

**Regular Council Meeting
Monday, April 14, 2025
7:00 pm**

We acknowledge that our gathering takes place on the unceded and traditional territory of the indigenous peoples of that region as well as the Metis people whose footprints have marked these lands.

AGENDA

1. Call to Order

2. Land Acknowledgement

3. Adoption of Agenda: April 14, 2025 Regular Council Meeting Agenda.

RECOMMENDATION:

THAT the Regular Council Meeting agenda be adopted.

4. Delegation

- a. Kristina Anderson – Watershed Planner

Page 4-14

RECOMMENDATION:

THAT Mayor and Council thank Kristina Anderson for her presentation on the upcoming Ripple effect Water-Shed Forum.

5. Adoption of the Minutes

- a. March 24, 2025 Regular Meeting Minutes

Page 15-17

RECOMMENDATION:

THAT the Regular Council Meeting Minutes of March 24, 2025 be adopted.

6. Correspondence for Information

- a. LGMA Newsletter
- b. Municipal-Owned Cannabis Retail Stores
- c. Preparing for Potential Drought Conditions in 2025
- d. FortisBC Wildfire Safety
- e. Boundary Freshet Dashboard April 7, 2025
- f. Snow Survey and Water Supply Bulletin – April 1, 2025

Page 18-20

Page 21-23

Page 24-27

Page 28-30

Page 31

Page 32

RECOMMENDATION:

THAT Council accept items a. to f. as correspondence for information.

7. Correspondence for Action

RECOMMENDATION:

THAT Council directs staff to participate/not participate in the Province of British Columbia Ministry of Health's "Workplace Nasal Naloxone Pilot Initiative".

8. Committee Reports

9. Councillor's Reports

10. Mayor's Report

11. Administrator's Report

RECOMMENDATION:

THAT Council accept the reports as information.

12. Financial Report Second Quarter Financials – April 2025

Page 37-45

13. New and Unfinished Business

a. Memo to Council – Bees & Hens – Survey Findings

Page 46-48

RECOMMENDATION:

THAT Council direct administration to start development of a new City of Greenwood Backyard Beekeeping Bylaw and a new Keeping of Backyard Hens Bylaw.

b. Sponsorship Opportunity with Canada Rock Fest

Page 49-55

RECOMMENDATION:

THAT Council directs staff to participate/not participate in the 2025 Canada Rock fest being held in Grand Forks July 4th to 6th by becoming a sponsor of the event as per the "Sponsorship Package".

c. Council Conference Attendance Policy No. 2025-02

Page 56-58

RECOMMENDATION:

THAT Council approve the City of Greenwoods Council Conference Attendance Policy No. 2025-02.

d. Employee Travel Expense Reimbursement Policy No. 2025-03

Page 59-62

RECOMMENDATION:

THAT Council approve the City of Greenwoods Employee Travel Expense Reimbursement Policy No. 2025-03.

e. Council Remuneration and Expense Policy No. 2025-04

Page 63-67

RECOMMENDATION:

THAT Council approve the City of Greenwoods Council Remuneration and Expense Policy No. 2025-04.

RECOMMENDATION:

THAT Council approve the Licence to Use and Occupy to permit “Tarnish Turkeys” baseball team to utilize the baseball field, washrooms, and storage shed located at the Barbra Diane Colin Memorial Park from April 15, 2025 to June 20, 2025.

14. Bylaws

a. Financial Plan 2025-2029 Bylaw No. 1028, 2025

RECOMMENDATION:

THAT Council give first to third readings of the City of Greenwood’s Financial Plan 2025-2029 Bylaw No. 1028, 2025.

15. Notice of Motions

16. Question Period

Excerpt from Council Procedures Bylaw 1018, Section 19

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.

The Mayor may refer any question or enquiry to the Chief Administrative Officer to look into at a future time.

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

16. In-Camera

THAT: Pursuant to Section 90(1) of the Community Charter, this subject matter being considered relates to one or more of the following:

90(1)(c) labour relations or other employee relations;

16. Adjournment

RECOMMENDATION:

THAT the Regular Council Meeting be adjourned at XX:XX pm.

April 07/25
(date)

City of Greenwood
PO Box 129
Greenwood, BC
V0H 1J0

Dear Sir / Madam

RE: REQUEST TO APPEAR AS A DELEGATION BEFORE CITY COUNCIL

I (we) wish to appear before City Council as a delegation at the regular Council meeting to be held on April 14th / 2025
(date of meeting)

The subject to be dealt with by the delegation is:

Ripple Effect - Watershed Forum

The proposal intended to be made to Council is:

Invitation to Council, Summary + question period.

The name(s) of the person(s) who will address Council is (are):

Kristina Anderson

The contact person for the delegation is:

Name: Kristina Anderson

Mailing Address: 2140 Central Ave
PO Box 1965

Phone: 250-442-4111

Yours Sincerely,

Kristina Anderson
(signature)



Connecting Land, Water, and Communities

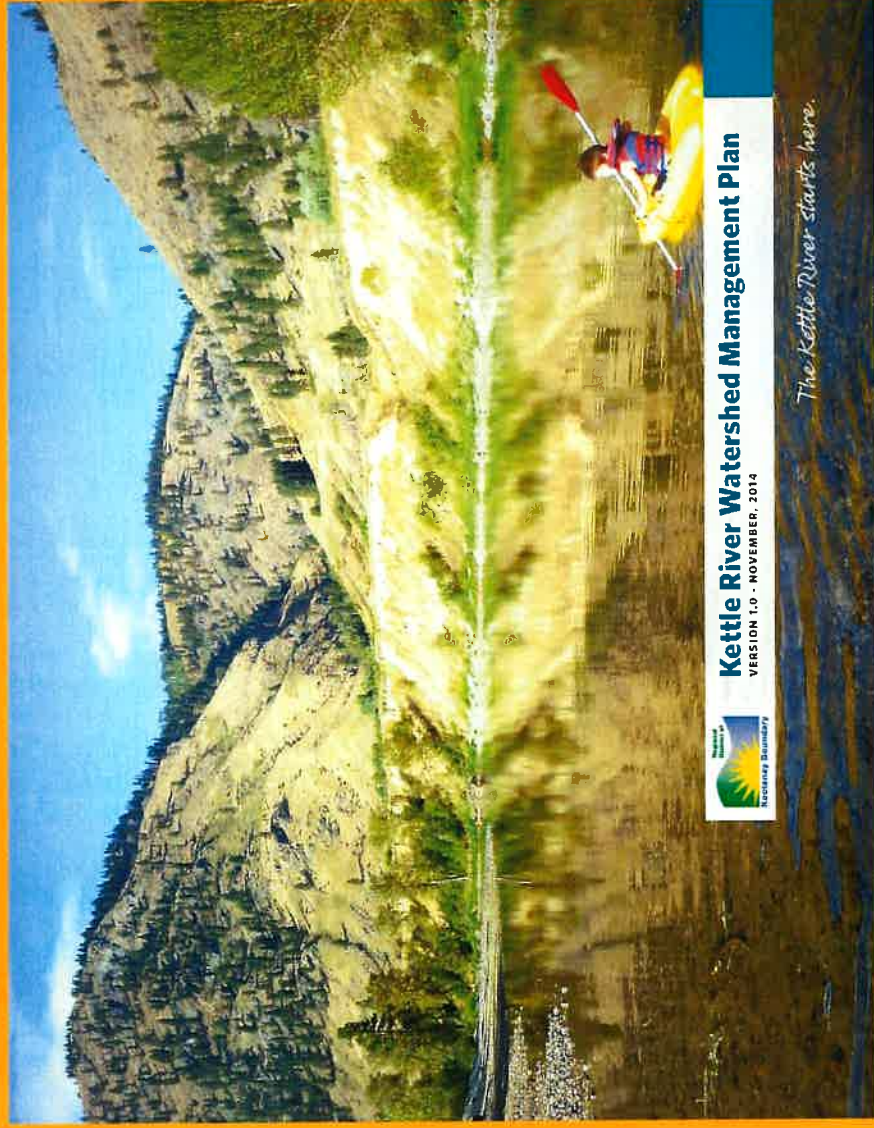
The Ripple Effect



WATERSHED FORUM. MAY 1 – 2, 2025

Presented by: Kristina Anderson, RDKB

April 14, 2025

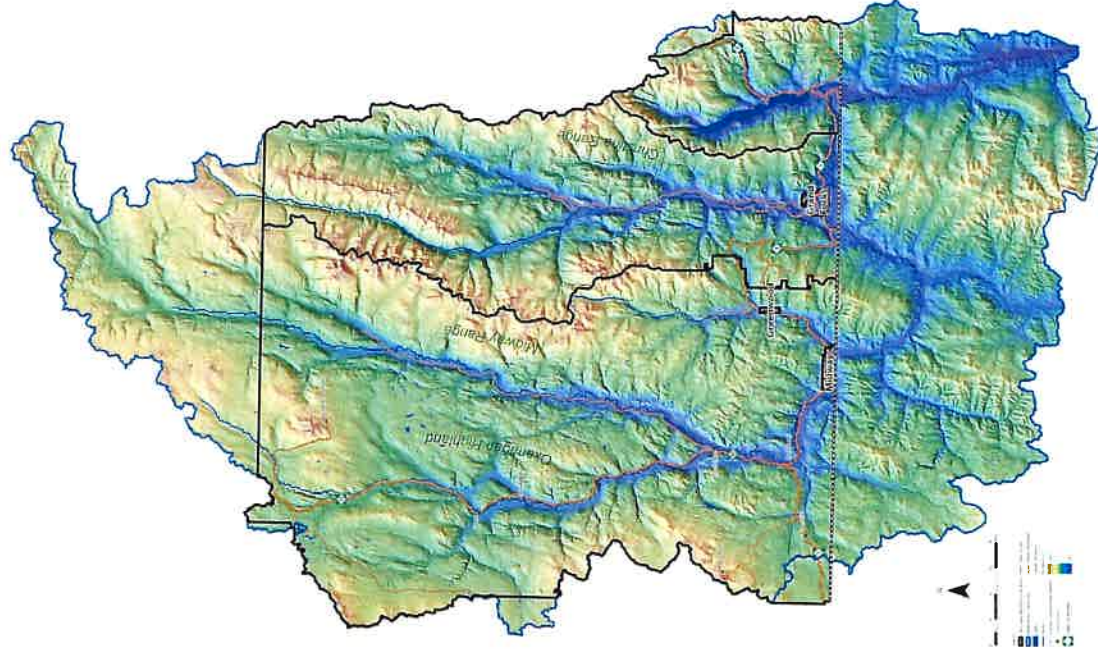


Kettle River Watershed Management Plan

VERSION 1.0 - NOVEMBER, 2014



The Kettle River starts here.

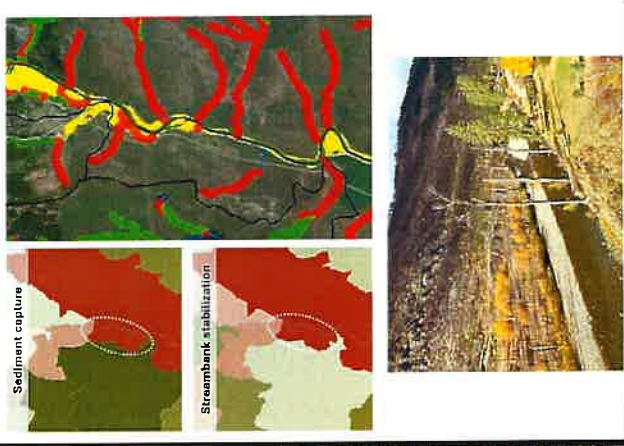


KETTLE RIVER WATERSHED MANAGEMENT PLAN

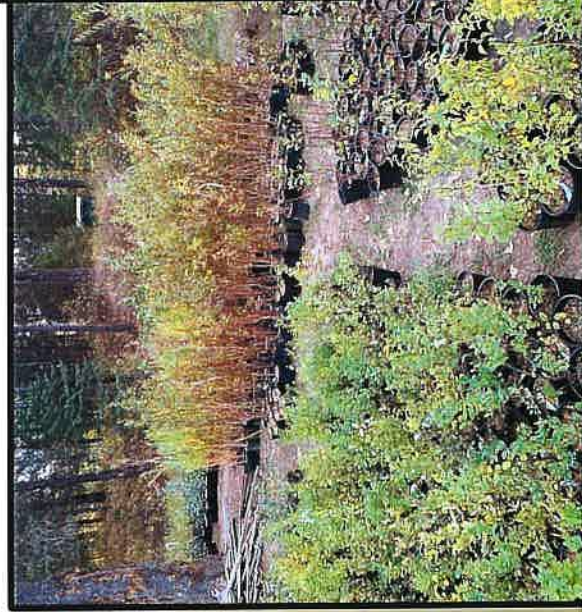


BOUNDARY REGION RURAL RIPARIAN RESTORATION, BANK STABILIZATION, AND ECOSYSTEM SERVICES (2024-2026)
COMMUNITY EMERGENCY PREPAREDNESS FUND

RIPARIAN ASSESSMENT (CAT1)



RIPARIAN RESTORATION (CAT3)



Groundwater Model

COMMUNICATION (CAT2)

Connecting Land, Water, and Communities The Ripple Effect

**May 1 & 2, 2025
Grand Forks, BC**

Join us and an inspiring lineup of speakers for a 2-day forum exploring watershed connections in the Boundary Region, featuring historical insights, current initiatives, and future pathways.

Agenda & Details



kettleriver.ca/forum

Registration



Eventbrite

Thursday, May 1st: Dive into the history of water and land as we focus on the baseline, what is changing, their impacts, and how these are shaping our water and landscape.

Friday, May 2nd: We'll discuss the region's nature-based solutions, its diverse biodiversity, and how we can create positive change for a resilient watershed. What does the future hold, and how can we make a difference?

Forum Add-Ons: Arriving April 30th? Participate in a guided field tour led by community members highlighting some of our local projects. Tours in Electoral Areas C, D, and E. Evening of May 1st: Interested in an interactive Climate Clinic? Check out Thursday evening's Climate Conversation.

KettleRiver.ca/forum
Registration Required: Eventbrite



For more information:
BdryWaterWise@rdkb.com | 250-442-4111

RIPPLE EFFECT

Boundary Region Watershed Forum



May 1 & 2, 2025
Grand Forks, BC

Join us and an inspiring lineup of speakers for a 2-day forum exploring watershed connections in the Boundary Region, featuring historical insights, current initiatives, and future pathways.

May 1. 9am – 4pm | May 2. 9am – 3pm
USCC Hall | kettleriver.ca/forum

Registration required by April 27

Food provided

For more information:

BdryWaterWise@rdkb.com | 250-442-4111

2-day Watershed Forum (Grand Forks, BC) with pre-event field tours (Area C, D and E), plus an evening climate clinic. Agenda subject to change based on speaker's schedules and availability.
Final agenda will be posted April 22, 2025

Pre-Event Field Tours	Ripple Effect: Connecting Water, Land and Communities	
Wednesday April 30	Thursday May 1	Friday May 2
<u>Field Tour Area C:</u> 10:00-11:30am Solar Aquatics and Christina Lake shoreline walk. Lead by Christina Lake Stewardship Society and RDKB Environmental Services	Day 1: Land and Water Connections 9:00am - 4:00pm Topics: Agriculture, Cumulative Effects, Flood Mitigation, Grizzly Bears, Meteorology, Riparian and Water. Speakers: Barb Stewart, Chris Ford, Graham Watt, Jenny Coleshill, Michelle McLellan, Natasha Neumann, Peter Novokshonoff, Yiping Hou	Day 2: Adaption and Resilient Ecosystems 9:00am – 3:00pm Topics: Adaptation and Mitigation, Biodiversity, Climate Change, Natural Assets, Nature Based Solutions, Prescribed Burns, Reptiles and Speckled Dace. Speakers: Caroline Lafond, Evan Smith, Greg Utzig, Kasey Moran, Lisa Tedesco, Roly Russell
<u>Field Tour Area D:</u> 1:00-2:30pm Flood mitigation efforts, natural and built infrastructure. Lead by City of Grand Forks		
<u>Field Tour Area E:</u> 3:30-5:00pm Midway Community Garden and Trans Canada Trail walking tour. Lead by Midway Community Garden and Trails to the Boundary Society		
	<u>Evening Climate Clinic:</u> 6:30-8:00pm. Conversation guided by 2-3 Presenters	

SPEAKERS



Connecting Land, Water, and Communities
The Ripple Effect

Presents

Caroline Lafond

Come hear Caroline talk at the Ripple Effect forum about her ongoing efforts to protect BC's vulnerable reptiles at risk, specifically the mitigation strategies along Highway 3. Caroline is a Wildlife Technician working in the Natural Resources department of the Okanagan Nation Alliance.



kettleriver.ca/forum



Connecting Land, Water, and Communities
The Ripple Effect

Presents

Yiping Hou

Yiping is a postdoctoral research fellow in the Department of Earth, Environmental, and Geographic Sciences at the University of British Columbia (Okanagan). Her research interest lies in the effects that forest disturbance has on water. At the forum, she'll be discussing Cumulative Hydrological Effects in the Kettle River watersheds - You won't want to miss this!



kettleriver.ca/forum



Hope to see you there.



Kristina Anderson
RDKB Watershed Planner
250-442-4111
watershedplanner@rdkb.com

Connecting Land, Water, and Communities

The Ripple Effect

May 1 & 2, 2025
Grand Forks, BC

Join us and an inspiring lineup of speakers for a 2-day forum exploring watershed connections in the Boundary Region, featuring historical insights, current initiatives, and future pathways.

Agenda & Details



kettleriver.ca/forum

Registration



Eventbrite

Connecting Water, Land, and Communities

The Ripple Effect

Registration is Open!

Are you a Boundary Region local, a professional, or passionate about healthy watersheds? Join us for **The Ripple Effect**, a 2-day forum exploring the Kettle River Watershed and Boundary Region's past, present, and future. Discover the connections that shape our watersheds and join the conversation on building healthy, resilient environments. Learn about ongoing initiatives and share ideas for the future.

Thursday, May 1st: Dive into the history of water and land as we focus on the baseline, what is changing, their impacts, and how these are shaping our water and landscape.

Friday, May 2nd: We'll discuss the region's nature-based solutions, its diverse biodiversity, and how we can create positive change for a resilient watershed. What does the future hold, and how can we make a difference?

Forum Add-Ons: Arriving April 30th? Participate in a guided field tour led by community members highlighting some of our local projects. Tours in Electoral Areas C, D, and E. Evening of May 1st: Interested in an interactive Climate Clinic? Check out Thursday evening's Climate Conversation.

Register for both days. Lunch provided for those registered. Limited space available. Registration closes on April 27th.



RippleEffect_Forum2025.eventbrite.ca

Collaborating for a thriving Kettle River Watershed and Boundary Region

Connecting Water, Land, and Communities

The Ripple Effect

Registration is open for **The Ripple Effect**, a forum where we explore the past and present of the Boundary Region and discover how it connects to a healthy watershed. Interested in learning more? Join us at some of the additional events happening across the Boundary:

Wednesday, April 30th

Area C: Catch the walking tour from **10:00-11:30am**, learning about the Christina Lake Solar Aquatics (CLSS) followed by a shoreline walk (RDKB Environmental Services). Group to meet at the Christina Lake Welcome Centre.

Area D: From **1:00-2:30pm**, join a walking tour with City of Grand Forks staff focusing on their new flood mitigation efforts, natural and built infrastructure. Group to meet at the Grand Forks City Park Grandstand.

Area E: At **3:30-5:00pm**, join us for an irrigation demonstration and tour at the **Midway Community Garden**. Afterwards, stretch your legs with a walking tour on the Trans Canada Trail, guided by Trails to the Boundary Society.

Thursday, May 1st (evening)

Want to keep the conversation rolling? Join the **Climate Clinic** for an interactive session in **Grand Forks** from **6:30-8:00pm**, a focused conversation lead by forum presenters on improving climate resilience in the Boundary.

Register through forum registration. Seats are limited.



Registration is required: RippleEffect_Forum2025.eventbrite.ca



Collaborating for a thriving Kettle River Watershed and Boundary Region



CITY OF GREENWOOD
Minutes of the Regular Meeting of Council held March 24, 2025

PRESENT

Mayor J. Bolt
Councillors: C. Rhodes, C. Huisman, J. McLean, G. Shaw,
Chief Administrative Officer: Dean Trumbley
Corporate Officer: Brooke McCourt

CALL TO ORDER

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

Acknowledgment that our gathering Takes place on the unceded and traditional territory of the indigenous peoples of that region as well as the Metis people whose footprints have marked these lands.

ADOPTION OF AGENDA

(55-25)

Moved/Seconded

THAT the March 24, 2025 regular council agenda be adopted.

Carried

ADOPTION OF MINUTES

(56-25)

Moved/Seconded

THAT the March 17, 2025 regular council minutes be adopted.

Carried

**CORRESPONDENCE
FOR INFORMATION**

Moved/Seconded

THAT Council accept correspondence a. to c. as information.

Councillor Huisman spoke to item C. "Snow Survey and Water Bulletin, speaking to the importance of fire mitigation, the numbers are currently good within the survey, Councillor is looking forward to what 2025 brings.

(57-25)

Carried

COMMITTEE REPORTS

COUNCILLOR'S REPORTS

CJ Rhodes: Verbal report presented.

Jessica McLean: Verbal report presented.

Clint Huisman: Verbal Report presented.

Gerry Shaw: Verbal report presented.

MAYOR'S REPORT: Verbal report presented.

ADMINISTRATION REPORT: Verbal report presented.

Moved/Seconded

THAT Council accepts the reports as information.

(58-25)

Carried

FINANCIAL REPORT

Next report –April 2025.

**NEW AND UNFINISHED
BUSINESS**

- a. Memo to Council –
Building Bylaw
Contravention – 1375
Greenwood Street

Moved/ Seconded

THAT the City of Greenwood Mayor and Council invite the owners, 1059551 Alberta Ltd, to appear before the Council to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Parcel A (being a consolidation of lots 10 & 11, see LB405032), Block 13, DL 597 Similkameen Division Yale District Plan 21.

Councillor Rhodes asked administration if the length of time that has lapsed since the initial Stop Work Orders were issued has had any concerns raised, and raised concerns regarding the initial owner disclosing the Stop Work Orders to the present owner due to the sale of the property within the timeline.

CO, McCourt discussed working with the RDKB Building Officials, notifying Council that the file is still active and that the RDKB Building Official did in fact touch base with the current owner notifying them of the work done without building permits. CO, McCourt cautioned Council in discussions surrounding disclosing information at the time of the property sale as that falls under “Civil” and would be between the property owners and not the City.

(59-25)

Carried

- b. Grant in Aid Request –
Greenwood Recreation
Association

Moved/Seconded

THAT the City of Greenwood Mayor and Council grant the Greenwood Recreation Association a Grant in Aid in the amount of \$1000.00 for the 2025 fiscal year.

(60-25)

Carried

- c. Licence to Use and
Occupy – Barbra Diane
Colin Memorial Park

Moved/Seconded

THAT the City of Greenwood Mayor and Council grant a licence to use and occupy for the Barbra Diane Colin Memorial Park and washrooms to the baseball team “Benchwarmers” to be utilized for their upcoming 2025 season.

(61-25)

Carried

d. Licence to Use and Occupy – Barbra Diane Colin Memorial Park
(62-25) THAT the City of Greenwood Mayor and Council grant a licence to use and occupy for the Barbra Diane Colin Memorial Park, concession, washrooms and field adjacent to Lions Park on August 15th & 16th, 2025 to host the Greenwood Gold Rush Car Show.
Carried

e. Licence to Use and Occupy – Lions Park
(63-25) THAT the City of Greenwood Mayor and Council grant a licence to use and occupy for the use of Lions Park on July 19th & 20th, 2025 to host “Cultures of the Boundary” event.
Carried

NOTICE OF MOTIONS None.

QUESTION PERIOD
Resident asked if the building bylaw contravention was for the old Pacific Grill restaurant.
CO McCourt clarified that the building discussed for building bylaw contraventions is located at 1375 Greenwood Street which housed the old Mineshaft restaurant back in the day.

IN-CAMERA None.

ADJOURNMENT
Moved
THAT Council adjourn the Regular Council Meeting at 7:34 p.m.
(64-25) **Carried**


Mayor

Certified Correct

Corporate Officer

Brooke McCourt

From: Local Government Management Association of BC <office@lgma.ca>
Sent: April 7, 2025 11:03 AM
To: frontdesk.greenwoodcity@shaw.ca
Subject: LGMA Job Circular, News, and Program Updates - Week of April 7, 2025

If you have trouble viewing this email, [click here](#) 

Professional Development Partners:



LIDSTONE & COMPANY



Travel Grant Partner:

LIDSTONE & COMPANY

LGMA Newsletter: Week of April 7, 2025

2025 Membership Renewal Draw Winner!

Congratulations to the Village of Pemberton for being drawn as the final winner of [LGMA's 2025 Membership Renewal Draw](#)! Five of their employees with LGMA membership will receive a \$150 credit toward a 2025 LGMA program of their choice!



A big thank you to the **180 organizations** that have renewed their LGMA membership for 2025! Your ongoing commitment is the foundation of success in the BC local government sector. Together, we're fostering access to valuable resources, creating opportunities for meaningful networking, and supporting the professional growth of our members. Thank you for being a vital part of the LGMA community.

If your organization hasn't renewed its membership yet, there's still time to access all the benefits LGMA membership offers. If you're unsure about who your primary contact is or have any questions about the renewal process, we're here to help. Visit our [FAQ page](#) for answers to common questions, or reach out to office@lgma.ca

CURRENT OPPORTUNITIES

LGMA Training:

Peer Connection Lunch Opportunities

[Corporate Officers – April 16](#)

[CAOs – April 25](#)

[HR Practitioners – May 5](#)

Two half-day virtual workshops!

[Approving Officers' Workshop](#)

May 8 - 9

Full and half-day pre-conference workshops

[LGMA 2025 Pre-Conference Workshops](#)

June 10

Registration Now Open!

[LGMA 2025 The Time is Now: All Systems Go!](#)

June 10 - 12, Kelowna

Training to go beyond awareness

[Indigenous Consultation and Engagement](#)

September 12

Held alongside UBCM Convention

[CAO Dinner](#)

September 21

Learn at your own pace!

[FOI, Privacy, and Records and Information Management On-Demand Training](#)

Ask the Experts session November 4

LGMA Manuals Now Available!

[2025 Corporate Officers Handbook Now Available!](#)

[See all Training & Workshops](#)

Additional News and Training:

2025 Annual General Meeting

[Municipal Finance Authority of BC](#)

April 23 - 24

2025 Annual Conference: Building Resilient Communities

[Government Finance Officers Association](#)

May 27-29

Celebrate women in local government!

[Women of Influence in Local Government](#)

Nominations due August 15

Naloxone 101 Training Course

[BC Ministry of Health, Workplace Nasal Naloxone Pilot Initiative](#)

Free-to-access

Additional LGMA Opportunities:

Nominate your colleagues!

[LGMA Member Award Nominations](#)

Deadline May 2

Be a part of BC local government history!

[Call for Time Capsule Items](#)

Submissions due May 9

Consider serving on the Board of Director

[2025/26 Board of Directors Nominations](#)

Nominations due May 16

LGMA Chapter News:

[RM / WKB LGMA Joint Chapter Conference](#)

[TOLMGA Chapter Conference](#)

[See all News & Opportunities](#)

LGMA 2025 Connect Lunch Series



In addition to the LGMA's extensive list of professional development courses, this year we are continuing to offer our series of [virtual complimentary Connect Lunch events](#)! This is your chance to connect with fellow professionals, build meaningful relationships, and discover new opportunities within the LGMA community. Whether you're a seasoned member or new to your role, this casual gathering is the perfect way to expand your network.

[Corporate Officers](#),
[Chief Administrative Officers](#), and
[Human Resource Practitioners](#)

This April, we are excited to host upcoming Corporate Officer and CAO events, as well as an HR Practitioner event in May! These events are held virtually and provide a casual, supportive atmosphere for like-minded professionals to share ideas and discover new opportunities. Registering for one Connect Lunch event conveniently means you will be notified of all your cohort events throughout the year!

Connect with the LGMA



LGMA

**LOCAL GOVERNMENT
MANAGEMENT ASSOCIATION
OF BRITISH COLUMBIA**

This email was sent to frontdesk@lgma.bc.ca when you signed up on www.lgma.bc.ca. Please add us to your contacts to ensure the newsletters land in your inbox.

Local Government Management Association of BC
710A - 880 Douglas Street, Victoria, British Columbia V8W 2B7

[Forward to a friend](#)
[Unsubscribe](#)

710A - 880 Douglas Street, Victoria, British Columbia V8W 2B7, Canada

VIA EMAIL

Ref: 674406

February 5, 2025

Her Worship Lisa Pineault
Village of Daajing Giids
903A Oceanview Drive
Daajing Giids, B.C. V0T 1S0
Email: Office@daajinggiids.ca

Dear Mayor Pineault:

I am writing to follow up with you on a letter sent from former Minister, Mike Farnworth, on February 5, 2024, regarding municipality-owned cannabis retail stores. As the General Manager (GM) of the Liquor and Cannabis Regulation Branch (LCRB), I oversee the province's liquor and cannabis regulations, including the administration of cannabis licences and authorizations. Through sound policy and regulation, the LCRB's mission is to enable vibrant liquor and cannabis industries, while ensuring public health and safety.

I would like to thank the delegation from the Village of Daajing Giids for your interest in the cannabis industry and for seeking clarification on whether a municipality is eligible to hold a Cannabis Retail Store (CRS) licence. I appreciate your patience while we reviewed this matter.

The *Cannabis Control and Licensing Act* authorizes the GM to issue a CRS licence to an individual, partnership, corporation or Indigenous nation. In B.C., the legal definition of a corporation includes a municipality or other incorporated bodies. Therefore, the GM is authorized to issue a CRS licence to a municipality if the municipality meets all licensing requirements.

If you are interested in applying for a CRS licence, you can submit an application through the LCRB's licensing portal: <https://justice.gov.bc.ca/lcrb/>.

More information on how to apply is on the LCRB's "Apply for a cannabis Retail Store licence" webpage: <https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing/cannabis-licences/apply-cannabis-licence/apply-for-a-cannabis-retail-store-licence>.

Her Worship Lisa Pineault
Page 2

If you have more questions about the application process, please reach out to Karina Isdahl, Licensing Manager at Karina.Isdahl@gov.bc.ca.

Sincerely,

A handwritten signature in black ink, appearing to be 'DH' followed by a long, wavy horizontal line.

David Hume
Assistant Deputy Minister and General Manager
Liquor and Cannabis Regulation Branch
Ministry of Public Safety and Solicitor General
www.gov.bc.ca/lcrb

pc: Janet Donald, Executive Director, LCRB (Janet.Donald@gov.bc.ca)
Pamala Renwick, Executive Director and Deputy General Manager of Licensing
(Pamala.Renwick@gov.bc.ca)



March 20th, 2025

Mayor and Council
Municipalities of BC
via email

Dear Mayor and Council,

RE: Cannabis Taxation Sharing & Municipal-Owned Cannabis Retail Stores

The Village of Daajing Giids is sharing with you the attached letter from David Hume the Assistant Deputy Minister & Liquor and Cannabis Regulation Branch as we believe it is important to ensure that all municipal leaders are informed about this ongoing dialogue and are able to consider the implications and opportunities for your municipality.

The letter arose from the Village of Daajing Giids' 2023 Union of BC Municipalities (UBCM) advocacy efforts with regard to Cannabis Taxation Revenue sharing with municipalities. The Village requested a general update on this topic from the Minister of Finance based on a recommendation from the 2021 Local Government Financial Resiliency report "seeking targeted consumption tax that provides local government a share of provincial cannabis taxation revenue". With minimal update on taxation revenue sharing from the Province, the question of municipally-owned cannabis stores as a source of revenue for local governments was briefly discussed with then Minister of Public Safety & Solicitor General Mike Farnworth.

The attached letter outlines the province's position and provides clarity on issues related to municipal eligibility for cannabis retail store licenses. We encourage you to review the document and consider not only the revenue possibilities but also the opportunity to ensure responsible distribution and community oversight for your municipality.

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa Pineault", written in a cursive style.

Her Worship,

Mayor Lisa Pineault

Village of Daajing Giids

PO Box 580, 903A Oceanview Drive V0T1S0

Email: mayor@daajinggiids.ca | Web: <https://daajinggiids.ca/>



Circular No. 25:07

April 2, 2025

To: Chief Administrative Officers

Re: Preparing for Potential Drought Conditions in 2025

Please be advised that drought conditions experienced across the province in recent years may occur again. The [BC River Forecast Centre](#) has reported below normal [snowpack conditions](#) across much of the province, currently signaling an increased risk of drought for spring and summer. Based on these early indications, we recommend all water suppliers once again prepare for an increased risk of experiencing drought in 2025.

Stay informed about current drought conditions

The Province's [drought preparation and response website](#) has several online resources to support water suppliers through drought conditions. The BC Drought and Water Scarcity Response Plan provides an overview of drought response in the province, including management responsibilities, pre-drought preparedness, descriptions of the provincial drought levels and the potential regulatory actions that may be taken. This plan is updated annually, so please look for the updated 2025 plan on the [BC drought information website](#) later this Spring.

To understand trends in water availability, it is important to regularly monitor available information about drought and streamflow conditions. The Province produces datasets to better understand water availability regionally, including:

- The [BC Drought Information Portal](#) that displays regional Drought Levels.
- A [Map of 7-Day Average Streamflow](#) that displays Water Survey of Canada streamflow gauges relevant to your area.

Drought levels provide information about how dry conditions are and how often these dry conditions may recur. However, they cannot tell you if your systems will be impacted or at risk of being impacted, as this depends on the resilience of each water supply system in times of drought.

Agricultural water suppliers can find helpful resources on the Ministry of Agriculture and Food's [Drought in Agriculture](#) website. It includes fact sheets, videos, tools, financial support programs, and workshops to help with water management and drought preparedness.

Take part in the water supply status survey

The Province, in partnership with the Regional Health Authorities, will again reach out directly to drinking water suppliers across the province to invite you to submit water supply status information during the drought season.

The Ministry of Water, Land and Resource Stewardship's (WLRS) Drinking Water Team will send these survey invitations at regular intervals. We encourage you to take part and help us understand the state of drinking water supplies. By sharing information with the Province, we can better assess which communities are at risk of water supply issues and where support may be needed.

Improve resilience to drought and other hazards

Actions local governments can take to better prepare your community for drought and other hazards include:

- **Establish a water supply monitoring program:**
If your water sources (raw water storage and inflows, or groundwater levels) are not gauged, consider establishing a water supply monitoring program, which will enable you to quantify the water available to your community and adjust water use accordingly. Professional consultants can help design an appropriate monitoring program for your systems. To improve drought resilience, it is recommended that all local governments monitor water supplies to gauge their current conditions and anticipate future water scarcity.
- **Water conservation:**
 - Prepare/update a water conservation plan: The [Water Conservation Guide](#) provides guidance on creating these plans, which should be kept current and reviewed and updated at least every five years. An up-to-date water conservation plan endorsed by a local government's Council or Board, is required for water and wastewater application-based capital funding through the Ministry of Housing and Municipal Affairs.
 - Bylaws: A Water Conservation Plan can help you develop, or update, a Water Conservation Bylaw, which may limit water use seasonally or in stages based on projections of water availability. Bylaws can be used to implement water use restrictions and Bylaws can also be tied to permit approval processes, such as building or plumbing bylaws that offset additional water demands through conservation improvements or require water efficient or drought tolerant landscaping.
 - Communication: Public outreach and communication can be an effective tool to explain the importance of water conservation, its impacts and what individuals need to do to participate.

- Water metering: Universal water metering is also a very useful tool for demand management. If you have water metering, consider pricing structures that encourage water conservation.
- Other examples of opportunities for conservation: Rebates towards low flow appliances and rain barrels, or the elimination of once-through cooling systems in commercial buildings, could be considered.
- **Plan for the long term and future:**
It is helpful to consider drought resilience options for the future, even if these cannot be ready for 2025. Capital projects that can improve drought resilience include leakage reduction, universal water metering, water reuse or reclamation, increased raw water storage, and development of secondary or back-up water sources.
- **Share key drought and water management resources:**
Distribute the Ministry of Agriculture and Food's [2025 Quick Guide to Drought Resources](#), a two-page summary of agricultural water-related supports. Encourage agricultural communities to subscribe to [Regional AgriService BC E-bulletins](#) for timely, region-specific updates on programs, events, and resources.

Keep up-to-date on the resources available to you

Caretaking the natural cycle that results in recharge of local water sources can also ensure that fresh water is retained or returned to local waterbodies and aquifers to maintain availability of drinking water and environmental flows. Consider how to protect watersheds and retain and absorb stormwater run-off. Permeable infrastructure and natural assets can retain valuable water. The following sites have associated resources:

- B.C. Climate Action Toolkit's Green Bylaws Toolkit provides practical tools for protecting green infrastructure: <https://toolkit.bc.ca/tool/8018-2/>
- Integrated stormwater management: <https://www2.gov.bc.ca/gov/content/governments/local-governments/infrastructure/water-systems/stormwater-infrastructure>.
- Asset Management B.C.'s Framework for Sustainable Service Delivery: <https://www.assetmanagementbc.ca/framework/>
- The Partnership for Water Sustainability in B.C. also has some additional resources: <https://waterbucket.ca/guidance-resources/>.

The Infrastructure Planning Grant Program (IPGP) is available to help local governments plan, design and manage infrastructure. The IPGP provides an opportunity to obtain grant funding up to \$10,000 to help develop or update a Water Conservation Plan or to plan capital projects that improve drought resilience. For more information on the Program including a link to the application, please visit the Ministry's [website](#).

Thank you for your cooperation and attention to preparing for drought this year.

Brian Bedford

A handwritten signature in blue ink, appearing to read 'Bedford', enclosed within a light blue oval border.

Executive Director
Local Government Infrastructure and Finance Branch
Ministry of Housing and Municipal Affairs



April 3, 2025

Dean Trumbley, CAO
PO Box 129
Greenwood, BC
V0H 1J0

Email: cao@greenwoodcity.ca

RE: FortisBC Wildfire Safety

Dear Dean Trumbley,

I am writing to introduce you and your team to an important new safety policy FortisBC is adding to its existing wildfire safety practices to ensure the safety of the public and our employees.

This year, we're implementing a [Public Safety Power Shutoff \(PSPS\)](#) policy. This involves proactively shutting off power as a precautionary measure during extreme weather conditions in areas at high risk of wildfires. It is a tool of last resort utilities across North America are introducing to reduce the potential risk of wildfires.

By now, we've all witnessed and, in some cases, been personally impacted by the devastation of wildfires. We also understand that the communities we serve rely on electricity, and any power outages, especially extended ones can create significant challenges, impacting both critical infrastructure and vulnerable customers

We've prioritized communities like yours within our electricity service area that are at the highest risk of wildfire. Please see the map on page 3 which outlines the PSPS areas of coverage. To that end, should you want a meeting to discuss this policy further, please let me know. We will be presenting to the RDKB board on April 30 about this project, as well an open house in Greenwood on May 14, one in Keremeos on May 15, and a virtual open house on May 22. Your insights and collaboration will be invaluable as we implement this important policy designed to keep your community safer.

Sincerely,

A handwritten signature in black ink that reads "H Newmarch".

Hayley Newmarch
Community & Indigenous Relations Manager
www.fortisbc.com/wildfiresafety

Backgrounder

The safety of the public and our employees is FortisBC's number one priority. When there is an increased risk of wildfires in British Columbia's Southern Interior region, FortisBC takes several steps to reduce the potential risk and impact of wildfires and protect your safety, which may result in customers experiencing more frequent or longer than typical power outages



When wildfire risk is high, we turn on enhanced safety settings that increase the sensitivity of our equipment. That means the power could go out in situations that would not normally trigger a noticeable outage. For example, debris contacting a line during a windstorm could trigger an outage and the power would remain off until we can manually inspect the line to be sure it's safe to restore power.



A PSPS is a new, proactive precautionary measure where we proactively shut off power in high-risk fire regions during extreme weather conditions to reduce potential ignition sources. FortisBC will only intentionally turn off the power as a last resort and will work to limit the scope, duration and frequency of PSPS events. We will attempt to provide as much notice as possible and updates throughout the outage. Please note that weather conditions can change quickly and a PSPS may occur with little to no notice.



We closely monitor wildfires near our equipment. During active wildfires, FortisBC may shut off power in consultation with local fire authorities to support firefighting activities. We may also apply fire retardant and fire blankets to protect our equipment. Once the fire has passed, we will inspect our equipment for damage, make repairs and restore your power.

We encourage customers to be prepared to be without power for at least 72 hours:

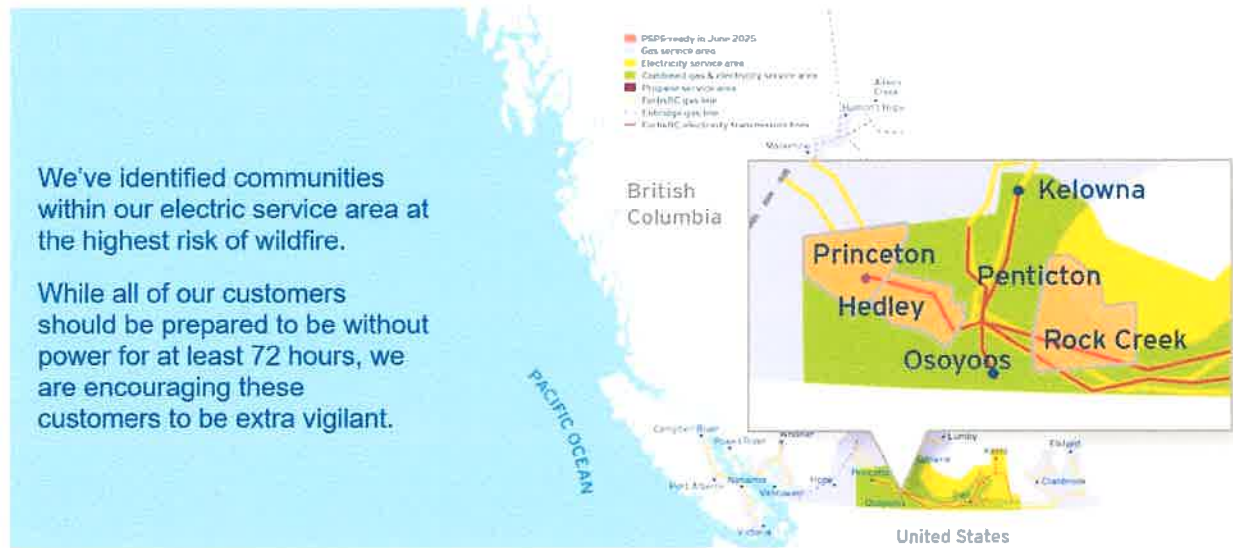
- Be aware of how they are using electricity at their property and create an emergency plan to ensure they can manage safely during a period without service.
- Having a backup plan for air conditioning, lighting and powering devices needed to stay in touch during an emergency.

Community members that depend on power for medical needs, can reach out to our customer service team at **1-866-436-7847** to register as a vulnerable customer and receive direct notification in advance of a PSPS event.

For updates on PSPS events and activations, follow **@FortisBC** on X (formerly Twitter), Bluesky and Alertable, service alerts on **fortisbc.com** and our outage map at **fortisbc.com/outages**.

Learn more at **fortisbc.com/wildfiresafety**.

Communities most likely to experience a PSPS event



Boundary Freshet Dashboard

April 1st, 2025

This dashboard is created for information purposes only and is not meant to be utilized as a forecasting tool. The information provided on this report is derived from real time data noted below. Data is current to the date of the report. Click on the [blue hyperlinked text](#) below to access source data.

SNOWPACK - Grano Creek Station Data

Snow Water Equivalent

582 mm ↗

% of Normal

Current	Previous year *
109%	87%

Max & Min Temperatures

7 Day Max	7 Day Min
10°C	-7°C

Boundary Basin % of Normal – [March 1st Snowpack Water Supply Bulletin](#)

	Jan 1	Feb 1	Mar 1	April 1	May 1	May 15	June 1	June 15
% of Norm	115(58)*	89(115)*	86(89)*					

*Previous Year Data

WEATHER

5 Day Forecast Temps (Alpine) -Grano Snow Pillow

	8 th	9 th	10 th	11 th	12 th
Max	4°C	5°C	7°C	8°C	3°C
Min	0°C	-2°C	-1°C	2°C	-2°C
Precp.	10 cm	n/a	n/a	1 cm	10 cm

5 Day Forecast Temps (Valley) – Grand Forks

	8 th	9 th	10 th	11 th	12 th
Max	12°C	16°C	18°C	20°C	13°C
Min	1°C	2°C	8°C	5°C	3°C
Precp.	4mm	n/a	1mm	2mm	1mm

STREAMS

Name	Prev. 7 Day Trend	Next 7 Day Trend	Avg. Discharge (3 Days)
W. Kettle River near McCullough	n/c	↗	3 m3 /s
W. Kettle River @ Westbridge	n/c	↗	48.4 m3 /s
Kettle River near Westbridge	n/c	↗	54.2 m3 /s
Kettle River near Ferry	n/c	↗	146.21 m3 /s
Granby River near Grand Forks	↘	↗	158 m3 /s
Kettle River @ Laurier	n/c	↗	247.88 m3 /s

MORE INFORMATION

- [Stream Flow Advisories](#) – No Current Advisories
- RDKB Flood Response Plan Stage – Not activated
- The new Prepared BC [Flood Preparedness Guide](#) is a must-read for anyone facing a potential flood.



Emergency
Management

Follow us



Snow Survey and Water Supply Bulletin – April 1st, 2025

The April 1st snow survey is now complete. Data from 104 manual snow courses and 112 automated snow weather stations around the province (collected by the Ministry of Environment and Parks' Snow Survey Program, BC Hydro and partners), and climate data from Environment and Climate Change Canada (ECCC) and the provincial Climate Related Monitoring Program have been used to form the basis of the following report.

Executive Summary

- As of April 1st, the provincial snowpack is below normal, averaging 79% of normal (21% below normal), increasing from 73% on Mar 1st.
- The snowpack is higher than April 1st, 2024 when the B.C. average was 63% of normal.
- The Fraser River at Hope snow index is below normal at 79%.
- By April 1st, approximately 96% of the seasonal snowpack has typically accumulated.
- Below normal spring freshet hazard is expected due to low snowpack. There are pockets of stations with slightly above normal snow levels in the southern sections of the Okanagan, Boundary and West Kootenay. These regions have a slight increased freshet flood hazard.
- Low snowpack and seasonal runoff forecasts combined with warm seasonal weather forecasts and lingering impacts from on-going drought are pointing towards elevated drought hazards for this upcoming spring and summer.

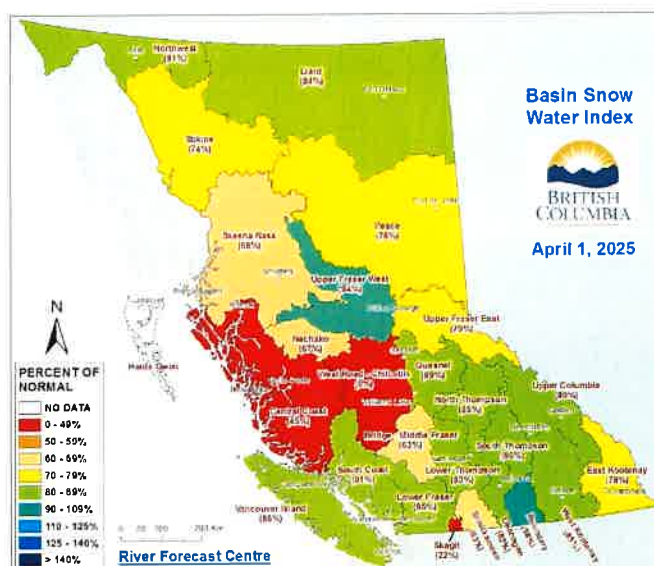


Figure 1. April 1st, 2025 Basin Snow Water Index Map of British Columbia. Larger and colour-friendly versions available in full report.

Table 1. April 1st, 2025 Snow Basin Indices in B.C.

Basin	% of Normal	Basin	% of Normal	Basin	% of Normal
Upper Fraser West	94	North Thompson	85	South Coast	81
Upper Fraser East	79	South Thompson	86	Vancouver Island	86
Nechako	67	Fraser River	80	Central Coast	45
Middle Fraser	75	Upper Columbia	80	Skagit	22
Lower Thompson*	83	West Kootenay	85	Peace	76
Bridge*	63	East Kootenay	78	Skeena-Nass	68
Chilcotin*	0	Boundary	98	Liard	84
Quesnel*	89	Okanagan	82	Stikine	74
Lower Fraser	85	Similkameen	63	Northwest	81
		Nicola	80	Fraser R. @ Hope	79

British Columbia 79% of Normal

Next scheduled snow bulletin release: May 8th-9th, 2025



April 2, 2025

Attention: Mayor & Council or Board of Directors, and CAO

As the toxic drug crisis persists, the Ministry of Health (the Ministry) continues to work urgently to expand access to naloxone, which reverses the effects of opioid poisoning. Naloxone is available in two formulations: intramuscular (injectable) and intranasal (nasal). Nasal and injectable naloxone are both effective at reversing opioid poisoning. Nasal naloxone may be a preferred choice in some workplace settings given its ease of use.

The Ministry is encouraging publicly funded organizations to make naloxone available and to equip staff with the training to recognize and respond to suspected drug poisoning. Having naloxone available in the workplace may also create opportunities to foster education and conversations about drug use, while promoting safety, protecting community members and encouraging proactive awareness.

To this end, the Ministry is implementing a **one-time** no-cost initiative to distribute nasal naloxone kits to publicly funded organizations where a toxic drug event may occur. The kits are intended for use by staff in the course of their work duties.

To receive the no-cost nasal naloxone kits, participating organizations will submit an [order and agreement form](#) confirming their commitment to implement naloxone and meet participation requirements. Needs assessment guidance is provided for consideration as appropriate. Most organizations may order up to 10 kits initially while some organizations that routinely use naloxone may order quantities beyond the 10 that they expect to use by the expiry date of February 2026. Participating organizations will be invited to complete an evaluation survey.

As this is a one-time initiative, participating organizations will need to pursue regular avenues for purchasing naloxone in the future.

We invite you to share this opportunity with relevant departments (such as fire services, by-law units, community centers and recreational centers) in your organization. The details are outlined in the attached invitation to participate. For more information, please contact naloxonesupplies@gov.bc.ca

Sincerely,

Evan Howatson
Executive Director

Invitation to participate in the Workplace Nasal Naloxone Pilot Initiative

We invite your organization to access no-cost nasal naloxone kits through this initiative. To do so, you will need to:

- review the needs assessment guidance (page 3) and complete the **Naloxone Needs Assessment Decision-Making Template** (page 4) to determine whether your workplace needs naloxone, if procuring naloxone for the first time
- commit to naloxone implementation steps including a free [online](#) course for staff expected to administer naloxone (such as occupational first aid attendants)
- commit to submitting a [report](#) when a kit is used and participating in an evaluation survey at the conclusion of the pilot

Organizations may order up to 10 kits per location or site (as applicable) while those that routinely use naloxone may order quantities they expect to use by February 2026 (expiry date). Allocation will depend on availability.

As this is a **one-time initiative**, participating organizations will need to pursue regular avenues for purchasing naloxone in the future.

Submit your order through this [order and agreement form](#). For more information, please contact naloxonesupplies@gov.bc.ca.

NALOXONE NEEDS ASSESSMENT DECISION-MAKING

Organizational Drug Poisoning Needs Assessment Considerations

The decision as to whether your organization should obtain naloxone should be based on the likelihood that staff will encounter an individual who is at risk of an opioid poisoning, AND the potential consequence of not having naloxone available should an opioid poisoning occur.

Likelihood of encountering an individual who has experienced drug poisoning

- Have staff ever responded to a drug poisoning on site?
- Do staff regularly encounter people who have experienced a drug poisoning somewhere else?
- Do staff regularly encounter people who may use drugs?
- Do staff regularly encounter people in recovery from a substance use disorder?
- Do staff regularly encounter illegal/illicit drugs or unknown substances?

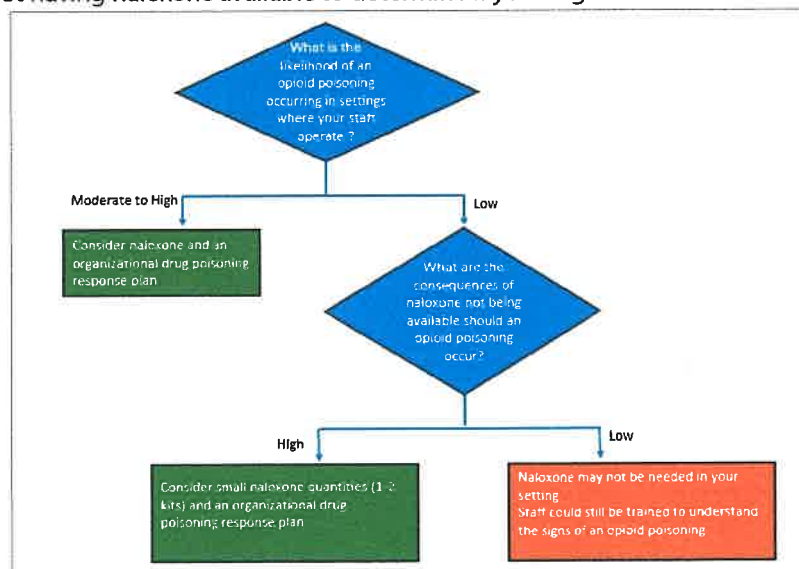
If you determine that the likelihood of encountering someone experiencing a drug poisoning is moderate to high, naloxone should be acquired and protocols should be developed to prepare staff to respond to a drug poisoning. If the likelihood is low, consider the consequences of not having naloxone available in your setting should someone experience a drug poisoning.

Potential consequences of not having naloxone available

- How long would it take for emergency medical personnel to arrive and administer naloxone? Every minute in which a person is not breathing increases the likelihood of death or irreversible brain damage. If naloxone were available onsite, could it be retrieved and used faster than emergency medical personnel could arrive?
- Are staff trained, willing, and able to provide breaths while waiting for emergency medical personnel to arrive? Providing breaths can prevent brain damage and death even if there is a delay in administering naloxone. If responders are able and willing to provide breaths, it should be part of every drug poisoning response, even if naloxone is used.
- Does your organization have a mandated duty to provide care for clients?
- Are there public or community expectations with regard to naloxone being available in this setting?

Weighing likelihood and consequence


Use your assessment of (i) the likelihood of someone witnessing an opioid poisoning and (ii) the consequence of not having naloxone available to determine if your organization should consider stocking naloxone in your setting.



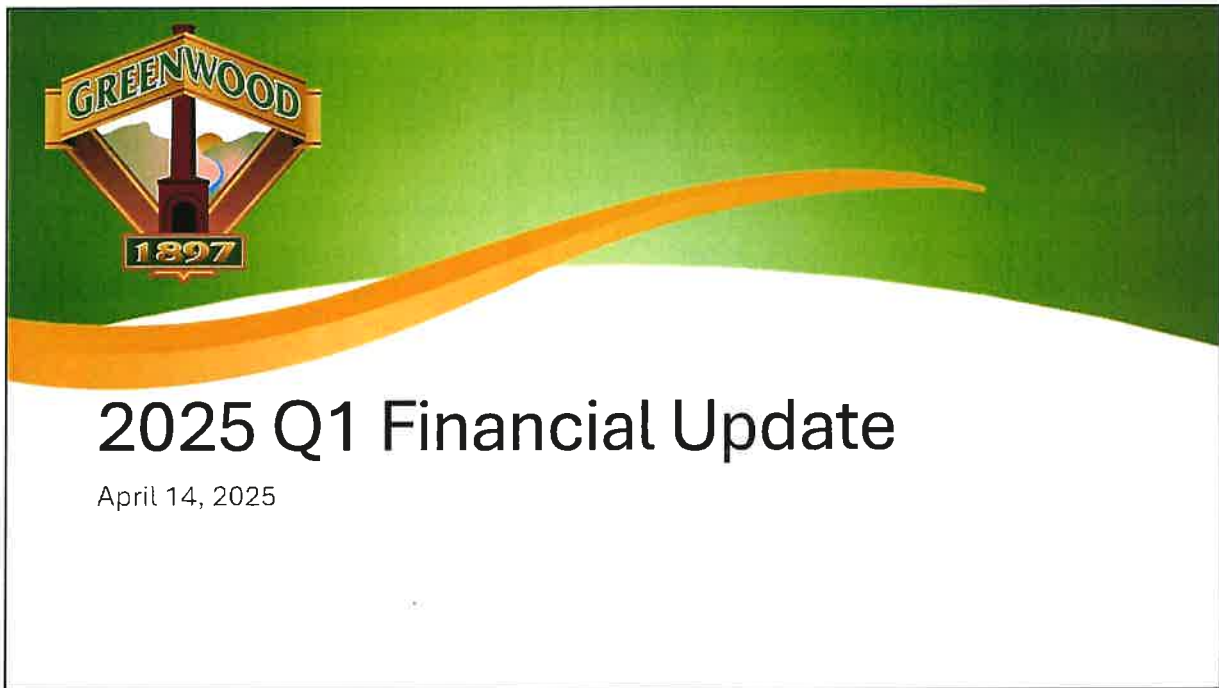
Use the Naloxone Needs Assessment Decision-Making Template on the next page to detail your decision making on naloxone.

Naloxone Needs Assessment Decision-Making Template

This template provides a way to assess the need for your organization to stock naloxone and train staff, for your purposes only. Complete and file per your organization's guidelines.

Organization:	Date:
Risk: [list all staff, client groups, and members of the public who may be at risk of drug poisoning]	
Risk Identification and Mitigation Strategies: [provide an overview of risk for staff or clients/members of the public, and risk mitigation strategies as well as gaps that may exist]	
Likelihood of a drug poisoning in this setting: High/Low (circle one) Comments:	
Consequence of a drug poisoning in the absence of naloxone in this setting: High/Low (circle one) Comments:	
Recommendations:	
We recognize that if this assessment identifies we should stock naloxone, all staff expected to use it will be trained on how to safely respond to a drug poisoning and administer naloxone (please check) 	


Recommended resource when thinking about preparing for overdoses in your organization: [The First Seven Minutes Overdose Prevention](#)



1





2





Council Priorities


- Accountability
- Transparency
- Governance
- Top Three Pillars
 - Fire Protection
 - Water Supply
 - Wastewater Service


1Fire Protection

2Water Systems


3Sewage Treatment

4Building Infrastructure

5Communications







6Governance

3



Council Priorities

Detailed Objectives

 FIRE PROTECTION	<ul style="list-style-type: none">• Upgrades needed to the Fire Hall (FireSmart)• Heating/cooling center in basement• Update ALL department policies and procedures• Purchase new fire engine• Establish economic development opportunities	Majority of these have been initiated in 2024 and are slated to be completed prior to 2026
 WATER SYSTEMS	<ul style="list-style-type: none">• Complete water reservoir project• Install flow meter in Anaconda system• Staged process for water system replacement• Pursue licensing opportunities• Water infrastructure mapping (in-ground/above)	
 SEWAGE TREATMENT	<ul style="list-style-type: none">• Install flow meter system• Plans for expansion to allow for increased capacity• Sewage infrastructure mapping (in-ground/above)• Replacement of lift station #1• Reestablish garbage collection	
 BUILDING INFRASTRUCTURE	<ul style="list-style-type: none">• Review current building procedures• Complete all repairs• Upgrade all "old" water management systems and debris removal, thermal, asbestos, long term planning for replacement and disposal, etc.	Even though these have been slated as a lower priority from the three pillars: All of these have been initiated in 2024 and are slated to be completed prior to the summer of 2025
 COMMUNICATIONS	<ul style="list-style-type: none">• Total revamp of the City website (WIP2024)• Establish new website with social media• Basic of access and up-to-date availability of government documents and meeting minutes• Create a City of Greenwood calendar for activities	
 GOVERNANCE	<ul style="list-style-type: none">• Meet in the community meeting room• Upgrade current code book to new infrastructure• Develop a City of Greenwood Manual• Establish new City of Greenwood policies• Implement a strategic plan for the City	

4

2

2025 Budget Progress

2025 Annual Budget Process As of December 9, 2024

2024	09-Dec	Reg Mtg		2025 Financial Calendar
2025	07-Jan			Management mtg to review draft 2025 budget
	13-Jan	Reg Mtg	COTW	2025 Draft Prelim Budget
	27-Jan	Reg Mtg		
	10-Feb	Reg Mtg		
	24-Feb	Reg Mtg		
	10-Mar	Reg Mtg	COTW	Finance Update 2025 Prelim Budget
	24-Mar	Reg Mtg		
	14-Apr	Reg Mtg		Council reviews final budget requests, property tax rates and the 5-year Financial Plan (1st to 3rd)
	28-Apr	Reg Mtg		Final Approval tax rates and the 5-year Financial Plan
	12-May	Reg Mtg	COTW	Finance Update Property Tax Mill Rate approved
	15-May			Tax Rate Bylaw Statutory Due Date



5

Administration

Variances:

- Legal Fees – related to increased bylaw enforcement
- Technology upgrades – corporate memory
- Grant In Aid
- Communications Strategy implementation

Summary	2025 Budget	2025 Actual	2024 Actual	Budget Variance	Prior Year Variance
Administrative General	65,387	32,917	107,628	-32,470	-74,711
Management Training Exp	8,000	350	5,059	-7,650	-4,709
Human Resources	552,300	71,322	503,171*	-480,978	-431,849
Information Systems	52,534	6,608	50,444	-45,926	-43,836
Financial Expenses	72,900	1,841	115,211	-71,059	-113,370
Admin Expenses	58,226	7,423	33,027	-50,803	-25,604
Engineering	3,000	0	0	-3,000	0
Asset Mgmt.	500	9,621	1,107	9,121	8,514
Planning	0	0	1,179	0	-1,179
Emerg. Serv.	500	0	0	-500	0
Public Buildings	35,400	3,158	30,192	-32,242	-27,034
Grant In Aid	33,450	1,000	33,450	-32,450	-32,450
Bylaw Enforcement	16,400	2,155	29	-14,245	2,126
Council Expenses	74,180	7,229	61,895	-66,951	-54,666
Election / By-Election Expense	0	0	0	0	0
	972,777	143,621	942,391	-829,156	-798,769

15%



6

Parks

Variances :

- Seasonal
- Expenses expected in Q2

Summary	2025 Budget	2025 Actual	2024 Actual	Budget Variance	Prior Year Variance
Pool Expenses	75,300	1,657	71,826	-73,643	-70,169
Memorial Bench	2,500	0	1,979	-2,500	-1,979
Special Events	3,200	0	3,254	-3,200	-3,254
Dike Maintenance	0	0	0	0	0
Park Maintenance	8,400	1,030	13,700	-7,370	-12,670
Campground	7,850	26	12,161	-7,824	-12,134
Mower	20,700	0	19,515	-20,700	-19,515
Facilities Maintenance	22,100	1,266	23,722	-20,834	-22,457
Park Beautification	2,700	0	58	-2,700	-58
	142,750	3,978	146,215	-138,772	-142,236
		3%			



7

Protection

Highlights:

- Fire Service Review
- Fire Master Plan
- Technology upgrade
- Purchase second Fire Engine

Summary	2025 Budget	2025 Actual	2024 Actual	Budget Variance	Prior Year Variance
Salaries & Benefits	53,200	503	5,801	-52,697	-5,298
Internal Charges & Other	31,300	83	3,888	-31,217	-3,805
Operational	101,850	4,068	61,523	-97,782	-57,455
Repairs & Maintenance	17,000	44	8,109	-16,956	-8,065
Services & Supplies	30,600	2,156	23,596	-28,444	-21,440
	233,950	6,854	102,917	-227,096	-96,063
		3%			

Risks:

- *Fire Safety Act* compliance – protection rating – homeowner insurance rates
- Infrastructure – Fire Hall building stability



8

Public Works

Variances:

Seasonal

- Snow removal 35%
- Streetlights 23%
- Facilities 40%
 - Higher labour
- Maintenance 24%
 - Higher labour
- Signs 98%
 - School property warning signs

Consolidate PW operations

Summary	2025 Budget	2025 Actual	2024 Actual	Budget Variance	Prior Year Variance
Administration Expense	96,323	14,457	45,442	-81,866	-30,985
Information Systems	700	0	492	-700	-492
Streets & Sidewalks	31,100	396	36,020	-30,704	-35,624
Snow Removal	28,100	9,786	21,792	-18,314	-12,007
Signs	2,500	2,460	1,166	-40	1,294
Streetlights	22,500	5,124	16,557	-17,376	-11,433
Cemetery	6,850	302	6,486	-6,548	-6,184
Facilities	37,900	15,196	44,554	-22,704	-29,358
Vehicles	62,300	10,387	139,522	-51,913	-129,135
General Maintenance of City	55,700	13,582	57,001	-42,118	-43,418
	343,973	71,690	369,031	-272,283	-297,341
		21%			



9

Water Works

Variances:

- Revenues 24%
 - 10% rate increase approved in December 2024
- Distribution 11%

Summary	2025 Budget	2025 Actual	2024 Actual	Budget Variance	Prior Year Variance
Revenues	-183,700	-47,928	-175,929	135,772	128,001
Line Expenses	18,500	1,029	10,347	-17,471	-9,318
Administration	29,250	3,750	23,797	-25,500	-20,047
Lift Stations	37,300	2,745	19,783	-34,555	-17,037
Treatment Plant	74,600	11,389	95,554	-63,211	-84,164
Reserve Transfer	24,050	0	0	-24,050	0
	0	-29,014	-26,449	-29,014	-2,565

Risks:

- Water Quality – source and cross contamination
- Leak detection
- Water main breaks



10

Wastewater

Variances:

	Summary	2025 Budget	2025 Actual	2024 Actual	Budget Variance	Prior Year Variance
• Revenues 26%	Revenues	-183,700	-47,928	-175,929	135,772	128,001
• 10% rate increase approved in December 2024	Line Expenses	18,500	1,029	10,347	-17,471	-9,318
	Administration	29,250	3,750	23,797	-25,500	-20,047
	Lift Stations	37,300	2,745	19,783	-34,555	-17,037
• Administration & Treatment Plant 14%	Treatment Plant	74,600	11,389	95,554	-63,211	-84,164
	Reserve Transfer	24,050	0	0	-24,050	0
		0	-29,014	-26,449	-29,014	-2,565

Risks:

- Interior Health – not in compliance – Effluent monitoring - need to install flow meter
- Capacity – limiting growth and development



11

Capital

Major Projects: (in progress)

- Lind Creek Dam Decommissioning – fully funded by \$900k Grant
 - Design work completed
 - RFP next step
- Water Reservoir Replacement – Grant \$3.0M & Utility \$1.1M
 - Backflow & Cross Connection requirement
 - Chlorinator requirement
- Technology Upgrade
 - Asset Management (LandInfo Tech)
 - eScribe – Council reporting
 - M-File – Corporate history
 - GovStack – Corporate website

New Proposed Projects:

- Fire Truck Replacement – Grant \$250k
 - Maintain rating under Fire Safety Act
 - Aging out equipment replacement
- Public Works Building expansion – Grant \$247k
 - Consolidate for efficient operations
 - Workspace compliance
 - Meet Council mandate to return Curling Rink into a community recreation building
- Complete review of existing Capital Budgets from prior years
 - Justification for completion
 - Cancel old projects (realign with Corporate Strategy)
 - Remaining playground phases
 - International tunnel of flags



12

Communication and Technology Upgrades

Communications Strategy

Year	Phase	Objective
2024 - Year One		
Planning	Q4 2023	1. Develop and implement social media strategy
Summary	Q4 2023	2. Implement virtual address collection campaign
Operating	Q1 2024	3. Launch bi-monthly, printed and mailed City newsletter focused on storytelling
Summary	Q4 2024	4. Launch new corporate City website
Operating	Q4 2024	5. Survey residents to determine the most effective communication approach for future communication
Completed	Q1 2025	6. Install digital information delivery TV at City Hall in waiting area
Operating	Q1 2025	7. Initiate the First Call and Call it with Council meetings
2025 - Year Two		
Planning	Q2 2025	1. Hire research firm to assist with all City surveys
		2. Develop communication and address campaign for new residents (2025 & 2026)
		3. Launch monthly newsletter
		4. Develop issues management communication strategy
		5. Develop a Citywide Public Opinion Survey
		6. Create new website for the City
2026 - Year Three		
		1. Develop corporate website upgrade and multimedia content (photos, etc.)
		2. Conduct a community survey to determine the most effective communication approach
		3. Develop a communication strategy for the most effective communication approach
		4. Launch a new Citywide Public Opinion Survey
2027 - Year Four		
		1. Launch a new Citywide Public Opinion Survey
		2. Launch a new Citywide Public Opinion Survey
2028 - Year Five		
		1. Launch a new Citywide Public Opinion Survey
		2. Launch a new Citywide Public Opinion Survey

Technology Upgrades Annual Expenses

Summary	2024	2025	2026	2027	2028
Communications	32,995.00	36,400.00	40,900.00	46,900.00	40,400.00
eScribe	7,500.00	6,000.00	6,000.00	6,000.00	6,000.00
GovStack	32,448.00	9,190.00	9,190.00	9,190.00	9,190.00
M-Files	24,125.00	24,125.00	4,125.00	4,125.00	4,125.00
GIS Asset Management	8,980.00	73,860.00			
Hardware					
Annual Expense	100,048.00	139,575.00	60,215.00	66,215.00	59,710.00



13

2025 Financial Plan 2025-2029

- Effective Tax rate 4.99758% (5.0% rounded)
 - Additional increase over last year
 - \$66.85 for a \$200k property
 - \$83.57 for a \$250k property
 - \$100.28 for a \$300k
- Tax Rate Breakdown by Class

Municipal Taxes

	VALUE	RATIO	RATE		
CLASS 1	115,977,201	1.00	4.99758	579,605.34	83.77%
CLASS 2	394,982	3.50	17.49153	6,908.84	1.00%
CLASS 6	8,532,400	2.45	12.24407	104,471.30	15.10%
CLASS 8	178,200	1.00	4.99758	890.57	0.13%
	125,082,783		39.73076	691,876.05	100.00%



14

2025 Financial Plan 0225-2029

THE CITY OF GREENWOOD
Financial Plan 2025-2029 Amendment Bylaw No. 10xx, 2025
SCHEDULE "A"

	2025	2026	2027	2028	2029
Revenues					
Property Taxation	739,848	801,435	860,395	911,101	964,849
Sale of Services	373,491	274,146	274,816	275,498	276,194
User Fees	521,340	573,520	630,944	694,050	763,542
Grants from other Govts	636,327	616,935	531,945	535,572	539,240
Grants for Capital Projects	1,070,962	4,476,332	1,676,500	276,500	0
Transfer from Reserves	974,971	1,782,240	559,575	346,906	214,372
Debt Proceeds	0	0	400,000	0	0
Total Revenues	4,316,939	8,524,609	4,934,175	3,039,627	2,758,197
Expenditures					
General Government Services	1,122,649	1,157,494	1,195,511	1,227,362	1,260,524
Public Works	343,973	351,469	359,265	367,373	375,805
Protective Services	233,950	249,158	223,454	225,842	228,326
Water Services	152,800	155,752	158,858	162,128	165,572
Sewer Services	167,250	171,876	176,759	181,800	187,003
Capital Asset Expenditures	1,763,103	6,004,389	2,425,000	425,000	30,000
Transfer to Reserves	533,214	434,471	395,327	450,122	510,967
Total Expenditures	4,316,939	8,524,609	4,934,175	3,039,627	2,758,197
Financial Plan Balance	0	0	0	0	0



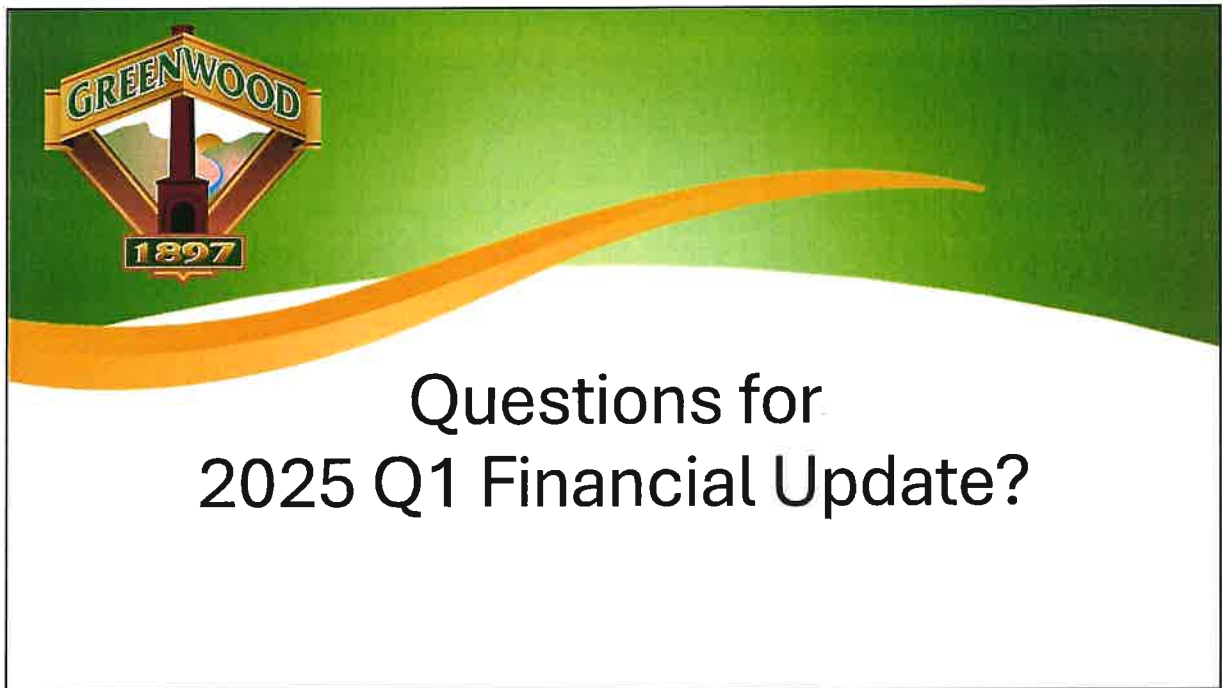
15

Next steps:

- April 14th
 - First three readings of the 2025 Financial Plan 2025-2029
- April 28th
 - Adoption of the 2025 Financial Plan 2025-2029 Bylaw
 - First three readings of the 2025 Tax Rate Bylaw
 - Waiting for School & Police taxes, Hospital District & MFA
- May 12th
 - Adoption of the 2025 Tax Rate Bylaw



16



17



MEMORADUM TO COUNCIL

REPORT TO: Mayor and Council

DATE PRESENTED: April 14, 2025

REPORT FROM: CO Dean Trumbley

MEETING TYPE: Regular

SUBJECT: Bees & Hens – Survey Findings

Recommendation:

THAT Council direct administration to start development of a new City of Greenwood Backyard Beekeeping Bylaw and a new Keeping of Backyard Hens Bylaw.

1. Rationale:

Survey Findings: (HENS)

- A Total of 74 community members participated in the survey.
- 92.96% are in support of residents being allowed to keep hens on residential properties.
- 53 responses stated they want hens for fresh eggs and for sustainable local food sources.
- 48 recipients had “no concerns” with the top concern being “improper care and maintenance of hens” coming in with a total of 18 responses.

Top 3 regulations that should apply within the community: (in no particular order)

- Minimum and/ or maximum coop size.
- Limit on number of hens per lot.
- No Roosters allowed.

Survey Findings: (BEES)

- 90.54% are in support of residents being allowed to keep beehives on residential properties.
- 34 responses stated they support beehives as it is essential for pollination and benefits local gardens and plants, with only 3 responses coming in stating concerns of “attracting other pests and/or wildlife.”
- 33 responses had “No concerns if bees are kept according to by-laws and regulations” with another 19 responses having “No concerns at all”.

2. Acronyms:

CoG	City of Greenwood
CAO	Chief Administrative Officer
CO	Corporate Officer
COTW	Committee of the Whole

3. Background:

During the adoption of the City of Greenwood's Obsolete & Redundant Bylaws, Repeal Bylaw No. 1021, 2024 on August 19th, 2024 Council discussed having administration review the use/need of Bees & Hens Bylaw within the community due to administration bringing up concerns of enforcement/legality within both bylaw documents.

Council asked to have a survey put out to the community which ran from February 27th, 2025 – March 16th, 2025.

City administration conducted a Town Hall that was held on March 19th, 2025 which brought out approximately 25 residents and produced positive feedback from the engaging community members, the City had the local Conservation Officer, Marc Plamondon, attend and answer any questions surrounding attractants, and managing attractants.

The City received a copy of a petition that was submitted the night of our Town Hall, from a resident who obtained 35 signatures that do NOT allow chickens within the City of Greenwood. The City have filed a copy of the petition, and it is available for Mayor and Council if they are wanting to view the petition.

4. Implications:

a. Asset Management:

N/A.

b. Budget:

N/A.

c. Organizational Impact:

Administration time spent on community engagement/reporting, etc.

d. Governance (Bylaw and Policy):

- Bylaw No. 1003, 2023 Backyard Hens.
- Bylaw No. 1004, 2023 Backyard Beekeeping.

e. Strategic Plan:

Town Hall was held March 19, 2025.

5. Alternatives:

THAT Council choose not to move forward with development of new Bylaw regulations for keeping of backyard Hens and Bees and choose to abolish the current Bylaws and not bring any new Bylaws in relation to Bees and Hens at this time.

6. Next Steps:

1. If Council choose to move forward, administration will start on development of new Bylaws for Bees and Hens, once draft Bylaws are complete, administration will be bringing them to the next COTW scheduled for May 12, 2025 for discussion.
2. If Council chooses not to move forward with new Bylaws, administration will recommend that Council abolish both Bylaws at the next Regular Council meeting scheduled for April 28th, 2025.

3. Staff Review:

Prepared By:

CO Brooke McCourt

Reviewed By:

CAO Dean Trumbley

CAO Recommendation:

That the recommendation of the staff be approved.

Dean Trumbley, CAO


List of Attachments:

1. Copy of the presentation presented at the Town Hall on March 19th, 2025.
2. Copy of the survey findings.



Outlook

Sponsorship Opportunity with Canada Rock Fest

From Amber Inglis <amber.inglis.03@gmail.com>**Date** Sun 3/23/2025 7:03 PM**To** Amber Inglis <amber.inglis.03@gmail.com> 1 attachment (1 MB)

2025 Canada Rock Fest Sponsorship Package Combined Combined.pdf;

Hello!

My name is Amber Inglis and I am the marketing director for Canada Rock Fest held in beautiful Grand Forks, BC.

I am reaching out in hopes that you may be interested in Sponsorship for our music festival and carnival coming to Grand Forks from July 4th to 6th! I invite you to check out our website to see what we're all about and to explore our past events. This year, we want to bring back some big names and big fun, but we simply cannot do this without the support of the community, and have therefore attached our Sponsorship Package for you to review. Sponsorship provides excellent benefits to your business as well as helps us put on an excellent weekend for people of all ages!

If sponsorship is of interest to you, I would be honoured to work with your business!

<https://canadarockfest.com/>

With kind regards,

Amber
250-253-2380

CANADA ROCK FEST & GRAND FORKS CARNIVAL

JULY 4-6, 2025

SPONSORSHIP PROPOSAL



PLATINUM

What's in it for you?



12 WEEKEND PASSES

- Large logo on website.
- Focused social media highlights - must provide graphics.
- Space to display your business banner on-site
- 50% off 6 weekend tickets.
- Free on-site vendor space.
- On-site VIP table for 12.
- FREE on-site camping space (one space per Platinum Sponsorship).
- Special announcement on Friday **AND** Saturday night during concert intermission (announcement to be provided by your business for accuracy and maximized promotion).

\$3,000

GOLD

What's in it for you?



8 WEEKEND PASSES

- Large logo on website.
- Social media mentions - must provide info.
- Space to display your business banner on-site.
- 50% off 4 weekend tickets.
- Free on-site vendor space.
- On-site VIP table for 8.
- 8 free Canada Rock Fest Merchandise including hats, sweaters, shirts, koozies.
- Special announcement on your choice of Friday **OR** Saturday night during concert intermission (announcement to be provided by your business for accuracy and maximized promotion).

\$2,000

SILVER

What's in it for you?



4 WEEKEND PASSES

- Medium logo on website.
- Social media mention - must provide info.
- 50% off 2 weekend tickets.
- 50% off on-site vendor space.
- On-site VIP table for 4.
- 4 free Canada Rock Fest Merchandise including hats, sweaters, shirts, koozies.
- Recognition during the event during intermission - 15 second promotion to be given ahead of time to our Marketer.

\$1,000

BRONZE

What's in it for you?



2 WEEKEND PASSES

- Small logo on website.
- Social media mention - must provide info.
- 50% off 2 one-day passes.
- 50% off on-site vendor space.
- 2 free Canada Rock Fest Merchandise including hats, sweaters, shirts, koozies.
- Recognition during the event during intermission - 15 second promotion to be given ahead of time to our Marketer.

\$500

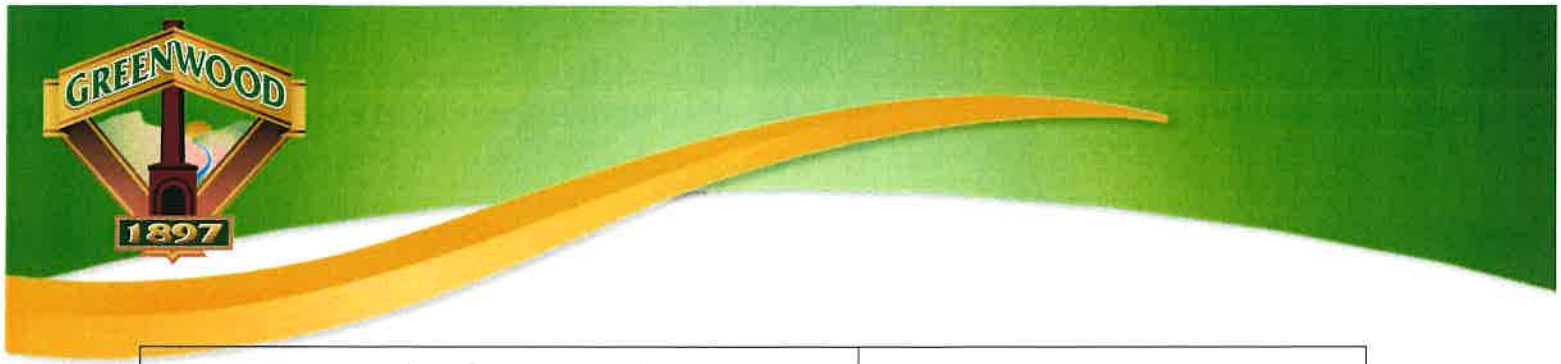
YOUR SPONSORSHIP BENEFITS START HERE!

ELEVATE YOUR BRAND
THROUGH SPONSORSHIP!
ENHANCE BRAND
RECOGNITION, AMPLIFY
VISIBILITY, INCREASE
EXPOSURE, ESTABLISH
CREDIBILITY, AND MAKE
A LASTING COMMUNITY
IMPACT!

Contact Amber Inglis @
250-253-2380 OR
amber.inglis.03@gmail.com

JULY 4-6
2025





POLICY TITLE: Council Conference Attendance Policy	POLICY NO: 2025-02
AUTHORITY: Council for the Corporation of the City of Greenwood	CLASSIFICATION: Council
EFFECTIVE DATE: April 14 th , 2025	MOTION:
SUPERSEDES:	

1. Purpose

The purpose of this Policy is to establish a consistent approach to the selection of and attendance at municipal governance related events by elected Officials, including fiscal and report management from such events.

2. Scope

This Policy applies to all City of Greenwood elected Officials.

3. General

Conference attendance offers valuable opportunities for exchanging information, fostering networking connections, and promoting educational growth. By attending conferences, individuals and organizations alike can stay ahead of the curve, gain a competitive edge, and ultimately contribute more effectively to their respective municipalities.

Attendance at conferences will be available as follows:

Conference	Timeframe	Attended by:	Authorization by:
Union of BC Municipalities (UBCM)	Annually Late Sept. – Early Oct.	One member of Council.	Policy
Association of Kootenay and Boundary Local Government (AKBLG)	Annually Late April – Early May	One member of Council.	Policy
Federation of Canadian Municipalities (FCM)	Annually Late May – Early June	One member of Council.	Policy

Any additional members of Council wishing to attend the FCM Conference must receive authorization by resolution of Council.

All Conferences/Workshops not listed require a Council resolution prior to arranging registration, travel, and reimbursement.

4. Expenditures

- I. Expenditures are managed in accordance with the City's Travel Expense Policy.

- II. Upon receipt of interest, the Clerk's Office will complete registrations and bookings for accommodations.
- III. Travel and Transportation reservations and bookings (i.e. securing a shuttle, car rentals, airfare) will be at the sole responsibility of the elected Official.
- IV. The City will pay direct or re-imburse the following event related expenses:
 - 1. Registration fees;
 - 2. Accommodation expenses (including parking);
 - 3. Transportation to and from the event location;
 - 4. Food and beverage costs in accordance with the City's Travel Expense Policy;
 - 5. Other costs if deemed necessary by the CAO and Municipal Clerk for participation at the event.
- V. Meals will not be paid for day(s) where such is included in a conference/training/meeting package.
- VI. Selections on the above items must endeavor to achieve the best reasonable value at no reduction to accustomed living standards, while considering public scrutiny.
- VII. Prior to incurring such an expense, research on alternative modes of transportation (car rentals, airfare, shuttles) must be identified by the elected Official's as a comparable rate and supplied to the Municipal Clerk for budgeting purposes.
- VIII. Additional costs associated with companion attendance (i.e., +1 banquet tickets/additional accommodation costs) will be at the sole responsibility of the elected Official and are not reimbursed by the City.
- IX. All alcoholic beverages will be at the sole responsibility of the elected Official and are not reimbursed by the City.
- X. Elected Officials must submit receipts for approved costs incurred along with a Statement of Travelling Expenses Form identified within the City's Travel Expense Policy within two (2) weeks from the conclusion of the event.
- XI. If an elected Official chooses to cancel their attendance, all efforts will be made to either cancel registration and accommodation, or transfer arrangements to another participant.

5. Attendance

- I. When representing the City at events, elected Officials will adhere to The City of Greenwood Council's Code of Conduct, together with any other relevant policies and legislation.
- II. Should an election Official be involved in a delegation at an event, they will discuss the topic beforehand with the Chief Administrative Officer and Office of the Mayor to ensure understanding of Administration's viewpoint, thus allowing a united approach on issues.

- III. Upon returning to the municipality at the end of an event, and at the next Regular Meeting of Council, the elected Official will prepare a verbal summary of their experience at the event, and do so under the Council Reports section of the meeting.



POLICY TITLE: Employee Travel Expense Reimbursement Policy	POLICY NO: 2025-03
AUTHORITY: Council for the Corporation of the City of Greenwood	CLASSIFICATION: Finance
EFFECTIVE DATE: April 14 th , 2025	MOTION:
SUPERSEDES: Employee Expense Bylaw No. 952, 2020	

1. Purpose

The purpose of this Policy is to formalize the expense reimbursement process for employees and establish guidelines for reimbursement of travel and related expenses.

2. Scope

This Policy applies to all City of Greenwood employees.

3. General

The City of Greenwood will reimburse employees for reasonable expenses incurred as a result of City of Greenwood business as follows:

4. Procedure

- I. All travel must be authorized by the appropriate supervisor.
- II. All claims for reimbursement must be made on the “Expense Report” form and be approved by the employee’s supervisor. See Appendix “A” attached.
- III. Original receipts or proof of purchase must accompany expense claims.
- IV. Unless specified under the terms of a collective agreement, or Terms and Conditions of Employment, employees who travel on scheduled days off or beyond normal working hours will not be paid overtime or receive equivalent time off. Flexibility of work time hours may be considered with pre-approval from the supervisor. Any work schedule variation must occur within a reasonable amount of time after the event, i.e. up to 14 days after the event is reasonable.
- V. The completed Expense Report is to be submitted within five (5) working days of the employee’s return from travel, along with supporting receipts and a copy of the program itinerary provided by the event organizer (including meeting/conference dates).

- VI. Rates to be paid under this policy will be reviewed annually. Where a collective agreement specifies a rate of reimbursement different from that specified in this policy, the collective agreement rates will apply.

5. Accommodation

- I. Reimbursement for overnight stay will be at the conference rate if staying at a hotel where the conference rates have been obtained by the organization hosting the event, or at the government rate if lodging has been obtained elsewhere.
- II. All reasonable costs associated with the hotel stay such as business telephone use and parking will be reimbursed.
- III. Employees making private arrangements for accommodation with friends or relatives may claim up to \$50.00 per night.

6. Travel

- I. When making travel plans, employees are expected to utilize the most cost effective method of travel considering time, convenience and safety.
- II. If an employee chooses to take their own vehicle then reasonable expenses will be paid upon proof of payment i.e. Gas receipts.
- III. Mileage, inclusive of parking and ferries, up to the equivalent economy airfare, plus estimated taxi fares, will be paid for the use of private automobiles for travel, subject to approval from the employee's supervisor.
- IV. Travel allowance paid for use of a personal vehicle shall be at the rate determined by The Province of British Columbia (Provincial Rate).
- V. If the employee claims mileage equivalent to airfare, hotel accommodations and meals enroute normally will not be paid. Hotel accommodations and meals enroute, however, will be paid if it makes reasonable sense to do so.
- VI. Air travel is to be used where other less expensive forms of transportation are not possible or reasonable. The most economical airfare shall be obtained and flights should be booked as soon as travel needs are determined to obtain early booking discounts. Use of personal air miles or like reward plans to purchase airline tickets will not be compensated.
- VII. Associated costs for air travel such as parking, airport improvement fees, airport shuttle, taxi, etc. will be reimbursed with proof of payment.

7. Meals and Incidental Expenses:

- I. For each full calendar day or proportion thereof in travel status, employees shall be paid an overnight claim of \$20.00 as reimbursement for reasonable costs for incidental expenses.

- II. A meal allowance may be claimed in lieu of providing receipts as follows:
 - Breakfast \$20.00
 - Lunch \$25.00
 - Dinner \$35.00 (rates include gratuities)
- III. Where meals are included in a workshop or similar event, no amount may be claimed for meals, gratuities and other personal supplies or services.
- IV. Actual receipts for meals may be substituted in place of a claim for meal allowance. Reimbursement will depend on the particular circumstances involved. Please provide all relevant information. A gratuity of 10–15% of the value of the goods and services will be reimbursed.

8. Other Expenses

- I. Banquet tickets for spouses/partners to attend the conference gala dining event (presidential banquet or similar event) will not be compensated. Participation in other conference activities by spouses/partners will also not be compensated. Examples of these types of activities are plenary sessions, breakout sessions, daily meal or refreshment breaks, etc.
- II. Other unavoidable or extraordinary expenses incurred that are not mentioned in this policy may be considered for reimbursement on a one-time basis. Payment for these types of expenses will be considered individually and will not create a precedent for future activities.

9. Expenses Ineligible for Reimbursement

- I. Motor vehicle infractions.
- II. In-room movies or personal services.
- III. Alcoholic beverages.
- IV. Parking tickets or fines.
- V. Vehicle damages.
- VI. Cost for participation in optional recreation and social activities if not included in the conference registration fee.
- VII. Costs for spouse/partner recreation and social activities.

10. Review Schedule

Original Approval Date:

- April 14, 2025;

Review by Mayor and Council:

- April 2026;



Appendix 'A'
City of Greenwood

202 South Government Avenue, PO BOX 129, Greenwood, BC V0H 1J0

EXPENSE REPORT

Name: _____

Daily expense for the Week of: _____

ITEM	SUN	MON	TUE	WED	THURS	FRI	SAT	TOTAL							
Breakfast															
Lunch															
Dinner															
Lodging															
Telephone															
Car Rental, Taxi, Bus															
Parking															
Tips															
Airfare															
Mileage (show calculations per km)															
Subtotal															
Other Expenses:															
Date	Description							Amount							
Subtotal															
Total from Above															
Minus Advance															
Total Due															

Reason for Expense: _____

 Signature
 (Receipts must be attached to expense form)

 Approved By



POLICY TITLE: Council Remuneration and Expense Policy	POLICY NO: 2025-04
AUTHORITY: Council for the Corporation of the City of Greenwood	CLASSIFICATION: Council
EFFECTIVE DATE: April 14 th , 2025	MOTION:
SUPERSEDES: Council Renumeration and Expense Bylaw No. 951, 2020	

1. Purpose

The purpose of this policy is to ensure that compensation is fiscally responsible and fairly reflects the level of duties and responsibilities of the role of elected officials.

2. Scope

This Policy applies to all City of Greenwood elected officials.

3. General

The City of Greenwood Council members are paid remuneration and expenses in relation to the discharge of their duties as an elected official.

4. Interpretation

The Interpretation Act applies to this policy.

5. Definitions

In this policy

"Council" has the same meaning as in the Council Procedure Bylaw;

6. Guiding principles

1. Remuneration

- a) Council members will be paid remuneration, as set out in Schedule "A".
- b) One-third of the remuneration paid to council members, in accordance with the Canada Revenue Agency and this policy, as an allowance for expenses incidental to the discharge of the duties of their offices, and will be in addition to other expenses specified in this Policy.
- c) The annual remuneration will be paid pursuant to the provisions and policies of the City's payroll system.

2. Benefits

- a) Council members are not entitled to enroll in basic health and extended health (including dental) for the duration of their elected term.

3. Reimbursement of Additional Expenses

- a) Council members, who are appointed as acting mayor, or as representatives of the council to outside bodies, will be reimbursed for expenses, including, but not limited to, accommodation, transportation, vehicle mileage, memberships relevant to municipal affairs and other allowable expenses, reasonably incurred in the performance of such duties unless the expenses are paid by outside bodies.
- b) Council members, who attend, in person or virtual, conventions, conferences, and seminars, as authorized by the mayor, will be provided an annual conference allowance within the budget including: accommodation, transportation, vehicle mileage and other allowable expenses, to be supported by receipts. Meals and incidental expenses will be reimbursed up to the maximum daily allowance, as set out in this Policy.
- c) Each member of Council shall receive a technical allowance (cellphone) allowance of One Hundred Dollars (\$100.00) per month.
- d) All claims for reimbursement must be made on the "Expense Report" form and be approved by the mayor. See Appendix "B" attached.

4. Maximum Allowance

- a) The maximum allowance to cover travel expenses, including meals, gratuities, local telephone calls, and minor entertainment costs, for trips lasting more than one (1) day away from the City, will be \$90 per day, to be supported by receipts.
- b) Where meals are included as part of a conference, training seminar, or other business conducted on behalf of the City, which exceed one day, the maximum daily allowance will be reduced as follows:
 - I. \$20.00 if breakfast is included;
 - II. \$25.00 if lunch is included; or
 - III. \$30.00 if dinner is included.
- c) For travel expenses incurred internationally, the per diem allowance will be paid in the appropriate international funds or the Canadian equivalent.
- d) Where meals are included in a workshop or similar event, no amount may be claimed for meals, gratuities and other personal supplies or services.

- e) Actual receipts for meals may be substituted in place of a claim for meal allowance. Reimbursement will depend on the particular circumstances involved. Please provide all relevant information. A gratuity of 10–15% of the value of the goods and services will be reimbursed.

8. Other Expenses

- I. Banquet tickets for spouses/partners to attend the conference gala dining event (presidential banquet or similar event) will not be compensated. Participation in other conference activities by spouses/partners will also not be compensated. Examples of these types of activities are plenary sessions, breakout sessions, daily meal or refreshment breaks, etc.
- II. Other unavoidable or extraordinary expenses incurred that are not mentioned in this policy may be considered for reimbursement on a one-time basis. Payment for these types of expenses will be considered individually and will not create a precedent for future activities.

9. Expenses Ineligible for Reimbursement

- I. Motor vehicle infractions.
- II. In-room movies or personal services.
- III. Alcoholic beverages.
- IV. Parking tickets or fines.
- V. Vehicle damages.
- VI. Cost for participation in optional recreation and social activities if not included in the conference registration fee.
- VII. Costs for spouse/partner recreation and social activities.

10. Review Schedule

Original Approval Date:

- April 14, 2025;

Review by Mayor and Council:

- April 2026;



SCHEDULE 'A'
City of Greenwood
RENUMERATION

Mayor

Commencing January 1, 2025 , the mayor will be paid remuneration equaling to \$11,053.80, per year, adjusted annually, in accordance with this Policy.

Councillors

Commencing January 1, 2025, the councillors will be paid remuneration equally to \$7,762.56 per year, adjusted annually, in accordance with this Policy.

Remuneration Adjustment

For mayor and councillors, annual increases will be applied as follows:

Scheduled Increases	Basis
January 1, 2025 and every year after	1) the amounts set forth under Schedule "A" of this Policy shall be adjusted by a percentage equal to the percentage change in the Consumer Price Index for all items as published by Statistics Canada for the Province of British Columbia for the preceding year ended.



Appendix 'B'
City of Greenwood

202 South Government Avenue, PO BOX 129, Greenwood, BC V0H 1J0

EXPENSE REPORT

Name: _____

Daily expense for the Week of: _____

ITEM	SUN	MON	TUE	WED	THURS	FRI	SAT	TOTAL							
Breakfast															
Lunch															
Dinner															
Lodging															
Telephone															
Car Rental, Taxi, Bus															
Parking															
Tips															
Airfare															
Mileage (show calculations per km)															
Subtotal															
Other Expenses:															
Date	Description							Amount							
Subtotal															
Total from Above															
Minus Advance															
Total Due															

Reason for Expense: _____

 Signature
 (Receipts must be attached to expense form)

 Approved By



THE CORPORATION OF THE CITY OF GREENWOOD TEMPORARY USE PERMIT APPLICATION

PO Box 129
202 S. Government Avenue
Greenwood, BC V0H 1J0
Phone: 250-445-6644 Fax: 250-445-6441
Email: frontdesk.greenwoodcity@shaw.ca

APPLICANT'S INFORMATION:

Application Date: April 8/25

Applicant: Tamish Turkeys / Jessica McLean

Mailing Address: PO Box 707

Telephone Number(s): 250-300-8931

Registered Property Owner: _____

Mailing Address: _____

Telephone Number(s): _____

Applicant's Status: ☐ Individual ☐ Municipality ☐ Company (attach Cert. of Incorporation)
☐ Other, specify: _____

Current Zoning: _____

SUBJECT PROPERTY AND DEVELOPMENT INFORMATION:

Proposed Term of Use: Baseball Season.
(ie: years / months / days)

Start Date: April 15/25 End Date: June 20/25

Civic Address (street): N Kimberley

Legal Description: Plan Z B-9104
(lot / block / plan)

Property Identification #s: Baseball field
(PIDs)

~~SECRET~~
**THE CORPORATION OF THE CITY OF GREENWOOD
TEMPORARY USE PERMIT APPLICATION**

Provide a description of the existing use / development of the property:

Baseball games / practice

Provide a description of the proposed temporary use of the land and buildings:

Use of washrooms, shed and field

Describe all potential impacts on adjacent landowners, the environment and local area:

Baseball game noise.

Describe the steps that will be taken to restore the land or buildings to their original state after completion of the temporary use:

Clean up.

Please attach additional information, as required.

**THE CORPORATION OF THE CITY OF GREENWOOD
TEMPORARY USE PERMIT APPLICATION**

APPLICATION CHECKLIST:

- ☐ All sections of this application form have been completed
- ☐ Appendix A – Site Plan
- ☐ State of Title Certificate (not more than 30 days old)
- ☐ Copies of all covenants registered against the Title
- ☐ All owners listed on the Title have signed the application
- ☐ Application fee

By signing this application form, the signee confirms that the information disclosed on this form is accurate and complete. The signee warrants and represents that they have sufficient power, authority and capacity to sign on behalf of their company / corporation / community group.

Jessica McLean
Applicant's Name (please print)

Date: April 8/2025


Signature

Registered Owner's Name (please print)

Date: _____

Signature

This information is collected pursuant to Part 14 of the Local Government Act. This information may form part of the public record and may be included in a meeting agenda that is posted online when this matter is before the Council for the City of Greenwood.

APPENDIX A

Temporary Use Permit Application

THE CORPORATION OF THE CITY OF GREENWOOD TEMPORARY USE PERMIT APPLICATION

SITE PLAN

The Site Plan is a sketch describing the activities and improvements to the property. This sketch does not need to be to scale as it is meant to give a general overview of the developments.

Indicate by means of a sketch on the following page, the location of all the existing and planned activities and improvements.

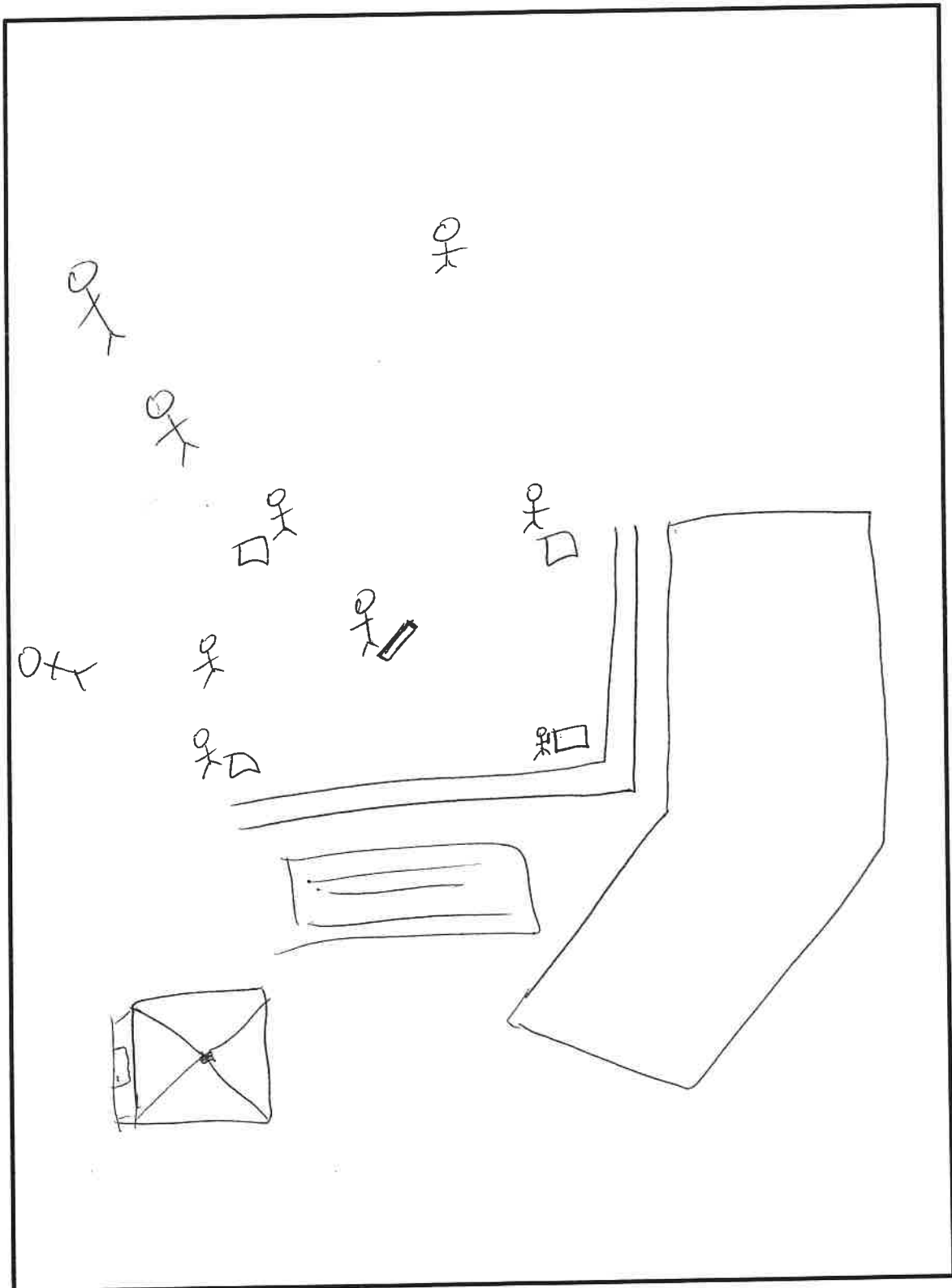
Please include the following information:

- north arrow
- property (parcel) boundaries
- anticipated construction layout (design / dimensions)
- all adjacent municipal roads (including highways and lanes)
- position of existing building, including civic (street) addresses
- position of proposed buildings, including setbacks
- position of proposed improvements, including setbacks
- proposed landscaping, fencing, berming
- location of proposed signage, including sign dimensions and setbacks from property boundaries
- location of existing and proposed parking areas, including the total number of available parking spaces

APPENDIX A

Temporary Use Permit Application

SITE PLAN



Please attach additional information as required.

THE CORPORATION OF THE CITY OF GREENWOOD

BYLAW NO. 1028, 2025

A bylaw respecting the Financial Plan for the years 2025-2029

The Council of the Corporation of the City of Greenwood in an open meeting assembled enacts as follows:

1. Schedule A (Financial Plan 2025-2029) attached hereto and made part of this Bylaw, is hereby declared to be the Financial Plan of the Corporation of the City of Greenwood for the years 2025 to 2029.
2. The 2025-2029 Financial Plan Statement of Objectives and Policies is set out in Schedule B and Schedule B is attached to and forms part of this bylaw.
2. This Bylaw may be cited for all purposes as the "**Bylaw No. 1028, 2025 - Financial Plan 2025-2029**".

Read a first time this	14th	day of	April	2025.
Read a second time this	14th	day of	April	2025.
Read a third time this	14th	day of	April	2025.

Adopted this 28th day of April, 2025.

Mayor

Corporate Officer

Certified a true copy of Bylaw No. 1028, 2025
as adopted by Resolution on
this 28th day of April 2025.

Corporate Officer

THE CITY OF GREENWOOD
Financial Plan 2025-2029 Amendment Bylaw No. 10xx, 2025
SCHEDULE "A"

	2025	2026	2027	2028	2028
Revenues					
Property Taxation	739,848	801,435	860,395	911,101	964,849
Sale of Services	373,491	274,146	274,816	275,498	276,194
User Fees	521,340	573,520	630,944	694,050	763,542
Grants from other Govts	636,327	616,935	531,945	535,572	539,240
Grants for Capital Projects	1,070,962	4,476,332	1,676,500	276,500	0
Transfer from Reserves	974,971	1,782,240	559,575	346,906	214,372
Debt Proceeds	0	0	400,000	0	0
Total Revenues	4,316,939	8,524,609	4,934,175	3,039,627	2,758,197
Expenditures					
General Government Services	1,122,649	1,157,494	1,195,511	1,227,362	1,260,524
Public Works	343,973	351,469	359,265	367,373	375,805
Protective Services	233,950	249,158	223,454	225,842	228,326
Water Services	152,800	155,752	158,858	162,128	165,572
Sewer Services	167,250	171,876	176,759	181,800	187,003
Capital Asset Expenditures	1,763,103	6,004,389	2,425,000	425,000	30,000
Transfer to Reserves	533,214	434,471	395,327	450,122	510,967
Total Expenditures	4,316,939	8,524,609	4,934,175	3,039,627	2,758,197
Financial Plan Balance	0	0	0	0	0

THE CITY OF GREENWOOD
2024-2028 FINANCIAL PLAN
Statement of Objectives and Policies
Schedule "B" of Bylaw No. 1028, 2025

In accordance with Section 165 (3.1) of the Community Charter, the City of Greenwood is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The portion of total revenue that comes from each of the funding sources described in Section 165 (7) of the Community Charter;
2. The distribution of property taxes among property classes; and
3. The use of permissive tax exemptions.

FUNDING SOURCES

Table 1 shows the portion of total revenue proposed to be raised from each funding source in 2025.

Government grants form the largest portion of planned revenue.

Transfers from reserves form the second largest portion.

Other sources of revenue form the third largest portion.

Property taxation & user fees form the remaining portion of planned revenue.

Table 1: Sources of Revenue

REVENUE SOURCE	% OF TOTAL REVENUE	DOLLAR VALUE
Grants from other Govts	39.5%	\$1,707,289
Transfer from Reserves	22.6%	\$974,971
Other Sources	8.7%	\$373,491
Property Taxation	17.1%	\$739,848
User Fees	12.1%	\$521,340
Debt Proceeds	0.0%	\$0
Total	100.0%	\$4,316,939

Objective

Over the next 5 years, the City will increase the portion of revenue that is received from user fees by 10% and property taxation by 9.5% to cover increased operational costs.

The City will be evaluating their own property needs to determine what City-owned properties can be released for public sale in the future.

Policies

The City will review user fee levels to ensure they are adequately meeting both capital and delivery costs of the services that are charging user fees. A fees and charges Bylaw has been drafted to enable the collection of fees for various services rendered by the City of Greenwood.

THE CITY OF GREENWOOD
2024-2028 FINANCIAL PLAN
Statement of Objectives and Policies
Schedule "B" of Bylaw No. 1028, 2025

Distribution of Property Tax Rates

Table 2 outlines the distribution of the property taxes among the property classes.

Table 2: Distribution of Property Tax Rates

PROPERTY CLASS	% OF TOTAL PROPERTY TAXATION	DOLLAR VALUE
Residential	83.8%	\$579,791
Business	15.1%	\$104,473
Utility	1.0%	\$6,919
Recreation	0.1%	\$692
Total	100.0%	\$691,875

Objective

To maintain a consistent percentage of total property taxation for each property class over the next 5 years.

Policies

Encourage economic development initiatives that will bring more business to Greenwood and the surrounding area. New businesses in Greenwood will help offset the tax burden of current businesses and provide employment for the residents of Greenwood.

Permissive Tax Exemptions

The City maintains a policy on permissive tax exemptions.