

CITY OF GREENWOOD

Regular Council Meeting

**Monday, March 28, 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 March 14, 2022

5. Correspondence for Information

- a. Corporation of the City of New Denver – correspondence regarding the conflict in Russia and Ukraine
- b. City of Terrace – NCLGA resolution regarding BC prosecution service and the public interest
- c. District of Elkford – milk container recycling in BC
- d. City of Nelson – correspondence regarding the conflict in Russia and the Ukraine
- e. UBCM – The Compass newsletter
- f. Correspondence re: reducing patio application “red tape” for BC’s hospitality sector
- g. GFOABC newsletter
- h. LGMA news and program updates
- i. Interior Health Authority – news releases
- j. Ministry of Municipal Affairs – updates
- k. District of Ucluelet – ban of plastic and bio-plastic utensils

6. Councillor’s Reports

7. Mayor's Report

8. Accounts Payable Report – March 12, 2022 to March 25, 2022

9. New and Unfinished Business

- a. Greenwood Public Library – 2022 Grant in Aid Request
- b. Appointment of Election Officials – 2022 Local Government Election
- c. Wildsafe BC Donation
- d. Temporary Use Permit Application – Profiled IT People Ltd. (Two Cowboys)

10. Bylaws

- a. Bylaw No. 989, 2022 – Financial Plan 2022-2026

11. Late (Emergent) Items

12. Discussion of Items for Future Agendas

13. 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.

14. Adjournment



CITY OF GREENWOOD
Minutes of the Regular Meeting of Council held on March 14, 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 7:00 pm.

ADOPTION OF AGENDA

Motion: J. Bolt / J. Nathorst
THAT the March 14, 2022 agenda be adopted.

(46-22)

Carried

**QUESTION & ANSWER
PERIOD**

ADOPTION OF MINUTES

Regular Council Meeting Minutes
February 28, 2022

Motion: J. Nathorst / C. Lang
THAT the minutes of the February 28, 2022 Regular Council
Meeting be adopted.

(47-22)

Carried

**CORRESPONDENCE FOR
INFORMATION**

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

Motion: J. Nathorst / M. Seymour

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

(48-22)

Carried

COUNCILLOR REPORTS

Councillor Lang:

Residents have complained that users of the dog park are not picking up dog waste. The Greenwood Community Association's (McArthur Centre) new doors have been installed. The accessibility buttons will be installed next.

Councillor Nathorst:

Attended the School Board No. 51 March 10, 2022 meeting.

Councillor Bolt:

None

Councillor Seymour:

None

MAYOR'S REPORT

Attended a meeting to discuss food security and the increased demand at the Boundary Food Bank.

Motion: J. Nathorst / C. Lang

THAT the reports be accepted as presented.

(49-22)

Carried

ACCOUNTS PAYABLE

Motion: C. Lang / J. Nathorst

THAT Council receive the cash disbursement accounts payable report in the amount of \$43,420.66 for the period of March 1 to March 11, 2022.

(50-22)

Carried

NEW AND UNFINISHED BUSINESS

- a.) Village of Midway Fire & Rescue Services – grant in aid request

(51-22)

Motion: J. Nathorst / J. Bolt

THAT Council receive the information regarding the Village of Midway Fire & Rescue Services grant in aid request.

Carried

- b.) City of Greenwood – 2022 Budget Timeline

(52-22)

Motion: J. Nathorst / J. Bolt

THAT Council approve the 2022 Budget Timeline as presented.

Carried

- c.) Naere Restaurant – Development requirement

(53-22)

Motion: J. Nathorst / J. Bolt

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.

Carried

QUESTION PERIOD

IN-CAMERA

(54-22)

Motion: J. Nathorst / M. Seymour

THAT Council move to In-Camera at 7:31 pm.

Carried

(55-22)

Motion: J. Nathorst / M. Seymour

THAT Council adjourn the In-Camera meeting at 8:25 pm.

Carried

ADJOURNMENT

(56-22)

Motion: M. Seymour

THAT Council adjourn the regular meeting at 8:25 pm.

Carried

Barry Noll, Mayor

Certified Correct

Andrea Sherstobitoff, Corporate Officer



The Corporation of the Village of New Denver

P.O. Box 40, New Denver, BC V0G 1S0 • office@newdenver.ca

PHONE (250) 358-2316 • FAX (250) 358-7251

March 14, 2022

To whom it may concern:

I am writing this letter on behalf of the Village of New Denver Council, asking that all levels of Canadian government join us in condemning the recent actions taken by Russia in its invasion and attacks on the sovereign nation of Ukraine.

At the regular meeting of Council held March 8, 2022 the following resolution was passed:

"That the Village of New Denver opposes in the strongest terms Russia's invasion of the Ukraine nation and demands the immediate removal of Vladimir Putin as Russian leader."

We ask that fellow local government, provincial and federal leaders stand together with a united voice stating that we will not allow the tyranny and terrorism on the Ukraine nation at the hands of Russia to continue.

Sincerely,

Leonard Casley
Mayor

Cc: Members of Parliament that represent British Columbia
 Members of the Legislative Assembly of British Columbia
 All former British Columbia Regional Districts, Local Governments & Municipalities

From: Alisa Thompson <athompson@terrace.ca>
Sent: March 14, 2022 1:32 PM
To: Alisa Thompson <athompson@terrace.ca>
Subject: Resolution for all UBCM members

Terrace City Council has submitted the attached resolution for consideration at the NCLGA convention. Please forward to your councils/boards. Thank you.

Alisa Thompson (she/her)
Corporate Administrator/Deputy CAO
City of Terrace

Acknowledging that it is an honour to live and work on the Laxyuubm Tsimshian, Kitsumkalum and Kitselas, toyaxsuut.

The City of Terrace is committed to doing our part to help slow the spread of COVID-19. All facilities are now open to the public; however, please be aware certain timelines or processes may be adjusted in order to maintain physical distancing and protect staff and the public. Find guidelines for visiting our facilities and more at <https://www.terrace.ca/covid19>. Thank you for your understanding.

NCLGA RESOLUTION –BC PROSECUTION SERVICE AND THE PUBLIC INTEREST

WHEREAS *prolific offenders in British Columbia are routinely released without consequences or meaningful conditions imposed upon them;*

AND WHEREAS *the BC Prosecution Service’s vision statement guides them to make impartial charge assessment decisions that promote public safety, justice, and respect for the rule of law and the BC Prosecution Service often determines not to recommend charges be pursued for criminal offences that are referred by the RCMP, as charges are not in the public interest;*

THEREFORE BE IT RESOLVED *that the NCLGA lobby the Provincial Government to ensure the BC Prosecution Service (Crown Counsel) live up to its vision, mission, and value statements and consider public safety and fairness when dealing with prolific offenders, and furthermore that guidelines be developed as to what constitutes “the public interest” with respect to pursuing charges for criminal offences.*

BACKGROUND:

The Crown Counsel Act¹ entrusts the Criminal Justice Branch with the responsibility to approve and conduct all prosecutions of offenses in British Columbia. The Assistant Deputy Attorney General is charged with the Administration of that Branch, and with carrying out its functions and responsibilities.

In British Columbia it has been the practice of Crown Counsel to release offenders of crimes without charges or conditions, citing charges are not in the public interest. Repeat offenders are free to recommit crimes without consequences as a result. A disproportionate amount of crime, particularly property crime, is committed by a minority of habitual offenders². Unfortunately, communities, local business owners and workers, the economy, as well as the public feel the impacts of repeat offenders who commit property crimes and thefts repeatedly and without consequence. For example, in Terrace in 2021 there were 423 failure to appear in court warrants, but only two people were charged. Two individuals in Terrace failed to appear in court 26 and 21 times each from February 2021 to February 2022. Neither have been charged with Fail to Appear. There was an average of six failure to appear warrants each week which is a burden on the RCMP to administer and ultimately is fruitless as there are no consequences for not appearing in court.

The revolving door of crime, apprehension by the authorities, and then the subsequent release of these habitual offenders erodes public confidence in our legal system. Police and law enforcement agencies as well as victim services are also burdened by repeat

calls and reports of crime. Regarding youth, it has been estimated that averting a 14-year old from a path of criminality would save society \$3 to \$5 million.³

There have been numerous police-based initiatives in British Columbia as well as other jurisdictions to try to manage prolific offenders. While there are different approaches to prolific offender management, they all require the cooperation of multiple agencies to implement. For example, "Polibation" is an approach to deal with prolific offenders that involves targeted and intensive surveillance from the police and probation programs. They involve a team of service providers that deliver interventions that are specific to the individual, including substance use and mental health treatment. Any subsequent criminal activity or breaches of the sentence conditions by the individual are dealt with by prompt apprehension and conviction⁴ Programs like these are only possible when the Crown is willing to participate, and charge repeat offenders. When the Crown is unwilling to charge offenders, they are creating a burden on others such as the public, businesses, and law enforcement agencies. The BC Prosecution Service's own vision is to be an independent prosecution service that people respect and trust. Public trust has been eroded by the Crown's reticence to press charges on prolific offenders.

Sources:

1. Crown Counsel Act
https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/00_96087_01
2. Croisdale, T.E. (2007). The Persistent Offender: A longitudinal analysis. PhD Dissertation, School of Criminology, Simon Fraser University.
3. Cohen, M.A., and Piquero, A. (2009) "The Monetary Value of Saving a High Risk Youth", *Journal of Quantitative Criminology*, 14: 5-33
4. Rezanoff, S., Moniruzzaman, A., Somers, J. (2008) An Initiative to Improve Outcomes Among Prolific and Priority Offenders in Six British Columbia Communities: Preliminary Analysis of Recidivism Faculty of Health Sciences, Simon Fraser University <https://www2.gov.bc.ca/assets/gov/law-crime-and-justice/about-bc-justice-system/justice-reform-initiatives/ppom.pdf>



District of Elkford
P.O. Box 340 Elkford, B.C. V0B 1H0
P. 250.865.4000 • F. 250.865.4001 • info@elkford.ca • www.elkford.ca

March 15, 2022

Honourable George Heyman
Ministry of Environment and Climate Change Strategy
P.O. Box 9047 Stn Prov Govt
Victoria, B.C. V8W 9E2

Dear Minister Heyman:

Re: Milk Container Recycling in British Columbia

This letter is regarding the recently implemented 10-cent deposit on milk and plant-based beverages which came into effect on February 1, 2022 as part of the CleanBC Plastic Action Plan.

The District of Elkford understands the need for this deposit and the action plan to prevent plastic waste, keep more waste out of the landfills and reduce greenhouse gas emissions to create a cleaner, better future. Additionally, the District has long been an advocate for initiatives to accomplish the same goals.

Unfortunately, the nearest location for Elkford residents to recycle milk containers is a 65 km drive to the City of Fernie, resulting in a 130 km round trip for a resident of the District of Elkford to the nearest return-in centre to receive their refund on these containers. Commuting this distance for the refund is not only an inadequate solution but is counterintuitive to our collective efforts to reduce greenhouse gas emissions.

While we recognize that residents of Elkford still have the option of placing these containers through the existing RecycleBC Depot at our local transfer station, we do not feel that it is equitable for the residents of Elkford to have this as the only reasonable option after paying the deposit at the time of purchase.

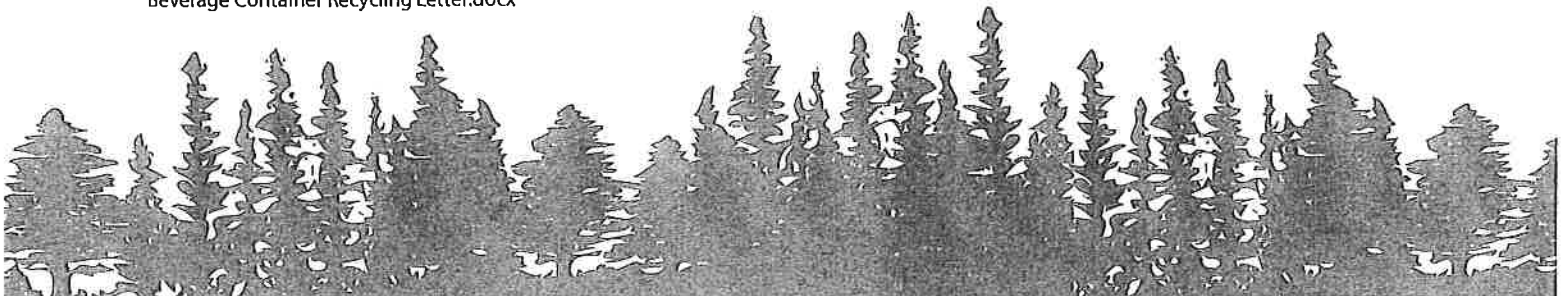
We would like the Province to reconsider this deposit-refund system to ensure that it is equitable to all residents of British Columbia while still encouraging the reduction of waste in landfills and ensuring viable solutions to continue to reduce greenhouse gas emissions.

Sincerely,

Dean McKerracher
Mayor

Cc: MLA Tom Shypitka, Kootenay East
All UBCM Member Local Governments

G:\0100 - 0699 Administration\0400 Cooperation and Liaison\01 BC Government\20 British Columbia Government\Milk and Milk-Substitute Beverage Container Recycling Letter.docx



Front Desk

From: Ginger Lester <glester@nelson.ca>
Sent: March 15, 2022 9:15 AM
To: Ginger Lester
Subject: City of Nelson Challenges BC Local Governments to Donate to the Red Cross for Ukraine

Hello All,

Please see this short message from Mayor John Dooley at the City of Nelson.

<https://youtu.be/Z8F-z4KgiEw>

The City of Nelson donated \$1000 to the Red Cross Ukraine Humanitarian Crisis campaign and hopes that you will join our municipality in making some sort of donation.

Thank you,

Ginger

Ginger Lester, B.A. | Exec. Assistant & Communications Coordinator

Administration / Corporate Services

Suite 101-310 Ward St. Nelson, BC V1L 5S4

Tel: 250.352.8263 | Cell: 250.352.1624



The City of Nelson acknowledges that it resides and operates within the unceded traditional territories of the Sinixt, the Syilx, and the Ktunaxa peoples.

This email may contain confidential and/or privileged information. If you are not the intended recipient or have received this email in error, please notify the sender immediately and destroy this email. Any unauthorized copying, disclosure or distribution of the information contained in this email is prohibited.

Front Desk

From: Union of BC Municipalities <ubcm@ubcm.ca>
Sent: March 16, 2022 12:38 PM
To: frontdesk.greenwoodcity@shaw.ca
Subject: Broadband input sought; Roadblock to Reconciliation



Input sought for high-speed internet initiative



The federal and provincial governments have established a funding partnership of up to \$830 million to connect all remaining underserved households in BC to high-speed internet services by 2030. BC intends to accelerate this commitment, with a plan to connect every household by 2027. The Province is seeking input from service providers, as well as Indigenous and local governments, on the development of programs to deliver this funding. [Read more](#)

Roadblock to Reconciliation

A Roadblock to Reconciliation, a Union of BC Indian Chiefs Discussion Paper, examines how driver's licensing in B.C. is implicated in cycle of disempowerment and exclusion, exposing many Indigenous women and youth to risk of violence as they hitchhike along highways. The report presents a comprehensive set of recommendations to improve the current driver's licensing and training system for First Nations. [Read more](#)



Copyright, Union of British Columbia Municipalities 2022

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

[Unsubscribe frontdesk.greenwoodcity@shaw.ca](mailto:unsubscribe.frontdesk.greenwoodcity@shaw.ca)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by ubcm@ubcm.ca powered by



Front Desk

From: Union of BC Municipalities <ubcm@ubcm.ca>
Sent: March 23, 2022 11:04 AM
To: frontdesk.greenwoodcity@shaw.ca
Subject: UBCM report shows housing supply keeping pace with population growth



B.C.'s housing supply keeping pace with population growth



Almost daily, we're told that fixing B.C.'S affordable housing crisis is a simple matter of supply and demand, and that local governments aren't doing enough to approve more housing to be built quickly. A new paper from UBCM, *Building BC: Housing Completions & Population Growth 2016-2021*, shows resolving the affordable housing shortage is much more complex than just building more homes. Drawing on current data, the report identifies additional factors that must be recognized as playing a large role in our affordable housing problem. [Read more](#)

Declaration Act Guidance for Local Governments

Register now for a Webinar on the *Declaration on the Rights of Indigenous Peoples Act* (DRIPA) that will provide guidance on the act, next steps in its

Countdown to LGLA Leadership Forum

There are less than 10 spots left for the 2022 LGLA Leadership Forum which will be held at the Radisson Hotel in Richmond, April 6-7-8, 2022. With plenty of networking

implementation, implications for local governments and others, and examples of reconciliation in action. The session will take place from 1-2:30 PM on April 21.

[Read more](#)

opportunities, and sessions on *Elections Education, Indigenous Realities, Social Media Conversations, Path to Responsible Conduct, Economic Recovery, Impacts of Climate Change, Asset Management, Equity & Diversity, Cyber Security, and Decision Making Under Pressure*, the LGLA Forum will explore a broad range of critical issues facing local government leaders.

[Read more](#)

UBCM-FCM Small Communities Travel Fund

The UBCM-FCM Small Communities Travel Fund provides financial support to local government elected officials from British Columbia attending Federation of Canadian Municipalities (FCM) Board and Standing Committee meetings. [Read more](#)



Copyright, Union of British Columbia Municipalities 2021

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

[Unsubscribe frontdesk.greenwoodcity@shaw.ca](mailto:unsubscribe.frontdesk.greenwoodcity@shaw.ca)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by ubcm@ubcm.ca powered by





March 16, 2022

British Columbia Municipalities

Re: Reducing Patio Application Red Tape for BC's Hospitality Sector and Economic Recovery

As we emerge from the pandemic and begin the long road to economic recovery in all corners of British Columbia, we look forward to working collaboratively with municipalities to enable public and private patio programs that support our local small businesses.

With 80% of hospitality businesses still losing money and accumulating more debt each month combined with inflationary pressures where food prices increased by 5.7% last year and will increase another 5.3% in 2022, it will take two thirds of hospitality businesses one and half years to return to profitability. On top of that recent polling indicates that more than 60% of consumers are still hesitant to return to indoor dining due to COVID safety concerns. As a result, **continuing expanded outdoor dining on patios continues to be an important factor in helping the hospitality industry recover from the pandemic.**

Recently, we have witnessed the unintended consequences in municipalities such as City of Vancouver where new guidelines for its public patio program were not designed in consultation with small businesses and did not create the intended solutions supported by council. Instead, the program created additional fees, red tape, and duplication of effort for those restaurants, pubs, and breweries looking to keep their successful patio open this summer. Despite aiming to "streamline the review process" the additional hurdles created significant delays which required staff to rework the program within days of its release.

In order to avoid these unintended consequences, we encourage municipalities to consult directly with small businesses and our various associations. **Our key recommendations include:**

- 1. Extend current patio programs without implementing new restrictions or fees;**
- 2. Streamline approvals to ensure those small businesses who have been safety and successfully operating patios may continue to do so;**
3. Increase flexibility for patio types and sizes as well as the number of patios allowed;
4. Increase the space use of existing patios or picnic areas to allow chairs to be spread out to meet distancing requirements;
5. Allow pop-up outdoor dining and manufacture sampling spaces;
6. Allow and increase the use of parklets and public space for dining;
7. Allow any increase in patio, picnic area or outdoor space be considered a continuation of an establishment's existing approved alcohol service area or manufacture's sampling area to provide samples and not require additional endorsements or authorizations; and
8. Coordinate with any relevant bodies—such as the Liquor and Cannabis Regulation Branch, Fire Department, etc.—to reduce red tape and speed approval timelines wherever possible.

At a time when economic recovery and supporting our small businesses is a priority for all of us, we are confident that by working collaboratively we can reduce red tape and unnecessary fees associated with public and private patio programs.

Sincerely,

A handwritten signature in dark ink, appearing to read "Ken Beattie".

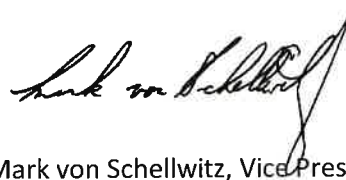
Ken Beattie, Executive Director
British Columbia Craft Brewers Guild

A handwritten signature in dark ink, appearing to read "Ian Tostenson".

Ian Tostenson, President and CEO
BC Restaurant and Food Services Association

A handwritten signature in dark ink, appearing to read "Jeff Guignard".

Jeff Guignard, Executive Director
Alliance of Beverage Licensees

A handwritten signature in dark ink, appearing to read "Mark von Schellwitz".

Mark von Schellwitz, Vice President, Western Canada
Restaurants Canada

Front Desk

From: Government Finance Officers Association of BC (GFOABC) <office@gfoabc.ca>
Sent: March 21, 2022 9:00 AM
To: Andrea Sherstobitoff
Subject: GFOABC | Award Nominations Closing March 31 🏆

Unable to view? Read it [online](#)



AWARD NOMINATIONS CLOSE MARCH 31

EXCELLENCE IN LOCAL GOVERNMENT FINANCE AWARDS

Do you know someone who deserves recognition?



NOMINATION PERIOD ENDS MARCH 31ST



LOCAL GOVERNMENT FINANCE IS TEAM SPORT!

The pandemic has forced all of us to rethink how we do our jobs, but one thing that's remained constant is the importance of strong teamwork and collaboration. The GFOABC want to help you recognize and give thanks for the outstanding work your teams have pulled off over the past two years with our Excellence In Local Government Finance Awards. Click below to nominate your team for all they've accomplished.

AWARDS INFO



We are one week away from our next quarterly webinar, focusing on accounting and auditing. Register below along with any of our other quarterly webinars which are free to members!

Accounting & Auditing Forum Webinar - **March 29, 2022**

Collectors' Forum Webinar - **April 27, 2022**

Investing & Financing Forum Webinar - **June 14, 2022**

SPRING PD PROGRAM

Spring has officially sprung and aside from April showers and blooming flowers, for you financial professionals, it's tax time. The GFOABC is here to help with workshops throughout April that'll get rookies and seasoned veterans alike ready for property tax collection season. Click below to register but act fast as half of the webinars are already full!

SPRING PD REGISTRATION

PRE-CONFERENCE WORKSHOPS

Debt Financing - **May 30, 2022**

Asset Retirement Obligations - **May 30, 2022**

Annual Municipal Tax Sale - **May 31, 2022**

Treasury & Investment Management - **May 31, 2022**

REGISTER TODAY

Interested in attending pre-con workshops virtually?

VIRTUAL PRE-CON REQUEST FORM

WHAT'S TRENDING | ONLINE FORUM | MEMBERS ONLY

**New Provincial Requirement for 5 Days Sick Leave
Suite Non Use Declarations – Utilities
Recreation Software**

DECEMBER 2021 | QUARTERLY NEWSLETTER | ISSUE 117

**Dollars
& Sense**
PERSPECTIVE



ISSUE #117 • DECEMBER 2021



Are you interested in submitting an article or topic idea for the next newsletter? Please **contact us.**

SPONSOR OF THE MONTH



Gold Sponsor



If you no longer wish to receive mail from us, you can [unsubscribe](#)
GFOABC, 408-612 View Street, Victoria, British Columbia, V8W1J5, Canada

Front Desk

From: Local Government Management Association of BC <office@lgma.ca>
Sent: March 21, 2022 11:03 AM
To: frontdesk.greenwoodcity@shaw.ca
Subject: LGMA Job Circular, News, and Program Updates - Week of March 21, 2022



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

Professional Development Partners:

LIDSTONE & COMPANY |  STEWART McDANNOLD STUART
Barristers & Solicitors |  YOUNG ANDERSON
Barristers & Solicitors

LGMA Newsletter: Week of March 21, 2022

Last Chance to Register!!
Advanced Supervisor Essentials Course
April 7, 14 and 21, 2022

Energy Has Four Dimensions



If you are a manager or supervisor working in any local government department, this course provides you with the skills to face today's leadership challenges, even amidst growing complexity, constraints, or pressures.

If you are seeking skills to manage conflict effectively, hone your communication competencies, and achieve long-term goals, then attend the Advanced Supervisor

Essentials Online Course. Explore strategies to support your teams' success and foster an inclusive workplace culture and growth within your team in this self-paced and real-time virtual learning opportunity. [Register online today.](#)

CivicInfo BC & LGMA
BC Local Government Job Board
CURRENT OPPORTUNITIES

Job Postings

LGMA Training:

Plan your training for 2022

[2022 Learning Calendar](#)

In Depth Elections Training

[Local Government Elections Advanced Workshops](#)

April 5, 8, 13 & 14

Key Topic Webinars for CAOs

[CAO Forum Webinars](#)

April 22, May 6, November 25

A few spots remain, register today

[Indigenous Awareness Training](#)

June 3, 1-4 p.m.

Shifting the Lens: Bringing Opportunity into Focus

[LGMA 2022 Annual Conference](#)

June 21-23, 2022

New ethical scenarios!

[Ethics in Local Government](#)

Available on demand

Preparing for an election year

[Local Government Election Training](#)

Available on demand

LGMA News:

2022 BC Elections Manual

[Order your copy by March 25](#)

LGMA REI for Election Contractors

[Local Elections Contractors](#)

[See all Training & Workshops](#)

Additional News and Training:

Order of British Columbia Nominations

[Nominate an inspiring individual who has left a lasting legacy](#)

Submit by April 4

Build Back Better

[MIABC Risk Management Conference](#)

April 12 - 14

Fostering Compassionate Civic Culture

[Begins April 25](#)

Celebrating women in local government

[Municipal World's Women of Influence in Local Government Award](#)

Submit by June 3

Three Strategies to Take Your Stress to Strength

[ICMA Blog](#)

Resources and Funding Opportunities:

Municipal challenges addressed by partnering with Mitacs

[Free Mitacs Webinar for LGMA Members](#)

Clean BC Roadmap to 2030 Launched

[Learn more at CleanBC Roadmap to 2030](#)

[See all News & Opportunities](#)

Notice of Annual General Meeting, June 22, 2022



Notice is hereby given that the [2022 Annual General Meeting](#) of the Local Government Management Association of BC will be held on Wednesday, June 22, 2022, at 11:30 am at the Penticton Trade and Convention Centre, 273 Power Street, Penticton, BC.

Connect with the LGMA



LGMA

LOCAL GOVERNMENT
MANAGEMENT ASSOCIATION
OF BRITISH COLUMBIA

This email was sent to frontdesk.greenwoodcity@shaw.ca when you signed up on www.lgma.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

Front Desk

From: Local Government Management Association of BC <office@lgma.ca>
Sent: March 14, 2022 11:03 AM
To: frontdesk.greenwoodcity@shaw.ca
Subject: LGMA Job Circular, News, and Program Updates - Week of March 14, 2022

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



Professional Development Partners:

LIDSTONE & COMPANY



STEWART McDANNOLD STUART
Barristers & Solicitors



YOUNG ANDERSON
BARRISTERS & SOLICITORS

LGMA Newsletter: Week of March 14, 2022

LGMA 2022 Annual Conference June 21 – 23, 2022, Penticton



2022 LGMA
CONFERENCE

**SHIFTING
THE LENS:**
Bringing
Opportunity
into Focus

Get ready for an exciting learning experience and chance to reconnect at LGMA's Annual Conference, *Shifting the Lens: Bringing Opportunity into Focus*. This year's program will challenge local government professionals to share their insights, broaden their thinking, and embrace diverse perspectives to bring new opportunities into focus. It is through innovation and collaborative efforts that solutions will be found to current and future challenges.

Take a deep dive into expert-led educational sessions spanning a broad spectrum of important and timely topics. Enjoy stimulating keynotes and take advantage of the opportunities to network with peers and local government partners.

Please read through the [event safety protocols](#) that have been prepared for you. Participants will be asked to confirm they have understood and agree to abide by these protocols when they register for the event.

Review the [Agenda-at-a Glance](#) and register online before June 10. **Early Bird Rates are available until April 30:** \$710 +GST member, \$860 +GST non-member

LGMA Training:

Plan your training for 2022

[2022 Learning Calendar](#)

Additional Elections Training

[Local Government Elections Advanced Workshops](#)

April 5, 8, 13 & 14

Key Topic Webinars for CAOs

[CAO Forum Webinars](#)

April 22, May 6, November 25

Afternoon Session Now Available

[Indigenous Awareness Training](#)

June 3, 1-4 p.m.

New ethical scenarios!

[Ethics in Local Government](#)

Available on demand

Preparing for an election year

[Local Government Election Training](#)

Available on demand

LGMA News:

2022 BC Elections Manual

[Order your copy by March 25](#)

LGMA REI for Election Contractors

[Local Elections Contractors](#)

[See all Training & Workshops](#)

Additional News and Training:

Order of British Columbia Nominations

[Nominate an inspiring individual who has left a lasting legacy](#)

Submit by April 4

Build Back Better

[MIABC Risk Management Conference](#)

April 12 - 14

Fostering Compassionate Civic Culture

[Begins April 25](#)

Celebrating women in local government

[Municipal World's Women of Influence in Local Government Award](#)

Submit by June 3

Three Strategies to Take Your Stress to Strength

[ICMA Blog](#)

Resources and Funding Opportunities:

Municipal challenges addressed by partnering with Mitacs

[Free Mitacs Webinar for LGMA Members](#)

Clean BC Roadmap to 2030 Launched

[Learn more at CleanBC Roadmap to 2030](#)

[See all News & Opportunities](#)

Advanced Supervisor Essentials Course
April 7, 14 and 21, 2022

Making the Most of This Series

- Take Ownership for your Learning
- Stay Curious
- Minimize Distractions



Don't miss your chance to register!

Local government leaders can be faced with complex challenges amidst growing constraints and mounting pressures. If you are a manager or supervisor seeking skills to manage conflict effectively, hone your communication skills, and manage long-term goals, then

attend the Advanced Supervisor Essentials Online Course. Explore strategies to support your teams' success and foster an inclusive workplace culture and growth within your team in this self-paced and real-time virtual learning opportunity.

This course is for managers and supervisors with some experience, or for experienced managers looking for a refresher course to face today's leadership challenges. [Register online today.](#)

Connect with the LGMA

in

f



LGMA

LOCAL GOVERNMENT
MANAGEMENT ASSOCIATION
OF BRITISH COLUMBIA

This email was sent to frontdesk.greenwoodcity@shaw.ca when you signed up on www.lgma.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

For Immediate Release | March 16, 2022

One year in, Interior Health nurse prescriber program continues to expand

IH WIDE – One year ago today, Crystal Head of Vernon was the first registered nurse in B.C. to write an opioid agonist treatment (OAT) prescription for opioid use disorder, as part of the provincial government's overdose response.

Since that time, the nurse prescriber team in Interior Health has grown to include 16 nurses, working in 11 communities to support people with opioid use disorder, including 100 Mile House, Castlegar, Cranbrook, the Elk Valley, Nelson, Penticton, Lillooet, Revelstoke, Trail, Kelowna and Vernon.

"We are tackling the toxic drug crisis from every angle. British Columbia is first province in Canada to let nurses prescribe medication-assisted treatment for opioid-use disorder," said Sheila Malcolmson, Minister of Mental Health and Addictions. "On my visit to Vernon and Kelowna this week, I had the privilege of meeting some of the dedicated nurses on the prescriber team and hear first-hand about how their ability to prescribe medication assisted treatment is making an impact in their community. Expansion of nurse prescribing in the Interior is an important part of building the system of substance use care people need."

"We are really pleased to be providing nurse prescriber services, particularly for rural areas where it can be more difficult to see clients outside of clinic hours and respond to urgent client needs," said Interior Health president and CEO, Susan Brown.

In the past year, IH nurse prescribers have written more than 450 prescriptions for Suboxone, an important OAT medication to support people with opioid use disorders.

The creation of the nurse prescriber role in early 2021, represented a significant change in B.C.'s health-care system and an important move to better support people in rural and remote areas.

In September 2020, a public health order was issued by Dr. Bonnie Henry to enable nurse prescribing with the goal of increasing access to medication-assisted treatment and safer alternatives to the toxic illicit drug supply. Implementation of the nurse prescriber role in early 2021, beginning with prescribing Suboxone for opioid use disorder, represented a significant change in B.C.'s health-care system and an important move to better support people in rural and remote areas.

Registered nurses (RNs) and registered psychiatric nurses (RPNs) were initially trained to prescribe Suboxone.

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.

IH and other health authorities then worked together with the BC Centre on Substance Use (BCCSU), BC College of Nurses and Midwives and the Ministry of Mental Health and Addictions to implement, monitor and expand nursing scope in treating opioid use disorder.

The service expanded in November 2021 when the BCCSU made provincial training available for nurses to prescribe the titration, bridging and continuation of slow release oral morphine (SROM) and Methadone.

Since then, nurse prescribers across B.C. put in many hours to meet the required college standards, limits and conditions to prescribe medication. IH was again the first region to have a nurse prescriber complete this additional skillset.

Vernon RPN Kyle Boulton proudly wrote the first prescription for SROM on Feb 16, 2022 and continues to help clients access treatment in his Okanagan community.

Debi Morris, director, IH MHSU Network, emphasized that the role of the nurse prescriber is much broader than writing prescriptions for opioid agonist therapy.

"Nurse prescribers work in collaboration with fellow prescribers, Mental Health and Substance Use and primary care teams, and community agencies to support retention in treatment and access to a wide range of community services, including housing," Morris noted.

One client shared his gratitude for his nurse prescriber's support in a text to her: "I just want to say thank you so much for helping me when I was in need. I would like to update you and tell you I'm totally sober, working full time and moving forward in life and I have to say thank you for being there and doing what you did. I don't even take the pills anymore. I've been sober four months. Thank you again."

They also receive referrals from a number of sources, including direct patient engagement, Emergency departments, shelters, RCMP and fellow OAT prescribers.

Amanda Lavigne, substance use clinical nurse specialist, is the implementation lead for Interior Health and supports a community of practice for nurse prescribers across the region.

"I am really proud that RNs and RPNs can be a part of the workforce that provides access to treatment for people with an opioid use disorder in a time where the toxic drug supply is devastating our province and communities," Lavigne said.

"Nurse prescribers across IH are making connections with people, reaching out and following up in efforts to keep people connected to substance use services and treatment. In IH, we continue to expand dedicated nurse prescriber positions in rural communities, recognizing the inherent value they have in increasing access and flexibility to life-saving opioid agonist therapy."

- 30 -

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.

For Immediate Release | March 17, 2022

Dr. Harsh Hundal recognized for significant contributions to quality health care in B.C.

IH WIDE - Dr. Harsh Hundal, Interior Health executive medical director for quality and patient safety, was recognized with the Doug Cochrane Leadership in Quality Award from the BC Patient Safety & Quality Council. This award celebrates someone who made an inspirational, significant and sustained contribution to improving the quality of health care in British Columbia.

"Dr. Hundal's commitment to medical staff engagement and leadership within Interior Health has been a turning point for our organization," said Dr. Mike Ertel, Interior Health vice president for medicine and quality. "His vision and passion is inspirational and I am thrilled he has been recognized with this prestigious award."

Since 2017, Dr. Hundal has worked to transform physician culture and engagement at Interior Health. Through his dedication, leadership and engagement with partners, he has empowered leadership and developed a culture of trust and respect that enables physicians to thrive.

One of Dr. Hundal's most innovative initiatives has been developing and implementing the [NAVIG8 Emerging Medical Leaders Program](#), an in-house physician training program. Now, four years later, NAVIG8 is the only health-authority based medical leadership program in Canada recognized by the Canadian Society of Physician leaders as a pathway to certification.

Other transformative initiatives led by Dr. Hundal include the dyad leadership model. This is a foundational partnership between medical staff and administrators to support culture, learning, and improve care. He also spearheaded an action plan to support medical leaders in eradicating anti-Indigenous racism.

"I would like to extend my sincere congratulations to the people and teams within Interior Health who were nominated, recognized, or awarded in the 2021 BC Patient Safety and Quality Council Quality Awards," said Dr. Devin Harris, Interior Health executive medical director for quality, patient safety, research and council chair for the BC Patient Safety & Quality Council. "This really does highlight the exemplary people and fantastic initiatives in Interior Health."

Quality Award Runner-up Acknowledgments

Interior Health received runner-up nods in two other BC Quality Award categories.

Dr. Glenn McRae, executive director, quality and patient safety is the runner-up for the Quality Culture Trailblazer Award. Glenn reinvigorated Interior Health's Person- and Family-Centred Care Steering Committee placing a public partner in the role of his co-chair. Through his unwavering commitment to improving culture by and with patients, he has led a foundational shift throughout Interior Health where patient and public partners' input is now actively sought out and prioritized.

First Nations Health Authority, Doctors of BC and Interior Health received runner-up for the Strengthening Health & Wellness Award. This collaboration developed a culturally appropriate tool that

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.

uses storytelling to help patients and providers talk about medication management. [Coyote's Food Medicines](#) is a short story that empowers Indigenous Peoples to discuss managing their medications, and supports health-care providers to understand their patients' needs and concerns.

Read More

- [Dr. Harsh Hundal: Winner, Doug Cochrane Leadership Award](#)
- [Dr. Glenn McRae: Runner-Up, Quality Culture Trailblazer Award](#)
- [First Nations Health Authority, Doctors of BC, Interior Health: Runner-Up, Strengthening Health & Wellness](#)

About the Doug Cochrane Leadership in Quality Award

This award is named in honour of Doug Cochrane's contribution as founding chair of the BC Patient Safety & Quality Council. Doug is a long-time leader in improving quality and safety, having chaired the BC Patient Safety Task Force from its inception in 2003 to the creation of the Council in 2008. He also served as the Provincial Patient Safety & Quality Officer from 2008 to 2019. He has also chaired the BC Patient Safety & Learning System and the Canadian Patient Safety Institute, and he is currently the Board Chair of Interior Health.

- 30 -

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

For Immediate Release | March 22, 2022

Interior Health sees birthrate baby bump

IH WIDE – Last year, Interior Health welcomed 6,136 newborns in our hospitals, an increase of 489 births or a nine per cent increase over 2020.

“Interior Health is happily welcoming our tiniest patients to the world as communities grow throughout the region,” said Interior Health president and CEO, Susan Brown. “I would like to congratulate all of the families who welcomed newborns last year and thank our dedicated maternity teams for ensuring the highest quality of care for these little ones and their families.”

Kootenay Boundary Regional Hospital in Trail saw the largest percentage increase with a 30 per cent increase in births compared to 2020. Kelowna General Hospital saw the largest increase in births with 197 more babies being born in 2021 compared to the previous year.

In 2021, Interior Health saw an average of 511 births per month, while in 2020, the average was 471 births per month.

IH Hospital	2020	2021	# Change	% Change
Cariboo Memorial Hospital	299	296	-3	-1%
Creston Valley Hospital	53	50	-3	-6%
East Kootenay Regional Hospital	391	409	18	5%
Elk Valley Hospital	117	119	2	2%
Golden & District Hospital	58	58	0	0%
Invermere & District Hospital	13	15	2	15%
Kelowna General Hospital	1,611	1,808	197	12%
Kootenay Boundary Regional Hospital	182	236	54	30%
Kootenay Lake Hospital	239	254	15	6%
Penticton Regional Hospital	465	570	105	23%
Queen Victoria Hospital	77	82	5	6%
Royal Inland Hospital	1,186	1,228	42	4%
Shuswap Lake General Hospital	172	174	2	1%
Vernon Jubilee Hospital	771	827	56	7%
Other IH Hospitals*	13	10	-3	-23%
Total Hospital Births	5,647	6,136	489	9%

* Other hospitals include 100 Mile House District Hospital, Boundary Hospital, Lillooet Hospital, Nicola Valley Hospital, and South Okanagan General Hospital.

For a list of the number of births by community, including home births, see information available from Vital Stats: <https://www2.gov.bc.ca/gov/content/life-events/statistics-reports/births>.

-30-

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



For Immediate Release | March 23, 2022

Interior Health adjusting Boundary inpatient services to maintain safe patient care

GRAND FORKS – Interior Health is temporarily closing the inpatient unit at the Boundary District Hospital (BDH) due to significant staffing challenges.

"This difficult decision was made in order to maintain safe patient care," said Interior Health president and CEO, Susan Brown. "Our priority is to re-open these beds in Grand Forks as quickly as it is safe to do so and we are actively recruiting to stabilize staffing at the Boundary District Hospital."

Remaining staff will support the emergency department so it can remain open 24/7. Anyone requiring emergency care should visit BDH and if a patient requires hospital admission, they will be transferred to hospitals in nearby communities.

Current nursing vacancies are the result of former staff moving to alternate positions outside of Grand Forks and/or taking temporary leaves. Interior Health aims to recruit five RN positions in order to reopen the temporarily closed unit.

Interior Health continues to offer incentives to help recruit new health-care employees to the Grand Forks area. Some incentives available include:

- Relocation Assistance - Qualified candidates for permanent and temporary placements may be eligible for financial relocation assistance to help with the move.
- Rural Retention Grant – Registered Nurses who have made an employment commitment to fill positions in hard-to-fill locations in the Interior's rural and remote communities, including Grand Forks, may be eligible for the Rural Retention Grant.
- B.C. Loan Forgiveness Program – Recent graduates in select in-demand occupations can have their B.C. student loans forgiven by agreeing to work in communities, such as Grand Forks. Check out the [program details](#) to see who is eligible.

Interior Health is currently recruiting for a variety of positions in Grand Forks including: emergency nurses, registered nurses (medical), rural and remote mental health and substance use staff, long-term care nurses (RN/RPN), medical lab technologist, and community care licensed practical nurses. For more information on available opportunities, please visit our [career site](#).

- 30 -

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.



For Immediate Release | March 25, 2022

Chase radiology room brings care closer to home

CHASE – Interior Health is pleased to report that a new radiology room is being well used by people in Chase and the surrounding area since opening earlier this year.

After opening to patients on Jan. 31, 2022, the new machine has produced more than 350 patient exams with some patients needing more than one X-ray per visit.

A \$620,000 capital investment in the [Chase and District Health Centre](#) resulted in the renovation of the radiology room and installation of a new Siemens X-ray machine, featuring the latest technology that allows for quicker imaging.

As part of the project, the health centre received a complete electrical upgrade.

"This new machine is making a big difference in the care we are providing in Chase," said Interior Health president and CEO, Susan Brown. "People in Chase and the surrounding areas no longer have to travel to receive an X-ray. The new equipment is providing a more reliable service and has enhanced working conditions for our health-care team."

The radiology room provides a comfortable and modern healing environment and supports a safe work place with an ergonomic work station.

Stories@IH: [New X-Ray machine benefits Chase and surrounding communities](#)

The Chase Health Centre serves some 3,000 people in the community of Chase and the surrounding region.

- 30 -

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.



March 22, 2022

Ref: 269899

Mayors and Regional District Chairs

Attendees of the March 2022 Regional Meetings with Minister Nathan Cullen, Minister Lisa Beare, and Minister Josie Osborne

Dear Mayors and RD Chairs:

Thank you for taking the time to join Minister Nathan Cullen, Minister Lisa Beare, and Minister Josie Osborne for the March 2022 regional meetings. As Minister Cullen indicated when he affirmed his desire to continue these meetings, they have proven to be a great opportunity to hear about key issues and initiatives in your communities and for you to hear from each other and share your experiences.

The timing of these meetings could not have been planned better for the hand-off from Minister Osborne to the new Minister of Municipal Affairs, Honourable Nathan Cullen, who took the helm of Municipal Affairs on February 25th.

Minister Cullen is committed to continuing to meet with local elected leaders on a regular basis. **If there are particular topics or themes you would like to have covered in future meetings, please share these via email to MUNI.Minister@gov.bc.ca by Friday, April 15, 2022.**

On behalf of Minister Osborne, I would like to thank all of you for your support during her time as Minister of Municipal Affairs, and I know that she is looking forward to working with you in her new role as Minister of Land, Water, and Resource Stewardship and Minister Responsible for Fisheries. Many of you shared with Minister Cullen that he has big shoes to fill, and he very much looks forward to connecting with you individually and collectively in the weeks and months ahead.

The March 2022 meetings were focused on connectivity. Our government recognizes that access to reliable high-speed internet and cellular connectivity for British Columbians is more important than ever before. Minister Beare gave feedback on some initiatives that had been requested as well as pointing to new funding announced on March 8th.

Connectivity Information and Updates

As promised in the calls, here are links to information provided by Minister Beare related to connectivity. This includes new [resources for local governments](#), [planning tools](#) and an [interactive map](#) that shows announced projects funded in part by the Province.

In addition, we are pleased to share the announcement of a [federal and provincial joint funding agreement of \\$830 million](#) to connect the remaining underserved rural and Indigenous communities in B.C. by 2027, including the \$289 million announced as part of Budget 2022. This funding partnership is great news for these households that will be able to look forward to connectivity projects in their community. Work on the new program has started with the Request to Participate available on [BC Bid](#) (Number 13183). We would encourage those in underserved rural and Indigenous communities to have a look and to consider providing feedback.

We will also hold information sessions on the Request to Participate process for local government:

- The Regional Connectivity Knowledge Network will host a technical session with CAOs and staff on March 30th. Look for information on the session in [UBCM's The Compass](#).
- Elected officials will be invited to join Minister Beare on April 8th to discuss the announcement and opportunities under the new Connecting Communities BC program. Invitations will be sent directly via email.

If you have any questions about any of these sessions, please email the [Connectivity team](#) at the Ministry of Citizens' Services.

COVID-19 Update

[Changes to Provincial Restrictions](#)

Provincial Health Officer Dr. Bonnie Henry recently announced changes to provincial COVID-19 restrictions because of B.C.'s lowered hospitalization and transmission rates. Masks are no longer required in public indoor settings by public health. Wearing a mask is a personal choice.

Masks are encouraged on public transit and BC Ferries, but not required. Individual businesses and event organizers can choose to continue requiring masks on their premises. Masks are still required for [federally regulated travel, like air travel](#). There are no restrictions on worship service capacity and overnight camps for children and youth are allowed. There are no visitor limits at long-term care and seniors' assisted living facilities.

When K-12 schools return from [spring break](#), masks will no longer be required for students, staff, and visitors.

On April 8, 2022, at 12:01 am, further restrictions will be lifted:

[Proof of vaccination](#) will no longer be required to access businesses, events, and services. Individual businesses and event organizers can choose to continue requiring proof of vaccination for entry. Proof of vaccination is still required for [federally regulated travel, like air travel](#).

Businesses will no longer need a COVID-19 safety plan. They must follow communicable disease guidance from WorkSafeBC. Proof of vaccination will no longer be required for post-secondary student housing.

Budget 2022 Highlights

On February 22, 2022, Finance Minister Selina Robinson tabled the 2022 provincial budget in the Legislature. Budget 2022 makes the choices needed to build a stronger BC and make life better for people by investing in our economic, environmental, and social strengths.

The Ministry of Municipal Affairs has three objectives coming out of Budget 2022 as included in our Service Plan:

- Strong, sustainably governed communities
- Economic recovery beyond the COVID-19 pandemic
- Vibrant, inclusive communities that are welcoming to newcomers

Budget 2022 includes significant new funding commitments of interest to local governments including emergency preparedness and disaster recovery, climate action, homelessness, and connectivity. More information can also be found on the [UBCM website](#).

- **Emergency Preparedness & Recovery** - investments to improve operations at EMBC and the River Forecast Centre as well as a proactive, year-round service model for BC Wildfire Services that will boost emergency preparedness, and support flood recovery in affected communities. This includes:
 - funds to help communities build critical infrastructure back better after the disastrous weather events in 2021,
 - new funding to the Community Emergency Preparedness Fund to support emergency management and preparedness, and
 - \$90 million allocated in 2021/2022 to complete FireSmart initiatives.
- **Climate Action** - investing \$1 billion in new funding for implementing the province's climate action strategies, CleanBC and the Roadmap to 2030. This includes:
 - establishing a new \$76 million Local Government Climate Action Program, administered by the Climate Action Secretariat at the Ministry of Environment to help local governments take action to reduce emissions and prepare for and adapt to climate change.
 - The Local Government Climate Action Program will be operational in Spring of 2022. More information on program specifics will be released in the coming weeks.
 - \$30 million in grants to local governments to improve active transportation infrastructure.
- **Homelessness** - investing \$633 million over three years to expand homelessness services and wrap around support services, including:
 - complex care housing to over 20 sites that will support up to 500 people with severe mental health, substance abuse issues, or traumatic and acquired brain injuries.
- **Housing** – investing an additional \$166 million over three years to accelerate progress towards building 114,000 affordable housing units in communities across BC.

- Budget 2022 also included significant investments in forestry, mental health and substance abuse, reconciliation, tourism, and childcare.

Funding Opportunities

CleanBC Communities Fund

The third intake for the **ICIP CleanBC Communities Fund** is now open for applications **until May 25, 2022, at 3:00 pm PST**. This intake supports projects starting in 2023 and must be completed by March 2027. Program information can be found [here](#).

The CleanBC Communities Fund is a collaboration between the BC Ministry of Environment and Climate Change Strategy and the Ministry of Municipal Affairs in close partnership with Infrastructure Canada. Please email infra@gov.bc.ca to get connected to a program team member who can respond to your questions.

Strengthening Communities' Services Program

The second intake for the **Strengthening Communities' Services Program** is open and **will accept applications until April 22, 2022**. This means that communities can continue to respond to peoples' unique needs, especially those who are most vulnerable.

The fund is open to all local governments and modern Treaty Nations to support unsheltered homeless populations and address community impacts caused by COVID-19. For the second intake, the program guidelines have been updated to clarify that supports to address extreme weather events, such as temporary warming and cooling centers, are eligible for funding. Although these services were eligible during the program's first intake, the guidelines did not specifically mention them. UBCM is administering the program on behalf of the Province. For more information visit the [UBCM website](#).

Community to Community Forums (C2C)

[Community to Community Forum funding](#) is again available this year for First Nations and local governments to gather for dialogue to build on opportunities, support reconciliation efforts, resolve issues of common responsibility, interest or concern, and advance tangible outcomes.

Since 1999, the Ministry of Municipal Affairs and Indigenous Services Canada have provided funding for the C2C program. In this time, more than 680 C2C Forums have been held in communities across the province. Funding permitting, the C2C program can contribute a maximum of 100% of the cost of eligible activities – to a maximum of \$5,000.00. Communities can apply to more than one intake and a “forum” doesn't have to be one stand-alone event. For example, a forum can be a re-occurring series of meetings.

Application Deadlines:

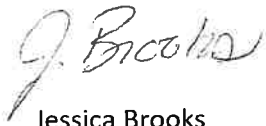
April 8, 2022, for events between April 22, 2022, and March 31, 2023

September 2, 2022, for events between September 26, 2022, and March 31, 2023

December 2, 2022, for events between January 1 and March 31, 2023

I appreciate you communicating back information from the Province to your councils and boards, to your local government staff, and to your communities. The next regional meetings will be in May, and Minister's Office staff will be in contact with you about the date, time, and meeting information.

Sincerely,

A handwritten signature in dark ink, appearing to read 'J. Brooks', is positioned above the printed name.

Jessica Brooks
A/Assistant Deputy Minister

pc: Chief Administrative Officers
Laurey-Anne Roodenburg, President, UBCM
Gary MacIsaac, Executive Director, UBCM
Candace Witkowskyj, Executive Director, LGMA
Todd Pugh, Executive Director, CivicInfo BC



FOR IMMEDIATE RELEASE
March 25, 2022

DISTRICT OF UCLUELET BANS PLASTIC AND BIO-PLASTIC UTENSILS

Taking the next step towards the responsible stewardship of the lands we are grateful to operate within, the District of Ucluelet bans single-use plastic utensils.

UCLUELET, B.C. - On March 15, 2022 District of Ucluelet Council adopted Single-Use Item Regulation Amendment Bylaw No. 1298, 2022 which adds Plastic and Bio-Plastic Utensils to the list of items being regulated within the municipality.

On July 26, 2021 Ministerial Order M309, provided municipalities the authority to make a bylaw to regulate, prohibit and impose requirements in relation to the protection of the natural environment.

The District of Ucluelet, situated in the traditional territory of the Yuułu?iŋ?ath acknowledges that the relationship the Yuułu?iŋ?ath have to the land and surrounding sea, goes deeper than the typical land use issues encountered by a municipality. With this in mind, we are committed to the respectful and responsible stewardship of its natural resources and to the preservation of the local environment for future generations to come. As such, it is with pride that we bring into effect a ban on plastic utensils.

As defined in Ministerial Order M309, the word utensil “includes a spoon, fork, knife, chopstick or stir stick”. Enforcement of the ban on plastic utensils will come into effect on September 15, 2022, allowing a six-month transitional time-period for the business community to adjust their current practices, educate staff, use up any existing stocks of plastic utensils they may have on hand, and source out appropriate and available product alternatives. During this six-month transitional time-period, staff will continue to work with [Surfrider Pacific Rim](#) to ensure their “Cut the Cutlery” campaign becomes a familiar and welcome addition to our business and residential community.

“With the recent ban of plastic utensils in our neighbouring municipality, we are proud to take this next step in empowering our West Coast communities to transition to a culture of environmental protection and stewardship. We are extremely grateful for the support of Surfrider Pacific Rim, as we roll-out an awareness campaign that will encourage behavioural change and help businesses prepare for, comply with, and communicate the upcoming requirements to their staff, customers, and visitors to the area.” said Paula Mason, District of Ucluelet’s Manager of Corporate Services.

"Collaboration is the key to creating a culture shift with single-use plastic items. The local businesses, the District of Ucluelet, and the residents have all been so supportive of this initiative. We are very grateful

for all the work everyone has done to create this positive change in behavior. The tides are turning on eliminating single-use items so let's keep the momentum going for the sake of the health of our bodies and the ocean!" Laurie Hannah, Chapter Coordinator, Surfrider Pacific Rim.

As shown on the Government of BC's [Environmental Protection and Sustainability](#) website page, the District of Ucluelet will be one of the first municipalities in British Columbia to regulate all single-use items suggested in the July 2021 Ministerial Order. The continued regulation of these items (and future items) by our Council, supports the ongoing efforts of CleanBC's [Plastics Action Plan](#) as well as initiatives brought forth in the District of Ucluelet's recently adopted [Climate Change Adaptation Plan](#) and [Official Community Plan](#). Visit our Ucluelet.ca to read the background on the development of the Single-Use Item Regulation Bylaw.

"The lands of the Yuułu?iŋatŋ and the District of Ucluelet are very closely linked, in that we all share close ties to the area's forests, waters and natural resources. Placing a ban on plastic utensils and other single-use items, is a huge step towards doing everything in our power to protect and preserve these lands. In doing so, we aim to create the type of sustainable community our citizens can enjoy for future generations to come. We truly appreciate all the support we've already seen from our business and residential community and look forward to sharing this common goal with all who visit our region." said Mayco Noel, Mayor, District of Ucluelet.

About Ucluelet

A true West Coast working harbour, home to approximately 2,000 residents, Ucluelet is a place rich in tradition and natural beauty. Located at the entrance to Barkley Sound on the West Coast of Vancouver Island, just south of the Long Beach unit of the Pacific Rim National Park Reserve, Ucluelet is on the edge of the Wild Pacific Ocean. It offers visitors and residents the opportunity to live in and explore one of the world's most pristine coastlines.



About Surfrider Pacific Rim

Surfrider Pacific Rim is dedicated to the protection and enjoyment of the world's ocean, waves, and beaches, for all people, through a powerful activist network. Living seaside or landlocked, regenerating this blue planet is essential for all of humanity to thrive. Surfrider's focus is divided into 3 pillars: eliminating single-use plastics, finding the end-of-life solutions for hard to recycle petroleum products, as well as engaging youth, individuals, businesses, local First Nations, and government in their Ocean Friendly initiatives. Through their "beach to boardroom" systems approach, they address the root of the plastics pollution crisis with the vision of achieving clean water and healthy beaches. Through this approach, Surfrider has removed over 50 metric tonnes of marine debris from the West Coast, supported the implementation of plastic bans, and achieved numerous coastal victories.

For Media Inquires contact:

Samantha McCullough
District of Ucluelet
smccullough@ucluelet.ca
250-726-7744

Cheque Register-Summary-Bank



Supplier : HERIT To ZWARN

Cheque Dt. 12-Mar-2022 To 25-Mar-2022

Bank : 01 - General Bank To 999 - Penny Rounding Suspense

Seq : Cheque No. Status : All

Medium : C=Computer E=EFT-PAP T=EFT-

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
5240	18-Mar-2022	ACECOUR	A.C.E. COURIER SERVICES	Issued	66	C	376.77
5241	18-Mar-2022	CHARV001	CHARTIER, VANESSA DAWN	Issued	66	C	320.00
5242	18-Mar-2022	DDRINK	DARRYL, DRINKWATER	Issued	66	C	225.00
5243	18-Mar-2022	ISL	ISL ENGINEERING AND LAND SERVICES LTD	Issued	66	C	488.25
5244	18-Mar-2022	LEBLM	Lebler, Marcus	Issued	66	C	125.80
5245	18-Mar-2022	LORDC001	LORDCO	Issued	66	C	63.36
5246	18-Mar-2022	MILLS	MILLS OFFICE PRODUCTIVITY	Issued	66	C	406.27
5247	25-Mar-2022	ACECOUR	A.C.E. COURIER SERVICES	Issued	69	C	72.39
5248	25-Mar-2022	ASSFIRE	ASSOCIATED FIRE SAFETY	Issued	69	C	12,421.50
5249	25-Mar-2022	CAROENV	CARO ANALYTICAL SERVICES	Issued	69	C	435.51
5250	25-Mar-2022	GREE	GREENWOOD COMMUNITY ASSOCIATION	Issued	69	C	171.00
5251	25-Mar-2022	REGIO001	REGIONAL DISTRICT OF KOOTENAY BOUND/	Issued	69	C	44.40
5252	25-Mar-2022	UBCM	UNION OF BC MUNICIPALITIES	Issued	69	C	679.35
5253	25-Mar-2022	WESTV	WESTVAC INDUSTRIAL LTD	Issued	69	C	2,130.20
00489-0001	14-Mar-2022	CANAD003	CANADA REVENUE AGENCY	Issued	62	E	13,975.21
00490-0001	21-Mar-2022	SHAW001	SHAW CABLE	Issued	67	E	173.26
00490-0002	21-Mar-2022	TELUS 003	TELUS	Issued	67	E	28.35
00491-0001	25-Mar-2022	FORTI001	FORTIS BC - Electric	Issued	70	E	3,018.04
00491-0002	25-Mar-2022	MUNIP	MUNICIPAL PENSION PLAN	Issued	70	E	3,339.26
00491-0003	25-Mar-2022	TELUS	TELUS	Issued	70	E	98.56

Total Computer Paid : 17,959.80

Total EFT PAP : 20,632.68

Total Paid : 38,592.48

Total Manually Paid : 0.00

Total EFT File : 0.00

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



P.O. Box 279, Greenwood, BC V0H 1J0

March 21, 2022

The City of Greenwood
P.O. Box 129
Greenwood, BC
V0H 1J0

Dear City Council members,

Enclosed please find an application for a Grant-in-Aid for the Greenwood & District Public Library Association for 2022, and our year-end financial statement for 2021.

We have seen operating expenses continue to rise over the past few years, especially the cost of hydro and postage, for example postage alone has increased 39.5 percent since 2019; while most operating revenue sources have remained stable or even decreased.

Therefore, we respectfully request that the City of Greenwood consider our application for a grant-in-aid for 2022 in the amount of eight thousand dollars (\$8000.00).

Your continued financial support enables us to supply many services and programs for the citizens of Greenwood. Information on these can be accessed via our website, <http://greenwood.bc.libraries.coop>.

Sincerely,

Jocelyn Nega
Greenwood Public Library
Admin.

The Corporation of the City of Greenwood

Policy - Grant in Aid

- 1.) DATE: March 21, 2022
- 2.) NAME OF GROUP: Greenwood & District Public Library Association
- 3.) MAILING ADDRESS: P.O. Box 279, Greenwood BC V0H 1S0
- 4.) CIVIC ADDRESS: 346 Copper Ave, Greenwood, BC V0H 1S0
- 5.) LEGAL DESCRIPTION: _____
- 6.) TAX FOLIO #: _____ TAX YEAR: _____
- 7.) CONTACT PERSON: Jocelyn Nega, Admin
- 8.) PHONE #: 250 445 6111
- 9.) LIST OF EXECUTIVE MEMBERS: Susan Harris, Chair; Roegan Lloyd, Vice Chair; Lori Huberman, Treasurer
- 10.) GROUPS AIMS AND OBJECTIVES: To provide up to date materials services and programs to fulfil learning needs of the community in a welcoming environment.
- 11.) OUTLINE SERVICES PROVIDED TO OUR COMMUNITY: Circulation of books, magazines, dvd's & audio books to patrons - in library use of public computers, free wifi, access to databases & e-books audio books etc. Photocopying/Fax/printing/scanning services. Inter-library loans - Programs for all ages.
- 12.) OUTLINE DETAILS OF EFFORTS MADE BY YOUR ORGANIZATION TO WORK TOWARDS SELF-SUFFICIENCY: As a public library we rely on financial support from all government levels, regional, municipal, provincial & federal. We rely on donations and fundraising efforts (Battle Drive, Books sales, online auctions each year to raise funds.
- 13.) IS THE FUNCTION OF YOUR ORGANIZATION:
 - A. REGIONAL IN NATURE _____
 - ☒ B. TO SERVE THE GREENWOOD AND AREA City of Greenwood and portion of Arc
 - C. TO SERVE THE GREENWOOD AREA ONLY _____
- 14.) HAS YOUR GROUP RECEIVED GRANTS AND /OR TAX EXEMPTIONS FROM THE City in the past two (2) years? Yes amount of grant/tax exemption 2021 G.I.A - \$8000
- 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.) Yes we receive an annual Grant in Aid & pay a nominal rental of \$1.00 annual for our facility

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: 3800

NAME OF CONTRIBUTOR: Province of BC - Library Services

YEAR: 2021

AMOUNT RECEIVED: \$13,629.

NAME OF CONTRIBUTOR: Gov. of Canada - Canada Summer Jobs

YEAR: 2021

AMOUNT RECEIVED: 3410.00

NAME OF CONTRIBUTOR: Prov of BC - Gaming Grant

YEAR: 2021

AMOUNT RECEIVED: \$7,000.00 (Books only)

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

A. THE GROUPS MOST RECENT FINANCIAL STATEMENT

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

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

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

Dated at the City of Greenwood, in the Province of British Columbia, the 21 day of March, 2022

Signature: Jocelyn Nega

Name: Jocelyn Nega

Position: Admin.

Address: Box 407 Greenwood, BC V0H 1S0

Phone#: 250 445 2291

Greenwood Public Library
Income Statement 01/01/2021 to 12/31/2021

REVENUE

OPERATING REVENUE

City of Greenwood	8,000.00
BC Government	13,629.00
Regional District Kootenay-Boundary	4,150.00
Bank Interest	115.43
Donations	3,591.81
In House Services	688.10
Book & DVD Sales	1,376.40
Bake Sale Fundraising	1,891.80
Inter-Library Loan Revenue	16.67
Re-Imbursed Expenses	86.97
Vessey Fundraising	0.00
Lori's Donations	1,769.00
Face Mask Donations	655.00
Bottle Drive	6,717.40
Reoccurring Auto Deposit	300.00
Online Auction	2,865.00
Special Donor	0.00
HCU - Jeans Day Donation	0.00
Community Futures Rent	4,800.00
TOTAL OPERATING REVENUE	<u>50,652.58</u>

NON OPERATING REVENUE

BC Gaming Commission	7,000.00
Technology Grant	0.00
Human Resources Development Canada	3,515.00
Kootenay Library Federation Grant	822.49
BC Library Coop - Top up Tech	0.00
TOTAL NON OPERATING REVENUE	<u>11,337.49</u>

SPECIFIED USE REVENUE

Law Matters	2,500.00
Phoenix Foundation	0.00
The Greenwood Improvement Society	1,323.17
West Boundary Community Forest	4,150.00
Heritage CU	0.00
TOTAL SPECIFIED USE REVENUE	<u>7,973.17</u>

Specified

Reading Link Challenge	0.00
Specified Group Total	<u>0.00</u>

TOTAL REVENUE	69,963.24
---------------	-----------

EXPENSE

Expenses

Wages	20,800.86
CPP Expense	886.64
EI Expense	460.07
Casual Labour	202.50
Administration Expense	13,949.41
Books	7,018.81
Online Databases	402.15
Magazine Subscriptions	130.27
Fortis Electricity	1,819.61
Computer Equipment and Repair	294.84
Shaw Phone	127.52
Bake Sale Expenses	0.00
Mask Expense	0.00
Bottle Drive Exp	251.49
Covid Related Expenses	659.11
Evergreen Expense	740.54
Office Supplies	186.33
Postage Paid	1,707.12
Security Monitoring	299.94
Book Supplies	479.75
Dues and Memberships	246.47
Janitorial Supplies and Expense	1,244.80
Photocopier & Printer Expenses	79.46
Honorariums Paid	200.00
Advertising	89.82
Summer Reading Club Expense	175.10
Website Expenses	266.30
WCB Expense	93.71
Shaw (Internet)	945.60
Building Rent	10.00
STEAM	0.00
The Greenwood Improvement Society	1,225.50
Phoenix Foundations	0.00
Law Matters	1,500.00
West Boundary Community Forest	0.00
Technology Grant Expenses	4,933.89
KLF Expeniture	0.00
Computer Maintenance	0.00
Book Sale Expense	0.00
GST Paid	362.95
GST Paid - Books	339.21

PST Paid	<u>0.00</u>
TOTAL EXPENSES	<u>62,129.77</u>
TOTAL EXPENSE	<u>62,129.77</u>
NET INCOME	<u><u>7,833.47</u></u>

Generated On: 02/21/2022

City of Greenwood

MEMORANDUM

To: Mayor Noll and Council Date: March 21, 2022
From: Andrea Sherstobitoff, CO Date to Council: March 28, 2022
Subject: Temporary Use Permit and Business Licence Applications – Open-air Farmers Market
Location: 295 South Government Avenue, Greenwood, BC

Purpose / Rationale

The purpose of this report is to seek Council's approval to adopt to issue a Temporary Use Permit (TUP) to Profiled IT People Ltd. (Two Cowboys) to operate an open-air farmers market at 295 South Government Avenue in Greenwood, BC for a term of up to three (3) years.

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 issue a Temporary Use Permit to Profiled IT People Ltd. (Two Cowboys) to operate an open-air farmers market at 295 South Government Avenue in Greenwood, BC for a term of up to three (3) years, commencing from the date of issuance.

Background / Report

The property is zoned C1 – General Commercial. Farmers markets are not a permitted use in any zone included in the City of Greenwood Zoning Bylaw No. 683, 1996. Section 318 of The Zoning Bylaw allows Council to consider Temporary Use Permit (TUP) applications on a case-by-case basis in all zones in the City of Greenwood.

Division 8 – Sections 492-497 of the *Local Government Act* (LGA) addresses TUP terms and regulations. A TUP allows a non-conforming use to be carried out on property for a short period of time. TUPs are designed to be flexible and are subject to review and amendment to mitigate negative impacts on surrounding property. TUPs may be issued for a term of up to three (3) years and can only be renewed once for an additional term of up to three (3) years.

Section 493 of the LGA includes the following regulations:

- (2) A temporary use permit may do one or more of the following:
 - (a) allow a use not permitted by a zoning bylaw;
 - (b) specify conditions under which the temporary use may be carried on;
 - (c) allow and regulate the construction of buildings or structures in respect of the use for which the permit is issued.

Temporary Use Permit Term

Council may choose to issue the TUP for a term of less than three (3) years. This would give Council the opportunity to review the operation of the farmers market and amend the conditions of approval to respond to concerns raised by adjacent property owners and address any deficiencies in the permit.

Public Notice

A Public Hearing is not required prior to issuance of a TUP. The LGA's statutory public notice requirement is to publish at least one notice in a local newspaper at least three (3) days and not more than fourteen (14) days prior to Council's decision. A notice was published in the March 24, 2022 edition of the Boundary Creek Times.

City of Greenwood's Development Procedures Bylaw No. 676, 1996 requires notification to adjacent property owners of the subject property. Notices were sent to adjacent property owners on March 16, 2022. A notice was published on Greenwood's social media platforms on March 18, 2022.

At the time of publishing this report, the City received one referral response from a Greenwood resident, included in Attachment 3: Application Referral Responses.

Future revision of the Development Procedures Bylaw should:

- address inconsistencies in public notification requirements for all permit applications; and
- include references to the applicable regulations in the Local Government for permit applications.

A referral notice was sent to the Interior Health Authority's (IHA) Environmental Health Officer. The response indicated:

1. The farmers market must comply with the *Temporary Food Markets Guideline for the Sale of Foods at Temporary Food Markets* published by the BC Centre for Disease Control; and
2. The farmers market must have a market manager to ensure compliance with applicable regulations.

Temporary Food Markets Guideline for the Sale of Foods at Temporary Food Markets

Farmers markets are considered an essential service and may continue to operate during a BC state of emergency provided they operate in compliance with the applicable safety standards and practices required by the local health authority and public health orders.

The *Temporary Food Markets Guideline for the Sale of Foods at Temporary Food Markets* (hereinafter referred to as 'The Guideline') provides operating regulations for both market managers and market vendors. The Guideline includes specific operating regulations for "lower risk foods" and "higher risk foods". Vendors of "lower risk foods" are not required to submit an application to the local health authority prior to commencement of sales at a farmers market. It is the responsibility of market managers and market vendors to ensure that all "lower risk foods" meet the definitions included in the Guideline.

Vendors of "higher risk foods" must contact the local health authority and submit an application prior to commencement of sales at a farmers market.

The draft TUP requires compliance with the recommended guidelines included in the *Temporary Food Markets Guideline for the Sale of Foods at Temporary Food Markets* for farmers markets, market managers, and market vendors.

City of Greenwood Official Community Plan

Greenwood's Official Community Plan (OCP) includes policies that recognize the importance of general commercial development in Greenwood including:

- the provision of goods and services to residents and visitors;
- promoting commerce and financial resources in the community; and
- providing employment opportunities to residents.

The OCP identifies "downtown" Greenwood, adjacent to Highway 3, as the most appropriate location for commercial development. The subject property, while not directly adjacent to Highway 3, is included in the commercial development area of "downtown" Greenwood. The subject property is located outside of the Development Permit Area identified in the OCP.

Future revision of the OCP should consider:

- policies to address food security; and
- promoting commercial diversity and "niche" industries particular to the City of Greenwood.

City of Greenwood Zoning Bylaw

Sections 308-310 of Greenwood's Zoning Bylaw includes regulations for parking and off-street loading. Four (4) parking spaces are required per salesclerk for "vegetable, produce, craft or similar roadside sales and display stands".

There is limited parking adjacent to the subject property. Residents visiting the post office will compete for on-street parking spaces with farmers market patrons. Parking on Greenwood Street is prohibited. Section 308(4) of the Zoning Bylaw indicates that required parking spaces can be provided on another lot that is within 100 metres (328 feet) of the subject property provided that the two lots are located within the same zone.

The McArthur Centre parking lot is the closest public parking area to the subject property. The draft TUP includes a condition of approval that the farmers market (market manager) must provide at least two signs including information on the designated parking area for farmers market patrons (one sign on-site at 295 South Government Avenue and one at the McArthur Centre parking lot).

Farmers market signage must not impede traffic sightlines. Sign locations must be approved by the City of Greenwood. Additional signage (e.g. to reduce speed and/or watch for pedestrians and children) may be required at the discretion of the City of Greenwood.

Future revision of the Zoning Bylaw should consider:

- farmers markets as a permitted use in the Rural, Light Industrial and Industrial Zones; and
- general operating regulations for farmers market.

Business Licence Bylaw No. 924, 2018

Greenwood's Business Licence Bylaw includes the following requirements for farmers markets:

- A business licence is required for both the farmers market, and each market vendor selling goods or services at the farmers market;
- The "person holding a farmers market" (i.e. market manager) must submit a list of all participating market vendors and a list of the goods and services offered by each vendor;
- The market manager must submit proof that all vendors selling food products at the farmers market have complied with any conditions, restrictions or requirements of the City or the health authority;
- The market manager must provide an updated list of market vendors (including the goods and services offered by each vendor) when a new market vendor is added to the list of participating vendors; and
- Farmers markets must operate (open to the public) for at least two (2) hours per market day, and markets must be held at least four (4) times per year.

The applicant has supplied a partial list of vendors that will be participating at the farmers market. A complete list of vendors, including goods and services offered, must be submitted prior to the first market day. Confirmation that each market vendor has complied with the restrictions and requirements of the Interior Health Authority must also be submitted by the applicant.

Section 14.11 prohibits vending on City streets, including sidewalks, unless the business licence explicitly authorizes the person or business to advertise, solicit, or carry on business on City streets and sidewalks. Market vendors, including mobile vendors (e.g. food trucks) are prohibited from selling goods or services on City streets or sidewalks without prior permission from the City of Greenwood.

The Business Licence Bylaw also includes additional regulations for:

- mobile vendors (e.g. food trucks);
- special events; and
- sandwich and marketing boards (Schedule "C" Sandwich Board Policy No. 5350-01)

that apply to the farmers market, market manager, and market vendors.

The regulations included in and enforced by the Business Licence Bylaw are not included in the Temporary Use Permit terms and conditions.

Municipal Utilities, Roads and Maintenance

The property owner will be responsible for the payment of applicable municipal water and sewer utilities in accordance with Bylaw No. 982, 2021 – Utility Billing and Payment Schedule Bylaw.

Due to concerns with discharging grease directly into the municipal sewer system, market vendors (including mobile vendors) are not permitted to connect to or discharge directly into the municipal sewer system.

Operation of the farmers market will result in increased traffic on South Government Avenue. This is a high-traffic road, particularly during the summer months when the municipal pool is open. The City of Greenwood will monitor traffic and road safety on South Government Avenue. Speed bumps, similar to those installed near City Hall and the municipal pool, may be required to reduce traffic speed.

The market manager must provide garbage receptacles at the subject property. The market manager must bag all garbage collected on-site and remove it from the property after the market closes to avoid attracting animals and avoid nuisance complaints.

The farmers market must operate in compliance with the City of Greenwood Bylaw No. 928, 2018 – Property Maintenance Bylaw.

Site Plan and Farmers Market Layout

The site plan submitted with the TUP application includes fencing between the rear of the parcel (developed with several accessory buildings) and the front of the parcel which is the designated farmers market area. Due to the sharp slope between these two areas, fencing will be required as a condition of approval to ensure the safety of market patrons.

The designated farmers market area includes space for up to ten (10) display stalls or mobile vendors. The property does not appear large enough to accommodate ten spaces for stalls and mobile vendors, particularly if market vendors have tents or canopies to provide shelter for display items and patrons. Due to the limited space available on the property, the draft TUP restricts the number of mobile vendors on the property to three (3). The market manager must submit an updated site plan to the City of Greenwood prior to the first market day.

Farmers Market Recommendations

A farmers market is a complex development with many moving pieces. The conditions included in the draft TUP and compliance with Greenwood's bylaws and policies will be enforced to address public safety and promote commercial development in Greenwood that is beneficial to community residents and visitors.

Additional recommendations for the operation of this farmers market in Greenwood include:

- Obtaining general liability insurance. Insurance should be considered by both the market manager (for the overall operation of the farmers market) and by individual market vendors.
- The BC Centre for Disease Control recommends that market managers and market vendors complete the Foodsafe Level 1 Program or the Marketsafe program.
- Farmers markets in BC can join the BC Association of Farmers Markets (BCAFM) to benefit from promotion, education and networking opportunities, as well inclusion in the BC Farmers Market Trail. BCAFM vendor members receive preferred pricing and benefits from participating suppliers.

- Farmers markets who are BCAFM members can apply to participate in the BC Farmers Market Nutrition Coupon Program (FMNCP) in partnership with a community partner organization. The FMNCP program promotes healthy eating and food security in BC. Community partner organizations provide coupons to lower income families, seniors, etc. to be spent at participating BCAFM farmers markets involved in the FMNCP program. Recipients receive \$21 worth of coupons per week. The coupons cash value is then given to market vendors.

Attachments

Attachment 1: Temporary Use Permit Application – Profiled IT People (Two Cowboys) including the farmers market site plan

Attachment 2: RDKB Mapping Excerpt – Location Map and Zoning

Attachment 3: Application Referral Responses

Attachment 4: Draft Temporary Use Permit (TUP 2022-01) – Profiled IT People (Two Cowboys)



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: 2022-02-04

Applicant: Profiled IT People Ltd (Two Cowboys)

Mailing Address: PO Box 424
318 South Copper Ave, Greenwood
BC, V0H 1J0

Telephone Number(s): +1 403 605 8343

Registered Property Owner: Hendrik van Wyk (I Trust)

Mailing Address: PO Box 424
318 South Copper Ave, Greenwood
BC, V0H1J0

Telephone Number(s): +1 403 605 8343

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

Current Zoning: C1 - Commercial

SUBJECT PROPERTY AND DEVELOPMENT INFORMATION:

Proposed Term of Use: 3 Years / Daily
(ie: years / months / days)

Start Date: 1 March 2022 **End Date:** 28 February 2025

Civic Address (street): 295 South Government Ave, Greenwood, BC

Legal Description: Parcel B (Lot 12,13 & 14) Block 13, DL 597 SDYD Plan 21
(lot / block / plan)

Property Identification #s: PID 029-654-696
(PIDs) _____

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

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

Vacant Lot

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

I wish to use my property for open-air market that includes and accommodates, retail of crafts, produce, food trucks, events, and related exhibits.

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

None

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

All the structures for this purpose will be of a temporary nature and (re)movable.

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 - Yes
- ☐ Appendix A – Site Plan - Yes
- ☐ State of Title Certificate (not more than 30 days old) - Attached
- ☐ Copies of all covenants registered against the Title - None
- ☐ All owners listed on the Title have signed the application - Yes
- ☐ 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.

Hendrik van Wyk
Applicant's Name (please print)

Signature



Date: 2022-02-04

Hendrik van Wyk
Registered Owner's Name (please print)

Signature



Date: 2022-02-04

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.

Please attach additional information as required.

Title: Not more than 30 days old.

Attached.

Information on Proposed Parking Requirements:

Section 308 (O.) of Greenwood's Zoning Bylaw requires "four spaces per sales clerk" for vegetable, produce, craft or similar roadside sales and display stands.

Since limited parking is available immediately adjacent to this property, an alternate location is required. Section 308 (4) allows parking to be located off-site provided it is within 100 metres of the subject building/use.

The McArthur Centre community parking lot is an option we propose with the adjacent public parking opposite the McArthur Parking Lot. Signage directing patrons to the alternate parking location would be provided.

We plan on directing market patrons to the McArthur Centre community parking lot.

In addition, note that the properties adjacent (Telus and a Vacant Site) and opposite (4 Vacant Lots) from the site include a fair number of vacant off-street parking spots which are not currently utilized and can also provide ample parking opportunities for this small market.

Interior Health Requirements:

Section 4.1.10.1 of Greenwood's Business Licence Bylaw 924, 2018 stipulates that a new business licence application must include proof of a permit or licence issued to the business under the Public Health Act with a copy of the most recent inspection report issued by the health authority, if any, verifying that the business and premises meet the requirements of the Public Health Act and associated regulations.

The market will not be a "Food Premises" and hence will not require an Interior Health Certification and Inspection.

However, where Food Vendors will be included in the market they will be required to provide their own Interior Health Certifications (such as Food Trucks) as per the guidelines from Interior Health for Temporary Market Vendors.

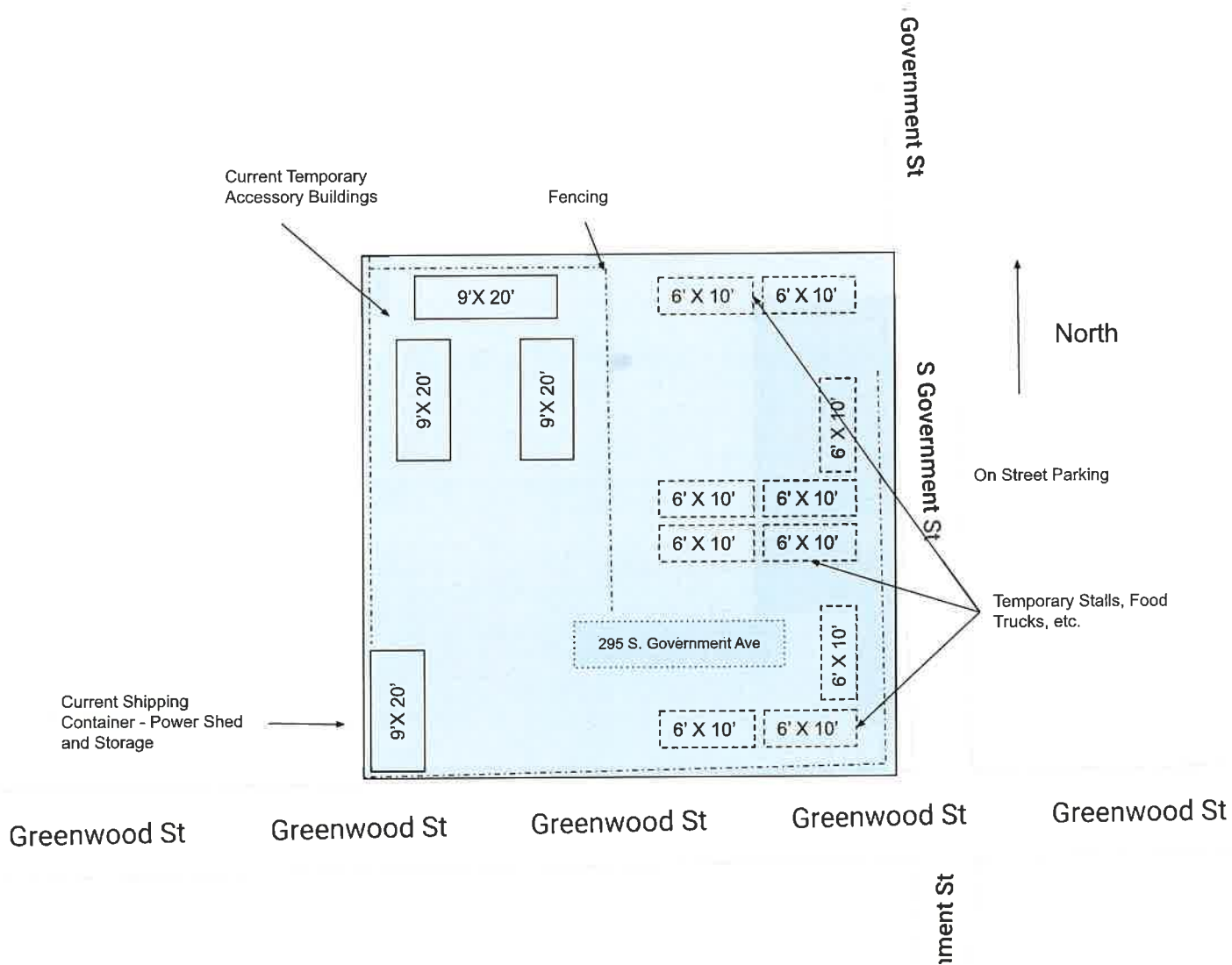
They will each be subject to their own Interior Health Food Safety and Handling Permits and inspections and will need to furnish proof where applicable, to the market organizer that they are in compliance.

No food will be prepared on-premise without these permits attached to the food serving unit and its Vendor. These will be available for inspection by the City and Interior Health where applicable.

List of Vendors:

A list of vendors who will be selling or offering for sale goods or services at the market and the types of goods and services offered by each vendor (as per the requirements of Business Licence Bylaw No. 924, 2018). A comprehensive list may not be available at this time – but you may have a rough idea of who may be participating.

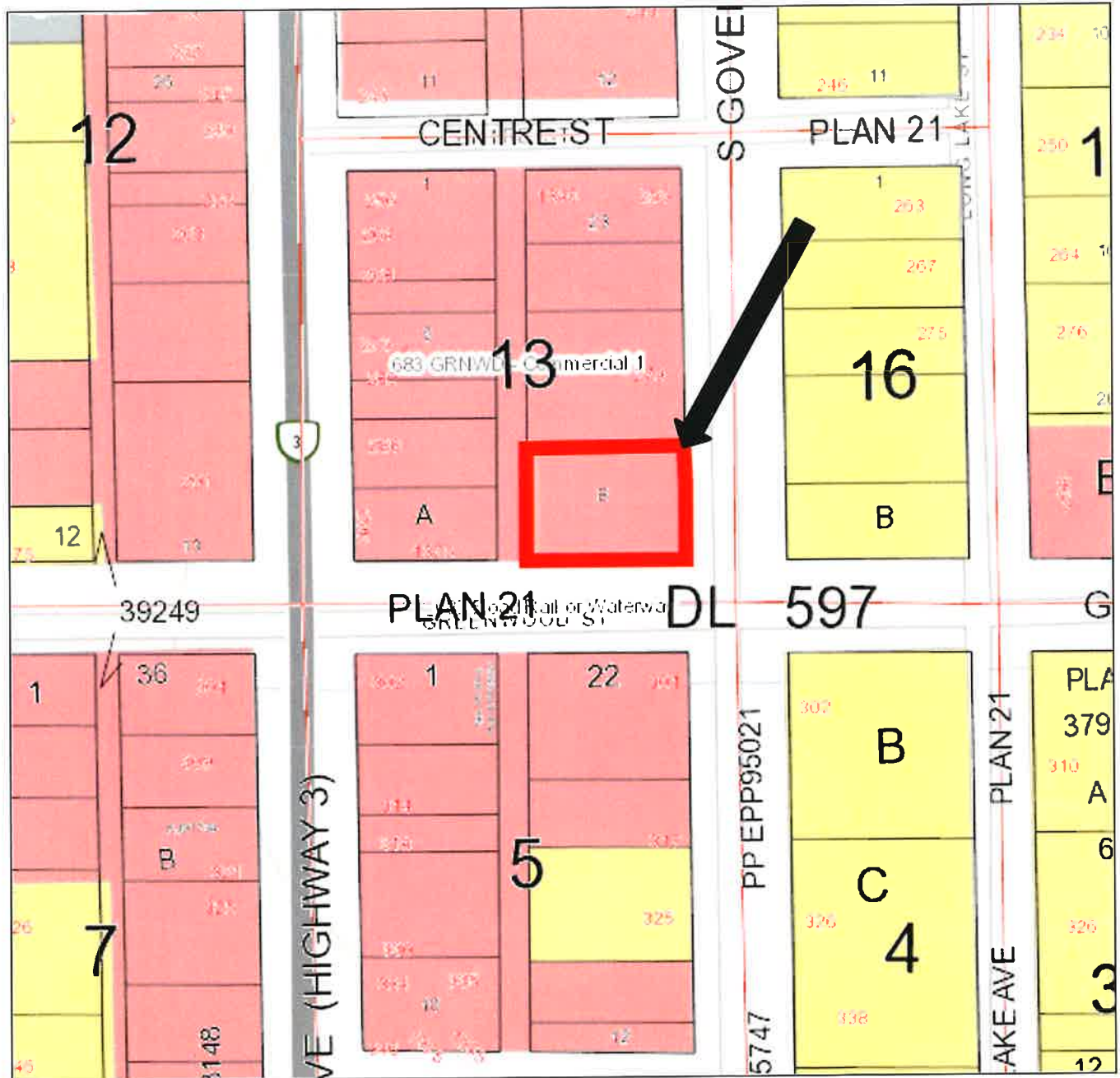
- Figaro's Gelato and Ice Cream (Food Serving Trailer)
- Food Truck 1-3
- Arts and Crafts - Kettle Valley Art Club, etc.
- BBQ Retailer and Metal Fabricator
- Woodworking Vendor(s)
- Clothing and Handywork Vendor
- Vegetables and Fruits - Farmer Stalls
- Etc.



**CITY OF GREENWOOD
ZONING BYLAW NO. 683, 1997
RDKB MAPPING EXCERPT**

Location: 295 South Government Avenue, Greenwood, BC

Legal Land Description: Parcel B, Block 13, Plan 21, District Lot 597, SDYD



CURRENT ZONING:

- Commercial 1 Zone (General Commercial)
- Residential 1 Zone (Single and Two Family)

Front Desk

From: Watson, Cynthia <Cynthia.Watson@interiorhealth.ca>
Sent: February 10, 2022 11:21 AM
To: City of Greenwood [External Email]
Subject: RE: City of Greenwood - Proposed Outdoor Farmer's Market

Hello

Thank you for asking.

The Market must comply with these guidelines:

<http://www.vch.ca/Documents/Guidelines-for-sale-of-foods-at-temporary-food-markets.pdf>

There must be a market organizer who ensures compliance.

Please let me know if you have any questions.

Cindy

Cynthia Watson CPHI(C)
Environmental Health Officer
Interior Health Authority
Population Health - Public Health Protection
3090 Skaha Lake Road, Penticton, BC. V2A 7H2
Direct | 250-770-5540 ext 31278
Cell | 250-462-0335 Fax | 250.493.0041
E | Cynthia.Watson@interiorhealth.ca

From: Front Desk <frontdesk.greenwoodcity@shaw.ca>
Sent: Thursday, February 10, 2022 11:04 AM
To: Watson, Cynthia <Cynthia.Watson@interiorhealth.ca>
Subject: City of Greenwood - Proposed Outdoor Farmer's Market

CAUTION! This email originated from outside of Interior Health. Do not click links or open attachments unless you recognize the sender, their email address, and know the content is safe. If you suspect this is a phishing or fraudulent email please forward it to spam@interiorhealth.ca.

The City of Greenwood has received an application for a Temporary Use Permit and business licence to operate an outdoor Farmer's Market. I have attached the application forms for your reference.

The applicant is the owner of the property and will be the market manager. Does this market require Interior Health approval? The Temporary Use Permit must be reviewed by Council for approval and we have the opportunity to impose conditions of operation for the market, if approved.

The application details are as follows:

Location: 295 S. Government Avenue
Zoning: C1 – General Commercial
Description: (please see pages 6-7 attached)

Thank you,

Andrea Sherstobitoff
Corporate Officer
City of Greenwood
202 S. Government Avenue
P.O. Box 129
Greenwood, BC V0H 1J0



Phone: 250-445-6644
Fax: 250-445-6441
frontdesk.greenwoodcity@shaw.ca
greenwoodcity.com

The content of this email is confidential and intended for the recipient specified in message only. It is strictly forbidden to share any part of this message with any third party, without a written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

Front Desk

From: martin@xrds.tv
Sent: March 25, 2022 10:51 AM
To: Front Desk
Subject: Re: Temporary use permit
Attachments: Market prop.pdf; Untitled attachment 00010.txt

Hello

Please find an annotated copy of the proposal of my comments against the proposal.

Martin Huhn



THE CORPORATION OF THE CITY OF GREENWOOD
TEMPORARY USE PERMIT APPLICATION

SEE COMMENTS ATTACHED.

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: 2022-02-04

Applicant: Profiled IT People Ltd (Two Cowboys)

Mailing Address: PO Box 424
318 South Copper Ave, Greenwood
BC, V0H 1J0

Telephone Number(s): +1 403 605 8343

Registered Property Owner: Hendrik van Wyk (I Trust)

Mailing Address: PO Box 424
318 South Copper Ave, Greenwood
BC, V0H 1J0

Telephone Number(s): +1 403 605 8343

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

Current Zoning: C1 - Commercial

SUBJECT PROPERTY AND DEVELOPMENT INFORMATION:

Proposed Term of Use: 3 Years / Daily
(ie: years / months / days)

Start Date: 1 March 2022 End Date: 28 February 2025

Civic Address (street): 295 South Government Ave, Greenwood, BC

Legal Description: Parcel B (Lot 12,13 & 14) Block 13, DL 597 SDYD Plan
21

(lot / block / plan)

Property Identification #: PID 029-654-696
(PIDs) _____

THE CORPORATION OF THE CITY OF GREENWOOD
TEMPORARY USE PERMIT APPLICATION

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

Vacant Lot *

*
NOT VACANT
UNKNOWN USE
STRUCTURES
EXIST!

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

I wish to use my property for open-air market that includes and accommodates,
retail of crafts, produce, food trucks, events, and related exhibits.

* NOT TO
BENEFIT
"LOCAL"
INTERESTS OR
GROUPS.

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

None

* NEXT TO APARTMENT BUILDING NOISE, SMOKE (BBQ),
TRAFFIC CONGESTION, BACK LANE FIRE ACCESS, TO
NAME A FEW.

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

All the structures for this purpose will be of a temporary nature and
(re)movable.

* GREENWOOD DOES NOT NEED A "SHANTY TOWN"
AGAIN. THE SITE IS CURRENTLY AN
EYESORE WITH TRAILERS.

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 - Yes
- ☐ Appendix A – Site Plan - Yes
- ☐ State of Title Certificate (not more than 30 days old) - Attached **NOT ATTACHED**
- ☐ Copies of all covenants registered against the Title - None
- ☐ All owners listed on the Title have signed the application - Yes
- ☐ 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.

Hendrik van Wyk
Applicant's Name (please print)

Signature



Date: 2022-02-04

Hendrik van Wyk
Registered Owner's Name (please print)

Signature



Date: 2022-02-04

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.

Please attach additional information as required.

Title: Not more than 30 days old.

Attached.

Information on Proposed Parking Requirements:

Section 308 (O.) of Greenwood's Zoning Bylaw requires "four spaces per sales clerk" for vegetable, produce, craft or similar roadside sales and display stands.

Since limited parking is available immediately adjacent to this property, an alternate location is required. Section 308 (4) allows parking to be located off-site provided it is within 100 metres of the subject building/use.

The McArthur Centre community parking lot is an option we propose with the adjacent public parking opposite the McArthur Parking Lot. Signage directing patrons to the alternate parking location would be provided.

We plan on directing market patrons to the McArthur Centre community parking lot.

In addition, note that the properties adjacent (Telus and a Vacant Site) and opposite (4 Vacant Lots) from the site include a fair number of vacant off-street parking spots which are not currently utilized and can also provide ample parking opportunities for this small market.

Interior Health Requirements:

Section 4.1.10.1 of Greenwood's Business Licence Bylaw 924, 2018 stipulates that a new business licence application must include proof of a permit or licence issued to the business under the Public Health Act with a copy of the most recent inspection report issued by the health authority, if any, verifying that the business and premises meet the requirements of the Public Health Act and associated regulations.

The market will not be a "Food Premises" and hence will not require an Interior Health Certification and Inspection.

However, where Food Vendors will be included in the market they will be required to provide their own Interior Health Certifications (such as Food Trucks) as per the guidelines from Interior Health for Temporary Market Vendors.

They will each be subject to their own Interior Health Food Safety and Handling Permits and inspections and will need to furnish proof where applicable, to the market organizer that they are in compliance.

NOT IF
THE CENTRE
HAS EVENTS
OR
FUNCTIONS

THERE IS NO GUARANTEE
THAT IT
WILL BE A
"COMMUNITY"
MARKET.
IT IS A

PRIVATE BUSINESS

No food will be prepared on-premise without these permits attached to the food serving unit and its Vendor. These will be available for inspection by the City and Interior Health where applicable.

List of Vendors: ~~RE~~

A list of vendors who will be selling or offering for sale goods or services at the market and the types of goods and services offered by each vendor (as per the requirements of Business Licence Bylaw No. 924, 2018). A comprehensive list may not be available at this time – but you may have a rough idea of who may be participating.

- Figaro's Gelato and Ice Cream (Food Serving Trailer)
- Food Truck 1-3
- Arts and Crafts - Kettle Valley Art Club, etc.
- BBQ Retailer and Metal Fabricator
- Woodworking Vendor(s)
- * Clothing and Handywork Vendor
- Vegetables and Fruits - Farmer Stalls
- Etc.

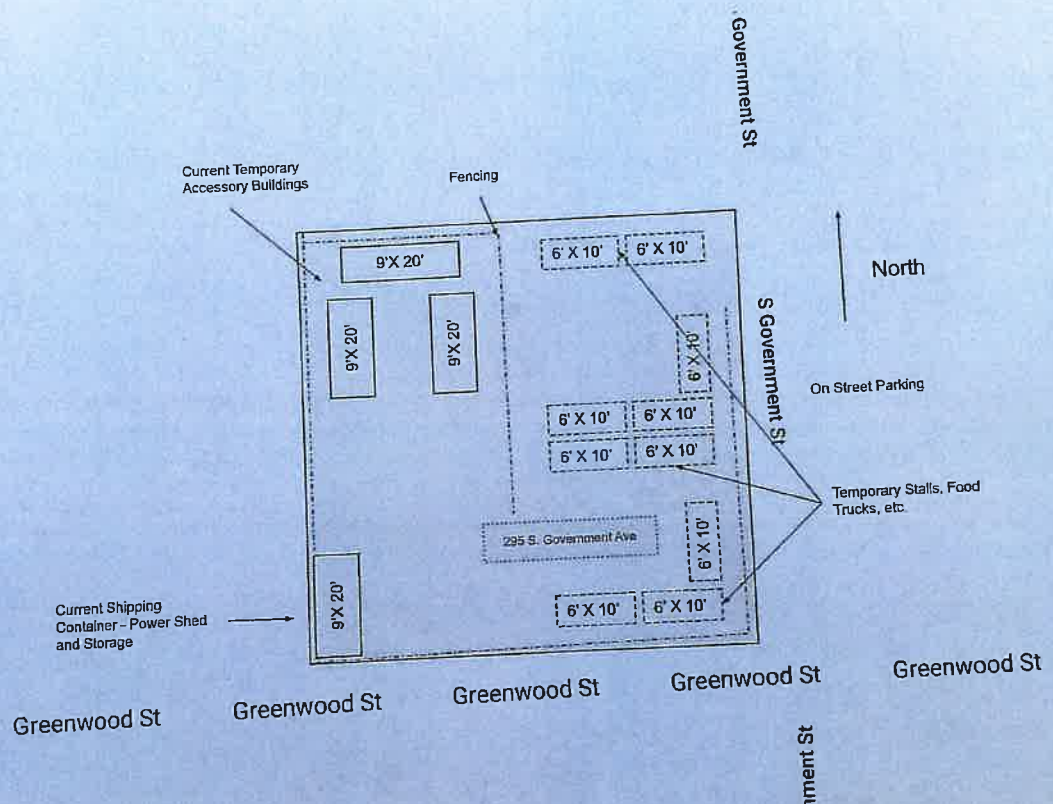
* AS A PRIVATE OPERATION; THIS WILL EXCLUDE WHATEVER THE OWNER WANTS TO.

GREENWOOD DESERVES TO HAVE AN OPEN MARKET. NOT ONE CONTROLLED BY A PRIVATE INTEREST.

AN OPERATION LIKE THIS WILL HARM CHARITY & SERVICE ORGANIZATIONS.

* THE LOBSINGER "TRANGEE" WOULD BE MORE APPROPRIATE AND PRESENTABLE.

M. HUTH





CITY OF GREENWOOD

PO Box 129
Greenwood, BC V0H 1J0

Phone: (250) 445-6644 Fax: (250) 445-6441 Email: frontdesk.greenwoodcity@shaw.ca Website: www.greenwoodcity.com

TEMPORARY USE PERMIT NO. 2022-01 (TUP-2022-01)

1. This Temporary Use Permit is issued to:

Name: Profiled IT People Ltd. (Two Cowboys)
(the "Owner")

Mailing Address: PO Box 572
Greenwood, BC V0H 1J0

2. This Temporary Use Permit applies to:

Address: 295 South Government Avenue
Greenwood, BC V0H 1J0

3. This Temporary Use Permit applies to that real property including land, improvements and other developments thereon located in the City of Greenwood, with the legal description and civic address as follows:

Parcel B, Block 13, DL 597, SDYD
Parcel Identifier: 029-654-696
295 South Government Avenue
(the "Lands")

4. This Temporary Use Permit is issued subject to compliance with all statutes, bylaws, orders or agreements, except as specifically varied by this permit.

5. The temporary uses permitted on the Lands shall be:

- a) An open-air farmers market
- b) Display stalls for retail sale of crafts, produce, food products, and related exhibits
- c) On-site parking stalls for mobile food vendors

6. The term of this Temporary Use Permit is three (3) years, commencing from the date of issuance.

7. The temporary uses shall be carried out in accordance with the following:

- a) The farmers market, market manager, and market vendors must operate in accordance with the recommended guidelines included in ***Temporary Food Markets Guideline for the Sale of Foods at Temporary Food Markets*** prepared by Food Protection, Environmental Health Services, BC Centre for Disease Control.

b) Market Manager

The farmers market must have a designated market manager who is on-site while the farmers market is in operation. The market manager must comply with the ***Temporary Food Markets Guideline for the Sale of Foods at Temporary Food Markets*** including:

- i. Section III: Market manager of temporary food markets.
- ii. Section IV: Chef demonstrations and similar events.

The farmers market (market manager) must also:

- i. Obtain all required approvals from local government to ensure compliance with local health regulations and orders, zoning, business licence requirements, utilities bylaws, and property maintenance bylaws.
- ii. Ensure that all market vendors are aware of applicable regulations, policies and guidelines for operation.
- iii. Ensure that all market vendors have obtained approval from the local health authority for the sale of goods or services at the farmers market.
- iv. Provide the proposed dates and hours of operation for the farmers market to the City of Greenwood.
- v. Provide an updated site plan to the City of Greenwood prior to the first market day.

c) Market Vendors

Market vendors, including mobile vendors, must comply with the ***Temporary Food Markets Guideline for the Sale of Foods at Temporary Food Markets*** including:

- i. Section I: Guidelines for the preparation of lower risk food in the home.
- ii. Section II: Conditions for sale of lower risk food at temporary food markets.
- iii. Section IV: Chef demonstrations and similar events.

Market vendors must also:

- i. Display a notice at the point of sale that states: "This food has been prepared in a kitchen that is not inspected by a regulatory authority" or equivalent wording.
- ii. Label and package food products and samples in accordance with Canadian Food Inspection Agency and Health Canada regulations (allergens, weights/measures).

d) General Farmers Market Regulations

- i. Signs must be provided to direct market patrons to the McArthur Centre parking lot. At least two signs are required, one on-site at 295 South Government Avenue and one at the McArthur Centre parking lot. Signs must not impede traffic sightlines. Sign locations must be approved by the City of Greenwood.
- ii. Additional signage (e.g. to reduce speed and watch for pedestrians) may be required at the discretion of the City of Greenwood.
- iii. The use of municipal water and sewer services must comply with the applicable bylaws and regulations.
- iv. Market vendors are not permitted to connect to or discharge directly into the municipal sewer system.
- v. The installation of speed bumps to slow traffic may be required at the discretion of the City of Greenwood.
- vi. Garbage receptacles must be provided on-site. All garbage must be bagged and removed from the property after the market closes.
- vii. Fencing between the rear of the parcel (developed with several accessory buildings) and the front of the parcel (the designated farmers market area) must be provided to ensure the safety of market patrons.
- viii. A maximum of three food trucks are permitted on-site each market day.
- ix. The sale or use of alcohol and cannabis at the farmers market is prohibited.

8. The Lands shall be developed strictly in accordance with the terms, provisions and conditions of this Temporary Use Permit.
9. This Temporary Use Permit is not a Building Permit.
10. This Temporary Use Permit is non-transferable and is valid only in the Owner's name in which the permit was issued and to the Lands for which the permit was issued.

Authorizing resolution passed by Mayor and Council of the City of Greenwood on the _____ day of _____, 2022.

Issuance date: _____

Authorizing Signature: _____
Marcus Lebler, CAO
City of Greenwood



REGULAR OPEN COUNCIL REPORT
Finance Department
For the March 28, 2022 Council Meeting

DATE: March 25, 2022

TO: Mayor and Council

FROM: Marcus Lebler, CAO

RE: 2022 - 2026 Financial Plan Bylaw

RATIONALE:

Present to Council the "2022 - 2026 Five Year Financial Plan Bylaw 989, 2022" for three readings.

OPTIONS:

1. That Council give three readings of the "2022 - 2026 Five Year Financial Plan Bylaw 989, 2022".
2. That Council defer the reading of the financial plan bylaw until a future date.

RECOMMENDATION:

That Council give three readings of the "2022 - 2026 Five Year Financial Plan Bylaw 989, 2022".

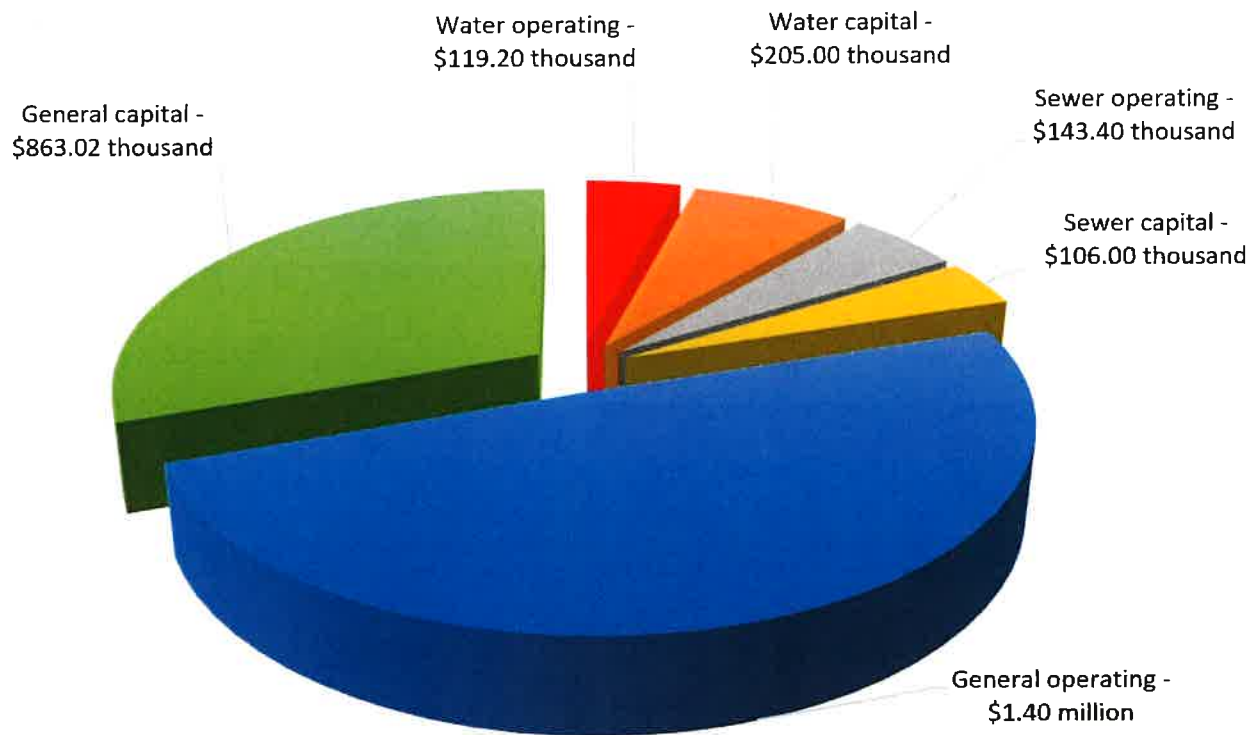
BACKGROUND:

Each year Local governments must annually adopt a financial plan in accordance with the Local Government Act and the Community Charter. The planning period for the financial plan must include the current fiscal year and the next four fiscal years (five-year plan).

Council held 3 special open meetings to deliberate the general budget on March 21, 22 and 24, 2022. The detailed operating and capital budgets were discussed and numerous adjustments were made to arrive at the final budget. The water and sewer budgets were approved in December of 2021 when utility rates were set for 2022.

The five year financial plan is a consolidated one page format prescribed by the Province of BC. The consolidated financial plan for 2022 requires expending \$2.84M. This total is apportioned \$2.3M (80%) general fund, \$324k (11%) water fund, and \$249k (9%) sewer fund.

2022 City Budget - \$2.84M



MUNICIPAL TAXES:

The 2022-2026 Financial Plan includes an increase to the total tax revenue requirement of 5% which makes up \$614k of total revenues for the City.

BUDGET HIGHLIGHTS:

Operating:

- The addition of a PW general labourer and a receptionist for City Hall are included in the 2022 budget. Overall these additions do not have a major impact on the 2022 budget as other human resource savings were realized in 2022.
- The administration budget is seeing the addition of a planning budget of \$10k and an increase of \$10k in legal fees to meet the increased demand of development in Greenwood.
- Grant in aids include \$6k earmarked for the 125th Founders Day celebrations and \$4k for the Midway Fire Department as Greenwood's contribution towards road rescue equipment.
- The planned 3.9% or \$2,020 cost of living increase to Council remuneration was frozen by Council for 2022 and moved into the Parks budget to go towards City beautification.

- The 2022 budget is seeing the addition of a \$7.5k elections budget in preparation for the October 15th general municipal elections.
- The parks budget includes the new addition of a \$7.1k campground operating budget.

Capital:

- Greenwood Courthouse Restoration - \$274k
- Accessible Public Washroom Upgrade - \$100k
- PW Site Upgrades - \$90k
- New City of Greenwood Entrance Signs - \$25k
- Implementation of a DCC & Subdivision Bylaw - \$65k
- Various other General Projects - \$309k
- Various Sewer System Upgrades - \$106k
- Various Water System Upgrades - \$205k

SOLID WASTE RATES:

The garbage utility budget has been completely removed from the 2022 budget as the City no longer operates a solid waste utility as of December 31, 2021.

SEWER RATES:

The 2022 sewer user fees rates have been increased by 3%. The bylaw to increase these rates has already been approved by Council.

WATER RATES:

The 2022 water user fees rates have been increased by 3%. The bylaw to increase these rates has already been approved by Council.

Respectfully Submitted:



Marcus Lebler, CPA, CA
Chief Administrative Officer

Attachments:

2022-2026 Financial Plan Bylaw

THE CORPORATION OF THE CITY OF GREENWOOD

BYLAW NO. 989, 2022

A bylaw respecting the Financial Plan for the years 2022-2026

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

1. Schedule A (Financial Plan 2022-2026) attached hereto and made part of this Bylaw, are hereby declared to be the Financial Plan of the Corporation of the City of Greenwood for the years 2022 to 2026.
2. The 2022-2026 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. 989, 2022 - Financial Plan 2022-2026**".

Read a first time this	28th	day of	March	2022.
Read a second time this	28th	day of	March	2022.
Read a third time this	28th	day of	March	2022.

Reconsidered and finally passed and adopted this 11th day of April, 2022.

Mayor

Corporate Officer

Certified a true copy of Bylaw No. 989, 2022
as adopted by Resolution on
this 11th day of April 2022.

Corporate Officer

THE CITY OF GREENWOOD
BYLAW NO. 989, 2022
SCHEDULE "A"

	2021	2022	2023	2024	2025
Revenues					
Property Taxation	614,096	642,351	672,099	703,334	736,131
Sale of Services	711,564	359,764	360,478	361,207	361,950
User Fees	410,243	422,550	435,226	448,283	461,732
Grants from other Govts	511,160	581,292	583,029	494,451	494,451
Grants for Capital Projects	502,020	372,286	2,704,046	1,676,500	1,676,500
Transfer from Reserves	873,158	440,277	1,073,880	823,300	814,489
Debt Proceeds	0	0	0	0	0
Total Revenues	3,622,241	2,818,520	5,828,758	4,507,075	4,545,253
Expenditures					
General Government Services	1,005,769	986,661	998,931	1,011,459	1,032,300
Public Works	312,020	331,833	335,218	338,671	342,193
Protective Services	85,050	82,950	83,302	83,661	84,027
Water Services	119,200	125,880	127,055	128,256	129,483
Sewer Services	143,400	145,350	146,495	147,663	148,857
Capital Asset Expenditures	1,174,020	707,686	3,687,503	2,425,000	2,425,000
Transfer to Reserves	782,782	438,160	450,254	372,365	383,393
Total Expenditures	3,622,241	2,818,520	5,828,758	4,507,075	4,545,253
Financial Plan Balance	0	0	0	0	0

THE CITY OF GREENWOOD
2022-2026 FINANCIAL PLAN
Statement of Objectives and Policies
Schedule "B" of Bylaw No. 989, 2022

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 2022.

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	28.0%	\$1,013,180
Transfer from Reserves	24.1%	\$873,158
Other Sources	19.6%	\$711,564
Property Taxation	17.0%	\$614,096
User Fees	11.3%	\$410,243
Debt Proceeds	0.0%	\$0
Total	100.0%	\$3,622,241

Objective

Over the next 5 years, the City will increase the portion of revenue that is received from user fees by 3% and property taxation by 5% to cover increased operational costs.

The City has evaluated their own property needs to determine what City-owned properties can be released for public sale in 2022.

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
2022-2026 FINANCIAL PLAN
Statement of Objectives and Policies
Schedule "B" of Bylaw No. 989, 2022

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	85.5%	\$484,280
Business	13.0%	\$73,694
Utility	1.5%	\$8,425
Recreation	0.0%	\$221
Total	100.0%	\$566,620

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 off set 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.