

**THE CORPORATION OF THE CITY OF GRAND FORKS  
COMMITTEE OF THE WHOLE**

**Monday, December 11, 2017, 9:00 am  
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

ADMINISTRATION: Diane Heinrich - Chief Administrative Officer - interim /  
Corporate Officer  
Daphne Popoff, Corporate Administrative Assistant  
Juliette Rhodes - Chief Financial Officer  
David Reid - Manager of Operations  
Dale Heriot - Fire Chief  
Graham Watt - Senior Planner

**GALLERY**

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**1. CALL TO ORDER**

The December 11, 2017, Committee of the Whole Meeting was called to order at 9:00 am.

Mayor Konrad thanked and announced congratulations to Public Works staff for a job well done on the Gyro Park Light Up!

**2. COMMITTEE OF THE WHOLE AGENDA**

a. Adopt agenda

December 11, 2017, Committee of the Whole

MOVED BY: THOMPSON

**RESOLVED THAT the COTW adopts the December 11, 2017, agenda as presented.**

**CARRIED**

- b. In-Camera Reminder

In-Camera Meeting directly following the COTW Meeting.

**3. REGISTERED PETITIONS AND DELEGATIONS**

- a. Dog Park User Group

Update on use of Dog Park

Kathy Novokshonoff and Ed Sims gave an overview of the Dog Park area regarding fencing, shelter, and the Grand Opening on December 8th

Discussion:

- Thumbs Up to sponsors, City staff, and organizers
- Facebook page, signage and tourism information

MOVED BY: ROSS

**RESOLVED THAT the COTW receives for information the update on the Dog Park use from the User Group.**

**CARRIED**

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

**5. PRESENTATIONS FROM STAFF**

- a. Policy 801-A1 Bank Authority

Chief Financial Officer

Discussion:

- new format for policies
- not many similarities between the old policy and the new, perhaps in future comparisons on the same pages would be helpful

MOVED BY: TRIPP

**RESOLVED THAT the COTW receives the report regarding the Bank Signing Authorization Policy 801 Revision v2 and refers the policy to the January 15<sup>th</sup>, 2018, Regular Meeting for approval consideration.**

**CARRIED**

- b. Memo - Schedule for 2018 Financial Plan

Chief Financial Officer

MOVED BY: BUTLER

**RESOLVED THAT the COTW receives for information the memorandum of the Schedule for 2018 Financial Plan from the Chief Financial Officer.**

**CARRIED**

- c. Memo - Highlight Discussion of Public Hearing on OCP and Zoning Bylaw Changes

Manager of Development and Engineering Services

Discussion:

- tiny homes with only one fire exit will require a larger window as opposed to a second door

- some comments not included in this report; however, they are in the December 11, 2017, Regular Meeting

MOVED BY: THOMPSON

**RESOLVED THAT the COTW receives for information the memorandum of the highlight discussion of the Public Hearing on OCP and Zoning Bylaw changes from the Manager of Development and Engineering Services.**

**CARRIED**

- d. Disc Golf Course Licence of Occupation and Course Budget

Manager of Development and Engineering Services

Discussion:

- Les Johnson inquired into the proposed location

MOVED BY: BUTLER

**RESOLVED THAT the COTW directs staff to include, in the 2018 budget process, the City's proposed contribution to Disc Golf budget as presented and to finalize the Licence of Occupation with the Grand Forks Disc Sports Club for the proposed course site at 2699-68th Avenue, pending the group's formation as a society.**

**CARRIED**

a. Monthly Highlight Reports from Department Managers

Staff request for Council to receive the monthly activity reports from department managers.

Discussion:

- new format of reports
- Waste Water Treatment Plant project overview
- electrical voltage conversion update
- Kate Saylor, Gazette, inquired as to the Pawn Shop Bylaw. CAO stated that research is being done on this and will be presented to Council in the New Year
- street lights and dike inspections

MOVED BY: THOMPSON

**RESOLVED THAT the COTW receives the monthly activity reports from department managers.**

**CARRIED**

**6. REPORTS AND DISCUSSION**

**7. PROPOSED BYLAWS FOR DISCUSSION**

a. Bylaw 1958-A3 to amend the Fees and Charges Bylaw

Chief Financial Officer

Discussion:

- mock billing process for residential
- CFO stated that non residential properties were not addressed; therefore, options for consideration and timeframe of billing
- Fred Scott inquired if multi-residential stratas, such as apt. bldgs., will be metered? CFO answered that yes they would be charged a metered rate
- Summerland model
- Barry Jarvis spoke in regards to the Summerland model
- large industries impact and commercial

***Mayor Konrad called a recess of the December 11, 2017, COTW Meeting at 10:36 am.***

***Mayor Konrad reconvened the December 11, 2017, COTW Meeting at 10:47 am.***

- Barry Jarvis inquired as to how many properties are not on City sewer? CFO replied that there were approx. 250
- subdivision application fees

MOVED BY: BUTLER

**RESOLVED THAT the COTW selects an option for Schedule "J" Water Service Charges and instructs staff to include Schedule J for that option in the Fees and Charges Amendment Bylaw No. 1958-A3;**

**CARRIED**

MOVED BY: THOMPSON

**AND FURTHER RESOLVED THAT the COTW recommends to Council to give the first three readings of the 'City of Grand Forks Fees and Charges Amendment Bylaw No. 1958-A3, 2018' at the January 15, 2018, Regular Meeting.**

**CARRIED**

MOVED BY: THOMPSON

**RESOLVED THAT Council selects Option 2 for the Fees and Charges Bylaw to be put forth at the appropriate time.**

**CARRIED**

- b. Bylaw 1973-A1 to amend Water Regulations

Chief Financial Officer

MOVED BY: ROSS

**RESOLVED THAT the COTW recommends to Council to give the first three readings of the 'Water Regulations Amendment Bylaw No. 1973-A3, 2018' at the January 15, 2018, Regular Meeting.**

**CARRIED**

- c. Bylaw 1974 to amend Sewer Regulations

Chief Financial Officer

MOVED BY: ROSS

**RESOLVED THAT the COTW recommends to Council to give the first three readings of the 'Sewer Regulations Bylaw No. 1974, 2014' at the January 15, 2018, Regular Meeting.**

**CARRIED**

- d. Bylaw 2022 New Solid Waste Service

Outside Works

MOVED BY: THOMPSON

**RESOLVED THAT the COTW recommends to Council to give the first two readings of the 'Solid Waste Service Regulations and Rates Amendment Bylaw No. 2022, 2017' at the January 15, 2018, Regular Meeting.**

**CARRIED**

8. **INFORMATION ITEMS**

9. **CORRESPONDENCE ITEMS**

10. **LATE ITEMS**

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

12. **QUESTION PERIOD FROM THE PUBLIC**

13. **IN-CAMERA RESOLUTION**

- a. Chief Administrative Officer - In-Camera

Immediately following the COTW Meeting, Council will hold an In-Camera Meeting.

MOVED BY: THOMPSON

**RESOLVED THAT Council convene an In-Camera Meeting as outlined under Section 90 of the Community Charter to discuss matters in a closed meeting which are subject to Section 90 (1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; (d) the security of the property of the municipality; (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; (g) litigation or potential litigation affecting the municipality;**

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

Opposed (2): BUTLER, and TRIPP

**CARRIED**

14. **ADJOURNMENT**

The December 11, 2017, Committee of the Whole Meeting was adjourned at 11:08 am.

MOVED BY: ROSS

**RESOLVED THAT the December 11, 2017, Committee of the Whole Meeting be adjourned at 11:08 am.**

**CARRIED**

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MAYOR FRANK KONRAD

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CORPORATE ADMINISTRATIVE  
ASSISTANT - DAPHNE POPOFF