



The Corporation of the City of Grand Forks

Regular Meeting

AGENDA

Meeting #: R-2018-15
Date: Tuesday, September 4, 2018, 7:00 pm
Location: 7217 - 4th Street, City Hall Council Chambers

Pages

1. CALL TO ORDER

2. ADOPTION OF AGENDA

- a. Adopt agenda
September 4, 2018, Regular Meeting agenda

Recommendation

THAT Council adopts the September 4, 2018, Regular Meeting agenda as presented.

3. MINUTES

- a. Adopt minutes - Special to go In-Camera
August 20, 2018, Special to go In-Camera Meeting minutes

5 - 6

Recommendation

THAT Council adopts the August 20, 2018, Special to go In-Camera Meeting minutes as presented.

- b. Adopt minutes - Regular
August 20, 2018, Regular Meeting minutes

7 - 15

Recommendation

THAT Council adopts the August 20, 2018, Regular Meeting minutes as presented.

4. REGISTERED PETITIONS AND DELEGATIONS

- a. Boundary Country Regional Chamber of Commerce
2019 Fee for Service and Quarterly Report

16 - 19

Recommendation

THAT Council receives for information the delegation presentation from the Boundary Country Regional Chamber of Commerce.

Recommendation

THAT Council forwards the fee for service request to the 2019 budgeting process.

5. UNFINISHED BUSINESS

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

- a. Written Reports of Council
Corporate Officer's Report

20 - 21

Recommendation

THAT all written reports of Council submitted to the September 4, 2018, Regular Meeting be received.

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

- a. Verbal Report - RDKB Representative
Corporate Officer's Report

Verbal report from Council's representative to the Regional District of Kootenay Boundary

Read the RDKB agendas here: <https://rdkb.civicweb.net/filepro/documents/314>

Recommendation

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

8. RECOMMENDATIONS FROM STAFF FOR DECISIONS

- a. Manager, Building Inspection and Bylaw Services
Show Cause Hearing - 7316 Donaldson Drive

22 - 35

Recommendation

THAT Council considers the Show Cause Hearing request, should the property owners appear before Council, and determines the next steps required in obtaining compliance with the City's Unsightly Premises Bylaw No. 1962;

and FURTHER, should the property owners choose not to appear, THAT Council directs staff to deliver a Third Notice as per the City's Unsightly Premises Bylaw No. 1962 to the property owners, Andrew and Tammie Buchinski, for the property civically addressed as 7316 Donaldson Drive, Grand Forks, BC; whereas, the Third Notice will advise of a date and time which the City and/or its contractors intend to enter the property to remove and/or secure the structure and any surrounding materials that are in violation of the City's Unsightly Premises Bylaw No. 1962.

- b. Manager, Building Inspection and Bylaw Services
Show Cause Hearing - 7346 Donaldson Drive

36 - 49

Recommendation

THAT Council considers the Show Cause Hearing request, should the property owner appear before Council, and determines the next steps required in obtaining compliance with the City's Unsightly Premises Bylaw No. 1962;

and FURTHER, should the property owner choose not to appear, THAT Council directs staff to deliver a Third Notice as per the City's Unsightly Premises Bylaw No. 1962 to the property owner, Daryl McNevin, for the property civically addressed as 7346 Donaldson Drive, Grand Forks, BC; whereas, the Third Notice will advise of a date and time which the City and/or its contractors intend to enter the property to remove and/or secure the structure and any surrounding materials that are in violation of the City's Unsightly Premises Bylaw No. 1962.

- c. Consideration for Approval – Temporary Use and Development Permits at 6379 12th Street – Proposed Tiny House on Wheels
Development and Engineering

50 - 64

Recommendation

THAT Council grant a Temporary Use and a Development Permit for a Tiny House on Wheels to Jennifer Houghton on land zoned R4- Rural Residential, located at 6379 - 12th Street, legally described as Lot A, Plan KAP87507, DL 382, LD 54 PID: 027-648-273.

9. REQUESTS ARISING FROM CORRESPONDENCE

10. INFORMATION ITEMS

- a. Green Communities Committee
Letter of congratulations on reduction of GHG emissions in the 2017 reporting year
- b. Hydrology Report - Verbal Update
Recovery Team
- c. District of Coldstream
'Modernizing the Relationship between Local Government and Agriculture' White Paper

65 - 67

68 - 69

11. BYLAWS

- a. Bylaw 2045-A1 - 2018-2022 Financial Plan Amendment
Chief Financial Officer

70 - 77

Recommendation

THAT Council gives first three readings to 2018-2022 Financial Plan Amendment Bylaw, No. 2045-A1.

- b. Bylaw 2049 - 2019 Annual Permissive Tax Exemptions
Chief Financial Officer

78 - 93

Recommendation

THAT Council gives final reading to the 2019 Annual Tax Exemption Bylaw No. 2049.

- c. Bylaw 2050 - Council Members Remuneration and Expenses
Corporate Officer and Chief Financial Officer 94 - 103

Recommendation

THAT Council gives first three readings to Council Remuneration and Expenses Bylaw No. 2050, 2018.

- d. Bylaw 2052 - Nature Park Dedication
Development and Engineering 104 - 115

Recommendation

THAT Council gives first, second, and third readings of "Nature Park Bylaw No. 2052".

- e. Bylaw 2053 - Cannabis Delegation
Development and Engineering 116 - 122

Recommendation

THAT Council gives the first three readings to "Cannabis Delegation Bylaw No. 2053".

Recommendation

THAT Council adopts Policy 1504 - Retail Cannabis Licence Recommendation.

12. **LATE ITEMS**

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

14. **ADJOURNMENT**



The Corporation of the City of Grand Forks
Special to go In-Camera Meeting of Council
MINUTES

Meeting #: SP-2018-15
Date: Monday, August 20, 2018, 11:43 am
Location: 7217 - 4th Street, City Hall Council Chambers

Present: Mayor Frank Konrad
Councillor Julia Butler
Councillor Neil Krog
Councillor Colleen Ross
Councillor Christine Thompson
Councillor Beverley Tripp

Absent: Councillor Chris Hammett

Staff: Diane Heinrich - Chief Administrative Officer
Daniel Drexler - Corporate Officer

GALLERY

1. CALL TO ORDER

Mayor Konrad called the August 20, 2018, Special To Go In-Camera Meeting to order at 11:43 am.

2. IN-CAMERA RESOLUTION

a. Adopt Resolution as per Section 90

Moved by: Ross

Seconded by: Thompson

THAT Council convene an In-Camera Meeting as outlined under Section 90 of the Community Charter to discuss matters in a closed meeting which are subject to Section 90 (1)

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

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

Carried

3. LATE ITEMS

4. ADJOURNMENT

The August 20, 2018, Special to go In-Camera Meeting was adjourned at 11:44 am.

Moved by: Ross

Seconded by: Butler

THAT the August 20, 2018, Special to go In-Camera Meeting be adjourned at 11:44 am.

Carried

Mayor Frank Konrad

Corporate Officer - Daniel Drexler



The Corporation of the City of Grand Forks
Regular Meeting of Council
MINUTES

Meeting #: R-2018-14
Date: Monday, August 20, 2018, 7:00 pm
Location: 7217 - 4th Street, City Hall Council Chambers

Present: Mayor Frank Konrad
Councillor Julia Butler
Councillor Chris Hammett
Councillor Neil Krog
Councillor Colleen Ross
Councillor Christine Thompson
Councillor Beverley Tripp (via phone)

Staff: Diane Heinrich - Chief Administrative Officer
Daniel Drexler - Corporate Officer
Juliette Rhodes - Chief Financial Officer
Cavan Gates - Deputy Manager of Operations & Sustainability
David Bruce - Manager of Inspection & Bylaw Services

GALLERY

1. CALL TO ORDER

Mayor Konrad called the August 20, 2018, Regular Meeting to order at 7:00 pm.

2. ADOPTION OF AGENDA

- a. Adopt agenda
August 20, 2018, Regular Meeting agenda

The agenda was amended to include items:

12. a. Bylaw #2050 - Council Remuneration

12. b. Temporary Use Permit

Resolution #: R227/18/08/20

Moved by: Ross

Seconded by: Thompson

THAT the agenda be amended to include late items:

12. a. Bylaw #2050 - Council Remuneration

12. b. Temporary Use Permit

Carried

Resolution #: R228/18/08/20

Moved by: Ross

Seconded by: Thompson

THAT Council adopts the August 20, 2018, Regular Meeting agenda as amended.

Carried

3. MINUTES

a. Adopt minutes - Special to go In-Camera

July 23, 2018, Special to go In-Camera Meeting minutes

Resolution #: R229/18/08/20

Moved by: Ross

Seconded by: Krog

THAT Council adopts the July 23, 2018, Special to go In-Camera Meeting minutes as presented.

Carried

- b. Adopt minutes - Regular

July 23, 2018, Regular Meeting minutes

Resolution #: R230/18/08/20

Moved by: Thompson

Seconded by: Butler

THAT Council adopts the July 23, 2018, Regular Meeting minutes as presented.

Carried

- c. Adopt minutes - Special to go In-Camera

July 27, 2018, Special to go In-Camera Meeting minutes

Resolution #: R231/18/08/20

Moved by: Ross

Seconded by: Thompson

THAT Council adopts the July 27, 2018, Special to go In-Camera Meeting minutes as presented.

Carried

- d. Adopt minutes - Special to go In-Camera

August 1, 2018, Special to go In-Camera Meeting minutes

Resolution #: R232/18/08/20

Moved by: Ross

Seconded by: Thompson

THAT Council adopts the August 1, 2018, Special to go In-Camera Meeting minutes as presented.

Carried

4. REGISTERED PETITIONS AND DELEGATIONS

a. Danville Border - Crossing Hours

Johnna Exner - Commissioner for Ferry County

Johnna Exner, Commissioner for Ferry County, gave a review regarding the reduction of the Danville Border hours and discussion ensued regarding:

- involvement of US Congresswoman and US Senator on behalf of Ferry County
- past involvement of the Village of Midway in a similar situation
- possible impact on businesses and residents on both sides of the border
- potential economic impact on the communities
- planned conference calls between stakeholders
- potential to gather daily statistics
- federal issue that affects local municipality
- possibility to contact federal Canadian resources, MLA and MP to get the statistics for the Canadian side of the border

Resolution #: R233/18/08/20

Moved by: Hammett

Seconded by: Butler

THAT Council directs staff to send letters to MLA Linda Larson and MP Richard Cannings to:

- **inquire regarding border hour data and statistics**
- **advocate for continued border hours to midnight in order to continue economic opportunities for communities on both sides of the border.**

Carried

5. UNFINISHED BUSINESS

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

a. Written Reports of Council

Corporate Officer's Report

Councillor Hammett gave a brief review of the challenges that the DBA faces regarding recovery processes in the downtown and the related Rural Dividend Fund grant applications.

Resolution #: R234/18/08/20

Moved by: Ross

Seconded by: Hammett

THAT all written reports of Council submitted to the August 20, 2018, Regular Meeting be received.

Carried

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

a. Verbal Report - RDKB Representative

Corporate Officer's Report

Verbal report from Council's representative to the Regional District of Kootenay Boundary

Read the RDKB agendas here:

<https://rdkb.civicweb.net/filepro/documents/314>

Mayor Konrad advised that there was no report for this evening.

8. RECOMMENDATIONS FROM STAFF FOR DECISIONS

a. Drought - Watering Restrictions

Deputy Manager of Operations & Sustainability

City Staff received a call regarding drought level 3 & 4 stages anticipated for Grand Forks and area.

Staff requires a Council resolution to implement further Watering Restrictions.

Discussion ensued regarding:

- lower water levels in rivers currently
- farmers may be impacting the rivers by drawing water from the streams directly
- potential safety issues with not watering due to elevated fire risk
- proposed stage 2 restrictions to reduce to 2 days a week from 3.5 days
- provincial website data and statistics for the aquifer are from July 12, 2018 and not current

Resolution #: R235/18/08/20

Moved by: Ross

Seconded by: Hammett

THAT Council directs staff to implement watering restrictions in accordance with the provincial drought levels, such that:

- **levels 1 and 2 drought trigger watering restrictions stage 1;**
- **level 3 drought triggers stage 2 watering restrictions; and**
- **level 4 drought triggers stage 3 watering restrictions.**

Opposed (2): Butler, and Tripp

Carried

9. REQUESTS ARISING FROM CORRESPONDENCE

10. INFORMATION ITEMS

11. BYLAWS

- a. Annual Permissive Tax Exemption Bylaw 2049

Chief Financial Officer

Resolution #: R236/18/08/20

Moved by: Thompson

Seconded by: Butler

THAT Council gives first three readings to Bylaw No. 2049 “2019 Permissive Tax Exemptions”.

Carried

12. LATE ITEMS

a. Bylaw #2050 - Council Remuneration

Chief Financial Officer / Corporate Officer

Discussion ensued regarding:

- impacts on payroll expenses
- additional expenses for Councillors
- potential of letting the next Council decide

Resolution #: R237/18/08/20

Moved by: Ross

Seconded by: Tripp

THAT Council selects Option 1 for the 2019 annual remuneration amounts to be included in Council Remuneration and Expenses Bylaw No. 2050.

Opposed (2): Konrad, and Krog

Carried

b. Temporary Use Permit

Development and Engineering

Resolution #: R238/18/08/20

Moved by: Krog

Seconded by: Ross

THAT Council directs staff to proceed with the statutory requirements for public notice respecting a Temporary Use Permit Application for a Tiny House on Wheels (TUP 1802) proposed for 6379 12th Street (Lot A, Plan KAP87507, DL 382, PID: 027-648-273).

Carried

Resolution #: R239/18/08/20

Moved by: Ross

Seconded by: Thompson

THAT Council directs staff to prepare a draft Temporary Use Permit that considers adequate flood management, servicing, building code and bonding requirements.

Carried

Resolution #: R240/18/08/20

Moved by: Ross

Seconded by: Krog

THAT Council waive the \$750 Temporary Use Application fee as part of the City's recovery program to help flood victims in the City.

Carried

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

Les Johnson, GFTV, inquired regarding other watering restrictions for residents on other water services - He was advised that only city water utility customers would be affected by the restrictions.

14. ADJOURNMENT

The August 20, 2018, Regular Meeting was adjourned at 7:57 pm.

Resolution #: R241/18/08/20

Moved by: Ross

Seconded by: Butler

THAT the August 20, 2018, Regular Meeting be adjourned at 7:57 pm.

Carried

Mayor Frank Konrad

Corporate Officer - Daniel Drexler

DRAFT



Quarterly Report Prepared for the City of Grand Forks

January 1, 2018 through July 31, 2018

FILE CODE
WE3 & C2 - BCRCC Quarterly Report for Sept. 4th Reg. mtg.

Submitted by the BCRCC Board of Directors on August 20, 2018

Mayor Konrad and Council,

At this time, we have 198 members of which 47 are new. We have received nearly \$11,000 in membership fees and expect the remaining members who have not yet paid their fees, will do so. We are still well on track to achieve our projected \$14,000 in membership fees. As we recognize the financial impact the flood had on our members, we are working with our members to ensure membership fees do not place an unnecessary burden on them. We will update Council as soon as possible on the result of these initiatives.

We are on the Business Recovery Committee with Community Futures Boundary as our team lead. While this flood event was devastating- it has provided some opportunities for our organizations to connect and re-establish healthy, working relationships once again. We are partnering with organizations on Recovery Projects and look forward to the new opportunities this will bring. To date we are working on a Rural Dividend Grant with Community Futures Boundary, The Downtown Business Association, and the City of Grand Forks.

Movies in the Park is still going strong. We did cancel the movie on August 15 due to poor air quality. A quick head count during the previous showing of Despicable Me 3 resulted in a turn-out of 60 people. Gallery 2 green space is a much smaller venue than City Park and felt very full. We have 11 sponsors equating a total of \$4826.19, which is in excess of our anticipated sponsorship of \$3000.

There have been some great events this year Cannafest reported 15,000 attendees over the 3 days and raised thousands of dollars for the Flood Relief Fund- huge thanks to Chuck Varabioff. Park in The Park was also well attended considering the heavily smoked-filled skies. Board Room Café hosted a mini show and shine on Market Ave. Taps and Tapas by Gallery 2 was a sold-out event and always a pleasure to attend. We are looking forward to the Grand Forks and Rock Creek fall Fairs in September and the Kettle Valley Food Co-Op's Harvest Fest. As we did not receive response from our request for a Councillor Cook Off- we will be making our own soups and serving them at the Harvest Fest as a fundraiser this year.

As per the Comparative Report provided we are on track with our budget for 2018. We are still waiting a decision on grant applications and will update council as soon as we know more!

On behalf of the BCRCC and our members, thank you Mayor Konrad for your continued support and approval of our 2018 Fee for Service.

Sincerely,

Kendra Begg, Executive Director

	2018 BUDGET	2018 Actual
REVENUE		
Revenue		
Memberships	\$14,000.00	\$10,332.22
Interest Revenue	\$0.00	\$1.26
Insurance Commissions	\$3,500.00	\$1,686.24
Movie in Park Sponsorship	\$3,000.00	\$4,826.19
Fundraising-	\$5,000.00	\$12,007.00
Fee for Service - City of GF	\$15,000.00	\$15,000.00
Grants - Regional District	\$7,500.00	\$5,000.00
Grants	\$20,000.00	\$1,250.00
Other Revenue- Banner ads, newsletter ads,	\$1,000.00	\$160.00
Net Revenue+A:A	<u>\$69,000.00</u>	<u>\$50,262.91</u>
TOTAL REVENUE	<u>\$69,000.00</u>	<u>\$50,262.91</u>
EXPENSE		
Expenses		
Advertising & Promotions	\$2,000.00	\$2,206.18
Events	\$1,000.00	\$34.51
Events - Movie in the Park	\$1,000.00	\$1,424.19
Meetings	\$800.00	\$209.09
Office Administration	\$54,200.00	\$40,752.65
Promotion & Education - Boundary Co	\$1,500.00	\$1,253.38
Promotion & Education- DBA	\$0.00	-
Promotion & Education - City of GF	\$2,500.00	\$1,880.25
Travel- - .53 per km	\$6,000.00	\$2,884.97
Total General & Admin. Expenses	<u>\$69,000.00</u>	<u>\$50,645.22</u>
TOTAL EXPENSE	<u>\$69,000.00</u>	<u>\$50,645.22</u>
NET INCOME	<u>\$0.00</u>	<u>(\$382.31)</u>

DELEGATION



RECEIVED

AUG 20 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:

Boundary Country Regional Chamber of Commerce

TO REQUEST THAT YOU CONSIDER:

Fee for Service Agreement for 2019 and Quarterly Report- 2018

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

To maintain our 2018 fee for service agreement and obligations to quarterly reporting. To request a Fee for Service Agreement for 2019.

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

Supporting and advocating for businesses in Grand Forks and the Boundary Country.
Supporting economic growth and sustainability
Ensuring the sustainability of the Regional Chamber

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

An inability to effectively support the Grand Forks economy
An inability for businesses to have a voice and be advocated for

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

Approve our Fee for Service Request for 2019 and forward to the 2019 Budget Process.
Receive for information our 2018 Quarterly Report

NAME

Kendra Begg

ORGANIZATION

Boundary Country Regional Chamber of Commerce

MAILING ADDRESS

125 Market Ave- PO box 43
Grand Forks, British Columbia V0H1H0
Canada

TELEPHONE NUMBER

250-442-7263

EMAIL ADDRESS

info@boundarychamber.com

FILE CODE

BCRCC - 2019

D2 - Fee for Service &
Quarterly Report

REPORT TO COUNCIL

FROM: Councillor Christine Thompson

DATE: September 4, 2018

SUBJECT: Report to Council

I have attended all the flood recovery public and closed meeting meetings held since my last report. The Flood Recovery Team facilitated these well attended meetings where our residents were brought up-to-date on the status of the recovery program. At the request of Council, four closed information sessions with the property owners of each affected area were held to allow open and frank discussions between all parties. A survey was sent to property owners of record asking for feedback on options discussed and to make comments that they believe Council needs to consider before making a decision on the best way to proceed.

It was my pleasure to represent City Council at the unveiling of the Stop of Interest Sign on Doukhobor History at the pull-out between Grand Forks and Christina Lake. The date of August 5th was chosen for the event in order that it would coincide with Declaration Day that the Doukhobor community celebrates each year.

It was also my pleasure to bring greetings from the City at the opening ceremonies of Cannafest on August 11th. This annual event brings huge economic benefits to our City and is one that I hope will continue for many more years to come.

The smoke and particulates circulating in our area precluded me from attending the Phoenix Foundation's Community Conversation on August 24th.

Respectfully submitted,

Councillor Christine Thompson

Councillor's Report

September 4, 2018

Julia Butler

The meeting of September the 4th will be an important one for the flood recovery efforts. Council has had a chance to review options in the hydrology report with the experts and we have had numerous public meetings to garner feedback from residents. Questionnaires have been sent out to North and South Ruckle and Johnson Flats. I have heard feedback that not everyone received one of these forms but I hope that they were able to pick one up at city hall, or email in their concerns. Council met with the recovery team on the 30th to go over all the information and we will be coming to the table on the 4th to debate what we have heard and send our recommendations on to the province. I also want to make sure that houses that don't fall into one of these three neighbourhoods get properly discussed. The east side of the Granby River has not received a lot of attention but also deserves the same careful thought for remediation efforts.

August 28th, I attended the candidate and voter readiness workshop hosted by Christina Benty. After picking up my nomination package this week, I was encouraged to see some new names on the list of potential candidates. This workshop is an excellent opportunity for interested parties to get a basic job description before being on council. One of the problems highlighted at the LGLA conference I went to this year, was the lack of training for new councillors. Although I have learned a lot over the past 4 years on the job, there was virtually no training up front. A basic understanding of the Community Charter, our governing legislation, is vital. Council policies also need to be available for studying as do the city bylaws. A good grasp on Robert's Rules of Order is imperative, if any council is going to function respectfully and productively. A glance over the 20 year capital plan would also be recommended as well as engineering studies for the past few years. If a candidate couples all of this with honesty and humility, they will serve the voters well.

Respectfully Submitted,

Julia Butler

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Manager, Building Inspection & Bylaw Services

Date: September 4, 2018

Subject: Show Cause Hearing – 7316 Donaldson Drive

Recommendation: **RESOLVED THAT Council consider the Show Cause Hearing request should the property owners appear before Council, and determine the next steps required in obtaining compliance with the City's Unsightly Premises Bylaw No. 1962.**

FURTHER, should the property owners choose not to appear, that Council directs staff to deliver a Third Notice as per the City's Unsightly Premises Bylaw No. 1962 to the property owners, Andrew and Tammie Buchinski, for the property civically addressed as 7316 Donaldson Drive, Grand Forks, B.C. whereas the Third Notice will advise of a date and time which the City and/or its contractors intend to enter the property to remove and/or secure the structure and any surrounding materials that are in violation of the City's Unsightly Premises Bylaw No. 1962.

BACKGROUND: On June 13, 2018 a fire destroyed the home on the above noted property. Since that time little effort has been shown by the property owners to secure the site and remove the remaining debris.

In accordance with the City's Unsightly Premises Bylaw, the first notice requesting the property be cleared was sent by registered mail on July 23, 2018. Records from the Post Office indicate that it was received on July 26, 2018. Having not heard from the property owners following this first notice, the second notice was sent by registered mail on August 13, 2018 inviting them to appear before Council to explain their specific circumstances. Records from the Post Office indicate that it was received on August 18, 2018. Again, I have had no communication with the property owners following receipt of the second notice regarding this matter.

Attached are copies of all correspondence relating to this issue.

Benefits or Impacts of the Recommendation:

General: The purpose of the Show Cause Hearing is to allow the owners to present their case before council and receive direction for the necessary steps to bring the property into compliance with the City's Unsightly Premises Bylaw.

REQUEST FOR DECISION

— REGULAR MEETING —



Strategic Impact: N/A

Financial: If the City performs the clean-up of the property, the property owner is duly billed. If the bill remains unpaid, the charges will be added to and form part of the taxes on the parcel affected as taxes in arrears.

Policy/Legislation: The Community Charter authorizes Council to impose clean-up action requirements against properties that are considered unsightly, and that Council has declared as nuisances. Council must provide persons an opportunity to request reconsideration of such orders.

Attachments:

- 1) Copies of correspondence to the property owners (First and Second Notices)
- 2) Before and after pictures of the property

Recommendation: **RESOLVED THAT Council consider the Show Cause Hearing request should the property owners appear before Council, and determine the next steps required in obtaining compliance with the City's Unsightly Premises Bylaw No. 1962.**

FURTHER, should the property owners choose not to appear, that Council directs staff to deliver a Third Notice as per the City's Unsightly Premises Bylaw No. 1962 to the property owners, Andrew and Tammie Buchinski, for the property civically addressed as 7316 Donaldson Drive, Grand Forks, B.C. whereas the Third Notice will advise of a date and time which the City and/or its contractors intend to enter the property to remove and/or secure the structure and any surrounding materials that are in violation of the City's Unsightly Premises Bylaw No. 1962.

OPTIONS:

- 1. RESOLVED THAT COUNCIL RECEIVES THE STAFF REPORT.**
- 2. RESOLVED THAT COUNCIL DOES NOT ACCEPT THE STAFF REPORT.**
- 3. RESOLVED THAT COUNCIL REFERS THE MATTER BACK TO STAFF FOR FURTHER INFORMATION.**

	
Department Head or CAO	Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

7217 - 4TH STREET, BOX 220 · GRAND FORKS, BC V0H 1H0 · FAX 250-442-8000 · TELEPHONE 250-442-8266



COPY

July 23, 2018

SENT VIA REGISTERED MAIL

Andrew and Tammie Buchinski,
P.O. Box
Grand Forks, B.C., V0H 1H0

Dear Mr. and Mrs. Buchinski:

RE: FIRE DAMAGED PROPERTY AT 7316 DONALDSON DRIVE, GRAND FORKS

On June 13, 2018 a fire destroyed the home on the above noted property. This letter is to serve as the first notice from the City to yourselves as property owners that the continued unsightly and dangerous state of the property is creating considerable concern for us and nearby residents.

Section 6.8 of the City's Fire and Life Safety Bylaw, titled Fire Damaged Buildings, requires property owners to ensure that the premises are free from debris and are guarded to prevent the entry of unauthorized persons. A copy of this section is attached for your reference. Furthermore, Section 3.1 of the City's Unsightly Premises Bylaw states that no owner of a property shall allow an accumulation of debris unless it is stored in a closed building. A copy of that Bylaw is attached for your reference. Please pay particular attention to Section 5.0 of this Bylaw, titled Default.

Failure to comply with the bylaws may result in an order by council to have the property secured and cleared of the fire damaged debris by our own forces and adding the cost of this to the property taxes. The second notice to initiate this action will occur 10 days from receipt of this letter if I have not heard back from you sooner regarding your intentions on this important matter.

Yours truly,

Dave Bruce, R.B.O.
Manager of Building Inspections and Bylaw Services

copy: Dale Heriot, City of Grand Forks Fire Chief
Premiere Canadian Mortgage Corporation, #200

CANADA POST / POSTES CANADA		REGISTERED DOMESTIC	RECOMMANDÉ RÉGIME INTÉRIEUR	R
CUSTOMER RECEIPT		REÇU DU CLIENT		
To / Destinataire		18/07/2018		
Name / Nom		Andrew & Tammie Buchinski		
Address / Adresse		PO Box		
City / Prov. / Postal Code		GF, BC V0H 1H0		
Declared Value / Valeur déclarée		\$		
CPC Tracking Number		1 888 550-6333		
Numéro de repérage de la SCP		RW 777 886 974 CA		

THE CORPORATION OF THE CITY OF GRAND FORKS

7217 - 4TH STREET, BOX 220 • GRAND FORKS, BC V0H 1H0 • FAX 250-442-8000 • TELEPHONE 250-442-8266



COPY

August 13, 2018

**SECOND NOTICE
REGISTERED MAIL**

Andrew and Tammie Buchinski,
P.O. Box
Grand Forks, B.C., V0H 1H0

Dear Mr. and Mrs. Buchinski:

RE: FIRE DAMAGED PROPERTY AT 7316 DONALDSON DRIVE, GRAND FORKS

The first notice regarding the conditions of the above noted property was sent to you by registered mail on July 23, 2018, and our records show that you received this on July 26. Since the receipt of this notice there has been no progress or effort made to remedy the situation and the property has remained unchanged since the fire on June 13, 2018.

In accordance with the City of Grand Forks Unsightly Premises Bylaw No. 1962, a copy of which is attached, Section 5.1 requires that the owner of the property appear before Council to be heard regarding their intentions towards resolving this matter. Please be advised that during the regular council meeting scheduled for **September 4, 2018**, we will be expecting your presence. If you choose not to appear, the Bylaw Enforcement Officer will be requesting an order from Council to proceed with the remediation and cleanup of the property, the costs of which will be added to and form part of the taxes on the parcel affected as taxes in arrears.

It is very unfortunate that your lack of progress towards resolving this matter has come to this. The property not only remains unsightly but is a very real safety concern which requires immediate resolution. Your cooperation would be greatly appreciated. Please contact the undersigned if you have any questions regarding this matter.

Yours truly,

Dave Bruce, R.B.O.
Manager of Building Inspections and Bylaw Services

copy: Dale Heriot, City of Grand Forks Fire Chief
Premiere Canadian Mortgage Company, #200-



**REGISTERED
DOMESTIC**

CUSTOMER RECEIPT

**RECOMMANDÉ
RÉGIME INTÉRIEUR**

REÇU DU CLIENT



To Nom Destinataire		18/08/20	
Name Andrew Buchinski		FOR DELIVERY CONFIRMATION	
Address Box		CONFIRMATION DE LA LIVRAISON	
City / Prov. / Postal Code GF, BC V0H 1H0		www.canadapost.ca or/ou www.postescanada.ca	
Declared Value Valeur déclarée		1 888 550-6333	
\$		Agenda Page 25 of 122	
		CPC Tracking Number Numéro de repérage de la SCP	

RW 777 886 991 CA

THE CORPORATION OF THE CITY OF GRAND FORKS

GRAND FORKS FIRE AND LIFE SAFETY BYLAW NO. 1965

**A BYLAW TO PROVIDE FOR THE ESTABLISHMENT AND REGULATIONS OF THE
GRAND FORKS FIRE DEPARTMENT AND TO PROVIDE REGULATIONS FOR THE
PREVENTION AND SPREAD OF FIRE AND THE PRESERVATION OF LIFE**

WHEREAS it is deemed desirable and expedient to provide for the establishment and regulations of the Grand Forks Fire Department, and

WHEREAS it is deemed desirable and expedient to provide regulations for the prevention and spread of fire and for the preservation of life within the Corporation of the City of Grand Forks,

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

PART 1 – TITLE and INDEX

1.1 This bylaw may be cited, for all purposes, as the “**City of Grand Forks Fire and Life Safety Bylaw, 1965, 2013**”.

1.2 The index to this bylaw is as follows:

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Part 12 Repeal	20
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Schedule “B” Fireworks Discharge Permit	
Schedule “C” Special Outside Burning Permit	
Schedule “D” Fees & Charges	

City of Grand Forks Fire and Life Safety Bylaw No. 1965

6.6 Forests

Where, in the opinion of the Fire Chief, the safety of life or property in any area within the Municipality is endangered through the hazardous condition of the forest cover or the occurrence or spread of fire in any forest or woodland, the Fire Chief may, by order in writing signed by him, declare that area a closed area for such period or periods of time as the Fire Chief may determine and may further declare that no unauthorized person may enter or be therein and no operations of any class specified in the order may be carried out within the closed area.

6.7 Vacant Buildings

The owner of any vacant building shall at all times ensure that the premises are free from debris and flammable substances and shall keep all openings in such building securely closed and fastened so as to prevent the entry of unauthorized persons.

If the owner fails to ensure that such premises are free from debris and flammable substances or that the premises are guarded or that all openings are securely closed and fastened so as to prevent the entry of unauthorized persons, then the Fire Chief may cause the same to be done at the expense of the owner and the costs thereof shall be recoverable by the Municipality in the same manner as that contained in Part 6, Section 5 of this bylaw.

6.8 Fire Damaged Buildings

The owner or occupier of any fire damaged building shall ensure that the premises are free from debris and flammable substances and that the premises are guarded or that all openings in the building are kept securely closed and fastened so as to prevent the entry of unauthorized persons.

If the owner fails to ensure that such premises are free from debris and flammable substances or that the premises are guarded or that all openings are securely closed and fastened so as to prevent the entry of unauthorized persons, then the Fire Chief may cause the same to be done at the expense of the owner and costs thereof shall be recoverable by the Municipality in the same manner as that contained in Part 6, Section 5 of this bylaw.

6.9 Fire Doors and Shutters

Where doors or shutters are installed in a building to prevent the spread of fire, those doors or shutters, inclusive of hardware, shall at all times be kept and maintained in good repair and working order and shall not be blocked or wedged open.

THE CORPORATION OF THE CITY OF GRAND FORKS

UNSIGHTLY PREMISES BYLAW NO. 1962

A Bylaw to Control Unsightly Premises

WHEREAS the Local Government Act allows Council, by bylaw, to prohibit persons from causing or permitting unsightliness on real property;

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

1. Title

- 1.1 This bylaw may be cited for all purposes as the **"Unsightly Premises Bylaw No. 1962, 2013"**.

2. Interpretation

- 2.1 In this bylaw:

- (a) **"Bylaw Enforcement Officer"** means every person designated by Council as a Bylaw Enforcement Officer for the City, and every Peace Officer;
- (b) **"City"** means the Corporation of the City of Grand Forks;
- (c) **"Council"** means the Municipal Council of the City;
- (d) **"Municipality"** means the area within the municipal boundaries of the City.
- (e) **"Owner"** means an owner or occupier of a parcel of land, or both.

3. Unsightly Premises

- 3.1 No owner shall cause, allow or permit a parcel to become or to remain unsightly, and, specifically:
- (a) No owner of a parcel shall cause, allow or permit the accumulation of building material on the parcel unless;
 - (i) The owner or occupier of the parcel is in possession of a valid building permit in respect of the accumulation; or

Unsightly Premises Bylaw No. 1962

- (ii) The accumulation is stored in a closed building or structure such that the accumulation is not visible from another parcel or highway
 - (b) No owner of a parcel shall cause, allow or permit the storage or accumulation, on the parcel, of all or part of a vehicle, as defined in the Motor Vehicle Act, which is not:
 - (i) validly registered or licensed in accordance with the Motor Vehicle Act for a period of 12 months and which is not housed in a garage or carport or
 - (ii) capable of movement under its own power;

unless it is stored in a closed building or structure such that the vehicle, or any portion of a vehicle, is not visible from another parcel or a highway;
 - (c) No owner of a parcel shall cause, allow or permit the accumulation on the parcel of filth, discarded materials, unwholesome matter, or rubbish of any kind, whether or not for commercial purposes or as part of a trade or calling, including but not limited to dead animals, paper products, crockery, glass, metal, plastics, plastic containers, wire, ropes, machinery, tires, appliances, and any other scrap or salvage;
 - (d) No owner of a parcel shall cause, allow or permit a building or structure, or part of a building or structure, which is missing all or a portion of its surface, covering, or coating materials to be on the parcel unless the owner is in possession of a valid building permit in respect of the building or structure;
 - (e) No owner of a parcel shall cause, allow or permit the presence of graffiti, whether in the form of pictures or words, on the parcel or on the surface of a structure on the parcel;
 - (f) No owner of a parcel shall cause, allow or permit the accumulation on the parcel of garbage not contained in a covered receptacle.
- 3.2 Owners of a parcel shall remove or cause to be removed from the parcel any accumulations of filth, discarded material, or rubbish of any kind.

4. Inspection

- 4.1 A Bylaw Enforcement Officer may enter on parcel at all reasonable times to ascertain whether this bylaw is being observed, to gather evidence on any violation, or to serve any notice related to any violation of this bylaw.

Unsightly Premises Bylaw No. 1962

- 4.2 No person shall obstruct a Bylaw Enforcement Officer from entering a parcel in accordance with Section 3.1.

5. Notice

- 5.1 Where a Bylaw Enforcement Officer observes that a parcel is or has become unsightly, the Bylaw Enforcement Officer may deliver written notice to the owner requiring the removal of any thing or things, including a class of things that render the parcel unsightly.
- 5.2 Where a Bylaw Enforcement Officer provides written notice under Section 4.1, of this bylaw, the owner must remove from the parcel anything that, as stated in the notice, renders the parcel unsightly within 10 days of delivery of the notice.

5.0 Default

- 5.1 In the event the owner fails within ten days of delivery of a written notice under Section 4.1 to comply with the notice, the City may deliver a second notice to the owner stating that:
- (a) the owner is in default of this bylaw;
 - (b) the owner may appear before Council to be heard on a date specified in the second notice, being not less than ten days after delivery of the second notice; and
 - (c) after the date specified in the second notice the City, by its officers, employees, contractors, or agents may, at the expense of the owner, enter on the parcel and remove any thing or things that render the parcel unsightly.
- 5.2 Unless Council directs otherwise, after the date specified in the second notice under Section 5.1(b), the City may deliver to the owner a third notice stating that the City will enter the affected parcel and remove any thing or things that render the parcel unsightly on a specified date between the hours of 8:00 a.m. and 8:00 p.m.
- 5.3 Where a third notice is delivered to the owner under Section 5.2, on the date specified in the third notice, the City, by its officers, employees, contractors, or agents may enter on the parcel and remove anything or things specified in the first notice that render the parcel unsightly.
- 5.4 The owner shall owe to the City, as a debt, the cost of removing anything or things from the affected parcel under Section 5.3.

Unsightly Premises Bylaw No. 1962

- 5.5 If the cost under Section 5.4 remains unpaid on December 31 in the year of the removal, the cost will be added to and form part of the taxes on the parcel affected as taxes in arrears.

6.0 Offence

- 6.1 Every person who violates a provision of this bylaw, or who suffers or permits any act or thing to be done in contravention of or in violation of any provision of this bylaw, or who neglects to or refrains from doing anything required to be done by any provision of this bylaw, is guilty of an offence against this bylaw and is liable to the penalties imposed under this bylaw.
- 6.2 Each day that a violation continues to exist *after the second notice* is considered a separate offence against this bylaw as per Schedule 4 of the Municipal Ticketing Information bylaw.
- 6.3. If at any time, an offence against this bylaw occurs, it may be at the discretion of the Bylaw Enforcement Officer and/or Acting Official, to determine, if an extension is required.

7.0 Penalty

- 7.1 Every person who commits an offence against this bylaw is liable on summary conviction, to a penalty of not more than \$10,000.00.

8.0 Severability

- 8.1 If at any time, any provision of this bylaw is declared or held to be illegal, invalid, or ultra vires, in whole or in part, then the provision shall not apply and the remainder of this bylaw shall continue in full force and effect and be construed as if it had been enacted without the illegal, invalid, or ultra vires provision.
- 8.2 Every person or persons, who violates or breaches or who causes or allows to be violated or breached any of the provisions of this bylaw shall be guilty of an offence against this bylaw and each day that such violation is caused or allowed to continue shall constitute a separate offence.

Unsightly Premises Bylaw No. 1962

9. Repeal

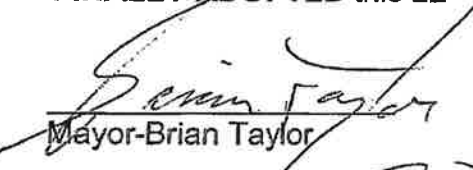
- 9.1 Bylaw No. 1680, 2001, cited as the "City of Grand Forks Unsightly Premises Bylaw" and all amendments thereto are hereby repealed.


READ A FIRST TIME this 8th day of July, 2013.

READ A SECOND TIME this 8th day of July, 2013.

READ A THIRD TIME this 8th day of July, 2013.

FINALLY ADOPTED this 22nd day of July, 2013.


Mayor-Brian Taylor


Corporate Officer-Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true copy of the Unsightly Premises Bylaw No. 1962 as passed by the Municipal Council of the City of Grand Forks on the 22nd day of July, 2013.

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

SCHEDULE 4

OF THE MUNICIPAL TICKETING BYLAW NO. 1957

(Amendment Bylaw 1957 – A4, Schedule 4)

Bylaw No. 1962 “Unsightly Premises Bylaw”

COLUMN 1	COLUMN 2	COLUMN 3
Accumulation of Building Materials	3.1 (a)	\$ 100.00
Unlicensed Vehicle	3.1 (b)	\$ 100.00
Parts of a Vehicle	3.1 (b)	\$ 100.00
Accumulation of Rubbish	3.1 (c)	\$ 100.00
Exterior Finishes (buildings)	3.1 (d)	\$ 100.00
Graffiti	3.1 (e)	\$ 100.00
Accumulation of Garbage	3.1 (f)	\$ 100.00
Failure to Comply	5.2	\$ 100.00





REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Manager, Building Inspection & Bylaw Services

Date: September 4, 2018

Subject: Show Cause Hearing – 7346 Donaldson Drive

Recommendation: **RESOLVED THAT Council consider the Show Cause Hearing request should the property owner appear before Council, and determine the next steps required in obtaining compliance with the City's Unsightly Premises Bylaw No. 1962.**

FURTHER, should the property owner choose not to appear, that Council directs staff to deliver a Third Notice as per the City's Unsightly Premises Bylaw No. 1962 to the property owner, Daryl McNevin, for the property civically addressed as 7346 Donaldson Drive, Grand Forks, B.C. whereas the Third Notice will advise of a date and time which the City and/or its contractors intend to enter the property to remove and/or secure the structure and any surrounding materials that are in violation of the City's Unsightly Premises Bylaw No. 1962.

BACKGROUND: On June 13, 2018 a fire destroyed the home on the above noted property. Since that time, while the structure has been secured from unauthorized entry, as of the date this report was written little effort has been shown by the property owner to remove the remaining debris.

In accordance with the City's Unsightly Premises Bylaw, the first notice requesting the property be cleared was sent by registered mail on July 23, 2018. Records from the Post Office indicate that it was unclaimed and sent back to the City. The second notice was sent by registered mail on August 13, 2018 inviting them to appear before Council to explain their specific circumstances. Again, this letter was unclaimed. While I have had no communication with the property owner, I understand Fire Chief Heriot has and that the structure may be in the process of removal at this time.

Attached are copies of all correspondence relating to this issue.

Benefits or Impacts of the Recommendation:

General: The purpose of the Show Cause Hearing is to allow the owner to present their case before council and receive direction for the necessary steps to bring the property into compliance with the City's Unsightly Premises Bylaw.

REQUEST FOR DECISION

— REGULAR MEETING —



Strategic Impact: N/A

Financial: If the City performs the clean-up of the property, the property owner is duly billed. If the bill remains unpaid, the charges will be added to and form part of the taxes on the parcel affected as taxes in arrears.

Policy/Legislation: The Community Charter authorizes Council to impose clean-up action requirements against properties that are considered unsightly, and that Council has declared as nuisances. Council must provide persons an opportunity to request reconsideration of such orders.

Attachments:



- 1) Copies of correspondence to the property owners (First and Second Notices)
- 2) Before and after pictures of the property

Recommendation: **RESOLVED THAT Council consider the Show Cause Hearing request should the property owner appear before Council, and determine the next steps required in obtaining compliance with the City's Unsightly Premises Bylaw No. 1962.**

FURTHER, should the property owner choose not to appear, that Council directs staff to deliver a Third Notice as per the City's Unsightly Premises Bylaw No. 1962 to the property owner, Daryl McNevin, for the property civically addressed as 7346 Donaldson Drive, Grand Forks, B.C. whereas the Third Notice will advise of a date and time which the City and/or its contractors intend to enter the property to remove and/or secure the structure and any surrounding materials that are in violation of the City's Unsightly Premises Bylaw No. 1962.

OPTIONS:

1. RESOLVED THAT COUNCIL RECEIVES THE STAFF REPORT.
2. RESOLVED THAT COUNCIL DOES NOT ACCEPT THE STAFF REPORT.
3. RESOLVED THAT COUNCIL REFERS THE MATTER BACK TO STAFF FOR FURTHER INFORMATION.

	
Department Head or CAO	Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

7217 - 4TH STREET, BOX 220 · GRAND FORKS, BC V0H 1H0 · FAX 250-442-8000 · TELEPHONE 250-442-8266



COPY

July 23, 2018

SENT VIA REGISTERED MAIL

Daryl McNevin,
P.O. Box
Grand Forks, B.C., V0H 1H0

Dear Mr. McNevin:

RE: FIRE DAMAGED PROPERTY AT 7346 DONALDSON DRIVE, GRAND FORKS

On June 13, 2018 a fire destroyed the home on the above noted property. This letter is to serve as the first notice from the City to yourselves as property owners that the continued unsightly and dangerous state of the property is creating considerable concern for us and nearby residents.

Section 6.8 of the City's Fire and Life Safety Bylaw, titled Fire Damaged Buildings, requires property owners to ensure that the premises are free from debris and are guarded to prevent the entry of unauthorized persons. A copy of this section is attached for your reference. Furthermore, Section 3.1 of the City's Unsightly Premises Bylaw states that no owner of a property shall allow an accumulation of debris unless it is stored in a closed building. A copy of that Bylaw is attached for your reference. Please pay particular attention to Section 5.0 of this Bylaw, titled Default.

Failure to comply with the bylaws may result in an order by council to have the property secured and cleared of the fire damaged debris by our own forces and adding the cost of this to the property taxes. The second notice to initiate this action will occur 10 days from receipt of this letter if I have not heard back from you sooner regarding your intentions on this important matter.

Yours truly,

Dave Bruce, R.B.O.
Manager of Building Inspections and Bylaw Services

copy: Dale Heriot, City of Grand Forks Fire Chief



**REGISTERED
DOMESTIC**

**RECOMMANDÉ
RÉGIME INTÉRIEUR**



CUSTOMER RECEIPT

REÇU DU CLIENT

To / Destinataire	
Name / Nom	Daryl McNevin
Address / Adresse	P.O. Box
City / Prov. / Postal Code	GF BC V0H 1H0
Declared Value / Valeur déclarée	\$

FOR DELIVERY CONFIRMATION	CONFIRMATION DE LA LIVRAISON
www.canadapost.ca	www.postescanada.ca
01/01	
1 888 550-6333	
CPC Tracking Number	Numéro de repérage de la SCP

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RW 777 886 988 CA

THE CORPORATION OF THE CITY OF GRAND FORKS

7217 - 4TH STREET, BOX 220 • GRAND FORKS, BC V0H 1H0 • FAX 250-442-8000 • TELEPHONE 250-442-8266



COPY

August 13, 2018

**SECOND NOTICE
REGISTERED MAIL**

Daryl McNevin,
P.O. Box
Grand Forks, B.C., V0H 1H0

Dear Mr. McNevin:

RE: FIRE DAMAGED PROPERTY AT 7346 DONALDSON DRIVE, GRAND FORKS

The first notice regarding the conditions of the above noted property was sent to you by registered mail on July 23, 2018, and our records indicate that the notice was not received. Since the sending of the first notice there has been no progress or effort made to remedy the situation and the property has remained unchanged since the fire on June 13, 2018.

In accordance with the City of Grand Forks Unsightly Premises Bylaw No. 1962, a copy of which is attached, Section 5.1 requires that the owner of the property appear before Council to be heard regarding their intentions towards resolving this matter. Please be advised that during the regular council meeting scheduled for **September 4, 2018**, we will be expecting your presence. If you choose not to appear, the Bylaw Enforcement Officer will be requesting an order from Council to proceed with the remediation and cleanup of the property, the costs of which will be added to and form part of the taxes on the parcel affected as taxes in arrears.

It is very unfortunate that your lack of progress towards resolving this matter has come to this. The property not only remains unsightly but is a very real safety concern which requires immediate resolution. Your cooperation would be greatly appreciated. Please contact the undersigned if you have any questions regarding this matter.

Yours truly,

Dave Bruce, R.B.O.
Manager of Building Inspections and Bylaw Services

copy: Dale Heriot, City of Grand Forks Fire Chief

CANADA POSTES POST CANADA		REGISTERED DOMESTIC		RECOMMANDÉ RÉGIME INTÉRIEUR		R
CUSTOMER RECEIPT		REÇU DU CLIENT				
To Name Daryl McNevin		Destinataire Nom		FOR DELIVERY CONFIRMATION		www.canadapost.ca or/ou www.postescanada.ca
Address Box		Adresse		CONFIRMATION DE LA LIVRAISON		
City / Prov. / Postal Code GF, BC V0H 1H0		Ville / Prov. / Code postal		1 888 550-6333		Agenda Page 39 of 122
Declared Value Value déclarée \$		Déclaré Valeur		CPC Tracking Number Numéro de repérage de la SCP		

RW 777 858 749 CA

THE CORPORATION OF THE CITY OF GRAND FORKS

GRAND FORKS FIRE AND LIFE SAFETY BYLAW NO. 1965

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WHEREAS it is deemed desirable and expedient to provide regulations for the prevention and spread of fire and for the preservation of life within the Corporation of the City of Grand Forks,

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1.1 This bylaw may be cited, for all purposes, as the “**City of Grand Forks Fire and Life Safety Bylaw, 1965, 2013**”.

1.2 The index to this bylaw is as follows:

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City of Grand Forks Fire and Life Safety Bylaw No. 1965

6.6 Forests

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6.9 Fire Doors and Shutters

Where doors or shutters are installed in a building to prevent the spread of fire, those doors or shutters, inclusive of hardware, shall at all times be kept and maintained in good repair and working order and shall not be blocked or wedged open.

THE CORPORATION OF THE CITY OF GRAND FORKS

UNSIGHTLY PREMISES BYLAW NO. 1962

A Bylaw to Control Unsightly Premises

WHEREAS the Local Government Act allows Council, by bylaw, to prohibit persons from causing or permitting unsightliness on real property;

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

1. Title

- 1.1 This bylaw may be cited for all purposes as the **"Unsightly Premises Bylaw No. 1962, 2013"**.

2. Interpretation

2.1 In this bylaw:

- (a) **"Bylaw Enforcement Officer"** means every person designated by Council as a Bylaw Enforcement Officer for the City, and every Peace Officer;
- (b) **"City"** means the Corporation of the City of Grand Forks;
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3. Unsightly Premises

- 3.1 No owner shall cause, allow or permit a parcel to become or to remain unsightly, and, specifically:
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Unsightly Premises Bylaw No. 1962

- (ii) The accumulation is stored in a closed building or structure such that the accumulation is not visible from another parcel or highway
- (b) No owner of a parcel shall cause, allow or permit the storage or accumulation, on the parcel, of all or part of a vehicle, as defined in the Motor Vehicle Act, which is not:
 - (i) validly registered or licensed in accordance with the Motor Vehicle Act for a period of 12 months and which is not housed in a garage or carport or
 - (ii) capable of movement under its own power;

unless it is stored in a closed building or structure such that the vehicle, or any portion of a vehicle, is not visible from another parcel or a highway;

- (c) No owner of a parcel shall cause, allow or permit the accumulation on the parcel of filth, discarded materials, unwholesome matter, or rubbish of any kind, whether or not for commercial purposes or as part of a trade or calling, including but not limited to dead animals, paper products, crockery, glass, metal, plastics, plastic containers, wire, ropes, machinery, tires, appliances, and any other scrap or salvage;
 - (d) No owner of a parcel shall cause, allow or permit a building or structure, or part of a building or structure, which is missing all or a portion of its surface, covering, or coating materials to be on the parcel unless the owner is in possession of a valid building permit in respect of the building or structure;
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- 3.2 Owners of a parcel shall remove or cause to be removed from the parcel any accumulations of filth, discarded material, or rubbish of any kind.

4. Inspection

- 4.1 A Bylaw Enforcement Officer may enter on parcel at all reasonable times to ascertain whether this bylaw is being observed, to gather evidence on any violation, or to serve any notice related to any violation of this bylaw.

Unightly Premises Bylaw No. 1962

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5. Notice

- 5.1 Where a Bylaw Enforcement Officer observes that a parcel is or has become unsightly, the Bylaw Enforcement Officer may deliver written notice to the owner requiring the removal of any thing or things, including a class of things that render the parcel unsightly.
- 5.2 Where a Bylaw Enforcement Officer provides written notice under Section 4.1, of this bylaw, the owner must remove from the parcel anything that, as stated in the notice, renders the parcel unsightly within 10 days of delivery of the notice.

5.0 Default

- 5.1 In the event the owner fails within ten days of delivery of a written notice under Section 4.1 to comply with the notice, the City may deliver a second notice to the owner stating that:
- (a) the owner is in default of this bylaw;
 - (b) the owner may appear before Council to be heard on a date specified in the second notice, being not less than ten days after delivery of the second notice; and
 - (c) after the date specified in the second notice the City, by its officers, employees, contractors, or agents may, at the expense of the owner, enter on the parcel and remove any thing or things that render the parcel unsightly.
- 5.2 Unless Council directs otherwise, after the date specified in the second notice under Section 5.1(b), the City may deliver to the owner a third notice stating that the City will enter the affected parcel and remove any thing or things that render the parcel unsightly on a specified date between the hours of 8:00 a.m. and 8:00 p.m.
- 5.3 Where a third notice is delivered to the owner under Section 5.2, on the date specified in the third notice, the City, by its officers, employees, contractors, or agents may enter on the parcel and remove anything or things specified in the first notice that render the parcel unsightly.
- 5.4 The owner shall owe to the City, as a debt, the cost of removing anything or things from the affected parcel under Section 5.3.

Unsightly Premises Bylaw No. 1962

- 5.5 If the cost under Section 5.4 remains unpaid on December 31 in the year of the removal, the cost will be added to and form part of the taxes on the parcel affected as taxes in arrears.

6.0 Offence

- 6.1 Every person who violates a provision of this bylaw, or who suffers or permits any act or thing to be done in contravention of or in violation of any provision of this bylaw, or who neglects to or refrains from doing anything required to be done by any provision of this bylaw, is guilty of an offence against this bylaw and is liable to the penalties imposed under this bylaw.
- 6.2 Each day that a violation continues to exist *after the second notice* is considered a separate offence against this bylaw as per Schedule 4 of the Municipal Ticketing Information bylaw.
- 6.3. If at any time, an offence against this bylaw occurs, it may be at the discretion of the Bylaw Enforcement Officer and/or Acting Official, to determine, if an extension is required.

7.0 Penalty

- 7.1 Every person who commits an offence against this bylaw is liable on summary conviction, to a penalty of not more than \$10,000.00.

8.0 Severability

- 8.1 If at any time, any provision of this bylaw is declared or held to be illegal, invalid, or ultra vires, in whole or in part, then the provision shall not apply and the remainder of this bylaw shall continue in full force and effect and be construed as if it had been enacted without the illegal, invalid, or ultra vires provision.
- 8.2 Every person or persons, who violates or breaches or who causes or allows to be violated or breached any of the provisions of this bylaw shall be guilty of an offence against this bylaw and each day that such violation is caused or allowed to continue shall constitute a separate offence.

Unsightly Premises Bylaw No. 1962

9. Repeal

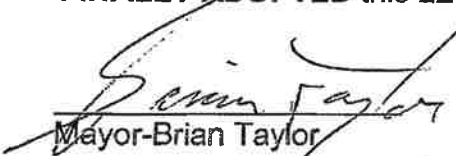
- 9.1 Bylaw No. 1680, 2001, cited as the "City of Grand Forks Unsightly Premises Bylaw" and all amendments thereto are hereby repealed.


READ A FIRST TIME this 8th day of July, 2013.

READ A SECOND TIME this 8th day of July, 2013.

READ A THIRD TIME this 8th day of July, 2013.

FINALLY ADOPTED this 22nd day of July, 2013.


Mayor-Brian Taylor


Corporate Officer-Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true copy of the Unsightly Premises Bylaw No. 1962 as passed by the Municipal Council of the City of Grand Forks on the 22nd day of July, 2013.

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

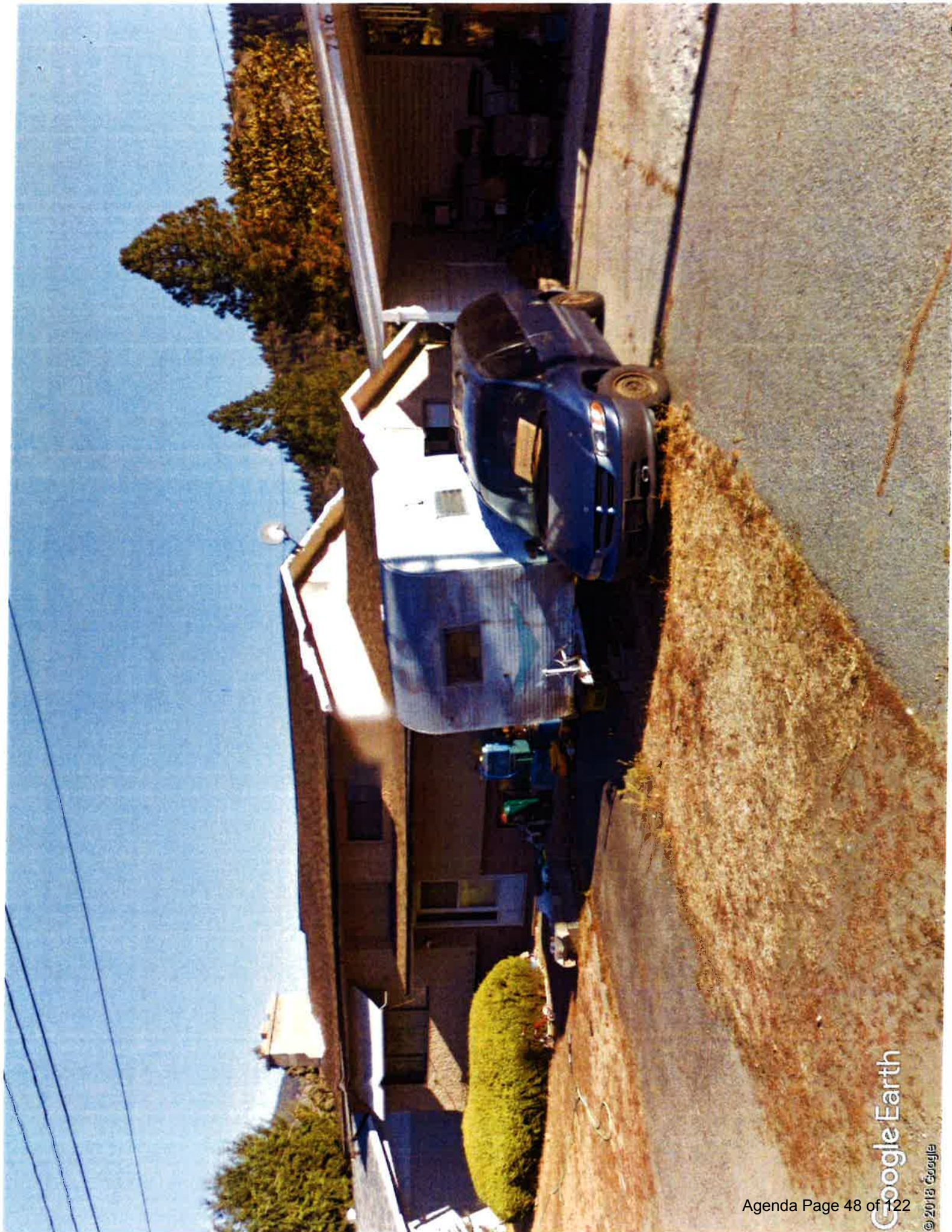
SCHEDULE 4

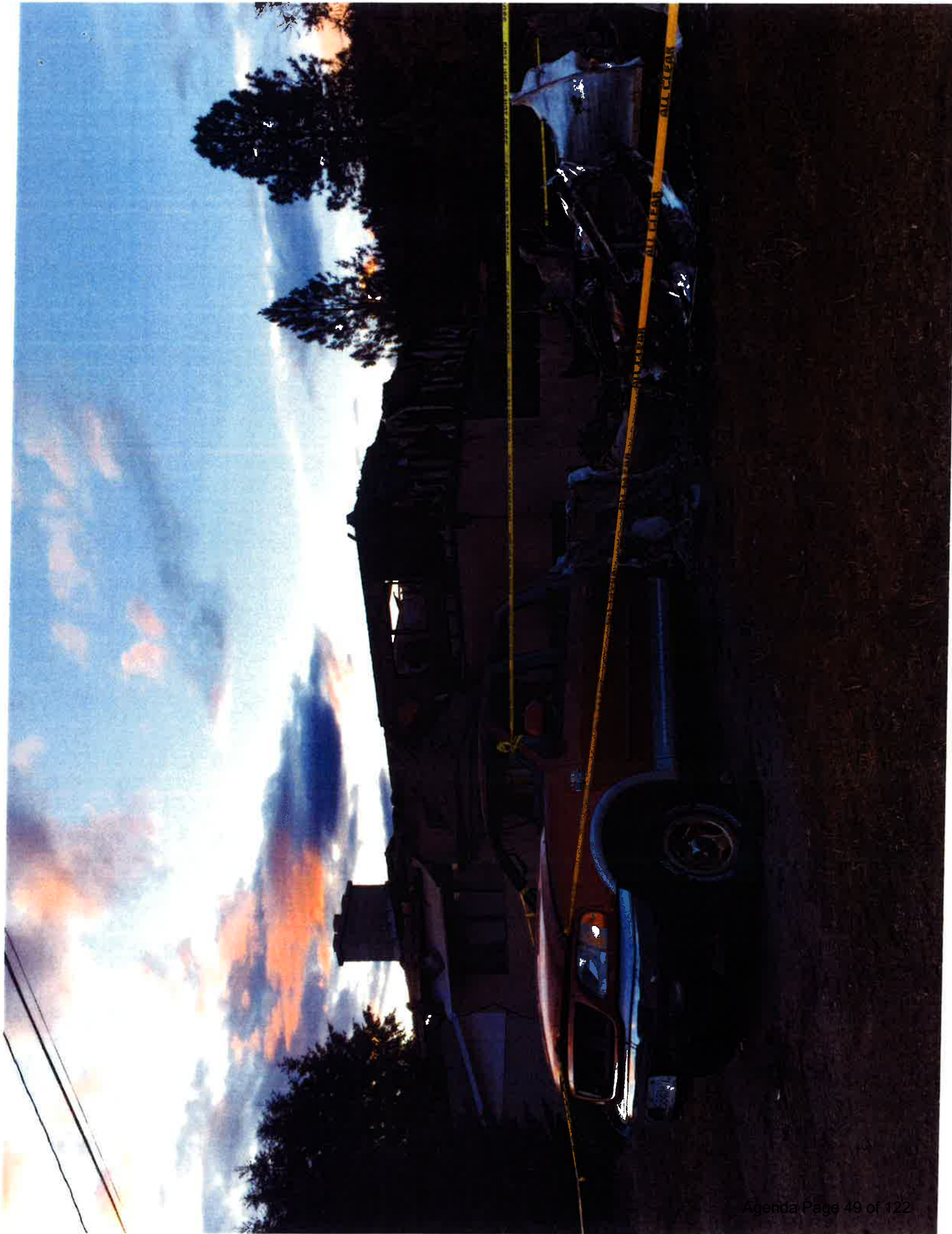
OF THE MUNICIPAL TICKETING BYLAW NO. 1957

(Amendment Bylaw 1957 – A4, Schedule 4)

Bylaw No. 1962 “Unsightly Premises Bylaw”

COLUMN 1	COLUMN 2	COLUMN 3
Accumulation of Building Materials	3.1 (a)	\$ 100.00
Unlicensed Vehicle	3.1 (b)	\$ 100.00
Parts of a Vehicle	3.1 (b)	\$ 100.00
Accumulation of Rubbish	3.1 (c)	\$ 100.00
Exterior Finishes (buildings)	3.1 (d)	\$ 100.00
Graffiti	3.1 (e)	\$ 100.00
Accumulation of Garbage	3.1 (f)	\$ 100.00
Failure to Comply	5.2	\$ 100.00





Request for Decision



To: Regular Meeting

From: **Development and Engineering**

Date: September 4, 2018

Subject: Consideration for Approval – Temporary Use and Development Permits at 6379 12th Street – Proposed Tiny House on Wheels

Recommendation: **THAT Council grant a Temporary Use and a Development Permit for a Tiny House on Wheels to Jennifer Houghton on land zoned R4- Rural Residential, located at 6379 12th Street, legally described as Lot A, Plan KAP87507, DL 382, LD 54 PID: 027-648-273.**

Background

At its Regular meeting of August 20, 2018, Council considered this proposal for a Tiny House on Wheels, recommended that the Temporary Use Permit be prepared and that it move forward to the public notification process as required by the Local Government Act.

Notification of the permit was in the August 29th issue of the Grand Forks Gazette and letters were sent out on August 21, 2018 to six property owners in the vicinity of the proposal. Comments received will be transmitted to City Council prior or at the Council meeting.

Draft Temporary Use and Development Permits have been prepared and are attached to this report. The basic provisions of the permits are:

- Temporary Use approval lasts for 3 years after which the proponent may apply for an extension for an additional 3 years. After that, the Tiny House on Wheels must be removed or placed on a permanent foundation in accordance with City building and flood elevation bylaws;
 - The Permit will not run with the land and will require Council's approval by resolution to transfer the permit to another owner;
 - The size and appearance of the Tiny House must generally be in accordance with the attached plans/drawings (Schedule B Development Permit);
 - The servicing and utility connections must be able to be disconnected quickly in advance of a flood event, and services (i.e., electrical and sewerage) must be certified by appropriate professionals;
 - The Tiny House must be maintained in such a manner that it can be removed with short notice and mobility apparatus must be kept operational including adequate tire and trailer maintenance, and deck and skirting fastenings; and
 - Services and utilities (i.e., electrical and sewerage) must be certified by appropriate professionals where applicable. In accordance with Technical SafetyBC, evidence of a valid certification label applied by an accredited certification agency must be provided.
-

Benefits or Impacts

General

By allowing Tiny Houses on Wheels on a case by case basis, the City is providing more options for compact and affordable housing for Grand Forks residents, while ensuring that neighbourhood compatibility is maintained.

Strategic Impact



Community Engagement

- The public had the opportunity to comment on this proposal via an advertisement in the Gazette and on the City's website. The surrounding neighbours were notified in writing of Council's intent to consider the Temporary Use Permit, and invited to comment on the proposal.



Community Livability

- This innovative type of housing helps keep flood impacted people in the City in secure housing and expands the housing options available in Grand Forks.



Economic Growth

- Another affordable housing option makes it easier for the local work force to relocate to or remain in Grand Forks.

Policy/Legislation

The Official Community Plan, Zoning Bylaw, Floodplain Management Bylaw, Local Government Act and the Planning Process and Fees Bylaw.

Attachments

Schedule "A": Draft Temporary Use Permit

Schedule "B": Draft Development Permit

Recommendation

THAT Council grant a Temporary Use and a Development Permit for a Tiny House on Wheels to Jennifer Houghton on land zoned R4- Rural Residential, located at 6379 12th Street, legally described as Lot A, Plan KAP87507, DL 382, LD 54 PID: 027-648-273.

Options

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

Report Approval Details

Document Title:	2018-09-04 TUP 1802 (Houghton).docx
Attachments:	- TUP1802-6379 12TH ST-Houghton PERMIT.pdf - DP1803-6379 12TH ST-Houghton PERMIT.pdf - 2018-09-04 Appendix I to Permit.pdf
Final Approval Date:	Aug 29, 2018

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

Dolores Sheets - Aug 28, 2018 - 3:54 PM

Diane Heinrich - Aug 29, 2018 - 9:51 AM

SCHEDULE "A"
DRAFT TEMPORARY USE PERMIT

THE CORPORATION OF THE CITY OF GRAND FORKS
TEMPORARY USE PERMIT NO. 1802

Issued to: JENNIFER HOUGHTON
(the "Owner")

Address of Owner: 6379 12TH Street, P.O. Box 2926
Grand Forks, BC V0H 1H0

Date of Issuance: _____, 2018

1. This Temporary Use Permit is issued subject to compliance with all statutes, bylaws, orders or agreements, except as specifically varied by this permit.
2. This Temporary Use Permit applies to those lands within the City of Grand Forks, with the legal description and civic address as follows:

Parcel Identifier: 027-648-273
Lot A District Lot 382 SDYD Plan KAP87507, Land District 54
6379 12TH Street

(the "Land")

3. The temporary use permitted on the Land shall be:
 - a. A temporary "Tiny House on Wheels".
4. The temporary use shall be carried out according to the following:
 - a. The size and appearance of the Tiny House must generally be in accordance with the plans and drawings in Appendix I which forms part of this permit;
 - b. The servicing and utility connections must be able to be disconnected quickly in advance of a flood event;
 - c. The Tiny House must be maintained in such a manner that it can be removed with short notice and mobility apparatus must be kept operational including adequate tire and trailer maintenance, and deck and skirting fastenings;
 - d. This Permit is for a temporary use only and does not constitute approval under the Building Code, the Floodplain Management Bylaw, the Zoning Bylaw or any other bylaw of the City of Grand Forks. Further, this Permit does not imply

approval for placing the Tiny House on Wheels on a permanent foundation when this Permit expires, for it will require full compliance with all regulations including but not limited to the Building Code (including energy efficiency), Building Bylaw (flood construction elevation, engineered foundation) and registration with the Homeowner Protection Office (HPO).

- e. The Tiny House on Wheels, as a temporary use, does not have warranty protection in the event the property is sold;
 - f. The Permit will not run with the land and will immediately lapse if the property is sold or if the Tiny House on Wheels is removed from the property for more than 30 days; and
 - g. Services and utilities (i.e., electrical and sewerage) must be certified by appropriate professionals where applicable. In accordance with Technical SafetyBC, evidence of a valid certification label applied by an accredited certification agency must be provided.
5. This permit is not transferrable unless specifically permitted by the City. The authorization to transfer the permit shall, if deemed acceptable, be granted by Council resolution.
6. Notice of this permit shall be filed in the Land Titles Office at Kamloops, B.C. under Section 503 of the Local Government Act and upon such filing, the terms of this permit or any amendment hereto, shall be binding upon all persons who acquire an interest in the land affected by this permit.
7. This permit shall terminate on or before three years from the date of issuance.
8. The Land shall be developed strictly in accordance with the terms and conditions and provisions of the temporary use permit. This temporary use permit is not a building permit.

AUTHORIZING RESOLUTION PASSED BY THE COUNCIL FOR THE CORPORATION OF THE CITY OF GRAND FORKS AT A REGULAR MEETING HELD THE ____ DAY OF _____, 2018.

ISSUED THIS ____ day of _____, 2018.

MAYOR FRANK KONRAD

CORPORATE OFFICER
DANIEL DREXLER

ATTACHED IS APPENDIX I.

SCHEDULE "B"
DRAFT DEVELOPMENT PERMIT

THE CORPORATION OF THE CITY OF GRAND FORKS
DEVELOPMENT PERMIT NO. DP1803

Issued to: JENNIFER HOUGHTON
(the "Permittee")

Address of Owner: 6379 12TH Street, P.O. Box 2926
Grand Forks, BC V0H 1H0

Date of Issuance: _____, 2018

Development

This Development Permit authorizes the development of a "Tiny House on Wheels" at 6379 12TH Street in Grand Forks, BC.

General

1. This Development Permit is issued subject to compliance by the Permittee with all bylaws, orders, regulations or agreements except as specifically varied or supplemented by this Development Permit.
2. This Development Permit applies to that real property including land with or without improvements located within the City of Grand Forks, with the legal description and civic address as follows:

Parcel Identifier: 027-648-273
Lot A District Lot 382 SDYD Plan KAP87507, Land District 54
6379 12TH Street

(the "Land")

3. This permit is not transferrable unless specifically permitted by the City. The authorization to transfer the permit shall, if deemed acceptable, be granted by Council resolution.
4. This Development Permit shall lapse if the Permittee does not substantially start any construction with respect to which this development permit is issued, within one (1) year after the date this development permit is issued.

Terms and Conditions

5. The Permittee shall develop the lands as shown generally in the plans and drawings in Appendix I which forms part of this permit.
6. The Permittee shall follow the “form and character” design in the development of the exterior of the buildings/structures on the site shown generally in the plans and drawings in Appendix I. Any minor changes or substitutions will be subject to approval by the Manager responsible for development services, or designate.
7. The Tiny House must be maintained in such a manner that it can be removed with short notice and mobility apparatus must be kept operational including adequate tire and trailer maintenance, and deck and skirting fastenings.
8. Sustainable Development elements to be included as part of the development include:
 - a. Drought resistant (xeriscape) landscaping; and,
 - b. Bio-swale drainage and water conservation measures.
9. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Development Permit and any plans and specifications attached to the Permit which shall form a part hereof.
10. This Permit is not a Building Permit.
11. Upon enacting the requirements of this permit, the Permittee hereby covenants and agrees to save harmless and effectually indemnify the City against:
 - a. All actions and proceedings, costs, damages, expenses, claims and demands whatsoever brought, due to the City granting the said permit;
 - b. All costs, expenses, claims that may be incurred by the City, if the construction of engineering or other types of works as called for by the Permit results in damage to any property owned in whole or in part by the City or which the City by duty or custom is obligated directly or indirectly in any way or in any degree, to construct, repair, or maintain; and,
 - c. The Permittee further covenants and agrees that when granted this Development Permit, the City may withhold granting any Occupancy Permit for the occupancy and/or use of any building or part thereof constructed upon the hereinbefore referred to land until all of the works called for by the Permit have been completed to the satisfaction of the City’s Engineer and the Manager responsible for development services, or designate.
12. Should there be any changes in ownership or legal description of the property, the Permittee shall undertake to notify the Manager responsible for development services, or designate immediately.

AUTHORIZING RESOLUTION PASSED BY THE COUNCIL FOR THE CORPORATION OF
THE CITY OF GRAND FORKS AT A REGULAR MEETING HELD THE _____ day of _____,
2018.

Daniel Drexler, Corporate Officer
City of Grand Forks, BC

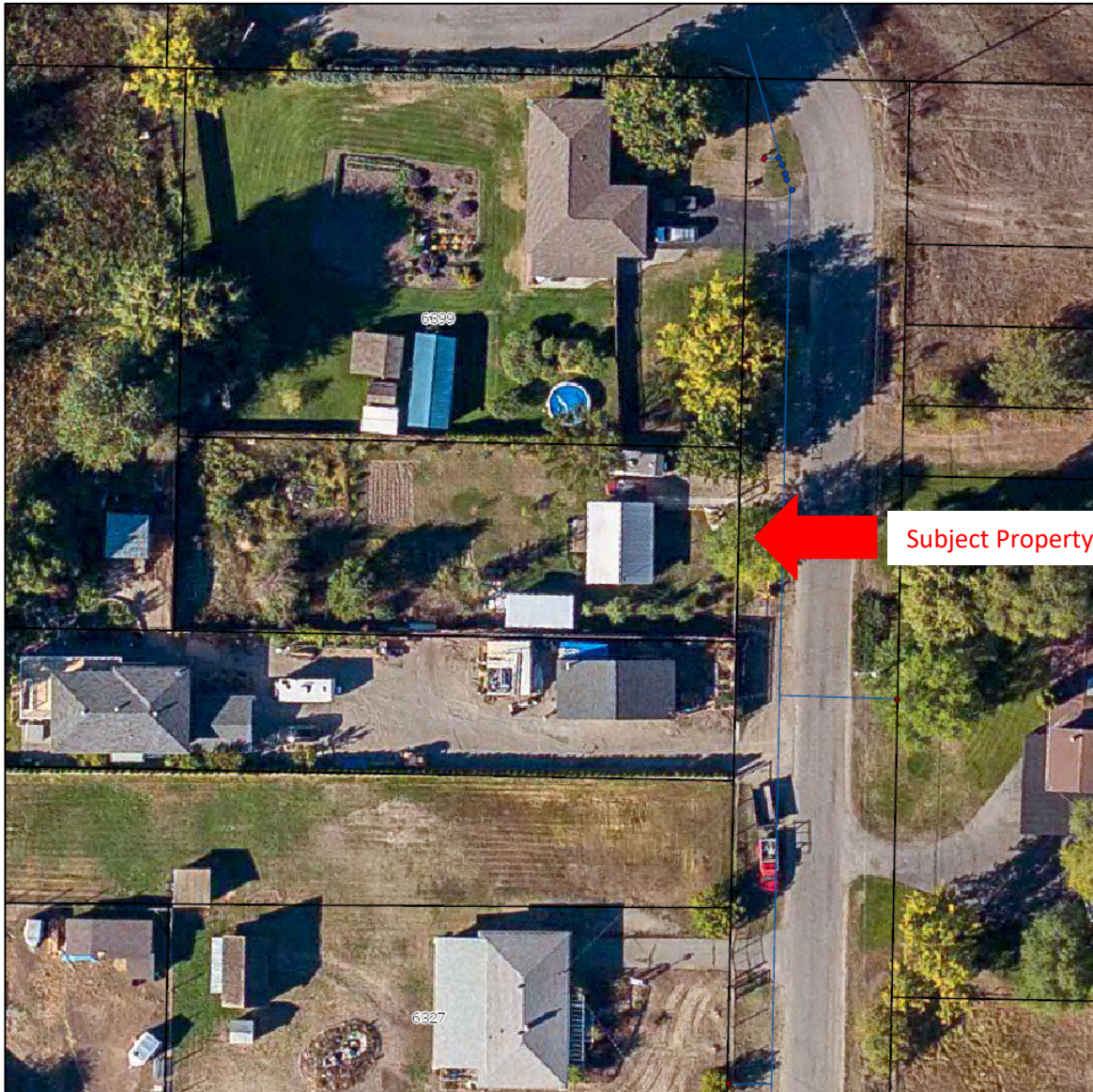
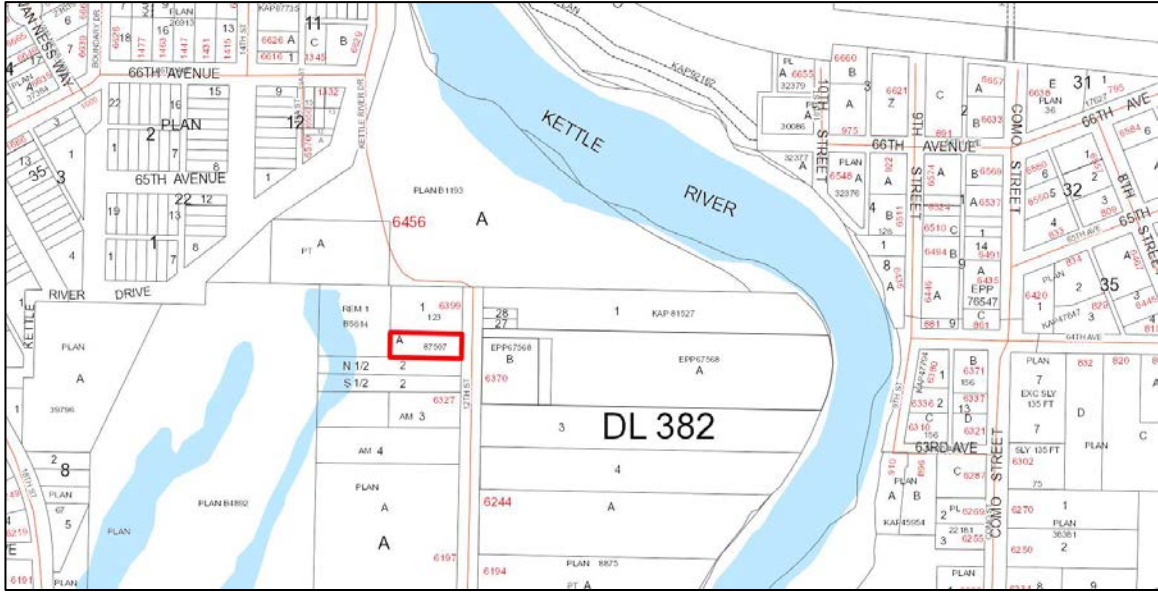
Development Permit ISSUED this _____ day of _____, 2018.

APPROVING OFFICER OR DESIGNATE

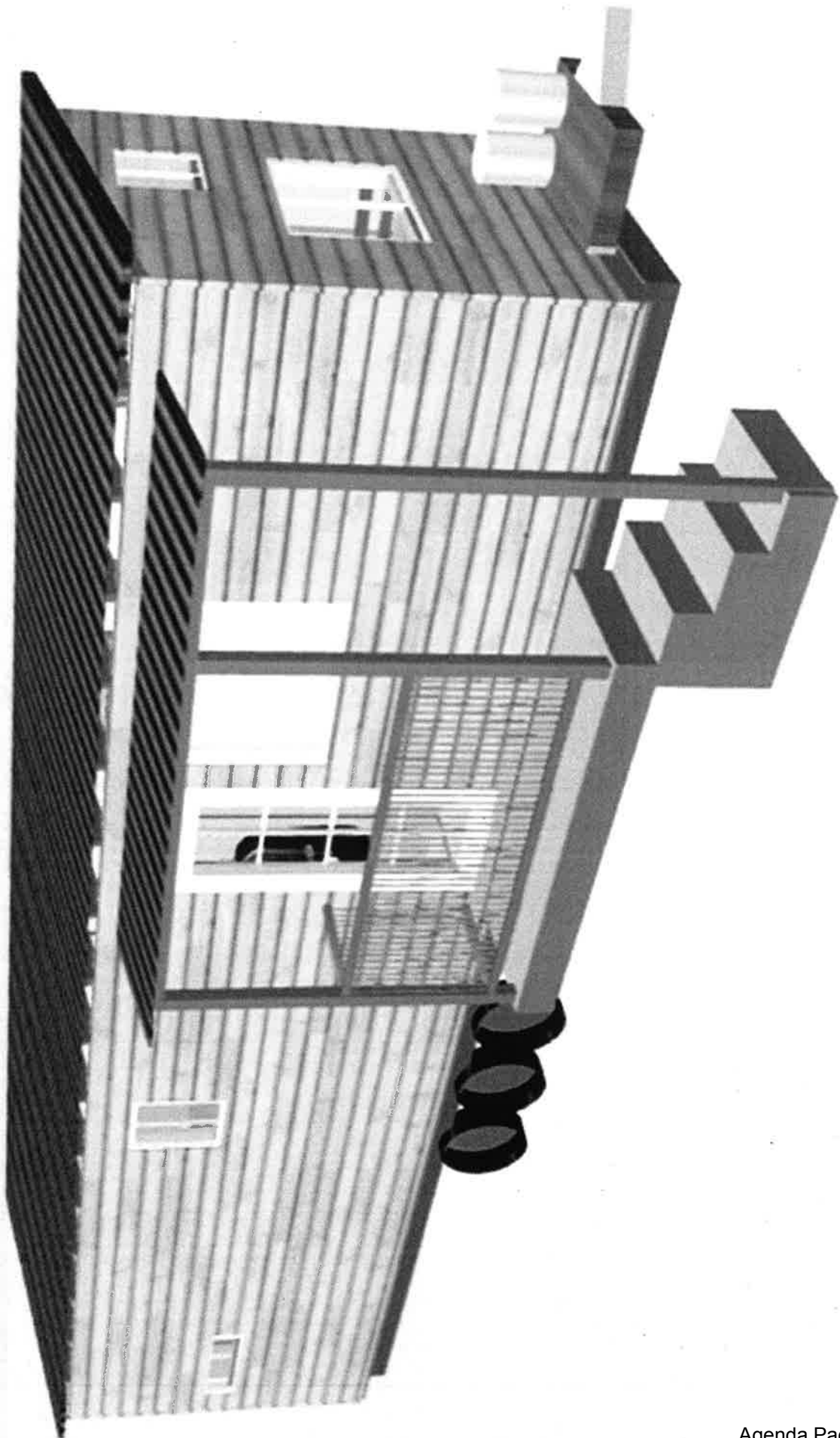
DOLORES SHEETS

Schedule "A"

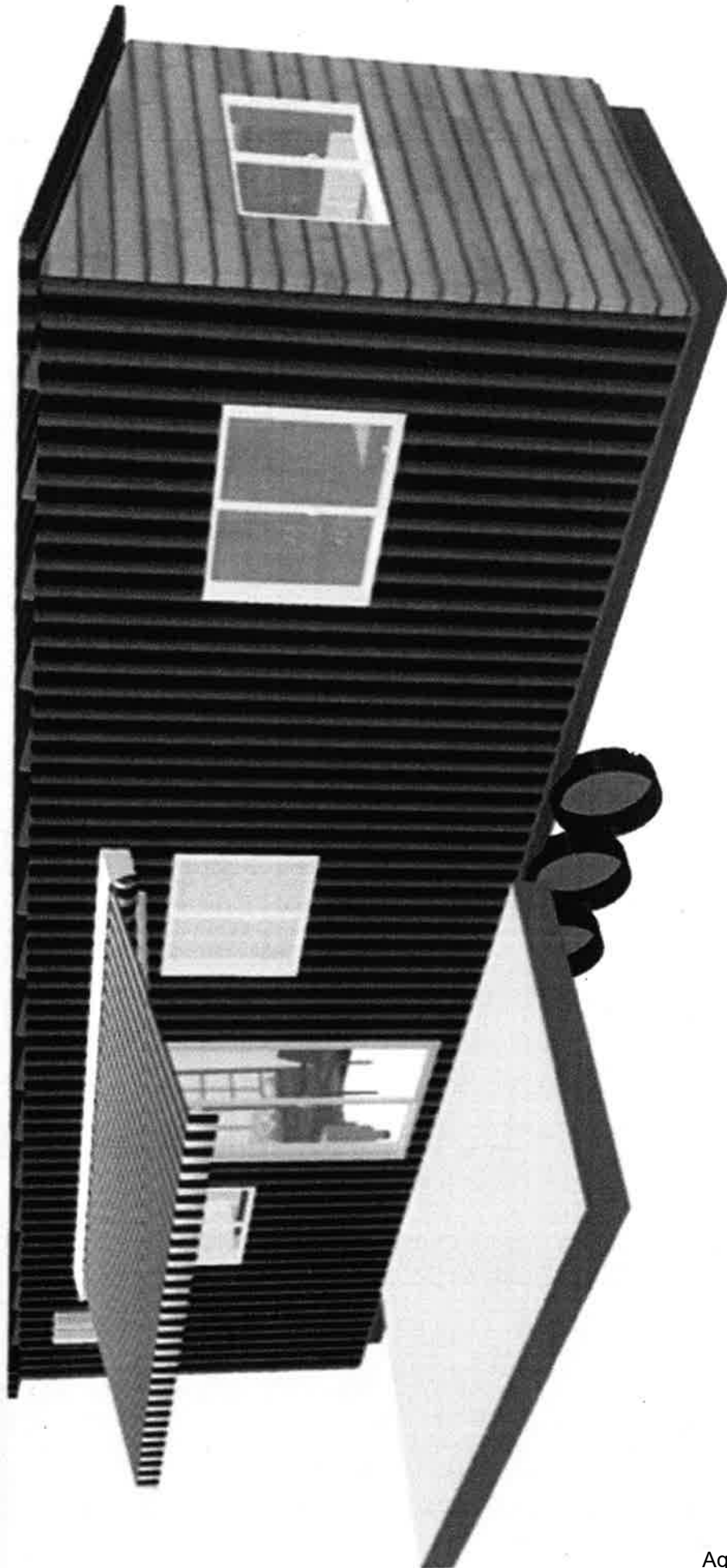
Property Details and Plans



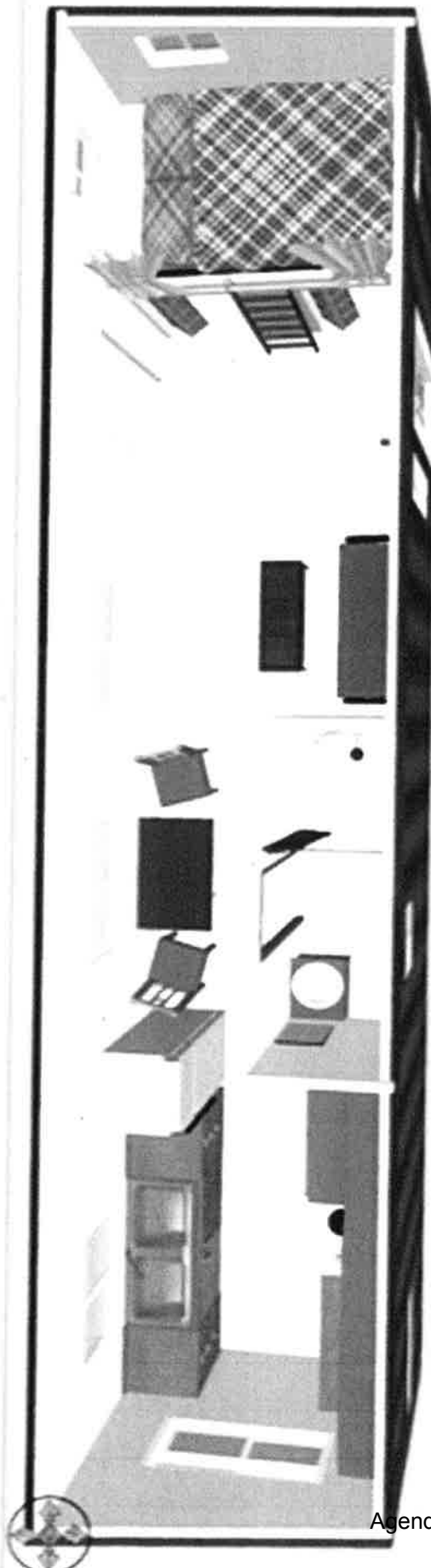
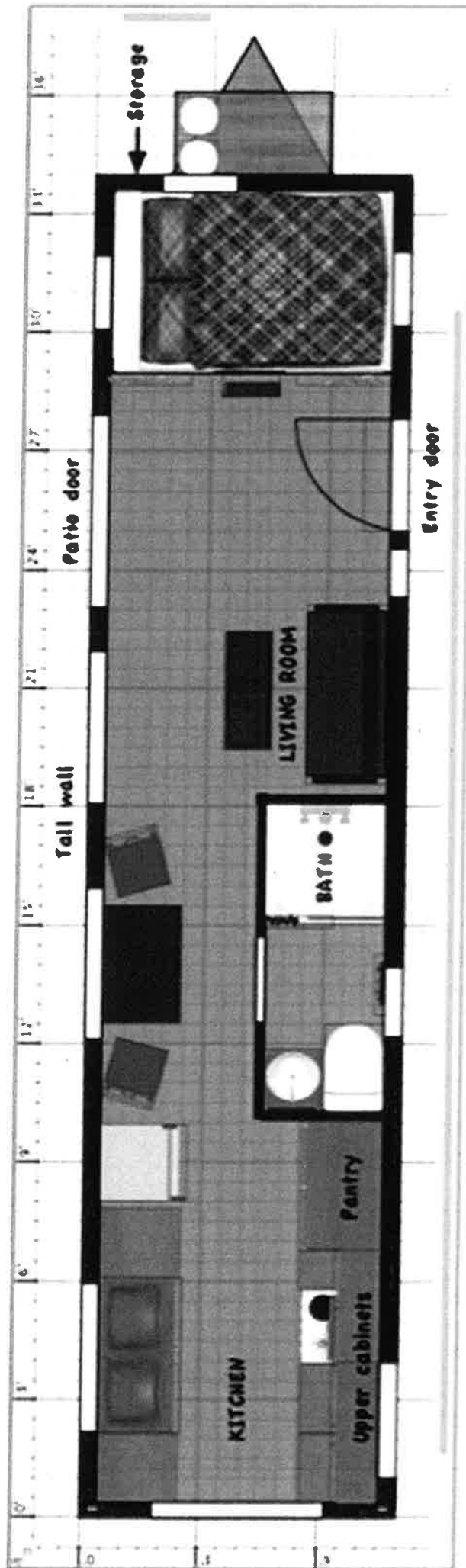
Civic Address: 6379 12th Street
Legal Description: Lot A, Plan KAP87507, District Lot 382, Land District 54, PID: 027-648-273
Size: 0.345 acre (0.14 hectare)
Zoning: R4 – Rural Residential
OCP Designation: Agriculture/Rural
Other: Located in the 1:200 year floodplain (designated in the OCP) and in the Agricultural Land Reserve (“ALR”)

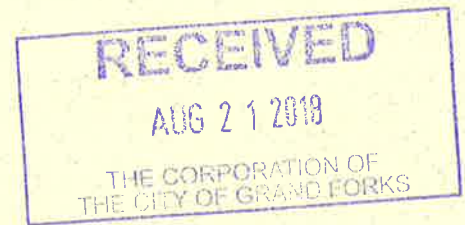


Front



BACK





Ref: 238247

August 15, 2018

His Worship Mayor Frank Konrad and Councillors
City of Grand Forks
Box 220
Grand Forks BC V0H 1H0

Dear Mayor Konrad and Councillors:

On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for your successful efforts to undertake significant corporate or community-wide climate action to reduce GHG emissions in the 2017 reporting year.

As a signatory to the Climate Action Charter, you have demonstrated your commitment to work with the Province of British Columbia and UBCM to take action on climate change and to reduce greenhouse gas emissions in your community and corporate operations.

The work that local governments are undertaking to reduce their corporate emissions demonstrates significant climate leadership and sets the stage for broader climate action in the community. Your leadership and commitment continues to be essential to ensuring the achievement of our collective climate action goals.

The GCC was established under the Charter to support local governments in achieving their climate goals. In acknowledgement of the efforts of local leaders, the GCC is again recognizing the progress and achievements of local governments such as yours through the multi-level Climate Action Recognition Program. A description of this program is enclosed for your reference.

As a Charter signatory who has achieved Level 1 and Level 2 recognition, and demonstrated significant climate action (corporately or community-wide) to reduce GHG emissions for the 2017 reporting year, you have been awarded Level 3 recognition – 'Accelerating Progress on Charter Commitments'.

FILE CODE

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WE4 G1 Green Communities
442 - Committee 9 - UBCM
Congratulations on reduction
of GHG Emissions

Mayor Konrad and Councillors
Page 2

In recognition of your significant achievements, the GCC is pleased to provide you with climate action community branding for use on official websites and letterheads. An electronic file with the 2017 logo will be provided to your Chief Administrative Officer via email. Also enclosed is a *BC Climate Action Community 2017 – Climate Leader* window decal, for use on public buildings.

Congratulations again on your continually improving achievement. We applaud your leadership and wish you continued success in your ongoing commitment to the goal of corporate carbon neutrality, and your efforts to reduce emissions in the broader community.

Sincerely,



Tara Faganello
Assistant Deputy Minister
Local Government Division
Ministry of Municipal Affairs and Housing



Gary MacIsaac
Executive Director
Union of British Columbia Municipalities

Enclosures



GCC Communiqué on the Climate Action Recognition Program

B.C. local governments continue to play a critical role in reducing GHG emissions across the province. In acknowledgment of the ongoing efforts of B.C. local government leaders, the joint Provincial-UBCM Green Communities Committee (GCC) is pleased to continue the Climate Action Recognition Program (*Recognition Program*) for the 2017 reporting year. This multi-level program provides the GCC with an opportunity to review and publicly recognize, on an annual basis, the progress and achievements of each Climate Action Charter (*Charter*) signatory on their *Charter* commitments. Recognition is provided according to the following:

Level 1: Demonstrating Progress on Charter Commitments

Local governments who demonstrate progress on fulfilling one or more of their *Charter* commitments receive a letter from the GCC acknowledging their accomplishments.

Level 2: Measuring GHG Emissions

Local governments that achieve level 1, have completed a corporate carbon inventory for the reporting year and demonstrate that they are familiar with their [community's community energy and emissions inventory](#) receive a letter from the GCC and a 'BC Climate Action Community 2017' logo, for use on websites, letterhead, etc.

Level 3: Accelerating Progress on Charter Commitments

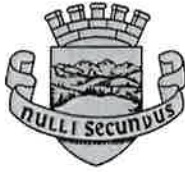
Local governments that achieve levels 1 and 2 and demonstrate significant corporate or community-wide climate action to reduce GHG emissions in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2017 – Climate Leader' logo, for use on websites, letterhead, etc.

Level 4: Achievement of Carbon Neutrality

Local governments that achieve [carbon neutrality](#) in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2017 – Climate Leader - Carbon Neutral' logo, for use on websites, letterhead, etc.

To be eligible for the *Recognition Program*, local governments must fulfill the public reporting requirements (including reporting progress to carbon neutrality) of the Climate Action Revenue Incentive Program (CARIP). Recognition levels for the *Recognition Program* are based on the information included in each local government's annual CARIP public report. For more information on CARIP and the public reporting requirements go to:

<https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/climate-action-revenue-incentive-program-carip>



DISTRICT OF COLDSTREAM

9901 KALAMALKA ROAD, COLDSTREAM, BC V1B 1L6

Phone 250-545-5304 Fax 250-545-4733

Email: info@coldstream.ca Website: www.coldstream.ca

"Rural Living At Its Best"

RECEIVED

AUG 27 2018

THE CORPORATION OF
THE CITY OF GRAND FORKS

July 9, 2018

File: 0230-20 (2018 UBCM)

Regional District of the North Okanagan

Via email: david.sewell@rdno.ca

Township of Spallumcheen

Via email: doug.allin@spallumcheentwp.bc.ca

District of Lake Country

Via email: administrator@lakecountry.bc.ca

District of Summerland

Via email: ltynan@summerland.ca

City of Armstrong

Via Email: kbertles@cityofarmstrong.bc.ca

Village of Lumby

Via Email: tomk@lumby.ca

City of Grand Forks

Via Email: dheinrich@grandforks.ca

Re: "Modernizing the Relationship between Local Government and Agriculture" White Paper

At the 2017 UBCM Convention, concerned communities from throughout the Southern Interior gathered to discuss the impact of the *Farm Practices Protection (Right to Farm) Act* on local government. These conversations led to the creation of a white paper that identified a variety of topics along with the limitations of local government to take action. The white paper was circulated to your organization, via email, on June 7, 2018.

As we prepare for the 2018 UBCM Convention, the District of Coldstream is seeking Ministerial meetings to start the process of addressing the issues and recommendations contained within the white paper. One of the recommendations is the creation of a Provincial Task Force, including local government stakeholders, to discuss the issues, opportunities, ideas and key directions of the white paper. At the June 25, 2018 Regular Meeting of Council, the following resolutions were adopted:

"THAT the District of Coldstream endorses the following resolution:

WHEREAS the Council of [ENTER COMMUNITY] recognizes the importance of the Agricultural sector at the local, provincial and federal level;

AND WHEREAS local government is a key component of agriculture planning and protection in BC and that consultation with local governments is an integral aspect of enabling a robust and effective Agricultural sector;

AND WHEREAS the Farm Practices Protection (Right to Farm) Act needs to be modernized to address current issues facing local governments across the Province;

THEREFORE BE IT RESOLVED that the Council of [ENTER COMMUNITY] supports the Provincial Government establishing a task force, which will include local government stakeholders, to review the Farm Practices Protection (Right to Farm) Act considering the issues identified in the "Modernization of the Farm Practices Protection Act" White Paper.

FILE CODE

Agenda Page 68 of 122
WEB 3
C1 - Local Gov. & Agri.

AND THAT staff be directed to seek letters of support from UBCM Member municipalities who participated in the creation of the "Modernization of the Farm Practices Protection Act" White Paper"

We are providing this letter in anticipation that your community will endorse the resolution above and provide a letter of support as we move the white paper forward. The support letters will be provided to the Minister during our meeting at the 2018 UBCM Convention.

Should you have any questions, please contact the writer.

Yours truly,

A handwritten signature in black ink, appearing to read 'Trevor Seibel', written in a cursive style.

Trevor Seibel, BBA, CPA, CA
Chief Administrative Officer

Request for Decision



To: Regular Meeting
From: Chief Financial Officer
Date: September 4, 2018
Subject: 2018-2022 Financial Plan Amendment Bylaw, No 2045-A1
Recommendation: **THAT Council gives first three readings to 2018-2022 Financial Plan Amendment Bylaw, No. 2045-A1.**

Background

Since the adoption of the five year financial plan on April 9th, Council has passed various resolutions to approve additional expenditures for capital projects and requests for community support. An amendment to the financial plan is required to include these costs, as well as those emergency expenditures which have been incurred as a result of the flood, and anticipated future additional expenses and revenue shortfalls. There are also some further adjustments which staff has made for capital projects.

This Bylaw was introduced to the COTW on August 20, 2018 and, as mentioned then, additional revenues and expenses of \$700,000 have been added here to account for flood related expenses paid by the City which will be reimbursed by our insurers. An adjustment has also been made to the 2019 to 2022 expenses for parks, recreation and cultural service to reduce these amounts back down to what was in the original financial plan. The increase in these expenses should have been a non-recurring item for 2018 only, and not carried forward into future years.

Following are the details of changes incorporated into this amendment, along with the Council resolution number, as applicable:

Revenues

- Grants for airport water main/flood plain risk management	(2,126,300)
- DFA - funding for dike repairs	2,724,000
- EOC - recoverable expenses/recovery team	230,000
- DFA and insurance recoveries - expenses	270,000
- Insurance recoveries - capital items	50,000
- Slag sales - revised due to transportation issues	(65,000)
- Campground - flood related loss of use	(35,000)
- Water and sewer revenues - flood billing adjustments	(65,000)
- Gas tax and small communities grants - adjusted to actual	16,452
- * Insurance proceeds (added since bylaw introduction)	700,000

Expenses

- General government - additional personnel and IT	38,000
- Parks, recreation & cultural - Community Centre study and Fall Fair Society donation; R208/18/07/19 & R225/18/07/23	5,365
- Protective services - costs for recovery team and fire department personnel changes	78,100
- Protective services - EOC costs	200,000
- Transportation and public works - dike repairs	1,000,000
- Planning & development - personnel changes	(18,500)
- Facilities - flood damage recoverable by insurance/DFA	300,000
- *Facilities - flood damage expenses (added since bylaw introduction)	700,000

Capital Projects

- Flood plain risk management project; R214/18/07/19	\$ 225,700
- Airport water main - grant approved	128,000
- Airport water main - removed	(2,480,000)
- 22 nd Street - additional works; R215/18/07/19	50,000
- Voltage conversion - outage rescheduling; R122/18/04/09	10,000
- Annual water and sewer emergency repair fund	50,000
- Waste water treatment plant upgrades - additional costs	454,000
- Dike upgrades to current requirements	2,406,000
- City Hall HVAC	7,500
- Campground upgrades	50,000
- MWR discharge requirements	(400,000)

The net result of the above adjustments is an increase in revenues of \$1,699,152, an increase in expenses of \$2,302,965, and an increase in capital expenditures of \$501,200.

The annual water and sewer emergency repair fund has been increased by \$50,000 in order to comply with PSAB accounting rules for recording capital items replaced by insurance. The net cash impact of this is zero, as there will be revenue to offset this amount.

The additional funding of \$803,500 which is required from reserves is for the following capital projects:

Dike reconstruction	\$ 682,000
Voltage conversion	10,000
WWTP upgrades	454,000
MWR discharge requirements	(400,000)
City Hall HVAC	7,500
Campground upgrades	50,000

Benefits or Impacts

General

Amending the Financial Plan ensures that the City's additional expenditures are properly authorized and in compliance with provisions of the *Community Charter*.

Strategic Impact



Fiscal Responsibility

- These financial plan amendments will reduce the 2018 surplus by \$585,423 and increase the net transfer out of reserves and surplus by \$1,055,013.

Policy/Legislation

Section 165 (2) of the *Community Charter*

Attachments

2018-2022 Financial Plan Amendment Bylaw, No. 2045-A1

Recommendation

THAT Council gives first three readings to 2018-2022 Financial Plan Amendment Bylaw, No. 2045-A1.

Options

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

Report Approval Details

Document Title:	By2045-A1 Financial Plan 3 readings.docx
Attachments:	- By2045-A1 - Five Year Financial Plan Amendment 2018-2022.docx
Final Approval Date:	Aug 23, 2018

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

Diane Heinrich - Aug 23, 2018 - 2:06 PM

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 2045-A1

A Bylaw to Amend the Five Year Financial Plan For the Years 2018 - 2022

Whereas pursuant to Section 165 of the *Community Charter*, “Five Year Financial Plan Bylaw, 2018-2022, No. 2045” was adopted on April 9, 2018, and

Whereas the financial plan may be amended by bylaw at any time;

Now therefore the Council of the Corporation of the City of Grand Forks, in open meeting assembled, enacts as follows:

1. Five Year Financial Plan Bylaw, 2018-2022, No. 2045 is hereby amended by deleting Schedules “B” and “C” in their entirety, and replacing them with Schedules “B” and “C” attached to and forming part of this bylaw.
2. This bylaw may be cited, for all purposes, as the “2018-2022 Financial Plan Amendment Bylaw, No. 2045-A1”.

Read a first, second and third time by the Municipal Council this 4th day of September, 2018.

Finally adopted on this 24th day of September, 2018.

Mayor Frank Konrad

Corporate Officer Daniel Drexler

CERTIFICATE

I hereby certify the foregoing to be a true copy of Bylaw No. 2045-A1 as adopted by the Municipal Council of the City of Grand Forks on this 24th day of September, 2018.

Corporate Officer of the Municipal Council of the
City of Grand Fork

CORPORATION OF THE CITY OF GRAND FORKS
5 Year Financial Plan Amendment Bylaw No. 2045-A1
Schedule "B" Amended Five Year Financial Plan 2018-2022

	2018	2019	2020	2021	2022
	Budget	Budget	Budget	Budget	Budget
Revenues					
Property Taxes	\$ 3,804,524	\$ 3,918,660	\$ 4,036,220	\$ 4,157,307	\$ 4,282,026
Parcel and Frontage Taxes	161,226	161,226	161,226	5,826	5,826
Grants in Lieu of Taxes	17,147	17,661	18,191	18,737	19,299
Percentage of Revenue Tax	99,895	104,000	104,000	104,000	104,000
Sales of Services and User Fees	7,621,866	7,939,156	8,165,690	8,399,021	8,639,352
Grants	6,905,518	1,039,537	1,054,534	1,069,670	1,084,946
Other Revenues	1,577,300	412,300	412,300	412,300	412,300
Total Revenues	20,187,476	13,592,540	13,952,161	14,166,861	14,547,749
Expenses					
Purchases for resale	3,490,408	3,560,216	3,631,420	3,704,049	3,778,130
General Government	1,334,871	1,371,728	1,398,163	1,425,126	1,452,628
Protective Services	1,204,882	1,004,218	970,553	935,143	953,646
Transportation Services	2,256,315	1,225,341	1,249,848	1,274,845	1,300,341
Environmental & Health Services	236,145	240,868	245,685	250,599	255,611
Public Health Services	84,823	86,519	88,249	90,014	91,814
Planning and Development	426,900	406,768	404,173	411,726	419,430
Parks, Recreation and Cultural Services	2,396,305	1,298,771	1,317,520	1,309,645	1,329,152
Water Services	822,067	787,508	803,258	819,323	835,709
Electrical Services	674,674	688,167	701,930	715,969	730,288
Wastewater Services	700,468	714,477	728,767	743,342	758,209
Amortization	1,849,221	2,102,562	2,185,260	2,209,366	2,239,255
Debt Interest	132,727	188,987	163,262	161,015	160,926
Total Expenses	15,609,806	13,676,130	13,888,088	14,050,162	14,305,139
Surplus (Deficit) for the year	\$ 4,577,670	\$ (83,590)	\$ 64,073	\$ 116,699	\$ 242,610
Adjusted for non-cash items					
Amortization	1,849,221	2,102,562	2,185,260	2,209,366	2,239,255
Total Cash from Operations	\$ 6,426,891	\$ 2,018,972	\$ 2,249,333	\$ 2,326,065	\$ 2,481,865
Adjusted for Cash Items					
Proceeds from Borrowing	1,534,854	-	-	-	-
Capital Expenditures	(11,698,582)	(2,344,000)	(2,259,000)	(2,639,000)	(2,429,000)
Debt Principal Repayments	(324,105)	(373,961)	(328,837)	(213,837)	(181,656)
Transfer from Reserves	5,266,083	2,344,000	2,259,000	2,639,000	2,429,000
Transfer to Reserves	(1,100,000)	(1,600,000)	(1,900,000)	(2,100,000)	(2,300,000)
Transfer to Surplus	(105,141)	(45,011)	(20,496)	(12,228)	(209)
	\$ (6,426,891)	\$ (2,018,972)	\$ (2,249,333)	\$ (2,326,065)	\$ (2,481,865)
Financial Plan Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CORPORATION OF THE CITY OF GRAND FORKS
5 Year Financial Plan Amendment Bylaw No. 2045-A1
Schedule "C" - Amended Five Year Financial Plan 2018-2022

CAPITAL EXPENDITURES - 2018			FUNDED FROM										
Description	Fund	Amount	Capital	Electrical Capital	Water Capital	RESERVES	Land Sales	Gas Tax	Climate Action	Slag	DEBT	GRANTS	OTHER
2017 Carry Forward Projects													
Silver Kettle Sidewalk	General	181,141	181,141										
Public Works Fuel Tanks	General	53,826	53,826										
Public Works Upgrades	General	20,000	20,000										
Public Works - 22nd Street	General	606,070									606,070		
Wayfaring Signs	General	65,000								65,000			
Airport AWOS Upgrade	General	42,298											
Expo Sign changes	General	35,000	10,574							35,000		31,724	
Library HRV	General	12,000											12,000
Emergency Repair Fund	General	10,914	10,914										
Flood Plain Mapping & Dike Restoration	General	117,500	50,000			250,000						67,500	
5 tonne Dump Truck	Fleet	250,000				11,325							
T-Tech trailer	Fleet	11,325											
Service Truck Replacement	Fleet	15,305	15,305										
Holder Replacement	Fleet	40,541				40,541							
Electrical Engineering	Electrical	30,367	30,367										
Electrical Voltage Conversion	Electrical	545,767	545,767										
Wastewater Treatment Plant UV	Sewer	437,932					145,977					291,955	
Headworks Grinder	Sewer	38,679					38,679						
Water/Sewer Scada	Sewer	2,854					2,854						
3rd Street Sewer Main Repair	Sewer	35,309	35,309										
Wastewater Treatment Plant Upgrades	Sewer	3,202,751	921,288									2,281,463	
Bio-Solids Land Application Plan	Sewer	25,000	25,000										
Sewer Phasing Plan	Sewer	78,500	13,345									65,155	
Water/Sewer Scada	Water	3,219					3,219						
5th Street Watermain Replacement	Water	41,152						41,152					
West Side Fire Protection	Water	923,932									928,784		(4,852)
Water Supply & Conservation	Water	10,000			10,000								
Subtotal 2017 Carry Forward Projects		6,836,382	1,912,836	-	10,000	301,866	190,729	41,152	-	100,000	1,534,854	2,737,797	7,148

CORPORATION OF THE CITY OF GRAND FORKS
5 Year Financial Plan Amendment Bylaw No. 2045-A1
Schedule "C" - Amended Five Year Financial Plan 2018-2022

CAPITAL EXPENDITURES - 2018			FUNDED FROM										
Description	Fund	Amount	Capital	Electrical Capital	Water Capital	RESERVES Equipment	Land Sales	Gas Tax	Climate Action	Slag	DEBT	GRANTS	OTHER
2018 New Projects													
City Park Campground Upgrade	General	70,000	70,000										
Data Collection Equipment	General	30,000	30,000										
Ball Diamond Rebuild to baseball specs	General	10,000	10,000					400,000					
LED Street Lighting	General	400,000											
Public Works Upgrades	General	45,000	45,000										
Facilities Review	General	10,000	10,000										
Annual Facility upgrades and replacement plan	General	15,000											
Annual Emergency Facility Fund	General	30,000	30,000										
Renewable energy program	General	25,000	25,000										
Replace Crosswalks in City Core	General	50,000						50,000					
Central Ave Sidewalk Replacement	General	40,000						40,000					
Bridge Approach Paving	General	20,000						20,000					
Annual Water and Sewer Emergency Repair Fund	General	100,000	50,000										
7th Street Storm Sewer	General	10,000	10,000						40,000			25,000	
SolarNow Solar Panel Installation	General	65,000											
City Hall HVAC	General	7,500	7,500										50,000
Flood Plain Risk Management & Protection	General	225,700										225,700	
Dike Reconstruction	General	2,406,000	682,000									1,724,000	
Fleet replacement	Fleet	300,000	300,000										
Electric Mower	Fleet	20,000				20,000							
Annual Low Impact Storm water Program	General	25,000	25,000										
Annual Electrical System Upgrade Programs	Electrical	100,000	100,000										
Fuse Coordination Study and Implementation	Electrical	15,000	15,000										
Electrical Master Plan	Electrical	35,000		35,000									
Granby Water Crossing / Yale Bridge water main	Water	10,000			10,000								
Interfor Property Isolation	Water	150,000	150,000										
Well 5 VFD	Water	50,000	50,000										
Shared Property (strata, trailers) Water Meters	Water	50,000						50,000					
Water service upgrade - City Park, 7th St., etc...	Water	125,000	125,000										
136 Sagamore/Airport Water Line Extension	Water	25,000			25,000								
Airport Water Main Looping	Water	75,000	75,000									128,000	
Water Main Airport	Water	128,000											
Sewer Main Relining	Sewer	60,000	60,000										
Lift Station Pumps	Sewer	25,000	25,000										
Granby River Force Main Crossing	Sewer	10,000	10,000										
MWR Discharge Requirements	Sewer	100,000	100,000										
Subtotal 2018 New Projects		4,862,200	2,019,500	35,000	35,000	20,000	-	560,000	40,000	-	-	2,102,700	50,000
TOTAL CAPITAL EXPENDITURES		11,698,582	3,932,336	35,000	45,000	321,866	190,729	601,152	40,000	100,000	1,534,854	4,840,497	57,148

Request for Decision



To: Regular Meeting
From: Chief Financial Officer
Date: September 4, 2018
Subject: 2019 Annual Permissive Tax Exemptions Bylaw No. 2049
Recommendation: **THAT Council gives final reading to 2019 Annual Tax Exemption Bylaw No. 2049**

Background

2019 Annual Tax Exemption Bylaw No. 2049 was introduced to Council on July 23, 2018 and given first three readings on August 20, 2018. This bylaw must be adopted prior to October 31, 2018 to permissively exempt certain properties from municipal taxation in 2019. As per legislation, the City has advertised the tax exemption notice on August 1st and 8th in the Grand Forks Gazette.

The following areas of land surrounding the buildings for public worship are eligible for exemption under Section 224 (2) (f), (g) and (h) of the Community Charter:

- The United Church - 920 Central Avenue
- The Pentecostal Church - 2826 75th Avenue
- The Catholic Church - 7249 9th Street
- The Anglican Church - 7252 7th Street
- The Mennonite Brethren Church - 7048 Donaldson Drive
- Christ Lutheran Church - 7328 19th Street
- Grand Forks Christian Centre - 7525 4th Street
- Jehovah's Witnesses Church - 7680 Donaldson Drive

The estimated value of 2019 municipal taxes for the above permissive exemptions is \$1,166.

The following property is owned by the City, and subject to a lease agreement requiring the City to pay property taxes if an exemption is not available. Granting this property a permissive exemption will save the City that portion of taxes which is due to other authorities.

The Baptist Church – 7850 2nd Avenue – eligible under 224 (2) (g):

In addition, BC Assessment has recommended that the bylaw include the property leased by the Regional District of Kootenay Boundary at 8120 Donaldson Drive (former SPCA Building) which is eligible under Section 224 (b).

The bylaw will also exempt certain non-profit organizations under Section 224 (2) (h) of the *Community Charter* as follows:

Name	Estimated 2019 Exemption Value
Grand Forks Curling Club - 7230 21 st Street	\$ 12,225
Grand Forks Masonic Building Society - 366 Market Avenue	\$ 509
Sunshine Valley Child Care Society - 978 72 nd Avenue	\$ 2,126
Slavonic Seniors Citizens - 686 72 nd Avenue	\$ 708
Hospital Auxiliary Thrift Shop - 7239 2 nd Street	\$ 2,609
Royal Canadian Legion - 7353 6 th Street	\$ 3,746
Phoenix Manor Society - 876 72 nd Avenue	\$ 3,367
Boundary Lodge – 7130 9 th Street	\$ 1,310

The Seniors Centre in City Park has been removed from the bylaw, as they have provided us with notice of cancellation of their lease.

The estimated total value of permissive exemptions for the non-profits above is \$26,600. The total amount of exemptions proposed here represents 0.7% of estimated property tax revenues for 2019, and equates to \$9 annually per property.

Benefits or Impacts

General

Granting tax exemption to these applicants assists the organizations in continuing the operation of their facilities and in providing services to the residents of the community.

Strategic Impact



Community Livability

- A permissive tax exemption is a means for Council to recognize and support volunteer groups and non-profit agencies in the community that provide services or programs which enhance the quality of life for its residents.



Fiscal Responsibility

- The above tax exemptions will reduce taxes collectible by the City by an estimated \$27,766. The tax savings on City owned leased properties will be approximately \$832.

Policy/Legislation

Section 224 of the Community Charter

Attachments

2019 Annual Tax Exemption Bylaw No. 2049

Recommendation

THAT Council gives final reading to 2019 Annual Tax Exemption Bylaw No. 2049

Options

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

Report Approval Details

Document Title:	By2049 Annual Tax Exemption adopt.docx
Attachments:	- By2049 - Permissive Tax Exemption 2019.docx
Final Approval Date:	Aug 22, 2018

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

Diane Heinrich - Aug 22, 2018 - 11:18 AM

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 2049

A Bylaw to Exempt from Taxation Certain Parcels of Land Used for Religious Worship Purposes, Hospital Purposes, Recreation Purposes and Charitable or Philanthropic Purposes Pursuant to the Provisions of the Community Charter

The Council of the Corporation of the City of Grand Forks, in open meeting assembled, enacts as follows:

1. This bylaw may be cited, for all purposes as the “2019 Annual Tax Exemption Bylaw No. 2049”.
2. Pursuant to Section 224(2)(f) of the *Community Charter*, there shall be exempt from taxation for the fiscal year ended December 31, 2019 with respect to land and improvements, the following parcels of land:
 - Lots 1 and 2, Block 36, District Lot 108, S.D.Y.D., Plan 72, located at 920 Central Avenue as shown outlined in bold on a sketch attached hereto and marked as Schedule “A” (United Church); and
 - That portion of Lot 1, District Lot 520, S.D.Y.D., Plan 8653, except Plan H-17064, located at 2826 - 75th Avenue and described as follows - commencing at the most northerly corner of said Lot 1; thence southeasterly following in the easterly limit of said Lot 1 for 35.50 metres, thence southwesterly, perpendicular to the said easterly limit, for 30.00 metres, thence northwesterly, parallel with the said easterly limit, for 35.50 metres more or less to the intersection with the northerly limit of said Lot 1, thence northeasterly, following in the said northerly limit for 30.00 metres more or less to the point of commencement and containing an area of 1,065 square metres, more or less as shown outlined in bold on a sketch attached hereto and marked as Schedule “B” (Pentecostal Church); and
 - Lots 30, 31 and 32, Block 36, District Lot 108, S.D.Y.D., Plan 72 located at 7249 - 9th Street as shown outlined in bold on a sketch attached hereto and marked as Schedule “C” (Catholic Church); and
 - That portion of Parcel D (KM26760), Block 24, District Lot 108, S.D.Y.D., Plan 23; located at 7252 - 7th Street as shown outlined in bold on a sketch attached hereto and marked Schedule “D” (Anglican Church); and
 - That portion of Lot G, District Lot 380, S.D.Y.D., Plan KAP56079, located at 7048 Donaldson Drive and described as follows - commencing in the southerly boundary of said Lot G distant 13 metres from the most westerly corner of said Lot G; thence northerly, parallel with the westerly boundary of said Lot G, for 38.1 metres more or less to intersection with the northerly boundary of said Lot G, thence easterly following

in the northerly boundary of said Lot G for 71 metres, thence southerly, parallel with the said westerly boundary, for 38.1 metres more or less to intersection with the said southerly boundary, thence westerly, following in the said southerly boundary for 71 metres more or less to the point of commencement and containing 2705 square metres as shown outlined in bold on a sketch attached hereto and marked as Schedule "E" (Mennonite Brethren Church); and;

- That portion of Parcel A, (X23915), Block 16, District Lot 380, S.D.Y.D., Plan 35 located at 7328 - 19th Street and described as follows - commencing at the most southerly corner of said Parcel "A"; thence northwesterly following in the westerly limit of said Parcel "A", for 17.00 metres; thence northeasterly, perpendicular to the said westerly limit for 24.60 metres; thence southeasterly, parallel with the said westerly limit for 17.00 metres more or less to intersection with the southerly limit of said Parcel "A"; thence southwesterly following in the said southerly limit for 24.60 metres more or less to the point of commencement and containing an area of 418.2 square metres more or less as shown outlined in bold on a sketch attached hereto and marked as Schedule "F" (Christ Lutheran Church of Grand Forks); and;
 - That portion of Lot 1, District Lot 108, S.D.Y.D., Plan KAP45199 located at 7525 - 4th Street and described as follows - commencing at the most easterly corner of said Lot 1; thence northerly following in the easterly limit of said Lot 1, for 23.20 metres; thence westerly, parallel with the southerly limit of said Lot 1, for 29.00 metres; thence southerly, parallel with the easterly limit of said Lot 1, for 23.20 metres more or less to intersection with the said southerly limit; thence easterly following in the said southerly limit; thence easterly following in the said southerly limit for 29.00 metres more or less to the point of commencement and containing 672.8 square metres more or less as shown outlined in bold on a sketch attached hereto and marked as Schedule "G" (Grand Forks Christian Centre Church); and
 - Commencing at a point in the westerly boundary of Lot 2, District Lot 520, S.D.Y.D., Plan KAP53800, located at 7680 Donaldson Drive and described as follows - distant 28.6 metres from the most southerly corner of said Lot 2: thence northerly following in the westerly boundary for 25.1 metres, thence easterly, perpendicular to the said westerly boundary for 35.05 metres more or less to intersection with the easterly boundary of said Lot 2, thence southerly following in the said easterly boundary for 25.1 metres, thence westerly, perpendicular to the said westerly boundary for 35.05 metres more or less to the point of commencement and containing 880 square metres more or less as shown outlined in bold on a sketch attached hereto marked as Schedule "H" (Jehovah's Witnesses Church).
3. Pursuant to Section 224(2)(g) of the *Community Charter*, there shall be exempt from taxation for the fiscal year ended December 31, 2019 with respect to land and improvements, the following parcel of land:
- Lot 1, District Lot 585, S.D.Y.D., Plan KAP27903, located at 7850 - 2nd Street (Grand Forks Baptist Church).

4. Pursuant to Section 224(2)(b) of the *Community Charter*, there shall be exempt from taxation for the fiscal year ended December 31st, 2019 with respect to land and improvements, the following parcels of land:
 - Lot 1, District Lot 380, S.D.Y.D., Plan KAP54909 located at 7230 - 21st Street (Grand Forks Curling Rink);
 - Lot 1, District Lot 520, S.D.Y.D., Plan KAP59893, located at 8120 Donaldson Drive, (Kootenay Boundary Animal Control).
5. Pursuant to Section 224(2)(a) of the *Community Charter*, there shall be exempt from taxation for the fiscal year ended December 31st, 2019 with respect to land and improvements, the following parcels of land:
 - Lot 5, Block 10, District Lot 108, S.D.Y.D., Plan 23, located at 366 Market Avenue (Grand Forks Masonic Building Society); and
 - Lot A, District Lot 108, S.D.Y.D., Plan 38294, located at 978 - 72nd Avenue (Sunshine Valley Child Care Society);
 - Lot 8, Block 25, Plan 23, District Lot 108, S.D.Y.D. located at 686 - 72nd Avenue (Slavonic Seniors Citizens Centre).
 - Lot A (DD LA9161), District Lot 108, S.D.Y.D., Plan 6691, located at 7239 - 2nd Street (Hospital Auxiliary Thrift Shop)
 - Lots 23, 24, 25 and 26, Block 29, District Lot 108, S.D.Y.D., Plan 121, located at 7353 - 6th Street (Royal Canadian Legion)
 - Parcel B, Block 45, District Lot 108, Plan 72, located at 876 - 72nd Avenue (Phoenix Manor Society).
 - Lot A, Plan 29781, District Lot 108, Land District 54, located on 7130- 9th Street (Boundary Lodge Assisted Living).

Read a first, second and third time by the Municipal Council this 20th day of August, 2018.

Finally adopted on this 4th day of September, 2018.

Mayor Frank Konrad

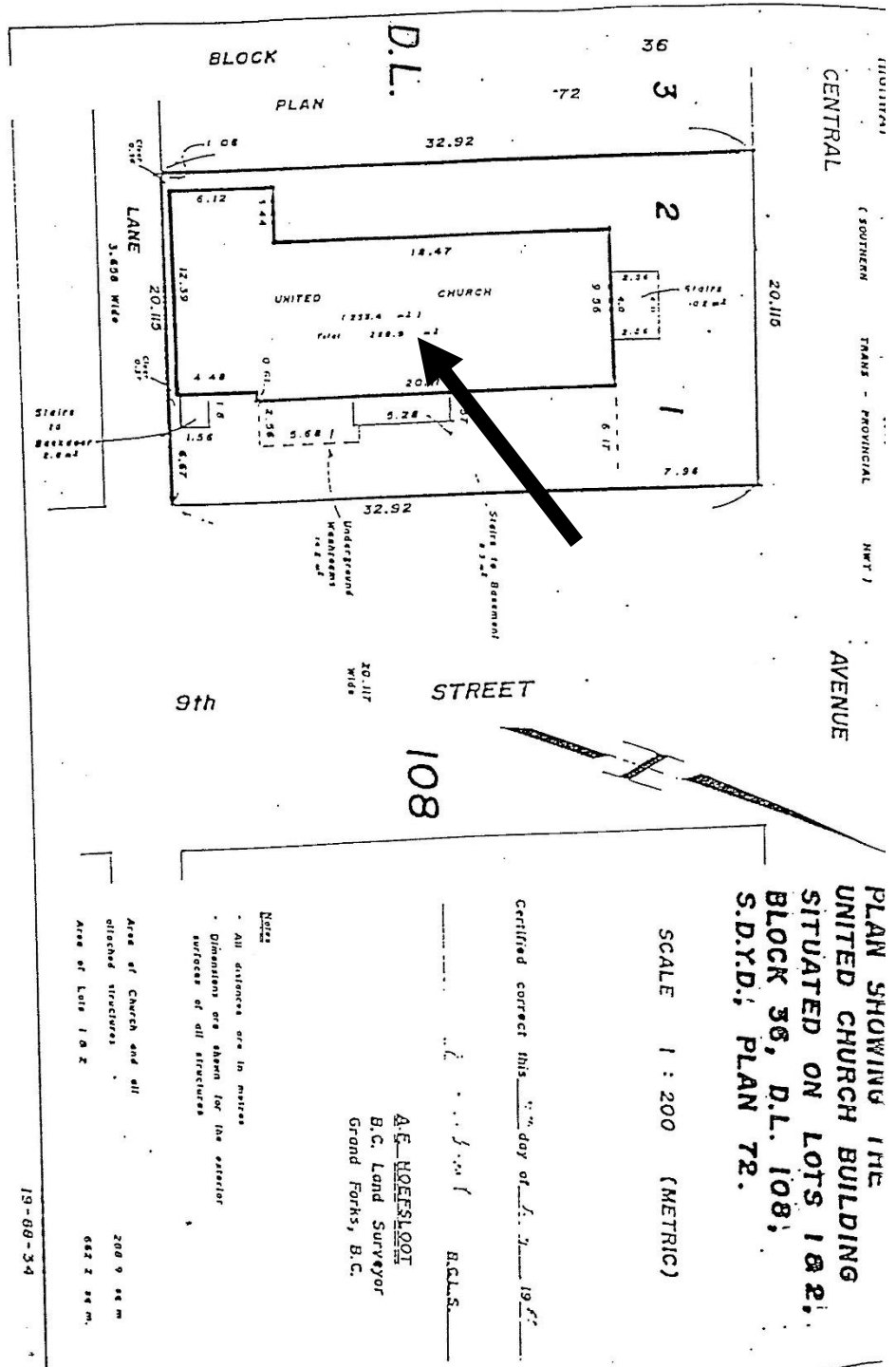
Corporate Officer – Daniel Drexler

C E R T I F I C A T E

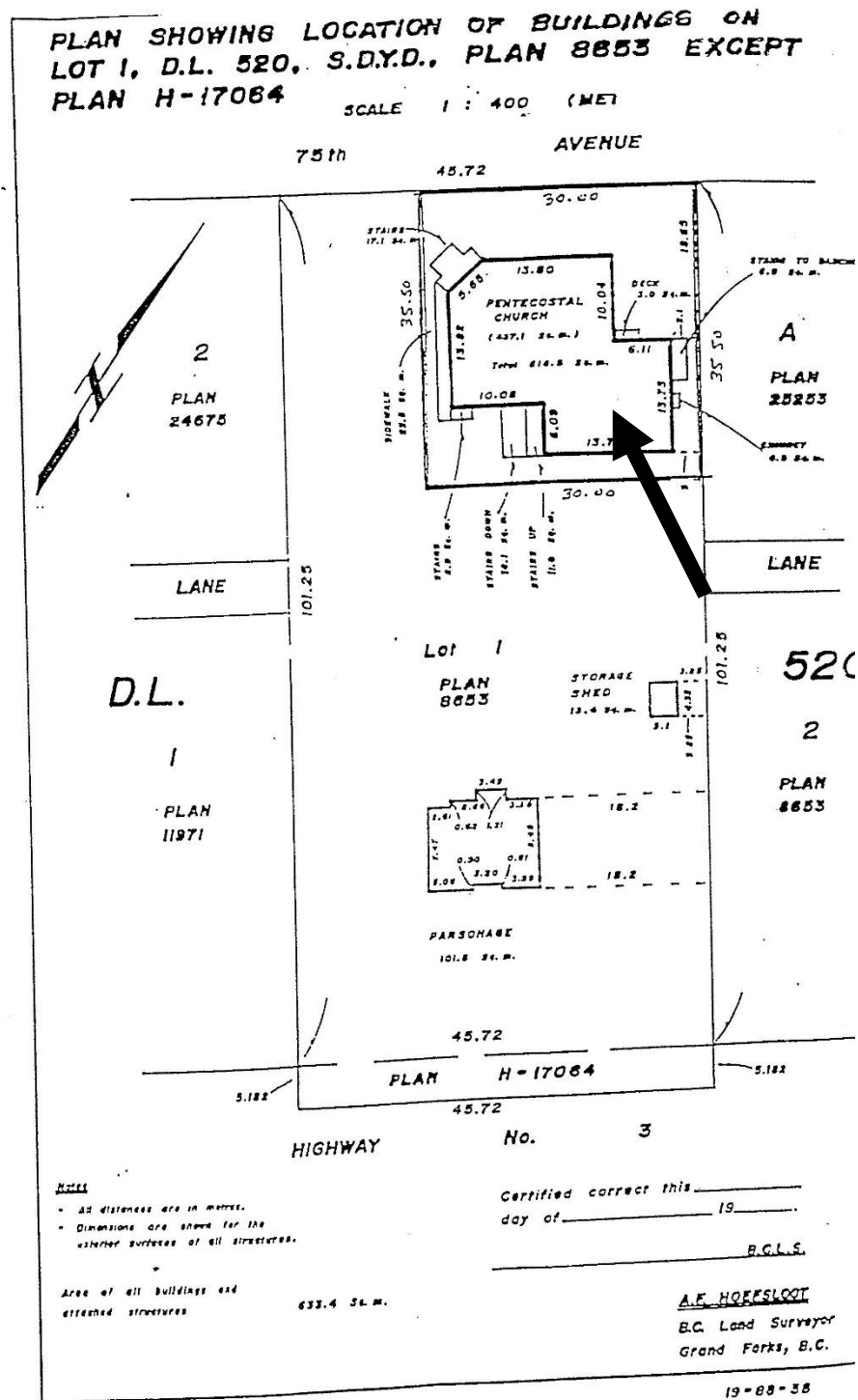
I hereby certify the foregoing to be a true copy of Bylaw No. 2049
as adopted on the 4th day of September, 2018

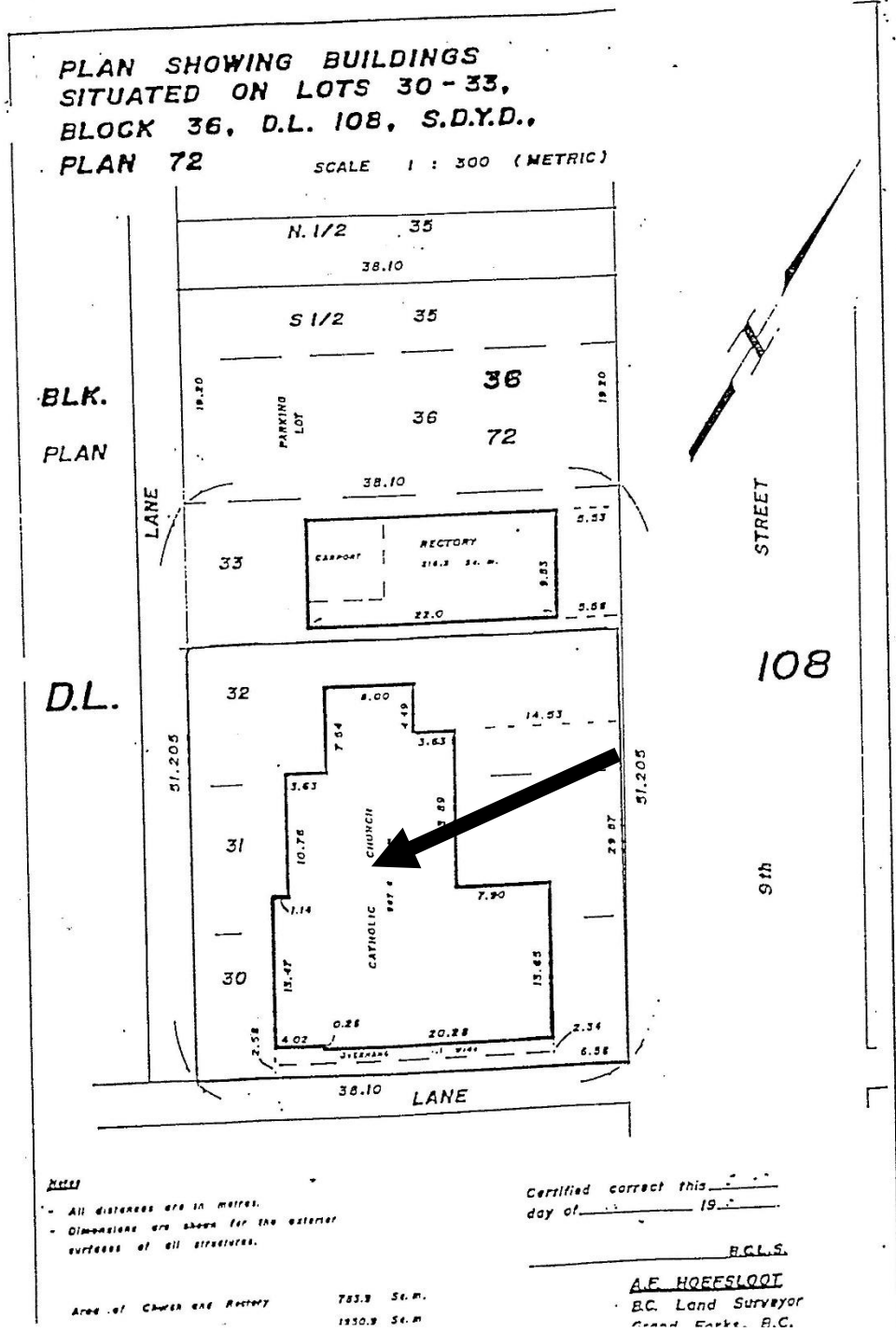
Corporate Officer of the Municipal Council
of the City of Grand Forks

Schedule "A"



Schedule “B”

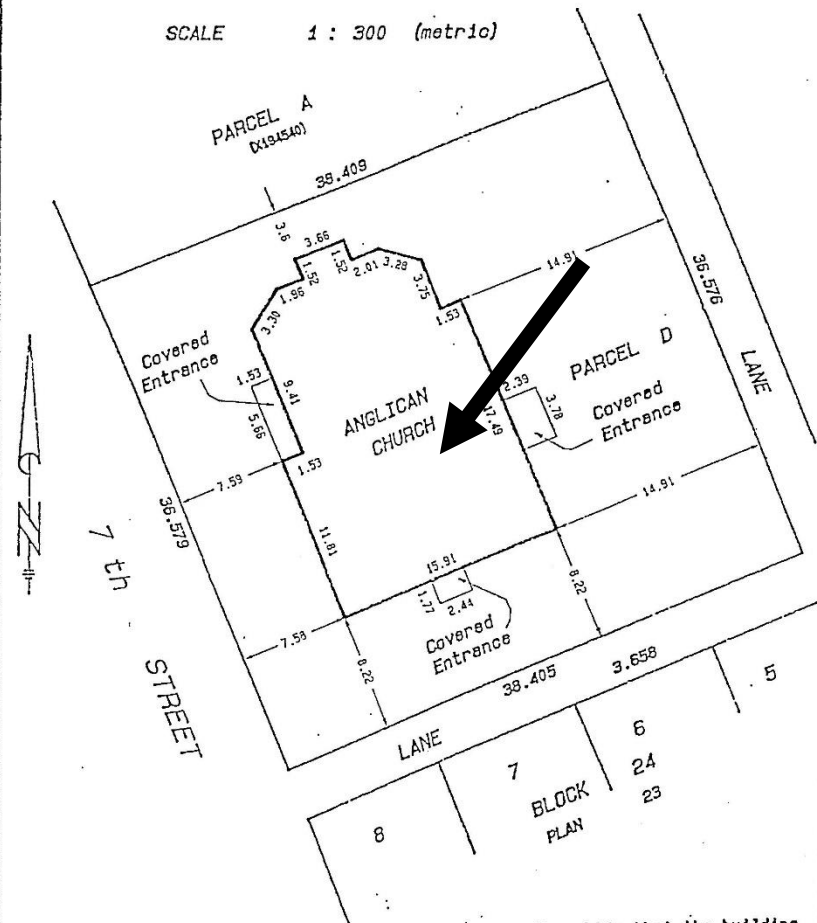




Schedule “D”

B.C. LAND SURVEYOR'S CERTIFICATE
OF LOCATION OF BUILDING ON PARCEL D (KM26760)
BLOCK 24, D.L. 108, S.D.Y.D., PLAN 23.

SCALE 1 : 300 (metric)



I certify that the building
is located as shown. Dated
this 21st day of September 1998

Street Address:
7252 - 7th Street

NOTES

- all distances are in metres.
- this plan is to be used for municipal purposes only and not for property line location. I will not accept any responsibility for unauthorized use.
- this plan is not valid unless it contains an original signature and seal.

A.F. HOEFSLOOT

B.C. Land Surveyor, Canada Lands Surveyor
P.O. Box 2740, Grand Forks, B.C.
Y0H 1H0 442-5557

© A. F. Hofslant. B.C.L.S. 1998

98-19-34

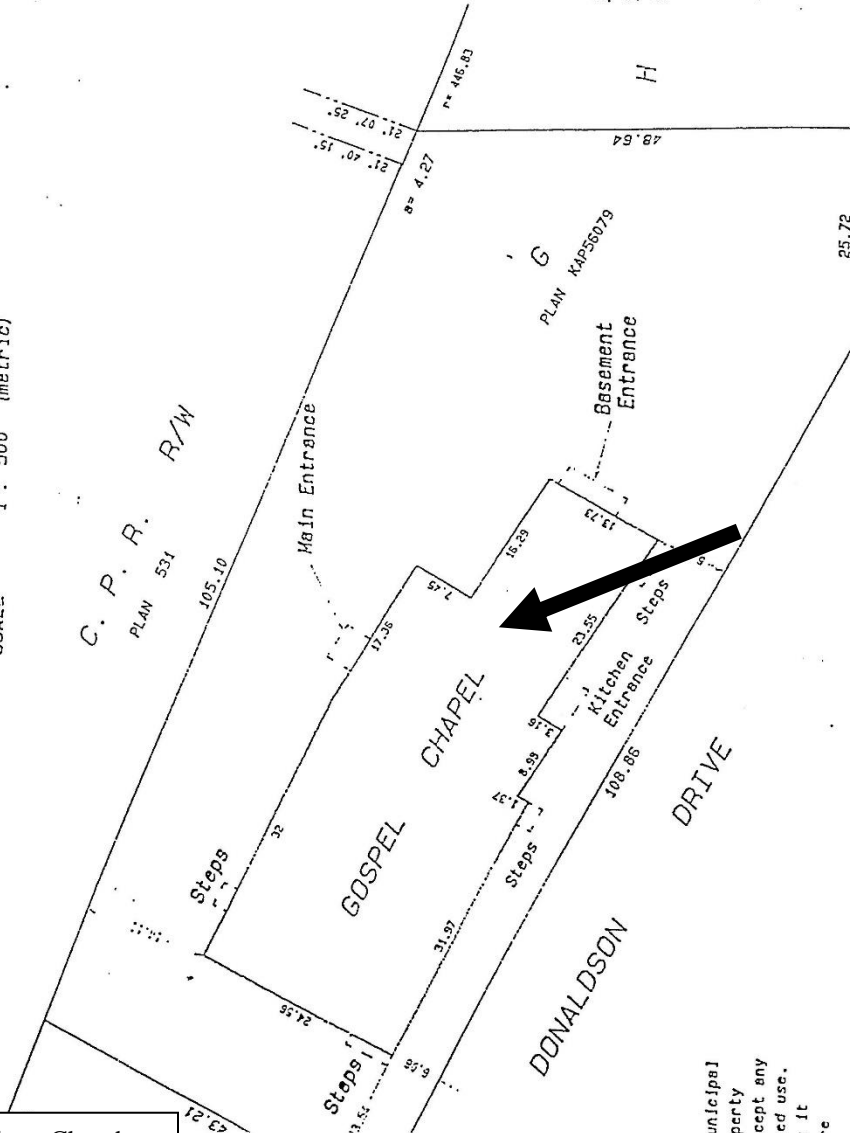
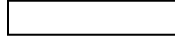
Schedule "E"

B.C. LAND SURVEYOR'S CERTIFICATE
OF LOCATION OF BUILDING ON LOT G, D.L. 380,
S.D.Y.D., PLAN KAP56079.

SCALE 1 : 500 (metric)

C. P. R. R/W
PLAN 531

Mennonite Brethren Church



I certify that the building
is located as shown. Dated
this 3rd day of 11.

B.C.L.S.

A.F. HOEFSLOOT
B.C. Land Surveyor, Canada Lands Sur
P.O. Box 2740, Grand Forks, B.C.

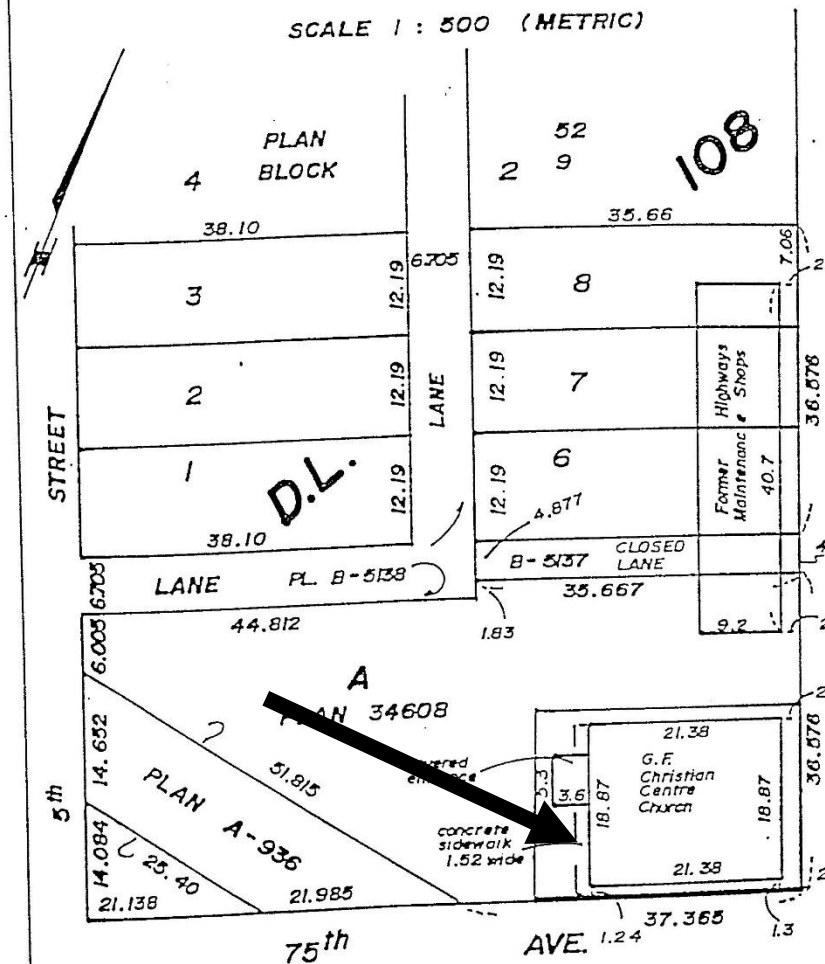
Street Address:
7048 Donaldson Drive, Grand Forks, BC

unhelpful
party
cept any
ed use.
it



Schedule “G”

Lot 1, District Lot 108, S.D.Y.D., Plan KAP45199



NOTES

*All distances are in metres.
This plan is to be used for municipal
purposes only and not for property
line location.
I will not accept responsibility for any
unauthorized use.*

I certify that the buildings are located as shown. Dated this 22 day of July 1969.

B.C.L.S.

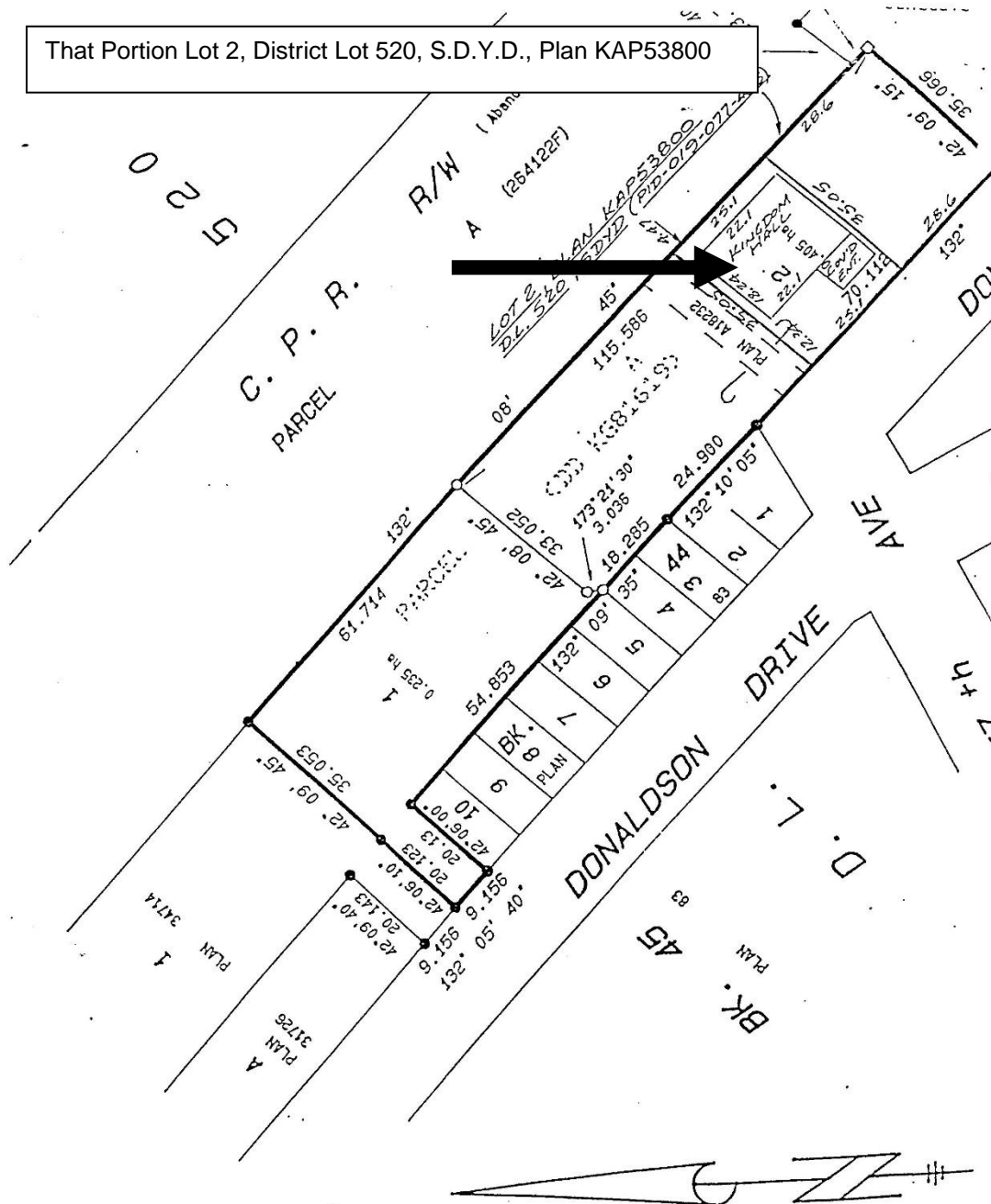
A.F. HOEFSLOOT
B.C. Land Surveyor
Grand Forks, B.C.

© A.F. Hoetsloot, B.C.L.S. 1989

89-19-

Schedule “H”

That Portion Lot 2, District Lot 520, S.D.Y.D., Plan KAP53800



Jehovah Witness Church

Request for Decision



To: Regular Meeting
From: Corporate Officer and Chief Financial Officer
Date: September 4, 2018
Subject: Council Members Remuneration and Expenses Bylaw No. 2050
Recommendation: **THAT Council gives first three readings to Council Remuneration and Expenses Bylaw No. 2050, 2018.**

Background

The City's existing Council Remuneration Bylaw 1743 requires amendment in order to reflect the new Canada Revenue Agency rules which eliminate the non-taxable expense allowance for municipal officers on January 1, 2019.

Staff has also made the following changes to the bylaw which will allow for the rescission of the "Minimum Expense, Benefits & Allowance Policy" No. 304 and "Council Remuneration Policy" No. 305:

- new sections (3 and 4) which cover the provision of health care benefits and reimbursement of direct expenses, which are currently included in Policy 304.
- a new section (6) which provides for the review of Council remuneration prior to municipal elections every four years, which is the subject of Policy 305.

Staff has also deleted verbiage regarding attendance at conferences, workshops and other events which is included in Policy 301, Council & Staff Memberships and Conferences Policy, and thus not relevant to this bylaw.

Council Remuneration and Expenses Bylaw 2050 was introduced to the Committee of the Whole on August 20, 2018 and referred to the Regular Meeting for staff to receive direction on the remuneration amounts for 2019. Council resolved to increase remuneration by 2.5% to an annual amount of \$24,000 and \$18,000 for the Mayor and Councillors respectively, commencing January 1, 2019. This bylaw provides for annual increases based on Canadian CPI for 2020 and thereafter.

Benefits or Impacts

General

Strategic Impact



Fiscal Responsibility

- The City will incur additional payroll costs of approximately \$3,440 in 2019 as a result of the 2.5% increase in remuneration.

Policy/Legislation

Council Remuneration and Expenses Bylaw No. 1743, 2004
Council Remuneration Policy No. 305
Minimum Expenses, Benefits & Allowance Policy, No. 304

Attachments

Draft Council Remuneration and Expenses Bylaw No. 2050, 2018
Council Remuneration and Expenses Bylaw No. 1743, 2004
Council Remuneration Policy No. 305
Minimum Expenses, Benefits & Allowance Policy, No. 304

Recommendation

THAT Council gives first three readings to Council Remuneration and Expenses Bylaw No. 2050, 2018.

Options

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

Report Approval Details

Document Title:	By2050 Council Remuneration 3 readings.docx
Attachments:	<ul style="list-style-type: none">- By2050 - Council Remuneration 2018.pdf- By1743 Council Remuneration 2004.pdf- 305 - Council Remuneration.pdf- 304 - Minimum Expenses Benefits Allowance Policy.pdf
Final Approval Date:	Aug 23, 2018

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

Diane Heinrich - Aug 23, 2018 - 4:00 PM

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 2050

A Bylaw to Provide for Council Members Remuneration and Expenses

The Council of the Corporation of the City of Grand Forks, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the “Council Remuneration and Expenses Bylaw No. 2050, 2018”.
2. There shall be paid out of the annual general revenue of the Corporation of the City of Grand Forks, remuneration as follows:
 - a) Effective the first day of January 2019,
 - i) the annual remuneration for the Mayor for the discharge of the duties of office shall be \$24,000; and
 - ii) the annual remuneration for each Councillor for the discharge of the duties of office shall be \$18,000.
 - b) For the calendar year 2020 and onward, the annual remuneration set out in subsection (a) shall be increased by the same percentage as the Consumer Price Index (CPI) for Canada (all items) published by Statistics Canada for the period January 1st to December 31st of the preceding year. In years of negative CPI, the percentage increase will be zero.
3. Members of Council will be entitled to health care benefits, including MSP, extended health and dental, accidental death and dismemberment, and life insurance, with 100% of the premium paid by the City of Grand Forks.
4. Members of Council shall be reimbursed for direct costs relating to the performance of municipal duties provided such expenses have been approved by a resolution of Council or by the Chief Administrative Officer prior to being incurred.
5. Members of Council shall be reimbursed for travel expenses for attending conventions, meetings, conferences, workshops and public events in accordance with the “Council Attendance at Conferences/Workshops Policy” and “Travel Expense Allowance Policy”.
6. During the first six months of 2022, and every four years thereafter, a review of the remuneration paid to members of Council shall be undertaken by an advisory group consisting of the Chief Financial Officer and two to four members of the Community selected by Council.

7. This bylaw comes into force and takes effect on January 1, 2019.
8. Bylaw No. 1743, cited as "Council Remuneration and Expenses Bylaw No. 1743, 2004 is hereby repealed.

Read a first, second and third time by the Municipal Council this 4th day of September, 2018.

Finally adopted on this 24th day of September, 2018.

Mayor Frank Konrad

Corporate Officer - Daniel Drexler

CERTIFICATE

I hereby certify the foregoing to be a true copy of Bylaw No. 2050, as adopted by the Municipal Council of the City of Grand Forks on the 24th day of September, 2018

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

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1743

A BYLAW TO PROVIDE FOR COUNCIL MEMBERS REMUNERATION AND EXPENSES

WHEREAS Council may, by bylaw, provide for one or more of certain payments to Council members, specify what qualifies for payment and the levels at which payment may be made;

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

1. That this bylaw may be cited as the “**Council Remuneration and Expenses Bylaw No. 1743, 2004**”.
2. That Bylaw No. 1530, cited as “Council Remuneration and Expenses Bylaw No. 1530, be hereby repealed.
3. That there be paid to the Mayor of the Corporation of the City of Grand Forks, each year, out of the annual General Revenues of the City, an indemnity for the discharge of the duties of the office of Mayor, an amount of \$18,104.00 in twenty-six equal payments, of which payment of \$6,035.00 is provided as an allowance for expenses incidental to those duties.
4. That there be paid to each of the Councillors of the Corporation of the City of Grand Forks, each year, out of the annual General Revenues of the City, an indemnity for the discharge of the duties of the office of Councillor, an amount of \$13,578.00 in twenty-six equal payments, of which payment of \$4,526.00 is provided as an allowance for expenses incidental to those duties.
5. That the indemnity paid to the Mayor and each Councillor of the Corporation of the City of Grand Forks be increased annually in January of each year by an amount equal to the Canadian consumer price index percentage of the preceding year only.
6. The Mayor and Councillors represent the City of Grand Forks, from time to time, at conventions, meetings, conferences, workshops and public events. These shall include, but not be limited to, the Association of Kootenay and Boundary Municipalities (A.K.B.M.), the Union of British Columbia Municipalities (U.B.C.M.), the Newly Elected Officials Seminar, Interior Municipal Electrical Utilities (I.M.E.U.), invitations to attend special

festivities, parades, conventions, or meetings where a Council member is an authorized member, Council liaison, or representative to the Committee, association, society, organization or group; or where the City is a paid member of an association, organization, or society in accordance with the "Council Attendance at Conferences/Workshops Policy".

7. Members of Council shall be reimbursed for actual (including taxes) costs in accordance with the "Travel Expense Policy".

Read a **FIRST** time this 16th day of February, 2004.

Read a **SECOND** time this 16th day of February, 2004.

Read a **THIRD** time this 16th day of February, 2004.

FINALLY ADOPTED this 18th day of February, 2004.

Mayor Jake Raven

Lynne Burch - City Clerk

C E R T I F I C A T E

I hereby certify the foregoing to be a true copy of Bylaw No. 1743, as adopted by
the Municipal Council of the City of Grand Forks
on the 18th day of February, 2004.

Clerk of the Municipal Council of the
City of Grand Forks

CITY OF GRAND FORKS

POLICY TITLE: Council Remuneration **POLICY NO:** 305

EFFECTIVE DATE: January 13th, 2014 **SUPERSEDES:** Feb. 16, 2009

APPROVAL: Council **PAGE:** 1 of 1

POLICY:

During the expiring quarter of a Council's term, Council will establish a committee consisting of 3 to 7 members of the community, to review Council's remuneration, and make recommendations to the current Council for the new incoming Council's remuneration. Council may, if they wish, appoint a member of the current Council to the committee, who is not planning to run in the upcoming election.

The committee shall report back to the current Council with their recommendations at a Regular Council meeting, at least two weeks prior to Election Day.

PURPOSE:

The Council Remuneration Policy establishes a process to review and make recommendations with respect to Council Remuneration for the next incoming Council during an Election Year.

TERMS OF REFERENCE:

The terms of Reference for the Committee shall be:

- to review existing indemnities and "history" of how present rates were established
- to review comparative rates for other municipalities and like bodies where pertinent (e.g. Regional District Boards)
- to consider the workload required, expected and undertaken by members of Council
- to consider any other pertinent data relating to Indemnities
- to recommend any formula which may provide a reasonable basis for establishing remuneration on an ongoing basis
- the Committee may call upon the Chief Administrative Officer, the Chief Financial Officer and the Corporate Officer as resource persons
- To prepare recommendations for Council's consideration no later than two weeks prior to an Election, or at a date set by Council
- Recommendations on indemnities and remunerations accepted by Council shall be effective January 1st following the general election.

CITY OF GRAND FORKS			
POLICY TITLE:	Council-elected members	POLICY NO:	304
	Minimum Expense, Benefits & Allowance Policy		
EFFECTIVE DATE:	February 16, 2009	SUPERSEDES:	
APPROVAL:	Council	PAGE:	1 of 2

POLICY:

Subject to the Remuneration and Expense Bylaw governing the remuneration and allowance, members elected to City Council shall be reimbursed for benefits premiums, allowances and expenses, as provided herein and this policy shall be reviewed by Council on an annual basis, as proposed by the City Manager. Where there is a conflict between this Policy and the Bylaw or the Community Charter or the Local Government Act, the Bylaw or the Act shall prevail.

PURPOSE:

To ensure that elected members have a policy that provides guidance to Staff and the general public for reimbursement of expenses and allowances when members of Council are engaged in performing the duties of the City within and outside the Municipal boundaries.

Reimbursement Policy applies to the following:

Medical, Vision, Dental & Extended Health:

The City contributes 100% of the premiums for medical, dental, vision and extended health benefits to ensure that the member has coverage that equals the minimum coverage offered in any City collective agreement, provided there is a minimum group enrolment available for the members of Council.

Life Insurance and AD& D:

The City contributes 100% of the premiums for life insurance for coverage of \$30,000.00 per member while the member is engaged in the traveling to and from Council meetings and travels outside the Municipal boundaries of Council, provided there is a minimum group enrolment available for the members of Council.

Car allowance and mileage:

Where an elected member is required to use his or her own vehicle for City purposes outside the boundaries of the City, the member shall be reimbursed for mileage at the rate specified in the Income Tax Act. A monthly allowance may be paid, provided prior to the use of personal vehicle, an agreement on the amount of allowance has been reached with the City Manager or the City Council, by a resolution.

Accommodation:

When a member is required to attend approved meetings and approved workshops related to the business of the City, the City shall reimburse 100% of the accommodations paid by the member.

Meals and Allowances: Within and Outside of Municipal Boundaries.

Members of Council are entitled to the reimbursement of meals while the members have been called to meetings at City Hall or at another designated place or have been engaged in meetings with Staff on Municipal business and also engaged in meetings prior to the regularly scheduled meetings of Council.

Reimbursement for meals shall be provided when the member is performing duties of the City outside the Municipal boundaries. The reimbursement shall be the actual cost of the meals.

Internet and email account Charges:

Members of Council may receive 50% reimbursement of Internet charges for cost of Internet and email for the convenience of receiving electronic communication from the City Staff.

Accident Deductible reimbursement:

Where a member's personal vehicle is involved in an accident outside the Municipal boundaries, while performing the duties of the City and provided the member is not at fault, the City shall reimburse the amount of the deductible the member is required to pay.

Rental of Vehicle and other Transportation Charges:

Members of Council are entitled to the reimbursement of rental of vehicles, ferry charges, airline tickets and related charges, bus tickets, rail tickets and other transportation charges while traveling on approved Municipal business outside the Municipal boundaries.

Direct Expenses:

Members of Council may be reimbursed for any direct costs relating to the performance of Municipal duties, provided such direct cost has been approved, prior to the incurrence of the expenses, either by a resolution of Council or by the City Manager and such direct cost shall not relate to these:

- Entertainment of constituents and meeting costs associated with constituents
- Municipal Elections
- Campaign Expenses
- Distribution of Flyers on any municipal issues
- Advertising in newspaper and radio or any form of media
- Legal and accounting fees
- Consultant Fees
- Engineering Fees
- Indemnification of members, unless there is a bylaw for Indemnification
- Loss of personal property of any nature and value
- Personal expenses of any amounts and for any purposes
- Laundry expenses, unless it was incurred while traveling on municipal business.

General Prohibition on Expenses Reimbursement:

An expense not provided for reimbursement in this policy is not eligible to be reimbursed unless the member has received prior approval, by a resolution of Council.

Request for Decision



To: Regular Meeting
From: **Development and Engineering**
Date: September 4, 2018
Subject: Nature Park Dedication Bylaw
Recommendation: **RESOLVED THAT Council gives first, second, and third readings of "Nature Park Bylaw No. 2052".**

In 2017, staff and consulting biologists EcoLogic Consultants undertook the classification of different ecosystem types within City limits using the Sensitive Ecosystem Inventory (SEI) methodology. It is useful for identifying potential areas to prioritize for conservation and areas more suitable for disturbance. Development can be directed to non-sensitive lands and varying degrees of protection could be brought into place for sensitive lands.

Staff presented the Sensitive Ecosystem Inventory at the March 12, 2018 Committee of the Whole. At the March 26, 2018 Regular Meeting, Council passed this resolution:

THAT Council directs staff to develop the implementation of the Sensitive Ecosystem Inventory by drafting amendments to the Official Community Plan and associated bylaws.

The bylaws identified in the staff report were:

1. Zoning Bylaw – refinements to zone locations, boundaries and setbacks;
2. Tree Bylaw – protection for sensitive ecosystems on private lands;
3. Tree Policy – management of City trees in or near sensitive ecosystems; and
4. Nature Park dedication bylaws.

Item 3. "Tree Policy" was adopted at the May 7, 2018 Regular Meeting as Urban Forest Policy No. 1105. In the context of implementing the values from the SEI, the policy's statements are:

The City will manage its urban forest for the public benefit including, but not limited to:

- Reduction of air pollution
- Dust control
- Wind breaks
- Noise control
- Rainfall interception
- Shade
- Habitat improvement
- Aesthetics
- Biodiversity
- Soil stabilization and improvement
- Riparian area improvement

Staff are now bringing forward item 4. "Nature Park dedication bylaws" to protect sensitive lands that are both not suitable for disturbance and that are difficult to develop

because of their topography. The areas under consideration are Observation Mountain, the grasslands, hillside and area in the north east portion of City limits in between the landfill and Valley Heights, and a part of the oxbow beneath Valmar. All land is owned by the City. Figures 1 and 2 show the proposed nature park areas and the SEI classes.

The mechanism for dedicating the nature parks is the same as was used for dedicating the Johnson Flats Wetland Nature Park in Bylaw 2035. The proposed Bylaw No. 2052 will repeal and replace Bylaw 2035 to include the additional areas.

Protection of the sensitive ecosystem areas will ultimately involve amendments to the OCP land use designation and zoning in future updates of the OCP and the Zoning Bylaw.

Committee of the Whole considered this bylaw at the August 20, 2018 meeting. Bylaw No. 2052 is now being considered for its first three readings and will be scheduled for adoption at the September 24, 2018 Regular Meeting.

Benefits or Impacts

Strategic Impact



Economic Growth

- Ensure that all development is in line with visions and guiding principles of the SCP and current best practices.
- We will develop a sustainability charter.



Fiscal Responsibility

- We will continue to retain our natural assets as a public trust.

Policy/Legislation

Bylaw 2052

Bylaw 2035

Attachments

Bylaw 2052

Figure 1: Proposed nature parks and sensitive ecosystem inventory

Figure 2: Proposed nature parks and sensitive ecosystem inventory

Recommendation

RESOLVED THAT Council gives first, second, and third readings of “Nature Park Bylaw No. 2052”.

Options

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

Report Approval Details

Document Title:	RFD 2018 - Nature Park Dedication Bylaw 2052 RM1.docx
Attachments:	<ul style="list-style-type: none">- By2052 RFD figure1.pdf- By2052 RFD figure 2.pdf- By2052 Nature Park Bylaw.pdf
Final Approval Date:	Aug 23, 2018

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

Dolores Sheets - Aug 23, 2018 - 8:17 AM

Diane Heinrich - Aug 23, 2018 - 9:12 AM

Figure 1: Nature Park and SEI classes

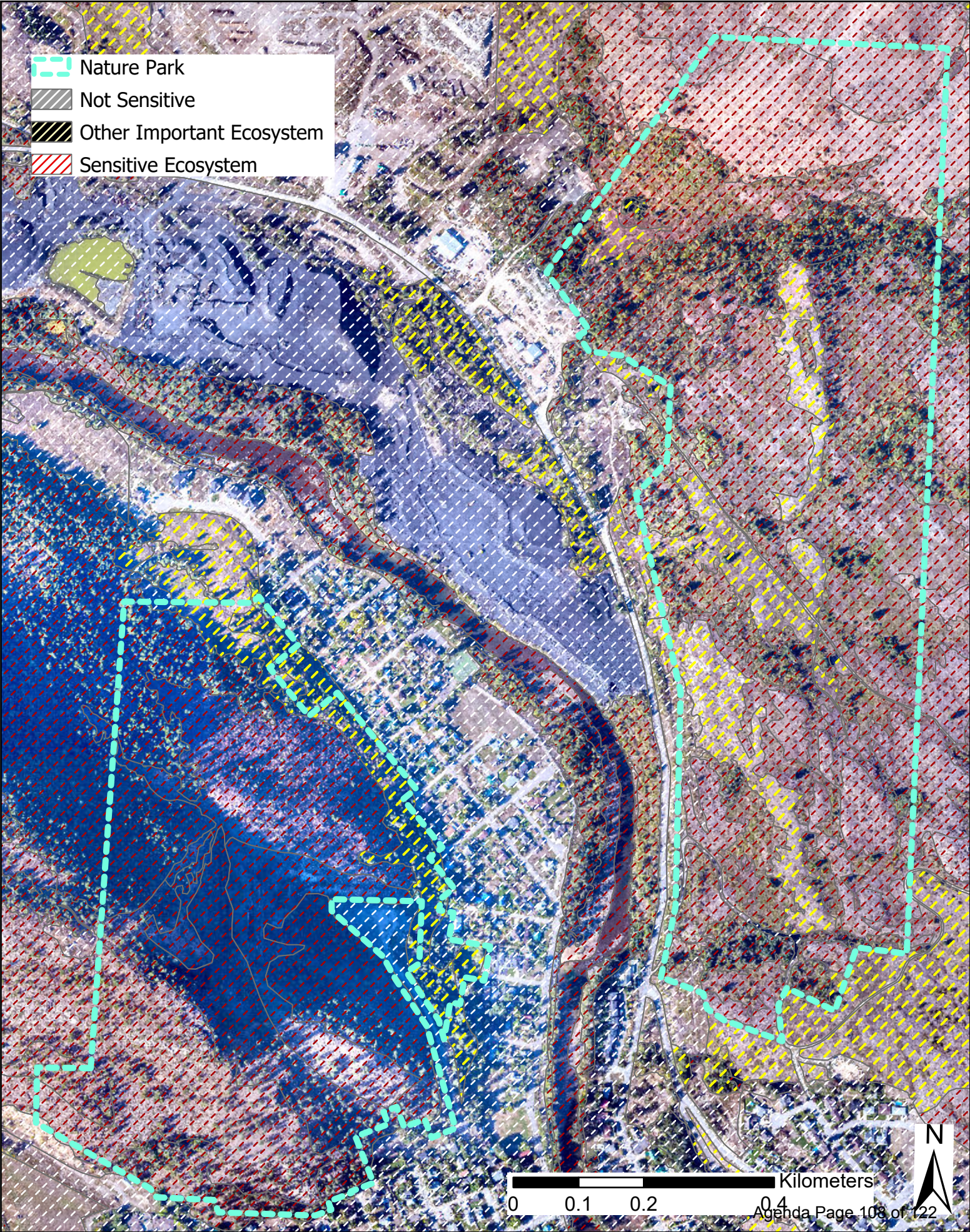
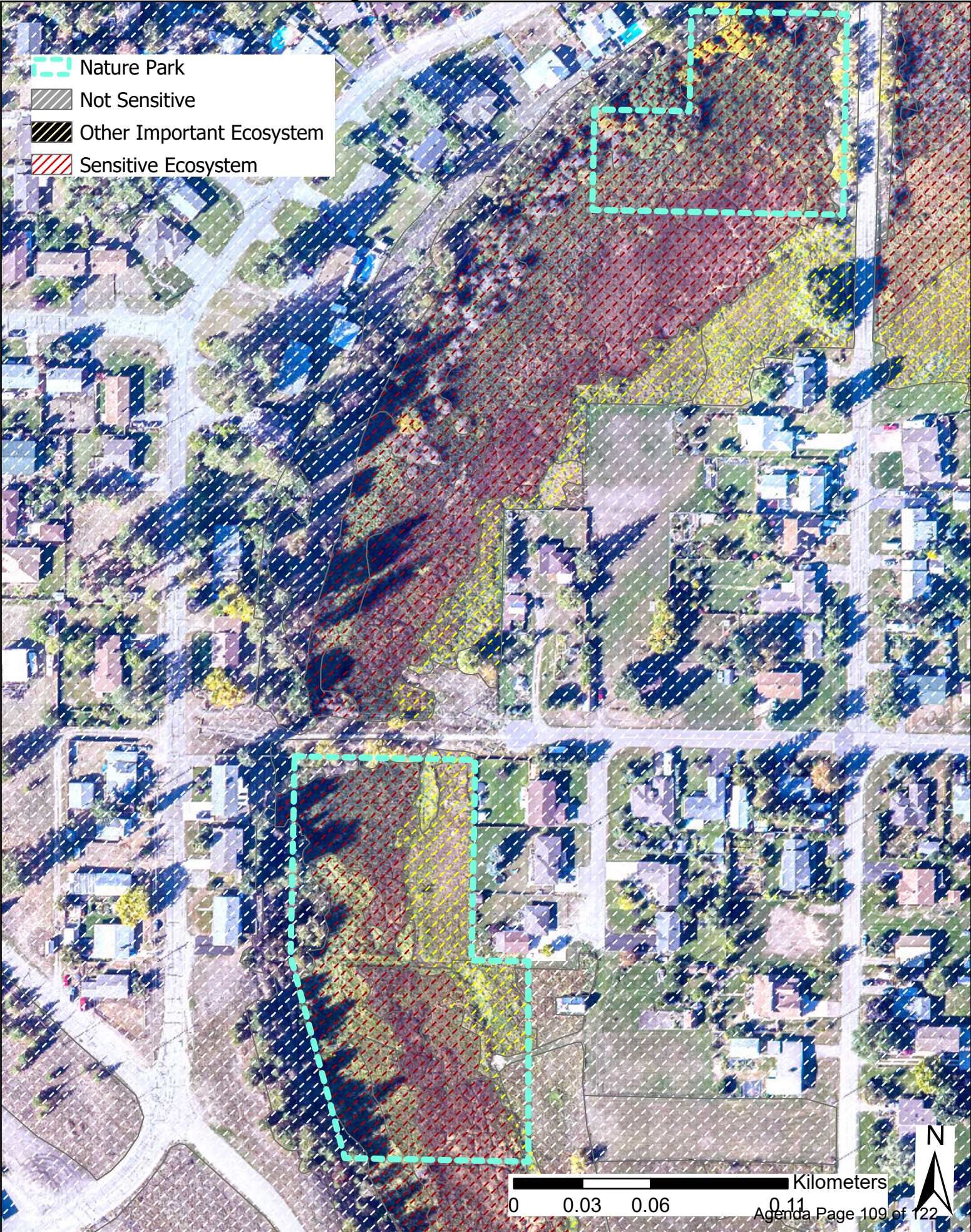


Figure 2: Nature Park and SEI classes



THE CORPORATION OF THE CITY OF GRAND FORKS
BYLAW NO. 2052

A Bylaw to dedicate Nature Parks

=====

The Municipal Council for the Corporation of the City of Grand Forks, in an open meeting of Council, **ENACTS** as follows:

1. Citation

- 1.1 This bylaw may be cited as the “**Nature Park Bylaw No. 2052**”

2. Definitions

- 2.1 In this bylaw, unless the context otherwise requires:

“**Ecological Reserve**” means land used or intended to be used for the preservation of the environment or for scientific research and education pertaining to the studies in the inter-relationships between species and the behaviour of unique flora and fauna.

“**Wetland**” is land that is saturated with water long enough to promote wetland or aquatic processes as indicated by poorly drained soils, hydrophytic (water-tolerant) vegetation, and various kinds of biological activity which are adapted to a wet environment.

3. Regulations

- 3.2 The use, development and improvement of the said park must be that of an ecological reserve.
- 3.3 No person shall modify or cause to modify the hydrology, vegetation, or wildlife of the park in a way that diminishes the function of the park as a wetland or an ecological reserve.

4. Schedules

- 4.1 The lands shown outlined in bold on the Schedules listed below, attached to, and forming part of this bylaw, are dedicated as public parks:

Schedule ‘A’ – Johnson Flats Wetland Nature Park
Schedule ‘B’ – Observation Mountain Nature Park
Schedule ‘C’ – Grassland Nature Park
Schedule ‘D’ – Oxbow Nature Park

5. Repeal

- 5.1 The following bylaws and any amendments thereto, are hereby repealed:

- “**Johnson Flats Wetland Nature Park Bylaw No. 2035, 2016**”

Read a first, second, and third time by the Municipal Council this ____ day of _____,
2018.

Adopted this ____ day of _____, 2018.

Mayor Frank Konrad

Corporate Officer – Daniel Drexler




Entirety of:

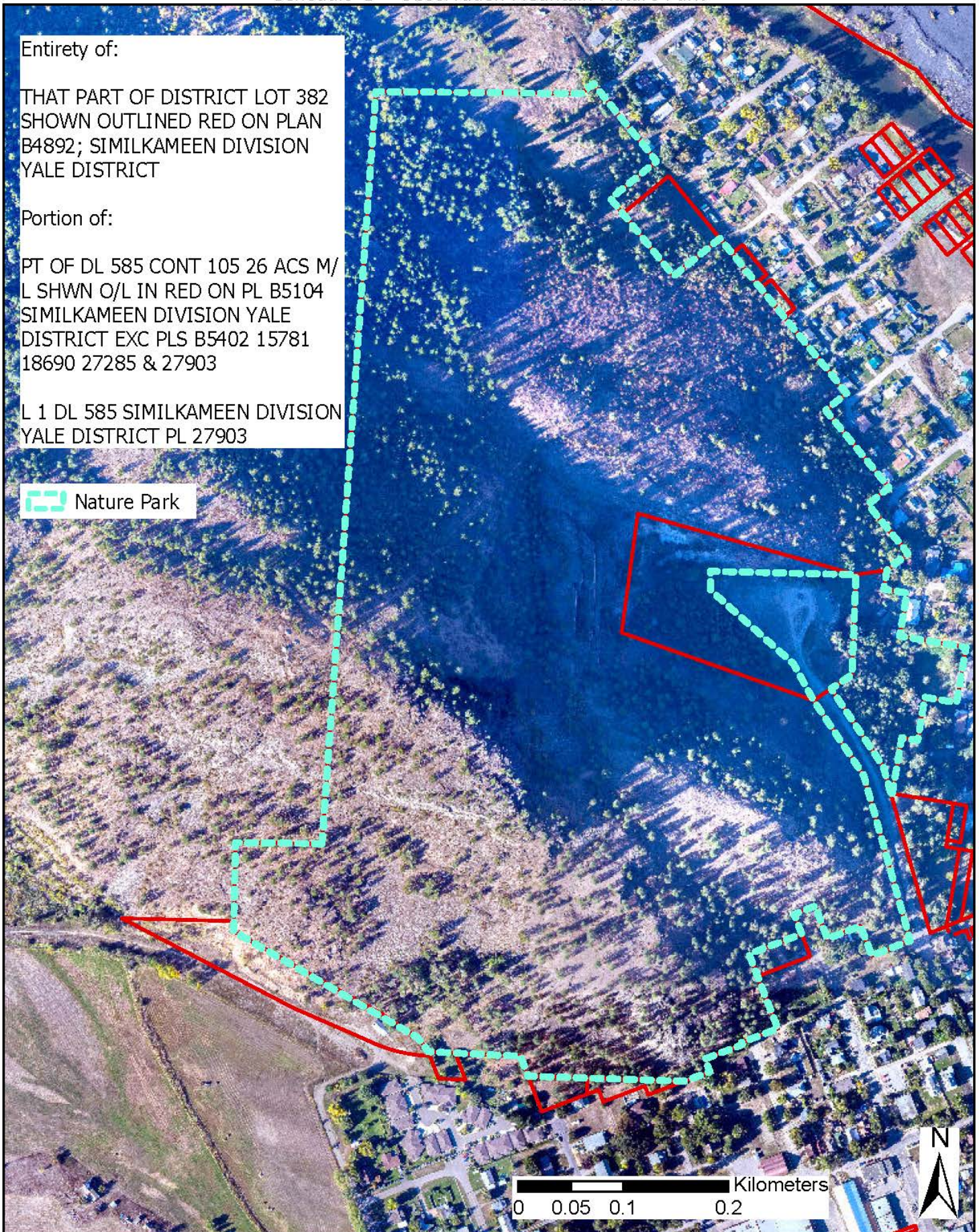
THAT PART OF DISTRICT LOT 382
SHOWN OUTLINED RED ON PLAN
B4892; SIMILKAMEEN DIVISION
YALE DISTRICT

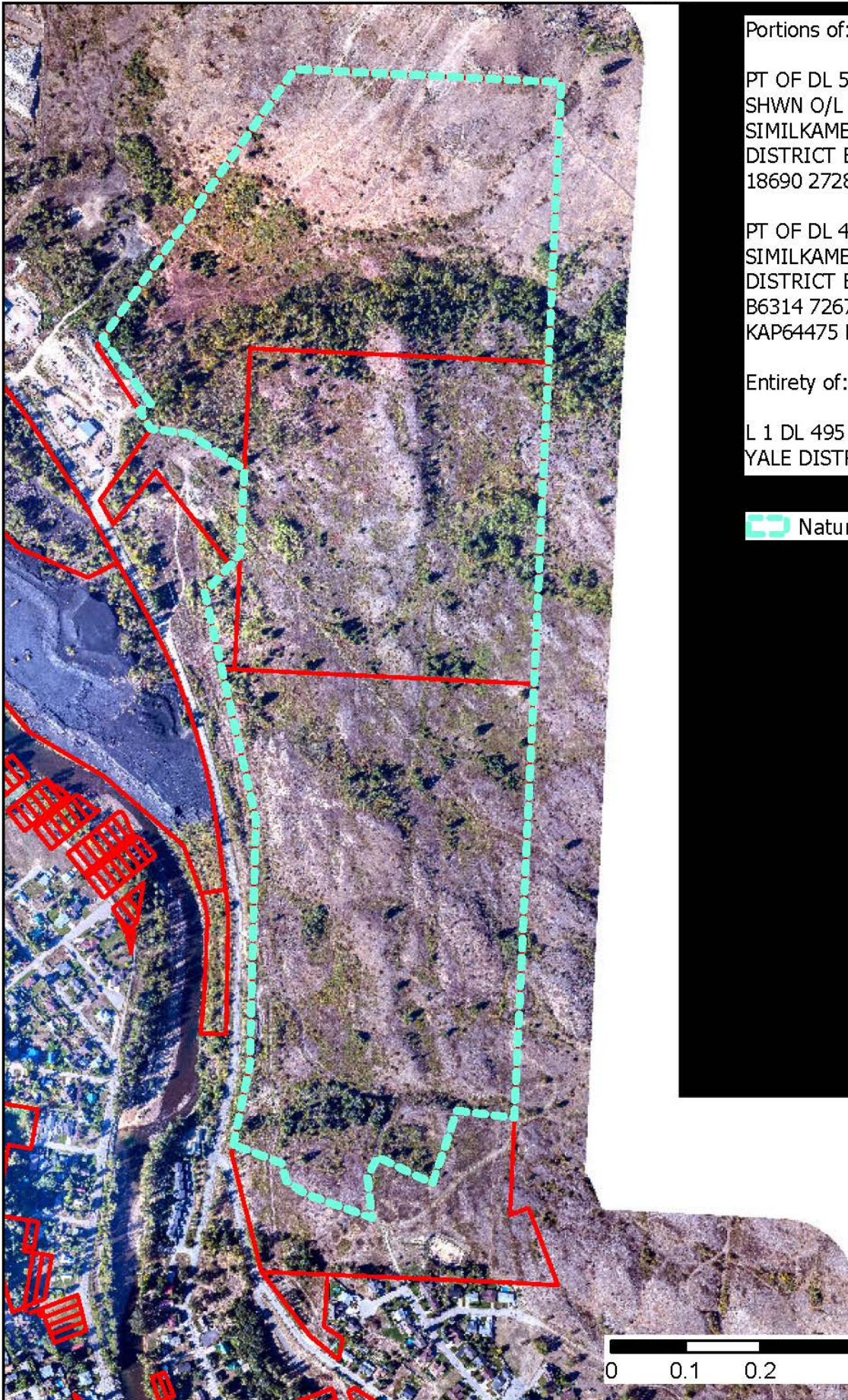
Portion of:

PT OF DL 585 CONT 105 26 ACS M/
L SHWN O/L IN RED ON PL B5104
SIMILKAMEEN DIVISION YALE
DISTRICT EXC PLS B5402 15781
18690 27285 & 27903

L 1 DL 585 SIMILKAMEEN DIVISION
YALE DISTRICT PL 27903

 Nature Park






Portions of:

PT OF DL 585 CONT 105 26 ACS M/L
SHWN O/L IN RED ON PL B5104
SIMILKAMEEN DIVISION YALE
DISTRICT EXC PLS B5402 15781
18690 27285 & 27903

PT OF DL 495 SHWN ON PL B2093
SIMILKAMEEN DIVISION YALE
DISTRICT EXC PLS B5146 B5147
B6314 7267 27381 KAP61265
KAP64475 KAP67245 & KAP67367

Entirety of:

L 1 DL 495 SIMILKAMEEN DIVISION
YALE DISTRICT PL KAP71087

 Nature Park

0 0.1 0.2 0.4 Kilometers



Entirety of:

PCL B (DD J64043) OF L 2 BK 3 DL
380 SIMILKAMEEN DIVISION YALE
DISTRICT PL 586


L 14 BK 3 DL 380 SIMILKAMEEN
DIVISION YALE DISTRICT PL 586

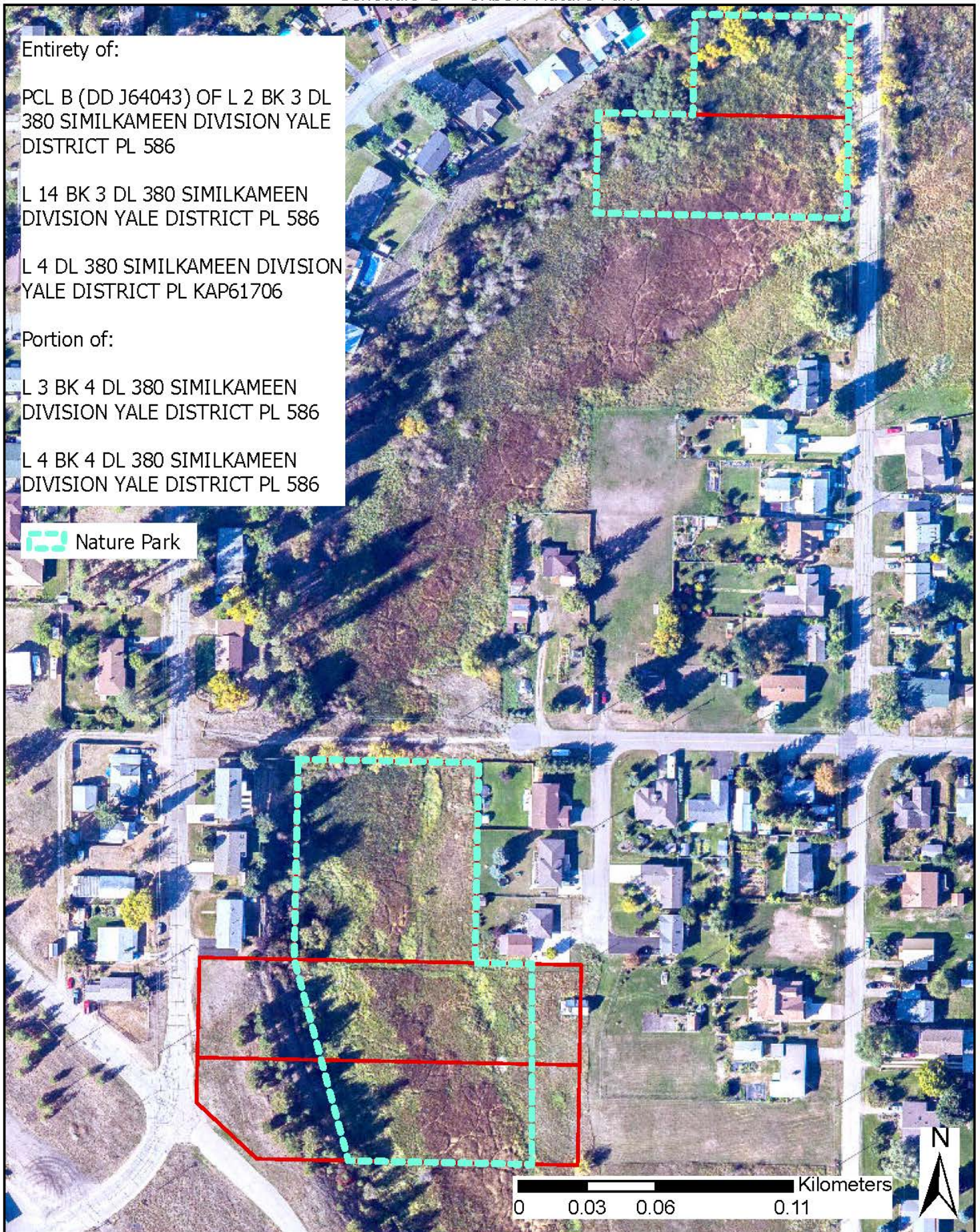
L 4 DL 380 SIMILKAMEEN DIVISION
YALE DISTRICT PL KAP61706

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L 3 BK 4 DL 380 SIMILKAMEEN
DIVISION YALE DISTRICT PL 586

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DIVISION YALE DISTRICT PL 586

 Nature Park



Request for Decision



To: Regular Meeting
From: **Development and Engineering**
Date: September 4, 2018
Subject: Cannabis delegation bylaw
Recommendation: **RESOLVED THAT Council gives the first three readings to “Cannabis Delegation Bylaw No. 2053”; and THAT Council adopts Policy 1504 - Retail Cannabis Licence Recommendation.**

Staff introduced the critical path for Cannabis legalization and regulation by the City at the February 13, 2018 Committee of the whole. The Official Community Plan and the Zoning Bylaw have been amended to define where retail Cannabis businesses may operate and where grow operations may be located. The province's retail licencing system includes a referral for recommendation from local government. Without a positive recommendation, the Liquor and Cannabis Regulation Branch (LCRB) will not issue a licence.

According to the LCRB:

The recommendations and comments the local government provides to the LCRB must:

- be in writing (this may or may not be in the form of a resolution)
- show that the local government has considered the location of the proposed store
- include the views of the local government on the general impact on the community if the application is approved
- include the views of residents if the local government has gathered residents' views, and a description of how they were gathered
- include the local government's recommendation as to whether the application should be approved or rejected and provide the reasons upon which the recommendation is based.

Staff propose to handle these recommendations in a similar manner to business licencing and planning permits. The initial approval is made at the staff level through delegated authority and reconsiderations are brought to Council. This is done through a delegation bylaw, the draft of which is attached. This ensures a predictable and fair process that allows the business community to make informed decisions when deciding to locate or invest in Grand Forks. Staff would follow a policy set by Council. That draft policy “1504 – Retail Cannabis Licence Recommendation” is attached for review. Please note that the overall potential locations for retail Cannabis stores has already been set by Council in the Zoning Bylaw.

Committee of the Whole considered this bylaw and policy at the August 20, 2018 meeting. There was some concern over delegating this power to staff. The goal of the delegation is to present the business community with a consistent approvals standard

and environment. Staff would still be required to consult with the public and Council can set the standard for public consultation within Policy 1504. This delegation bylaw would mean that Cannabis retail business approvals would be handled by the same department, and with the same care and attention, as business licence and development approvals.

Bylaw 2053 and Policy 1504 are now presented for first three readings and adoption respectively.

Benefits or Impacts

General

This outlines the process for delivering recommendations to the LCRB on retail Cannabis store licences.

Strategic Impact



Community Engagement

- Policy 1504 mandates staff to engage residents before delivering a recommendation to the LCRB



Economic Growth

- Bylaw 2053 and Policy 1504 outline a predictable and fair process for retail Cannabis businesses.

Policy/Legislation

Cannabis Delegation Bylaw No. 2053

Policy 1504 – Retail Cannabis Licence Recommendation

Attachments

Bylaw 2053

Policy 1504

Recommendation

**RESOLVED THAT Council gives the first three readings to “Cannabis Delegation Bylaw No. 2053”; and
THAT Council adopts Policy 1504 - Retail Cannabis Licence Recommendation.**

Options

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

Report Approval Details

Document Title:	RFD 2018 Cannabis Delegation Bylaw 2053 RM1.docx
Attachments:	- 1504 - Retail Cannabis Licence Recommendation.docx - By2053 - Cannabis Delegation Bylaw.docx
Final Approval Date:	Aug 23, 2018

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

Dolores Sheets - Aug 23, 2018 - 8:20 AM

Diane Heinrich - Aug 23, 2018 - 9:09 AM



City of Grand Forks
 7217 4th Street
 Grand Forks, BC V0H 1H0
 250.442.8266
www.grandforks.ca

Council Policy

Retail Cannabis Licence Recommendation

Established: Date

Rescinded: N/A

Contact Department: Development and Engineering

Purpose

- To define how to deliver Cannabis Retail Licence recommendations to the Liquor and Cannabis Regulation Branch (LCRB).

Definitions (might not be required)

- **Liquor and Cannabis Regulation Branch** means that branch of senior government mandated to licence non-medical Cannabis. The current name is used in this document but the intent is to also mean any future branch of government that assumes the same role.

Scope

- This policy only applies to requests from the province for a recommendation on the licencing of Cannabis businesses.

Policy Statements

- The Business Licence Inspector is responsible for following the LCRB's requirements for delivering a recommendation on retail Cannabis licence applications.
- The City will consider the location of any retail store in the application and include its views on the general impact of the store on the community.
- The views of residents and a description of how those views were gathered will be included in the recommendation to the LCRB.
- The recommendation will include a clear approval or rejection along with the basis of the recommendation.
- The Business Licence Inspector will use a method to gather residents' views in keeping with current best practices.

References

- Bylaw 2053 delegates the power and responsibility to deliver the recommendations to the Business Licence Inspector.

THE CORPORATION OF THE CITY OF GRAND FORKS
BYLAW NO. 2053

A bylaw to delegate defined authorities to officers of the City

=====

The Municipal Council for the Corporation of the City of Grand Forks, in an open meeting of Council, **ENACTS** as follows:

1. Citation

- 1.1 This bylaw may be cited as the “**Cannabis Delegation Bylaw No. 2053**”

2. Delegation of powers and duties

- 2.1. Council delegates to the Business Licence Inspector, as set in the current Business Licencing Bylaw, the power and duty of Council to provide comments and a recommendation to the Liquor and Cannabis Regulation Branch regarding a cannabis retail store licence application.

3. Policy and Procedure

- 3.1. The delegate will follow the City’s current Cannabis Business Licencing policy and procedure.

4. Reconsideration by Council

- 4.1. All of the following apply to any decision by a delegate;
- 4.2. any owner of property or business that is subject to a decision by the delegate, and who is dissatisfied with the decision is entitled to have the decision reconsidered by Council in accordance with this section;
- 4.3. an owner who wishes to have a decision reconsidered by Council, must apply for the reconsideration by delivering to the Corporate Officer, within 30 days after the decision is communicated in writing to the owner, a reconsideration application in writing which must set out all of the following:
- a) the name of the delegate who made the decision, the date of the decision and the nature of the decision;
 - b) reasons why the owner wishes the decision to be reconsidered by Council;
 - c) the decision the owner requests be made by Council, with brief reasons in support of the requested decision; and
 - d) a copy of any materials considered by the owner to be relevant to the reconsideration by Council.
- 4.4. a reconsideration application must be considered by Council at a Regular meeting of Council held at least two weeks after the date on which the reconsideration application is delivered to the Corporate Officer.

- 4.5. in reconsidering a decision, the Council must consider the material that was considered by the delegate in making the decision;
- 4.6. at a reconsideration of a decision, the owner and any other person who is interested in the decision are entitled to be heard by Council; and
- 4.7. after having reconsidered a decision, Council may either confirm the decision or may set aside the decision and substitute the decision of Council.

5. General

- 5.1 Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.
- 5.2 If any part, section, sentence, clause, phrase or word of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder which shall continue in full force and effect and be construed as if the Bylaw had been adopted without the invalid portion.

Read a first, second, and third time by the Municipal Council this ____ day of _____, 2018.

Adopted this ____ day of _____, 2018.

Mayor - Frank Konrad

Corporate Officer – Daniel Drexler