



The Corporation of the City of Grand Forks

Regular Meeting

AGENDA

Meeting #: R-2019-10
Date: Tuesday, May 21, 2019, 7:00 pm
Location: 7217 - 4th Street, City Hall Council Chambers

Pages

1. CALL TO ORDER

2. ADOPTION OF AGENDA

- a. Adopt agenda
May 21, 2019, Regular Meeting agenda

Recommendation

THAT Council adopts the May 21, 2019, Regular Meeting agenda as presented.

3. MINUTES

- a. Adopt minutes - Regular
May 6, 2019, Regular Meeting minutes

4 - 12

Recommendation

THAT Council adopts the May 6, 2019, Regular Meeting minutes as presented.

- b. Adopt minutes - Special
May 10, 2019, Special Meeting minutes

13 - 16

Recommendation

THAT Council adopts the May 10, 2019, Special Meeting minutes as presented.

4. REGISTERED PETITIONS AND DELEGATIONS

- a. Perley School Re-Wilding Project
Sharon Peron / Perley School

17 - 18

5. UNFINISHED BUSINESS

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

- a. Reports of Council
Councillors

19 - 21

Recommendation

THAT all reports of Council at the May 21, 2019, Regular Meeting be received.

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

- a. Verbal Report - RDKB Representative 22 - 22
Verbal report from Council's representative to the Regional District of Kootenay Boundary

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

Recommendation

THAT Mayor 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. 2018 Statement of Financial Information 23 - 65
Chief Financial Officer

Recommendation

THAT Council receives the 2018 Statement of Financial Information Report.

Recommendation

THAT Council accepts and approves the statements and schedules included in the 2018 Statement of Financial Information, including the 2018 Audited Financial Statements, as presented.

- b. LED Streetlight Capital Project Budget Amendment 66 - 68
Operations

Recommendation

THAT Council approves an increase of the LED Streetlight capital project budget by \$50,000, a decrease of the Public Works Fuel Tanks project budget by \$10,000, a decrease of the Wayfinding Signs project budget by \$40,000, and directs staff to amend the Five-Year Financial Plan Bylaw to include these changes.

- c. Wastewater Treatment Facility (WWTF) Upgrades Project 69 - 76
Development, Engineering & Planning

Recommendation

THAT Council approves funding for the budget deficit of \$632,160 for completion of the WWTF Upgrade Project through reallocation of project funding in the 5 Year Financial Plan as follows:

- 1) Reduce the Granby River Forcemain crossing by \$7,160.00**
- 2) Reduce the MWR requirements by \$100,000.00**
- 3) Reduce the Bio-Solids Land Application Plan by \$25,000.00**
- 4) Reduce the National Disaster Mitigation Plan by \$300,000.00**
- 5) Reduce the SIIP Capital and Planning by \$200,000.00.**

- d. Cannafest Music Festival Ltd Non-Medical Cannabis Retail Store Licence Application 77 - 84
Development, Engineering & Planning

Recommendation

THAT Council receives the report for a POSITIVE recommendation for the Non-Medical Cannabis Retail Store Licence Application from Cannafest Music Festival Ltd. at 7439 - 3rd Street.

Recommendation

THAT Council approves the operating hours from 9:00 am to 9:00 pm daily, for the Non-Medical Cannabis Retail Licence store to be operated at 7439 - 3rd Street.

- e. UBCM Grant Opportunity – Housing Needs Reports Program
Development, Engineering & Planning

85 - 89

Recommendation

THAT Council supports the Regional District of Kootenay Boundary applying to the Union of BC Municipalities (UBCM) for a grant to hire a consultant(s) to conduct Housing Needs Reports in the Kootenay and Boundary areas.

9. REQUESTS ARISING FROM CORRESPONDENCE

10. INFORMATION ITEMS

11. BYLAWS

- a. Bylaw 2042-A1 – Elections Amendment
Corporate Services

90 - 94

Recommendation

THAT Council gives the first three readings to the proposed General Local Government Election Amendment Bylaw No. 2042-A1.

- b. Bylaw 2054 – Smoke- and Vape-Free Places
Corporate Services

95 - 105

Recommendation

THAT Council gives the first three readings to the proposed Smoke- and Vape-Free Places Bylaw No. 2054.

- c. Bylaw 2039-A6 - Proposed Rezoning from R1 (Residential – Single & Two Family) to CD-2 (Comprehensive Development 2) Zone to accommodate a supportive housing development on the 2000 block of 70th Avenue
Development, Engineering and Planning

106 - 118

Recommendation

THAT Council gives first and second reading to Zoning Bylaw Amendment No. 2039-A6.

12. LATE ITEMS

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

14. ADJOURNMENT



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

Meeting #: R-2019-9
Date: Monday, May 6, 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 May 6, 2019, Regular Meeting to order at 7:00 pm.

2. ADOPTION OF AGENDA

- a. Adopt agenda

May 6, 2019, Regular Meeting agenda

The Mayor advised that two late items were brought forward to be added to the agenda.

Resolution #: R150/19/05/06 MOVED/SECONDED

THAT Council adopts the May 6, 2019, Regular Meeting agenda as amended.

Carried

3. MINUTES

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

April 15, 2019, Special to go In-Camera Meeting minutes,

April 23, 2019, Special to go In-Camera Meeting minutes,

April 30, 2019, Special to go In-Camera Meeting minutes

Resolution #: R151/19/05/06 MOVED/SECONDED

THAT Council adopts the Special Meeting to go In-Camera minutes for April 15, April 23, and April 30, 2019, as presented.

Carried

- b. Adopt minutes - Regular

April 23, 2019, Regular Meeting minutes

Resolution #: R152/19/05/06 MOVED/SECONDED

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

4. REGISTERED PETITIONS AND DELEGATIONS

5. UNFINISHED BUSINESS

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

a. Reports of Council

Councillors

Councillor Moslin spoke to his written report and:

- acknowledged the Citizens Forum organizers and moderator,
- mentioned updates from City Hall as released by other municipalities. This will be added to upcoming discussions on strategic planning.

Councillor Thompson verbally provided her report, indicating that she:

- Attended flood recovery meeting on April 24,
- Attended AKBLG in Castlegar Apr 26-28, and noted that all four resolutions provided by Grand Forks Council were passed and forwarded to UBCM.
- Attended a workshop sponsored by Community Futures on the Community Centre on April 30,
- Attended the Citizens Forum on May 1, and
- Attended a presentation to the Downtown Business Association on the National Disaster Mitigation Plan on May 2.

Councillor Zielinski repeated thanks to those who organized and participated in the May 1 Citizens Forum. He also noted that he'd received feedback on the Parks Access bylaw regarding Massie Park and asked that staff bring the bylaw back to Council for further discussion.

Resolution #: R153/19/05/06 MOVED/SECONDED

THAT Staff bring Parks Access Bylaw 2057 back to the Committee-of-the-Whole for further discussion.

Carried

Resolution #: R154/19/05/06 MOVED/SECONDED

THAT all reports of Council at the May 6, 2019, Regular Meeting be received.

- b. Request to Create an Electric Vehicle Charging Policy

Councillor Zielinski

Councillor Zielinski asked for a report on how public Electric Vehicle charging stations will be operated, whether as a public service or for-profit.

Resolution #: R155/19/05/06 MOVED/SECONDED

THAT Council directs staff to prepare an Electric Vehicle Charging Policy.

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 Mayor reported that:

- BCDC has identified cannabis as the best economic driver currently available in the region,
- RDKB and the Mayor are pressing the Provincial government regarding how the Red Cross business reimbursement program is being operated,
- that the RDKB and City are looking into how other municipalities co-fund Community Centres, and whether a Development Corporation between the RDKB and City is a viable option.

Resolution #: R156/19/05/06 MOVED/SECONDED

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. Summer Event Liquor Permit Requests

Corporate Services

Resolution #: R157/19/05/06 MOVED/SECONDED

THAT Council approves the issuing of a Special Occasion Liquor Licence to the Grand Forks Car Show from 3:30pm-9:00pm on June 15, 2019, for a fenced-off area on Market Avenue, subject to obtaining third party (party alcohol) liability insurance naming the City of Grand Forks as an additional insured on that policy; all event liquor providers to hold a Serving It Right Licence Certificate; and ICBC "Drinking and Driving" warning posters to be displayed.

Carried

Resolution #: R158/19/05/06 MOVED/SECONDED

THAT Council approves the issuing of a Special Occasion Liquor Licence to the Downtown Business Association from 5:00pm-10:30pm on July 20, 2019, for a fenced-off area on Market Avenue, subject to obtaining third party (party alcohol) liability insurance naming the City of Grand Forks as an additional insured on that policy; all event liquor providers to hold a Serving It Right Licence Certificate; and ICBC "Drinking and Driving" warning posters to be displayed.

Carried

- b. Temporary Use Permit Application - Parking Lot for Cannafest on 2200 Block of 68th Avenue

Development, Engineering & Planning

Resolution #: R159/19/05/06 MOVED/SECONDED

THAT Council directs staff to proceed with the statutory requirements for public notice respecting a Temporary Use Permit Application for a Parking Lot located on the 2200 Block of 68th Avenue.

Carried

9. **REQUESTS ARISING FROM CORRESPONDENCE**

10. **INFORMATION ITEMS**

- a. Q1 2019 Financial Reports

Chief Financial Officer

The Chief Financial Officer commented on the First Quarter reports and noted that tax revenue will be reported in Q2.

New water rates were applied to April's utility bills and will not show up until the Q2 report, as will increased costs for garbage collection.

Resolution #: R160/19/05/06 MOVED/SECONDED

THAT Council receives for information the Quarter 1 Financial Reports from the Chief Financial Officer.

Carried

11. **BYLAWS**

- a. Bylaw No. 2058 - 2019 Tax Rates

Chief Financial Officer

Councillor Zielinski asked about a line in the report listing the minimum charge of \$1. It was explained that the minimum tax is a nominal amount which gets specified in the bylaw, but that amount hasn't been applied in recent memory.

Resolution #: R161/19/05/06 MOVED/SECONDED

THAT Council gives final reading to the 2019 Tax Rates Bylaw No. 2058.

Carried

- b. Proposed Subdivision, Rezoning and Consideration of approx. 0.5 hectares for parking lot expansion at Hutton Elementary

Development, Engineering & Planning

It was clarified for Council that only the third reading was being given for this Zoning Amendment, and not final, because following third reading the

application goes to the Ministry of Transportation for signoff prior to final reading.

Resolution #: R162/19/05/06 MOVED/SECONDED

THAT Council gives third reading to Zoning Bylaw Amendment No. 2039-A5.

Carried

12. LATE ITEMS

a. Update Housing Now Resolution

Flood Recovery Manager

Council was advised that the resolution made during the April 23, 2019 Regular Meeting was not specific enough for the grant application being made. Boundary Flood Recovery provided additional information on the requirements of the grant.

During discussion of the proposed motion:

- clarification was given on the roll the contractor was going to fulfill in supporting residents,
- clarification of the word "contractor" was considered, and
- the proposed motion was amended to make the roll of the contractor more clear.

Resolution #: R163/19/05/06 MOVED/SECONDED

THAT Council rescind resolution R147/19/04/23.

Carried

Resolution #: R164/19/05/06 MOVED/SECONDED

THAT Council direct staff to submit an application to the Canadian Red Cross (CRC) for a grant of \$85,000 supporting the 'Housing Now' project to enable the City to hire a contractor to consult with and to support residents with flood repair and rebuild assessments, and that the \$85,000 expenditure amount be included in the 2019-2023 Financial Plan Amendment, to be funded by grant revenue."

Carried

- b. Letter of Support - Biosolid Organic Diversion Program Expansion

RDKB - Manager of Environmental Services

The Mayor spoke to a need identified by the Solid Waste program to take material from commercial operations into the organics diversion program.

The Manager of Development, Engineering, and Planning added that the proposed program is intended to produce "Class A" compost which can be used outside of the landfill, and that the City has a biosolids land application plan in long-range capital plan.

Resolution #: R165/19/05/06 MOVED/SECONDED

THAT Council direct staff to send a letter of support to the RDKB committing in-principle to the supply of biosolids to the upgraded organics composting facility, subject to further discussions on how this program will function.

Carried

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

The Mayor added some information about the Perley School Re-wilding project that was introduced at the Committee of the Whole earlier in the day.

The Manager of Development, Engineering, and Planning spoke of grassroots support already in place for the project and advised that the process will be to apply for water service; Ms. Peron will bring this back with more information at next regular meeting.

Council would like to see letters of support from the School and District to ensure that there is long-term support for such a project.

14. ADJOURNMENT

The May 6, 2019, Regular Meeting was adjourned at 7:43 pm.

Resolution #: R166/19/05/06 MOVED/SECONDED

THAT the Regular Meeting of Council be adjourned.

Mayor Brian Taylor

Dep. Corporate Officer – Kevin McKinnon

DRAFT



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

SP-2019-01

Friday, May 10, 2019, 10:00 am

7217 - 4th Street, City Hall Council Chambers

Present: Mayor Brian Taylor
Councillor Zak Eburne-Stoodley
Councillor Neil Krog (*joined at 10:22 am*)
Councillor Chris Moslin
Councillor Christine Thompson
Councillor Rod Zielinski

Absent: Councillor Cathy Korolek

Staff: Diane Heinrich - Chief Administrative Officer
Daniel Drexler - Corporate Officer
Juliette Rhodes - Chief Financial Officer

Silvia Burch – KH Burch Kientz Inc. – Auditors

GALLERY

1. CALL TO ORDER

Mayor Taylor called the May 10, 2019, Special Meeting to order at 10:03 am.

2. ADOPTION OF AGENDA

a. Adopt agenda

May 10, 2019, Special Meeting agenda

Resolution #: R167/19/05/10 MOVED/SECONDED

THAT Council adopts the May 10, 2019, Special Meeting agenda as presented.

Carried

3. REGISTERED PETITIONS AND DELEGATIONS

4. UNFINISHED BUSINESS

5. RECOMMENDATIONS FROM STAFF FOR DECISIONS

a. 2018 Financial Statements and Auditors' Report

Chief Financial Officer

The Chief Financial Officer and the representative of KH Burch Kientz Inc. presented the 2018 audit report and financial statements.

Discussion ensued regarding:

- Grant related projects (Waste Water Treatment Plant, UV Chamber)
- Emergency Operations Center (EOC) and insurance related expenditures
- Tangible Capital Assets
- Accounting Policies and standards
- impacts on finances due to potential Disaster Mitigation Adaptation Fund (DMAF) grant
- Lease agreement with Regional District of Kootenay Boundary (RDKB)
- Library maintenance reserve account
- Development Cost Charges (DCC's) Bylaw
- Surplus and transfer to capital reserves
- Slag Remediation Trust
- potential Legal Actions

The CFO and Council thanked the finance department staff for all their efforts during the annual audit process.

Resolution #: R168/19/05/10 MOVED/SECONDED

THAT Council receives the report made by KH Burch Kientz Inc. on the 2018 Financial Statements.

Carried

Resolution #: R169/19/05/10 MOVED/SECONDED

THAT Council approves and accepts the 2018 Draft Financial Statements.

Carried

6. REQUESTS ARISING FROM CORRESPONDENCE

7. BYLAWS

8. LATE ITEMS

9. IN-CAMERA RESOLUTION

- a. Adopt Resolution as per Section 90

Corporate Services

Resolution #: R170/19/05/10 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 (1)

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and 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

10. ADJOURNMENT

The May 10, 2019, Special Meeting was adjourned at 11:02 am.

Resolution #: R171/19/05/10 MOVED/SECONDED

THAT the May 10, 2019, Special Meeting be adjourned at 11:02 am.

Carried

Mayor Brian Taylor

Corporate Officer - Daniel Drexler

Council Delegations

Background

Council for the City of Grand Forks welcomes public input and encourages individuals and groups to make their views known to the Council at an open public meeting.

Council needs to know all sides of an issue, and the possible impacts of any action they may take, prior to making a decision that will affect the community. The following outline has been devised to assist you in preparing for your presentation, so that you will understand the kind of information that Council will require, and the expected time frame in which a decision will be forthcoming. Council may not make a decision at this meeting.

Presentation Outline

Presentations may be a maximum of 10 minutes.

Your worship, Mayor Taylor, and Members of Council, I/we are here on behalf of:

Dr. D.A. Perley Elementary School's "Re-Wilding Project"

to request that you consider:

installing and maintaining a Water-line and Frost-free Hydrant

The reason(s) that I/we are requesting this action are:

Enhancing Outdoor exploration through Water Play and Science, throughout the year, during winter as well as mild seasons.

Water/ mud play facilitates tactile exploration and brain development, It is also beneficial to health and microbes increase resilience and immunity.

Develop fine and gross motor skills for all ages

Hand and eye co-ordination from pouring, squirting, scrubbing, stirring and squeezing

Co-operative play and sharing, turn taking skills- problem solving, judgement and reasoning skills

Creativity- Art with Water- ice sculptures,...

Measuring skills- volume, water displacement

Water Science- water cycle, water table, absorption, evaporation, freezing, melting,...

Council Delegations (cont'd)

Water and plants- gardening

Water and insects

I/we believe that in approving our request, the community will benefit by:

encouraging the development of strong, healthy environmentally aware children. These children will have an influence on their families and therefore on the entire community.

Getting children outside for their learning will help awaken all the senses and encourage full mind, body, and spirit development!

I/we believe that by not approving our request, the result will be:

It is unlikely that we will be able to include a water feature in our "Project" without the support of the City. The children all drew a water feature into their dream plans of a "Re-Wilding" space. This was not in my original plans as I didn't think it would be possible. When we looked at the many drawings and requests for a pond, I started to explore the idea and asking City workers whether this would be a possible task. Cavan Gates emailed via Dolores Sheets that our request would not be difficult. (The water main is on the north side of 73rd Ave so it could be tapped along the south edge of the field. This would require replacing a sidewalk panel and possibly some asphalt). It would be very disappointing for all of our students if we had to remove this wonderful feature.

In conclusion, I/we request that the Council for the City of Grand Forks adopt a resolution stating:

The City of Grand Forks will install and maintain a waterline and frost-free hydrant for the "Re-wilding Project". They will also waive any water use charges, for the benefit of the children of Perley Elementary School and surrounding Day-cares.

Name: Sharon L. Peron, director

Organization: "Perley Re-Wilding Project"

Mailing address: [REDACTED], Grand Forks, B.C., V0H 1H0

Telephone number: [REDACTED]

Email address: s [REDACTED]

The information provided on this form is collected under the authority of the Community Charter and is a matter of public record, which will form a part of the Agenda for a Regular Meeting of Council. The information collected will be used to process your request to be a delegation before Council. If you have questions about the collection, use and disclosure of this information, contact the Corporate Officer of the City of Grand Forks.

Request for Decision



To: Regular Meeting
From: **Procedure Bylaw / Corporate Services**
Date: May 21, 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.

REPORT TO COUNCIL

FROM: Councillor Christine Thompson

DATE: May 21, 2019

SUBJECT: Report to Council

May 6th, Councillor Korolek and I met with CAO Diane Heinrich and Corporate Officer Daniel Drexler along with Amber Esovoloff and Danny Delisle of the Downtown Business Association to discuss the responsibilities of the new Event Manager, and in particular as to previous events put on by the DBA. The DBA will be working with the Event Manager so both parties have an understanding of their roles and responsibilities that will enable them to work closely together.

I will be attending the BEYAC and DBA Meetings on May 14th and the Phoenix Foundation Meeting on May 15th.

Respectfully submitted,

Councillor Christine Thompson

Recreation Commission May 9

Igor Construction has been awarded the contract for the tile installation. Staff is still expecting final quotes for tile removal from this contractor as well. Staff is also waiting for approval of the new tile installation test results by Interior Health. Nonetheless, it is expected that removal of the existing surface will start in late August with the new tile surface being installed in early September.

Flip N' Fun has had a successful opening in the Curling Rink. Currently the equipment takes up about 1/3 of the empty ice surface. The installation this spring of a new cooler for the curling rink costing about \$35,000 will not interrupt gymnastic activities which may go into July.

Many grant applications that have been successfully applied to improve the facilities over the years. The pool has benefited from Gas tax grants and New Horizons grants. The arena has benefitted from the ScotiaBank Hockey grant and BC Gaming grants. Currently, there is a request for gas tax funding to do the engineering on a heat exchange system between the pool and the arena. There is probably enough wasted heat to provide for both buildings and the new Community Center as well.

Seniors have long requested handrails around the pool deck but this is prohibitively expensive. The Recreation Commission recommended that 4 walkers be purchased for mobility aids within the pool area.

Assembly of BC Housing project May 14

The rapid assembly of the 3 rental housing units on 19th belies the careful designing that went into the project before the crane arrived. This instant village has been delivered to Grand Forks by a provincial government attempting to assist our community with a critical housing shortage. Unfortunately, there still is no clear long-term vision for the wide range of housing necessary to fill that shortage. Council has been trying to grapple with that and at the same time IMAGINE the vision for our city that will include vital flood mitigation works and the revitalization of a vibrant downtown core.

Rethinking flood mitigation in the downtown core

We need to build flood mitigation and prevention infrastructure into our downtown core. Just because we were unsuccessful with the Natural Disaster Mitigation Fund application for 3 million dollars we must persist in visioning and building a new dike trail that will protect Riverside Drive, Granby Road, and the Highway 3 businesses east of town. Along the way we must reinspire confidence in the business community so that they will do their part to shape and vitalize our historic city. Soon we will have a clear idea of what senior governments are going to contribute to this work, but it will be up to our community to make it happen and to shape the solution to our visions.

And on a personal note

Kathy and I were pleased to hear from so many citizens in our community who congratulated us on our son's successful career in pharmaceutical research. Ryan was a 1997 graduate of GFSS and it was great to see the Gazette tell his story in this past week's issue.

Request for Decision



To: Regular Meeting
From: **Procedure Bylaw / Corporate Services**
Date: May 21, 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: Chief Financial Officer
Date: May 21, 2019
Subject: 2018 Statement of Financial Information
Recommendation: **THAT Council receives the 2018 Statement of Financial Information Report.**

THAT Council accepts and approves the statements and schedules included in the 2018 Statement of Financial Information, including the 2018 Audited Financial Statements, as presented.

Background

The *Financial Information Act* requires municipalities to submit the previous year's audited financial statements and certain additional schedules and statements to the Ministry of Municipal Affairs and Housing by June 30 of each year. The SOFI package requires approval by Council prior to submission, and must be made available to the public by June 30, 2019.

The required schedules and statements are included in the attached 2018 Statement of Financial Information (SOFI) Report, and include the following disclosures:

- Remuneration and expenses paid to or on behalf of elected officials

- Remuneration in excess of \$75,000 and expenses paid to or on behalf of those employees, plus consolidated totals of remuneration and expenses paid to other employees

- Payments to suppliers in excess of \$25,000, plus a consolidated total of payments to all other suppliers.

- Grant payments in excess of \$25,000.

The SOFI Report also includes the Audited Financial Statements, which were presented to Council as draft unaudited statements on May 10, 2019.

Benefits or Impacts

General

Preparation of an annual Statement of Financial Information is a mandatory requirement of the Financial Information Act.

Strategic Impact



Fiscal Responsibility

- Compliance with legislative requirements for financial reporting and disclosure.

Policy/Legislation

Financial Information Act and Financial Information Regulations
Community Charter, Sections 167 and 168

Attachments

Recommendation

THAT Council receives the 2018 Statement of Financial Information Report.

THAT Council accepts and approves the statements and schedules included in the 2018 Statement of Financial Information, including the 2018 Audited Financial Statements, as presented.

Options

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

Report Approval Details

Document Title:	2018 SOFI Report.docx
Attachments:	
Final Approval Date:	May 10, 2019

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

Diane Heinrich - May 10, 2019 - 2:20 PM



Settle down.

THE CORPORATION OF THE CITY OF GRAND FORKS

2018 STATEMENT OF FINANCIAL INFORMATION

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Information
Fiscal Year Ended December 31, 2018

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THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Information
Fiscal Year Ended December 31, 2018

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approve all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Brian Taylor, Mayor
On behalf of Council

Date: _____

Juliette Rhodes, CPA, CGA
Chief Financial Officer

Date: _____

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Information
Fiscal Year Ended December 31, 2018

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Mayor and Council are responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control, and for reviewing and approving the audited financial statements and supplementary schedules contained in this Statement of Financial Information.

The external auditors, KH Burch Kientz Inc., conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of The Corporation of the City of Grand Forks



Juliette Rhodes
Chief Financial Officer

May 10, 2019

Financial Statements of

THE CORPORATION OF THE CITY OF GRAND FORKS

For the Year Ended December 31, 2018

THE CORPORATION OF THE CITY OF GRAND FORKS
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For the Year Ended December 31, 2018

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THE CORPORATION OF THE CITY OF GRAND FORKS

Management Report

Management is responsible for the preparation of the accompanying financial statements. The financial statements have been prepared in accordance with the accounting principles disclosed in note 2 to the financial statements, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management has established and maintained a system of internal accounting controls which are designed to provide reasonable assurance that assets are safeguarded, transactions are authorized and recorded properly, and reliable financial information is produced.

The independent external auditors, KH Burch Kientz Inc., have conducted an independent examination in accordance with Canadian auditing standards and expressed their opinion in the accompanying report.



Juliette Rhodes

Chief Financial Officer



KH BURCH KIENTZ INC.

Chartered Professional Accountants

J.R. (Jim) Burch, FCPA, FCGA
Sylvia Burch, CPA, CGA
K. Sarah Kientz, BBA(App), CPA, CGA

T: 250.442.2121
www.kempharvey.com

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of The Corporation of the City of Grand Forks

Report on the Financial Statements

Opinion

We have audited the financial statements of The Corporation of the City of Grand Forks (the City), which comprise the statement of financial position as at December 31, 2018, and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information. The other information comprises the information, other than the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Statement

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Grand Forks, British Columbia
May 10, 2019

KH Burch Kientz Inc.
CHARTERED PROFESSIONAL ACCOUNTANTS

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Position

<i>As at December 31</i>	2018	2017
Financial Assets		
Cash (note 3)	\$ 12,250,656	\$ 11,232,934
Accounts receivable (note 5)	3,914,251	2,581,974
Municipal Finance Authority deposit (note 6)	31,950	31,269
Inventories for resale	41,321	16,127
Land held for resale	211,036	211,036
Lease receivable (note 7)	70,175	92,858
	16,519,389	14,166,198
Liabilities		
Accounts payable and accrued liabilities (note 8)	2,712,519	1,682,291
Employee future benefits (note 9)	329,159	320,381
Deferred revenues (note 10)	686,018	468,036
Temporary loan (note 11)	1,944,280	1,372,794
Development cost charges (note 12)	552,362	526,437
Long-term debt (note 13)	1,873,380	2,158,533
	8,097,718	6,528,472
Net financial assets	8,421,671	7,637,726
Non-financial assets		
Prepaid expenses	264,586	193,428
Inventory of parts and supplies	131,295	112,164
Tangible capital assets (note 14)	29,571,809	28,510,664
	29,967,690	28,816,256
Accumulated surplus (note 15)	\$ 38,389,361	\$ 36,453,982

Juliette Rhodes, CPA, CGA
Chief Financial Officer

Brian Taylor
Mayor, City of Grand Forks

The accompanying notes are an integral part of these financial statements.

CORPORATION OF THE CITY OF GRAND FORKS
Statement of Operations and Accumulated Surplus

<i>For the year ended December 31</i>	2018 Budget	2018 Actual	2017 Actual
Revenue			
Property taxation (note 16)	\$ 4,082,792	\$ 4,083,308	\$ 3,974,380
Sales of services (note 17)	7,528,719	7,965,414	7,524,444
Other revenues (note 18)	671,671	1,565,493	428,981
Government transfers (note 19)	5,967,142	2,418,618	2,477,260
Contributions from others	34,000	22,707	159,700
Interest income	171,000	222,628	149,373
Investment income on sinking fund	-	35,676	29,978
Gain on disposal of tangible capital assets	-	59,315	7,200
	18,455,324	16,373,159	14,751,316
Expenses			
General government	1,296,871	1,137,070	1,138,176
Protective services	926,782	881,668	845,992
Disaster response and recovery	-	1,862,326	100,078
Environmental health services	236,145	245,383	218,292
Public health and welfare	84,823	45,435	79,663
Planning and development	445,400	327,647	388,270
Transportation services	1,256,315	1,308,015	1,017,610
Recreation and cultural services	1,075,235	906,579	829,352
Public real estate	315,705	238,414	257,406
Electrical services	4,132,082	4,259,503	4,085,016
Water services	822,067	663,709	720,476
Wastewater services	700,468	702,991	717,674
Debt interest	132,727	134,259	122,894
Amortization	1,867,611	1,724,781	1,775,155
	13,292,231	14,437,780	12,296,054
Annual Surplus	5,163,093	1,935,379	2,455,262
Accumulated surplus, beginning of year	36,453,982	36,453,982	33,998,720
Accumulated surplus, end of year	\$ 41,617,075	\$ 38,389,361	\$ 36,453,982

The accompanying notes are an integral part of these financial statements.

CORPORATION OF THE CITY OF GRAND FORKS
Statement of Changes in Net Financial Assets

<i>For the year ended December 31</i>	2018 Budget	2018 Actual	2017 Actual
Annual Surplus	\$ 5,163,093	\$ 1,935,379	\$ 2,455,262
Acquisition of tangible capital assets	(11,197,382)	(2,965,985)	(2,982,952)
Amortization of tangible capital assets	1,867,611	1,724,781	1,775,155
Gain on sale of assets	-	(59,315)	(7,200)
Proceeds from sale of assets	-	239,374	10,700
Net change in prepaid expenses and supplies inventory	-	(90,289)	73,063
Increase in Net Financial Assets	(4,166,678)	783,945	1,324,028
Net Financial Assets, beginning of year	7,637,726	7,637,726	6,313,698
Net Financial Assets, end of year	\$ 3,471,048	\$ 8,421,671	\$ 7,637,726

The accompanying notes are an integral part of these financial statements.

CORPORATION OF THE CITY OF GRAND FORKS
Statement of Cash Flow

For the year ended December 31

2018

2017

Operating transactions

Annual surplus	\$	1,935,379	\$	2,455,262
Adjustment for non-cash items				
Amortization		1,724,781		1,775,155
Gain on disposal of tangible capital assets		(59,315)		(7,200)
(Increase) decrease in prepaid expenses		(71,158)		35,362
(Increase) decrease in supplies inventory		(19,131)		37,701
 (Increase) decrease in assets				
Accounts receivable		(1,332,277)		(282,404)
Lease receivable		22,683		21,674
MFA deposits		(681)		(598)
Inventories for resale		(25,194)		24,309
 Increase (decrease) in liabilities				
Accounts payable and accrued liabilities		1,030,227		364,652
Deferred revenue		217,982		134,692
Employee future benefits		8,778		(18,123)
Deferred development cost charges		25,925		11,037
		3,457,999		4,551,519

Capital transactions

Acquisition of tangible capital assets	(2,965,985)	(2,982,952)
Proceeds on disposal of tangible capital assets	239,374	10,700
	(2,726,611)	(2,972,252)

Financing transactions

Proceeds from borrowing	643,739	188,534
Repayment of short-term debt	(72,253)	(62,329)
Repayment of long-term debt	(251,111)	(251,630)
Actuarial adjustments on long term debt	(34,041)	(28,408)
	286,334	(153,833)

Net increase in cash	1,017,722	1,425,434
Cash, beginning of year	11,232,934	9,807,500
Cash, end of year	\$ 12,250,656	\$ 11,232,934

The accompanying notes are an integral part of these financial statements

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2018

The notes to the financial statements are an integral part of these statements. They explain the significant accounting and reporting policies and the principles that form the basis of these financial statements, as well as providing supplementary information and explanations which cannot be conveniently integrated into the statements.

1. Nature of Entity

The Corporation of the City of Grand Forks ("the City") was incorporated in 1897 under the Municipal Act (now a combination of the Community Charter and the Local Government Act), a statute of the Province of British Columbia. Its principal activities include the provision of local government services to the residents of the incorporated area. These services include protective, community planning, transportation, recreational, solid waste collection, water, wastewater and electrical services.

2. Significant Accounting Policies

Basis of Presentation

The financial statements are the responsibility of and are prepared by management in accordance with Canadian Public Sector Accounting Standards and prescribed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada.

The City's operations and resources are segregated into various funds for accounting and financial reporting purposes, with each fund treated as a separate entity with responsibility for the assets allocated to it. Inter-fund transactions and balances have been eliminated in the preparation of these financial statements.

The City's funds are classified as follows:

i) Operating Funds

These funds include the general, electrical, water, and wastewater operations of the City, and are used to record the operating costs associated with providing those services.

ii) Capital Funds

The capital funds record the acquisition costs of various capital assets and financing related to these assets. They include the general, electrical, water, and wastewater capital funds.

iii) Reserve Funds

Under the Community Charter, City Council may, by bylaw, establish reserve funds for specific purposes. Money in a reserve fund and the interest earned thereon must be used only for the purpose for which the fund was established. If the amount in a reserve fund exceeds the amount required, City Council may, by bylaw, transfer all or part of the balance to another reserve.

iv) Trust Funds

These funds hold cash assets that must be used for specific purposes and/or beneficiaries according to agreements or legislated requirements. The City administers trust funds for its Employee Assistance Program, Slag Remediation, and Cemetery Care Fund. In accordance with public sector accounting standards, trust funds administered by the City are not included in the City's financial statements, other than as disclosed in Note 21.

Budget Figures

The budget figures are from the 5-Year Financial Plan Bylaw, No. 2045 which was adopted on April 9, 2018. Subsequent budget amendments adopted by Council have not been included in these financial statements.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2018

Revenue Recognition

Taxation revenues are recorded upon issuance of the annual property tax notices in May. Revenues from the sale of services and user fees are recognized when the service or product is provided by the City. Franchise and other revenues are recorded as they are earned and measurable. Amounts that have been received in advance of services being rendered are recorded as deferred revenue until the City fulfills its obligations related to the provision of those services.

Transfers from other governments are recognized as revenue in the period that the transfer is authorized, eligibility criteria have been met, and a reasonable estimate of the amount can be made. If transfer agreements contain stipulations that would give rise to obligations which meet the definition of a liability, revenue is deferred and recognized as the stipulations are met.

Insurance proceeds are recognized when the amount of recovery is determinable and there is a high degree of certainty with respect to the receipt of funds.

Investment income is recorded on the accrual basis and recognized when earned.

Deferred Revenue

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue. The associated revenue is recognized in the year in which it is used for the specified purpose.

Expenses

Expenses are generally recognized as they are incurred based upon receipt of the goods and services and/or a legal obligation to pay is established.

Financial Instruments

The City's financial instruments consist of cash, deposits, accounts receivable, accounts payable and accrued liabilities, and short and long-term debt.

Inventories for Resale

Inventories for resale consist of aviation fuel which is held at the lower of historical and replacement cost, using a weighted average basis.

Land Held For Resale

Land held for resale is recorded at cost, including transaction fees directly attributable to the acquisition and improvements to prepare the land for sale. Donated land for resale has been recorded at a nominal value where its historical value is unknown.

Lease Receivable

Leases receivable are initially recorded at cost. Valuation allowances are made when collection is in doubt. Interest revenue in relation to the lease is recorded at the time it is received.

Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, water or sediment of a chemical, organic or radioactive material or live organism that exceeds the maximum acceptable concentrations under an environmental standard. A liability for remediation of contaminated sites is recognized when all of the following criteria are met:

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2018

- i. an environmental standard exists;
- ii. contamination exceeds the environmental standard;
- iii. the City is directly responsible or accepts responsibility, and a reasonable estimate of the amount can be made.

The liability includes costs directly attributable to remediation activities including post remediation operations, maintenance and monitoring.

Inventory of Parts and Supplies

Inventories held for consumption include materials and repair parts held for use by the electrical utility, fuel for consumption and other items used in operations, and are valued at the lower of cost or net realizable value.

Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset, but excluding interest. The cost of tangible capital assets is amortized on a straight-line basis over the estimated useful life of the asset as follows:

General Capital Fund	Estimated Useful Life
Land	Not amortized
Land Improvements	20 - 50 years
Buildings	40 - 50 years
Engineering Structures	10 - 50 years
Machinery & Equipment	3 - 25 years
Vehicles	8 - 40 years
Electrical System Capital Fund	
Electrical infrastructure	5 - 40 years
Water System Capital Fund	
Water infrastructure	10 - 50 years
Wastewater System Capital Fund	
Wastewater infrastructure	10 - 50 years

Donated tangible capital assets are recorded at their fair value at the date of receipt.

Work in progress, which represents capital projects under construction but not yet completed, is not amortized until construction is complete and the asset is available for productive use.

Tangible capital assets that are demolished or destroyed are written off.

Long-Term Debt

Outstanding long-term debt is reported net of applicable sinking fund balances.

Debt Charges

Interest on debt is charged to current operations. Interest charges are accrued for the period from the date of the latest interest payment to the end of the year.

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2018

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and the reported amounts of revenues and expenses during the financial reporting period. Significant areas requiring the use of estimates include the determination of accrued payroll liabilities and employee future benefits, tangible capital asset useful lives and amortization expense, amounts receivable from insurance, and provisions for contingencies. Actual results could differ from management's best estimates as additional information becomes available in the future.

3. Cash

Cash is comprised of unrestricted cash for operations and restricted cash for reserve funds and deferred development cost charges which are held in segregated accounts.

	2018	2017
Restricted cash		
Statutory Reserves	\$ 6,295,814	\$ 6,637,989
Restricted Revenues (see Note 12)	<u>552,362</u>	<u>526,437</u>
	6,848,176	7,164,426
Unrestricted cash	<u>5,402,480</u>	<u>4,068,508</u>
Total cash	<u>\$ 12,250,656</u>	<u>\$ 11,232,934</u>

4. Operating Line of Credit

The City has an operating line of credit with Grand Forks Credit Union for an authorized amount of \$2,000,000, bearing interest at the base lending rate less 0.5%. At December 31, 2018, the balance outstanding on the operating line of credit was nil (2017 - nil).

5. Accounts Receivable

Accounts receivable are recorded net of allowances and comprise the following:

	2018	2017
Property taxes	\$ 736,149	\$ 844,956
Utility accounts receivable	1,538,534	1,373,347
Due from other governments	933,439	308,356
Trade and other receivables	<u>706,129</u>	<u>55,315</u>
	<u>\$ 3,914,251</u>	<u>\$ 2,581,974</u>

6. Municipal Finance Authority Debt Reserve Fund

The Municipal Finance Authority (MFA) provides capital funding for regional districts and their member municipalities through the issuance of debenture debt. The Debt Reserve Fund established by the Municipal Finance Authority is security held in trust to meet its obligations to debenture holders.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2018

Municipalities sharing in the proceeds of a debt issue are required to contribute certain amounts to the debt reserve fund in the form of cash withheld from the loan proceeds and a non-interest bearing demand note. Monies paid into the Debt Reserve Fund are obligations of the Municipal Finance Authority and are refunded, with interest, upon maturity of the debt.

Only the cash portion of MFA deposits is included as a financial asset. The demand notes are contingent in nature and not reflected in the financial statements.

The details of the cash deposits and demand notes at year end are as follows:

	Demand Notes	Cash Deposits	2018	2017
General Fund	\$ 28,501	\$ 7,458	\$ 35,959	\$ 35,800
Wastewater Fund	52,184	24,492	76,676	76,154
	<u>\$ 80,685</u>	<u>\$ 31,950</u>	<u>\$ 112,635</u>	<u>\$ 111,954</u>

7. Lease Receivable

The City has entered into a long-term capital lease agreement with the Regional District of Kootenay Boundary for the lease of a building and lands. The term of the agreement is 12 years commencing August 1, 2010, with annual payments of \$27,000 including interest at 4.65%. Interest of \$4,318 (2017 - \$5,326) was received during the year.

8. Accounts Payable and Accrued Liabilities

Accounts payable and accrued liabilities comprise the following:

	2018	2017
Wages and benefits	\$ 516,561	\$ 441,220
Trade payables	2,030,923	1,059,342
Other taxing authorities	154,089	169,149
Accrued interest	<u>10,946</u>	<u>12,580</u>
	<u>\$ 2,712,519</u>	<u>\$1,682,291</u>

9. Employee Future Benefits

The City provides sick leave and certain other benefits to its unionized employees upon retirement. The liabilities and expenses for post-employment sick leave benefits are recognized in the financial statements in the period in which they are earned, and as at the end of 2018 are fully accrued to the level of the employees' current accumulated entitlement. These amounts will require funding in future accounting periods as cash payments are made to employees retiring from service.

Expenses for management sick time are not accrued, but recognized at the time they are paid.

10. Deferred Revenues

The City records deferred revenue for funds received in advance of services being rendered. These amounts are shown as liabilities until the services are rendered or related costs are incurred.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2018

Deferred Revenues

	Balance, Beginning of Year	Contributions Received/ Returned	Revenue Earned	Balance, End of Year
Prepaid taxes	276,213	310,080	(276,213)	310,080
Prepaid utilities	45,427	52,334	(45,427)	52,334
Library maintenance contract	31,558	13,000	(8,667)	35,891
Grants	35,728	822,825	(575,180)	283,373
Deposits and other	79,110	(54,940)	(19,830)	4,340
	468,036	1,143,299	(925,317)	686,018

11. Temporary Loan

In 2012, the City completed the approval process for two long-term loans of up to \$1,300,000 and \$4,200,000 with the Municipal Finance Authority for the capital funding of emergency water supply for fire flow protection and renewal of road, water, and wastewater infrastructure.

The City passed temporary borrowing bylaws for these loans, authorizing interim financing with the Municipal Financing Authority up to the total amount of the loans. These interim loans are demand, non-revolving loans, bearing daily interest at a floating rate which is currently at approximately 2.48% per annum. As security, the City has issued promissory notes which require the repayment of principal by September 30, 2019, should the interim loans not be converted to long-term debt prior to that date.

	Authorized Amount	Balance, Beginning of Year	Principal Repayment	Additional Drawdown	Balance End of Year	Interest Payments 2018	Interest Payments 2017
Bylaw 1950	\$ 1,300,000	352,183	(18,536)	70,390	404,037	7,740	5,726
Bylaw 1998	\$ 4,200,000	1,020,611	(53,717)	573,349	1,540,243	22,459	13,627
	\$ 5,500,000	1,372,794	(72,253)	643,739	1,944,280	30,199	19,353

12. Deferred Development Cost Charges (DCCs)

Pursuant to the provisions of the Local Government Act, development cost charges are held in separate reserve funds for the purpose for which the charges have been imposed. When the related costs are incurred, the DCCs are recognized as revenue. Due to the restrictive nature of these funds, they are shown as liabilities.

	2018	2017
Balance, beginning of year	\$ 526,437	\$ 515,399
Contributions from developers	15,708	4,812
Interest on investments	10,217	6,226
Balance, end of year	\$ 552,362	\$ 526,437

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2018

The balance of deferred development cost charges comprises the following:

	2018	2017
Water development cost charges	\$ 198,952	\$ 187,277
Wastewater development cost charges	350,896	336,693
Parkland development cost charges	<u>2,514</u>	<u>2,467</u>
	<u>\$ 552,362</u>	<u>\$526,437</u>

13. Long-Term Debt

The City has financed certain capital expenditures by means of long-term debenture debt obtained from the Municipal Finance Authority through the Regional District of Kootenay Boundary. These loans range in term from ten to twenty years, with maturity dates from 2019 to 2033. The terms of the loan agreement require the City to provide security in the form of demand notes payable to the MFA and to deposit cash representing 1% of the gross proceeds into a debt reserve fund (see note 6).

The City has also funded the purchase of assets through the MFA's equipment financing program, which takes the place of the former MFA leasing program. This debt consists of a five-year loan payable in monthly installments at a variable interest rate based on the monthly Canadian Dealer Offered Rate. The City has signed a promissory note payable to the MFA as security for this loan.

	Current Interest Rate	Term	Maturity	Balance, Beginning of Year	Payments of Principal	Actuarial Adjustment	Balance, End of Year	2018 Interest
General capital fund								
Roads								
Bylaw 1863; MFA Issue #106	4.13%	10 yrs	2019	\$ 116,269	\$ 41,646	\$ 15,349	\$ 59,274	\$ 20,650
Roads - NW 79th								
Bylaw 1887; MFA Issue #112	3.73%	15 yrs	2025	42,389	3,496	\$ 1,105	37,788	\$ 2,611
Sewer capital Fund								
Ruckle Lift Station								
Bylaw 1498; MFA Issue #70	2.30%	20 yrs	2019	28,759	6,495	\$ 7,566	14,698	\$ 4,115
City Park Lift Station								
Bylaw 1873; MFA Issue #126	3.85%	20 yrs	2033	1,506,377	59,000	\$ 10,022	1,437,355	\$ 67,641
Long term loan financing				<u>\$ 1,693,794</u>	<u>\$ 110,637</u>	<u>\$ 34,042</u>	<u>\$ 1,549,115</u>	<u>\$ 95,017</u>
Equipment financing								
2015 Cobra Ladder Truck								
MFA Loan #0001-0	2.48%	5 yrs	2021	\$ 464,739	\$ 140,474	\$ -	\$ 324,265	\$ 9,043
Total Long Term Debt				<u>\$ 2,158,533</u>	<u>\$ 251,111</u>	<u>\$ 34,042</u>	<u>\$ 1,873,380</u>	<u>\$ 104,060</u>

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2018

The estimated requirements for future repayments of principal on existing debt for the next five years are as follows:

	2019	2020	2021	2022	2022
General Fund	\$ 45,141	\$ 3,496	\$ 3,496	\$ 3,496	\$ 3,496
Sewer Fund	65,496	59,000	59,000	59,000	59,000
Equipment Financing	143,000	146,675	34,591	-	-
	<u>\$ 253,637</u>	<u>\$ 209,171</u>	<u>\$ 97,087</u>	<u>\$ 62,496</u>	<u>\$ 62,496</u>

14. Tangible Capital Assets

Tangible capital assets consist of the following:

	Net Book Value 2018	Net Book Value 2017
General Capital Fund		
Land	\$ 1,643,339	\$ 1,672,841
Land improvements	387,590	398,234
Buildings	2,680,522	2,908,463
Machinery and equipment	618,420	766,416
Engineering structures	8,378,989	8,221,448
Storm structures	14,280	15,172
Protective services vehicles	1,137,117	1,221,730
Public works vehicles	1,097,795	792,399
Assets under construction	462,706	552,886
	<u>16,420,758</u>	<u>16,549,589</u>
Water Utility		
Plant and equipment	4,701,436	4,152,066
Assets under construction	90,528	733,418
	<u>4,791,964</u>	<u>4,885,484</u>
Electrical Utility		
Plant and equipment	1,987,284	996,179
Assets under construction	167,509	651,375
	<u>2,154,793</u>	<u>1,647,554</u>
Wastewater Utility		
Plant and equipment	4,156,086	3,903,849
Assets under construction	2,048,208	1,524,188
	<u>6,204,294</u>	<u>5,428,037</u>
Total Tangible Capital Assets	<u>\$ 29,571,809</u>	<u>\$ 28,510,664</u>

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2018

15. Accumulated surplus comprises the following:

	2018	2017
Operating Fund	\$ 5,261,329	\$ 5,296,365
Statutory Reserves		
Capital	3,974,336	4,221,839
Community works gas tax	736,243	606,204
Slag sales	718,584	529,716
Equipment replacement	60,153	326,439
Land sales	469,740	250,698
Water capital	269,536	97,645
Electrical capital	1,050,990	50,011
Climate action	30,159	38,959
Wastewater capital	46,562	16,248
Cash in lieu of parking	4,272	4,191
	\$ 7,360,575	\$ 6,141,950
Non-Statutory Reserves		
Election reserve	-	25,000
Fire department - EOC reserve	13,308	11,330
	\$ 13,308	\$ 36,330
Investment in Non-Financial Assets		
Investment in capital assets	25,754,149	24,979,337
	\$ 38,389,361	\$ 36,453,982

16. Property Tax Revenues

Municipal taxation revenues comprise the following:

	2018	2017
Property taxes	\$ 3,805,740	\$ 3,693,713
Parcel and frontage taxes	161,047	161,484
1% utilities tax	99,895	102,534
Grants and payments in lieu of taxes	16,626	16,649
	\$ 4,083,308	\$ 3,974,380

THE CORPORATION OF THE CITY OF GRAND FORKS
Notes to the Financial Statements

For the year ended December 31, 2018

17. Sale of Services

	2018	2017
Electrical utility user fees	\$ 5,606,109	\$5,141,344
Water utility user fees	942,198	910,387
Wastewater utility user fees	897,740	887,342
Slag sales	199,426	215,208
Solid waste collection	230,116	233,845
Cemetery	23,461	36,196
Airport (net of cost of fuel sold)	41,167	28,778
Campground fees	6,717	59,107
Sundry and other	18,480	12,237
	<u>\$ 7,965,414</u>	<u>\$ 7,524,444</u>

18. Other Revenues

	2018	2017
Insurance recoveries	\$ 1,129,289	\$ -
Penalties and interest	104,165	111,765
Leases and rentals	104,907	105,919
Licences and permits	69,799	58,488
Donations and grants	57,165	58,464
Franchise fees	63,958	54,049
Other recoveries	14,483	29,847
Other revenues	21,727	10,449
	<u>\$ 1,565,493</u>	<u>\$ 428,981</u>

19. Government Transfers

In 2018 the City received and recorded the following transfers from other governments:

	2018	2017
Operating transfers		
Federal	\$ -	\$ 100,000
Provincial	1,202,301	707,615
Regional	282,875	226,179
	<u>\$ 1,485,176</u>	<u>\$ 1,033,794</u>
Capital transfers		
Federal	\$ 284,278	\$ 222,942
Provincial	649,164	1,220,524
	<u>\$ 933,442</u>	<u>\$ 1,443,466</u>
Total government transfers	<u>\$ 2,418,618</u>	<u>\$ 2,477,260</u>

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2018

20. Reconciliation to Budget

The following reconciles the balanced statutory budget adopted by Council on April 9, 2018 with the budgeted surplus reported on the statement of operations and accumulated surplus:

Budget surplus as per the statement of operations and accumulated surplus	\$ 5,163,093
Add: Budgeted amortization expense	1,867,611
Budgeted transfer from reserves	3,005,929
Debt proceeds	1,484,854
Subtract: Debt principal repayments	(324,105)
Tangible capital asset expenditures	(11,197,382)
Surplus as per Financial Plan Bylaw No. 2045	<u>\$ -</u>

21. Trust Funds

Funds held in trust and administered by the City, which are not included in these consolidated financial statements, include the following:

	2018	2017
Fund Balance		
Cemetery Care Fund	\$ 167,472	\$ 160,722
Employee Assistance Program	8,879	8,115
Slag Remediation Trust	<u>20,569</u>	<u>20,185</u>
	<u>\$ 196,920</u>	<u>\$ 189,022</u>

22. Liability for Contaminated Sites

Management has prepared an inventory of sites that are no longer in productive use. These sites have been evaluated by management to be at low risk of contamination exceeding applicable environmental standards which would require remediation. Therefore, no liability has been recognized and included in these financial statements.

23. Contingent Liabilities

Regional District of Kootenay Boundary

Under the provisions of the *Local Government Act*, Regional District debt is a direct, joint and several liability of the Regional District and each member municipality including the City. The loan agreements with the Municipal Finance Authority provide that if at any time the scheduled payments provided for in the agreements are not sufficient to meet the Authority's obligation with respect to such borrowing, the resulting deficiency becomes the liability of the member municipalities.

Legal Actions

The City is currently engaged in certain legal actions, the outcome of which is not determinable at this time. Accordingly, no provision has been made in the accounts for these actions. The amount of loss, if any, arising from these actions will be recorded in the accounts in the period in which the loss is realized.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2018

Pension Liability

The City and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2017, the plan has about 197,000 active members and approximately 95,000 retired members. Active members include approximately 39,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, \$1,927 million was transferred to the rate stabilization account and \$297 million of the surplus ensured the required contribution rates remained unchanged.

The City paid \$294,123 (2017 - \$280,464) for employer contributions to the plan in fiscal 2018.

The next valuation will be as at December 31, 2018, with results available in 2019.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

24. Commitments

The City has entered into an agreement with School District No. 51 for the latter to provide technical and operational support for the City's computer and telephone network systems. Under the terms of the agreement, the City has agreed to pay \$65,000 in 2019, and a further \$45,000 per year from 2020 to 2023 for these services.

25. Contingent Assets

The Local Government Act provides the City with the authority to recover outstanding property taxes through a public auction of properties which have three years of unpaid taxes. Properties which do not sell at auction will be transferred to the municipality if not redeemed within one year of the annual tax sale date. In September 2018, the City was declared the purchaser of a property with an assessed land value of \$44,800, which will transfer to the City if redemption is not made prior to October 2019.

The City is in the process of negotiating property rental agreements with two parties which it anticipates will be completed in early 2019. Under these agreements, annual revenues would be in the range of \$60,000 to \$79,000 for each of the next five years.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2018

26. Contractual Rights

The City has entered into property lease and utility franchise and pole agreements in terms ranging from two to twenty years. The City has contractual rights to receive the following estimated payments with respect to these agreements for the next five years:

2019	\$ 124,608
2020	124,428
2021	110,477
2022	110,477
2023	<u>106,427</u>
Total	\$576,417

On November 1, 2006, the City entered into a twenty-five year agreement to provide fire protection services for the Grand Forks Rural Fire Protection District. Under the terms of the agreement, the Fire Protection District will contribute towards a share of the City's operating costs for the municipal fire department. \$240,648 of revenue was recorded in 2018 for the portion of municipal operating costs shared with the district.

The City has entered into funding agreements with the Federal and Provincial governments with respect to various City infrastructure projects. To date, grant revenue of \$1,699.856 has been recognized based on eligible expenditures, leaving \$2,228,310 of revenue to be realized as the remaining expenditures are incurred over the next two years, as follows:

New Building Canada Fund	\$ 258,196
Clean Water and Wastewater Fund	1,745,692
Strategic Priorities Fund	172,628
Community Emergency Preparedness Fund	51,794

The City is also expected to receive approximately \$1,287,000 of grant funding from 2019 to 2023 under the Community Works stream of the Federal Gas Tax Fund Agreement.

27. Future Accounting Changes

PS 3400 - Revenues

This new Section establishes standards on how to account for and report on revenue, specifically with respect to differentiation between revenue arising from transactions that include performance obligations (exchange transactions) and those that do not have performance obligations (unilateral transactions). A performance obligation is an enforceable promise to provide specific goods or services to a specific payor, and can take many forms. This Section applies to fiscal years beginning on or after April 1, 2022, with earlier adoption permitted.

PS 3430 - Restructuring Transactions

This new section defines a restructuring transaction and establishes standards for recognizing and measuring assets and liabilities transferred in a restructuring transaction. A restructuring transaction is defined as a transfer of an integrated set of assets and/or liabilities, together with related program or operating responsibilities without consideration based primarily on the fair value of the assets and liabilities being transferred. This Section applies to restructuring transactions occurring in fiscal years beginning on or after April 1, 2018. Earlier adoption is permitted.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2018

PS 2601 - Foreign Currency Translation

This section applies to transactions which are denominated in a currency other than its reporting currency, including those which arise when a government borrows or lends funds for which the amounts payable or receivable are denominated in a foreign currency, or when it becomes party to a contract involving foreign currencies. This section revised and replaces the existing section PS 2600 *Foreign Currency Translation* and applies to fiscal years beginning on or after April 1, 2019, with early adoption permitted.

PS 3450 - Financial Instruments

This section establishes standards for recognizing and measuring all types of financial instruments, including derivatives. Financial instruments include primary instruments, such as receivables, payables and equity instruments, as well as derivatives such as financial options, futures and forwards, interest rate swaps and currency swaps. This section applies to fiscal years beginning on or after April 1, 2019, with early adoption permitted.

PS 3041 - Portfolio Investments

This section establishes standards on accounting and reporting for portfolio investments, Portfolio investments are investments in organizations which do not form part of the government reporting entity, such as equity or debt instruments issued by the investee. This section revises and replaces section PS 3040 *Portfolio Investments* and section PS 3030 *Temporary Investments* and applies to fiscal years beginning on or after April 1, 2019, with early adoption permitted.

PS 1201 - Financial Statement Presentation

This section introduces a new statement of remeasurement gains and losses to report the accumulated and annual impact of:

- unrealized gains and losses for financial instruments in the fair value category unless subject to external restrictions and unrealized foreign currency gains and losses
- amounts reclassified to the statement of operations upon derecognition or settlement
- other comprehensive income from GBEs and GBPs consolidated using the modified equity method.

This new section revises and replaces the existing PS 1200 *Financial Statement Presentation*, and must be adopted at the same time as PS 2601, PS 3041, and PS 3450.

28. Impact of the Boundary Region Floods

On May 10/11, 2018 a major flood event occurred in the Kootenay Boundary Regional District, impacting more than two hundred and fifty properties within the municipal boundaries, and causing considerable damage to several City owned properties and municipal infrastructure.

The City incurred \$558,753 of flood emergency preparedness and response expenses, with \$461,207 of related revenue recoverable from Emergency Management BC. \$91,424 of this amount was received prior to December 31, 2018, with the remaining \$369,783 included in accounts receivable at year end.

During the year, the City completed a substantial amount of building and infrastructure repairs, most of which will be reimbursed by the City's insurance provider and the Government of British Columbia's Disaster Financial Assistance Program. \$1,199,558 of repair and remediation expenses were incurred to December 31, 2018, with \$1,183,855 of associated revenue recognized during the same period. The City received \$548,856 in insurance proceeds during the year.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2018

As a result of the flood, the City wrote off \$19,988 in capital assets and incurred a loss of \$125,719 in municipal utility and campground revenues. \$42,868 of this revenue amount is recoverable through insurance proceeds and therefore has been included in accounts receivable.

In July 2018, the City submitted an Expression of Interest to Infrastructure Canada for grant funding through the Disaster Mitigation and Adaptation Fund to finance flood protection and natural infrastructure projects in the flood impacted areas. Subsequent to year end, the City tendered a full application under this program for \$49.9 million in projects to be undertaken over the five year period from April 2019 to March 2024. As part of the application process, expenses of \$104,016 were incurred in 2018, to be funded by Emergency Management BC. The equivalent amount of revenue and accounts receivable have been included in the 2018 financial results.

29. Segmented Information

The City's operations and activities are organized into various funds and departments for management reporting. The costs related to the provision of services within a particular department or fund are disclosed in the segmented information presented below.

The General Fund includes services provided by the City such as general government services, protective services, development services, recreation and culture, transportation services and public works, and environmental health and public health services. The utility operations are comprised of the water, electrical and wastewater utilities, each accounting for its own operations and programs within their own funds.

Revenues within the General Fund have been allocated to the various activities where they are directly attributable to that department. Taxation and other revenues which are not directly related to a particular activity are reported under General Government Services and have not been apportioned to the other departments within the General Fund.

General Government Services

General government operations are primarily funded by property taxation. The expenses within the department include those for legislative, general administration, finance, and communications.

Protective Services

Protective services are comprised of fire protection services, building inspection, bylaw enforcement, and victim services. Grand Forks Fire/Rescue provides fire and emergency services to both the City and rural area through a contract for services with the Regional District of Kootenay Boundary.

Environmental and Public Health Services

Environmental Health services include solid and yard waste collection services contracted through agreement between the City and the Regional District Of Kootenay Boundary.

Public Health services relate to operation and maintenance of the cemetery.

THE CORPORATION OF THE CITY OF GRAND FORKS

Notes to the Financial Statements

For the year ended December 31, 2018

Planning and Development Services

The Planning and Development services department provides engineering services support to facilities, parks, roads, water, wastewater and electrical for infrastructure projects, as well as planning support for subdivisions and development, ensuring compliance with zoning and land use provisions of the community plan.

Transportation Services and Public Works

The transportation and Public Works segment includes costs for the maintenance of city streets and sidewalks, snow removal services, airport operations, maintenance and operation of the vehicle fleet, and general administrative costs for Public Works.

Recreation and Cultural Services

This segment includes costs related to the maintenance and repair of publicly owned buildings, in addition to costs for operation of parks and the City campground, and for community events support and fee for service agreements.

Electrical Utility

This segment includes all of the operating activities related to the provision of electrical services to the majority of properties within the City boundaries. Electricity is purchased from the FortisBC Inc. electrical utility for resale to the City's customers, while services are provided by the City's own electrical crews.

Water Utility

This segment includes all of the operating activities related to the treatment and distribution of water throughout the City.

Wastewater Utility

This segment includes all of the operating activities related to the collection and treatment of wastewater throughout the City.

30. Comparative Figures

Certain of the comparative figures have been restated to conform to the current year's presentation.

CORPORATION OF THE CITY OF GRAND FORKS
Schedule of Segmented Information

December 31, 2018

	General Fund						Electrical Utility	Water Utility	Wastewater Utility	2018 Total	2017 Total
	General Government Services	Protective Services	Environment and Public Health	Development Services	Public Works & Transportation Services	Recreation Culture & Public Real Estate					
Revenue											
Taxation	4,077,268								6,040	4,083,308	3,974,380
Sale of services	209,540		253,577		41,167	15,083	5,606,109	942,198	897,740	7,965,414	7,524,444
Other revenues	237,907		1,205			1,290,860	26,110	4,667	4,744	1,565,493	782,919
Government transfers	849,813	863,354			97,434				608,017	2,418,618	2,123,322
Contributions from others						22,707				22,707	159,700
Interest income	222,106								522	222,628	149,373
Investment income	16,991								18,685	35,676	29,978
Gain on disposal of assets					(145,682)	224,986	(10,388)		(9,601)	59,315	7,200
	5,613,625	863,354	254,782	-	(7,081)	1,553,636	5,621,831	946,865	1,526,147	16,373,159	14,751,316
Expenses											
Wages & benefits	1,121,985	780,317	32,644	241,100	936,791	406,506	331,371	218,050	238,108	4,306,872	3,877,281
General Services	135,823	70,067	43,678	18,836	41,024	103,311	28,362	13,538	6,910	461,549	397,173
Professional and Contract Services	173,369	311,784	202,130	34,521	234,920	1,253,894	67,616	42,084	48,104	2,368,422	1,186,589
Materials & Supplies	171,068	140,966	1,112	10,764	331,821	126,204	101,648	56,933	42,850	983,366	816,520
Telephone & Utilities	20,299	33,882	29	1,234	40,943	31,400	4,177	3,678	77,299	212,941	233,612
Insurance	11,443	14,074	67		70,086	30,925	6,509	11,474	12,354	156,932	129,912
Allocations	(496,917)	89,331	11,158	21,192	(347,570)	145,971	(18,483)	317,952	277,366	-	-
Purchased for resale							3,738,303			3,738,303	3,438,061
Grants & fee for service						350,355				350,355	318,857
Interest					47,603			11,226	75,430	134,259	122,894
Amortization		84,613			900,749	164,890	54,964	344,000	175,565	1,724,781	1,775,155
	1,137,070	1,525,034	290,818	327,647	2,256,367	2,613,456	4,314,467	1,018,935	953,986	14,437,780	12,296,054
Net surplus (deficit)	4,476,555	(661,680)	(36,036)	(327,647)	(2,263,448)	(1,059,820)	1,307,364	(72,070)	572,161	1,935,379	2,455,262

THE CORPORATION OF THE CITY OF GRAND FORKS
Schedule of Tangible Capital Assets

December 31, 2018

	Cost				Accumulated Amortization				Net Book Value 2018	Net Book Value 2017
	Opening Balance	Additions	Transfers/ Disposals	Closing Balance	Opening Balance	Amortization Expense	Disposals	Closing Balance		
General Capital Fund										
Land	\$ 1,672,841	\$ -	\$ (29,502)	\$ 1,643,339	\$ -	\$ -	\$ -	\$ -	\$ 1,643,339	\$ 1,672,841
Land improvements	422,513	9,789	-	432,302	24,279	20,433	-	44,712	387,590	398,234
Buildings	6,003,737	19,486	(119,281)	5,903,942	3,095,274	144,538	(16,392)	3,223,420	2,680,522	2,908,463
Machinery and equipment	2,400,060	13,899	(73,321)	2,340,638	1,633,644	140,815	(52,241)	1,722,218	618,420	766,416
Engineering structures	20,310,454	778,020	-	21,088,474	12,089,006	620,479	-	12,709,485	8,378,989	8,221,448
Storm structures	17,850	-	-	17,850	2,678	892	-	3,570	14,280	15,172
Protective services vehicles	1,838,560	-	-	1,838,560	616,830	84,613	-	701,443	1,137,117	1,221,730
Public works vehicles	3,301,461	450,477	\$ (138,289)	3,613,649	2,509,062	138,481	(131,689)	2,515,854	1,097,795	792,399
Assets under construction	552,886	(90,180)		462,706					462,706	552,886
	<u>36,520,362</u>	<u>1,181,491</u>	<u>(360,393)</u>	<u>37,341,460</u>	<u>19,970,773</u>	<u>1,150,251</u>	<u>(200,322)</u>	<u>20,920,702</u>	<u>16,420,758</u>	<u>16,549,589</u>
Water Utility										
Plant and equipment	9,181,651	893,370	-	10,075,021	5,029,585	344,000	-	5,373,585	4,701,436	4,152,066
Assets under construction	733,418	(642,890)		90,528					90,528	733,418
	<u>9,915,069</u>	<u>250,480</u>	<u>-</u>	<u>10,165,549</u>	<u>5,029,585</u>	<u>344,000</u>	<u>-</u>	<u>5,373,585</u>	<u>4,791,964</u>	<u>4,885,484</u>
Electrical Utility										
Plant and equipment	2,723,840	1,056,457	(20,214)	3,760,083	1,727,661	54,964	(9,826)	1,772,799	1,987,284	996,179
Assets under construction	651,375	(483,866)		167,509					167,509	651,375
	<u>3,375,215</u>	<u>572,591</u>	<u>(20,214)</u>	<u>3,927,592</u>	<u>1,727,661</u>	<u>54,964</u>	<u>(9,826)</u>	<u>1,772,799</u>	<u>2,154,793</u>	<u>1,647,554</u>
Wastewater Utility										
Plant and equipment	8,006,141	437,403	(9,931)	8,433,613	4,102,292	175,566	(331)	4,277,527	4,156,086	3,903,849
Assets under construction	1,524,188	524,020		2,048,208					2,048,208	1,524,188
	<u>9,530,329</u>	<u>961,423</u>	<u>(9,931)</u>	<u>10,481,821</u>	<u>4,102,292</u>	<u>175,566</u>	<u>(331)</u>	<u>4,277,527</u>	<u>6,204,294</u>	<u>5,428,037</u>
	<u>\$ 59,340,975</u>	<u>\$ 2,965,985</u>	<u>\$ (390,538)</u>	<u>\$ 61,916,422</u>	<u>\$ 30,830,311</u>	<u>\$ 1,724,781</u>	<u>\$ (210,479)</u>	<u>\$ 32,344,613</u>	<u>\$ 29,571,809</u>	<u>\$ 28,510,664</u>

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Information
Fiscal Year Ended December 31, 2018

STATEMENT OF CHANGES IN FINANCIAL POSITION
CAPITAL FUND

	Actual 2018	Actual 2017
Revenue		
Donations from groups and individuals	\$ 13,732	\$ 150,699
Government transfers	702,236	1,211,121
	<u>715,968</u>	<u>1,361,820</u>
Transfer from Development Cost Charges	-	-
Transfer from Other Restricted Revenues	<u>-</u>	<u>-</u>
	<u>715,968</u>	<u>1,361,820</u>
Expenditures		
General fund	1,181,491	584,694
Utilities	1,784,494	2,398,259
	<u>2,965,985</u>	<u>2,982,953</u>
Net change in financial assets	(2,250,017)	(1,621,133)
Expenditures funded by debt	643,739	188,534
Transfers from operating funds	70,415	10,431
Transfers from reserves	<u>1,535,863</u>	<u>1,422,168</u>
Increase in capital funds	<u>-</u>	<u>-</u>

Prepared pursuant to *Financial Information Regulation*, Schedule 1, subsection 3(4)

THE CORPORATION OF THE CITY OF GRAND FORKS

Statement of Financial Information

Fiscal Year Ended December 31, 2018

SCHEDULE OF DEBT

	Bylaw	Interest Rate	Maturity	Original Issue	Balance, Dec 31, 2017	Additions	Payments of Principal	Actuarial Adjustment	Balance, Dec 31, 2018
General Fund									
Road System Improvements	1863	4.13%	2019	\$ 500,000	\$ 116,269	\$ -	\$ 41,646	\$ 15,349	\$ 59,274
Roads - NW 79th	1887	3.73%	2025	70,000	42,389	-	3,496	1,105	37,788
Sewer Fund									
Ruckle Lift Station	1498	2.30%	2019	195,944	28,759	-	6,495	7,566	14,698
City Park Lift Station	1873	3.85%	2033	1,756,920	1,506,377	-	59,000	10,022	1,437,355
Total Debenture Debt				\$ 2,522,864	\$ 1,693,794	\$ -	\$ 110,637	\$ 34,042	\$ 1,549,115
Equipment Financing									
2015 Cobra Platform Ladder Truck	n/a	2.80%	2021	\$ 722,518	\$ 464,739	\$ -	\$ 140,474	\$ -	\$ 324,265
Total Equipment Financing				\$ 722,518	\$ 464,739	\$ -	\$ 140,474	\$ -	\$ 324,265
Total Long Term Debt				\$ 3,245,382	\$ 2,158,533	\$ -	\$ 251,111	\$ 34,042	\$ 1,873,380

THE CORPORATION OF THE CITY OF GRAND FORKS

Statement of Financial Information

Fiscal Year Ended December 31, 2018

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

The Corporation of the City of Grand Forks has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

THE CORPORATION OF THE CITY OF GRAND FORKS
Statement of Financial Information
Fiscal Year Ended December 31, 2018

STATEMENT OF SEVERANCE AGREEMENTS

There were no severance agreements made between The Corporation of the City of Grand Forks and its non-unionized employees during the fiscal year ended December 31, 2018.

THE CORPORATION OF THE CITY OF GRAND FORKS

Statement of Financial Information

Fiscal Year Ended December 31, 2018

SCHEDULE OF REMUNERATION AND EXPENSES
FOR ELECTED OFFICIALS

Name	Position	Remuneration	Expenses	Benefits	Total
Butler, Julia	Councillor	\$ 15,254	\$ 6,671	\$ 3,064	\$ 24,989
Eburne-Stoodley, Zak	Councillor	2,408	66	-	2,474
Hammett, Chris	Councillor	15,666	5,261	1,243	22,170
Konrad, Frank	Mayor	21,144	328	3,064	24,536
Korolek, Catherine	Councillor	2,445	66	274	2,785
Krog, Neil D.	Councillor	19,793	393	3,338	23,524
Moslin, Chris	Councillor	2,445	66	274	2,785
Ross, Colleen	Councillor	15,666	1,347	1,243	18,256
Taylor, Brian	Mayor	3,196	1,004	-	4,200
Thompson, Christine	Councillor	17,624	4,547	-	22,171
Tripp, Beverley	Councillor	16,079	2,608	3,064	21,751
Zielinski, Rod	Councillor	2,445	66	274	2,785
Total Elected Officials		\$ 134,165	\$ 22,423	\$ 15,838	\$ 172,426

Contracts reported under Section 107 of the Community Charter:

None.

THE CORPORATION OF THE CITY OF GRAND FORKS

Statement of Financial Information

Fiscal Year Ended December 31, 2018

SCHEDULE OF EMPLOYEE REMUNERATION AND EXPENSES

Name	Position	Remuneration	Expenses	Total
Bruce, David	Manager, Building Inspection & Bylaw	\$ 92,741	\$ 2,994	\$ 95,735
Chambers, Steven	Electrical Coordinator	126,081	4,153	130,234
Chapman, Dean	Utilities Coordinator	84,633	387	85,020
Drexler, Daniel	Corporate Officer	96,668	14,977	111,645
Federico, Leonard	Asst. Utilities Coordinator	99,513	3,205	102,718
Feenstra, John	Utilities Operator	81,042	837	81,879
Fofonoff, Rodney	Public Works/Events Coordinator	79,062	-	79,062
Gates, Cavan	Deputy Manager of Operations	99,387	8,973	108,360
Heinrich, Diane	Chief Administrative Officer	147,282	12,379	159,661
Heriot, Dale	Fire Chief	126,931	5,555	132,486
Howard, Steven	Public Works Coordinator	82,569	3,453	86,022
Jalbert, Myles	Electrical Lineman	89,949	5,000	94,949
McKinnon, Kevin	Deputy Corporate Officer	88,277	10,010	98,287
Nielsen, Darryl	Mechanic	86,174	1,444	87,618
Raybould, Sam	Electrical Lineman	85,180	5,000	90,180
Reid, David	Manager Of Operations	129,513	8,531	138,044
Rhodes, Juliette	Chief Financial Officer	106,204	3,284	109,488
Salamandyk, Earl	Public Works/Airport Operator	84,753	1,000	85,753
Sheets, Dolores	Manager of Dev. & Engineering	104,451	3,584	108,035
Sorensen-Lawrence, Benjack	Utilities Operator	88,216	3,653	91,869
Watt, Graham	Recovery Manager	91,149	6,210	97,359
Wey, Roy	Accountant/Comptroller	75,191	-	75,191
Employee remuneration over \$75,000 and expenses		\$ 2,144,966	\$ 104,629	\$ 2,249,595
Consolidated total of other employees with remuneration of \$75,000 or less		\$ 1,344,948	\$ 6,255	\$ 1,351,203
Total Employees		\$ 3,489,914	\$ 110,884	\$ 3,600,798

Reconciliation

Total remuneration - elected officials	\$ 134,165
Total remuneration - other employees	3,489,914
Subtotal	3,624,079
Reconciling items	
Employer CPP, EI and Worksafe premiums	212,814
Pension and group benefits	443,773
Labour and benefits charged to capital accounts	(73,829)
Accruals	78,095
Other adjustments	21,940
Wages and benefits per Financial Statements	\$ 4,306,872

THE CORPORATION OF THE CITY OF GRAND FORKS

Statement of Financial Information

Fiscal Year Ended December 31, 2018

SCHEDULE OF SUPPLIER PAYMENTS

Supplier Name	Amount
Aardvark Pavement Marking Services	\$ 37,973
Arctic Powerline Group Ltd.	311,424
Argosy Construction Group Inc.	887,276
B.C. Assessment Authority	38,659
Boundary Electric (1985) Ltd.	43,070
Boundary Excavating	237,233
Capri Insurance CMW	115,158
Caro Analytical Services	28,090
Castle Fuels (2008) Inc.	117,403
City Of Nelson	139,747
Coastal Environmental Systems	29,670
Collabria	75,312
Corix Water Products Ltd	25,793
Corix Control Solutions LP	26,772
Cu Credit C/O Cuets	106,775
Cumming Construction Ltd	36,441
Cupe Local 4728	44,237
Eecol Electric Corp.	29,384
Falcon Equipment Ltd.	231,386
Fortis BC Inc.	4,110,461
Fred Surridge Ltd.	39,448
Grand Forks Janitorial Services	44,825
Grand Forks Volunteer Firefighters Association	64,000
Hydraclean Disaster Resoration	490,685
Image Inspection Services Ltd.	44,366
KH Burch Kientz Inc.	26,681
Keystone Appraisals Inc.	48,786
Lambourne Environmental Ltd.	63,828
Lil Hoe Contracting	35,775
Lime Creek Logging Ltd.	128,628
Martech Electrical Systems	118,908
Minister of Finance (BCMSP)	25,388
Minister of Finance (PST)	127,683
Minister of Finance (School Tax)	373,630
MSC Enterprises Ltd.	26,190

THE CORPORATION OF THE CITY OF GRAND FORKS

Statement of Financial Information

Fiscal Year Ended December 31, 2018

SCHEDULE OF SUPPLIER PAYMENTS

Supplier Name	Amount
Municipal Finance Authority	\$ 273,108
Municipal Pension Plan	544,747
Pacific Blue Cross	207,448
Petro Value Products Canada Inc.	97,555
Pica Engineering	76,433
Pieralisi North America	315,367
Receiver General for Canada	984,186
Redi Electric Ltd.	27,036
Regional District of Kootenay Boundary	1,899,144
RS Line Construction	108,670
School District #51 (Boundary)	122,899
Sky Fire Energy	34,125
Summit Valve and Controls BC Inc.	36,313
Telus Communications (B.C) Inc.	33,486
Tool Time Supplies Ltd.	31,053
Trydor Industries (Canada) Ltd.	26,120
Urban Systems Ltd.	404,926
Vadim Computer Management Group Ltd.	54,823
West Kootenay Boundary Regional Hospital	190,741
WorkSafeBC	46,872
Worktech Inc.	48,367
Young Anderson Barristers & Solicitors	44,681
Supplier payments greater than \$25,000	\$ 13,939,185
Supplier payments less than or equal to \$25,000	1,427,583
Total Supplier Payments	\$ 15,366,768

SCHEDULE OF GRANT PAYMENTS

Supplier Name	Amount
Grand Forks Art Gallery Society	\$ 149,800
Boundary Museum Society	105,000
Grant payments greater than \$25,000	\$ 254,800

THE CORPORATION OF THE CITY OF GRAND FORKS

Statement of Financial Information

Fiscal Year Ended December 31, 2018

RECONCILIATION OF SUPPLIER PAYMENTS

Supplier payments greater than \$25,000	\$ 13,939,185
Supplier payments less than or equal to \$25,000	1,427,583
Grant payments greater than \$25,000	254,800
Subtotal	<u>15,621,568</u>
Reconciling items	
Employee remuneration and expenses	3,757,386
Amortization of tangible capital assets	1,724,781
Employee payroll withholdings	(882,540)
Payments to other taxing authorities	(2,036,925)
Capital expenditures	(2,965,985)
GST rebates and input tax credits	(499,139)
PST collected on revenues	(107,105)
Debt principal payments	(323,364)
Change in inventories and prepaid expenses	(115,483)
Accruals and other adjustments*	264,586
Total expenses per Statement of Operations	<u>\$ 14,437,780</u>

* The financial statements are prepared on an accrual basis, whereas the schedule of payments made to suppliers represents amounts paid on the cash basis. Additionally, payments made to suppliers include GST which is recoverable, and thus not included in expenses.

Request for Decision



To: Regular Meeting
From: **Operations**
Date: May 21, 2019
Subject: LED Streetlight Capital Project Budget Amendment
Recommendation: **THAT Council approves an increase of the LED Streetlight capital project budget by \$50,000, a decrease of the Public Works Fuel Tanks project budget by \$10,000, a decrease of the Wayfinding Signs project budget by \$40,000, and directs staff to amend the Five-Year Financial Plan Bylaw to include these changes.**

Background

The original budget for the LED Streetlight Conversion project was \$400,000. Staff received estimates for the streetlights that would reduce the budget considerably and Council amended the budget down to \$150,000 between the 2018 and 2019 budget. This spring an audit was conducted of the streetlight layout as compared to a new standard that added more lights throughout the City. The decorative lights were also added to the project because a retrofit option was identified. With the additional lights and the new standard, the project requires an additional \$50,000 to complete.

Staff proposes to reduce two other capital project budgets to make up the shortfall. The Public Works Fuel Tanks project budget was increased because of the potential environmental remediation at the site. An environmental engineer did an assessment and found that although the potential was high, the level of contaminants was within the standard for industrial sites. This means that full remediation is now unnecessary, and the budget may be reduced by \$10,000 without impacting the project.

The Wayfinding Signs project has been reduced in scope because of the involvement of the Province in reviewing the signs on Highway 3. The original budget included large bill board type signs at the entrances to the City. The Province suggested putting in signs that both met their regulations and at a lower cost to the City. The budget may be reduced by \$40,000 without impacting the project because of the reduced scope.

Benefits or Impacts

General

By reducing the budgets of two other capital projects, the increase to the LED Streetlight project will not affect the overall capital budget.

Strategic Impact



Fiscal Responsibility

- Continue with the systematic process of deploying, operating, maintaining, upgrading and disposing of assets cost-effectively and efficiently.

Recommendation

THAT Council approves an increase of the LED Streetlight capital project budget by \$50,000, a decrease of the Public Works Fuel Tanks project budget by \$10,000, a decrease of the Wayfinding Signs project budget by \$40,000, and directs staff to amend the Five-Year Financial Plan Bylaw to include these changes.

Options

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

Report Approval Details

Document Title:	Capital LED budget ammendment 2019.docx
Attachments:	
Final Approval Date:	May 10, 2019

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

Diane Heinrich - May 10, 2019 - 3:29 PM

Request for Decision



To: Regular Meeting

From: **Development, Engineering & Planning**

Date: May 21, 2019

Subject: Wastewater Treatment Facility (WWTF) Upgrades Project

Recommendation: **THAT Council approves funding for the budget deficit of \$632,160 for completion of the WWTF Upgrade Project through reallocation of project funding in the 5 Year Financial Plan as follows:**

- 1) Reduce the Granby River Forcemain crossing by \$7,160.00**
- 2) Reduce the MWR requirements by \$100,000.00**
- 3) Reduce the Bio-Solids Land Application Plan by \$25,000.00**
- 4) Reduce the National Disaster Mitigation Plan by \$300,000.00**
- 5) Reduce the SIIP Capital and Planning by \$200,000.00.**

Background

Three (3) bid submissions were received by the City of Grand Forks at 2:00 PM on April 30, 2019, for the final phase of the Wastewater Treatment Facility Upgrade (WWTF Upgrade) project. The bid review memorandum is attached to this Request for Decision. With the low bid provided by Maple Reinders Constructors Ltd., the project has a budget deficit of \$632,160.00.

The options regarding the next steps of the WWTF Upgrade project are presented here.

Funding Strategy

In order to fund the budget deficit of the WWTF Upgrade project, funding for some projects which are currently noted in the 5 Year Financial Plan will need to be reallocated. Below is a list of projects and related funding that can be reallocated to the WWTF Upgrade Project:

1. Granby River Forcemain crossing \$ 7,160.00
 - This project is no longer required as Public Works has made necessary repairs. As such funding can be reallocated to the WWTF Upgrade Project.
2. MWR Discharge Requirements \$ 100,000.00

- This project was related to the harmonization of federal and provincial regulations which is currently on hold. This budget item is directly related to the WWTF Project. As such funding can be reallocated for this portion of the project.
- 3. Bio-Solids Land Application Plan \$ 25,000.00
 - The requirements of this project have been fulfilled by the recent Sewer Phasing Plan. As such, funding can be reallocated to the WWTF Upgrade Project.
- 4. National Disaster Mitigation Plan \$ 300,000.00
 - The City was not successful in obtaining the grant required to complete this project. As such, funding can be reallocated to the WWTF Upgrade Project.
- 5. SIIP Capital and Planning \$ 200,000.00
 - This project has \$800,000.00 in reserves. \$200,000.00 of these reserves can be reallocated to the WWTF Project.

In total, the City can reallocate \$ 632,160.00 which will cover the deficit noted in the attached bid review memorandum.

Benefits or Impacts

General

Completion of this project brings our aging wastewater treatment facility into compliance with the BC Municipal Wastewater Regulation. These improvements will immediately produce cleaner discharge waters to the Kettle River and facilitate the reduction of on-site septic systems in the City. Septic systems are currently discharging into the ground directly above the unconfined sand and gravel Grand Forks aquifer, which provides the only water supply for the City and most of the valley's residents.

Strategic Impact



Community Engagement

- The project has been presented at open public meetings and capital planning open house events.



Community Livability

- By improving the capacity and treatment effectiveness of wastewater treatment, this project is fully in support of the principles of the City's Official Community

Plan, which aims to protect the environment and natural diversity and manage assets sustainably.



Economic Growth

- Increased capacity of the facility facilitates future growth.



Fiscal Responsibility

- The City's portion of funds for this project are 17% (\$681,700) of \$4,010,000 for the WWTF Upgrades Project and 33% (\$210,000) of \$630,000 for the UV Disinfection Project. The remainder of funding is from provincial and federal grants and these funds are of considerable financial benefit to the community.

Policy/Legislation

BC Municipal Wastewater Regulation

Attachments

Bid Summary Review

Recommendation

THAT Council approves funding for the budget deficit of \$632,160 for completion of the WWTF Upgrade Project through reallocation of project funding in the 5 Year Financial Plan as follows:

- 1) Reduce the Granby River Forcemain crossing by \$7,160.00**
- 2) Reduce the MWR requirements by \$100,000.00**
- 3) Reduce the Bio-Solids Land Application Plan by \$25,000.00**
- 4) Reduce the National Disaster Mitigation Plan by \$300,000.00**
- 5) Reduce the SIIP Capital and Planning by \$200,000.00.**

Options

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

Report Approval Details

Document Title:	2019-05-21 RFD WWTF Project Funding Request.docx
Attachments:	- 2019-05-02 - Grand Forks WWTF Upgrade - Bid summary letter.pdf
Final Approval Date:	May 13, 2019

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

Diane Heinrich - May 13, 2019 - 9:41 AM

May 9, 2019

File: 0788.0053.01

City of Grand Forks
Box 2220, 7217-4th Street
Grand Forks, BC V0H 1H0

Attention: Dolores Sheets, Manager of Development and Engineering**RE: GRAND FORKS WWTF UPGRADE**

Three (3) bid submissions were received at the City of Grand Forks at 2:00 PM on April 30, 2019, for the Wastewater Facility Upgrade project. We have reviewed the bid submissions for compliance with the requirements. All Bids were compliant and included the required Bid Bond and experience documents. Table 1 below lists the Bid prices, and Table 2 provides comments on the Bid packages.

Table 1 – Bid Prices

Submitted By		Bid Price (Including Optional Work, excluding GST)
1	Maple Reinders Constructors Ltd.	\$ 2,982,000
2	Acres Enterprises Ltd.	\$ 3,543,300
3	Carver Construction	\$ 3,446,275

Table 2 – Bid Package Review

Submitted By		Comments on Bid Package
1	Maple Reinders Constructors Ltd.	- Bid amended to deduct \$7,018,000 from Bid Price
2	Acres Enterprises Ltd.	- Bid amended to deduct \$2,456,700 from Bid Price
3	Carver Construction	- no comments

The low Bid is from Maple Reinders Constructors Ltd. We have contacted Maple Reinders and they are satisfied with their Bid. They are prepared to enter into a contract with the City of Grand Forks if awarded the project. Maple Reinders has extensive experience in wastewater and water facilities construction. We are familiar with their references and are confident that they would have excellent reports on Maple Reinders' performance.

OVERALL BUDGET CONTEXT

Approved grant budget from CWWF funding program:	\$4,010,000
Approved grant budget from NBC funding program	\$630,000
Approved project value from 2 grant programs	\$4,640,000

The City's share is based on the following:

17% of the CWWF funded project:	\$681,700
33% of the NBC funded project	\$210,000

The City also opted to include some non-funded expenditures:

Environmental Impact Study	\$40,000
Apply for Fortis rebate and new service	\$24,220
Desludge Cell #2	\$508,000

Total value of City contribution	\$1,463,920
---	--------------------

The overall expenditures are:

Equipment procurement and pre-build, cell #1 desludge	\$1,440,940
Received low bid from Maple Reinders:	\$2,982,000
Non – grant expenditures	\$572,220
Contingency and inspection estimate:	\$277,000
Total Value:	\$5,272,160

The net cost to the City for the overall project is $\$1,463,930 / \$5,272,160 = 27.8\%$. The attached Table 3 provides a detailed breakdown of the expenditures.

Notes:

1. The NBC grant fund was approved to be increased by \$170,000 to cover the relocation of the facility due to severe flooding.
2. The Environmental Impact Study was required by MOE
3. The de-sludging of Cell #2 was considered an operations expenditure and did not qualify for capital grant funding. Desludging of Cell#1 was necessary to facilitate installation of new diffusers, so \$100,000 was included in the grant.
4. The pre-tender estimate for the value of the general contract was \$2.2 to \$2.8 million.

Attention: 0788.0053.01
File: Leford Lafayette – Development and Engineering
Date: May 9, 2019
Page: 3 of 4



It is understood that transfers from other non-urgent initiatives can be transferred to cover the non-grant expenditures.

Maple Reinders has indicated they are prepared to collaborate in an exercise to determine if cost savings can be achieved on the general contract.

Upon your review of the foregoing, we are prepared to recommend award of the contract to Maple Reinders Constructors Ltd.

A handwritten signature in blue ink, appearing to be "Scott Shepherd".

Scott Shepherd, A.Sc. T.
Project Manager

A handwritten signature in blue ink, appearing to be "Peter Gigliotti".

Peter Gigliotti, P.Eng.
Senior Engineer

Table 3 – Combined Budget Summary

Combined Budget Summary (UV & WWTP)	
<i>Funding Summary</i>	
CWWF	\$ 4,010,000.00
NBC	\$ 630,000.00
Total Budget	\$ 4,640,000.00
<i>Cost Summary</i>	
<i>Grant Funded Costs to Date</i>	
Balancing Tank	\$ 287,000.00
Railway Crossing	\$ 133,300.00
Cell #1 Desludging	\$ 100,000.00
Centrifuge Supply	\$ 322,400.00
UV Design	\$ 37,359.00
PICA Electrical	\$ 50,881.00
Civil Design & Construction	\$ 510,000.00
Sub-Total	\$ 1,440,940.00
<i>Other Costs to Date</i>	
EIS	\$ 40,000.00
PICA - Fortis Rebate, New Service	\$ 24,220.00
Cell #2 De-sludging	\$ 508,000.00
Sub-Total	\$ 572,220.00
Sub-Total Costs to Date	\$ 2,013,160.00
<i>Estimated Remaining Costs</i>	
MRI Tender Price*	\$ 2,982,000.00
Construction Contingency	\$ 120,000.00
Civil Construction Period Services	\$ 117,000.00
PICA Construction Period Services	\$ 40,000.00
Sub-Total Remaining Costs	\$ 3,259,000.00
Total Costs	\$ 5,272,160.00
Surplus/Deficit**	-\$632,160.00

Request for Decision



To: Regular Meeting
From: **Development, Engineering & Planning**
Date: May 21, 2019
Subject: Cannafest Music Festival Ltd Non-Medical Cannabis Retail Store Licence Application
Recommendation: **THAT Council receives the report for a POSITIVE recommendation for the Non-Medical Cannabis Retail Store Licence Application from Cannafest Music Festival Ltd. at 7439 3rd Street.**

THAT Council approves the operating hours from 9:00 am to 9:00 pm daily, for the Non-Medical Cannabis Retail Licence store to be operated at 7439 3rd Street.

Background

The applicant, Cannafest Music Festival Ltd., has applied to the Liquor and Cannabis Regulation Branch (LCRB) for a Non-Medical Cannabis Retail Store (CRS) Licence for 7439 3rd Street.

The CRS would be located in the General Commercial Development Permit Area (CP). Except new signage which is generally consistent with the existing, the applicant does not propose modifications to the exterior of the building. The building is currently the store front of Cannafest Music Festival Ltd. and has existing retail sales of cigarette papers and smoking accessories.

Written public feedback was solicited through ads placed in the April 24th and May 1st issues of the Grand Forks Gazette. Written and verbal public feedback was also gathered through a public feedback session held on May 6th, 2019. Other than the proponent, there were no other speakers to the CRS application at the public feedback session. Two members of the gallery spoke in favour of the store. No written feedback was received.

Ownership

The property is owned by:

Owner(s):
1185487 BC Ltd

Agent:

458-2242 Kingsway
Vancouver, BC, V2N 5X6

Zoning and Policy Context

The property is approximately 0.0638 hectare in size. The property is zoned Core Commercial (CC). The Zoning Bylaw permits CRS in the CC zone. The proposed development meets the Zoning Bylaw requirements.

A development permit is not triggered because the redevelopment entails interior renovations to the building and changing the sign to be generally consistent with the existing.

The property is in the General Commercial Development Permit Area (CP) in the Official Community Plan (OCP).

Proposed Hours of Operation:

The proposed hours of operation are 9:00am to 9:00pm daily.

The zoning bylaw is silent on the permitted hours of operation for a Non-Medical Cannabis Store. The LCRB regulations state that a licensee may sell non-medical cannabis at their store between the hours of 9 am and 11 pm unless their hours are further restricted by the local government and/or indigenous nation for the area in which the store is located giving council the ability to restrict the hours of operation.

Comments from advertising and Public Feedback Session

Written public feedback was solicited through notices placed in the April 24th and May 1st, 2019 issues of the Grand Forks Gazette. Written and verbal public feedback was also gathered through a public feedback session held on May 6th, 2019.

Other than the proponent, there were no other speakers to the CRS application at the public feedback session. Two members of the gallery spoke in favour of the store. No written feedback was received.

Policy/Legislation

Zoning Bylaw, Official Community Plan, Cannabis control and Licensing Act

Attachments

Appendix 1

Page 1: Aerial Photo

Appendix 2

Page 1-2: April 24, 2019 and May 1, 2019 Ads in Grand Forks Gazette

Appendix 3

Page 1: Site Plan for Non-Medical Cannabis Retail Store

Benefits or Impacts

Strategic Impact



Community Engagement

- Newspaper ads were placed in the April 24th and May 1st issues of the Grand Forks Gazette
- A public feedback session was held on May 6th, 2019
- No written comments were received.

Recommendation

THAT Council receives the report for a POSITIVE recommendation for the Non-Medical Cannabis Retail Store Licence Application from Cannafest Music Festival Ltd. at 7439 3rd Street.

THAT Council approves the operating hours from 9:00 am to 9:00 pm daily, for the Non-Medical Cannabis Retail Licence store to be operated at 7439 3rd Street.

Options

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

Report Approval Details

Document Title:	2019-05-21-BL-RCAN01-7439_3rd_St_Cannabis_Retail_RFD.docx
Attachments:	- 2019-05-21-7439-3rd_St_Appendix1.pdf - 2019-05-21-7439-3rd_St_Appendix2-GazetteAds.pdf - 2019-05-21-7439-3rd_St_Appendix3.pdf
Final Approval Date:	May 10, 2019

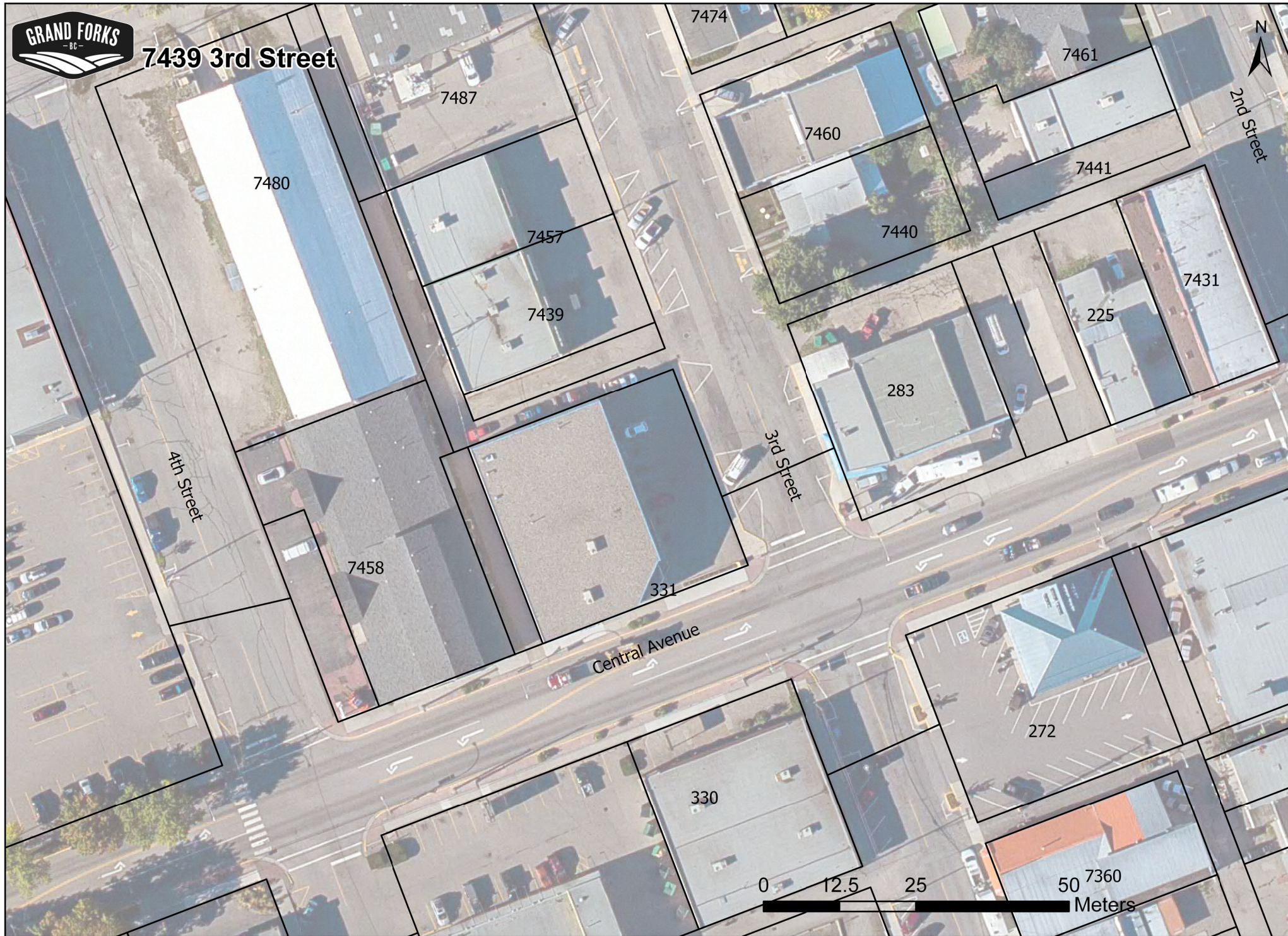
This report and all of its attachments were approved and signed as outlined below:

Dolores Sheets - May 10, 2019 - 8:47 AM

Diane Heinrich - May 10, 2019 - 9:38 AM



7439 3rd Street



Career Opportunities

Career Opportunities

LORDCO
AUTO PARTS

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Retirement Savings Plan
Staff Discounts
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Opportunity for Growth



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Financial Services

Garden & Lawn

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Legal Notices

Legal Notices



THE CORPORATION OF THE CITY OF GRAND FORKS

NOTICE OF ZONING BYLAW AMENDMENT

TAKE NOTICE THAT pursuant to the Local Government Act, the City of Grand Forks is considering Bylaw No. 2039-A5 to amend the Zoning Bylaw to rezone 0.5 hectare of the property on the North side of the 2500 block of 75th Avenue, legally described as Lot 2, Plan KAP5090, District Lot 520, SDYD, Except Plan 5210 8653 11971 12795 13376 19535 21583 23494 38138, & Exc. Parts in Red on Plans B7375 & E10098. The proposed rezoning is to accommodate a parking lot expansion to relieve traffic congestion and alleviate safety concerns at the John A. Hutton Elementary School.

TAKE FURTHER NOTICE THAT Council for the City of Grand Forks will hear any public input with respect to the above-mentioned proposal at a Public Hearing scheduled for May 6, 2019 at 6:00pm upstairs in Council Chamber of City Hall located at 7217-4th Street, Grand Forks, B.C.

PROPERTY LOCATION: East of the John A. Hutton Elementary School (0.5 Hectare)



A draft copy of Bylaw No. 2039-A5 may be inspected between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday (excluding holidays) until May 6, 2019 at City Hall, 7217-4th Street, Grand Forks, B.C.



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LAND ACT:

Notice of Intention to Apply for a Disposition of Crown Land

Take notice that We, Jacqueline and Randy Gogowich, from Stony Plain, AB, have applied to the British Columbia Ministry of Forests, Lands and Natural Resource Operations and Rural Development (FLNRORD), Kootenay Boundary Region, for a Specific Permission of Private Moorage situated on Provincial Crown Land located at Christina Lake.

FLNRORD invites comments on this application, the Lands File is 4406005. Written comments concerning this application should be directed to Authorization Specialist, FLNRORD, Kootenay Boundary Region, at 1902 Theatre Road, Cranbrook, BC V1C 7G1. Comments will be received by FLNRORD up to June 1, 2019. FLNRORD may not be able to consider comments received after this date.

For more information, please visit the website at

<https://comment.nrs.gov.bc.ca/>

Be advised that any response to this advertisement will be considered part of the public record.

Access to these records requires the submission of a Freedom of Information (FOI) request. To learn more about FOI submissions, visit <http://www.gov.bc.ca/freedomofinformation>.



NOTICE OF INTENT UNDER THE CANNABIS CONTROL AND LICENSING ACT

APPLICATION FOR A NON-MEDICAL CANNABIS RETAIL STORE LICENCE

An application has been received by the Liquor and Cannabis Regulation Branch (LCRB) from "BC Pot Store" for a non-medical cannabis retail store licence at "7439 3rd Street".

Applicants Proposed Hours of Operation

Monday to Sunday	9:00 am to 9:00 pm
------------------	--------------------

A Public Hearing will be held on May 6th, 2019 at 6:00 pm in the Council Chambers at City Hall, 7217 - 4th Street.

A package, containing details of this application and supporting documentation, may be inspected between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday (excluding holidays) until May 6th, 2019 at City Hall, 7217- 4th Street.

The deadline for submission of written views has been extended to "4:00 pm, May 6, 2019."

PETITIONS WILL NOT BE ACCEPTED. Your name(s) and address must be included in your letter.

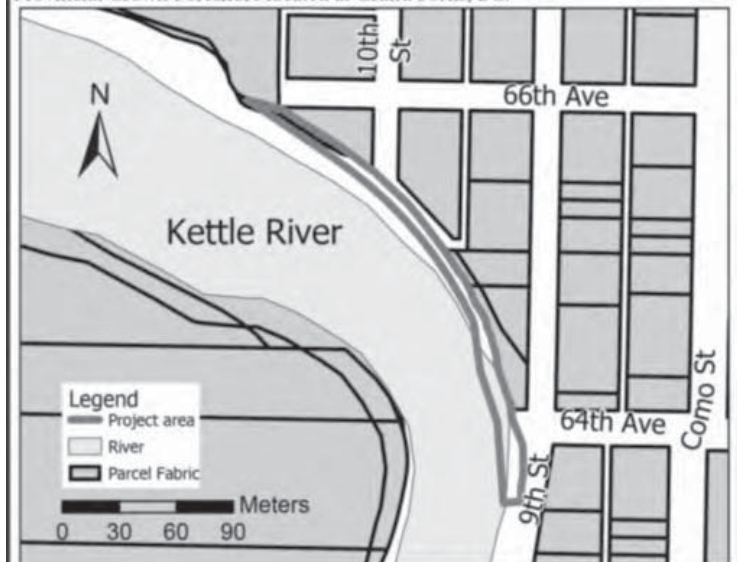
Residents, tenants and owners of businesses may comment on this proposal in writing to:
Manager of Development, Engineering & Planning
City of Grand Forks, 7217-4th Street,
Grand Forks, BC, V0H 1H0

Please note that your comments may be made available to the applicant or local government officials where disclosure is necessary to administer the licensing process.

Land Act: Notice of Application for a Disposition of Crown Land

Land file number 4405995

Take notice that We, The Corporation of the City of Grand Forks, from Grand Forks, BC, have applied to the British Columbia Ministry of Forests, Lands and Natural Resource Operations and Rural Development (FLNRORD), Kootenay Boundary Region, for a Licence of Occupation for Public Works situated on Provincial Crown Foreshore located at Grand Forks, BC.



Written comments concerning this application should be directed to Authorization Specialist, FLNRORD, Kootenay Boundary Region, at 1902 Theatre Road, Cranbrook, BC V1C 7G1. Comments will be received by FLNRORD up to **May 31, 2019**. FLNRORD may not be able to consider comments received after this date. Please visit the website at <http://comment.nrs.gov.bc.ca/> for more information.

Be advised that any response to this advertisement will be considered part of the public record. Access to these records requires the submission of a Freedom of Information (FOI) request. Visit <http://www.gov.bc.ca/freedomofinformation> to learn more about FOI submissions.

Services	Services	Merchandise for Sale	Merchandise for Sale	Merchandise for Sale	Real Estate	Legal	Legal
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Houses For Sale "litter-less" Civic Pride ...show it! www.pitch-in.ca	Houses For Sale Garden & Lawn Will haul trash, yard waste, weekly mowing & clean-up. 250-442-8163 Small Ads Get BIG Results	Houses For Sale Firewood/Fuel Firewood For Sale Larch, Fir, Pine, Elm, Maple, Cedar, Birch, mixed wood. Come and load your own truck or my truck or tell me what you want, prices vary. 250-442-0122 Jackass Logging Ltd. Get your firewood early by logging truck loads Get it early! Aged Manure For Sale Priced by the tractor load 250-442-5894 Cell 250-442-7176	Houses For Sale Misc. for Sale Steel Shipping Containers All sizes, new & used We own what we sell. Kootenay Containers Castlegar 250-365-3014 BUY AND SELL WITH A CLASSIFIED AD	Houses For Sale Real Estate For Sale By Owner Grand Forks 7583 23rd St For Sale Unique 3 bedroom, 2 1/2 bath rancher with double garage on a corner lot. Near hospital \$395,300 250-442-5209 Lots Grand Forks: For Sale 100 by 120ft. Treed lot w/ old house. 250-442-2804 RECYCLE For A Better Tomorrow	Legal Notices	Legal Notices	

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FEATURE OF THE WEEK
AFFORDABLE SPOTLESS
2 bed, 2 bath Modular in GWD. Pad rent is only \$250.00. Built-in appliances, large solarium, and fireplace in Living Room.
\$84,900. MLS® 2429300

IDEAL LOCATION FOR YOUR BUSINESS! Two Level Lots at Busiest Intersection in G.F. on Hwy#3. 100x113' MLS®2414305 is **\$189,000** & 60x108' is **\$89,000** MLS®2414204. Commercial Core Zoning - Call for details.

REDUCED!!!! Don't miss this opportunity to own a beautiful 0.454 acre lot, easy walk to Schools and Downtown. So inexpensive & Vendor financing possible OAC. **\$29,900. MLS® 2433279**

LOOKING FOR THAT IDEAL ACREAGE FOR YOUR HOBBY FARM? This 8.9 acre property is serviced by Covert Water System. Located in the desirable west end of the Grand Forks valley & enjoys a gorgeous view. **\$299,000. MLS® 2432635**

METICULOUSLY MAINTAINED
3 bed home in GWD. Attached carport, fenced yard, sundeck, gorgeous garden & fruit trees. **\$220,000. MLS® 2433059**

STUNNING VIEW OF VALLEY! UNDIVIDED PORTION OF DL 1407 Hulme Creek Rd, Rock Creek, 3.33 acre. ONLY **\$65,000. MLS®2424078**

GORGEOUS GWD CREEKFRONT W/3 BED 2 BATH HOME ON .61 AC. Spotless condition, detached shop, carport, fenced yard & Privacy. **\$324,900. MLS® 2431135.** Call to view!

Parcel B N. Government Ave. Greenwood 0.121 Acre! Level lot is 50' x 105' with paved streets - easy access and laneway at rear of property. **\$22,500. MLS® 2422024**

OPTIONS GALORE! Successful FIFTY'S Diner! Own this great business complete with 3600 Sq. Ft building - or buy the business and lease the building. At the busiest intersection on Hwy 3 downtown Grand Forks. **\$495,000. MLS® 2431301**

Midway Riverfront: 1.55 ac - **\$115,000. MLS®2436558**
4.3 ac - **\$199,000. MLS®2436557**
Lots are measured & laid out for setback and Services! Call for info package.

FANTASTIC OPPORTUNITY to get a fully serviced lot in scenic Greenwood for a phenomenal price! Lots 2 & 4 Government Ave. **\$27,500 ea. MLS® 2423195, MLS® 2423196**

Land Act: Notice of Application for a Disposition of Crown Land
Land file number 4405995
Take notice that We, The Corporation of the City of Grand Forks, from Grand Forks, BC, have applied to the British Columbia Ministry of Forests, Lands and Natural Resource Operations and Rural Development (FLNRORD), Kootenay Boundary Region, for a Licence of Occupation for Public Works situated on Provincial Crown Foreshore located at Grand Forks, BC.

Written comments concerning this application should be directed to Authorization Specialist, FLNRORD, Kootenay Boundary Region, at 1902 Theatre Road, Cranbrook, BC V1C 7G1. Comments will be received by FLNRORD up to **May 31, 2019**. FLNRORD may not be able to consider comments received after this date. Please visit the website at <http://comment.nrs.gov.bc.ca/> for more information.
Be advised that any response to this advertisement will be considered part of the public record. Access to these records requires the submission of a Freedom of Information (FOI) request. Visit <http://www.gov.bc.ca/freedomofinformation> to learn more about FOI submissions.

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LANE

Request for Decision



To: Regular Meeting
From: **Development, Engineering & Planning**
Date: May 21, 2019
Subject: UBCM Grant Opportunity – Housing Needs Reports Program
Recommendation: **THAT Council supports the Regional District of Kootenay Boundary applying to the Union of BC Municipalities (UBCM) for a grant to hire a consultant(s) to conduct Housing Needs Reports in the Kootenay and Boundary areas.**

Background

An amendment to the Local Government Act in 2018 requires local governments to create housing needs reports (Division 22 of Part 14 of the Local Government Act). The housing needs reports will help local governments and the Province better understand and respond to housing needs across the Province.

A staff report (attached) from Donna Dean, Manager of Planning and Development for the Regional District of Kootenay Boundary (RDKB), was presented to the Board of Directors of the RDKB regarding a grant opportunity from the Union of BC Municipalities (UBCM) to hire a consultant or consultants to conduct Housing Needs Reports for the Kootenay and Boundary areas.

On direction from the Board, the report was forwarded to staff at each member municipality. A resolution from each participating municipality is required as part of the grant application.

Benefits or Impacts

General

The benefits of working in partnership with the RDKB on this initiative, rather than applying as an individual community, are freeing up City staff time to focus on other initiatives, economies of scale, a consistent approach and a template for future updates.

Strategic Impact



Community Engagement

- This report is presented in open meeting for questions and comments from the public.



Community Livability

- Supports the Official Community Plan principles to encourage a diversity in housing stock and ensure that affordable housing is a viable option for residents; and facilitates the implementation of an affordable housing strategy.



Economic Growth

- We currently have a critical housing shortage and more housing options will benefit the local labour force as well as provide for growth.



Fiscal Responsibility

- Minimal City staff resources required as the grant will be applied for and administered by RDKB.

Policy/Legislation

Official Community Plan, Local Government Act

Attachments

RDKB Staff Report

Recommendation

THAT Council supports the Regional District of Kootenay Boundary applying to the Union of BC Municipalities (UBCM) for a grant to hire a consultant(s) to conduct Housing Needs Reports in the Kootenay and Boundary areas.

Options

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

Report Approval Details

Document Title:	2019-05-21 RFD Housing Needs Assessment grant support.docx
Attachments:	- Staff Report-UBCMGrant-Board-May 8, 2019.pdf
Final Approval Date:	May 14, 2019

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

Diane Heinrich - May 14, 2019 - 2:48 PM

Date:	May 8, 2019	File #:	H5 – Housing Studies
To:	Chair Russell, and the Board of Directors		
From:	Donna Dean, Manager of Planning and Development		
RE:	UBCM Grant Opportunity – Housing Needs Reports Program		

Issue Introduction

A staff report from Donna Dean, Manager of Planning and Development, regarding a grant opportunity from the Union of BC Municipalities (UBCM) to hire a consultant or consultants to conduct Housing Needs Reports for the Kootenay and Boundary areas.

History / Background Information

An amendment to the *Local Government Act* in 2018 requires local governments to create housing needs reports (Division 22 of Part 14 of the *Local Government Act*). The housing needs reports will help local governments and the Province better understand and respond to housing needs across the Province.

Those reports will be taken into consideration when developing or amending official community plans; and in relation to policy statements and map designations respecting anticipated housing needs or housing policies for affordable, rental, and special needs housing.

In order to facilitate local governments creating or updating housing needs reports, UBCM has committed \$5 million in funding over three years. A maximum of \$200,000 is available for our entire regional district including the eight municipalities and five electoral areas based on population.

The first intake for grant applications is May 31, 2019 and subject to direction from the Board and support from the member municipalities an application will be submitted before the May 31st deadline.

Proposal

If supported by the Board and member municipalities, the regional district would coordinate the hiring of a consultant(s) to complete the reports; one for the Kootenay area and one for the Boundary area. The information would be presented in a manner that the needs would be separated for each municipality and electoral area. The benefits of producing region wide reports include economies of scale, a consistent approach, and a template for future updates.

Implications

Preparation of the grant application, the request for proposals process and contract management will have impacts on staff time in the Planning and Development and Finance Departments.

The timing coincides with the planned update of the Lower Columbia Region Housing Need and Demand Assessment, which was last updated in 2015 based on 2011 census data. Other studies have been done in the Boundary over the years, some of which require updating. Comprehensive housing needs assessments for the Kootenay and Boundary Areas, that are updated regularly, will be valuable resources to inform policy and to support grant applications for housing projects. This project also coincides with housing shortages in the City of Grand Forks and Electoral Area 'D'/Rural Grand Forks as a result of the catastrophic flooding in 2018; and staff housing shortages at Big White Ski Resort.

Resolutions of the participating municipalities is also required as part of the grant application. This report has been forwarded to staff at each member municipality to facilitate that.

Once completed, housing needs reports will have to be received by each local government and made available to the public.

Recommendation

That the Regional District of Kootenay Boundary Board of Directors directs staff to submit an application to the Union of BC Municipalities for a grant to conduct Housing Needs Reports in the Kootenay and Boundary areas to a maximum of \$200,000 and FURTHER if the grant is approved amend the 2019 Financial Plan for Service 005 Planning and Development as follows: increase Miscellaneous Revenue Account 11590159 and the Operating Contract Account 12258235 by the appropriate amounts.

Request for Decision



To: Regular Meeting
From: **Corporate Services**
Date: May 21, 2019
Subject: Bylaw 2042-A1 – Elections Amendment
Recommendation: **THAT Council gives the first three readings to the proposed General Local Government Election Amendment Bylaw No. 2042-A1.**

Background

Following the 2018 General Municipal Election, Corporate Services had discussions about replacing the locally maintained voter registry ("poll book") with the Provincially-maintained voters list.

The benefit of doing so is that the Provincial list is continually updated, and a current copy may be requested in the weeks prior to a local election. The Provincial list is updated when residents move or pass away.

The local book has names added as new registrations are collected, but names are rarely, if ever, removed, and the total number of registered voters could include names that should have been removed years before.

The proposed amendment changes the requirement from maintaining a local poll book to utilizing the Provincial list.

The second change is to reduce the number of advance polls from two to one. During the 2018 election, only the City of Grand Forks operated two advance polls; the Regional District and School District had just one, which caused some confusion among early voters. The first advance poll saw an average of just over 25 voters per hour over the mandated 12 hour period (330 total ballots), with 15 election staff filling the required positions.

Provincial legislation allows for municipalities with less than 5,000 population to provide one advanced polling opportunity instead of two (section 107(2)).

Update:

The Amendment Bylaw was presented at the Committee of the Whole Meeting on May 6, 2019 for discussion and feedback.

The Amendment Bylaw is now presented for first three readings.

Benefits or Impacts

General

Off-loads maintenance of local poll books by utilizing resources from Elections BC.

Strategic Impact



Fiscal Responsibility

- Reduce election costs by eliminating second advance poll.

Policy/Legislation

Local Government Act, Section 107(2).

Attachments

Bylaw 2042-A1 – General Local Government Election Amendment Bylaw

Recommendation

THAT Council gives the first three readings to the proposed General Local Government Election Amendment Bylaw No. 2042-A1.

Options

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

Report Approval Details

Document Title:	2019-05-21 RFD - Bylaw 2042-A1 Elections Amendment.docx
Attachments:	- DRAFT-By2042-A1-GeneralLocalGovernmentElectionAmendment.docx
Final Approval Date:	May 13, 2019

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

Diane Heinrich - May 13, 2019 - 11:30 AM

THE CORPORATION OF THE CITY OF GRAND FORKS
GENERAL LOCAL GOVERNMENT ELECTION
BYLAW NO. 2042-A1

**A BYLAW TO PROVIDE PROCEDURES FOR THE CONDUCT OF
GENERAL LOCAL GOVERNMENT ELECTIONS AND OTHER VOTING.**

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

Citation

1. This bylaw may be cited as the “**General Local Government Election Amendment Bylaw No. 2042-A1**”

Definitions

2. In this bylaw, unless the context otherwise requires:

- 2.1 “**General Local Government Election Bylaw**” means the General Local Government Election Bylaw No. 2042, as amended or replaced from time-to-time;

Register of Resident Electors

3. Section 2.1 of the *General Local Government Election Bylaw* shall be replaced with:
“As authorized under Section 76 of the *Local Government Act*, the City of Grand Forks shall use the most current available Provincial list of voters prepared under the *Election Act* as the register of resident electors.”

Required Advanced Voting Opportunities

4. Section 4.1 of the *General Local Government Election Bylaw* shall be replaced with:
“As authorized under Section 107 (2) of the *Local Government Act*, the City of Grand Forks shall conduct an advance voting opportunity as required by Section 107 (1)(a) on the 10th day before general voting day, but shall be exempted from conducting a second advance voting opportunity on another day as long as the population of the City remains less than 5,000.”

General

5. Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.

General Local Government Election Amendment Bylaw No. 2042-A1

6. If any section, paragraph or phrase of this bylaw is for any reason held to be invalid by a decision of a Court of competent jurisdiction, the invalid portion shall be severed and such decision will not affect the validity of the remaining portions of this bylaw.

Read a first, second, and third time by the Municipal Council this 21st day of May, 2019.

Adopted this ____ day of ____, 2019.

Mayor – Brian Taylor

Corporate Officer – Daniel Drexler

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 2042-A1, cited as the “General Local Government Election Amendment Bylaw No. 2042-A1”, as passed by the Municipal Council on the __ day of __, 2019.

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

Request for Decision



To: Regular Meeting
From: **Corporate Services**
Date: May 21, 2019
Subject: Bylaw 2054 – Smoke- and Vape-Free Places
Recommendation: **THAT Council gives the first three readings to the proposed Smoke- and Vape-Free Places Bylaw No. 2054.**

Background

The Community Charter gives municipalities the authority to establish certain prohibitions in public places for the health and well-being of its citizens.

The BC Provincial Government enacted section 2.3 of the *Tobacco Control Act* in March of 2008, prohibiting smoking within public and work places, covering indoor areas and outdoor work areas. As the percentage of smokers decreases, in British Columbia a country-wide low of 10.2% of the population as of 2015, there is increased demand for smoke-free areas outdoors as well as indoors.

The Federal Government's Bill 45 (the "Cannabis Act") came into effect on October 17, 2018, legalizing recreational use of cannabis nationwide.

Bylaw 2054 is the City's proposed Smoke- And Vape-Free Places Bylaw. This bylaw designates outdoor public spaces including parks, playgrounds, public sidewalks, and the main core of downtown (Market Avenue) as no smoking areas for tobacco, cannabis, and other products, limiting the use of these products to areas minimizing exposure to second-hand smoke to other residents. Many of these restrictions are consistent with existing Provincial legislation.

Update:

The Bylaw was presented for discussion and feedback at the Committee of the Whole Meeting on May 6, 2019. Minor changes were implemented and further were aligned with Provincial legislation. Changes are highlighted in yellow.

The Bylaw is now presented for first three readings.

Benefits or Impacts

General

This bylaw addresses the health and well-being of the citizens of Grand Forks.

Strategic Impact



Community Livability

- The bylaw addresses feedback from residents impacting Community Liveability.



Fiscal Responsibility

- This bylaw has low financial impact; there would be some costs for procurement and installation of signage as specified in the bylaw.

Policy/Legislation

This bylaw enhances smoking area limitations defined by the *Tobacco Control Act*, and sets other limitations in place in advance of the forthcoming *Cannabis Act* implementation.

Attachments

Bylaw 2054 – Smoke- and Vape-Free Places

Recommendation

THAT Council gives the first three readings to the proposed Smoke- and Vape-Free Places Bylaw No. 2054.

Options

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

Report Approval Details

Document Title:	2019-05-21 - RFD - Bylaw 2054 - Smoke and Vape Free Places.docx
Attachments:	- SmokeAndVapeFreePlacesBylaw-2054.docx
Final Approval Date:	May 13, 2019

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

Diane Heinrich - May 13, 2019 - 2:31 PM

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 2054

A Bylaw to Designate Smoke- and Vape-free Places in the City of Grand Forks

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

Citation

1. This bylaw may be cited as the “**Smoke- and Vape-free Places Bylaw 2054.**”

Definitions

2. In this bylaw, unless the context requires otherwise:
 - 2.1 “**Bylaw Enforcement Officer**” means the person duly appointed by Council as such, and shall include any peace officer.
 - 2.2 “**Cannabis**” means cannabis as defined in the *Cannabis Act* (Bill C-45, an Act respecting cannabis and to amend the *Controlled Drugs and Substances Act*, the *Criminal Code* and other Acts).
 - 2.3 “**City**” means the City of Grand Forks.
 - 2.4 “**Community Facility**” means a building, lands or recreation facility including but not limited to recreation centers, arenas, picnic shelters and other recreation facilities located in a Park or on any other land which the City owns or controls by means of a lease, licence or other legal instrument that is intended for athletic, social, cultural, recreational, or other use by members or visitors to the community.
 - 2.5 “**Entranceway**” includes but is not limited to doorways, verandahs, stairways, air intake systems and windows.
 - 2.6 “**Municipal Ticket Information Bylaw**” means the *City of Grand Forks Municipal Ticket Information Bylaw* No. 1957 as amended or replaced from time to time;

- 2.7 **“Outdoor Public Event”** means any event where the public is invited to gather on any outdoor area of City owned, controlled or operated property, including any park, public square or street, including, but not limited to:
- 2.7.1 a market, contest, festival, celebration, fair, exhibition or concert;
 - 2.7.2 an outdoor public event on any City owned, controlled or operated property that is leased to a third party; or
 - 2.7.3 any event for which a City rental or use permit is required
- 2.8 **“Outdoor Public Space”** means any outdoor area owned, controlled, or operated by the City that is open to the public or to which the public is customarily admitted or invited, including but not limited to:
- 2.8.1 Park,
 - 2.8.2 sports venue, stadium, or sports facility,
 - 2.8.3 outdoor recreational facility,
 - 2.8.4 utility easement,
 - 2.8.5 cemetery,
 - 2.8.6 public streets, when used as part of an outdoor public event.
- 2.9 **“Park”** means any real property owned or subject to a right of occupation by the City for the purposes of pleasure, recreation, or community uses of the public, including all dedicated public parks, Municipal Hall grounds, or other lands used for public parks, or any playground, sports court or field, public square, beach, boulevard or cemetery within the corporate limits of the City of Grand Forks;
- 2.10 **“Prescribed Distance”** means the distance specified in B.C. Reg. 232/2007 (*Tobacco and Vapour Products Control Regulation*), including all amendments and replacements thereto, as the distance from a doorway, window, or air intake in which a person must not Smoke, **or** 6 metres, whichever is greater.
- 2.11 **“Public Premise”** means all or any part of a building, structure or other enclosed area to which members of the public have access as of right or by express or implied invitation.
- 2.12 **“Public Vehicle”** means a bus, taxi or other vehicle that is used to transport members of the public for a fee.
- 2.13 **“Responsible Person”** means a person who owns, controls, manages, or supervises a business, building, premises, common area, customer service area, place of public assembly, or a vehicle for hire, and without limitation, includes an operator and the driver of a vehicle for hire.

2.14 **“School Property”** means property that is owned or leased by, or operated under the authority of, a board established under the School Act or the Independent School Act, and used for delivering educational programs or other learning programs, and includes real property and improvements.

2.15 **“Smoke” or “Smoking”** means to inhale, exhale, burn or carry a(n):

2.15.1 lighted cigarette, cigar, pipe, hookah pipe, other lighted or heated smoking equipment that burns tobacco, Cannabis or any other weed or substance, but does not include the carrying of lighted incense or other lighted smoking equipment used solely for ceremonial or religious purposes, or

2.15.2 activated electronic cigarette.

2.15 **“Trail”** means any pathway or trail and all improvements, including all public sections of the Trans-Canada Trail, within the corporate limits of the City of Grand Forks but does not include the travelled portion of a Highway;

Smoking Regulation

3. No Person may Smoke:

3.1 In a Public Premise or a Public Vehicle,

3.2 In, on, or within the Prescribed Distance of a:

3.2.1 Community Facility,

3.2.2 Outdoor Public Space,

3.2.3 Park,

3.2.4 Trail,

3.2.5 Picnic area,

3.2.6 School Property,

3.2.7 playground or playing field,

3.2.8 skateboard or bike park,

3.2.9 public tennis court or swimming pool lot,

3.2.10 community garden,

3.3 within the Core Commercial (CC) zoned area of Market Avenue between Riverside Drive and 5th Street (excluding alleys and private parking lots),

3.4 on public sidewalks,

3.5 on a City street when used as part of an Outdoor Public Event,

3.6 inside, or within the Prescribed Distance of an Entranceway to, any public building or space in which the City owns or holds an interest,

3.7 inside, or within the Prescribed Distance of an Entranceway to, a Public Premise or workplace,

3.8 inside a motor vehicle or equipment owned, leased, or used by the City.

4. This Bylaw does not apply to:

4.1 an area specifically designated by the City as a smoking area,

4.2 the ceremonial use of tobacco in relation to a traditional Aboriginal cultural activity, or

4.3 carrying of lighted incense or other lighted smoking equipment used solely for ceremonial or religious purposes.

Signs

5. A No Smoking sign shall:

5.1 Carry the text “No Smoking or Vaping”, or “Smoking and Vaping is Prohibited”, and/or

5.2 A graphic symbol consistent with ISO 7010 (P002) or ANSI Z535 (P002),



and shall

5.3 include in the text at the bottom of each sign the words:

“Grand Forks Smoke- and Vape-Free Places Bylaw No. 2054”

5.4 with respect to size of lettering of either “No Smoking or Vaping” or “Smoking and Vaping is Prohibited”, shall be not less than the following height based upon the maximum viewing distance in direct line of sight for:

5.4.1 3.0 metres or less, letter height of 1 centimetre;

5.4.2 6.0 metres or less, letter height of 3 centimetres;

5.4.3 12 metres or less, letter height of 7.5 centimetres;

5.4.4 More than 12 metres, letter height of not less than 7.5 centimetres.

6. A Responsible Person shall post and maintain a sign in a conspicuous position at all times at the:

6.1 main entrance to a Public Building,

6.2 main entrance to a Park,

6.3 main entrance to a Public Municipal Open Space,

6.4 main entrance to a School Yard,

6.5 main entrance at a Place of Assembly,

6.6 main entrance to a Cemetery.

7. The international symbols described in section 5.2, while depicting a cigarette, shall mean that any form of Smoking, as defined in this bylaw, is prohibited in relation to that area.
8. A Person shall not remove, alter, conceal, deface or destroy any sign posted in accordance with this Bylaw.

Offences and Penalties

9. A Person who violates a provision of this Bylaw will be liable for penalties and late payment amounts established in the City's Municipal Ticket Information Bylaw.
10. A Person who contravenes, violates, or fails to comply with any provision of this Bylaw is deemed to have committed an offence under this Bylaw, and each day such offence continues or is permitted to continue shall constitute a separate offence.
11. A Person who commits an offence under this Bylaw shall be liable on summary conviction to a fine not exceeding \$2,000 for each offence.
12. If a Bylaw Enforcement Officer has determined that a Person has violated a provision of this Bylaw, that Person must, when requested by the Bylaw Enforcement Officer, provide their name and address to the Officer.
13. Bylaw Enforcement Officers are designated to enforce this Bylaw by means of the Bylaw Notice under the Community Charter.
14. No Person shall interfere with, delay, obstruct, or impede the Bylaw Enforcement Officer, designate, or other person lawfully authorized to enforce this Bylaw in the performance of duties.
15. The Bylaw Enforcement Officer has the right to enter at all reasonable hours any land or building to which this Bylaw applies in order to ascertain whether the provisions of this Bylaw are being complied with.

General

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

Read a first, second, and third time on the 21st day of May, 2019.

Adopted this ____ day of ____, 2019.

Mayor – Brian Taylor

Corporate Officer – Daniel Drexler

APPENDIX "A"

Sample No Smoking Sign

NO SMOKING OR VAPING



Grand Forks Smoke- and Vape-Free
Places Bylaw No. 2054

SCHEDULE 13

Bylaw No. 2054 "Grand Forks Smoke- and Vape-Free Places Bylaw"

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Smoking in a prohibited area	3	\$ 50.00
Remove, alter, conceal, deface or destroy any sign posted in accordance with this Bylaw	8	\$ 50.00
Failure to provide identification to Bylaw Officer	12	\$100.00
Interfere with, delay, obstruct, or impede the Bylaw Enforcement Officer in the performance of duties.	14	\$100.00

Request for Decision



To: Regular Meeting

From: **Development, Engineering and Planning**

Date: May 21, 2019

Subject: Proposed Rezoning from R1 (Residential – Single & Two Family) to CD-2 (Comprehensive Development 2) Zone to accommodate a supportive housing development on the 2000 block of 70th Avenue (File: ZA1904).

Recommendation: **THAT Council give first and second reading to Zoning Bylaw Amendment No. 2039-A6.**

Background

Overview

On March 25th, 2019, the City acquired lots A, B, C and D on 70th Avenue to facilitate a potential alternative access to the adjacent 19th Street BC Housing project, and to generally accommodate land uses and/or partnership opportunities that would be of benefit to the residents of the City.

A proposal has been put forward by City Council to make this site available for a supportive housing project as an alternative to the 2nd Street location. To accommodate this project on the new site, a zoning bylaw amendment is needed. After considering several rezoning options, the preferred option is to zone the site to a comprehensive (CD) zone which will enable site specific regulations particular to this development. It is proposed that this zone be based on the existing Community Use (CU) zone given that the site is owned by the City and is to be used for purposes of benefit to the public.

Detailed property information is provided in Appendix “A”. The proposed Zoning Bylaw Amendment No. 2039-A6 is in Appendix “B”.

Policy Framework

The proposed zoning bylaw amendment is consistent with various policies in the Official Community Plan (“OCP”), as identified below:

OCP Policy	Comment
4.3.10 Support non-profit organizations in their work of sponsoring, development and managing housing projects and addressing housing needs of homeless and at-risk families and individuals.	Non-profits typically operate supportive housing projects and a local non-profit has been involved in the process to establish a supportive housing project in the City.
4.3.11 Consider supporting through in-kind or financial resources major multi-	The proposed zoning bylaw amendment furthers this goal by

OCP Policy	Comment
family affordable housing projects in partnership with community organizations and outside funders.	making additional land available for a housing project.
4.3.12 Consider using city-owned land for affordable housing developments with measures to keep properties affordable over the long term.	This site was recently purchased by the City and is under consideration for a housing project.
12.3.6 Work collaboratively with publicly funded agencies, other levels of governments and non-profit corporations in the delivery of assisted living and seniors care, special needs and mental and physical disability services.	The City is working with BC Housing to establish a supportive housing project in the City.
12.3.7 Work cooperatively with other publicly funded agencies, other levels of governments and non-profit corporations in offering support services and improving housing for the poor, disadvantaged and low income earners.	The zoning bylaw amendment furthers this goal by facilitating housing with support services.

Proposed Zoning Bylaw Amendment

The proposed CD-2 zone contains the following provisions:

- 1) *Rezone the site from R1 to CD 2 (based on the CU zone)*
The majority of land owned by the City is zoned Community Use (CU) and the CD-2 zone is based on the CU zone. The CU zone allows, among other uses, parks, public and civic facilities and any buildings or structures operating under a Private-Council partnership agreement. A copy of the existing CU zone is in Appendix "C".
- 2) *Include "supportive housing" as a specific use in the CD-2 zone*
It is proposed to add "supportive housing" as a permitted use. This will add clarity and transparency as to the City's intended use for the site.
- 3) *Increase the maximum of height of buildings*
To accommodate the supportive housing project and more efficient use of land and servicing, the CD-2 zone will allow buildings to a maximum height of 18 metres (60 feet). The existing CU zone allows a maximum of 10 metres (33 feet).
- 4) *Add parking requirements for supportive housing uses*
Research suggests that parking needs for supportive housing developments are much less than for market housing and that the needs may be more in line with

congregate care and rest homes. It is proposed that parking requirements for housing with supportive services be 1 space for every 3 bedrooms.

Estimated Timing

If approved to move forward, the zoning bylaw amendment may proceed as follows:

Date	Activity
May 21st	<i>Council considers the zoning bylaw amendment for 1st and 2nd reading.</i>
May 22 nd & May 29 th	Notice of the zoning bylaw amendment advertised in the Gazette. Property owners within 30m of the site notified of public hearing.
June 5 th	Public Hearing (3pm-6pm in Council Chambers).
June 10 th	Council considers zoning bylaw amendment for 3 rd reading (Regular Council meeting at 7pm).
June 11 th	Zoning bylaw amendment forwarded to Ministry of Transportation and Infrastructure (MOTI) for approval/signature.
June 24 th	Zoning bylaw amendment receives 4 th and final readings.

Conclusion

In accordance with City Council's directive to facilitate a three- or four-story supportive housing project specific to this site only, Zoning Bylaw Amendment No. 2039-A6 (see Appendix B) is proposed.

Given the City's recent purchase of these lands, the rezoning will reflect the City's desire to use the lands to further the public good and create benefits for the residents of Grand Forks by allowing a specific supportive housing project. The bylaw amendment is also supported by the City's policies as expressed in the OCP.

The proposed CD-2 zone, with the addition of "supportive housing" as a permitted use (in addition to other community uses) will create more certainty and clarity with respect to explicit uses permitted on this specific site.

The proposed increase in the maximum height of buildings/structures in the CD-2 zone will allow buildings up to four stories, which enables more efficient use of this site and facilitates the development of supportive housing units in the community under a City partnership arrangement. The proposed parking requirements for supportive housing types of uses (1 space for every 3 bedrooms) is in keeping with best practices and reflects the actual parking needs for supportive housing projects.

Benefits or Impacts

Strategic Impact



Community Engagement

- The zoning amendment proposal and public hearing will be advertised twice in the local paper and landowners within 30 metres of the proposal will be notified.



Community Livability

- The rezoning of this site to CD-2 (Comprehensive Development) will allow for land uses consistent with community and public benefit.



Economic Growth

- The rezoning will increase the value and development potential of the site especially with respect to community-related development.



Fiscal Responsibility

- The proposed rezoning itself does not involve financial commitments. However, if the supportive housing project goes forward, Council will be committed to providing an estimated \$500,000 toward the project.
- This may entail bylaw amendments to the Financial Plan and other arrangements to secure the financial commitments agreed to between BC Housing and the City.

Policy/Legislation

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

Attachments

Appendix A: Zoning and Property Information.

Appendix B: Draft Bylaw No. 2039-A6 (Zoning Bylaw Amendment).

Appendix C: Community Use (CU) Zone.

Recommendation

THAT Council give first and second reading to Zoning Bylaw Amendment No. 2039-A6.

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.
-

Appendix A: Zoning and Site Information

Civic Address: 2000 Block of 70th Avenue.

Legal Description: Lot A, DL 380, SDYD, KAP22999; Lot B, DL 380, SDYD, KAP22999; Lot C, DL 380, SDYD, KAP22999; Lot D, DL 380, SDYD, KAP22999.

Applicant/Owner: City owned lands; City initiated rezoning.



Proposal: To rezone the subject property (.28 hectares or 0.689 acres) from R1 (Residential – Single & Two Family) to CD 2 – Comprehensive Development zone based on the CU (Community Use) zone to accommodate a potential supportive housing project and/or other uses of benefit to the community.

Existing Land Use: Uncultivated field/grassland.

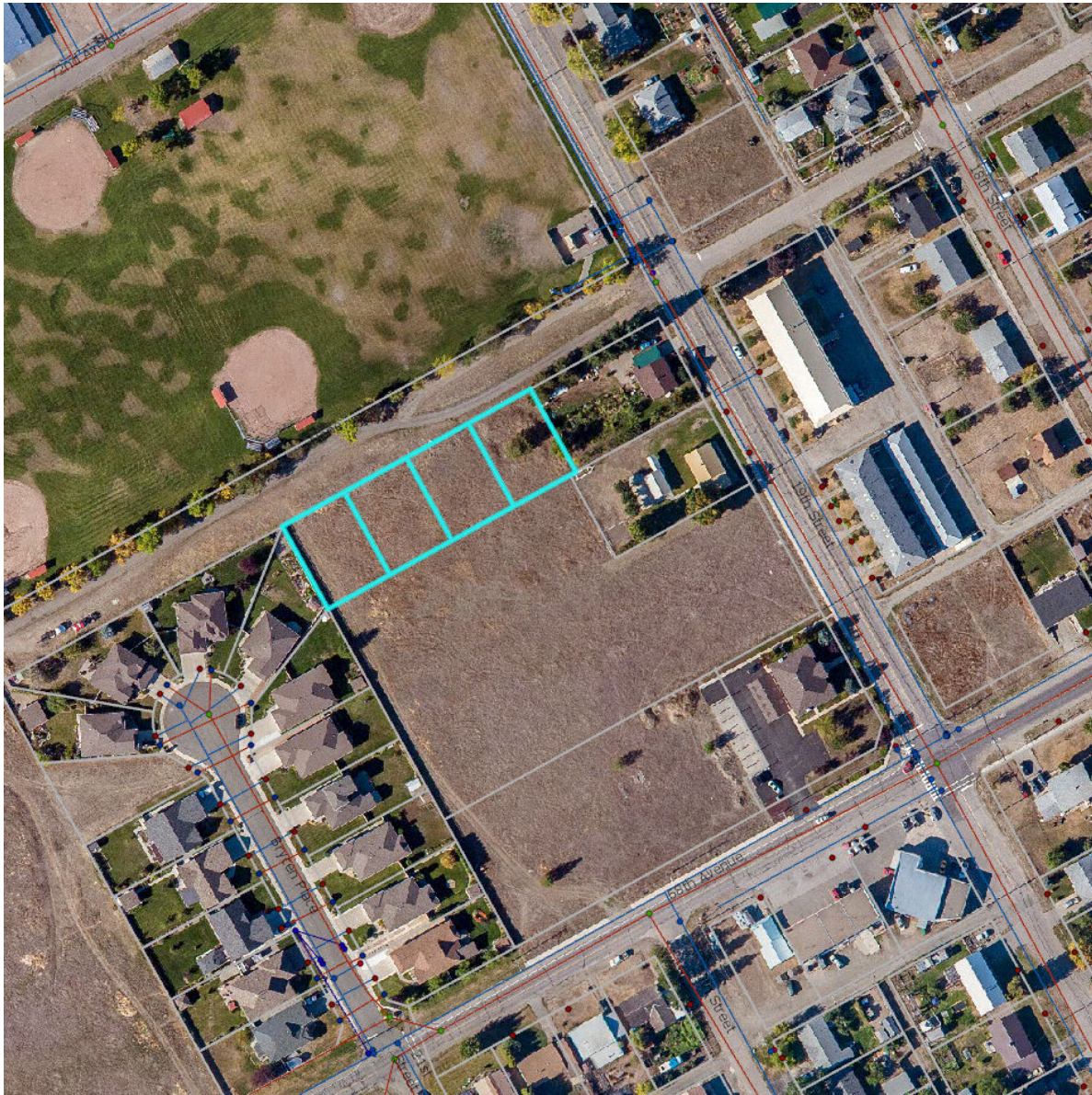
Adjacent Land Uses: North – sports fields; South – apartment/townhouse project under construction (BC Housing); East – single family home; West – single family homes (Brycen Place).

OCF Land Use Designation: Low Density Residential (LR).

Development Permit Area: n/a

Access: Directly off 70th Avenue, which is an undeveloped road.

Servicing: There are currently no water, sewer, storm, or electrical services to this site.



Appendix B:
Proposed Zoning Bylaw Amendment No. 2039-A6 (File: ZA 1904)

THE CORPORATION OF THE CITY OF GRAND FORKS

Bylaw No. 2039-A6

**A Bylaw to Amend the City of Grand Forks
Zoning Bylaw No. 2039, 2019.**

=====

The Corporation of the City of Grand Forks **ENACTS** as follows:

1. This bylaw may be cited for all purposes as “**Zoning Bylaw Amendment No. 2039-A6, 2019**”.
2. Zoning Bylaw No. 2039 is amended as follows:
 - a. **ADD** to subsection 26.10, Table 2: Class of Building/Use: Required Number of Spaces, under Congregate care and rest homes, “*and other housing with supportive services*”.
 - b. **INSERT** under Part VI Zones, a new subsection 59.4 “CD-2 (Comprehensive Development 2) Zone (City-Owned Lands on 70th Avenue)”, as follows:

59.4 CD-2 (Comprehensive Development 2) Zone (City-Owned Lands on 70th Avenue)

59.4.1 Every subsection in Section 59.4 refers to the CD-2 (Comprehensive Development) Zone.

59.4.2 Location: This zone applies to Lot A, DL 380, SDYD, KAP22999; Lot B, DL 380, SDYD, KAP22999; Lot C, DL 380, SDYD, KAP22999; and, Lot D, DL 380, SDYD, KAP22999 (as may or may not be consolidated).

59.4.3 Intent: The intent of this zone is to allow for the development of community uses and a supportive housing project on lands owned by the City on 70th Avenue.

59.4.4 The following uses and no others are permitted:

 - (a) libraries;
 - (b) museums;
 - (c) hospital, including medical clinic, dental clinic, ambulance station, rest home or private hospitals;
 - (d) post office;

- (e) community events centre;
- (f) community use service;
- (g) open space passive recreational areas;
- (h) municipal, local government or educational buildings, day care centers;
- (i) senior citizen complexes, senior activity centres and congregate care facilities;
- (j) any building or structure operating under a private-municipal partnership agreement;
- (k) supportive housing developed and operated under a provincial-municipal partnership agreement.

59.4.5 Permitted accessory uses, and buildings include:

- (a) buildings or structures accessory to a permitted use.

59.4.6 There is no minimum parcel size.

59.4.7 No accessory building shall have a floor area greater than 50% of the principal structure.

59.4.8 No building or structure shall exceed 18 metres in height, except fire halls.

59.4.9 Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:

- (a) 6 metres of a front parcel line;
- (b) 1.5 metres of an interior side parcel line;
- (c) 3 metres of an exterior side parcel line, or
- (d) 6 metres of a rear parcel line.

59.4.10 See Sections 12 to 33 of this bylaw.

- c. The properties legally described as Lot A, Plan KAP22999, District Lot 3080 SDYD and Lot B, Plan KAP22999, District Lot 3080 SDYD and Lot C, KAP22999, District Lot 3080 SDYD and Lot D, KAP22999, District Lot 3080 SDYD, as shown shaded in the sketch plan attached hereto as Schedule 1 are hereby rezoned from R1 (Single & Two Family Residential 1) to CD 2 (Comprehensive Development 2).
- d. Schedule "A" Land Use Zoning Map is hereby amended accordingly.

Read a **FIRST** time this day of , 2019.

Read a **SECOND** time this day of , 2019.

Read a **THIRD** time this day of , 2019.

Approved by the Ministry of Transportation
Pursuant to Section 52 of the Transportation
Act this day of , 2019

Approving Officer, Ministry of Transportation

FINALLY ADOPTED this day of , 2019.

Mayor Brian Taylor

Corporate Officer Daniel Drexler

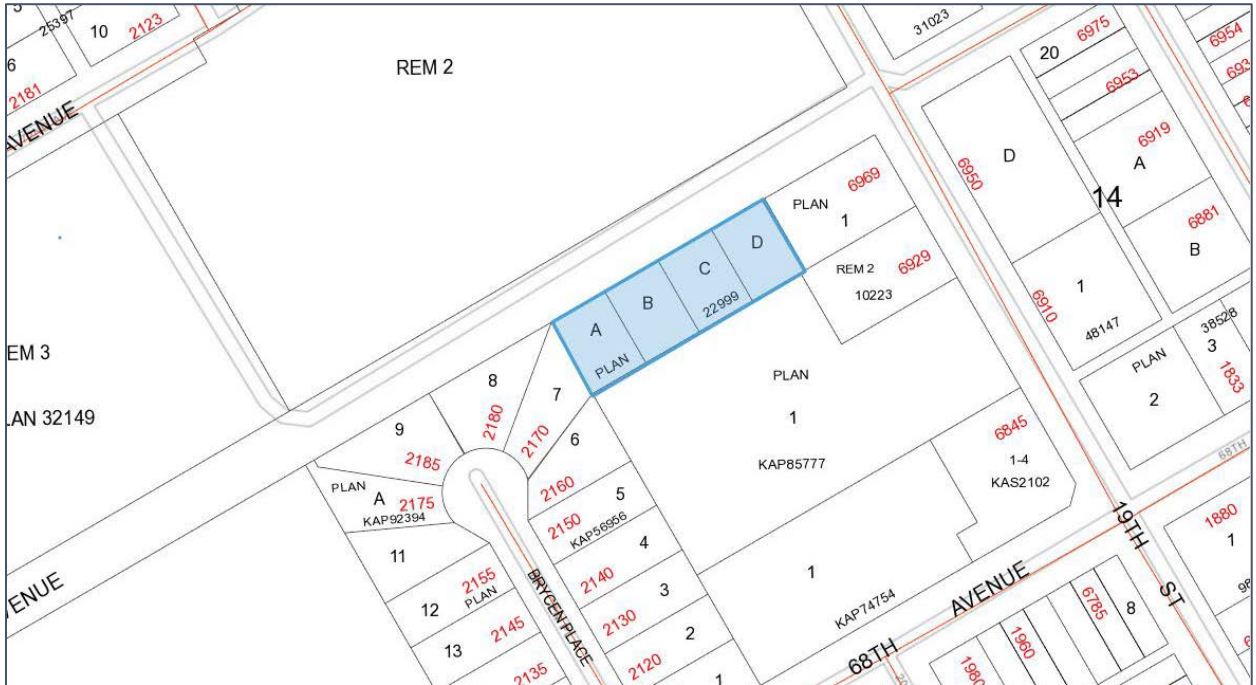
C E R T I F I C A T E

I hereby certify the foregoing to be a true copy of Bylaw No. 2039-A6 as passed by the
Council of the City of Grand Forks on the day of , 2019.

Corporate Officer of the Corporation of the
City of Grand Forks

Schedule A

Zoning Bylaw No. 2039-A6



Appendix C: The Existing CU – Community Use Zone

56 CU (Community Use) Zone

- 56.1 Every subsection in Section 56 refers to the CU (Community Use) Zone
- 56.2 The following uses and no others are permitted:
- (a) libraries;
 - (b) museums;
 - (c) cemeteries;
 - (d) hospital, including medical clinic, dental clinic, ambulance station, rest home or private hospitals;
 - (e) post office;
 - (f) community events centre;
 - (g) community use service;
 - (h) open space passive recreational areas;
 - (i) municipal, local government or educational buildings, day care centers;
 - (j) senior citizen complexes, senior activity centres and congregate care facilities;
 - (k) any building or structure operating under a Private-Council partnership agreement;
- 56.3 Permitted accessory uses and buildings include:
- (a) buildings or structures accessory to a permitted use.
- 56.4 There is no minimum parcel size.
- 56.5 No accessory building shall have a floor area greater than 50% of the principal structure.
- 56.6 No building or structure shall exceed 10 metres in height, except fire halls.
- 56.7 Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
- (a) 6 metres of a front parcel line;
 - (b) 1.5 metres of an interior side parcel line;
 - (c) 3 metres of an exterior side parcel line, or
 - (d) 6 metres of a rear parcel line.
- 56.8 See Sections 12 to 33 of this bylaw.

Report Approval Details

Document Title:	2019-05-21 Bylaw 2039-A6-ZA1906-LotsABCD-First Reading.docx
Attachments:	
Final Approval Date:	May 13, 2019

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

Diane Heinrich - May 13, 2019 - 2:27 PM