

CITY OF GREENWOOD

Regular Council Meeting

Monday, July 11, 2022
7:00 pm

AGENDA

1. Call to Order

2. Adoption of Agenda: July 11, 2022 Regular Council Meeting

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: June 27, 2022 Regular Council Meeting

5. Delegation: Gerald Martin

5. Correspondence for Information

- a. LGMA Newsletter – Week of July 4, 2022
- b. BC Achievement Foundation – July newsletter
- c. UBCM The Compass Newsletters

6. Councillor's Reports

7. Mayor's Report

8. Accounts Payable Report

9. New and Unfinished Business

- a. Founder's Day 2022 – Licence to Use and Occupy Application
- b. Draft Policy 2022-02 – City of Greenwood Campground
- c. Gold Rush Car Show 2022
- d. Grant Funding – Lind Creek Dam Decommissioning and Official Community Plan Update

10. Late (Emergent) Items

11. Discussion of Items for Future Agendas

12. Question Period

Excerpt from Council Procedures Bylaw 674 Section 14

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

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

13. Adjournment



CITY OF GREENWOOD
Minutes of the Regular Meeting of Council held on June 27, 2022

PRESENT

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

ALSO PRESENT

Marcus Lebler, CAO
Andrea Sherstobitoff, CO

CALL TO ORDER

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

ADOPTION OF AGENDA

Motion: J. Bolt / N. Nathorst
THAT the June 27, 2022 agenda be adopted.

(127-22)

Carried

**QUESTION & ANSWER
PERIOD**

ADOPTION OF MINUTES

Regular Council Meeting Minutes
June 13, 2022

Motion: J. Nathorst / C. Lang
THAT the minutes of the June 13, 2022 Regular Council
Meeting be adopted.

(128-22)

Carried

**CORRESPONDENCE FOR
INFORMATION**

- | | | |
|-----|----------------------------------------------------------------------------------------------------|-------------|
| a.) | LGMA Newsletter – Week of June 13, 2022 | Information |
| b.) | Phoenix Mountain Alpine Ski Society – June 15, 2022 Letter | Information |
| c.) | Interior Health Authority – Public Service Announcements, News Releases, and Information Bulletins | Information |
| d.) | Civic Info BC Newsletters – June 17 th and 24 th , 2022 | Information |
| e.) | First Peoples' Cultural Foundation | Information |
| f.) | Founder's Day Events Posters | Information |
| g.) | Columbia Basin Trust – First Nations Solar Energy / Affordable Housing Projects | Information |

Motion: J. Bolt / M. Seymour

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

(129-22)

Carried

COUNCILLOR REPORTS

Councillor Lang: There was a recent break-in attempt at the McArthur Centre.

Councillor Nathorst: None

Councillor Bolt: The WBCF awarded 3 scholarships to 2022 highschool graduates.

Councillor Seymour: Attended the June 20, 2022 Greenwood Library meeting.

MAYOR'S REPORT

Founder's Day 2022 preparations continue to proceed well. The new Greenwood entrance signs have been installed.

Motion: J. Nathorst / C. Lang

THAT the Councillor and Mayor's reports be accepted as presented.

(130-22)

Carried

ACCOUNTS PAYABLE

Motion: C. Lang / J. Nathorst

THAT Council receive the cash disbursement accounts payable report in the amount of \$53,833.22 for the period of June 11 – 24, 2022.

(131-22)

Carried

NEW AND UNFINISHED BUSINESS

a.) UBCM: New Role for Local Governments under Accessible BC Act

Motion: J. Nathorst / J. Bolt

THAT Council request a report from staff regarding the new requirements for local governments, effective September 2022, under the Accessible BC Act.

(132-22)

Carried

b.) Requests for UBCM Resolutions

Motion: J. Nathorst / J. Bolt

THAT Council sent a letter of support for the requests for UBCM resolutions submitted by the Greenwood Public Library Board and the Corporation of the City of New Westminster for increased library funding.

(133-22)

Carried

c.) City of Greenwood – 2021 Annual Report

Motion: J. Nathorst / M. Seymour

THAT Council accept and approve the 2021 Municipal Annual Report.

(134-22)

Carried

- d.) Capital Project Scope Change – Loader Forks **Motion: J. Nathorst / C. Lang**
THAT Council approve a change of scope to the approved 2022 capital project entitled PW Service Truck” to include the purchase of forks for the Public Works loader to be funded with the remaining \$23k budget initially allocated to this capital project from the Community Forest Reserve.

(135-22) **Carried**

- e.) Greenwood City Hall Operating Hours **Motion: J. Bolt / J. Nathorst**
THAT Council approve opening Greenwood City Hall to the public, effective July 4, 2022.

(136-22) **Carried**

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

- a.) DVP-2022-01 **Motion: J. Bolt / J. Nathorst**
THAT Council approve DVP-2022-01 requesting a variance to the minimum required setback from the exterior side lot line from 4.5 m (15 ft) to 1.4 m (4.5 ft) for an accessory building on property legally described as: Parcel A, Block 7, Plan KAP34, District Lot 711, SDYD (PID: 023-739-894).

(137-22) **Carried**

BYLAWS

- a.) Elections Procedure Bylaw No. 991, 2022 **Motion: J. Nathorst / C. Lang**
THAT Council give Final Reading to Elections Procedures Bylaw No. 991, 2022.

(138-22) **Carried**

- b.) Backyard Hens and Beekeeping Bylaw No. 992, 2022 Discussion. Council suggested holding an Open House for further public discussion.

IN-CAMERA COUNCIL MEETING RESOLUTIONS

Council passed motion 43-ICM-22 at the May 9, 2022 In-Camera Council Meeting to bring forward the following motion:

Motion: 39-ICM-22: THAT Council receive and approve the 2021 audited financial statements.

LATE (EMERGENT) ITEMS

None

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

Founder’s Day 2022 Licence to Use and Occupy Application

QUESTION PERIOD

IN-CAMERA

(139-22)

Motion:

THAT Council move to In-Camera at 7:39 pm.

Carried

(140-22)

Motion:

THAT Council adjourn the In-Camera meeting at 9:01 pm.

Carried

ADJOURNMENT

(141-22)

Motion:

THAT Council adjourn the regular meeting at 9:01 pm.

Carried

Barry Noll, Mayor

Certified Correct

Andrea Sherstobitoff, Corporate Officer

Front Desk

From: Local Government Management Association of BC <office@lgma.ca>
Sent: July 4, 2022 11:03 AM
To: frontdesk.greenwoodcity@shaw.ca
Subject: LGMA Job Circular, News, and Program Updates - Week of July 4, 2022




LGMA
LOCAL GOVERNMENT
MANAGEMENT ASSOCIATION
OF BRITISH COLUMBIA

If you have trouble viewing this email, click here.

Professional Development Partners:

LIDSTONE & COMPANY

STEWART MCDANNOLD STUART
Barristers & Solicitors

YOUNG ANDERSON

LGMA Newsletter: Week of July 4, 2022

Congratulations to this year's Member Award Winners

The LGMA is pleased to announce the 2022 member award recipients who were recognized at the Annual Conference. These individuals were acknowledged for their achievements and dedicated service to the local government profession and contributions made in the following award categories:

- Executive Service Award
- Professional Service Award - Volunteer Service
- Professional Service Award – Innovation
- Professional Service Award - Leadership
- Distinguished Member Award

Long service awards were also presented to local government professionals who have served for 20, 25, 30, and 35 years. Celebrate this year's award winners and celebrate along with your colleagues.

[Congratulations to all recipients!](#)



LGMA Training:

Explore core local government areas and concepts

[Foundations of Local Government Learning Series](#)

September to December

Peer Connection for CAOs

[CAO Connect Lunch Series](#)

September 9

COs supporting COs

[Complimentary CO Connect Lunch Series](#)

September 21

Improve your written communications skills

[Effective Report Writing Online Course](#)

October 24 - November 8

Take comprehensive yet concise minutes

[Minute Taking Online Course](#)

November 15 - 29

New ethical scenarios!

[Ethics in Local Government](#)

Available on demand

[See all Training & Workshops](#)

Additional News and Training:

Guidance on the Declaration Act for local governments

[DRIPA Action Plan Webinar Recording](#)

Classifying Road Parcels in ParcelMap BC

[Road Parcel Classification Update](#)

BCMSA Psychological Health and Safety Certificate

[Training for Senior Leaders](#)

Capilano U Fall 2022 & Spring 2023 PADM Courses

[Local Government Administration Programs](#)

Courses start September 2022

Accessible B.C. Act

[New role for local governments](#)

UBCM

[Applications for Canada Community-Building](#)

[Fund Strategic Priorities Fund](#)

Election Resources:

Your go-to resource page

[Local Government Elections Information](#)

Preparing for an election year

[Local Government Election Training](#)

[Available on demand](#)

[See all News & Opportunities](#)

Asset Management BC Wants to Hear From You!
Take the Survey for a Chance to Win!



AMBC's goal is to share helpful education and resources about asset management throughout British Columbia. Take their short survey and share your opinion to help them better communicate important messages on their website, newsletter, and social media. As a thank you, enter for your chance to win a free registration to the AMBC Conference taking place in Richmond this November!

[Take the survey today!](#)

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: Government Finance Officers Association of BC (GFOABC) <office@gfoabc.ca>
Sent: July 4, 2022 9:00 AM
To: Andrea Sherstobitoff
Subject: GFOABC | PSAB – Natural Assets Roundtable

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



GFOABC | PSAB – NATURAL ASSETS ROUNDTABLE



Following IPSAB's release of its two consultation papers, **Natural Resources** and **Advancing Public Sector Sustainability Reporting**, they are hosting a municipal roundtable to get your thoughts on an appropriate response. The session is taking place via Zoom on August 17 from 10:00 - 12:00.

Register and join municipalities from across Canada and have your say in the decision-making process on these important global matters.

ROUNDTABLE REGISTRATION

SIGN UP FOR THE NEXT COLLECTORS' FORUM WEBINAR

Join Doug Stein on the morning of July 27 from 9:00 - 10:30 for the next edition of our Collector's Forum Webinar. We've lined up a fantastic and informative group of presenters including:

- **BC Assessment** – Evolution of BC Assessment's Digital Customer Experience
- **Municipal Insurance Association of BC** – What Municipalities Need To Know About Insurance
- **Ministry of Municipal Affairs, LG Branch** – Ministry Update
- **Ministry of Finance, Property Tax Branch** – Ministry Update
- **Round Table Discussion**

This session has all you need to know about property taxation in BC, and as always, is offered free of charge to GFOABC members.

[REGISTER](#)

LOCAL GOVERNMENT NEWS FROM AROUND BC

The BC Government has committed \$21 million to the Village of Lytton to help rebuild vital infrastructure and bolster the on-going recovery efforts. Head over to CivicInfo to see how the money will be dispersed.

[READ THE FULL ARTICLE](#)

ONLINE FORUM - WHAT'S TRENDING

[Permissive Tax Exemptions](#)

[Audit Fees](#)

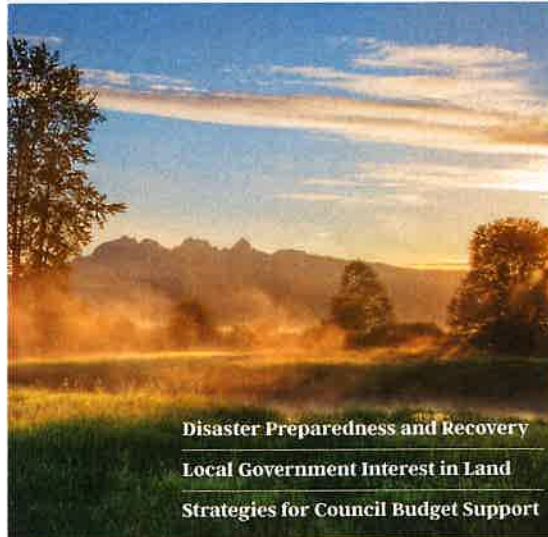
[Deferments and HOG's](#)

[NEWSLETTER](#)

Dollars & Sense PERSPECTIVE



ISSUE #119 • JUNE 2022



SPONSORS OF THE MONTH

Silver Sponsor



Bronze Sponsors



Front Desk

From: BC Achievement Foundation <info@bcachievement.com>
Sent: July 4, 2022 12:00 AM
To: frontdesk.greenwoodcity@shaw.ca
Subject: A summer to connect and celebrate - details in July's ELEVATE newsletter



ISSUE 14 · | JULY 2022



**BC Achievement
Foundation**

ELEVATE
—

The promise of summer invites us to pause and at long last gather while reflecting on the many who make BC a remarkable place. A place where we can connect with and celebrate those who enhance this beautiful province. Read about what is happening at BC Achievement, explore some ideas of what to do around town and celebrate the community in which you live.

PROGRAM NEWS



BC Achievement Fulmer Award First Nations Art

A tribute to the late Bill McLennan

Bill McLennan was a steadfast advocate for Northwest coast art and recognized the importance of bringing back art pieces to their respective ancestral homes. This online tribute tells Bill's story and in doing so shares the impact of his work on First Nations Art in BC. [Read more.](#)



BC Achievement Carter Wosk Award Applied Art + Design

Award program nominations close July 14

Two weeks remain to nominate for the Carter Wosk Award. Help recognize the artistic accomplishments of BC's applied artists who make the functional more beautiful. [Nominate Now!](#)



BC Achievement Foundation

Thank you nominators!

Thank you to the nominators who help elevate the accomplishments of artists and entrepreneurs in their communities. The province is a better place because of

your efforts. Stay tuned for the awardee announcement this fall. [Read more.](#)

WHAT'S NEW



The second annual CREATE! Arts Festival takes place July 23-24

From the producers of the Eastside Culture Crawl Festival comes an innovative art-making event, the CREATE! Arts Festival. Sign up for workshops and learn a new skill. [Read more.](#)



Mosaic Arts & Culture Festival on Pender Island

The Mosaic Arts & Culture Festival is taking place from July 26 - August 1 in Hope Bay on Pender Island. There will be music, drumming workshop, clay workshop and nature activities and mural painting. [Read more.](#)

BC Achievement is a non-profit organization that elevates excellence and inspires achievement. Join us in building stronger more engaged communities and donate today. Thanks for your support! #bepartofit

DONATE



**BC Achievement
Foundation**

Copyright © 2022 British Columbia Achievement Foundation, All rights reserved.

You are receiving this email because you expressed an interest in BC Achievement Foundation's programs and are on our mailing list.

Our mailing address is:

British Columbia Achievement Foundation
602 - 999 Canada Place
Vancouver, BC V6C 3E1
Canada

[Add us to your address book](#)

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#)



Front Desk

From: Union of BC Municipalities <ubcm@ubcm.ca>
Sent: July 6, 2022 12:00 PM
To: frontdesk.greenwoodcity@shaw.ca
Subject: Emergency preparedness grants renewed; Election resources; Funding & resources update



Emergency preparedness grants renewed

The Province of BC has renewed the Community Emergency Preparedness Fund (CEPF) with a new investment of \$110 million. CEPF is a suite of funding streams intended to enhance the resiliency of local governments, First Nations and communities in responding to emergencies. Application deadlines for the 2022/23 funding streams are now posted. [Read more](#)

Local election resources for candidates

General local elections in B.C. are held every four years on the third Saturday in October. The next general local elections will be held on October 15, 2022. Resources for the elections are now available online. [Read more](#)

Funding & resources update

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

Input sought on provincial food security framework

The provincial government is drafting a food security framework for 2023 that will outline how the government can help address food security across the province, in partnership with other organizations and sectors. The [backgrounder](#) provides the context for this work and offers an overview of work currently underway. To provide feedback on the framework, please fill out the [survey](#) by July 13, 2022.

Asset management assessment form launched

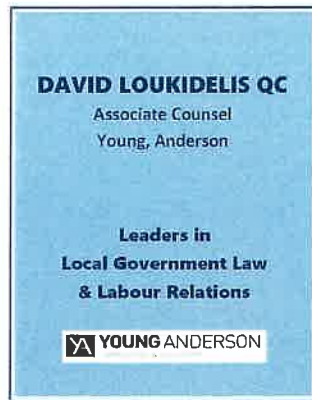
The asset management assessment form is a mandatory reporting requirement of the Canada Community-Building Fund

Deadline extended to complete bylaw survey

The Province has extended the deadline for local governments to provide input regarding adjudicator remuneration and the

administered through the Community Works Fund (CWF) and the Strategic Priorities Fund (SPF). The form establishes high-level data on the status of asset management for individual local governments in BC. [Read more](#)

maximum penalty amount for the Local Government Bylaw Adjudication Program. Local governments that have not already completed the Province's survey are asked to provide a response by July 22, 2022. [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





Local election resources for candidates

Publishing Date: July 6, 2022

General local elections in B.C. are held every four years on the third Saturday in October. The next general local elections will be held on October 15, 2022. Resources for the elections are now available on the **Ministry of Municipal Affairs website**.

Resources for candidates include:

- Candidates Guide to Local Elections in B.C. 2018
- Thinking About Running for Local Office Brochure
- What Every Candidate Needs to Know Brochure
- **Potential Candidate Videos**, including the new panel discussion series "Being an Effective Elected Official".

A variety of other election materials are available through this site including information about elections administration, voter eligibility & voting, scrutineers, and election organizations & endorsements.

Elections BC also has a variety of resources for candidates, elector organizations and third party sponsors about the campaign financing and election advertising rules under the *Local Elections Campaign Financing Act*.



Emergency preparedness grants renewed

Publishing Date: July 6, 2022

The Province of BC has renewed the **Community Emergency Preparedness Fund** (CEPF) with a new investment of \$110 million. CEPF is a suite of funding streams intended to enhance the resiliency of local governments, First Nations and communities in responding to emergencies. Application deadlines for the 2022/23 funding streams are now posted.

All BC local governments and First Nations are eligible to apply. Society-run fire departments can also apply to the *Volunteer and Composite Fire Departments Equipment and Training* stream. Funding maximums have been increased for all streams.

While program materials are still being developed, program guides and application forms for each stream will be posted as soon as they are ready. Funding permitting, additional intakes for the funding streams will be announced at a later date.

Risk Mapping, Assessment and Planning (Risk MAP) and Non-Structural and Small-Scale Projects has an application deadline of September 30, 2022. Formerly *Flood Risk Assessments, Mapping and Mitigation Planning*, this stream has been adapted to reflect all hazards. Program materials will be posted in July.

Volunteer and Composite Fire Departments will have an application deadline of October 21, 2022. Program materials will be posted in August. *This funding stream is unique: in addition to BC local governments and First Nations, society-run volunteer fire departments in good standing are also eligible to apply.*

Indigenous Cultural Safety and Cultural Humility Training: application deadline November 25, 2022.

Emergency Support Services: application deadline January 27, 2023

Emergency Operations Centres: Training and Equipment: application deadline March 31, 2022

Public Notification and Evacuation Planning: application deadline April 28, 2023

[Home](#) > [About the UBCM](#) > [Latest News](#) > Emergency preparedness grants renewed

Cheque Register-Summary-Bank



AP5090

Date : Jul 07, 2022

Page : 1

Time : 2:13 pm

Supplier : HERIT To ZWARN
 Cheque Dt. 25-Jun-2022 To 07-Jul-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
5382	04-Jul-2022	PT00000121	MCCONNELL, TERRENCE R	Issued	147	C	1,075.00
5383	05-Jul-2022	PT00000122	STRAUME, CATHY LEE AND MYERS, HEIDI OI	Issued	149	C	458.46
5384	05-Jul-2022	PT00000123	OYE, CHERYL LEE	Issued	151	C	1,880.82
00510-0001	29-Jun-2022	BARRY001	NOLL, BARRY	Issued	144	E	100.00
00510-0002	29-Jun-2022	BOLTJ	BOLT, JOHN	Issued	144	E	100.00
00510-0003	29-Jun-2022	LANG	Lang, Colleen	Issued	144	E	100.00
00510-0004	29-Jun-2022	MUNIP	MUNICIPAL PENSION PLAN	Issued	144	E	3,068.83
00510-0005	29-Jun-2022	NATHJ002	JIM, NATHORST	Issued	144	E	100.00
00510-0006	29-Jun-2022	SEYM	SEYMOUR, MARK G	Issued	144	E	100.00
Total Computer Paid :		3,414.28	Total EFT PAP :	3,568.83	Total Paid :		6,983.11
Total Manually Paid :		0.00	Total EFT File :	0.00			

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

MEMORANDUM TO COUNCIL

To: Mayor Noll and Council

Date: June 29, 2022

From: Andrea Sherstobitoff, CO

Date to Council: July 11, 2022

Subject: Founder's Day 2022
Licence to Use and Occupy Application

File: LUO-2022-02

Location: Barbara Diane Colin Memorial Ballpark: concession and washrooms; Lion's Park;
Derby Grounds, Greenwood Municipal Pool: washrooms and showers

Rationale

The purpose of this report is to seek Council's approval of a Licence to Use and Occupy application (**Attachment 1**) for use of various municipally owned properties and facilities in the City of Greenwood for the Founder's Day celebrations on July 15-17, 2022.

Options

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

Recommendations

That Council approve the Licence to Use and Occupy application submitted by the Board of Trade for use of the following municipally owned property for Founder's Day events on July 15-17, 2022: Barbara Diane Colin Memorial Ballpark Concession and Washrooms, Greenwood Municipal Pool Washrooms and Showers, Lion's Park, "Derby Grounds" (PID: 022-671-999).

Background

The Board of Trade and the Founder's Day Committee proposes to make use of the following municipally owned properties for Founder's Day events on July 15-17, 2022:

- Greenwood Municipal Pool: washrooms and showers
- Barbara Diane Colin Memorial Ballpark: vendors, washrooms, concession, over-flow camping
- Lion's Park: vendor kiosks, beer gardens, entertainers
- "Derby Grounds": overflow parking, overflow camping

A detailed map of Lion's Park is included as **Attachment 2** of this report. Founder's Day is a community wide event.

Statutory Regulations, Policies, and Bylaws

Adherence to all applicable regulations and requirements are included as conditions of approval in the Licence to Use and Occupy Agreement, if approved by Council.

The Founder's Day event organizers and participants are expected to comply with the following City of Greenwood Bylaws:

- Property Maintenance Bylaw (includes regulations for use of public land)
- Business Licence Bylaw (for vendors and special events)
- Noise Control Bylaw
- Animal Control Regulation Bylaw

Founder's Day event organizers are expected to comply with all relevant provincial / federal regulations, including but not limited to:

- Ministry of Transportation and Infrastructure
- Interior Health Authority
- BC Special Events Permits (i.e. beer gardens liquor licence)

Other Considerations

Founder's Day event organizers are expected to provide:

- Garbage and litter pick-up and disposal
- Over-flow camping and parking attendants
- First-aid care and attendants
- Hot weather rest stations, including provision of drinking water
- Policing and other security measures
- Traffic and pedestrian safety for roads and the highway
- Public washrooms and bathrooms (including portable bathrooms, if required)
- Access for emergency vehicles must remain clear and unobstructed
- Access to fire hydrants must remain clear and unobstructed

Public Notice

Public notice is not required prior to approval of a Licence to Use and Occupy application.

Attachments

Attachment 1: Licence to Use and Occupy Application

Attachment 2: Lion's Park – Detailed Site Plan



THE CORPORATION OF THE CITY OF GREENWOOD
LICENCE TO USE AND OCCUPY 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: May 20, 2022

Applicant's Name /
Company Name: Greenwood Board of Trade

Mailing Address: PO Box 430
Greenwood BC
V0H 1J0

Primary Contact Person: Janet Matsalla

Telephone: 250 444 - 0145

Email Address: Vendor@foundersday.ca

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

Charitable Registration #:
(if not for profit) _____

INTENDED USE OF LAND, BUILDING AND/OR IMPROVEMENTS

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

Start Date: July 15 / 22 End Date: July 17 / 22

Civic Address (street): 168 N. Kimberly Ave. (ballpark)

Legal Description: Various.
(lot / block / plan)

Property Identification #s:
(PIDs) Various.

Commonly known as:
(facility name) Lions Park
Barb Colin Memorial Park
Derby Grounds
Greenwood Municipal Pool
(washroom and showers)

THE CORPORATION OF THE CITY OF GREENWOOD
LICENCE TO USE AND OCCUPY APPLICATION

Provide a detailed description of planned activities and/or anticipated construction:

entertainment

vendors

beer garden

camping / parking

If changes to the property are proposed, please provide specific details about the changes, including the equipment and materials that will be used:

- no permanent changes required.

Describe all potential effects on adjacent landowners, the environment or the local area:

music until 11:00 pm on Sat July 16
and Sunday July 17 until 6:00 pm

(Noise Bylaw No. 950, 2020 11:30 pm to 8:00 am)

Temporary Noise Exemption Permit not required.

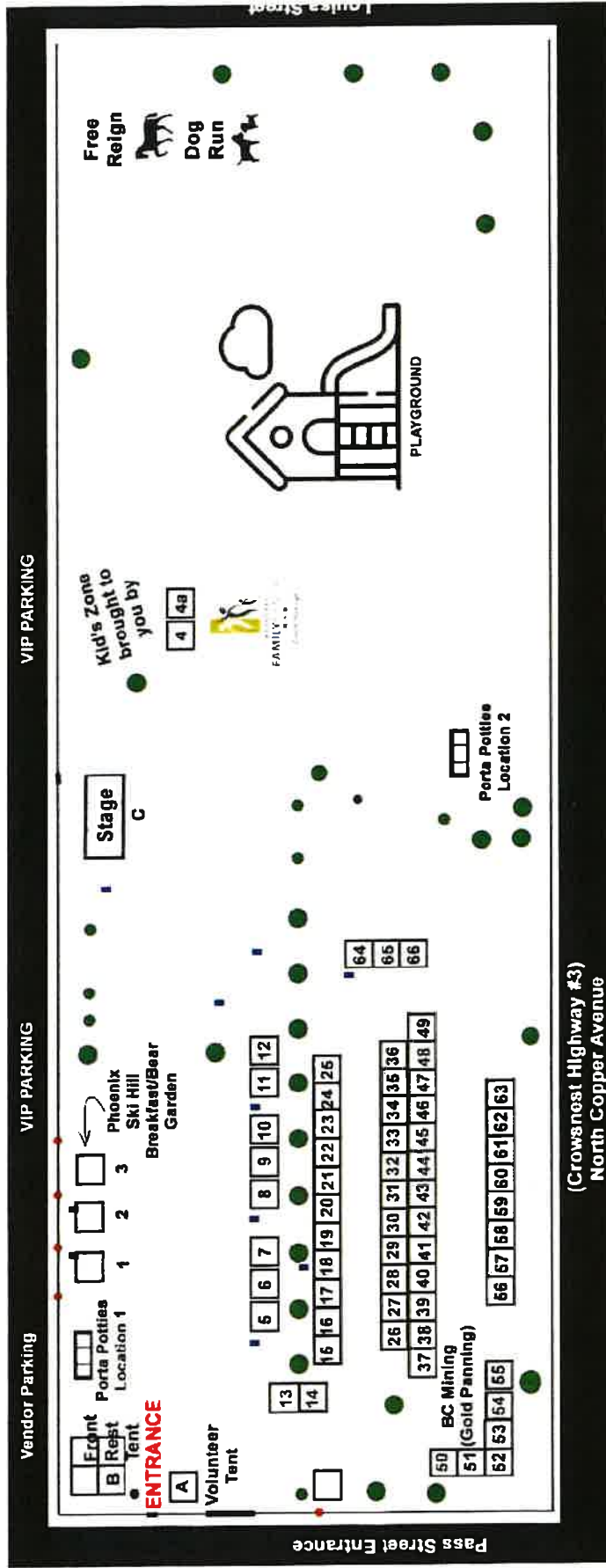
Please attach additional information, as required.

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.

Donna Durbin
Name (please print)

Signature

Date: May 24 / 22



(Crowsnest Highway #3)
North Copper Avenue

1	Vendor company name	17	Vendor company name	33	Vendor company name	49	Vendor company name	A	Volunteer Tent	
2	Vendor company name	18	Vendor company name	34	Vendor company name	50	Vendor company name	B	Front Rest Tent	
3	Vendor company name	19	Vendor company name	35	Vendor company name	51	Vendor company name	C	STAGE	
4	Vendor company name	20	Vendor company name	36	Vendor company name	52	Vendor company name	Location 1	Porta Potties	
5	Vendor company name	21	Vendor company name	37	Vendor company name	53	Vendor company name			
6	Vendor company name	22	Vendor company name	38	Vendor company name	54	Vendor company name	Location 2	Porta Potties	
7	Vendor company name	23	Vendor company name	39	Vendor company name	55	Vendor company name			
8	Vendor company name	24	Vendor company name	40	Vendor company name	56	Vendor company name			
9	Vendor company name	25	Vendor company name	41	Vendor company name	57	Vendor company name			
10	Vendor company name	26	Vendor company name	42	Vendor company name	58	Vendor company name			
11	Vendor company name	27	Vendor company name	43	Vendor company name	59	Vendor company name			
12	Vendor company name	28	Vendor company name	44	Vendor company name	60	Vendor company name			
13	Vendor company name	29	Vendor company name	45	Vendor company name	61	Vendor company name			
14	Vendor company name	30	Vendor company name	46	Vendor company name	62	Vendor company name			
15	Vendor company name	31	Vendor company name	47	Vendor company name	63	Vendor company name			
16	Vendor company name	32	Vendor company name	48	Vendor company name	64	Vendor company name			

MEMORANDUM TO COUNCIL

To: Mayor Noll and Council **Date:** July 4, 2022
From: Andrea Sherstobitoff, CO **Date to Council:** July 11, 2022
Subject: Draft Policy 2022-02 – City of Greenwood Campground

Rationale

The purpose of this report is to present draft Policy No. 2022-02 – City of Greenwood Campground for review by Council. Policy No. 2022-02 is included as **Attachment 1** of this report.

Options

1. Council may choose to support the recommendations as presented.
2. Council may choose to support the recommendations as amended.
3. Council may choose to refer the issues back to Staff for further information.
4. Council may choose not to support the recommendations.

Recommendations

1. Repeal Municipal Campground Policy 8020-20; and
2. Review and consider approval of Policy No. 2022-02 – City of Greenwood Campground Policy.

Background / Report

Council provided direction to staff to review the existing Municipal Campground Policy No. 8020-20, included as **Attachment 2** of this report, and to draft a replacement policy including:

- Updated camping rates;
- Information on available amenities; and
- Campground regulations.

Camping Rates and Amenities

Policy No. 8020-20 includes a camping rate of \$10 per night. This policy was approved by Council in 2017 but was not amended when campground services and amenities were improved in 2019-2020.

Camping rates in 2021 ranged from \$20 to \$50 per night (depending on use of services). Campers were also charged a \$2 online reservation fee (if they reserved sites through Campspot), and tax.

Staff provided a comparison of current campground rates and services for campgrounds throughout BC, and Council supported the recommendation to reduce the camping rates as follows:

\$15 per night (plus tax): parking, use of a picnic table, fire pit, and use of WIFI; and

\$30 per night (plus tax): all of the above – including water, sewer and power.

Online reservations through Campspot are charged a \$2 booking fee (to cover the cost of the online reservation platform), and tax applies to the camping rate.

Campground Regulations

Draft Policy No. 2022-02 has been reviewed by staff and the campground manager.

Additional Recommendations

After this season, Council may wish to consider the following changes to campground operations and amendments to the policy:

Campspot Features

1. Dynamic Pricing
 - reducing rates for large group reservations;
 - seasonal rates;
 - discounts for special interest groups.
2. Tourism / Economic Development Options
 - advertising special events to promote tourism (on the Campspot platform);
 - promoting local businesses (tourist package deals and discounts).
3. Merchant Retail Sales Portal
 - firewood;
 - special event tickets or promotions; and
 - City of Greenwood souvenirs.

Improvements to Amenities / Services

In addition to the significant upgrades planned for the campground in 2022-2023 (e.g. washrooms, possibly showers, etc.), the following improvements to amenities and services are recommended:

- Speed signs;
- Extra fire rings;
- Privacy screens between campsites;
- An additional bear bin (portable – capable of being moved to different locations in Greenwood as needed);

- Signage for fire risk and safety guidelines.

Increasing the City of Greenwood Campground Area

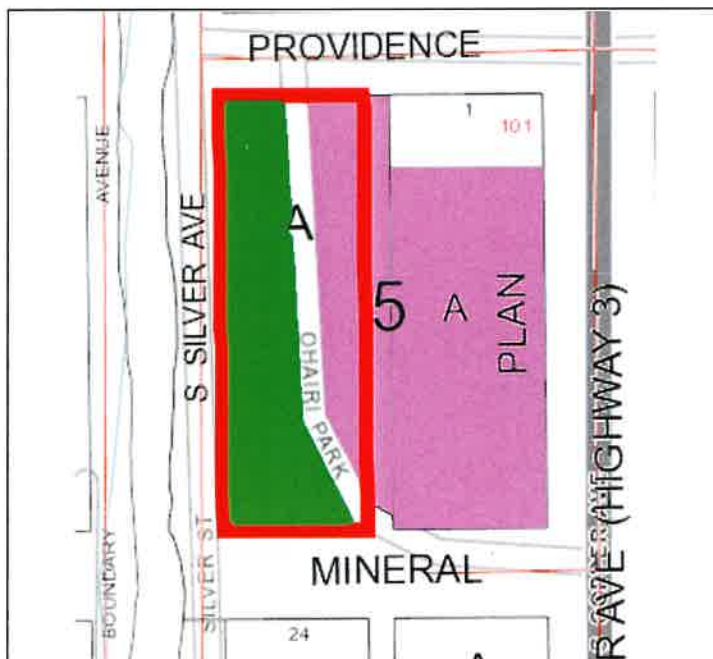
Council may wish to consider adjusting the campground boundaries to increase the camping area and create new tenting sites.

Last year, 6 additional tent sites were available to campers in Nikkei Legacy Park. Apart from encroaching into the park, use of these tent sites is not recommended until the cottonwood trees are assessed (large branches occasionally drop into the tenting area).

Special Events draw large crowds, and the City of Greenwood Campground accommodates only a small fraction of the demand. The campground area is shown on the following map:

RDKB Interactive Map Excerpt

City of Greenwood Campground (green area) – 10 campsites
Nikkei Legacy Park (purple area)



Attachments

Attachment 1: Municipal Campground Policy No. 8020-20

Attachment 2: Draft Greenwood Municipal Policy No. 2022-02

ATTACHMENT 1

MUNICIPAL CAMPGROUND POLICY # 8020-20

PURPOSE

The City of Greenwood's Municipal Campground Policy establishes and outlines the principles of use for the City's campground, fees and expectations of user.

LOCATION: The Municipal Campground is located next to the Nikkei Legacy Park. Camping is permitted in the designated sites.

LENGTH OF STAY: Maximum length of stay: 2 weeks unless approved by City Hall.

CAMPING FEES: \$10 per night

REMINDERS:

- QUIET HOURS: 11 PM to 8 AM
- SPEED LIMIT: 5 MPH at all times
- OPEN FIRES: Permitted in fire rings and BBQ grills only. All Campfire bans or open fire restrictions must be followed.
- TRASH: Please use garbage cans and recycling bins. Please clean your campsite before you leave.
- All trailers must be licensed and insured
- FISHING: Great fishing at Jewel Lake and Boundary Creek (follow regulations)
- MUNICIPAL POOL: Located across from City Hall - Seasonal Hours


PETS:

- Pets must be on a leash at all times, no longer than 10 feet and under control of the owner.
- Please clean up after your pets.

WASHROOMS:

- Porta potty available near the campground from May 8th, 2017 to September 15th, 2017
- Washrooms are also available near Lion's Park.

ATTACHMENT 2

	POLICY TITLE: City of Greenwood Campground Policy	POLICY NO: 2022-02
	AUTHORITY: Council	CLASSIFICATION: Parks / Recreation
	EFFECTIVE DATE: July 1, 2022	MOTION:
	SUPERSEDES: Municipal Campground Policy 8020-20	

PURPOSE

The purpose of this policy is to provide:

- General rules and regulations for visitors using the City of Greenwood Campground; and
- Guidelines to ensure the City operates the City of Greenwood Campground in a fiscally responsible manner while providing safe, clean and centrally located camping for visitors.

POLICY FRAMEWORK

This policy provides information and guidelines regarding:

- 1) The campground operating season;
- 2) Reservation requirements;
- 3) Reservation cancellations;
- 4) The maximum length of stay (consecutive days);
- 5) The maximum occupancy per campsite;
- 6) Camping rates per night for: use of full services (including water/sewer/power), and use of minimal services;
- 7) Services and Amenities;
- 8) Check-in / check-out times;
- 9) Quiet hours;
- 10) Pet regulations; and
- 11) Guidelines for safe and responsible use of the campground.

ATTACHMENT 2

Operating Season:

The City of Greenwood Campground is open to visitors from May 1st to October 1st. The duration of the camping season may be impacted by weather (i.e. early frost / freezing or late thaw).

Reservations:

Reservations can be made by:

- **Phone:** to the campground manager (number posted on-site at the campground, or to Greenwood City Hall – 250-445-6644);
- **Email:** campground@greenwoodcity.ca;
- **Online:** <https://www.campspot.com/book/greenwoodcampground>; or
- **In Person:** by speaking with the on-site campground manager.

Payment is required at the time of placing a reservation.

Campers must be at least 19 years of age to make a reservation.

Reservation Cancellations:

Cancellations may be subject to cancellation fee.

Maximum Stay:

Two weeks. Extended stays may be approved on a day-to-day basis if there are vacant campsites available. Please contact Greenwood City Hall at 250-445-6644 or visit 202 South Government Avenue to request an extended stay (i.e. more than 14 consecutive days).

Maximum Occupancy (per campsite):

- Up to 6 individuals per campsite; and
- Up to 2 vehicles (vehicles must be licenced and insured) per campsite; and
- Up to 2 tents per campsite.

Exceptions to the maximum occupancy per campsite may be permitted. Campers must contact Greenwood City Hall at 250-445-6644 or visit 202 South Government Avenue for approval.

Fees:

- \$15 per night for basic services and amenities; or
- \$30 per night for full services and hookups.

ATTACHMENT 2

Online reservations will include an additional fee (\$2 per reservation). Tax applies.

Use of the sani-dump is free for campers staying at the campground. Users who are not staying at the campground must pay \$5.

Additional charges may apply as follows:

- Occupancy of more than 6 individuals per campsite;
- Additional vehicles, RVs, or tents (more than two);
- Late check-out;
- Late cancellation;
- Littering or other property use infractions;
- Damage to services / amenities.

Services and Amenities:

All campsites include the following services and amenities:

- Picnic table;
- Fire ring;
- Proximity to toilets;
- Sani-dump service;
- Bear proof garbage containers;
- WIFI (password provided by the campground manager);
- 45 ft. pull-in sites;
- Pet friendly.

Campsites with full services and amenities also include:

- Water hook-up;
- Sewer hook-up;
- 30-amp power.

Check-in / Check-out:

Campers may check-in at 1:00 pm and must check-out by 11:00 am. Campers must check-in with the campground manager. If the manager is unavailable, campers must contact Greenwood City Hall at 250-445-6644 or visit 202 South Government Avenue.

Quiet Hours:

Quiet hours are from 10:00 pm to 8:00 am.

ATTACHMENT 2

Pet Regulations:

Pets must be kept on a leash in the campground. Dogs may be off-leash only in the fenced dog park in Lion's Park. Pet owners are responsible for collecting and disposing of pet waste. Disposable bags and dispensers are available in the campground. Pets cannot be left unattended when their owners leave the campground.

General Regulations:

1. Campground rules and regulations are posted on-site and made available to all campers upon arrival and check-in.
2. Campers must check-in with the on-site campground manager.
3. Camping is permitted only in designated areas. Overflow campsites / areas, approved by Greenwood City Hall, may be available as needed. Campers must contact the on-site campground manager or Greenwood City Hall to request permission to camp in an overflow area.
4. Vehicles must be parked in campsites. A maximum of two vehicles are permitted per campsite. Parking on roads or unoccupied campsites is prohibited.
5. Campfires are permitted only if a fire ban is not in effect in the City of Greenwood.
6. Campers must use the available garbage bins for all garbage and litter. Garbage and litter must not be left in the open or in the firepits / rings.
7. Food must be kept in a safe place to avoid attracting animals.
8. Alcohol may be consumed at campsites. Alcohol cannot be consumed in adjacent public areas (i.e. Nikkei Legacy Park, Lion's Park Playground, municipal dog park).
9. The City of Greenwood and the on-site campground manager are not responsible for any lost or stolen items. Please ensure your belongings are secure and your vehicles are locked.
10. Dirt bikes and ATV's are prohibited.
11. Fireworks are prohibited.
12. RV generators may only be used between the hours of 8:00 am and 10:00 pm.
13. Campground speed is 10 km/hour.
14. Vehicle or RV washing is not permitted in the campground.

ATTACHMENT 2

15. Campers and visitors must follow all applicable local, provincial and federal laws, bylaws and regulations during their stay at the City of Greenwood Campground.

CAMPGROUND MANAGER

The on-site campground manager is available to provide basic campground maintenance and repairs, and address any concerns raised by campers.

In case of an emergency, campers must call 911 or contact the RCMP at 250-449-2244.

EXCEPTIONS

The City of Greenwood may provide exceptions to this policy. Please contact Greenwood City Hall at: 250-445-6644, or email: frontdesk.greenwoodcity@shaw.ca.

MEMORANDUM TO COUNCIL

To: Mayor Noll and Council

Date: July 7, 2022

From: Andrea Sherstobitoff, CO

Date to Council: July 11, 2022

Subject: Gold Rush Car Show 2022

File: LUO-2022-03

Location: Barbara Diane Colin Memorial Ballpark, Miner's Park, Silver Avenue, Lion's Park

Rationale

The purpose of this report is to seek Council's review and support for the Gold Rush Car Show special event on August 19-20, 2022.

Options

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

Recommendations

That Council pass a resolution to review and provide support to the special event and organizers; and consider approval of the event, subject to receipt of proof of insurance and MOTI approval at the August 8, 2022 Council meeting.

Background

The applicants are finalizing their plans for the Gold Rush Car Show taking place in Greenwood, BC this August 19-20, 2022. Applications for Ministry of Transportation and Infrastructure (MOTI) approval and obtaining liability insurance are in progress.

The completed Licence to Use and Occupy application, including information from MOTI and liability insurance, will be presented to Council on August 8, 2022.

Attachments

Attachment 1: Licence to Use and Occupy Application
Attachment 2: Route and Site Plan



THE CORPORATION OF THE CITY OF GREENWOOD LICENCE TO USE AND OCCUPY 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: _____

Applicant's Name /
Company Name: _____

Mailing Address: _____

Primary Contact Person: _____

Telephone: _____

Email Address: _____

Applicant's Status:

☒ Individual ☐ Municipality ☐ Company (attach Cert. of Incorporation)

☐ Other, specify: Special Event Organization

Charitable Registration #:

(if not for profit)

INTENDED USE OF LAND, BUILDING AND/OR IMPROVEMENTS

Proposed Term of Use: _____

(i.e.: years / months / days)

Start Date: Friday, August 19th

End Date: Saturday, August 20th

Civic Address (street): _____

Legal Description:

(lot / block / plan)

Property Identification #s:

(PIDs)

Commonly known as:

(facility name)

Miner's Park

Dorbara Diane Colin Memorial Ballpark

THE CORPORATION OF THE CITY OF GREENWOOD
LICENCE TO USE AND OCCUPY APPLICATION

Provide a detailed description of planned activities and/or anticipated construction:

Cow Show, vendors, live music

If changes to the property are proposed, please provide specific details about the changes, including the equipment and materials that will be used:

no changes required

Describe all potential effects on adjacent landowners, the environment, or the local area:

Increased noise, traffic, parking

Economic development / retail / tourism opportunities.
(Community wide)

Please attach additional information, as required.

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.

ALAN LARRY

Name (please print)


Signature

Date: May 26, 2022

THE CORPORATION OF THE CITY OF GREENWOOD

LICENCE TO USE AND OCCUPY APPLICATION

PROCESS

A Licence to Use and Occupy Agreement is a legal agreement authorizing non-exclusive use of municipally owned lands, buildings and/or improvements for a specific period of time, and under specific terms and conditions that the City of Greenwood determines to be appropriate.

Your application will be reviewed by the Council of the City of Greenwood in consultation with administration. The review process is expected to take between 2-6 weeks and may take longer depending on the type of application.

Compliance is required with all applicable municipal, provincial, and federal laws and regulations, and may include obtaining additional permits and authorizations such as: building permits, Work Safe BC and Participants Insurance, Ministry of Transportation and Infrastructure permits (signs or highway use), and Interior Health Authority permits.

AFTER YOUR APPLICATION IS REVIEWED BY ADMINISTRATION:

After the completed application is reviewed, the City of Greenwood will inform the applicant of other requirements, including:

Requirements that WILL be requested upon approval of the application:

- Rental fee
- Proof of liability insurance listing the Corporation of the City of Greenwood as additional insured
- Proof of additional permits and authorizations **NOT**

Requirements that MAY be requested upon approval of the application:

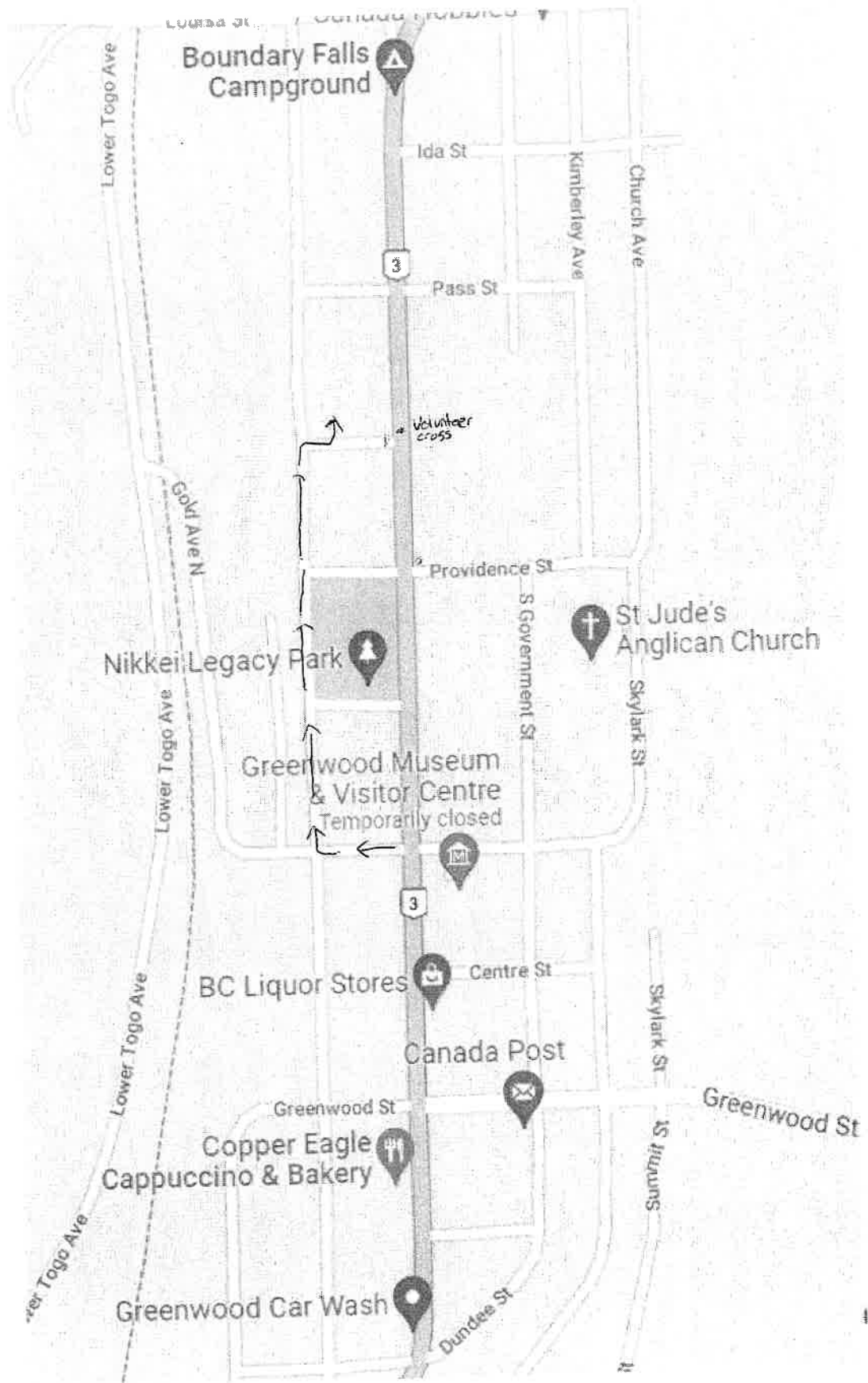
- Damage deposit / security fee
- A detailed site plan

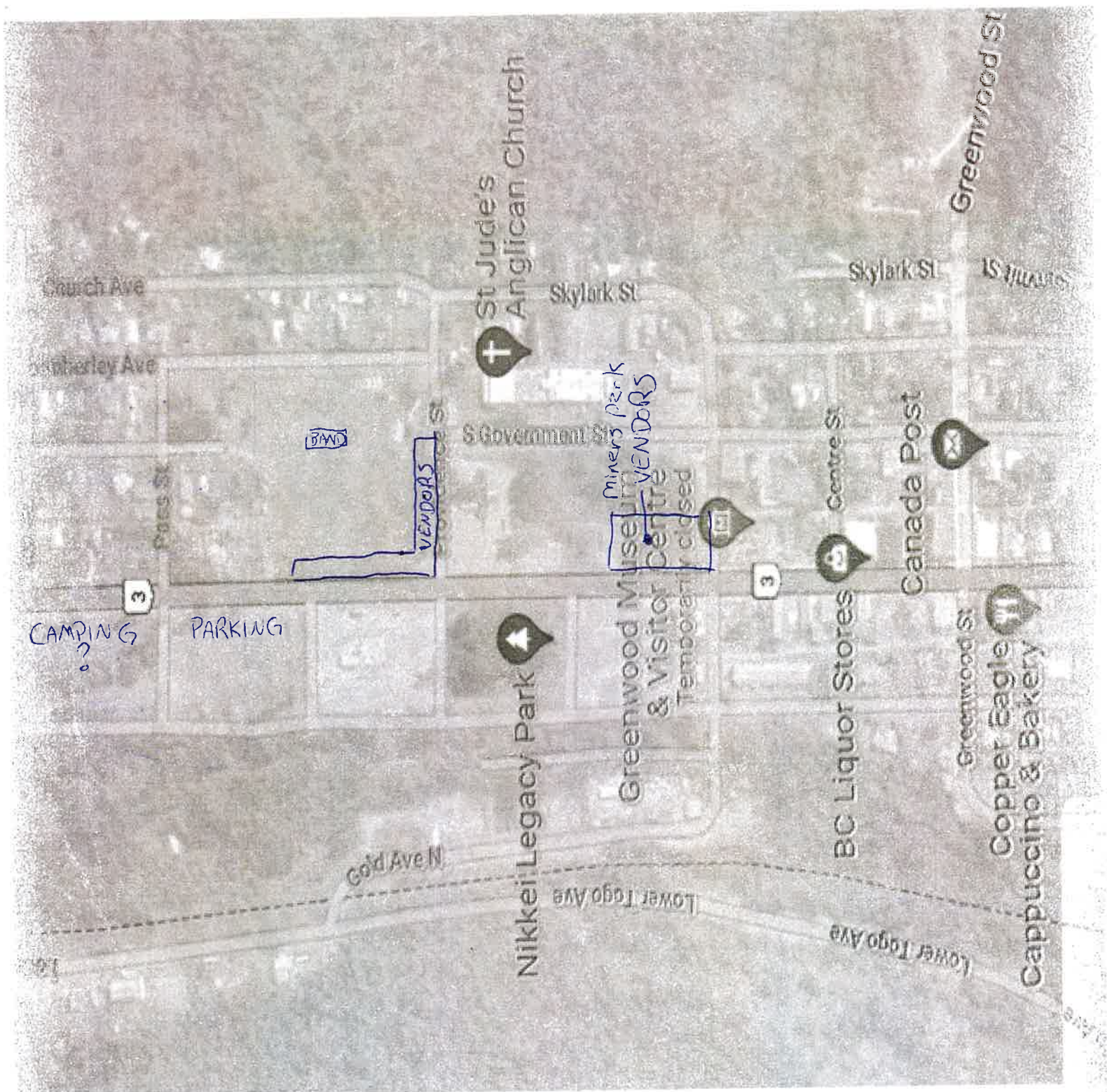
Licence to Use and Occupy Terms and Conditions

Other terms and conditions may apply. These terms and conditions will be included in the Licence to Use and Occupy Agreement. These terms and conditions may include:

- Temporary Use Permit Application, including payment of the associated fee
- Permissive Tax Exemption Application
- Payment of municipal property taxes (for-profit businesses)
- Payment of municipal water and sewer utilities
- Payment of other utilities (i.e.: electricity, gas)

ATTACHMENT 2





CAMPING

PARKING

BAND

VENDORS

Miners Park
VENDORS

St Jude's
Anglican Church

Nikkei Legacy Park

Greenwood Museum
& Visitor Centre
Temporarily closed

BC Liquor Stores

Canada Post

Greenwood St

Copper Eagle
Cappuccino & Bakery

Greenwood St

Skylark St

IS House

Skylark St

S Government St

Centre St

Lower Togo Ave

Lower Togo Ave

Gold Ave N

Church Ave

Kimberley Ave

Pass St

City of Greenwood

MEMORANDUM

To: Mayor Noll and Council

Date: July 7, 2022

From: Marcus Lebler, CAO

Meeting Date: July 11, 2022

Subject: CCBF/SPF – Lind Creek Dam & OCP

Location: City of Greenwood

Rationale:

The purpose of this report is to seek Council's approval to move forward with two grant applications through the Canada Community-Building Fund / Strategic Priorities Fund. These applications will request 100% funding to be put towards two upcoming capital projects:

- 1) The Lind Creek Dam Decommissioning, and;
- 2) The Official Community Plan Update.

Options:

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

Recommendations:

That Council pass the following resolution: "That Council approve an application through Canada's Community-Building Fund, Strategic Priorities Fund, Capital Infrastructure Stream, requesting 100% of costs of \$885,225 towards the Lind Creek Dam Decommissioning Project, and;

That Council approve an application through Canada's Community-Building Fund, Strategic Priorities Fund, Capacity Building Stream, requesting 100% of costs of \$147,008 towards the Official Community Plan Update Project."

Background / Report:

Both the Lind Creek Dam Decommissioning and the OCP Update are expected to begin in 2023 and are included in the approved City of Greenwood 5-year financial plan. The Strategic Priorities Fund (SPF) is one of three funding streams delivered through the Canada Community-Building Fund (CCBF) in British

Columbia, formerly known as the Gas Tax Fund. The current CCBF Agreement provides a ten-year commitment of federal funding for investments in local government infrastructure and capacity building projects.

The SPF is an application-based funding program, which pools a portion of the annual CCBF for strategic investments that are considered large in scale, regional in impact, or innovative and support the CCBF national objectives of productivity and economic growth, a clean environment, and strong cities and communities.

Staff have already submitted initial applications for both projects to meet the June 30, 2022 intake deadline. To finalize these applications a council resolution is required.