



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

**Meeting #:** R-2022-10  
**Date:** Monday, June 27, 2022, 10:00 am  
**Location:** 7217 - 4th Street, City Hall Council Chambers

**Present:** Councillor Zak Eburne-Stoodley  
Councillor Cathy Korolek  
Councillor Chris Moslin (Acting Mayor)  
Councillor Christine Thompson  
Councillor Everett Baker  
Councillor Neil Krog (via 'Zoom' videoconference)

**Absent:** Mayor Brian Taylor

**Staff:** Duncan Redfearn - Chief Administrative Officer  
Daniel Drexler - Corporate Officer  
Morgan Strohmman - Corp./IT Services Assistant  
Kirsty Faramin - Corp./IT Services Assistant  
Dolores Sheets - Manager of Development & Engineering Services  
Adriana Cameron - Planning and Development  
Juliette Rhodes - Chief Financial Officer  
Graham Watt - Manager of Strategic Initiatives  
David Bruce - Manager of Inspection & Bylaw Services  
James Runciman – Fire Chief

**GALLERY**

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1. **LAND ACKNOWLEDGEMENT**

2. **CALL TO ORDER**

Acting Mayor - Councillor Moslin called the June 27, 2022, Regular Meeting to order at 10:01am.

3. **ADOPTION OF AGENDA**

a. Adopt agenda

*June 27, 2022, Regular Meeting agenda*

**Resolution #: R174/22/06/27**

MOVED/SECONDED

**THAT Council adopts the June 27, 2022, Regular Meeting agenda as presented.**

**Carried**

4. **MINUTES**

a. Adopt minutes - Regular

*June 13, 2022, Regular Meeting minutes.*

Staff letter sent to Copperfield's Living but has no information to report.

**Resolution #: R175/22/06/27**

MOVED/SECONDED

**THAT Council adopts the June 13, 2022, Regular Meeting minutes as presented.**

**Carried**

b. Adopt Minutes - Public Hearing

*June 13, 2022, Public Hearing for Official Community Plan*

**Resolution #: R176/22/06/27**

MOVED/SECONDED

**THAT Council adopts the June 27, 2022, Public Hearing Meeting minutes as presented.**

**Carried**

- c. Adopt Minutes - Special Meeting

*June 13, 2022, Special Meeting (Annual Meeting and presentation of Annual Report)*

**Resolution #: R177/22/06/27**

MOVED/SECONDED

**THAT Council adopts the June 13, 2022, Special Meeting minutes as presented.**

**Carried**

**5. REGISTERED PETITIONS AND DELEGATIONS**

- a. Economic Development Update

*Community Futures*

- Sandy Elzinga presented to Council a summary of Annual Updates in respect to economic service that Community Futures provides
  - Outlined five key deliverables:
    - Business Investment and Attraction:
      - 44 business inquiries to potentially start a business
      - 27 referrals to Boundary Business Advisory Program
        - New business
        - Wanting to expand current business
      - 1 Business walk which included our MLA
    - Communications, Marketing and Promotions
      - Meetings, presentations, and panel
      - Social media recruiting packages include Alberta, Saskatchewan, Manitoba, and Ontario.
    - Advisory.
    - Strategy/Workplan.
    - Special Projects.

## b. Quarterly Update

*Boundary Museum Society*

Mr. MacGregor and Mr. Koochin presented Boundary Museum Quarterly Update as requested by Council.

- Reopened after pandemic on May 21, 2022
  - Entry by donation model, exploring rate options
  - Have sold 106 memberships
  - 196 visitors since opening
- Hosting Canada Day celebrations and have had several inquiries to host more events
- Fees For Service - first installment received which provided for:
  - Renovations including new foundation, trusses ordered and paid for and winterization of the museum
  - Hired an auditor to financially stay on track, and anticipate a report within next month to provide to Council
  - Priority to find staff within budget
  - Hired four staff:
    - Summer Youth worker through grant who has a bachelor's degree in History and Political Science
    - Assistant Business Assistant
    - Executive Director who holds bachelor's degree in History and Science and is defending his Masters in Russian Colonization
    - Part-time bookkeeper - liaison to work with board of directors
  - Three new computers
    - New office system gives ability to access files remotely
    - Black Hawk building cleaned up and anticipated to house antique fire memorabilia

6. **REQUESTS ARISING FROM CORRESPONDENCE**7. **UNFINISHED BUSINESS**8. **REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL AND COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY**

## a. Reports of Council and Verbal Report of RDKB Representative

*Councillors and Council's Representative to the Regional District of Kootenay Boundary*

Read the RDKB agendas here:

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

- Councillor Stoodley - indicated he had the same report as Councillor Thompson.
- Councillor Thompson - attended Boundary Region Chamber of Commence event "So You Want To Be A Councillor" and Compassion Action Community Conference at the USSC. Met with Rachel Newman and her family wants to build a legacy apartment for people needing assisted living.
- Councillor Baker attended Grand Forks Secondary School (GFSS) Graduation and presented scholarships to students. Attended the Drive by grad ceremony as well as a BBQ fundraiser for Skate Park. Promoted the Grand Forks Invitational Base Ball Tournament and other celebrations being hosted for Canada Day.
- Councillor Korolek attended an Eastside Committee meeting as a regional director. Attended the West Kootenay Boundary Regional Hospital Board Meeting who provided the same presentation presented to Council previously. Encouraged to take our concerns to UBCM Conference.

**Resolution #: R178/22/06/27**

MOVED/SECONDED

**THAT all reports by members of Council and Council's Representative on the activities of the Regional District of Kootenay Boundary be received.**

**Carried**

1. Councillor Moslin's Report

Councillor Moslin presented his report as submitted; however, chose not to pursue the included motion.

b. Potential Decisions from Registered Delegations

*Mayor Taylor*

**9. RECOMMENDATIONS FROM STAFF FOR DECISIONS**

a. Courthouse Roof Replacement - Reallocation of funds

*Public Works*

The Chief Administrative Officer (CAO) outlined previous allotment of \$100,000 would not be enough funding to complete the replacement of the courthouse roof due to rising costs and inflation. It is in immediate need of repair. Staff proposed to reallocate \$50,000 from the Irrigation Infrastructure Upgrade Project, which can be moved to next year. This would allow \$30,000 in contingency as the project is currently quoted at roughly \$120,000.

**Resolution #: R179/22/06/27**

MOVED/SECONDED

**THAT Council reallocate the \$50,000 from the Irrigation Infrastructure Upgrades capital project and put towards the replacement of the Courthouse roof.**

**Carried**

b. Fire Department Pagers – Budget Reallocation

*Emergency Services*

The CAO outlined that while obtaining all rescue tools and equipment in the budget request, the Fire Department came in \$16,000 under budget. Requested reallocation of \$16,000 from Rescue Tools capital budget to include replacement of Fire Department pagers due to increase in volunteer members.

**Resolution #: R180/22/06/27**

MOVED/SECONDED

**THAT Council approves the reallocation of \$16,000 remaining from the Rescue Tools capital budget to a new capital budget for the purchase of Fire Department Pagers.**

**Carried**

## c. Policy 805 Amendment regarding Section 94

*Corporate Services / Financial Services*

The Corporate Officer (CO), explained the need to amend the Asset Disposal Procedure Policy which allows liquidation of City assets that have a value, excluding land disposal. This will free up space and equipment that is no longer utilized and will generate revenue for the City through electronic or other online public auction disposal.

**Resolution #: R181/22/06/27**

MOVED/SECONDED

**THAT Council amend Section 3.4. of the Asset Disposal Procedure Policy No. 805 to read as follows:**

**The Chief Financial Officer will assist in coordination of the asset disposal by auction or tender and will direct Department managers or supervisors on other asset disposal methods.**

**i.Asset disposals subject to legislative restrictions shall be conducted in accordance with the Community Charter and Local Government Act, including S. 94 requirements for public notice.**

**ii.Other asset disposals may be advertised through electronic or other advertising media, including online public auctions.**

**Carried**

## d. Shining Raven Woman – Lease Agreement

*Corporate Services*

The CAO provided clarification that before completing the final lease agreement, the land noted must be rezoned to accommodate the sculpture. Staff drafted a 99-year lease agreement for the Sculpture Academy, a non-profit organization with no fee and with the expectation that construction must be started in 5 years with overall completion within 15 years.

Discussion ensued regarding esthetics of the location and potential vandalism.

**Resolution #: R182/22/06/27**

MOVED/SECONDED

**THAT Council direct Staff to proceed with the Zoning amendments required to support the intended use of the partial properties between Riverside Drive 7146 and 7186 as an Earth Lodge,**

**AND THAT Council approves of the attached draft lease agreement in principle and directs Staff to execute the agreement for the partial properties if the necessary zoning amendments are approved and all subsequent statutory public notice requirements are complete.**

Carried

## e. Remedial Action – 7136 3rd Street

*Building Inspection & Bylaw Services*

- The CAO explained that remedial action is an action through the *Community Charter* that is at the discretion of Council, to identify a path to remove a hazard within the community. Staff has received concerns and complaints in regard to this property, and this structure was deemed a safety hazard. Staff suggested to move forward with the process to get this structure removed with or without the owner's consent, with potential to recoup the cost through taxes if needed.
- The CAO outlined what steps are needed to proceed if Council approves action.
  - Manager of Building and Bylaw Inspector Services has been in communication with the owner and this step will provide action and certainty.

**Resolution #: R183/22/06/27**

MOVED/SECONDED

**THAT Council imposes a remedial action requirement under sections 72-74 of the Community Charter in relation to the residential building (the “House”) located on the property legally described as Lot 19, Block 8, Plan KAP23, District Lot 108, Similkameen Division Yale District and having the address of 7136 – 3rd Street (the “Property”) and for which Richard Gordon Cutler (the “Owner”) is the registered owner in fee simple;**



**AND FURTHER THAT Council, under the authority provided in section 73 of the Community Charter, declares the House to be in and creates an unsafe condition;**

**AND FURTHER THAT Council, under the authority provided in section 74 of the Community Charter, declares the House to be a nuisance, including because it is so dilapidated and unclean as to be offensive to the community;**

**AND FURTHER THAT Council orders the Owner to take the following remedial action:**

**(a) Within 31 days of receiving notice of this resolution, pursuant to section 77 of the Community Charter, submit a complete demolition permit application for the House, including any supporting information or reports; and**

**(b) Within 60 days of receiving notice of this resolution, pursuant to section 77 of the Community Charter, demolish and remove the House and level the surrounding area on the Property;**

**AND FURTHER THAT, as an alternative to the requirements listed above, the Owner may choose to fulfill the remedial action requirement by doing all of the following:**

**(a) Within 31 days of receiving notice of this resolution pursuant to section 77 of the Community Charter, submit to the City of Grand Forks a building permit application together with a report certified by an accredited structural engineer (the “Engineering Report”) proposing a remediation plan to restore the House to a structurally safe condition, including by:**

- (i) repairing or replacing all roofs to remove all sags and holes;**
- (ii) shoring the roofs against snow loading;**
- (iii) controlling or eliminating bulging of exterior walls;**
- (iv) ensuring the framing is stable;**
- (v) repairing fire damage; and**
- (vi) installing gutters to collect and direct rainwater away from the neighbouring property to the south; and**

**(b) Within 90 days of receiving notice of this resolution pursuant to section 77 of the Community Charter, complete all necessary structural repairs listed in the Engineering Report to the satisfaction of the City's Engineer and the City Building Official and securely board up, lock and close all openings in the House, including any doorways and windows;**

**AND FURTHER THAT Council orders the Owner to complete all requirements imposed by this resolution:**

**(a) at the owner's cost and expense;**

**(b) in strict compliance with all applicable bylaws and enactments, including obtaining any requisite permits or authorizations from the City or any other public authority; and**

**(c) in a manner that results in the removal of all combustible materials from the Property, including excess wood, discarded materials and rubbish;**

**AND FURTHER THAT Council directs City staff to provide notice of this remedial action requirement to the persons entitled to notice under section 77 of the Community Charter and to provide such notice in accordance with that section, including reference to the opportunity to request Council reconsideration and the potential for the City to take action in default at the Owner's expense.**

**AND FURTHER THAT if the Owner fails to comply with any of the requirements imposed above in the time required, and regardless of whether the Owner has elected to restore the House, the City may:**

**(a) retain one or more contractors in accordance with the City's purchasing policy;**

**(b) by its staff, agents and contractors, enter onto the Property and demolish the House and otherwise fulfill the requirements imposed on the Owner; and**

**(c) recover the City's costs from the Owner as authorized by section 17 of the Community Charter, including through property taxes as authorized under section 258 of the Community Charter.**

**Carried**

**10. INFORMATION ITEMS**

a. 20220627 Investment Update

*Financial Services*

The CAO introduced the Investment Report on behalf of Chief Financial Officer.

Discussion surrounded the DMAF grant money and its use as an investment tool.

- Grant for Disaster Mitigation & Adaptation Fund (DMAF) Program have flexible requirements. We can invest the funds until its spent, as long as obligations are fulfilled of its intended purpose by 2026.
- In a high interest savings account for investment purposes
  - Revenue will vary as interest rates will become higher in 2022.

**11. BYLAWS**

a. Zoning Bylaw Amendment Bylaw No.2039-A23 first and second readings.

*Development, Engineering, and Planning*

The CAO clarifies that the original land swap requested is more complex than anticipated. The project's timeline is challenging due to staffing changes within Ministry of Transportation and Infrastructure (MOTI) and providing input. Applicant is seeking to rezone land from R1 to R2 to allow movement of two structures, from the Ruckle neighbourhood salvage, to improve the housing stock. Allowing the rezone will allow him to proceed with the original plan.

**Resolution #: R184/22/06/27**

MOVED/SECONDED

**THAT Council give first and second readings to Zoning Bylaw Amendment Bylaw No. 2039-A23.**

**Carried**

b. Exclusive Use of Public Property Bylaw No. 2090

*Corporate Services*

Clarified that Council's intent to introduce the Exclusive Use of Public Property Bylaw is to have guidelines in place for current and future businesses who wish to utilize City property.

**Resolution #: R185/22/06/27**

MOVED/SECONDED

**THAT Council gives final reading to the Exclusive Use of Public Property Bylaw No. 2090;**

**AND THAT Council rescind Policies:**

- 111 – Sidewalk Patios on City Property
- 114 – Temp. Commercial Use on Public Property
- 1201 – Use of James Donaldson Park
- 1203 – Use of City Park
- 1207 – Use of City Property or Facility effective as of October 1, 2022.

**Carried**

c. Grand Forks Official Community Plan Bylaw 2089, 2022 - Third Reading

*Development, Engineering, and Planning*

- The CAO described the incredible amount of work that has gone into the OCP including gathering public feedback which indicated that they felt as a part of this decision.

**Resolution #: R186/22/06/27**

MOVED/SECONDED

**THAT Council gives third reading to the Grand Forks Official Community Plan Bylaw No. 2089, 2022,**

**THAT Council gives first, second and third reading to the City of Grand Forks Official Community Plan Repeal Bylaw No. 1919-R; and**

**THAT Council determines that the legislated and desired level of public consultation and agency feedback was sufficient.**

**Carried**

**12. LATE ITEMS**

The CAO discussed concerns of parade participants that may have other motives other than Canada Day celebrations. Contact was made with organizer and confirmed no ill intentions are anticipated. Councillors who want to take part can join the Fire Department in antique fire trucks.

**13. ITEMS RELEASED FROM IN-CAMERA**

**14. QUESTIONS FROM THE PUBLIC AND THE MEDIA**

**15. ADJOURNMENT**

The June 27, 2022, Regular Meeting was adjourned at 12:17pm

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Mayor Brian Taylor

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Corporate Administrative Assistant –  
Kirsty Faramin