

# **CITY OF GREENWOOD**

## **Regular Council Meeting**

**Monday, September 13, 2021  
7:00 pm**

# **AGENDA**

### **1. Call to Order**

### **2. Adoption of Agenda**

### **3. Question and Answer Period – Open for questions and answers related to the current agenda only – maximum time period is 15 minutes.**

### **4. Delegations**

- a. Larry Bartsch – Tiny House Development Proposal

### **5. Adoption of the Minutes**

- a. Minutes of the Regular Council Meeting of August 9, 2021
- b. Minutes of the Special Council Meeting of August 11, 2021
- c. Minutes of the Special Council Meeting of August 19, 2021
- d. Minutes of the Special Council Meeting of August 26, 2021

### **6. Correspondence for Information**

- a. Martin Huhn, Systems Solar – Business Licence
- b. BC Kootenay-Boundary Water Management – Extreme Low Water Warning and Conservation Request
- c. RDKB Board Highlights
- d. Ministry of Municipal Affairs – proof of vaccination and mandatory mask requirements
- e. BC Provincial Medal of Good Citizenship
- f. Emergency Paramedics and Dispatchers
- g. RDKB BC Rivers Day – raffle for water conservation

### **7. Correspondence for Action**

- a. Recycling Council of British Columbia – support for Waste Reduction Week
- b. Village of Midway – support for forest management priorities

### **8. Committee Reports**

## **9. Councillor's Reports**

## **10. Mayor's Report**

## **11. Administrator's Report**

## **12. Public Works Report**

## **13. Peace Officer Report**

## **14. Accounts Payable**

## **15. New and Unfinished Business**

- a. Accura Alarms – Estimate for monitoring at the Curling Rink
- b. Greenwood Heritage Society – Grant-in-Aid application
- c. Disposition of Municipal Land and Policy No. 2021-01
- d. Greenwood Activities Abound Society – Termination of Licence to Use and Occupy Agreement
- e. Bike Racks
- f. RDKB Trail User Survey
- g. Greenwood Foodbank – review of old ambulance bay at the Firehall for a potential location

## **16. Bylaws**

- a. Repeal Bylaw No. 2, 1922 “The City of Greenwood Bylaw for disposal of land belonging to the City”
- b. Bylaw No. 975, 2021 – Official Community Plan Bylaw Amendment
- c. Bylaw No. 976, 2021 – Zoning Bylaw Amendment

## **17. In-Camera**

- a. To move in-camera under Sections 90(1) (c)(d)(e) of the *Community Charter*.

## **18. Question Period**

### **Excerpt from Council Procedures Bylaw 674 Section 14**

**Immediately prior to the adjournment of every regular meeting of Council, questions, but not statements, relating to matters dealt with at that meeting may be directed to Council by members of the public then present. All such questions shall be directed to the Mayor, and will where possible and appropriate be answered by the Mayor or a member designated by the Mayor.**

**A maximum period of 15 minutes shall be provided for considering question from member of the public; however that maximum may be extended to 30 minutes with the unanimous consent of all Council members present.**

## **19. Adjournment**

**City of Greenwood**

PO Box 129  
Greenwood, BC, V0H1J0

RECEIVED

AUG 31 2021

# REQUEST TO APPEAR AS A DELEGATION BEFORE THE CITY OF GREENWOOD

**30 August 2021**

I, Larry Bartsch wish, to appear before the City Council as a delegation at the regular Council meeting to be held next.

## **OVERVIEW**

We are the owners of the vacant property on the corner of Klondike/N. Kimberly (4 Lots - 1 Parcel).

It is our intention to erect a new residence and accessory buildings on this property during 2022.

## **Background:**

- The planned residence will be a small home.
- It will be placed on conventional foundations and connected to City utilities (as per BC Building Code, and RDKB Guidelines).
- The zoning for the property is R1 - Single and Two-Family Residential.
- The residence will be pre-manufactured in compliance with "CSA Standards" approved in Canada for manufactured residential use.
- The company constructing the building is Drop Structures (<https://www.dropstructures.ca/>). More information is enclosed at the end of this document.

## **Considerations:**

- We intend to install a manufactured home/building from a reputable manufacturer to be relocated to the site mentioned above.

- 
- The home will be smaller than the zoning Bylaw permitted size. ***(As per Zoning Bylaw No 683 of 1997 - Section 302 (1) "The minimum total floor area excluding finished and unfinished cellar floor areas for a dwelling unit in a single or two-family dwelling shall be 60 m2 (645 square feet)."***
  - The size for the unit is 481sq/ft, 11' 5" wide x 42' long x 12' tall (It is the "Due Plus" Model: <https://www.dropstructures.ca/duoplus>)

## OBJECTIVE

1. We seek the Greenwood City Councils' permission to waive the Bylaw floor area restriction to allow us a smaller dwelling on our property.
2. It will allow us to proceed with the application for the required building permits, installation of utility connections, etc.
3. We urge the City to consider a future amendment to the Bylaw to allow for smaller buildings as a matter of course.

## MOTIVATION

Every Town and City grapples with the challenge of affordable housing. Greenwood is no exception.

Greenwood has some of the oldest housing stock in the region. Greenwood desperately needs new accommodations and residences if it wants to maintain (let alone grow) its population. It faces the same affordability challenges as other communities in the Boundary.

The issue is even more crucial given the ageing shared City infrastructure. Greenwood must expand the current tax base to address the increasing demands on the maintenance and upgrade of City infrastructure.

New-builds will expand the tax base. The current citizens will not be able to stomach extraordinary increases in taxes and levies.

The city has scope to grow if a more accessible approach is available for residents and property owners to invest in constructing new and more affordable dwellings and do it on currently available/owned vacant land.

There is a stumbling block. The minimum residential size requirements put the typical total investment out of reach for persons interested in Greenwood. It also does not align with the benchmark dwelling cost/price and market factored affordability demands for dwellings in Greenwood.

For example, the minimum cost to erect a new single-family dwelling with a size of 645 square feet is estimated to be around \$258,000 - \$300,000, not considering the land price. It is high for Greenwood.

Given this investment size, Greenwood will continue to lose out on more attractive communities (such as Grand Forks) unless it lowers the bar for new housing. Communities such as Grant Forks have already taken steps to accommodate smaller houses (even the category of Tiny Houses is not accepted).

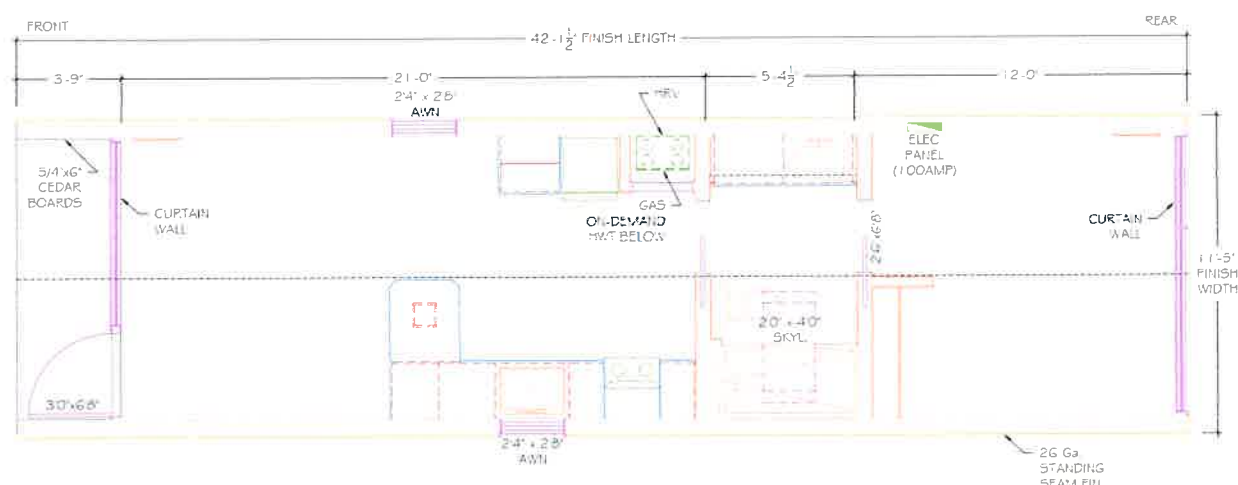
Greenwood already has a sizable stock of small houses (many built during the inception of the City). It should therefore not be out of the ordinary for Greenwood City to see more small homes.

It is Greenwood's opportunity to get people building. Hence, we ask that you consider this request for a new and attractive small house to be added to Greenwood's housing stock and make us net-new taxpayers contributing to the future of this lovely City.

By accommodating our request, it will be a step in the right direction.

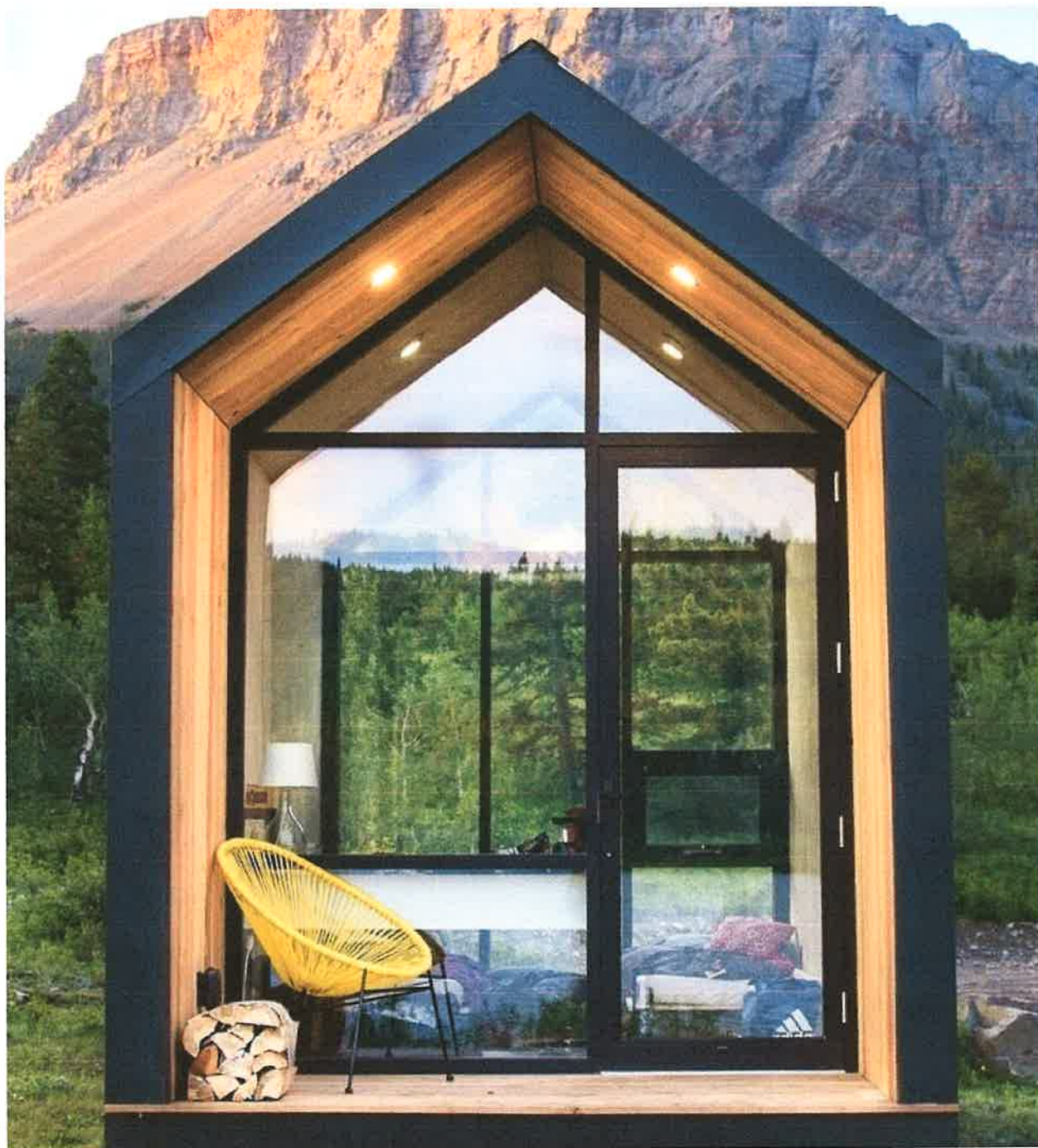
## MORE INFORMATION

More information is available at <https://www.dropstructures.ca/duoplus>









**Duo Plus Specification:**

- 481sq/ft, 11' 5" wide x 42' long x 12' tall
- (14) LED Pot lights, (11) interior receptacles
- Standing seam metal exterior – maintenance-free
- R-47 Roof & floor insulation
- R-24 Wall Insulation

- 
- Closed-cell spray foam insulation throughout
  - Batt insulation added to the roof & floor
  - 100amp Panel (Required to be Hardwired)
  - Gas Tankless Water Heater
  - Smoke + carbon alarms
  - Electric heater
  - Integrated steel base
  - Black trim covers on interior electrical features
  - Drywall
  - Luxury Vinyl Floor
  - Dual pane, low-E glass
  - Kitchen
  - Three-piece bathroom
  - Cedar wrapped deck
  - HRV by Lifebreathe





CITY OF GREENWOOD  
Minutes of the Regular Meeting of Council held on August 9, 2021

**PRESENT**

Mayor B. Noll  
Councillors: C. Lang, J. Nathorst, J. Bolt, M. Seymour

**ALSO PRESENT**

Marcus Lebler, CAO/CFO  
Andrea Sherstobitoff, via Zoom

**CALL TO ORDER**

Mayor B. Noll called the meeting to order at 7:00 pm.

**ADOPTION OF AGENDA**

**Motion: J. Nathorst / C. Lang**  
THAT the August 9, 2021 agenda be adopted as amended.  
**Carried**

(108-21)

**QUESTION & ANSWER  
PERIOD**

**DELEGATIONS**

Greenwood Amateur Ham Radio Emergency Communication  
Station

**ADOPTION OF MINUTES**

**Motion: J. Bolt / J. Nathorst**  
THAT the minutes of the July 12, 2021 Regular Council meeting  
be adopted.

(109-21)

**Carried**

**Motion: C. Lang / J. Bolt**  
THAT the minutes of the July 15, 2021 Special Council meeting  
be adopted.

(110-21)

**Carried**

**CORRESPONDENCE FOR  
INFORMATION**

- |     |   |             |
|-----|---|-------------|
| a.) | City of Langley – Improvement to Pre-Hospital Care System           | Information |
| b.) | RDKB – Board Highlights July 29, 2021                               | Information |
| c.) | RDKB – Boundary Recreational Trails Master Plan                     | Information |
| d.) | MyCivic 311 – Municipal Information Application                     | Information |
| e.) | Forest Enhancement Society of BC Accomplishments Update Summer 2021 | Information |

**Motion: J. Bolt / J. Nathorst**

THAT Correspondence for Information Items a.) through e.) be accepted.

(111-21)

**Carried**

**CORRESPONDENCE FOR ACTION**

- a.) Letter of Temporary Accommodations with Intent to Build

**Motion: J. Bolt / C. Lang**

THAT Council give approval to Gerald Martins to use his travel trailer as a temporary accommodation from July 1, 2021 to August 1, 2022 at 457 Ponderosa Lane.

(112-21)

**Carried**

**COMMITTEE REPORTS**

None

**COUNCILLOR REPORTS**

Councillor Nathorst

None

Councillor Lang

None

Councillor Bolt

None

Councillor Seymour

None

**MAYOR'S REPORT**

Thank you to the volunteer Fire Department for extinguishing fires around Greenwood during this hot, dry summer. Water conservation efforts continue and residents have been cooperating with the increased restrictions. City Hall is looking into a backup system for communications in light of internet interruptions due to regional wildfires. The dog park fencing for the park has been ordered and the picnic tables have been arrived and will soon be assembled. The motorcycle club and the RC racetrack are busy planning events for later this year. Planning has commenced for Greenwood's 125<sup>th</sup> anniversary.

**ADMINISTRATOR'S REPORT**

None

**PUBLIC WORKS REPORT**

None

**PEACE OFFICER'S REPORT**

Service and activity report, as submitted.

**Motion: J. Nathorst / M. Seymour**

THAT Council receive the reports as submitted.

(113-21)

**Carried**

**ACCOUNTS PAYABLE****Motion: J. Bolt / B. Noll**

THAT the cash disbursement of \$209,707.96 be received.

**(114-21)****Carried****NEW AND UNFINISHED  
BUSINESS**

- a.) Designate a Municipal  
Approving Officer

**Motion: C. Lang / J. Nathorst**THAT Marcus Lebler be designated as the Municipal Approving  
Officer for the City of Greenwood**(115-21)****Carried**

- b.) RDKB Garbage  
Proposal

**Motion: B. Noll / J. Nathorst**THAT Council request the RDKB to provide garbage and green  
bin collection service to Greenwood residents with a planned  
start date of January 1, 2022.**(116-21)****Carried**

- c.) City of Greenwood 125<sup>th</sup>  
Anniversary

**Motion: C. Lang / J. Nathorst**THAT Council schedule a Committee of the Whole meeting for  
initial planning of the City of Greenwood's 125<sup>th</sup> Anniversary on  
Monday, September 20, 2021 at 7:00 pm.**(117-21)****Carried**

- d.) Lion's Park  
Playground Project

**Motion: J. Nathorst / J. Bolt**THAT Council defers any decisions regarding the CCRF  
application for the "Final Phase of the Greenwood Natural  
Playground Project" until a meeting can be held with ISL  
Engineering and Land Services.**(118-21)****Carried**

- e.) Phoenix Mountain  
Alpine Ski Society –  
Grant in Aid application

**Motion: J. Bolt / C. Lang**THAT Council approves the Phoenix Mountain Alpine Ski  
Society's Grant in Aid application for 2021 in the amount of  
\$600.00.**(119-21)****Carried**

- f.) City of Greenwood  
2020 Statement of  
Financial Information  
(SOFI)

**Motion: J. Nathorst / J. Bolt**THAT Council accept and approve the Statement of Financial  
Information for 2020.**(120-21)****Carried**

- g.) Collaboration and  
discussion with the  
Village of Midway  
Council

Discussion regarding potential cooperative projects with the  
Village of Midway

## **BYLAWS**

- a.) Bylaw No. 973, 2021 **Motion: J. Nathorst / J. Bolt**  
THAT Council give Fourth and Final Reading to Bylaw No. 973, 2021. **Carried**  
(121-21)
- b.) Bylaw No. 974, 2021 **Motion: C. Lang / J. Bolt**  
THAT Council give Fourth and Final Reading to Bylaw No. 974, 2021. **Carried**  
(122-21)

**QUESTION PERIOD** None

- IN-CAMERA** **Motion: B. Noll**  
THAT Council move to In-Camera at 8:00 pm. **Carried**  
(123-21)
- Motion: J. Bolt / M. Seymour**  
THAT Council adjourn the In-Camera meeting at 9:02 pm. **Carried**  
(124-21)

**ADJOURNMENT** **Motion: B. Noll**  
THAT Council adjourn the regular meeting at 9:03 pm.  
(125-21)

---

**Mayor**

**Certified Correct**

---

**Corporate Officer**



CITY OF GREENWOOD  
Minutes of the Special Meeting of Council held on August 11, 2021

**PRESENT**

Mayor B. Noll  
Councillors: C. Lang, J. Nathorst, J. Bolt, M. Seymour

**ALSO PRESENT**

Marcus Lebler, CAO/CFO  
Sean Annan, ISL Engineering and Land Services - via Zoom  
Trevor Zahara, Peak Play Consulting - via Zoom

**CALL TO ORDER**

Mayor B. Noll called the meeting to order at 1:15 pm.

**ADOPTION OF AGENDA**

**Motion: J. Nathorst / C. Lang**  
THAT the August 11, 2021 agenda be adopted.

(22-SP-21)

**Carried**

**ITEMS FOR DISCUSSION**

- 1.)           Lion's Park  
              Playground Project

**Motion: J. Nathorst / C. Lang**  
THAT Council defer the decision regarding the Canadian Community Revitalization Fund (CCRF) application for the "Final Phase of the Greenwood Natural Playground Project", and requested that the CAO and Sean Annan of ISL Engineering and Land Services provide Council with a list of future infrastructure projects complete with projected reserve balances.

- 2.)           West Boundary  
              Community Forest

**Motion: C. Lang / J. Bolt**  
THAT Council appoint Councillor Jim Nathorst to represent the City of Greenwood as an alternate on the West Boundary Community Forest Inc., Board of Directors.

(23-SP-21)

**Carried**

**ADJOURNMENT**

**Motion: J. Bolt**  
THAT Council adjourn the meeting at 2:07 pm.

(24-SP-21)

---

**Barry Noll, Mayor**

**Certified Correct**

---

**Marcus Lebler, Corporate Officer**





CITY OF GREENWOOD  
Minutes of the Special Meeting of Council held on August 19, 2021

**PRESENT**

Mayor B. Noll  
Councillors: C. Lang, J. Nathorst, J. Bolt, M. Seymour

**ALSO PRESENT**

Marcus Lebler, City of Greenwood CAO/CFO  
Andrea Sherstobitoff, via Zoom  
Angus MacNeil, Route 3 Racing Club  
Vicki Gee, Boundary Community Ventures Association  
Mark Andison, RDKB CAO

**CALL TO ORDER**

Mayor B. Noll called the meeting to order at 7:00 pm.

**ADOPTION OF AGENDA**

**Motion: J. Bolt / M. Seymour**  
THAT the August 19, 2021 agenda be adopted.

**(25-SP-21)**

**Carried**

**DISCUSSION ITEM**

- 1.) Interior Health  
Licence to Use and  
Occupy application

**Motion: J. Bolt / J. Nathorst**  
THAT Council approve the Interior Health's Licence to Use and Occupy application for a pop-up Covid-19 vaccination clinic on Highway 3 at the intersection of Dundee Avenue, Washington Street, and S. Silver Avenue.

**(26-SP-21)**

**Carried**

**DELEGATIONS**

- 1.) Route 3 Racing Club Discussion of motorcycle racetrack development proposal at the old skating rink, and at Lots A, B and C, Block 97, KAP 70, DL 711, SDYD (directly adjacent to Highway 3).
- 2.) Boundary Community Ventures Association Discussion of the Boundary Food Hub development proposal at Lots A, B and C, Block 97, KAP 70, DL 711, SDYD (directly adjacent to Highway 3).

A Special Council meeting will be scheduled next week for Council to make a decision on the applications.

**ADJOURNMENT**

**Motion: C. Lang**  
THAT Council adjourn the meeting at 8:07 pm.

**(27-SP-21)**

**Carried**

---

**Barry Noll, Mayor**

**Certified Correct**

---

**Marcus Lebler, Corporate Officer**



**CITY OF GREENWOOD**  
Minutes of the Special Meeting of Council held on August 26, 2021

**PRESENT**

Councillors: C. Lang, J. Nathorst, J. Bolt, M. Seymour

**ALSO PRESENT**

Andrea Sherstobitoff, via Zoom  
Vicki Gee, BCVA via Zoom

**CALL TO ORDER**

Acting Mayor J. Bolt called the meeting to order at 7:00 pm.

**ADOPTION OF AGENDA**

**Motion: C. Lang / J. Nathorst**  
THAT the August 26, 2021 agenda be adopted.

**(28-SP-21)**

**Carried**

**DISCUSSION ITEMS**

- 1.)           Route 3 Racing Club  
Licence to Use and  
Occupy application

**Motion: J. Nathorst / C. Lang**  
THAT Council approve the Licence to Use and Occupy application for Route 3 Racing Club for Lot 13, Block 97, Plan KAP70, DL 711, SDYD and Lots A, B and C, Block 97, Plan KAP70, DL 711, SDYD.

**(29-SP-21)**

**Carried**

- 2.)           Boundary  
Community Ventures  
Association  
(Boundary Food  
Hub)

**Motion: J. Nathorst / C. Lang**  
THAT Council continue to consider alternate locations for the Boundary Community Ventures Association (Boundary Food Hub).

**(30-SP-21)**

**Carried**

**ADJOURNMENT**

**Motion: J. Nathorst**  
THAT Council adjourn the meeting at 7:12 pm.

**(31-SP-21)**

**Carried**

---

**Barry Noll, Mayor**

**Certified Correct**

---

**Marcus Lebler, Corporate Officer**



**Systems-Solar.com** Smart. Renewable. Solutions

PO Box 651 Greenwood, BC V0H 1H0 604 354 7881 info@systems-solar.com

August 18, 2021

City of Greenwood  
202 South Government Avenue  
Greenwood, BC

Attn: Greenwood CAO and City Council

Re: Business Licence Renewal Letter

To all concerned,

I received a letter regarding the business licence renewal for my company. Please be advised that my business has not ceased operations but actually will not conduct business in Greenwood.

Given the IT and other work that I was providing to the city with a ratio of goodwill 3:1 (worked hours:billed hours). I also picked up parts and materials in Grand Forks, watered the Greenwood Street garden while waiting for the irrigation solution I devised (due to lack of power at the site) and many other projects. Then without warning, I received a call from an unknown person stating that they were the "New IT person for the City" and asked for the passwords. When I called the CAO (Wendy Higashi) on three occasions, I never heard back from her. I did hear that it was a council decision made after the by-election. This inconsiderate action was the reason for me ceasing operations in Greenwood and moving the business to another jurisdiction. I informed City Hall at that time.

It is unfortunate that actions like this have soured my support for assisting in the economic and commercial growth of the city I call home. My years of international marketing and advertising was well received when I was directed to take the reigns of the Board of Trade. Then after the (illegal) actions of the current Board of Trade executive, and a lack of support by the city officials over those actions, investors I was bringing to the city declined their interest in Greenwood after these events. My volunteer work with the GVFD remains as a service to the **citizens** of the city and surrounding community.

I hope this letter clarifies my reasons for not renewing my licence.

Sincerely,

Martin Huhn



August 20, 2021

BOX 129  
GREENWOOD BC  
CANADA

To: Kettle Basin water licensees

**Re: Extreme Low Water Warning and Water Conservation Request**

You received this letter as you hold a water license in the Kettle Basin. We request that you voluntarily reduce your water usage to the greatest extent possible to conserve water and protect threatened fish populations. If voluntary conservation measures and rainfall are not enough to meet all water needs we will follow up to inform you of any mandatory restrictions.

Due to the prolonged drought and extremely low streamflows, the Province declared the highest drought Level 5 for the Kettle Basin. **The Ministry is requesting maximum water reductions by all water users in the Kettle Basin.** High water temperatures and low flows have already resulted in fish deaths. All water users, whether licensed or not, groundwater and surface water, are asked to reduce water use to the maximum possible extent; this includes reducing all non-essential needs.

If voluntary reductions are not sufficient to address the critical flow situations, mandatory restrictions may be necessary to protect the rights of water users, essential household needs and aquatic ecosystems. One of the tools is applying the “first in time, first in right” system of precedence of rights that gives priority for water access to older licenses over junior licences in times of scarcity. This system applies to all water users regardless of purpose and includes surface water and groundwater. Temporary Protection Orders are another tool, which may suspend industrial and irrigation use. If you have not done so, we recommend that you prepare and plan in case targeted local water restrictions or orders are required to address critically low flows. We will notify you if these measures become necessary.

Updated weekly every Wednesday, the BC Drought Portal (<http://bit.ly/BCDroughtPortal>) is the best source of information on drought levels across the Province. The Drought Portal will be updated when conditions improve to Level 4 and a 50% voluntary reduction is requested, to Level 3 when a 30% reduction is requested and to Level 2 when normal water use may resume.





Level	Impacts	General Response Measures
<b>0</b>	There is sufficient water to meet socio-economic and ecosystem needs	Preparedness
<b>1</b>	Adverse impacts to socio-economic or ecosystem values are <b>rare</b>	Conservation
<b>2</b>	Adverse impacts to socio-economic or ecosystem values are <b>unlikely</b>	Conservation Local water restrictions where appropriate
<b>3</b>	Adverse impacts to socio-economic or ecosystem values are <b>possible</b>	Conservation Local water restrictions likely
<b>4</b>	Adverse impacts to socio-economic or ecosystem values are <b>likely</b>	Conservation and local water restrictions Regulatory action possible
<b>5</b>	Adverse impacts to socio-economic or ecosystem values are <b>almost certain</b>	Conservation and local water restrictions Regulatory action likely Possible emergency response

Figure 1: The Kettle Basin is now at the highest Level 5 drought (from the BC Drought and Water Scarcity Response Plan)


### ***Water Licensing Information***

Please take the time to review the terms and conditions of your water license to ensure you understand the volume, timing and purpose (<https://bit.ly/BCWaterLicence>). If you use a well for purposes other than personal domestic use (e.g., commercial activities including farms, B&Bs, rentals, businesses, etc.) you are required to have a groundwater licence. If you were using groundwater for non-domestic purposes before February 29, 2016, the deadline to apply to maintain your rights is March 1, 2022 (see <https://bit.ly/3uFFWFE>). If you have a well used only for domestic purposes, a licence is not required but we recommend you register your well so it is considered in future water licensing decisions (register at <https://bit.ly/34GTZjw>).

For more information on drought please visit the Provincial government drought information website (<https://bit.ly/37vhPAj>) which provides drought updates, a link to the drought portal, effects of drought and suggestions on how to deal with drought. If you have specific questions about drought, the FrontCounter BC Provincial Contact Centre can help direct you to the appropriate person by calling 1-877- 855-3222 or emailing [FrontCounterBC.gov.bc.ca](mailto:FrontCounterBC.gov.bc.ca).

Conserving water is everyone's responsibility, even more so in times of water shortage. Thank you for your support.

Yours truly,



Garth Wiggill  
Regional Executive Director  
Kootenay Boundary Region  
Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Ministry of Forests, Lands, Natural  
Resource Operations and Rural  
Development

Kootenay-Boundary  
Water Management

Mailing Address:  
401 – 333 Victoria St  
Nelson BC V1L 4K

Telephone: 1-877-855-3222  
Website: [www.env.gov.bc.ca/wsd](http://www.env.gov.bc.ca/wsd)

# Board Highlights



**August 26, 2021**

**A general overview of** discussion items & major decisions from the Regional District of Kootenay Boundary (RDKB) Board of Directors meeting. The next board meeting is **September 8, 2021** at 1:00 p.m. on Zoom.

## RDKB seeks rep to serve on the Columbia Basin Trust Board

The Regional District of Kootenay Boundary is still inviting applications for the Board's recommendations to the Province of BC on the appointment of an individual to serve on the Columbia Basin Trust Board of Directors as the RDKB's representative. The recommendation is for an appointment of two years (January 1, 2022 - December 31, 2023) with a possible extension of a three-year term at the discretion of the RDKB Board.

Applications will be received until 4:00 p.m., Wednesday, September 15, 2021. For more information, visit <https://rdkb.com/Regional-Government/Latest-News>

## Petition fails in Christina Lake

A recent petition to determine support for including boat access-only properties in the Christina Lake Local Fire Service has failed as only 42% of eligible property owners submitted petitions. The Board will take no further action on the matter.

## RDKB supports BC Winter Games bid

The RDKB will send a letter to the City of Trail indicating its support for Trail and Rossland's joint bid to host the 2026 BC Winter Games. The last time Greater Trail hosted the games was in 2006.

## Greenwood Cemetery Fence to Get Fixed

The Board amended the budget for the Greenwood/Area E Cemetery Service to enable the City to fix its cemetery fence for \$1,218,25.

### Main

202 – 843 Rossland Avenue  
Trail, BC V1R 4S8  
T: 250.368.9148  
T/F: 1.800.355.7352  
F: 250.368.3990

### Grand Forks

2140 Central Avenue; Box 1965  
Grand Forks, BC V0H 1H0  
T: 250.442.2708  
T/F: 1.877.520.7352  
F: 250.442.2688

[rdkb.com](https://rdkb.com)



## Borrowing Needed for Regional Solid Waste Services

Over the next number of years, the RDKB will embark on a number of solid waste projects that have significant capital expenditures associated. These projects are as follows:

- Implementation of Residential Curbside Green Bin Collection at McKelvey Creek Landfill
- McKelvey Creek Landfill Upgrade Project
- Grand Forks Facility Upgrade Project
- McKelvey Creek Landfill Operations
- Wood Grinder for Boundary Organics.

The projected cost for these projects is between \$5.6 - \$7.6 million. The RDKB will seek elector assent via the alternative approval process to determine if residents wish to enter into long-term borrowing for the projects. Long-term borrowing would reduce the financial impact to taxpayers.

## Bailey Theatre to get Rigged

The Board awarded a contract to Martech to install rigging at the Bailey Theatre in Trail for \$822,282.30 including GST. The rigging system provided support for the lighting and sounds system and theatrical performances.

## Town of Oliver to provide Road Rescue Service in part of RDKB

The Board granted permission to the Town of Oliver to provide on-call road rescue services along McKinney Road up to the Mt. Baldy Road intersection within the Regional District of Kootenay Boundary.

## Organizations receive Tax Exemptions

The RDKB Board adopted the 2022 Permissive Property Tax Exemption Bylaw No. 1766, which exempts the following organizations from paying property taxes for one year:

- Christina Lake Golf & Country Club
- Kettle Valley Golf Club
- Champion Lakes Golf & Country Club
- Christina Lake Community Association
- Phoenix Mountain Alpine Ski Society
- Boundary Horse Association
- Grand Forks Wildlife Association
- Beaverdell Community Club & Recreation Commission
- Mountain Medical Services Society
- Rock Creek Community Medical Society
- Okanagan Auto Sports Club
- Kettle Wildlife Association
- Bridesville Community Club
- Christina Lake Welcome Centre
- Trail Wildlife Association

### Main

202 – 843 Rossland Avenue  
Trail, BC V1R 4S8  
T: 250.368.9148  
T/F: 1.800.355.7352  
F: 250.368.3990

### Grand Forks

2140 Central Avenue; Box 1965  
Grand Forks, BC V0H 1H0  
T: 250.442.2708  
T/F: 1.877.520.7352  
F: 250.442.2688

[rdkb.com](http://rdkb.com)



## Grants-in-Aid: Board-approved funding to local groups/projects

### Area B/Lower Columbia—Old Glory

- Castlegar Skating Club – West Kootenay Invitational: \$500
- Rossland Streamkeepers - Water Walk Event: \$500

### Area C/Christina Lake

- Christina Lake Fire Fighter Society – Halloween Fireworks: \$3,500

*These highlights exclude confidential information such as business negotiations, personnel issues and legal matters. For full meeting agendas/minutes visit [rdkb.civicweb.net](http://rdkb.civicweb.net). For a list of upcoming board meetings, visit [rdkb.com](http://rdkb.com).*

*For other information or to provide feedback, please contact our Corporate Officer at 250-368-0235 or [corporate@rdkb.com](mailto:corporate@rdkb.com).*

#### Main

202 – 843 Rossland Avenue  
Trail, BC V1R 4S8  
T: 250.368.9148  
T/F: 1.800.355.7352  
F: 250.368.3990

#### Grand Forks

2140 Central Avenue; Box 1965  
Grand Forks, BC V0H 1H0  
T: 250.442.2708  
T/F: 1.877.520.7352  
F: 250.442.2688

[rdkb.com](http://rdkb.com)





August 27, 2021

Ref: 268161

Mayors and Regional District Chairs of British Columbia

Dear Mayors and Chairs:

I am writing to provide you with an update on the [recently announced proof of vaccination and mandatory mask requirements](#) to stop the spread of COVID-19. **Starting Sept. 13, 2021**, proof of vaccination will be required in B.C. for people attending certain social and recreational settings and events. **As of August 25, 2021**, masks are mandatory in indoor public spaces.

I first wish to acknowledge the many people and communities in B.C. continuing to face the crisis of wildfires. I know that in many places you and your residents are under intense stress, facing evacuation orders and alerts and the impact of wildfires' destructive force. Please know that our thoughts and support are with you, along with our deep gratitude for the courage, tireless work and dedication to community demonstrated by you and your staff in this emergency.

Turning again to the recently announced proof of vaccination requirement I would like to acknowledge the extraordinary efforts local governments have made – and continue to make – to respond to the COVID-19 pandemic in your communities. I know there is particular interest in how the proof of vaccination requirement will apply to local government business, especially in relation to conducting council/board meetings and public hearings.

The focus of the proof of vaccination requirement is on choice – businesses, places, and activities that people can choose to attend and support if they are vaccinated. That would include, for example, places such as gyms, pools and recreational facilities. The Provincial Health Officer has indicated that it is the intention that the proof of vaccination requirement **won't apply** to formal local government business, including by-elections, council/board meetings and public hearings for both council/board members as well as the public attending these events. The Provincial Health Officer is working on finalizing the formal written order which will outline the specifics. The ministry will provide you with more detailed information once the final order has been published.

The proof of vaccination requirement is not mandatory for employment at this time, other than in specific areas of the health care system starting with Long Term Care, Assisted Living and some other residential care facilities. Employers are accountable for ensuring their workers' safety, further to WorkSafeBC direction (see <https://www.worksafebc.com/en/covid-19/bcs-four-step-restart>) and should



have in place communicable disease plans – including a requirement to stay home when sick, mask wearing where appropriate and regular hand washing. Employers, including local governments, may choose to adopt their own vaccination policies beyond the designated settings but would be responsible for doing their own due diligence.

As noted above, as of August 25, 2021, [masks are mandatory in all indoor public spaces](#) to help slow the transmission of COVID-19 as B.C. prepares for the fall and respiratory illness season. Subject to some exemptions, people 12 years and older must wear masks in indoor public spaces, regardless of vaccination status. These settings include, but are not limited to city halls, libraries, community and recreation centres, areas of office buildings where services to the public are provided, and common areas of sport and fitness centres when not engaged in physical activity.

Here is a summary of the general rules for the proof of vaccination requirement:

#### **Proof of vaccination – how it works**

The requirement applies to all people age 12 years and older. People visiting from outside of B.C. are also required to show proof of vaccination.

There are two key dates:

**As of Sept. 13**, people in British Columbia will be required to be **partially vaccinated** with at least one dose of a COVID-19 vaccine to access certain businesses and events.

**As of Oct. 24**, people in British Columbia will be required to be **fully immunized**, at least seven days after receiving two doses of COVID-19 vaccine, to access the same list of businesses and events.

Here is the current list of settings where proof of vaccination will be required:

- indoor ticketed sporting events
- indoor ticketed concerts/theatre/dance/symphony events
- indoor and outdoor dining at restaurants, pubs, and bars
- night clubs and casinos
- movie theatres
- fitness centres/gyms/pools/recreation facilities (excluding youth recreational sport)
- indoor high-intensity group exercise activities
- organized indoor events (e.g. weddings, parties, conferences, meetings, workshops)
- discretionary organized indoor group recreational classes and activities such as pottery and art classes, but does not include K to 12 school and before and after school programs
- post secondary on-campus student housing (students must be partially vaccinated by September 7)

The requirement is in place until January 31, 2022, subject to possible extension.

#### **Showing proof of vaccination**

Individuals will be able to confidentially access their proof of vaccination through a secure website. A web link will be provided and publicized widely before September 13. Individuals will be able to save a

copy of their proof of vaccination to their phone to show when entering or using designated businesses and events. A second, secure option will be provided for people who can't access the website.

We all know the best way to get through this pandemic are vaccines; I would ask for your support to encourage the residents in your communities to get vaccinated. Getting vaccinated is the best choice to protect ourselves, the people we love, and our communities.

Keep watching [BC's Response to COVID-19](#) website for updates. We will continue to work with you over the coming weeks, so that you have the support and information you need to move forward based on the new Provincial Health Officer Orders.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Faganello', with a stylized, cursive script.

Tara Faganello  
Assistant Deputy Minister

pc: Chief Administrative Officers  
Gary MacIsaac, Executive Director, UBCM  
Nancy Taylor, Executive Director, LGMA  
Todd Pugh, Executive Director, CivicInfo

## Front Desk

---

**From:** Front Desk <frontdesk.greenwoodcity@shaw.ca>  
**Sent:** September 8, 2021 10:26 AM  
**To:** 'Front Desk'  
**Subject:** FW: REMINDER: Medal of Good Citizenship - nominate someone until Sunday, September 19



**REMINDER: You have until Sunday, September 19 to nominate someone for the Province's Medal of Good Citizenship.**

Throughout the COVID-19 pandemic we have seen incredible contributions from citizens across this province. This year the B.C. Medal of Good Citizenship will recognize people who have gone above and beyond to offer help and kindness to others during the COVID-19 pandemic without expectation of reward.

Please nominate people you feel meet the criteria and forward this information to others in your organization and/or community. You can also download or share a promotional poster by clicking [here](#).

To be considered for this year, nominations must be received by **September 19, 2021 and must have a COVID-19 response focus**. Nomination forms and the details regarding the criteria are available [online](#).

Thank you in advance for your consideration in nominating exceptional citizens, students, community members and volunteers in your community.

If you have any questions or need more information, please contact the Honours and Awards Secretariat at 778-974-6259 or [bchonoursandawards@gov.bc.ca](mailto:bchonoursandawards@gov.bc.ca).

[Click here  
to nominate  
someone now!](#)

**MEDAL  
*of* GOOD  
CITIZENSHIP**



# Ambulance Paramedics

of British Columbia - CUPE 873



**Tel:** 604-273-5722 | **Fax:** 604-273-5762 | **Toll Free:** 1-866-273-5766 | **Toll Free Fax:** 1-866-273-5762  
105 - 21900 Westminster Hwy., Richmond, BC V6V 0A8  
info@apbc.ca | www.apbc.ca

September 3, 2021

**To: BC Mayors and Councillors**

**Re: Emergency Paramedics and Dispatchers: Who we are and what we do!**



Dear Mayor & City Councillors;

In BC, over 4500 Paramedics and 270 Medical Dispatchers work 24 hours a day, 365 days a year to keep our communities healthy and safe. As leaders in emergency pre-hospital care and public safety, allies in healthcare and professionals in our communities, Paramedics and Medical Dispatchers are a quintessential resource for municipalities in BC.

The field of Paramedicine has evolved from a traditional response of unscheduled emergencies to a robust and multi-disciplined practice encompassing public safety, emergency first response, scheduled and acute transport, and community-based health innovation. As experts in emergency management, Paramedics are uniquely qualified to assist in emergency preparedness, prevention and response culminating in a dynamic and versatile skillset that transcends conventional public sectors. Engaged as a mutual stakeholder in both public safety and healthcare, Paramedics are able to provide relief to healthcare systems and infrastructures operating at or above capacity within BC communities as specialists in emergency response and preventative healthcare.

As the world evolves and continues to adapt to the universal consequences and reality of Covid-19, our leaders continue to manage an ongoing opioid epidemic amidst a global pandemic with the constant threat of seasonal natural disasters (such as heatwaves, wildfires and flooding). A unique set of circumstances requires a unique response and BC Paramedics and Medical Dispatchers are always ready to respond.



## What can Paramedics do in YOUR community?

Paramedics in BC provide a variety of services to support community health and safety. Through a multitude of specialties and license levels BC Paramedics are there for you.

- Primary Care Paramedic
- Advanced Care Paramedic
- Critical Care Paramedic
- Paramedic Specialists
- Community Paramedics
- Emergency Medical Dispatch and Call-taking

Our resources are available by land, sea or sky.



# Ambulance Paramedics

of British Columbia - CUPE 873



**Tel:** 604-273-5722 | **Fax:** 604-273-5762 | **Toll Free:** 1-866-273-5766 | **Toll Free Fax:** 1-866-273-5762

105 - 21900 Westminster Hwy., Richmond, BC V6V 0A8

info@apbc.ca | www.apbc.ca

- Ambulances
- Paramedic Response Units
- Fixed-wing Aircraft
- Helicopters
- Boats

Services Paramedics can provide:

- Emergency medical first response
- Scheduled and acute transport of ill and injured patients
- Province-wide service ensuring access to healthcare in hard to reach communities
- Provision of primary healthcare in communities experiencing service delivery gaps
- Community based care for elderly, indigenous, at-risk or vulnerable populations
- Immunization clinics, Covid-19 testing and contact tracing for Covid-19
- Emergency management including planning, preparedness and response
- Emergency Medical Dispatch and Call-taking, providing over the phone medical assistance until resources arrive at the patient's side

## How can you ensure YOUR community's needs are met?

As municipal and community leaders, you have a critical role in the decisions being made about healthcare services and public safety within your community. You know the needs of your community better than anyone else. We want to work with you!

Visit [www.apbc.ca](http://www.apbc.ca) and check out what resources are currently available in your community. Our comprehensive resource list includes every Ambulance Station in British Columbia along with the current resources available in each of those communities.

We welcome the opportunity to discuss your community specific Public Safety, Ambulance Service and healthcare needs, challenges, gaps and paramedic services. Please visit our virtual booth at UBCM, we will be available to live chat.

We ask that you write both the Health Minister and Health Critic to advocate for enhanced paramedic services and healthcare in your community.

Again, we encourage you to come visit us virtually if you have any questions about Paramedic Services in your community. Alternatively, feel free to contact myself at (250) 250-319-4713 or [troy.clifford@apbc.ca](mailto:troy.clifford@apbc.ca) or [info@apbc.ca](mailto:info@apbc.ca) either leading up to, during or post UBCM.

Thank you for your time, see you virtually at UBCM!

Sincerely,

Troy Clifford  
Provincial President  
Ambulance Paramedics and Emergency Dispatchers of BC  
CUPE Local 873  
TC/sb/MoveUp



# BC Rivers Day

## September 26, 2021

In celebration of this year's BC Rivers Day, the RDKB is hosting a raffle focused on Water Conservation.

The lucky winners will get to choose from the many donated water conservation items: rain barrels, rain gauges, soil moisture meters, and more!

Online entry form is at: [rdkb.com/watershed-planning](https://rdkb.com/watershed-planning)

Draw will happen on the BC Rivers Day weekend.

*We will be hosting a booth at upcoming markets – come by and say hi!*



Regional District of  
Kootenay Boundary



## Front Desk

---

**From:** Jessie Christophersen <Jessie@rcbc.ca>  
**Sent:** August 20, 2021 8:59 AM  
**Subject:** Municipal Proclamation Request - Waste Reduction Week 2021  
**Attachments:** 2021\_Sample Municipal Proclamation.pdf

Proclaim Your Support for Waste Reduction Week in Canada!

Each year the [Recycling Council of British Columbia](#) (RCBC) organizes BC's involvement in observing this important week. We would like to ask all municipal councils in British Columbia to officially declare October 18<sup>th</sup> through 24<sup>th</sup>, 2021 as Waste Reduction Week in their respective communities.

[Waste Reduction Week in Canada](#) is intended to raise awareness about waste and its environmental and social impacts. The theme of Waste Reduction Week, "Too Good to Waste", is meant to draw attention to the richness and diversity of the natural world and the importance of working towards ecological sustainability through waste avoidance and resource conservation.

I have attached a sample Municipal Proclamation in PDF for your convenience. Of course, you are free to use your own Proclamation format if you prefer.

Completed Proclamations can be emailed, faxed or mailed as per the contact information below.

Thank you for your continued support of this important national event!

Regards,

Jessie

**Jessie Christophersen**

Information & Member Services Coordinator

#10 – 119 W. Pender Street, Van., BC V6B 1S5

E: [jessie@rcbc.ca](mailto:jessie@rcbc.ca)

W: [www.rcbc.ca](http://www.rcbc.ca)

Fax: (604)683-7255

T: (604) 683-6009 ext. 317

If you require further information, please email back or call the Hotline at 604-732-9253 or 1-800-667-4321 outside the Lower Mainland.

Jessie Christophersen

*Information & Member Services Coordinator*

Recycling Council of British Columbia

T: 604-683-6009 (317)

E: [jessie@rcbc.ca](mailto:jessie@rcbc.ca)



WASTE  
REDUCTION  
WEEK  
IN CANADA

\_\_\_\_\_  
(Name of Municipality)

**hereby recognizes**

## **Waste Reduction Week in Canada** **October 18-24, 2021**

As a municipality, we are committed to conserving resources, protecting the environment and educating the community.

We recognize the generation of solid waste and the needless waste of water and energy resources as global environmental problems and endeavor to take the lead in our community toward environmental sustainability.

We have declared October 18-24, 2021, Waste Reduction Week in

\_\_\_\_\_  
Municipality

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Position



Please send this declaration to the Recycling Council of BC  
By fax at 604-683-7255 or by email at [wrw@rcbc.ca](mailto:wrw@rcbc.ca).  
We thank you again for your commitment to waste reduction.



September 2, 2021

Hon. Katrine Conroy  
Minister of Forests, Lands, Natural Resource Operations and Rural Development  
Room 248 Parliament Buildings  
Victoria, BC  
V8V 1X4

Dear Hon. Katrine Conroy

The Village of Midway Council wishes to express its support for:

- improving accountability in tenure management
- redistribution of forest tenures to forest communities, Indigenous Nations and small operators
- increasing fibre access for local value-added manufacturers
- promoting the use of wood
- strengthening compliance and enforcement
- protection of the working forest land base
- commitment to act on the recommendations of the Old Growth Strategic review in collaboration with indigenous leaders, local governments, labour, industry and environmental groups
- getting the right log to the right mill

The sawmill within our community is interested in supporting value added manufacturing. However, in our case, the traditional tree farm license which was supplying a predictable source of fiber is no longer available to our community, but it is attached to a company in a neighbouring community. The re-allocation of fiber from this tree farm license to our community would enable our local mill to diversify its endeavours into value added products or partner with other companies who are committed to value added products.

The current practice of competing with large companies for fibre supply is hindering the stability and development of our 'Wood First' community. Our Community Forest has successfully demonstrated its commitment to manage its operations according to the highest standards of forest practices, therefore making it a suitable partner in a successful reallocation of fiber.

As a recipient of an absolutely successful Community Forest tenure, along with the City of Greenwood, the Village of Midway would emphasize the crucial importance of tenure redistribution. Speaking for the Village of Midway, this community forest tenure has been a game changer for us.

The recent drought and state of wildfires in the province has highlighted the need for reliable and sustainable access to drinking water, irrigation and wildfire suppression. Council would like to emphasize the importance of consulting communities and users around impacts to their watersheds.

Thank you for your consideration and for your work on behalf of British Columbia.

Yours,

  
Martin Fromme  
Mayor, The Village of Midway

Cc: Mayor and Council of the City of Greenwood  
Mayor and Council of the City of Grand Forks  
Chair and Board of Regional District of Kootenay Boundary

## Cheque Register-Summary-Bank



Supplier : HERIT To ZWARN  
 Cheque Dt. : 06-Aug-2021 To 09-Sep-2021  
 Bank : 01 - General Bank To 999 - Penny Rounding Suspense

Seq : Cheque No. Status : All  
 Medium : C=Computer E=EFT-PAP T=EFT-

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
4958	16-Aug-2021	AMAZON	AMAZON	Issued	268	C	359.13
4959	16-Aug-2021	ASPLU	ASPLUNDH	Issued	268	C	1,795.50
4960	16-Aug-2021	BLACK001	BLACK PRESS	Issued	268	C	891.68
4961	16-Aug-2021	BOUNDSEP	BOUNDARY SEPTIC SERVICE	Issued	268	C	533.75
4962	16-Aug-2021	BRANDT	BRANDT TRACTOR LTD	Issued	268	C	769.34
4963	16-Aug-2021	CANAD002	CANADA SAFETY EQUIPMENT	Issued	268	C	94.50
4964	16-Aug-2021	CANCO	CANCO #106	Issued	268	C	625.00
4965	16-Aug-2021	CANRED	CANADIAN RED CROSS	Issued	268	C	223.99
4966	16-Aug-2021	CHARV001	CHARTIER, VANESSA DAWN	Issued	268	C	320.00
4967	16-Aug-2021	CUPE001	CUPE - LOCAL 2254	Issued	268	C	477.81
4968	16-Aug-2021	FEDEX	Federal Express Canada Corporation	Issued	268	C	77.27
4969	16-Aug-2021	FRIER	FRIESEN, RICHARD	Issued	268	C	320.00
4970	16-Aug-2021	GRANF	GRAND FORKS FLOORING	Issued	268	C	71.46
4971	16-Aug-2021	GWBUCK	GREENWOOD BUCK & UP	Issued	268	C	945.77
4972	16-Aug-2021	LIFESAV	LIFESAVING SOCIETY	Issued	268	C	85.00
4973	16-Aug-2021	MCMYN	McMYNN'S ACE BUILDING CENTRE	Issued	268	C	89.59
4974	16-Aug-2021	PHOES	PHOENIX MOUNTAIN ALPINE SKI SOCIETY	Issued	268	C	600.00
4975	16-Aug-2021	PRAXAIR	LINDE CANADA INC	Issued	268	C	31.98
4976	16-Aug-2021	REGIO001	REGIONAL DISTRICT OF KOOTENAY BOUND/	Issued	268	C	1,522.20
4977	25-Aug-2021	ACCUR	ACCURA ALARMS	Issued	280	C	189.00
4978	25-Aug-2021	ACECOUR	A.C.E. COURIER SERVICES	Issued	280	C	30.67
4979	25-Aug-2021	AMAZON	AMAZON	Issued	280	C	96.04
4980	25-Aug-2021	BESTBUY	BEST BUY CANADA LTD	Issued	280	C	1,736.07
4981	25-Aug-2021	BOUN	BOUNDARY WASTE WATER SYSTEMS AND E	Issued	280	C	876.75
4982	25-Aug-2021	CANCO	CANCO #106	Issued	280	C	100.00
4983	25-Aug-2021	CAROENV	CARO ANALYTICAL SERVICES	Issued	280	C	377.57
4984	25-Aug-2021	CENTRIX	CENTRIX CONTROL SOLUTIONS	Issued	280	C	133.35
4985	25-Aug-2021	CITYGF	CITY OF GRAND FORKS	Issued	280	C	433.26
4986	25-Aug-2021	COPPCR	COPPER CREEK COUNTRY STOR	Issued	280	C	208.68
4987	25-Aug-2021	DIONS	DIONNE, STEPHANE	Issued	280	C	160.00
4988	25-Aug-2021	DUNHA	DUNHAM, ANDREW	Issued	280	C	225.83
4989	25-Aug-2021	DUSTY	DEBORAH HINTER	Issued	280	C	286.00
4990	25-Aug-2021	LOOMI	LOOMIS EXPRESS	Issued	280	C	45.67
4991	25-Aug-2021	MCKIC	MCKINNON, CAPTAIN	Issued	280	C	120.00
4992	25-Aug-2021	MILLS	MILLS OFFICE PRODUCTIVITY	Issued	280	C	156.04
4993	25-Aug-2021	MINIF	MINISTRY OF FOREST LANDS AND NATURAL	Issued	280	C	573.75
4994	25-Aug-2021	MUNICIPAL	MUNICIPAL INSURANCE ASSOCIATION OF BC	Issued	280	C	119.27
4995	25-Aug-2021	REGIO001	REGIONAL DISTRICT OF KOOTENAY BOUND/	Issued	280	C	29,113.17
4996	25-Aug-2021	WOLFN	WOLFRAM, NICKY-JO	Issued	280	C	96.28
4997	03-Sep-2021	ACECOUR	A.C.E. COURIER SERVICES	Issued	294	C	81.91
4998	03-Sep-2021	AMAZON	AMAZON	Issued	294	C	158.30
4999	03-Sep-2021	BOUNDSEP	BOUNDARY SEPTIC SERVICE	Issued	294	C	570.50
5000	03-Sep-2021	BVCOMM	RALCOMM	Issued	294	C	6,450.64
5001	03-Sep-2021	CANRED	CANADIAN RED CROSS	Issued	294	C	55.22
5002	03-Sep-2021	CAPRI	CAPRI INSURANCE	Issued	294	C	31,074.00
5003	03-Sep-2021	CAROENV	CARO ANALYTICAL SERVICES	Issued	294	C	89.61
5004	03-Sep-2021	CERTIFIED	CERTIFIED LABS DIV. OF NCH CORP.	Issued	294	C	549.58
5005	03-Sep-2021	CHARV001	CHARTIER, VANESSA DAWN	Issued	294	C	320.00
5006	03-Sep-2021	CUPE001	CUPE - LOCAL 2254	Issued	294	C	314.10
5007	03-Sep-2021	DUNHA	DUNHAM, ANDREW	Issued	294	C	30.78
5008	03-Sep-2021	DURAG001	DURAGLAS COMPOSITES	Issued	294	C	463.75
5009	03-Sep-2021	GRANT	GRANT THORNTON LLP	Issued	294	C	31,395.00
5010	03-Sep-2021	ICONIX	ICONIX WATERWORKS LP	Issued	294	C	610.58
5011	03-Sep-2021	LIFESAV	LIFESAVING SOCIETY	Issued	294	C	48.00

## Cheque Register-Summary-Bank



AP5090

Page : 2

Date : Sep 09, 2021

Time : 11:45 am

Supplier : HERIT To ZWARN  
 Cheque Dt. : 06-Aug-2021 To 09-Sep-2021  
 Bank : 01 - General Bank To 999 - Penny Rounding Suspense

Seq : Cheque No. Status : All  
 Medium : C=Computer E=EFT-PAP T=EFT-

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 01 General Bank							
5012	03-Sep-2021	PRAXAIR	LINDE CANADA INC	Issued	294	C	31.98
5013	09-Sep-2021	BLACK001	BLACK PRESS	Issued	296	C	110.51
5014	09-Sep-2021	BOUND001	BOUNDARY HOME BUILDING CENTRE	Issued	296	C	241.39
5015	09-Sep-2021	CANCO	CANCO #106	Issued	296	C	750.97
5016	09-Sep-2021	CHARV001	CHARTIER, VANESSA DAWN	Issued	296	C	320.00
5017	09-Sep-2021	LORDC001	LORDCO	Issued	296	C	917.00
5018	09-Sep-2021	MILLS	MILLS OFFICE PRODUCTIVITY	Issued	296	C	167.84
5019	09-Sep-2021	ROUT3R	ROUTE 3 RACING CLUB	Issued	296	C	223.97
5020	09-Sep-2021	Y&RSAL	Y & R SALES	Issued	296	C	72.39
00423-0001	12-Aug-2021	MUNIP	MUNICIPAL PENSION PLAN	Issued	261	E	3,340.00
00427-0001	25-Aug-2021	ACCUR	ACCURA ALARMS	Issued	285	E	131.25
00427-0002	25-Aug-2021	BARRY001	NOLL, BARRY	Issued	285	E	200.00
00427-0003	25-Aug-2021	BCLAN001	BC LAND TITLES & SURVEY Authority	Issued	285	E	200.00
00427-0004	25-Aug-2021	BOLTJ	BOLT, JOHN	Issued	285	E	200.00
00427-0005	25-Aug-2021	CANAD003	CANADA REVENUE AGENCY	Issued	285	E	21,389.53
00427-0006	25-Aug-2021	COLLVISA	COLLABRIA HERITAGE CREDIT UNION	Issued	285	E	1,332.32
00427-0007	25-Aug-2021	FORTI001	FORTIS BC - Electric	Issued	285	E	17,825.39
00427-0008	25-Aug-2021	FORTI002	FORTIS BC NATURAL GAS	Issued	285	E	737.14
00427-0009	25-Aug-2021	LANG	Lang, Colleen	Issued	285	E	200.00
00427-0010	25-Aug-2021	MUNIP	MUNICIPAL PENSION PLAN	Issued	285	E	3,231.01
00427-0011	25-Aug-2021	NATHJ002	JIM, NATHORST	Issued	285	E	200.00
00427-0012	25-Aug-2021	SEYM	SEYMOUR, MARK G	Issued	285	E	200.00
00427-0013	25-Aug-2021	SHAW001	SHAW CABLE	Issued	285	E	813.29
00427-0014	25-Aug-2021	SIRIUS	SIRIUS BENEFIT PLANS	Issued	285	E	2,261.28
00427-0015	25-Aug-2021	TELUS	TELUS	Issued	285	E	937.50
00427-0016	25-Aug-2021	TELUS 003	TELUS	Issued	285	E	142.71
00429-0001	09-Sep-2021	BARRY001	NOLL, BARRY	Issued	297	E	100.00
00429-0002	09-Sep-2021	BOLTJ	BOLT, JOHN	Issued	297	E	100.00
00429-0003	09-Sep-2021	FORTI001	FORTIS BC - Electric	Issued	297	E	1,559.04
00429-0004	09-Sep-2021	FORTI002	FORTIS BC NATURAL GAS	Issued	297	E	665.81
00429-0005	09-Sep-2021	LANG	Lang, Colleen	Issued	297	E	100.00
00429-0006	09-Sep-2021	MUNIP	MUNICIPAL PENSION PLAN	Issued	297	E	3,231.01
00429-0007	09-Sep-2021	NATHJ002	JIM, NATHORST	Issued	297	E	100.00
00429-0008	09-Sep-2021	SEYM	SEYMOUR, MARK G	Issued	297	E	100.00
00429-0009	09-Sep-2021	SHAW001	SHAW CABLE	Issued	297	E	471.57
Total Computer Paid :		119,959.39	Total EFT PAP :	59,768.85	Total Paid :		179,728.24
Total Manually Paid :		0.00	Total EFT File :	0.00			

89 Total No. Of Cheque(s) ...

**Accura Alarms Security Service Ltd.**  
**1638 2nd Avenue**  
**Trail, BC V1R 1M5**  
**250-364-5808 Fax 250-364-5807**

## Proposal

**Proposal No.** 1001341  
**Proposal Date** 8/13/21  
**SalesPerson** Donavon  
**Site Contact** Rob Smith  
**Telephone** 250-443-1047  
**Fax Number**

Job Site

Page 1

**Greenwood Curling Rink**

**Greenwood,**

**Greenwood Curling Rink**

This is a quote to take over the security system at the curling rink and get it monitored. Since there is no phone line you will need to get a cellular communicator for monitoring. As we know the default installer code for the system we do not need to replace the panel.

From the pictures I noticed the motion detectors are all the older models so in the optional section I will give you the cost of upgrading them to a newer one. The older ones may still work fine but I have come across several that over time start to go faulty.

Qty	Description	Part Number	Location	Category	Amount
-----	-------------	-------------	----------	----------	--------

GSM Cellular communicator. Part #:LE4010-RG 400.00

Travel time + labour to install, program and test. 450.00

### Optional Items

Qty	Description	Part Number	Location	Category	Amount
-----	-------------	-------------	----------	----------	--------

x4 Wired motion detectors + labour. 240.00

Description	Amount	Frequency	Taxable	Total
-------------	--------	-----------	---------	-------

Monitoring - Billed Separately	25.00	Monthly	Y	26.25
--------------------------------	-------	---------	---	-------



**Accura Alarms Security Service Ltd.**  
1638 2nd Avenue  
Trail, BC V1R 1M5  
250-364-5808 Fax 250-364-5807

## Proposal

Proposal No. 1001341  
Proposal Date 8/13/21  
SalesPerson Donavon  
Site Contact Rob Smith  
Telephone 250-443-1047  
Fax Number

Job Site

Page 2

**Greenwood Curling Rink**

**Greenwood,**

**Greenwood Curling Rink**

Thank you for allowing our firm to quote this job.

Total Parts And Labor	<b>850.00</b>
Sales Tax	<b>42.50</b>
Total Job Price	<b>892.50</b>

### Payment Schedule

Upfront Payment	<b>847.88</b>
-----------------	---------------

This proposal contains a 5% DISCOUNT on parts and labour.

There is a further 5% DISCOUNT available if full payment is made up-front. the up-front payment includes all applicable taxes.

Upon acceptance of this proposal, the purchaser agrees to the terms and conditions of all separate signed contract(s).

**This proposal may be withdrawn by us if not accepted within 30 Days**

*Please sign below to indicate your acceptance of this proposal. Once we've received the acceptance monies, we will order equipment and contact you with a scheduled date.*

\_\_\_\_\_  
Signature (Title)

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature (Title)

\_\_\_\_\_  
Date Signed



RECEIVED

AUG 10 2021

GREENWOOD HERITAGE SOCIETY  
Museum, Archives & Visitor Centre  
214 S. Copper Ave.  
Box 399  
Greenwood, BC  
V0H 1J0  
Tel/Fax: (250) 445-6355  
E-Mail: [museum@shaw.ca](mailto:museum@shaw.ca)  
Website: [www.greenwoodmuseum.com](http://www.greenwoodmuseum.com)

August 6, 2021

The Corporation of the City of Greenwood  
Box 129  
Greenwood, BC  
V0H 1J0

Attention: Mayor Noll & Greenwood City Councillors

Dear Mayor Noll & Councillors:

It's that time of year again for the Greenwood Heritage Society to request their annual grant-in aid.

We are requesting the same amount of \$7,414 which we have received for the past two years. This helps to cover the electrical, gas and insurance costs, which increase annually.

Our dedicated group of volunteers have worked diligently this past winter and spring to bring a new and exciting exhibit to our museum. The Highland Bell mine at Beavertell, one of the longest running silver mines in the province, is now featured with an exhibit of the underground workings originally drawn on glass plates.

The Museum and Visitor Centre opened May 1<sup>st</sup> this year and we are open daily from 9:00 am to 5:00 pm. Although the number of visitors has declined due to Covid, we anticipate next year to be a banner year with Greenwood's 125<sup>th</sup> Birthday celebration and the Japanese-Canadian 80<sup>th</sup> Anniversary reunion. We anticipate a good number of former residents and visitors will be coming to Greenwood for these events, and we look forward to giving a warm welcome to all visitors.

Thank you for your consideration for a grant-in-aid.

Yours sincerely,

Doreen MacLean  
President

Encl.

# The Corporation of the City of Greenwood

## Policy – Grant in Aid

- 1.) DATE: Aug. 6, 2021
- 2.) NAME OF GROUP: GREENWOOD HERITAGE SOCIETY
- 3.) MAILING ADDRESS: Box 399, GREENWOOD, BC V0H 1J0
- 4.) CIVIC ADDRESS: 214 S. COPPER AVE.
- 5.) LEGAL DESCRIPTION: PARCEL A, BLK. 14, PLAN KAP 21, DIST. LOT 597
- 6.) TAX FOLIO #: 00101.025 TAX YEAR: 2021
- 7.) CONTACT PERSON: DOREEN MACLEAN
- 8.) PHONE #: 250-445-6355
- 9.) LIST OF EXECUTIVE MEMBERS DOREEN MACLEAN, REG GOSLING,  
COLLEEN LANG, CLARE FOLVIK
- 10.) GROUPS AIMS AND OBJECTIVES: The purpose of the Greenwood Heritage Society is to collect, preserve and exhibit artifacts of historical, educational and cultural value associated with the City of Greenwood, Holt, Phoenix, Deadwood & other areas of the West Boundary.
- 11.) OUTLINE SERVICES PROVIDED TO OUR COMMUNITY:  
Repository for City of Greenwood's Archival records.  
Repository for Community clubs & organizations records.  
Boundary West Database for deaths & births.  
Internment Database of Japanese-Canadian families.  
Public washrooms. Museum & Visitor Centre.
- 12.) OUTLINE DETAILS OF EFFORTS MADE BY YOUR ORGANIZATION TO WORK TOWARDS SELF-SUFFICIENCY: Volunteer organization; income from gift shop, museum admissions, membership fees, donations, advertising spaces, photograph reproductions, annual fundraiser; Fee for service from Destination BC for our Visitor Centre, Federal grants for summer employees.
- 13.) IS THE FUNCTION OF YOUR ORGANIZATION:
  - A. REGIONAL IN NATURE ✓
  - B. TO SERVE THE GREENWOOD AND AREA ✓
  - C. TO SERVE THE GREENWOOD AREA ONLY
- 14.) HAS YOUR GROUP RECEIVED GRANTS AND /OR TAX EXEMPTIONS FROM THE City in the past two (2) years? ✓ amount of grant/tax exemption \$ 7,414.00
- 15.) HAS YOUR GROUP EVER RECEIVED SUPPORT IN ANY FORM FROM THE City of Greenwood (grant in aid, services in kind, free use of facilities etc.) grant in-aid & in-kind services.

16.) HAS YOUR GROUP RECEIVED GRANTS FROM OTHER SENIOR GOVERNMENTS

(FEDERAL/PROVINCIAL) LOCAL GOVERNMENT, CROWN AGENCIES, REGIONAL DISTRICTS, ETC

NAME OF CONTRIBUTOR: DESTINATION BC

YEAR: 2020

AMOUNT RECEIVED: \$10,000 Visitor Centre - fee for service.

NAME OF CONTRIBUTOR: YOUNG CANADA WORKS

YEAR: 2020

AMOUNT RECEIVED: \$5,857.69

NAME OF CONTRIBUTOR: CANADA SUMMER JOBS

YEAR: 2020

AMOUNT RECEIVED: \$4,358.00

NAME OF CONTRIBUTOR: FEDERAL GOVERNMENT

YEAR: 2020

AMOUNT RECEIVED: \$100,000 - Accessibility grant for wheelchair ramp & automatic door.

17.) APPLICATIONS MUST BE ACCOMPANIED BY THE FOLLOWING INFORMATION:

A. THE GROUPS MOST RECENT FINANCIAL STATEMENT

Please forward application to: THE CITY OF GREENWOOD  
PO BOX 129  
202 GOVERNMENT AVE. S.  
GREENWOOD, BC  
V0H 1J0

Attach any additional information, which would assist in the evaluation of your request for Grant in Aid.

ON BEHALF OF THE GROUP, I/WE HEREBY DECLARE THAT ALL THE INFORMATION PRESENTED AND/OR PROVIDED WITH THIS APPLICATION IS TRUE & CORRECT.

Dated at the City of Greenwood, in the Province of British Columbia, the 6<sup>th</sup> day of August, 2021

Signature: Doreen Maclean

Name: DOREEN MACLEAN

Position: PRESIDENT

Address: Box 399, GREENWOOD, BC V0H 1J0

Phone#: 250-445-6355

**Greenwood Heritage Society**  
**General Ledger Report 01/07/2021 to 31/07/2021**  
**Sorted by: Transaction Number**

Date	Comment	Source #	JE#	Debits	Credits	Balance	
<b>040</b>	<b>Heritage Credit Union</b>					67,949.44	Dr
29/07/2021	Shuster, Tiranen S.	1918	J60	-	2,235.23	65,714.21	Dr
29/07/2021	Atkinson Pryce, Elise E.	1919	J63	-	2,372.90	63,341.31	Dr
02/07/2021	Shaw Cable & Phone	Journal	J64	-	131.77	63,209.54	Dr
02/07/2021	Meridian - Sharp photocopier lease	Journal	J65	-	127.04	63,082.50	Dr
02/07/2021	Admission/gift shop/bks/donations/m...	Deposit	J66	598.95	-	63,681.45	Dr
02/07/2021	Debit Machine payment	Journal	J67	-	5.39	63,676.06	Dr
05/07/2021	FortisBC Natural Gas	Journal	J68	-	38.25	63,637.81	Dr
04/07/2021	Doug Teramoto - display costs	Ck #1903	J69	-	110.53	63,527.28	Dr
06/07/2021	Canada - GST Rebate Deposit	Journal	J70	2,505.89	-	66,033.17	Dr
06/07/2021	Admission/gift shop/bks/advertising/...	Deposit	J71	305.70	-	66,338.87	Dr
07/07/2021	Nature's Expression - gift shop	Ck #1904	J72	-	274.69	66,064.18	Dr
07/07/2021	Canada GST Rebate Deposit	Journal	J73	1,250.88	-	67,315.06	Dr
07/07/2021	Heritage Distribution Group - books "...	Ck #1905	J74	-	178.09	67,136.97	Dr
08/07/2021	black Press Group Ltd. - advertising ...	Ck #1906	J75	-	33.65	67,103.32	Dr
12/07/2021	Hardy Skott - Shop Vac	Ck #1907	J76	-	203.30	66,900.02	Dr
14/07/2021	Admission/gift ship/bks/donations/me...	Deposit	J77	517.25	-	67,417.27	Dr
14/07/2021	Staples - cash register tapes	Ck #1908	J78	-	86.90	67,330.37	Dr
14/07/2021	Meridian OneCap - Sharp Photocopi...	Ck #1909	J79	-	4,443.70	62,886.67	Dr
15/07/2021	Pownall Construction - Final Paymen...	Ck #1910	J80	-	10,100.75	52,785.92	Dr
16/07/2021	Carr McLean - Archival Materials	Ck #1911	J81	-	38.43	52,747.49	Dr
16/07/2021	Doreen MacLean - visa reimbursement	Ck #1912	J82	-	196.81	52,550.68	Dr
19/07/2021	FortisBC Electricity	Journal	J83	-	515.73	52,034.95	Dr
19/07/2021	Carr McLean - balance of archival m...	Ck #1913	J84	-	20.17	52,014.78	Dr
20/07/2021	Admission/gift shop/bks/donations/m...	Deposit	J85	600.05	-	52,614.83	Dr
20/07/2021	Debit Machine Payment	Journal	J86	-	33.60	52,581.23	Dr
20/07/2021	Innov8 Digital Solutions - photocopies	Ck #1914	J87	-	60.21	52,521.02	Dr
20/07/2021	Moresigns - 3 name tags	Ck #1915	J88	-	43.96	52,477.06	Dr
26/07/2021	Aiko Terashita - Japanese Dolls / Su...	Ck #1916	J89	-	144.00	52,333.06	Dr
27/07/2021	Admission/gift shop/bks/donations/gif...	Deposit	J92	493.05	-	52,826.11	Dr
27/07/2021	Doreen MacLean - Petty Cash	Ck #1917	J93	-	200.00	52,626.11	Dr
29/07/2021	Receiver General - July Payroll Dedu...	Ck #1920	J94	-	1,010.44	51,615.67	Dr
29/07/2021	Nikkei National Museum - 56 Karizu...	Ck #1921	J95	-	113.40	51,502.27	Dr
29/07/2021	Admission/gift shop/bks/donations/m...	Deposit	J96	244.40	-	51,746.67	Dr
29/07/2021	Doreen MacLean - Visa reimbursem...	Ck #1922	J97	-	42.17	51,704.50	Dr
29/07/2021	Debit Machine Payments	Journal	J98	-	5.00	51,699.50	Dr
30/07/2021	Debit Machine Payments	Journal	J99	-	5.97	51,693.53	Dr
31/07/2021	Bank Interest	Journal	J100	5.56	-	51,699.09	Dr
31/07/2021	Bank Service Charge	Journal	J101	-	14.75	51,684.34	Dr
31/07/2021	Debit Machine transactions - July	Journal	J109	2,753.49	-	54,437.83	Dr
				9,275.22	22,786.83		
<b>045</b>	<b>Heritage Credit Union Share Ac</b>					25.00	Dr
<b>046</b>	<b>Heritage Credit Union Plan 24 Organ</b>					-	Dr
<b>047</b>	<b>Heritage CU Equity Sh Class B</b>					-	Dr
<b>048</b>	<b>High Interest Savings</b>					25,609.64	Dr
31/07/2021	Bank Interest	Journal	J102	10.88	-	25,620.52	Dr
<b>049</b>	<b>Gaming Account #1</b>					-	Dr
<b>050</b>	<b>Petty Cash</b>					91.05	Dr
27/07/2021	Doreen MacLean - Petty Cash	Ck #1917	J93	200.00	-	291.05	Dr
05/07/2021	Classic Design Studio - engraving	Journal	J103	-	10.50	280.55	Dr
27/07/2021	Don Huggett's headstone contribution	Journal	J104	-	67.00	213.55	Dr
31/07/2021	Canada Post	Journal	J105	-	19.30	194.25	Dr
31/07/2021	Greenwood Groceries - cookies	Journal	J106	-	13.45	180.80	Dr
				200.00	110.25		

# City of Greenwood

## MEMORANDUM

To: Mayor Noll and Council

Date: September 8, 2021

From: Marcus Lebler, CAO

Meeting Date: September 13, 2021

Subject: Disposition of Municipal Land Policy 2021-01

---

### Recommendations:

That Council review Draft Policy No. 2021-01 addressing the Disposition of Municipal Land.

### Disposition of Municipal Land Policy

Draft Policy No. 2021-01 is intended to provide clear and consistent direction for the municipality and accountability to the public regarding the sale of municipally owned property.

This policy focuses on a public tender process as this method allows for a competitive, transparent, and fair process.


### Procedure for the Disposition of Municipal Land

The basic process for a municipality to sell land is outlined in Draft Policy 2021-01 Disposition of Municipal Land as follows:

- Council receives an unsolicited offer for purchase, or initiates the sale of municipal land;
- Council declares the land to be surplus (by resolution);
- Council determines the method of sale;
- Independent appraisals are conducted;
- The sale price of land, or a minimum tender amount is established;
- A public notice for the sale of surplus land is published;
- Tender packages are offered to potential purchasers;
- Tender bids are evaluated by Council, accepted and both parties enter into agreements for the sale and purchase of the surplus land;
- Finalization of the agreements for sale and purchase of surplus land is completed by solicitors;
- A public meeting is held and a bylaw is passed to sell the surplus land.

### Attachments

- Draft Policy No. 2021-01 Disposition of Municipal Land

	POLICY TITLE: Disposition of Municipal Land	POLICY NO: 2021-01
	AUTHORITY: Council	CLASSIFICATION:
	EFFECTIVE DATE:	MOTION:
	SUPERSEDES: None	

## 1. Purpose

The Disposition of Municipal Land Policy applies to the sale and disposition of surplus land owned by the Corporation of the City of Greenwood.

## 2. Scope

This policy provides a consistent, transparent and accountable procedure to be followed in the disposition of surplus land owned by the Corporation of the City of Greenwood. Land disposal procedures may be initiated in response to inquiries from the public, unsolicited offers, or as the result of internal municipal actions and decisions of Council.

## 3. Definitions

“Appraisal” means a written valuation of the fair market value of land, performed by an independent, certified appraiser.

“CAO” means the Chief Administrative Officer for the Corporation of the City of Greenwood.

“Council” means the Council for the Corporation of the City of Greenwood.

“Lands” means any real property owned by the Municipality including any structures and buildings located thereon.

“Municipality” means the Corporation of the City of Greenwood.

“Sale” means the transfer of legal title of land.

## 4. Procedures

The following is a brief description of the process for the sale of municipal lands:

- Council receives an unsolicited offer for purchase, or initiates the sale of municipal land;
- Council declares the land to be surplus (by resolution);
- Council determines the method of sale;
- Independent appraisals are conducted;
- The sale price of land, or a minimum tender amount, is established;
- A public notice for the sale of surplus land is published;
- Tender packages are made available to potential buyers;
- Tender bids are evaluated by Council, accepted and both parties enter into agreements for the sale and purchase of the surplus land;
- Finalization of the agreements for sale and purchase of surplus land is completed by solicitors;
- A Council meeting is held and a bylaw is passed to sell the surplus land.



## Disposition of Municipal Land Procedures

- a) **Commencement:** The municipality may commence the proceedings to dispose land at its own initiative, or upon the receipt of a written request from an applicant.
- b) **Declaration of Surplus Land:** Prior to the sale of land Council shall determine by resolution that the subject lands are surplus to the requirements of the municipality.
- c) **Method of Sale:** Council has the absolute discretion to select the particular method of disposing land. These methods include:
  - Sale by public tender;
  - Listing with a real estate firm or broker;
  - Direct sale (no real estate firm or broker);
  - Other method as determined by Council.
- d) **Unsolicited Offers:** Unsolicited offers are only considered when provided in writing to the CAO's office with a clear reference and description of the parcel of land to which the unsolicited offer is being made. If one (1) or more persons have expressed an interest in purchasing land, Council may by resolution direct that the land be sold by public tender.
- e) **Appraisal:** The municipality shall, prior to the sale of any land, obtain at least one (1) appraisal of the fair market value of the land. An appraisal is valid for a maximum of one (1) year after being received by Council. The appraisal must be prepared by an independent, certified appraiser.
- f) **Sale Price of Land:** Council shall determine the sale price of any land or establish a minimum tender bid. The sale price or minimum tender bid shall include the sale price of land plus the anticipated costs incurred by the municipality with respect to the sale, including but not limited to:
  - Legal fees;
  - Surveys;
  - Appraisal fees;
  - Encumbrances;
  - Administrative fees;
  - Advertising and public notice;
  - Land transfer and registration fees.
- g) **Land Reserve Fund:** All funds obtained from the disposition of municipal land shall be allocated to the Land Reserve Fund.
- h) **Public Notice:** The public notice to the public of a proposed sale or other disposition of land shall be in accordance with Section 94 of the *Community Charter*.
- i) **Public Comment:** The public notice shall specify that anyone wishing to comment on the proposed sale or other disposition may do so by appearing at a Council meeting or by delivering written comments to the CAO before the date the proposed sale is considered by Council.

- j) **Representation and Warranty:** The municipality makes no representation or warranty regarding the land or any other matters relating to the land to be sold. Surplus land is sold “as is / where is”. Potential purchasers are encouraged to carry out due diligence inspections.
- k) **Exemptions:** Municipal tax sales and easements granted to public utility companies are exempt from the provisions of this policy.
- l) **Errors and Omissions:** Any error or omission in following the procedures, in which the error or omission was not the result of bad faith on behalf of the municipality, will not render such disposal invalid or void.

## 5. Public Tender Sales

- a) Once Council determines that the method of sale is by public tender, an appropriate date and time is to be set.
- b) Notice of the sale by public tender will be circulated for four (4) weeks, with the last advertisements circulated at least seven (7) days prior to the date of the sale. The municipality may choose to advertise in local papers and on the municipality’s social media (website and Facebook) pages.
- c) A tender package will be created for each parcel of land. The municipality reserves the right to edit the tender package for each sale, including the right to request a detailed development plan for the subject property. Packages will be made available to potential tenderers. The packages will include (but not limited to) the property roll number, minimum sale/tender amount, location map, legal description, current assessed value, approximate property size, and zoning. The package will include who to and how to submit the tender bid.
- d) Tender bids must be submitted with the tender package in a sealed envelope, addressed to the CAO, with a brief description of the land / municipal address to identify the parcel to which the tender relates (see attached Form A). Tender bids are to be accompanied by a deposit of at least ten (10) percent of the tender bid amount by way of a money order, bank draft or cheque (payable to the City of Greenwood).
- e) A tender shall relate to only one parcel of land unless the municipality offers the land for sale as a block of parcels.
- f) The deadline to submit tender bids and the date of sale shall be established by the municipality and included in the tender package. Tender bids may be withdrawn upon receipt of a written request by the municipality from a tenderer prior to the deadline to make a submission.
- g) Upon the receipt of a tender offer, the CAO shall note on the envelope the date and time on which it was received and retain it unopened in a safe place. In the case of two or more tender offers being equal, the tender that was received earliest shall be deemed the successful bid.
- h) Tenders will be opened by the CAO on the date of sale after the deadline expires. Sealed envelopes shall be opened in a public space in the presence of at least one additional person who has not submitted a tender (this person may be a municipal employee).

- i) Tenders shall be rejected if:
  - they are not equal to or greater than the minimum tender amount as shown in the public notice; or
  - the tender has been withdrawn; or
  - the tender does not comply with the terms outlined in this policy and/or tender package; or
  - the tender is not accompanied by an appropriate deposit amount.
- j) Rejected tenders shall be returned by registered mail to the tenderer along with the tenderer's deposit, if any, and a statement outlining why the tender was rejected.
- k) If there are no tenders received or no tenders that comply with the terms outlined in this policy and/or the tender package, the CAO will notify Council that there was no successful purchaser.
- l) The municipality shall evaluate the tender packages to determine who is the successful bidder.
- m) The municipality shall provide notice to the tenderer by mail that the tender bid will be deemed to be successful if, within fourteen (14) days of receipt of the notice, the balance of the amount tendered (including all taxes and applicable fees) are paid to the municipality.
- n) If the tenderer does not make payment as set out in Section 5(m), the tenderer's deposit shall be forfeited to the municipality. The municipality then has the option of considering an alternate tender bid for the property.
- o) If the tenderer makes the payment set out in Section 5(m) the municipality will declare the tenderer to be the successful purchase and finalization of the sale will commence.
- p) The municipality reserves the right to cancel a public tender sale at any time.
- q) The municipality may, at their discretion, choose to add additional sale terms to a sale of surplus land. Any additional sale terms will be outlined in Form A and advertised with the public tender documents.



## THE CORPORATION OF THE CITY OF GREENWOOD

### TENDER TO PURCHASE – FORM A

TO: Marcus Lebler, CAO  
202 S. Government Ave.  
PO Box 129  
Greenwood, BC V0H 1H0

RE: Sale of Municipal Land: *(insert description of land, as included in tender package)*

Municipal Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

I/We are interested in purchasing the above property, and the development plan for the land is: (attach additional information if necessary)

The offer for the property is: \$ \_\_\_\_\_.

I/We understand that:

1. This tender must be received by the CAO's office not later than 3:00 pm local time on \_\_\_\_\_ *(insert date of sale)*, and that in the event of this tender being accepted, I/We shall be notified of its acceptance.
2. In addition to the purchase price, the purchaser will be responsible for paying any fees and legal costs to register the land in the purchaser's name(s).
3. Any necessary survey costs to confirm the land to be purchased shall be my / our responsibility.
4. Acceptance of this offer to purchase does not guarantee that any required planning applications (minor variance, zoning bylaw amendment, Official Community Plan amendment, etc. will be approved.
5. Development of the property shall commence within one (1) year and be completed within two (2) years of the transfer of title.
6. Various conditions may be placed on the acceptance of this offer at the discretion of Council.
7. The property is purchased on an "as is / where is" basis.

I/We acknowledge that a copy of the Corporation of the City of Greenwood Policy No. 1705-02 Disposition of Municipal Land has been received.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Name(s): (please print) \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

# City of Greenwood

## MEMORANDUM

To: Mayor Noll and Council Date: September 8, 2021  
From: Marcus Lebler, CAO Meeting Date: September 13, 2021  
Subject: Termination of Licence to Use and Occupy Agreement

---

### Recommendations:

That Council terminate the Licence to Use and Occupy Agreement with the Greenwood Activities Abound Society for the RC racetrack on Lots 9-12, Block 29, Plan KAP34, DL 701, Land District 54, SDYD.

### Background / Report:

Until the agreement can be re-evaluated, public use should be restricted either through fencing or signage.

The Greenwood Activities Abound Society has indicated that the property will continue to be maintained until the track is removed or a new agreement can be entered into with the City.

## City of Greenwood

# MEMORANDUM

To: Mayor Noll and Council

Date: September 13, 2021

From: Marcus Lebler, CAO

Subject: Final Phase of the Greenwood Natural Playground Project

Location: City of Greenwood

---

### **Rationale:**

The purpose of this report is to follow-up on Council's resolution from the August 9, 2021 Regular Council meeting "THAT Council defers any decisions regarding the CCRF application for the "Final Phase of the Greenwood Natural Playground Project" until a meeting can be held with ISL Engineering and Land Services. (118-21)". ISL and City Staff have since met and are now seeking a Council decision on Phase 2 of the Greenwood Natural Playground Project.

### **Options:**

1. Council may choose to support the recommendation.
2. Council may choose to refer back to staff for additional information.
3. Council may choose to not support the recommendation.

### **Recommendations:**

That Council pass the following resolution: "That Council approve an application through the Canadian Community Revitalization Fund (CCRF) requesting 75% of the costs of \$336k to complete the "Final Phase of the Greenwood Natural Playground Project" and to allocate the City's 25% portion of \$112k to be funded from the Community Works Gas Tax reserve, and;

To grant permission for Sean Annan of ISL Engineering and Land Services to apply for the "Final Phase of the Greenwood Natural Playground Project" through the CCRF on behalf of the City of Greenwood."

### **Background / Report:**

The Final Phase of the Greenwood Natural Playground Project has an estimated total cost of \$746,821 (attachment 1). If the grant application through the CCRF is successful, the City will be responsible for 25% of the project costs, or \$186,705. It is recommended this amount be drawn from the Community Works Gas Tax Reserve which will have an estimated balance of \$597k at the end of 2021. At the August 9, 2021

Regular Council meeting, Council requested a breakdown of potential infrastructure projects where Gas Tax funds could be used. With the help of Staff, ISL compiled an estimated list of 17 upcoming capital improvement projects for the City (attachment 2). Many of these projects will require borrowing if funding is successful and not awarded at 100% (items 1, 2, and 6). However, the City has numerous other projects that Gas Tax funds could be utilized for. These infrastructure projects are operationally more critical than a new playground and as such Staff is recommending a decrease in scope for the playground project.

Due to the scope and breath of the current infrastructure needs of the City of Greenwood and the limited funds in the Gas Tax Reserve, staff is recommending Council reduce the \$747k budget by at least 40%. This would reduce the \$187k portion the City would be responsible for down to a more manageable \$112k. Staff can then work with ISL and Peak Play to revise the budget accordingly.

Back on October 20<sup>th</sup>, 2020, Staff also submitted a grant application for phase 2 of the playground under the Investing in Canada Infrastructure Program (ICIP). To date, the City has not been notified if this grant application was successful. The City requested \$536,589 which, if successful, would be 100% funded. If successful, Council will get the opportunity to reexamine whether this current funding application through the CCRF is still necessary to finish the playground project. Until we receive notification later this year, Staff is recommending ISL submit this grant application through the CCRF as a source of backup funding if we are unsuccessful through the ICIP funding stream.

**Attachments:**

- 1) Greenwood Natural Playground Project Phase 2 budget
- 2) City of Greenwood - Estimated Upcoming Capital Improvement Costs



<b>PROJECT COSTS *</b>		
Description	Type	Amount
<b>Greenwood Tower Play Feature</b>	<b>Capital</b>	<b>\$141,133</b>
<b>Logjam Play Feature</b>	<b>Capital</b>	<b>\$39,530</b>
<b>Sand and Water Feature</b>	<b>Capital</b>	<b>\$48,065</b>
<b>Merry Go Round Play Feature</b>	<b>Capital</b>	<b>\$38,080</b>
<b>Engineered Wood Fiber Safety Surface</b>	<b>Capital</b>	<b>\$49,000</b>
<b>Playground Washroom Facility and Associated Sewer Line Improvements</b>	<b>Capital</b>	<b>\$172,345</b>
<b>Tables and Benches</b>	<b>Capital</b>	<b>\$14,752</b>
<b>Two Gazebo Shelter</b>	<b>Capital</b>	<b>\$71,432</b>
<b>Landscaping including tree and shrub vegetation</b>	<b>Capital</b>	<b>\$49,591</b>
<b>10% Contingency for Inflation</b>	<b>Capital</b>	<b>\$62,393</b>
<b>Project Management and Supervision</b>	<b>Non-Capital</b>	<b>\$53,000</b>
<b>Design of Sewer line Improvements for Washroom</b>	<b>Non-Capital</b>	<b>\$7,500</b>
Total project costs		<b>\$746,821</b>

The City of Greenwood  
Upcoming Capital Improvement Projects  
Conceptual Project Costs

Date: September 10, 2021  
Prepared by: Sean Annan, P.Eng

Item	Project	Cost	Potential Candidate for Infrastructure Grant	Grant Program Objective	30% Cost Share Scenario	Cost Estimate Class
1	Reservoir Replacement	\$3,500,000	Yes	Water Systems	\$1,050,000.0	D
2	Boundary Creek Flood Protection	\$4,000,000	Yes	Disaster Mitigation	\$1,200,000.0	D
3	Main Sewer Lift Station Replacement	\$790,000	Yes	Sewer Systems	\$237,000.0	B
4	Sewer Lift Station 3 Upgrade	\$50,000	No	NA	NA	D
5	Smelter Smoke Stack Rehabilitation	\$1,000,000	Yes	Heritage Structures	\$300,000.0	C
6	New Fire Hall	\$4,300,000	Yes	Disaster Mitigation/Buildings	\$1,290,000.0	D
7	Well #2 Protection	\$250,000	Yes	Water Systems	\$75,000.0	Provided by Public Works
8	Flowmeters X3 for Water and Sewer	\$100,000	Yes	Sewer/Water Systems	\$30,000.0	D
9	Well #1 Delete	\$10,000	No	NA	NA	D
10	Well #4 Protection	\$50,000	Yes	Water Systems	\$15,000.0	D
11	Water Main Valve Replacement	\$50,000	No	NA	NA	Provided by Public Works
12	Rendell St. Watermain	\$15,000	No	NA	NA	Provided by Public Works
13	Boundary Lane Watermain	\$15,000	No	NA	NA	Provided by Public Works
14	WWTP Generator	\$85,000	Yes	Sewer Systems	\$25,500.0	D
15	Access Walkway for WWTP Aerators	\$50,000	Yes	Sewer Systems	\$15,000.0	D
16	Greenwood Street Swale Paving	\$18,000	No	NA	NA	A
17	Street Repairs	\$25,000	No	NA	NA	D
Total Approximate Project Costs:		\$14,308,000	Total Approximate City Portion of Project Costs: \$4,237,500			

# City of Greenwood

## MEMORANDUM

To: Mayor Noll and Council

Date: September 8, 2021

From: Marcus Lebler, CAO

Meeting Date: September 13, 2021

Subject: Repeal of Bylaw No. 2, 1922

---

### Recommendations:

That Council repeal Bylaw No. 2, 1922 "The City of Greenwood Bylaw for disposal of lands belonging to the City".

### Background / Report:

The City of Greenwood has initiated the process of selling surplus municipally owned land.

Bylaw No. 2, 1922 provides obsolete conditions and polices for selling municipally owned land. This bylaw should be repealed, to be replaced by the Disposition of Municipal Land Policy No. 2021-01.

### Attachments:

- Bylaw No. 2, 1922

CORPORATION OF THE CITY OF GREENWOOD

BY-LAW No. 2.

A By-Law for the disposal of Lands in the City of Greenwood which are at present owned, or which may hereafter be owned by the Corporation of said City:

WHEREAS the Corporation of the City of Greenwood now owns, or may hereafter own, lands in said City acquired by such Corporation through there being no bids for such lands equal to the upset prices thereof, or through no bids having been made therefor, at Public Auctions of lands in said City for unpaid taxes due thereon, heretofore held, or which may hereafter be held; and also owns, or may hereafter own, lands in said City acquired by the Corporation 'through receiving Conveyances from the assessed owners thereof in lieu of payment of taxes, as provided for in Section 163, of the "Municipal Act".

AND WHEREAS it may be expedient, from time to time, to dispose of such lands, or portions thereof:

THEREFORE the Municipal Council of the Corporation of said City of Greenwood enacts as follows:-

1. That the Corporation of the City of Greenwood may, at any time or times, sell to any person or persons, corporation or corporations, for such price or prices, and upon such terms and conditions as may to the Corporation seem meet, any of the lands at the time of sale owned by the Corporation; it being a term of any sale that during

the duration of the "City of Greenwood Relief Act, 1921" the consent and approval of the Trustee for the Debenture Holders of the City, for the time being appointed under such Act, shall be obtained in respect of each sale;

PROVIDED that no sale or disposal of property of a value greater than \$2,000.00 shall have effect until the assent of the Electors has been obtained in conformity with the requirements of the "Municipal Act", in respect of By-Laws for contracting debts:

2. That the Mayor and City Clerk of said Corporation for the time being, be, and they are hereby authorized to execute and deliver on behalf of the Corporation, any agreement or agreements for sale, and any conveyance or conveyances or other instrument necessary and requisite to carry out and effect any sale made hereunder, and to convey the said lands so sold upon payment of the purchase price in full, and to affix the Seal of the said Corporation of the City of Greenwood <sup>agreement for sale or</sup> to any conveyance, thereof:

This By-Law may be cited as "The City of Greenwood By-Law for disposal of lands belonging to the City".

Read a first, second and third time Monday July 3rd. 1922

Reconsidered, Adopted and finally passed August 7th. 1922

Geo. S. Walters

City Clerk

J. M. Gully

Mayor

1244  
1000  
25  
9-163

I, George Slater Walters, Municipal Clerk of the Corporation of the City of Greenwood, do hereby certify that the foregoing is a true copy of By-Law No.2, 1922, entitled "The City of Greenwood By-Law for disposal of lands belonging to the City " as finally passed by the Municipal Council on the seventh day of August 1922.

As WITNESS my hand and the seal of the Corporation this eighth day of August 1922

3,000-1-23--461

MEMORANDUM

When replying please refer to our File No. 61

TO City Clerk,  
Greenwood, B.C.

FROM THE

LAND REGISTRY OFFICE,

KAMLOOPS, B.C., 24th April 1923.

Dear Sir:

Your favour of the 18th inst. received to-day enclosing copy of by-law No.2, which has been filed in this office under No.9006B.

Yours truly,  
E.S. STOKES,  
Registrar,  
per....

FJ/H  
L.I.96-374

# City of Greenwood

## MEMORANDUM

To: Mayor Noll and Council Date: September 1, 2021

From: Marcus Lebler, CAO

Subject: Amendments to the City of Greenwood Official Community Plan Bylaw No. 682, 1996, and the City of Greenwood Zoning Bylaw No. 683, 1997

Current Zoning: Residential 1 – Single and Two Family  
Proposed Zoning: Parks and Recreational

Applicant(s): City of Greenwood

Location: 101 S. Copper Avenue (Highway 3), Greenwood, BC  
Lot 1, Block 5, Plan KAP34, District Lot 711, Land District 54, SDYD

---

### Recommendation:

1. That Council give First, Second and Third Readings to proposed Bylaw No. 975, 2021 to amend the "Corporation of the City of Greenwood Official Community Plan Bylaw No. 682, 1996" Schedule B Land Use Map.
2. That Council give First, Second and Third Readings to proposed Bylaw No. 976, 2021 to amend the "City of Greenwood Zoning Bylaw No. 683, 1997" Schedule A Zoning Map.
3. That Council refer the application to a period of public consultation and schedule a Public Hearing.

### Background / Report:

The property was previously developed with a mobile home, which has since been removed, and remains zoned as Residential 1 – Single and Two Family. The property was exchanged for a parcel at 291 N. Kimberley Avenue last year.

The property is immediately adjacent to Nikkei Legacy Park and the Greenwood City Campground which are zoned as Parks and Recreational. The proposed bylaw amendments would allow for developments complimentary to these park areas.

### Attachments:

- Bylaw No. 975, 2021
- Bylaw No. 976, 2021



**CORPORATION OF THE CITY OF GREENWOOD**

**BYLAW NO. 975, 2021**

**A BYLAW TO AMEND THE “CORPORATION OF THE CITY OF GREENWOOD OFFICIAL COMMUNITY PLAN  
DESIGNATION BYLAW NO. 682, 1996”**

**WHEREAS:**

The Council of the Corporation of the City of Greenwood has, pursuant to the *Local Government Act*, established an Official Community Plan;

The Council of the Corporation of the City of Greenwood has deemed it necessary and expedient to amend the “Corporation of the City of Greenwood Official Community Plan Designation Bylaw No. 682, 1996”; and

NOW THEREFORE the Council of the Corporation of the City of Greenwood, in an open meeting assembled, enacts as follows:

1. This Bylaw may be cited for all purposes as the “Corporation of the City of Greenwood Official Community Plan Designation Bylaw No. 682, 1996, Amendment Bylaw No. 975, 2021”.
2. The “Corporation of the City of Greenwood Official Community Plan Designation Bylaw No. 682, 1996” Schedule B Land Use Map be amended to re-designate Lot 1, Block 5, Plan KAP34, District Lot 711, Land District 54, SDYD from “Residential 1 Zone – Single and Two Family” to “Parks and Recreational Zone” as shown on Schedule A attached to and forming a part of this Bylaw.
3. A Public Hearing was held on \_\_\_\_\_, 2021.

Read a first time this	day of	, 2021
Read a second time this	day of	, 2021
Read a third time this	day of	, 2021
Given a fourth and final reading and adopted this	day of	, 2021

\_\_\_\_\_  
Barry Noll, Mayor

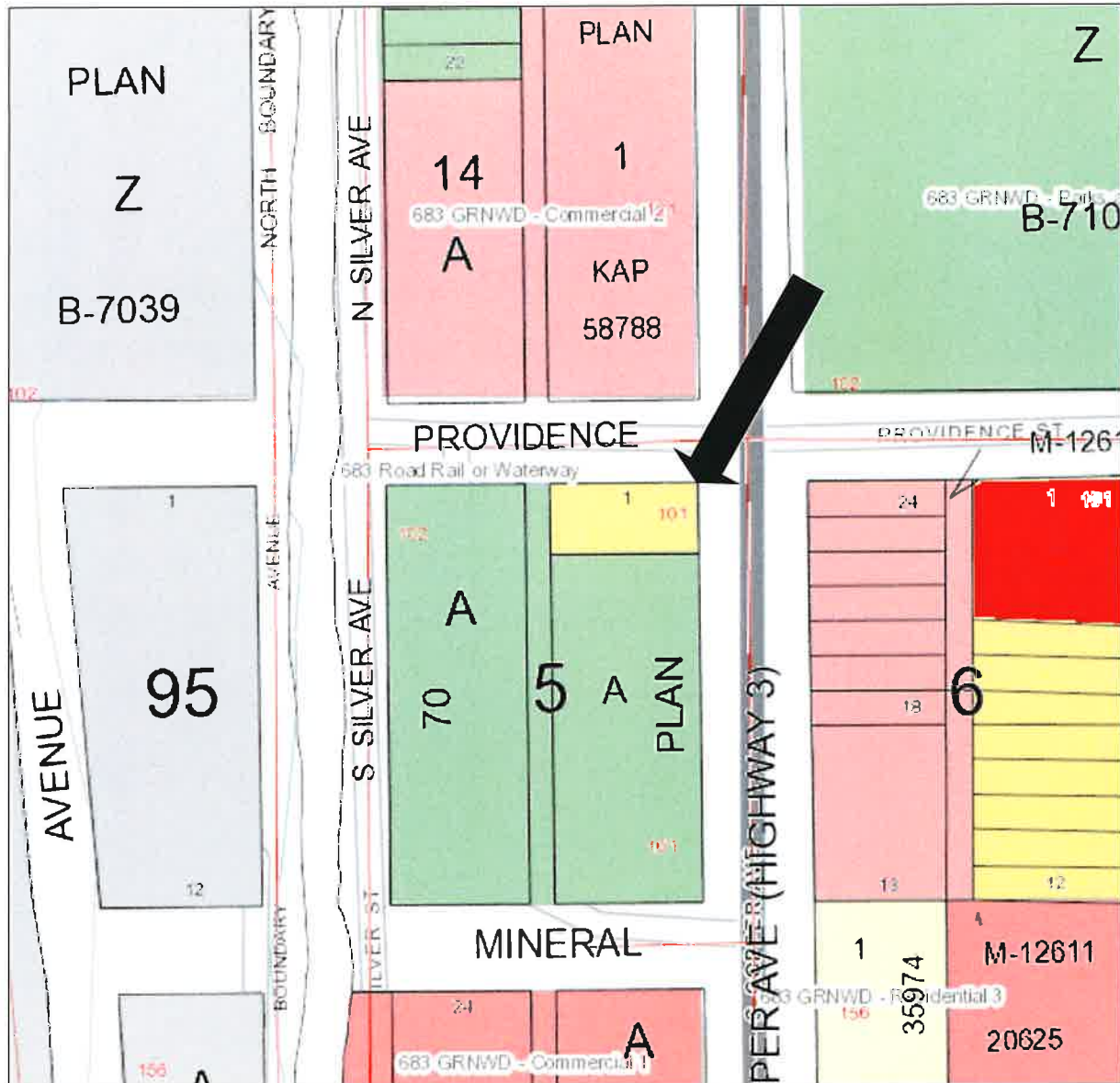
Certified a true copy of Bylaw No. 975, 2021  
On the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Marcus Lebler, Corporate Officer


**BYLAW NO. 975, 2021**  
**AMENDMENT TO THE CITY OF GREENWOOD OFFICIAL COMMUNITY PLAN**  
**LAND USE MAP**  
**SCHEDULE A**

Location: 101 S. Copper Avenue (Highway 3), Greenwood, BC

Legal Land Description: Lot 1, Block 5, Plan KAP34, District Lot 711, Land District 54, SDYD



**CURRENT ZONING:**

 Residential 1 Zone (Single and Two Family)

**PROPOSED ZONING:**

 Parks and Recreational Zone

**CORPORATION OF THE CITY OF GREENWOOD**

**BYLAW NO. 976, 2021**

**A BYLAW TO AMEND THE "CITY OF GREENWOOD ZONING BYLAW NO. 683, 1997"**

**WHEREAS:**

The Council of the Corporation of the City of Greenwood has, pursuant to the *Local Government Act*, established a Zoning Bylaw;

The Council of the Corporation of the City of Greenwood has deemed it necessary and expedient to amend the "City of Greenwood Zoning Bylaw No. 683, 1997"; and

NOW THEREFORE the Council of the Corporation of the City of Greenwood, in an open meeting assembled, enacts as follows:

1. This Bylaw may be cited for all purposes as the "City of Greenwood Zoning Bylaw No. 683, 1997, Amendment Bylaw No. 976, 2021".
2. The "City of Greenwood Zoning Bylaw No. 683, 1997" Schedule A Zoning Map be amended to re-designate Lot 1, Block 5, Plan KAP34, District Lot 71, Land District 54, SDYD from "Residential 1 Zone – Single and Two Family" to "Parks and Recreational Zone" as shown on Schedule A attached to and forming a part of this Bylaw.
3. A Public Hearing was held on \_\_\_\_\_, 2021.

Read a first time this	_____	day of _____, 2021
Read a second time this	_____	day of _____, 2021
Read a third time this	_____	day of _____, 2021
Given a fourth and final reading and adopted this	_____	day of _____, 2021

\_\_\_\_\_  
Barry Noll, Mayor

Certified a true copy of Bylaw No. 976, 2021

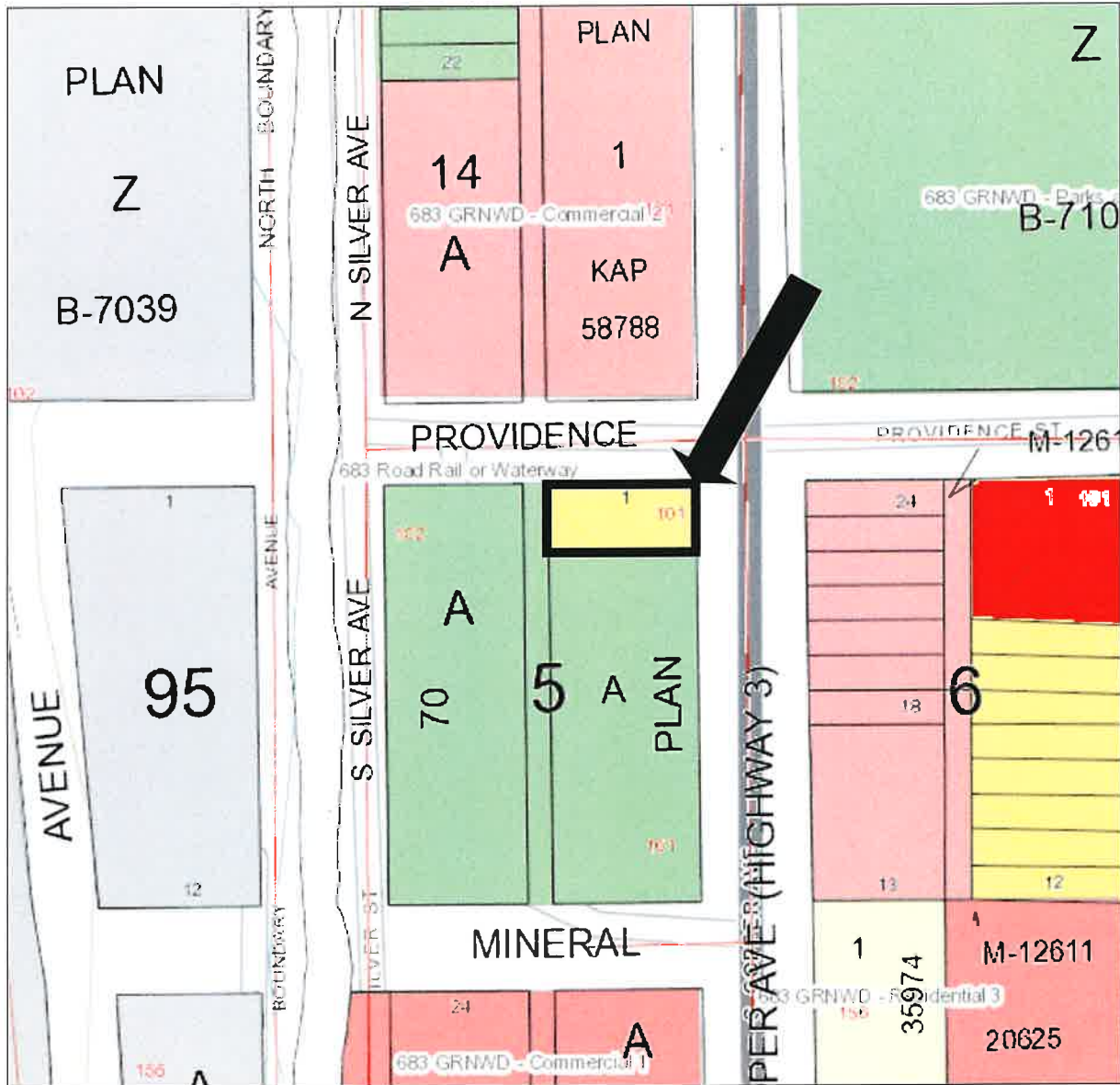
On the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Marcus Lebler, Corporate Officer

**BYLAW NO. 976, 2021  
AMENDMENT TO THE CITY OF GREENWOOD ZONING BYLAW  
ZONING MAP  
SCHEDULE A**

Location: 101 S. Copper Avenue (Highway 3), Greenwood, BC

Legal Land Description: Lot 1, Block 5, Plan KAP34, District Lot 711, Land District 54, SDYD



**CURRENT ZONING:**

Residential 1 Zone (Single and Two Family)

**PROPOSED ZONING:**

Parks and Recreational Zone