing and workloads, a 0.5 FTE bylaw officer dedicated to agriculture will help ensure success of the implemented policies and actions.

The table also identifies some actions that require additional budget beyond staff resourcing. For these actions, funding options will be investigated and/or budget requests will be made as part of the annual budget cycle. Further, there are dozens of additional actions that would require the leadership of other key stakeholders, with the local government playing a supporting role. As the local government is not the lead in these remaining actions, a timeline has not been assigned to them

It should be noted that no commitments have been made from external organizations that have been identified to be involved with implementing this plan, however they have been identified as a first step in implementation engagement. Most of these organizations have been represented at BAFAAC meetings and/or have been involved in the engagement for the plan, therefore none of these recommendations are likely to come as a surprise. Whenever possible, leadership is further identified within the implementation strategy. It should be reiterated that additional support (both financial support and staff support) will be required to execute all the identified actions.

The summary of RDKB lead and support actions is provided in Tables 2 and 3.

Table 2. Number of actions with RDKB proposed as the lead organization.

	High Priority	Med Priority	Low Priority	Total
Ongoing	10	6	0	16
Phase 1	16	6	1	23
Phase 2	9	14	4	27
Phase 3	0	1	4	5
Total	35	27	9	71

Table 3. Number of actions with RDKB proposed as the support organization.

	High Priority	Med Priority	Low Priority	Total
Ongoing	8	9	1	18
Phase 1	1	0	0	1
Phase 2	6	7	1	14
Phase 3	0	3	0	3
Total	14	19	3	36

A proposed implementation work plan is provided to show where local government can lead in Tables 4, 5, 6, and 7 in the following pages. Shaded actions indicate an RDKB lead, actions without a highlight indicate a support role for the RDKB.

Actions in each table are organized according to a proposed implementation timeline:

- **Ongoing:** Actions identified as ongoing are required to be addressed throughout the life of the plan. (Table 4)
- **Phase 1:** This phase tackles the short term, high and medium priority actions with a completion goal of one to two years (2018-2020) after the plan is adopted/endorsed. (Table 5)
- **Phase 2:** This phase includes medium term, medium priority actions. The goal is to be addressing them approximately 3-5 (2021 – 2024) years after the plan is adopted/endorsed. (Table 6)
- **Phase 3:** This phase addresses actions that are longer term in nature and address them approximately 5-10 (2025 – 2028) years after the plan is adopted/endorsed. (Table 7)

ONGOING ACTIONS

Table 4: Ongoing Actions																	
Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others		
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support																
1.1.6	When updating OCPs and zoning bylaws, permit non-intensive farming on all non-ALR land.	HIGH	X									X					
1.2.2	Report annually on the outcomes of all ALR applications	HIGH	X									X					
2.2.2	Continue to ensure that local policies and zoning facilitate the establishment of value-added processing on farmland, in alignment with ALC policies as well as off-farm in rural residential and industrial zones.	HIGH	X									X					
2.4.3	Work with ranchers, farmers and BCCA to review RDKB emergency plans ensure to include a producer perspective.	HIGH				X							x				BCCA

Table 4: Ongoing Actions																	
Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others		
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support																
2.5.6	Continue to work towards the adoption of a Boundary Drought Management Plan.	HIGH	X								X						
3.3.1.	Encourage the continued development and implementation of agricultural water conservation measures by implementing the Kettle River Watershed Management Plan.	HIGH	X							X	X						
3.3.5	Encourage optimal water management in new builds (for example through the BC Building Code and Development Permits).	HIGH	X					X	X								
6.2.1	Leverage the existing Boundary Country logo and taglines to connect and centralize the regional food system.	HIGH		X				X									
8.1.2	Facilitate the on-going role of the Boundary Area Food and Agriculture Advisory Council (BAFAAC).	HIGH	X														IH

Table 4: Ongoing Actions																	
Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others		
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support																
2.1.1	Continue to support the new Kootenay Boundary Farm Advisors (KBFA) program being coordinated and funded by the Kootenay Regional Districts and the Columbia Basin Trust.	HIGH							X								
3.4.1	Support the health of honeybees, butterflies, and other pollinators through habitat preservation and adoption of agroecological principles.	HIGH								X		X					Landowners
4.1.1	Continue to support Boundary 4H programs.	HIGH							X								
4.1.2	Support the use of land-linking programs, such as the Young Agrarians U-Map that matches land with people who want to farm.	HIGH		X						X							

Table 4: Ongoing Actions																	
Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others		
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support																
4.1.4	Promote and support apprenticeship and mentorship program(s) that connect new and emerging farmers with those who are transitioning into retirement.	HIGH		X											BC Ag. Council, BCCA, BC Fruit Growers Association, educational institutions, and the Province		
4.1.5	Work with Selkirk College to create farm apprenticeships and mentorship.	HIGH								X							
5.3.1	Encourage food security organizations to offer school presentations on a cost-recovery basis.	HIGH							X						SD51		
5.3.3	Support schools to grow food on school grounds	HIGH							X						SD51		
5.3.6	Explore opportunities to link with First Nation school initiatives and programs as	HIGH						X							SD51, First Nations		

Table 4: Ongoing Actions																	
Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others		
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support																
	well as identify shared opportunities and gaps.																
3.2.2	Complete the bylaw adjudication process.	MED			X												
3.2.5	Support the work that the BISS is doing with SD51 and community groups to plan events to remove invasive species from public areas.	MED					X										
3.3.2	Include and consider agricultural needs in all drought, flooding, and groundwater management plans.	MED	X								X	X					
5.1.1	Showcase local farms, food businesses, food organizations online through RDKB-affiliated online media and in tourism based materials.	MED		X													

Table 4: Ongoing Actions																	
Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others		
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support																
8.2.1	Conduct annual review of the action items in this Plan to determine progress towards plan vision and goals as well as required adjustments to priorities.	MED	X														
8.2.2	Use Program Sustainability Assessment Tool to monitor program sustainability over time.	MED	X														
2.2.3	Support pilot programs and business support services to food system infrastructure initiatives, including a review of past programs that encountered challenges.	MED		X													
3.3.3	Support efforts for farmers who would like to improve water intake systems and storage of water on their property for the dual purposes of reduced water access	MED								X							Landowners

Table 4: Ongoing Actions																
Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others	
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support															
	costs and farming using principles of water conservation.															
3.3.4	Promote the implementation of best management practices for riparian management, irrigation, and water conservation on farms through the EFP and other programs.	MED	X							X	X					
3.4.2	Encourage farmers to use environmental programs and the Scientific Research and Experimental Development Program to develop beneficial programs for the re-use of waste products.	MED								X			X			
4.1.3	Assist farm families dealing with the challenge of farm succession by connecting them with professional support services and information.	MED		X						X						

Table 4: Ongoing Actions																	
Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others		
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support																
5.1.2	Encourage local businesses to show their support for local food and local producers online through social media	MED		X													Local Businesses
5.3.2	Encourage schools to continue to participate in the BC Fruit and Vegetable Nutritional Program and encourage the use of local products. Prioritize expanding and developing youth programs.	MED							X								SD51
5.3.5	Encourage farm tours by school classes through funding from the BC Farm 2 School grant program or other.	MED						X					X				SD51
6.1.5	Support business / economic development opportunities towards connecting local farm products to retailers (virtually and practically).	MED		X													Community Futures

Table 4: Ongoing Actions																	
Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others		
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support																
3.4.1	Support the health of honeybees, butterflies, and other pollinators through habitat preservation and adoption of agroecological principles.	HIGH								X		X			Landowners		
4.2.2	Promote programs that offer funding or other resources to farms for seasonal help.	LOW		X						X							

PHASE 1 SHORT TERM ACTIONS (2018-2020)

Table 5: PHASE 1 SHORT-TERM (2018-2020)																	
Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others		
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support															
1.3.3	Determine a location for a permanent fair ground in Grand Forks.	HIGH		X												City of Grand Forks	
2.2.1	Seek grant and community investment opportunities to find investment and ownership solutions to the regional need for additional meat processing.	HIGH		X													
2.4.1	Develop strategies for communicating emergency information.	HIGH				X											
2.4.2	Include food and agriculture components in the Boundary's emergency planning.	HIGH				X											
2.4.4	Recognize the essential requirements of agriculture operators' ability to access and manage livestock and crops during emergencies.	HIGH				X										Province, BCCA	
2.5.3	Share emergency preparedness educational resources and have hard	HIGH				X						X					

Table 5: PHASE 1 SHORT-TERM (2018-2020)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
	copies and digital copies of the resources, reports and maps available.															
2.6.2	Support local organizations that are working in the areas of food security, food access, and food self-sufficiency.		HIGH							X			X			
3.1.1	Initiate discussions with Provincial agencies to seek management solutions to passively and actively deter wildlife populations from damaging crops, fencing, and livestock. This includes Crown rangelands.		HIGH							X						
3.2.1	Work with BISS to set priorities for the focus of an Invasive Species & Noxious Weeds bylaw for the Boundary; draft and adopt the bylaw.		HIGH					X								
4.2.1	Develop a clear communications document outlining current ALC and local		HIGH	X												

Table 5: PHASE 1 SHORT-TERM (2018-2020)																
Action IDs			PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
	government policies for housing on farmland.															
8.1.1	Endorse Boundary Food and Agriculture Charter.		HIGH							X			X		X	Local businesses
8.3.1	Confirm the implementation strategy for plan implementation including funding sources and in-kind contributions.		HIGH													
8.3.2	Allocate staff time and consider establishing a regional food and agriculture coordinator position.		HIGH							X						
2.1.2	Address the need for large animal veterinary services in the Boundary		HIGH		X				X							
8.3.4	Continue reimburse BAFAAC members for mileage to attend meetings in person		HIGH		X											
8.3.5	Coordinate actions between departments to minimize overlap and maximize		HIGH													

Table 5: PHASE 1 SHORT-TERM (2018-2020)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
	resources (e.g. planning, environmental services).															
2.6.1	Support food programs locating in publicly owned facilities, with low cost leases, where appropriate.		HIGH							X			X		X	
1.1.2	Develop home plate specifications to limit the siting and size of the home plate and residential building footprint within the ALR in the Boundary.		MED	X									X			
2.1.3	Meet with representatives from provincial agencies to develop a long-term plan for expansion of extension services in the Boundary area.		MED							X						
8.4.2	Discuss regional food and agriculture system issues with other levels of government		MED	X	X					X						

Table 5: PHASE 1 SHORT-TERM (2018-2020)																
Action IDs			PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
3.1.2	Research best practices to minimizing wildlife and agriculture conflicts		MED								X					
7.1.2	Ensure that zoning allows gardening and food production within towns and cities and that community gardens are a key component of public land use planning.		MED	X									X			
8.3.3	Develop a policy around grant application decision-making and hosting including criteria regarding staff time.		MED							X						
1.2.3	Develop a system to inform potential landowners near and within the ALR about normal farm practices and the <i>Farm Practices Protection (Right to Farm) Act</i>		LOW							X						

PHASE 2 MEDIUM TERM (2021-2024)

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs			PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
1.1.1	Perform regular reviews of the OCPs and Zoning Bylaws.		HIGH	X									X			
1.1.4	In areas with a high potential of risk or conflict consider establishing a Development Permit Area for the protection of farmland.		HIGH	X									X			
3.1.3	Urge the province to establish management protocols for harvesting wildlife to manage populations and protect food producing areas.		HIGH							X						
4.3.1	Conduct a land inventory to determine the potential of publicly owned lands to accommodate food production, food storage, and food processing operations.		HIGH	X										X		
4.3.2	Investigate the feasibility of an incubator farm on publicly-owned land.		HIGH							X						

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
5.2.4	Communicate locations of physical community information boards establish new ones where required.		HIGH			X										
5.4.2	Provide education and learning opportunities targeted at elected officials.		HIGH							X						
6.2.2	Create an interactive map of the Boundary area to highlight farms and farm products.		HIGH		X											
6.3.2	Update procurement policies to include local purchasing targets		HIGH			X							X			NGOs, other government Businesses
2.5.5	Increase regional climate resiliency by supporting existing seed banks, and establishing a seed lending program through community libraries.		HIGH								X					Boundary seed bank and libraries
5.4.3	Help to develop and promote a “did you know” campaign geared towards dispelling		HIGH	X											X	IH

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
	myths around mental health, poverty, and use of community and/or social services.															
6.1.2	Explore year-round indoor farmers market venues for selling and accessing local food.		HIGH	X	X								X			Farmers Markets
2.2.5	Strengthen facilities and systems for community food processing (e.g. drying, canning, fermenting, community kitchens, juicing) that serves both urban and rural people.		HIGH		X										X	NGOs
2.3.2	Support improvements to the distribution system for transportation of regional foods to regional markets. This may include a local distribution inventory or feasibility study.		HIGH		X										X	NGOs and Business associations
7.3.2	Capture high-quality surplus product that would otherwise be disposed of		HIGH	X											X	

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
1.1.5	Establish buffer requirements for non-ALR properties adjacent to the ALR.		MED	X									X			
1.3.1	Develop an agri-tourism strategy and include clarity around agri-tourism accommodation regulations.		MED	X	X											
2.3.1	Support transportation options that would provide access to farmers markets, emergency food sources, and other healthy and local food.		MED		X											
2.5.1	Complete an Agricultural Climate Change Adaptation Strategy and Implementation Plan specific to the Boundary Area.		MED	X									X			
2.5.2	Urge the Province to create a fuel management plan to reduce the risk to agriculture resources from wildfire.		MED							X						

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
3.2.3	Provide mapping of invasive species and make them publicly accessible and interactive.		MED					X								
5.4.1	Help build knowledge and skills for non-profit organizations (e.g. board training, food safety and certification).		MED							X						IH
5.5.1	Establish a communication plan that builds in existing systems to provide templates and protocols		MED		X											
6.1.3	Present the Association of Farmers’ Markets guidelines (make it, bake it, grow it) to farmers’ markets for consideration of the benefits.		MED		X											
6.2.3	Consider supporting a regional certification program that would help identify local products.		MED								X					

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
6.3.1	Formulate partnerships between farmers and retailers to improve communication, promote contract growing opportunities, and identify and access distribution opportunities.		MED		X											
7.1.1	Create an action plan to engage the community in planting and harvesting of food producing trees and plants in public areas.		MED		X								X			
7.2.2	Support the sharing of hunted meat by establishing mechanisms for the donation of meat.		MED		X											
7.3.1	Examine ways to raise awareness of <i>The Food Donor Encouragement Act</i> and engage with food retailers who can donate high-quality recovered food.		MED		X											
2.2.4	Establish, coordinate, and promote community-accessible food storage areas,		MED		X										X	NGOs

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
	including the existing cold storage in Grand Forks and Midway.															
2.5.4	Develop flood response and relief protocols		MED				X							X		EFP Program
5.1.4	Encourage the development educational materials on seed saving, native plants, pollinators, and food systems for dissemination through the community through social media.		MED							X						
5.5.2	Establish, enhance, and promote a volunteer database specific to food security initiatives and programs.		MED							X					X	
6.1.1	Support the rebranding the Kettle Valley Food Co-op explicitly as a food hub ⁷ , this		MED	X	X								X			Kettle Valley Co-op

⁷ A Food Hub, as defined by the USDA, is “a centrally located facility with a business management structure facilitating the aggregation, storage, processing, distribution, and/or marketing of locally/regionally produced food products.”

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
	could include a year-round mobile market ⁸ selling Boundary food.															
6.1.4	Support SD51 in working towards purchasing local foods for meal programs.		MED		X											SD51
7.2.1	Support community gleaning programs to harvest and share surplus produce with the community (e.g. Fruit Tree Project).		MED							X					X	
1.2.1	Minimize the negative impacts of development and transportation and infrastructure networks (roads, utilities, etc.) on farmland with appropriate zoning and design guidelines.		LOW	X									X			
5.1.3	Develop an App for local food resources for the region or connecting the Boundary		LOW		X											

⁸ Mobile markets bring fresh, high quality, affordable fruit and vegetables to neighbourhoods with food access issues.

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs			PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
	community to existing apps and online resources.															
5.1.5	Develop an online educational awareness program for those living on or adjacent to the ALR and of the dispute resolution process established under the <i>Farm Practices Protection Act</i> and promote this information online.		LOW	X												
5.2.1	Install signage along Highway 3 and 33 to remind drivers that they are traveling through active farming areas and to respect and celebrate the agricultural work.		LOW		X											MOTI
5.2.2	Install signage along the Rail Trail indicating farming areas, reminding users of rights and responsibilities, and using the opportunity to include historical agricultural information.		LOW		X											Trail Users Association, RSTBC

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead			Not Shaded= RDKB Support													

PHASE 3 LONG TERM (2026-2030)

Table 7: PHASE 3 LONG-TERM (2026-2030)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
8.4.1	Work with the non-profit, for-profit, and education sectors to advocate for poverty reduction strategies, job creation, small-scale food processing, extension services for agriculture, and resources for social services, among others.		MED		X					X						
1.3.2	Coordinate regionally-appropriate agri-tourism activities (e.g. trail rides) tied into other events or tourism promotion activities (e.g. harvest festivals).		MED		X											Tourism organizations and individuals
5.3.4	Support School District SD51 and partnering organizations in providing food and agriculture programs		MED							X						SD51
5.5.3	Expand and strengthen existing databases of food security and meal services and eligibility.		MED							X					X	

Table 7: PHASE 3 LONG-TERM (2026-2030)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
1.1.3	Develop a compliance and enforcement strategy for the ALR to address ongoing egregious non-farm use issues over the longer term.		LOW	X		X							X			ALC
4.3.3	Support efforts to initiate a process to establish a regional food and farmland trust. ⁹		LOW							X						
3.2.4	Support the extension of biological control programs into the Boundary area		LOW					X								
5.2.3	Support the use of signs to highlight livestock and crops being raised/grown in various farm fields. This would also help to raise awareness about farming practices.		LOW											X		

⁹ Farmland trusts actively protect and preserve farmlands and associated agricultural, natural, and cultural features through direct land securement, stewardship, policy research, and education.

Appendices

Appendix A: Boundary Food and Agriculture Charter

Appendix B: Boundary Food and Agriculture Report Card

Appendix C: Committees

Appendix D: Acronyms

APPENDIX A: BOUNDARY FOOD AND AGRICULTURE CHARTER

Boundary Area Food and Agriculture Charter

This Charter is intended for the Boundary region: Electoral Areas C/Christina Lake, D/Rural Grand Forks, and E/West Boundary and the municipalities of Midway, Greenwood, and Grand Forks. The Boundary Food and Agriculture Charter recognizes Canada's commitment to global and local food security. This Charter also recognizes the critical role that Boundary farming and ranching plays in the community's economy, environment and culture. Communities and organizations are encouraged to develop specific actions that signify commitment to the charter

Our Shared Vision

Sustainable agriculture and food systems in the Boundary help create thriving communities, prosperous livelihoods, and healthy environments.

Our Collective Values

1. We have a collective responsibility to work together and be accountable to each other in achieving the vision and goals of the Boundary Area Food and Agriculture Plan.
2. There is common ground and mutually beneficial connections between food systems, agriculture and food security across the Boundary.
3. Every Boundary resident should have access to an adequate supply of nutritious, affordable and culturally-appropriate food.
4. For regional food and agriculture systems to thrive and be sustainable, they have to be a core component of our regional identity, provide desirable professions in farming, ranching, and horticulture for the next generation, and be compatible with the ecosystems they are a part of.
5. Increased food security and overall food system sustainability in the Boundary means we need to work together in new ways that foster networks that include non-profit, for-profit, educational, and government sectors.

Our Common Goals

We are committed to ensuring that the future of food and agriculture systems in the Boundary will:

- Goal 1: Protect and Support Farmland For Future Generations
- Goal 2: Improve Local Food and Agriculture Support Services, Infrastructure, and Emergency Preparedness
- Goal 3: Steward the Connections Between Environmental Sustainability and the Regional Food and Agriculture System
- Goal 4: Support Multigenerational Farms and Emerging Farmers
- Goal 5: Strengthen Awareness of and Skills in the Local Food and Agriculture System
- Goal 6: Invest Directly in the Local Food and Agriculture Economy
- Goal 7: Encourage Food Gardening, Gleaning, and Food Recovery
- Goal 8: Increase Capacity and Leadership

Local Government actions that signify commitment include:

1. Championing the importance of food security and sustainable regional agriculture to the Federal and Provincial levels of government.
2. Advocating for interventions that address the root causes of food insecurity namely increasing income and housing affordability.
3. Advocating for the support for farmers, ranchers, and horticultural sectors in areas outside the jurisdiction of local government.
4. Updating statutory policies and plans such as Official Community Plans, Zoning Bylaws, and Regional Growth Strategies to reflect the recommendations of the Boundary Food and Agriculture Plan.
5. Partnering with and supporting community organizations and social service providers in their work to provide meals, foods, and programs.
6. Engaging and providing leadership in regional advisories and working groups where food and agriculture activities are considered and implemented.

Community-, Business-, or Organization-specific actions that signify commitment include:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

Therefore, I/we, the undersigned declare my/our commitment to the vision, values, goals and actions for a sustainable future of agriculture and a food secure Boundary.

_____ Name	_____ Signature	_____ Organization	_____ Date
---------------	--------------------	-----------------------	---------------

APPENDIX B: BOUNDARY FOOD AND AGRICULTURE REPORT CARD

The purpose of this report card is to measure progress towards goals of the BAFAP.

The use of this report card is intended to be led primarily by BCDC. Frequency of conducting the report card review should occur annually, or as new data becomes available (i.e. Vital Signs, Census, Agriculture Census, Community Profiles). Non-profit organizations and businesses are also encouraged to use the report card and share results, data, and information with local governments.

The report card is not intended to be a comprehensive evaluation of the BAFAP, but rather a snapshot indication of how the region is doing in-terms of real change on the ground. The report card is also intended to spark dialogue and support structured conversations around the quantitative and qualitative changes and activities in food and agriculture systems. This report card is expected to evolve over time as data becomes available.

DATA SOURCES

The metrics used in the report card are focused on where data is readily available or nearly attainable. This includes the Federal Census of Agriculture, Vital Signs, and Community Profiles, as well as internal reporting and information sharing from local organizations, among others. The timing of the measurements will be variable based on the frequency that data is made available (e.g. Census of Agriculture every 5 years).

SCORING AND METRICS

Scoring the report card is based on a measuring progress towards goals. This is determined by comparing progress to a baseline. For this initial report card, 2018 data provides the baseline for assessment. The scoring scheme is based on a rating system that allows for qualitative assessment of progress using quantitative metrics (e.g. sometimes a small change in the metrics can represent significant progress on the issue).

The circles below represent different stages towards completing the implementation of a recommended action in the BAFAP or an indicator of success. When considered as a whole, and each metric has been evaluated and given a rating, the average level of progress can be determined and provide a single value to indicate overall success.



Not yet started,
no progress



Early progress



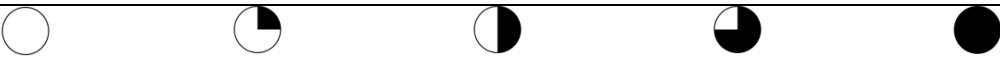
Good progress













Significant
progress



Complete or
ongoing

RDKB FOOD AND AGRICULTURE PLAN REPORT CARD				
				
Progress Towards Goals	2018 Baseline Data	2019 Evaluation	Progress rating	Data Source(s)
Goal 1: Protect and Support Farmland For Future Generations				
There is no decrease in the total area of ALR	30,065 ha			Census of Agriculture
Amount of land with farm classification increases (Total Farm Area including ALR and non-ALR)	12,709 ha			RDKB calculations based on BC Assessment data
Number of farms with BC Assessment farm status increases	238 farms			BC Assessment
Goal 2: Improve Local Food and Agriculture Support Services, Infrastructure, and Emergency Preparedness				
Number of farms that the Kootenay Boundary Farm Advisors consults with increases	TBD			Reporting from KBFA and/or farmer survey
Emergency planning and response for food and agriculture have been updated to emergency plans	Emergency Plan is being updated			RDKB (Emergency Management)
Goal 3: Steward the Connections Between Environmental Sustainability and the Regional Food and Agriculture System				
Number of farms reporting Certified organic and transitional agriculture increases	14			Census of Agriculture and/or farmer survey
Number of farms and/or ranches reporting wildlife conflicts decreases	TBD			AGRI, MOE and/or farmer survey
Number of farms participating in the EFP program increases	TBD			EFP Planning Advisors
Goal 4: Support Multigenerational and Emerging Farmers				
Average age of farmers declines	58.5 years			Census of Agriculture

RDKB FOOD AND AGRICULTURE PLAN REPORT CARD				
    				
Progress Towards Goals	2018 Baseline Data	2019 Evaluation	Progress rating	Data Source(s)
Goal 5: Strengthen Awareness of and Skills in the Local Food and Agriculture System				
The number of people learning about food and agriculture in school increases	TBD			SD51, Boundary Family Services
Number of people entering in and attending the Rock Creek Fall Fair increases	TBD			Rock Creek & Boundary Fair Association
Food and Agriculture are identified as part of what people love about living in the Boundary	Not yet mentioned in the Top 3			Vital Signs
Goal 6: Invest Directly in the Local Food and Agriculture Economy				
The use of local food for meetings and catering contracts increases	TBD			RDKB
Number of customers at farmer's markets increases	TBD			Grand Forks and Rock Creek Farm market managers and/or farmer survey, Chamber of Commerce
Number of local-food related businesses increases	TBD			Municipal business licensing departments
Number of kitchens and processing facilities increases	TBD			Interior Health
Value of farm gate sales increases	TBD			Census of Agriculture
Goal 7: Encourage Food Gardening, Gleaning, and Food recovery				
Number of community gardens, edible landscapes, and gleaning	4 (Grand Forks, Midway, and Big White)			RDKB and member municipalities

RDKB FOOD AND AGRICULTURE PLAN REPORT CARD				
    				
Progress Towards Goals	2018 Baseline Data	2019 Evaluation	Progress rating	Data Source(s)
programs increases to meet projected interest and demand				
Number of farms and food businesses participating in food recovery programs increases to meet the demand in food security programs	TBD			Farmer/ food business and/or community survey
Goal 8: Increase Capacity and Leadership				
Organizational capacity for plan implementation is in place (1.5 FTE Recommended)	Not started			RDKB and member municipality staffing levels
Bylaw-related plan recommendations have been addressed in Official Community Plans and Zoning Bylaws	Area 'D'/Rural Grand Forks has adopted an OCP that reflects positively on agriculture			Area 'E'/West Boundary OCP and zoning bylaw Area 'C'/Christina Lake OCP and zoning bylaw
All actions in the BAFAP are reviewed and assessed for progress and level of completion				RDKB and member municipalities
Number of people spending more than 30% of income on housing decreases	1255			Vital Signs (2014)
Overall Rating				

APPENDIX C: COMMITTEES

Project Steering Committee

Name	Location	Affiliation
Vicki Gee	West Boundary	Regional Director, Regional District of Kootenay Boundary
Roly Russell	Rural Grand Forks	Regional Director and Chair of the Board, Regional District of Kootenay Boundary
Tara Stark	Nelson	Public Health Dietician, Interior Health Authority
Donna Dean	Trail	Manager of Planning and Development, Regional District of Kootenay Boundary
Jennifer Wetmore	Greenwood	Community Futures

Boundary Area Food and Agriculture Advisory Council

Name	Location	Affiliation
Ahmed Amlani or Ann Wilby	Grand Forks	Market Gardener
Allan Pauls or Brittany Pauls	Granby Valley	Ranchers
Carol Mitchell	Boundary-wide	Healthy Promoting School
Christine Elsaesser	Grand Forks	Orchardist
Danna O'Donnell	Grand Forks	Market Gardener
Doug McMynn	Midway	Grocery Store Owner
Jamie Haynes	Rock Creek	Farmer
Jeremy DeVries	Grand Forks	Organic producer and processor, Dairy.
Joyce Ricioppo	Big White	
Kayla Sebastian	Grand Forks	Wooden Spoon
Pauline Terbasket, Executive Director	Westbank	ONA
Riccardo Manazza	Westbridge	Farmer and Community Volunteer

Tammy Battersby	Grand Forks	Blessings Boutique/ Whispers of Hope
Teresa Viebrock	Grand Forks	Boundary Family & Individual Services Society (BFISS)
Vern Moline	Beaverdell	Farmer
Vivien Browne	Bridesville	Food Sharing
Yelena Churchill	Grand Forks	CBAL/Alphabet Soup
Jessica Mace	Grand Forks	Kettle River Watershed Authority
Anne Skinner	Kelowna	Ministry of Agriculture

APPENDIX D: ACRONYMS

AGRI	BC Ministry of Agriculture
ALC	Agricultural Land Commission
ALR	Agricultural Land Reserve
BAFAAC	Boundary Area Food and Agriculture Advisory Council
BAFAP	Boundary Area Food and Agriculture Plan
BCCA	BC Cattleman's Association
BCDC	Boundary Community Development Committee
BISS	Boundary Invasive Species Society
CBT	Columbia Basin Trust
DPA	Development Permit Area
EFP	Environmental Farm Plan
ENV	BC Ministry of Environment
KBFA	Kootenay Boundary Farm Advisors
GFBRAS	Grand Forks and Boundary Regional Agricultural Society
GIS	Geographic Information Systems
IAF	Investment Agriculture Foundation
IH	Interior Health
IH-HC	Interior Health- Healthy Communities
KBFA	Kootenay Boundary Farm Advisors
KRWA	Kettle River Watershed Authority
MOTI	BC Ministry of Transportation and Infrastructure
NGO	Non-Government Organization
OCP	Official Community Plan
OKSIR	Okanagan Sterile Insect Release
RDKB	Regional District of Kootenay Boundary
SD 51	School District 51

Memo



To: Committee of the Whole
From: **Development and Engineering Services**
Date: 2018-06-11
Subject: Open house and public hearing for Zoning Bylaw Amendment 2039 A-1 including Cannabis and housekeeping items.

Background

On April 23, 2018 Council gave first and second readings to Zoning Bylaw Amendment No. 2039-A1, which defines overlay zones to regulate the placement of cannabis retail and production/processing facilities. Under the proposed bylaw, cannabis Retail Sites would be enabled in specific areas within Core Commercial and Neighbourhood Commercial zones as well as industrial zones. Cannabis Production, Processing and Wholesale would only be allowed in specific areas within industrial zones.

The department proposed extended public engagement before the required public hearing and completion of the bylaw process. Between spring flooding and summer schedules this engagement will need to happen in June to enable completion of the bylaw approval before legalization is complete later in the summer. The recommended schedule is as follows:



- Two weeks of advertising for Open House and Public Hearing (June 6th and 13th)
- Web page explaining the proposed changes
- All-day drop in open house at City Hall (June 18th)
- Electronic, paper and in-person submission of feedback on bylaw changes at the open house
- Public Hearing evening of June 18th
- Third Reading June 25th
- Sign-off by Ministry of Transportation and Infrastructure
- Final Reading July 23rd

Staff have identified additional minor 'housekeeping' changes to the Zoning Bylaw and will bring these forward for review by June 6 and presentation to Committee of the Whole on the 11th for inclusion in the draft bylaw before Third Reading.

Benefits or Impacts

Strategic Impact

- 🌱 Defining where cannabis related businesses are permitted gives guidance and certainty to encourage investment

-  Holding open houses and promoting activities that engage the public and encourage feedback.
-  Responding to community feedback regarding the location of cannabis businesses increases community livability.

Policy/Legislation

This amends Zoning Bylaw No. 2039 following legislative requirements of the Local Government Act.

Attachments

Zoning Bylaw Amendment No. 2039-A1

THE CORPORATION OF THE CITY OF GRAND FORKS

Bylaw No. 2039-A1

A Bylaw to Amend the City of Grand Forks Zoning Bylaw No. 2039, 2018.

=====

The Corporation of the City of Grand Forks **ENACTS** as follows:

1. This bylaw may be cited for all purposes as the “**Zoning Bylaw Amendment Bylaw No. 2039-A1, 2018**”.
2. Amend Bylaw No. 2039 as follows:

- a. **INSERT** under Part II Interpretation Section 2 Definitions in correct alphabetical order:

“Cannabis Retail means any fixed retail space licenced to sell recreational cannabis by the provincial government.”

“Cannabis Production, Processing or Distribution space means any facility licenced federally for the purposes of cannabis cultivation, nursery, or processing, or licenced provincially for wholesale and distribution of cannabis products.”

“Youth-Centred Facility means any school, daycare, playground, community garden, recreation facility or other facility designed for use primarily by minors.”

- b. **INSERT** under Part VI Zones after CU (Community Use) Zone in Section 57:

57 Cannabis Production, Processing and Distribution Overlay (CPO)

- 57.1 Every subsection in Section 57 refers to the Cannabis Production and Processing and Distribution Overlay (CPO).
- 57.2 The following uses and no others are permitted:
 - (a) Cannabis Production, Processing, or Distribution;
 - (b) Cannabis Retail; or
 - (c) Any use or structure permitted in the underlying zone.
- 57.3 Permitted accessory uses and buildings include:
 - (a) buildings or structures accessory to a permitted use.
- 57.4 Unless otherwise permitted in this bylaw, no building or structure may be within:
 - (a) 100 m of the nearest parcel boundary of a lot in a residential zone or Community Use Zone; and
 - (b) 100 m of a parcel containing a youth-centred facility.
- 57.5 Underlying zone means Light Industrial 1, General Industrial 2, Value Added

Industrial 3, Gravel/Mineral Processing Industrial 4, and Airport Industrial.
57.6 See Sections 12 to 33 and 50 to 55 of this bylaw.

58 Cannabis Retail Overlay (CRO)

58.1 Every subsection in Section 58 refers to the Cannabis Retail Overlay (CRO).

58.2 The following uses and no others are permitted:

- (a) Cannabis Retail;
- (b) Any use or structure permitted in the underlying zone.

58.3 Unless otherwise permitted in this bylaw, no building or structure may be within:

- (a) 100 m from the nearest parcel boundary of a lot in a Community Use Zone;
- (b) 30 m from the nearest parcel boundary of a lot having a youth-centred facility;
and
- (c) 100 m from the nearest edge of building of another Cannabis Retail site.

58.4 The front face of a building and any signage may be no less than 50 m from a controlled highway.

58.5 Permitted accessory uses and buildings include:

- (a) buildings or structures accessory to a permitted use.

58.6 Underlying zone means Core Commercial, Neighbourhood Commercial, Light Industrial 1, General Industrial 2, Value Added Industrial 3, Gravel/Mineral Processing Industrial 4, and Airport Industrial.

58.7 See Sections 12 to 33, 46, 48, and 50 to 55 of this bylaw

3 Incorporation

3.1 Schedule "A-1" Cannabis Land Use Overlay Map is hereby made part of Bylaw No. 2039.

Read a **FIRST** time this day of , 2018.

Read a **SECOND** time this day of , 2018.

Read a **THIRD** time this day of , 2018.

FINALLY ADOPTED this day of , 2018.

Mayor Frank Konrad

Corporate Officer Diane Heinrich

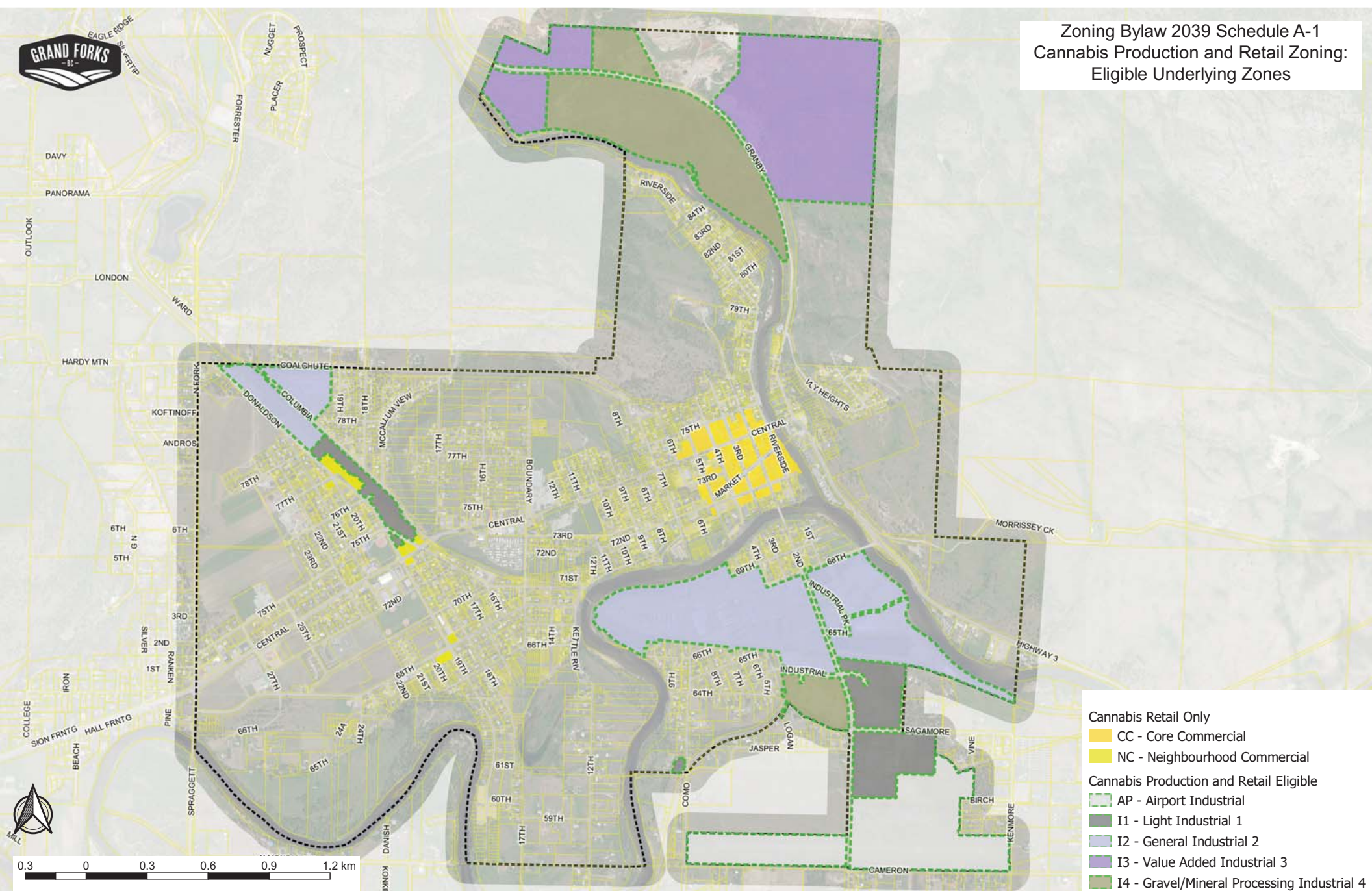
C E R T I F I C A T E

I hereby certify the foregoing to be a true copy of Bylaw No. 2039-A1 as passed by the Council
of the City of Grand Forks on the day of , 2018.

Corporate Officer of the Corporation of the
City of Grand Forks



Zoning Bylaw 2039 Schedule A-1
Cannabis Production and Retail Zoning:
Eligible Underlying Zones



- Cannabis Retail Only
 - CC - Core Commercial
 - NC - Neighbourhood Commercial
- Cannabis Production and Retail Eligible
 - AP - Airport Industrial
 - I1 - Light Industrial 1
 - I2 - General Industrial 2
 - I3 - Value Added Industrial 3
 - I4 - Gravel/Mineral Processing Industrial 4

Memo



To: Committee of the Whole
From: Development and Engineering Services
Date: June 11, 2018
Subject: Proposed Amendment to the Floodplain Management Bylaw (No. 1402/1756) - Interim Construction Elevations in the Floodplain (File: 09-4150)

Background

Purpose

The purpose of this memorandum is to advise Council of a proposed bylaw amendment to manage and regulate new construction in the floodplain based on high water elevations derived from the recent flood event.

Current Floodplain Management Bylaw

Flood protection and construction elevations in the City are currently managed through the Floodplain Management Bylaw No. 1402 (as amended by Bylaw No. 1756). This bylaw establishes flood construction levels and floodplain setbacks based on a flood with a 0.5% chance of recurrence each year (also known as a 200-year flood event). The flood construction levels and maps were established in 1992 and are used by the Building Official to determine: a) if a property is in the floodplain, and b) at what elevation a habitable building must be constructed in order to mitigate flood risk.

The recent flood event demonstrates that elevations and setbacks based on the 200-year event may not be adequate to protect property and infrastructure or to ensure a safe and healthy environment for residents.

Proposed Bylaw Amendment

A land surveyor is currently documenting the high water levels reached during the recent flood event. It is anticipated that these levels will be determined by mid-June, after which new flood construction levels for various neighbourhoods with flood risks will be determined. Staff then intends to bring forward a bylaw amendment to reflect these new refined levels.

It is noted that this is considered to be an interim measure until the "Floodplain Mapping and Risk Assessment Project" is complete (see memo to Council dated May 7, 2018). This project is being undertaken in partnership with Urban Systems with funding from Gas Tax and UBCM. The project involves: a) updating hydrology and floodplain maps and incorporating climate change information; b) evaluating risks and hazards to community, infrastructure and emergency response; and, c) highlighting the connections

and provide input to community planning, emergency management, and asset management / capital planning.

Proposed Timeline

Based on staff receiving the new flood construction elevations in mid-June, the anticipated timeline for bylaw adoption is as follows:




Action	Anticipated Date	Forum
Bylaw amendment introduction / considered for 1 st and 2 nd reading	June 25, 2018	Regular Meeting
Community engagement (i.e., open house, website, social media)	June 25 – July 6, 2018	Community (comments from the community documented and transmitted to Council by July 6, 2018))
Bylaw amendment considered for 3 rd and final reading	July 9, 2018	Regular Meeting
Bylaw implementation	Ongoing	Bylaw enactment posted on website; development and building permits evaluated as per new regulations

Benefits or Impacts

General

This project provides for emergency preparedness, fiscal responsibility and sustainability of infrastructure and natural assets.

Strategic Impact

-  Protects our natural assets and infrastructure.
-  Identifies natural floodplain assets / services and improves sustainability of critical infrastructure.
-  Incorporates participation by the community in reviewing and understanding flood hazard awareness and regulation.

Policy/Legislation

Official Community Plan; Floodplain Management Bylaw; Asset Management Plan; Zoning Bylaw; Multiple provincial and federal acts.

Monthly Highlight Report



To: Committee of the Whole
From: **Management Team**
Date: June 11, 2018
Subject: Monthly Highlight Report
Recommendation: **THAT the Committee of the Whole receives the monthly highlight report for information.**

Fire Department

General

Calls this month: 59 calls (6 fire-related, 33 rescue, 17 first responder (medical))
Year to date calls: 213

- Surveyed dikes with Public Works, engineering consultants
- Kevin/George: Live Fire Instructor training in Red Deer
- Dale: Opened EOC for Boundary flooding
- Volunteers : Trained 15 members as Rapid Damage Assessors, participated in conducting RDA on 1,600 properties through Boundary.
- 10+ Evacuations/Rescues during peak flood event early Friday May 11
- Dale/George: Ground Operations during flooding event, including site surveys, coordination of volunteer firefighter crews performing Rapid Damage Assessment, protection of downtown (tiger dam, sandbagging), flood control at fire hall and other city facilities.
- Kevin: Communications at EOC, including press coordination.

Outside Works

Safety Focus for June

Respiratory protective equipment, substance specific requirements, and toxic process gasses.

General

Emergency Operations Centre staffing for Operations Chief and Logistics Chief.

Insurance claim and damage assessment of City infrastructure.

All crews - sand bagging of City infrastructure.

Emergency works in support of the EOC.

HR – four summer students and one coop student started; interviews for another coop student.

Electrical

Repair of flood damage to switch yard.

Turning power on and off for flood affected houses.

Emergency repairs to electrical distribution system affected by the flood.

Industrial electrician supporting portable generators and repairing infrastructure control systems.

Public Works

Sand and sandbag delivery to drop points.

Flood cleanup in parks and roads.

Street sweeping and washing.

Storm system – blocking and unblocking catch basins affected by high water.

Water and Sewer

Repairs to lift stations and treatment plant affected by the flood.

Installing, moving, and operating emergency portable pumps.

Emergency collection system repairs and operations in response to the flood.

Service line shutoffs and turn on for flood affected houses.

Pump maintenance.

Development and Engineering

General

- Met with Ministry of Transportation and Infrastructure about the highway signs review.
- Emergency Operation Centre (EOC) staffing for Resource Unit Coordinator, Situation Unit Coordinator and Communications Coordinator positions between May 6-31
- Flood recovery planning including emergency housing scoping and initiating flood hazard mapping

Capital Projects

- 72nd Avenue sidewalk – on hold as contractor resources were directed at flood-related activities
- 22nd Street upgrades – on hold as contractor resources were directed at flood-related activities
- Wastewater treatment facilities upgrades – on hold pending receding of floodwaters

Long-range Planning

- First & second reading of Zoning Bylaw Amendment 2039-A1 for cannabis retail and production and processing use
- Held kick-off meeting for Floodplain Mapping and Hazard Assessment Project
- Prepared public process for Zoning Bylaw Amendment 2039-A1

Current Planning

- Continued/implemented facilitation of six developments
- Prepared Development Permit Review for major commercial development
- Temporary Use Permit Review

- Subdivision process for lot line adjustment
- Approximately 40 enquiries relating to general development

Business Licences

- Processed 6 business licences

Building Inspection and Bylaw Enforcement

General

Support damage assessment related to flood emergency
 Support for City Campground before and during the flood
 Support for CIBC mobile setup at City Park parking lot

Bylaw Services

Block Watch Meeting was successful
 5 encampments removed
 Cleanup and disposal of various belongings
 Flood related work:

- Assisting RCMP
- Security patrols throughout town
- Supporting evacuees

Building Inspection

Building Permit applications this month: n/a
 Year to date Building Permit applications: n/a
 Year to date construction value: n/a

Corporate Services

General

- Prepared and facilitated Council Meetings (1 COTW, 2 Regular, 3 In-Camera & Special to go In-Camera Meetings)
- Human Resources Duties
- Generalized IT support
- Continuation of Event Planning transition to Public Works Event Coordinator
- Records Management Update and review – ongoing project for 3 years:
 - reviewed and updated FOI Bylaw – complete
 - reviewed and updated Retention Bylaw – complete
 - SharePoint as records storage location:
 - Continued research
 - Naming conventions review
 - Job classifications
 - retention and disposition labeling review
- ESRI GIS software – continued configurations
- Attended EOC updates and conference calls, assisted EOC with administrative and technology support when needed (all corporate staff)
- Started work on Annual Report

- Elections preparations and planning
- Secondhand dealers and pawnbrokers Bylaw continued – review delayed due to flooding

Financial Services

General

- Adoption of 2018 Tax Rates Bylaw, No. 2046
- Approval of 2017 Financial Statements and Statement of Financial Information (SOFI)
- Completed Local Government Data Entry for May 15 deadline
- Completed 2017 CARIP grant application
- Completed 2017 Gas Tax reporting
- Prepared financial information section of Annual Report
- Staff attendance at EOC; assisted with EOC payroll and other expense tracking
- Tax notices sent out
- Opened property damage insurance claim for flooding
- Provided Disaster Financial Assistance eligibility information to Emergency Management BC
- Responded to requests from the public regarding flooding, property damage, disaster financial assistance, utility reconnections and billing, etc.
- Processed homeowner grant applications and property tax and utility payments

Recommendation

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