



The Corporation of the City of Grand Forks

Regular Meeting

AGENDA

Meeting #: R-2019-19
Date: Tuesday, November 12, 2019, 7:00 pm
Location: 7217 - 4th Street, City Hall Council Chambers

Pages

1. CALL TO ORDER

2. ADOPTION OF AGENDA

- a. Adopt agenda
November 12, 2019, Regular Meeting agenda

Recommendation

THAT Council adopts the November 12, 2019, Regular Meeting agenda as presented.

3. MINUTES

- a. Adopt minutes - Special to go In-Camera
October 21, 2019, Special to go In-Camera Meeting minutes

4 - 5

Recommendation

THAT Council adopts the October 21, 2019, Special to go In-Camera Meeting minutes as presented.

- b. Adopt minutes - Regular
October 21, 2019, Regular Meeting minutes

6 - 14

Recommendation

THAT Council adopts the October 21, 2019, Regular Meeting minutes as presented.

4. REGISTERED PETITIONS AND DELEGATIONS

- a. Sharon Peron - Perley Elementary School
Request for waiver of water charges to nonprofit Perley Elementary School Re-Wilding Project

15 - 16

5. UNFINISHED BUSINESS

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

- a. Reports of Council
Councillors

17 - 20

Recommendation

THAT all reports of Council at the November 12, 2019, Regular Meeting be received.

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

- a. Verbal Report - RDKB Representative 21 - 21
Verbal report from Council's representative to the Regional District of Kootenay Boundary

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

Recommendation

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

8. RECOMMENDATIONS FROM STAFF FOR DECISIONS

- a. Development Variance Permit No. 1903 - Proposed Non-Medical Cannabis Retail Store Licence at 135B Market Avenue 22 - 37
Development, Engineering & Planning

Recommendation

THAT Council selects one of the proposed resolution Options listed at the end of this report, subject to their consideration to approve or deny the reduction of setback distance as requested in the Development Variance Permit.

- b. Strategic Plan 2019-2022 38 - 41
Corporate Services

Recommendation

THAT Council adopts the City of Grand Forks Strategic Plan 2019 as presented.

- c. Appointments of Acting Mayor for Council Year 2019-2020 42 - 46
Corporate Services

Recommendation

THAT Council designates members of Council to serve on a rotating basis as Acting Mayor during the Council Year 2019-2020 as follows: Councillor E-Stoodley – November & December 2019, Councillor Korolek – January & February, 2020 Councillor Krog – March & April 2020, Councillor Moslin – May & June 2020, Councillor Thompson – July & August 2020, Councillor Zielinski – September & October 2020.

- d. 2020 Regular and COTW Meeting Schedule 47 - 52
Corporate Services

Recommendation

THAT Council adopts the Meeting Dates as presented, provides notice to the public of the 2020 Regular Council Meeting schedule and the schedule for Committee of the Whole meetings; AND FURTHER directs staff to publish the notice in the Grand Forks Gazette in accordance with the Community Charter.

9. REQUESTS ARISING FROM CORRESPONDENCE

10. INFORMATION ITEMS

11. BYLAWS
12. LATE ITEMS
13. ITEMS RELEASED FROM IN-CAMERA
14. QUESTIONS FROM THE PUBLIC AND THE MEDIA
15. ADJOURNMENT



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

Meeting #: SP-2019-23
Date: Monday, October 21, 2019, 3:30 pm
Location: 7217 - 4th Street, City Hall Council Chambers

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

Staff: Daniel Drexler - Corporate Officer
Kevin McKinnon - Deputy Corporate Officer
Ron Mattiussi - Acting Chief Administrative Officer

GALLERY

1. CALL TO ORDER

Mayor Taylor called the October 21, 2019, Special To Go In-Camera Meeting to order at 4:28 pm.

2. IN-CAMERA RESOLUTION

a. Adopt Resolution as per Section 90

MOVED / SECONDED

THAT Council convene an In-Camera Meeting as outlined under Section 90 of the Community Charter to discuss matters in a closed meeting which are subject to Section 90 (1)

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

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

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

Carried

3. LATE ITEMS

4. ADJOURNMENT

The October 21, 2019, Special to go In-Camera Meeting was adjourned at 4:28 pm.

Mayor Brian Taylor

Dep. Corporate Officer – Kevin McKinnon



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

Meeting #: R-2019-18
Date: Monday, October 21, 2019, 7:00 pm
Location: 7217 - 4th Street, City Hall Council Chambers

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

Absent: Councillor Neil Krog

Staff: Daniel Drexler - Corporate Officer
Kevin McKinnon - Deputy Corporate Officer
Dolores Sheets - Manager of Development & Engineering Services
David Reid - Manager of Operations
Graham Watt - Recovery Manager
David Bruce - Manager of Inspection & Bylaw Services
Ron Mattiussi - Interim Chief Administrative Officer

GALLERY

1. CALL TO ORDER

Mayor Taylor called the October 21, 2019, Regular Meeting to order at 7:01 pm.

2. **ADOPTION OF AGENDA**

a. Adopt agenda

October 21, 2019, Regular Meeting agenda

Resolution #: R341/19/10/21 MOVED/SECONDED

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

Carried

3. **MINUTES**

a. Adopt minutes - Special to go In-Camera

October 7, 2019, Special to go In-Camera Meeting minutes

Resolution #: R342/19/10/21 MOVED/SECONDED

THAT Council adopts the October 7, 2019, Special to go In-Camera Meeting minutes as presented.

Carried

b. Adopt minutes - Regular

October 7, 2019, Regular Meeting minutes

Resolution #: R343/19/10/21 MOVED/SECONDED

THAT Council adopts the October 7, 2019, Regular Meeting minutes as presented.

Carried

4. **REGISTERED PETITIONS AND DELEGATIONS**

5. **UNFINISHED BUSINESS**

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

a. Reports of Council

Councillors

Councillor Thompson advised that she attended the Grand Forks Social Services Advisory Group (GFSSAG) meeting last week. The Mayor appointed her to sit at the table replacing him at the group. Although unable to attend the presentations, she acknowledged the Volunteer of the Year recipients.

Councillor Stoodley reminded residents of the many great activities occurring in town around Halloween.

Councillor Moslin provided more information from the GFSSAG meeting. The group discussed standards for doing a Point-In-Time count. He attended the Recreation Commission meeting, where the 5-year financial plan was reviewed. The Community Trails Society repainted the kiosk at the Darrell J. Priede Bridge.

Resolution #: R344/19/10/21 MOVED/SECONDED

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

Carried

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

a. Verbal Report - RDKB Representative

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

Read the RDKB agendas here:

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

The mayor summarized recent discussion at the RDKB board:

- Consideration of declaring a climate emergency within the regional district, which other regional districts have done;
- Contaminated soil handling at landfills - most is hydrocarbon contamination;
- Workshop on Indigenous Relations - a report has been prepared;

Asked about the Trails master plan, the Mayor advised that nothing new has happened. The board has funded the plan, but work on it is in the hands of the Regional Economic Development group.

Resolution #: R345/19/10/21 MOVED/SECONDED

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

Carried

8. RECOMMENDATIONS FROM STAFF FOR DECISIONS

9. REQUESTS ARISING FROM CORRESPONDENCE

a. Downtown Business Association

Downtown improvements and recommendations in regard to revitalization

The Corporate Officer clarified the requests made by the Downtown Business Association in their letter. The DBA would like to connect LED Christmas lights to City infrastructure for power.

The Manager of Operations advised that the process of converting Market Avenue's decorative street lighting to LED has posed challenges in locating light modules that will fit the existing heads. There have been challenges with how to connect Christmas lights in awnings to the decorative poles for power, and the use of extension cords in trees. The utility will need to look into Code specifications regarding these connections for LED lights.

Discussion included the electrical loads and capacity of circuits and hanging extension cords across sidewalks.

There was further discussion around the tree at Market and 3rd.

- The tree has been identified as a problem previously due to roots lifting brickwork.
- The Tree Bylaw allows the removal of a tree which interferes with infrastructure.
- There are a few trees around town which the City would like to remove and replace with smaller trees over the next year.
- Operations would like to remove the tree over the winter and replant in the spring.

- With the removal of the tree, the bench in the same area could be reconfigured.

Discussion moved to the proposed 4-way stop at 2nd and Market, with the advice that final report from ICBC was sent to the former Deputy Manager of Operations and needs to be collected from that electronic mailbox.

Resolution #: R346/19/10/21 MOVED/SECONDED

THAT Downtown Businesses be permitted to tie into City power for the purposes of running Christmas lights in their awnings provided that safety and load requirements are met.

Carried

Resolution #: R347/19/10/21 MOVED/SECONDED

THAT the letter from the Downtown Business Association be received for information.

Carried

10. INFORMATION ITEMS

a. Quarter 3 - 2019 Financial Reports

Financial Services

Discussion noted that the City is still \$3.4M short in funding allocated for flood repairs. The Capital plan needs to have completed projects removed from the list of active projects.

Resolution #: R348/19/10/21 MOVED/SECONDED

THAT the Quarterly Financial Report be received for information.

Carried

11. BYLAWS

12. LATE ITEMS

- a. Consideration Options for Resolving the Issue of a Cold-Weather Shelter for this Winter

Development, Engineering and Planning

Attachment will be available prior to the meeting.

The Manager of Development, Engineering, and Planning presented a report identifying a "process to move forward in establishing an emergency shelter in the City."

- Similar sized and some larger communities were examined to see how they are dealing with shelters.
- Most have facilities in commercial zones.
- The first priority is to deal with the immediate need for a cold weather shelter.
- The gap is selecting a location and identifying need.

There was discussion of communities "our size" and whether the Regional District is participating as a member of the Grand Forks Social Services Advisory Group (GFSSAG).

Councillor Zielinski presented resolution R349.

Discussion ensued:

- The City alone does not have the financial resources to fund this.
- Support for a temporary shelter but not something on a permanent basis.
- The need for this topic to become a regional issue due to staff and financial resources
- Funding should be BC Housing rather than RDKB or City.
- Apprehension about the motion as the responsibility is not solely the City's, but the City shares responsibility with regional and provincial partners.
- If this issue is a City responsibility then staff time should be directed at this issue.

Councillor Moslin moved an amendment to the original motion, adding words to indicate the issue is a shared responsibility.

Discussion continued about partners from other levels of government:

- The Ministry of Mental Health and Addictions has a plan, but no funding for that plan.
- A proposal was made to use the former nurses' residence near the hospital, but Interior Health was not prepared to make that location available.

Councillor Thompson proposed a friendly amendment to Councillor Moslin's amendment, specifying other levels of government and service providers, which was accepted.

Discussion continued around the City's responsibilities and included zoning and advocacy. The GFSSAG has been working on the issue separately from those tasks assigned to City Staff.

The Interim CAO spoke about staff's position:

- Not the role of the City to build a shelter;
- Workshop process to define what Council is looking for in terms of zoning definitions;
- Seeking help from the GFSSAG to come up with solutions.
- When the GFSSAG comes up with proposed solutions, the City will need to react. Staff is looking for guidance as to that reaction.
- Establishment of a timeline with target dates.

Resolution #: R349/19/10/21 MOVED/SECONDED

THAT the City of Grand Forks believes it's the City's responsibility to have a shelter within the City.

Amended

Resolution #: R350/19/10/21 MOVED/SECONDED

THAT motion R349 be amended to read "THAT the City of Grand Forks believes that it is a shared responsibility with other levels of government and service providers to have a shelter within the City."

Carried

Resolution #: R351/19/10/21 MOVED/SECONDED

THAT the City of Grand Forks believes that it is a shared responsibility with other levels of government and service providers to have a shelter within the City.

Carried

Resolution #: R352/19/10/21 MOVED/SECONDED

THAT Council receive the report for information and refer the next steps (an Interim Needs Assessment) to the advisory committee (GFSSAG).

Carried

b. Consideration Options Report for item 12.a

13. ITEMS RELEASED FROM IN-CAMERA

14. QUESTIONS FROM THE PUBLIC AND THE MEDIA

Nigel James suggested that the City has no responsibility for housing, it is BC Housing's responsibility. Those residing in the Warming Centre have not taken any actions through the summer to help themselves.

Angela Nichols spoke about the change in weather impacting those who are living outside. She expressed disappointment that no discussion on a shelter location has happened.

Nigel James noted that BC Housing has 52 units which have yet to be occupied on 19th street and that 3 or 4 could be used as a winter shelter.

15. **ADJOURNMENT**

The October 21, 2019, Regular Meeting was adjourned at 8:26 pm.

Resolution #: R353/19/10/21 MOVED/SECONDED

RESOLVED THAT the Regular Meeting be adjourned.

Carried

Mayor Brian Taylor

Dep. Corporate Officer – Kevin McKinnon

DRAFT

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
The Perley Re-Wilding Project

to request that you consider the waiver of water charges to this nonprofit ppro
project

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

On May 21, 2019 Sharon Peron as Founder and Director of this
project came to Council to request 3 things: hook up to the mainwater
line, a frost-free hydrant and waved charges on water usage. Our
understanding after that presentation was that the Council fully
support our initiative and agreed to our request. The thirdThe

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

Quarry and Dry Creek/Pond were built and then Planting Day
occurred on September 19th. It was a shock to realize that the 3rd
request was not implemented and that a bill was sent to us in Sept/19.
Without water we can not look after the plants nor do any of the art
and science that use water. Water is critical to this project!

Council Delegations (cont.)

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

I dont know if I can find alternative grants for the money needed
~~before the plants require watering this Spring. The hydrant will have to~~
be locked and students prevented from using it until a solution is
found .

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

~~The Perley School Re-Wilding Project receive and maintain the use of~~
water at no charge (\$0 rate) from the City of Grand Forks for the use
of activities in the area of the Re-Wilding Center.

Name: Sharon Peron

Organization: Perley School Re-Wilding Project

Mailing Address: 1200 Central Avenue, Grand Forks, B.C., V0H1H0
(Including Postal Code)

Telephone Number: 250-442-2135

Email Address: sharon.peron@sd51.bc.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 Corporate Services at the City of Grand Forks.

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

Print Form

Request for Decision



To: Regular Meeting
From: **Procedure Bylaw / Corporate Services**
Date: November 12, 2019
Subject: Reports, Questions and Inquiries from the Members of Council
Recommendation: **THAT all reports by members of Council be received.**

Background

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

Benefits or Impacts

General

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

Strategic Impact



Community Engagement

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

Policy/Legislation

Procedure Bylaw No. 1946, 2013

Recommendation

THAT all reports by members of Council be received.

Options

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

Councillor Korolek's Report

Good morning all,

1. Participated in presentation and discussion of potential Community Hall. It is exciting to see the possibilities. A lot of hard work by dedicated people from Community Futures, Regional District and others as well. Thank you.
2. Attended the West Kootenay Boundary Regional Hospital District regular board meeting. Participants come from all areas of the Kootenays and Boundary areas. To me, one of the most important messages is that of the Urgent Primary Care units. Six locations have been identified in the area just not announced. There is funding available for the Primary Care units as well as the Urgent Primary Care. Implementation of primary care planning is well underway. Some discussion surrounded:
 - digital health, how can we strengthen the process
 - cultural safety. Connection of physicians and programs to patients. Finding the right fit.
 - more considerations of course
 - one of the most challenging aspects finding contractors for construction projects, RFP's have been posted with no response, therefore delays.
 - talked about facilities, good news our hospital is in pretty good shape
3. Enjoyed a field trip to Overton Creek Watershed. Learned about the Land Conservancy Area, visited Lost Lake which was gone and now is coming back, which is actually a marsh.
4. Took a walk to the Monster Bash.

Thank you to staff for all the planning and organizing for Council.
Another busy week coming.

Report to Council

FROM: Councillor Christine Thompson
DATE: November 12, 2019
SUBJECT: Report to Council

As one of the Councillors sitting at the table of the Grand Forks Social Services Advisory Group, I have attended 2 meetings. Currently, the focus is on finding a suitable location for a Temporary Shelter to house homeless individuals until the end of March. Members of the group have taken on specific tasks in this regard and will be reporting back at the next meeting scheduled for Thursday, November 7th.

At the last Regular Meeting of Council, a resolution was passed that the City of Grand Forks believes it is a shared responsibility with other levels of Government and service providers to have a shelter within the City. Mayor Taylor, to facilitate this, arranged a meeting on November 1st with Karen Heric, RN, at Boundary Hospital. Councillor Moslin and I also attended this meeting as the City's representatives to the Grand Forks Social Services Advisory Group. The discussion included using the old Nurses' Residence or the vacant Mental Health building temporarily. We were advised that the nurses' residence has issues with asbestos and mold. The vacant building does not have showers or laundry facilities. Further there is only one bathroom there. There have been arrangements made to view these facilities on Thursday, November 6th. The Building Inspector and Fire Chief have been asked to accompany us and provide feedback.

October 31st, I attended a Harm Reduction Pillar meeting sponsored by Ankors. Topics discussed included addressing stigma as this can be enabling; stop the negativity that can lead to building trust; updating the map showing where the Sharp containers are and placing one in City Hall. Rural Empowered Drug Users Network (REDUN) meet every 2 weeks. They provide peer group support and advocacy and build capacity to have a voice. Members of this group go "hot spots" in the City and collect discarded used needles. I asked how many they collect and was advised there can be anywhere from a couple to as many as 35. I was also asked if I and other members of Council would be interested in receiving Naloxone training. I said I was interested but could not speak for other Councillors. Needs at the Moto camp were brought forward and included water, porta potties, garbage collection and sewage pumping. In addition, Council is going to be challenged to quit doing something addictive, such as coffee, tea, or cell phone use, to name a few. REDUN will be issuing the challenge when they have more details.

I received a telephone call November 4th, from Cindy Cheeseman, owner of Sunshine Valley Appliance. She asked if BC Housing is still intending to build a facility on the 2nd Street property. I advised her that at this time, Council has not heard anything in this regard. She would prefer not to sell and wants to protect it and the downtown core for future development. She went on to advise that in a green area between her building and the Pawn Shop, her son had observed several used and discarded needles while he was on the roof the building reattaching an awning. This also caused her concern as she maintains that area.

Along with Councillors Korolek, Moslin, and Zielinski, I went on a field trip led by Barry Brandow Sr. to the Overton Creek area, and what I call Lost Lake. Since the last time I went on a field trip, I was disturbed by the amount of water that now encompasses a substantial area outside the fenced off area. I was not able to access the either of the information kiosks nor the seating area. I did observe a water trough with a tap on it. I know that the City has the water rights on this creek, but my question is, has permission been granted for any rancher to use this resource?

Respectfully submitted,

Councillor Christine Thompson

Grand Forks Social Service Advisory Group Oct. 22, Oct. 30 and Nov. 7

This hard-working committee has met three times since the last Council meeting. At the top of the agenda is the identification of a location and a provider for an emergency shelter. Members of the committee have written letters to area churches as well as other NGO's inviting them into the conversation of sharing space and resources for this winter's shelter. Letters have also been sent to regional and provincial service providers to seek their services managing the shelter. At the request of city staff, an informal count was made from three different sources. The Blessings Boutique identified 25 of their clients as needing a roof this winter. The security contractor identified 7 individuals as 'sleeping rough' on public property. Finally, last year's record from the Warming Center showed a steady enrollment of 10-12 individuals every night the shelter was open. Staff also were able to clarify zoning challenges and to present some of the criteria for evaluating potential locations. This past week, Council and staff have been discussing the use of two venues operated by the Interior Health: the old Women's Transition House and the old Mental Health building on 3rd. There are serious limitations with both sites. Meanwhile, BC Housing has made it clear that there are three requirements for their funding an emergency shelter: a location, a provider, and a motion of Council approving the arrangement. I am confident that the people around this table will achieve their objectives and provide an advisory service on the many social issues confronting our community in the years ahead.

The Recreation Commission Oct. 22

The first hour of this meeting was taken up with a presentation of the Urban Arts proposal for a Community Center. The commission was impressed with the detailed planning and long-term vision. The public can expect to hear more about this exciting proposal in the year ahead. The balance of the meeting was a discussion of the shortcomings of Bylaw 932 which is the bylaw that establishes the representation and role of the Recreation Commission. One of the frustrations of the current situation is the lack of a 'Recreation and Culture Committee' that the City's representative is supposed to come from. Not only does this committee not exist, but many of the historic functions of that committee have fallen to the Rec Commission staff who now program city ball fields and district gymnasiums. It is hoped that there will be closer liaison with city staff around bigger events such as the Fall Fair and Cannafest.

The Gilpin Grasslands Oct 25

Anyone who has lived in this town for the past two decades knows the controversy about agricultural and recreational use on this fragile ecosystem. In 2008, after months of public consultation and debate the Ministry of the Environment published a draft Wildlife Management Plan for the Gilpin-Morrissey area. Although some of the recommendations of this plan were implemented, a plan to manage the grasslands for wildlife values was not adopted. In a field trip to Lost Lake with Barry Brandow, four councilors got to see firsthand how volunteers are managing to preserve these grasslands and return some areas to natural vegetation.

Remembrance Day

Although I could not attend this year's ceremony, I wish to acknowledge the service of our countrymen in our military. I have always been especially proud of how our community gathers so respectfully and quietly around our cenotaph each year. Young and old watch solemnly as once again the country acknowledges its debt and vows to struggle onward for the sake of peace.

Request for Decision



To: Regular Meeting
From: **Procedure Bylaw / Corporate Services**
Date: November 12, 2019
Subject: Reports, Questions and Inquiries from the Members of Council
Recommendation: **THAT all reports by members of Council be received.**

Background

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

Benefits or Impacts

General

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

Strategic Impact



Community Engagement

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

Policy/Legislation

Procedure Bylaw No. 1946, 2013

Recommendation

THAT all reports by members of Council be received.

Options

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

Request for Decision



To: Regular Meeting

From: **Development, Engineering & Planning**

Date: November 12, 2019

Subject: Development Variance Permit No. DVP1903 - Proposed Non-Medical Cannabis Retail Store Licence at 135B Market Avenue

Recommendation: **THAT Council select one of the proposed resolution Options listed at the end of this report, subject to their consideration to approve or deny the reduction of setback distance as requested in the Development Variance Permit.**

Background

The applicant, 429291 BC Ltd, has applied to the City for a Development Variance Permit (DVP) to vary subsection 58.3 of Zoning Bylaw 2039 which regulates the distance a Non-Medical Retail Cannabis Store can be relative to a Community Use zone, or a youth-centred facility.

This application to vary the requirements of section 58.3 of Zoning Bylaw 2039 was introduced to council at the Committee of the Whole meeting October 7, 2019. Council directed staff, at the October 7, 2019 Regular Council Meeting, to proceed with the statutory requirements for the DVP application. See Appendix 1 and 2 attached.

The building proposed for the Non-Medical Cannabis Retail store is located at 135B Market Avenue and is located within the 100m setback distance of at least one youth-centred facility namely, Dazzle Dance at 7375 2nd Street.

To date, this office is not in receipt of a notification from the Liquor and Cannabis Regulation Branch (LCRB) that the applicant has applied for a Non-Medical Cannabis Retail Store Licence.

Ownership

Owner(s):
429291 BC Ltd
PO Box 1016
Grand Forks, BC, V0H 1H0

Agent:
Warren Hamm (0903141 BC Ltd)
PO Box 510
Rossland, BC, V0G 1Y0

Zoning and Policy Context

The subject property is located at 135B Market Avenue. The property is zoned CC (Core Commercial) and is 0.292 acres in size. Non-Medical Cannabis Retail is a permitted use in the CC zone.

The property is in the Historic Downtown Development Permit Area.

Other businesses currently or recently located in the multi-tenant building on this property include a bakery, law office, personal service establishment, veterinarian, Kettle Valley Food Co-op and consignment clothing store.

The building proposed to house the Non-Medical Cannabis Retail Store is 92.3 m from the property boundary of 7372-2nd Street. Dazzle Dance, a youth-centred facility, is located on the 2nd floor of 7372-2nd Street. Zoning bylaw 2039 defines a **youth centred facility** as *any school, daycare, playground, community garden, recreation facility or other facility designed for use primarily by minors.*

Letters from Interior Health dated February 7, 2019 and June 24, 2019 are attached as Appendix 3.

Timing

The following next steps and approximate time frames are outlined in Table 1 below:

TABLE 1 TIMEFRAME	
ACTIVITY	TIMING
Committee of the Whole – Public Introduction of Application	Oct. 7, 2019
Regular Council Meeting – Council Direct staff to proceed with statutory notice (letters to adjacent property owners and notice in 2 issues of the local paper)	Oct. 7, 2019
Letters sent to adjacent property owners	Nov. 1, 2019
Notice published in two consecutive issues of the newspaper	Oct. 30 & Nov. 6 2019
Deadline for receiving written feedback	Nov. 12, 2019
Public Feedback Session	Nov. 12, 2019
Regular Council Meeting <ul style="list-style-type: none">- Staff report on written feedback received- Council decision on DVP Application	Nov. 12, 2019

Benefits or Impacts

General

The regime to legalize the non-medical use and sale of cannabis is a relatively new to British Columbia. The proposed location is less than the required 100m to a youth centred facility.

Strategic Impact



Community Engagement

- Written notice was provided to adjacent property owners.
- Ads were placed in 2 editions of the local newspaper.
- A public Feedback session was held.
- Written comments were accepted and will be forwarded to the LCRB.

Policy/Legislation

Local Government Act; Community Charter; Zoning Bylaw; Cannabis Control Licencing Act.

Attachments

Appendix 1

Pages 1-8 October 7, 2019 Staff Memo and Appendices to council

Appendix 2

Pages 1: October 30, 2019 Ad in Grand Forks Gazette; Note: at time of writing of this report, the 2nd Ad was scheduled to run in the November 6th issue of the Grand Forks Gazette.

Appendix 3

Pages 1-2 February 7 and June 24, 2019 Letters from Interior Health commenting on proximity vs. harm reduction for previous Non-Medical Cannabis Retail applications.

Recommendation

THAT Council select one of the proposed resolution Options listed at the end of this report, subject to their consideration to approve or deny the reduction of setback distance as requested in the Development Variance Permit.

Options

1. **THAT Council APPROVE the issuance of a Development Variance Permit to reduce the setback distance, from 100m to 92.3m, between the proposed location of a Non-Medical Cannabis Retail Store at 135B Market Avenue, legally described as Lot 1, Plan KAP23, District Lot 108, Similkameen Division Yale District, and the parcel boundary of the youth-centred facility at 7375 2nd Street.**
2. **THAT Council NOT APPROVE the issuance of a Development Variance Permit to reduce the setback distance, from 100m to 92.3m, between the proposed location of a Non-Medical Cannabis Retail Store at 135B Market Avenue, legally described as Lot 1, Plan KAP23, District Lot 108, Similkameen Division Yale**

District, and the parcel boundary of the youth-centred facility at 7375 2nd Street.

- 3. THAT Council refers the matter back to staff for further information.**

Report Approval Details

Document Title:	20191112 DVP1903 135B Market Ave CANNABIS RETAIL RFD.docx
Attachments:	<ul style="list-style-type: none">- 20191112 DVP1903 Appendix 1 PFS 135B Market Cannabis Retail.pdf- 20191112 DVP1903 Appendix 2 135B Market Cannabis Retail Gazette AD.pdf- 20191112 DVP1903 Appendix 3 135B Market Cannabis Retail IHA.pdf
Final Approval Date:	Nov 4, 2019

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

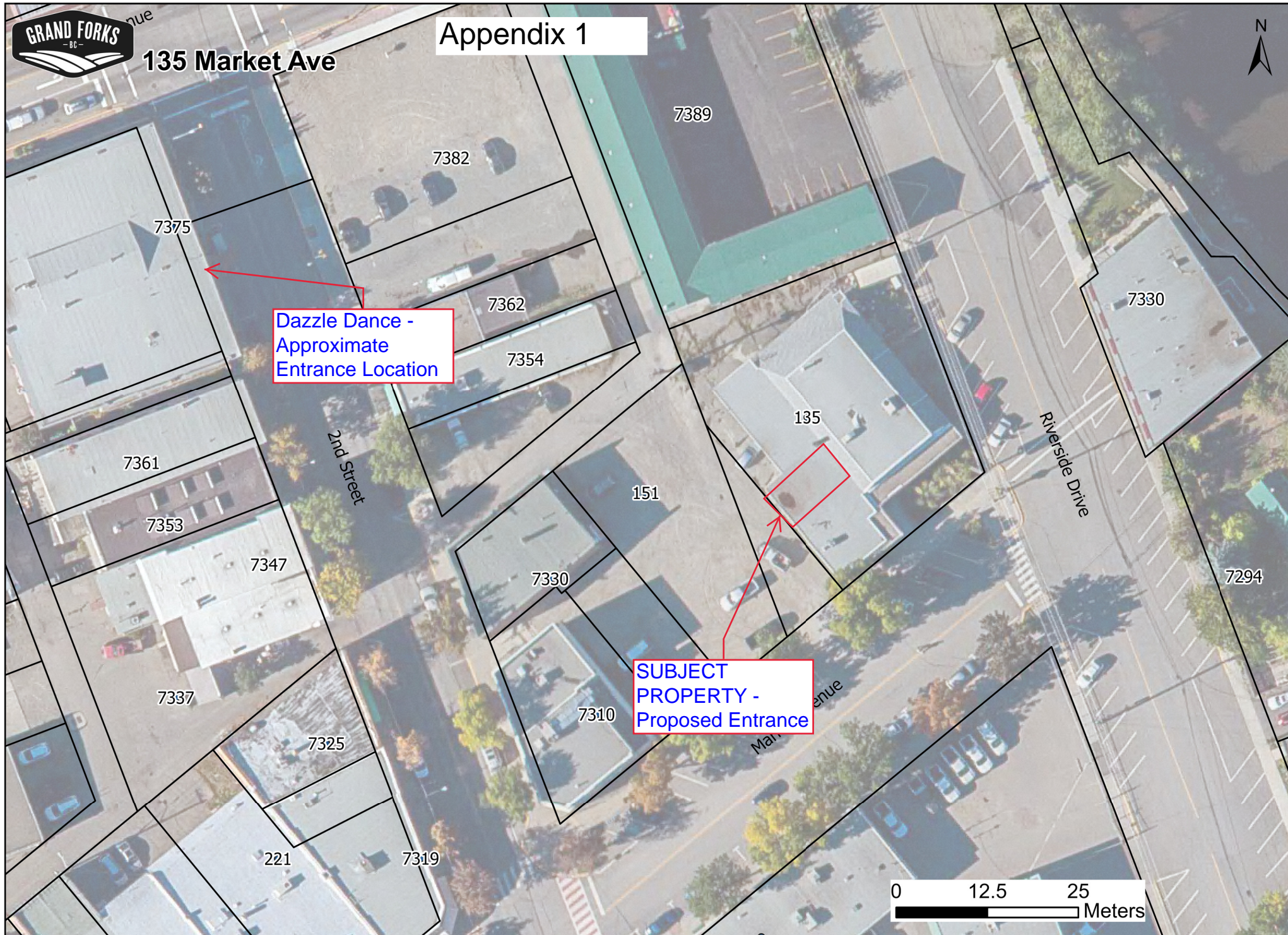
Dolores Sheets - Nov 1, 2019 - 3:45 PM

Ron Mattiussi - Nov 4, 2019 - 11:23 AM



135 Market Ave

Appendix 1





135 Market Ave

Legend

parcel_fabric_April2018

CC

CU

331

Central Avenue



Riverside Drive

Dazzle Dance

Subject Property

2nd Street

3rd Street

Market Avenue

4th Street

73rd Avenue

0 12.5 25 50 Meters

THE CORPORATION OF THE CITY OF GRAND FORKS

7217-4th STREET, BOX 220, GRAND FORKS, B.C. V0H 1H0 TELEPHONE: 250-442-8266 FAX: 250-442-8000



DEVELOPMENT VARIANCE PERMIT APPLICATION

412020
File # DVP 1903

APPLICATION FEE

\$350.00

Receipt No. _____

LOCAL GOVERNMENT ACT, SECTION 498

Registered Owner(s):

429291 BC LTD

Mailing Address:

454 WHITMAN WAY

TABUL, B.C. V1R 4T9

Telephone:

Home: 250-231-9513 Work _____

Legal Description:

LOT 1, BLOCK 3, PLAN KAP 23, D.L. 108, SIMILKAMEN DIV.
' OF YALE LAND DISTRICT, EXCEPT PLAN 10641 15265
P.I.D. 012 547 441

Civic Address:

135B MARKET AVE GRAND FORKS BC

DECLARATION PURSUANT TO THE WASTE MANAGEMENT ACT

I, PETER SMIRNOLLE, owner of the subject property described on this application form, hereby declare that the land which is the subject of this application has not, to my knowledge been used for industrial or commercial activity as defined in the list of "Industrial Purposes and Activities" (Schedule 2) of the *Contaminated Sites Regulation* (B.C. Reg. 375/96). I therefore declare that I am not required to submit a Site Profile under Section 26.1 or any other section of the *Waste Management Act*.

(signature)

August 27, 2019

(date)

Website: www.grandforks.ca Email: info@grandforks.ca

THE CORPORATION OF THE CITY OF GRAND FORKS



7217-4th STREET, BOX 220, GRAND FORKS, B.C. V0H 1H0 TELEPHONE: 250-442-8266 FAX: 250-442-8000

Outline the provisions of the respective Bylaw(s) that you wish to vary and give your reasons for making this request:

REQUEST VARIANCE TO ALLOW NON-MEDICINAL
CANNABIS RETAIL SALES AT THIS LOCATION
(135B MARKET AVE GRAND FORKS)
CURRENTLY 92.34 METERS TO "DAZZLE DANCE"
STUDIO. BYLAW STATES 100.0 M SEPARATION

Submit the following information with the application:

1. A legible site plan showing the following:

- (a) The boundaries and dimensions of the subject property.
- (b) The location of permanent or proposed buildings and structures existing on the property.
- (c) The location of any proposed access roads, parking, screening, landscaping or fencing.
- (d) The location and nature of any physical or topographic constraints on the property (stream, ravines, marshes, steep slopes, etc.)

Other information or more detailed information may be requested by the City of Grand Forks upon review of your application.

The information provided is full and complete and to the best of knowledge to be a true statement of the facts relating to this application.


Signature of Owner

August 27, 2019
Date



THE CORPORATION OF THE CITY OF GRAND FORKS

Application for Business Licence

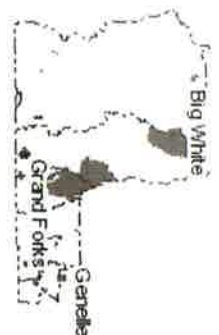
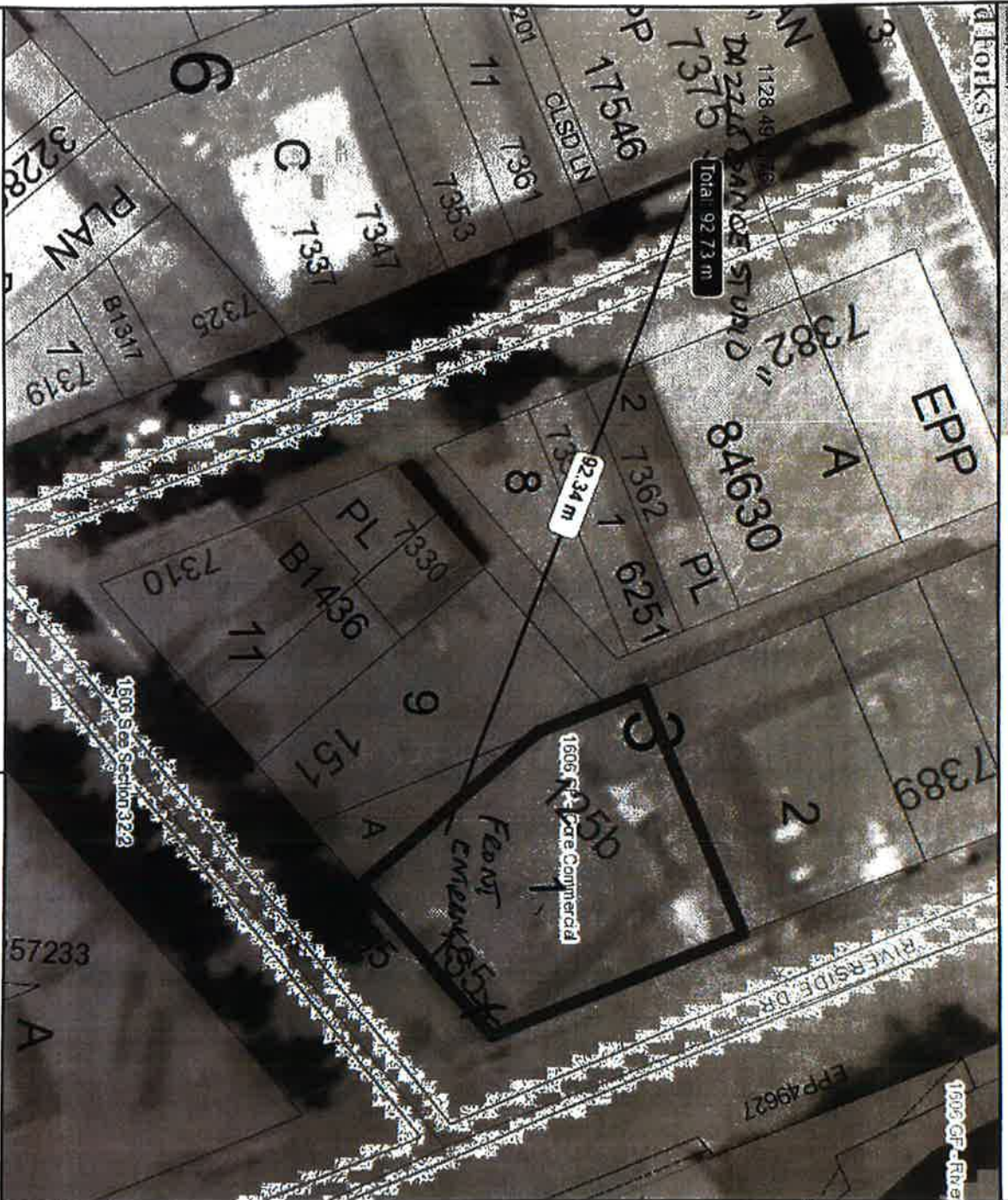
Please answer all applicable questions, sign in the space provided below and return this form, together with the appropriate licence fee to the Licence Department. **PLEASE BE AWARE THAT THE LICENCE FEE PAYMENT IS BASED ON THE CALENDAR YEAR (JANUARY TO DECEMBER, NO MATTER WHEN THE APPLICATION IS MADE).**

1. Trade name of business: 0903141 BC LTD
(DBA/TBD)
2. Business civic address: 135B MARKET STREET G.F.
3. Business mailing address: PO BOX 510 ROSSLAND BC
V0G 1Y0
(address, postal code and email address of the business)
4. Business phone number: 250 368 1452
5. Number of Employees: 6 Expected opening date: MAY 2020
6. Type of Business: NON-MEDICINAL CANNABIS RETAIL
7. Type of service/product sold/contract: SAME AS ABOVE
8. Owner of business: 0903141 BC LTD
(partnership/organizations/limited companies - please attach list of principle officers)
9. Address of Owner(s): PO BOX 510 ROSSLAND BC
10. Previously held licence in Grand Forks Yes ☐ No ☒ Year _____
(circle yes or no)
11. Has licence ever been revoked Yes ☐ No ☒ Year _____
(circle yes or no)
12. Agents last sales area: _____
13. Name of applicant: WARREN WARREN
PO BOX 510 ROSSLAND BC V0G 1Y0
(full name, address and phone number of the applicant)

(cont'd on reverse)

*City of Grand Forks Business Licence Bylaw #1384 and all amendments

RDKB Internet Mapping



Legend



Adminin

Cadastral Lines

CAD_DISTRICT_LOT

CAD GAS

CAD HIGHWAY

-- CAD HYDRO

CAD_INTER_BODY

— CAD OUTLINE

CAD LOTLINE LICENSE

CAD_LOTLINE_WATER

— CAD_RAILWAY

1 CAD_RAILWAY_ABAN

— CAD ROAD

CAD TELEPHONE

CAD TOWNSHIP

Miscellaneous Cadastral Lines

CADDY AIRSTRIP

— CALVIN ARROW

CADMIUM BRIDGE

CADDIE DEWONEY, TRAIL

CADDY_EASEMENT

— CALDWY HOOK

CADDY LEASE LICENSE

Scale: 1:931

1 cm represents 9.3 m



Notes:

Datum: WGS 84 Projection: Web Mercator

Printed on 25-Jul-2019

This map is for general information only. The RDKB does not guarantee its accuracy or correctness. All information should be verified.

Selkirk College

14. Provincial Certificate of Proficiency

(Applies to Trades qualification or Professional Services Number or Certificate)

Full name of certified: _____

Area of proficiency: _____

CROSS CONNECTION CONTROL PROGRAM

A Cross Connection Control Survey may need to be conducted if your business is deemed to be a High Cross Connection Risk. There may be costs associated with eliminating any cross connections found by officials of the City's Water Department. Should you have any concerns regarding this process, please contact the Water & Sewer System Coordinator at 250-442-8266, Extension 60244.

Initials _____

I/We hereby make application for a licence in accordance with particulars as stated above and declare that the above statement is true and correct. I/We undertake that, if granted, the licence applied for, I/We will comply with each and every obligation contained in all laws and bylaws now in force, and amendments thereto, in the City of Grand Forks, Province of British Columbia.

We consent that the information contained herein may be made available to the B.C. Assessment Authority, Revenue Canada Taxation and the City's website at www.grandforks.ca.

Signature of applicant: _____

Date of application: _____

25 JULY 2019

FOR OFFICE USE ONLY	
Classification: _____	Zoning: _____
Licence fee: _____	Receipt # _____ Date Paid: _____
Licenced as: _____	
Department approvals Scan To Economic Development: <input checked="" type="checkbox"/>	
Building Inspection: _____	Manager of Operations: _____
Cross Connection: YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, send copy to Water Foreman
Fire Chief: _____	Public Health Certificate: _____
Licence Inspector: _____	Date of Final Approval: _____
Notes: _____	

"The information on this form is collected under the authority of the Community Charter Act in order to process your payment agreement application. Personal information collected is protected pursuant to the Freedom of Information and Protection of Privacy Act. ENQUIRIES: Corporate Officer, the Corporation of the City of Grand Forks, 7217 4th Street, Grand Forks, BC V0H 1H0 Tel: 250.442.8266".

Version: Oct 21/15

N:\forms-lists\business licences\business licence application form

Layout



Misc. for Sale

2006 17 ft. Bantam Flyer Lite travel trailer. Great shape \$6,700 250-442-1466

Naturally Raised Grass Fed Beef For Sale
Available early November, 4 sides left. Also individual packages. Call for info and pricing. 250-442-3049

Steel Shipping Containers
All sizes, new & used. We own what we sell. **Kootenay Containers**
Castlegar 250-365-3014

Misc. Wanted

\$\$\$ COIN COLLECTOR
BUYING Coins, Collections, Olympic Gold & Silver Coins Canadian, US, World Coins, RCM Mint Sets, Loose Coins Any Size Collection! Chad, The Coin Expert 1-250-499-0251

\$\$\$ Coin Collector
Buying Royal Canadian Mint coins, coin collections, old coins, paper money, pre 1968 silver coins, bullion, bars, world money collections. + ANY-THING GOLD & SILVER **Todd The Coin Guy** (250)-864-3521

Small 2 burner wood stove approx 12" H x 16" W x 14" D 250-584-4032

Real Estate

Other Areas


Wanted
Cash paid for Land and Timber or Timber, all species. Call: 778-517-5257 or 778-582-1050 or 250-741-4278

Rentals

Cottages / Cabins

Grand Forks 2 Bedroom, 1 Bathroom, Riverside Woodland Cottage
5 appliances, fully furnished, \$1250/mo utilities included. N/S, N/P, RR. Available October 15th - June 1st

Legal Notices



THE CORPORATION OF THE CITY OF GRAND FORKS


DEVELOPMENT VARIANCE PERMIT APPLICATION

TAKE NOTICE THAT Council for the City of Grand Forks will be considering a Development Variance Permit application to reduce the setback distance between a building or structure for a Non-Medical Cannabis Retail store and the nearest parcel boundary of a youth-centred facility.

TAKE FURTHER NOTICE THAT Council for the City of Grand Forks will hear any public input with respect to the above-mentioned application at a **Public Feedback Session** on November 12, 2019 at 6:00pm upstairs in the Council Chamber of City Hall located at 7217-4th Street, Grand Forks, B.C.

A package containing details of this application and supporting documentation may be inspected between the hours of 9:00 am and 3:30 pm, Monday through Friday (excluding holidays) until November 12, 2019.

PROPERTY LOCATION: 135B Market Avenue, PID: 012-547-441, Lot 1, Block 3, Plan KAP23, DL 108, SDYD, Except Plan 10641 and 15265.



Zoning Bylaw Section Reference	Variance Requested
58.3 Cannabis Retail Overlay (CRO) – No building or structure may be within 100m of the nearest parcel boundary of a lot in a Community Use Zone, or a youth-centred facility	Reduce the distance to 92.3m

The deadline for submission of written views is "3:30 pm, November 12, 2019." **PETITIONS WILL NOT BE ACCEPTED.** Your full legal name and address must be included in your written submission.

Residents, tenants and owners of businesses may deliver written submissions to:
Manager of Development, Engineering & Planning
City of Grand Forks, 7217-4th Street, Grand Forks, BC, V0H 1H0

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

Suites, Lower

2 Bedroom Suite
Available November 1st
Newly renovated

Transportation

Auto Accessories/Parts

BOUNDARY BUSINESS DIRECTORY

ACCOUNTANTS

KH BURCH KIENTZ
Chartered Professional Accountants
619 Central Ave., Grand Forks, B.C.
Ph: 250-442-2121

Lia Azhure Inc.
Chartered Professional Accountant
250-442-0141
255 72nd Ave

ALTERNATIVE HEALTH



Boundary Acupuncture & Pain Clinic
Beverly Osachoff, R.TCMP
250-442-9662
Acupuncture and So Much More!
Now accepting ICBC claims
www.boundarypain.ca
Book online via Facebook or visit www.Jane.app

BOOKKEEPING

Christine Brooks Bookkeeping
Bookkeeping and E-file
Income Tax Service Agent
Phone 250-442-6781

YEAR ROUND BOOKKEEPING & TAX SUPPORT FOR CORPORATE AND SMALL BUSINESSES
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Corporate Tax Returns
 **250-442-2928**
1-800-HRBLOCK (472-5625) 1815C Central Ave.

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Your full service body shop including:
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• glass services
• pins & bushings
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info@boundarycountryautobody.com

CONTRACTOR



GENERAL CONTRACTOR
STEVE DANSHIN
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• Residential Builder
• Renovations
• Commercial
Ph: 250-442-3744
Cell: 250-442-9437
stevedanshin@shaw.ca
mscenterprises.ca



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www.boundaryexcavating.ca
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– Excavators, large and small
– Compaction equipment, skid steer, trenchless tools, grading – Site prep
– Gravel, top soil sales – Septic systems
250-442-9422

Call The Gazette
250-442-2191
ext. 1
to advertise here

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Underground Utilities
Hydro Excavation
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Construction Survey • Trucking
Gravel & Rock Sales • Grader Work
Small to Large Equipment
Septic Fields
Bonded & Insured • Established in 1984
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250-442-5750

SORENSEN DRYWALL LTD.
20 years experience
Boarding • Taping • Painting
Renovations • Insurance Work
FREE ESTIMATES
250-442-7471

June 24, 2019

Leford Lafayette
Development and Engineering
City of Grand Forks
llafayette@grandforks.ca

Dear Mr. Lafayette:

Re: Development Variance Permit No. DVP1901 Proposed Non-Medical Cannabis Retail Store Licence at 7500 Donaldson Drive

Thank you for the opportunity to provide comments from a healthy communities perspective regarding the above referenced application. It is my understanding that this referral is for a variance to subsection [58.3 of Zoning Bylaw 2039](#) that regulates the distance a Non-Medical Retail Cannabis Store can be relative to a community use zone.

In order to reduce harmful cannabis patterns of consumption in the general population, Interior Health recommends you consider supporting a public health approach to the retail sale of non-medical cannabis. Locations that reduce exposure to cannabis marketing to youth and discourage harmful patterns of consumption in the general population are the desired option. Aligned with *subsection 58.3 of Zoning Bylaw 2039*, this includes distancing retail locations from youth- centred facilities and outdoor spaces. As indicated in the referral package, this retail location is within 36m of James Donaldson Park which may be used for youth baseball and other recreational opportunities. Though outside the 100m buffer listed in the Bylaw, this proposed retail location is also within 350m of the arena and Aquatic Centre which may be used by youth.

The proposed hours of operation of this retail location are to be 9:00am -11:00 pm. Interior Health also recommends further restricting the hours of operation of this proposed retail location to prevent excessive consumption and related harms.

Additionally, considering a standalone smoke free bylaw to include tobacco, vapour, and cannabis smoke can help to protect residents in public places. Many communities are amending their bylaws to ensure cannabis is included. For more information please contact Tobacco Reduction Coordinator, Jacqueline Duncan, at 250-770-5540 ext. 31256 or Jacqueline.Duncan@interiorhealth.ca

The legalization of cannabis presents both an opportunity and challenge for local governments in the development of healthy, vibrant communities. Interior Health – Healthy Communities welcomes the opportunity to collaborate with the City of Grand Forks around education and awareness efforts.

Please feel free to contact me if you have any further questions or comments.

Sincerely,



Kady Hunter
Healthy Communities – Population Health

Bus: (250) 505-7239
hbe@interiorhealth.ca
www.interiorhealth.ca

Population Health
333 Victoria Street
Nelson, BC, V1L 4K3



February 7, 2019

Leford Lafayette
Development and Engineering
City of Grand Forks
Box 2220, 7217-4th Street
Grand Forks, BC, V0H 1H0

lafayette@grandforks.ca

Dear: Mr. Lafayette

RE: File Number: DP 1903 –Application for a Non-Medical Cannabis Retail Store Licence for BC BASE CAMP INVESTMENT LTD. at 426 Central Avenue in Grand Forks.

Thank you for the opportunity to provide comments from a healthy communities perspective regarding the above referenced application. It is my understanding that the intent is to allow for a retail cannabis store next to an existing alcohol outlet.

Our office encourages standalone retail cannabis store which are separate from other cannabis retail locations, and are not co-located with an alcohol outlet.

Interior Health recommends you consider reducing harmful cannabis patterns of consumption in the general population by supporting a public health approach to the retail sale of non-medical cannabis.

- Locate the retail store in an area that reduces exposure to cannabis marketing/modelling to youth.
- Distance the retail store from places children and youth frequent e.g. schools, playgrounds, skate parks, etc.
It appears as though the Fred Walker Development Centre which is part of School District 52, Gyro Park, and the Library are within 100 meters of this property.
- Consider limiting hours of operation. The hours of operation are proposed from 9am till 11pm.

Additionally, consider creating a standalone smoke free bylaw to include tobacco, vapour, and cannabis smoke as a bylaw can help to protect residents in public places. Many communities are amending their bylaws to ensure cannabis is included. For more information please contact Tobacco Reduction Coordinator, Jacqueline Duncan, at 250-770-5540 ext. 31256 or Jacqueline.Duncan@interiorhealth.ca

The legalization of cannabis presents both an opportunity and challenge for local governments in the development of healthy, vibrant communities. Interior Health – Healthy Communities welcomes the opportunity to collaborate with the City of Grand Forks around education and awareness efforts.

Please feel free to contact me directly if you have any further questions or comments.

Yours Sincerely

Clare Audet
Environmental Health Officer – Healthy Built Environment

email: Jacqueline.Duncan@interiorhealth.ca

Bus: (250) 851-7340 Fax: (250) 851-7341
hbe@interiorhealth.ca
www.interiorhealth.ca

Population Health Healthy Built Environment
519 Columbia Street
Kamloops, BC, V2C 2T8

Request for Decision



To: Regular Meeting
From: **Corporate Services**
Date: November 12, 2019
Subject: Strategic Plan 2019-2022
Recommendation: **THAT Council adopts the City of Grand Forks Strategic Plan 2019 as presented.**

Background

The Municipal Council of the City of Grand Forks started the Strategic Planning process in July of 2019 after the announcement of the Disaster Mitigation and Adaptation Fund approval.

Various workshops and online discussions resulted in a draft strategic plan. This plan should now be adopted prior to Staff proceeding with implementing workplans to achieve the various goals outlined in the plan.

In the upcoming weeks, Staff will be costing out, through the in-house capacity and budget planning processes, the various goals outlined in the plan.

Based on the priority of Council, Staff will present those results through the Financial Plan 2020-2024 budget process in early 2020.

Council may choose to delay some of the activities due to financial impacts at that time.

Benefits or Impacts

General

Adopting the City of Grand Forks Strategic Plan 2019 will allow Council to follow through on their goals and objectives for the term.

Strategic Impact



Community Engagement

- Depending on the goal, the Strategic Plan goals may require public engagement, such as during a re-write or update of the Official Community Plan.



Community Livability

- Council's overall message from the Strategic Plan is: "The City of Grand Forks is committed to providing quality governance and excellent services that enhance and advance the quality of life for our community"



Economic Growth

- One statement from the draft Strategic Plan: “We attract and retain sustainable businesses that provide a strong economic future



Fiscal Responsibility

- Depending on the individual goal the costs will vary

Policy/Legislation

The Community Charter requires that all municipalities identify objectives and measures, and report on those items each year to the public through the Annual Report. This Strategic Plan will guide the objectives, measures, and reporting of the organization.

Attachments

DRAFT – City of Grand Forks Strategic Plan 2019

Recommendation

THAT Council adopts the City of Grand Forks Strategic Plan 2019 as presented.

Options

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

Report Approval Details

Document Title:	20191112 - Adoption of Strategic Plan 2019.docx
Attachments:	- 20191112 - Grand Forks Strategic Plan 2019.pdf
Final Approval Date:	Oct 29, 2019

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

Ron Mattiussi - Oct 29, 2019 - 8:06 AM



— CITY OF GRAND FORKS STRATEGIC PLAN 2019 —

The City of Grand Forks is committed to providing quality governance and excellent services that enhance and advance the quality of life for our community

EMERGING CITY:

We create amazing opportunities for developing the City

- Revise and update the OCP, considering emerging issues
- Rewrite the zoning bylaw
- Support initiatives to revitalize, beautify, and improve Grand Forks
- Review opportunities for connecting the downtown core to the east side
- Consider the installation of bike friendly flood mitigation works
- Implement measures to mitigate future flooding
- Facilitate development of the West End
- Implement a strategy for supporting various forms of housing

COMMUNITY SERVICE:

We provide opportunities to create the best Grand Forks

- Endeavor to connect all properties to the sanitary sewer system
- Develop a strategy for managing social service issues (e.g. define responsibilities, role of Council, etc.)
- Develop a strategy to enhance public safety and crime prevention in the community
- Celebrate the accomplishments of residents, businesses, staff, etc.
- Support the construction of the Grand Forks Community Center
- Increase support for active transportation

ECONOMY:

We attract and retain sustainable businesses that provide a strong economic future

- Update the economic profile
- Implement the Grand Forks Marketing Strategy

PUBLIC SERVICE:

We provide outstanding service to provide best value to the community

- Continue to build City staff into a qualified and dedicated team
- Update the website
- Prioritize the asset management / asset replacement investment plan
- Develop and implement a City-owned real estate strategy

Request for Decision



To: Regular Meeting
From: **Corporate Services**
Date: November 12, 2019
Subject: Appointments of Acting Mayor for Council Year 2019-2020
Recommendation: **THAT Council designates members of Council to serve on a rotating basis as Acting Mayor during the Council Year 2019-2020 as follows:**

Councillor E-Stoodley – November & December 2019
Councillor Korolek – January & February 2020
Councillor Krog – March & April 2020
Councillor Moslin – May & June 2020
Councillor Thompson – July & August 2020
Councillor Zielinski – September & October 2020

Background

Procedure Bylaw No. 1946, 2013 requires Council by the first Regular meeting in December to designate from among its members, Councillors to serve on a rotating basis as Acting Mayor to act in the place of the Mayor when the Mayor is absent or unavailable.

An excerpt of section 11.7 (Acting Mayor) in the City of Grand Forks' Procedure Bylaw No. 1946 is attached to this report for reference.

Benefits or Impacts

General

Council will ensure compliance with the Procedure Bylaw and, at the same time, keep to the same rotation schedule for the role of Acting Mayor as in the past. The resolution outlines appointments from November to October since Council's term of office begins November 4, 2018. The rotation schedule is based on appointment of members of Council in alphabetical order for a two-month term of Acting Mayor.

Policy/Legislation

Section 11.7 of the Procedure Bylaw, No. 1946 requires that at the first Regular Meeting held in December each year, Council must, in respect of the ensuing calendar year, designate from among its members, Councillors to serve on a rotating basis as Acting Mayor. The rotating basis of alphabetical order, outlined in the above recommended resolution, has been the precedent for more than 25 years.

Attachments

Excerpt of Section 11.7 for City of Grand Forks Procedure Bylaw No. 1946

Recommendation

THAT Council designates members of Council to serve on a rotating basis as Acting Mayor during the Council Year 2019-2020 as follows:

**Councillor E-Stoodley – November & December 2019
Councillor Korolek – January & February 2020
Councillor Krog – March & April 2020
Councillor Moslin – May & June 2020
Councillor Thompson – July & August 2020
Councillor Zielinski – September & October 2020**

Options

1. THAT Council accepts the schedule as presented.
2. THAT Council refers the matter back to staff with changes.

Report Approval Details

Document Title:	2019-11-12-ActingMayorSchedule2020.docx
Attachments:	- By1946 - Grand Forks Council Procedure Bylaw - Acting Mayor.pdf
Final Approval Date:	Nov 4, 2019

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

Daniel Drexler - Oct 28, 2019 - 2:53 PM

Ron Mattiussi - Nov 4, 2019 - 11:48 AM

Council any person he or she considers guilty of improper conduct.

- (2) If a person resists or disobeys an order of the Mayor or other person presiding to leave a meeting of Council, that person may be removed by the Corporate Officer or other City Staff member present at the meeting, or, if necessary, by a peace officer at the direction of the Mayor or other person presiding.
- (3) In addition to its application to Council meetings, the ability of the person presiding to expel persons he or she considers guilty of improper conduct also applies to meetings of the following:
 - (1) COTW, Select or Standing Committees of Council;
 - (2) The Board of Variance;
 - (3) The Court of Revision;
 - (4) An Advisory Committee, or other advisory body, established by Council under the Act, or any other legislation.

11.5 Adjournment of Meeting

- (1) The Council may at any time by resolution adjourn any meeting to a date, time and location specified in the resolution.
- (2) Council Meetings shall adjourn no later than 11:00 p.m. unless an extension beyond that time is determined by Unanimous Resolution of the Council.

11.6 Cancellation of Meetings

- (1) The Council may, by resolution, cancel any Regular meeting and/or COTW meeting. The Corporate Officer must give public notice of cancellation of any Regular and/or COTW meeting by posting notice of cancellation in a place accessible to the public at the location for the regular meeting.

11.7 Acting Mayor

- (1) At the first Regular meeting held in December each year, or at an Inaugural meeting held under Section 5, or as soon after those meetings as practicable, Council must in respect of the ensuing calendar year designate from among its member Councillors to serve on a rotating basis as Acting Mayor, to act in the place of the Mayor

when the Mayor is absent or otherwise unable to act or when the office of the Mayor is vacant. In the likelihood that the proposed legislation passes in the future and the election is scheduled to occur the third week in October, the designation of Acting Mayor among its Council members would be adopted at the first Regular meeting in November, or as soon as practicable thereafter.

- (2) Each Councillor designated under Subsection 11.7(1) must fulfill the responsibilities of the Mayor in the absence of the Mayor.
- (3) If both the Mayor and the member designated under subsection 11.7 (1) are absent from the Council meeting, the Council member next on the approved list of Acting Mayors shall be chosen to fulfill the role of Acting Mayor and shall have the same powers and duties as the Mayor in relation to the applicable matter.

PART 9 - PROCEDURE FOR MEETINGS

12. Authority

- (1) All meetings of the Council and all other matters of practice and procedure not otherwise herein specified shall be governed by Robert's Rules of Order or by any authority whose codification of Canadian Procedure shall be declared by the Parliament of Canada to replace or supersede Robert's Rules of Order.
- (2) Notwithstanding the above statement of authority, the Provisions of Division 2 of the Act on "Council Proceedings" are to be considered a part of this bylaw and to have the same force and effect by reference as though the same were severally, fully and particularly set forth herein.

12.1 Mayor To Open Meetings

- (1) If a quorum is present, the Mayor must call the meeting to order; however, where the Mayor is absent, the Councillor designated as Acting Mayor in accordance with Section 11.7 must take the Chair and call the meeting to order.

12.2 Appointment of Acting Chair

- (1) If a quorum is present but neither the Mayor nor the Acting Mayor are present at the time at which the meeting is scheduled to begin, the Corporate Officer must call the meeting to order and by resolution, the Council must appoint a Councillor to act as Chair for that meeting until

Request for Decision



To: Regular Meeting
From: **Corporate Services**
Date: November 12, 2019
Subject: 2020 Regular and COTW Meeting Schedule
Recommendation: **THAT Council adopts the Meeting Dates as presented, provides notice to the public of the 2020 Regular Council Meeting schedule and the schedule for Committee of the Whole meetings, AND FURTHER directs staff to publish the notice in the Grand Forks Gazette in accordance with the Community Charter.**

Background

Attached is a table identifying the proposed Regular meetings and the Committee of the Whole meetings for the year 2020.

There are typically 2 Regular meetings per month, except for July, August and occasionally, December, where there is only one meeting scheduled. In 2020, with Labour Day falling on September 7, Staff propose to schedule a second August meeting, on August 31, and a single meeting in September.

All meetings have been scheduled to avoid UBCM, FCM and AKBLG conferences.

Council should note that there are three Budget Workshops tentatively scheduled for January 27, February 3, and February 10, to facilitate the budgeting process. The exact time of the workshops will be determined by mid December.

In accordance with the Community Charter, Council must provide notice to the public of the 2020 Regular Council meeting schedule and publish notice in two consecutive issues of the newspaper.

Benefits or Impacts

Strategic Impact



Community Engagement

- Public Notice and advertisement allows for the community to be informed about upcoming meetings of Council.

Policy/Legislation

Community Charter S94 & S127

Attachments

Community Charter Sections 127 and 94

Draft Public Notice of Regular Meeting & COTW dates

Calendar of meeting dates

Recommendation

THAT Council adopts the Meeting Dates as presented, provides notice to the public of the 2020 Regular Council Meeting schedule and the schedule for Committee of the Whole meetings, AND FURTHER directs staff to publish the notice in the Grand Forks Gazette in accordance with the Community Charter.

Options

1. THAT Council accepts the proposed dates.
2. THAT Council refers the matter back to staff with alternate dates.

Report Approval Details

Document Title:	2019-11-12-MeetingSchedule2020.docx
Attachments:	- 2020 Schedule of COTW and Regular Council Meetings.doc - CC S94 and S127.pdf
Final Approval Date:	Nov 4, 2019

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

Daniel Drexler - Oct 28, 2019 - 2:48 PM

Ron Mattiussi - Nov 4, 2019 - 11:49 AM



Settle down.

THE CORPORATION OF THE CITY OF GRAND FORKS

NOTICE OF YEAR 2020 REGULAR & COMMITTEE OF THE WHOLE COUNCIL MEETINGS

In accordance with Section 127 of the Community Charter, please take notice that the following is a listing of scheduled **Regular Meetings** of Council for the City of Grand Forks for the Year 2020:

Monday, January 13, 2020	Monday, June 29, 2020
Monday, January 27, 2020	Monday, July 20, 2020
Monday, February 10, 2020	Monday, August 17, 2020
Monday, February 24, 2020	Monday, August 31, 2020
Monday, March 9, 2020	Monday, September 14, 2020
Monday, March 23, 2020	Monday, October 5, 2020
Monday, April 6, 2020	Monday, October 19, 2020
Monday, April 20, 2020	Monday, November 9, 2020
Monday, May 11, 2020	Monday, November 23, 2020
Monday, May 25, 2020	Monday, December 14, 2020
Monday, June 15, 2020	

Please note there is only one Regular Meeting in the months of July, August, & December. All Regular Meetings of Council are held at City Hall – 7217 - 4th Street upstairs Council Chambers, beginning at 7:00 p.m., unless otherwise advertised.

The following is a listing of scheduled **Committee of the Whole (COTW) Meetings** of Council for the City of Grand Forks for the year 2020. The COTW Meetings are at 9:00 a.m. and are held once per month at the same location as the Regular Meetings.

Monday, January 13, 2020	Monday, July 20, 2020
Monday, February 10, 2020	Monday, August 17, 2020
Monday, March 9, 2020	Monday, September 14, 2020
Monday, April 6, 2020	Monday, October 5, 2020
Monday, May 11, 2020	Monday, November 9, 2020
Monday, June 15, 2020	Monday, December 14, 2020

Dated this 12th day of November, 2019
Kevin McKinnon
Deputy Corporate Officer

- (a) on a local government,
- (b) on the council of the City of Vancouver or on the Park Board established under section 485 of the *Vancouver Charter*, or
- (c) as a trustee under the *Islands Trust Act* until the next general local election.

(Add) May 29/14

- (7) The disqualification under subsection (5) does not apply if the absence is because of illness or injury or is with the leave of the council.

2003-26-125; 2014-19-14.

Calling of special council meetings

- 126.** (1) The mayor may call a special council meeting in his or her discretion.
- (2) Two or more council members may, in writing, request that the mayor call a special council meeting.
- (3) Two or more council members may themselves call a special council meeting if,
- (a) within 24 hours after receiving a request under subsection (2), no arrangements are made under subsection (1) for a special council meeting to be held within the next 7 days, or
 - (b) both the mayor and the person designated under section 130 [*designation of member to act in place of mayor*] are absent or otherwise unable to act.
- (4) If a special council meeting is called under subsection (3), the council members calling the meeting or the corporate officer must sign the notice under section 127 [*notice of council meetings*] in place of the mayor.

2003-26-126.

Notice of council meetings

- 127.** (1) A council must
- (a) make available to the public a schedule of the date, time and place of regular council meetings, and
 - (b) give notice of the availability of the schedule in accordance with section 94 [*public notice*] at least once a year.
- (2) Subject to subsection (4), notice of a special council meeting must be given at least 24 hours before the time of meeting by
- (a) posting a copy of the notice at the regular council meeting place,
 - (b) posting a copy of the notice at the public notice posting places, and
 - (c) leaving one copy for each council member at the place to which the member has directed notices be sent.
- (3) The notice under subsection (2) must include the date, time and place of the meeting, describe in general terms the purpose of meeting and be signed by the mayor or the corporate officer.
- (4) Notice of a special council meeting may be waived by unanimous vote of all council members.

2003-26-127.

Electronic meetings and participation by members

- 128.** (1) If this is authorized by procedure bylaw and the requirements of subsection (2) are met,
- (a) a special council meeting may be conducted by means of electronic or other communication facilities, or
 - (b) a member of council or a council committee who is unable to attend at a council meeting or a council committee meeting, as applicable, may participate in the meeting by means of electronic or other communication facilities.
- (2) The following rules apply in relation to a meeting referred to in subsection (1):
- (a) the meeting must be conducted in accordance with the applicable procedure bylaw;
 - (b) the facilities must enable the meeting's participants to hear, or watch and hear, each other;

**Other persons attending
closed meetings**

- 91.** (1) If all or part of a meeting is closed to the public, the council may allow one or more municipal officers and employees to attend or exclude them from attending, as it considers appropriate.
- (2) If all or part of a meeting is closed to the public, the council may allow a person other than municipal officers and employees to attend,
- (a) in the case of a meeting that must be closed under section 90 (2), if the council considers this necessary and the person
 - (i) already has knowledge of the confidential information, or
 - (ii) is a lawyer attending to provide legal advice in relation to the matter, and
 - (b) in other cases, if the council considers this necessary.
- (3) The minutes of a meeting or part of a meeting that is closed to the public must record the names of all persons in attendance.

2003-26-91; 2003-52-538.

**Requirements before
meeting is closed**

- 92.** Before holding a meeting or part of a meeting that is to be closed to the public, a council must state, by resolution passed in a public meeting,
- (a) the fact that the meeting or part is to be closed, and
 - (b) the basis under the applicable subsection of section 90 on which the meeting or part is to be closed.

2003-26-92.

**Application of rules
to other bodies**

- 93.** In addition to its application to council meetings, this Division and section 133 [*expulsion from meetings*] also applies to meetings of the following:
- (a) council committees;
 - (b) a municipal commission established under section 143;
 - (c) a parcel tax roll review panel established under section 204;
 - (d) a board of variance established under section 899 of the *Local Government Act*;
 - (e) an advisory body established by a council;
 - (f) a body that under this or another Act may exercise the powers of a municipality or council;
 - (g) a body prescribed by regulation.

2003-26-93.

Division 4 – Public Notice and Access to Records

**Requirements for
public notice**

- 94.** (1) If this section applies, the applicable notice must be
- (a) posted in the public notice posting places, and
 - (b) published in accordance with this section.
- (2) Subject to subsection (4), publication under subsection (1) (b)
- (a) must be in a newspaper that is distributed at least weekly
 - (i) in the area affected by the subject matter of the notice, and
 - (ii) if the area affected is not in the municipality, also in the municipality, and
 - (b) unless otherwise provided, must be once each week for 2 consecutive weeks.
- (3) The obligation under subsection (2) may be met by publication of the notice in more than one newspaper, if this is in accordance with that subsection when the publications are considered together.