



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

Meeting #: C-2022-9
Date: Monday, December 12, 2022, 10:00 am
Location: 7217 - 4th Street, City Hall Council Chambers

Present: Mayor Everett Baker
Councillor Zak Eburne-Stoodley
Councillor Neil Krog
Councillor Deborah Lafleur
Councillor David Mark
Councillor Christine Thompson
Councillor Rod Zielinski

Staff: Duncan Redfearn - Chief Administrative Officer
Daniel Drexler - Corporate Officer
Kevin McKinnon - Deputy Corporate Officer
Kirsty Faramin - Corp./IT Services Assistant
Juliette Rhodes - Chief Financial Officer
Dolores Sheets - Manager of Planning and Development
Adriana Cameron - Planning and Development
David Bruce – Manager of Inspection & Bylaw Services
Jon Wilson - Community Bylaw and Safety Officer
Graham Watt - Manager of Strategic Initiatives
Justin Dinsdale - Manager of Capital Projects
Ben Stevens – Project Manager, Flood Mitigation Program
James Runciman – Fire Chief

GALLERY

1. LAND ACKNOWLEDGEMENT

Mayor Baker presented the land acknowledgment.

2. CALL TO ORDER

Mayor Baker called the December 12, 2022, Committee of the Whole Meeting to order at 10:01 am.

3. INTRODUCTION OF LATE ITEMS

None.

4. COMMITTEE OF THE WHOLE AGENDA

a. Adopt agenda

December 12, 2022, Committee of the Whole

MOVED

THAT the Committee of the Whole adopts the December 12, 2022, agenda as presented.

5. MINUTES

a. Adopt Minutes - Committee of the Whole

October 3, 2022, Committee of the Whole Meeting Minutes

MOVED

THAT the Committee of the Whole adopts the October 3, 2022, Committee of the Whole Minutes as presented.

6. PUBLIC PARTICIPATION

none

7. REGISTERED PETITIONS AND DELEGATIONS

a. Fee for Service Update and 2023 Request

Gallery 2

Representatives of Gallery 2 presented their power point presentation.

Presentation included:

- Successful fundraising events included Annual Wine tasting and Festival of Trees
- Exterior restoration of City owned building is complete

- \$999.00 over budget, which was absorbed by Gallery 2 operating budget

Fee for Service request of \$154,000

- Same amount as in 2021 and 2022
 - Gallery 2 acts as flow through to administer the Civic Arts grant program for smaller organizations.

b. Fee for Service Update and 2023 Request

Boundary Museum Society

The Executive Director of the Boundary Museum and Archives presented the submitted report and presentation.

Director Wiese recused herself at 10:29 am.

Request for Fee for Service renewal and increase of funding to \$108,000.

Discussion included:

- blacksmith shop at the museum and previous occupation by the Woodworking Guild.
- implemented admission fees in place to generate revenue
 - \$8/student and seniors; \$10 adults; \$20/family of four
- previous financials of Boundary Museum are unavailable
 - priority of new board is to be transparent with financial records
 - can not apply for future grants without proper financial documentation
 - Boundary Museum reliant on City of Grand Forks funding to promote local heritage
- Ultimate goal is to apply for future grants to renovate the Doukhobor village.

Director Wiese returned to the meeting at 10:36am.

c. Overview of Community Futures Programs and Services

Community Futures Boundary

The General Manager and Manager of Community Economic Development for Community Futures Boundary presented their submitted report.

- Community Futures was established in 1992
 - High relationship business development organization and lender
 - support small business and start ups

- supporting the Boundary Region inclusive of Big White to Christina Lake
- Responsible for advertising of local businesses they have helped support:
 - 30 ads inventory that promote businesses in the Boundary region on a weekly basis
 - created 6 new ads in last 6 months and advertise weekly through various social media platforms
 - strong relationship with Boundary Country Region Chamber of Commerce
 - Newest projects
 - Rural Northern Immigration Pilot Project developed in Nelson.
 - Imagine Kootenay lists opportunities of businesses that are for sale within the region.

8. **REGIONAL TOPICS FOR DISCUSSION - WITH AREA D**

Director Weise of Area D introduced herself.

Discussion included her goals to:

- rekindle the discussion of Grand Forks having their own agriculture grounds
- encourage keeping strong relationship with the City of Grand Forks

Mayor Baker encouraged presentations brought forward by groups who would see benefits and interest in hosting agricultural events in Grand Forks.

9. **PRESENTATIONS FROM STAFF**

a. Monthly Highlight Reports

Department Managers

The Chief Administration Officer (CAO) introduced the Manager of Building Inspection and Bylaw Services who presented an update of the Remedial Action file and progress.

- Remedial Action adopted in June 2022 for the property in question
 - the owner's intention was to restore and fix up the building
 - tried to stabilize the home and unable to secure an engineer
 - ultimately submitted demolition application allowing the City to remove the structure

- contacted the owner mid November 2022 to advise cost to City is substantial and will be charged back to owner via taxes
 - would rather do himself who suggested Spring 2023
 - structure is a danger must be removed
- For City to proceed the following is required and estimated costs are \$50,000:
 - hazardous material assessment (est. \$1000 - \$2000)
 - hazardous material embayment report (est. \$20,000)
 - the demolition of the structure (est. \$30,000)
- advised by lawyer to supply notice of demolition two weeks from demolition of structure
- Staff would like to send that out December 14, 2022 to proceed with removal of the property.
 - January due date to remove the structure.

Discussion ensued that owner is subject to the same costs as the city to remove the property. Costs will be charged to the home owner via property taxes.

CAO introduced Community Bylaw Safety Officer presented report as submitted.

- Highlights of the report included:
 - cold weather had prompted higher usage of warming center
 - continue to build relationships
 - Individual charged with vandalism with ongoing graffiti within the City

The Corporate Officer provided a Playground Survey update. Survey will go live on City of Grand Forks website seeking public feedback on where they would like the playground to be once flood mitigation work is complete in City Park.

MOVED

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

Carried

b. DMAF Project Update

Flood Mitigation Team

The Manager of Capital Projects and the Project Manager of the Flood Mitigation Program presented the submitted report.

- Discussion ensued regarding:
 - Update of flood mitigation work to date
 - Main waterline upgrade was a requirement and under the DMAF project.
 - Strength and stability of concrete walls, if one were to collapse, concrete can decompose and still provide protection.

10. RECOMMENDATIONS FROM STAFF FOR DISCUSSION**11. INFORMATION ITEMS**

a. 2023 Financial Plan Schedule

Financial Services

The CAO introduced the 2023 Financial Plan Schedule and the requirements of the Community Charter.

12. PROPOSED BYLAWS FOR DISCUSSION**13. CORRESPONDENCE ITEMS**

Mayor Baker recommended that Fees for Service Requests 13c-13j be moved to the 2023 Budget process.

a. Resolutions for UBCM Conference

AKBLG

Councillor Thompson is preparing a report to submit to Interior Health.

b. Restoration assistance for City Park

The Grand Forks Rotary Club

Mayor Baker introduced the Grand Forks Rotary Club request and offer of assistance in restoring City Park.

Discussion included:

- possible shade covering for City Park
- public feedback needed to decide location of existing playground equipment

- possible concerns with structures built, depending on the location, would require staff to monitor

The CAO recommended to look over all Fee For Service requests at January 19, 2023 workshop and decide if Council wants to have a special fee for service provider meeting and invite delegates in person. All fee for service requests were subsequently moved to this process.

c. Fee For Service Request

Grand Forks Seniors Society Branch 68

Moved to 2023 Budget Process.

d. Fee For Service Request

Phoenix Mountain Alpine Ski Society

Moved to 2023 Budget process.

e. Fee For Service Request

Grand Forks Search and Rescue Society

Moved to 2023 budget process.

f. Fee For Service Request

Boundary Country Regional Chamber of Commerce

Moved to 2023 Budget process.

g. Fee For Service Request

Grand Forks Border Bruins Hockey Club

Moved to 2023 Budget process.

h. Fee For Service Request

Gallery 2 and Civic Arts Request

Moved to 2023 Budget process.

i. Fees For Service Request

Boundary Museum Society

Moved to 2023 Budget process.

- j. Funding Request - Farmers Market Food Coupon Program

Grand Forks Farmers' Market

Moved to 2023 Budget process.

- k. Music in the Park Update

John Vere

Discussion included:

- "Music in the Park" organizer has stepped down
 - seeking a replacement
 - 2022 Fees for Service request was \$1,450
 - moved to 2023 Budget process.

14. LATE ITEMS

None.

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

None.

16. QUESTIONS FROM THE PUBLIC AND MEDIA

None.

17. ADJOURNMENT

The December 12, 2022, Committee of the Whole Meeting was adjourned at 12:14 pm.

MOVED

THAT the December 12, 2022 Committee-of-the-Whole meeting be adjourned.

Mayor Everett Baker

Corporate Administrative Assistant –
Kirsty Faramin