



The Corporation of the City of Grand Forks
Regular Meeting
AGENDA

Meeting #: R-2019-8
Date: Tuesday, April 23, 2019, 7:00 pm
Location: 7217 - 4th Street, City Hall Council Chambers

Pages

1. CALL TO ORDER

2. ADOPTION OF AGENDA

- a. Adopt agenda
April 23, 2019, Regular Meeting agenda

Recommendation

THAT Council adopts the April 23, 2019, Regular Meeting agenda as presented.

3. MINUTES

- a. Adopt minutes - Special to go In-Camera
April 8, 2019, Special to go In-Camera Meeting minutes

4 - 5

Recommendation

THAT Council adopts the April 8, 2019, Special to go In-Camera Meeting minutes as presented.

- b. Adopt minutes - Regular
April 8, 2019, Regular Meeting minutes

6 - 13

Recommendation

THAT Council adopts the April 8, 2019, Regular Meeting minutes as presented.

4. REGISTERED PETITIONS AND DELEGATIONS

- a. Projects and Services Update
Manager of Development, Planning, and Engineering / Urban Systems

Recommendation

THAT Council receives the presentation regarding Projects and Services Update from the Manager of Development, Planning, and Engineering, and Urban Systems for information.

5. UNFINISHED BUSINESS

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

- a. Reports of Council
Councillors

14 - 16

Recommendation

THAT all reports of Council at the April 23, 2019, Regular Meeting be received.

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

- a. Verbal Report - RDKB Representative
Verbal report from Council's representative to the Regional District of Kootenay Boundary

17 - 17

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

Recommendation

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

8. RECOMMENDATIONS FROM STAFF FOR DECISIONS

- a. Snow Clearing Policy
Outside Works

18 - 31

Recommendation

THAT Council adopts the new Regular Snow Clearing Policy 1103; AND THAT Council repeals Snow Clearing of Sidewalks Policy 1104.

- b. Lewis' Woodpecker Management Plan
Deputy Manager of Operations and Sustainability

32 - 49

Recommendation

THAT Council adopts and directs staff to implement the Lewis' Woodpecker Management Plan

- c. Wastewater Treatment Plant Budget for 2019
Chief Financial Officer

50 - 57

Recommendation

THAT Council refers the WWTP 2019 budget adjustment to the five year financial plan amendment process.

9. REQUESTS ARISING FROM CORRESPONDENCE

10. INFORMATION ITEMS

- a. BFR Housing Recovery Update
Recovery Manager

58 - 59

Recommendation

THAT the BFR Housing Memo be received for information.

- | | | |
|----|--|---------|
| b. | Federal Bill C-68 - Reversing Changes to the Fisheries Act
<i>Cheryl Gallant, MP Renfrew-Nipissing-Pembroke</i> | 60 - 61 |
| | | |
| c. | Sponsorship to apply for Patagonia Grant
<i>Boundary Forest Watershed Stewardship Society</i> | 62 - 62 |

11. BYLAWS

- | | | |
|----|---|---------|
| a. | 2019 Tax Rates Bylaw No. 2058
<i>Chief Financial Officer</i> | 63 - 74 |
|----|---|---------|

Recommendation

THAT Council gives first three readings to the 2019 Tax Rates Bylaw, No. 2058

12. LATE ITEMS

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

14. ADJOURNMENT



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

Meeting #: SP-2019-06
Date: Monday, April 8, 2019, 11:00 am
Location: 7217 - 4th Street, City Hall Council Chambers

Present: Mayor Brian Taylor
Councillor Zak Eburne-Stoodley
Councillor Cathy Korolek
Councillor Neil Krog
Councillor Chris Moslin
Councillor Christine Thompson
Councillor Rod Zielinski

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

GALLERY

1. CALL TO ORDER

Mayor Taylor called the April 1, 2019, Special To Go In-Camera Meeting to order at 11:12 am.

2. IN-CAMERA RESOLUTION

- a. Adopt Resolution as per Section 90
MOVED / SECONDED

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 (2)

(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;

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

Carried

3. LATE ITEMS

4. ADJOURNMENT

The April 8, 2019, Special to go In-Camera Meeting was adjourned at 11:13 pm.

MOVED

THAT the April 8, 2019, Special to go In-Camera Meeting be adjourned at 11:13 pm.

Carried

Mayor Brian Taylor

Corporate Officer - Daniel Drexler



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

Meeting #: R-2019-7
Date: Monday, April 8, 2019, 7:00 pm
Location: 7217 - 4th Street, City Hall Council Chambers

Present: Mayor Brian Taylor
Councillor Zak Eburne-Stoodley
Councillor Cathy Korolek
Councillor Neil Krog
Councillor Chris Moslin
Councillor Christine Thompson
Councillor Rod Zielinski

Staff: Diane Heinrich - Chief Administrative Officer
Daniel Drexler - Corporate Officer
Kevin McKinnon - Deputy Corporate Officer
Dolores Sheets - Manager of Development & Engineering Services
Juliette Rhodes - Chief Financial Officer

GALLERY

1. CALL TO ORDER

Mayor Taylor called the April 8, 2019, Regular Meeting to order at 7:01 pm.

2. ADOPTION OF AGENDA

- a. Adopt agenda

April 8, 2019, Regular Meeting agenda

Resolution #: R122/19/04/08 MOVED/SECONDED

THAT Council adopts the April 8, 2019, Regular Meeting agenda as presented.

Carried

3. MINUTES

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

March 25, 2019, Special to go In-Camera Meeting minutes

Resolution #: R123/19/04/08 MOVED/SECONDED

THAT Council adopts the March 25, 2019, Special to go In-Camera Meeting minutes as presented.

Carried

- b. Adopt minutes - Regular

March 25, 2019, Regular Meeting minutes

Resolution #: R124/19/04/08 MOVED/SECONDED

THAT Council adopts the March 25, 2019, Regular Meeting minutes as presented.

Carried

4. REGISTERED PETITIONS AND DELEGATIONS

5. UNFINISHED BUSINESS

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL**a. Reports of Council***Councillors*

In addition to the written reports presented, Councillor Thompson spoke of a request from the Phoenix Foundation for funding assistance to conduct a Vital Signs report, and to advise that the Fall Fair Society had requested the City's sponsorship to complete a Phoenix Foundation grant application.

Councillor Moslin spoke about Emergency Preparedness week and noted that he attended seminar on the roles of elected officials in an emergency.

Councillor Zielinski congratulated staff for the work on the Expo sign and for the workshops organized earlier in the day. He advised that the AKBLG director suggested changes to the wording of two of the resolutions Council forwarded to the AKBLG and made motions to change the wording of those resolutions.

Resolution #: R125/19/04/08 MOVED/SECONDED

THAT Council approve sponsorship of the 2019 Vital Signs report through the Phoenix Foundation in the amount of \$1,000 to be funded from Operating Budget.

Carried

Resolution #: R126/19/04/08 MOVED/SECONDED

THAT Council support the Grand Forks Fall Fair Society's application for funding from the Phoenix Foundation by acting as the sponsor organization.

Carried

Resolution #: R127/19/04/08 MOVED/SECONDED

THAT Council amend Resolution R061 for presentation to the AKBLG to read

"WHEREAS many small business owners in rural British Columbia have many different household income sources; and

WHEREAS small businesses form a critical part of rural communities because of the employment, taxes, and services they provide; THEREFORE BE IT RESOLVED THAT the Province change the Disaster Financial Assistance program criteria relating to income requirements, eligibility, and insurance availability to better address the needs of rural British Columbia's small business owners."

Carried

Resolution #: R128/19/04/08 MOVED/SECONDED

THAT Council amend Resolution R062 for presentation to the AKBLG to read:

"WHEREAS many property owners and small businesses were recently affected by floods and fires across British Columbia; and WHEREAS many of those property owners and small businesses were unable to get insurance coverage, were unable to access that coverage in a timely manner, or were denied insurance coverage from their insurance provider; THEREFORE BE IT RESOLVED THAT the Ministry of Finance review insurance practices in British Columbia to identify ways to insure property owners and small businesses during and after a disaster."

Carried

Resolution #: R129/19/04/08 MOVED/SECONDED

THAT all reports of Council at the April 8, 2019, Regular Meeting be received.

Carried

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

- a. Verbal Report - RDKB Representative

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

Read the RDKB agendas here:

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

The RDKB Representative advised that the RDKB will be looking at a program for major appliance recycling this week which would waive tipping fees on such items.

There is discussion for a transition plan for the flood recovery program to set timeframes to assume more City control.

The Regional District held a strategic planning session. One aspect discussed was the responsibility on elected officials regarding residents quality of life.

Resolution #: R130/19/04/08 MOVED/SECONDED

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

Carried

8. RECOMMENDATIONS FROM STAFF FOR DECISIONS

9. REQUESTS ARISING FROM CORRESPONDENCE

- a. Letter of request for local governments to support C.O.R.E.Y. a graduated licensing program for motorcycles

District of Kitimat

Resolution #: R131/19/04/08 MOVED/SECONDED

THAT Council support the COREY program by sending a letter of support.

Carried

10. INFORMATION ITEMS

11. BYLAWS

- a. Bylaw 2055 - Five Year Financial Plan 2019-2023

Chief Financial Officer

Resolution #: R132/19/04/08 MOVED/SECONDED

THAT Council gives final reading to the City of Grand Forks Five Year Financial Plan Bylaw 2019-2023, No. 2055.

Opposed (1): Zielinski

Carried

- b. Bylaw 2057 - Parks and Public Spaces Access

Corporate Services

There was brief discussion around sections 17.1 and 22, and staff noted that use permits would be handled under the Events Delegation bylaw.

Resolution #: R133/19/04/08 MOVED/SECONDED

THAT Council gives final reading to the Parks and Public Spaces Access Bylaw No. 2057.

Carried

Resolution #: R134/19/04/08 MOVED/SECONDED

THAT Council gives final reading to the Off-Highways Vehicle Regulation Repeal Bylaw No. 1682-R.

Carried

Resolution #: R135/19/04/08 MOVED/SECONDED

THAT Council gives final reading to the Parks Access Repeal Bylaw No. 1959-R.

Carried

- c. Bylaw 2056 - Events Delegation

Corporate Services

Resolution #: R136/19/04/08 MOVED/SECONDED

THAT Council gives final reading to the Events Delegation Bylaw No. 2056.

Carried

- d. Bylaw 2039-A5 - Proposed Subdivision, Rezoning and Consolidation of approx. 0.5 hectares for parking lot expansion at Hutton School

Development, Engineering & Planning

Council clarified the process for application to the Agricultural Land Reserve (ALR).

Council unanimously approved allowing Jeremy Martens to speak from the Gallery. He advised that the ALR Commission has already conditionally approved the removal of the plot of land from the ALR contingent on the City's rezoning the property and other conditions.

Resolution #: R137/19/04/08 MOVED/SECONDED

THAT Council gives first and second readings to Zoning Bylaw Amendment No. 2039-A5 and instructs staff to schedule a public hearing and proceed with the legislative requirements to complete the subdivision/rezoning/consolidation process.

Carried

- e. Fees and Charges Amendment - Solid Waste Collection

Chief Financial Officer

Council asked staff to confirm when the existing Solid Waste Collection contract is up for renewal and was advised that the current contract expires in 2022.

Resolution #: R138/19/04/08 MOVED/SECONDED

That Council gives final reading to the City of Grand Forks Fees and Charges Amendment Bylaw No. 1958-A5, 2019.

Carried

12. LATE ITEMS

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

14. ADJOURNMENT

Resolution #: R139/19/04/08 MOVED/SECONDED

THAT the Regular Meeting be adjourned at 7:48 pm.

Mayor Brian Taylor

Dep. Corporate Officer – Kevin McKinnon

Request for Decision



To: Regular Meeting
From: **Procedure Bylaw / Corporate Services**
Date: April 23, 2019
Subject: Reports, Questions and Inquiries from the Members of Council
Recommendation: **THAT all reports by members of Council be received.**

Background

Under the City's Procedures Bylaw No. 1946, 2013, the Order of Business permits the members of Council to report to the Community on issues, bring community issues for discussion and initiate action through motions of Council, ask questions on matters pertaining to the City Operations and inquire on any issues and reports.

Benefits or Impacts

General

The main advantage of using this approach is to bring the matter before Council on behalf of constituents. Immediate action might result in inordinate amount of resource inadvertently directed without specific approval in the financial plan.

Strategic Impact



Community Engagement

- Members of Council may ask questions, seek clarification and report on issues.

Policy/Legislation

Procedure Bylaw No. 1946, 2013

Recommendation

THAT all reports by members of Council be received.

Options

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

Housing Field Trip to Kelowna April 9

I travelled with 4 representatives from Council and 4 from the DBA. We viewed two sites and discussed with John Howard Society staff the operational needs of each building. The first building, Cardington is a 4-story building that fits in with the downtown commercial core. It has a privately-owned coffee shop at street level and a discrete entrance into the building. There is no loitering, no piles of stolen property, no garbage. It is very well run and houses about 50 people. There are at least 2 staff on duty 24/7 but the whole staff complement is about 20. The staff came from many backgrounds and were generally young. The skill sets ranged from maintenance to social workers to LPN's to nurses to care aids. Altogether John Howard runs five facilities with a staff complement of 160. The second building, Hearthstone was an assembled building planted in a strip mall location near Enterprise. Although the architecture was unappealing the building was spacious, clean and well landscaped. Both buildings had storage areas for the residents. Hearthstone took pets and guests while Cardington did not accept guests or pets.

Recreation Commission Meeting April 11

The new gymnastics club is looking for a permanent facility. They are working with adults and kids and have 86 people involved already. Their present temporary home is the curling club.

The Grand Forks and Boundary Region Agricultural Society is going to have its agreement with the Regional District for a 'Learning Garden' extended after a discussion at the Rec Commission with its representative Bill Wilby. New leadership and new volunteers are going to get the project back on track. By the fall we can expect:

- Completed agreements with the RDKB for a 'learning garden' facility
- Completed building with roof
- Installed and operating irrigation
- Trees and shrubs planted
- A pollination garden
- Better pathways

Their AGM is coming up so stay tuned for a chance to help make this unique project happen.

Sandbags and Tiger Dams Demo April 12

3000 lineal feet (about 900 m) is worth 200,000 and comes with trailer and anchors
Used for 3 years in BC and currently stockpiled in the Fraser Valley
A trained crew can inflate sections in minutes
Best deployed on flat areas that have been engineered for anchors

Pancakes and Speeches April 13

It's all about relationships. There were several organizations that participated in our recovery on display. Including the Elks famous pancake breakfast well manned by members of this Council. Apparently, the province no longer sees us as parent and child but rather partners.

Boundary Flood Recovery will be making presentations to Council on the proposed works and the community response. Hopefully we will see the results of the grant applications soon. Transitioning out of a 'Local Emergency' is on the agenda as well.

REPORT TO COUNCIL

FROM: Councillor Christine Thompson

DATE: April 23, 2019

SUBJECT: Report to Council

Tuesday, April 9th, Mayor Taylor and Councillors Korolek, Moslin and I along with 4 members of the Downtown Business Association travelled to Kelowna and toured 2 of BC Housing supportive housing units. These facilities are operated by the John Howard Society. We had an in-depth discussion with the operators at the first facility that allowed members of Council and the DBA to ask questions prior to being given a tour. Each facility provides a bachelor suite with kitchen facilities. Only the second facility, which was much larger, has a commercial kitchen that provides residents a continental breakfast and an evening meal daily.

Thursday, April 11th I attended an excellent workshop presented by Red Dragon Consulting to members of the Downtown Business Association on Flood Preparedness. This workshop was followed by the regular monthly meeting of the DBA.

Saturday morning I volunteered to help the Elks Club with their Pancake Breakfast. Councillor Korolek and I served the delicious food prepared by Councillor Zielinski (pancake batter preparation), Rod Korolek (pancake cook), Councillor Krog (sausage cook) and scrambled eggs (Mel Carrol) along with coffee brewed by Sarge Konkin. Mayor Taylor and Councillor Moslin assisted with the set-up and take-down. It was a lot of fun and was well received by the community.

Sunday afternoon I attended a DBA sponsored a hot-dog barbeque for their members and volunteers that participated in the clean-up of Market Avenue.

Respectfully submitted,

Councillor Christine Thompson

Request for Decision



To: Regular Meeting
From: **Procedure Bylaw / Corporate Services**
Date: April 23, 2019
Subject: Report – from the Council's Representative to the Regional District of Kootenay Boundary
Recommendation: **THAT Mayor Taylor's report on the activities of the Regional District of Kootenay Boundary, given verbally at this meeting, be received.**

Background

Under the City's Procedures Bylaw No. 1946, 2013, the Order of Business permits the City's representative to the Regional District of Kootenay to report to Council and the Community on issues, and actions of the Regional District of Kootenay Boundary.

Benefits or Impacts

General

The main advantage is that all of Council and the Public is provided with information on the Regional District of Kootenay Boundary.

Strategic Impact



Community Engagement

- Information sharing with members of Council and the Public regarding regional issues.

Policy/Legislation

Procedure Bylaw No. 1946, 2013

Recommendation

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

Options

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

Request for Decision



To: Regular Meeting
From: **Outside Works**
Date: April 23, 2019
Subject: Snow clearing policy
Recommendation: **RESOLVED THAT Council adopts the new Regular Snow Clearing Policy 1103; AND THAT Council repeals Snow Clearing of Sidewalks Policy 1104.**

Background

The last snow clearing policies were drafted in 2012 and require updating with new information. The sidewalk clearing Policy 1104 has been incorporated into this revision of Policy 1103. The draft policy lays out the snow clearing priorities and trigger points. No major changes are proposed to the priority routes although they are being updated to include the new Silver Kettle path on 72nd Avenue.

The snow clearing policy sets the minimum standard for roads and sidewalks. After setting the policy, it is important to follow it because of insurance implications. As long as the policy is followed, City liability is minimized if there is an insurance claim.

Service levels are determined by the trigger points and the length of priority one routes. Most trigger points were not defined in the previous policy although some are contained in other policies. Council may adjust the service level and budget required by changing the length of priority one routes or the trigger points. The draft policy approximately reflects the current service level and related budget amount.

Staff introduced the new snow clearing policy at the April 8, 2019 Committee of the Whole. Questions were raised around the inclusion of 68th Avenue from the highway to 2nd St, the units of measurement, and the requirement for property owners to maintain sidewalks. That portion of 68th Avenue was added to the list of priority 1 roads and the units of measurement were standardized to metric.

Traffic Regulations Bylaw 1956 section 14.09 states "Every owner or occupier of a parcel shall remove all ice and snow from all sidewalks adjacent to that parcel so that the sidewalks are not covered by snow or ice between the hours of 8:00 a.m. and 8:00 p.m.". The snow clearing policy could be amended to include a provision recognizing the bylaw. For example, under the scope heading: "Nothing in this policy will remove the bylaw requirement that owners and occupiers of parcels must clear the adjacent sidewalks", or "City staff will clear public trails, and sidewalks in front of municipal properties". Staff request direction from Council on the inclusion of this type of statement.

Staff now present the new Policy 1103 for adoption. Because the sidewalk provisions are included in the new policy, the current Policy 1104 should be repealed to avoid parallel policies.

Benefits or Impacts

General

The snow policy affects insurance claims as it sets the minimum expected standard for snow clearing.

Strategic Impact



Fiscal Responsibility

- Ensure that service levels align with taxation levels.

Policy/Legislation

Attachments

Draft revised Policy 1103

Policy 1103

Policy 1104

Recommendation

RESOLVED THAT Council adopts the new Regular Snow Clearing Policy 1103;AND THAT Council repeals Snow Clearing of Sidewalks Policy 1104.

Options

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



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

Council Policy

Regular Snow Clearing

Established: April 2019

Rescinded: N/A

Contact Department: Public Works

Guiding Principle

- Staff will clear snow from roads, sidewalks and the airport safely and efficiently at the service level set in this policy.

Purpose

- To identify the snow clearing priorities and trigger points.

Scope

- This policy encompasses all regular snow clearing activities on roads, trails, sidewalks and at the airport.
- Other snow clearing may happen at the discretion of the Manager of Operations or designate.

Policy Statements

Staff will begin to clear priority #1 items within twenty-four hours of checking and reaching a trigger point. The length of time to clear the snow will depend on the frequency and depth of snowfall.

Snow clearing will continue only during regular work hours until priority #1 and #2 items are completed.

Snow clearing on roads may be considered complete when a minimum five meters of width is cleared and the accumulation of loose snow and slush reaches between 6-10cm.

Extra-ordinary snowfalls of more than six inches may be cleared differently according to the Manager of Operations or designate.

Priority #1

Roads

- Granby Road from Highway 3 to City gravel pit and Valley Heights Drive
- 2nd Street from Airport to north side of bridge
- 72nd Avenue from 5th Street to 8th Street
- 8th Street from 72nd Avenue to Kettle River Drive
- Kettle River Drive from 8th Street to 68th Avenue
- 68th Avenue from Kettle River Drive to Spraggett Road
- 68th Avenue from Highway 3 east to 2nd Street
- 7th Street from 72nd Avenue to 75th Avenue (excluding Central Avenue)
- 75th Avenue from 7th Street to Riverside Drive
- Riverside Drive from 75th Avenue to Riverside Meadows
- Boundary Drive from 68th Avenue to 77th Avenue (excluding Central Avenue)
- 19th Street from 68th Avenue to Donaldson Drive (excluding Central Avenue)
- Donaldson Drive from 19th Street to North Fork Road
- 77th Avenue from Boundary Drive to 17th Street.
- 17th Street from 77th Avenue to McCallum View Drive
- McCallum View Drive from 17th Street to 76th Avenue
- 76th Avenue from McCallum View Drive to Donaldson Drive
- 22nd Street from Central Avenue to 78th Avenue
- 76th Avenue from 22nd Street to 23rd Street
- 75th Avenue from 22nd Street to North Fork Road
- 27th Street from 68th Avenue to Central Avenue

- 27th Street from Central Ave. to 75th Avenue
- 25th Street from Central Ave. to 75th Avenue
- 73rd Avenue from Boundary Drive to 11th Street
- 11th Street from 73rd Avenue to Kettle River Drive
- 72nd Avenue from Boundary Drive to 12th Street
- 72nd Avenue 19th St to 26th St
- 12th Street from 72nd Avenue to 73rd Avenue

Sidewalks

- Multi-Use Trail in South Ruckle from Community Garden to Central Avenue
- Central Avenue on south side from Multi-Use Trail end to 19th Street
- Central Avenue on north side from 19th Street to Boundary Drive
- Boundary Drive from 68th Avenue to 77th Avenue
- Central Avenue north side from Boundary Drive to Yale Bridge
- Sidewalks in the downtown core adjacent to City owned property
- Wheel chair ramps and alley drops
- Central Avenue on south side from 2nd to 19th Streets
- 19th Street from Central Avenue to 68th Avenue
- 68th Avenue from 19th Street to Kettle River Drive
- Kettle River Drive from 13th Street to 8th Street
- 8th Street from Kettle River Drive to 72nd Avenue
- 2nd Street from 72nd Avenue to Industrial Drive

Airport

- When an emergency Medi-vac call originates, personnel will immediately be dispatched to clean the runway and taxiway A of snow.
- When more than 10 centimeters of snow falls the runway and taxiway A are cleared.
- When more than 5 centimeters of wet and heavy snow falls, generally occurring in the temperature range -2 to plus 2C, the runway and taxiway A are cleared..
- When freezing is expected after melting conditions the runway and taxiway A are cleared.

Priority #2

Roads

- General residential streets.
- City owned parking lots.
- Downtown core and on street parking.

Sidewalks

- All other sidewalks.

Airport

- All times outside of the conditions listed under Priority #1.

Priority #3

- Cul-de-sacs, lanes, and alleys. Depending on equipment availability, some lanes and alleys may be done simultaneously with Priority #1 or #2 streets.
- Snow piles.

Trigger points

Triggers will be checked once per day during the regular work week and sporadically via the web cam after snowfall on weekends and statutory holidays.

- Monday to Saturday: Five centimeters of accumulated snowfall as measured on the snow gauge at the outside works building.
- Sunday, and statutory holidays: Ten centimeters of accumulated snowfall as measured on the snow gauge at the outside works building.
- As listed for the airport priority #1.

DRAFT

CITY OF GRAND FORKS

POLICY TITLE: Snow Clearing of Sidewalks **POLICY NO:** 1104

EFFECTIVE DATE: August 20, 2012 **SUPERSEDES:**

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

POLICY:

This policy defines a process by which the City of Grand Forks will provide snow-clearing services for Municipal Sidewalks. The City will clear snow and ice from sidewalks in the priority identified below.

PURPOSE:

To identify the City's snow clearing priorities for Sidewalks.

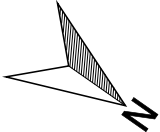
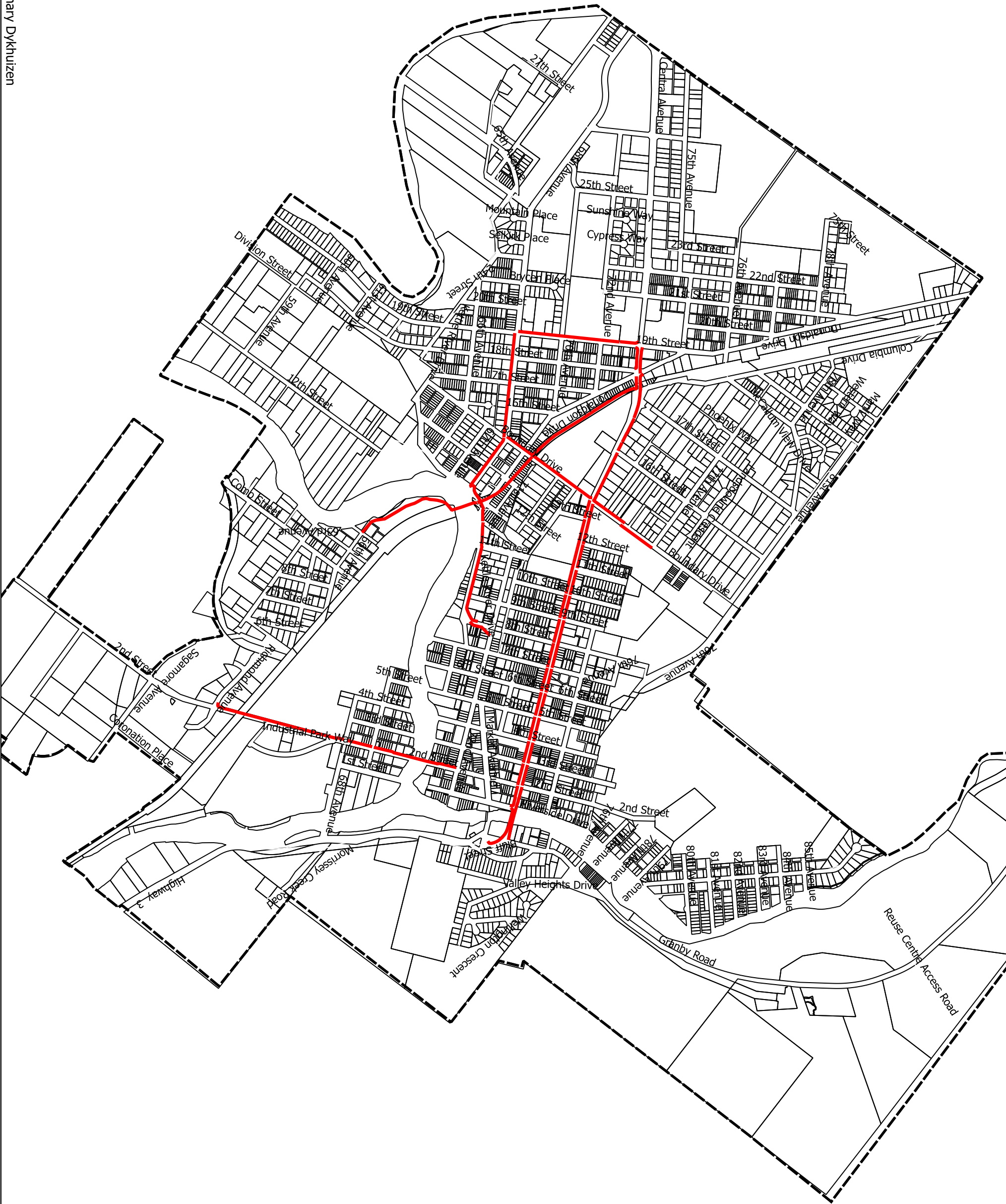
SIDEWALKS: (see attached map.)

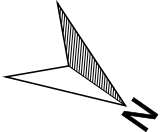
Priority #1

- Multi-Use Trail in South Ruckle from Community Garden to Central Avenue
- Central Avenue on south side from Multi-Use Trail end to 19th Street
- Central Avenue on north side from 19th Street to Boundary Drive
- Boundary Drive from 68th Avenue to 77th Avenue
- Central Avenue north side from Boundary Drive to Yale Bridge
- Sidewalks in the downtown core adjacent to city owned property
- Wheel chair ramps and alley drops
- Central Avenue on south side from 2nd to 19th Streets
- 19th Street from Central Avenue to 68th Avenue
- 68th Avenue from 19th Street to Kettle River Drive
- Kettle River Drive from 13th Street to 8th Street
- 8th Street from Kettle River Drive to 72nd Avenue
- 2nd Street from 72nd Avenue to Industrial Drive

Priority #2

- All other sidewalks within the Municipal boundary as deemed most efficient by City Staff.





CITY OF GRAND FORKS

POLICY TITLE: Snow Clearing Roads & Airport **POLICY NO:** 1103

EFFECTIVE DATE: August 20th, 2012 **SUPERSEDES:**

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

POLICY:

This policy defines a process by which the City of Grand Forks will provide snow-clearing services for Municipal Roads and the Grand Forks Airport. Snow removal operations shall be carried out in order of street priority, as indicated below.

PURPOSE:

To identify the City's snow clearing priorities for Roads and the Airport.

STREETS: (see attached map)

Priority #1

- Granby Road from Highway 3 to City gravel pit and Valley Heights Dr.
- 2nd Street from Airport to north side of bridge.
- 72nd Ave. from 5th Street to 8th Street.
- 8th Street from 72nd Ave. to Kettle River Dr.
- Kettle River Dr. from 8th Street to 68th Ave.
- 68th Ave. from Kettle River Dr. to Spraggett.
- 7th Street from 72nd Ave. to 75th Ave. (excluding Central Ave)
- 75th Ave. from 7th Street to Riverside Dr.
- Riverside Dr. from 75th Ave. to Riverside Meadows
- Boundary Dr. from 68th Ave. to 77th Ave. (excluding Central Ave)
- 19th Street from 68th Ave. to Donaldson Dr. (excluding Central Ave)
- Donaldson Dr. from 19th Street to North Fork Rd.
- 77th Ave. from Boundary Dr. to 17th Street.
- 17th Street from 77th Ave. to McCallum View Dr.
- McCallum View Dr. from 17th Street to 76th Ave.
- 76th Ave. from McCallum View Dr. to Donaldson Dr.

- 22nd Street from Central Ave. to 78th Ave.
- 76th Ave. from 22nd Street to 23rd Street
- 75th Ave. from 22nd Street to North Fork Rd.
- 27th Street from 68th Ave. to Central Ave.
- 27th Street from Central Ave. to 75th Ave.
- 25th Street from Central Ave. to 75th Ave.
- 73rd Ave from Boundary Drive to 11th Street.
- 11th street from 73rd Ave to Kettle River Dr.
- 72nd Ave. from Boundary Dr. to 12th Street
- 12th Street from 72nd Ave. to 73rd Ave.

Priority #2

- City owned parking lots and general residential streets.

Priority #3

- Cul-de-sacs, lanes and alleys.

Downtown Core Snow Removal

- The downtown core will be cleared when deemed necessary by the Manager of Operations in consultation with the Roads-Airport and Equipment Coordinator. (Typically a Priority #2, some clearing of piled snow may drop to a Priority #3)

(Downtown snow removal can be complex and should be cleared taking into consideration the amount of snow, temperature, time of day, day of week etc.. Therefore the timing for the removal of snow in the downtown core will be decided on by the Manager of Operations in consultation with the Roads-Airport and Equipment Coordinator)

Airport Snow Removal

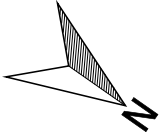
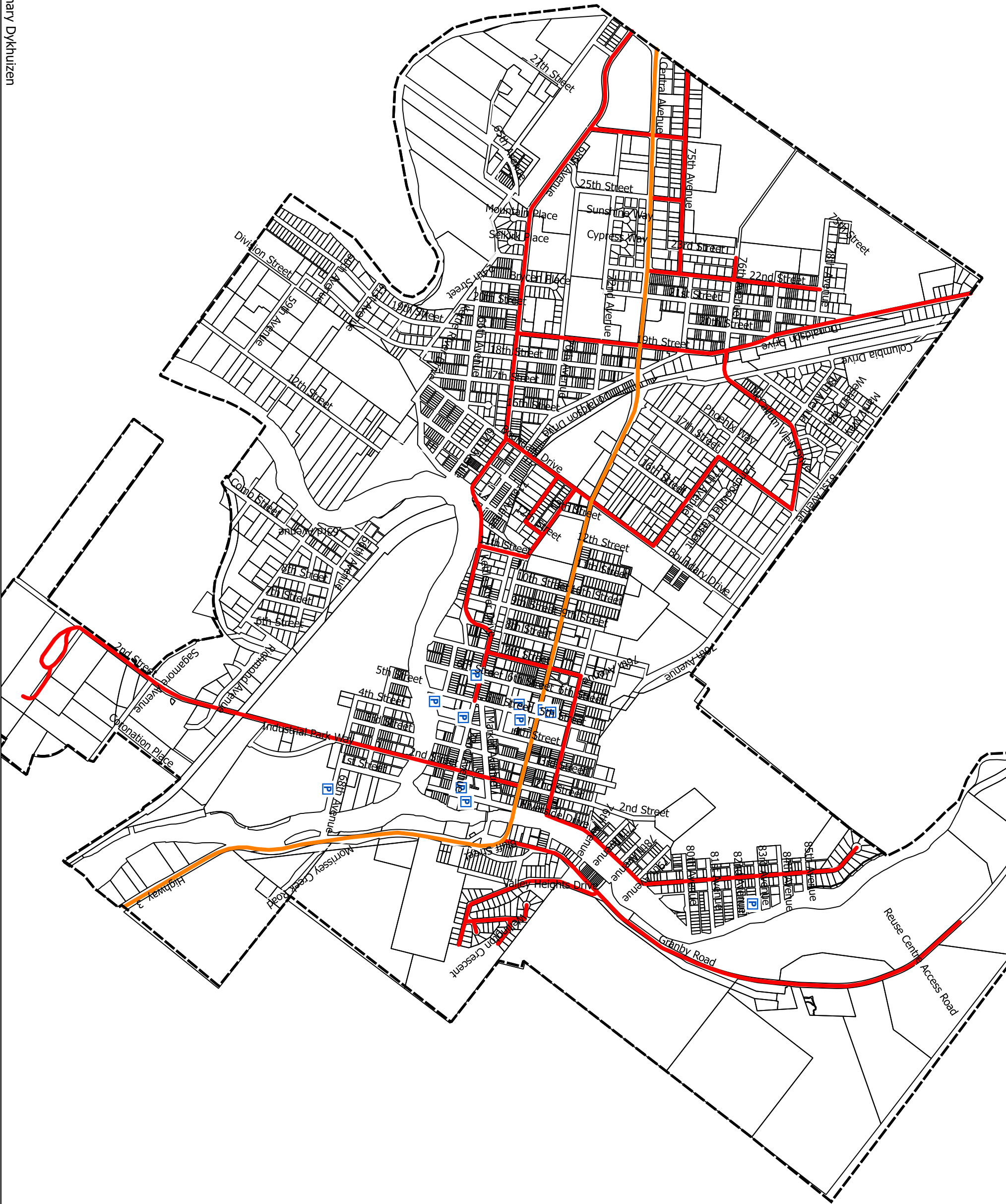
Snow removal at the Municipal Airport shall be as follows:

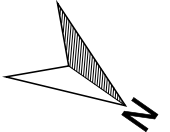
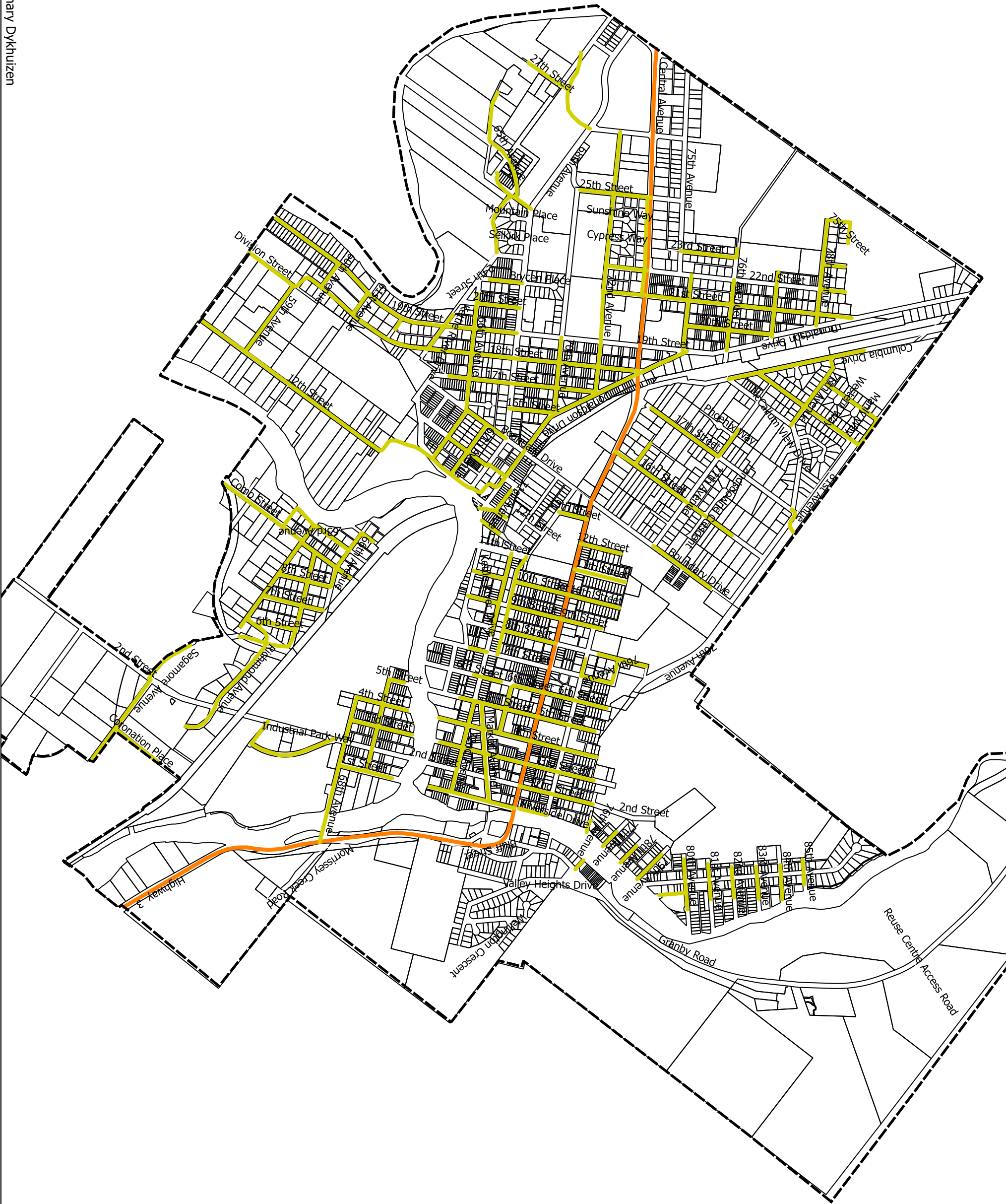
Priority #1

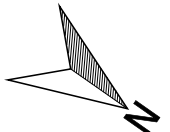
- When an emergency Medi-vac call originates, personnel will immediately be dispatched to clean the runway and taxiway A of snow.
- When more than 4 inches of snow falls runway and taxiway A are cleared.
- When freezing is expected after melting conditions the runway and taxiway A may be cleared as a Priority #1.
(Not being proactive with removal of slush or melted snow during the day could negate 24 hour Medi-Vac access to the Grand Forks Airport when temperatures drop below freezing)

Priority #2

- At all other times the airport will be considered a priority #2.







Request for Decision



To: Regular Meeting
From: **Deputy Manager of Operations and Sustainability**
Date: April 23, 2019
Subject: Lewis' Woodpecker Management Plan
Recommendation: **RESOLVED THAT Council adopts and directs staff to implement the Lewis' Woodpecker Management Plan**

Background

The Urban Forest Policy No. 1105 states that the City will "identify areas with wildlife habitat value and potential danger tree issues requiring further assessment;", and that "The City will comply with the federal Migratory Birds Convention Act, federal Species at Risk Act and the provincial Wildlife Act". Lewis' Woodpecker use the many Cottonwood trees in the City as habitat. In fact, the City has the highest density of nesting Lewis' Woodpecker in the province. They listed as Threatened under Schedule 1 of the *Species at Risk Act*. This means their critical habitat, the many Cottonwood trees used in the City, is protected by federal law.

Staff consulted a local biologist and a biologist from Environment and Climate Change Canada about the best course of action to manage Lewis' Woodpecker habitat AKA Cottonwood trees. The advice centered around showing that the City has undertaken all reasonable means to avoid or minimize harm to a species at risk. For example, when habitat is destroyed, it is expected that mitigation measures will take place. One nest tree in City Park had a plan written specifically for it. Because we have so many Cottonwood trees on public land, staff wanted to have a plan that addressed the issue across the City.

The management plan aims to guide the City in maintaining compliance with legislation, to identify appropriate land use decisions, and ultimately to maintain the breeding population of Lewis's Woodpecker. It identifies what areas are potential habitat, and how those areas should be managed. Succinctly, Cottonwood trees are to be protected, new growth restored, and disturbances minimized during the breeding season. By adopting a comprehensive plan, staff will have guidance on maintenance in the habitat areas, compliance with legislation will be enhanced, and tree removal permit applications will better demonstrate that the City has taken all reasonable means to avoid or minimize harm.

Follow up items from the plan include further study to map critical habitat at a finer scale than existing data, incorporating a LEWO Development Permit Area in the Official Community Plan, and designating some critical habitat on City land as Protected Natural Areas.

Staff introduced the plan at the April 8, 2019 Committee of the Whole. Council asked about the cost to implement the plan and how it would affect operations. Staff clarified

that using a plan that encompasses the habitat areas on municipal lands would save time and money in the permitting process for removal of dangerous trees. For example, a nest tree had been identified in City Park and an individual mitigation plan was created for that tree. The management plan includes the overall mitigation and restoration efforts so those portions will not need to be recreated for each danger tree that needs to be removed.

Because of how much habitat we have in Grand Forks, we are already budgeting for management of the cottonwood trees. Implementing the management plan could require up to \$10,000 in additional spending in the next couple of years to better map the habitat areas, but this can be compared to a cost of about \$500 for an individual tree plan. Staff expect to save money on planning and permitting moving forward.

The management plan is now presented to Council for adoption.

Benefits or Impacts

General

Implementing the Lewis' Woodpecker Management Plan will ensure compliance with federal legislation and show proper due diligence.

Policy/Legislation

Urban Forest Policy No. 1105
Species at Risk Act
Official Community Plan

Attachments

Lewis' Woodpecker Management Plan

Recommendation

RESOLVED THAT Council adopts and directs staff to implement the Lewis' Woodpecker Management Plan

Options

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

GF Management Plan for Lewis's Woodpecker.docx

Management Plan for the City of Grand Forks



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This report was prepared for the City of Grand Forks by
Jenny Coleshill, MEDes, RPBio of Granby Ecological.

Background

The City of Grand Forks is looking to manage habitat for the Lewis's Woodpecker. The Riparian Black Cottonwood forests in the City of Grand Forks hosts a large breeding population. Several municipalities across Canada have adopted policy and strategies to protect bird populations. These range from adopting a "dark sky" policy, incorporating bird-friendly design into buildings to reduce window collisions, and developing guidelines to protect habitat.

The confluence of the Kettle and Granby Rivers lies within the City of Grand Forks. The habitat adjacent to these rivers is the preferred habitat for the Lewis's Woodpecker in the region. During 2011 and 2013 nest surveys were done and it was determined Grand Forks had the highest density of nesting LEWO in the province (Gyug personal communication).

The City of Grand Forks is looking to address human safety concerns regarding danger trees along trail networks and park settings while considering the habitat needs of the Lewis's Woodpecker. Several nest trees have been identified as dangerous by a certified danger tree assessor within the City of Grand Forks and complete removal has been recommended. The City requires a plan to manage nest trees and habitat for the Lewis's Woodpecker.

This report provides a management plan to address the conservation concerns of the Lewis's Woodpecker within Grand Forks. This management plan will identify goals and objectives, identify existing threats and actions the City can do towards the conservation of LEWO and its habitat.

This plan was developed by reviewing existing federal and provincial management and recovery plans, pertinent scientific literature, Eco-cat and from my own knowledge of the area and the local LEWO population. I am a professional biologist that has worked extensively with this bird species and have been developing and working on implementing conservation plans on both small and large scales. The details include a species description, identifies population threats, conservation efforts, describes local habitat areas, and recommends management actions.

Species Description

Lewis's Woodpecker

Description

The Lewis's Woodpecker *Melanerpes lewis* is a migratory bird common to the riparian cottonwood forests of the Boundary Region during the summer breeding months (May -

September). It is similar in size to a robin or small crow. It has a greenish-black back and rosy belly, grey collar, and maroon face. They are distinct from other woodpeckers as they are the only aerial insectivore. Many individuals will migrate to Mexico for the winter; however, there are a few individuals that will remain overwinter as resident birds.



Figure 1. Picture of a Lewis's Woodpecker resting on a topped cottonwood tree in Grand Forks. Photo courtesy of Janice Redlin.

Nesting Habits

The LEWO's skull is thinner than other woodpeckers (Goodge, 1972) so they aren't very good at excavating. They tend to use natural cavities or previously used cavities. They will sometimes excavate a new cavity in a soft dead standing tree or dead branch of a living tree typical of cottonwoods (Tobalske, Vierling, & Saab, 2013). These birds form long-term or permanent pair bonds and will often return to the same nesting site year after year (Government of Canada, 2016). Nesting begins sometime in the first weeks of May and young hatch about the 3rd week of June. They feed their young for approximately the following 4 weeks. The young will fledge end of July (July 21st) and they return on their migratory journey south the first weeks of September.

Status

There are an estimated 600 breeding pairs of LEWO in the Province of British Columbia (Government of Canada, 2016). They are blue listed in BC and were federally listed as Special Concern under Schedule 1 of the *Species at Risk Act* (SARA) in 2003. They were re-assessed by COSEWIC as Threatened in 2010 and up-listed to Threatened under SARA in 2012 (Ministry of Environment, 2016). Environment and Climate Change Canada's Canadian Wildlife Service is

leading the management and recovery of LEWO. A recovery strategy (Environment and Climate Change Canada, 2017) is posted on the Species at Risk Public Registry.

Threats

Threats identified by the Recovery Action Plan (Environment and Climate Change Canada, 2017) that pertain to LEWO within the City of Grand Forks include urban development, agricultural land conversion and inappropriate livestock grazing, transportation corridors and vehicular impacts, recreational activities (human intrusion that alters behavior), and selective removal of current and future nest trees for human safety. Pesticide use that reduces food supply has also been identified but not quantified for LEWO. These are either direct threats to the individual bird i.e. vehicle impacts and recreational activities, or threats to their habitat i.e. removal of nest trees. Invasive species outcompeting plants of the riparian cottonwood forests are also a concern. This includes but is not limited to cultivar grasses (e.g. lawn, reed canary grass), Norway and Manitoba maple. The population of urban white-tailed deer may also be having a negative impact on LEWO habitat. Through informal observations along the river and when designing and implementing restoration projects, I have observed little to no cottonwood recruitment in the Grand Forks area. This may be a result of high browse pressure and which has been shown to affect bird and insect populations (Chollet, Bergman, Gaston, & Martin, 2014; J. Teichman, E. Nielsen, & Roland, 2013). Beavers may also pose a threat to the limited number of large diameter cottonwood trees.

Conservation Efforts

Support of this species in riparian habitats include protection and restoration of important riparian areas, management of tree cutting activities, maintenance or restoration of natural hydrological regimes, management of grazing pressure to avoid degradation of riparian habitats, and incorporation of provincial best management practices in urban and agricultural development. Other strategies to protect their habitat include setting aside public lands as protected areas, private land stewardship, purchase of private land for protection, and reducing or eliminating environmental degradation (Environment and Climate Change Canada, 2017). Protection and restoration efforts of riparian cottonwood in the Boundary would benefit not only the LEWO but multiple species that depend upon riparian habitat. Several organizations have tried increasing breeding opportunities with the use of nest boxes (e.g. Lake Windermere Rod & Gun Club; East Cascades Audubon Society). The use of nest boxes to substitute the loss of natural cavities has been found to be successful when there is a decline in natural cavities (Kook, D., Moodie, 2008).

Critical Habitat Areas for Lewis's Woodpecker in Grand Forks

Critical habitat for LEWO covers a large portion of Grand Forks. Environment Canada has mapped critical habitat for LEWO (Figure 2). It encompasses riparian areas of the local waterways (i.e. Kettle and Granby Rivers) and some areas beyond¹. The definition of critical habitat by Environment and Climate Change Canada is “the habitat that is necessary for the survival or recovery of a listed wildlife species and that is identified in the recovery strategy or in an action plan for the species.”

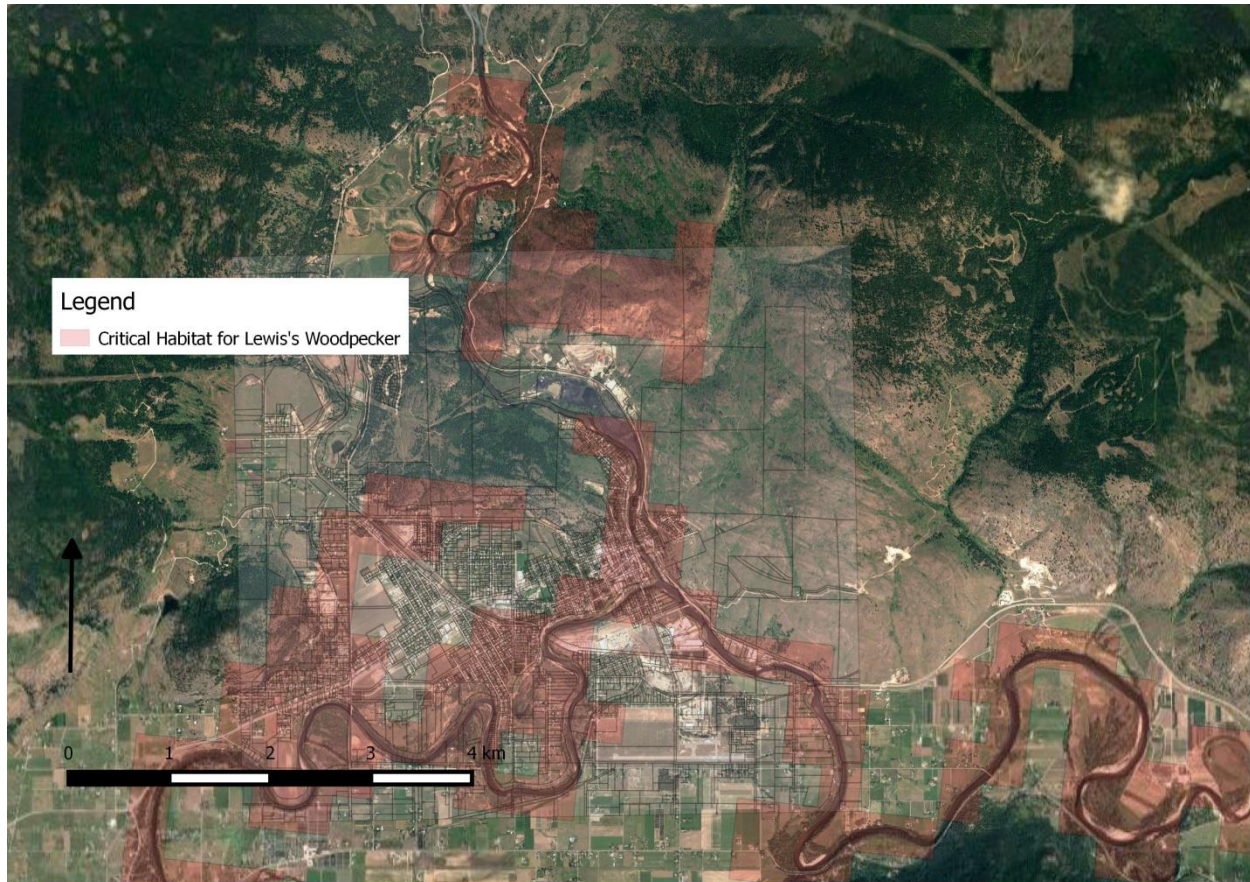


Figure 2. Mapping of Critical Habitat Areas for Lewis's Woodpecker in and around the City of Grand Forks.

The City has the highest density of nesting LEWO in the province of British Columbia (Les Gyug, Personal Communication, November 2013). The characteristics of the local rivers and associated riparian habitat with adjacent grasslands and open areas are typical of their

¹ This data can be freely downloaded from the website <http://donnees.ec.gc.ca/data/species/developplans/critical-habitat-for-species-at-risk-british-columbia/>

preferred habitat. Having done nest surveys and focusing on nest tree stewardship I have been observing the LEWO for several years. Their preferred nesting habitat within this critical habitat is the edge riparian areas adjacent to the Kettle and Granby Rivers. I have seen medium (30cm-50cm dbh (diameter at breast height)) to large (>65 cm dbh) diameter cottonwoods being used for nesting next to the rivers edge. The preferred wildlife trees have a decay class of 3, 4 and 5². One nest in an aspen grove approximately 200 metres away from the river across an open field has been observed.



Figure 3. The wildlife tree (decay class 3) pictured above has several Lewis's Woodpeckers perched on the top branches. This bird is dependent upon primary cavity excavators for nesting holes but will excavate themselves in the soft wood of cottonwoods. The characteristics of this tree above offers a clear flight path for take off and landing and provides places for perching.

Quantity of Riparian Forests and Historical Patterns

One of the most unique features of Grand Forks is the Kettle and Granby Rivers. The associated riparian areas provide critical ecosystem services and recreational opportunities while providing

² for information on decay class of wildlife trees see <https://www.for.gov.bc.ca/hfp/training/00001/module03/figure08.htm>

habitat for several local species at risk. Riparian areas are even more important in dry areas such as Bird Conservation Region 9 that includes the Boundary; these riparian areas are typically composed of Black Cottonwood plant communities. This type of ecosystem is now reduced to fragments and the remaining stands are considered endangered due to pressures such as urban and agricultural development, grazing, alteration of hydrological regimes, timber harvesting, mining, and recreational uses (Egan, Cadrin, & Cannings, 1997). Black Cottonwood ecosystems of the southern interior are among the rarest plant communities of the province (BC Conservation Data Centre, 2019).

In 2013, a GIS exercise estimated a total of 59 hectares of riparian cottonwood within the boundaries of City of Grand Forks and of this, 27 hectares was on private lands (Table 1) (Coleshill, 2013).

Table 1. The Number of Hectares of Riparian Cottonwood within the City of Grand Forks on Public versus Private Lands.

Riparian Cottonwood (Ha)			% Pub vs Priv	
Total	Private	Public	Private	Public
59	27	33	46	54

Note: Reprinted from report to Canadian Wildlife Service “Prioritizing Riparian Cottonwoods for Conservation in the Boundary Region 2013.”

There has been significant loss of riparian areas within the City of Grand Forks within the past 50 years. In a historical comparison between 1951 and the present there have been a significant increase in roads, buildings, and parking (impermeable surfaces) and a significant loss in riparian vegetation within 50 metres of the rivers (Coleshill & Watt, 2017).

Legislation

For removal of any trees that are known LEWO nesting trees the City of Grand Forks must apply for a permit with Environment Canada and Climate Change. Otherwise this is a violation under the Species at Risk Act and the Migratory Bird Convention Act. Environment and Climate Change Canada states “the law of the migratory bird act and its regulations is to protect migratory birds and prohibit the disturbance or destruction of migratory bird nests and eggs in Canada. The legislation and regulations apply to all lands and waters in Canada, regardless of ownership” (Environment and Climate Change Canada 2016). In the province of British Columbia Section 34 of the Wildlife Act also protects the migratory birds and their occupied nest.

Management Plan for the Lewis's Woodpecker

A management plan is a combination of actions set out to achieve a goal. The goal of a management plan for the City of Grand Forks and the Lewis's Woodpecker is to comply with legislation of critical habitat for the LEWO; make land use decisions that will not negatively impact the population; and maintain a breeding population of LEWO within the City of Grand Forks. The approaches identified include Habitat Protection, Habitat Management and Stewardship. The plan will maintain riparian cottonwood forests to benefit the LEWO, several other species, and contribute to green infrastructure.

It is important for the City of Grand Forks to manage LEWO on their municipal lands. People have a moral obligation to protect species, particularly threatened ones as humans are the sole reason for this status. There are legal obligations where both federal and provincial laws must be complied with. In addition, there are multiple benefits to managing this habitat for the LEWO: several other fish and wildlife species will also benefit from healthy riparian areas, and healthy functioning riparian areas have many ecosystem services including flood and drought control.

Habitat Protection

Mechanisms to delineate areas and what areas will be included

- ❖ Categorize Critical Habitat and Habitat Suitability using available modelling and expert input.
- ❖ Include a LEWO Development Permit Area in the Official Community Plan. Prior to any permits issued a qualified professional would evaluate sites to identify habitat features and recommend measures to protect habitat during any development.
- ❖ Designate High Use and Critical Habitat areas as Protected Natural Areas if owned by the City. These areas may also be considered green infrastructure that provide ecosystem services such as flood control.
 - Prioritize this action so current danger trees identified might be deemed suitable to leave.
- ❖ Leave danger / wildlife trees within natural areas that are outside of designated trails and post public warnings to stay out.

Habitat Management

How designated areas will be managed

- ❖ Identify reference sites in order to have a target to manage habitat areas to.
 - Sites will have structural diversity and plant composition typical of the Riparian Black Cottonwood Plant Community (Ministry of Environment 1997)

Restore riparian areas within Critical Habitat and High Use areas by:

- ❖ Protecting mature cottonwood trees
 - Replace old beaver protection as many mature trees are being girdled URGENT.
 - Install new wrapping on mature trees to protect from beavers.

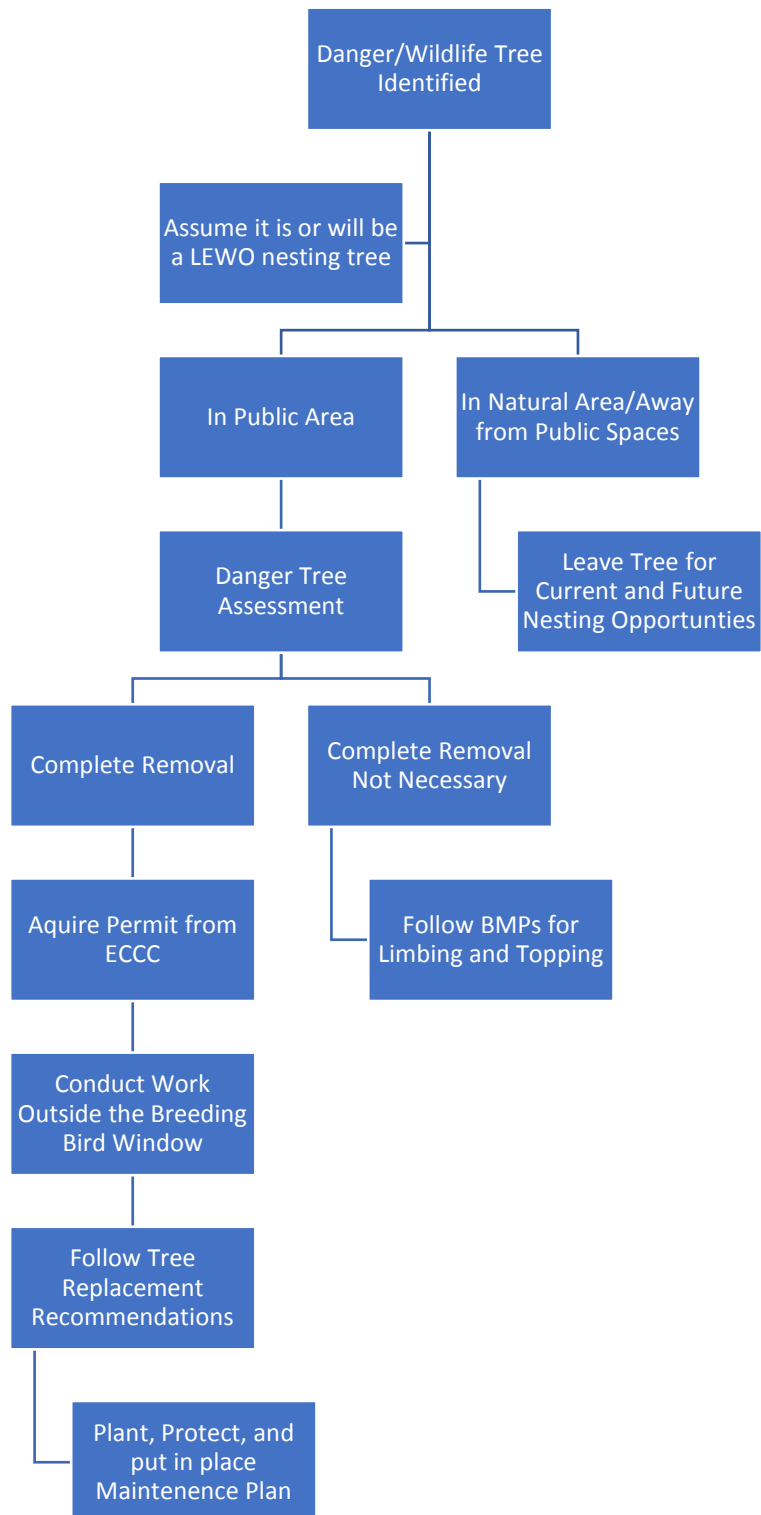
The natural progression is beavers will fall mature cottonwood trees for browsing and the roots will regenerate several trees in its place. Heavy ungulate browse pressure prevents this.

- ❖ Facilitating natural regeneration/recruitment
 - Manage ungulate deer population i.e. enforce feeding by-law, continue educational programming, population reduction.
 - Exclosure fencing to keep out deer in areas targeting natural regeneration.
 - Do not dump grass clippings, snow, or any other matter along embankments.
 - Pull back grass cutting activities further from the river.
 - Consider planting native trees and shrubs in habitat areas to increase tree and shrub cover.
- ❖ Pesticide and herbicide use within identified critical habitat areas
 - Stop use or reduce pesticides in critical habitat areas (Boulton et al. 1999).
 - Consider developing the City of Grand Forks into a pesticide free zone for cosmetic uses.
- ❖ Managing Invasive Species
 - Use mechanical removal of non-native species and replant with native species.

Cottonwoods are a shade-intolerant, canopy cover from non-native species such as the Norway and Manitoba Maple and dense reed canary grass will prevent recruitment.

- ❖ Managing Human Activities
 - During breeding season if birds are detected and a danger tree is identified consider temporarily moving the trail, picnic area, or campgrounds until the non breeding season and works to address the danger can continue.
 - Avoid the use of heavy equipment during sensitive times of the year to avoid disturbing nesting birds immediately adjacent to work areas.
 - Cap the development of public green spaces and trails within Critical Habitat.
 - Restore little used existing green spaces and trails to forested riparian areas in High Use or Critical Habitat areas.
- ❖ Managing Individual Trees
 - Below Figure 3 outlines the steps to take when a tree becomes a safety concern.
 - Have potential danger trees assessed by a certified danger tree assessor. Follow the protocol set out by the *Wildlife/Danger Tree Assessor's Course Workbook* (Wildlife Tree Committee of B.C. 2005) so that all effort can be made to retain wildlife trees and/or be modified in order to retain the wildlife value of the trees.
 - Follow the Province of BC's Best Management Practices for removing danger trees (Ministry of Environment 2006).

Figure 4. Decisions and Steps to Follow when a Tree becomes a Danger Concern.



- Implement a tree replacement program

Federal and Provincial agencies recommend the following criteria for tree replacement

<http://www.env.gov.bc.ca/wld/documents/bmp/treereplcrit.pdf>

(Ministry of Environment Lands and Parks, 1996):

- 0 mm - 151 mm (6") dbh 2 replacement trees (min height 1.5 m), or, 4 shrubs (for up to 50% of trees being replaced in this range);
- 152 mm - 304 mm (12") dbh 3 replacement trees (min height 1.5 m)
- 305 mm - 456 mm (18") dbh 4 replacement trees (min height 2.0 m)
- 457 mm - 609 mm (24") dbh 6 replacement trees (min height > 2.0 m)
- 610 mm - 914 mm (36") dbh 8 replacement trees (min height > 2.0 m)
- Trees > 914 mm dbh (36") will require individual approval and replacement criteria prior to removal.
- Every effort must be made to retain 20% of trees > 304 mm dbh (12") as wildlife snags at minimum height of 3 m.

dbh = diameter breast height

> = greater than

Stewardship Strategies

- ❖ Model a stewardship role for private landowners within the City of Grand Forks
- ❖ Maintain a database on nest trees
 - Obtain data on previously used nest trees and update data with newly confirmed nest trees. This could be done either by a professional or passive collection of data by staff.
 - Knowing what trees are being used as nest trees will inform land use decisions and ensure compliance with legislation.
 - Provides an understanding of preferred habitat and areas within the City.
 - Monitor known nest trees and identify new nest trees.
 - Train staff on the identification of the LEWO and how to identify nest trees.
 - Contract a professional biologist to conduct nest searches periodically.
- ❖ Consider a nesting box program to compensate for the loss of nesting trees that require removal for human safety reasons.
 - Nest boxes will have to be monitored and cleaned out yearly.

- ❖ Get community buy-in through education about the charismatic through community outreach and signage.
- ❖ Partner with local stewardship initiatives that focus on outreach for wildlife and restoration of riparian areas in order to access knowledge in the field and increase capacity for carrying out the work.
- ❖ Ensure internal compliance by educating staff about importance of riparian areas and local species at risk and appropriate measures to reduce human-wildlife conflict.

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Memo



To: Regular Meeting
From: Chief Financial Officer
Date: 2019-04-23
Subject: 2019-2023 Financial Plan Capital Project Funding

Background

During the process of drafting the financial statements, staff discovered that a material error had been made in the Five Year Financial Plan regarding the allocation of funding between reserves and grants for the Wastewater Treatment Plant Upgrade project.

The project was originally approved for a total expenditure of \$4,010,000, with \$3,328,300 to be funded by grants and the remaining \$681,700 to be funded from reserves. An additional \$454,000 to come from reserves was included in the 2018-2022 Financial Plan Amendment adopted in September 2018.

The 2019-2023 Financial Plan has the remaining project expenditures of \$2,557,242 allocated as \$2,122,512 to grants and \$434,730 to reserves. These amounts should actually be \$1,745,692 and \$811,550 respectively.

The impact of this adjustment is an additional \$376,820 of funding required from reserves. The updated five year projected inflows and outflows from reserves will be as follows:

RESERVE CONTINUITY	2019 Plan	2020 Plan	2021 Plan	2022 Plan	2023 Plan
Opening Reserve Balance	7,360,575	1,953,218	994,218	780,218	166,218
Transfer out for capital	(6,507,357)	(2,559,000)	(1,914,000)	(2,514,000)	(2,014,000)
Contribution from operating					
Transfer in from current operating	1,100,000	1,600,000	1,700,000	1,900,000	2,000,000
Transfer in from prior surplus					
Closing Reserve Balance	1,953,218	994,218	780,218	166,218	152,218

There will be no impact on taxation revenues or property tax rates.

As the 2019 budget will require amendment to include the recent acquisition of the four lots on 70th Avenue, Staff would like to recommend that Council also refers the above adjustment to the five year financial plan amendment process.

Benefits or Impacts


General

Staff is providing this report to make Council aware of a recently discovered error in the Five Year Financial Plan Bylaw No. 2055, which was adopted on April 8.

This oversight can and should be corrected through an amendment of the annual financial plan in conjunction with other changes which are required to the 2019 budget.

The provisions of the *Community Charter* allow for the amendment of the annual financial plan by bylaw at any time.

Strategic Impact

-  The Five Year Financial Plan will require an adjustment to reduce grant revenues by \$376,820, with an offsetting increase in transfers from reserves.

Policy/Legislation

Community Charter Section 165 (2)

2019-2023 Five Year Financial Plan Bylaw No. 2055

Attachments

2019-2023 Five Year Financial Plan Bylaw No. 2055

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 2055

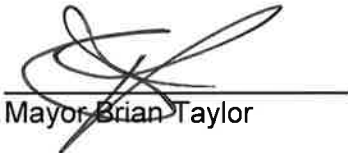
A Bylaw to Establish the Five Year Financial Plan For the Years 2019 - 2023

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

1. This bylaw may be cited, for all purposes, as the "Five Year Financial Plan Bylaw, 2019-2023, No. 2055".
2. Schedule "A" attached hereto and forming part of this bylaw is hereby adopted as the Statement of Objectives and Policies for the Five Year Financial Plan for the years 2019 to 2023.
3. Schedules "B" and "C" attached hereto and forming part of this bylaw are hereby adopted as the Financial Plan schedules of proposed funding sources, expenditures, and transfers between funds for the years 2019 to 2023.

Read a first, second and third time by the Municipal Council this 25th day of March, 2019.

Finally adopted on this 8th day of April, 2019.



Mayor Brian Taylor



Corporate Officer Daniel Drexler

C E R T I F I C A T E

I hereby certify the foregoing to be a true and correct copy of the "Five Year Financial Plan Bylaw, 2019-2023, No. 2055", as adopted by the Municipal Council of the City of Grand Forks on this 8th day of April, 2019.

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

**CORPORATION OF THE CITY OF GRAND FORKS
5 Year Financial Plan Bylaw 2055
Schedule "A" Statement of Objectives and Policies**

In accordance with Section 165 (3.1) of the Community Charter, The City of Grand Forks is required to include in the Five Year Financial Plan, objectives and polices regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the Community Charter;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Funding Sources

Objective:

- For operations, to maintain annual increases to a level that approximates the annual increase in inflation unless a specific program or project is identified that requires tax revenue funding.
- For capital and fiscal, to review and address annually the long term needs for capital infrastructure.

Policies

- After an initial correction period, ensure that property tax increases remain as stable as possible over time and within 2 percent above inflation.
- Increase utility rates consistently over time, between 3 and 4 percent, to fund the asset management capital reserves.
- Evaluate and set user fees and charges fairly for the services received.
- Set taxes, fees and charges to achieve full cost recovery, where appropriate, for operating costs.
- Periodically review fees and charges to ensure that they account for inflation and changes in the level of service provided.
- Encourage the use of alternate revenue resources instead of property taxes.

Revenue Source	Amount	% of Total Revenue
Property Value Taxes	\$ 3,928,690	9.4%
Parcel Taxes	161,041	0.4%
Fees and Charges	7,804,998	18.7%
Other Sources	22,726,753	54.7%
Proceeds from Borrowing	891,116	2.1%
Reserve Funding	6,130,537	14.7%
TOTAL	\$ 41,643,135	100.0%

Distribution of Property Taxes

Objective:

- To ensure property taxes and rates are sufficient to meet the City's short and long-term needs.
- To ensure equity among the property classes by reviewing the ratios of property class allocations annually.

Policies:

- Conduct periodic reviews of taxes paid by individual classes.
- Consider tax shifts or redistributions only where a full comprehensive analysis and impact is undertaken.
- Where a tax shift is required, consider a gradual phase-in to allow the properties in the class to adjust their budgets accordingly.
- In establishing property tax rates, take into consideration:
 - The amount of property taxes levied as compared to other municipalities.
 - The property class conversion ratio as compared to other municipalities.
 - The tax share borne by each property class.
 - The tax ratios of each property classification.

The 2019 distribution of property taxes rates among the different classes has not yet been determined. The following distribution is based on rate multiples consistent with prior years:

Property Class	Rate Multiple	% of Property Value Tax
01 Residential	1.00	56.86%
02 Utilities	8.62	1.42%
03 Supportive Housing	1.00	0.00%
04 Major Industry	9.11	21.08%
05 Light Industry	2.93	1.33%
06 Business	2.39	19.27%
07 Managed Forest	3.00	0.00%
08 Recreation/Non Profit	0.80	0.03%
09 Farm	1.08	0.01%
TOTAL		100.00%

Permissive Tax Exemptions**Objective**

- Optimize the provision of charitable and not for profit services for the benefit of Grand Forks residents.
- Provide property tax exemptions as permitted under the Community Charter in a consistent and fair manner.
- Restrict the provision of exemption to those providing an extension to City services and minimize the impact on City revenues.
- Consider the development of a revitalization tax exemption program as a means of encouraging commercial investment and increasing the availability of housing in the community.

Policies

- Grand Forks residents must be primary beneficiaries of the organization's services and the services provided must be accessible to all members of the public.
- In guiding and approving permissive tax exemptions, Council will take into consideration:
 - Not-for-profit occupiers of City property for the duration of their occupancy.
 - Land and improvements surrounding a statutorily exempt building for public worship.

CORPORATION OF THE CITY OF GRAND FORKS
Five Year Financial Plan Bylaw No. 2055
Schedule "B" Five Year Financial Plan 2019-2023

	2019	2020	2021	2022	2023
	Budget	Budget	Budget	Budget	Budget
Revenues					
Property Taxes	\$ 3,805,740	\$ 3,919,912	\$ 4,037,509	\$ 4,158,634	\$ 4,283,393
Parcel and Frontage Taxes	161,041	161,226	5,826	5,826	-
Grants in Lieu of Taxes	16,627	17,126	17,640	18,169	18,714
Percentage of Revenue Tax	106,323	106,323	106,323	106,323	106,323
Sales of Services and User Fees	7,804,998	8,032,202	8,260,885	8,496,431	8,737,015
Grants	21,867,510	12,676,856	8,454,421	9,562,049	7,637,348
Other Revenues	859,243	410,243	367,743	367,743	367,743
Total Revenues	34,621,482	25,323,888	21,250,347	22,715,175	21,150,536
Expenses					
Purchases for resale	3,419,715	3,488,109	3,557,871	3,629,028	3,701,608
General Government	1,409,487	1,294,217	1,319,441	1,345,169	1,431,412
Protective Services	921,416	894,560	912,251	930,296	948,702
Flood Response & Recovery	128,500	65,535	-	-	-
Transportation Services	2,628,684	1,350,157	1,377,160	1,404,704	1,432,798
Environmental & Health Services	259,160	264,343	269,630	275,023	280,523
Public Health Services	73,230	74,695	76,189	77,713	79,267
Planning and Development	726,900	697,968	507,217	517,161	527,304
Parks, Recreation and Cultural Services	1,251,824	1,380,914	1,381,612	1,408,844	1,436,621
Water Services	779,430	825,619	842,131	858,974	876,153
Electrical Services	664,700	728,994	743,574	758,445	773,614
Wastewater Services	701,960	726,199	740,723	755,537	770,648
Amortization	1,975,420	2,250,511	2,272,720	2,283,379	2,309,455
Debt Interest	162,491	156,956	154,093	153,971	153,971
Total Expenses	15,102,917	14,198,777	14,154,612	14,398,244	14,722,076
Surplus (Deficit) for the year	\$ 19,518,565	\$ 11,125,111	\$ 7,095,735	\$ 8,316,931	\$ 6,428,460
Adjusted for non-cash items					
Amortization	1,975,420	2,250,511	2,272,720	2,283,379	2,309,455
Total Cash from Operations	\$ 21,493,985	\$ 13,375,622	\$ 9,368,455	\$ 10,600,310	\$ 8,737,915
Adjusted for Cash Items					
Proceeds from Borrowing	891,116	-	-	-	-
Capital Expenditures	(26,967,471)	(14,001,374)	(9,298,852)	(10,991,253)	(8,551,183)
Inventory Expenditures	(50,000)				
Debt Principal Repayments	(352,847)	(310,848)	(199,299)	(164,316)	(164,316)
Transfer from Reserves	6,130,537	2,559,000	1,914,000	2,514,000	2,014,000
Transfer to Capital Reserves	(1,100,000)	(1,600,000)	(1,700,000)	(1,900,000)	(2,000,000)
Transfer to/from Operating Reserves	(4,096)	(15,000)	(15,000)	(15,000)	(15,000)
Transfer to Surplus	(41,224)	(7,400)	(69,304)	(43,741)	(21,416)
	\$ (21,493,985)	\$ (13,375,622)	\$ (9,368,455)	\$ (10,600,310)	\$ (8,737,915)
Financial Plan Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CORPORATION OF THE CITY OF GRAND FORKS
5 Year Financial Plan Bylaw No. 2055
Schedule "C" - Five Year Financial Plan 2019-2023

CAPITAL EXPENDITURES - 2019			FUNDED FROM				
Description	Fund	Amount	Land Sales		Debt	Grants	Other
			Reserves	Reserve			
2018 Carry Forward Projects							
Silver Kettle Sidewalk	General	26,454	26,454				
Public Works Fuel Tanks	General	92,754	92,754				
Public Works - 22nd Street	General	32,721	-		32,721		
Wayfaring Signs	General	53,750	53,750				
Airport AWOS Upgrade	General	8,377	2,095			6,282	
Expo Sign changes	General	23,000	23,000				
Library HRV	General	12,000	-				12,000
Flood Plain Mapping & Risk Assessment	General	90,160	38,366			51,794	
City Park Campground Upgrade	General	70,000	70,000				
Data Collection Equipment	General	24,661	24,661				
LED Street Lighting	General	139,700	139,700				
Public Works Upgrades	General	6,409	6,409				
Facilities Review	General	10,000	10,000				
Annual Facility upgrades and replacement plan	General	15,000	15,000				
Renewable energy program	General	25,000	25,000				
Central Ave Sidewalk Replacement	General	11,550	11,550				
7th Street Storm Sewer	General	10,000	10,000				
SolarNow Solar Panel Installation	General	38,500	22,232			16,268	
City Hall HVAC	General	7,500	7,500				
Flood Plain Risk Management & Protection	General	172,628	-			172,628	
Dike Reconstruction	General	2,406,000	682,000			1,724,000	
Annual Low Impact Storm water Program	General	25,000	25,000				
Annual Emergency Facility Fund	General	30,000	30,000				
Fleet replacement	Fleet	285,900	285,900				
Electric Mower	Fleet	20,000	20,000				
Service Truck Replacement	Fleet	15,300	15,300				
Electrical Engineering	Electrical	30,367	30,367				
Annual Electrical System Upgrade Programs	Electrical	100,000	100,000				
Fuse Coordination Study and implementation	Electrical	15,000	15,000				
Electrical Master Plan	Electrical	35,000	35,000				
5th Street Watermain Replacement	Water	25,600	25,600				
West Side Fire Protection	Water	858,395	-		858,395		
Water Supply & Conservation	Water	10,000	10,000				
Granby Water Crossing / Yale Bridge water main	Water	10,000	10,000				
Interfor Property Isolation	Water	150,000	150,000				
Well 5 VFD	Water	40,000	40,000				
Shared Property (strata, trailers) Water Meters	Water	28,130	28,130				
Water service upgrade - City Park, 7th St., etc...	Water	120,903	120,903				
136 Sagamore/Airport Water Line Extension	Water	25,000	25,000				
Airport Water Main Looping	Water	60,459	60,459				
Water Main Airport	Water	128,000	-			128,000	
Sewer Main Relining	Sewer	58,785	58,785				
Granby River Force Main Crossing	Sewer	7,160	7,160				
MWR Discharge Requirements	Sewer	100,000	100,000				
Wastewater Treatment Plant UV	Sewer	427,295	-	142,432		284,863	
3rd Street Sewer Main Repair	Sewer	35,300	35,300				
Wastewater Treatment Plant Upgrades	Sewer	2,557,242	434,730			2,122,512	
Bio-Solids Land Application Plan	Sewer	25,000	25,000				
Subtotal 2018 Carry Forward Projects		8,500,000	2,948,105	142,432	891,116	4,506,347	12,000

**CORPORATION OF THE CITY OF GRAND FORKS
5 Year Financial Plan Bylaw No. 2055
Schedule "C" - Five Year Financial Plan 2019-2023**

CAPITAL EXPENDITURES - 2019			FUNDED FROM				
Description	Fund	Amount	Land Sales		Debt	Grants	Other
			Reserves	Reserve			
2019 New Projects							
Library Roof Repairs	General	250,000	250,000				
Library Feasibility Study	General	16,000	16,000				
Facility Security Systems	General	50,000	50,000				
Printers and IT Equipment	General	70,000	70,000				
Construction Fencing	General	15,000	15,000				
Downtown Sidewalk Drops	General	15,000	15,000				
Storm Water Management Plan	General	60,000	60,000				
Bridge Repairs	General	50,000	50,000				
Command Vehicle 2 Replacement	Fleet	80,000	80,000				
Recloser for FDR 5	Electrical	30,000	30,000				
Electrical System Upgrades	Electrical	50,000	50,000				
Valley Heights - Transformers	Electrical	60,000	60,000				
Pole Changes - FDR 3 & 5	Electrical	20,000	20,000				
Three Phase Meter Change	Electrical	40,000	40,000				
Galvanized Main Replacement	Water	50,000	50,000				
Inflow & Infiltration Study	Sewer	50,000	50,000				
Industrial Lift Station Rebuild	Sewer	300,000	300,000				
Inspection Chamber Installations	Sewer	10,000	10,000				
City Park Pump Replacement	Sewer	90,000	90,000				
Flood Alert Sewer Monitoring	Sewer	24,000	24,000				
Emergency Repair Funds	Sewer	160,000	160,000				
Emergency Gaps Funding	General	250,000	250,000				
SIIP Capital and Planning	General	1,100,000	800,000				300,000
National Disaster Mitigation Plan	General	300,000	300,000				
Disaster Mitigation & Adaptation	General	15,327,471	200,000			15,127,471	
Subtotal 2019 New Projects		18,467,471	3,040,000	-	-	15,127,471	300,000
TOTAL CAPITAL EXPENDITURES		26,967,471	5,988,105	142,432	891,116	19,633,818	312,000

Memo



To: Regular Meeting
From: **Recovery Manager**
Date: 2019-04-23
Subject: Housing Recovery

Background

The Housing Branch is focusing on a six-month effort to support residents to move in to some form of permanent housing before winter 2019. The vision is “All Grand Forks / RDKB residents affected by May 2018 flooding will have options for safe, permanent housing suitable to their basic needs by October 1, 2019, supported by multiple agencies.”

The branch is working with multiple organizations and agencies to support this vision:

- Mennonite Disaster Services Canada (MDS) has opened a fund (BC Floods 2018) to receive donations wholly for client material costs and has committed to support at least 8-10 major repairs this summer.
- Discussions are underway with Canadian Red Cross to fund a housing facilitator to inform individual decisions about home repair, rebuilding, elevation or moving for flood-affected households. If funded, an experienced contractor would work directly with the Grand Forks Building Official and liaise with recovery case managers as a resource person to help individuals assess repair and rebuild needs and navigate the building process.
- In order to increase efficiencies in addressing housing recovery and appropriate and sustainable coordination and service delivery over the long term, the City of Grand Forks, RDKB and not-for-profits involved in housing are interested in the development of a backbone or umbrella organization that would engage and support all housing not-profits. Urban Matters has already donated \$40,000 for the effort and Housing Recovery Team Lead has applied to Canadian Red Cross and other funders obtain the rest of the funding for a coordinator position and supplementary consulting.
- BC Housing's 52-unit affordable rental project is under construction and is scheduled to be open late summer, and 2nd St housing is on the development track as well. Flood-affected households qualifying for the

rent subsidy and/or supports will be connected with BC Housing's intake process through case managers.

- Private developments currently underway that may be ready in 2019 or 2020 include:
 - 5 units on 75th Avenue near Hutton as attainable market ownership, spring 2019
 - 25 units manufactured home park on Boundary Drive, summer 2019 pending completion of permitting and engineering
 - 6 small strata homes near downtown, pending rezoning
 - 10+ single family homes in west Grand Forks, pending servicing

Recovery Operations is in regular contact with Development and Engineering Services to have a current understanding of these or other emerging developments, and supports Council in all measures to use available funding as 'reinvestment' that helps keep people in the community.

The Recovery Manager will provide a presentation with current housing data and a status update on funding initiatives.



Cheryl Gallant

Member of Parliament
Renfrew-Nipissing-Pembroke
Member of Standing Committee on National Defence
Member of Standing Committee on Industry, Science and Technology



April 5th, 2019

Grand Forks Township
Po Box 220 7217 - 4th St.
Grand Forks, British Columbia
V0H 1H0

Dear Grand Forks Township,

This letter is to alert you to Bill C-68, another piece of interventionist federal legislation that will have a negative impact on your municipality, and on the property rights of your ratepayers.

Bill C-68, which is currently before the Senate, reverses changes to the Fisheries Act – changes which municipalities similar to yours requested our previous Conservative government to make.

Specifically, we amended the "HADD" provisions of the Act, (Harmful Alteration Disruption or Destruction of fish habitat).

One of the most significant problems identified by municipalities about the HADD provision was its broad application and restrictive nature, which ended up costing property taxpayers thousands of dollars, with no real or apparent benefit to the environment.

Municipalities which needed to install culverts or other flood mitigation work were in too many cases faced with negative enforcement after work was completed, with inconsistent guidance when they sought direction for compliance.

In addition to repealing our amendments, the current Federal Government has expanded the definition of "habitat," and added a new concept to the Act, "water flow."

By explicitly adding in the concept of water flow, which was not in the old legislation, the scope of offences municipalities can be charged with, have been greatly expanded.

Worst of all, rather than specifically listing what is and is not an offence under this legislation, including fines or jail, this power has been handed over to the unelected technocrats, to determine by regulation, what the penalties for non-compliance will be, after they have determined what is non-compliance.

As the longest consecutive serving Conservative MP in Ontario, representing a predominantly rural riding, I am very aware of the challenges rural and small-town municipalities have faced dealing with the Federal government.

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Website: www.cherylgallant.com
Agenda Page 60 of 74

All municipalities should be demanding the Federal Government provide regulatory certainty before this legislation is passed into law.

Clear regulatory certainty is necessary to prevent the return of conflicted interpretations, and inconsistencies in enforcement of the Fisheries Act which happened in the past.

Sincerely,

A handwritten signature in dark ink, reading "Cheryl Gallant". The signature is written in a cursive style with a large initial 'C'.

Cheryl Gallant, M.P.
Renfrew—Nipissing—Pembroke
CG:mm

-----Original Message-----

From: [REDACTED]
Sent: April 17, 2019 9:06 AM
To: Brian Taylor <btaylor@grandforks.ca>
Subject: time sensitive deadline - grant application
Importance: High

Good Morning Mr Mayor;

The Boundary Forest Watershed Stewardship Society would like to apply for a Patagonia grant, Tides Foundation.

BFWSS has applied for society status and the name has been approved. The group is moving quickly to set bylaws and elect officers to the board in time for the grant application deadline of April 30th, however we won't have society registration by then.

Sponsorship is encouraged for groups in mid status like BFWSS and we write to request RDKB sponsorship for the grant process as they have done with other groups in the past.

The grant money will be used for:

Laying the groundwork for Citizen controlled eco-system management and and restoration plan for the watershed. This includes; research, public education/awareness campaign, getting local support from politicians and citizens and creating an initial report/first part of the plan (hiring consultants) for some of the work. We are applying for the maximum amount of 20K. The money will also be used for some management oversight and administration.

Please note the grant deadline is April 30th. We just found out about it but feel we can meet the criteria if we have a sponsor.

I can be reached at 250 [REDACTED] or my cell [REDACTED]

Sincerely,
Lynn Bleiler
[REDACTED]

Request for Decision



To: Regular Meeting
From: Chief Financial Officer
Date: April 23, 2019
Subject: 2019 Tax Rates Bylaw No. 2058
Recommendation: **THAT Council gives first three readings to the 2019 Tax Rates Bylaw, No. 2058**

Background

Section 197 of the Community Charter requires the City to adopt an annual property value tax bylaw to establish the tax rates for the collection of municipal revenue as provided in the financial plan, as well as the amounts to be collected on behalf of other local governments or public bodies.

The amount of 2019 property tax revenue included in the Five Year Financial Plan is \$3,805,740.

The 2019 Tax Rates Bylaw No. 2058 was introduced to the Committee of the Whole on April 8, 2019, with three options for distributing tax revenues across the various property classes. The Committee of the Whole selected the second option, which has a residential tax rate of \$4.6425 per \$1,000 of assessed value.

The tax rates for the regional and hospital districts are determined by the amount levied by those authorities, and are based on legislated provincial class multiples. The levy for the Regional District has increased \$102,574 (7.2%) from \$1,424,516 in 2018 to \$1,527,090 for 2019. These increases are primarily related to the recreation commission, arena and aquatic centre, as well as the new integrated watershed service. The hospital levy is essentially unchanged from 2018.

2019 Tax Rates Bylaw No. 2058 is presented here for first three readings.

Benefits or Impacts

General

Adoption of an annual property tax rates bylaw before May 15 is a requirement of the Community Charter. The Five Year Financial Plan determines the amount of revenue to be raised by property value taxes and used in the calculation of tax rates.

Strategic Impact



Fiscal Responsibility

The Tax Rates Bylaw has been developed by taking into consideration the taxation policy statements included in the annual financial plan and Asset Management Financial Policy 808.

Property taxation is one of the main sources of revenue for the City. The amount of revenue proposed to be collected through property taxation for 2019 is \$3,805,740.

Policy/Legislation

Section 197 of the Community Charter
Five Year Financial Plan Bylaw 2019-2023, No. 2055
Asset Management Financial Policy 808

Attachments

Draft 2019 Tax Rates Bylaw No. 2058
2019 Property Assessments and Tax Rates; Historical Tax Rates
Regional District of Kootenay Boundary Requisition
West Kootenay-Boundary Regional Hospital District Requisition

Recommendation

THAT Council gives first three readings to the 2019 Tax Rates Bylaw, No. 2058

Options

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

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 2058

A BYLAW TO IMPOSE RATES ON ALL TAXABLE LAND AND IMPROVEMENTS FOR THE YEAR ENDED DECEMBER 31, 2019

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

1. This bylaw may be cited, for all purposes, as the “2019 Annual Tax Rates Bylaw, No. 2058”.
2. Bylaw No. 2046, cited as “2018 Annual Tax Rates Bylaw”, is hereby repealed.
3. The following Tax Rates are hereby imposed and levied for the Year Ended December 31, 2019:
 - a) For all lawful general purposes of the Municipality on the value of all taxable land and improvements, rates appearing in Column “A” of Schedule “A” attached hereto and forming a part of the bylaw;
 - b) For West Kootenay Boundary Regional Hospital purposes on the value of all taxable land and improvements, rates appearing in Column “B” of Schedule “A” attached hereto and forming a part of the bylaw;
 - c) For purposes of the Regional District of Kootenay Boundary on the value of all taxable land and improvements rates appearing in Column “C” of Schedule “A”, attached hereto and forming a part hereof;
4. The minimum amount of taxation upon a parcel of real property shall be One Dollar (\$1.00).
5. Pursuant to Section 233 of the *Community Charter*
 - a) The due date for taxes shall be the 2nd day of July, 2019.
 - b) The Collector shall, as soon as is practicable on or after the 3rd day of July 2019, add to the unpaid taxes of the current year, in respect of each parcel of land and improvements thereon upon the real property tax roll, ten per centum of the amount unpaid as of the 2nd day of July, 2019.

Read a first, second and third time by the Municipal Council this 23rd day of April, 2019.

Finally adopted on this 6th day of May 2019.

Mayor Brian Taylor

Corporate Officer Daniel Drexler

C E R T I F I C A T E

I hereby certify the foregoing to be a true and correct copy of the "2019 Annual Tax Rates Bylaw, No. 2058 as adopted by the Municipal Council of the City of Grand Forks on this 6th day of May, 2019.

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

Schedule "A"
City of Grand Forks
2019 Property Tax Rates Bylaw 2058

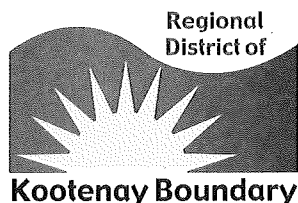
Property Class	Description	"A"	"B"	"C"
		General Municipal	West Kootenay Boundary Regional Hospital District	Regional District of Kootenay Boundary
		(Dollars of tax per \$1,000 taxable assessed value)		
01	Residential	4.6425	0.2621	2.1032
02	Utility	40.000	0.9174	7.3612
03	Supportive Housing	4.6425	0.2621	2.1032
04	Major Industry	43.3013	0.8911	7.1509
05	Light Industry	13.6025	0.8911	7.1509
06	Business/Other	11.0956	0.6421	5.1528
07	Managed Forest Land	13.9275	0.7863	6.3096
08	Recreational/Non-Profit	3.7140	0.2621	2.1032
09	Farm	5.0139	0.2621	2.1032

2019 PROPERTY ASSESSMENTS & TAX RATES

	2019 Revised Roll		Tax Rate	Multiple	Tax Revenue	% of Revenue
	Folio Count	Taxable Value				
01 - Residential	2,490	464,092,536	4.6425	1.0000	2,154,550	56.61%
02 - Utilities	32	1,351,350	40.0000	8.6160	54,054	1.42%
03 - Supportive Housing	-	-	4.6425	1.0000	-	0.00%
04 - Major Industry	7	18,963,400	43.3013	9.3271	821,139	21.58%
05 - Light Industry	10	3,610,700	13.6025	2.9300	49,115	1.29%
06 - Business And Other	414	65,364,250	11.0956	2.3900	725,255	19.06%
07 - Managed Forest	-	-	13.9275	3.0000	-	0.00%
08 - Rec/Non Profit	75	288,900	3.7140	0.8000	1,073	0.03%
09 - Farm	5	105,271	5.0139	1.0800	528	0.01%
	3,033	553,776,407			\$ 3,805,714	100.00%

HISTORICAL PROPERTY TAX RATES AND MULTIPLES

	2018	2017	2016	2015	2014
Revenue Requirement	3,804,524	3,698,273	3,408,705	3,047,841	2,906,934
Tax Rates					
01 - Residential	4.8974	5.0528	4.8074	4.1646	3.8989
02 - Utilities	40.0000	40.0000	40.0000	40.0000	38.6771
03 - Supportive Housing					
04 - Major Industry	43.3561	43.6629	43.3948	43.3948	43.3948
05 - Light Industry	14.3494	14.8047	14.0857	12.2023	11.4238
06 - Business And Other	11.7048	12.0762	11.4897	9.9534	9.3184
07 - Managed Forest					
08 - Rec/Non Profit	3.9179	4.0422	3.8459	3.3317	3.1191
09 - Farm	5.2892	5.4570	5.1920	4.4978	4.2108
Multiples					
01 - Residential	1.0000	1.0000	1.0000	1.0000	1.0000
02 - Utilities	8.1676	7.9164	8.3205	9.6048	9.9200
03 - Supportive Housing					
04 - Major Industry	8.8529	8.6413	9.0267	10.4199	11.1300
05 - Light Industry	2.9300	2.9300	2.9300	2.9300	2.9300
06 - Business And Other	2.3900	2.3900	2.3900	2.3900	2.3900
07 - Managed Forest					
08 - Rec/Non Profit	0.8000	0.8000	0.8000	0.8000	0.8000
09 - Farm	1.0800	1.0800	1.0800	1.0800	1.0800
Percentage Allocation by Class					
01 - Residential	54.98%	53.99%	52.07%	50.19%	50.12%
02 - Utilities	1.39%	1.32%	1.36%	1.49%	1.71%
03 - Supportive Housing	0.00%	0.00%	0.00%	0.00%	0.00%
04 - Major Industry	21.58%	22.20%	24.09%	27.01%	27.54%
05 - Light Industry	1.45%	1.43%	1.45%	1.35%	1.34%
06 - Business And Other	20.56%	21.02%	21.01%	19.93%	19.27%
07 - Managed Forest	0.00%	0.00%	0.00%	0.00%	0.00%
08 - Rec/Non Profit	0.03%	0.03%	0.01%	0.01%	0.01%
09 - Farm	0.01%	0.01%	0.01%	0.02%	0.01%



April 17, 2019

Juliette Rhodes, Chief Financial Officer
The Corporation of the City of Grand Forks
P.O. Box 220
Grand Forks, B.C. V0H 1H0

Dear Juliette:

2019 REQUISITION – Total \$ 1,528,822
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Enclosed is a copy of the Regional District of Kootenay Boundary Five Year Financial Plan for 2019 - 2023 pursuant to Section 374 of the *Local Government Act*.

The amount of \$ 1,527,090 is to be collected as the regional district levy and is due on or before August 1, 2019 is detailed as follows:

Apportionment based on assessment levied on authenticated hospital district roll converted by applying Provincial property class multiples established under Order in Council No. 731 approved May 10, 1990.

General Government Services	\$ 22,085
Regional Development Services	17,180
Feasibility Studies	778
Boundary Economic Development	21,991
Regionalized Solid Waste Management	115,029
Emergency Preparedness	22,745
9-1-1 Emergency Communications	28,438
Recreation Commission Grand Forks, Area 'D'	278,722
Grand Forks Arena	318,613
Grand Forks Curling Rink	15,088
Grand Forks Aquatic Centre	400,586
Animal Control	45,894
Economic Development – Grand Forks Area	22,749
Mosquito Control	31,049
Grand Forks and District Public Library	139,389
Boundary Integrated Watershed Service	26,744
West End Transit	23,620
Prior Year Adjustments	-3,610

Sub-total

\$ 1,527,090



The amount of \$1,732 is to be collected as part of the City of Grand Fork's municipal (own purposes) levy and is due on or before August 1, 2019 and is detailed as follows:

CONTRACTS AND AGREEMENTS BASED ON FEES FOR SERVICE:

Management of Development	\$ 1,732	\$ 1,732
TOTAL AMOUNT DUE AUGUST 1, 2019		<u>\$ 1,528,822</u>

Please provide a certified copy of the City of Grand Fork's non-municipal tax rate bylaw.

Yours truly,

REGIONAL DISTRICT OF KOOTENAY BOUNDARY



Beth Burget, CPA, CGA
General Manager of Finance

enclosures



WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT

Box 590, 202 Lakeside Drive
Nelson, B.C. V1L 5R4

Telephone (250) 352-6665
Fax (250) 352-9300
Toll Free 1-800-268-7325

File No. 2025-22

April 5, 2019

Diane Heinrich
Chief Administrative Officer
City of Grand Forks
Box 220
Grand Forks, BC V0H 1H0

Dear Ms. Heinrich:

RE: 2019 HOSPITAL REQUISITION

Please be advised that the amount of \$190,332.00 is being requisitioned from your municipality for 2018 in accordance with Section 25(1) of the *Hospital District Act, RSBC Chapter 202*.

We draw to your attention that the requisitioned amount is payable to the **West Kootenay-Boundary Regional Hospital District** on or before August 1, 2019.

For your record purposes, we are also enclosing a copy of the ***West Kootenay-Boundary Regional Hospital District 2018 Annual Budget*** as adopted March 6, 2019.

If you require additional information, please contact me at (250) 352-8152.

Yours truly,

Stuart Horn, CA, CBV, DIFA
Secretary/Treasurer

SH

Enclosure:
WKBHRD 2018 Requisitions
WKBHRD 2018 Annual Budget

West Kootenay Boundary Regional Hospital District
2019 Schedule of Apportionment
Section 24 of The *Hospital District Act*

Schedule A - 2019 Apportionment

Municipality Electoral Area		REVISED 2019 Converted Assessments	2019 TAXATION
Regional District of Central Kootenay 06-CK			
06-CK	Castlegar	195,597,471	\$ 509,628
06-CK	Nelson	289,602,307	754,558
06-CK	Kaslo	19,809,891	51,615
06-CK	New Denver	8,868,788	23,108
06-CK	Nakusp	26,737,415	69,664
06-CK	Salmo	12,566,705	32,742
06-CK	Silverton	5,290,178	13,784
06-CK	Slocan	4,341,693	11,312
		562,814,448	1,466,411
06-CK	Area A (portion)	34,874,074	90,864
06-CK	Area D	40,784,793	106,265
06-CK	Area E	104,669,822	272,717
06-CK	Area F	103,144,484	268,743
06-CK	Area G	42,902,746	111,783
06-CK	Area H	87,249,440	227,328
06-CK	Area I	45,537,173	118,647
06-CK	Area J	63,171,071	164,592
06-CK	Area K	40,574,643	105,717
		562,908,246	1,466,656
SubTotal for Regional District 06-CK		1,125,722,694	2,933,067
Regional District of Columbia-Shuswap (08-CS)			
08-CS	Area B	7,704,682	20,075
SubTotal for Regional District 08-CS		7,704,682	20,075

West Kootenay Boundary Regional Hospital District
2019 Schedule of Apportionment
Section 24 of The *Hospital District Act*

Schedule A - 2019 Apportionment

Municipality Electoral Area	REVISED 2019 Converted Assessments	2019 TAXATION
Regional District of Kootenay Boundary 16-KB		
16-KB Grand Forks	73,050,176	190,332
16-KB Greenwood	8,158,588	21,257
16-KB Rossland	81,056,753	211,193
16-KB Trail	187,775,701	489,249
16-KB Fruitvale	24,940,094	64,981
16-KB Midway	12,728,536	33,164
16-KB Montrose	12,793,965	33,335
16-KB Warfield	19,501,423	50,811
	420,005,236	1,094,322
16-KB Area A	76,590,382	199,556
16-KB Area B	42,186,740	109,917
16-KB Area C	81,985,847	213,614
16-KB Area D	55,961,539	145,808
16-KB Area E	150,949,580	393,298
	407,674,088	1,062,193
SubTotal for Regional District 16-KB	827,679,324	2,156,515
Total for West Kootenay-Boundary Regional Hospital District		
	1,961,106,700	5,109,657
SubTotal for Municipalities	982,819,684	2,560,733
SubTotal for Electoral Areas	978,287,016	2,548,924
Total for West Kootenay-Boundary Regional Hospital District	1,961,106,700	5,109,657
Requisition \$		5,109,655
Change from 2018		3.0%

			E	
	2018	2018	2019	
	Budget	Estimated Actuals	Scenario E Budget	
REVENUE				Note 3.0%
Tax Requisition Total	\$ 4,960,827	\$ 4,960,830	\$ 5,109,655	
Contributions from Capital Reserves	\$ 1,251,000	\$ 681,253	1 7,378,748	
Proceeds from borrowing	\$ -	\$ -	-	
Grants in Lieu of Taxes	6,000	11,158	6,000	
Investment Income	75,000	196,870	3 75,000	
MFA Actuarial adjustment	-	84,055	-	
Surplus Previous Year	1,627,070	1,180,572	2 2,961,373	
TOTAL REVENUE	\$ 7,919,897	\$ 7,114,738	\$ 15,530,776	
EXPENDITURES				
Capital Grants:				
<i>Section 20(3) Expenditures:</i>				
A. Commitments from prior periods	\$ 1,692,252	\$ -	\$ 11,282,482	
B. Current Projects for Hospitals & Hospital Facilities	3,531,400	1,799,031	2,630,800	
B.1 Minor Equipment Global Grant	379,200	379,200	379,200	
B.2 KBRH Phase 1	411,000	-		
F. Contributions to Capital Reserve Fund	1,209,055	1,405,925	3 643,736	
Total Capital Grants	\$ 7,222,907	\$ 3,584,156	\$ 14,936,218	
Debt Servicing:				
A. Servicing Current Debenture Issues	\$ 557,491	\$ 447,778	\$ 465,689	
Other Expenses				
<i>Section 17(2) Expenditures</i>				
Administration Agreement	\$ 87,574	\$ 91,072	\$ 92,893	
Director Remuneration	25,000	13,508	15,000	
Director Travel Expenses	16,000	7,021	8,500	
External Audit	7,000	7,000	7,000	
Computer Software	-	-	3,000	
Insurance	725	1,450	725	
Office Supplies	200	238	250	
Meeting Expense	3,000	1,143	1,500	
Total Other Expenses	\$ 139,499	\$ 121,431	\$ 128,868	
TOTAL EXPENDITURES	\$ 7,919,897	\$ 4,153,365	\$ 15,530,775	
Surplus/Deficit	\$ -	\$ 2,961,373	\$ 0	
Residential Property Tax per \$1,000 of Assessment				0.2601
		Assesement		
		\$ 100,000		\$26.01
		200,000		52.01
		250,000		65.02
		300,000		78.02
		350,000		91.02
		400,000		104.02