



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

Meeting #: C-2019-11
Date: Tuesday, November 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
November 12, 2019, Committee of the Whole

Recommendation

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

3. MINUTES

- a. Adopt Minutes - Committee of the Whole
October 7, 2019, Committee of the Whole Meeting Minutes

1 - 6

Recommendation

THAT the Committee of the Whole adopts the October 7, 2019, Committee of the Whole Minutes as presented.

4. REGISTERED PETITIONS AND DELEGATIONS

- a. Grand Forks Public Library
Library Board
- b. Phoenix Foundation of the Boundary Communities
Request to acquire cost of membership to the Tamarack Institute and to convene a Mayor's Task Force to develop a Poverty Reduction Strategy

7 - 10

5. REGIONAL TOPICS FOR DISCUSSION - WITH AREA D

6. PRESENTATIONS FROM STAFF

- a. Intersection at 2nd Street and Market Avenue
Manager of Operations

11 - 23

Recommendation

THAT the Committee of the Whole recommends Council receives the report regarding the intersection at 2nd Street and Market Avenue and refers any decisions to the November 12, 2019, Regular Meeting.

- b. Monthly Highlight Reports
Department Managers

24 - 28

Recommendation

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

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



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

Meeting #: C-2019-10
Date: Monday, October 7, 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 (*joined the COTW Mtg. at 9:02 am*)
Councillor Chris Moslin
Councillor Christine Thompson
Councillor Rod Zielinski

Staff: Daniel Drexler - Corporate Officer
Daphne Popoff - Corporate Administrative Assistant
Juliette Rhodes - Chief Financial Officer
Dolores Sheets - Manager of Development & Engineering Services
David Reid - Manager of Operations
Graham Watt - Recovery Manager
David Bruce - Manager of Inspection & Bylaw Services
George Seigler - Acting Fire Chief
Rich Piche - Deputy Fire Chief
Ron Mattiussi - Interim Chief Administrative Officer

GALLERY

1. CALL TO ORDER

Mayor Taylor called the October 7, 2019, Committee of the Whole Meeting to order at 8:59 am.

2. COMMITTEE OF THE WHOLE AGENDA

- a. Adopt agenda

October 7, 2019, Committee of the Whole

MOVED

THAT the Committee of the Whole adopts the October 7, 2019, agenda as presented.

Carried

3. MINUTES

- a. Adopt Minutes - Committee of the Whole

September 3, 2019, Committee of the Whole Meeting Minutes

MOVED

THAT the Committee of the Whole adopts the September 3, 2019, Committee of the Whole Minutes as presented.

Carried

4. REGISTERED PETITIONS AND DELEGATIONS

- a. Homeless People of Grand Forks

Request for use of City Park Campground to reside for Winter season

Mona Rosengren and Claudette gave an overview of the homeless people and their daily struggles. They spoke in regard to mental health, protection from elements, necessities, clothing and food accessibility, drug addictions, and safety.

Discussion:

- City campground is now closed for the season

- complications of Winter campground use would be no water so the lines don't freeze, sewer lines would be closed, showers would require a space heater, electrical service upgrade would have to be considered, extra staff cleaning

- cost to operate through the Winter season
- asking if Moto site could be developed for the Winter
- nature of complaints of Moto site currently
- how many homeless people in Grand Forks, approx. 20 people
- Whispers of Hope surplus distribution
- camping in public spaces, parks, tenting
- funds, sites, and City responsibility, possible solutions
- previous and current problems of the Warming Shelter, Moto, and other locations - how would City campground be different and how we can work together?
- UBCM meeting with Ministers regarding homeless and addicted individual solutions
- Interior Health and previous Women's Shelter
- Citizens for a Better Grand Forks - subsidies for low-income, jurisdiction of provincial and federal governments, local level government, Mayor's role on certain committees

MOVED

THAT Council refers to staff that a report of recommendations and options for a possible long-term solution for an extreme weather shelter be brought forward to the next Regular Meeting of October 21, 2019.

Opposed (1): Zielinski

Carried

b. Grand Forks and District Fall Fair

Request for consideration of allowing an area for 4H on Dick Bartlett Park, fencing around the Derby area, and assisting in finding a larger office

Danna O'Donnell and Jason Markle gave an overview of the 2019 Fall Fair events.

Discussion:

- 'permanent' site, future Fall Fair sites that could possibly be 'permanent'

- office space location
- fencing around the Demolition Derby area

MOVED

THAT Council refers to staff to help address solutions for the requests of the Grand Forks Fall Fair.

Carried

5. REGIONAL TOPICS FOR DISCUSSION - WITH AREA D

6. PRESENTATIONS FROM STAFF

- a. Development Variance Permit for proposed Non-Medical Cannabis Retail Store Licence at 135B Market Avenue

Development, Engineering & Planning

Discussion:

- concerns of other applications rejected, this application is a rental as opposed to an ownership
- site line measurement and park location
- 'community use' and 'youth centered facilities' in the bylaw

MOVED

THAT the Committee of the Whole recommends to Council to direct staff to proceed with the statutory requirements for public notice respecting a Non-Medical Cannabis Retail Store Licence application proposed for 135B Market Avenue, legally described as Lot 1, Plan KAP23, District Lot 108, Similkameen Division Yale District PID 012-547-441.

Carried

MOVED

THAT Council requests staff to bring back the Cannabis Bylaw for review.

Carried

b. Property Owner Tax Concerns

Financial Services

Discussion:

- percentage and dollar amounts of Municipal tax levy by Property Class 2010-2019, annual general levy increase, parcel taxes, all property classes, Class 01 residential, market values
- other communities taxation
- impact of Asset Management
- industries that are in Grand Forks and services
- cost of living, municipal portion of taxes higher
- \$3.6 million committed amount and budgeting process

c. Monthly Highlight Reports

Department Managers

Discussion:

- tanker truck re-certification
- South Ruckle rip rap and fish habitat
- two-day 'lesson-learned' workshop reports coming
- Capital Projects Manager, Justin Dinsdale
- strategic plan and Planning Workshop reports

MOVED

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

Carried

7. **REPORTS AND DISCUSSION**

8. **PROPOSED BYLAWS FOR DISCUSSION**

9. **INFORMATION ITEMS**

10. **CORRESPONDENCE ITEMS**

11. **LATE ITEMS**

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

13. **QUESTION PERIOD FROM THE PUBLIC**

- Barry Jarvis inquired into the two unsightly premises
- Angela Nichols inquired into the homelessness for the Winter season and zoning issues, City and community

14. **ADJOURNMENT**

The October 7, 2019, Committee of the Whole Meeting was adjourned at 11:09 am.

Mayor Brian Taylor

Corporate Administrative Assistant -
Daphne Popoff

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 Konrad, and Members of Council, I/We are here on behalf of

The Phoenix Foundation of the Boundary Communities
to request that you consider assuming the cost of membership to the
Tamarack Institute and to convene a Mayor's Task Force
→ see over

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

There is a need for a PRS in the Boundary and there is funding
available through the PRKB to do so (up to \$25,000). By taking a
leadership role in convening a task force we can rally support
across the Boundary to address a matter that affects many.

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

A PRS will help communities across the Boundary address
many contributing factors that contribute to poverty
and poverty risk, including homelessness, food security,
housing, mental health, etc.

RECEIVED
2015-01-14
14-01-14

^{4/14} to develop a Poverty Reduction Strategy (PRS)

Council Delegations (cont.)

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

The Phoenix Foundation has paid the membership fee to the Tamarack Institute, which works across the country with municipalities that are developing or have implemented a PRS, as a placeholder for the City. In the

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

stating: To maintain membership with the Tamarack Institute at a cost of \$1000/yr
To convene a Mayor's Task Force to work at developing a Poverty Reduction Strategy

Name:

Gary Smith

Organization:

Phoenix Foundation of the Boundary Communities

Mailing Address:

Box 1012, Grand Forks ND 58201

Telephone Number:

(230) 443-1256

Email Address:

phoenixfoundationpresident@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 the "Coordinator" City of Grand Forks.

N:Forms/Delegation Form

hope that developing relationships and building networks through the institute will be of value to the City in developing its own PRS in the context of the Boundary region. The lack of membership and the failure to form a task force would be to maintain the status quo in our inability to adequately attend to this far-reaching issues

Request for Decision



To: Committee of the Whole
From: **David Reid**
Date: November 12, 2019
Subject: Intersection at 2nd street and Market Ave
Recommendation: **THAT the Committee of the Whole recommends Council receives the report regarding the intersection at 2nd Street and Market Avenue and refers any decisions to the November 12, 2019, Regular Meeting.**

Background

The traffic speed through the intersection at 2nd street and Market Ave was raised as a safety concern from Council and staff was requested to investigate the matter. City staff hired McElhanney's traffic engineer to audit the intersection and complete a thorough review of the safety concerns raised by Council to see if a four-way stop was justifiable based on traffic counts, traffic analysis and a safety review.

Based on the ICBC collision data from 2013-2017 there were six collisions at the intersection of 2nd street and Market Ave. Three of the collisions were based on parking maneuvers, one was running a stop sign, one was sight lines, and one was unknown. With these six accidents, none involved pedestrians or cyclists, but instead only involved property damage.

Factors considering a four-way stop included the combined vehicular and pedestrian traffic volumes, average delay, collisions and if interim measures were warranted (moving stop signs from one street to another). Based on these factors the traffic engineer did not feel a four-way stop was warranted at 2nd and Market Ave.

Recommendations on how to improve the safety at the intersection from the traffic engineer were as follows:

- 1- Install post reflectors on the existing stop signs on Market Ave.
 - 2- Convert the existing zebra crosswalks on the Market Avenue approaches to parallel lines to complement the stop conditions.
 - 3- Install pedestrian crosswalk signs on 2nd street, as warranted by the crosswalks.
 - 4- Ensure the intersection sight lines are kept clear, especially for traffic on the Market Avenue approaches. If concerns arise, consider the removal of the on-street parking stalls on 2nd which are immediately next to the Market Avenue intersection and/or the formal reduction of the posted speed to 40km/hr through the Downtown.
-

Benefits or Impacts

General

Ensure that public safety is a priority but that the City is consistent with implementation

Strategic Impact



Community Engagement

- Requested from the Downtown Business Association



Community Livability

- Marketing strategy to enhance the downtown business



Economic Growth

- Recommended by the marketing strategy



Fiscal Responsibility

- Ensuring that money is spent responsibly

Policy/Legislation

Motor Vehicle Act

Attachments

2nd and Market Letter Report 2019 from McElhanney

Recommendation

THAT the Committee of the Whole recommends Council receives the report regarding the intersection at 2nd Street and Market Avenue and refers any decisions to the November 12, 2019, Regular Meeting.

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.

July 24, 2019

Cavan Gates
Deputy Manager of Operations and Sustainability
City of Grand Forks
7217 Fourth Street
Grand Forks, BC V0H 1H0

Re. 2nd Street and Market Avenue Traffic Control Analysis, Grand Forks BC

As requested, we have completed a thorough review of the traffic patterns and safety at the existing intersection of 2nd Street and Market Avenue in Downtown Grand Forks to determine if a four-way stop is justifiable. Our analysis has entailed a site visit, traffic counts, traffic analysis, and a safety review. The analysis and findings are outlined in the sections below.

A. Site Visit:

The existing intersection of 2nd Street and Market Avenue has existed as a two-way stop for decades (Figure 1). There are zebra (striped) crosswalks across all four approaches. The crosswalks across the Market Avenue approaches are at stop conditions, and have alternating red and white stripes. The crosswalks on the 2nd Street approaches are at a free-flow traffic condition, and do not currently have crosswalk signs.



Figure 1: Intersection of Second Street and Market Avenue



The intersection is on a skew of approximately 70 degrees. Sidewalk extensions (“corner bulbs”) are provided on all four corners to help manage traffic speeds on 2nd Street. On-street parking is available on 2nd Street immediately upstream and downstream of each sidewalk extension (Figure 2). Depending on the size of the vehicles parked adjacent to the sidewalk extensions, the sight distance for drivers on Market Avenue looking at approaching traffic on 2nd Street is approximately 40-50 metres in each direction, which corresponds to a 40 km/h design speed (based on guidelines from the Transportation Association of Canada (TAC)). Without vehicles parked on the corners, these sight distances increase to 60-70 metres, which corresponds to a 50 km/h design speed.



Figure 2: On-Street Parking Effect on Sight Lines – Looking North

B. Traffic Analysis:

The traffic volumes at the 2nd Street/Market Avenue intersection were counted on June 20-21, 2019 in the AM Peak, Noon, and PM Peak Hours. These volumes were then used in a Synchro traffic microsimulation model to determine the performance of the intersection with the existing two-way stop condition and the proposed four-way stop condition. The performance is measured in terms of delay (in seconds) and Level of Service (from excellent performance “A” to poor performance “F”).

The Synchro analysis revealed that the existing intersection currently performs at Level of Service “A”, with an average vehicle delay between 3 and 5 seconds in each peak hour. The traffic at the stop conditions on Market Avenue have between 10 and 13 seconds of delay on average, which equates to Level of Service “B”.

If the traffic control was converted to a four-way stop, the average vehicle delay in the peak hours would increase to 8 - 9 seconds, although the overall performance would remain at Level of Service “A”. The delay on Market Avenue would then decrease to 8 - 9 seconds, and improve to Level of Service “A”.



C. Safety Review:

Based on the last five years of available ICBC collision data (2013 to 2017), there were six collisions reported at the intersection of 2nd Street and Market Avenue. There were two collisions in 2016, and one in each of the other years. There were no trends in the months/seasons of the year or the days of the week. However, most collisions did occur between the late morning and the early afternoon, when downtown activity is greatest. All six collisions involved property damage only; none involved pedestrians or cyclists.

Three of the reported collisions were between a vehicle on 2nd Street and a vehicle on Market Avenue. One of these was attributed to obscured sight lines, and one to driving through the stop sign. The third was of unknown cause. The three remaining collisions appear to be related to parking maneuvers, especially involving vehicles backing out of the angle parking stalls along Market Avenue.

Based on the collision analysis, some candidate counter-measures include clearing the sight lines at the intersection and clarifying the stop condition (e.g. red reflective markers on the stop sign posts, parallel line crosswalks across the Market Avenue approaches, etc). Converting the angle parking to parallel parking would also reduce the potential for collisions.

D. Four-Way Stop Warrant Calculations:

According to the Section A2.2.1.2 of the Manual of Uniform Traffic Control Devices (TAC), a four-way stop condition is warranted when any one of the following conditions exists:

1. *Traffic volumes entering the intersection are approximately equal, and the combined pedestrian and vehicular volumes average 200 per hour for an eight hour period.* At the intersection, the volumes on 2nd Street are almost three times higher than those on Market Avenue. The total entering volumes for the AM, Noon, and PM Peak Hours are 76, 168, and 117 respectively.
2. *Average delay on the minor road exceeds 30 seconds per vehicle in the peak hours.* As noted in Section B, the average delay on Market Avenue is between 10 and 13 seconds in each peak hour.
3. *Five or more collisions per year which are preventable by a four-way stop condition.* As noted in Section C, there is an average of one collision per year at the intersection. Half of these are related to parking maneuvers.
4. *Interim measure prior to the installation of a traffic signal.* This intersection does not warrant traffic signals, and would therefore not be a candidate for this interim measure.
5. *Interim measure prior to changing the stop condition from one road to another.* As the highest traffic volumes are on 2nd Street, the existing stop condition is appropriately placed on Market Avenue.



Based on the TAC guidelines, none of the warrant criteria satisfy the conditions for a four-way stop control at the intersection. The installation of unwarranted stop signs risks inviting non-compliance from drivers who see no reason for the stop condition, which in turn may create safety concerns. The guidelines also state that four-way stops should not be used to control traffic speeds, which are more effectively managed with traffic calming measures.

E. Recommendations:

Based on the technical analysis, a four-way stop is not warranted at the intersection of 2nd Street and Market Avenue. If a four-way stop was installed, there would be a slight increase in the overall traffic delay, although the delays on the Market Avenue approaches would decrease. A four-way stop may also decrease some 90 degree collisions at the intersection. However, new collision trends may develop from non-compliance with the stop sign, especially on the 2nd Street approaches.

To improve the safety of the intersection, the following improvements are recommended for consideration:

1. Install post-reflectors on the existing stop signs on Market Avenue.
2. Convert the existing zebra crosswalks on the Market Avenue approaches to parallel lines to complement the stop conditions.
3. Install pedestrian crosswalk signs on 2nd Street, as warranted by the crosswalks.
4. Ensure the intersection sight lines are kept clear, especially for traffic on the Market Avenue approaches. If concerns arise, consider the removal of the on-street parking stalls on Second Avenue which are immediately next to the Market Avenue intersection and/or the formal reduction of the posted speed on 2nd Street to 40 km/h through the Downtown.

If you have any questions concerning the analysis or findings, please let me know.

Yours truly,

McElhanney Ltd.

Glenn Stanker PEng PTOE
Senior Transportation Engineer



















Attachments: Synchro Analysis Sheets

HCM Unsignalized Intersection Capacity Analysis

3: Market Ave & 2nd St

















07-24-2019

													
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR	
Lane Configurations													
Traffic Volume (veh/h)	12	4	14	2	6	6	25	54	6	8	65	25	
Future Volume (Veh/h)	12	4	14	2	6	6	25	54	6	8	65	25	
Sign Control	Stop			Stop			Free			Free			
Grade	0%			0%			0%			0%			
Peak Hour Factor	0.60	0.60	0.60	0.60	0.60	0.60	0.75	0.75	0.75	0.75	0.75	0.75	
Hourly flow rate (vph)	20	7	23	3	10	10	33	72	8	11	87	33	
Pedestrians	22			8			12			20			
Lane Width (m)	3.6			3.6			3.6			3.6			
Walking Speed (m/s)	1.2			1.2			1.2			1.2			
Percent Blockage	2			1			1			2			
Right turn flare (veh)													
Median type							None			None			
Median storage (veh)													
Upstream signal (m)													
pX, platoon unblocked													
vC, conflicting volume	324	302	138	314	314	104	142						88
vC1, stage 1 conf vol													
vC2, stage 2 conf vol													
vCu, unblocked vol	324	302	138	314	314	104	142						88
tC, single (s)	7.1	6.5	6.2	7.1	6.5	6.2	4.1						4.1
tC, 2 stage (s)													
tF (s)	3.5	4.0	3.3	3.5	4.0	3.3	2.2						2.2
p0 queue free %	96	99	97	99	98	99	98						99
cM capacity (veh/h)	567	578	885	581	569	929	1414						1498
Direction, Lane #	EB 1	WB 1	NB 1	SB 1									
Volume Total	50	23	113	131									
Volume Left	20	3	33	11									
Volume Right	23	10	8	33									
cSH	682	686	1414	1498									
Volume to Capacity	0.07	0.03	0.02	0.01									
Queue Length 95th (m)	1.9	0.8	0.6	0.2									
Control Delay (s)	10.7	10.4	2.4	0.7									
Lane LOS	B	B	A	A									
Approach Delay (s)	10.7	10.4	2.4	0.7									
Approach LOS	B	B											
Intersection Summary													
Average Delay				3.6									
Intersection Capacity Utilization				27.0%	ICU Level of Service				A				
Analysis Period (min)				15									

HCM Unsignalized Intersection Capacity Analysis

3: Market Ave & 2nd St

















07-24-2019

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	20	13	28	16	13	17	33	93	19	18	103	34
Future Volume (Veh/h)	20	13	28	16	13	17	33	93	19	18	103	34
Sign Control	Stop			Stop			Free			Free		
Grade	0%			0%			0%			0%		
Peak Hour Factor	0.60	0.60	0.60	0.60	0.60	0.60	0.75	0.75	0.75	0.75	0.75	0.75
Hourly flow rate (vph)	33	22	47	27	22	28	44	124	25	24	137	45
Pedestrians	22			8			12			20		
Lane Width (m)	3.6			3.6			3.6			3.6		
Walking Speed (m/s)	1.2			1.2			1.2			1.2		
Percent Blockage	2			1			1			2		
Right turn flare (veh)												
Median type							None			None		
Median storage (veh)												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume	513	474	194	510	484	164	204				157	
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	513	474	194	510	484	164	204				157	
tC, single (s)	7.1	6.5	6.2	7.1	6.5	6.2	4.1				4.1	
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.3	3.5	4.0	3.3	2.2				2.2	
p0 queue free %	92	95	94	93	95	97	97				98	
cM capacity (veh/h)	401	453	824	400	447	860	1343				1413	
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total	102	77	193	206								
Volume Left	33	27	44	24								
Volume Right	47	28	25	45								
cSH	543	516	1343	1413								
Volume to Capacity	0.19	0.15	0.03	0.02								
Queue Length 95th (m)	5.5	4.2	0.8	0.4								
Control Delay (s)	13.2	13.2	2.0	1.0								
Lane LOS	B	B	A	A								
Approach Delay (s)	13.2	13.2	2.0	1.0								
Approach LOS	B	B										
Intersection Summary												
Average Delay				5.1								
Intersection Capacity Utilization				30.8%	ICU Level of Service				A			
Analysis Period (min)				15								

HCM Unsignalized Intersection Capacity Analysis

3: Market Ave & 2nd St

















07-24-2019

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	14	10	23	6	16	21	29	106	8	9	68	19
Future Volume (Veh/h)	14	10	23	6	16	21	29	106	8	9	68	19
Sign Control	Stop			Stop			Free			Free		
Grade	0%			0%			0%			0%		
Peak Hour Factor	0.60	0.60	0.60	0.60	0.60	0.60	0.75	0.75	0.75	0.75	0.75	0.75
Hourly flow rate (vph)	23	17	38	10	27	35	39	141	11	12	91	25
Pedestrians	22			8			12			20		
Lane Width (m)	3.6			3.6			3.6			3.6		
Walking Speed (m/s)	1.2			1.2			1.2			1.2		
Percent Blockage	2			1			1			2		
Right turn flare (veh)												
Median type							None			None		
Median storage (veh)												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume	442	388	138	418	394	174	138				160	
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	442	388	138	418	394	174	138				160	
tC, single (s)	7.1	6.5	6.2	7.1	6.5	6.2	4.1				4.1	
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.3	3.5	4.0	3.3	2.2				2.2	
p0 queue free %	95	97	96	98	95	96	97				99	
cM capacity (veh/h)	445	514	885	477	510	849	1419				1410	
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total	78	72	191	128								
Volume Left	23	10	39	12								
Volume Right	38	35	11	25								
cSH	611	625	1419	1410								
Volume to Capacity	0.13	0.12	0.03	0.01								
Queue Length 95th (m)	3.5	3.1	0.7	0.2								
Control Delay (s)	11.7	11.5	1.7	0.8								
Lane LOS	B	B	A	A								
Approach Delay (s)	11.7	11.5	1.7	0.8								
Approach LOS	B	B										
Intersection Summary												
Average Delay				4.6								
Intersection Capacity Utilization				30.5%	ICU Level of Service				A			
Analysis Period (min)				15								

HCM Unsignalized Intersection Capacity Analysis

3: Market Ave & 2nd St

















07-24-2019

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Sign Control		Stop			Stop			Stop			Stop	
Traffic Volume (vph)	12	4	14	2	6	6	25	54	6	8	65	25
Future Volume (vph)	12	4	14	2	6	6	25	54	6	8	65	25
Peak Hour Factor	0.60	0.60	0.60	0.60	0.60	0.60	0.75	0.75	0.75	0.75	0.75	0.75
Hourly flow rate (vph)	20	7	23	3	10	10	33	72	8	11	87	33
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total (vph)	50	23	113	131								
Volume Left (vph)	20	3	33	11								
Volume Right (vph)	23	10	8	33								
Hadj (s)	-0.16	-0.20	0.05	-0.10								
Departure Headway (s)	4.3	4.3	4.2	4.1								
Degree Utilization, x	0.06	0.03	0.13	0.15								
Capacity (veh/h)	790	778	822	861								
Control Delay (s)	7.6	7.4	7.9	7.8								
Approach Delay (s)	7.6	7.4	7.9	7.8								
Approach LOS	A	A	A	A								
Intersection Summary												
Delay				7.8								
Level of Service				A								
Intersection Capacity Utilization				27.0%	ICU Level of Service	A						
Analysis Period (min)				15								

HCM Unsignalized Intersection Capacity Analysis

3: Market Ave & 2nd St

















07-24-2019

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Sign Control		Stop			Stop			Stop			Stop	
Traffic Volume (vph)	20	13	28	16	13	17	33	93	19	18	103	34
Future Volume (vph)	20	13	28	16	13	17	33	93	19	18	103	34
Peak Hour Factor	0.60	0.60	0.60	0.60	0.60	0.60	0.75	0.75	0.75	0.75	0.75	0.75
Hourly flow rate (vph)	33	22	47	27	22	28	44	124	25	24	137	45
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total (vph)	102	77	193	206								
Volume Left (vph)	33	27	44	24								
Volume Right (vph)	47	28	25	45								
Hadj (s)	-0.18	-0.11	0.00	-0.07								
Departure Headway (s)	4.8	4.9	4.6	4.5								
Degree Utilization, x	0.13	0.10	0.25	0.26								
Capacity (veh/h)	687	669	746	757								
Control Delay (s)	8.5	8.4	9.1	9.1								
Approach Delay (s)	8.5	8.4	9.1	9.1								
Approach LOS	A	A	A	A								
Intersection Summary												
Delay	8.9											
Level of Service	A											
Intersection Capacity Utilization	30.8%			ICU Level of Service					A			
Analysis Period (min)	15											

HCM Unsignalized Intersection Capacity Analysis

3: Market Ave & 2nd St

07-24-2019

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Sign Control		Stop			Stop			Stop			Stop	
Traffic Volume (vph)	14	10	23	6	16	21	29	106	8	9	68	19
Future Volume (vph)	14	10	23	6	16	21	29	106	8	9	68	19
Peak Hour Factor	0.60	0.60	0.60	0.60	0.60	0.60	0.75	0.75	0.75	0.75	0.75	0.75
Hourly flow rate (vph)	23	17	38	10	27	35	39	141	11	12	91	25
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total (vph)	78	72	191	128								
Volume Left (vph)	23	10	39	12								
Volume Right (vph)	38	35	11	25								
Hadj (s)	-0.20	-0.23	0.04	-0.06								
Departure Headway (s)	4.5	4.5	4.4	4.4								
Degree Utilization, x	0.10	0.09	0.24	0.16								
Capacity (veh/h)	731	734	778	773								
Control Delay (s)	8.0	7.9	8.8	8.2								
Approach Delay (s)	8.0	7.9	8.8	8.2								
Approach LOS	A	A	A	A								
Intersection Summary												
Delay			8.4									
Level of Service			A									
Intersection Capacity Utilization			30.5%		ICU Level of Service				A			
Analysis Period (min)			15									

Monthly Highlight Report



To: Committee of the Whole
From: **Management Team**
Date: November 4, 2019
Subject: Monthly Highlight Report for October, 2019
Recommendation: **THAT COUNCIL receives the monthly highlight report for information.**

Fire Department

General

Calls this month: 17 (Fire – 10, Rescue – 5, First Responder – 2)
Year to date calls: 309

- Thursday, October 24th was retired Fire Chief Blair Macgregor's last day with our department. Blair was an extremely valued addition and integral member of our team.
- Fire inspections and fire safety education:
 - 21 fire inspections were completed
 - Fire extinguisher training at Interfor for 35 workers
 - 3 Perley Elementary School K/1 fire hall tours
 - 1 visit to Hutton Elementary School
- Three work parties were held by the firefighters on the new addition at Boundary Museum. The electrical rough-in was completed, along with lighting and installation of insulation.
- Volunteer firefighters participated in the following events this month:
 - fire extinguisher training at Interfor
 - Canco's customer appreciation day and car wash
 - Spooky Ville – Downtown Halloween event and BBQ
 - Annual Halloween Rotary bonfire and fireworks
- Notable calls were mutual aid to Christina Lake to assist with a motel structure fire and two motor vehicle incidents west of Grand Forks with one being a fatality.
- October's training topics were CPR/AED, window rescue and more time fine tuning our Superior Tanker Service (STS)
- Our NFPA 1001 training class focused on the first two chapters of theory (fire suppression and fire extinguishers) in the Interior Operations Level Firefighter for the BC Playbook. Then Playbook outlines minimum training standards for all fire departments in the province. The class also completed a practical portion utilizing exterior live fire props at our training grounds.

- The city electrical crew replaced the outdated lighting in Hall 354's apparatus bays with new energy efficient LED lighting.

Outside Works

Safety Focus for the month

- Vibration and Occupational first aid procedures and assessments

General

- Secured Fortis LED lighting rebate \$36,000
- Secured DFA paving program
- Insurance claim review meetings appraisals and reassessments
- Airport stakeholder meeting
- Budget meeting with Tim Van Wijk at Gallery 2
- Fortis Gas meeting about advanced metering
- Met with Rockwool and Interfor managers
- Attended Biz connect event
- Waste Water Treatment Plant Coordination
- Reviewed 4 referrals for planning department
- Managing City property that had vandalism and theft issues

Electrical

- Installed AWOS radio and tuned antennae
- Installed LED lights in Fire Dept. truck bays
- Replaced one pole and an open delta transformer bank
- Streetlight audit, mapping and repairs
- Installed shop crane
- 1 - service upgrade
- 1 - new service
- 2 - service disconnect/reconnects for tree removal
- 6 - planned outages for transformer and pole changes
- 0 – unplanned outages

Public Works

- Airport water main project
- Danger Tree removals on 3rd St., Central Ave, and 19th St. Completed
- AWOS system repaired
- Drainage issues on Industrial way corrected for new asphalt
- Fall paving program started October 23rd, Locations include 2nd St., Campground, Johnsons Flats, Industrial Park Way, approximately 6 utility repairs etc.
- Winterizing all irrigation systems and public facilities completed
- Library meeting room rear door wheel chair ramp install completed
- Winterizing the fleet for snow removal underway
- Community Events include Halloween Bonfire, DBA Monster Bash Dance, and Farmers Market wraps up another successful year.
- 1 - Interment of ashes performed
- 1 - Memorial bench installed

Water and Sewer

- Scada System repairs
- Chlorination pump repairs
- Val mar lift-station non-flushable issues
- Valve raising and locating for paving
- Airport water main project
- 1 – Water service repair
- 3 – Galvanized water lines replaced
- 1 – New water service installed
- 2 – Sewer Inspection chambers installed
- 4 - Sewer services repaired
- 1 – Sewer main repair
- 1 - New sewer service installed for a new build.

Development and Engineering

General

- Approximately 40 counter, miscellaneous, telephone, and email request on property purchase and other issues
- Updating processes to electronically file and register with Land Title and Survey Authority (LTSA)
- Work with community groups on emergency shelter. Prepare report to Council.

Capital Projects

- Support for ongoing capital projects

Current Planning

- Processing applications for:
 - 4 lot light industrial proposed subdivision
 - 3 lot (R-2 small lot residential) proposed subdivision
 - Development Variance Permit for Non-Medical Cannabis Retail store at 135B Market Avenue
 - 2 lot (R-2 small lot residential) subdivision, and rezoning
 - 1 Temporary Use Permit
- Work on various rights-of-way and road dedication projects
- Discussions with developer on proposal for Highway Commercial property rezoning/subdivision
- Miscellaneous land development requests.

Building Inspection and Bylaw Enforcement

General

- No complaints received this reporting period regarding camping activity at the Moto area off Morrissey Creek Road, land use issues currently under review.
- Construction activity brisk in anticipation of cooler weather.
- Recruitment for additional Building Inspector/Bylaw Officer position underway.

Bylaw Services

- 2 unsightly premise issues partially resolved.
- 1 unlicensed vehicle on city property removed.
- 1 noise complaint resolved.

Building Inspection

Building Permit applications this month: 8

Year to date Building Permit applications: 100

Year to date construction value: \$20,025,495

- Building permits issued for 1 new home in Valmar, 1 secondary suite on 77th Ave.
- Occupancy permits issued for 2 new homes.
- New daycare construction underway at the high school.
- 12,500 sq. ft. steel building for Thompson Health Products erected near airport.

Corporate Services

General

- Prepared and facilitated Council Meetings (1 COTW, 2 Regular, 2 In-Camera, with Planning a 3-part Workshop series)
- Prepared weekly summaries/updates (4 summary, 3 org. updates, 4 internal updates)
- Public Event – Opening of BC Housing 52-unit Affordable Housing development
- Venue preparation for upcoming public meetings
- Participated in closing RFP process
- Volunteer Appreciation awards w/Community Futures
- Community Centre Workshops
- Attended GFSSAG meeting with Planning
- Corporate Tasks completed: 14
- Human Resources Duties
- Legal
- Media Releases/Communications
 - Met with consultant regarding Communications strategy for “Recovery to RESILIENCE” messaging.
- Review Bylaws, related Provincial legislation and Court decisions
- Fee-for-service agreements
- Kevin – PADM course
- Daniel – HR Conference

Information Technology

- Vendor meetings – Photocopier suppliers
- Municipal Fibre Network Annual Planning/Review w/ School District 51
- Meeting with Network Services vendor
- Fuel system required upgrades at Public Works
- Desktop / Equipment support

Financial Services

General

- October Utility bills calculated and mailed out
- Equal Payment letter reminders sent out
- Tax Sale Property Transfer
- DFA claims processing for paving
- Preparation of payroll and accounts payable reconciliations

Recovery

- Chris Marsh and Graham Watt presented on the Grand Forks and Boundary experience in Community Recovery to the Emergency Preparedness and Business Continuity conference in Vancouver

DMAF

- Staff met with representatives of DMAF funding organizations to discuss questions on the financial arrangements and conditions in the contribution agreements, to be finalized in early November.
- Staff issued the Request for Proposal for the Land Acquisition Team with updated scope including incorporating value of City land to be made available for agreements
- Staff worked to develop and implement a new communications and engagement plan for DMAF including direct mail outs to affected residents

Recommendation

THAT COUNCIL receives the monthly highlight report for information.