



# The Corporation of the City of Grand Forks

## Regular Meeting

### AGENDA

Meeting #: R-2018-19  
Date: Monday, November 5, 2018, 7:00 pm  
Location: 7217 - 4th Street, City Hall Council Chambers

Pages

#### 1. WELCOME

- a. Chief Administrative Officer  
Welcome to the Inaugural Meeting of the 2018-2022 Council term. Introduction of special guests in attendance.

#### 2. AFFIRMATION OF OATHS OF OFFICE

- a. Corporate Officer  
Administration of the Oaths of Office to Council Members Elect.

#### 3. CALL TO ORDER

- a. Mayor Taylor  
Call November 5, 2018, Inaugural Meeting to order.

#### 4. ADOPTION OF AGENDA

- a. Adopt agenda  
November 5, 2018, Inaugural Meeting agenda

##### Recommendation

THAT Council adopts the November 5, 2018, Inaugural Meeting agenda as presented.

#### 5. MINUTES

- a. Adopt minutes - Regular  
October 22, 2018, Regular Meeting minutes

4 - 10

##### Recommendation

THAT Council adopts the October 22, 2018, Regular Meeting minutes as presented.

#### 6. RECOMMENDATIONS FROM STAFF FOR DECISIONS

- a. 2018 Local Government Election Report  
Corporate Services / Elections

11 - 41

**Recommendation**

**THAT Council receives the attached report on the 2018 Local Government General Election for the City of Grand Forks, as submitted by the Chief Elections Officer, Dawn Attorp.**

- b. 2019 Regular and COTW Meeting Schedule  
Corporate Services

42 - 59

**Recommendation**

**THAT Council adopts the meeting dates as presented, provides notice to the public of the 2019 Regular Council Meeting schedule, and provides the 2019 schedule for the Committee of the Whole meetings;**

**AND FURTHER directs staff to publish the notice in the Grand Forks Gazette in accordance with the Community Charter.**

- c. Appointments of Acting Mayor for Council Year 2018-2019  
Corporate Services

60 - 64

**Recommendation**

**THAT Council designates members of Council to serve on a rotating basis as Acting Mayor during the Council Year 2018-2019 as follows: Councillor E-Stoodley – November & December 2018, Councillor Korolek – January & February 2019, Councillor Krog – March & April 2019, Councillor Moslin – May & June 2019, Councillor Thompson – July & August 2019, Councillor Zielinski – September & October 2019.**

- d. Regional District of Kootenay Boundary and Regional Hospital District Representative and Alternate  
Corporate Services

65 - 69

**Recommendation**

**THAT Council appoints \_\_\_\_\_ as the City of Grand Forks' representative to the Board of Directors of the Regional District of Kootenay Boundary and as representative to the Kootenay Boundary Regional Hospital District;**

**AND FURTHER THAT Council appoints \_\_\_\_\_ to be the alternate representative to the Board of Directors of the Regional District of Kootenay Boundary as well as the Kootenay Boundary Regional Hospital District.**

- e. Boundary Flood Recovery Policy Group – Appointment of Representative and Alternate  
Corporate Services

70 - 75

**Recommendation**

**THAT Council appoints \_\_\_\_\_ as the first representative to the Boundary Flood Recovery Policy Group for the City of Grand Forks;**

**AND FURTHER THAT Council appoints \_\_\_\_\_ as the second representative to the Boundary Flood Recovery Policy Group for the City of Grand Forks;**

**AND FURTHER THAT Council appoints \_\_\_\_\_ to be the alternate representative to the Boundary Flood Recovery Policy Group for the City of Grand Forks.**

- f. Grand Forks Curling Club – Liquor Primary Licence Application  
Planning and Development

76 - 83

**Recommendation**

THAT Council endorses the application by the Grand Forks Curling Club for a transition from a “Liquor Primary Club Licence” to a “Liquor Primary Licence” at its current premise of 7230 - 21st Street;

AND FURTHER authorizes staff to forward the detailed resolution in Appendix “A” to the Liquor and Cannabis Regulation Branch.

7. **REMARKS FROM THE MAYOR**

8. **ADJOURNMENT**



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

**Meeting #:** R-2018-18  
**Date:** Monday, October 22, 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

**Staff:** Diane Heinrich - Chief Administrative Officer  
Daniel Drexler - Corporate Officer  
Kevin McKinnon - Deputy Corporate Officer  
David Reid - Manager of Operations  
Graham Watt - Recovery Manager

**GALLERY**

---

**1. CALL TO ORDER**

Mayor Konrad called the October 22, 2018, Regular Meeting to order at 7:00 pm.

**2. ADOPTION OF AGENDA**

- a. Adopt agenda

*October 22, 2018, Regular Meeting agenda*

**Resolution #: R288/18/10/22**

Moved by: Ross

Seconded by: Thompson

**THAT Council adopts the October 22, 2018, Regular Meeting agenda as presented.**

**Carried**

**3. MINUTES**

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

*October 9, 2018, Special to go In-Camera Meeting minutes*

**Resolution #: R289/18/10/22**

Moved by: Ross

Seconded by: Thompson

**THAT Council adopts the October 9, 2018, Special to go In-Camera Meeting minutes as presented.**

**Carried**

- b. Adopt minutes - Regular

*October 9, 2018, Regular Meeting minutes*

**Resolution #: R290/18/10/22**

Moved by: Thompson

Seconded by: Tripp

**THAT Council adopts the October 9, 2018, Regular Meeting minutes as presented.**

**Carried**

4. **REGISTERED PETITIONS AND DELEGATIONS**

5. **UNFINISHED BUSINESS**

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

- a. Written Reports of Council

Councillor Ross advised that she attended RDKB and Policy meetings, and that there was an identified need for a liaison between the Policy group and Victoria.

**Resolution #: R291/18/10/22**

Moved by: Butler

Seconded by: Tripp

**THAT all written reports of Council submitted to the October 22, 2018, Regular Meeting be received.**

**Carried**

- b. 2018-10-22-BC Seniors Games

*Mayor Konrad remarks*

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

a. Verbal Report - RDKB Representative

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

Read the RDKB agendas here:

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

The Mayor advised that Councillor Ross attended the last meeting in his place; her report was delivered as part of the Written Reports of Council.

**Resolution #: R292/18/10/22**

Moved by: Tripp

Seconded by: Hammett

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

**Carried**

**8. RECOMMENDATIONS FROM STAFF FOR DECISIONS**

a. Revitalization Tax Exemption Bylaw

*Corporate Services / Finance*

Council discussed the scope of the bylaw.

**Resolution #: R293/18/10/22**

Moved by: Krog

Seconded by: Hammett

**THAT Council instructs staff to proceed with public engagement and Council workshops for a potential Revitalization Tax Exemption Program.**

**Carried**

- b. Consideration for Approval – Temporary Use Permit Application - 7255 Riverside Drive (Proposed Religious Centre)

*Development and Engineering*

**Resolution #: R294/18/10/22**

Moved by: Krog

Seconded by: Tripp

**THAT Council grants a Temporary Use Permit for a Religious Centre (Church) on land zoned CC – Core Commercial, located at 7255 Riverside Drive; legally described as Lot A, District Lot 108, SDYD, Plan KAP82116 (PID: 026-838-575).**

**Carried**

- c. Budget for DMAF grant application preparation

*Regional Emergency Program*

**Resolution #: R295/18/10/22**

Moved by: Thompson

Seconded by: Butler

**THAT Council approves \$200,000 to be used for the DMAF grant application preparation and directs staff to include it in the Five Year Financial Plan Bylaw amendment.**

**Carried**



**9. REQUESTS ARISING FROM CORRESPONDENCE**

- a. RDKB – Aquatic Center Requisition Increase

*Corporate Services*

**Resolution #: R296/18/10/22**

Moved by: Ross

Seconded by: Thompson

**THAT Council discusses the proposed increase for the Aquatic Center service and defers the item to the Committee of the Whole meeting on December 10, 2018, for discussion with RDKB representatives.**

**Carried**

**10. INFORMATION ITEMS**

**11. BYLAWS**

**12. LATE ITEMS**

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

Councillors Hammett and Tripp and Mayor Konrad spoke of their time on Council.

**14. ADJOURNMENT**

**Resolution #: R297/18/10/22**

Moved by: Ross

Seconded by: Butler

**THAT the October 22, 2018, Regular Meeting be adjourned at 7:26 pm.**

**Carried**

---

Mayor Frank Konrad

---

Corporate Officer - Daniel Drexler

# Request for Decision



To: Regular Meeting  
From: **Corporate Services / Elections**  
Date: November 5, 2018  
Subject: 2018 Local Government Election Report  
Recommendation: **THAT Council receives the attached report on the 2018 Local Government General Election for the City of Grand Forks, as submitted by the Chief Elections Officer, Dawn Attorp.**

---

## Background

Attached is the report for the 2018 Local Government Election for the City of Grand Forks, as submitted by the Chief Election Officer. It is appropriate at the Inaugural Meeting to receive the report from the Chief Election Officer.

---

## Benefits or Impacts

### General

Proceeding with the adoption of the report ensures that the report on the final outcome of the election is made part of the permanent public record for the City of Grand Forks.

### Strategic Impact



#### Fiscal Responsibility

- Election expenses are budgeted for in the Five Year Financial Plan.

### Policy/Legislation

Section 146 of the Local Government Act requires that the Chief Election Officer declare the Election results prior to 4:00 pm on the fourth day (October 24, 2018) following the close of general voting. The Declaration of Official Elections Results for Mayor and Council, as per attached, were sent into BC Elections and CivicInfo on Tuesday, October 23, 2018, a day ahead of the legislative deadline; and posted on the City's website and Facebook page on Wednesday, October 24, 2018.

## Attachments

- Memorandum from the Chief Election Officer
  - Declaration of Official Election Results for Mayor and Council
  - Summary of Ballots Cast
  - Details of Ballot Accounts
  - Section 146 of the Local Government Act
-

## **Recommendation**

**THAT Council receives the attached report on the 2018 Local Government General Election for the City of Grand Forks, as submitted by the Chief Elections Officer, Dawn Attorp.**

## **Options**

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

### Report Approval Details

Document Title:	RFD 2018 - Local Government Election Report 2018.docx
Attachments:	<ul style="list-style-type: none"><li>- 1 - Memo - CEO.pdf</li><li>- 2 - Declaration of Official Election Results.pdf</li><li>- 3 - Determination of Official Election Results - Mayor.pdf</li><li>- 4 - Determination of Official Election Results - Councillors.pdf</li><li>- 5 - Overall Ballot Tally.pdf</li><li>- 6 - Ballot account.pdf</li><li>- Local Government Act S146.pdf</li></ul>
Final Approval Date:	Oct 24, 2018

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

**Diane Heinrich - Oct 24, 2018 - 11:25 AM**

# MEMORANDUM



**DATE :** October 23, 2018

**TO:** Mayor and Council

**FROM:** Dawn Attorp, Chief Election Officer

**SUBJECT :** CEO Report for the 2018 Local Government Election

---

The 2018 Local Government Election for the City of Grand Forks has now been finalized. As Chief Election Officer, I, along with Deputy Chief Election Officers, Daniel Drexler and Kevin McKinnon, worked closely with Election Officials from School District #51 and the Regional District of Kootenay Boundary. The collaboration of the three jurisdictions offsets some of the cost of running the election.

Two Advance Voting Opportunities were held with 161 votes cast on October 10 and 318 votes cast on October 17. As well, on General Voting Day, a mobile crew was deployed to allow voters at Phoenix Manor, Boundary Lodge, Silver Kettle Village and Boundary Hospital/Hardy View Lodge an opportunity to vote. A total of 80 votes were cast from these facilities. General Voting Day at Dr. D.A. Perley Elementary School saw 1,009 votes cast. Total ballots cast were 1,568, very similar to the 1,579 votes cast in the 2014 election. It is estimated that voter turnout is approximately 52%, which is very good when considered with turnout averages around the province.

As well as the Mayor and Council contests, the City had a referendum question on the ballot for the RDKB. The RDKB will be reporting on the overall count for the referendum question, but for interest sake, there were 797 votes in favour of the question and 538 votes opposed. The referendum was for the entire region and was successful.

Attached are the ballot accounts for the offices of Mayor and Council for your review. You will note that there was a ballot overage on General Voting Day of four ballots. We have reconfirmed our ballot accounts through reviewing our tallies from election night as well as reviewing each ballot and the voting books physically. We are confident that the numbers are correct. It appears that potentially some of the ballot packages may have had an extra ballot included. We have confirmed with the printer that this may have occurred. For security reasons, we did not open each package of 100 in advance. In future, opening each package, physically counting and resealing is recommended. However, as mentioned, the number of votes cast is correct and I am confident that the final ballot account is accurate. The overage resulted in more unused ballots than anticipated, but the number of used ballots does match the expected number from our tally sheets.



# MEMORANDUM



I would like to take this opportunity to thank and commend the two Deputy Chief Election Officers, Daniel Drexler and Kevin McKinnon, for the many hours of dedication that they committed to the election process. As well, Daphne Popoff and Dianna Darling were instrumental in ensuring that everything ran smoothly. The City is fortunate to have such diligent, committed staff.

I would also like to acknowledge Regional District staff, Theresa Lenardon, Jennifer Kuhn and Maureen Forster, as well as School District staff, Jeanette Hanlon and Miranda Burdock. Their cooperation in working together on the election benefitted the entire Boundary area and was most sincerely appreciated.

And, last but not least, the approximately 30 poll clerks who were hired to staff the varying election positions for all voting opportunities. It is not easy to come into one of these high pressure positions with a couple of hours training, so a sincere thank you to all of them for a job well done.

It was a pleasure working for the City of Grand Forks. Best wishes to the new Council on their upcoming term.

Respectfully submitted:

A handwritten signature in black ink, appearing to read "Dawn Attorp". The signature is fluid and cursive, with the first name "Dawn" being more prominent than the last name "Attorp".

Dawn Attorp



Form No. 6-3  
LGA s.146(2)(a)

THE CORPORATION OF THE CITY OF GRAND FORKS

**DECLARATION OF OFFICIAL ELECTION RESULTS**

**GENERAL LOCAL ELECTION – 2018**

**MAYOR**

I, Dawn Attorp, Chief Election Officer, do hereby declare elected,

**Brian Taylor**, who received the highest number of valid votes for the office of **Mayor**.

Dated at Invermere, BC

this 23 day of October, 2018.

  
Chief Election Officer





THE CORPORATION OF THE CITY OF GRAND FORKS

DECLARATION OF OFFICIAL ELECTION RESULTS

GENERAL LOCAL ELECTION – 2018

COUNCILLOR

I, Dawn Attorp, Chief Election Officer, do hereby declare elected the following candidates,  
who received the highest number of valid votes for the office of  
Councillor.

1. Zak Eburne-Stoodley
2. Cathy Korolek
3. Neil Krog
4. Chris Moslin
5. Christine Thompson
6. Rod Zielinski

Dated at Invermere, BC  
this 23 day of October, 2018.


  
Chief Election Officer



THE CORPORATION OF THE CITY OF GRAND FORKS  
DETERMINATION OF OFFICIAL ELECTION RESULTS  
GENERAL LOCAL ELECTION – 2018

	BAKER	SMITH	TAYLOR			
Advance Voting Opportunity: October 10 Council Chambers, City Hall	63	8	90			
Advance Voting Opportunity: October 17 Council Chambers, City Hall	159	15	140			
General Voting Dr. D.A. Elementary School	465	61	475			
Mobile voting	12	10	50			
TOTAL NUMBER OF VOTES	699	94	755			

This determination of official election results was made by the Chief Election Officer on October 23, 2018 at Invermere and is based on ballot accounts as amended or prepared by the Chief Election Officer.

  
Chief Election Officer



THE CORPORATION OF THE CITY OF GRAND FORKS  
DETERMINATION OF OFFICIAL ELECTION RESULTS  
GENERAL LOCAL ELECTION – 2018

	BUTLER	EBURNE- STOODLEY	HALLUK	HAMMETT	HOEKSTRA	KOROLEK
Advance Voting Opportunity: October 10 Council Chambers, City Hall	53	81	35	54	22	84
Advance Voting Opportunity: [October 17 Council Chambers, City Hall	99	149	78	125	49	149
General Voting Dr. D.A. Elementary School	377	464	237	380	162	425
Mobile	25	21	9	29	8	25
Total	554	715	359	588	241	683
	KROG	MOSLIN	O'DONNELL	PIPER	THOMPSON	WYERS
Advance Voting Opportunity: October 10 Council Chambers, City Hall	81	83	63	38	65	68
Advance Voting Opportunity: [October 17 Council Chambers, City Hall	155	149	84	97	130	113
General Voting Dr. D.A. Elementary School	508	468	322	332	391	326
Mobile	25	34	25	4	36	27
total	769	734	494	471	622	534

	ZIELINKSI					
Advance Voting Opportunity: October 10 Council Chambers, City Hall	98					
Advance Voting Opportunity: [October 17 Council Chambers, City Hall	227					
General Voting Dr. D.A. Elementary School	645					
Mobile	24					
Total	994					

This determination of official election results was made by the Chief Election Officer on October 20, 2018 at Intermerc and is based on ballot accounts as amended or prepared by the Chief Election Officer.

  
Chief Election Officer





## THE CORPORATION OF THE CITY OF GRAND FORKS

### BALLOT ACCOUNT FOR 2018 LOCAL GOVERNMENT ELECTION THIS TALLY REPRESENTS A SNAPSHOT FOR ADVANCE, MOBILE AND GENERAL VOTING DAYS

#### REFERENDUM QUESTION

YES	797
NO	538

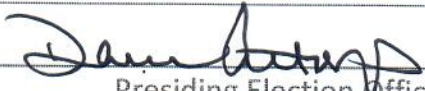
#### MAYOR

BAKER, EVERETT	699
SMITH, GARY	94
TAYLOR, BRIAN	755

#### COUNCILLOR

BUTLER, JULIA	554
EBURNE-STOODLEY, ZAK	715
HALLUK, STAN	359
HAMMETT, CHRIS	588
HOEKSTRA, ARNOLD	241
KOROLEK, CATHY	683
KROG, NEIL	769
MOSLIN, CHRIS	734
O'DONNELL, DANNA	494
PIPER, KYLE	471
THOMPSON, CHRISTINE	622
WYERS, CHER	534
ZIELINSKI, ROD	994

(1) Number of ballots received for use (see Note 1)		<u>4000</u>
(2) Ballots without objection	<u>1568</u>	
(3) Ballots accepted subject to objection under LGA s.140 )		
(4) Ballots rejected without objection		
(5) Ballots rejected subject to objection under LGA s.140		
(6) Spoiled ballots that were replaced under LGA s.128	<u>17</u>	
(7) Number of ballots given to the electors (2+3+4+5+6)		<u>1585</u>
(8) Unused ballots (see Note 2)		<u>2419</u>
(9) Number of ballots not accounted for		<u>(4)</u>
(10) TOTAL (7+8+9) No. 1 & No. 10 must agree		<u>4000</u>

  
 Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)

## THE CORPORATION OF THE CITY OF GRAND FORKS

**PRELIMINARY BALLOT ACCOUNT FOR THE RDKB REFERENDUM  
FOR BALLOTS CAST IN THE CITY OF GRAND FORKS  
(NOTE: The RDKB will report the official cumulative results from all areas)**

### REFERENDUM QUESTION

	Yes	No
October 10 Advance Poll	79	54
October 17 Advance Poll	147	118
October 20 Special Voting	34	10
October 20 General Voting	537	356
Total	797	538

\*\*\* Status Report \*\*\*  
20:19:30 10/20/2018

City of Grand Forks, BC  
General Local Election  
0001 ADV Oct 10 Grand Forks  
Election Date: October 20, 2018  
ADV Oct 10 Grand Forks

Ballot Types:  
ALL

161  
Total: 161

\*\*\* Voting Results Report \*\*\*  
20:19:31 10/20/2018

City of Grand Forks, BC  
General Local Election  
0001 ADV Oct 10 Grand Forks  
Election Date: October 20, 2018  
Total Number Voting: 161

Precinct Results Report

ADV Oct 10 Grand Forks

Total Ballots	161
Ballots for Code 00001-01-01	4
Ballots for Code 00002-01-01	157

Office of Mayor

Everett Baker	63
Gary Smith	8
Brian C. Taylor	90

Office of Councillor  
Number to Vote For: 6

Julia Christine Butler	53
Zak Eburne-Stoodley	81
Stan (Stash) Halluk	35
Chris Denise Hammett	54
Arnold Hoekstra	22
Cathy Korolek	84
Neil D. Krog	81
Chris Moslin	83
Danna Rozek O'Donnell	63
Kyle Piper	38
Christine Thompson	65
Cher Myers	68
Rod Zielinski	98

Referendum Question

Yes	79
No	54

WE HEREBY CERTIFY THAT THE ABOVE  
RESULTS ARE A TRUE AND ACCURATE  
ACCOUNT OF THE ELECTION AND THAT ALL  
COUNTERS WERE ZERO (0) WHEN THE POLLS  
OPENED AND THAT THE ELECTION WAS HELD  
IN ACCORDANCE WITH THE LAWS OF THE  
PROVINCE OF BRITISH COLUMBIA

ELECTION OFFICIAL

ELECTION OFFICIAL

ELECTION OFFICIAL

ELECTION OFFICIAL



\*\*\* Status Report \*\*\*  
20:22:19 10/20/2018

City of Grand Forks, BC  
General Local Election  
0001 ADV Grand Forks  
Election Date: October 20, 2018  
ADV Grand Forks

Ballot Types:  
ALL

318  
Total: 318

\*\*\* Voting Results Report \*\*\*  
20:22:21 10/20/2018

City of Grand Forks, BC  
General Local Election  
0001 ADV Grand Forks  
Election Date: October 20, 2018  
Total Number Voting: 318

Precinct Results Report

ADV Grand Forks

Total Ballots	318
Ballots for Code 00001-01-01	6
Ballots for Code 00002-01-01	312

Office of Mayor

Everett Baker	159
Gary Smith	15
Brian C. Taylor	140

Office of Councillor  
Number to Vote For: 6

Julia Christine Butler	99
Zak Eburne-Stoodley	149
Stan (Stash) Halluk	78
Chris Denise Hannett	125
Arnold Hoekstra	49
Cathy Korolek	149
Neil D. Krog	155
Chris Moslin	149
Danna Rozek O'Donnell	84
Kyle Piper	97
Christine Thompson	130
Cher Myers	113
Rod Zielinski	227

Referendum Question

Yes	147
No	118

WE HEREBY CERTIFY THAT THE ABOVE  
RESULTS ARE A TRUE AND ACCURATE  
ACCOUNT OF THE ELECTION AND THAT ALL  
COUNTERS WERE ZERO (0) WHEN THE POLLS  
OPENED AND THAT THE ELECTION WAS HELD  
IN ACCORDANCE WITH THE LAWS OF THE  
PROVINCE OF BRITISH COLUMBIA.

ELECTION OFFICIAL

ELECTION OFFICIAL

ELECTION OFFICIAL

ELECTION OFFICIAL

20:22:37 10/20/2018  
Polls Closed

\*\*\* Status Report \*\*\*  
20:29:20 10/20/2018

City of Grand Forks, BC  
General Local Election  
0003 Dr DA Perley Elementary  
Election Date: October 20, 2018  
Dr DA Perley Elementary

Ballot Types:  
ALL

507  
Total: 507

\*\*\* Voting Results Report \*\*\*  
20:29:21 10/20/2018

City of Grand Forks, BC  
General Local Election  
0003 Dr DA Perley Elementary  
Election Date: October 20, 2018  
Total Number Voting: 507

Precinct Results Report

Dr DA Perley Elementary

Total Ballots	507
Ballots for Code 00001-01-01	10
Ballots for Code 00002-01-01	497

Office of Mayor

Everett Baker	223
Gary Smith	40
Brian C. Taylor	243

Office of Councillor  
Number to Vote For: 6

Julia Christine Butler	193
Zak Eburne-Stoodley	231
Stan (Stash) Halluk	133
Chris Denise Hannett	189
Arnold Hoekstra	91
Gathy Korolek	212
Neil D. Krog	251
Chris Moslin	234
Danna Rozek O'Donnell	164
Kyle Piper	178
Christine Thompson	188
Cher Myers	150
Rod Zielinski	324

Referendum Question

Yes	260
No	193

WE HEREBY CERTIFY THAT THE ABOVE  
RESULTS ARE A TRUE AND ACCURATE  
ACCOUNT OF THE ELECTION AND THAT ALL  
COUNTERS WERE ZERO (0) WHEN THE POLLS  
OPENED AND THAT THE ELECTION WAS HELD  
IN ACCORDANCE WITH THE LAWS OF THE  
PROVINCE OF BRITISH COLUMBIA.

ELECTION OFFICIAL

ELECTION OFFICIAL

ELECTION OFFICIAL

ELECTION OFFICIAL

\*\*\* Status Report \*\*\*  
20:29:24 10/20/2018

PRINTER.C

15:51:50 10/20/2018  
PRINTER.C

15:54:56 10/20/2018  
PRINTER.C

15:55:10 10/20/2018

City of Grand Forks, BC  
General Local Election  
0003 Dr DA Perley Elementary  
Election Date: October 20, 2018  
Dr DA Perley Elementary

Ballot Types:  
ALL  
----  
502  
Total: 502

\*\*\* Voting Results Report \*\*\*  
20:28:30 10/20/2018

City of Grand Forks, BC  
General Local Election  
0003 Dr DA Perley Elementary  
Election Date: October 20, 2018  
Total Number Voting: 502

Precinct Results Report

Dr DA Perley Elementary

Total Ballots	502
Ballots for Code 00001-01-01	7
Ballots for Code 00002-01-01	495

Office of Mayor

Everett Baker	242
Gary Smith	21
Brian C. Taylor	232

Office of Councillor  
Number to Vote For: 6

Julia Christine Butler	184
Zak Eburne-Stoodley	233
Stan (Stash) Halluk	104
Chris Denise Hannett	191
Arnold Hoekstra	71
Cathy Korolek	213
Neil D. Krog	257
Chris Moslin	234
Danna Rozek O'Donnell	158
Kyle Piper	154
Christine Thompson	203
Cher Myers	176
Rod Zielinski	321

Referendum Question

Yes	277
No	163

WE HEREBY CERTIFY THAT THE ABOVE  
RESULTS ARE A TRUE AND ACCURATE  
ACCOUNT OF THE ELECTION AND THAT ALL  
COUNTERS WERE ZERO (0) WHEN THE POLLS  
OPENED AND THAT THE ELECTION WAS HELD  
IN ACCORDANCE WITH THE LAWS OF THE  
PROVINCE OF BRITISH COLUMBIA.

  
ELECTION OFFICIAL

-----  
ELECTION OFFICIAL

-----  
ELECTION OFFICIAL

-----  
ELECTION OFFICIAL

\*\*\* Status Report \*\*\*  
20:17:58 10/20/2018

City of Grand Forks, BC  
General Local Election  
0002 ADV Oct 17 Grand Forks  
Election Date: October 20, 2018  
ADV Oct 17 Grand Forks

Ballot Types:  
ALL

80  
Total: 80

MOBILE

\*\*\* Voting Results Report \*\*\*  
20:18:00 10/20/2018

City of Grand Forks, BC  
General Local Election  
0002 ADV Oct 17 Grand Forks  
Election Date: October 20, 2018  
Total Number Voting:

80

Precinct Results Report

ADV Oct 17 Grand Forks

Total Ballots	80
Ballots for Code 00001-01-01	0
Ballots for Code 00002-01-01	80

Office of Mayor

Everett Baker	12
Gary Smith	10
Brian C. Taylor	50

Office of Councillor  
Number to Vote For: 6

Julia Christine Butler	25
Zak Eburne-Stoodley	21
Stan (Stash) Halluk	9
Chris Denise Hennett	29
Arnold Hoekstra	8
Cathy Korolek	25
Neil D. Krog	25
Chris Moslin	34
Danna Rozek D'Donnell	25
Kyle Piper	4
Christine Thompson	36
Gher Myers	27
Rod Zielinski	24

Referendum Question

Yes	34
No	10

WE HEREBY CERTIFY THAT THE ABOVE  
RESULTS ARE A TRUE AND ACCURATE  
ACCOUNT OF THE ELECTION AND THAT ALL  
COUNTERS WERE ZERO (0) WHEN THE POLLS  
OPENED AND THAT THE ELECTION WAS HELD  
IN ACCORDANCE WITH THE LAWS OF THE  
PROVINCE OF BRITISH COLUMBIA.

  
ELECTION OFFICIAL

  
ELECTION OFFICIAL

\_\_\_\_\_  
ELECTION OFFICIAL

\_\_\_\_\_  
ELECTION OFFICIAL

MISSED BACK ORIENTATION MARK (115)

20:07:42 10/20/2018

NO DATA FOUND (102)

20:08:54 10/20/2018

MARGINAL MARK BALLOT RETURNED

20:10:35 10/20/2018

BLANK BALLOT ACCEPTED

20:10:49 10/20/2018

OVERVOTED BALLOT ACCEPTED

20:11:38 10/20/2018

ORIENTATION SKIP ERROR (104)

20:12:24 10/20/2018

SUPERVISOR SWITCH ENGAGED

20:17:24 10/20/2018

ELECTION DEFINITION LOADED UNIT: 50792197

20:17:51 10/20/2018

THE CORPORATION OF THE CITY OF GRAND FORKS

**BALLOT ACCOUNT**

ADVANCE VOTING OCTOBER 10, 2018

Mayor

Number of valid votes cast:

**Baker, Everett**

63

**Smith, Gary**

8

**Taylor, Brian**

90

(1) Number of ballots received for use (see Note 1)		<u>330</u>
(2) Ballots without objection	<u>161</u>	
(3) Ballots accepted subject to objection under LGA s.140 )		
(4) Ballots rejected without objection		
(5) Ballots rejected subject to objection under LGA s.140		
(6) Spoiled ballots that were replaced under LGA s.128	<u>3</u>	
(7) <b>Number of ballots given to the electors</b> (2+3+4+5+6)	<u>164</u>	
(8) Unused ballots (see Note 2)	<u>166</u>	
(9) Number of ballots not accounted for	<u>0</u>	
(10) <b>TOTAL</b> (7+8+9) No. 1 & No. 10 must agree		<u>330</u>

  
Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)

THE CORPORATION OF THE CITY OF GRAND FORKS

**BALLOT ACCOUNT**

ADVANCE VOTING OCTOBER 10, 2018


Councillor

Number of valid votes cast:

Butler, Julia	<u>53</u>
Eburne-Stoodley, Zak	<u>81</u>
Haluk, Stan	<u>35</u>
Hammett, Chris	<u>54</u>
Hoekstra, Arnold	<u>22</u>
Korolek, Cathy	<u>84</u>
Krog, Neil	<u>81</u>
Moslin, Chris	<u>83</u>
O'Donnell, Danna	<u>63</u>
Piper, Kyle	<u>38</u>
Thompson, Christine	<u>65</u>
Wyers, Cher	<u>68</u>
Zielinski, Rod	<u>98</u>



(1) Number of ballots received for use (see Note 1)		<u>330</u>
(2) Ballots without objection	<u>161</u>	
(3) Ballots accepted subject to objection under LGA s.140 )	<u>          </u>	
(4) Ballots rejected without objection	<u>          </u>	
(5) Ballots rejected subject to objection under LGA s.140	<u>          </u>	
(6) Spoiled ballots that were replaced under LGA s.128	<u>3</u>	
(7) <b>Number of ballots given to the electors</b> (2+3+4+5+6)	<u>164</u>	
(8) Unused ballots (see Note 2)	<u>166</u>	
(9) Number of ballots not accounted for	<u>0</u>	
(10) <b>TOTAL</b> (7+8+9)    No. 1 & No. 10 must agree		<u>330</u>

  
 \_\_\_\_\_  
 Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)

THE CORPORATION OF THE CITY OF GRAND FORKS

**BALLOT ACCOUNT**

ADVANCE VOTING OCTOBER 17, 2018

Mayor

Number of valid votes cast:

**Baker, Everett**

159

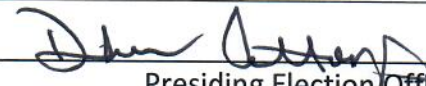
**Smith, Gary**

15

**Taylor, Brian**

140

(1) Number of ballots received for use (see Note 1)		<u>630</u>
(2) Ballots without objection	<u>318</u>	
(3) Ballots accepted subject to objection under LGA s.140 )		
(4) Ballots rejected without objection		
(5) Ballots rejected subject to objection under LGA s.140		
(6) Spoiled ballots that were replaced under LGA s.128	<u>5</u>	
(7) <b>Number of ballots given to the electors</b> (2+3+4+5+6)	<u>323</u>	
(8) Unused ballots (see Note 2)	<u>307</u>	
(9) Number of ballots not accounted for	<u>0</u>	
(10) <b>TOTAL</b> (7+8+9)    No. 1 & No. 10 must agree		<u>630</u>

  
Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)



THE CORPORATION OF THE CITY OF GRAND FORKS

**BALLOT ACCOUNT**


ADVANCE VOTING OCTOBER 17, 2018

Councillor

Number of valid votes cast:

Butler, Julia	<u>99</u>
Eburne-Stoodley, Zak	<u>149</u>
Haluk, Stan	<u>78</u>
Hammett, Chris	<u>125</u>
Hoekstra, Arnold	<u>49</u>
Korolek, Cathy	<u>149</u>
Krog, Neil	<u>155</u>
Moslin, Chris	<u>149</u>
O'Donnell, Danna	<u>84</u>
Piper, Kyle	<u>97</u>
Thompson, Christine	<u>130</u>
Wyers, Cher	<u>113</u>
Zielinski, Rod	<u>227</u>

(1) Number of ballots received for use (see Note 1)		<u>630</u>
(2) Ballots without objection	<u>318</u>	
(3) Ballots accepted subject to objection under LGA s.140 )		
(4) Ballots rejected without objection		
(5) Ballots rejected subject to objection under LGA s.140		
(6) Spoiled ballots that were replaced under LGA s.128	<u>5</u>	
(7) <b>Number of ballots given to the electors</b> (2+3+4+5+6)		<u>323</u>
(8) Unused ballots (see Note 2)		<u>307</u>
(9) Number of ballots not accounted for		
(10) <b>TOTAL</b> (7+8+9) No. 1 & No. 10 must agree		<u>630</u>

  
 Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)

THE CORPORATION OF THE CITY OF GRAND FORKS

**BALLOT ACCOUNT**

SPECIAL VOTING OCTOBER 20, 2018

Mayor

Number of valid votes cast:

**Baker, Everett**

12


**Smith, Gary**

10

**Taylor, Brian**

50

(1) Number of ballots received for use (see Note 1)		<u>220</u>
(2) Ballots without objection	<u>80</u>	
(3) Ballots accepted subject to objection under LGA s.140 )		
(4) Ballots rejected without objection		
(5) Ballots rejected subject to objection under LGA s.140		
(6) Spoiled ballots that were replaced under LGA s.128		
(7) <b>Number of ballots given to the electors</b> (2+3+4+5+6)	<u>80</u>	
(8) Unused ballots (see Note 2)	<u>140</u>	
(9) Number of ballots not accounted for	<u>0</u>	
(10) <b>TOTAL</b> (7+8+9) No. 1 & No. 10 must agree		<u>220</u>

  
Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)

THE CORPORATION OF THE CITY OF GRAND FORKS

**BALLOT ACCOUNT**

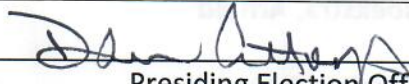
SPECIAL VOTING OCTOBER 20, 2018

Councillor

Number of valid votes cast:

Butler, Julia	<u>25</u>
Eburne-Stoodley, Zak	<u>21</u>
Haluk, Stan	<u>9</u>
Hammett, Chris	<u>29</u>
Hoekstra, Arnold	<u>8</u>
Korolek, Cathy	<u>25</u>
Krog, Neil	<u>25</u>
Moslin, Chris	<u>34</u>
O'Donnell, Danna	<u>25</u>
Piper, Kyle	<u>4</u>
Thompson, Christine	<u>36</u>
Wyers, Cher	<u>27</u>
Zielinski, Rod	<u>24</u>

(1) Number of ballots received for use (see Note 1)		<u>220</u>
(2) Ballots without objection	<u>80</u>	
(3) Ballots accepted subject to objection under LGA s.140 )		
(4) Ballots rejected without objection		
(5) Ballots rejected subject to objection under LGA s.140		
(6) Spoiled ballots that were replaced under LGA s.128		
(7) <b>Number of ballots given to the electors</b> (2+3+4+5+6)	<u>90</u>	
(8) Unused ballots (see Note 2)	<u>140</u>	
(9) Number of ballots not accounted for	<u>0</u>	
(10) <b>TOTAL</b> (7+8+9) No. 1 & No. 10 must agree		<u>220</u>

  
 Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)



THE CORPORATION OF THE CITY OF GRAND FORKS

**BALLOT ACCOUNT**

GENERAL VOTING OCTOBER 20, 2018

Mayor

Number of valid votes cast:

**Baker, Everett**

465

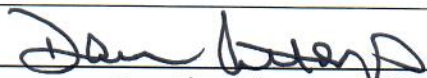
**Smith, Gary**

61

**Taylor, Brian**

475

(1) Number of ballots received for use (see Note 1)		<u>1135</u>
(2) Ballots without objection	<u>1009</u>	
(3) Ballots accepted subject to objection under LGA s.140 )		
(4) Ballots rejected without objection		
(5) Ballots rejected subject to objection under LGA s.140		
(6) Spoiled ballots that were replaced under LGA s.128	<u>9</u>	
(7) <b>Number of ballots given to the electors</b> (2+3+4+5+6)	<u>1018</u>	
(8) Unused ballots (see Note 2)	<u>121</u>	
(9) Number of ballots not accounted for	<u>(4)</u>	
(10) <b>TOTAL</b> (7+8+9) No. 1 & No. 10 must agree		<u>1135</u>



Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)

THE CORPORATION OF THE CITY OF GRAND FORKS

**BALLOT ACCOUNT**

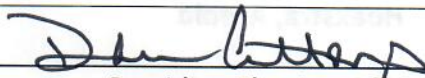
GENERAL VOTING OCTOBER 20, 2018

Councillor

Number of valid votes cast:

Butler, Julia	<u>377</u>
Eburne-Stoodley, Zak	<u>464</u>
Haluk, Stan	<u>237</u>
Hammett, Chris	<u>380</u>
Hoekstra, Arnold	<u>162</u>
Korolek, Cathy	<u>425</u>
Krog, Neil	<u>508</u>
Moslin, Chris	<u>468</u>
O'Donnell, Danna	<u>322</u>
Piper, Kyle	<u>332</u>
Thompson, Christine	<u>391</u>
Wyers, Cher	<u>326</u>
Zielinski, Rod	<u>645</u>

(1) Number of ballots received for use (see Note 1)		<u>1135</u>
(2) Ballots without objection	<u>1009</u>	
(3) Ballots accepted subject to objection under LGA s.140 )	_____	
(4) Ballots rejected without objection	_____	
(5) Ballots rejected subject to objection under LGA s.140	_____	
(6) Spoiled ballots that were replaced under LGA s.128	<u>9</u>	
(7) <b>Number of ballots given to the electors</b> (2+3+4+5+6)	<u>1018</u>	
(8) Unused ballots (see Note 2)	<u>121</u>	
(9) Number of ballots not accounted for	<u>(4)</u>	
(10) <b>TOTAL</b> (7+8+9)    No. 1 & No. 10 must agree		<u>1135</u>

  
 \_\_\_\_\_  
 Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)



resealed during any adjournment and at the end of the review of the contents.

### **Declaration of official election results**

**146** (1) Before 4 p.m. on the 4th day following the close of general voting, the chief election officer must declare the results of the election as determined under section 145.

(2) The results must be declared as follows:

(a) in the case of an election for an office to which one person is to be elected, the chief election officer must declare elected the candidate who received the highest number of valid votes for the office;

(b) in the case of an election for an office to which more than one person is to be elected, the chief election officer must declare elected the candidates who received the highest number of valid votes for the office, up to the number of candidates to be elected.

(3) As an exception, if a candidate cannot be declared elected because there is an equality of valid votes for 2 or more candidates, the chief election officer must declare that the election is to be referred to a judicial recount.

### **When elected candidates may take office**

**147** (1) A candidate declared elected under section 146 is not entitled to make the oath of office until the time period for making an application for a judicial recount has ended.

(2) If an application for a judicial recount of an election is made, a candidate declared elected in the election is not entitled to make the oath of office until the recount has been completed and the candidate's election has been confirmed unless permitted by the court under subsection (3).

(3) The Provincial Court may, on application, authorize a candidate who has been declared elected to make the oath of office if the court is satisfied that the candidate's election will not be affected by the results of the judicial recount.

## **Division 15 — Judicial Recount**

# Request for Decision



To: Regular Meeting  
From: **Corporate Services**  
Date: November 5, 2018  
Subject: 2019 Regular and COTW Meeting Schedule  
Recommendation: **THAT Council adopts the Meeting Dates as presented, provides notice to the public of the 2019 Regular Council Meeting schedule and the schedule for Committee of the Whole meetings, AND FURTHER directs staff to publish the notice in the Grand Forks Gazette in accordance with the Community Charter.**

---

## Background

Attached is a 2019 calendar identifying the proposed Regular meetings and the Committee of the Whole meetings for the year 2019.

There are typically 2 Regular meetings per month, except for July, August and occasionally, December, where there is only one meeting scheduled.

All meetings have been scheduled to avoid UBCM, FCM and AKBLG conferences.

Council to note that there is three Budget Workshops tentatively scheduled for January 28, February 4, and February 11, to facilitate the budgeting process. The exact time of the workshops will be determined by mid December.

In accordance with the Community Charter, Council must provide notice to the public of the 2019 Regular Council meeting schedule and publish notice in two consecutive issues of the newspaper.

---

## Benefits or Impacts

### General

By providing notice of the 2019 Regular Meeting schedule ensures that Council is meeting their legislative obligations. Although Council may change meeting dates as presented, there is no option to defer the matter since the meeting date listing must be advertised in accordance with the Community Charter.

### Strategic Impact



#### Community Engagement

- Public Notice and advertisement allows for the community to be informed about upcoming meetings of Council.

### **Policy/Legislation**

Community Charter S94 & S127

### **Attachments**

Community Charter Sections 127 and 94

Draft Public Notice of Regular Meeting & COTW dates

Calendar of meeting dates

---

### **Recommendation**

**THAT Council adopts the Meeting Dates as presented, provides notice to the public of the 2019 Regular Council Meeting schedule and the schedule for Committee of the Whole meetings, AND FURTHER directs staff to publish the notice in the Grand Forks Gazette in accordance with the Community Charter.**

### **Options**

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

### Report Approval Details

Document Title:	RFD 2018 - Meeting Schedule 2019.docx
Attachments:	- CC S94 and S127.pdf - 2019 Schedule of COTW and Regular Council Meetings.doc - Council Calendar 2019.pdf
Final Approval Date:	Oct 23, 2018

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

**Diane Heinrich - Oct 23, 2018 - 2:04 PM**

- (a) on a local government,
- (b) on the council of the City of Vancouver or on the Park Board established under section 485 of the *Vancouver Charter*, or
- (c) as a trustee under the *Islands Trust Act* until the next general local election.

(Add) May 29/14

- (7) The disqualification under subsection (5) does not apply if the absence is because of illness or injury or is with the leave of the council.

2003-26-125; 2014-19-14.

**Calling of special council meetings**

- 126.** (1) The mayor may call a special council meeting in his or her discretion.
- (2) Two or more council members may, in writing, request that the mayor call a special council meeting.
- (3) Two or more council members may themselves call a special council meeting if,
- (a) within 24 hours after receiving a request under subsection (2), no arrangements are made under subsection (1) for a special council meeting to be held within the next 7 days, or
  - (b) both the mayor and the person designated under section 130 [*designation of member to act in place of mayor*] are absent or otherwise unable to act.
- (4) If a special council meeting is called under subsection (3), the council members calling the meeting or the corporate officer must sign the notice under section 127 [*notice of council meetings*] in place of the mayor.

2003-26-126.

**Notice of council meetings**

- 127.** (1) A council must
- (a) make available to the public a schedule of the date, time and place of regular council meetings, and
  - (b) give notice of the availability of the schedule in accordance with section 94 [*public notice*] at least once a year.
- (2) Subject to subsection (4), notice of a special council meeting must be given at least 24 hours before the time of meeting by
- (a) posting a copy of the notice at the regular council meeting place,
  - (b) posting a copy of the notice at the public notice posting places, and
  - (c) leaving one copy for each council member at the place to which the member has directed notices be sent.
- (3) The notice under subsection (2) must include the date, time and place of the meeting, describe in general terms the purpose of meeting and be signed by the mayor or the corporate officer.
- (4) Notice of a special council meeting may be waived by unanimous vote of all council members.

2003-26-127.

**Electronic meetings and participation by members**

- 128.** (1) If this is authorized by procedure bylaw and the requirements of subsection (2) are met,
- (a) a special council meeting may be conducted by means of electronic or other communication facilities, or
  - (b) a member of council or a council committee who is unable to attend at a council meeting or a council committee meeting, as applicable, may participate in the meeting by means of electronic or other communication facilities.
- (2) The following rules apply in relation to a meeting referred to in subsection (1):
- (a) the meeting must be conducted in accordance with the applicable procedure bylaw;
  - (b) the facilities must enable the meeting's participants to hear, or watch and hear, each other;

**Other persons attending  
closed meetings**

- 91.** (1) If all or part of a meeting is closed to the public, the council may allow one or more municipal officers and employees to attend or exclude them from attending, as it considers appropriate.
- (2) If all or part of a meeting is closed to the public, the council may allow a person other than municipal officers and employees to attend,
- (a) in the case of a meeting that must be closed under section 90 (2), if the council considers this necessary and the person
    - (i) already has knowledge of the confidential information, or
    - (ii) is a lawyer attending to provide legal advice in relation to the matter, and
  - (b) in other cases, if the council considers this necessary.
- (3) The minutes of a meeting or part of a meeting that is closed to the public must record the names of all persons in attendance.

2003-26-91; 2003-52-538.

**Requirements before  
meeting is closed**

- 92.** Before holding a meeting or part of a meeting that is to be closed to the public, a council must state, by resolution passed in a public meeting,
- (a) the fact that the meeting or part is to be closed, and
  - (b) the basis under the applicable subsection of section 90 on which the meeting or part is to be closed.

2003-26-92.

**Application of rules  
to other bodies**

- 93.** In addition to its application to council meetings, this Division and section 133 [*expulsion from meetings*] also applies to meetings of the following:
- (a) council committees;
  - (b) a municipal commission established under section 143;
  - (c) a parcel tax roll review panel established under section 204;
  - (d) a board of variance established under section 899 of the *Local Government Act*;
  - (e) an advisory body established by a council;
  - (f) a body that under this or another Act may exercise the powers of a municipality or council;
  - (g) a body prescribed by regulation.

2003-26-93.

**Division 4 – Public Notice and Access to Records**

**Requirements for  
public notice**

- 94.** (1) If this section applies, the applicable notice must be
- (a) posted in the public notice posting places, and
  - (b) published in accordance with this section.
- (2) Subject to subsection (4), publication under subsection (1) (b)
- (a) must be in a newspaper that is distributed at least weekly
    - (i) in the area affected by the subject matter of the notice, and
    - (ii) if the area affected is not in the municipality, also in the municipality, and
  - (b) unless otherwise provided, must be once each week for 2 consecutive weeks.
- (3) The obligation under subsection (2) may be met by publication of the notice in more than one newspaper, if this is in accordance with that subsection when the publications are considered together.



Settle down.

## THE CORPORATION OF THE CITY OF GRAND FORKS

### **NOTICE OF YEAR 2019 REGULAR & COMMITTEE OF THE WHOLE COUNCIL MEETINGS**

In accordance with Section 127 of the Community Charter, please take notice that the following is a listing of scheduled **Regular Meetings** of Council for the City of Grand Forks for the Year 2019:

Monday, January 14, 2019	Monday, June 24, 2019
Monday, January 28, 2019	Monday, July 15, 2019
Monday, February 11, 2019	Monday, August 12, 2019
Monday, February 25, 2019	Tuesday, September 3, 2019
Monday, March 11, 2019	Monday, September 16, 2019
Monday, March 25, 2019	Monday, October 7, 2019
Monday, April 8, 2019	Monday, October 21, 2019
Tuesday, April 23, 2019	Monday, November 4, 2019
Monday, May 6, 2019	Monday, November 18, 2019
Tuesday, May 21, 2019	Monday, December 9, 2019
Monday, June 10, 2019	

***Please note there is only one Regular Meeting in the months of July, August, & December. All Regular Meetings of Council are held at City Hall – 7217 - 4<sup>th</sup> Street upstairs Council Chambers, beginning at 7:00 p.m., unless otherwise advertised.***

The following is a listing of scheduled **Committee of the Whole (COTW) Meetings** of Council for the City of Grand Forks for the year 2019. The COTW Meetings are at 9:00 a.m. and are held once per month at the same location as the Regular Meetings.

Monday, January 14, 2019	Monday, July 15, 2019
Monday, February 11, 2019	Monday, August 12, 2019
Monday, March 11, 2019	Tuesday, September 3, 2019
Monday, April 8, 2019	Monday, October 7, 2019
Monday, May 6, 2019	Monday, November 4, 2019
Monday, June 10, 2019	Monday, December 9, 2019

Dated this 3<sup>rd</sup> day of December, 2018  
Daniel Drexler  
Corporate Officer



# January 2019

January 2019						
Su	Mo	Tu	We	Th	Fr	Sa
6	7	1	2	3	4	5
13	14	8	9	10	11	12
20	21	22	23	24	25	26
27	28	29	30	31		

February 2019						
Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 30	31	Jan 1, 19 CITY HALL CLOSED STAT - New Year's Day	2	3	4	5
6	7	8	9	10	11	12
13	14 9:00am COTW Mtg. 7:00pm Regular Mtg.	15	16	17	18	19
20	21	22	23	24	25	26
27	28 Council Budget Workshop 7:00pm Regular Mtg.	29	30	31	Feb 1	2

# February 2019

February 2019						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March 2019						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 27	28	29	30	31	Feb 1	2
3	4 Council Budget Workshop	5	6	7	8	9
10	11 Council Budget Workshop 9:00am COTW Mtg. 7:00pm Regular Mtg.	12	13	14	15	16
17	18 STAT - BC Family Day	19	20	21	22	23
24	25 7:00pm Regular Mtg.	26	27	28	Mar 1	2

# March 2019

March 2019						
Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2
10	11	12	13	14	8	9
17	18	19	20	21	15	16
24	25	26	27	28	22	23
31					29	30

April 2019						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 24	25	26	27	28	Mar 1	2
3	4	5	6	7	8	9
10	11 9:00am COTW Mtg. 7:00pm Regular Mtg.	12	13	14	15	16
17	18	19	20	21	22	23
24	25 7:00pm Regular Mtg.	26	27	28	29	30
31	Apr 1	2	3	4	5	6

# April 2019

April 2019						
Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6
14	8	9	10	11	12	13
21	15	16	17	18	19	20
28	22	23	24	25	26	27
	29	30				

May 2019						
Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4
12	13	14	8	9	10	11
19	20	21	15	16	17	18
26	27	28	22	23	24	25
		29	30	31		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 31	Apr 1	2	3	4	5	6
7	8 9:00am COTW Mtg. 7:00pm Regular Mtg.	9	10	11	12	13
14	15	16	17	18	19 STAT - Good Friday	20
21	22 STAT - Easter Monday	23 7:00pm Regular Mtg.	24	25	26 AKBLG (Castlegar, BC)	27
28 AKBLG (Castlegar, BC)	29	30	May 1	2	3	4

# May 2019

May 2019						
Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4
12	13	14	8	9	10	11
19	20	21	15	16	17	18
26	27	28	22	23	24	25
			29	30	31	

June 2019						
Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1
9	10	11	12	13	14	8
16	17	18	19	20	21	15
23	24	25	26	27	28	22
30						29

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 28	29	30	May 1	2	3	4
5	6 9:00am COTW Mtg. 7:00pm Regular Mtg.	7	8	9	10	11
12	13	14	15	16	17	18
19	20 STAT - Victoria Day	21 7:00pm Regular Mtg.	22	23	24	25
26	27	28	29	30 FCM (Quebec City) To Jun 2	31	Jun 1

# June 2019

June 2019							July 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1	7	1	2	3	4	5	6
9	10	11	12	13	14	8	14	8	9	10	11	12	13
16	17	18	19	20	21	15	21	15	16	17	18	19	20
23	24	25	26	27	28	22	28	22	23	24	25	26	27
30						29		29	30	31			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 26	27	28	29	30	31	Jun 1 FCM (Quebec City)
2 FCM (Quebec City)	3	4	5	6	7	8
9	10 9:00am COTW Mtg. 7:00pm Regular Mtg.	11	12	13	14	15
16	17	18	19	20	21	22
23	24 7:00pm Regular Mtg.	25	26	27	28	29
30	Jul 1	2	3	4	5	6



# July 2019

July 2019						
Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6
14	8	9	10	11	12	13
21	15	16	17	18	19	20
28	22	23	24	25	26	27
	29	30	31			

August 2019						
Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	1	2	3
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 30	Jul 1 STAT - Canada Day	2	3	4	5	6
7	8	9	10	11	12	13
14	15 9:00am COTW Mtg. 7:00pm Regular Mtg.	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	Aug 1	2	3

# August 2019

August 2019						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2019						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 28	29	30	31	Aug 1	2	3
4	5 STAT - BC Day	6	7	8	9	10
11	12 9:00am COTW Mtg. 7:00pm Regular Mtg.	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

# September 2019

September 2019						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2019						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 1	2 STAT - Labour Day	3 9:00am COTW Mtg. 7:00pm Regular Mtg.	4	5	6	7
8	9	10	11	12	13	14
15	16 7:00pm Regular Mtg.	17	18	19	20	21
22	23 UBCM (Vancouver, BC)	24	25	26	27	28
29	30	Oct 1	2	3	4	5

# October 2019

October 2019						
Su	Mo	Tu	We	Th	Fr	Sa
6	7	1	2	3	4	5
13	14	8	9	10	11	12
20	21	15	16	17	18	19
27	28	22	23	24	25	26

November 2019						
Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 29	30	Oct 1	2	3	4	5
6	7 9:00am COTW Mtg. 7:00pm Regular Mtg.	8	9	10	11	12
13	14 STAT - Thanksgiving	15	16	17	18	19
20	21 7:00pm Regular Mtg.	22	23	24	25	26
27	28	29	30	31	Nov 1	2

# November 2019

November 2019						
Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2
10	11	12	13	14	8	9
17	18	19	20	21	15	16
24	25	26	27	28	22	23
					29	30

December 2019						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 27	28	29	30	31	Nov 1	2
3	4 9:00am COTW Mtg. 7:00pm Regular Mtg.	5	6	7	8	9
10	11 STAT - Remembrance Day	12	13	14	15	16
17	18 7:00pm Regular Mtg.	19	20	21	22	23
24	25	26	27	28	29	30

# December 2019

December 2019						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 1	2	3	4	5	6	7
8	9 9:00am COTW Mtg. 7:00pm Regular Mtg.	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25 STAT - Christmas Day	26 STAT - Boxing Day	27	28
29	30	31	Jan 1, 20	2	3	4



# Request for Decision



To: Regular Meeting  
From: **Corporate Services**  
Date: November 5, 2018  
Subject: Appointments of Acting Mayor for Council Year 2018-2019  
Recommendation: **THAT Council designates members of Council to serve on a rotating basis as Acting Mayor during the Council Year 2018-2019 as follows:**

**Councillor E-Stoodley – November & December 2018**  
**Councillor Korolek – January & February 2019**  
**Councillor Krog – March & April 2019**  
**Councillor Moslin – May & June 2019**  
**Councillor Thompson – July & August 2019**  
**Councillor Zielinski – September & October 2019**

---

## Background

Procedure Bylaw No. 1946, 2013 requires Council at the Inaugural Meeting to designate from among its members, Councillors to serve on a rotating basis as Acting Mayor to act in the place of the Mayor when the Mayor is absent or unavailable.

Section 11.7 Acting Mayor in the City of Grand Forks' Procedure Bylaw No. 1946 excerpt is attached to this report for reference.

---

## Benefits or Impacts

### General

Council will ensure compliance with the Procedure Bylaw and, at the same time, keep to the same rotation schedule for the role of Acting Mayor as in the past. The resolution outlines appointments from November to October since Council's term of office begins November 4, 2018. The rotation schedule is based on appointment of member of Council in alphabetical order for a two-month term of Acting Mayor.

### Strategic Impact



#### Fiscal Responsibility

- Legislative Advertising requirements as allotted for in the Financial Plan

### Policy/Legislation

Section 11.7 1-3 of Bylaw 1946 requires that at the inaugural meeting, Council must, in respect of the ensuring calendar year, designate from among its members, Councillors to serve on a rotating basis as Acting Mayor. The rotating basis of alphabetical order,

outlined in the above recommended resolution, has been the precedent for more than 24 years.

## **Attachments**

Excerpt of Section 11.7 for City of Grand Forks Procedure Bylaw No. 1946

---

## **Recommendation**

**THAT Council designates members of Council to serve on a rotating basis as Acting Mayor during the Council Year 2018-2019 as follows:**

**Councillor E-Stoodley – November & December 2018**

**Councillor Korolek – January & February 2019**

**Councillor Krog – March & April 2019**

**Councillor Moslin – May & June 2019**

**Councillor Thompson – July & August 2019**

**Councillor Zielinski – September & October 2019**

## **Options**

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

### Report Approval Details

Document Title:	RFD 2018 - Acting Mayor 2018-2019.docx
Attachments:	- By1946 - Grand Forks Council Procedure Bylaw - Acting Mayor.pdf
Final Approval Date:	Oct 24, 2018

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

**Diane Heinrich - Oct 24, 2018 - 3:29 PM**

Council any person he or she considers guilty of improper conduct.

- (2) If a person resists or disobeys an order of the Mayor or other person presiding to leave a meeting of Council, that person may be removed by the Corporate Officer or other City Staff member present at the meeting, or, if necessary, by a peace officer at the direction of the Mayor or other person presiding.
- (3) In addition to its application to Council meetings, the ability of the person presiding to expel persons he or she considers guilty of improper conduct also applies to meetings of the following:
  - (1) COTW, Select or Standing Committees of Council;
  - (2) The Board of Variance;
  - (3) The Court of Revision;
  - (4) An Advisory Committee, or other advisory body, established by Council under the Act, or any other legislation.

#### **11.5 Adjournment of Meeting**

- (1) The Council may at any time by resolution adjourn any meeting to a date, time and location specified in the resolution.
- (2) Council Meetings shall adjourn no later than 11:00 p.m. unless an extension beyond that time is determined by Unanimous Resolution of the Council.

#### **11.6 Cancellation of Meetings**

- (1) The Council may, by resolution, cancel any Regular meeting and/or COTW meeting. The Corporate Officer must give public notice of cancellation of any Regular and/or COTW meeting by posting notice of cancellation in a place accessible to the public at the location for the regular meeting.

#### **11.7 Acting Mayor**

- (1) At the first Regular meeting held in December each year, or at an Inaugural meeting held under Section 5, or as soon after those meetings as practicable, Council must in respect of the ensuing calendar year designate from among its member Councillors to serve on a rotating basis as Acting Mayor, to act in the place of the Mayor

when the Mayor is absent or otherwise unable to act or when the office of the Mayor is vacant. In the likelihood that the proposed legislation passes in the future and the election is scheduled to occur the third week in October, the designation of Acting Mayor among its Council members would be adopted at the first Regular meeting in November, or as soon as practicable thereafter.

- (2) Each Councillor designated under Subsection 11.7(1) must fulfill the responsibilities of the Mayor in the absence of the Mayor.
- (3) If both the Mayor and the member designated under subsection 11.7 (1) are absent from the Council meeting, the Council member next on the approved list of Acting Mayors shall be chosen to fulfill the role of Acting Mayor and shall have the same powers and duties as the Mayor in relation to the applicable matter.

## **PART 9 - PROCEDURE FOR MEETINGS**

### **12. Authority**

- (1) All meetings of the Council and all other matters of practice and procedure not otherwise herein specified shall be governed by Robert's Rules of Order or by any authority whose codification of Canadian Procedure shall be declared by the Parliament of Canada to replace or supersede Robert's Rules of Order.
- (2) Notwithstanding the above statement of authority, the Provisions of Division 2 of the Act on "Council Proceedings" are to be considered a part of this bylaw and to have the same force and effect by reference as though the same were severally, fully and particularly set forth herein.

#### **12.1 Mayor To Open Meetings**

- (1) If a quorum is present, the Mayor must call the meeting to order; however, where the Mayor is absent, the Councillor designated as Acting Mayor in accordance with Section 11.7 must take the Chair and call the meeting to order.

#### **12.2 Appointment of Acting Chair**

- (1) If a quorum is present but neither the Mayor nor the Acting Mayor are present at the time at which the meeting is scheduled to begin, the Corporate Officer must call the meeting to order and by resolution, the Council must appoint a Councillor to act as Chair for that meeting until

# Request for Decision



To: Regular Meeting

From: **Corporate Services**

Date: November 5, 2018

Subject: Regional District of Kootenay Boundary and Regional Hospital District Representative and Alternate

Recommendation: **THAT Council appoints \_\_\_\_\_ as the City of Grand Forks' representative to the Board of Directors of the Regional District of Kootenay Boundary, and as representative to the Kootenay Boundary Regional Hospital District.**

**THAT Council appoints \_\_\_\_\_ to be the alternate representative to the Board of Directors of the Regional District of Kootenay Boundary as well as the Kootenay Boundary Regional Hospital District.**

---

## Background

At the Inaugural meeting of Council, Council, by resolution, must appoint their representative and alternate representative to the Regional District of Kootenay Boundary Board of Directors. This representative is further intended to represent the City of Grand Forks on the Kootenay Boundary Regional Hospital District as well. The appointment must be made at the inaugural meeting for the City's representative to vote at the upcoming RDKB Inaugural Meeting. In the past, the Mayor has represented the City on the RDKB Board of Directors, as well as on the Regional Hospital District. The matter of the Alternate representative will be to attend Regional District meetings, and Kootenay Boundary Regional Hospital District meeting, when the Council appointed representative is not available.

---

## Benefits or Impacts

### General

The appointment of the Regional District representative and alternate ensures representation for the City at the Regional District Board of Directors as well as for the Kootenay Boundary Regional Hospital District. There is no option to decline the appointments to meet legislative obligations. The timing of the appointment of representatives is crucial since the appointment needs to be made and the RDKB notified prior to their inaugural meeting in early December. Failing to meet these timelines will result in lost opportunities to be represented at the Regional District level. Appointing the same representative for both jurisdictions makes sense since the Hospital District meetings are held just prior to the RDKB Board Meetings.



## Strategic Impact



### Community Engagement

- Partnership with the Regional District of Kootenay Boundary is essential to ensure possible future initiatives of Council may align with a regional vision. Many of the decisions of the RDKB Board of Directors and Committees alike have the potential to directly impact the residents of the City of Grand Forks.

## Policy/Legislation

Local Government Act (LGA) Section 198 & 200 provide for municipalities to appoint members of Council, as municipal director and alternate director of a Regional District Board.

## Attachments

LGA Sections 198 & 200

---

## Recommendation

**THAT Council appoints \_\_\_\_\_ as the City of Grand Forks' representative to the Board of Directors of the Regional District of Kootenay Boundary, and as representative to the Kootenay Boundary Regional Hospital District.**

**THAT Council appoints \_\_\_\_\_ to be the alternate representative to the Board of Directors of the Regional District of Kootenay Boundary as well as the Kootenay Boundary Regional Hospital District.**

## Options

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

### Report Approval Details

Document Title:	RFD 2018 - RDKB Respresentative and Alternate.docx
Attachments:	- LGA S198-200.pdf
Final Approval Date:	Oct 23, 2018

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

**Diane Heinrich - Oct 23, 2018 - 3:13 PM**

### **Appointment and term of office for municipal directors**

- 198** (1) After the first appointment under section 41 (2) (e) [*first board for regional district*], each municipal director is to be appointed at pleasure by the council from among its members.
- (2) The term of office of a municipal director
- (a) begins when the person takes office in accordance with section 202 (3) [*oath or affirmation of office*], and
  - (b) continues until the earliest of the following:
    - (i) another director taking office in the original director's place;
    - (ii) the director ceasing to be a member of the council before the next general local election;
    - (iii) November 30 in the year of a general local election.

### **Election and term of office for electoral area directors**

- 199** (1) After the first election under section 41 (2) (f) [*incorporation of new regional district*], elections for electoral area directors are to be conducted in accordance with Part 3 [*Electors and Elections*].
- (2) The term of office of an electoral area director elected at the time of the general local election
- (a) begins on the first Monday after November 1 following the election or when the person takes office in accordance with section 202 (3) [*oath or affirmation of office*], whichever is later, and
  - (b) ends immediately before the first Monday after November 1 in the year of the next general local election or when the director's successor takes office, whichever is later.

### **Alternate directors: municipalities**

- 200** (1) The council of a municipality may appoint a council member as an alternate director.
- (2) The alternate director may take the place of, vote and generally act in all matters for an absent municipal director, including a matter delegated to that director by the board.
- (3) If there is more than one municipal director, the authority under subsection (1) may be exercised either

- (a) by specifying, for each municipal director, the council member who is the alternate director for that municipal director, or
  - (b) by appointing a number of alternate directors and establishing a system to determine which alternate director is to act in the place of any absent municipal director.
- (4) As a restriction on subsection (3) (b), at any one time, an alternate director may act in place of only a single municipal director.
- (5) If the council appoints an alternate director, the municipal corporate officer must notify the regional district corporate officer of the appointment in writing.
- (6) An alternate director holds office as alternate director until another council member is appointed as a replacement and the regional district corporate officer has been notified of the new appointment.
- (7) If the seat of a municipal director becomes vacant through resignation, disqualification or death, the alternate director appointed under subsection (1) becomes the municipal director in place of the director whose seat became vacant until a new director is appointed.

#### **Alternate directors: electoral areas**

- 201** (1) An electoral area director must appoint an alternate director as follows:
- (a) the appointment must be made within 60 days of
      - (i) the electoral area director being elected, or
      - (ii) the office of the alternate director becoming vacant through resignation, disqualification or death;
    - (b) the person appointed must have the qualifications necessary to be nominated as a director for the electoral area.
  - (2) An appointment under subsection (1) takes effect when
    - (a) the appointment has been approved in writing by 2 electors who reside in the electoral area that the director represents, and
    - (b) the director notifies, in writing, the regional district corporate officer of the appointment of the alternate.
  - (3) If an electoral area director does not appoint an alternate director in accordance with subsection (1), the board must, by resolution, appoint a person who has the qualifications necessary to be

# Request for Decision



To: Regular Meeting

From: **Corporate Services**

Date: November 5, 2018

Subject: Boundary Flood Recovery Policy Group – Appointment of Representative and Alternate

Recommendation: **THAT Council appoints \_\_\_\_\_ as the first representative to the Boundary Flood Recovery Policy Group for the City of Grand Forks.**

**THAT Council appoints \_\_\_\_\_ as the second representative to the Boundary Flood Recovery Policy Group for the City of Grand Forks**

**THAT Council appoints \_\_\_\_\_ to be the alternate representative to the Boundary Flood Recovery Policy Group for the City of Grand Forks.**

---

## Background

For incoming Councillors, here's a quick summary regarding the purpose of the recovery team:

- The Boundary Flood Recovery (BFR) Team is an **Operational Group** that retains and works with specialists and professionals in their rightful fields of expertise. These professionals provide the necessary advice and recommendations that determine the best course of processes required to reinstate community and infrastructure to ensure restored or enhanced safety and livability within the area. The Recovery Team manages the initiatives.
- The BFR Team is umbrellaed under the **Regional District Emergency Management Program**. The City of Grand Forks, with the majority of flood impacted areas, plays a large role in the operational aspect of the team. The Recovery Team is answerable to the Province – mainly through Emergency Management BC and FLNRORD (Forests, Lands, Natural Resource Operations and Rural Development), as the program is dependent on funding streams supplied by the Province.

Grand Forks City Council plays a major role in the flood recovery decision making processes as it pertains to:

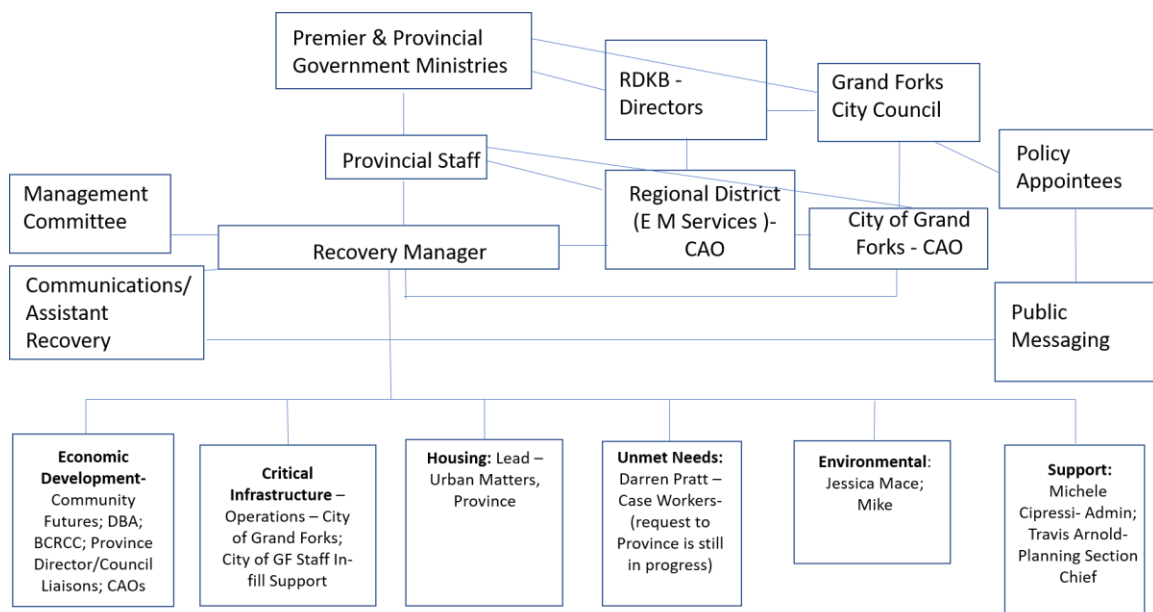
- Application of Granting Streams that involve municipal services and/or infrastructure
- Municipal Lands and Servicing directions – e.g. any potential development initiatives or partnerships

- Any funding requests to the City that would augment the current financial plan
- Appointments of policy participants for the Recovery Team Group (non-operational) Initial Policy Group meeting – May 24th and subsequent meeting on September 27th
- Any City Bylaw or Policy Changes (e.g. Council's decision to add modular components to certain areas in the City)
- Communication conduit to community (usually through the Mayor)

Council also participates at the following levels:

- Telephone Conversations with the Premier and Minister of Municipal Affairs and Housing on various occasions
- Participation in Community and Neighbourhood Meetings as well as a major stakeholder meetings
- Workshops and meetings involving the Recovery Team and professional advisory persons
- Additional meetings with Provincial Staff and Local Level stakeholders (Economic Development, Housing challenges)
- UBCM Meetings (related to flood recovery): Premier John Horgan; Minister Selina Robinson; (FLNRORD- Forests, Lands, & Natural Resources Minister; BC Housing; Emergency Management BC; Insurance Bureau of Canada
- Council members in attendance at the UBCM engaged in very thorough and meaningful conversations advocating for Community needs

Below is a flow chart regarding the various lines of communications between the organizations. This chart has evolved several times over since the initial flood response as more and more layers are added.



## Flood Recovery Flow Chart

Staff is requesting to appoint two Council representative and an alternate representative to the BFR Policy Group. The Policy Group is comprised of a four-member management team between City and RDKB, the two CAO's from the City and RDKB, two members of Council, and 2 members of the RDKB Board of Directors.

The BFR Policy Group mainly focuses on the following aspects of governance for the BFR Team:

- Delegating authority to Recovery and EOC initiatives
- Setting expenditure limits and screening potential budget items / recommendations for Board & Council
- State of emergencies
- Policies & strategic objectives for the BFR team

Up until the inaugural meeting, outgoing Mayor Konrad and outgoing Councillor Ross were the two members representing Council at the Policy Group for the BFR.

As the next meeting of the BFR Policy Group is scheduled for November 7, 2018 from 2pm to 4pm, it is highly recommended for Council to make those appointments tonight.

The appointments may be altered at any time by a resolution of Council. So, for example, Council could appoint Councillors familiar with the BFR Team processes to the Policy Group at this point and once the rest of Council had the opportunity to acquire essential information regarding the flooding and recovery initiatives from a City



governance perspective, a motion could be proposed to change the appointees to other members of Council.

---

## Benefits or Impacts

### General

Participation in this Policy Group is essential for the overall governance of the recovery team

### Strategic Impact



#### Community Engagement

- Partnership, such as this one with the RDKB, are essential in our rural area



#### Community Livability

- The Policy Group will have a direct impact on the long-term health and safety for the community



#### Economic Growth

- Economic rebuild is one of the key pillars of the recovery team



#### Fiscal Responsibility

- The policy group is in a strategically vital position to create policy that will guide the BFR team which may impact the City's financial budget.

### Policy/Legislation

n/a

## Attachments

n/a

---

## Recommendation

**THAT Council appoints \_\_\_\_\_ as the first representative to the Boundary Flood Recovery Policy Group for the City of Grand Forks.**

**THAT Council appoints \_\_\_\_\_ as the second representative to the Boundary Flood Recovery Policy Group for the City of Grand Forks**

**THAT Council appoints \_\_\_\_\_ to be the alternate representative to the Boundary Flood Recovery Policy Group for the City of Grand Forks.**

### **Options**

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

### Report Approval Details

Document Title:	RFD 2018 - BFR Policy Group - Representative and Alternate.docx
Attachments:	
Final Approval Date:	Oct 23, 2018

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

**Diane Heinrich - Oct 23, 2018 - 3:15 PM**

# Request for Decision



To: Regular Meeting

From: **Planning and Development**

Date: November 5, 2018

Subject: Grand Forks Curling Club – Liquor Primary Licence Application

Recommendation: **THAT Council endorse the application by the Grand Forks Curling Club for a transition from a “Liquor Primary Club Licence” to a “Liquor Primary Licence” at its current premise of 7230 21st Street; and further authorize staff to forward the detailed resolution in Appendix “A” to the Liquor and Cannabis Regulation Branch.**

---

## Background

### Purpose

The Grand Forks Curling Club has applied to the Province for an amended liquor license to enable the club to host events for the public rather than just for club members, and to increase its person capacity from 150 to 180.

Before issuing a new licence, the Liquor and Cannabis Regulation Branch requires a resolution of Council that addresses the following criteria related to the change in licence:

- Input received from the community in the immediate vicinity of the establishment;
- Suitability of the location, the person capacity and hours of liquor service at the establishment;
- Impact of noise on nearby residents; and,
- General impact on the community.

The Curling Club is one of the few gathering facilities in Grand Forks that was not affected by the flood, that has a commercial kitchen, is physically accessible to all and can accommodate larger gatherings and events. Accordingly, the Club has expressed urgency in securing this license so that it may host upcoming community and seasonal events as soon as possible.

### Rationale

The reasons for the proposed change to the liquor licence are outlined in the letter of intent submitted by the Curling Club (see Appendix “B”). In summary, they are as follows:

- There are a limited number of liquor licensed rental facilities in Grand Forks with capacity for 75 guests or more;

- Some of the public rental facilities have been closed due to the flood, and this space is therefore needed in the community;
- As a multi-use facility, the club is an important venue for large business and community meetings and events; and,
- The club space is in great demand in the community evidenced by the many bookings throughout the year.

### **Community Engagement**

Residents in the immediate vicinity of the Curling Club were notified in writing about the application and invited to submit comments or concerns. To date no responses from the neighbours have been received.

### **Community Impact**

Impact on the community as a result of this proposal is considered to be nil or minimal for the following reasons:

- The Curling Club has operated at this location complaint-free for many years and is considered to be an integral part of the main recreational hub in the City, which includes the arena, swimming pool, skateboard park, sports fields, etc.;
- The Club is currently licensed for 150 people. The occupant load of the Club, as determined by the BC Fire Code and the BC Building Code, is 235 patrons. A licence for a maximum of 180 patrons is therefore reasonable and an additional 30 patrons is not expected to negatively impact the neighbourhood;
- Additional noise impacts are not expected, and the Club is located among institutional/recreational facilities with only a few residential properties nearby;
- The Fire and Building Departments have no concerns with the proposal; and,
- No changes are proposed to the hours or operation of the Club, which comply with the Liquor and Cannabis Regulation Branch requirements.

---

## **Benefits or Impacts**

### **General**

Expediting Council's support for this application will enable the Curling Club to host upcoming large seasonal events and to increase and maintain its clientele bringing economic advantages and opportunities to the City.

### **Strategic Impact**



#### **Community Engagement**

- Property owners in the vicinity of the proposal were invited to comment and express any concerns. The Club has been a community gathering place for many years.



#### Community Livability

- Due diligence has been conducted to ensure the neighbourhood is aware of the proposal. The change in license will ensure that a larger event venue is available in Grand Forks.



#### Economic Growth

- As an event and meeting venue, the Club hosts business and Chamber of Commerce meetings on a regular basis which is an asset to the business community in general.



#### Fiscal Responsibility

- n/a

### Policy/Legislation

The Liquor Control and Licensing Act and Regulations, the BC Building and Fire Codes.

### Attachments

Appendix “A”: Detailed Council Resolution to be forwarded to the Province

Appendix “B”: Letter of Intent submitted by the Grand Forks Curling Club

---

### Recommendation

**THAT Council endorse the application by the Grand Forks Curling Club for a transition from a “Liquor Primary Club Licence” to a “Liquor Primary Licence” at its current premise of 7230 21st Street; and further authorize staff to forward the detailed resolution in Appendix “A” to the Liquor and Cannabis Regulation Branch.**

### 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:	2018-11-05 Curling Club Liquor Licence.docx
Attachments:	- Appendix A to RFD Curling Club 2018-11-05.docx - Appendix B to RFD Curling Club 2018-11-05.pdf
Final Approval Date:	Oct 30, 2018

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

**Dolores Sheets - Oct 30, 2018 - 1:53 PM**

**Diane Heinrich - Oct 30, 2018 - 2:07 PM**



**APPENDIX “A”**  
**RECOMMENDED FULL RESOLUTION**  
**to be forwarded to the Liquor and Cannabis Regulation Branch**

**Re: Application from the Grand Forks Curling Club to Transition from a Liquor Primary Club Licence to a Liquor Primary Licence**

Address: 7230 21<sup>st</sup> Avenue, Grand Forks, BC

Legal Description: Lot 1, District Lot 380, Land District 54, Plan KAP54909;  
PID: 023-096-705

- A. WHEREAS the City of Grand Forks has notified the surrounding property owners in writing and has received no negative comments as a result of said notification;**
- B. AND WHEREAS the location, the proposed person capacity of 180 and the hours of liquor service have been reviewed and deemed suitable for a Liquor Primary Licence at the existing Curling Club establishment;**
- C. AND WHEREAS there are not expected to be additional noise or other community impacts if the application is approved;**
- D. BE IT RESOLVED THAT Council endorse the application by the Grand Forks Curling Club for a transition from a “Liquor Primary Club Licence” to a “Liquor Primary Licence” at its current premise of 7230 21st Street;**
- E. AND FURTHER THAT Council authorize staff to forward this resolution to the Liquor and Cannabis Regulation Branch.**



**GRAND FORKS CURLING CLUB**  
**7230 – 21<sup>st</sup> STREET, P.O. BOX 358**  
**GRAND FORKS, BC V0H 1H0**  
**Phone: 250-442-3916**

**LETTER OF INTENT**

As a follow-up to an email requesting additional documentation and information, please accept this 'Letter of Intent' as part of the Grand Forks Curling Club's application to transition from a Liquor Primary Club License to a Liquor Primary License, as per (LCLB129).

The primary focus of the Grand Forks Curling Club is to promote the sport of curling to all the residences of Grand Forks and surrounding area. The Club is actively involved in the community and has been promoting the recreational and social aspect of the game of curling for 110 years. We hope to be able to continue doing so for the foreseeable future. Our member base includes curlers aged from pre-teen to nonagenarians, ranging in skill sets from novice to competitive, able-bodied to stick curlers and Special Olympians, with ten different leagues running Monday to Friday, with ice available for rent on Saturday, and free drop-in curling on Sunday. We also have a very active school and junior program. Over the years, a number of Grand Forks Curlers have curled competitively at both the provincial and national level.

Grand Forks is a small town with a limited number of liquor licensed rental facilities that have space for functions of 75 guests or more. In addition to that, the Flood Disaster that hit Grand Forks this spring has compounded this limitation. Some of the rental facilities that had been open for public functions are now condemned or closed as a result, thus making rental access of the Curling Club that much more urgent. Some of these functions are: Christmas and Halloween Parties, New Years Eve Galas, Not-for-Profit Fundraisers, Weddings, Anniversaries, Celebrations of Life Memorials, Reunions, Community, Business and Industry Award Presentations and other similar events. The transition to a Liquor Primary License (Recreational Facility) from a Liquor Primary Club License would make it much easier for the Curling Club to both meet and better serve the needs of the community of Grand Forks. When the Liquor Primary License transition has been completed, the Grand Forks Curling Club, besides having the space to accommodate up to 180 persons, a commercial kitchen for meal preparation, and a dance floor, would have a fully functioning lounge that would be open to the public. Besides being able to enjoy watching local curlers curl and having a libation, the public would also be able to watch sports on the large screen TV, play a game of table top curling or a friendly game of cards. (

Historically, the Curling Club lounge has been used as a multi-use facility when the bar is closed. Business, community and industry meetings, hockey and curling coaching clinics, curling strategy sessions, Chamber of Commerce activities, Red Cross Disaster Relief updates, Health Care seminars, Fall Fair displays, and quilting workshops are all activities that have used the lounge space.

The Curling Club currently runs a full concession with hot and cold snacks and beverages as part of the bar activity. Pre-packaged food would be available and short order meals could be provided upon request. One of our employees, a licensed caterer, has been providing a full meal one evening every week. This service may be expanded if requested by the community.

The Curling Rink, as a physical structure, is part of the community recreational area which includes: hockey arena, swimming pool, Sk8 board park, slow-pitch softball fields, and the Grand Forks International Baseball diamond. Due to the geographical location of the Curling Club, and the fact that the overall operating format would not be changing under the new Liquor License it is not anticipated that there would be any increase of noise in the surrounding community. The Curling Club maximum capacity would be increased to 180, and changed from 'patron' to 'person', to reflect the removal of the Club status, and the necessity of having all guests signed in. The hours of operation would not be changed.

The only additional consideration that the Curling Club would like as part of this transition is the 'Unaccompanied minor access and participation condition for a Recreation Centre'. At present, the current Club Liquor License permits our curling members who are minors into the lounge area, which is the main ice surface viewing area, unaccompanied until 10:00 p.m. Many of our Junior Curlers are improving their skills and strategies by actively participate in the evening adult leagues. It is very important that these minors be permitted to the lounge area to, not only view other games, but to discuss the strategy and challenges of the game with their adult competitors.

The sooner that this transition can be completed, the easier it would be for the Grand Forks Curling Club to meet some of the needs of citizens of Grand Forks, and the community as a whole. To continue to survive as a Curling Club with Curling as a viable sport in our town, the Club needs this supplementary income generated from the Grand Forks and district businesses' and community organizations' rentals.

Thank you for your consideration and understanding.



Mel L. Lungie  
Grand Forks Curling Club Facilitator.



**GRAND FORKS CURLING CLUB**  
**7230 – 21<sup>st</sup> STREET, P.O. BOX 358**  
**GRAND FORKS, BC V0H 1H0**  
**Phone: 250-442-3916**

October 24, 2018

Vicky Tooby  
Senior Licensing Analyst  
Liquor & Cannabis Regulation Branch  
PO Box 9292 Stn. Prov. Govt.  
Victoria, BC V8W 9J8

Dear Ms. Tooby;

Re: Transition from LP Club License to LP Application – Missing Documentation

Please find enclosed three items to supplement the Grand Forks Curling Club's LP transition application: a Letter of Intent, and two copies of the updated floor plan of the Grand Forks Curling Club.

A copy of this Letter of Intent has also been delivered to Daniel Drexler at the Grand Forks City Hall.

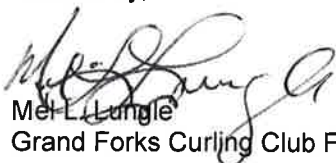
As a follow-up to my query about the disparity in the two load capacities numbers for the Curling Club lounge, being 235 persons provided by the Building Inspector, Dave Bruce, and 150 persons as per the Club's present Club Liquor License, I discussed these numbers with Daniel Drexler, Corporate Officer for the City of Grand Forks.

He asked if the Club wanted to increase the number of people to the maximum load capacity and I said 'No, that the Club lounge area would be much too crowded to be functional if that many people were allowed into the space.' I requested that the maximum load capacity in the lounge, while the bar was open, be increased from 150 to 180 people. This request is currently being considered and the response should be forwarded to you.

As stated both over the telephone and through the Letter of Intent, the Grand Forks Curling Club is prepared to abide by the current load capacity of 150 people, but would find it easier to satisfy the requirements of the community if the load capacity was 180 people. The lounge space could comfortably seat that many people for a banquet and the bar could meet the needs of that many people in a timely and orderly manner.

Thanking you for your assistance and consideration, I remain.

Yours truly,



Mel L. Lungle  
Grand Forks Curling Club Facilitator