



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

Meeting #: C-2019-8
Date: Monday, August 12, 2019, 9:00 am
Location: 7217 - 4th Street, City Hall Council Chambers

Pages

1. CALL TO ORDER

2. COMMITTEE OF THE WHOLE AGENDA

- a. Adopt agenda
August 12, 2019, Committee of the Whole

Recommendation

THAT the Committee of the Whole adopts the August 12, 2019, agenda as presented.

3. MINUTES

- a. Adopt Minutes - Committee of the Whole
July 15, 2019, Committee of the Whole Meeting Minutes

1 - 8

Recommendation

THAT the Committee of the Whole adopts the July 15, 2019, Committee of the Whole Minutes as presented.

4. REGISTERED PETITIONS AND DELEGATIONS

- a. Warming Centre
To resolve bylaw to evict or provide a variance
- b. Property Tax Concerns
Michael Zimmer
- c. Boundary Museum Society
Quarterly Report
- d. Grand Forks Border Bruins
Darryl Funk/John Clewlow - Fee-for-Service Update

9 - 10

11 - 12

13 - 13

5. REGIONAL TOPICS FOR DISCUSSION - WITH AREA D

6. PRESENTATIONS FROM STAFF

- a. Memo In-Kind Options Update
Development, Engineering and Planning 14 - 14
- b. Wayfinding Project Rural Dividend Fund Application
Development, Engineering and Planning 15 - 16

Recommendation

THAT the Committee of the Whole recommends to Council to direct staff to apply for the Rural Dividend Fund for \$40,000 of a \$50,000 Wayfinding Strategic Plan.

- c. Strategies to Increase Affordable and Attainable Housing Options in Grand Forks
Development, Engineering and Planning 17 - 36

Recommendation

THAT the Committee of the Whole receive this report for information and forward it to the Regular Council meeting of August 12, 2019, for consideration.

Recommendation

THAT the Committee of the Whole recommend to Council to delegate the issuance of Development Permits for Garden Suites to City Staff.

Recommendation

THAT the Committee of the Whole recommend to Council to direct staff to: 1) Obtain servicing and development costs, undertake financial and feasibility analyses and report back to Council on the potential City-initiated housing projects outlined in this report (and listed in Appendix "A"); 2) Move forward with advertising and communications to heighten awareness in the community about secondary and garden suites, tiny homes and infill housing opportunities; and 3) Waive the development and building permit fees for garden and secondary suites in the City.

- d. Monthly Highlight Reports
Department Managers 37 - 42

Recommendation

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

7. REPORTS AND DISCUSSION

8. PROPOSED BYLAWS FOR DISCUSSION

- a. Bylaw 2061 - Annual Permissive Tax Exemption
Financial Services 43 - 110

Recommendation

THAT the Committee of the Whole recommends to Council to give first three readings of Bylaw No. 2061 “2020 Permissive Tax Exemptions” at the September 3rd, 2019, Regular Meeting.

- b. Bylaw Amendment No. 2039-A8 Proposed Rezoning of approximately 0.3399 Hectare (0.84 acre) parcel from Highway Commercial to Tourist Commercial
Development, Engineering & Planning

111 - 120

Recommendation

THAT the Committee of the Whole recommends to Council to give first and second readings to Zoning Bylaw Amendment No. 2039-A8 at the August 12, 2019, Regular Council Meeting.

Recommendation

THAT the Committee of the Whole recommends that Council waive the \$1,000.00 rezoning application fee.

Recommendation

THAT the Committee of the Whole recommends that Council direct staff to move forward with legislative requirements for the rezoning.

9. INFORMATION ITEMS

- a. Update on Events activities
Erinne Allen, Events Manager

10. CORRESPONDENCE ITEMS

11. LATE ITEMS

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

13. QUESTION PERIOD FROM THE PUBLIC

14. ADJOURNMENT



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

Meeting #: C-2019-7
Date: Monday, July 15, 2019, 9:00 am
Location: 7217 - 4th Street, City Hall Council Chambers

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

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

GALLERY

1. CALL TO ORDER

Mayor Taylor called the July 15, 2019, Committee of the Whole Meeting to order at 9:00 am.

2. COMMITTEE OF THE WHOLE AGENDA

- a. Adopt agenda

July 15, 2019, Committee of the Whole

MOVED

THAT the Committee of the Whole adopts the July 15, 2019, agenda as presented.

Carried

3. MINUTES

- a. Adopt Minutes - Committee of the Whole

June 10, 2019, Committee of the Whole Meeting Minutes

MOVED

THAT the Committee of the Whole adopts the June 10, 2019, Committee of the Whole Minutes as presented.

Carried

4. PRESENTATIONS FROM STAFF

- a. Consideration of in-kind support for property owners in DMAF land acquisition

Development, Engineering, and Planning

Overview:

- understanding pre and post flood values - impact, disaster financial assistance
- policy objective - role of City and degree of support, goal of affordable and attainable housing, equity and fairness, sound investment, within our capacity
- buy-out process - design, preparation, delivery, taxes, leasing

- in-kind options - affordable rental, land lease, servicing support, facilitating attainable housing
- next steps - small group workshops, costing out options
- resolutions

MOVED

THAT the Committee of the Whole receives the report on in-kind consideration for property owners in DMAF land acquisition.

Carried

MOVED

THAT the Committee of the Whole recommends Council endorse the Policy Objectives and Process and directs staff to hold exploratory discussions with landowners on identified options and present findings to Council and refers for decision to the July 15, 2019, Regular Meeting.

Carried

Recess

Mayor Taylor called a recess of the July 15th Committee of the Whole Meeting at 10:00 am.

Mayor Taylor reconvened the July 15th Committee of the Whole Meeting at 10:07 am.

5. REGISTERED PETITIONS AND DELEGATIONS

- a. Destination GF Team / Economic Development Steering Team
Amber and Jeff from the DBA presented an overview of Roger Brooks' findings:
 - create the Discover Grand Forks team
 - promotion of trails, events, and downtown activities
 - activate young professionals
 - intersection of 2nd and Market into a 4-way stop

- purchase of pots, planters and benches
- hiring of an Economic Development professional
- Council to adopt 'Market District' downtown
- develop a local tourism website
- design, print, distribute very best of Grand Forks brochure
- contract for design and development of city-wide wayfinding system
- development and implement downtown bylaws
- develop Grand Forks Community Profile
- begin local development of 'bike-friendly town'
- develop trail maps
- contract for a brand-specific marketing program
- brand presentation to Council and other stakeholders

MOVED

THAT the Committee of the Whole receives for information the report from Destination Grand Forks Team and Economic Development Steering Team.

Carried

b. Flippin Fun Gymnastics Board of Directors

Support for Grand Forks and surrounding residents in establishing a long-term gymnastics home.

Svetlana from the Volunteer Leadership Team made a presentation and overview:

- no out of town travelling
- encourage activity of all ages, all-inclusive
- non-profit organization located at Curling Rink with various age groups
- Gymnastics BC, member clubs
- staff composition
- statement of financial position

- community support
- asking for permanent location from the City

MOVED

THAT the Committee of the Whole receives for information the report from Flippin Fun Gymnastics.

Carried

c. Shelagh Walker

Request that Council initiate an amendment to the Zoning Bylaw to specifically prevent the current use of the neighboring property on 5th Street

MOVED

THAT the Committee of the Whole receives for information the report from Shelagh Walker regarding 5th Street zoning.

Carried

d. Whispers of Hope

Melissa Shulga and Duane Foster, Whispers of Hope, gave an overview:

- bylaw imposed upon Warming Center
- positive aspects - 40 people housed, 15-20 people per day, employed 22 support workers, businesses supported by Center, staff participation in training, harm-reduction supplies, help to receive jobs and transition, imposing stronger rules
- discrimination and intolerance, fear

Discussion:

- vigilantism
- legal council
- difference between Warming Center and shelter
- City and property owner
- zoning, long term solution
- Community Advisory group for social services

- Conflict of interest

Recess

Mayor Taylor called a recess of the July 15th Committee of the Whole Meeting at 11:42 am.

Mayor Taylor reconvened the July 15th Committee of the Whole Meeting at 11:51 am.

6. REGIONAL TOPICS FOR DISCUSSION - WITH AREA D

Mayor Taylor stated that the Watershed Manager has been hired.

7. PRESENTATIONS FROM STAFF

- a. Revised Policy 802 - Procurement

Financial Services

Discussion:

- responsibilities of CFO a) monitor adherence to the provisions of this policy and record events of non-compliance, c) review and approve sole and single source purchases
- department heads c) ensure that all procurement contracts initiated...
- exclusions - Fire Department cost sharing..., hiring of temporary and casual employees...
- compliance statement re disciplinary action
- authority to execute contracts - 5 years
- purchase orders
- consultants and professional services reporting

MOVED

THAT the Committee of the Whole recommends to Council to receive the report regarding Procurement Policy 802 Revision v2 and refers the policy to the August 12, 2019, Regular Meeting for approval consideration.

Carried

b. Monthly Highlight Reports

Department Managers

Discussion:

- budget for Fire Department
- airport cleanup of invasive weeds, mowing
- community kitchen trail lane
- water and sewer repairs on 72nd and Kettle River Drive
- commercial lodging support program
- camping on municipal property

MOVED

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

Carried

8. REPORTS AND DISCUSSION

9. PROPOSED BYLAWS FOR DISCUSSION

a. Council Remuneration Review

Corporate Services / Finance

MOVED

THAT the Committee of the Whole receives the report and asks staff to proceed with organizing a committee to look at remuneration for Council and refers this to the July 15, 2019, Regular Meeting.

Opposed (1): Moslin

Carried

10. INFORMATION ITEMS

11. CORRESPONDENCE ITEMS

a. Council of Forest Industries

Correspondence regarding the Interior Forest Renewal Strategy

MOVED

THAT the Committee of the Whole receives for information the correspondence from the Council of Forest Industries.

Carried

12. LATE ITEMS

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

14. QUESTION PERIOD FROM THE PUBLIC

- Angela Nichols inquired in regard to the delegation regarding the amendment to the Zoning Bylaw
- Nigel James spoke in regard to the Gyro Park flags, and the four properties on 70th Avenue and funding source
- Les Johnson spoke in regard to purchasing of land In-Camera

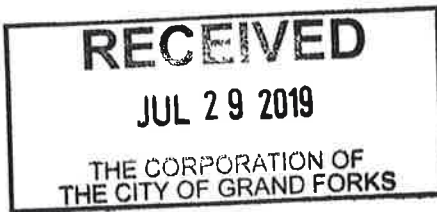
15. ADJOURNMENT

The July 15, 2019, Committee of the Whole Meeting was adjourned at 12:46 pm.

Mayor Brian Taylor

Corporate Administrative Assistant -
Daphne Popoff

July 29, 2019



Council Delegations

Background

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

Council needs to know all sides of an issue, and the possible impacts of any action they make 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

Warming Centre

to request that you consider changing your by-law or give

us a variance to allow overnight guests at 7500 Donaldson Dr.

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

To allow community members a safe place to stay while suffering from homelessness.

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

Giving people a place to call home so they are not roaming the streets looking for shelter and food. will benefit our community and help

those in need. And give our parks/riversides a safe, secure feeling for community members as well as tourists passing through.

Council Delegations (cont.)

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

More people sleeping in parks, using public washrooms, people roaming the streets hanging out in front of businesses. Theft would increase as all services/resources are taken away from those suffering.

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

stating: Bylaw to evict Warming Centre to be resolved.

Name: Kim Gordon

Organization: Warming Centre

Mailing Address: 7375 GN Rd. G.F. B.C. V0H 1H2
(Including Postal Code)

Telephone Number: 250 - 444 - 0491

Email Address: Kagb@hotmail.ca

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 "Coordinator" City of Grand Forks.

N:Forms/Delegation Form

request Aug 12, 9:00 mtg

Council Delegations

Background

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

Council needs to know all sides of an issue, and the possible impacts of any action they make take, prior to making a decision that will affect the community. The following outline has been created 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

myself, Michael Zimmer. Possibly other concerned
to request that you consider a case for changing ^{citizens}
property tax determinations.

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

property tax increases are
exorbitant.

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

have tax relief.

request Aug 12, 9:00 mtg

Council Delegations (cont.)

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

to be determined

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

stating: Fair and reasonable property
tax increases, and a concrete
and meaningful (= tangible) strategy
to address excessive property tax increases.
annualized

Name: Michael Zimmer
Organization: Citizen
Mailing Address: Box 1603, 104110
(Including Postal Code)
Telephone Number: 443-9287
Email Address: salmot67@gmail.com

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 Corporate Services at the City of Grand Forks.

N:\Forms\Delegation-Form-2018-Fillable.pdf

Print Form



Online Delegation Form

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

Boundary Museum Society

TO REQUEST THAT YOU CONSIDER:

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

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

In compliance with the 2019 Fee For Service agreement dated May 15, 2019 between the Boundary Museum Society and the corporation of the City of Grand Forks summarizing the activities.

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

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

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

Not Applicable

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

Recommendation that Council accept the Boundary Museum Society's quarterly report as presented at the Committee of the Whole (COTW) meeting on August 12, 2019.

NAME

Lee Derhousoff

ORGANIZATION

Boundary Museum Society

MAILING ADDRESS

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

TELEPHONE NUMBER

2504423737

EMAIL ADDRESS

boundarymuse@shaw.ca

Memo



To: Committee of the Whole
From: **Development, Engineering and Planning**
Date: 2019-08-12
Subject: Information update on in-kind options for residents in land acquisition area

Background

Staff will provide a presentation update summarizing workshops and next steps regarding in-kind options for property owners in the land acquisition. Key next steps:

- Survey to all property owners to provide more information on options and gauge level of interest if Council were to provide each option
- Presentation on survey findings September 3rd
- Presentation on servicing costs and Request for Decision on selected options, detailed costing and preliminary engineering related to land servicing and development (date to be determined)

Request for Decision



To: Committee of the Whole
From: **Development, Engineering and Planning**
Date: August 12, 2019
Subject: Wayfinding Project Rural Dividend Fund Application
Recommendation: **THAT the Committee of the Whole recommends to Council to direct staff to apply for the Rural Dividend Fund for \$40,000 of a \$50,000 Wayfinding Strategic Plan.**

Background

In 2017-2018 staff developed a preliminary wayfinding sign project for downtown areas per Council request. A set of colourful signs were developed and installed over the last year.

After the 2018 flood, the BC Economic Development Association (BC EDA) recommended that the City apply to the Rural Dividend Fund to support the creation of a new wayfinding strategy that combines wayfinding signage and mobile apps.



Figure 1. Wayfinding sign in London. Credit: Andrew Nash, flickr, Attribution-ShareAlike 2.0

Roger Brooks (Destination Development) echoed the emphasis on wayfinding in his report to the Discover Grand Forks Steering Committee in June. Brooks recommended replacing the existing wayfinding signs with a professionally designed and integrated system of wayfinding signs and kiosk maps that connects drivers, cyclists and pedestrians to core amenities and trails.

The BC EDA also recommended implementation of the 468 Insider App to complement the Wayfinding initiative. When funded, the Wayfinding Strategic Plan would enable linkage to deployment of the app and other trail and amenity information online, through smartphone scannable 'QR' codes.

Based on research on similar wayfinding initiatives in BC communities, staff estimates preparation of such a plan to be between \$40,000 and \$50,000.

Capital expenditures resulting from the designs in the plan would be scheduled for the 2020 capital budget.

At the time of writing the report the grant application was still being drafted; staff will provide a presentation on the grant application at Committee of the Whole.

In the grant, a maximum of 80% funding may be from the Rural Dividend Fund; no more than 10% of project costs can be in-kind. A \$50,000 project budget would entail a request to RDF for \$40,000 with the remainder to be provided from the remaining funds in the current wayfinding project budget. As part of the grant, the City would be required to submit by August 15th the Council resolution, current financial statements and detailed budget. Further requirements can be found at: <https://www2.gov.bc.ca/gov/content/employment-business/economic-development/support-organizations-community-partners/rural-economic-development/rural-dividend/program-details2>.

Benefits or Impacts

Strategic Impact



Economic Growth

- Supports implementation of recommendations for flood recovery and economic revitalization

Recommendation

THAT the Committee of the Whole recommends to Council to direct staff to apply for the Rural Dividend Fund for \$40,000 of a \$50,000 Wayfinding Strategic Plan.

Options

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

Request for Decision



To: Committee of the Whole

From: **Development, Engineering and Planning**

Date: **August 12, 2019**

Subject: **Strategies to Increase Affordable and Attainable Housing Options in Grand Forks (FILE: 4710-01)**

Recommendation: **THAT the Committee of the Whole receive this report for information and forward it to the Regular Council meeting of August 12, 2019, for consideration;**

THAT the Committee of the Whole recommend to Council to delegate the issuance of Development Permits for Garden Suites to City Staff; and FURTHER,

THAT the Committee of the Whole recommend to Council to direct staff to:

- 1) Obtain servicing and development costs, undertake financial and feasibility analyses and report back to Council on the potential City-initiated housing projects outlined in this report (and listed in Appendix "A");**
- 2) Move forward with advertising and communications to heighten awareness in the community about secondary and garden suites, tiny homes and infill housing opportunities; and**
- 3) Waive the development and building permit fees for garden and secondary suites in the City.**

Background

On July 15th, 2019, Council considered and approved a report respecting policy objectives, process and the provision of "in-kind" housing support for property owners involved in the impending flood plain buy-out. A major policy direction of this initiative is to identify and facilitate the provision of affordable and attainable housing options for households affected by the buy-out.

The purpose of this report is to provide further detail about housing options and to seek Council's approval for several housing strategies to move forward immediately.

Housing Initiatives and Strategies

Housing options and the associated strategies to facilitate the availability of housing for flood impacted households are described below and are summarized in Appendix "B".

Rental Housing Development

- 1) 19th Street BC Housing Project (owned by BC Housing and operated by Boundary Family Services Society)
 - This project consists of 42 apartments and 10 townhouses estimated for occupancy by the end of the year.
 - BC Housing has indicated that priority placement will be given to flood impacted households and individuals based on immediacy of need.
- 2) Secondary and Garden Suites on Existing Properties
 - In 2018, the Zoning Bylaw was changed to allow suites within houses (i.e., a basement suite) and detached garden suites (with a development permit). The intent of this was to increase the rental stock in the City.
 - Secondary suites require only a building permit. Garden Suites require a development permit as stipulated in the Official Community Plan. The purpose of the development permit is to ensure that the smaller dwelling fits in with the neighbourhood.
 - To date, no applications have been received for garden suites although there have been numerous inquiries. This may be because (among other things such as cost) residents are unaware that garden suites are allowed in the City.
 - To heighten awareness in the community that these rental units are allowed, it is proposed that this message be communicated to property owners through advertising and brochures (see draft Garden Suite brochure in Appendix “C”).
 - To make it easier for homeowners to build a secondary or garden suite, staff is proposing that the permit process be simplified and that a small financial incentive be introduced to encourage more rental units on private property.
 - It is proposed that the issuance of development permits for garden suites be delegated to City staff and that the development permit and building permit fees be waived. This could potentially save an applicant about \$1,000.
 - Staff will also further investigate City incentives for rental unit development using a revitalization tax exemption bylaw (based on preliminary research, this tool is yet unproven for this purpose).
- 3) Tiny Houses
 - In early 2018, the OCP and Zoning Bylaw were changed to allow tiny houses on wheels in the City subject to the issuance of a temporary use permit.
 - This housing option provides a rental opportunity as an accessory dwelling or as an affordable ownership option on privately owned or leased land (temporary use permits are issued for three years, renewable for an additional three).
 - To date one tiny house on wheels has been approved (in the flood plain in Johnson Flats).
 - To heighten awareness in the community that tiny houses on wheels are allowed with a temporary use permit, it is proposed that this message be communicated to property owners through advertising and brochures (see draft Tiny Houses on Wheels brochure in Appendix “D”).

City-owned Lots – Long Term Lease Option

Some flood impacted households may be interested in moving an existing, pre-fabricated or build a new dwelling on City-owned land and enter into a long term lease in order to maintain affordability but allow for ownership and future sale of improvements (i.e., a moved house, manufactured home, modular home).

Offering these leased lots must provide a long term sound investment for the City which means the costs to service the lots and the forgone taxes must be repaid through lease rates.

City staff will consult with local banks as to the mortgage requirements and recommended terms for leased lots to enable lessees to qualify for mortgages if applicable.

Some potential locations (see Appendix “A”) for long term leased lots in the City are:

- +/- 20 lots on 24A Street south of 68th Avenue (existing small lots in the ALR);
- 8 - 10 lots on a portion of the 5-acre Lot 3 on 72nd Avenue (beside Silver Kettle); and,
- Undetermined number of lots on a portion (location to be determined) of Parcel Z on the west end of 68th Avenue.

City staff will determine the costs of servicing and developing these lots as a basis for establishing lease rates.

City staff is working with the Agricultural Land Commission to confirm that the +/- 20 lots on 24A Street (south of Angus MacDonald Park) can be made available if they are feasible to service.

All of these potential housing projects will require subdivision and servicing plans and approvals. Most of the costs of the feasibility studies for this initiative can be covered through the West End Infrastructure Servicing Strategy, which is currently in process. Costs over and above the West End Study are anticipated to be covered by the Department’s 2019 consulting budget.

City-owned Lots – Purchase Option

Many of the flood impacted households wish to secure full ownership of a property but can do so only with some in-kind assistance. In this case, City-owned lots could be offered for sale or potentially through a land trade, at market value. Because there are no readily serviced lots in the City, nor a current budget to service any, the servicing costs to make lots market-ready must be recovered over time through a

mechanism such as a local service tax (parcel tax)¹. It is noted that smaller lot size would be favoured to more efficiently service the lots and maintain affordability.

There may also be an option involving partial ownership of a lot by the City (i.e., equity financing of a portion of property value to be recouped on future sale of property) to reduce up-front costs for the purchasers. City staff will explore this option more thoroughly to determine its viability.

Although it may be possible to pursue creating fee simple lots on the above city-owned properties (with rezoning) rather than lots for lease, the city-owned land on 71nd Avenue/Donaldson Drive/13th Street may be appropriate for fee simple ownership.

City staff will determine the costs of servicing and developing these lots as a basis for establishing the market/purchase price.

Partnership-based Townhouse or Condominium Projects on City-owned Land

There may be city-owned property available for third party development in a strata-type format. Using City-owned land could potentially pass savings in land value on to owners with an affordability contract in place with a developer.

There may also be opportunities for cooperative housing ventures instead of conventional developer ownership and financing.

Lot 1, 7850 2nd Street, at the north end of 2nd Street (currently a Licence of Occupation for a church) may be a lot suited to this option. City staff will explore this option in more detail and develop a strategy to entice the development community to partner with the City to accomplish affordable townhouse or condo units in the City.

Conclusion

The intent of the strategies contained in this report is to facilitate the creation of approximately 80 lots/units to replace the 80 lots scheduled for buy-out, and therefore maintain a reasonable inventory of single family lots and other housing units in the City.

Households receiving buy-outs will have varying needs and abilities to replace the home and lifestyle they had in the flood plain areas. Increasing the rental housing stock in the City along with developing city-owned lands for residential purposes may help these households more easily attain new places to live.

¹ On July 15th, 2019, City Council approved a policy respecting sound investment: planning, development and servicing investments must provide a long-term benefit for the City or leverage additional development; and lifecycle costs are to be paid for over the life of development through taxes, lease income, servicing fees and utility fees.

Decisions to proceed with creating new lots on city-owned land must be sound investments on behalf of the public, be based upon equity and fairness for all residents/taxpayers in the City and must be easily administered within the City's existing capacity to manage its public assets.

Benefits or Impacts



Community Engagement

- A series of meetings with those affected by the impending buy-out were held to generally discuss the options identified in this report (the results of these meeting will be transmitted to Council under separate cover).



Community Livability

- The location of new lots will take into consideration amenities available and proximity to schools, shopping and recreation.



Economic Growth

- The strategies presented are intended to foster new residential development and provide attainable housing for flood impacted households, allowing them to stay in Grand Forks and contribute to the economy.



Fiscal Responsibility

- The cost implications of waiving the development and building permit fees for secondary and garden suites maybe offset by the increase in taxes received from the secondary dwelling.
- There are substantial costs associated with creating and servicing new lots in the City. In accordance with Council approved policy, a specific housing project will not be deemed feasible if there is no mechanism available to recoup the costs (plus) over time through surcharges, fees or parcel taxes (i.e., if it is not a sound investment on behalf of the taxpaying public).

Policy/Legislation

The Local Government Act, the Community Charter, the Official Community Plan, the Zoning Bylaw and the City of Grand Forks Real Estate Strategy Policy.

Attachments

Appendix "A": List and Map of Potential City-Initiated Housing Projects on City-Owned Land

Appendix "B": Summary of Strategies to Increase Housing Options for Property Owners Scheduled for a Buy-out

Appendix "C": DRAFT Garden Suite Guide

Appendix "D": DRAFT Tiny House (on wheels) Guide

Recommendation

THAT the Committee of the Whole receive this report for information and forward it to the Regular Council meeting of August 12, 2019, for consideration;

THAT the Committee of the Whole recommend to Council to delegate the issuance of Development Permits for Garden Suites to City Staff; and FURTHER,

THAT the Committee of the Whole recommend to Council to direct staff to:

- 1) Obtain servicing and development costs, undertake financial and feasibility analyses and report back to Council on the potential City-initiated housing projects outlined in this report (and listed in Appendix “A”);**
- 2) Move forward with advertising and communications to heighten awareness in the community about secondary and garden suites, tiny homes and infill housing opportunities; and**
- 3) Waive the development and building permit fees for garden and secondary suites in the City.**

Options

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

Appendix “A”
List of Potential City-Initiated Housing Projects on City-Owned Land
(see map attached)

Potential Housing Project	Est. No. of Units	Size/Type of Units	Comments
Portion of Lot 3, 72nd Avenue beside Silver Kettle	8 – 10	Single family lots Multiple family potential with partnership	Approx. 2 acres are on short term reserve for a seniors apartment project. Zoned CU – Community Use which only allows partnership for development. Lots limited to long term lease.
24A Street, Block 19 south of Angus Macdonald Park	+/- 20	Small single family lots	Existing small lots in the ALR. Zoned CU. Proposal under review by the Agricultural Land Commission.
Portion of Parcel Z (south of Extra Foods)	undetermined	undetermined	If existing lots on 24A St are serviced, creating lots or strata units here may be feasible.
71 st Street & Donaldson Drive, City-owned (beside the Grand Trail)	8 - 12	Small single family lots	Properties must be replotted into a feasible lot configuration, but servicing is nearby.
Lot 1, 7850 2 nd Street, at the north end of 2 nd Street (currently a Licence of Occupation for a church)	2.5 acres	Suitable for multiple family units only (due to site constraints)	Potential for a city partnership (long term).

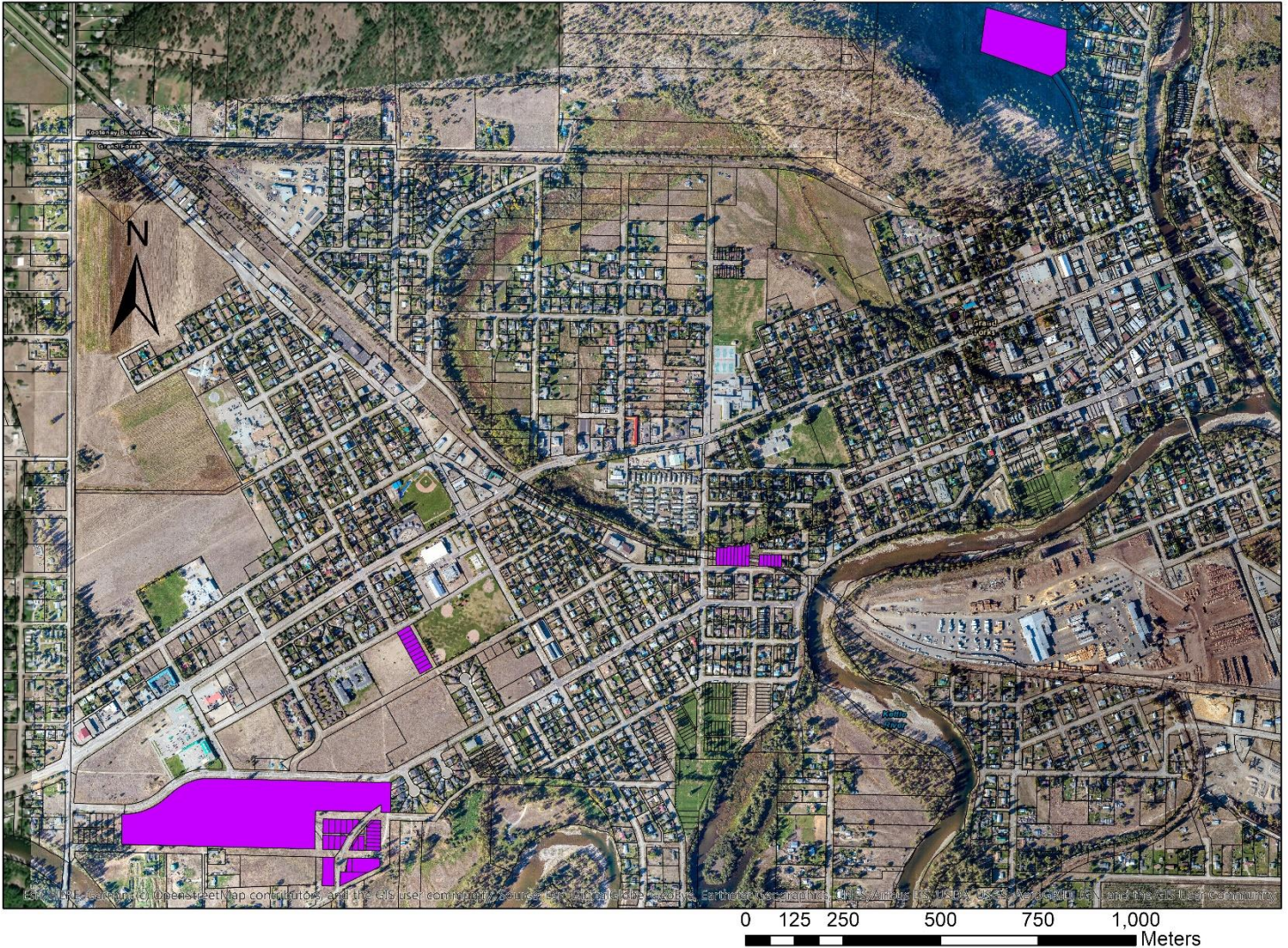
Municipal Parcels with Development Potential

Created by: Travis Arnold

Date: August 2, 2019

Datum: NAD 83 UTM Zone 11N

Data Source: City of Grand Forks



Appendix “B”
Summary of Strategies to Increase Housing Options for Property Owners
Scheduled for a Buy-out

Strategy 1: For the BC Housing project on 19th Street, give priority to flood impacted households and individuals based on immediacy of need.

Strategy 2: Delegate the issuance of development permits for garden suites to City staff.

Strategy 3: Waive the development permit and building permit fees for garden suites and secondary suites.

Strategy 4: Implement a communication strategy advising residents that secondary suites, garden suites and tiny houses are allowed in Grand Forks.

Strategy 5: Implement a communication strategy advising residents that tiny homes on wheels are allowed in Grand Forks subject to a temporary use permit.

Strategy 6: Consult with local banks to work out lease rates and terms that will enable flood impacted households to secure mortgages on leased lots at a reasonable cost while ensuring that the value of the asset for existing taxpayers is maintained.

Strategy 7: Engage a consultant to determine the costs of servicing and developing the city-owned properties identified in this report as a basis for establishing lease rates, funding mechanisms and purchase prices.

Strategy 8: Confirm with the Agricultural Land Commission that the +/- 20 lots on 24A Street (south of Angus MacDonald Park) can be made available if they are feasible to service.

Strategy 9: Determine the viability of the City retaining ownership of a fraction of a market lot to potentially reduce the up-front costs for purchasers of city-owned lots.

Strategy 10: Develop a strategy to entice the development community to partner with the City to develop affordable townhouse or condo units in the City.

Appendix “C”
D R A F T Garden Suite Brochure



A Guide to Garden Suites

Garden Suites are allowed in Grand Forks!

In 2018, following public consultation and a public hearing, Grand Forks City Council decided to make it easier for homeowners to build a garden suite (also known as a laneway house or carriage house) on their property.

What is a Garden Suite?

A garden suite is a separate smaller home, typically located in your backyard or above a garage and detached from the main dwelling. Garden suites are designed to be long-term rental housing; they cannot be strata titled or sold. They also require a development permit to make sure they fit into the neighbourhood and a building permit to ensure they are safe and livable.

Property owners may build a new garden suite alone or on a garage or convert an existing accessory building if it meets the BC Building Code.

Why are Garden Suites good for Grand Forks?

Garden suites use existing infrastructure, providing a sustainable and economical way to increase and diversify the rental housing stock. They provide housing for a variety of people, including those who would like to downsize, relatives of homeowners, aging parents and renters who would like a detached dwelling rather than a condo or basement suite. Rental income also helps to reduce housing costs for homeowners. Garden Suites must adhere to a set of design guidelines to ensure that they will fit with the existing streetscape and atmosphere of the neighbourhood.

Where are Garden Suites permitted?

Garden Suites are permitted in the two main residential zones (R1 and R2) in Grand Forks, and in the Neighbourhood Commercial (NC) and Tourist Commercial (TC) zones. The Grand Forks Zoning Bylaw indicates that in the R1 and R2 residential zones, the following dwelling units are permitted: (a) one single family dwelling, plus (b) one secondary suite and one garden suite; or (c) one two-family dwelling, plus (d) one garden suite.

To find out if the zoning on your property allows a garden suite, contact City staff at 250-442-8246 or info@grandforks.ca, or view the Grand forks Zoning Map on our website.

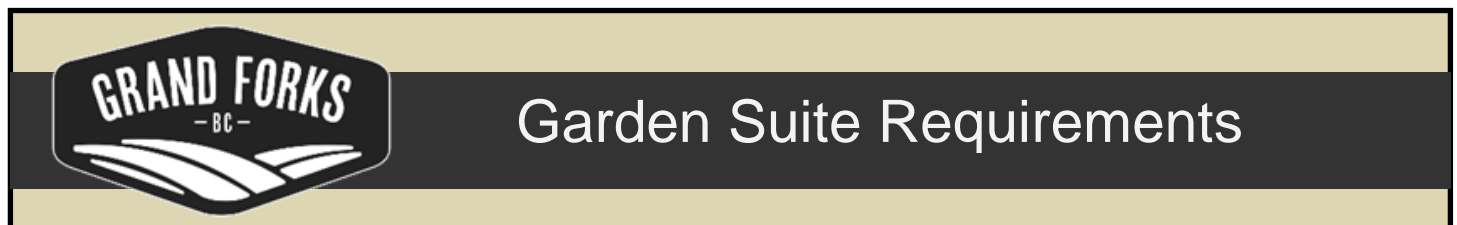
Your garden suite must also meet the requirements of the Zoning Bylaw (Section 22), and the Development Permit Area Guidelines prescribed in the Official Community Plan (Section 14.10). These requirements are summarized below.

I want to build a Garden Suite. What do I need to do?

- 1) Check to see if your property is eligible for a garden suite.
- 2) Review the regulations and guidelines for garden suites.
- 3) Contact City staff to discuss your plans and the requirements for your application: 250-442-8246 or info@grandforks.ca.
- 4) Prepare your plans and apply for a Development Permit which includes a questionnaire to ensure your proposal meets the guidelines for garden suites. When you are ready, contact City staff to book an appointment to submit your application.
- 5) Once approved, apply for the necessary building permits.
- 6) When all permits are in hand, you are ready to build.

What will it cost to get my Garden Suite approved?

Permit or Service	Cost
Development Permit application	\$200 (under review)
Building Permit (approximate)	\$8 per \$1,000 of declared or assessed value + \$10 per plumbing fixture (under review)
Sewer	Shared with main house (additional usage)
Water	Shared with main house (additional usage)
Electric & gas	Shared with main house (additional usage)



Once you have confirmed that a garden suite is allowed on your property, the suite must be sited and designed according to the following regulations and guidelines.

Zoning Regulations

In addition to the zoning requirements regarding setbacks, height and lot coverage in the applicable zone, garden suites must comply with the following regulations (as per Section 22 of the Zoning Bylaw):

1. A minimum floor area of 12 sq. m. and a maximum floor area of 90 sq. m.

2. Must satisfy all the requirements of the British Columbia Building Code and other associated bylaws and regulations.
3. If a Garden Suite does not have direct access to a highway on an exterior side or rear parcel line, it shall have private or emergency access via an unobstructed pathway constructed and maintained between the public street and the Garden Suite entrance, with a minimum width of 1 m.
4. Must be sited on a permanent foundation.
5. A Garden Suite cannot be strata titled.

Development Permit Area Guidelines

Garden suites must comply with Section 14.10 of the Official Community Plan: "Accessory Dwelling Unit and Tiny House Development Permit Area (ADU DPA)". These guidelines are as follows:

Buildings and Structures

1. Orient buildings to maximize opportunities for passive solar heating and natural lighting.
2. Consider adaptable design and universal accessibility.
3. Use natural ventilation and cooling systems.
4. Consider the use of green roof systems to reduce storm water runoff, reduce energy costs and improve visual appearance.
5. Use building products that demonstrate re-use, upcycling and green technology.
6. Developments are encouraged to seek Passive House, LEED, or other sustainability certification.
7. Where garages or carports are necessary, design them to be recessed within the building or set back from the front face of the building.
8. Buildings should be clad with durable, aesthetically acceptable and environmentally friendly materials at least as good of quality as primary dwelling; vinyl and aluminum siding are not acceptable.

Utilities / Servicing

9. Buildings must share the services of the primary unit as per the City Bylaws for water, sewer, electrical services.

Parking / Access

10. Entrances should face the street (or laneway, if sited on a lane) and have direct pedestrian access from the street. Windows should provide "eyes on the lane" for security.
11. Shared driveways are encouraged to reduce paved surfaces.
12. Provide vehicle access via rear lanes where they are available.

Screening and Landscaping

13. Provide private outdoor space of at least 9 square metres for each of the primary residence and accessory dwelling unit.
14. Provide for clothesline use.
15. Limit the use of potable water for landscape irrigation.

16. Provide natural filtration of rainwater into the site through techniques including raingardens, rainwater collection systems, bio-swales and permeable paving or crushed rock for driveways.



What is the process to develop a garden suite?

1. Pre-application meeting

Contact City staff to discuss your ideas and preliminary plans for your garden suite. Note that you will be required to apply for both a Development Permit and a Building Permit. City staff will help to define the next steps in the process. Although the City will notify neighbouring properties about your development permit application after you apply, it is suggested that you discuss your proposal with your neighbours to gain their support.

2. Apply for a Development Permit

Make an appointment with City staff to submit your application. A Development Permit Application must be accompanied by drawings/plans, including:

- 1) A legible site plan, drawn to scale, showing the following:
 - a) The boundaries and dimensions of the subject property,
 - b) The location, setbacks and dimensions of the proposed and existing buildings,
 - c) The location of off-street parking, and
 - d) The location of roads, lanes, pedestrian access routes, screening, landscaping and fencing.
- 2) Photos or elevation plans showing height, exterior finishing and colour, windows and doors, roof pitch, etc.

3. Plan Check and Referral

The application will be checked by City staff to ensure that it is complete and that the proposed garden suite conforms to City requirements. Staff may also refer the application to the Fire and Public Works Departments for review.

4. Neighbours are Notified of the Proposal for a Garden Suite

All landowners within 30 metres (100 ft) of your property will be notified in writing of your application. It is advisable to consult with your neighbours in advance to gain support for your garden suite proposal.

6. Development Permit is Issued

City staff will then issue a development permit (with or without conditions). This permit will be sent to the Land Titles Office and registered on the title of your property.

7. Apply for a Building Permit

Once your Development Permit is issued, you may apply for a Building Permit. In most cases a building permit and development permit application may be reviewed by City staff concurrently.

Appendix “D”
D R A F T Tiny House on Wheels Brochure



A Guide to Tiny Houses in Grand Forks

Tiny Houses on Wheels are allowed in Grand Forks!

In 2018, following public consultation and a public hearing, Grand Forks City Council adopted an amendment to the Official Community Plan and Zoning Bylaw to accommodate *tiny houses on wheels* in the City. Before placing a tiny house on property in the City, a Temporary Use Permit must be obtained to ensure that the tiny house fits in with the neighbourhood and is safe and livable.

What is a Tiny House on Wheels?

A *tiny house on wheels* is a dwelling unit on a wheeled chassis, greater than 12 square metres (129 square feet) and less than 29 square metres (312 square feet). A tiny house in Grand Forks must be constructed to be used as a full-time residence in this climate and must comply with the current British Columbia Building Code. If premanufactured, the tiny house must comply with the CSA Z240 or Z240RV standard.

Tiny houses can be either a second smaller home on a lot (accessory dwelling unit), or in some cases, be the only home on a lot. Both options require the landowner to apply for and obtain permits from City Council.

Why are Tiny Houses good for Grand Forks?

Tiny houses provide an alternative housing solution for a variety of people, including those who would like to downsize, relatives of homeowners, aging parents and renters. Rental income can help to reduce housing costs for homeowners (i.e., mortgage helpers), and increase options for affordable rental housing in the City. Tiny houses use very little city infrastructure, providing a sustainable and economical way to increase and diversify the housing stock in the city.

Where are Tiny Houses on Wheels permitted?

Tiny houses on wheels are permitted outright in industrial zones in Grand Forks. In all other zones (i.e., residential) they must receive approval through a permit process (Temporary Use Permit). This process involves an application and review process, public notification and consideration by City Council.

Before buying or building a tiny house, please contact City staff at 250-442-8246 or info@grandforks.ca to learn about the process and requirements for placing a tiny house on your property.

I want to place a Tiny House on Wheels on my lot. What do I need to do?

1. Review the regulations and guidelines for tiny houses on wheels in the Zoning Bylaw and the Official Community Plan.
2. If you are planning to place a tiny house on a residential property, you must apply for a temporary use permit. Before you proceed, contact city staff to discuss the application requirements (250-442-8266 or info@grandforks.ca).
3. Prepare your plans and apply for a [Temporary Land Use Permit](#) to ensure your application meets the guidelines for tiny houses in Grand Forks. When you are ready, contact City staff to book an appointment to submit your application.
4. Your application will be forwarded to City Council for authorization to proceed to public notification, which includes advertising in the local paper and notifying neighbouring property owners.
5. Your application will proceed to Council for a second time where, based on any comments received by the public, Council will approve (or deny) the permit.
6. The permit will be issued and be valid for a period of three years. A renewal for an additional three years can be applied for prior to the expiry date of the original permit.
7. You may apply for a building permit.
8. When all permits are in hand, you are ready to build or place the tiny house on your land.



Tiny House Requirements

Once you have confirmed that a tiny house on wheels is suitable for your property, it must be sited and designed in accordance with the following regulations and guidelines.

Zoning Regulations

In addition to the zoning requirements regarding setbacks, height and lot coverage in the applicable zone, *tiny houses on wheels* must comply with the following regulations (as per Section 23 of the Zoning Bylaw):

- 1) A tiny house on wheels must be constructed to be used as a full-time residence according to the current British Columbia Building Code or the CSA Z240 or Z240RV standard if it is premanufactured.
- 2) For residential zones permitting a single-family dwelling with a floor area between 18 and 29 square metres or a garden suite, the tiny house on wheels must be converted to a single-family dwelling or a garden suite by placement on a full-depth perimeter or point support foundation, subject to the conditions of a building permit from the City.
- 3) A person must obtain a temporary use permit to place a *tiny house on wheels* that is not converted to a principal dwelling or garden suite in a zone where it is not permitted, such that:
 - (a) bonding sufficient for removal of the tiny house on wheels is provided to the City before the time of placement; and
 - (b) the tiny house on wheels is removed at the end of the permit period; or
 - (a) to remain on the property the tiny house on wheels must be converted as per no. 2 above.

Development Permit Area Guidelines

Tiny houses on wheels must comply with Section 14.10 of the Official Community Plan: "*Accessory Dwelling Unit and Tiny House Development Permit Area (ADU DPA)*", as outlined below:

Buildings and Structures

- 1) Orient buildings to maximize opportunities for passive solar heating and natural lighting.
- 2) Consider adaptable design and universal accessibility.
- 3) Use natural ventilation and cooling systems.
- 4) Consider the use of green roof systems to reduce stormwater runoff, reduce energy costs and improve visual appearance.
- 5) Use building products that demonstrate re-use, upcycling and green technology.
- 6) Developments are encouraged to seek Passive House, LEED, or other sustainability

certification.

- 7) Where garages or carports are necessary, design them to be recessed within the building or set back from the front face of the building.
- 8) Buildings should be clad with durable, aesthetically acceptable and environmentally friendly materials at least as good of quality as primary dwelling; vinyl and aluminum siding are not acceptable.
- 9) Tiny houses on wheels must be skirted with a finished insulating material the same quality as or complementary to the cladding of the tiny house.
- 10) In all residential zones, tiny houses on wheels must have a deck or porch attached, with appropriate stairs or ramp, to signify that they are semi-permanent in nature.

Utilities / Servicing

- 1) Buildings must share the services of the primary unit as per the City bylaws for water, sewer and electrical services.

Parking / Access

- 1) Entrances should face the street (or laneway, if sited on a lane) and have direct pedestrian access from the street. Windows should provide "eyes on the lane" for security.
- 2) Shared driveways are encouraged to reduce paved surfaces.
- 3) Provide vehicle access via rear lanes where they are available.

Screening and Landscaping

- 1) Provide private outdoor space of at least 9 square metres for each of the primary residence and accessory dwelling unit.
- 2) Provide for clothesline use.
- 3) Limit the use of potable water for landscape irrigation.
- 4) Provide natural filtration of rainwater into the site through techniques including raingardens, rainwater collection systems, bio swales and permeable paving or crushed rock for driveways.



How to Get Approval for a Tiny House

1. Pre-application meeting

Contact City staff to discuss your ideas and preliminary plans for your tiny house. Note that you will be required to apply for a Temporary Use Permit and a Building Permit. City staff will help to define the next steps in the process. Although the City will notify

neighbouring property owners about your application for a tiny house, it is suggested that you discuss your proposal with your neighbours to gain their support.

2. Apply for a Temporary Land Use Permit

This permit is required to ensure that the form and character of the tiny house fits into the existing neighbourhood and that it meets the regulations and guidelines. Make an appointment with City staff to submit your application. A [Temporary Land Use Permit Application](#) must be accompanied by a completed questionnaire and drawings/plans, including:

A legible site plan, drawn to scale, showing the following:

- a. The boundaries and dimensions of the subject property.
- b. The location, setbacks and dimensions of the proposed and present buildings.
- c. The location of off-street parking.
- d. The location of proposed access roads, pedestrian access routes, screening, landscaping and fencing.
- e. Photos and/or elevation plans showing height, exterior finishing and colour, windows and doors and roof pitch.

The questionnaire will help determine if your proposed tiny house meets the Development Guidelines in the Grand Forks Official Community Plan (OCP).

3. Plan check and referral

The application will be checked by City staff to ensure that it is complete and that the proposed tiny house conforms to City requirements. Staff may also refer the application to the Fire and Public Works Departments.

4. Application is considered by Grand Forks City Council for the first time

An initial staff report with recommendations will be considered by City Council at one of its regular Council meetings. You are welcome to attend to answer any questions. Council will pass a resolution authorizing (or not) staff to proceed with the public notification process.

5. Neighbours are notified of the proposal for a tiny house on wheels

All landowners within 30 metres of your property will be notified in writing of your application and invited to ask questions and/or provide comments to City staff. All written comments will be transmitted to City Council when it considers your permit application for final approval.

6. Proposal is advertised in the local newspaper

The proposal for a tiny house is advertised in the local newspaper to advise the public of the application and when it will be given final consideration by City Council.

7. Application is considered by Grand Forks City Council for the second time

After hearing any comments received as a result of the above public notification process, City Council will pass a resolution to approve (or deny) the permit.

8. Temporary Land Use Permit is Issued

City staff will then issue the permit (with or without conditions). This permit will be sent to the Land Titles Office and registered on the title of your property.

9. Apply for a Building Permit

Once your Temporary Use Permit is issued, you may apply for a [Building Permit](#). It is noted that in most cases a building permit and temporary use permit application may be reviewed by City staff concurrently. Information respecting building permits and inspections can be found [here](#).

Monthly Highlight Report



To: Committee of the Whole
From: **Management Team**
Date: August 12, 2019
Subject: Monthly Highlight Report
Recommendation: **THAT COUNCIL receives the monthly highlight report for information.**

Fire Department

General

Calls this month: 31 (Fire related – 20, Rescue – 2, First Responder – 9)
Year to date calls: 235

- The last two fire practices of July have seen a steady increase in attendance numbers (July 24 – 27 firefighters, July 31 – 24 firefighters). I have been advised that summer fire practices generally average 17 members.
- Due to a staff shortage, public safety education has been placed on hold with hopes to resume in the near future. Fire inspections are currently being performed on a request or as needs basis.
- Notable calls for July were cardiac arrests. Our firefighters provided CPR assistance to BC Ambulance on five occasions. One of these calls was a cardiac arrest call for a patient in the water who needed to be relocated up the riverbank and transported to Boundary Hospital.
- Training for the month consisted of the following; a review of ground ladders and ventilation, ventilation and visibility and exterior live fire props at the training grounds. Additionally, one practice was held to review the Superior Tanker Shuttle accreditation which our department will be renewing prior to February 2020. This accreditation allows for further reductions in rural homeowners' insurance costs.
- A portion of our recruit firefighters successfully completed practical skills training and evaluations for two chapters (ladders and ventilation) over this past weekend. This included a 9.5-hour day on the Saturday and 10.5 hours on the Sunday. Kudos to our volunteer firefighters for their dedication and giving up their weekend to work extremely hard in this hot weather to ensure the safety of our community.

- Our group of recruit firefighters completed College of the Rockies written exams on Wednesday, July 31. This is the last exam for the Exterior Operations Firefighter level and all that is required to complete this benchmark is three to four other course which many of our volunteers have already done.

Outside Works

Safety

Organized a Safety Awareness event for all staff.

General

Interviewed candidates for the Operator 2 position.

Fortis rate review with the British Columbia Municipal Electrical Utilities.

Service request process establishment .

Attended and supported the residents' buy out meeting July 11.

Supported the Mayor's interview with CBC the National.

Updated Water Regulations Bylaw draft.

Electrical

- Installed primary cable and pad mount transformer at BC Housing's development on 19th St
- Energized 55 new electrical meters at BC Housing's development
- Changed 3 utility poles
- Annual truck electric and non-destructive testing
- Four electrical disconnects for upgrades/repairs
- Repaired airport gate
- 4 - planned outages
- 1 - unplanned outage

Public Works

- 2 nighttime and 3 daytime Medi-vacs at the airport.
- Supported Canada Day celebration, Grand Forks International baseball tournament, softball tournament at Dick Bartlett Park, Party in the Streets downtown, Ultimate Frisbee tournament in City Park, BMX national race.
- Painted Expo sign Flag.
- Rehabilitated seven Military Headstones at the request of Veterans' Affairs .
- Flail mowing throughout City properties.
- Contracted Danger Tree assessment report for areas of concern.

Water and Sewer

- Wastewater treatment plant upgrade – site meeting and scheduling with Maple Reinders familiarized them with the system.
- Water meter maintenance and investigations increased for irrigation season.
- Water main repair and reroute on 72nd Ave and 8th Street.
- 1 - water service repair.
- Sanitary main flushing.

Development and Engineering

General

- Attended and recorded notes for meetings with those affected by the impending buy-out.
- Responded to approximately 36 front counter and telephone inquiries and attended about 12 in-person/teleconference meetings with individuals/developers.
- Ongoing planning and policy support for flood mitigation initiatives; arranged letter to proposed buy-out property owners.
- Continued implementation of records management and project/task management tracking system.
- Participated in the review of Department staff and resource capacity.

Capital Projects

- Flood Mitigation Program
 - Held five workshops on in-kind options for residents in buy-out areas
 - Prepared Request for Proposal for land acquisition team
 - Initiated hiring process for Capital Projects Engineer

Current Planning

- Completed three rezoning applications and a one development variance permit application.
- Completed one licence of occupation agreement (Disc Golf facility).
- Prepared guides to assist applicants with development and temporary use permits.

Long Range/Policy Planning

- Continued research and coordination of housing options on city-owned lands.
- Initiated Market District Designation (in consultation with the DBA).

Business Licences

- Continued review of business license bylaw (to update and incorporate special requirements for cannabis store referrals and licensing, sidewalk patios and mobile food vendors, etc.).
- 5 business licence issued.
- Completed City process for review of one cannabis retail licence application and prepared report for submission to the LCRB.

Flood Recovery

- Initiated work on Flood Recovery year one review and long term plan

Building Inspection and Bylaw Enforcement

General

- A number of concerns raised by the public regarding a camp on city property, near the warming shelter, 10' up a tree. Security is attempting to resolve.
- No complaints received this reporting period about any other camping activity.

Bylaw Services

- 1 deer feeding complaint, 1 inappropriate residential garbage disposal issue, 3 watering violations, 2 unsightly premise concerns and 1 smoking issue resolved.
- 1 construction project without necessary permits in process of resolution.

Building Inspection

Building Permit applications this month: 11

Year to date Building Permit applications: 78

Year to date construction value: \$18,869,515

- Permit applications received for Thompson Health Products manufacturing facility and Veronica Lodge (previously Hardy View) renovations.
- 2 permit applications received for new modular homes, 1 application received for new basement suite.

Corporate Services

General

- Prepared and facilitated Council Meetings (1 COTW, 1 Regular, 2 In-Camera, 1 Public Hearing)
- Prepared weekly summaries/updates (2 summary, 2 updates)
- Corporate Tasks completed: 7
- Human Resources Duties
- Fee-for-service agreements
- Economic Development
 - Downtown and Community Marketing Strategy
- Bylaw Updates
- Communications
 - Media releases, social media
 - Supported DBA with communications

Information Technology

- Copier/Printer maintenance
- Worked with SD51 IT team to replace firewall devices
- Started installation of new alarm security systems throughout City facilities
- General IT support for the organization
- Reconfigure Public WiFi ("Rotary Free Wifi") for Campground/Gyro Park
- Continued PC hardware replacement program
- Microsoft Licencing Audit
- IT Tasks completed: 3

Financial Services

General

- Revised Procurement Policy 802 to COTW July 15th
- Final reading of Reserve Fund Establishment Bylaw 2060 July 15th
- Final reading of 2018-2022 Financial Plan Amendment Bylaw July 15th
- Forwarded documentation to RDKB for conversion of short-term debt to long-term as part of Fall MFA issue
- Mailed out delinquent tax notices
- Fleet insurance renewals
- Cemetery inspection by Consumer Protection BC
- Attended capacity planning workshop with Kevin Ramsay
- Processed tax remittances to other taxing authorities (MFA, BC Assessment, Hospital, RDKB)
- Submitted grant and payment-in-lieu requests to the Province and Federal Government
- Analysis of sewer customer accounts in progress

Procurement

RFPs and RFQs Issued

RFPs and RFQs Awarded

- Emco Corporation - airport watermain materials

Purchase Orders Issued

Total value	\$222,445
• Less than \$5,000	10
• \$5,000 to \$25,000	4
• \$25,000 to \$75,000	3
• Greater than \$75,000	1

Total value of purchases \$299,306

1 direct awards < \$25,000:	Fred Surridge – water meters
2 direct award \$25,000-\$75,000:	Urban Systems - flood plain mapping
	Fortis – WWTP electrical service upgrade
0 direct awards > \$75,000:	

Recommendation

THAT COUNCIL receives the monthly highlight report for information.

Request for Decision



To: Regular Meeting
From: Financial Services
Date: August 12, 2019
Subject: Annual Permissive Tax Exemption Bylaw No. 2061
Recommendation: **THAT the Committee of the Whole recommends to Council to give first three readings of Bylaw No. 2061 "2020 Permissive Tax Exemptions" at the September 3rd, 2019 Regular Meeting.**

Background

Section 224 of the Community Charter provides the authority for Council to grant tax exemptions for other local authorities, non-profit organizations, and property owned by places of worship which is not exempt under other statutory provisions.

The following properties classified as places of worship are eligible for exemption under Section 224 (2) (f), (g) and (h) of the Community Charter:

- The United Church - 920 Central Avenue
- The Pentecostal Church - 2826 75th Avenue
- The Catholic Church - 7249 9th Street
- The Anglican Church - 7252 7th Street
- The Mennonite Brethren Church - 7048 Donaldson Drive
- Christ Lutheran Church - 7328 19th Street
- Grand Forks Christian Centre - 7525 4th Street
- Jehovah's Witnesses Church - 7680 Donaldson Drive

These properties receive a statutory tax exemption for the church building and footprint, but not for residences or surrounding land. As in previous years, this bylaw proposes exempting a limited area adjacent to each church building, as shown in the attached bylaw schedules. The value of land exempted ranges from 2-15% of the total assessed value, depending on the size of the property. The estimated value of 2020 municipal taxes for the above permissive exemptions is \$1,027.

The following property is owned by the City, and subject to a lease agreement requiring the City to pay property taxes if an exemption is not available. Granting this property a permissive exemption will save the City that portion of taxes which is due to other authorities.

The Baptist Church – 7850 2nd Avenue – eligible under 224 (2) (g):

In addition, BC Assessment has recommended that the bylaw include the property leased by the Regional District of Kootenay Boundary at 8120 Donaldson Drive (former SPCA Building) which is eligible under Section 224 (b).

The bylaw will also exempt certain non-profit organizations under Section 224 (2) (h) of the *Community Charter* as follows:

Name	Estimated 2020 Tax Amount
Grand Forks Curling Club - 7230 21 st Street	\$12,080
Grand Forks Masonic Building Society - 366 Market Avenue	483
Sunshine Valley Child Care Society - 978 72 nd Avenue	2,092
Slavonic Seniors Citizens - 686 72 nd Avenue	698
Hospital Auxiliary Thrift Shop - 7239 2 nd Street	2,473
Royal Canadian Legion - 7353 6 th Street	3,680
Phoenix Manor Society - 876 72 nd Avenue	3,335
Boundary Lodge – 7130 9 th Street	1,286

The permissive exemptions for non-profit organizations apply to the full property value and represent an estimated \$26,127 in foregone municipal tax revenues.

The total amount of exemptions proposed here represents 0.7% of estimated property tax revenues for 2020, and equates to \$9 annually per property.

This tax exemption bylaw is planned for first three readings on September 3rd and final reading on September 16th 2019, and **must be adopted by October 31, 2019**. As per legislation, the City will be advertising the tax exemption notice for two consecutive issues of the Grand Forks Gazette in late August.

Benefits or Impacts

General

Granting tax exemption to these applicants assists the organizations in continuing the operation of their facilities and in providing services to the residents of the community.

Strategic Impact



Fiscal Responsibility

- The above tax exemptions will reduce taxes collectible by the City by an estimated \$27,154. The tax savings on City owned leased properties will be approximately \$4,940.

Policy/Legislation

Section 224 of the Community Charter

Attachments

2020 Annual Tax Exemption Bylaw No. 2061

Applications received from non-profit organizations for permissive tax exemption

Recommendation

THAT the Committee of the Whole recommends to Council to give first three readings of Bylaw No. 2061 “2020 Permissive Tax Exemptions” at the September 3rd, 2019 Regular Meeting.

Options

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

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 2061

A Bylaw to Exempt from Taxation Certain Parcels of Land Used for Religious Worship Purposes, Hospital Purposes, Recreation Purposes and Charitable or Philanthropic Purposes Pursuant to the Provisions of the Community Charter

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

1. This bylaw may be cited, for all purposes as the “2020 Annual Tax Exemption Bylaw No. 2061”.
2. Pursuant to Section 224(2)(f) of the *Community Charter*, there shall be exempt from taxation for the fiscal year ended December 31, 2020 with respect to land and improvements, the following parcels of land:
 - Lots 1 and 2, Block 36, District Lot 108, S.D.Y.D., Plan 72, located at 920 Central Avenue as shown outlined in bold on a sketch attached hereto and marked as Schedule “A” (United Church); and
 - That portion of Lot 1, District Lot 520, S.D.Y.D., Plan 8653, except Plan H-17064, located at 2826 - 75th Avenue and described as follows - commencing at the most northerly corner of said Lot 1; thence southeasterly following in the easterly limit of said Lot 1 for 35.50 metres, thence southwesterly, perpendicular to the said easterly limit, for 30.00 metres, thence northwesterly, parallel with the said easterly limit, for 35.50 metres more or less to the intersection with the northerly limit of said Lot 1, thence northeasterly, following in the said northerly limit for 30.00 metres more or less to the point of commencement and containing an area of 1,065 square metres, more or less as shown outlined in bold on a sketch attached hereto and marked as Schedule “B” (Pentecostal Church); and
 - Lots 30, 31 and 32, Block 36, District Lot 108, S.D.Y.D., Plan 72 located at 7249 - 9th Street as shown outlined in bold on a sketch attached hereto and marked as Schedule “C” (Catholic Church); and
 - That portion of Parcel D (KM26760), Block 24, District Lot 108, S.D.Y.D., Plan 23; located at 7252 - 7th Street as shown outlined in bold on a sketch attached hereto and marked Schedule “D” (Anglican Church); and
 - That portion of Lot G, District Lot 380, S.D.Y.D., Plan KAP56079, located at 7048 Donaldson Drive and described as follows - commencing in the southerly boundary of said Lot G distant 13 metres from the most westerly corner of said Lot G; thence northerly, parallel with the westerly boundary of said Lot G, for 38.1 metres more or less to intersection with the northerly boundary of said Lot G, thence easterly following

in the northerly boundary of said Lot G for 71 metres, thence southerly, parallel with the said westerly boundary, for 38.1 metres more or less to intersection with the said southerly boundary, thence westerly, following in the said southerly boundary for 71 metres more or less to the point of commencement and containing 2705 square metres as shown outlined in bold on a sketch attached hereto and marked as Schedule "E" (Mennonite Brethren Church); and;

- That portion of Parcel A, (X23915), Block 16, District Lot 380, S.D.Y.D., Plan 35 located at 7328 - 19th Street and described as follows - commencing at the most southerly corner of said Parcel "A"; thence northwesterly following in the westerly limit of said Parcel "A", for 17.00 metres; thence northeasterly, perpendicular to the said westerly limit for 24.60 metres; thence southeasterly, parallel with the said westerly limit for 17.00 metres more or less to intersection with the southerly limit of said Parcel "A"; thence southwesterly following in the said southerly limit for 24.60 metres more or less to the point of commencement and containing an area of 418.2 square metres more or less as shown outlined in bold on a sketch attached hereto and marked as Schedule "F" (Christ Lutheran Church of Grand Forks); and;
 - That portion of Lot 1, District Lot 108, S.D.Y.D., Plan KAP45199 located at 7525 - 4th Street and described as follows - commencing at the most easterly corner of said Lot 1; thence northerly following in the easterly limit of said Lot 1, for 23.20 metres; thence westerly, parallel with the southerly limit of said Lot 1, for 29.00 metres; thence southerly, parallel with the easterly limit of said Lot 1, for 23.20 metres more or less to intersection with the said southerly limit; thence easterly following in the said southerly limit; thence easterly following in the said southerly limit for 29.00 metres more or less to the point of commencement and containing 672.8 square metres more or less as shown outlined in bold on a sketch attached hereto and marked as Schedule "G" (Grand Forks Christian Centre Church); and
 - Commencing at a point in the westerly boundary of Lot 2, District Lot 520, S.D.Y.D., Plan KAP53800, located at 7680 Donaldson Drive and described as follows - distant 28.6 metres from the most southerly corner of said Lot 2: thence northerly following in the westerly boundary for 25.1 metres, thence easterly, perpendicular to the said westerly boundary for 35.05 metres more or less to intersection with the easterly boundary of said Lot 2, thence southerly following in the said easterly boundary for 25.1 metres, thence westerly, perpendicular to the said westerly boundary for 35.05 metres more or less to the point of commencement and containing 880 square metres more or less as shown outlined in bold on a sketch attached hereto marked as Schedule "H" (Jehovah's Witnesses Church).
3. Pursuant to Section 224(2)(g) of the *Community Charter*, there shall be exempt from taxation for the fiscal year ended December 31, 2020 with respect to land and improvements, the following parcel of land:
- Lot 1, District Lot 585, S.D.Y.D., Plan KAP27903, located at 7850 - 2nd Street (Grand Forks Baptist Church).

4. Pursuant to Section 224(2)(b) of the *Community Charter*, there shall be exempt from taxation for the fiscal year ended December 31st, 2020 with respect to land and improvements, the following parcels of land:
- Lot 1, District Lot 380, S.D.Y.D., Plan KAP54909 located at 7230 - 21st Street (Grand Forks Curling Rink);
 - Lot 1, District Lot 520, S.D.Y.D., Plan KAP59893, located at 8120 Donaldson Drive, (Kootenay Boundary Animal Control).
5. Pursuant to Section 224(2)(a) of the *Community Charter*, there shall be exempt from taxation for the fiscal year ended December 31st, 2020 with respect to land and improvements, the following parcels of land:
- Lot 5, Block 10, District Lot 108, S.D.Y.D., Plan 23, located at 366 Market Avenue (Grand Forks Masonic Building Society); and
 - Lot A, District Lot 108, S.D.Y.D., Plan 38294, located at 978 - 72nd Avenue (Sunshine Valley Child Care Society);
 - Lot 8, Block 25, Plan 23, District Lot 108, S.D.Y.D. located at 686 - 72nd Avenue (Slavonic Seniors Citizens Centre).
 - Lot A (DD LA9161), District Lot 108, S.D.Y.D., Plan 6691, located at 7239 - 2nd Street (Hospital Auxiliary Thrift Shop)
 - Lots 23, 24, 25 and 26, Block 29, District Lot 108, S.D.Y.D., Plan 121, located at 7353 - 6th Street (Royal Canadian Legion)
 - Parcel B, Block 45, District Lot 108, Plan 72, located at 876 - 72nd Avenue (Phoenix Manor Society).
 - Lot A, Plan 29781, District Lot 108, Land District 54, located on 7130- 9th Street (Boundary Lodge Assisted Living).

Read a first, second and third time by the Municipal Council this 3rd day of September, 2019.

Finally adopted on this 16th day of September, 2019.

Mayor Brian Taylor

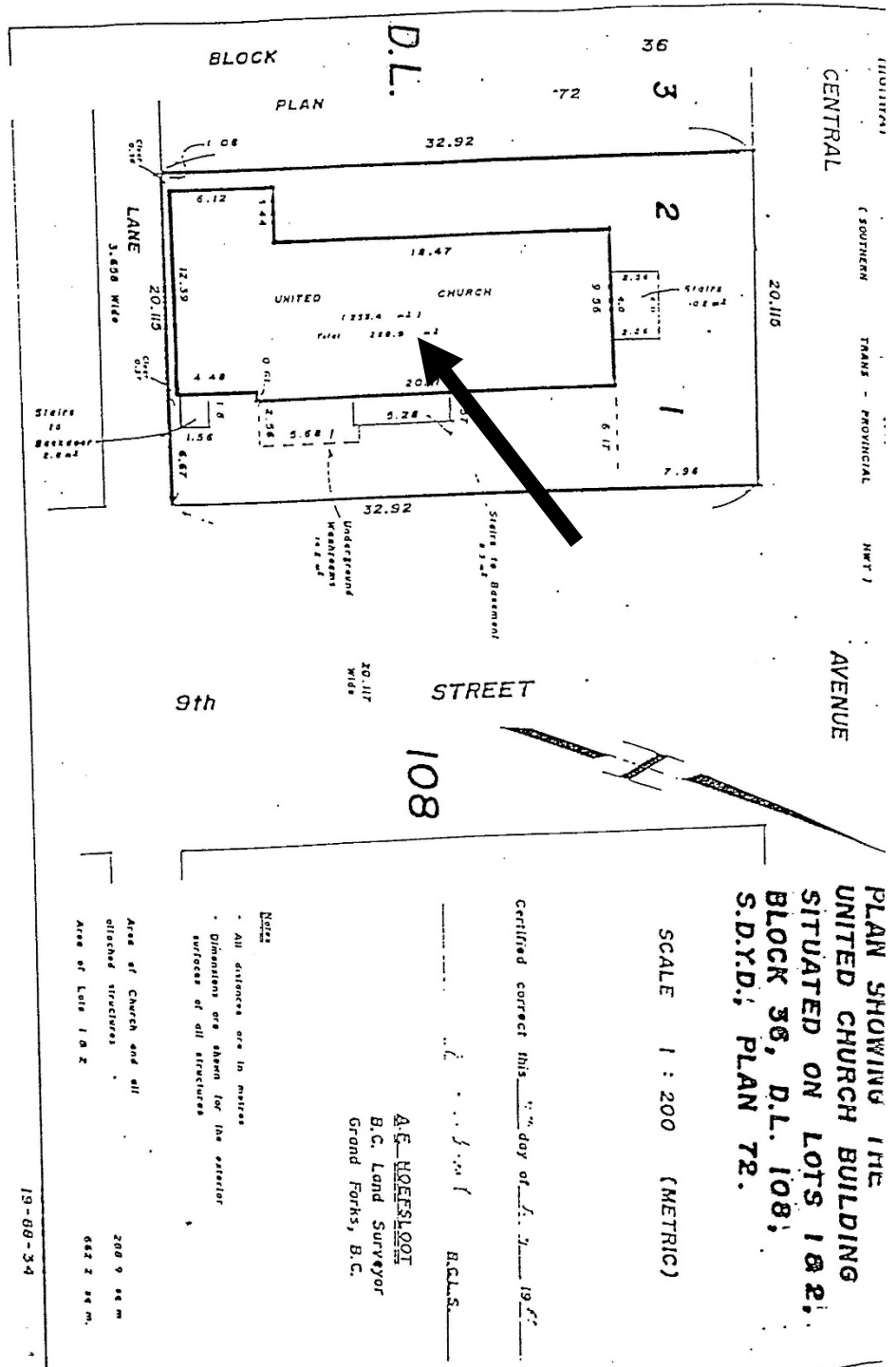
Corporate Officer – Daniel Drexler

C E R T I F I C A T E

I hereby certify the foregoing to be a true copy of Bylaw No. 2061
as adopted on the 16th day of September, 2019

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

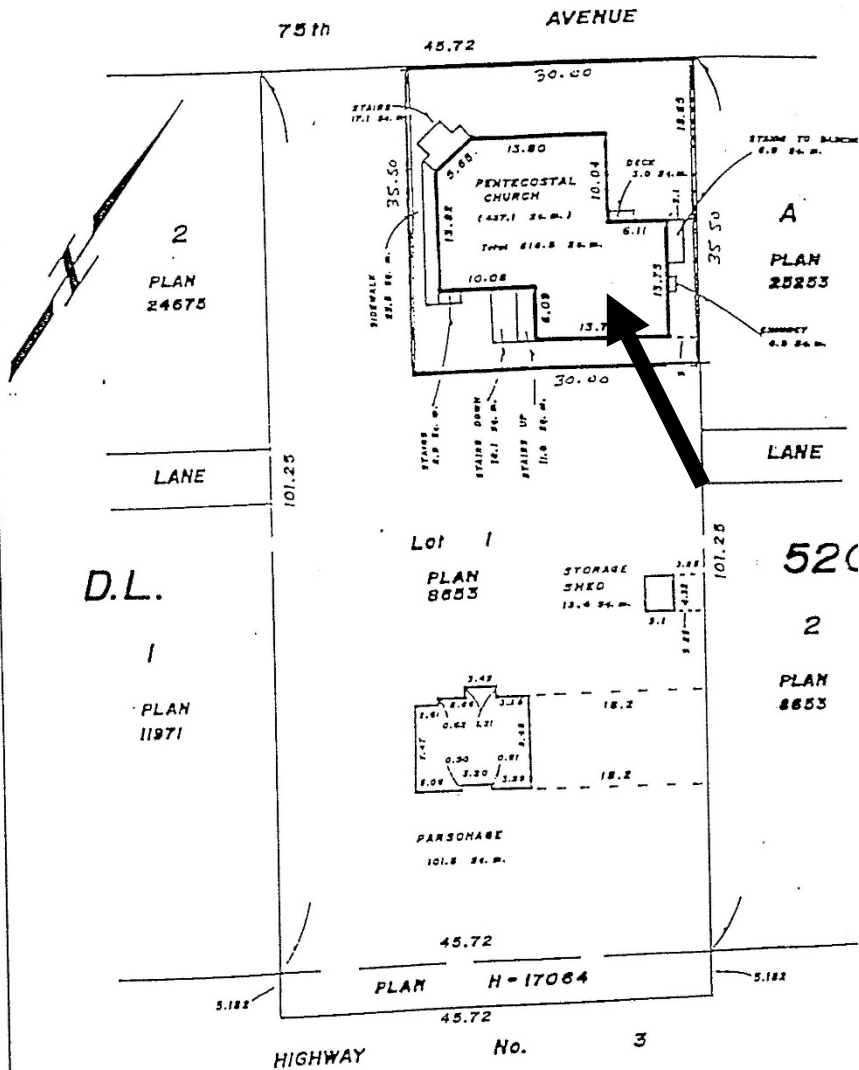
Schedule "A"



Schedule "B"

PLAN SHOWING LOCATION OF BUILDINGS ON
LOT 1, D.L. 520, S.D.Y.D., PLAN 8853 EXCEPT
PLAN H-17064

SCALE 1 : 400 (MET)



Notes

- All distances are in metres.
- Dimensions are shown for the exterior surfaces of all structures.

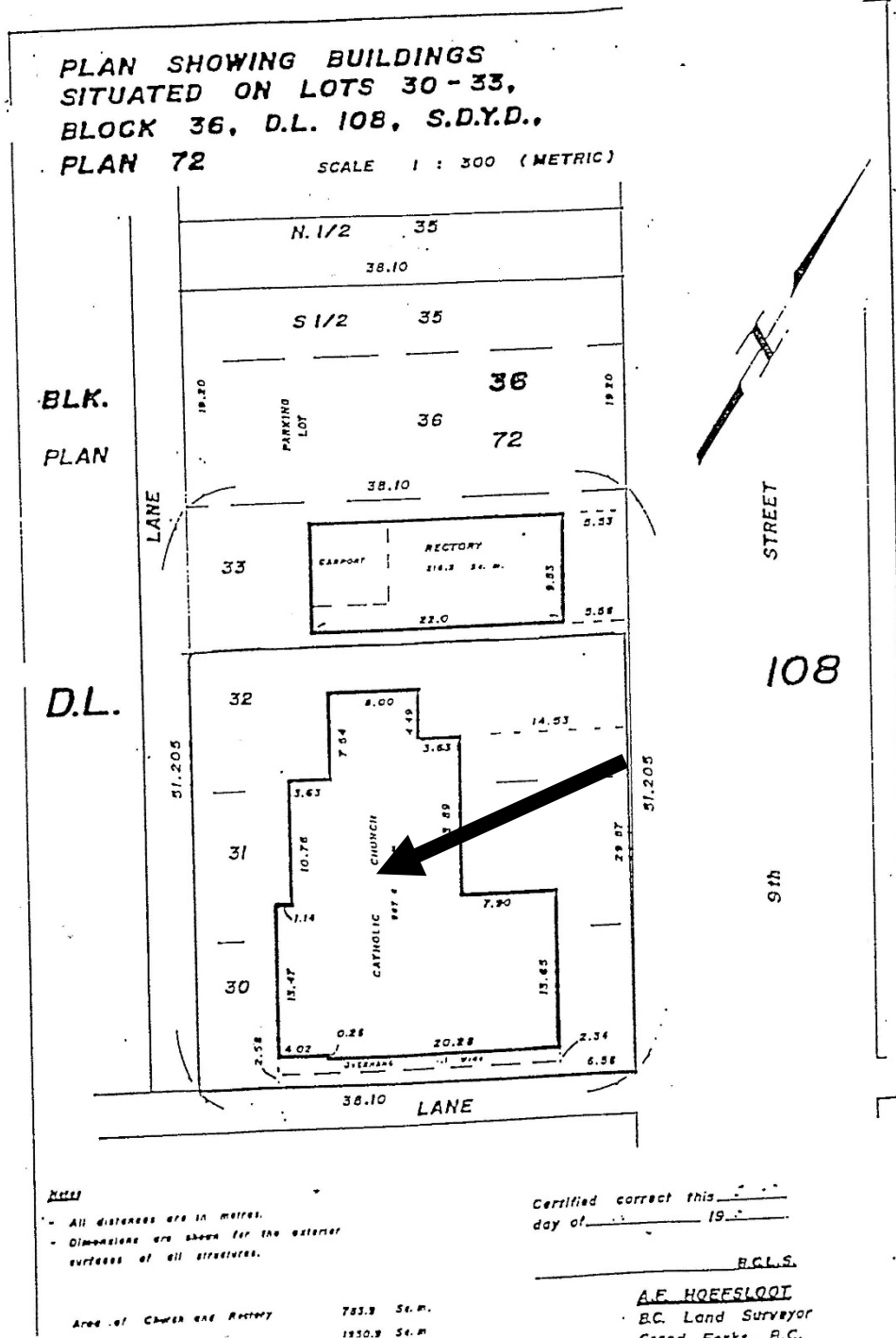
Area of all buildings and
attached structures 633.4 sq. m.

Certified correct this _____
day of _____ 19____.

B.C.L.S.

A.E. HOFFSLOOT
B.C. Land Surveyor
Grand Forks, B.C.

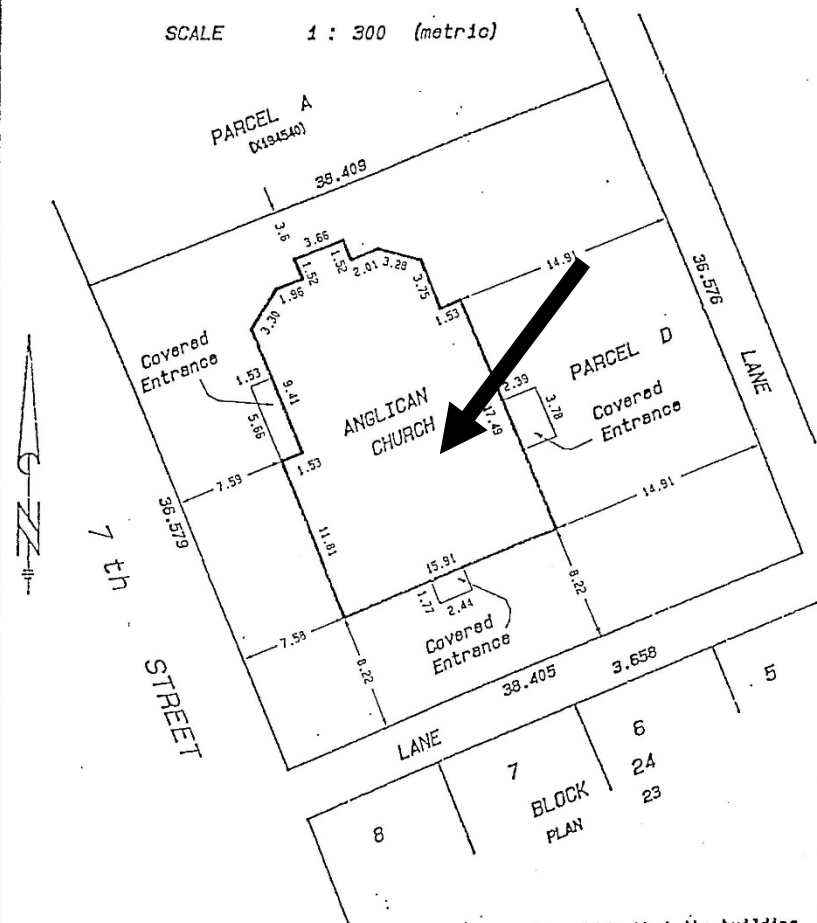
19-88-38



Schedule “D”

B.C. LAND SURVEYOR'S CERTIFICATE
OF LOCATION OF BUILDING ON PARCEL D (KM26760)
BLOCK 24, D.L. 108, S.D.Y.D., PLAN 23.

SCALE 1 : 300 (metric)



I certify that the building
is located as shown. Dated
this 21st day of September, 1994

Street Address:
7252 - 7th Street

NOTES

- all distances are in metres.
- this plan is to be used for municipal purposes only and not for property line location. I will not accept any responsibility for unauthorized use.
- this plan is not valid unless it contains an original signature and seal.

A.F. HOEFSLOOT

B.C. Land Surveyor, Canada Lands Surveyor
P.O. Box 2740, Grand Forks, B.C.
Y0H 1H0 442-5557

© A F Hefelont. B.C.L.S. 1998

98-19-34

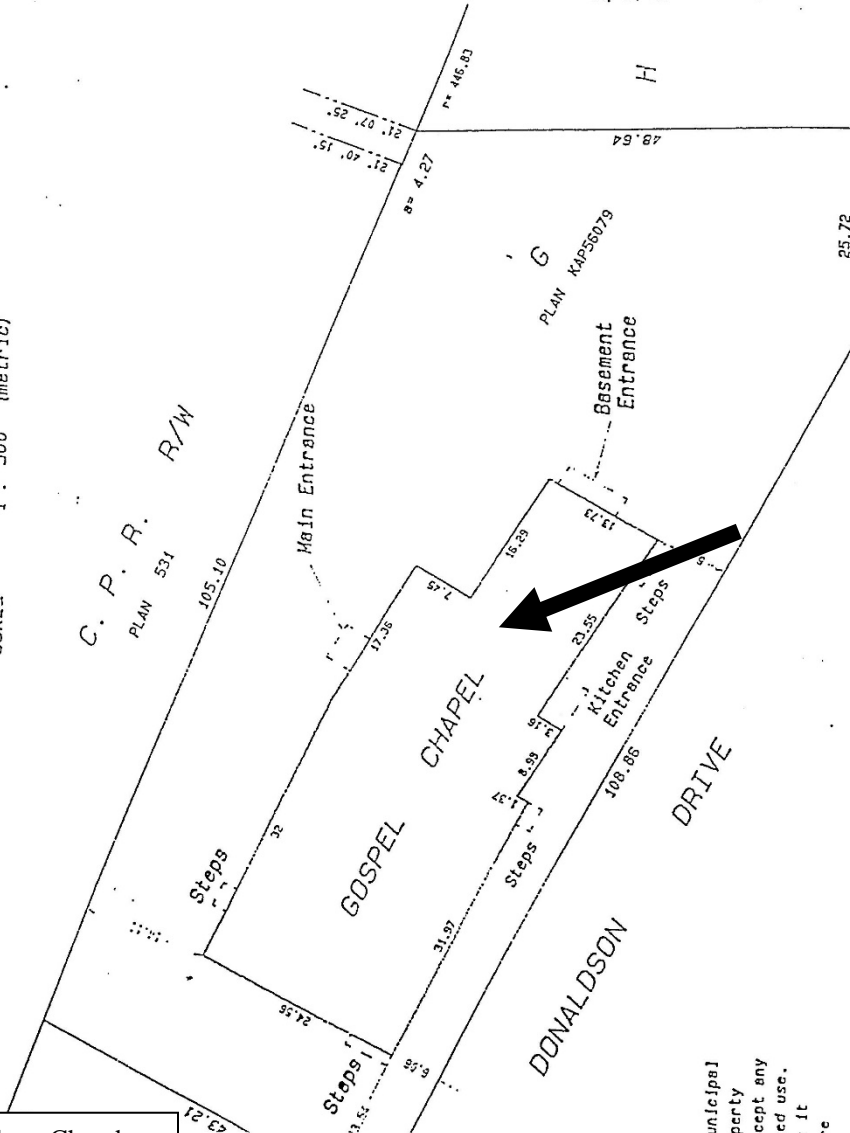
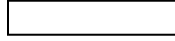
Schedule "E"

B.C. LAND SURVEYOR'S CERTIFICATE
OF LOCATION OF BUILDING ON LOT G, D.L. 380,
S.D.Y.D., PLAN KAP56079.

SCALE 1 : 500 (metric)

C. P. R. R/W
PLAN 531

Mennonite Brethren Church



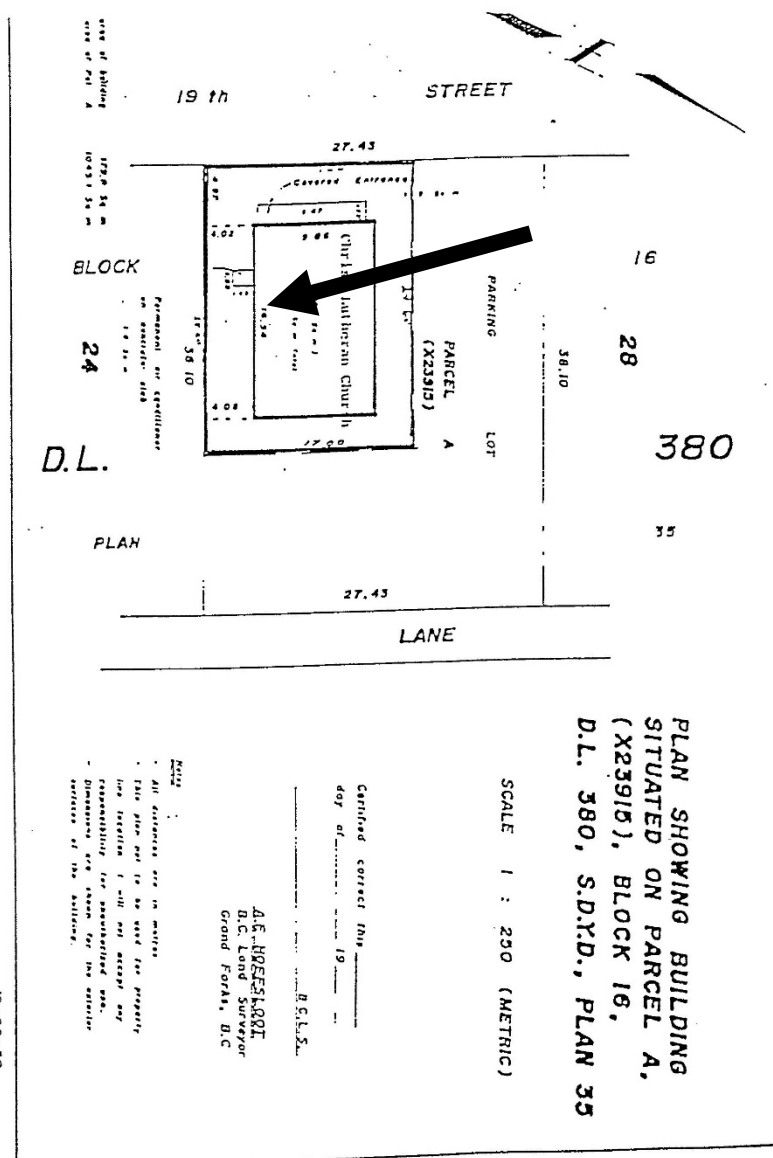
I certify that the building
is located as shown. Dated
this 3rd day of 1981.

B.C.L.S.

A.F. HOEFSLOOT
B.C. Land Surveyor, Canada Lands Sur
P.O. Box 2740, Grand Forks, B.C.

Street Address:
7048 Donaldson Drive, Grand Forks, BC

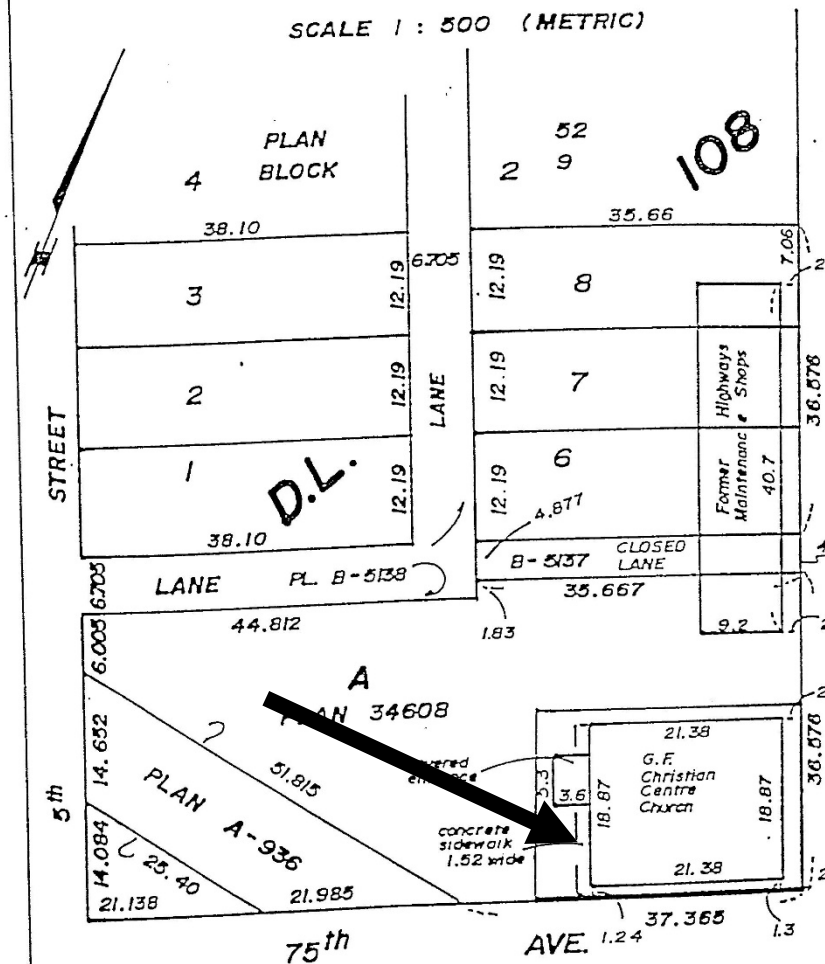
unilateral
party
cept any
ed use.
it



Christ Lutheran Church

Schedule “G”

Lot 1, District Lot 108, S.D.Y.D., Plan KAP45199



NOTES

NOTES

*All distances are in metres.
This plan is to be used for municipal
purposes only and not for property
line location.
I will not accept responsibility for any
unauthorized use.*

I certify that the buildings are located as shown. Dated this 11th day of Feb, 1969.

B.C.L.S.

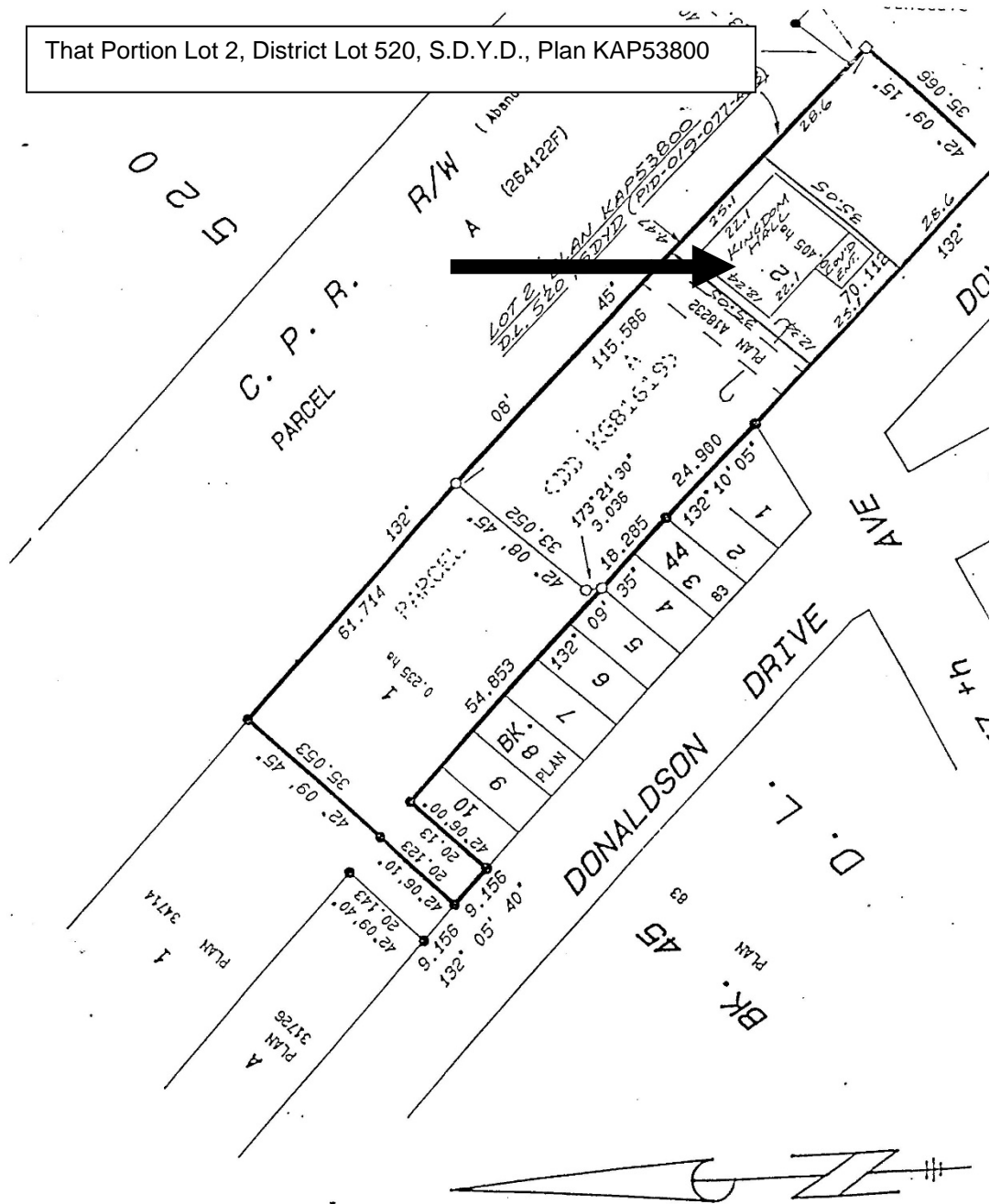
A.F. HOEFSLOOT
B.C. Land Survey
Grand Forks, B.C.

© A.F. Hoetsloot, B.C.L.S. 1989

89-19-

Schedule "H"

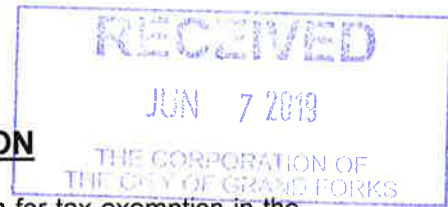
That Portion Lot 2, District Lot 520, S.D.Y.D., Plan KAP53800



Jehovah Witness Church



THE CORPORATION OF THE CITY OF GRAND FORKS



APPLICATION FOR PERMISSIVE TAX EXEMPTION

Note: Application must be received by **July 12, 2019** at City Hall for consideration for tax exemption in the following year.

Name of Organization: Grand Forks Curling Club

Mailing Address: Box 358,
Grand Forks, BC V0H 1H0

Contact Person & Title: LIAM GRANT - PRESIDENT

Telephone Number: 250 462-3916 E-mail: cogf@telus.net

Registered Non-Profit? Yes ☒ No ☐ Registration Number: 6964

Registered Charity? Yes ☐ No ☐ Registration Number: _____

PROPERTY DESCRIPTION FOR WHICH AN EXEMPTION IS BEING CLAIMED:

* You may list all the properties on one application form, as long as they are being used for the same purpose.

Civic Address(es): 7230 26th Street

Legal Description(s) LOT 1, D.L. 380 SDYD
PLAN KAP 54909

Folio Number(s): _____

Is any part of the property used for non-charitable, non-philanthropic or for-profit purposes?

Yes ☐ No ☒ If yes, please explain: _____

FILE CODE
G.F. Curling
CIO - Club re Tax
(UBA PT. 00) Exempt App.
Page 58 of 120



THE CORPORATION OF THE CITY OF GRAND FORKS

Please describe your organization's activities. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

The Curling Club was founded in 1909 and been in its present location since 1978. In 1985 the facility ownership was transferred to the ROKB although the Club continues to operate and maintain the facility. The lounge is a well used community asset used by many organizations in Grand Forks. Our aim is to continue providing a safe & pleasant facility to our region.

Please describe how your organization is accessible to, and benefits the residents of Grand Forks.

We provide curling related activities throughout the season. We encourage curlers from 6-80+ years of age to participate in a healthy lifestyle. We provide coaching and training sessions. The social camaraderie is an important component for all participants.

Please provide details on other sources of funding.

Authorized Signature

DOCUMENTATION REQUIRED

- Copy of most current financial statements
- Copy of budget for the current and following year (if available)

Grand Forks Curling Club

Income Statement 04/01/2018 to 03/31/2019

REVENUE

Sales Revenue

Rock Shop	3,712.40
Bonspiels	4,680.00
Liquor Sales	27,471.46
Confectionary	3,036.63
Raffles	165.00
Curling Dues	46,842.84
Membership	3,100.00
Curl BC Affiliation Dues	2,325.00
Locker Rental	1,320.00
Spare Dues	440.00
Facility Rental	13,110.25
Ice Rental	595.30
Rental -Chairs/Tables/Linens/BBQ	238.10
Sign Advertising & Trophies	6,285.10
Special Events	24,872.00
Catering Sales	3,256.41
Donations	11,367.65
PST Commission	118.39

Net Sales 152,936.53

Other Revenue

Interest Revenue	536.94
Miscellaneous Revenue	563.64

Total Other Revenue 1,100.58

TOTAL REVENUE 154,037.11

EXPENSE

Cost of Goods Sold

Beer & Liquor	11,515.70
Confectionary	246.67
Rock Shop	2,774.29
Prizes	2,797.52
Bands	960.00
Catering	1,863.73
Special Events	520.15
Subcontracts	28,109.25
Purchases	192.57
Recyle Deposit/Return	-66.17
Net Purchases	<u>126.40</u>

Total Cost of Goods Sold 48,913.71

Payroll Expenses

WCB Expense	419.29
-------------	--------

Total Payroll Expense 419.29

General & Administrative Expe...

Accounting & Legal	360.00
Advertising & Promotions	120.75
Bartending	1,870.90
Business Fees & Licenses	1,174.98
Cash Short/Over	278.32
Catering Supplies	691.31
Courier & Freight	336.40
Lounge Supplies	1,618.99
Insurance	3,353.00
Interest & Bank Charges	244.74
Credit Card Fees	469.56
Office Supplies	697.81
Trophies	599.20

Grand Forks Curling Club

Income Statement 04/01/2018 to 03/31/2019

Dues - Curl BC	2,499.00
Equipment Purchases	2,929.88
Ice Supplies	4,416.93
Rent	2,500.00
Repair & Maintenance	1,240.05
Janitorial & Cleaning Supplies	732.71
Telephone/Telecommunications	2,376.88
Training	57.50
Utilities	39,074.69
Security	-54.08
Total General & Admin. Expen...	67,589.52
TOTAL EXPENSE	116,922.52
NET INCOME	37,114.59



THE CORPORATION OF THE CITY OF GRAND FORKS

RECEIVED

JUN 17 2019

THE CORPORATION OF
THE CITY OF GRAND FORKS

APPLICATION FOR PERMISSIVE TAX EXEMPTION

Note: Application must be received by **July 12, 2019** at City Hall for consideration for tax exemption in the following year.

Name of Organization: Grand Fork Masonic Building Society

Mailing Address: P.O. Box 657
Grand Fork, B.C. V0H 1H0

Contact Person & Title: T. GOLDERHAM, P.M., B. ORTIS, P.M.

Telephone Number: 250-442-2200 E-mail: GRANDFORKSOPTICAL

Registered Non-Profit? Yes ☒ No ☐ Registration Number: 50004638

Registered Charity? Yes ☐ No ☐ Registration Number: _____

PROPERTY DESCRIPTION FOR WHICH AN EXEMPTION IS BEING CLAIMED:

* You may list all the properties on one application form, as long as they are being used for the same purpose.

Civic Address(es): 366 Maricet Ave
Grand Forks, B.C., V0H 1H0

Legal Description(s): Plan 23, lot 5, Block 10, D.L. # 108

Folio Number(s): 210 00101 000

Is any part of the property used for non-charitable, non-philanthropic or for-profit purposes?

Yes ☐ No ☒ If yes, please explain: _____

FILE CODE

G.F. Masonic 1
C10 - Bldg. Society
(UB9PT...)
Page 62 of 120

Masons are involved throughout the world to assist in assisting those less fortunate. During the past year, BC masons have worked with our brothers in Croatia and South America to feed, clothe and house families that were destitute. These acts are just a few of the ways that this worldwide fraternal, member funded organization helps those who are in need. Through our bursary program we assist students seeking further education in post secondary institutions. Two more local students were granted bursaries this year, bringing our total disbursements to over \$30,00.00.

The BC Masonic society has completed more than 800,000 cancer car trips for those that cannot afford, or are unable to get to their appointments by themselves. Fund raising efforts locally have benefited several organizations, such as the Canine Assistance Society. We continue to support those that are struggling with mobility and health issues throughout the district.

Our local Lodge, Harmony #37, will continue to assist anyone who needs assistance in our area and beyond. We also will continue to participate in local activities such as Remembrance Day, Founders Day and the Fall Fair.

Our financial report is attached.



T. Gooderham Past Master

B. Ortis Past Master

**Grand Forks Masonic Building Society
Financial Statement**

As of 6 June 2019

Outstanding Balance as of 1 June 2018

\$ 1,993.95

Deposits

20/06/18	HEU Boundary	40.00
	G Anderson - Comic Con	50.00
17/07/18	G F Seniors - Card Club	300.00
02/08/18	Board Rm Café - Board Rm Bash	150.00
24/08/18	Jnr Wardens Fund - Garage Sale	365.50
12/09/18	Fall Fair Concession	2,303.70
	Red Cross	1,500.00
20/10/18	OES - Rent	360.00
01/11/18		100.00
13/11/18	R Russell	50.00
	Freakers Ball	60.00
	K H Burch	75.00
01/01/19	Dividend - GFCU	1.26
13/02/19	Harmony Lodge - Rent	1,500.00
26/02/19	Harmony Lodge - Rent	500.00
12/03/19		75.00
21/03/19	Cdn Red Cross	4,239.00
28/03/19	OES - Insurance	150.00
	OES - Rent	360.00
14/05/19	Novale Dance Troup	200.00

Total Deposits

\$ 12,379.46

\$ 14,373.41

Cheques Written

07/06/18	778 - City of G F - W & S	234.19
10/05/18	779 - D Dale - Ins	500.00
30/05/18	780 - Fortis BC - N Gas	11.22
17/07/18	781 - City of GF - Tax - Fire Truck	51.61
17/07/18	782 - Fortis BC - N Gas	18.62
02/06/18	783 - City of GF - W& S	251.26
22/08/18 -	784 - Fortis - N Gas	46.90
31/08/18 -	785 - Fall Fair Fund	800.00
12/09/18 -	786 - Fortis - N Gas	8.30
12/09/18 -	787 - City of GF - W,S,G	227.00
14/09/18 -	788 - Dave Dale Ins	500.00
05/11/18	789 - Fortis BC - N Gas	51.87
05/11/18	790 - D Marshall - Reimburse 2017 Reg'n Fee	80.00
05/11/18	791 - D Dale - Ins	561.00

01/12/18	792 - City of GF - W & S	209.36	
09/11/19	793 - WD Sheet Metal - Furnace Inspection	111.30	
22/11/18	794 - Fibre Tech - Ins Deduction	2,500.00	
11/12/18	795 - Fortis B C - N Gas	28.65	
08/01/19	796 - Fortis B C - N Gas	104.40	
06/02/19	797 - City of GF - W & S	216.77	
06/02/19	798 - Fortis B C - N Gas	116.46	
12/02/19	Cheque Order	135.30	
12/02/19	799 - Jedal Plb & Htg - H W Tank	1,055.25	
28/02/19	800 - Western Financial - Blg Ins	930.00	
05/03/19	801 - Fortis B C - N Gas	125.82	
01/04/19	802 - Western Financial - Blg Ins	1,859.00	
04/04/19	803 - City of GF - W & S	247.91	
08/04/19	804 - Fortis B C - N Gas	127.45	
08/04/19	805 - D Marshall - Annual Reg Fee	40.00	
08/05/19	806 - Fortis B C - N Gas	56.20	
06/06/19	807 - City of GF - W & S	206.33	\$ 11,412.17

S .C. 32.25

Total Cheques/Debits \$ 11,444.42

Balance \$ 2,928.99

Outstanding Bills

City of Grand Forks Fire Truck \$ 51.61

Respectfully Submitted



David G. Marshall
Treasurer
Grand Forks Masonic Building Society



THE CORPORATION OF THE CITY OF GRAND FORKS

RECEIVED

JUN 4 2019

THE CORPORATION OF
THE CITY OF GRAND FORKS

APPLICATION FOR PERMISSIVE TAX EXEMPTION

Note: Application must be received by **July 12, 2019** at City Hall for consideration for tax exemption in the following year.

Name of Organization: Sunshine Valley Child Care Society

Mailing Address: Box 435
GRAND FORKS, BC V0H 1H0

Contact Person & Title: Fatima Faria Executive Director

Telephone Number: 250-442-5314 E-mail: SVCCS@telus.net

Registered Non-Profit? Yes ☒ No ☐ Registration Number: 5-00138786

Registered Charity? Yes ☒ No ☐ Registration Number: 108053075 RL0001

PROPERTY DESCRIPTION FOR WHICH AN EXEMPTION IS BEING CLAIMED:

* You may list all the properties on one application form, as long as they are being used for the same purpose.

Civic Address(es): 978 72ND AVE

Legal Description(s): PLAN KAP 38094 DISTRICT LOT 108

LAND DISTRICT 54 Similkameen Div of Yale District

Folio Number(s): 21000405006 p/D007-836-775

Is any part of the property used for non-charitable, non-philanthropic or for-profit purposes?

Yes ☐ No ☒ If yes, please explain: _____

FILE CODE

Sunshine Valley
C/O - Child Care Society
(UB & PTO...) Tax Exempt Page 66 of 120



THE CORPORATION OF THE CITY OF GRAND FORKS

Please describe your organization's activities. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

See Attached

Please describe how your organization is accessible to, and benefits the residents of Grand Forks.

We are the only licensed group child care centre from Birth to 12 years in the entire Boundary. SVCCS benefits many families and supports them through childcare, Outreach, programs and workshops held at Little People's Centre and BCCRR. We are active with local seniors and connecting children with other community members and resources for families.

Please provide details on other sources of funding.

Parent fees, community donations, Phoenix Foundation grants, Ministry of Children and Family Development, Fundraising

Authorized Signature

DOCUMENTATION REQUIRED

Copy of most current financial statements
Copy of budget for the current and following year (if available)

SUNSHINE VALLEY CHILD CARE SOCIETY is a non-profit, registered charitable society. It began in May 1977 in the Wildlife Hall. In March 1978 it moved into its present location. The Board of Directors, comprised of members from all facets of the community, is elected at the Society's Annual General Meeting. Any individual who subscribes to the purposes of the Society may become a member by paying the annual membership fee.

MISSION STATEMENT

We, SUNSHINE VALLEY CHILD CARE SOCIETY, recognize and respond to the changing childcare needs for children and families by providing and encouraging, relevant programs and support services within the Boundary Region.

GOALS OF SUNSHINE VALLEY CHILD CARE SOCIETY

- ◆ To facilitate and promote healthy growth of children and families.
- ◆ To recognize and respect the uniqueness of the individual and the family.
- ◆ To offer developmentally appropriate programs and support services to all children and families in our community.
- ◆ To provide a safe, nurturing environment that is multicultural and non-sexist.
- ◆ To educate, by providing relevant programs, information, training events, resources, and professional development.
- ◆ To work in partnership with other service providers by encouraging communication, awareness and networking.
- ◆ To engage in funding partnerships with other groups and organizations when appropriate.
- ◆ To promote and maintain an ongoing commitment to a team model approach.

Parental and community support is imperative for the Centre's operation. We welcome and encourage active participation and support for all of its activities.

We currently operate 4 programs for children from birth to 12 years old. Infant and Toddler daycare, a Preschool program, a Group daycare for 2 ½ year olds to kindergarten age and a School age program for 6 to 12 year olds. We also offer support services to community members seeking child care and education on child development.

Balance Sheet

As of March 31, 2019

	Mar 31, 19
ASSETS	
Current Assets	
Chequing/Savings	
1000 · CASH & CREDIT UNION	
1001 · CASH ON HAND (actual cash)	312.45
1030 · CU SHARE ACCOUNTS	
1031 · CU-Non-guaranteed equity share (#20147 5)	25.00
Total 1030 · CU SHARE ACCOUNTS	25.00
1069 · CU CHEQUING ACCOUNTS	
1060 · CU- General Chequing (#20147 5)	41,917.69
1062 · CU- Gaming Account (#40691 8)	21,304.47
Total 1069 · CU CHEQUING ACCOUNTS	63,222.16
Total 1000 · CASH & CREDIT UNION	63,559.61
1600 · RESTRICTED CASH	
1041 · CU- Plan 24 Savings (#20147 5)	7,675.65
1042 · CU- Investment Share Savings (#20147 5)	870.78
Total 1600 · RESTRICTED CASH	8,546.43
Total Chequing/Savings	72,106.04
Accounts Receivable	
1200 · Accounts Receivable	6,656.00
Total Accounts Receivable	6,656.00
Other Current Assets	
1205 · OTHER RECEIVABLES	
1201 · GST/HST 50% Receivable	681.50
Total 1205 · OTHER RECEIVABLES	681.50
1210 · Allowance For Doubtful A/C	(20,672.76)
Total Other Current Assets	(19,991.26)
Total Current Assets	58,770.78
Fixed Assets	
1450 · Building (net of amortization)	
1460 · Accumulated Depreciation (on Building only)	(83,761.18)
1450 · Building (net of amortization) - Other	227,098.45
Total 1450 · Building (net of amortization)	143,337.27
1455 · Land	10,340.00
1500 · Equipment & Furniture (at cost)	
1505 · Accumulated Depr-Equipment	(95,789.86)
1500 · Equipment & Furniture (at cost) - Other	103,220.29
Total 1500 · Equipment & Furniture (at cost)	7,430.43
1550 · Computer Equipment (Computer Equipment)	
1555 · Accumulated Depr-Computer	(3,284.57)
1550 · Computer Equipment (Computer Equipment) - Other	3,547.92
Total 1550 · Computer Equipment (Computer Equipment)	263.35
Total Fixed Assets	161,371.05
TOTAL ASSETS	220,141.83

Balance Sheet

As of March 31, 2019

	Mar 31, 19
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2200 · Accounts Payable	829.57
2201 · Other Accounts Payable (Another account to record payables)	93.99
Total Accounts Payable	923.56
Other Current Liabilities	
2205 · Accrued liabilities	3,312.49
2210 · Boundary Child Care R & R	(483.09)
2291 · WAGES PAYABLE	
2290 · Wages payable	11,780.64
2300 · Vacation Pay Accrued	12,015.08
2430 · Sick Leave Accrual (estimated)	10,418.31
Total 2291 · WAGES PAYABLE	34,214.03
2301 · EMPLOYEE DEDUCTIONS PAYABLE	
2335 · DUE TO RECEIVER GENERAL	
2310 · Employment Insurance	1,007.36
2320 · CPP Payable	2,262.12
2330 · Income Tax Payable	2,612.87
Total 2335 · DUE TO RECEIVER GENERAL	5,882.35
2420 · BCGEU Union dues payable	87.19
Total 2301 · EMPLOYEE DEDUCTIONS PAYABLE	5,969.54
2401 · EMPLOYEE BENEFITS PAYABLE	
2440 · Medical Services Plan (BC medical)	(47.12)
2470 · WCB Accrual	473.67
Total 2401 · EMPLOYEE BENEFITS PAYABLE	426.55
Total Other Current Liabilities	43,439.52
Total Current Liabilities	44,363.08
Long Term Liabilities	
2690 · DEFERRED CONTRIBUTIONS	
2697 · Gaming Program Grant-Childcare	13,587.00
2720 · Sick leave replacement reserves	10,418.00
2730 · Vacation replacement reserve	9,625.00
Total 2690 · DEFERRED CONTRIBUTIONS	33,630.00
Total Long Term Liabilities	33,630.00
Total Liabilities	77,993.08
Equity	
3100 · Investment in capital assets	161,371.05
3560 · Unrestricted net assets	(33,987.59)
3910 · Internally Restricted Funds (Transfer in/out to internally restricted fu...)	(2,161.50)
Net Income	16,926.79
Total Equity	142,148.75
TOTAL LIABILITIES & EQUITY	220,141.83

Profit & Loss

	Apr '18 - Mar 19
Ordinary Income/Expense	
Income	
4000 · PROGRAM FEES (Fees charged for child care)	
4001 · Customer Refunds	0.00
4002 · Daycare Revenue	
4420 · CCOF Program - Daycare	21,244.28
4421 · CCOF - Parent Fee Reduct - DC	15,610.00
4440 · Subsidies - Daycare	41,588.88
4002 · Daycare Revenue - Other	62,021.50
Total 4002 · Daycare Revenue	140,464.66
4004 · Preschool Revenue	
4422 · CCOF Program - Preschool	1,417.95
4442 · Subsidies - Preschool	2,238.75
4004 · Preschool Revenue - Other	8,457.50
Total 4004 · Preschool Revenue	12,114.20
4006 · Infant Toddler Revenue	
4426 · CCOF Program - Infant Toddler	25,260.00
4427 · CCOF - Parent Fee Reduct - IT	34,370.00
4443 · Subsidies - Infant Toddler	27,044.33
4006 · Infant Toddler Revenue - Other	47,336.04
Total 4006 · Infant Toddler Revenue	134,010.37
4012 · School Age Program	
4424 · CCF Program - School Age	3,862.74
4444 · Subsidies - School Age	14,146.60
4012 · School Age Program - Other	17,850.69
Total 4012 · School Age Program	35,860.03
4015 · Supported Child Care (KFP)	40,212.57
4480 · BCGEU (fees to cover wages)	194.48
4000 · PROGRAM FEES (Fees charged for child care) - Other	463.20
Total 4000 · PROGRAM FEES (Fees charged for child care)	363,319.51
4400 · FUNDING FOR WAGES	
4411 · BCCRR 10% Admin funding	9,883.32
4415 · WOW (room rental, daycare coord.)	2,400.00
Total 4400 · FUNDING FOR WAGES	12,283.32
4466 · Gaming Program Grant	21,400.00
4600 · MISCELLANEOUS & INTEREST INCOME	
4425 · Donations & Fundraising Income	7,294.16
4435 · Interest Income	6.96
4460 · Miscellaneous Income	240.00
4475 · Yearly Memberships (Yearly Society Memberships)	41.00
Total 4600 · MISCELLANEOUS & INTEREST INCOME	7,582.12
Total Income	404,584.95
Gross Profit	404,584.95

Profit & Loss

Apr '18 - Mar 19

Expense	
5000 · PROGRAM COSTS	
5010 · Advertising & Promo (Programs)	557.33
5011 · Board Meeting Expense	656.74
5020 · Telus - Administration	152.45
5025 · Telus - Little People's DC & PS	462.87
5030 · Bad Debts and Recoveries	20,593.93
5035 · Bank Charges Expense	423.00
5065 · Groceries Expense	766.18
5070 · Insurance, Liability	3,407.00
5078 · Memberships, dues & fees	75.00
5080 · Miscellaneous Expense	214.30
5100 · Office Supplies Expense	321.70
5127 · Photocopier Expense	185.85
5140 · Postage Expense	92.59
5145 · Professional Fees - Audit & Leg	2,536.88
5160 · Supplies - General	3,479.35
5165 · Supplies - Daycare & Preschool	948.71
5170 · Supplies - Infant Toddler	132.86
5178 · Supplies - Supported Child Care	60.00
5179 · Supplies - School Age Program (Purchases for school age program)	158.76
5180 · Travel Expense	231.80
5190 · Internet & Computer Expense (Telus Internet, Computer professional fees)	2,026.62
5200 · Workshops & staff training	948.00
Total 5000 · PROGRAM COSTS	38,431.92
5001 · FACILITY COSTS	
5015 · Fortis BC Gas Expense (LPC)	720.96
5155 · Repairs & Maintenance	10,805.64
5182 · Utilities - Electr,water,sewer	5,216.21
Total 5001 · FACILITY COSTS	16,742.81
5002 · WAGES & BENEFITS	
5300 · Wages, Administration	66,938.57
5302 · Wages, Daycare	71,935.94
5303 · Wages, Infant Toddler	79,790.87
5304 · Wages, Preschool	10,242.17
5308 · Wages, School Age Program	20,531.16
5310 · Wages, Supported Child Care	32,974.36
5320 · Payroll costs, CPP and EI	20,661.93
5324 · WorkSafe BC	1,825.23
5328 · Sick Leave expense (paid out)	5,454.26
5333 · Medical expense	412.50
5406 · Vacation pay expense	18,412.24
5410 · ECE Wage Enhancement (ECE Wage Enhancement Funded through C...)	(195.35)
6560 · Employee Expenses	133.47
Total 5002 · WAGES & BENEFITS	329,117.35
5033 · Write Offs (money from customers that we will never receive)	3,366.08
Total Expense	387,658.16
Net Ordinary Income	16,926.79
Net Income	16,926.79



THE CORPORATION OF THE CITY OF GRAND FORKS

APPLICATION FOR PERMISSIVE TAX EXEMPTION for 2020

Note: Application must be received by **July 12, 2019** at City Hall for consideration for tax exemption in the following year.

Name of Organization: Grand Forks Slavonic Senior Citizens Society
Branch No. 143

Mailing Address: P.O. Box 2848
Grand Forks BC V0H 1H0

Contact Person & Title: Elizabeth Semenoff - President

Telephone Number: 250-442-2609 E-mail: elizsemenoff@yahoo.ca

Registered Non-Profit? Yes ☒ No ☐ Registration Number: 13,290

Registered Charity? Yes ☐ No ☒ Registration Number: _____

PROPERTY DESCRIPTION FOR WHICH AN EXEMPTION IS BEING CLAIMED:

* You may list all the properties on one application form, as long as they are being used for the same purpose.

Civic Address(es): 686 72nd Ave.

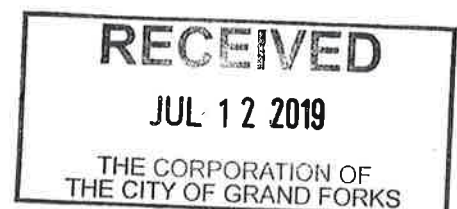
Legal Description(s) Lot 8, Block 25, Plan 23
District lot 108, Similkameen Div. of Yale.
Land District PID's 003-303-721
Folio Number(s): 210 00203.000

Is any part of the property used for non-charitable, non-philanthropic or for-profit purposes?

Yes ☐ No ☒ If yes, please explain: _____

FILE CODE

GF Slavonic Sr.
C/O - Citizens re. Tax
(UBAPT...) Exempt Applic.





THE CORPORATION OF THE CITY OF GRAND FORKS

Update Please describe your organization's activities. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

The Lower Level was developed by and currently being utilized by the Boundary Metis Community Association.

The Ancient Wells Living Waters Church group meets regularly, on Sundays, on the Main Level.

The major 2018 Grand Forks Flood created hardships for our members (and Users) who were personally affected, resulting in relocation for extended periods, loss of belongings and family members. We are hoping for and working toward a brighter future...

Please describe how your organization is accessible to, and benefits the residents of Grand Forks.

We have available a pleasant easily accessible and affordable safe-smoke free-setting for smaller group and family-type activities... Our popular monthly vegetarian potluck luncheons provide opportunities for varied meals and interaction with others.

Please provide details on other sources of funding.

Memberships, Fundraising, Donations from Regular and Occasional Users.

Elizabeth Semenov
Authorized Signature
GF Slavonic Senior Citizens
Society

DOCUMENTATION REQUIRED

Copy of most current financial statements *to follow*
Copy of budget for the current and following year (if available)

Grand Forks Slavonic Senior Citizens Society

Branch No. 143

PO Box 2848 Grand Forks BC V0H 1H0

To: Corporation of the City of Grand Forks
Application for Tax Exempt Status for the Year ~~2018~~

The Grand Forks Slavonic Senior Citizens Society was officially registered with the province of British Columbia as a non-profit Society July 6, 1977.

The purposes of the Society are “to provide a non-profit co-operative organization to make recreational facilities available for the seniors of the Grand Forks district—for discussion of current events, (to) engage in crafts, hobbies, entertainment, fellowship, education (for) betterment of the senior citizens.” Any person who subscribes to the purposes of the Society may apply for membership—voting members being 50 years and over, non-voting members being under the age of 50 years.

Through considerable hard work, diligence and creativity of its members the Society succeeded in purchasing property and renovating the premises which were ready for occupancy in 1987. Some years later the building was extended to provide more space for activities. These activities include fellowship, food, card games, billiards/pool, shuffleboard, singing—which generally take place Saturdays and varied weekdays and evenings. We also have equipment for wide-screen movie/program presentations, carpet bowling and bingo. Regular membership meetings are generally held monthly or as needed.

As a grateful recipient in a New Horizons project for seniors entitled ACCESS—Adapting Community Computer Services for Seniors (initiated by Community Futures in partnership with the local Public Library) we aim to utilize lifelong learning opportunities to upgrade our media skills.

We continue to lose a significant number of our most active members to attrition (as the majority were octogenarians and older). Younger members would be able to provide some much-desired vitality! We would be thrilled to have interested and committed volunteers come forward to help initiate

cont'd

and coordinate additional programs. As well we are hopeful of seeking out suitable/compatible partnerships.

Our largest expenditures include utilities and insurance (the cost of which continues to rise). Income is generated through membership dues/fees at \$40.00 annually. Those who wish to keep up their membership but due to age/infirmity/accessibility are unable to participate regularly contribute \$10.00 annually.

Those who do not bring food for the popular monthly vegetarian potluck lunch donate \$6.00 in lieu. Occasionally there are special meals prepared by volunteer members—for a suggested donation of \$6.00 per person. For a drop-in fee of \$2.00 members are able to participate in the various activities. Regular and occasional users of the facility provide donations for the privilege.

We are most grateful to the Corporation of the City of Grand Forks for a \$1000.00 Grant in Aid (2011) which was used primarily to address safety/maintenance/usability issues (financial statement provided in 2013).

Upgrading of lighting was completed courtesy of the FortisBC/LiveSmart BC Lighting Installation Program (FLIP). As well, thanks to the New Horizons for Seniors Program, considerable upgrading—primarily of floors, windows, washrooms and kitchen—was made possible. Phase three—heating/cooling and hot water systems upgrade—~~was~~ completed in early 2015. Future projects requiring attention will include roof work, games room, lower level and program development.

As with many other societies/groups we are struggling to balance our income and expenditures. These are challenging times which will require creative and innovative thinking and strategies to be able to respond to the emerging needs of our members/community/society.

We thank you for your support and consideration!

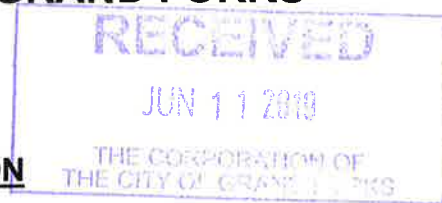
Respectfully submitted,



Elizabeth Semenoff, President Grand Forks Slavonic Senior Citizens Society



THE CORPORATION OF THE CITY OF GRAND FORKS



APPLICATION FOR PERMISSIVE TAX EXEMPTION

Note: Application must be received by **July 12, 2019** at City Hall for consideration for tax exemption in the following year.

Name of Organization:

GRAND FORKS Auxiliary to Boundary Hospital

Mailing Address:

PO Box 1074

GRAND FORKS BC V0H-1H0

Contact Person & Title:

TREASURER - JO SMART.

Telephone Number:

250-442-5999

E-mail:

jasmart1950@gmail.com

Registered Non-Profit?

Yes ☒

No ☐

Registration Number:

50016806

Registered Charity?

Yes ☐

No ☒

Registration Number:

PROPERTY DESCRIPTION FOR WHICH AN EXEMPTION IS BEING CLAIMED:

* You may list all the properties on one application form, as long as they are being used for the same purpose.

Civic Address(es):

7239-2ND ST.

GRAND FORKS BC

Legal Description(s)

PLAN: 6691 LOT: A DL: 108

Folio Number(s):

210 00080.005

Is any part of the property used for non-charitable, non-philanthropic or for-profit purposes?

Yes ☐

No ☒

If yes, please explain:

FILE CODE

GF Auxiliary to
C/O - Boundary Hospital -
(UB+PT...) Tax Exempt Applica
Page 77 of 120



THE CORPORATION OF THE CITY OF GRAND FORKS

Please describe your organization's activities. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

The Grand Forks Auxiliary to the Boundary Hospital was established in 1945. The objective is to generate maximum revenues, after operating costs, for the purpose of medical equipment, furnishing and items to enhance patient care and comfort for healthcare facilities within the Boundary and West Kootenay areas of the Interior Health Region.

Please describe how your organization is accessible to, and benefits the residents of Grand Forks.

not only do we assist Boundary Hospital with purchase of equipment etc but we are also contributing to our community by recycling, restoring and re using donated items for the benefit of all.

Please provide details on other sources of funding.


Authorized Signature

DOCUMENTATION REQUIRED

Copy of most current financial statements
Copy of budget for the current and following year (if available)

GRAND FORKS AUXILIARY TO THE BOUNDARY HOSPITAL SOCIETY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2018

(unaudited - see Notice to Reader)

1. SUMMARY OF ACCOUNTING POLICIES

- (a) The society follows the deferred method of recognition of externally designated contributions which matches the revenue to the related expenditure.

- (b) **Contributions and Pledges**
Contributed capital assets are recorded at fair value and the donated portion shown as a deferred contribution. The latter is taken into revenue at the same rate as the asset is amortized.

Contributed material and services are not recorded in the financial statements.

Pledges receivable are recorded when received.

- (c) **Revenue Recognition - Donations**
The cut-off date for donations is the same as the cut-off date for receipts issued in a year, and is based on the postage date on the envelope for mail, or the date the donation is received.

Legacies, or bequests are recorded when received.

- (d) **Property, Equipment and Amortization**
Property and equipment acquired during the year are written off as an expenditure during the year and capitalized through the investment in capital assets account.

Property and equipment are recorded at cost and are amortized over their respective useful lives using the straight line method at the following annual rates:

Building	1%
Equipment and furnishings	20%

Additions during the year are amortized at one-half their normal rate and no amortization is recorded during the year of disposition.

2. PROPERTY AND EQUIPMENT

	Cost	Accumulated Amortization	Net 2018	Net 2017
Land	\$ 34,182	\$ -	\$ 34,182	\$ 34,182
Building	218,679	29,705	188,974	191,160
Equipment and furnishings	5,364	5,364	-	-
Incorporation costs	129	129	-	-
	\$ 258,354	\$ 35,198	\$ 223,156	\$ 225,342

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2018

(unaudited - see Notice to Reader)

	2018	2017
ASSETS		
CURRENT ASSETS		
Cash and short term deposits	\$ 422,649	\$ 561,049
Accrued interest receivable	<u>5,870</u>	<u>4,465</u>
	428,519	565,514
 PROPERTY AND EQUIPMENT (note 2)	 223,156	 225,342
	<u>\$ 651,675</u>	<u>\$ 790,856</u>
LIABILITIES		
CURRENT LIABILITIES		
Accounts payable	\$ 2,577	\$ 933
Provincial sales tax payable	<u>1,989</u>	<u>2,025</u>
	4,566	2,958
NET ASSETS		
INVESTMENT IN CAPITAL ASSETS	223,156	225,343
UNRESTRICTED FUNDS	<u>423,953</u>	<u>562,555</u>
	647,109	787,898
	<u>\$ 651,675</u>	<u>\$ 790,856</u>

APPROVED ON BEHALF OF THE BOARD:

W. Triveri President

Signa Treasurer

GRAND FORKS AUXILIARY TO THE BOUNDARY HOSPITAL SOCIETY**STATEMENT OF OPERATIONS****FOR THE YEAR ENDED DECEMBER 31, 2018**

(unaudited - see Notice to Reader)

	2018	2017
REVENUE		
Thrift store	\$ 190,649	\$ 237,522
Gift bars	4,414	2,865
Memberships	465	430
Donations	11,803	2,603
Provincial sales tax commissions	401	480
Interest	3,251	3,349
	<u>210,983</u>	<u>247,249</u>
EXPENSES		
Advertising and promotions	1,476	1,497
Amortization	2,187	2,538
Appreciation events	1,955	1,805
Conferences and meetings	1,117	1,039
Dues and training	950	880
Garbage and janitorial	12,774	14,256
Hospital contributions	236,910	73,120
Insurance	1,983	1,921
Materials and supplies	6,422	6,942
Office	1,818	816
Repairs and maintenance	10,510	6,897
Scholarships and donations	9,750	8,250
Telephone and utilities	6,670	6,692
	<u>294,522</u>	<u>126,653</u>
OPERATING (DEFICIT) SURPLUS BEFORE EXTRAORDINARY ITEM	(83,539)	120,596
EXTRAORDINARY ITEM		
Costs related to repair and replace items due to flood	<u>(57,250)</u>	<u>-</u>
NET (DEFICIT) SURPLUS FOR THE YEAR	\$ (140,789)	\$ 120,596



THE CORPORATION OF THE CITY OF GRAND FORKS

RECEIVED

JUL 16 2019

APPLICATION FOR PERMISSIVE TAX EXEMPTION

THE CORPORATION OF
THE CITY OF GRAND FORKS

Note: Application must be received by **July 12, 2019** at City Hall for consideration for tax exemption in the following year.

Name of Organization:

CANADIAN LEGION Grand Forks

Mailing Address:

Box 836

Grand Forks B.C. V0N 1H0

Contact Person & Title:

EVERETT BAKER PRES

Telephone Number:

250.444.0195

E-mail:

gffh@shaw.ca

Registered Non-Profit? Yes ☐ No ☒

Registration Number: _____

Registered Charity? Yes ☐ No ☒

Registration Number: _____

PROPERTY DESCRIPTION FOR WHICH AN EXEMPTION IS BEING CLAIMED:

* You may list all the properties on one application form, as long as they are being used for the same purpose.

Civic Address(es):

6TH STREET

Legal Description(s)

PLAN 121 LOT 23 BLOCK 29 DL#108

PLAN 121 LOT 24-26 BLOCK 29 DL#108

Folio Number(s):

201-00247.025

202-00247.030

Is any part of the property used for non-charitable, non-philanthropic or for-profit purposes?

Yes ☒

No ☐

If yes, please explain: _____

FILE CODE

Can. Legion GF

C/O - re Tax Exempt

(UBA PT. 00)

Applica



THE CORPORATION OF THE CITY OF GRAND FORKS


Please describe your organization's activities. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

Please describe how your organization is accessible to, and benefits the residents of Grand Forks.

LAST YEARS OUR LEAGION PROVIDED OVER
\$20,000 IN SUPPORT OF COMMUNITY

Please provide details on other sources of funding.

LOUNG, GROMING, DINNERS, SPECIAL EVENTS


Authorized Signature

DOCUMENTATION REQUIRED

- Copy of most current financial statements
- Copy of budget for the current and following year (if available)

Royal Canadian Legion Br.59
Balance Sheet As at 2019-06-30

ASSET

Current Assets

Credit Union General Account	-1,124.68	
Sports Scholarship	0.00	
#17 Term Deposits Non Rede...	3,714.88	
#19 Redemable Term	10,862.10	
Cash Float - Bar	1,050.00	
Cash Float - Meat Draw	50.00	
Cash Float - Keno	300.00	
Total Cash		14,852.30
Allowance for Doubtful Accounts	60.00	
Prepaid Per Capita Tax	2,393.23	
Total Receivable		2,453.23
Lounge Inventory		4,483.46
Resale Leg. Supp. Inv.		1,346.20
Breakopen Ticket Inv.		1,689.04
Total Current Assets		24,824.23

Capital Assets

Office Furniture & Equipment	40,033.43	
Accum. Amort. -Furn. & Equip.	-18,018.85	
Net - Furniture & Equipment		22,014.58
Lounge Equipment	29,241.04	
Hall Equip. & Furnishings	10,423.48	
Office Equip. & Furnishings	1,783.98	
Equipment	36,338.65	
Accum. Amort. - Equipment	-14,011.35	
Net - Equipment		63,775.80
Misc. Equipment	149.79	
Building	182,427.32	
Accum. Amort. - Building	-71,162.32	
Net - Building		111,414.79
Land		83,635.20
Total Capital Assets		280,840.37

TOTAL ASSET 305,664.60

LIABILITY

Current Liabilities

Lottery Account Payable	3,437.25
Grant - Flooring	1,109.92
Accounts Payable	3,329.71

Royal Canadian Legion Br.59
Balance Sheet As at 2019-06-30

El Payable	355.84	
CPP Payable	484.46	
Federal Income Tax Payable	477.68	
Total Receiver General		1,317.98
Dues Rec'd In Advance		8,335.89
PST Payable	-545.50	
GST/HST Charged on Sales - ...	322.39	
GST Paid on Purchases	-1,812.13	
GST/HST Owing (Refund)		-2,035.24
SST Payable		545.50
Total Current Liabilities		16,041.01
TOTAL LIABILITY		16,041.01
EQUITY		
Owners Equity		
Retained Earnings - Previous ...		-1,280.48
Current Earnings		-26,436.46
Total Owners Equity		-27,716.94
Total Owners Equity		
Members Equity		317,340.53
Total Equity		317,340.53
TOTAL EQUITY		289,623.59
LIABILITIES AND EQUITY		305,664.60

Royal Canadian Legion Br.59
Income Statement 2019-01-01 to 2019-06-30

REVENUE

Sales Revenue	
Sales - Liquor With Mix	3,548.65
Sales - Draft - Glass	5,618.57
Sales - Draft - Mug	8,677.99
Sales - Draft - Jug	335.38
Sales - Guinness Draft	6,947.95
Sales - Wine, Ciders, Coolers	3,672.00
Sales - Bottled Beer	7,448.61
Sales - Confectionary	1,603.11
Sales - Off-Sales Beer (Cans)	101.51
Net Sales	<u>37,953.77</u>

Other Revenue	
Dues 2019	4,049.56
Rent	1,271.18
Ways & Means	4,933.22
Horse Shoes	21.00
Darts	163.00
Miscellaneous Revenue	319.80
Interest Income	116.01
Miscellaneous Revenue	53.75
P.S.T. Vendor's Commission	105.37
Donations	250.53
Sports	39.00
Breakopen Ticket Sales	5,557.80
Total Other Revenue	<u>16,880.22</u>

TOTAL REVENUE	<u>54,833.99</u>
----------------------	-------------------------

EXPENSE

Lounge Purchases	
Liquor	894.64
Draft	9,058.04
Guinness - Draft	979.96
Bottled Beer	3,330.13
Off Sales - Beer	84.57
Wine, Ciders, Coolers	1,710.58
Confectionary	304.62
Total Lounge Purchases	<u>16,362.54</u>
R & M Building (Lounge)	407.88
Supplies - Lounge	2,129.40
R & M Building	1,750.37

Royal Canadian Legion Br.59
Income Statement 2019-01-01 to 2019-06-30

R & M Eq. (Lounge)	1,300.62
R & M Eq. (Hall)	1,456.31
Litter Dep. (Misc.)	-170.20
Draft Litter Dep.	808.71
Recycle Fees	5.69
Interest & Bank Charges	35.36
Advertising	64.20
Total Cost of Goods Sold	<u>24,150.88</u>
Payroll Expenses	
Wages & Salaries	19,889.08
EI Expense	451.10
CPP Expense	506.42
WCB Expense	218.03
Total Payroll Expense	<u>21,064.63</u>
General & Administrative Expe...	
Administration	58.27
Donations	716.20
Janitorial - Hall	543.46
Janitorial - Lounge	707.52
Security	147.94
Property Taxes	2,060.78
Honours & Awards	1,029.16
Per Capita Tax - 2019	7,352.88
Breakopen Paid Out	5,655.50
Licences & Permits	250.00
Utilities - Lounge (55%)	2,741.71
Utilities - Hall (45%)	2,243.12
Darts	145.00
Sports	110.43
Ways & Means	3,302.69
Zone Meetings	511.96
Cash Short / Over	-179.83
Advertising & Promotions	460.25
Business Fees & Licenses	334.25
Insurance	4,242.00
Interest & Bank Charges	427.72
Office Supplies	1,228.12
Repair & Maintenance	195.00
Telephone	1,770.81
Total General & Admin. Expen...	<u>36,054.94</u>
TOTAL EXPENSE	<u>81,270.45</u>

Royal Canadian Legion Br.59
Income Statement 2019-01-01 to 2019-06-30

NET INCOME

-26,436.46



THE CORPORATION OF THE CITY OF GRAND FORKS



APPLICATION FOR PERMISSIVE TAX EXEMPTION

Note: Application must be received by **July 12, 2019** at City Hall for consideration for tax exemption in the following year.

Name of Organization: Phoenix Manor Society
Mailing Address: PO Box 902
Grand Forks, BC, V0H 1H0
Contact Person & Title: Jim Burch, Treasurer
Telephone Number: 250.442.2121 E-mail: jim.burch@kempharvey.com

Registered Non-Profit? Yes ☐ No ☒ Registration Number: _____
Registered Charity? Yes ☒ No ☐ Registration Number: 86752 3490 RR0001

PROPERTY DESCRIPTION FOR WHICH AN EXEMPTION IS BEING CLAIMED:

* You may list all the properties on one application form, as long as they are being used for the same purpose.

Civic Address(es): 876 72nd Avenue
Grand Forks, BC, V0H 1H0
Legal Description(s): Housing for seniors, low-income persons, and
those with disabilities. - Parcel B, Portion (KF1958)
Block 45, Plan 72, DL#108.
Folio Number(s): 21000414.005

Is any part of the property used for non-charitable, non-philanthropic or for-profit purposes?

Yes ☐ No ☒ If yes, please explain: _____

FILE CODE

Phoenix Manor
CIO - Society re Tax
(UBA PT000) Exempt Applica
Page 89 of 120



THE CORPORATION OF THE CITY OF GRAND FORKS

Please describe your organization's activities. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)


See attached description.

Please describe how your organization is accessible to, and benefits the residents of Grand Forks.

See attached description.

Please provide details on other sources of funding.

See attached description.



Authorized Signature

DOCUMENTATION REQUIRED

Copy of most current financial statements
Copy of budget for the current and following year (if available)

Describe your organization. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary.)

PHOENIX MANOR SOCIETY had its beginnings as Abbeyfield Centennial House Society.

Abbeyfield Centennial House Society was incorporated in 1997 with the mandate of establishing an "Abbeyfield Home" in Grand Forks. Pioneer Village Society donated its assets to Abbeyfield Centennial House Society to make establishing the home a possibility. Those assets were all from non-governmental sources. With a huge amount of volunteer hours by the directors and many community donations the home was built. The home can accommodate ten single seniors. The residents have a safe and secure home including meals, in a non-institutional setting. This provides the good nutrition and companionship that is commonly lacking for single seniors.

The name of the society was changed to PHOENIX MANOR SOCIETY in 2013 when the local society disaffiliated from the Canadian Abbeyfield Society for financial reasons. PHOENIX MANOR SOCIETY retains the original mandate and core values. It is not for profit and is a registered charity. Volunteers carry out all management, some routine maintenance, improvements and social activities. The Officers and Directors of PHOENIX MANOR SOCIETY are all volunteers and receive no remuneration.

How does your organization benefit the Community of Grand Forks?

PHOENIX MANOR SOCIETY provides a quality senior's residence and the only, not for profit, supportive care facility, in Grand Forks. This allows our residents to continue living in the community with dignity while avoiding the necessity of residing in a public care facility at substantial public expense. The home was built and is operated using local suppliers and trades persons whenever reasonably possible. Local seniors are given preference for accommodation. PHOENIX MANOR SOCIETY employs five local persons. This means that there are up to fifteen persons contributing to local business who might well otherwise have to reside outside of Grand Forks.

Many other, not for profit, supportive care homes in BC are given tax exemptions.

The board of PHOENIX MANOR SOCIETY continues in its goal of providing affordable seniors housing in a non-institutional environment. Assistance from the City of Grand Forks in offsetting some of our cost increases through tax exemption will assist in achieving our long-term success. Tax exemptions in the past have contributed greatly to our financial health. We urge council to continue to recognize the contribution of this home and its seniors through granting a tax exemption for 2020

Other sources of funding:

The residents of PHOENIX MANOR provide all of our income through their monthly rents. We originally budgeted for 80% occupancy. Currently our break-even is about 85% occupancy due to increasing costs. In July 2013 we had to raise the rents to the residents and refinanced our mortgage to reduce the payment to cover our increasing operating costs. This is a severe burden to some of the residents, who are all single senior citizens, many with limited incomes.

PHOENIX MANOR SOCIETY
Financial Statements
Year Ended December 31, 2018

PHOENIX MANOR SOCIETY
Index to Financial Statements
Year Ended December 31, 2018

	Page
FINANCIAL STATEMENTS	
Statement of Revenues and Expenditures and Changes in Net Assets	1 - 2
Statement of Financial Position	3
Notes to Financial Statements	4 - 5

PHOENIX MANOR SOCIETY

Statement of Revenues and Expenditures and Changes in Net Assets

Year Ended December 31, 2018

	Operating	Capital Asset	Replacement Reserve	2018	2017
REVENUES					
Tenant rent	\$ 157,225	\$ -	\$ -	\$ 157,225	\$ 152,725
Grants and endowment	3,023	-	-	3,023	8,270
Scooter rental	1,775	-	-	1,775	300
Interest income	-	-	363	363	473
Donations	200	-	-	200	-
Membership fees	65	-	-	65	55
Patronage dividends	10	-	-	10	15
Room and meals	-	-	-	-	3,135
Insurance recoveries	-	-	-	-	1,543
Disposal of capital assets	-	-	-	-	34
	162,298	-	363	162,661	166,550
EXPENSES					
Advertising and promotion	470	-	-	470	967
Amortization	-	18,841	-	18,841	18,240
Office supplies	54	-	-	54	441
Repairs and maintenance	21,079	-	-	21,079	10,057
Dues and fees	402	-	-	402	473
Food	23,145	-	-	23,145	20,517
Electricity	5,707	-	-	5,707	6,722
Water and sewer	939	-	-	939	1,161
Heating and hot water	2,877	-	-	2,877	3,477
Internet and television	4,376	-	-	4,376	4,490
Insurance	6,285	-	-	6,285	5,929
Bank charges	406	-	-	406	244
Tenant entertainment	318	-	-	318	717
Bookkeeping fees	4,386	-	-	4,386	4,725
Property taxes	52	-	-	52	52
Wages and benefits	69,591	-	-	69,591	66,719
Security and yard maintenance	3,371	-	-	3,371	2,889

(continues)

See accompanying notes to financial statements

PHOENIX MANOR SOCIETY

Statement of Revenues and Expenditures and Changes in Net Assets (continued)
Year Ended December 31, 2018

	Operating	Capital Asset	Replacement Reserve	2018	2017
Supplies	726	-	-	726	2,294
Telephone	1,852	-	-	1,852	1,834
Training	230	-	-	230	125
	146,266	18,841	-	165,107	152,073
NET EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES					
	16,032	(18,841)	363	(2,446)	14,477
NET ASSETS - BEGINNING OF YEAR	16,983	398,870	39,548	455,401	440,925
	33,015	380,029	39,911	452,955	455,402
CAPITAL ASSETS PURCHASED	(91)	91	-	-	-
MONTHLY TRANSFER FROM OPERATING FUNDS	(9,360)	-	9,360	-	-
TRANSFERS FROM OPERATING FUND	(5,000)	-	5,000	-	-
NET ASSETS - END OF YEAR	\$ 18,564	\$ 380,120	\$ 54,271	\$ 452,955	\$ 455,402

See accompanying notes to financial statements

PHOENIX MANOR SOCIETY
Statement of Financial Position
December 31, 2018

	Operating	Capital Asset	Replacement Reserve	2018	2017
ASSETS					
CURRENT					
Cash	\$ 30,144	\$ -	\$ 8,400	\$ 38,544	\$ 27,114
Term deposits	-	-	45,871	45,871	34,524
Accounts receivable	-	-	-	-	75
Prepaid expenses	5,217	-	-	5,217	4,842
	35,361	-	54,271	89,632	66,555
PROPERTY, PLANT AND EQUIPMENT <i>(Net of accumulated amortization) (Note 2)</i>	-	380,120	-	380,120	398,870
	\$ 35,361	\$ 380,120	\$ 54,271	\$ 469,752	\$ 465,425
LIABILITIES AND NET ASSETS					
CURRENT					
Accounts payable	\$ 14,097	\$ -	\$ -	\$ 14,097	\$ 7,998
Employee deductions payable	-	-	-	-	725
Rent collected in advance	2,700	-	-	2,700	1,300
	16,797	-	-	16,797	10,023
NET ASSETS	18,564	380,120	54,271	452,955	455,402
	\$ 35,361	\$ 380,120	\$ 54,271	\$ 469,752	\$ 465,425

APPROVED BY THE DIRECTORS

Director

Director

See accompanying notes to financial statements

PHOENIX MANOR SOCIETY
Notes to Financial Statements
Year Ended December 31, 2018

1. INVESTMENTS

Investments comprise of savings and term deposits established for the Replacement Reserve Fund.

	<u>2018</u>	<u>2017</u>
Restricted cash		
Grand Forks Credit Union		
Savings Account	\$ 8,400	\$ 5,024
One year redeemable term with interest at 0.65%, matures March 15, 2019	15,112	14,000
One year non-redeemable term with interest at 1.15%, matures March 14, 2019	30,760	20,524
	<u>\$ 54,272</u>	<u>\$ 39,548</u>
Changes in fund balance		
Balance, beginning of year	\$ 39,549	\$ 42,958
	-	-
	-	-
	-	-
Monthly transfer from Operating Funds	9,360	9,360
Interest income	363	231
Transfers from Operating Fund	5,000	(13,000)
	<u>\$ 54,272</u>	<u>\$ 39,549</u>
Capital asset purchases (sales)		
Storage building	\$ -	\$ 28,240
Vacuum cleaner	-	373
Scooter storage	91	4,370
Old Shed (Sold)	-	(200)
Flooring	-	-
Dishwasher	-	-
Washing machine	-	-
	-	-
	-	-
	-	-
	<u>\$ 91</u>	<u>\$ 32,783</u>

PHOENIX MANOR SOCIETY
Notes to Financial Statements
Year Ended December 31, 2018

2. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2018 Net book value	2017 Net book value
Land	\$ 65,300	\$ -	\$ 65,300	\$ 65,300
Buildings	593,591	284,644	308,947	325,814
Furniture and appliances	11,689	7,546	4,143	5,759
Asphalt and parking areas	6,654	4,923	1,731	1,997
	\$ 677,234	\$ 297,113	\$ 380,121	\$ 398,870

Phoenix Manor Society - 2019 Budget

Expenses	Monthly	Annual
Advertising	60.00	720.00
Accounting Fees	400.00	4,800.00
Credit Union Service Charges	25.00	300.00
Licence Dues	40.00	480.00
Cablevision and Television	400.00	4,800.00
Entertainment	60.00	720.00
Food	1,900.00	22,800.00
House Supplies	190.00	2,280.00
Insurance	565.00	6,780.00
Maintenance and Repairs	1,750.00	21,000.00
Office Supplies	25.00	300.00
Security and Yard Maintenance	300.00	3,600.00
Telephone	70.00	840.00
Training	50.00	600.00
Utilities	850.00	10,200.00
Wages	5,800.00	69,600.00
Transfer to Replacement Reserve	780.00	9,360.00

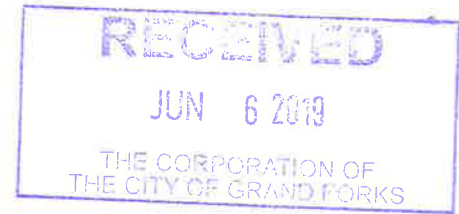
13,265.00	159,180.00
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Rental Income if Full Occupancy

Monthly Rent	1,375.00	16,500.00
Number of Residents	10	10
	13,750.00	165,000.00

The Corporation of the City of Grand Forks

Tax Exemption for 2020



APPLICATION FOR PERMISSIVE TAX EXEMPTION

Note: Applications must be received by July 12, 2019 at City Hall for consideration for tax exemption in the following year.

Name of Organization: Grand Forks & District Housing Society DBA: Boundary Lodge Assisted Living

Mailing Address: 7130 9th Street, Unit 300

Grand Forks BC

V0H 1H4

Contact person & Title: Sandra Gladish- Administrator

Telephone Number: 250-443-0006

Email: blaladmin@shaw.ca

Registered Non-Profit: Yes

Registration Number: 87104 4764 BC 0001

Registered Charity: YES

Registration Number: 87104 4764 RR 0001

PROPERTY DESCRIPTION FOR WHICH AN EXEMPTION IS BEING CLAIMED:

Civic Address: 7130 9th Street

Legal Description: Plan 29781, Lot A, DL # 108, Land District 54

Folio Number: 210 00416.000

Is any part of the property used for non-charitable, non-philanthropic or for-profit purposes? - NO

FILE CODE

Boundary Lodge

C10 - re Tax Exemption
(4B7PT00) Applic

Describe your organization. Include a short history of your organization and briefly describe its goals and objectives. (Attach a separate sheet if necessary):

In 2005 Grand Forks & District Housing Society partnered with BC Housing and Interior Health to manage and operate a 17 unit Assisted Living Facility with 24 hour care for those in need. Boundary Lodge Assisted Living employs 22 staff and has an exceptional Board of Directors with a common goal of providing affordable housing and care services for all individuals we support. Boundary Lodge is a Registered Charitable Society.

How does your organization benefit the community of Grand Forks?

Boundary Lodge is a great asset to our community, it offers affordable (funded) assisted living housing to individuals in the community. Boundary Lodge also provides nutritious Meals on Wheels Monday to Friday to individuals living in their own homes. These meals are delivered by our dedicated volunteer drivers.

Boundary Lodge also operates a community based Senior Connection Day program each week. This program is designed to meet the needs of individuals still residing in their own homes by providing social interaction, nutrition, and involvement with the current tenants in Boundary Lodge. Boundary Lodge is happy to offer a Respite room in our Lodge which allows individuals residing at home and family member's relief care when they require it. We provide 24 hour care with meals and qualified staff.



Authorized Signature

DOCUMENTATION REQUIRED

Copy of most current financial statements- Attached

Copy of the budget for the current & following year (if available) - Attached

GRAND FORKS AND DISTRICT HOUSING SOCIETY

(Operating as Boundary Lodge Assisted Living)

Statement of Operations

For the Year Ended March 31, 2018

	Society	Interior Health	BC Housing	Replacement Reserve	2018	2017
REVENUE						
Contract funding, Interior Health	\$ -	\$ 383,927	\$ -	\$ -	\$ 383,927	\$ 376,619
Contract funding, BC Housing	-	-	41,532	-	41,532	38,561
Tenants	-	133,632	102,955	-	236,587	231,072
Other individuals	4,013	18,268	-	-	22,281	16,684
Interest and miscellaneous	-	1,832	6,746	663	9,241	8,113
Donations	-	750	-	-	750	1,075
	4,013	538,409	151,233	663	694,318	672,124
EXPENSES						
Amortization	189	-	-	-	189	189
Audit	-	6,388	3,360	-	9,748	9,670
Bad debts	-	96	-	-	96	1,094
Donations	9,000	-	-	-	9,000	-
Food costs	-	58,516	-	-	58,516	52,465
General administration	150	13,143	1,620	-	14,913	11,942
Insurance & licenses	-	3,684	570	-	4,254	4,524
Maintenance, buildings	-	-	12,956	-	12,956	13,107
Maintenance, equipment	-	2,070	-	-	2,070	1,109
Maintenance, labour	-	-	34,631	-	34,631	29,200
Maintenance, replacement reserve	-	-	-	17,104	17,104	13,100
Meals and entertainment	-	4,705	-	-	4,705	3,001
Other supplies	-	2,032	-	-	2,032	1,187
Program, Seniors connections	-	8,429	-	-	8,429	6,949
Property taxes	-	-	52	-	52	52
Service contracts	-	-	270	-	270	225
Staff development	-	15	-	-	15	699
Supplies, laundry and housekeeping	-	7,506	-	-	7,506	7,547
Utilities	-	-	56,528	-	56,528	53,873
Wages, administrative	-	73,535	14,436	-	87,971	86,786

(continues)

See accompanying notes to financial statements

Page 1

GRAND FORKS AND DISTRICT HOUSING SOCIETY**(Operating as Boundary Lodge Assisted Living)****Statement of Operations** *(continued)***For the Year Ended March 31, 2018**

	Society	Interior Health	BC Housing	Replacement Reserve	2018	2017
Wages, direct & non-direct care	-	304,610	-	-	304,610	320,241
Wages, hospitality & accomodations	-	71,607	-	-	71,607	65,044
	9,339	556,336	124,423	17,104	707,202	682,004
ACCUMULATED SURPLUS						
(DEFICIT)	\$ (5,326)	\$ (17,927)	\$ 26,810	\$ (16,441)	\$ (12,884)	\$ (9,880)

See accompanying notes to financial statements

GRAND FORKS AND DISTRICT HOUSING SOCIETY**(Operating as Boundary Lodge Assisted Living)****Statement of Changes in Net Assets****Year Ended March 31, 2018**

	Society	Interior Health	BC Housing	Replacement Reserve	2018	2017
NET ASSETS - BEGINNING OF YEAR	\$ 1,441	\$ 153,436	\$ 374,714	\$ 107,447	\$ 637,038	\$ 646,918
Operating surplus (deficit)	(5,326)	(17,927)	26,810	(16,441)	(12,884)	(9,880)
Replacement reserve provision	-	-	(15,000)	15,000	-	-
Inter-fund transfer	9,000	(9,000)	-	-	-	-
NET ASSETS - END OF YEAR	\$ 5,115	\$ 126,509	\$ 386,524	\$ 106,006	\$ 624,154	\$ 637,038

See accompanying notes to financial statements

GRAND FORKS AND DISTRICT HOUSING SOCIETY*(Operating as Boundary Lodge Assisted Living)***Statement of Financial Position****March 31, 2018**

	Society	Interior Health	BC Housing	Replacement Reserve	2018	2017
ASSETS						
CURRENT						
Cash	\$ 5,067	\$ 148	\$ 28,810	\$ -	\$ 34,025	\$ 18,418
Accounts receivable	-	1,525	-	-	1,525	4,102
Inventory (Note 2)	-	5,295	-	-	5,295	5,629
Goods and services tax recoverable	-	-	1,674	-	1,674	1,768
Interfund receivable (payable)	(1,182)	13,224	(11,729)	(313)	-	-
	3,885	20,192	18,755	(313)	42,519	29,917
TANGIBLE CAPITAL ASSETS (Note 7)	1,230	-	-	-	1,230	1,419
LONG TERM INVESTMENTS (Note 8)	-	138,058	382,622	106,319	626,999	652,971
	\$ 5,115	\$ 158,250	\$ 401,377	\$ 106,006	\$ 670,748	\$ 684,307

See accompanying notes to financial statements

GRAND FORKS AND DISTRICT HOUSING SOCIETY*(Operating as Boundary Lodge Assisted Living)***Statement of Financial Position****March 31, 2018**

	Society	Interior Health	BC Housing	Replacement Reserve	2018	2017
LIABILITIES AND NET ASSETS						
CURRENT						
Accounts payable	\$ -	\$ 6,491	\$ 7,438	\$ -	\$ 13,929	\$ 13,663
Wages payable	-	20,458	-	-	20,458	20,528
Employee deductions payable	-	4,792	-	-	4,792	4,763
Unearned revenues	-	-	2,665	-	2,665	3,565
	-	31,741	10,103	-	41,844	42,519
SECURITY DEPOSITS	-	-	4,750	-	4,750	4,750
	-	31,741	14,853	-	46,594	47,269
NET ASSETS						
Unrestricted	5,115	-	-	-	5,115	1,440
Restricted, Interior Health Authority	-	126,509	-	-	126,509	153,437
Restricted, BC Housing	-	-	386,524	-	386,524	374,714
Restricted, Replacement reserve	-	-	-	106,006	106,006	107,447
	5,115	126,509	386,524	106,006	624,154	637,038
	\$ 5,115	\$ 158,250	\$ 401,377	\$ 106,006	\$ 670,748	\$ 684,307

COMMITMENTS (Note 9)

ON BEHALF OF THE BOARD_____
Director_____
Director

See accompanying notes to financial statements

GRAND FORKS AND DISTRICT HOUSING SOCIETY
(Operating as Boundary Lodge Assisted Living)

Statement of Cash Flows
Year Ended March 31, 2018

	Society	Interior Health	BC Housing	Replacement Reserve	2018	2017
OPERATING ACTIVITIES						
Cash receipts from contributions	\$ 4,013	\$ 539,154	\$ 143,587	\$ -	\$ 686,754	\$ 662,337
Cash paid to suppliers and employees	(9,150)	(556,607)	(123,593)	(17,104)	(706,454)	(677,867)
Interest received	-	1,832	6,746	663	9,241	8,113
Goods and services tax	-	-	94	-	94	1,322
Cash flow from operating activities	(5,137)	(15,621)	26,834	(16,441)	(10,365)	(6,095)
INVESTING ACTIVITY						
Investments and restricted cash	-	37,469	(12,633)	1,136	25,972	315
FINANCING ACTIVITIES						
Interfund receivable (payable)	(4,014)	(12,848)	16,557	305	-	-
Transfers between funds	9,000	(9,000)	(15,000)	15,000	-	-
Security deposits received	-	-	-	-	-	500
Cash flow from (used by) financing activities	4,986	(21,848)	1,557	15,305	-	500
INCREASE (DECREASE) IN CASH FLOW	(151)	-	15,758	-	15,607	(5,280)
Cash - beginning of year	5,218	148	13,052	-	18,418	23,698
CASH - END OF YEAR	5,067	148	28,810	-	34,025	18,418
CASH CONSISTS OF:						
Cash	\$ 5,067	\$ 148	\$ 28,810	\$ -	\$ 34,025	\$ 18,418

See accompanying notes to financial statements

	E	F	G	H	I	J	K	L	M	N	O	P	Q
	Back to Index		Grand Forks and District Housing Society				FUNDING PROGRAM:	554	ILBC Conv (No Exist BCH Subs)(Phase I)				
1		SOCIETY NAME:	Boundary Lodge				NPPM:	Wayne Schmuck		OPERATING ELIGIBILITY (%):		100.00	
2		PROJECT NAME:					UNIT #:	17			MORTGAGE ELIGIBILITY (%): 100.00		
3		BCH FILE #:	90902	Housing Provider # 778			FYE:	Mar 31	2020	Completed/approved by:			
4		PROJECT REFERENCE #:	4126		BU Type:	HP			Name:				
5			<input type="radio"/> Audited			Co 1/ 7000 BU:	4126	11175	Title:				
6			<input checked="" type="radio"/> Financial Review										
7			FYE 2017	FYE 2019	FYE 2019	FYE 2019	FYE 2020	Proposed-Current	Proposed/Current	FYE 2020	Approved - Current	Approved/C urrent	COMMENTS INCLUDING MAJOR VARIANCES (Please provide comments/reasons for variances more than ± 10%)
8	Provider G/L Code		ACTUAL	6 MO ACTUAL	12 MO FORECAST	CURRENT BUDGET	PROPOSED BUDGET	VARIANCE \$	VARIANCE %	APPROVED BUDGET	VARIANCE \$	VARIANCE %	
9		REVENUE											
10		Tenant Rent Revenue / Contribution (TRR or TRC)	99,214	58,161	116,322	118,272	131,444	13,172	11%		(118,272)	(100%)	Fluctuations with tenant rents/ move in/outs
11		Tenant Hospitality Revenue (SSH, ILBC Phase II only)	0			0		0	0%		0	0%	
12		Vacancy Loss	0			0		0	0%		0	0%	
13		Commercial Rent	0			0		0	0%		0	0%	
14		Interest Earned	5,128	3,702	6,000	0		0	0%		0	0%	
15		Laundry Revenue	0			0		0	0%		0	0%	
16		Lease Revenue	0			0		0	0%		0	0%	
17		Parking Revenue	0			0		0	0%		0	0%	
18		Other Revenue	4,393	4,428	8,856	0		0	0%		0	0%	
19		Building Manager Rents	0			0		0	0%		0	0%	
22		Space Rental	0			0		0	0%		0	0%	
23		Total Other Revenue	9,521	8,130	14,856	0	0	0	0%	0	0	0%	
24		Sponsoring Ministry Contrib. (ESP only)	0			0		0	0%		0	0%	
25		Bad Debt	(56)			0		0	0%		0	0%	
26		Total Revenue before BCH Subsidy	108,735	66,291	131,178	118,272	131,444	13,172	11%	0	(118,272)	(100%)	
27		Subsidy	38,561	17,398	33,388	0		0	0%		0	0%	
28		Rent Subsidy - EE Payments	0			0		0	0%		0	0%	
29		Modernization & Improvement	0			0		0	0%		0	0%	
30		Building Envelope Repair	0			0		0	0%		0	0%	
32		NPAT Mortgage Subsidy	0			0		0	0%		0	0%	
33		Supportive Housing Program Subsidy	0			0		0	0%		0	0%	
35		Mortgage Write-Down Subsidy	0			0		0	0%	0	0	0%	
36		Total Subsidy Revenue	38,561	17,398	33,388	0	0	0	0%	0	(118,272)	(100%)	
37		TOTAL REVENUE	147,240	83,689	164,566	118,272	131,444	13,172	11%				
38		EXPENSES											
39		Mortgage Payments	0			0		0	0%		0	0%	
40		NPAT Payments	0			0		0	0%		0	0%	
41		Programs Funding	0			0		0	0%		0	0%	
42		Extraordinary Expenses	0			0		0	0%		0	0%	
43		Building Rent	0			0		0	0%		0	0%	
44		Land Lease Rent	0			0		0	0%		0	0%	
45		Modernization & Improvement Expenses	0			0		0	0%		0	0%	
46		Building Envelope - Repairs	0			0		0	0%		0	0%	
47		Non-Recurring Maintenance	0			0		0	0%		0	0%	

	E	F	G	H	I	J	K	L	M	N	O	P	Q	
1	Back to Index		Grand Forks and District Housing Society				FUNDING PROGRAM:	554	ILBC Conv (No Exist BCH Subs)(Phase I)					
2			Boundary Lodge				NPPM:	Wayne Schmuck			OPERATING ELIGIBILITY (%):		100.00	
3			BCH FILE #:	90902	Housing Provider # 778		UNIT #:	17				MORTGAGE ELIGIBILITY (%):		100.00
4			PROJECT REFERENCE #:	4126		BU Type:	HP	FYE:	Mar 31	2020	Completed/approved by:			
5			<input type="radio"/> Audited			Co 1/ 7000 BU:	4126	11175			Name:			
6			<input checked="" type="radio"/> Financial Review							Title:				
7				FYE 2017	FYE 2019	FYE 2019	FYE 2019	FYE 2020	Proposed-Current	Proposed/Current	FYE 2020	Approved - Current	Approved/C current	COMMENTS INCLUDING MAJOR VARIANCES (Please provide comments/reasons for variances more than ± 10%)
8	Provider G/L Code		ACTUAL	6 MO ACTUAL	12 MO FORECAST	CURRENT BUDGET	PROPOSED BUDGET	VARIANCE \$	VARIANCE %	APPROVED BUDGET	VARIANCE \$	VARIANCE %		
48		Replacement Reserve Provision	15,000	7,500	15,000	15,000	15,000	0	0%		(15,000)	(100%)	The Replacement Reserve Provision in the Proposed Budget column is just carried over from current year budget and it's not the final approved amount.	
49		Cablevision	0	3,352	6,705	0		0	0%		0	0%		
50		Electricity	0	19,879	40,376	0		0	0%		0	0%		
51		Tenant Surcharge - Hydro	0	2,754	5,508	0		0	0%		0	0%		
52		General Utilities (to be eliminated in the future)	53,873			55,000		(55,000)	(100%)		(55,000)	(100%)		
53		Heating Fuel	0	3,808	8,835	0		0	0%		0	0%	CPI will be removed from budget before approval, as this is a Budget Review Year.	
54		Water & Sewer	0	2,455	4,210	0		0	0%		0	0%		
55		Total General Utilities	53,873	32,248	65,634	55,000	0	(55,000)	(100%)	0	(55,000)	(100%)		
56		CPI Increase	0			9,162		(9,162)	(100%)		(9,162)	(100%)		
57		Hospitality	0			0	0	0	0%	0	0	0%		
65		Total Hospitality	0	0	0	0	0	0	0%	0	0	0%		
66		Insurance Premiums	610			600		(600)	(100%)		(600)	(100%)		
67		Vacancy Allowance	0			0		0	0%		0	0%		
68		Waste Removal	0			0		0	0%		0	0%		
69		Misc Operating - Non Manageable	0			0		0	0%		0	0%		
70		Property Taxes	52		52	0		0	0%		0	0%		
71		Property Tax Exemption (HAR, PHI, PHI-SRO)	0			0		0	0%		0	0%		
72		Appraisals	0			0		0	0%		0	0%		
73		Other Program Funding Manageable	0			0		0	0%		0	0%		
74		Building Staff Salaries and benefits	13,970	15,770	29,770	13,750		(13,750)	(100%)		(13,750)	(100%)		
75		Administration Charge	0			0		0	0%		0	0%		
76		Property Management Fee	0			0		0	0%		0	0%		
78		Internet	0			0		0	0%		0	0%		
79		Telephone	0			0		0	0%		0	0%		
81		General Administration	1,569		1,600	1,544		(1,544)	(100%)		(1,544)	(100%)		
82		Legal	0			0		0	0%		0	0%		
84		Other Administration (to be eliminated in the future)	0			0		0	0%		0	0%		
85		Memberships & Dues	0			0		0	0%		0	0%		
86		Total Administration excl Salaries and Audit	1,569	0	1,600	1,544	0	(1,544)	(100%)	0	(1,544)	(100%)		
87		Audit	3,251		3,360	3,200		(3,200)	(100%)		(3,200)	(100%)		
88		Total Administration	18,790	15,770	34,730	18,494	0	(18,494)	(100%)	0	(18,494)	(100%)		
89		Maintenance Labour and benefits	29,200	14,741	31,500	33,000		(33,000)	(100%)		(33,000)	(100%)		

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1	Back to Index	SOCIETY NAME:	Grand Forks and District Housing Society				FUNDING PROGRAM:	554	ILBC Conv (No Exist BCH Subs)(Phase I)				
2		PROJECT NAME:	Boundary Lodge				NPPM:	Wayne Schmuck		OPERATING ELIGIBILITY (%):		100.00	
3		BCH FILE #:	90902	Housing Provider # 778			UNIT #:	17			MORTGAGE ELIGIBILITY (%):		100.00
4		PROJECT REFERENCE #:	4126		BU Type:	HP	FYE:	Mar 31	2020	Completed/approved by:			
5			<input type="radio"/> Audited		Co 1/ 7000 BU: 4126		11175			Name:			
6			<input checked="" type="radio"/> Financial Review						Title:				
7			FYE 2017	FYE 2019	FYE 2019	FYE 2019	FYE 2020	Proposed-Current	Proposed/Current	FYE 2020	Approved - Current	Approved/C current	COMMENTS INCLUDING MAJOR VARIANCES (Please provide comments/reasons for variances more than ± 10%)
8	Provider G/L Code		ACTUAL	6 MO ACTUAL	12 MO FORECAST	CURRENT BUDGET	PROPOSED BUDGET	VARIANCE \$	VARIANCE %	APPROVED BUDGET	VARIANCE \$	VARIANCE %	
90		Exterior Building Maintenance	0			0		0	0%		0	0%	
91		General Maintenance (to be eliminated in the future)	0			0		0	0%		0	0%	
92		Grounds Maintenance	0			0		0	0%		0	0%	
93		Snow Removal/Salting	0			0		0	0%		0	0%	
94		Interior Building Maintenance	13,107	6,840	13,679	17,000		(17,000)	(100%)		(17,000)	(100%)	
95		Pest Control	0			0		0	0%		0	0%	
96		Service Contracts	225			3,000		(3,000)	(100%)		(3,000)	(100%)	
97		Janitorial/Cleaning Supplies	0			0		0	0%		0	0%	
98		Total Maintenance excl Salaries	13,332	6,840	13,679	20,000	0	(20,000)	(100%)	0	(20,000)	(100%)	
99		Total Maintenance	42,532	21,581	45,179	53,000	0	(53,000)	(100%)	0	(53,000)	(100%)	
103		Other Operating	0			0		0	0%		0	0%	
104		Total Operating	0	0	0	0	0	0	0%	0	0	0%	
105		TOTAL EXPENSES	130,857	77,099	160,595	151,256	15,000	(136,256)	(90%)	0	(151,256)	(100%)	
106		TOTAL EXPENSES PER UNIT PER MONTH	641	378	787	741	74	(668)	(90%)	0	(741)	(100%)	
107		Manageable Cost Adjustment	0			0		0	0%		0	0%	
108		NET SURPLUS(DEFICIT) Exclude M&I and BER	16,383	6,590	3,971	(32,984)	116,444	149,428	(453%)	0	32,984	(100%)	
110		ECONOMIC RENT		51,571	112,351	151,256	15,000	(136,256)	(90%)	0	(151,256)	(100%)	

Request for Decision



To: Committee of the Whole

From: **Development, Engineering & Planning**

Date: August 12, 2019

Subject: Proposed Rezoning of the approximately 0.3399 Hectare (0.84 acre) parcel from Highway Commercial to Tourist Commercial.

Recommendation: **THAT the Committee of the Whole recommends to Council to give first and second readings to Zoning Bylaw Amendment No. 2039-A8 at the August 12, 2019, Regular Council Meeting.**

THAT the Committee of the Whole recommends that Council waive the \$1,000.00 rezoning application fee.

THAT the Committee of the Whole recommends that Council direct staff to move forward with legislative requirements for the rezoning.

Background

The City received an application from the property owner of 7351 Highway Drive to rezone the 0.3399 Hectare (0.84 acre) from Highway Commercial (HC) to Tourist Commercial (TC).

The subject property is legally described as Lot 1, Plan KAP89, District Lot 493, Similkameen Division of Yale Land District. The property is approximately 0.3399 Hectare (0.84 acre) in size. The property is adjacent to the Yale bridge on Highway 3 and backs onto the Granby River. The parcel report for the property is attached as Appendix A. The general location of the property is attached as Appendix B.

Staff have been working toward implementing the policies set out in the Official Community Plan (OCP). Schedule B of the OCP shows the future development of property as Highway & Tourist Commercial. The property is subject to two (2) Development Permit Area (DPA) criteria, namely Commercial (DPA) and Environmentally Sensitive Area DPA.

At the time of the application the property owner, Bayroot Enterprises Ltd. (Operating as Riverside Motel), reported that the motel operations on the property are still curtailed due to the impacts of the 2018 flooding. The rezoning would permit the use of the property or portions of the property as campgrounds.

At least 5 buildings and structures are currently located in the 30m floodplain setback. No site-specific exemptions have been found for the buildings and structures that are in the floodplain on the property.

The City's floodplain bylaw is being updated to meet current and future conditions using best practices and incorporating observations from the 2018 flooding.

Considering the foregoing there is support for the City to waive the rezoning application fee because in the absence of the property owner coming forward, as part of implementing the OCP policies and Floodplain Bylaw regulations, the City would initiate the rezoning.

Table 1 provides clarity to the text amendment proposed for Subsection 49.2 of the Zoning Bylaw.

Table 1: Summary of Proposed Zoning Bylaw Amendments		
SECTION REFERENCE	AMENDMENT	INTENT
49.2 (a) Tourist Commercial Zone	To <u>delete</u> "inn" and <u>add</u> "motel" as a use in the zone.	Removes some ambiguity in the zoning bylaw. Inn is not defined in the zoning bylaw while hotel and motel are defined in the zoning bylaw. In many respects an inn may be viewed and/or defined as a small hotel therefore the removal of this term clarifies the intent of the bylaw.

As shown in Table 2, the uses permitted in the TC zone are more restrictive than the HC zone; therefore, the rezoning is potentially reducing the risks associated with flooding on the property. The rezoning is generally consistent with the Official Community Plan (OCP), the City's Strategic Plan and the City's Floodplain Bylaw insofar as the repurposing of those portions of the property that are within the floodplain setbacks.

Table 2: Permitted uses in the HC and TC zones	
EXISTING PERMITTED USES - Zoning Bylaw 2039 Section 47 HC (Highway Commercial) Zone	PROPOSED PERMITTED USES – Zoning Bylaw 2039 Section 49 TC (Tourist Commercial Zone)
The following uses and no others are permitted in a HC zone: (a) Hotels and motels; (b) Restaurants; (c) Automobile sales and parts supply, service stations; (d) Convenience stores including gas bars;	The following uses and no others are permitted in the TC zone: (a) Hotels or motels; (b) Recreational businesses and campgrounds; (c) Tourist facilities and related amenities; (d) Retail establishments;

Table 2: Permitted uses in the HC and TC zones	
EXISTING PERMITTED USES - Zoning Bylaw 2039 Section 47 HC (Highway Commercial) Zone	PROPOSED PERMITTED USES – Zoning Bylaw 2039 Section 49 TC (Tourist Commercial Zone)
(e) Car wash establishments; (f) Retail sales establishments; (g) Personal service establishments (h) Liquor licensed premises (i) Animal hospitals; (j) Building supply establishments (k) Offices; (l) Tool and equipment rental establishments.	(e) Restaurants; (f) Convenience stores including gas bars

The draft zoning bylaw amendment bylaw is shown attached as Appendix C.

Proposed Timing

If the rezoning application receives support from Council to move forward, the next steps and estimated time frame are as outlined below:

ACTIVITY	TIMING
Committee of the Whole recommends that the application / bylaw move forward to the regular meeting for 1st and 2nd readings.	August 12, 2019
The rezoning bylaw goes before council for 1st and 2nd readings.	August 12, 2019
Bylaw and Public Hearing advertised twice and residents within 30m notified in writing of the application.	August 21 st & August 28 th , 2019
Public Hearing held by City Council.	September 3 rd , 2019
Third reading of the rezoning bylaw	September 3 rd , 2019
Ministry of Transportation and Infrastructure Approval	September, 2019
Fourth (final) reading of the bylaw	September 16 th , 2019

Benefits or Impacts

General

The rezoning of the property is in-line with the City's Strategic Plan economic growth principles of supporting the health, growth and retention of existing businesses. The property owner's stated goal of developing campgrounds on the property through this rezoning is an innovative alternative use of the property that if done correctly combines

flood resilience while fostering economic growth since campground users would likely use other City amenities and visit neighbouring businesses such as grocery stores, restaurants and pubs.

Strategic Impact



Community Engagement

- The public will be advised and invited to comment on the rezoning application in writing and through advertising in the local newspaper, the Grand Forks Gazette.
- Council will have an opportunity to hear any comments or concerns regarding the proposed rezoning.
- The public participated in the public process for the adoption of the OCP.



Economic Growth

- Provides options for redevelopment of an existing business that is still closed due to flood damage.

Policy/Legislation

The Official Community Plan, Zoning Bylaw, Local Government Act, Planning and Process and Fee Bylaw, City of Grand Forks Strategic Plan 2015-2019.

Attachments

Appendix A Parcel Report (1 page).

Appendix B Location Current Zoning (3 pages).

Appendix C Draft Zoning Bylaw Amendment No. 2039-A8 (2 pages).

Recommendation

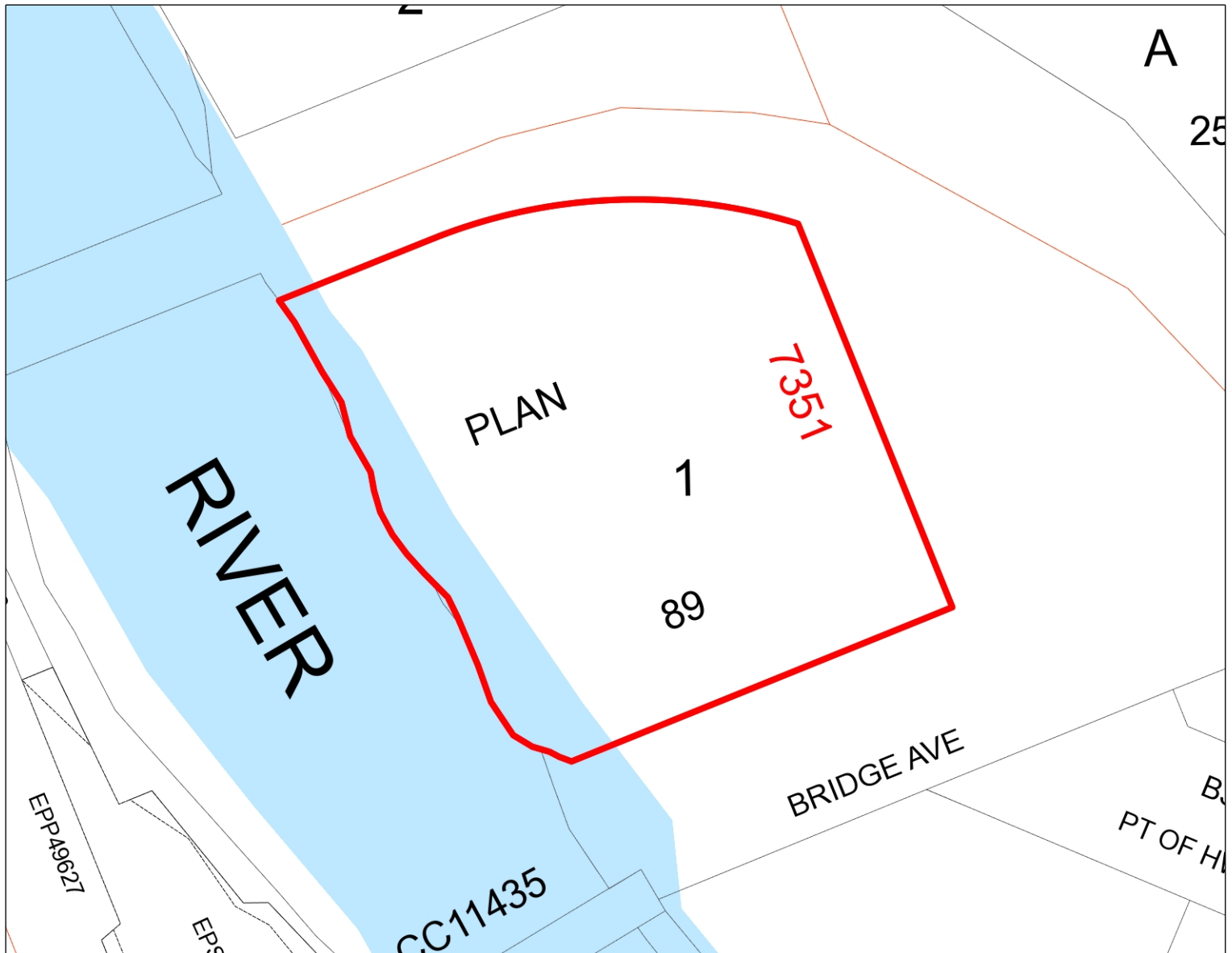
THAT the Committee of the Whole recommends to Council to give first and second readings to Zoning Bylaw Amendment No. 2039-A8 at the August 12, 2019, Regular Council Meeting.

THAT the Committee of the Whole recommends that Council waive the \$1,000.00 rezoning application fee.

THAT the Committee of the Whole recommends that Council direct staff to move forward with legislative requirements for the rezoning.

Options

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



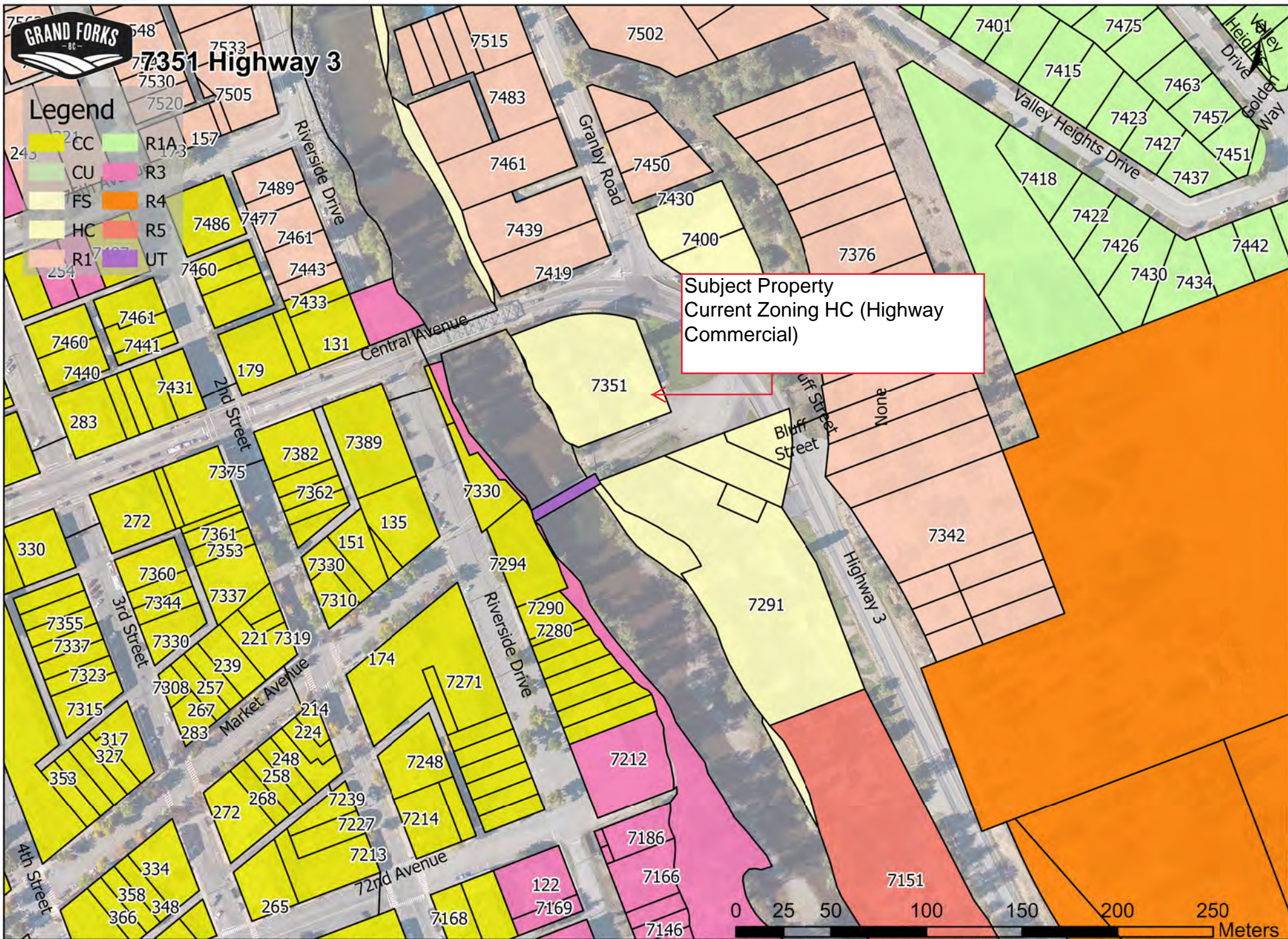
Scale 1: 564

Legal Information

Plan: KAP89	Section:	Jurs: 210	Lot Area: 0.84
Block:	Township:	Roll: 1330000	Area Unit: acr
Lot: 1	Land District: 54	PID: 012647497	Width (ft):
District Lot: 493	Electoral Area: City of Grand Forks		Depth (ft):
Street: 7351 HIGHWAY 3 W			
Description: Lot 1, Plan KAP89, District Lot 493, Similkameen Div of Yale Land District			



Subject Property

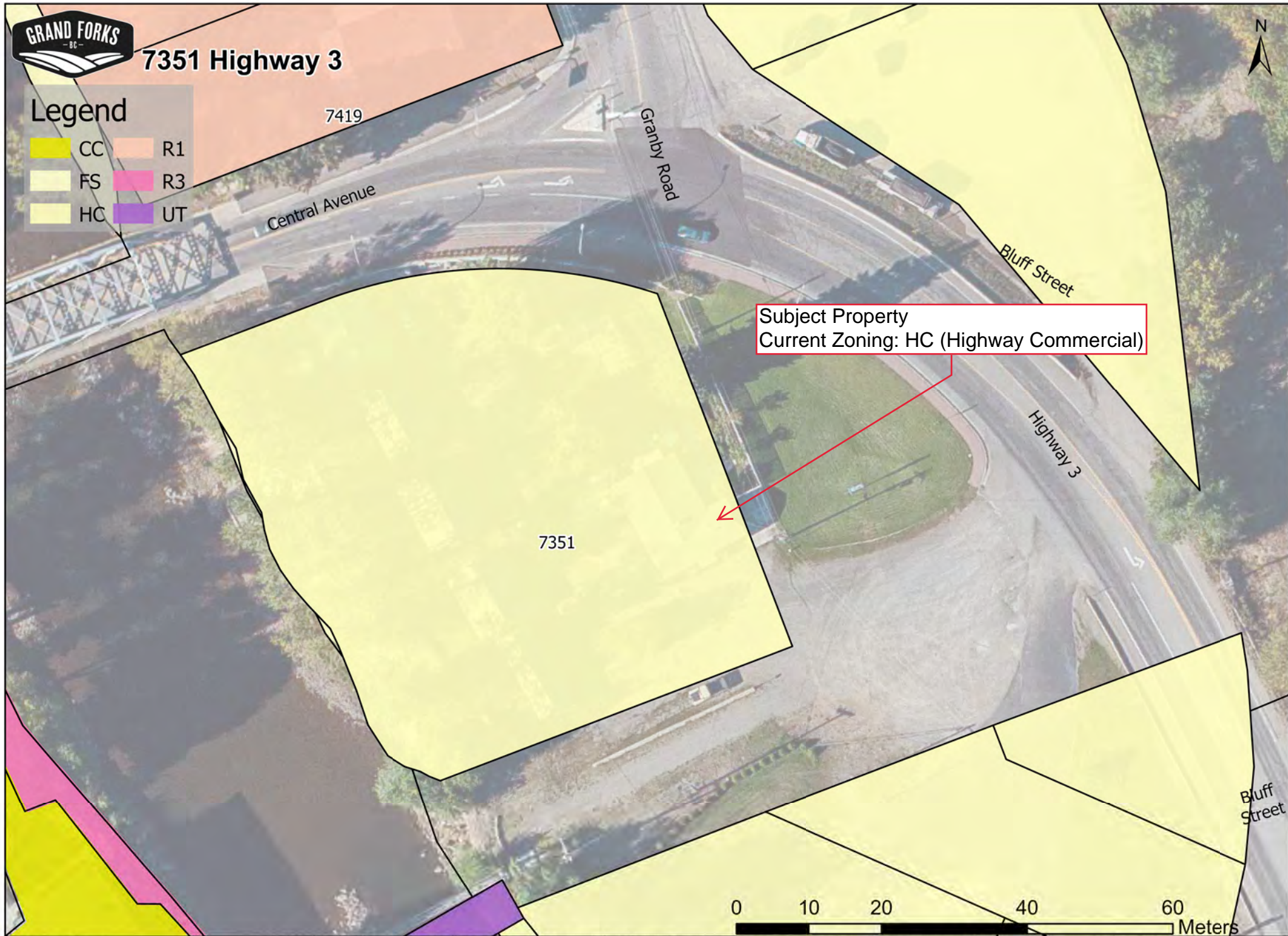




7351 Highway 3

Legend

CC	R1
FS	R3
HC	UT



Subject Property
Current Zoning: HC (Highway Commercial)

7351

0 10 20 40 60 Meters

THE CORPORATION OF THE CITY OF GRAND FORKS

Bylaw No. 2039-A8

**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-A8, 2019**”.
2. Zoning Bylaw No. 2039 is amended as follows:
 - a. That the property legally described as “**Lot 1, Plan KAP89, District Lot 493, Similkameen Division of Yale District**” and as shown attached hereto as Appendix “A” is hereby rezoned from HC (Highway commercial) to TC (Tourist Commercial).
 - b. Schedule “A,” Land Use Zoning Map, is hereby amended accordingly.
 - c. **DELETE** subsection 49.2 (a) and replace with:
49.2 (a) hotels or motels.

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

CERTIFICATE

I hereby certify the foregoing to be a true copy of Bylaw No. 2039-A8 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

DRAFT