



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

Meeting #: C-2018-11
Date: Monday, December 10, 2018, 9:00 am
Location: 7217 - 4th Street, City Hall Council Chambers

Pages

1. CALL TO ORDER

2. COMMITTEE OF THE WHOLE AGENDA

- a. Adopt agenda
December 10, 2018, Committee of the Whole

Recommendation

THAT the Committee of the Whole adopts the December 10, 2018, agenda as presented.

3. MINUTES

- a. Adopt Minutes - Committee of the Whole
October 9, 2018, Committee of the Whole Meeting Minutes

1 - 5

Recommendation

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

4. REGISTERED PETITIONS AND DELEGATIONS

- a. Gallery 2
Quarterly Report presentation
- b. Boundary Museum
Quarterly Report presentation
- c. Community Futures Boundary
Presentation regarding 2018 Events
- d. Selkirk College and The University of Victoria
Presentation on a street outreach program for marginalized people in Grand Forks

6 - 8

9 - 12

13 - 14

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

- a. RDKB – Aquatic Center Requisition Increase
Corporate Services

15 - 37

Recommendation

THAT Council receives the report regarding the Aquatic Center service for discussion purposes.

6. **PRESENTATIONS FROM STAFF**

- a. Economic Recovery Initiative
Chief Administrative Officer / Urban Systems

38 - 50

Recommendation

THAT the Committee of the Whole recommends to Council to adopt the Economic Recovery Initiative as presented and determine said plan as a priority with the allocation of municipal funds to come from annual surplus in relation to the Economic Profile & Communications priorities - \$75k; annual surplus/deferred capital for adjustments and introductions of Land use adjustments, policies and bylaws to encourage growth and recovery - \$150k; direction to staff for the development of an Airport Master Plan - \$75k from capital; to authorize staff to move forward with the existing Loan Authorization Bylaw to address the new well for fire flow/protections works - \$900k; to authorize staff to seek opportunities from senior levels of government to fund the Eastside Reservoir for the ICIP Grant (100%); and to authorize staff to develop a Sustainable Infrastructure Investment Plan intending to prioritize infrastructure projects to support growth & development - \$1 mil, with funds to come from Operations, Deferred Capital & Reserves; and refer it to the January 14, 2019, Regular Meeting for decision.

- b. 2019 Financial Plan Workshops
Chief Financial Officer

51 - 52

- c. Development Variance Permit application to reduce the parking requirements for a proposed supportive residential housing development at 7382 - 2nd Street
Development, Engineering and Planning

53 - 63

Recommendation

THAT the Committee of the Whole authorizes staff to proceed with the neighbourhood notification requirements in respect of the Development Variance Permit application to reduce the parking requirements from 38 parking spaces to 11 parking spaces in connection with a proposed 4-storey, 34 unit residential building at 7382 2nd Street; and further, THAT the Development Variance Permit application be referred to the January 14, 2018 Regular Meeting of Council for decision.

- d. Verbal Update on Preparations for 2019 Freshet Season
Manager of Operations

Recommendation

THAT the Committee of the Whole receives the verbal report regarding preparations for Freshet 2019 for information.

- e. Recovery Housing Plan Update
Flood Recovery Manager / Urban Matters

64 - 64

Recommendation

THAT the Committee of the Whole receives the report for the Housing Plan update for information.

- f. Monthly Highlight Reports
Department Managers

65 - 70

Recommendation

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

7. **REPORTS AND DISCUSSION**
8. **PROPOSED BYLAWS FOR DISCUSSION**
9. **INFORMATION ITEMS**
10. **CORRESPONDENCE ITEMS**
11. **LATE ITEMS**
12. **REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF THE COUNCIL (VERBAL)**
13. **QUESTION PERIOD FROM THE PUBLIC**
14. **ADJOURNMENT**



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

Meeting #: C-2018-10
Date: Tuesday, October 9, 2018, 9:00 am
Location: 7217 - 4th Street, City Hall Council Chambers

Present: Mayor Frank Konrad
Councillor Julia Butler
Councillor Chris Hammett
Councillor Colleen Ross
Councillor Christine Thompson
Councillor Beverley Tripp

Absent: Councillor Neil Krog (*'with notice'*)

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

Roly Russell – RDKB Director, Area D

GALLERY

1. **CALL TO ORDER**

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

2. **COMMITTEE OF THE WHOLE AGENDA**

a. Adopt agenda

October 9, 2018, Committee of the Whole

Moved by: Thompson

THAT the Committee of the Whole adopts the October 9, 2018, agenda as presented.

Carried

3. **MINUTES**

a. Adopt Minutes - Committee of the Whole

September 4, 2018, Committee of the Whole Meeting Minutes

Moved by: Thompson

THAT the Committee of the Whole adopts the September 4, 2018, Committee of the Whole Minutes as presented.

Carried

4. **REGISTERED PETITIONS AND DELEGATIONS**

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

Director Roly Russell gave an overview of the Kettle River Watershed referendum item and discussion took place.

6. **PRESENTATIONS FROM STAFF**

a. Monthly Highlight Reports

Department Managers

Discussion:

- wayfinding signs and Expo sign

- dike repairs

- funding requests with the Province
- South Ruckle riverbank assessment
- restoration work in Johnson Flats
- Silver Kettle sidewalk
- flood-damaged properties
- procurement section - sole source electrical meters
- building inspection - year-to-date construction value
- recovery workgroup meeting for flood plain property valuations

Moved by: Ross

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

Carried

- b. CAO and Recovery Manager
Flood recovery operations update

Overview and Discussion:

- role of Flood Recovery Team
- immediate framework
- organizational chart
- purpose of the Flood Recovery Team
- local policy groups and their roles in the flood recovery process
- additional Council participation
- flood recovery flow chart
- communication
- land and housing needs

Councillor Butler left the COTW Meeting at 10:40 am and returned at 10:42 am

- 5-year timeline, funding, sources, periods of time

- business recoveries

Moved by: Tripp

THAT the Committee of the Whole receives for information the flood recovery operations update.

Carried

7. REPORTS AND DISCUSSION

8. PROPOSED BYLAWS FOR DISCUSSION

- a. Review Proposed Smoke-Free Bylaw
Corporate Services

Overview and Discussion:

- UBCM motions
- stand-alone policy on cannabis
- designated smoking area for the purpose of an outdoor public event
- public consumption
- prescription use
- provincial and local enforcement

Councillor Tripp left the COTW Meeting at 11:37 am and returned at 11:39 am.

9. INFORMATION ITEMS

10. CORRESPONDENCE ITEMS

11. LATE ITEMS

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

13. QUESTION PERIOD FROM THE PUBLIC

- Gene and Gloria Koch regarding the memo provided by them on the Vienna Woods area and provisions on environmental report

14. ADJOURNMENT

The October 9, 2018, Committee of the Whole Meeting was adjourned at 11:51 am.

Moved by: Thompson

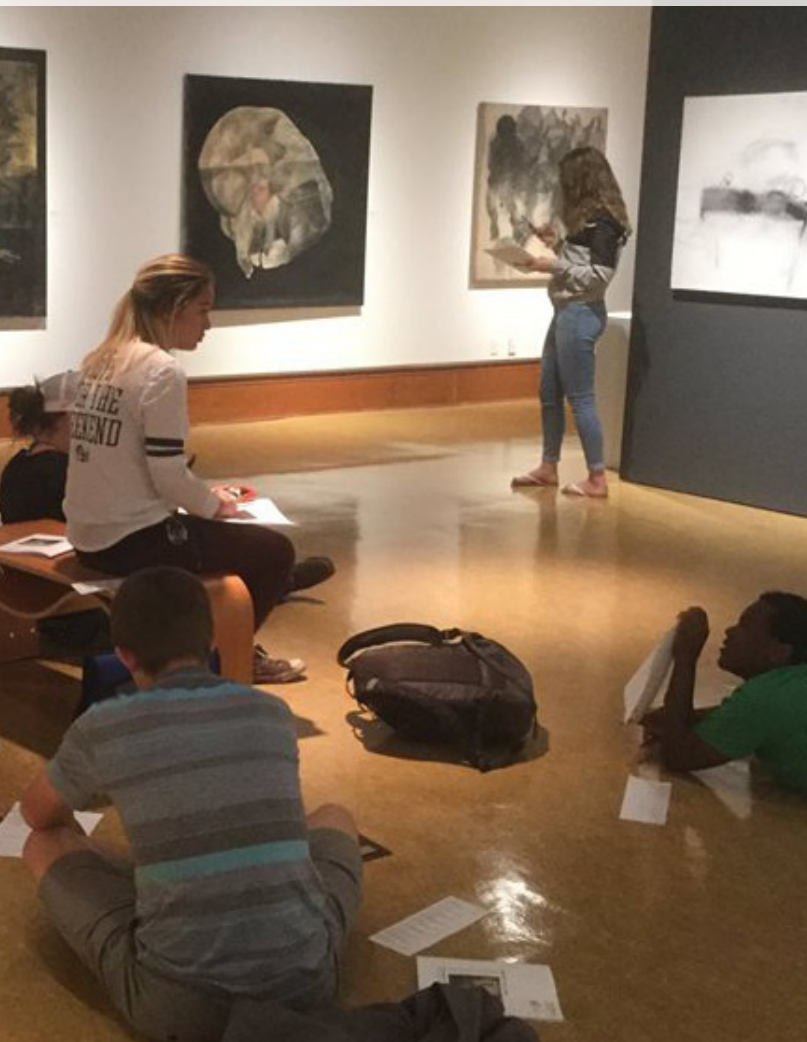
THAT the October 9, 2018, Committee of the Whole Meeting be adjourned at 11:51 am.

Opposed (1): Butler

Carried

Mayor

Corporate Administrative Assistant -
Daphne Popoff



Board Chair Report

Another year at Gallery 2 has come and gone, and what a year it has been. This spring the Grand Forks community experienced catastrophic flooding; before the waters had even receded, Gallery 2 offered Service BC a temporary location in the Heritage Gallery. They were able to minimize essential service disruption during the emergency and stayed for the summer. Gallery 2 is first and foremost a community organization, we were pleased to play a part in the recovery efforts; it was the right thing to do.

The board of directors is grateful for the contributions of staff, volunteers, the art community and citizens of the Boundary to the success of Gallery 2. It is thanks to the dedicated and tireless efforts of Gallery 2 staff and volunteers that we continue to offer high quality arts and cultural programming here in the Boundary. The board offers our thanks to new director/curator Tim van Wijk, for the refreshed look of both the gallery and our brand. We are excited about the changes and look forward to what the year ahead will bring.

Fundraising is a critical component to the ongoing sustainability of Gallery 2, and we are very appreciative of the financial and physical support from Gallery 2 members, volunteers and the broader community. Our major fundraisers, the 27th annual wine tasting, Taps and Tapas 3, and the new Starlight Dinner raffle, simply would not be possible without the contributions from local sponsors, the vendors who bring their wares for tasting, the in-kind donations we receive, and the countless volunteer hours from staff and dedicated helpers. Thank you is two small words - we offer it in a big way to all of our supporters - Thank you!

Teresa Rezanoff | Board Chair

Director/Curator Report

It is hard to believe that a year has gone by already! Preparing the annual report has given me the opportunity to reflect on my first full year as Director/Curator. After the initial blur of last year's grant applications, AGM, and fundraising events, I have been focusing on our existing funding streams and ways to fund capital improvements to the gallery.

While Gallery 2 receives consistent support from our major funding partners – the City of Grand Forks, RDKB Area C, the BC Arts Council and BC Gaming – we self-generate about 30% of our revenue through fundraising, gift shop and gallery sales, and facility rentals. This is made possible thanks to the hard work and dedication of the staff, board, and volunteers.

Over the past year, the board and staff have reviewed and updated our strategic plan – charting a course for the next five years. The plan informs how we deliver programs, build on our accomplishments, and grow our capacity, resiliency, and sustainability. To that end, we are aligning the content of this annual report with our strategic planning goals.

One thing has become clear; the past and future success of Gallery 2 lies with our active and engaged membership. Over the past few months, we have been conducting a review of our membership program – examining what we are doing and where we need to improve. In the coming months, we will be sending out a membership survey, I would encourage everyone to participate. After all, it is your gallery. Thank you for your ongoing support!

Tim van Wijk | Director Curator

Supporters

Operating an art gallery is a collective effort. Gallery 2 is fortunate to have an active and dedicated membership. Thank you for your ongoing support.

Donors

Liz Annesley
James Brown
William Caley
Heather Cannell
Gail Clark
Nora Curiston
Linda Engels
Susan Hals
M. Hammerlindl
John Kostoff
Vickie Llewellyn
M. Lutz
Susan Masi
Matthews Family
Paul Mullvihill

Lucille & Joe Naaykens
Pete & Gail Plotnikoff
Roly Russell
Anne Verigin
Dan & Erika von Bank
Judy Williams
Marlene Wollenberg

Donors - \$1000+

Diana Carr/Ron Liddle
Bob & Jane Morton

Corporate Donors

Alpine Disposal
Community Futures
Grand Forks Station Pub
Home Hardware
Interfor
Kettle River Vintners
Lime Creek Logging

Liquor Store N' More
McEwan Law
Pharmasave
Roxul
Telus

thank you to our funding partners

Goal 1

Advanced Visual Art & Culture Exhibitions and Programming

Exhibitions of contemporary visual art are integral to the mission and mandate of the Grand Forks Art Gallery Society. In 2017/2018, Gallery 2 exhibition programs:

- Exhibited 9 nine professionally curated exhibitions featuring over 30 local, national and international artists
- Hosted exhibition openings and 4 artist talks
- Collaborated with the Penticton Art Gallery to showcase two touring exhibitions
- Coordinated the 18th Annual Boundary Showcase featuring 82 artworks by 48 local artists
- Renovated public spaces and improved interior signage to clarify wayfinding and focus on the exhibition galleries



Goal 2

Increase Community Engagement

Gallery 2 is committed to engaging with the local and regional community in a meaningful and constructive way. In 2017/2018, public engagement activities at Gallery 2 included:

- Collaborated with Boundary Family Services to offer after school art programs for local youth at risk
- Delivered summer art camps to more than 70 children ages 6-12
- Facilitated gallery tours for 10 local classes
- Provided complimentary board room use to local not-for-profit groups
- Provided local information to 5,314 tourists through the Visitor Information Centre
- Introduced a brand standards package to ensure a consistent visitor experience



Goal 3

Ensure and Expand Financial Stability

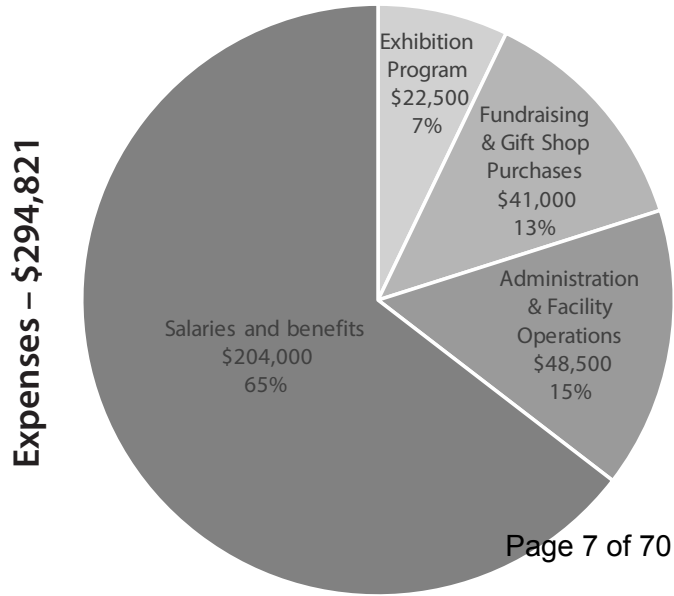
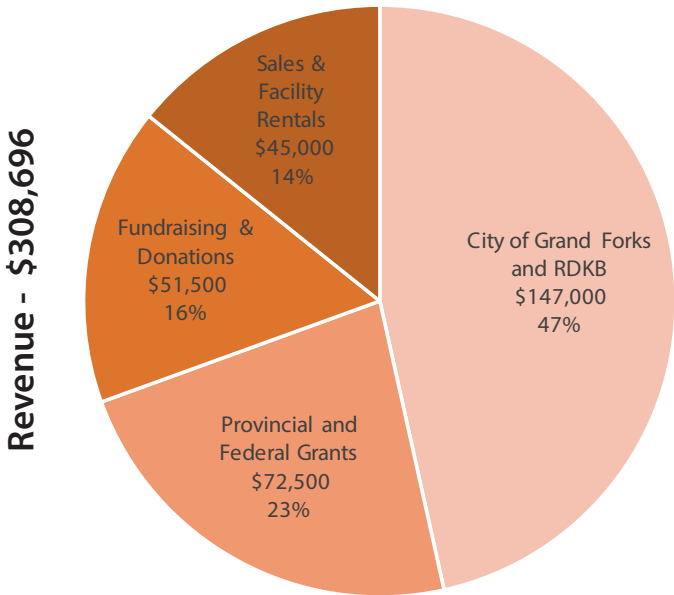
In order to reach our goals, the Grand Forks Art Gallery Society needs to maintain existing revenue and expand funding opportunities. In 2017/2018, Gallery 2:

- Secured a 3 year fee for service funding agreement with the City of Grand Forks
- Raised over \$25,000 through fund raising events
- Reviewed and refreshed our strategic plan for 2018-2023
- Hosted facility rentals for AGMs, community conversations, performances, pop-up constituency offices, and meetings
- Launched a dedicated Art Rental Gallery in order to increase the profile of the art rental program
- Netted over \$18,000 in Gift Shop sales
- Successfully transitioned to a new Director/ Curator while maintaining an operating surplus



Fiscal Summary - March 31, 2018

2017/2018 Net Revenue – \$13,875



Gallery 2 - Grand Forks Art Gallery Revenues and Expenses to October 30, 2018

Revenues					Expenses				
	2018 Budget	Actual YTD	Budget YTD	Variance		2018 Budget	Actual YTD	Budget YTD	Variance
Earned Revenue					Operations				
Memberships	\$4,000	\$2,213	\$2,333	(\$121)	Wages and Benefits	\$183,600	\$108,658	\$107,100	\$1,558
Giftshop & Gallery Sales	\$33,000	25,893.23	\$19,250	\$6,643	Seasonal Wages	\$33,000	\$21,052	\$33,000	(\$11,948)
Art Rental & Sales	\$14,000	\$6,402	\$8,167	(\$1,764)	Facility Operations	\$44,400	\$31,115	\$25,900	\$5,215
Facility Rentals	\$3,000	\$9,264	\$1,750	\$7,514	Contracts & Administration	\$25,100	\$15,231	\$14,642	\$589
Investment Income					Programming & Events				
Endowment	\$500	\$927	\$292	\$635	Exhibitions & Public Programs	\$29,500	\$25,461	\$22,125	\$3,336
Private Sector Revenue					Collateral & Promotional Material	\$5,500	\$4,347	\$3,208	\$1,138
Donations & Sponsorships	\$11,500	\$2,354	\$6,708	(\$4,355)	Fundraising Event Costs	\$8,000	\$5,807	\$4,667	\$1,140
Fundraising Events	\$40,000	\$25,347	\$23,333	\$2,013	Gift Shop & Gallery Sales Inventory	\$17,700	\$16,400	\$15,275	\$1,125
Federal Revenue					Art Rental & Sales Commission	\$5,000	\$2,388	\$2,917	(\$529)
Summer employment grants	26,000.00	\$18,381	\$26,000	(\$7,619)					
Provincial Revenue					Total Expenses	\$351,800	\$230,458	\$228,833	\$1,625
Destination BC	\$10,000	\$5,834	\$5,833						
BC Gaming Grant	\$32,000	\$18,667	\$18,667		Total Net Revenue		(\$9,248)	(\$15,572)	\$6,324
BC Arts Council	\$18,000	\$10,500	\$10,500						
Municipal Revenue									
City of Grand Forks	\$144,800	\$84,467	\$84,467						
Regional District	\$5,000	\$7,917	\$2,917	\$5,000					
Phoenix Foundation	\$10,000	\$3,045	\$3,045						
Total Revenue	\$351,800	\$221,210	\$213,262	\$7,949					

DELEGATION



RECEIVED

NOV 28 2018

THE CORPORATION OF
THE CITY OF GRAND FORKS

Online Delegation Form

YOUR WORSHIP, MAYOR KONRAD, AND MEMBERS OF COUNCIL, I/WE ARE HERE THIS EVENING ON BEHALF OF:

The Boundary Museum Society

TO REQUEST THAT YOU CONSIDER:

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

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

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

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

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

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

Not applicable

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

Recommendation that the Council accept the Boundary Museum Society quarterly report as presented at the Committee of the Whole (COTW) meeting on December 10, 2018.

NAME

Shannon Profili and Lee Derhousoff (Operations Manager & President)

ORGANIZATION

Boundary Museum & Interpretive Centre

MAILING ADDRESS

6145 Reservoir Road
Grand Forks, British Columbia V0H 1H5
Canada

TELEPHONE NUMBER

2504423737

EMAIL ADDRESS

boundarymuse@shaw.ca

FILE CODE

*The Boundary
D2 - Museum Society* Page 9 of 70

BOUNDARY MUSEUM SOCIETY
Income Statement 01/01/2018 to 10/31/2018

REVENUE

REVENUE

Bread Oven Program	1,000.50	
Borscht	40.00	
Flour Sales/1/2 salesUSCC	212.00	
Kitchen Appliances	0.00	
Gift Shop Sales	330.86	
Educational Programing	0.00	
Events Revenue/Fundraisers	1,731.30	
Admissions	3,149.32	
Donations	1,222.72	
Memberships	832.25	
Plaques in Memory	0.00	
Museum History Porgram	200.00	
Archival/Photo Reproduction Sales	0.00	
Reconstruction Log Building/Bob's T	0.00	
Total Revenue		8,718.95
Interest Revenue		409.01
CMA/YCW wages paid back		4,455.00
Govnt of Canada		2,588.00
RDKB - Operating Funding		29,000.00
Archival Donation		170.00
Phoenix Foundation		1,237.66
Canadian Railway		0.00
City of GF - Operating Funding		80,000.00
Project Account		47,721.45
Rental (Venue)		1,527.55
Service Canada/Summer Student		634.00
US Exchange		27.39
USCC Ladies/Buggies/WoodWorkers		0.00
MRDT Revenue		0.00
TOTAL REVENUE		176,489.01
TOTAL REVENUE		176,489.01

EXPENSE

ADMINISTRATION

Exhibit Expense	17.39
Acquisitions of artifacts/archives	0.00
Events Expense	578.95

Advertising & Promotions	1,601.60
Bad Debt	80.00
Accounting/Bookkeeping/Professional	1,870.00
Bread Program Expense	168.30
Education & Seminar Expenses	0.00
Bank & Interest Expense	177.36
Yard & Grounds Upkeep & Expense	1,566.72
Building Improvements	192.42
Office Expense - Museum	2,181.84
Freight Charges	25.62
Postage	85.00
PST Paid on Purchases	43.57
GST CRA 50%	670.37
Insurance	4,706.00
Kitchen Supplies	0.00
Book Purchases	0.00
Photo Reproduction Expense	0.00
Web Site Expense	203.64
Yearly Dues	418.40
Permits	0.00
Telephone	721.32
Internet Expense	902.33
Irrigation Tax	405.70
E Levy	0.00
Honourarium & Gifts	0.00
Utilities	2,620.35
Wages	74,213.20
EI Expense	1,704.56
CPP Expense	2,560.53
WorkSafe Expense	241.61
Meals & Entertainment	59.63
MRDT Expenses	78.35
(Project Acct)	1,823.29
Archival Office Expense	968.57
Suppliers Interest	9.45
Repair, Cleaning & Maintenance	535.23
Restoration Expense/Wood Workers	246.25
Woodworkers Proj Accnt	1,151.48
Small tools, furniture non-exhibit	48.39
Supplies - Archival	10.60
Security Expense	585.86
Uniform Expense	37.62
Travel Expense	226.80
TOTAL ADMINISTRATION	<u>103,738.30</u>
 TOTAL EXPENSE	 <u>103,738.30</u>

NET INCOME

72,750.71

Generated On: 11/07/2018



NOV 30 2018

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

Selkirk College and The University of Victoria

TO REQUEST THAT YOU CONSIDER:

Supporting a street outreach program for marginalized people in Grand Forks.

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

Over the past 3 months, my classmate and I, as well as our field guide Robin Van Stolk have been working with various service providers in the Boundary to develop a Resource Navigation Tool for people with mental health and substance use challenges in Grand Forks. We have completed the Tool and it is now accessible from many care providers in the community. While we were developing the tool, we identified various strengths gaps in community services. One of the biggest barriers we recognized was "accessibility to resources", which is largely a result of stigma and a lack of resources.

To address this challenge, we suggest supporting a street outreach program in Grand Forks.

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

We believe a street outreach program would be very beneficial to the community, allowing care providers to meet clients where they feel most comfortable and provide aid as needed. By making harm reduction equipment, clothing, and hygiene supplies more accessible to marginalized populations, Grand Forks would see a decrease in substance use disorders, communicable diseases, and overdose deaths. Many citizens would have better access to condoms, feminine hygiene products, vitamins, and education, which they may not be able to afford otherwise.

We ran a brief outreach service on the 20th of November at the local food bank, where our services were very well received. On that day, we spoke with several members of the community and several staff members the food bank who all stated seeing value in the potential street outreach program.

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

Currently, we are in the midst of the opioid epidemic, which is primarily effecting people with mental health and addiction issues. These people cannot be swept under the rug and ignored, as they are at the greatest risk of suffering injury or death related to their medical challenges. Last year, 8 people died of fentanyl overdoses in Grand Forks. Given the population size of the city, this sums up to approximately 1 in 500 people suffering fatal overdoses throughout 2017. This is one of the highest overdose to population ratios in all of British Columbia. We feel a street nursing initiative would help decrease the number of overdose related deaths, and help people who use substances reduce the risk of contracting a communicable disease.

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

We support the development and implementation of a street outreach program to help marginalized populations in Grand Forks (and the Boundary Area) stay safe and healthy.

NAME

FILE CODE

D2 - Selkirk College + UVic



Ty Wright and Gwendilyn Grieves

ORGANIZATION

University of Victoria

MAILING ADDRESS

537B 10th Ave
537B 10th Avenue
Castlegar, British Columbia V1N 1K6
Canada

TELEPHONE NUMBER

250-512-2299

EMAIL ADDRESS

tysotu@hotmail.com

Request for Decision



To: Committee of the Whole
From: **Corporate Services**
Date: December 10, 2018
Subject: RDKB – Aquatic Center Requisition Increase
Recommendation: **THAT Council receives the report regarding the Aquatic Center service for discussion purposes.**

Background

The RDKB has asked the City to consent to RDKB Bylaw No 1682, an amendment to increase the maximum requisition amount from \$625,000 to \$781,250 for the Aquatic Center Service.

This is an increase of 25%. The overall requested change in this case is \$156,250, and the City's portion of this overall increase is estimated at \$88,500.

This \$88,500 represents approximately 6% of the RDKB annual requisition.

The average \$200,000 house within the City of Grand Forks will see an increase in annual taxation of roughly \$25 per year.

The last increase to the requisition amount was in 2013 and at that time the adjustment was also a 25% increase. (from \$500,000 to \$625,000).

The requisition increase is requested due to maintenance and operational cost increases but also to allow for a capital upgrade for the pool decking that is currently estimated at around \$600,000.

Please see the attached documents for further detail and reasoning from RDKB staff why the requisition limits are desired to be adjusted.

At the October 9, 2018 COTW meeting, Council resolved to defer the item for further discussion to the COTW meeting on December 10, 2018, so that RDKB staff can be invited to attend and discuss this item with the incoming Council.

The RDKB has indicated that Tom Sprado (Manager of the Recreation Complex in Grand Forks) and Deputy CAO James Chandler will be attending the December 10, 2018, COTW meeting to discuss this item with Council.

The RDKB also submitted the 5 year budget and year to date budgets for the Aquatic Center Service for discussion purposes; as well as an excerpt from the Local Government Act regarding the requisition limit increases allowed.

If Council determines to approve the request to increase the requisition amount, the following resolution will be necessary at a Regular Meeting of Council:

THAT the Municipal Council for the Corporation of the City of Grand Forks consents to the Regional District of Kootenay Boundary Board of Directors adopting Bylaw No. 1682 being the “Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1682, 2018.”

Benefits or Impacts

General

Strategic Impact



Community Engagement

- Partnership with the RDKB to deliver the service



Community Livability

- The aquatic center is a key benefit to community livability



Economic Growth

- Amenities such as the Aquatic Center are vital for the economic growth of the community



Fiscal Responsibility

- The proposed 25% increase to the service will, on a \$200,000 house, see an increase of roughly \$25.

Policy/Legislation

RDKB Aquatic Center service establishment bylaw No 685

Attachments

8 files submitted by the RDKB regarding the consent for Bylaw 1682

- RDKB Bylaw 685
- RDKB Bylaw 1682 – awaiting consent from the City of GF
- RDKB Bylaw 1682 – Consent from Area D
- RDKB Bylaw 1682 – RDKB staff report statutory requirements
- RDKB staff report regarding aquatic center

- RDKB request for consent
 - Aquatic Center Budget
 - Regional District Establishing Bylaw Approval Exemption Regulation (LGA)
-

Recommendation

THAT Council receives the report regarding the Aquatic Center service for discussion purposes.

Options

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BY-LAW NO. 685

A Bylaw to convert the Grand Forks Aquatic Centre
Function to a local service.

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

AND WHEREAS under Section 767(4) of the Municipal Act, a Regional District exercising a power to provide a service other than a general service may adopt a bylaw respecting that service which converts the service to one exercised under the authority of a bylaw establishing the service and which:

- (a) meets the requirements of Section 794 for a bylaw establishing the service; and,
- (b) is adopted in accordance with the requirements of Section 802 as if it were a bylaw amending a bylaw establishing a service;

AND WHEREAS the Regional District of Kootenay Boundary was granted by Supplementary Letters Patent dated Sept. 24, 1986 the function of Division XL "Grand Forks Aquatic Centre" with the Corporation of the City of Grand Forks and Electoral Area 'D';

AND WHEREAS the aforementioned Supplementary Letters Patent provided for a maximum annual tax requisition not to exceed One Hundred and Forty-Five Thousand Dollars (\$145,000) which has been determined to be insufficient to meet the annual operating costs;

AND WHEREAS the assent of the electors shall be obtained pursuant to Section 796(2) of the Municipal Act;

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

1. The function of Division XL "Grand Forks Aquatic Centre" granted by Supplementary Letters Patent dated Sept. 24, 1986 is hereby established as a local service.
2. The participants in the local service established under Section 1 are Electoral Area 'D' and the Corporation of the City of Grand Forks.
3. The annual costs of providing the service established under Section 1 shall be recovered by requisition of monies to be collected by a property value tax on the net taxable value of land and improvements taxable for Hospital Purposes only.
4. The costs of providing the service shall be apportioned among the participating areas on the basis of the converted value of land and improvements in those participating areas.
5. The maximum amount that may be requisitioned under Section 804 (1) (a) for the service shall not exceed Three Hundred Thousand Dollars (\$300,000) annually.
6. This Bylaw shall be cited for all purposes as the Grand Forks and District Aquatic Centre Local Service Conversion Bylaw No. 685, 1991.

INTRODUCED this 28th day of November, 1991.

Read a FIRST time this 28th day of November, 1991.

Read a SECOND time this 28th day of November, 1991.

Read a THIRD time this 28th day of November, 1991.

I, Elaine Kumar, Deputy-Secretary of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 685, 1991, cited as "Grand Forks and District Aquatic Centre Local Service Conversion Bylaw No. 685, 1991" as read a third time by the Board of Directors of the Regional District of Kootenay Boundary this 28th day of November, 1991.


Deputy-Secretary

RECEIVED the approval of the Inspector of Municipalities this 23rd day of January, 1992.

RECEIVED the assent of the electors pursuant to Section 795 (2) (b) this 22nd day of February, 1992.

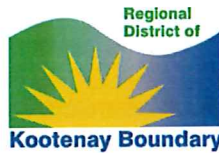
RECONSIDERED, finally passed and adopted this 27th day of February, 1992.


Chairperson


Deputy-Secretary

I, Elaine Kumar, Deputy-Secretary of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 685, 1991, cited as "Grand Forks and District Aquatic Centre Local Service Conversion Bylaw No. 685" as reconsidered and adopted by the Board of Directors of the Regional District of Kootenay Boundary on the 27th day of February, 1992.


Deputy-Secretary



RDKB

Bylaw No. 1682

A Bylaw to amend RDKB Bylaw No. 685, 1991, which converted the Grand Forks Aquatic Centre Supplementary Patent Letters, 1986 to a Local Service to increase the requisition limit

WHEREAS pursuant to the provisions of the *Local Government Act* and amendments thereto, a Board may by Bylaw and with the consent of the service participants amend a Service Conversion and Establishment Bylaw;

AND WHEREAS with assent of the electors of RDKB Electoral Area D/Rural Grand Forks and the Corporation of the City of Grand Forks the Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Local Service Conversion Bylaw No. 685, 1991 converted the Grand Forks Aquatic Centre Supplementary Letters Patent, 1986 to a local service within Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and the Corporation of the City of Grand Forks for the purpose of operating and maintaining the Grand Forks and District Aquatic Centre;

AND WHEREAS with assent of the Electors of RDKB Electoral Area D/Rural Grand Forks and the Corporation of the City of Grand Forks, the Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Establishment Amendment Bylaw No. 1251, 2004 increased the maximum amount which may be requisitioned annually for the Service from Three Hundred Thousand Dollars (\$300,000) to Four Hundred Thousand Dollars (\$400,000) **AND FURTHER**, Bylaw 1251, 2004 updated Bylaw No. 685, 1991 by deleting all references to "local service" and replacing the words "local service" with the word "service";

AND WHEREAS with assent of the Electors of RDKB Electoral Area D/Rural Grand Forks and the Corporation of the City of Grand Forks, the Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1361, 2008 increased the maximum amount which may be requisitioned annually for the Service from Four Hundred Thousand Dollars (\$400,000) to Five Hundred Thousand Dollars (\$500,000);

AND WHEREAS with the required consent of two-thirds of the participants of the service, the Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1524, 2013 increased the maximum amount which may be requisitioned annually for the service from Five Hundred Thousand Dollars (\$500,000) to Six Hundred Twenty-Five Thousand Dollars (\$625,000);

AND WHEREAS the Regional District of Kootenay Boundary wishes to amend Bylaw No. 685, 1991 further to increase the annual requisition limit;

AND WHEREAS the Regional District of Kootenay Boundary wishes to increase the annual requisition limit from Six Hundred Twenty-Five Thousand Dollars (\$625,000) to Seven Hundred Eighty-One Thousand Two Hundred Fifty Dollars (\$781,250);

AND WHEREAS, pursuant to the *Local Government Act*, the Regional District of Kootenay Boundary has obtained consent of at least two-thirds of the service participants for the amendment;

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

AMENDMENT

Section 5 of RDKB Grand Forks and District Aquatic Centre Local Service Conversion Bylaw No. 685, 1991 is hereby repealed and replaced with the following:

The maximum amount that may be requisitioned annually for the service shall not exceed Seven Hundred Eighty-One Thousand Two Hundred Fifty Dollars (\$781,250).

CITATION

This bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1682, 2018."

Read a **First and Second** time this 27th day of September, 2018.

Read a **Third** time this 27th day of September, 2018.

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer of the Regional District of Kootenay Boundary do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1682 cited as "Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1682, 2018" as read a third time this 27th day of September, 2018.



Manager of Corporate Administration/Corporate Officer

Approval received from the Electors of Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks by way of a letter dated

Approval received from the Electors of the Corporation of the City of Grand Forks by way of a letter dated

Reconsidered and Adopted this day of ,

Chair

Manager of Corporate Administration/Corporate Officer

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer of the Regional District of Kootenay Boundary do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1682 cited as "Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1682, 2018" as reconsidered and adopted this day of , 2018.

Manager of Corporate Administration/Corporate Officer



From the desk of:
Roly Russell,
Director-Electoral Area 'D'/ Rural
Grand Forks
5800 Edwards Road,
Grand Forks, B.C. V0H 1H9
250-442-5840



September 28, 2018

Regional District of Kootenay Boundary
843 Rossland Avenue
Trail, BC V1R 4S8

**Attn: Board of Directors,
Regional District of Kootenay Boundary**

**Re: Letter of Consent
RDKB Grand Forks and District
Aquatic Centre Service Amendment Bylaw No. 1682, 2018**

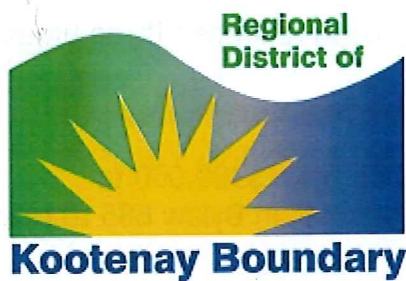
Pursuant to Section 347 (2) of the *Local Government Act*, I Roly Russell, Director, RDKB Electoral Area 'D'/Rural Grand Forks do hereby consent to the Regional District of Kootenay Boundary Board of Directors adopting Bylaw No. 1682, 2018 being the:

"Regional District of Kootenay Boundary Grand Forks and District
Aquatic Centre Service Amendment Bylaw No. 1682, 2018."

Sincerely,

A handwritten signature in blue ink that reads "Roly Russell".

Roly Russell,
Director, RDKB Electoral Area 'D'/Rural Grand Forks



STAFF REPORT

Date: 15 Sep 2018
To: Chair Russell and Members of the
RDKB Board of Directors
From: Theresa Lenardon, Manager of Corporate
Administration/Corporate Officer
Re: Proposed Bylaw No. 1682-Increase Requisition
Amending Bylaw No. 685, 1991-Grand Forks and
District Aquatic Centre Service Conversion Bylaw

File ADMN Bylaw 1682

Issue Introduction

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding proposed RDKB Bylaw No. 1682, 2018 amending the Grand Forks and District Aquatic Centre Service Conversion Bylaw No. 685, 1991 to increase the requisition limit.

History/Background Factors

At the August, 30, 2018 Board meeting, the Board reviewed a staff report from James Chandler, GM of Operations/Deputy Chief Administrative Officer seeking approval from the Board for staff to continue with planning and developing the Grand Forks Aquatic Centre Pool Deck Rehabilitation Project. The Board adopted the following recommendation:

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approve staff to continue in the planning and development of the project as recommended in the staff report, dated August 30th 2018, regarding the Grand Forks Aquatic Centre – 2019 Pool Deck Rehabilitation Project and Requisition Increase.

FURTHER, that staff prepare further details and budgets for the amendment and increase of up to 25% for the Grand Forks Aquatic Centre Local Service 040 Bylaw, to be presented at the next Board meeting in September 2018.

The purpose of this report is to provide the Board with details respecting the legislative requirements that must be met to increase the service requisition via adoption of proposed Bylaw No. 1682, including the Board reading the Bylaw a First, Second and Third time on September 27, 2018.

Service Establishment: RDKB Bylaw No. 685, 1991 converted the Grand Forks Aquatic Centre Supplementary Letters Patent, 1986 to a local service with a requisition limit of \$300,000.

Since adoption of Bylaw No. 685, the service requisition limit has been amended three times bringing about the current requisition limit of \$625,000.

Chronology of Amendments to Bylaw No. 685, 1991:

1. Bylaw No. 1251, 2004 increased the maximum annual requisition from \$300,000 to \$400,000 (referendum) and replaced the references to "local service" in Bylaw 685 to read "service".
2. Bylaw No. 1361, 2008 increased the requisition from \$400,000 to \$500,000 (referendum).
3. Bylaw No. 1524, 2013 increased the requisition from \$500,000 to \$625,000 (consent to adopt Bylaw 1524 with the increased requisition limit was obtained from two-thirds of the service participants via Grand Forks Council-no referendum required).

Statutory and Board Approvals: Sections 3(1) and 3(2) of Regional Districts Establishing Bylaw Approval Exemption Regulation 113/2007 allows regional district service establishing bylaws (e.g. Bylaw No. 685) to be amended without approval from the Inspector of Municipalities where the regional district is not increasing the maximum requisition more than 25% over 5-years. Bylaw No. 1682, 2018 proposes a requisition increase from \$625,000 to \$781,250, which is not more than a 25% increase over a 5-year period of the last increase approved by Bylaw No. 1524 in March 2013. Therefore, proposed Bylaw No. 1682 does not require Statutory Approval from the Inspector of Municipalities after Third Reading and before Adoption.

However, all other statutory procedural requirements for putting Bylaw No. 1682 into force remain, including approval to adopt the bylaw from at least two-thirds of the participants (*Local Government Act* S. 349 (1)(b) and S. 349 (2). Should the RDKB Board of Directors give Bylaw No. 1682 First, Second and Third Readings on September 27th, the service participants; RDKB Electoral Area D/Rural Grand Forks and the City of Grand Forks will be requested to consider their consent to adopt the bylaw. Once the RDKB receives this consent, the Bylaw will be presented to the Board for reconsideration and adoption.

Implications

1. Should the Bylaw be adopted, there will be a tax increase.
2. Increasing the requisition limit will maintain the existing level of service delivery along with the completion of essential and legislated (IHA requirements) pool-deck upgrades.

Advancement of Strategic Planning Goals

Exceptional Cost Effective and Efficient Services

- We will review and measure service performance
- We will ensure we are responsible and proactive in funding our services

Background Information Provided

1. Proposed Bylaw No. 1682
2. Conversion/Service Establishment Bylaw 685, 1991
3. BC Reg. 113/2007

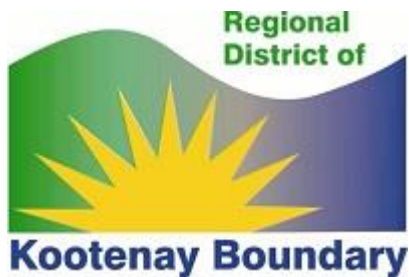
Alternatives

1. Receive the report only (no action).
2. Refer the matter back to staff for possible further action or bylaw changes.
3. Give proposed RDKB Bylaw No. 1682 First, Second and third Readings.

Recommendation(s)

Corporate Vote Unweighted

That Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1682, 2018 be read a First, Second and Third time.



STAFF REPORT

Date: 30 Aug 2018
To: **Chair Russell and Board of Directors**
From: James Chandler, General Manager of Operations
Re: Grand Forks Aquatic Centre – 2019 Pool Deck Rehabilitation Project and Requisition Increase.

File

Issue Introduction

To seek support from the Board of Directors in continuation of the Grand Forks Aquatic Centre Pool Deck Rehabilitation Project and the subsequent 25% requisition increase to the Grand Forks Aquatic Centre Local Service 040/Bylaw No 685,1991.

History/Background Factors

The project was originally established in 2014, with plans created for a rubber floor deck and partial repairs. This proposal was not approved by the Health Inspector. The scope of work was subsequently revised with an additional budget established of \$150,000.

The project was tendered in May 2017, with no bids received for the work. The scope of work had been revised to meet the requirements of BC Interior Health. The scope included the complete removal of the existing epoxy floor and reconstruction with tile, certified as non-porous. The project designer, Fairbank Architects followed up with BPR Construction and Westside Tile and leading from informal discussions, the removal of epoxy between gutter and the pool tank caused a substantial increase in construction cost over and above the available budget.

BPR's cost estimate for the complete work was approximately \$540,000. With anticipated costs of tiling the pool deck over the allowable funding, the project was put on hold until additional funding could be established.

As the project is determined critical in the maintenance and repair of the pool deck to meet current standards, staff have considered re-planning the project for

completion in 2019 as we will have the opportunity to raise the requisition for the service by 25%, providing the necessary funding to complete the work.

The service requisition was last increased in March 2013. The Regional District is permitted to increase the requisition following a 5 year period.

Implications

Through review with the Health Authority, BC Interior Health it is determined that this project must be completed to ensure we maintain appropriate hygiene standards in the maintenance and operation of the aquatic centre.

Should the Regional District not continue forwards in the funding, planning and construction of the work as indicated in this report, the risks will increase that BC Interior Health may take action against the Regional District. Since 2017 the health inspectors have accepted that we will have to postpone the work to seek additional funding.

Advancement of Strategic Planning Goals

Ensuring the timely deliver of this project follows the pillar of 'Cost effective and Efficient Services', as we seek to be responsible and proactive in funding services and meeting the needs of our community.

Background Information Provided

The original plans for the project had pursued the use of a 'Roll On' application flooring. Subsequent correspondence between the RDKB and the Health Authority – BC Interior Health (IH) indicated that there is a concern with the use of 'Roll On' application flooring, relating to the porosity and interstitial spacing. The surface must be non-porous to prevent entrapment of pathogens, grit and dirt. A roll on surface cannot be properly cleaned or disinfected to protect the bather's feet and is deemed unsuitable for a pool environment.

The Public Health Inspector has recommended that we use a tile that has the specifications that meet with the provincial guidelines. Fairbank Architects provided the design, working drawings, specifications and tendering assistance in 2017.

Project Plan

With approval from the Board of Directors, staff will continue to plan forward with the project and prepare a detailed budget for the project and for the service requisition increase in 2019. Following approval, staff plan to present more detail for the amendment of the bylaw and the 2019 budget to the Board of Directors in September.

The size and nature of this project is significant and planning for successful delivery of the project in the summer of 2019 leads to early tendering and preparation of contracts in late 2018. Market research indicates that this work is specialist in nature and availability of qualified contractors will be a significant hurdle. Contractors are regularly becoming 'booked up' by early in spring each year as many clients compete for the same working windows in July and August. Taking a proactive approach we seek to tender early and establish our contracts in advance of the seasonal rush. Staff are suggesting the following milestone schedule for this project.

Schedule

Activity	Date	Driver
<i>Bylaw reading 1,2,3 and detailed budget</i>	<i>Sept 2018</i>	<i>Preparing for early financial approval</i>
<i>Preparation of Contract Documents</i>	<i>Oct 2018</i>	<i>Concurrent planning for tender with financial approvals</i>
<i>Final reading and budget approval</i>	<i>Nov 2018</i>	<i>Surety required of funds prior to tendering</i>
<i>TENDER</i>	<i>Nov/Dec 2018</i>	<i>Seek security of contract</i>
<i>Award of Contract</i>	<i>Dec 2018</i>	<i>Work is placed and planned for summer 2019</i>
<i>Implement and construct work</i>	<i>July/Aug 2019 (An 8 week schedule is anticipated at this time)</i>	

Service Requisition Increase - Budget

Based on estimates received in 2017 and considering costs escalation, staff anticipate the budget for the project to be \$600,000.

Considering the funding of the project over 5 years staff have initially assessed that the service requisition budget would have to be increased by the maximum of 25%. Further detail and information would be provided in September for consideration by the Board of Directors. It is important to note that this service has not had an increase in the past 5 years and a percentage of the increase considered will also cover the incremental increases in annual operation and maintenance costs.

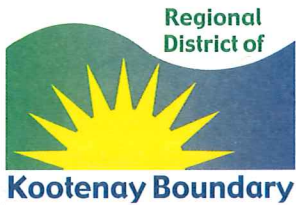
Alternatives

There are no viable alternatives available for consideration at this time as we seek action to ensure our facilities remain serviceable and meet legislated standards.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve staff to continue in the planning and development of the project as recommended in the

staff report, dated August 30th 2018, regarding the Grand Forks Aquatic Centre – 2019 Pool Deck Rehabilitation Project and Requisition Increase. **FURTHER,** That staff prepare further details and budgets for the amendment and increase of up to 25% for the Grand Forks Aquatic Centre Local Service 040 Bylaw, to be presented at the next Board meeting in September 2018.



September 28, 2018

City of Grand Forks
Attn: Diane Heinrich, CAO

**Re: RDKB Grand Forks and District Aquatic Centre
Service Amendment Bylaw No. 1682, 2018**

RDKB Bylaw No. 1682 was given first, second and third readings by the RDKB Board of Directors on September 27, 2018 (Bylaw 1682 is attached for your information).

Pursuant to Sections 349(b) and 346 of the *Local Government Act*, Bylaw 1682 requires consent from two-thirds of the participants prior to receiving Adoption by the RDKB Board of Directors.

If adopted, Bylaw No. 1682 would increase the current annual requisition amount by 25% (from \$625,000 to \$781,250).

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

That the Municipal Council for the Corporation of the **City of**
consents to the Regional District of Kootenay
Boundary Board of Directors adopting Bylaw No. 1682 being the "Regional
District of Kootenay Boundary Grand Forks and District Aquatic Centre
Service Amendment Bylaw No. 1682, 2018.

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

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

Sincerely,

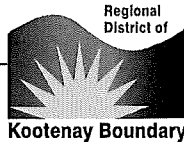
Theresa Lenardon,
Manager of Corporate Administration/Corporate Officer

Encls.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Income Statement By Cost Center



GL5250

Page : 1

Date : Oct. 19, 2018

Time : 12:21 pm

Fiscal Year : 2018

Period : 9

Account Code : ?-?-???-???

To : ?-?-???-???

Budget Type : BV

Function Type : Selective

040 - Grand Forks Aquatic Center

Income Statement

For the period ended September 30, 2018

		Current Month	Year to Date	Annual Budget	Budget Remaining
REVENUES					
11210100	FEDERAL GRANT IN LIEU	0.00	-1,934.88	-1,864.00	70.88
11400501	ADMISSIONS AQUATIC CENTRE	-10,581.46	-81,392.83	-128,000.00	-46,607.17
11400753	FACILITY RENTAL AQUATIC CENTRE	-604.28	-27,197.96	-27,500.00	-302.04
11400757	RETAIL SALES AQUATIC CENTRE	-181.54	-4,945.49	-6,800.00	-1,854.51
11590159	MISCELLANEOUS REVENUE	1,903.72	-21,071.06	-14,394.00	6,677.06
11830200	TAX - CITY OF GRAND FORKS	0.00	-353,534.00	-353,956.00	-422.00
11830904	TAX - EA 'D' / RURAL GRAND FORKS	0.00	-270,441.00	-270,019.00	422.00
11911100	PRIOR YEAR SURPLUS	0.00	-16,140.45	-16,140.00	0.45
11921205	TRANSFER FROM RESERVE	0.00	0.00	-2,394.00	-2,394.00
	Total REVENUES	-9,463.56	-776,657.67	-821,067.00	-44,409.33
EXPENSES					
12713111	SALARIES FULL-TIME	1,318.02	12,711.56	18,287.00	5,575.44
12713121	WAGES FULL-TIME	26,132.28	286,687.71	345,170.00	58,482.29
12713123	WAGES - ADMINISTRATION	1,898.13	18,854.43	25,315.00	6,460.57
12713230	BOARD FEE	1,314.00	11,829.00	15,771.00	3,942.00
12713233	CONTRACTED BUILDING MAINTENANCE	937.16	12,378.35	45,073.00	32,694.65
12713237	INSURANCE	0.00	6,320.00	6,320.00	0.00
12713247	OCC HEALTH & SAFETY	74.75	2,553.08	4,070.00	1,516.92
12713252	BUILDING MAINTENANCE	1,486.03	14,092.56	24,350.00	10,257.44
12713270	JANITORIAL SUPPLIES	241.44	3,207.16	2,800.00	-407.16
12713520	POOL CHEMICALS	1,574.61	9,154.41	11,800.00	2,645.59
12713530	RETAIL SUPPLIES	0.00	1,137.98	2,040.00	902.02
12713541	CLOTHING ALLOWANCE	109.10	3,068.08	2,530.00	-538.08
12713551	UTILITIES - SEWER & WATER	538.33	2,139.84	2,400.00	260.16
12713552	UTILITIES - HEATING FUEL	0.00	23,887.82	38,500.00	14,612.18
12713553	UTILITIES - ELECTRICITY	11,266.64	45,482.22	72,500.00	27,017.78
12713559	UTILITIES - REFUSE COLLECTION	0.00	285.65	1,000.00	714.35
12713606	GROUPS MAINTENANCE	0.00	874.13	2,000.00	1,125.87
12713610	CAPITAL	0.00	33,525.44	32,288.00	-1,237.44
12713612	EQUIPMENT REPLACEMENT	0.00	2,924.33	2,500.00	-424.33
12713741	CONTRIBUTION TO RESERVE	0.00	0.00	1,500.00	1,500.00
12713811	INTEREST EXPENSE - SHORT TERM	61.11	802.97	1,303.00	500.03
12713820	MFA INTEREST EXPENSE	0.00	38,625.00	77,250.00	38,625.00
12713830	MFA PRINCIPAL - LUA	0.00	35,929.02	86,300.00	50,370.98
12715252	BUILDING MAINTENANCE	91.46	91.46	0.00	-91.46
	Total EXPENSES	47,043.06	566,562.20	821,067.00	254,504.80
	Surplus/Deficit	37,579.50	-210,095.47	0.00	210,095.47
	Surplus/Def	37,579.50	-210,095.47	0.00	210,095.47

B.C. Reg. 113/2007
M98/2007

Deposited May 8, 2007

This archived regulation consolidation is current to December 31, 2013 and includes changes enacted and in force by that date. For the most current information, click [here](#).

Local Government Act

REGIONAL DISTRICTS ESTABLISHING BYLAW APPROVAL EXEMPTION REGULATION

Contents

- 1 Definitions
- 2 Exemption — bylaw amending service area boundary
- 3 Exemption — bylaw increasing requisition limit

Definitions

- 1 In this regulation, "**Act**" means the *Local Government Act*.

Exemption — bylaw amending service area boundary

- 2 (1) An amendment to an establishing bylaw that changes the boundaries of a service area by one or both of the following is exempt from the requirement for the inspector's approval under section 802 (3) of the Act:
 - (a) adding parcels to the service area;
 - (b) removing parcels from the service area.
- (2) An exemption under subsection (1) applies only if
 - (a) the owners of parcels to be added, parcels to be removed or both, as the case may be, submit a petition to the regional district to change the boundaries of the service area, and
 - (b) at least 2/3 of the participants consent to the amendment.
- (3) Each page of a petition referred to in subsection (2) (a) must do the following:
 - (a) describe in general terms the service that is provided;
 - (b) define the boundaries of the proposed amended service area;
 - (c) in the case of a petition to add parcels to a service area, indicate in general terms the proposed method for recovering annual costs;

- (d) contain other information that the board may require
- (4) In order to be certified as sufficient and valid for the purposes of this section, a petition must satisfy the following requirements:
- (a) the petition must be signed by the owners of the parcels, as follows:
 - (i) for a petition to add parcels to a service area, by at least 50% of the owners of parcels to be added;
 - (ii) for a petition to remove parcels from a service area, by at least 50% of the owners of the parcels to be removed;
 - (b) the persons signing the applicable petition must be the owners that in total represent
 - (i) for a petition to add parcels to the service area, 50% of the net taxable value of all land and improvements in or on the parcels to be added, or
 - (ii) for a petition to remove parcels from a service area, 50% of the net taxable value of all land and improvements in or on the parcels to be removed.
- (5) Section 212 (4) to (6) *[rules in relation to petition for local area service]* of the *Community Charter* applies to a petition under subsections (2) to (4).

Exemption — bylaw increasing requisition limit

3 (1) In this section:

- (a) the date an establishing bylaw is first adopted in accordance with section 801 of the Act, and
- (b) the date 5 years before the date of the third reading of a bylaw proposing the amendment of the maximum amount that may be requisitioned for a service;

"baseline value" means

- (a) for a maximum amount set under section 800.1 (1) (e) (i) of the Act *[dollar limit]*, the maximum amount set at the baseline date,
- (b) for a maximum amount set under section 800.1 (1) (e) (ii) of the Act *[rate limit]*, the maximum amount obtained by multiplying the property value tax rate at the baseline date by the most recent net taxable value for the service area in the baseline year, or
- (c) for a maximum amount set under section 800.1 (1) (e) (iii) of the Act *[dollar limit and rate limit]*, the greater of the baseline values described in paragraph (a) and (b);

"baseline year" means the calendar year in which the baseline date occurs.

- (2) The inspector's approval under section 802 (3) of the Act is not required for an amendment to an establishing bylaw that increases the maximum amount that

may be requisitioned under the bylaw by an amount less than or equal to 25% of the baseline value.

[Provisions of the *Local Government Act*, R.S.B.C. 1996, c. 323, relevant to the enactment of this regulation: section 799.2 (2)]

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MEMORANDUM



DATE : December 10th, 2018

TO : Mayor and Council

FROM : Chief Administrative Officer

SUBJECT : Economic Recovery Initiative

BACKGROUND

On May 10, 2018 the Kettle and Granby Rivers peaked following a widespread rain-on-snow melt event. The flows in both rivers exceeded previous high levels and caused catastrophic flooding across the community. The downtown core and industrial areas of North Ruckle were significantly impacted with flooding affecting many businesses to this day. Existing businesses were affected by the floods, whether that was physical damage, loss of revenue, decreased customers and disposal income, delay in permitting, insurance and labour issues.



The City has been working very closely with the Province and currently strives to understand the pace to which we should be expecting support from the Province. It is now time for the City to consider where we can best support the community moving forward.

Ongoing business supports, and programs need to be developed to assist businesses in their recovery efforts (similar to what has been occurring on the housing side). The partnership with the Province has resulted in the City receiving recent grant money from the Rural Dividend Fund- Special Circumstances in the amount of \$359K to assist in business recovery. The intent of the grant is to hire an events/marketing coordinator as well as funding for a regional marketing strategy, a downtown revitalization contractor, seed money for events and promotional materials over the course of two years. The hope is that there will be a measurable success that both the City of Grand Forks and the Regional District of Kootenay Boundary would consider extending support for this initiative beyond the two years.

Additionally, Community Futures Boundary was successful in their Rural Dividend Fund application for an Economic Development Officer for the region in the approximate amount of 305K.

The British Columbia Economic Development Association as part of the Economic Disaster Recovery Program (EDRP) was engaged by Community Futures Boundary to complete an economic assessment and prepare recommendations to support economic recovery as well. The goal of the EDRP is to provide the community of Grand Forks and surrounding area (the community) with relevant information and additional resources to help restore the economy in the short and longer-term. The recommendations from the EDRP report have been categorized into five key priorities illustrated and summarized below.

Communication and engagement – More experienced expertise be engaged to develop a long-term communications strategy and engagement plan for the community.

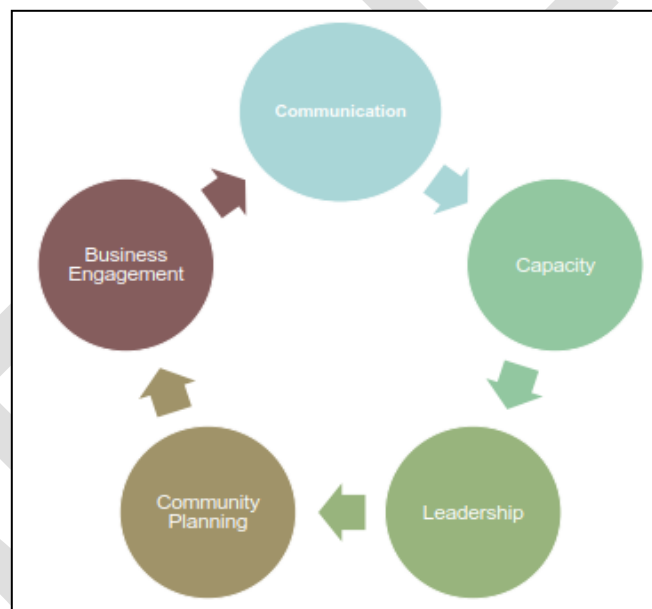
Economic Development Capacity – Leverage existing community resources and create (and fund) positions to promote, advocate and support economic and tourist development initiatives.

Leadership – Create a solid foundation for economic recovery through priority setting, visioning and building a team of leaders to catalyze economic development in Grand Forks and the region.

Community Planning – The City can play a key role in the economic recovery through adjustments to its strategic priorities, land-use plans, financial and capital plans, emergency preparedness plans, bylaws and policies to reflect economic development principles and endorsing an “open for business” mindset.

Business Engagement – The City and key leaders partner with the business community to address

the needs of businesses, workers and communities to promote long-term economic stability and growth.



These key priorities and recommendations in the EDRP final report have been developed to provide the framework to support the re-build a healthy and resilient community.

ECONOMIC RECOVERY INITIATIVE

Based on initial conversations with new Council immediately after the 2018 election, economic recovery is a high priority for all members of council.

Using the EDRP report and subsequent meetings with Community Futures, the Boundary Regional Chamber of Commerce, and the Downtown Businesses Association, the following plan has been developed to help build a healthy, strong, resilient and vibrant community.

■ WHAT CAN THE CITY DO LEGISLATIVELY?

Local governments, specifically the City of Grand Forks, can play a critical role in economic development for the Grand Forks area. For example, the City can initiate community economic planning efforts, building on their critical role in shaping community growth and determining land use. The tools at their disposal include planning and zoning, taxation, supporting local businesses (as our City's legislation allows), and working collaboratively with surrounding communities and the larger region for coordinated development and planning.

The benefits from these activities range from a business-friendly atmosphere that encourages job growth, retention, and stable, well-paying jobs for residents to improving the quality of life for residents by providing improved services, environmental and recreational areas, as well as cultural and social activities.

Based on the *Community Charter* and the *Local Government Act*, some specific activities that local governments can do to promote economic development include:

- actively promote the development of all economic sectors in the region.
- encourage sustainable business practices.
- develop, implement and promote business retention strategies – Business Improvement Areas.
- identify and actively market the community's assets - Economic Profile
- communicate internally and externally on projects that support and promote economic development.
- act as first point of call for investment enquiries, providing accurate information, encouragement and support.
- champion existing economic development plans, ensuring they are assessed, reviewed and updated as required.
- lead in the creation of a plan, if one does not already exist, including initiating a discussion

- on the possible structure and support of an economic development organization.
- assist in identifying key members for boards and assignments.
- support economic development officers to accomplish goals.
- communicate to the public that economic development is a long-term process and success must be measured over time.

According to the EDRP full economic recovery from the 2018 flood is expected to be a long-term process and may take several years to achieve our ultimate desired outcome. However, business and the community are looking to the City to help restore the economy in the short term.

AS SUCH, IN ORDER TO PUT THE COMMUNITY FIRST, WE ARE PROPOSING TO FURTHER EVOLVE OUR FOCUS OF SERVICE DELIVERY TOWARDS ENSURING ECONOMIC RECOVERY. THE PROPOSED ECONOMIC RECOVERY INITIATIVE OUTLINED BELOW CONTAINS BOTH QUICK WINS AND INITIAL ACTIONS AS WELL AS ACTIONS TO FACILITATE LONG-TERM ECONOMIC RECOVERY AS WELL TO INDICATE QUICK WINS COMPLETED TO DATE!

In the first six months following the flood event, the Economic Disaster Recovery Program and Community Futures worked with the business community to help meet their immediate needs. Some of the actions included:

- payment relief and additional loan funds
- short term funding from GoFundMe (~\$130,000)
- assistance with the Insurance Bureau of Canada
- career counselling and support for displaced workers
- business loans
- preparation of a grant application support to the Rural Dividend Fund

The immediate response from Community Futures and EDRP was a crucial first step in supporting the business community. This response has created a solid foundation for short and long-term economic recovery to be undertaken.

The next step in the recovery process is additional support and leadership from the City of Grand Forks where legislatively possible. The following (short and long term) actions have been identified for Council's consideration.

ECONOMIC RECOVERY INITIATIVE ACTION PLAN

1. Priority (*capacity*): Bolster Economic Development and Business Supports in the City

Desired Outcome: Increase investment in Grand Forks to grow a sustainable base for development, business and employment opportunities

Funding Source: Rural Dividend Fund – Economic Development Officer (CFB)
- Marketing and Events Coordinator (City)

Specific Actions:

- ✓ Increased business supports with Community Futures Boundary (CFB) and the City; Economic Development for the City's aspect, has recently been undertaken by the CAO, and given the recent funding announcements by the Rural Dividend Fund, the City can now provide additional support. The Economic Development Officer would operate under the umbrella of Community Futures and work closely with the City. The Events/Marketing Coordinator would report to an Economic Development Operational Stakeholder Group comprised of CFB, DBA, Chamber and the City.
- ✓ Development of an attraction and retention strategy will be one of the first steps undertaken by the EDO specifically to include a "shop local" mandate as well as a combination of a marketing strategy with the EV Coord.
- ✓ Review capacity of our office space at City Hall and consider dedicating office space for the Economic Development role to have increased access to and integration with our development planning & engineering team, CAO and Mayor.
- ✓ Bring back the "open for business" campaign including regular interface meetings between City (mayor) and the business community
- ✓ Increase the vibrancy of our local tourism portfolio and build on the outstanding events already occurring in Grand Forks, the events and marketing co-ordinator will bolster and support tourist attraction. One of the intents of the RDF for the events coordinator is the creation of new events (localized in the downtown core) to support the City and Area D.

- ✓ CFB to work with community partners (such as the DBA and Chamber of Commerce) to advocate for Economic Development for Grand Forks and Area D.
- ✓ Updating our community economic profile through the EC Dev Officer. A decision required on whether Council would like to see an exclusive profile for the City only or to have a collaborative profile including Area D (if they so chose).
- ✓ CF to create a long-term economic & tourism development plan

Cost: For Economic Profile = \$25K

2. Priority (*communication & business engagement*): Improving Community Communication and Engagement

Desired Outcome: Increase public confidence and reduce uncertainty (doubt) about the wellness of the community while building support for the plan to build a vibrant Grand Forks.

Funding Source: Annual Surplus

Specific Actions:

- ✓ Contracting an experienced communications consultant to work with the City to prepare a robust communications and engagement plan
- ✓ Ensure the communications consultant works with communications staff, as necessary
- ✓ Ensure communication is regular and informative even if it is just about the process since no new information is available
- ✓ Through the RDF, there are provisions for 468 Insider and Web Page Content for marketing and promotions, business support, it is suggested that the City do a website overhaul in alignment with the strategy.
- ✓ Work with community organizations (both business and service) to receive input and feedback – through RDF – Events Coordinator
- ✓ The Communications strategy should be reviewed after 2 years

Cost: City - \$50k Professional communications support

3. Priority (leadership & business engagement): Financial and Social Support for Existing and New Businesses

Desired Outcome: Provide support to expediate business recovery and positioning the City for economic recovery

Funding Source: Annual Surplus/Slag Legacy Fund/Deferred Capital

Specific Actions:

- ✓ Freeze 2019 tax rate and utility rates as Business, Industry and the residents of Grand Forks have been significantly impacted financially by the flood. This initiative to be re-visited again for 2020.
- ✓ City attendance at regular business round table discussions to facilitate and support as necessary
- ✓ Create a downtown tax “incentive” zone whereby business can get some relief from taxes and/or
- ✓ Consideration to move forward, a revitalization tax exemption program for business, industry, and high density residential development and redevelopment. The previous Council had directed staff to begin a public process on this, the process would need to be reviewed and refined with the assistance of Urban Systems.
- ✓ Consideration to suspend the DCC bylaw for up to 2 years (there is approximately \$500+K in reserves that could be allocated to growth related projects) this will require the City to obtain Ministry approval and an adjustment to the reserves bylaw.
- ✓ Work with CF to establish a support framework for retention of existing businesses and for new business starts downtown. A major goal would be to establish a frame work for a new business attraction action plan by 2020 – (this may be part of the strategy that CFB would get from the EDO)
- ✓ Another intent of the RDF for the Events Coord/Marketing Strategy is to hire a Downtown Revitalization Contractor to review the needs for a vibrant downtown core; the Community Charter provides the authority for a municipality to create a Business Improvement Area by bylaw. Business promotion activities in a

business improvement area are financed through a municipal grant and local service property tax scheme. Quite often, recommendations from these Revitalization Contractors are received but often are not backed by the necessary funds. Council may consider setting aside funds that would provide overall improvements to the downtown core. As we are not yet knowledgeable on the requirements, it would be suggested that outcomes would be presented to Council for consideration and funding at that time.

- ✓ Work with CF and the new EDO to ensure Grand Forks actions align with the planning being undertaken with CF. This would complement the development action plan

Cost: In Kind and Plan Outcomes that would be presented for Council consideration and funding as needed

4. Priority (community planning): Adjust Land-use, policy, and bylaws to encourage growth and recovery

Desired Outcome: Provide economic recovery support using the City's legislative tools to bolster the "open for business" initiative while building a better & stronger community

Funding Source: Annual Surplus/Deferred Capital

Specific Actions:

Planning and policy provide the City with a huge opportunity to become more competitive in attracting business, expanding existing businesses, and encouraging development. This includes the revamping the City's regime of taxes, fees, and charges; the removal of impediments to private sector investment (I need more information on what this is); and increasing the density of residential development.

- ✓ The City can create a culture shift and ensure all future planning efforts are aligned with the goal of being 'open for business', supporting our community and getting to a culture of finding solutions first which involves trade-off's between service levels and risk. The City will engage Urban Systems to assist with the following actions which include:

1. Enhance the development approval process
 - Review existing land use bylaws such as the Zoning, Official Community and Development Servicing
 - Review building bylaws
 - Work collaboratively with CF to streamline the development process
 - Create support tools to help guide the approval process – subdivision, building permit, development permit, etc
2. Create/update bylaws to support economic recovery & emergency communications
 - Consideration to develop an emergency measures bylaw (to allow implementation of the Economic Recovery Plan) This would need to work in concert with the Regional District Emergency Management Plan which is currently up for review.
 - Establish a downtown revitalization bylaw (in process)
 - Consideration of the creation of a business improvement area bylaw
 - Include key stakeholders including major industry in emergency response planning
3. Research/Create/ Update policy to reflect the following initiatives:
 - Promote Infill Development
 - Risk management policy
 - Taxation policy
 - Economic development policy

Cost: \$150K- Funding is for the Consultants to undertake and complete in a timely manner – this will also build capacity internally

5. Priority (capacity): Provide a sustainable foundation of infrastructure for growth and development

Desired Outcome: Ensure our major infrastructure is adequate to achieve the economic recovery goals of the community

Funding Source: Grants/Borrowing Bylaw No. 1950

Specific Actions:

- ✓ Continue to update our floodplain mapping to determine a flood construction level (SPF) Due for completion early spring 2019
- ✓ Grant funding to support the building of permanent flood protection works (DMAF). Application is currently underway and is due for submission January 11, 2019.
- ✓ Work with industry and our consultants to create a plan for temporary flood protection works (SPF). The Manager of Operations and the Flood Recovery team are currently working on this
- ✓ The development of the Airport Master Plan (Urban Systems-Planning) to establish additional areas of Industrial land opportunities. (work in concert with current stakeholders invested in the airport area. Necessary infrastructure requirements.
- ✓ Continue to move forward with the construction of a new well to improve fire protection (Debt) – Loan Authorization Bylaw is set to expire in 2019; the City will need to implement this in a timely manner and proper notification to be given to the RDKB.
- ✓ Seek opportunities from senior levels of government to fund the Eastside Reservoir replacement (ICIP Grant)

Cost: \$75K – Airport Master Plan

6. Priority (capacity): Develop a Sustainable Infrastructure Investment Plan (SIIP) to prioritize infrastructure projects to support growth and development

Desired Outcome: Ensure our linear infrastructure is adequate to facilitate the growth and development of new and infill housing or development projects

Funding Source: Operations/Deferred Capital/Reserves

Specific Actions:

- ✓ Create a team within the City responsible for the planning and construction of infrastructure to support new growth. Several key aspects of this team include:
 - Review existing land-use and development inquiries to assisting in removing any perceived hurdles and ensure streamlined process

- Review existing infrastructure to identify deficiencies in the systems and prioritize upgrades to support development
- Some reorganization of public works and engineering to support planning and construction of projects by the City
- Provide additional training opportunities for staff
- Work with our engineering consultant to ensure design and construction of works follows the subdivision and development servicing standards
- Review service levels and risk to determine which Maintenance tasks can be deferred
- Work with CFB to align planning and priorities
- Land acquisition as needed
- Meetings with specific developers to seek investment
- Land development meetings with Industry (UDI) to align trends industry needs with specific GF action plans
- Review PW budget and align work force to undertake actions that strategically align with economic action plans
- Review operational budget that may transfer service levels from specific areas to incorporate infrastructure planning with developable properties

Endorsement by Council of the SIIP will require a reallocation of resources and services. Several tasks (some could be combined with actions outlined above) include:

1. Overall budget evaluation and review of revenue streams, it is anticipated that revenues would be reallocated from operating (wages) 80% of max 3-4 staff, capital (materials, equip, and engineering) and from grants
2. A review of policies and bylaws would need to be completed in order to determine which need to be temporarily suspended (i.e. Bylaw 2028)
3. Development of an implementation plan between engineering, planning, public works and our engineer of record
4. Creation of a new organization chart and shifting of staff resources across departments
5. Team will be ready to implement projects for construction season in April
6. Review of all projects to determine the best 'team' to deliver

Cost: \$1.0M/yr

HOW DO WE FUND ALL THIS?

The plan above has been developed to specifically address short, medium and long term actions to assist the community in the economic recovery efforts. Successful implementation of the plan will require significant funding and bold decisions by Council. The strategy for funding the Economic Recovery Plan involves the integration of the following actions.

1. **Defer the existing capital plan for 2-3 years:** The existing capital plan was primarily built from our asset management plan which has a strong focus on keeping our risk of asset failure low by investing heavily in the renewal of infrastructure. Currently the plan calls for \$1.8M annually for investment into asset renewal. The focus of the investment will be on infrastructure to support economic recovery and growth. By having the City's forces complete this work, the works are estimated to be approximately \$1.0M/year. Savings of \$800K for Priorities 2, 3, 4 and 6.
2. **Review existing finances and policy:** Review existing financial statements look for areas where services and works can be adjusted and costs re-allocated. Also, review policy related to accumulated surplus and temporarily amend to dedicated surplus funds to the economic recovery plan. Savings of ~\$500K for priorities 2, 3 and 4.
3. **Grants:** Continue to work with CF to seek funding from other agencies as well as working with senior levels of government to fund recovery efforts. Recently the City was successful in securing \$359,000 from the Rural Dividend Fund for the events/marketing co-ordinator positions, strategies, etc; and gas tax for the flood plain mapping. There are also opportunities to seek 100% funding from the Investing in Canada Infrastructure Program (Rural Communities Stream) and significant funding >\$48M from the Disaster Mitigation Fund (DMAF) to be applied to Priority 5.
4. **Debt Servicing:** Continue to move forward with Borrowing Bylaw No. 1950 to fund the Westside Fire Protection Project (Well #6) - \$900K (priority 5). There are two existing loans that mature in 2019 (Bylaw 1863 and 1498), the annual debt servicing costs (~\$50K) essentially would offset moving forward.
5. **Redirection of operational actions:** By reviewing service levels and taking on more risk (public perception, asset failure) our operating costs can be reduced. number is greater for funding priority 3 and 6.
6. **Seek and Establish partnerships:** Look to establish partnerships with other jurisdictions and agencies. For example, expand the economic development actions to include Area 'D'.

The total revenue from the recommendation from staff for considerations is \$1,300,000.

The balance of the suggested projects would be individually presented to Council in addition to the recommendations for funding sources.

RECOMMENDATION

■ *THE OVERALL RECOMMENDATION IS THAT "THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL TO ADOPT THE ECONOMIC RECOVERY INITIATIVE AS PRESENTED, AND DETERMINES SAID PLAN AS A PRIORITY WITH THE ALLOCATION OF MUNICIPAL FUNDS TO COME FROM ANNUAL SURPLUS IN RELATION TO THE ECONOMIC PROFILE & COMMUNICATIONS PRIORITIES \$75K; ANNUAL SURPLUS/DEFERRED CAPITAL FOR ADJUSTMENTS AND INTRODUCTIONS OF LAND USE ADJUSTMENTS, POLICIES AND BYLAWS TO ENCOURAGE GROWTH AND RECOVERY - \$150K; DIRECTION TO STAFF FOR THE DEVELOPMENT OF AN AIRPORT MASTER PLAN - \$75K FROM CAPITAL; TO AUTHORIZE STAFF TO MOVE FORWARD WITH THE EXISTING LOAN AUTHORIZATION BYLAW TO ADDRESS THE NEW WELL FOR FIRE FLOW/PROTECTIONS WORKS - \$900K; TO AUTHORIZE STAFF TO SEEK OPPORTUNITIES FROM SENIOR LEVELS OF GOVERNMENT TO FUND THE EASTSIDE RESERVOIR FOR THE ICIP GRANT (100%); AND TO AUTHORIZE STAFF TO DEVELOP A SUSTAINABLE INFRASTRUCTURE INVESTMENT PLAN INTENDING TO PRIORITIZE INFRASTRUCTURE PROJECTS TO SUPPORT GROWTH & DEVELOPMENT - \$1 MIL, WITH FUNDS TO COME FROM OPERATIONS, DEFERRED CAPITAL & RESERVES, AND REFER IT TO THE JANUARY 14, 2019, REGULAR MEETING FOR DECISION.*

Memo



To: Committee of the Whole
From: Chief Financial Officer
Date: 2018-12-10
Subject: Schedule for 2019 Financial Plan Workshops

Enclosed is a draft timeline for the 2019 Budget and Five Year Financial Plan process for your review and discussion.

The plan is to conduct three Council workshops, with contingency for an additional meeting on February 18th should it become necessary. As there is a COTW meeting on February 11, Council may wish to schedule an alternate date for the workshop currently planned for that date.

All workshops will be open for public participation and input.

DRAFT

2019 FINANCIAL PLAN TIMELINE

<i>Date(s)</i>	<i>Responsibility</i>	<i>Description of Activity</i>
December 2018	Management	2019-2023 Capital Plan completed 2019 Capital Projects finalized
January 2019	Management	2019 Operating budgets finalized
January 28, 2019	Council Workshop	Budget Process Overview Capital budget presentations by management
February 4, 2019	Council Workshop	Operations budget presentations by management
February 11, 2019	Council Workshop	Review revenue requirements and tax rates
February 18, 2019	Council Workshop	Potential workshop if presentations not completed during prior workshops
March 11, 2019	COTW	Introduce 2019-2023 Financial Plan Bylaw
March 25, 2019	Regular Council Meeting	1 st , 2 nd and 3 rd reading 2019-2023 Financial Plan Bylaw
April 8, 2019	COTW	Introduce 2019 Tax Rates Bylaw
April 8, 2019	Regular Council Meeting	Adopt 2019-2023 Financial Plan Bylaw
April 23, 2019	Regular Council Meeting	1 st , 2 nd and 3 rd readings 2019 Tax Rates Bylaw
May 6, 2019	Regular Council Meeting	Adopt 2019 Tax Rates Bylaw
May 15, 2019		Deadline to adopt 2019-2023 Financial Plan Bylaw and Tax Rates Bylaw

Request for Decision



To: Committee of the Whole

From: **Development, Engineering and Planning**

Date: December 10, 2018

Subject: Development Variance Permit application to reduce the parking requirements for a proposed supportive residential housing development at 7382 2nd Street

Recommendation: **THAT the Committee of the Whole authorizes staff to proceed with the neighbourhood notification requirements in respect of the Development Variance Permit application to reduce the parking requirements from 38 parking spaces to 11 parking spaces in connection with a proposed 4-storey, 34 unit residential building at 7382 2nd Street; and further,**

THAT the Development Variance Permit application be referred to the January 14, 2018 Regular Meeting of Council for decision.

Background

Proposal

The City has received a Development Variance Permit ("DVP") application for a relaxation in the parking requirements (Zoning Bylaw No. 2039) for a proposed 34-unit supportive housing (with main floor commercial) development downtown on the southeast corner of Central Avenue and 2nd Street. Details of the application/site and a location map are in Appendix I.

The proposed reduction in parking is from the required 38 parking spaces (1 per residential unit and 1 per 60 square metres of commercial/office space) to 11 parking spaces, all located at the rear of the building as shown on the conceptual site plan in Appendix II.

It is noted that this is an application for a variance only, and that a full Development Permit ("DP") application for the building, landscaping and site development is expected to be submitted at a later date. The applicant advises that the parking requirements will help determine the configuration of the building on the site, which is why the DVP application is being made in advance of a DP application.

The proponent has submitted a report outlining the details and rationale for the parking variance. This report is contained in Appendix III.

Summary of Rationale

Justification for the proposed reduction in parking, as provided by the applicant, may be summarized as follows:

Occupancy Rationale:

- The prospective tenants in the proposed building will not own cars, but use bicycles and scooters. Provision for bicycle and scooter parking is provided on site.
- BC Housing Regional Operations advises that in similar projects around the Province, about 1 in 50 of the tenants own a vehicle, therefore parking is not required for 34 units, but for employees and visitors only.
- The 11 parking spaces proposed (including 1 accessible space) are adequate to accommodate the estimated 2 staff members and support staff that may visit throughout the day. The remaining 8 spaces will accommodate residents and visitors.
- The residential format of the proposed building would be more similar to a “congregate care” classification of land use rather than “regular” dwelling units. The Zoning Bylaw requires that congregate care facilities have 1 space for every 3 bedrooms and 1 space per employee (for a total of 12 spaces in this case).
- There are at least four precedent projects in BC where similar parking reductions have occurred and where no operational or parking issues have been evident (see proponent’s report in Appendix III, page 2).

Operational Rationale:

- There are about 260 on-street parking spaces within a 2-minute walk (200 metres) of the site.
- There is a city parking lot immediately south of the site with a capacity of about 21 parking spaces.
- Parking/storage options for cycling and walking will be accommodated on site and supported for the residents.

Public Notification

If authorized to move forward, notice of the DVP application will be sent/delivered to all property owners/tenants within 30 metres of the site (as per the Local Government Act and City policy). The results of this notification and any comments received from the public will be transmitted to City Council prior to the DVP being considered for approval.

Time Schedule

If the DVP application is authorized to move forward, the next steps in the process are:

Approximate Timing	Activity
December 10, 2018 to January 11, 2019	Staff conducts neighbourhood notification process and receives comments from the public.
January 14, 2018 Regular Council meeting	Council considers the DVP for approval/issuance.

Approximate Timing	Activity
Early 2019	Applicant finalizes plans and drawings for proposed building/site development.
Early 2019	Development Permit application submitted and reviewed for form and character compliance with OCP guidelines.
Early 2019	Development Permit application initially considered by Committee of the Whole (with presentation from proponents).
Spring 2019	Development Permit considered at Regular Council meeting.
Spring 2019	If approved, building permits, site servicing agreements, etc. can commence.

Benefits or Impacts

General

- Proceeding with neighbourhood notification will allow the public to view and comment on the parking proposal and help inform Council's decision on the application.
- The DVP will facilitate the next steps toward siting and designing a building, which will eventually provide support and rental housing to Grand Forks residents in need of appropriate places to live.
- Accommodating affordable and alternative housing options is a key City policy directive recently added to and articulated in the Official Community Plan (Section 4.3).

Strategic Impact



Community Engagement

- The community will have the opportunity to provide input into the parking proposal until January 11th. The public will also be engaged if and when a Development Permit for the site is received in 2019.



Community Livability

- The DVP is the first step toward achieving alternative housing options in the City and may alleviate housing barriers for some Grand Fork's residents.



Economic Growth

- Stable housing promotes a stable work force and more housing in the downtown may provide access to additional workers for local merchants/businesses.



Fiscal Responsibility

- The DVP is the first step toward accommodating a provincially funded project in the City. City funds are not required to ultimately accomplish the project.

Policy/Legislation

The Local Government Act, Official Community Plan, Zoning Bylaw.

Attachments

Appendix I: Applicant and site information.

Appendix II: Conceptual Site and parking plan.

Appendix III: Rationale for parking reduction – proponent's report submission.

Recommendation

THAT the Committee of the Whole authorizes staff to proceed with the neighbourhood notification requirements in respect of the Development Variance Permit application to reduce the parking requirements from 38 parking spaces to 11 parking spaces in connection with a proposed 4-storey, 34 unit residential building at 7382 2nd Street; and further,

THAT the Development Variance Permit application be referred to the January 14, 2018 Regular Meeting of Council for decision.

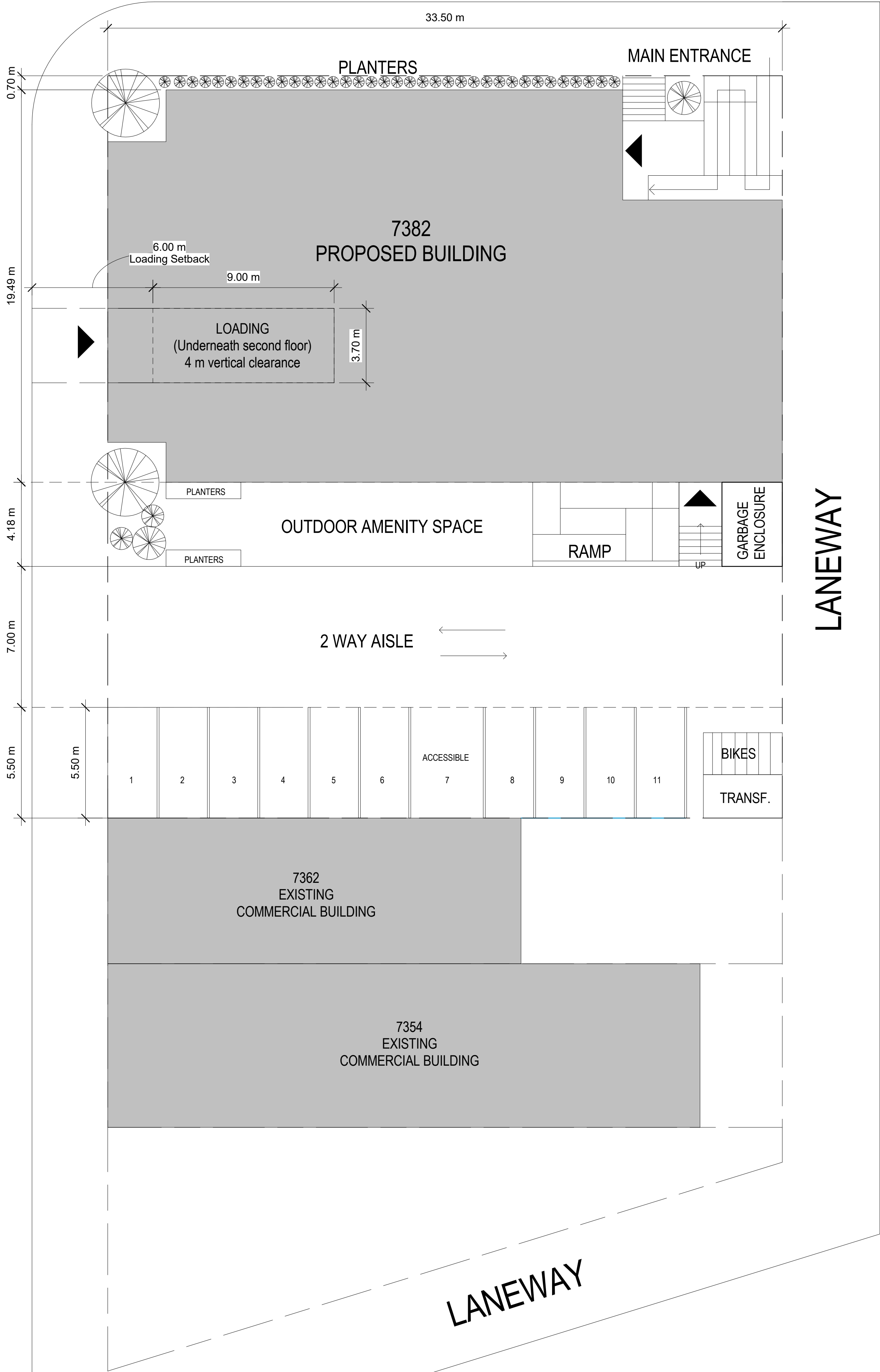
APPENDIX II - Proposed Parking Site Plan

HIGHWAY No3

SECOND STREET

LANEWAY

LANEWAY



SITE INFORMATION:	
CIVIC ADDRESS:	7382 Second Street, Grand Forks BC
LEGAL DESCRIPTION:	Lot 5 Block 3 Plan KAP23 District Lot 108 Similkameen Div of Yale Land District
P.I.D.:	012-793-892
EXISTING ZONING:	CC - CORE COMMERCIAL
LOT AREA:	0.23 ACRES

CITY OF GRAND FORKS BYLAW:	
2.0 DEFINITIONS	Aisle means an area used by registered motor vehicles for access to and from off-street parking spaces onto a highway and shall not be less than 7 metres in width.
25	OFFSTREET LOADING
25.2	Each offstreet loading area shall not be smaller than 3. 7 metres in width by 9 metres in length with 4 metres of vertical clearance.
25.3	Each offstreet loading area shall be set back a minimum of 6 metres from the designated fronting street or a back lane.
26	OFFSTREET PARKING
26.1	Each offstreet parking space shall be not less than 2.5 metres wide and 5.5 metres long, and have a vertical clearance of not less than 2.5 metres.
26.9	Where an owner or occupier of land in the Commercial Core Zone cannot provide the required number of off-street parking spaces as outlined on Table 1 below, the City may accept a cash contribution in the amount of \$1000.00 per required parking space not developed.
26.10	Off street parking spaces for each building, structure and use permitted shall be provided in accordance with the requirements in the following Table 2:
Table 2: Class of Building/Use, Required Number of Spaces	
Dwelling Unit (equal to or under 90 square metres)	one space per every unit



#5-320 Vernon St.
Nelson BC V1L 4E4
250.354.4445
info@coverac.ca

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ASSOCIATE ARCHITECT

CONSULTANTS

CLIENT

REVISIONS		
01	2018-11-29	ISSUED FOR VARIANCE APPLICATION

7382 2nd Street
Supportive Housing

Grand Forks BC	
COVER PROJECT NO. 18064	CLIENT PROJECT NO.
SCALE 3/32" = 1'-0"	DATE 2018-11-29

SITE PLAN
SHEET
A101

Outline the provisions of the respective bylaw(s) that you wish to vary and give your reasons for making this request (development variance permit application, page 2)

Variance requested:

City of Grand Forks Bylaw 2039, 2018: 26.10, Table 2, 1 space per every dwelling unit (equal to or under 90 square meters) + 1 space per 60 square meters of professional services space

Requirement: 38 parking stalls

Proposed: 11 parking stalls

Variance Requested: 23 parking stalls

The variance is requested to reduce the required number of parking stalls from 38 parking stalls to 11 parking stalls for a proposed supportive housing building (34 studio units) located at 7382 2nd Street, Grand Forks BC. The proposed building meets other standards of the zoning bylaw including parking stall dimensions for both regular and the barrier-free parking. One barrier-free parking stall is provided as per the requirement.

The parking requirement for the Dwelling Unit use is calculated at a rate of one parking stall per dwelling unit (equal to or under 90 square meters). Based on this parking requirement, the proposed housing project requires 38 on-site parking stalls.

Site Characteristics

The subject property is located east of 2nd Street South of Highway 3. It is also surrounded by a laneway that connects 2nd Street and Highway no.3

It is zoned 'Core Commercial Zone' (CC) in Zoning Bylaw number 2039. Consider parking spaces for the commercial section of the building (50% of the first storey).

The Zone allows up to 50% of the built area in the ground floor to be residential. The remaining area (containing supportive uses as offices, commercial kitchen, dining area and storage) is to be treated as commercial (professional services). 50% of the main floor would be about 232.7 square metres which requires 4 parking spaces (1 space per 60 square metres of commercial). Although, it would appropriate to consider that these commercial parking spots are already included in the suggested alternate parking calculation (see next page), knowing that the commercial space users are the same individuals as the staff.

The building is located within the designated floodplain area.

According to City of Grand Forks Floodplain Management Bylaw 1402, and the Floodplain Map, the building should be raised to the 514.5 m level. The site's ground elevation is between 513.24m. and 513.62m. The building would need to be raised at least 1.26m. (4' 2"), should be higher to reduce potential risks. Access ramps and stairs and parking will address these variables.

Building Highlights and considerations

No of storeys: 4

Projected number of residents: up to 34

Preliminary number of staff: up to 2

Parking Reduction Justification

11 parking stalls is the maximum number the site can provide considering other major elements like outdoor amenity spaces that will be prioritized and other outdoor spaces for garbage storage and pick-up, bike parking, transformer, electricity poles and a loading area.

The parking requirement for the dwelling Unit Use is calculated on a general requirement for any type of housing of the same size. This parking ratio contemplates a variety of tenants and assumes that all tenants own a car. However, tenants for this type of housing are typically bike owners, not car owners.

The demographic consists of homeless and homeless-at-risk individuals, typically street entrenched, persons with disabilities, etc. with approximatively 98% having no income or are on some income assistance. They typically lack the skills to get drivers license, resources to purchase, insure and maintain a vehicle. The program is designed so that BCH charges the maximum allowance of shelter rate at \$375. BCH Regional Operations has indicated that it is very rare that anyone within these categories have vehicles, about 1 in 50 (or even higher in some cases). Those that do are spending their resources to live in their cars.

11 parking stalls would be provided, including at least 1 accessible stall and 2 stalls for staff and support service staff that may visit at various times of the day. The remaining 8 stalls could accommodate some residents and visitors or could be rented (adding some revenue towards programming or other resources).

The request for variance to 11 parking stalls assumes ratio that is similar to the congregate care zoning designation in this community (1 to 3). A class that represents better the use of the proposed building. (1 space for every 3 bedrooms and 1 for every employee).

BC Housing has several projects where Rapid Response Housing has required a parking reduction justification. These include:

- In Vancouver, the newly opened Sarah Ross House, which has 52 units of supportive housing and 3 parking stalls for staff;
- In Richmond, a recent supportive housing project with 40 units has proposed 7-8 parking stalls to accommodate the needs of staff and visiting professionals;
- The recently completed temporary modular projects in Surrey have 7 (King George), 10 (107A Ave), and 10 (105 Ave) stalls respectively;
- In Sechelt, a recent project with 40 units has 5 stalls.

Most DP's BCH has completed thus far for the RRH program has required a parking reduction justification. A recent Letter for Richmond is attached.

Considering:

- the location of the property: down town area provided with approximately 260 on-street parking stalls within a 2-minute walk radius (200 m).
- the availability of parking off-site close to the site (the City owns a parking lot south of this site on the same block, provided with around 21 parking stalls).
- Data confirming that the residents of the project will tend not to own cars.
- The opportunity to address two of the five key themes part of the OCP update (2018):
 1. Environmental Sustainability: there is an opportunity to favour transit and reducing car dependency in the core area stated as the 5th guiding principle the City's Sustainable Community Plan (Promote and provide alternative modes of transportation to single-occupant vehicles such as walking, cycling and transit).
 2. Affordable Housing: there is an opportunity to support and increase the supply of affordable housing and to address housing needs of homeless and at-risk individuals. (Part of the Bylaw to amend the City of Grand Forks Official Community Plan Bylaw No 1919, 2011).
- Examples of similar projects with reduced parking attesting that there have been no parking problems.

We are of the opinion that the requested variance would satisfy the intent and purpose of the Zoning Bylaw and Official Community Plan.

August 22, 2018

To: City of Richmond

Re: Parking plan for 7300 Elmbridge Way

The proposed supportive housing project will be operated by the Raincity Housing and Support Society, funded by BC Housing.

Parking statistics below are based on Raincity's current use and operations at other similar facilities:

Full Time Staff:	2 Full Time Support staff 1 Cook 1 Maintenance Staff 1 Manager
Visiting Raincity staff:	1-2 variable
Visiting professionals:	1-2 variable
Visitors with Vehicles:	rarely
Residents:	0 (supportive housing residents will not typically have the resources to own, insure and operate vehicles.)
Total:	7-8

Please note that the onsite parking will be for staff and visiting professionals only and will be communicated to tenants during the application for tenancy process.

We believe that this is sufficient to meet the current staff needs of this site and reflects operational statistics on other RainCity locations with similar use. To mitigate any issues caused by parking needs we have included the lease of two private parking stalls within a parkade walking proximity to the site within our operational budget. Should there be further demand for permanent parking Raincity will increase the number of leased parking spots as required.

Sincerely,

George Simpson
Director, Facilities
Raincity Housing and Support Society



a home for every person

Memo



To: Committee of the Whole
From: **Flood Recovery Manager**
Date: 2018-12-10
Subject: Update on Housing Recovery Plan

Background

Housing Recovery lead organization Urban Matters will be providing a remote presentation to Committee of the Whole regarding:

- Topics and results from public engagement and visioning sessions
- Relationship of housing recovery to economic recovery and business development
- Proposal for workshop(s) involving Recovery Team, Council Representatives, City Staff to discuss measures to implement vision for a) housing recovery and b) interaction of business recovery and housing. Topics to include planning and regulatory toolbox; timelines for development needs; and consideration of shaping community development patterns with regards to emerging BC Housing projects, private development initiatives and infill/intensification and redevelopment opportunities.
- Overview of non-profit capacity building initiative to support housing recovery and long-term resilience of the housing sector in the Boundary

Benefits or Impacts

Supports community economic recovery, sustainable housing and community liveability strategic objectives.

Policy/Legislation

Official Community Plan, Zoning Bylaw

Attachments

Report from Urban Matters on Community Vision sessions

Monthly Highlight Report



To: Committee of the Whole
From: **Management Team**
Date: December 10, 2018
Subject: Monthly Highlight Report
Recommendation: **THAT COUNCIL receives the monthly highlight report for information.**

Fire Department

General

Calls this month: 38
Year to date calls: 514

- Chief Dale Heriot received the fire service exemplary award for 20 years of service and Firefighter Loren Dorner received fire service exemplary award for 30 years
- Training for the month of November focused on firefighter survival training
- Four members completed their Hazardous Material Operations course
- 75 fire inspections of local businesses were accomplished
- Fire extinguisher training was completed for Silver Kettle Village staff
- Crews attended two notable motor vehicle incidents, one included extrication of two patients
- 2018 Spring flooding restoration project at downtown fire hall is complete with the exception of the bay doors and a few minor outstanding items

Outside Works

General

- Continued to support Boundary Flood Recovery Critical Infrastructure and Communications.
- Draft budgets under preparation for 2019.
- Annual dike inspection report submitted to the province.

Capital Projects

- LED street light proposals received and under evaluation.
- Sewer relining contract signed and work scheduled for late winter.
- Expo sign refresh - base is completed and lettering to be installed after it returns from being powder coated.
- Tiger Dam Anchor Removal completed.

Fiscal Economic Growth Community Engagement Community Liveability

- Public works yard fuel tanks removed. Reinstallation pending environmental assessment.

HR

- Winter casuals hired and given orientation on snow clearing equipment.

Electrical

- Repaired and installed seasonal decorations on Central Ave and downtown.
- Installed upstairs LED lighting at public works building.
- Decommissioned electrical service to the gas pumps at Public Works.
- Maintenance on water and wastewater system meters and airport beacons.
- Repaired streetlights and walkway lights.

Public Works

- All irrigation systems, parks, and public facilities winterized.
- Rotary Spray Park concrete sealed and winterized.
- Close to finishing leaf control in town.
- Central sidewalk between 8th and 9th completed.
- All hanging baskets and planters stripped and in for the winter.
- Annual In ground beds stripped and cleaned out , perennial beds cut back and cleaned out for winter.
- Winter hanging baskets on display on Market Ave.
- Fall pothole patching and shouldering on boulevards and corners completed.
- Tree pruning for roads, sidewalks, and sign visibility ongoing, with support from electrical crew and contract crews for higher limbs or larger trees.
- Barbra Ann park pickle ball and tennis nets removed for winter.
- Start of new Xeriscape bed next to City Hall.

Events

- Halloween bonfire event very successful.
- Remembrance Day Ceremony well attended.
- Preparation for Santa Parade and Gyro Park Light Up.

Water and Sewer

- Valve actuators installed at WWTP to help with process automation and control.
- Sewer service repairs and inspection chamber installations.
- Water service repairs.

Development and Engineering

General

- Planning and policy support for flood recovery initiatives.
- Records management and planning file administration.
- Customer assistance at City Hall front counter.
- Zoning/development support for building permit issues

Capital Projects

- Completed 22nd Street project.
- Reviewed tenders for final phase of the wastewater treatment project.

- Completed grant reporting for wastewater treatment plant and UV projects.
- Coordinated land surveys for capital and land administration projects
- Continued stakeholder consultation regarding airport development
- Continued review of servicing and development options for airport industrial lands.
- Completed 72 Avenue shoulder widening for sidewalk for 2018.

Current Planning

- Completed Preliminary Layout Review for a subdivision.
- Facilitated, reported on and prepared agreements respecting five (5) land disposition/lease/encumbrance matters.
- Provided servicing assistance for several new single-family homes.
- Provided summary of costs and timelines for payment of fees for the Tim Hortons development.
- Prepared background information and attended 15 pre-application and development-related meetings.
- Responded to approximately 50 land use, business license, servicing and other property-related inquiries.

Long Range Planning

- Ongoing coordination and updating of planning processes and procedures.
- Commenced consolidation (for convenience) of Zoning Bylaw and OCP.
- Reviewed and assigned numerous new address assignments throughout the City.
- Commissioned water and sewer system capacity modeling for development.

Business Licences

- Processed/approved 7 business licences.

Building Inspection and Bylaw Enforcement

General

- Transition from Bylaw Enforcement to Enhanced Security being well received in the community.
- Few bylaw complaints this reporting period, considerable involvement with policing matters.
- 4 day building code seminar attended, result of the new code being released December 10, 2018.

Bylaw Services

- 4 unsightly premises in process of resolution.
- 7 apparent abandoned flood damaged properties secured by municipal contractor (the cost of which is borne by the disaster relief fund).

Building Inspection

Building Permit applications this month: 16

Year to date Building Permit applications: 205

Year to date construction value: \$9,029,992

Corporate Services

Corporate

- Prepared and facilitated Council Meetings (1 Inaugural, 1 COTW, 3 Regular, 2 In-Camera, 2 Special to go In-Camera Meetings)
- Prepared weekly summaries/updates (8 for Council, 9 for Staff and Council)
- Facilitated and prepared Council Workshops for Corporate Administration and Information Technology
- Facilitated and attended Workshops for Recovery Team & Public Works departments
- Facilitated and attended Council 2-day Orientation Workshop with Lisa Zwarn
- Corporate Tasks completed: 58 (October & November combined)
- Human Resources Duties
- Attended Corporate Officers Forum (Deputy & Corporate Officer)
- Attended Recovery & Housing related meetings
- Attended PADM Municipal Law training (Deputy Corporate Officer)
- Attended PADM Ethics training (Chief Administrative Officer)

Information Technology

- Information Technology tasks completed: 30 (October & November combined)
- Technology support for Recovery Team – configured new servers, security system, records management training, sharepoint configurations
- CentralSquare SaaS migration – communication testing
- Records Management Update and review – ongoing project for several years:
 - SharePoint as records storage location:
 - Continued Mail log changes planning and review with staff
 - Continued general research
 - Continued Access control list configurations
 - Naming conventions review
 - Job classifications
 - Retention and disposition labeling review with Managers (Completed 4 Disposition schedules)
 - SharePoint as Photo Storage to resolve in-house storage issues

Financial Services

General

- 2019 revenue anticipation Bylaw 2051 adopted in October
- Ongoing account reactivation and billing adjustments for flood impacted customers
- Invoices in progress for EOC and insurance reimbursement
- Completed equal payment plan reconciliations, with letters to follow in early December
- Responded to requests from the public regarding property damage claims, utility billing and property tax issues
- Attended half day Council orientation workshop with Lisa Zwarn

- Auditor meeting for review of new reporting standards for 2018 financial statements

Procurement

RFPs and RFQs Awarded

- Boundary Excavating - Removal of Tiger Dam Anchors
- Insituform Technologies Inc. - Sewer Main Relining
- Falcon Equipment Ltd. - Plow and Sander for Service Truck
- Gofer Farms Ltd. - Supply of Winter Sand

Purchase Orders Issued	October	November
Total value	\$436,892	\$511,452
• Less than \$5,000	35	29
• \$5,000 to \$25,000	7	7
• \$25,000 to \$75,000	1	3
• Greater than \$75,000	2	2

Total value of purchases \$897,023 \$485,713

1 direct award < \$25,000; contracted debris removal (only 2 quotes received)

Flood Recovery

General

- EMBC has approved funding for preparation of a Flood Response Plan to be undertaken by emergency management specialist Paul Edmonds (Red Dragon Consulting) over the next four to five months

Infrastructure

- The DFA Recovery Plan for Greenwood's flood protection structure was submitted.
- A report on the flood damage to roads in the City of Grand Forks was submitted as a part of the DFA claim. It quantifies the damage done by the flood. Repairs have already been completed.
- CCTV inspections of the pipes downtown are underway. Once the report is complete, it will be submitted with recommendations for repair under the DFA program. Any damage done by the flood will be repaired to pre-existing conditions.

Environment

- The McRae Creek outlet restoration final plan is drafted and contracts are being actioned.
- Five Section 11 projects were initiated using the funding for support by Qualified Professionals.
- Two fuel barrels were deposited near Darcy Rd by the flood. Tests confirmed hydrocarbon contamination of the adjacent soil which will be contained and removed from site.

Wellness

- Case managers have been hired by Boundary Family Services and are now contacting flood survivors. Please wait to be contacted.
- A financial literacy series is being developed to support flood survivors with their financial planning.

Economic

- Community Futures Boundary continues to advocate for the business community on DFA and insurance issues. The latest press contact was an interview on CBC Daybreak Kelowna.

Housing

- 13 households are now placed in the motel program; at least 20 households are still in RVs on their property, wishing to be close to their homes.
- Feedback from the Housing Engagement sessions at Gallery 2 will be shared at the December 10th Grand Forks Committee of the Whole and December 13th community meeting

Recommendation

THAT COUNCIL receives the monthly highlight report for information.