

# **CITY OF GREENWOOD**

## **Regular Council Meeting**

**Monday, March 14, 2022  
7:00 pm**

## **AGENDA**

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

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

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

### **4. Adoption of the Minutes**

- a. Minutes of the Regular Council Meeting of February 28, 2022

### **5. Correspondence for Information**

- a. RDKB Board Highlights – February 2022
- b. WBCF appreciation letter to BC Timber Sales Kootenay Business Area
- c. BC Achievement Foundation – Elevate newsletter – March 2022
- d. Interior Health Authority – COVID-19 vaccination clinics and virtual career fair information
- e. UBCM notices
- f. Ministry of Municipal Affairs – Bill 26
- g. UBCM The Compass newsletter
- h. City of Abbotsford – support for resolution from UBCM member municipalities – EPA legislation

### **6. Councillor's Reports**

### **7. Mayor's Report**

### **8. Accounts Payable**

### **9. New and Unfinished Business**

- a. Village of Midway Fire & Rescue Services – grant in aid request
- b. City of Greenwood – 2022 Budget Timeline
- c. Naere Restaurant – Development Permit requirement

- d. Profiled IT People Ltd. – Temporary Use Permit application

**10. Late (Emergent) Items**

**11. Discussion of Items for Future Agendas**

**12. Question Period**

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

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

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

**13. Adjournment**



CITY OF GREENWOOD  
Minutes of the Regular Meeting of Council held on February 28, 2022

**PRESENT**

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

**ALSO PRESENT**

Marcus Lebler, CAO/CFO  
Andrea Sherstobitoff, CO

**CALL TO ORDER**

Mayor B. Noll called the meeting to order at 7:01 pm.

**ADOPTION OF AGENDA**

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

THAT the February 28, 2022 agenda be adopted as amended.

- Amended to move In-Camera Resolutions to the end of the meeting agenda

(33-22)

**Carried**

**QUESTION & ANSWER  
PERIOD**

**ADOPTION OF MINUTES**

Regular Council Meeting Minutes  
February 15, 2022

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

THAT the minutes of the February 15, 2022 Regular Council Meeting be adopted as amended.

- Amended to correct details in Councillor Bolt's report regarding the West Kootenay Boundary Hospital Board meeting.

(34-22)

**Carried**

**CORRESPONDENCE FOR  
INFORMATION**

- |     |  |             |
|-----|--|-------------|
| a.) | Route 3 Racing Club letter                               | Information |
| b.) | Vaagen Fibre Canada                                      | Information |
| c.) | UBCM – The Compass newsletter                            | Information |
| d.) | Interior Health Authority information bulletin           | Information |
| e.) | Ministry of Municipal Affairs information                | Information |
| f.) | Selkirk Innovates State of the Basin Focus newsletter    | Information |
| g.) | Town of Oliver – BC Wildfires Petition letter of support | Information |

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

THAT Council send a letter to Richard Cannings, MP for South Okanagan – West Kootenay in support of the BC Wildfires Petition originally sent by the District of Lillooet.

(35-22)

**Carried**

**Motion: M. Seymour / C. Lang**

THAT the correspondence items a.) through g.) be accepted as information.

(36-22)

**Carried**

## **COUNCILLOR REPORTS**

Councillor Lang: None.

Councillor Nathorst: Attended the School District 51 meeting on February 24, 2022 regarding the proposed closure of the Midway Elementary School. The next meeting is tentatively scheduled for March 10, 2022.

Councillor Bolt: Attended the West Boundary Community Forest meeting on February 22, 2022.

Councillor Seymour: The Greenwood Library AGM is scheduled for March 29, 2022 and their next book sale will take place on May 23, 2022. The Library Board may be adding one additional member to the board.

## **MAYOR'S REPORT**

Attended a West Boundary Community Forest meeting that included a report on BC's old growth forest inventory.

Attended the RDKB's budget meeting on February 24, 2022.

Provided an update on volunteer efforts for this year's Founder's Day events.

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

THAT the reports be accepted as presented.

(37-22)

**Carried**

## **ACCOUNTS PAYABLE**

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

THAT Council receive the cash disbursement accounts payable report in the amount of \$58,312.01 for the period of February 16 to February 28, 2022.

(38-22)

**Carried**

## **NEW AND UNFINISHED BUSINESS**

a.) School Board 51 – proposed Midway Elementary School closure letter of support

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

**(Email resolution made by Council on February 17, 2022)**

THAT Council direct staff to draft a letter of support to the school board regarding the closure of the Midway Elementary School, and its contents be made private to avoid disclosure during school board public forums.

**Opposed: M. Seymour / B. Noll**

(39-22)

**Carried**

b.) City of Greenwood – Reservoir funding and grant

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

THAT Council repeal resolution 29-22.

(40-22)

**Carried**

City of Greenwood -  
Reservoir funding and  
grant

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

That Council approve an application through Canada's Infrastructure Program, Green Infrastructure, Environmental Quality fund, requesting 73.33% of costs of \$3,076,332 towards the Water Reservoir Replacement Project and to allocate the City's 26.67% portion of \$1,118,857 to be funded from a combination of the Community Forest, Capital Works and Water Infrastructure Reserves and borrowing; and  
To grant permission for Sean Annan of ISL Engineering and Land Services to apply for the Water Reservoir Replacement Project through Canada Infrastructure Program, Green Infrastructure, Environmental Quality fund on behalf of the City of Greenwood.

(41-22)

**Carried**

**IN-CAMERA RESOLUTIONS**

The following resolution was brought forward from the December 9, 2021 In-Camera Council Meeting:

**72-ICM-21**

Motion: J. Nathorst / C. Lang

THAT Council direct staff to begin recruitment of a new municipal peace officer to be shared equally with the Village of Midway.

Opposed: J. Bolt

The following resolution was brought forward from the February 15, 2022 In-Camera Council Meeting:

**05-ICM-22**

Motion: J. Nathorst / M. Seymour

THAT Council direct staff to work with the museum and make arrangements for Public Works to help with minor jobs at the museum with the administrator's prior approval before any work is undertaken.

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

THAT Council receive the in-camera resolutions from previous closed Council meetings as information.

(42-22)

**Carried**

**LATE (EMERGENT) ITEMS**

None.

**DISCUSSION OF ITEMS FOR  
FUTURE AGENDAS**

None.

**QUESTION PERIOD**

**IN-CAMERA**

**Motion: B. Noll**

THAT Council move to In-Camera at 7:25 pm.

(43-22)

**Carried**

(44-22)

**Motion: C. Lang**

THAT Council adjourn the In-Camera meeting at 9:15 pm.

**Carried**

**ADJOURNMENT**

(45-22)

**Motion: J. Nathorst**

THAT Council adjourn the regular meeting at 9:15 pm.

**Carried**

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**Barry Noll, Mayor**

**Certified Correct**

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**Andrea Sherstobitoff, Corporate Officer**



# Board Highlights

FEBRUARY 2022

**A general overview of** discussion items & major decisions from the Regional District of Kootenay Boundary (RDKB) Board of Directors meeting. The next board meeting is **March 9, 2022** at 1:00 p.m. on Zoom.

## FEBRUARY 23

### Delegations

#### Old-growth logging ban

Dr. Holt is a provincial old-growth forestry expert who was hired by the Province of BC to help map old-growth forests. Less than 11 million hectares of old growth is left; 400,000 hectares of that is very large old growth. She spoke about the Provincial old-growth logging deferral, which is a temporary measure to halt the decline of the old trees and their ecosystems. She believes that we must change how we manage our forests as they are vital and valuable for biodiversity, carbon storage, watershed and climate change.

#### Bridging Homelessness and Well-being

Jayme Jones from Selkirk Innovates presented to the RDKB Board on its anticipated project to examine homelessness from a regional perspective. The RDKB will join 16 other community partners to offer five days a year of 'in-kind' time, dovetailing into the work its planning department is currently involved in.

The project's objectives are to:

- 1) Conduct research that evidence based decisions can be based upon
- 2) To encourage regional collaboration among stakeholders
- 3) Use Selkirk College resources
- 4) Share knowledge learned with other regions

## Upcoming deadline for groundwater licensing

Did you know that Tuesday, March 1, 2022 is the deadline to apply for a water license if you started using groundwater from a well or dugout BEFORE March 1, 2016 for NON DOMESTIC uses (e.g. home businesses, irrigation, commercial waterworks or Industrial). The RDKB will send a letter to the Province of BC, as well as the local MLAs, requesting that the Groundwater Licensing deadline is extended by four weeks. In the meantime, visit [www.groundwater.gov.bc.ca](http://www.groundwater.gov.bc.ca) to apply online as an existing user to avoid a \$250 application fee and possible fines.

## Census figures

The 2021 census figures are out! It has raised some eyebrows, particularly where the data does not seem to reflect what is happening in communities. The Board will send a letter to Richard Cannings, Member of Parliament, and Statistics Canada requesting that they investigate and correct seeming data discrepancies, including building statistics, in the RDKB.

## Grant funding applications

The RDKB will apply for a grant for systems upgrades for the Beaver Valley Water Service through the Investing in Canada Infrastructure Program Green Infrastructure - Environmental Quality Sub. In support of the project, the RDKB is committing to its share of \$1,350,000.00 for the project.

The RDKB will also apply to the Union of BC Municipalities for a Community Emergency Preparedness Fund grant in the amount of \$20,910. If successful, the RDKB will use the money to purchase equipment and technology that will support the modernization of the emergency operations centre (EOC). These funds would also be used for training to further expand the capacity of RDKB and municipal staff to work in the EOC.

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

### Electoral Area A

\$500 to the Trail Curling Association for the 2022 BC Curling Club Challenge.

\$500 to the Village of Fruitvale for Remembrance Day programs.

### Electoral Area B/Lower Columbia - Old Glory

\$2,000 to the Community in Faith United Church Food Bank for its Food Bank Groceries and Coupon Program.

\$6,900 to the Rossland Society for Environmental Action: Fathom QuiQuac Salt Dilution Flow Meter for Trail Creek and Topping Creek.

\$1,000 to the Trail Curling Association for the 2022 BC Curling Club Challenge.

### Electoral Area D/Rural Grand Forks

\$4,500 to the Grand Forks Valley Historical Railway Society for start-up funds for its Railroad Museum.



### **Grants-in-Aid: funding to local groups/projects (Cont'd/):**

#### **Electoral Area E/Big White & West Boundary**

\$2,500 to the Big White Mountain Community Development Association for bookkeeping.

\$4,257 to the Big White Mountain Community Development Association for Directors and Officers Liability and General Liability Insurance.

\$525 to the Kettle River Food Share Society: rent for Community Integration Specialist from the Ministry of Social Development.

\$4,000 to the Midway Fire and Rescue Road Rescue Group: hydraulic combination tool for road rescue vehicle extrication.

\$9,150 to the Trails to the Boundary Society for its 2022 Visitor Centre rent.

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

For other information or to provide feedback, please contact Anitra Winje, our Corporate Officer at 250-368-0225 or [corporate@rdkb.com](mailto:corporate@rdkb.com).



661 Eighth Ave | PO Box 160 | Midway, BC | V0H 1M0  
ph: 250-449-2222 | fx: 250-449-2258  
midwaybc@shaw.ca

February 24, 2022

BC Timber Sales Kootenay Business Area  
1907 Ridgewood Road  
Nelson BC,  
V1L 6K1

Attn: George Edney

Dear George:

The Board of Directors and Management staff of West Boundary Community Forest wish to express our appreciation of the \$5,000.00 grant provided by BC Timber Sales toward interpretive signage at the Wilgress Lake Outdoor Education Center. It is great to work in partnership with BC Timber Sales and our local First Nations to help further the educational experiences for the students. We will ensure that the BCTS logo will be displayed on all signage installed as per your request.

We also thank you and Peter Jansen for making the time and effort to grant this funding in person as it means a lot for our board members and shareholders to meet the people we are partnering with.

Yours truly,

John Bolt  
Chair, WBCF

cc Peter Jansen, Operations Manager BCTS  
cc Dan MacMaster, WBCF Manager  
cc Village of Midway, Box 160 Midway BC V0H 1M0  
cc City of Greenwood, Box 129 Greenwood BC V0H 1J0

## Front Desk

**From:** BC Achievement Foundation <info@bcachievement.com>  
**Sent:** March 1, 2022 2:48 PM  
**To:** frontdesk.greenwoodcity@shaw.ca  
**Subject:** Bringing people together – March's ELEVATE newsletter



ISSUE 10 | MARCH 2022



**BC Achievement  
Foundation**



# ELEVATE

*When we come together with shared values and vision we can amplify the work each of us is doing. This month's focus is on our collaborative strengths whether that be on a local or global scale.*

**PROGRAM NEWS**



**BC Achievement  
Carter Wosk Award  
Applied Art + Design**

**Prosthetic artist Ann McLaren merges  
sculpture and facial reconstruction to achieve  
meaningful results**

Making custom designed facial prosthetics for patients is a passion for Award of Distinction recipient Ann McLaren. Her work combines innovation, science and art to create extraordinary results for the people she helps.

[Read more.](#)



**BC Achievement  
Indigenous  
Business Award**

**TD's sponsorship is elevating excellence in  
Indigenous business**

Since 2013, TD has worked with BC Achievement to elevate the Indigenous Business Award program - strengthening partnerships between Indigenous and non-Indigenous people. [Read more.](#)



**British Columbia  
Reconciliation Award**

**Multitalented director, Corey Payette, brings  
people together through film and theatre**

Corey Payette is a leader in contemporary Indigenous theatre. His productions, including *Children of*

God, earned him the BC Reconciliation Award in 2021 and have helped shaped conversations about the role of the arts in the pursuit of reconciliation. [Read more.](#)

## WHAT'S NEW



### International Women's Day

March 8th is International Women's Day. Events around the province will highlight this year's theme of *#BreakTheBias* - emphasizing a world free of bias, stereotypes and discrimination to create a world that's diverse, equitable and inclusive. [Read more.](#)



### View art by BC First Nations artists at local museums and galleries

CEREMONIAL/ART is one such gallery that focuses on works by BC First Nations artists. Currently on exhibit until the end of March are the works of Fulmer Award in First Nations Art recipients Dean Hunt, Cole Speck, Henry Speck and Robert Davidson. [Read more.](#)

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**BC Achievement  
Foundation**

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For Immediate Release | March 2, 2022

## New locations for COVID-19 vaccine clinics in the Interior

**IH WIDE** – As COVID-19 vaccination rates continue to increase, Interior Health (IH) plans to streamline its immunization campaign with new clinic locations. Over the coming weeks, the COVID-19 vaccine appointments will move from mass immunization clinics to pharmacies and IH health centres.

"Together with our community partners, we continue to achieve excellent COVID-19 vaccine deployment across the Interior region," said Susan Brown, Interior Health president and CEO. "We are grateful for their support and will continue to work with them as needed, including the BC Pharmacy Association, to provide access to vaccines."

People who have not yet received COVID-19 vaccines, including boosters, or pediatric vaccines for children age five to 11, will continue to have many options to book appointments. Children five to 11 can get their vaccines at local IH clinics, and people age 12 and older can get vaccines at participating pharmacies in their community. Currently, more than 90 pharmacies across the Interior region have appointments available for COVID-19 vaccines.

"I would also like to thank the many community volunteers who came forward to assist our immunization efforts across the region," added Brown. "From retired health care workers who volunteered as way finders, to parking attendants and therapy dog handlers, thank you all for your support as we delivered a historic immunization campaign, together."

Interior Health will provide ongoing opportunities, such as regular and pop-up clinics, for all eligible ages in rural and remote communities where access to pharmacies is limited.

This transition from larger clinics to pharmacies and health centres comes as 91 per cent of British Columbians age five and older have received one dose of the COVID-19 vaccine, 86 per cent have received two doses, and 51 per cent have received three doses.

"During this transition, it's still important for people to continue to get these vaccines when they are eligible," said Dr. Sue Pollock, interim chief medical health officer. "This means getting younger age groups their primary series of the vaccine or the booster doses for people age 12 and older to strengthen and maintain their immunity. These steps will reduce the spread of the virus in our communities and disruptions to our lives as a consequence. Most importantly, these vaccines are highly effective against severe disease and hospitalization."

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We recognize and acknowledge that we are collectively gathered on the traditional, ancestral, and unceded territories of the seven Interior Region First Nations. This region is also home to 15 Chartered Métis Communities. It is with humility that we continue to strengthen our relationships with First Nation, Métis, and Inuit peoples across the Interior.

**MEDIA, FOR INFORMATION:**

PHONE 1.844.469.7077 EMAIL [media@interiorhealth.ca](mailto:media@interiorhealth.ca)



Parents and guardians can continue to register their children age five to 11 at [www.getvaccinated.gov.bc.ca](http://www.getvaccinated.gov.bc.ca) or call 1-833-838-2323. Children are eligible for registration on or after their fifth birthday. Children will be invited to get their second dose eight weeks after their first dose.

People age 12 and older will get an invitation to book their booster appointment six months from the date of their second dose. People age 12 and older who have not yet received their first or second dose can drop in at IH clinics.

For more information on getting COVID-19 vaccines, including a list of all Interior Health COVID-19 immunization clinics and other resources, visit:  
<https://www.interiorhealth.ca/health-and-wellness/disease-outbreaks/covid-19>.

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**MEDIA, FOR INFORMATION:**

PHONE 1.844.469.7077 EMAIL [media@interiorhealth.ca](mailto:media@interiorhealth.ca)



For Immediate Release | March 4, 2022

## Virtual career fair highlights great opportunities in Interior Health

**IH WIDE** - Interior Health's next virtual career fair will be held March 8 from 9 a.m. to 4 p.m. PST. This fair will be aimed at all positions in Interior Health (IH). Those interested in attending can [book an online one-on-one](#) session and meet their recruiter to learn about opportunities for Aboriginal careers, environmental public health, health care assistants, laboratory, mental health, nursing, and more.

A recent virtual career fair focused on hiring people with a specialty in digital health, with Interior Health welcoming new employees to the organization in the last month. Digital Health roles support the organization's digital health initiatives which increase access to quality care for patients and their families across the region.

Applicants from the fair, held Jan. 25, included students considering careers in digital health who learned from recruiters how to prepare for a career with IH, as well as candidates with years of experience who were job-ready. Anyone interested was able to easily sign up for an online interview with an IH recruiter; 95 one-on-one sessions were booked in advance of the virtual career fair, indicating strong interest in digital health for IH.

The online digital career fair allows for a real-time dialogue between applicants and recruiters, as well as the ability to hire new recruits quickly. The virtual interview allows interested applicants to attend from anywhere, which expands the candidate pool and means Interior Health can attract the best people available.

To learn more about career opportunities at Interior Health, visit [Careers@IH](#).

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**MEDIA, FOR INFORMATION:**

PHONE 1.844.469.7077 EMAIL [media@interiorhealth.ca](mailto:media@interiorhealth.ca)

## Front Desk

**From:** Union of BC Municipalities <ubcm@ubcm.ca>  
**Sent:** March 2, 2022 12:50 PM  
**To:** frontdesk.greenwoodcity@shaw.ca  
**Subject:** UBCM Executive meeting; FireSmart Conference; LGLA Forum; Funding & Resources



## 2022 FireSmart BC Conference



Kamloops, BC will be the place to be on May 11 and 12 for the 2022 FireSmart BC Conference: Building Collaboration & Community. The two-day program is filled with keynotes, panel discussions and concurrent sessions to learn more about a wide variety of FireSmart topics. [Read more](#)

### UBCM Executive meeting highlights

The UBCM Executive held its quarterly committee and board meetings virtually over February 16-18. A full slate of Committee meetings was held and Executive members welcomed a delegation from the Minister of Municipal Affairs, the Honourable Josie Osborne. [Read more](#)

### Leadership Under Pressure: 2022 LGLA Forum

The 2022 LGLA Leadership Forum is just five weeks away from its return to a live venue at the Radisson Hotel in Richmond, April 6-7-8, 2022. This year's program includes plenty of opportunity to network at the Forum's two receptions, and hear some exciting speakers, including the Forum's keynote, Dr. Bonnie Henry. Cost is \$395+GST per delegate. Registration is open to elected officials and staff at a cost of \$395 (+GST) per person. [Read more](#)

### Electoral Area Directors' Forum

Register now for the Electoral Area Directors' Forum. This re-scheduled event will be held on April 5 - 6 at the Radisson Hotel Vancouver Airport in Richmond, BC. The LGLA Forum will immediately follow from April 6-8 at the same location. [Read more](#)

### Province seeks input on watershed security fund

The BC Government Province is holding a webinar for local government elected officials and staff as part of its engagement for a new provincial Watershed Security Strategy and Fund. The

webinar will introduce a discussion paper that explores a broad range of watershed security related themes, including governance, data and science, reconciliation, drinking water, land use planning, supply and demand, and funding. [Read more](#)

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## Fisheries Act consultation

The Department of Fisheries and Oceans (DFO) has begun their Wave Two engagement on the modernization of the Fisheries Act. Local governments can register and attend an upcoming technical briefing; or review recorded presentations. Feedback can be provided on the DFO website. [Read more](#)

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## Asset Management Planning program now open

Applications are being accepted for the 2022 intakes of the Asset Management Planning program. New for 2022, matching grants have been increased up to \$25,000 to support activities that advance a local government's asset management planning or practices. [Read more](#)

## 2022 Community Excellence Awards

Applications are now being accepted for UBCM's 2022 Community Excellence Awards. The awards recognize and celebrate UBCM members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government in B.C. The application deadline is May 20, 2022. [Read more](#)

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## Funding & resources update

Each month we provide an update on UBCM funding programs and information on other programs, events, and resources that may be of interest to local governments and First Nations. [Read more](#)

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March 3, 2022

Ref: 269135

Dear Chief Administrative Officers and Corporate Officers:

I am pleased to share that the [Bill 26](#) public notice amendments came into force February 28, 2022. These amendments give local governments the flexibility to adopt a bylaw to provide for alternative means of publication. For communities where the current public notice provisions are working well, no changes are required as these provisions will remain the default.

In addition to the option to adopt a bylaw, several consequential amendments have been made to align all of the public notice provisions in the *Community Charter*, *Local Government Act*, *Islands Trust Act*, *Municipal Replotting Act*, and *Vancouver Charter*. More information about these consequential amendments can be found on page eight of the attached circular from October 2021.

Prior to adopting a public notice bylaw, local governments must consider the principles of reliability, suitability, and accessibility. These principles are prescribed in Ministerial Regulations 'Public Notice Regulation' (M52) and 'Public Notice (Vancouver Charter) Regulation' (M53) which were deposited on February 28, 2022 (see attached). More information about the principles and what to consider before adopting a public notice bylaw can be found in [Public Notice Guidance Materials: For B.C. Local Governments](#) on our website.

If you have any questions about the public notice changes, I encourage you to contact our Governance and Structure Branch. You can reach the Governance and Structure Branch by phone or email at: 250-387-4020 or [LGovernance@gov.bc.ca](mailto:LGGovernance@gov.bc.ca).

Kind Regards,

Tara Faganello  
Assistant Deputy Minister

Enclosures

...2

pc: Gary MacIsaac, Executive Director, UBCM  
Candace Witkowskyj, Executive Director, LGMA  
Todd Pugh, Executive Director, CivicInfo BC  
Michelle Dann, Executive Director, Local Government Division, Municipal Affairs  
Joshua Craig, Financial Officer, Local Government Division, Municipal Affairs  
Patrick Thompson, Director, Local Government Division, Municipal Affairs  
Arielle Guetta, Senior Planning Analyst, Local Government Division, Municipal Affairs  
Lisa Hoskins, Senior Planning Analyst, Local Government Division, Municipal Affairs  
Liberty Brears, Senior Planning Analyst, Local Government Division, Municipal Affairs

**PROVINCE OF BRITISH COLUMBIA**  
**REGULATION OF THE MINISTER OF**  
**MUNICIPAL AFFAIRS**

*Community Charter*

Ministerial Order No. M55

I, Nathan Cullen, Minister of Municipal Affairs, order that the attached Public Notice Regulation is made.

**DEPOSITED**

March 1, 2022

B.C. REG. **52/2022**

March 1, 2022



\_\_\_\_\_  
Date

\_\_\_\_\_  
Minister of Municipal Affairs

*(This part is for administrative purposes only and is not part of the Order.)*

**Authority under which Order is made:**

Act and section: Community Charter, S.B.C. 2003, c. 26, s. 94.2

Other: \_\_\_\_\_

R20566116

# **PUBLIC NOTICE REGULATION**

## **Definition**

- 1** In this regulation, “**Act**” means the *Community Charter*.

## **Principles for effective public notice**

- 2** (1) Before adopting, under section 94.2 of the Act, a bylaw providing for alternative means of publishing a notice, a council must consider the following principles:
- (a) the means of publication should be reliable;
  - (b) the means of publication should be suitable for providing notices;
  - (c) the means of publication should be accessible.
- (2) Means of publication are reliable if
- (a) they provide factual information, and
  - (b) publication takes place at least once a month or, if the means of publication is a website, the website is updated at least once a month.
- (3) Means of publication are suitable for providing notices if
- (a) they allow all information in a notice to be displayed legibly,
  - (b) they allow a notice to be published by the required date, and
  - (c) they allow a person to consult a notice more than once during the period from the date of publication until the date of the matter for which notice is required.
- (4) Means of publication are accessible if
- (a) they are directed or made available to a diverse audience or readership, and
  - (b) they are easily found.

**PROVINCE OF BRITISH COLUMBIA**  
**REGULATION OF THE MINISTER OF**  
**MUNICIPAL AFFAIRS**

*Vancouver Charter*

Ministerial Order No. M56

I, Nathan Cullen, Minister of Municipal Affairs, order that the attached Public Notice (*Vancouver Charter*) Regulation is made.

**DEPOSITED**

March 1, 2022

B.C. REG. 53/2022

March 1, 2022

Date



Minister of Municipal Affairs

*(This part is for administrative purposes only and is not part of the Order.)*

**Authority under which Order is made:**

Act and section: *Vancouver Charter*, S.B.C. 1953, c. 55, s. 3.2

Other:

R20566216



# **PUBLIC NOTICE (*VANCOUVER CHARTER*) REGULATION**

## **Definition**

- 1 In this regulation, “Act” means the *Vancouver Charter*.

## **Principles for effective public notice**

- 2 (1) Before adopting, under section 3.2 of the Act, a bylaw providing for alternative means of publishing a notice, the Council must consider the following principles:
  - (a) the means of publication should be reliable;
  - (b) the means of publication should be suitable for providing notices;
  - (c) the means of publication should be accessible.
- (2) Means of publication are reliable if
  - (a) they provide factual information, and
  - (b) publication takes place at least once a month or, if the means of publication is a website, the website is updated at least once a month.
- (3) Means of publication are suitable for providing notices if
  - (a) they allow all information in a notice to be displayed legibly,
  - (b) they allow a notice to be published by the required date, and
  - (c) they allow a person to consult a notice more than once during the period from the date of publication until the date of the matter for which notice is required.
- (4) Means of publication are accessible if
  - (a) they are directed or made available to a diverse audience or readership, and
  - (b) they are easily found.



Ministry of Municipal  
Affairs

Local Government Division  
PO Box 9838 Stn Prov Govt  
800 Johnson St, 6<sup>th</sup> Floor  
Victoria BC V8W 9T1

## CIRCULAR

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October 29, 2021

To: All local government chief administrative officers and corporate officers

Re: [Bill 26](#)

As you may be aware, on October 26, 2021 [Bill 26](#) was introduced in the Legislature. The Bill proposes amendments to various sections in the *Community Charter*, *Local Government Act*, *Islands Trust Act*, *Vancouver Charter*, *Municipal Replotting Act*, *Powell River Incorporation Act*, *Cultus Lake Park Act*, *University Endowment Land Act*, and the *Municipalities Enabling and Validating Act (No.4)*.

The purpose of this circular is to provide an overview of some of the more significant changes in the Bill, including changes to public notice requirements, public hearing requirements, and a new requirement to consider a code of conduct.

If passed, some of the proposed changes will come into effect immediately (public hearings), while others (public notice and codes of conduct) will not come into force until a regulation is passed, likely in early 2022. For more information about the other proposed changes in the Bill please view the [Information Bulletin](#).

We encourage local governments to begin thinking about how they might incorporate the proposed changes into local government business.

### Public Notice

Proposed changes to section 94 of the *Community Charter* would add an option for local governments to adopt a bylaw to provide for alternative means of publication. This change recognizes that local governments are in the best position to determine how to notify and engage community members and provide greater flexibility for them to reach a wider audience.

Where the existing rules are working well for communities there will be no need to change – they can continue to use newspapers for notice. This method of publication will remain the default.

Local governments that want to create their own public notice scheme will need to adopt a public notice bylaw. Prior to adopting a bylaw, local governments must first consider principles of effective public notice which will be defined through regulation which include considerations like accessibility, suitability and reliability.

These changes will be brought into force by regulation in 2022. Once the legislation is in force and the principles of effective public notice have been considered, councils and boards will be able to choose two or more ways (e.g., local government website and newspaper) to meet their statutory public notice obligations.

Additional guidance material will be provided to local governments when the changes are brought into force. There are also several consequential amendments – including changes to regional district and Islands Trust public notice requirements that are summarized in Attachment 2.

### **Code of Conduct**

The legislation would establish a new requirement for all local governments to publicly consider the development of a code of conduct. The change seeks to create a regular process for elected officials to engage in conversations about shared expectations for conduct as they carry out their responsibilities and govern together. This is a next step in ongoing work that the province, the Union of BC Municipalities and the Local Government Management Association have committed to doing together, and the approach was supported by a special resolution endorsed at the Union of BC Municipalities Convention in September 2021.

Within six months of a general local election all municipal councils and regional district boards will have to consider, at an open meeting, whether to establish a new code of conduct or revise an existing one. Principles to guide these discussions will be established by regulation.

If a local government decides not to establish or revise a code of conduct, they will need to make their reasons for this decision publicly available upon request. They will also have to reconsider their decision before January 1 of the year of the next general local election.

These changes will not take effect until a regulation to bring them into force is passed – likely in spring 2022. Additional guidance material will be provided when the changes are brought into force.

### **Public Hearings**

The proposed changes to section 464 of the *Local Government Act* remove the default requirement for local governments to hold public hearings for zoning bylaw amendments that are consistent with the official community plan (OCP). Instead, approval of such zoning bylaws would proceed by default without public hearings, thereby removing the need for local governments to go through the process of waiving these hearings (as currently is required).

In order to maintain transparency in such cases, the amendments will require that a local government provide public notice of the zoning bylaw before the bylaw is considered at first reading by a municipal council or regional district board.

Under the proposed changes, local governments will still have the option to hold a public hearing on a zoning bylaw that is consistent with the OCP, if they so choose.

These proposed amendments are some of the first changes stemming from the [Development Approvals Process Review](#) (DAPR), which aims to improve the efficiency and effectiveness of development approvals to increase housing supply. For more information about these changes see the [News Release](#).

### **Delegation of Authority for Development Variance Permits**

Proposed changes to sections 498 and 499 of the *Local Government Act* would enable local governments to delegate development variance permit (DVP) decisions to staff, if the proposed variance is minor and pertains to matters specified in legislation, including:

- zoning bylaws respecting siting, size and dimensions of buildings, structures and permitted uses;
- off-street parking and loading space requirements;
- regulation of signs; and
- screening and landscaping to mask or separate uses or to preserve, protect, restore and enhance natural environment.

These legislative changes respond to feedback received during the DAPR consultations that many technical DVP decisions made by local government councils and boards could be reasonably considered by staff. These changes are designed to support increased efficiency of decision making in development approval processes. The enabling nature of this amendment provides local governments with autonomy in deciding whether to delegate DVP decisions to staff.

Local governments that delegate the power to issue a DVP to staff will be required to include in their delegation bylaw:

- a. Criteria for determining whether a proposed variance is minor
- b. Guidelines that the delegate must consider in deciding whether to issue a DVP

These requirements provide local governments with flexibility in determining what constitutes a minor variance and guiding a delegate that is exercising the power to issue a DVP. This approach helps retain council and board oversight of delegated decisions and establishes a fair application process for all applicants. The proposed legislative changes maintain consistency with the approach the *Local Government Act* takes for other delegated land use permits by providing that an applicant who is subject to a decision of the delegate is entitled to have the local government reconsider the matter. However, delegates that exercise the power to issue a DVP will not be required to provide notice under section 499 of the *Local Government Act*.

If you have any questions regarding the proposed amendments to public notice provisions or the new requirement to consider a code of conduct, please contact our Governance and Structure Branch. You can reach the Governance and Structure Branch by phone or email at: 250 387-4020 or [LGGovernance@gov.bc.ca](mailto:LGGovernance@gov.bc.ca).

If you have any questions about the proposed changes to public hearings and delegation of development variance permits, please contact our Planning and Land Use Management Branch. You can reach the Planning and Land Use Management Branch by phone or email at: 250 387-3394 or [PLUM@gov.bc.ca](mailto:PLUM@gov.bc.ca).

Sincerely,

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

Tara Faganello  
Assistant Deputy Minister and Inspector of Municipalities  
Local Government Division, Ministry of Municipal Affairs

## **Attachment 1: FAQs**

### ***Public Notice***

#### **Are local governments required to adopt a public notice bylaw?**

No. Under the new local choice framework, local governments may choose to adopt a public notice bylaw *or* if they don't adopt a bylaw, the default notice provisions in section 94.1 of the *Community Charter* apply – these are the same publishing requirements that applied to public notice before amendments were made.

#### **If a local government adopts a public notice bylaw, can one of the means be publishing in the local newspaper?**

Yes. In some communities, local newspapers are still a regularly published resource. In those communities, local governments may choose to continue to use the default public notice requirements *or* choose to adopt a public notice bylaw that includes newspaper publication as one of the two required means of providing notice.

#### **When can local governments start thinking about adopting a public notice bylaw?**

It is anticipated that the amendments to the legislation will not come into force until sometime in 2022. Before deciding on the means of public notice to be included in a bylaw, the local government must consider the principles of effective public notice. These will be outlined in a regulation and are likely to include considerations such as: are the means easy to access; can information be easily retrieved in the future; is the source well-established and reliable.

#### **Will guidance material be available for the new public notice options?**

Yes. Detailed guidance material will be made available to inform local governments of the changes and the public notice options available. Ministry staff will be engaging with local government staff in the development of these materials, which will be available in early 2022 when the amendments are anticipated to be brought into force.

### ***Code of Conduct***

#### **Are local governments required to adopt a code of conduct?**

There is no requirement for municipal councils or regional districts to adopt a code of conduct, but they must publicly consider and decide whether or not to adopt one or review an existing one. If they choose not to create or review a code of conduct, they must be prepared to make available their reasons for this decision.

#### **What do local governments need to consider before deciding whether to establish or review**

### **a code of conduct?**

Municipal councils and regional district boards must consider the prescribed principles of codes of conduct and any other prescribed matters before making their decision. The prescribed principles will be outlined in a regulation and it is anticipated they will be similar to the [foundational principles of responsible conduct](#). Further information and guidance on consideration for codes of conduct will be made available when the new sections come into force.

### **When would the consideration of a code of conduct need to occur?**

The first-time local governments would be required to consider and make a decision about adopting a code of conduct or reviewing an existing one, would be within six months of its first council meeting following the 2022 general local election. If a local government decides to adopt or review a code of conduct, they would not be required to reconsider their code of conduct again until after the next general local election.

However, if a local government decides not to adopt or review a code of conduct, they will be required to revisit this decision sometime before January 1 of the year of the next general local election.

### ***Public Hearings***

#### **Would the public still have the opportunity to provide input on a rezoning where a public hearing is not required?**

Under the proposed amendments, local governments will, by default, proceed without a public hearing process when the rezoning (zoning bylaw amendment) is consistent with the OCP. There would already have been a public hearing for the OCP itself during the course of its approval. However, to further maintain transparency, local governments will be required to provide notice to affected property owners that the zoning bylaw is proceeding to first reading.

While the proposed amendments do not require the local government to provide an opportunity for the public to be heard or to consider written submissions in such cases, as with other proposed bylaws, members of the public are always able to contact their council on any matter through, for example, writing a letter or attending a council meeting. These avenues will remain. When local governments make rezoning decisions without public hearings, they also have the option to undertake other kinds of early public engagement, such as information sessions early in the rezoning application processing stage.

#### **If a local government does *opt in* to holding a public hearing when it is not required, what are the procedural requirements that it will need to undertake?**

If a local government chooses to hold a public hearing on a rezoning for which a hearing is not

required, it will follow the normal public hearing procedures under existing section 465 of the *Local Government Act*, including providing advance public notice that a hearing will take place. Open meeting rules under local government legislation require these types of matters to be considered at meetings open to the public.

**Will guidance material be available for the new public hearing amendment?**

Yes. Guidance material will be developed on local government processes and notice in situations where public hearings are not required.

***Delegation of Authority for Development Variance Permits***

**Will guidance material be available on the delegation of authority for DVPs?**

Yes. Guidance material will be provided after the changes are brought into force.



## **Attachment 2 – Consequential Amendments Related to Public Notice Changes**

### *Local Government Act*

- All references to publication in a newspaper (except s.659(5)) have been removed from the *Local Government Act* and replaced with the requirement to post in accordance with section 94 of the *Community Charter*. This means that all public notices must be posted in the public notice posting places and published in accordance with either section 94.1 or 94.2 of the *Community Charter*.
- Notice for regional district special meetings has changed to twenty-four hours notice (unless waived by unanimous vote). The notice must be posted at the regular meeting place and the public notice posting places and sent to each Director. There is no longer a requirement to mail notice to Directors five days before.
- Before a regional district procedure bylaw can be amended, repealed, or substituted, notice must now be provided in accordance with section 94 of the *Community Charter*. There is no longer a requirement to mail notice to Directors five days before.

### *Community Charter*

- Reference to publication in a newspaper in section 208(3) has been removed and replaced with the requirement to post in accordance with section 94 of the *Community Charter*. This means the notice must be posted in the public notice posting places and published in accordance with either section 94.1 or 94.2 of the *Community Charter*.

### *Municipal Replotting Act*

- Notice of a replotting scheme must now be published in accordance with all of section 94 of the *Community Charter*, not just 94(1)(b).

### *Islands Trust Act*

- Trust Council and Local Trust Committees must now include public notice posting places in their procedure bylaws.
- Reference to publication in a newspaper in section 49.6(2) has been removed and replaced with the requirement to post in accordance with section 94 of the *Community Charter*. This means the notice must be posted in the public notice posting places and published in accordance with either section 94.1 or 94.2 of the *Community Charter*.

### *Vancouver Charter*

- Notices under Part 1 [Electors & Elections] & Part 2 [Assent Voting] must now be published in accordance with section 3 [requirements for public notice] of the *Vancouver Charter*.

## Front Desk

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**From:** Union of BC Municipalities <ubcm@ubcm.ca>  
**Sent:** March 9, 2022 10:20 AM  
**To:** frontdesk.greenwoodcity@shaw.ca  
**Subject:** Province responds to 2021 Resolutions; Local Government-Indigenous Relations survey; Child Care consultations



## Provincial responses to 2021 Resolutions



Provincial responses to many of the resolutions from the 2021 UBCM Convention are now available. UBCM will follow up with letters to the local governments that sponsored resolutions in 2021 in order to provide the relevant provincial responses to their resolution(s). [Read more](#)

### Local Government-Indigenous Relations survey

Members have an opportunity to complete UBCM's survey on Indigenous Relations before it closes on March 31st. This survey is intended for local government staff and elected officials, and will be used to inform advocacy and update existing reconciliation

### Final Reminder: Register for the Regional District CAO and Chair Forum

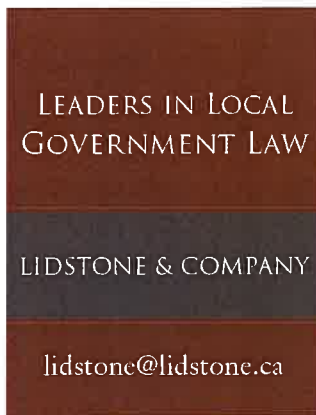
The Regional District CAO and Chair Forum returns in 2022 as an in-person event, on March 22 (afternoon) and March 23 (morning). The Forum program is now available. The event will be held at the Hotel

and relationship building resources for members. [Read more](#)

Grand Pacific in Victoria, BC. Please register by March 11, 2022. [Read more](#)

## Child Care Consultations

The provincial government is inviting stakeholders to participate in a series of focus groups to inform the creation of a new system for child care under the Ministry of Education. Interested parties can [register](#) to attend a focus group in mid-March. Feedback can also be provided in the self-paced online feedback [form](#).



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Union of BC Municipalities | 525 Government Street, Victoria, V8V 0A8 Canada

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## Councillors

Les Barkman  
Sandy Blue  
Kelly Chahal  
Brenda Falk



## CITY OF ABBOTSFORD

Mayor, Henry Braun

## Councillors

Dave Loewen  
Patricia Ross  
Dave Sidhu  
Ross Siemens

March 10, 2022

File: 0530-03

*Via email*

UBCM Member Municipalities

Dear UBCM Members:

### **Re: Support for Resolution**

I am writing on behalf of Abbotsford City Council, requesting favourable consideration and resolutions of support for recovering municipal costs through Build Back Better Funding for critical infrastructure for inclusion at the upcoming LMLGA Convention, in advance of the UBCM Convention this fall.

At the February 28, 2022 Council Meeting, City Council approved the following resolution:

WHEREAS the Province of BC completed a Preliminary Strategic Climate Risk Assessment for B.C. in 2019 that found that extreme weather events will continue to worsen across the province in coming years including heat waves and severe river flooding, with extreme precipitation events continuing to increase toward 1 in 20 year events becoming 1 in 10 year events or lower;

AND WHEREAS the Minister for Public Safety and Solicitor General and Emergency Management BC have been working closely with the UBCM Flood and Wildfire Advisory Committee and local governments since mid-2019 to modernize Emergency Program Act (EPA) to support local governments in responding and planning for disaster mitigation through phased-in legislative updates beginning in 2022:

THEREFORE be it resolved that the provincial government, as part of the process of modernizing the EPA legislation, include robust and sustainable 'building back better' funding at 100 per cent as part of the first phase of the updated EPA legislation in 2022; and additionally consider enhancing the Community Resiliency Investment Program to include funding programs for flood related infrastructure improvement.

We look forward to, and appreciate your support on this matter.

Yours truly,

Henry Braun  
Mayor

c. Council members  
Peter Sparanese, City Manager

## Cheque Register-Summary-Bank



Supplier : HERIT To ZWARN  
 Pay Date : 01-Mar-2022 To 11-Mar-2022  
 Bank : 01 - General Bank To 999 - Penny Rounding Suspense

Seq : Cheque No. Status : All  
 Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
5213	04-Mar-2022	INTERIOR	INTERIOR HEALTH ACCTS RECEIVABLE	Issued	50	C	462.49
5214	04-Mar-2022	MUNICIPAL	MUNICIPAL INSURANCE ASSOCIATION OF BC	Issued	51	C	14,106.00
5215	07-Mar-2022	ACECOUR	A.C.E. COURIER SERVICES	Issued	55	C	31.62
5216	07-Mar-2022	ACKLA	ACKLANDS GRAINGER	Issued	55	C	213.13
5217	07-Mar-2022	ACTSTEEL	ACTION STEEL	Issued	55	C	3,275.87
5218	07-Mar-2022	BCASSESS	BC ASSESSMENT	Issued	55	C	76.73
5219	07-Mar-2022	CHARV001	CHARTIER, VANESSA DAWN	Issued	55	C	640.00
5220	07-Mar-2022	CITYGF	CITY OF GRAND FORKS	Issued	55	C	426.30
5221	07-Mar-2022	COPPCR	COPPER CREEK COUNTRY STOR	Issued	55	C	176.97
5222	07-Mar-2022	CUPE001	CUPE - LOCAL 2254	Issued	55	C	390.85
5223	07-Mar-2022	GRANDHH	GRAND FORKS HOME HARDWARE	Issued	55	C	104.33
5224	07-Mar-2022	GREEN	GREENWOOD SAW TO TRUCK REPAIRS	Issued	55	C	119.79
5225	07-Mar-2022	HODDM	HODDINOTT, MARK	Issued	55	C	464.82
5226	07-Mar-2022	LORDC001	LORDCO	Issued	55	C	133.27
5227	07-Mar-2022	MUNIFIN	MUNICIPAL FINANCE AUTHORITY	Issued	55	C	11.77
5228	07-Mar-2022	PENDO	PENDOZI MACHINE SHOP LTD	Issued	55	C	19.63
5229	07-Mar-2022	PRAXAIR	LINDE CANADA INC	Issued	55	C	35.72
5230	07-Mar-2022	REGIO001	REGIONAL DISTRICT OF KOOTENAY BOUND	Issued	55	C	764.99
5231	07-Mar-2022	TGIS	TGIS GREENWOOD IMPROVEMENT SOC	Issued	55	C	1,029.49
5232	07-Mar-2022	WKBRHD	WEST KOOTENAY BOUNDARY REGIONAL HC	Issued	55	C	348.27
5233	07-Mar-2022	YOUNG001	YOUNG ANDERSON BARRISTERS	Issued	55	C	346.53
5234	09-Mar-2022	PT00000119	DORAN, BARBARA DOREEN	Issued	57	C	940.50
5235	11-Mar-2022	ACECOUR	A.C.E. COURIER SERVICES	Issued	61	C	80.06
5236	11-Mar-2022	BEELEAF	BEELEAF PRODUCTIONS	Issued	61	C	174.89
5237	11-Mar-2022	BLACK001	BLACK PRESS	Issued	61	C	307.04
5238	11-Mar-2022	CANCO	CANCO #106	Issued	61	C	485.57
5239	11-Mar-2022	RECEI	RECEIVER GENERAL FOR CANADA	Issued	61	C	775.52
00485-0001	01-Mar-2022	MANULIFE	MANULIFE FINANCIAL	Issued	46	E	3,456.62
00486-0001	07-Mar-2022	ACCUR	ACCURA ALARMS	Issued	54	E	157.50
00486-0002	07-Mar-2022	COLLVISA	COLLABRIA HERITAGE CREDIT UNION	Issued	54	E	3,202.07
00486-0003	07-Mar-2022	FORTI001	FORTIS BC - Electric	Issued	54	E	740.22
00486-0004	07-Mar-2022	FORTI002	FORTIS BC NATURAL GAS	Issued	54	E	2,434.27
00486-0005	07-Mar-2022	SHAW001	SHAW CABLE	Issued	54	E	472.80
00486-0006	07-Mar-2022	TELUS	TELUS	Issued	54	E	98.56
00487-0001	09-Mar-2022	MUNIP	MUNICIPAL PENSION PLAN	Issued	58	E	3,756.15
00488-0001	11-Mar-2022	FORTI001	FORTIS BC - Electric	Issued	60	E	2,652.89
00488-0002	11-Mar-2022	SHAW001	SHAW CABLE	Issued	60	E	339.21
00488-0003	11-Mar-2022	TELUS 003	TELUS	Issued	60	E	168.22
Total Computer Paid :		25,942.15	Total EFT PAP :	17,478.51	Total Paid :		43,420.66
Total Manually Paid :		0.00	Total EFT File :	0.00			

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



## *The Village of Midway* **Fire & Rescue Services**

661 Eighth Avenue, Midway, British Columbia, PO Box 160, V0H 1M08

Telephone: (250) 449-2206

Fax: (236) 354-8011

*From the Office of the Fire Chief*

November 30, 2021

City of Greenwood  
PO Box 129  
Greenwood, BC, V0H 1J0  
Attn: Mayor Barry Noll and Council

Dear Mayor Noll and Council,

Midway Fire and Rescue department is in need of new equipment to assist with their Road Rescue service. The purchase of a hydraulic combination tool is for Road Rescue Vehicle Extrication. The purchase of a battery-operated unit will allow us to access long distance MVA events (such as over an embankment) without being tied to a hose system, which is restrictive. This tool will provide much faster response and will ultimately assist in saving more lives as responders can get there more readily. Earlier in 2021 funding has been secured to purchase an electric hydraulic cutter, and an electric hydraulic ram, to complement the spreader that was purchased last year. The purchase of the combi tool will mean that we will have a complete set of electric tools that will provide us the ability to perform vehicle extrication and patient rescue in locations that lined tools would not reach.

The Rescue service jurisdiction goes as far as Eholt to the East, Carmi and 62km up Christian Valley to the North and to the Canyon Bridge to the West. This tool will serve the entire Boundary area and all of those who travel through year-round.

The total cost of the equipment is \$16,900 after PST. We are requesting a donation of \$6,000 from the City of Greenwood to help assist with this purchase.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Daloise".

Michael Daloise  
Fire Chief  
[firechief@midwaybc.ca](mailto:firechief@midwaybc.ca)

*Don't train until you get it right, train until you can't get it wrong*



## The Corporation of the City of Greenwood

### Policy – Grant in Aid

- 1.) DATE: JAN 31, 2022
- 2.) NAME OF GROUP: MIDWAY FIRE + RESCUE - ROAD RESCUE TEAM
- 3.) MAILING ADDRESS: PO Box 160, MIDWAY, BC, V0H 1M0
- 4.) CIVIC ADDRESS: 661 8th AVE., MIDWAY, BC, V0H 1M0
- 5.) LEGAL DESCRIPTION: \_\_\_\_\_
- 6.) TAX FOLIO #: \_\_\_\_\_ TAX YEAR: \_\_\_\_\_
- 7.) CONTACT PERSON: FIRE CHIEF MICHAEL DALOISE
- 8.) PHONE # 250-449-2206
- 9.) LIST OF EXECUTIVE MEMBERS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 10.) GROUPS AIMS AND OBJECTIVES: TO PROVIDE EXPEDIENT, SKILLED, REMOVAL OF PERSONS INVOLVED IN MOTOR VEHICLE COLLISIONS.  
\_\_\_\_\_  
\_\_\_\_\_
- 11.) OUTLINE SERVICES PROVIDED TO OUR COMMUNITY:  
MFR PROVIDES AUTO EXTRICATION SERVICES TO GREENWOOD RESIDENTS AND THE TRAVELLING PUBLIC FROM CARMICHAEL IN THE NORTH TO CANYON BRIDGE IN THE WEST, AND TO EMERGENCY INCIDENTS BETWEEN THESE POINTS WOULD HAVE THE ROAD RESCUE RESPOND FROM MIDWAY
- 12.) OUTLINE DETAILS OF EFFORTS MADE BY YOUR ORGANIZATION TO WORK TOWARDS SELF-SUFFICIENCY: FUNDING FOR THE ROAD RESCUE TEAM TO OPERATE, PURCHASE FUEL & EQUIPMENT, AND TRAINING COSTS COMES FROM EMERGENCY MANAGEMENT BC (EMBC) AND GRANTS. EMBC FUNDING MOSTLY COVERS FUEL AND SOME MAINTENANCE.  
\_\_\_\_\_  
\_\_\_\_\_
- 13.) IS THE FUNCTION OF YOUR ORGANIZATION:
  - A. REGIONAL IN NATURE YES
  - B. TO SERVE THE GREENWOOD AND AREA YES
  - C. TO SERVE THE GREENWOOD AREA ONLY NO
- 14.) HAS YOUR GROUP RECEIVED GRANTS AND/OR TAX EXEMPTIONS FROM THE City in the past two (2) years? YES amount of grant/tax exemption \$5000
- 15.) HAS YOUR GROUP EVER RECEIVED SUPPORT IN ANY FORM FROM THE City of Greenwood (grant in aid, services in kind, free use of facilities etc.) NO  
\_\_\_\_\_  
\_\_\_\_\_

16.) HAS YOUR GROUP RECEIVED GRANTS FROM OTHER SENIOR GOVERNMENTS  
(FEDERAL/PROVINCIAL) LOCAL GOVERNMENT, CROWN AGENCIES, REGIONAL DISTRICTS, ETC.

NAME OF CONTRIBUTOR: RDKB

YEAR: 2021

AMOUNT RECEIVED: \$4000

NAME OF CONTRIBUTOR: VILLAGE OF MIDWAY

YEAR: 2021

AMOUNT RECEIVED: \$8000

NAME OF CONTRIBUTOR: \_\_\_\_\_

YEAR: \_\_\_\_\_

AMOUNT RECEIVED: \_\_\_\_\_

NAME OF CONTRIBUTOR: \_\_\_\_\_

YEAR: \_\_\_\_\_

AMOUNT RECEIVED: \_\_\_\_\_

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

A. THE GROUP'S MOST RECENT FINANCIAL STATEMENT

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

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

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

Dated at the City of Greenwood, in the Province of British Columbia, the 3<sup>rd</sup> day of  
FEBRUARY, 2022

Signature: [Signature]

Name: M. DALOISE

Position: FIRE CHIEF

Address: 661 8th AVE, MIDWAY, BC

Phone#: 250-449-2206



## 2022 Budget Timeline

Day	Month	Date	Description
Mon/Tue	March	21-22	Council deliberation of general capital & operating budgets
Monday	March	28	3 readings of 5 year financial plan
Monday	April	11	Adopt 5 year financial plan
Monday	April	25	3 readings of tax rate bylaw
Monday	May	9	Adopt tax rate bylaw

# City of Greenwood

## MEMORANDUM

To: Mayor Noll and Council Date: March 10, 2022

From: Andrea Sherstobitoff, CO Meeting Date: March 14, 2022

Subject: Notice of Business Licence Application – Downtown Greenwood  
Official Community Plan Development Permit Requirement and Regulations

Applicant: Naere Restaurants Ltd. (Owner: 1059551 Alberta Ltd.)

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### Rationale

The purpose of this report is to present information related to a Business Licence application in downtown Greenwood within the Official Community Plan's Development Permit Area; and to request Council's approval to waive the requirement for submission and approval of a Development Permit application prior to approval of the Business Licence application.

### Options

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

### Recommendations

That Council waive the requirement for submission and approval of a Development Permit application by Naere Restaurants Ltd. prior to approval of their Business Licence application.

### Background / Report

The applicant has applied for a Business Licence to operate a restaurant in downtown Greenwood (296 S. Copper Avenue / 1375 Greenwood Street). The owner of the property, 1059551 Alberta Ltd., has provided consent to operate the business on their property (page 2 of the application form).

The property is located within the Development Permit Area outlined in Greenwood's Official Community Plan Bylaw No. 682, 1996. The OCP provides development policies and objectives for Greenwood's Downtown Revitalization Area to protect and improve the heritage character of downtown Greenwood.

The OCP's Development Permit Area policies provide guidelines for the siting and form of structures and buildings, including exterior design elements that support and complement the existing features that exhibit evidence of Greenwood's early history as an early mining community.

The applicant's lease agreement does not permit them to undertake any significant alterations or renovations to the exterior of the building. The applicant has submitted information on proposed exterior signage, included as part of the Business Licence application (Attachment 1). The applicant plans to make minor changes to exterior lighting and introduce limited outdoor bistro seating.

The applicant will be submitting fire inspection reports and approval from the Interior Health Authority to operate a food premises. The applicant has already provided copies of their Certificate of Incorporation for the business and Food Safe certification. The applicant has been advised that they may require approval from the Ministry of Transportation and Infrastructure for the outdoor seating on the sidewalk adjacent to S. Copper Avenue (Highway 3).

The proposed changes to the exterior of the building are extremely minor and do not change the overall character of the building's exterior. Any additional renovations or alterations to the building in the future will require re-evaluation and submission of a Development Permit application.

#### Attachment

- Attachment 1: Business Licence application – Naere Restaurants Ltd.
- Attachment 2: City of Greenwood Official Community Plan Development Permit policies



# CITY OF GREENWOOD

## Business Licence Application

202 S. Government Avenue PO Box 129, Greenwood, BC V0H 1J0

This application must be completed in full. If you have any questions regarding this application, please contact the Greenwood City Hall at 250-445-6644, frontdesk.greenwoodcity@shaw.ca or visit us at 202 S. Government Ave.

### OFFICE USE ONLY

Business Licence Number:

342

Effective Date:

Approved By:

Fee: 40.00

(date of payment) May. 10, 2022  
(mm / dd / yyyy)

### APPLICATION INFORMATION



New Business



Renewal / Reinstatement



Change of Business Name



Change of Business Type/Use



Change of Address



Change of Owner/Manager

Proposed Business Start Date:

04/01/2022  
(mm / dd / yyyy)

Effective Date of Change:

(mm / dd / yyyy)

### BUSINESS INFORMATION

Business Operating Name:

Naere Restaurants Ltd.

Doing Business As:

Naere Restaurant

City:

Greenwood

Province:

B.C.

Mailing Address:

2680 Jewel Lake Rd. Greenwood B.C. V0H 1J0

Street Address:

298 S Copper Avenue Greenwood, BC V0H 1J0

Business Phone:

Fax:

Cell Phone:

Same as cell for now

N/A

(250) 289-1902

E-Mail:

chefdaniandersen@gmail.com

Business Website:

Naere Restaurant.ca

Facebook / Other Social Media:

@NaereRestaurant-BC - Instagram - TikTok - Facebook

Nature of Business: (ie: contractor, food services, retail sales, etc.)

food services - counter service / take out to start with indoor / outdoor (4) seating.

Limited / Incorporated Company Name:

Naere Restaurants Ltd.

Charitable / Not for Profit / Society Name:

Number of Employees:  
(full-time)

2

Number of Employees:  
(part-time)

none at this time

# City of Greenwood Business Licence Application

I hereby make this application for a business licence in accordance with the above stated information and declare that the statements are true and correct. I agree, if granted a business licence, to comply with all relevant bylaws now in force or which may come into force in the City of Greenwood.

Owner  
Name(s): Danielle Andersen  
(print)

Signature(s): D. Andersen

Date: March 4, 2022

Manager  
Name(s): Paul Andersen  
(print)

Signature(s): Paul Andersen

Date: March 4, 2022

## PROPERTY OWNER:

(Christopher Anderson)

(Signature)

DATE: March 9, 2022

This application must be completed in full. Completion of this application does not guarantee approval of application. Approved licences will be issued only upon:

- receipt of the Business Licence Application form;
- payment of the applicable Business Licence Application fee; and
- submission of supporting documentation and certification, as described in the City of Greenwood Business Licence Bylaw No. 924, 2018.

Please be advised this document is subject to the Freedom of Information and Protection of Privacy Act and access can be requested.

### OFFICE USE ONLY

Current Zoning: _____	<input checked="" type="checkbox"/>	OCP Amendment Required	<input checked="" type="checkbox"/>	Zoning Bylaw Amendment Required	<input checked="" type="checkbox"/>	Building Permit Required
<input checked="" type="checkbox"/> Fire Inspection Report Required	<input checked="" type="checkbox"/>	Fire Suppressions Systems Report	<input checked="" type="checkbox"/>	<del>Liquor</del> / <sup>Premises</sup> Food Primary Licence	<input checked="" type="checkbox"/>	Food Safe Certificate Required
<input type="checkbox"/> Home Occupation			<input type="checkbox"/>	Industrial Business (Council Approval Required)		
<input type="checkbox"/> Other Certification Required:						

## Front Desk

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**From:** Danielle Andersen <chefdaniandersen@gmail.com>  
**Sent:** March 4, 2022 4:22 PM  
**To:** frontdesk.greenwoodcity@shaw.ca  
**Subject:** Sign permit info for Andrea  
**Attachments:** fullsizeoutput\_6c3.jpeg; fullsizeoutput\_6c5.jpeg; 273380277\_10158488694880980\_5768553097710134842\_n.jpg

Good afternoon,

We spoke today about maybe needing a sign permit for the Naere Restaurant. Attached are the signs that we have, and our plans.

The first picture is of the two hanging signs. They are being replaced by the current ones that swing from the top half of the restaurant. The second is the lightbox sign, however we do not want to use the light as there are tenants in the apartments above.

The third is a sandwich board for while we are open which will have a wooden frame with a planter box attached.

We would like to use two small round bistro tables in a light blue colour on the top half of the sidewalk if possible with seating for 2 at each table.

We are not allowed to change anything on the building outside as per our lease agreement so the colours will remain the same and no structural renovations will be done.

In the future if our agreement allows, we would like to change the windows to be opening as we have a window bar with stools that face the street inside, but that won't be for a few years - if at all.

I think that was all we needed, but let me know if there are more details that I may have missed.

Thank you, have a wonderful weekend.

Danielle Andersen



Naere Restaurant  
298 S Copper  
Greenwood, B.C.  
VoH 1Jo

STAY SOCIAL

[www.instagram.com/naererestaurantbc](https://www.instagram.com/naererestaurantbc)

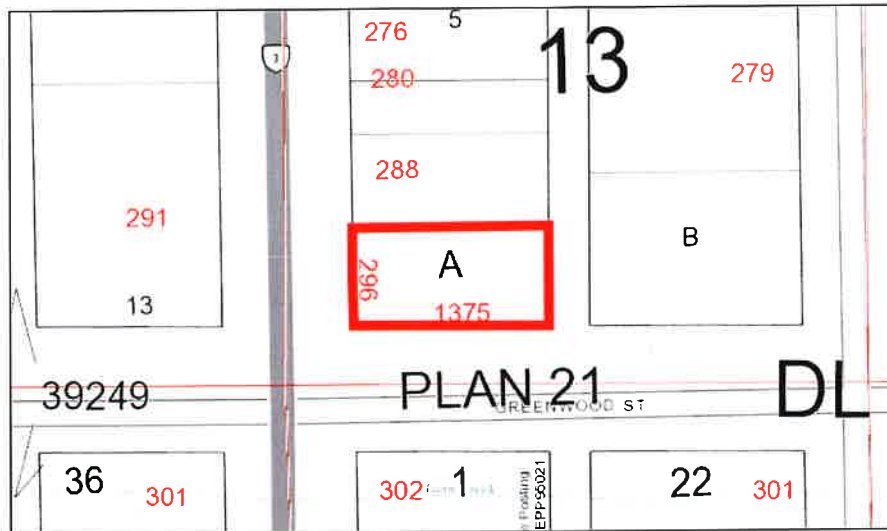
<https://www.facebook.com/naererestaurantbc/>



**CITY OF GREENWOOD – BUSINESS LICENCE APPLICATION**  
**NAERE RESTAURANTS LTD. – EXTERIOR SIGN DETAILS**

Location: 296 S. Copper Avenue / 1375 Greenwood Street

Legal Land Description: Parcel A, Block 13, Plan KAP21, District Lot 597, SDYD (PID: 028-311-680)



## DEVELOPMENT PERMIT AREAS

### ISSUE: THE PHYSICAL CONDITION AND CHARACTER OF THE DOWNTOWN

*Because of Greenwood's fluctuating economic history, the downtown has come to be characterized by the presence of many vacant lots, underutilized buildings and other signs of deterioration. Fortunately though, Greenwood's downtown has still managed to retain a large concentration of heritage buildings which constitute a valuable community resource worthy of preservation.*

#### 3.2.3 OBJECTIVE

To improve the physical conditions, visual values and heritage resources in the downtown area so that it may be a safe, pleasant and efficient place to shop, visit or operate a business.

#### POLICIES

##### 3.2.3.1 Downtown Revitalization Area

Area No. 1 as shown on Schedule 'C' to the Official Community Plan is designated as a Development Permit Area pursuant to Section 945 (4d) of the Municipal Act, R.S. B.C.

Justification: Because of Greenwood's fluctuating economic history, the downtown has come to be characterized by the presence of numerous vacant lots, underutilized buildings and other signs of deterioration. Fortunately though, the City still retained a concentration of buildings which reflected Greenwood's special heritage and which continue to constitute a valuable community resource. In order to improve conditions and to preserve and enhance these heritage resources Council had the downtown designated as a Revitalization Area and subsequently adopted a comprehensive improvement program. Implementation of this program has, in part, required the expenditure of public funds on infrastructure and facade improvements. As anticipated, this program has also triggered substantial private investments in buildings and property.

In order to (a) protect these public and private investments, (b) to insure that future developments compliment these improvements, and (c) to fully implement the approved revitalization program; Council must obtain and use the authority provided for in the Municipal Act to regulate development in this area.



Guidelines: When reviewing Development Permit applications in this area Council shall, have regard for the following matters:

- (i) the character of development including the siting and form of buildings and structures should be such as to preserve, enhance and/or compliment Greenwood's heritage as an early centre of mining and commerce. Some of the more important factors influencing the overall character of development in the downtown have included local geography and the presence of a grid plan with rectangular lots predominating;
- (ii) the particulars of exterior design and finish of buildings and structures should be in harmony with existing features of the downtown that still exhibits Greenwood's early history;
- (iii) attempts to artificially duplicate or imitate Greenwood's early heritage should not be necessarily favoured over contemporary developments which tastefully complement these earlier styles. Certain exterior features (i.e. roofing, awnings, windows, colour etc.) are more compatible than others with Greenwood's heritage theme and these should be encouraged;
- (iv) sensitive restorations of important early buildings should be promoted where structurally feasible for the use proposed;
- (v) signs should be designed and located so as to be compatible with the character of the downtown as a whole and the subject site in particular;
- (vi) signs should be unobtrusive and grouped if possible;
- (vii) landscaping, barriers, berms and screens should be located and designed so as to minimize adverse impacts between different uses, stabilize surfaces, enhance appearances, and provide shelter;
- (viii) off-street parking and loading areas should be located to the rear of the lot where possible and designed so as to promote safety and ease of traffic circulation on and in the vicinity of the site;
- (ix) off-street parking and loading areas and service areas should be suitably screened;
- (x) views of the downtown from adjacent residential areas and open spaces should be visually acceptable and, in order to achieve this, screening or other remedies should be considered;
- (xi) the provision of works and services, including drainage facilities, on and adjacent to the site should be required and/or regulated in order to insure that the downtown continues to be an attractive, safe and convenient place of business;

- (xii) a comfortable and *convenient environment* for pedestrians shall be promoted and, to this end, small alcoves, recesses and similar pedestrian shelters should be accommodated while large front yard setbacks and similar gaps in the downtown's facade discouraged;
- (xiii) street furniture lighting, signage and other projecting features both on and off the site should be designed and located so as to be safe and convenient but not impede the City's servicing responsibilities.

# City of Greenwood

## MEMORANDUM

To: Mayor Noll and Council Date: March 9, 2022

From: Andrea Sherstobitoff, CO Meeting Date: March 14, 2022

Subject: Notice of Temporary Use Permit Application

Applicant: Profiled IT People Ltd. (Two Cowboys)

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### Rationale

The purpose of this report is to inform Council that staff has received an application for a Temporary Use Permit (TUP) from Profiled IT People for an open-air farmer's market. Further, staff has commenced the legislative process for a TUP application which includes public consultation and external agency referrals.

### Background / Report

The proposed location of the open-air farmer's market is 295 South Government Avenue, Greenwood, BC. The property is located at the Greenwood Street and South Government Avenue intersection, adjacent to the Post Office.

The property is zoned as Commercial 1 Zone (General Commercial) which does not support the operation of a farmer's market. The *Local Government Act* indicates that a Temporary Use Permit may do one or more of the following:

- Allow a use not permitted by a Zoning Bylaw;
- Specify conditions under which the temporary use may be carried on;
- Allow and regulate the construction of buildings or structures in respect of the use for which the permit is issued.

A TUP allows for development or use of property that does not conform to the regulations of the Zoning Bylaw. The TUP term is up to 3 years and may be renewed by Council for an additional 3 years. TUP conditions of approval are flexible and may be revised prior to renewal. If the applicant wishes to continue the non-conforming use after the permit expires, Council may consider re-zoning the property or amending the Zoning Bylaw.

### Temporary Use Permit Application Procedure

The *Local Government Act* provides statutory requirements for public notice prior to issuance of a Temporary Use Permit, including:

- Publication of the notice in one issue of a local newspaper at least 3 days, and no more than 14 days prior to adoption of the resolution to issue the permit;
- Mailed to property owners within 30 metres of the property subject to the permit application.

A public hearing is not required prior to issuance of a TUP. However, the public is invited to send written submissions to comment on the application prior to Council's review and decision.

Notice of the TUP application has been forwarded to the Interior Health Authority for review and comment and the application has been circulated internally. Following the March 14, 2022 regular Council meeting, staff will prepare an information package including a draft TUP with conditions of approval. The draft TUP will be issued to Council and the public for comment and feedback.

A detailed report will be prepared and presented to Council at the March 28, 2022 regular Council meeting with a request for decision.