



## CITY OF GREENWOOD

### Regular Council Meeting

Council Chambers – Greenwood City Hall – 202 S. Government Ave.

**Monday, November 28, 2022**

7:00 pm

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### AGENDA

#### 1. Call to Order

#### 2. Adoption of Agenda: November 28, 2022 Regular Council Meeting

#### 3. Adoption of the Minutes: November 7, 2022 Inaugural Council Meeting Minutes Pages 1-2

#### 4. Correspondence for Information

- |  |             |
|--|-------------|
| a. 2023 BC Reconciliation Award                                    | Pages 3-4   |
| b. AKBLG Call for Resolutions                                      | Pages 5-7   |
| c. Ambulance Paramedics of BC                                      | Page 8      |
| d. BC Emergency Health Services                                    | Pages 9-10  |
| e. 2023 BC Rural Health Awards                                     | Pages 11-12 |
| f. BCEDA Rural Economic Diversification and Infrastructure Program | Pages 13-15 |
| g. CivicInfo BC – Wawanesa's Community Wildfire Prevention Grants  | Pages 16-17 |
| h. EMBC Modernized Legislation – Fall 2022                         | Page 18     |
| i. FESBC Press Release   | Pages 19-21 |
| j. FPAC Forestry Webinar Notice                                    | Page 22     |
| k. IHA Info Bulletins and News Releases                            | Pages 23-30 |
| l. UBCM Group Benefits Information                                 | Page 31     |
| m. UBCM Compass Newsletters  | Pages 32-38 |
| n. WBCF Community Meeting Notice                                   | Page 39     |

#### 5. Correspondence for Action

- |   |             |
|---|-------------|
| a. Greenwood Heritage Society – request for letter of support | Page 40     |
| b. Boundary Regional Hospital – request for letter of support | Pages 41-42 |

#### 6. Councillor's Reports

#### 7. Mayor's Report

#### 8. Accounts Payable Report – October 25, 2022 to November 28, 2022 Pages 43-44

#### 10. New and Unfinished Business

- a. Council Chambers photocopier
- b. City of Greenwood – community newsletter

- c. Board of Trade Winter Event – use of the concession / washrooms
- d. Disposition of Municipal Land – declaration of surplus land
- e. Cheque Signing Authority
- f. Appointment of Bylaw Officer for the City of Greenwood
- g. Standing and Select Committee Appointments

## **11. Bylaws**

- |  |             |
|--|-------------|
| a. Bylaw No. 997, 2022 – Council Procedure Bylaw (consolidation)       | Pages 45-56 |
| b. Bylaw No. 998, 2022 – Revenue Anticipation Borrowing Bylaw          | Pages 57-58 |
| c. Bylaw No. 999, 2022 – Revitalization Tax Exemption Bylaw            | Pages 59-75 |
| d. Bylaw No. 1000, 2022 – Utilities Billing and Payment Schedule Bylaw | Pages 76-82 |
| e. Bylaw No. 1001, 2022 – COVID-19 Safe Restart Reserve Fund Bylaw     | Pages 83-84 |
| f. Bylaw No. 1002, 2022 – Climate Action Reserve Fund Bylaw            | Pages 85-86 |

## **12. Notices of Motion**

- a. Backyard Hens and Beekeeping
- b. Snow Removal Policy
- c. Greenwood Senior Citizens Association Lease Agreement

## **13. Question Period**

## **14. Adjournment**



**CITY OF GREENWOOD**  
Minutes of the Inaugural Meeting of Council held on November 7, 2022

**PRESENT**

Mayor Elect J. Bolt  
Councillors Elect: J. Nathorst, G. Shaw, C. Huisman, J. McLean

**ALSO PRESENT**

Marcus Lebler, CAO  
Andrea Sherstobitoff, CO

**OATHS OF OFFICE**

The Oaths of Office were administered by the Corporate Officer.

**CALL TO ORDER**

Mayor Bolt called the meeting to order at 7:05 pm.

**INAUGURAL ADDRESS**

An inaugural address was delivered by Mayor Bolt.

**ADOPTION OF AGENDA**

**Motion: J. Nathorst / G. Shaw**  
THAT the November 7, 2022 agenda be adopted.

(193-22)

**Carried**

**REPORT: 2022 LOCAL  
GOVERNMENT ELECTION  
RESULTS**

The Chief Administrative Officer presented the 2022 Local Government Election Results report.

**Motion: G. Shaw / J. Nathorst**  
THAT the report is received as information.

(194-22)

**Carried**

**BOARD APPOINTMENTS**

**Motion: J. Nathorst / C. Huisman**  
That the following board appointment is approved:

Municipal Director  
Regional District of Kootenay Boundary: Mayor J. Bolt

(195-22)

**Carried**

**Motion: J. Nathorst / J. McLean**  
That the following board appointment is approved:

Municipal Director (alternate)  
Regional District of Kootenay Boundary: Councillor G. Shaw

(196-22)

**Carried**

**Motion: J. Nathorst / G. Shaw**

THAT the list of Committee and Liaison Positions is received as information.

(197-22)

**Carried**

**2023 DRAFT SCHEDULE  
OF REGULAR COUNCIL  
MEETINGS**

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

THAT the 2023 Schedule of Regular Council Meetings is approved.

(198-22)

**Carried**

**2023 SCHEDULE OF  
ACTING MAYOR**

**Motion: G. Shaw / J. McLean**

THAT the 2023 Schedule of Acting Mayor is approved.

(199-22)

**Carried**

**REVIEW OF  
ADMINISTRATIVE  
AND COUNCIL  
PROCEDURES**

**Motion: J. McLean / J. Nathorst**

THAT the Council Procedures Bylaw and Responsible Conduct Guiding Principles Policy are received as information.

(200-22)

**Carried**

**QUESTION  
PERIOD**

**ADJOURNMENT**

**Motion: G. Shaw**

THAT Council adjourn the Inaugural Meeting at 7:25 pm.

(201-22)

**Carried**

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Mayor

Certified Correct

---

Corporate Officer

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Deadline for nominations: January 20, 2023

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## Nominate Now for the 2023 BC Reconciliation Award



*The British Columbia Reconciliation Award is open for nominations.*

This award is a partnership between BC Achievement and [The Office of the Lieutenant Governor of British Columbia](#) and serves to recognize individuals, groups and organizations who have demonstrated exceptional leadership, integrity, respect and commitment to furthering reconciliation with Indigenous peoples in the province of British Columbia, and/or inspired others to continue reconciliation efforts.

Submit a nomination for the 2023 program and help acknowledge the work of individuals, groups and

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**Deadline to nominate is January 20, 2023 at**  
[bcachievement.com](https://bcachievement.com)

*"We all need to paddle together."*

#nominatenowbc

*Elevate excellence. Share success. Inspire change.*



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## CALL FOR RESOLUTIONS

The main forum for UBCM policy making is the **annual resolutions cycle** and this is an opportunity for local governments of all sizes and from all areas to express concerns, share their experiences and take a united position. This is the first call for resolutions from AKBLG. Resolutions must be submitted to AKBLG by **February 20, 2023**.

It is time to start thinking about resolutions and to have them endorsed by your local government.

Please remember:

- Resolutions are only accepted from AKBLG member local governments and **must have been endorsed by the board or council**.
- Resolutions **must be relevant to other local governments within AKBLG** rather than specific to a single member government.
- UBCM encourages all members to submit resolutions first to Area Associations for consideration. Resolution sponsors should be prepared to introduce their resolutions at the AKBLG Resolutions session.
- Each resolution may include a separate backgrounder that is a maximum of 3 pages and specific to a single resolution. The backgrounder may include links to other information sources and reports.
- Resolutions may be combined with other, similar resolutions from other local governments if each local government agrees to co-sponsorship.
- All resolutions, along with any supportive background information, shall be sent to the AKBLG office BY **FEBRUARY 20, 2023**.
- Resolutions should be forwarded by email to [resolutions@akblg.ca](mailto:resolutions@akblg.ca)
- Receipt of emailed resolutions will be confirmed by return email.
- Resolutions should be written in accordance with the UBCM Writing Guidelines (attached to this email).

### Resolutions Preparation Assistance:

If you have questions regarding resolution preparation please contact the AKBLG Resolutions Chair, Kevin McIsaac at [resolutions@akblg.ca](mailto:resolutions@akblg.ca) or the AKBLG Executive Director at [admin@akblg.ca](mailto:admin@akblg.ca). We stand ready to assist you to draft impactful resolutions.

Thank you,

Your AKBLG resolutions committee,

Kevin McIsaac (Chair), Kyle Hamilton, Susan Clovechok, Keith Page



## Writing Guidelines for Resolutions

### 1. Structure of a Resolution

All resolutions consist of a preamble and an enactment. The preamble describes the issue and the enactment outlines the action being requested. A resolution should answer three questions:

- (a) What is the problem?
- (b) What is causing the problem?
- (c) What is the best way to solve the problem?

#### *Preamble*

The preamble begins with "WHEREAS", and is a concise sentence about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. If explaining the problem requires more than two clauses, then provide supporting documents to describe the problem more fully. Do not add extra clauses.

#### *Enactment*

The enactment begins with the phrase "THEREFORE BE IT RESOLVED", and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. The enactment should propose a specific action by UBCM.

Keep the enactment as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

### 2. Writing Tips

*(a) Address one subject in the text of the resolution.*

Since your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. Delegates will not support a resolution if it is too complex for them to understand quickly.

*(b) Use simple, action-oriented language and avoid ambiguous terms.*

Explain the situation briefly and state the desired action clearly. Delegates can then consider the resolution without having to parse complicated wording or vague concepts.



*(c) Provide factual background information.*

Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. Provide factual background information to ensure that the resolution is understood fully.

Submit background information in one of the following two formats:

- i. **Supplementary Memo**  
A brief, one-page memo from the sponsor local government, which outlines the background that led to the adoption of the resolution by the council or board.
- ii. **Council/Board Report**  
A report on the subject matter, presented to council or board in conjunction with the resolution. If it is not possible to send the entire report, then extract the essential information and submit it with the resolution.

Resolutions submitted without background information will not be considered until the sponsor has provided adequate background information.

*(d) Construct a brief, descriptive title.*

A title identifies the intent of the resolution and is usually drawn from the "enactment clause". For ease of printing in the Resolutions Book and for clarity, the title should be no more than three or four words.

*(e) Check legislative references for accuracy.*

Where necessary, identify:

- the correct legislation, including the title of the act or regulation
- the correct jurisdictional responsibility (responsible ministry or department, and whether it is provincial or federal)

*(f) Focus on issues that are province-wide.*

The issue identified in the resolution should be relevant to other local governments across the province. This will support productive debate and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC regional districts and municipalities.

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

November 4, 2022

Greenwood District  
202 South Government Street, PO Box 129  
Greenwood, BC V0H 1J0

Dear Mayor John Bolt and City Councilors,

I want to first congratulate all of you on your election or re-elections, and also thank those who did not run or were unsuccessful, your service is appreciated and honourable.

As we reflect on our week at UBCM and the relationship we have built over the past years with you and your communities, we are grateful for the connection, engagement and collaboration between all levels of government and stakeholders. We appreciated the opportunity to meet with so many mayors, councilors, and community leaders, and we hope you had a chance to visit our booth.

In case you missed it, we invite you to check out the following website link with documents that were available at our booth and explore the versatile skillset that uniquely qualifies paramedics to address public safety, emergency first response, patient transportation and community-based health innovation across BC.

[UBCM – Paramedic Services in your Community](#)

I am reaching out today to extend an invitation to you to set a time to meet and follow-up on the initiatives and solutions available to your community and address paramedic, dispatch, and ambulance resources.

At your earliest convenience please contact our office by phone at 604-273-5722 or by email at [info@apbc.ca](mailto:info@apbc.ca) or [troy.clifford@apbc.ca](mailto:troy.clifford@apbc.ca).

I look forward to connecting with you, virtually or in person, and continuing to work collaboratively to support paramedic services in your community.

Sincerely,



Troy Clifford  
Provincial President  
Ambulance Paramedics of BC  
CUPE Local 873

TC/sd/MoveUp

*The following is sent on behalf of BC Emergency Health Services Chief Operating Officer Neil Lilley*

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November 15, 2022

**City of Greenwood**

Marcus Lebler, Chief Administrative Officer

Via e-mail: [greenwoodcity@shaw.ca](mailto:greenwoodcity@shaw.ca)

To His Worship John Bolt, Mayor of the City of Greenwood

Congratulations on your new role as Mayor. We are pleased to welcome you into this new role and we look forward to connecting in the future.

As you may know, BC Emergency Health Services (BCEHS) is one of the largest paramedic and ambulance services in North America. We provide care to all people in British Columbia as part of the Provincial Health Services Authority (PHSA). We respond urgently to emergency situations across the province, support the movement of patients between care facilities, and provide proactive care for patients with chronic health conditions in rural and remote communities.

We do all this at a time when call volumes in BC continue to rise. BCEHS averages over 1,500 events every single day. Overdoses from toxic drug supplies contribute to that rising trend, placing increasing pressure on our services. Last year, overdose calls were up 29 per cent compared to the year before; 37,144 events compared to 28,747 in the previous period. BCEHS is continuing to recruit and train additional paramedics, call takers and dispatchers to help address this sustained increase in volume.

With more than 840 new positions recently added, we have been undertaking the biggest hiring push in our history. BCEHS always considers qualified internal candidates before recruiting externally, and filled many positions posted in 2021 with internal applicants. But, with so many new positions available and many roles still unfilled, we are running a nationwide recruitment campaign to bring more paramedics and dispatch staff to B.C. Continuing these recruitment efforts and filling all open positions is a top priority for BCEHS going forward.

We are also working to stabilize staffing in rural and remote communities. We are doing this by:

- Adding permanent, regular positions with guaranteed wages and full health benefits for the first time in many rural and remote communities
- Expanding community paramedicine positions (where community paramedics are attached to a station) to further support people with chronic illness and augment local health initiatives
- Introducing fatigue management measures to protect the health and safety of paramedics
- Introducing permanent unit chief positions at every station across the province for the first time to provide better support for frontline staff

We have trialed different staffing models and continue to offer a variety of incentives in an effort to help ensure reliable emergency coverage for the 5.2 million residents we serve across almost one-million square kilometres. We are listening to our staff and community leaders about what is working and what is not working with our services. We continue to work with both the provincial government, and APBC/CUPE 873, the union representing our paramedics and dispatchers, on enhancements to our operations, coverage, and services.

Please feel free to reach out to myself or your District Director or local BCEHS Clinical Operations Manager if you have any specific questions about the ambulance service in your community. As a team they oversee paramedic crews and stations in your area and would be happy to meet with you at your convenience.

Your District Director:

Michael Boyarski [Michael.Boyarski@bcehs.ca](mailto:Michael.Boyarski@bcehs.ca)

Your Clinical Operations Manager(s):

Brent Middleton [Brent.Middleton@bcehs.ca](mailto:Brent.Middleton@bcehs.ca)

Sincerely,

Neil Lilley  
Chief Operating Officer  
BC Emergency Health Services





The BC Rural Health Awards celebrate the outstanding contributions that rural doctors and communities make to improve the health of rural British Columbians. Nominations for the 2023 awards are now open.

### The Award of Excellence in Rural Medicine: Lifetime Achievement

Awarded to a BC rural doctor who has served one or more rural communities throughout their career and significantly impacted provincial, national and/or international rural health.

### The Rural BC Community Award

Awarded to a rural BC community that has developed innovative and collaborative solutions for local healthcare issues.

Award recipients will receive \$2,500 for a celebration in their home community and a plaque, presented at RCCbc's annual BC Rural Health Conference.

Visit [www.rccbc.ca/get-involved/awards](http://www.rccbc.ca/get-involved/awards) for nomination criteria and forms.

Learn more about the BC Rural Health Awards



Save June 2–4 in your calendar for the 2023 BC Rural Health Conference in scenic Whistler!

This dynamic event for rural doctors and other healthcare professionals will include rurally relevant CME plenaries and breakout sessions on numerous clinical and practice-oriented topics, plus...

- small-group, hands-on skills workshops
- fun, interactive social and networking events
- wellness breaks
- complimentary childcare

Stay tuned to [www.rccbc.ca/initiatives/rhc](http://www.rccbc.ca/initiatives/rhc) for more details, coming soon.

Add to calendar



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*RCCbc acknowledges and pays respect to the First Nations, Métis and Inuit Peoples across British Columbia and advocates for reconciliation, including health equity, for Indigenous Peoples.*

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## BREAKING NEWS



# BCEDA

## BC Economic Development Association



**StrongerBC**  
for everyone

### B.C.'s New Rural Economic Diversification and Infrastructure Program



#### Rural Economic Diversification and Infrastructure Program (REDIP)

Local governments, First Nations and other organizations looking to strengthen their communities can apply for new funding to build capacity and diversify rural and remote economies in B.C.

#### [Program Details](#)

The Rural Economic Diversification and Infrastructure Program (REDIP) is a new grant launched by the Ministry of Jobs, Economic Recovery and Innovation (JERI). The Government of B.C. is investing up to \$33 million this year to create the Rural Economic Diversification and Infrastructure Program, which will support projects that promote the following:

- Economic diversification
- Resilience
- Clean growth opportunities
- Infrastructure development

For full program details, including funding categories, eligibility, project types and timelines, please refer to the REDIP [Program Guide](#).

### Funding Categories and Eligibility

REDIP has three unique funding categories. Each category targets different project types and communities:

1. Economic Capacity (REDIP-EC)
2. Economic Diversification (REDIP-ED)
3. Forest Impact Transition (REDIP-FIT)

### Eligible Applicants

Eligible lead applicants for REDIP-ED and REDIP-EC include:

- Local Governments
- Regional Districts
- Indigenous communities and organizations
- Indigenous Development Corporations
- Not-for-profits

Eligible lead applicants\* for REDIP-FIT include:

- Local Governments
- Regional Districts
- Indigenous communities

\*Eligible applicants can partner with another eligible organization and have them act as the lead applicant for REDIP-FIT projects.

For more detailed information regarding eligible lead and partner applicants, please refer to the REDIP [Program Guide](#).

### Key Dates

**The application will open on November 15, 2022.** The link to the online application will be added to this website today.

Applications must be submitted through the **online application system by 1:00 PM on January 4, 2023.**

REDIP has confirmed funding to deliver intakes over three fiscal years 2022/23 (current intake) to 2024/25. Timelines for future intakes are still being determined.

[Read More & Apply](#)

[View the REDIP Program Guide](#)



*BCEDA respectfully acknowledges the traditional and unceded territory of the [Sylix Okanagan People](#), where we work and live.*

This email bulletin is intended to provide economic development information to you and your business community. Please feel free to copy & paste to share. To catch the information as we hear it, please follow BCEDA's social accounts.

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Message sent by Ashleigh Volcz, [info@bceda.ca](mailto:info@bceda.ca)

British Columbia Economic Development Association | 104 - 144 Power Street | Penticton, BC V2A 5w9





# Grants

[Advanced Search](#)[< Previous](#) [Grant 5 of 82](#) [Next >](#)

Posted: Monday, October 24, 2022

## Wawanesa's Community Wildfire Prevention Grants

*Wawanesa Insurance*

### Description

Supporting community wildfire prevention is one of the ways Wawanesa Insurance is helping to build a safer, more sustainable future for our communities. We have partnered with the Institute for Catastrophic Loss Reduction (ICLR) to offer grants to help communities across Canada increase their resilience to wildfires through risk reduction or prevention activities.

### Eligibility

Any of the following applicants may apply:

- Fire Departments
- Municipalities
- Home/Neighborhood associations
- Non-Profit/Charitable Organizations
- Indigenous Communities
- Citizen Groups/Volunteer Community Groups

### Funding

Applicants can apply for up to \$15,000 per project.

### How to Apply

Apply [online](#).

### Application Period

Application forms can be received as early as October 11th. Applications can be submitted until 12pm CT on December 1st 2022.

---

**Link:** [Grant Website](#)

**Contact Name:** Wawanesa Insurance

**Contact Phone:** (604) 739-5440

**Contact Email:** [sustainability@wawanesa.com](mailto:sustainability@wawanesa.com)

**Subject Area(s):** Fire, Police, Emergency Preparedness

**Last Reviewed:** October 24, 2022, 4:52 pm

**Deadline:** Thursday, December 1, 2022

Fall 2022 Update - EMBC Modernized Legislation



## Modernized legislation website update and next steps

Dear Partner,

We continue to progress in developing modernized legislation to replace BC's *Emergency Program Act* and remain committed to tabling new legislation in spring 2023.

As we progress towards our goal, we will continue refining the legislation through co-development with Indigenous partners and engagement with local authorities and other key emergency management partners. We will gather input through workshops and presentations, and in early 2023, we expect to distribute engagement papers on two regulations: the *Local Authority Emergency Management Regulation* and the *Compensation and Disaster Financial Assistance Regulation*.

To learn more about the proposed legislation, please see our updated [website](#). We invite you to explore the proposed policy shifts for the new legislation, upcoming engagement opportunities, and information on updates to existing regulations and proposed new regulations.

Thank you for your continued support and participation in the process. If you have any questions, please don't hesitate to get in touch anytime at: [ModernizeEM@gov.bc.ca](mailto:ModernizeEM@gov.bc.ca)

With gratitude,  
The Emergency Management BC Policy and Legislation team

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Forest Enhancement  
Society of British Columbia

## West Boundary Community Forest Takes on Five Wildfire Risk Reduction Projects

**Midway, B.C. –** With the infusion of new grant funding of \$1,137,375 from the Forest Enhancement Society of BC's (FESBC) 2022-2023 Funding Program, the West Boundary Community Forest (WBCF) has already started working toward proactively making the communities of Midway, Greenwood, Grand Forks, Rock Creek, and Westbridge safer from the threat of wildfires.

"The Forest Enhancement Society of BC is a proven partner in delivering projects on the ground that protect people from wildfire risks and reduce emissions from slash pile burning," said Katrine Conroy, Minister of Forests. "Along with the historic investments in Budget 2022 to transform the BC Wildfire Service into a year-round service and double funding for proactive wildfire prevention, the critical work of FESBC is helping build communities that are safer and more resilient to climate change."

Dan Macmaster, RPF, Forest Manager with WBCF expressed what funding from FESBC means to the community forest.

"We are humbled and honoured that FESBC accepted our proposals; in the past, we received funding for fuel mitigation projects on the southern slopes of Midway, in May Creek outside of Grand Forks, and on the western shores of Jewel Lake. This funding allowed us to complete thorough and well-organized consultations with First Nations as well as local residents. We conducted fuel measurements and data collection to develop a prescription that focused on wildfire risk reduction in our treatments."

[Read the Full Press Release](#)

To download a high-resolution image, click on a photo below.



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**Photo top:** LP Martin and Nick Kliener at Jewel Lake;

**Photo Bottom Left:** Jewel Lake project post treatment; **Photo Bottom Right:** Dan Macmaster and Peter Flett at Jewel Lake before treatment;

**Photo credits:** FESBC

For an interview with FESBC contact:

Aleece Laird, Communications Liaison | [communications@fesbc.ca](mailto:communications@fesbc.ca) | 250.574.0221

For an interview with West Boundary Community Forest contact:

Dan Macmaster, RPF, Forest Manager | [dmacmaster@vaagen.ca](mailto:dmacmaster@vaagen.ca) | 250.528.0344



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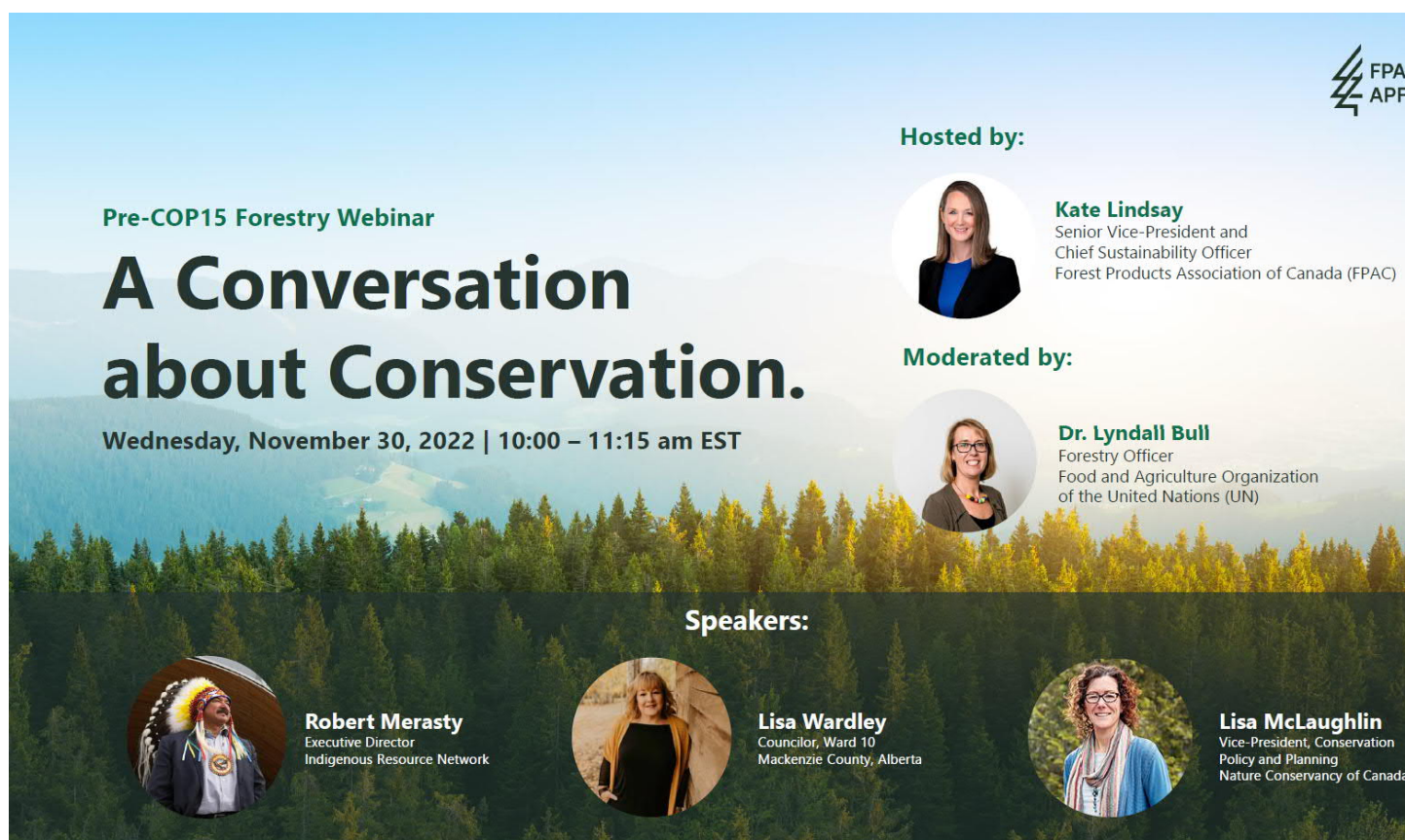
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**Pre-COP15 Forestry Webinar**

# A Conversation about Conservation.

**Wednesday, November 30, 2022 | 10:00 – 11:15 am EST**

**Hosted by:**

**Kate Lindsay**  
Senior Vice-President and Chief Sustainability Officer  
Forest Products Association of Canada (FPAC)

**Moderated by:**

**Dr. Lyndall Bull**  
Forestry Officer  
Food and Agriculture Organization of the United Nations (UN)

**Speakers:**

**Robert Merasty**  
Executive Director  
Indigenous Resource Network

**Lisa Wardley**  
Councilor, Ward 10  
Mackenzie County, Alberta

**Lisa McLaughlin**  
Vice-President, Conservation Policy and Planning  
Nature Conservancy of Canada

Canada's approach to sustainable forest management is rooted in conservation, forest resilience, and long-term forest health. Join us for A Conversation about Conservation to hear from Indigenous, government, and forest sector leaders on the essential role our forests can play towards achieving Canada's national conservation targets and global net-zero ambitions.

Pre-COP15 Forestry Webinar – A Conversation about Conservation  
Wednesday, November 30, 2022  
10:00 – 11:15 am EST  
*Microsoft Teams Link to Follow*





## NEWS RELEASE

For Immediate Release | Nov. 1, 2022

# Interior Health Career Access Program adds 337 positions

IH WIDE – There are now even more opportunities to get into a health-care career with Interior Health (IH). An additional 337 Health Career Access Program (HCAP) positions have been approved: 20 new pilot positions within acute care at Royal Inland Hospital (RIH), 205 in long-term care and 112 in home health.

"We're proud of HCAP, a joint and fully funded training initiative between the Ministry of Health and the Ministry of Advanced Education and Skills Training, to address the shortage of health care assistants (HCA)," said Adrian Dix, Minister of Health. "This important program combines a paid work component, paid tuition and an educational stipend that creates an entry point to employment in health care."

New hires start as health care support workers, providing non-direct care at a long-term care, acute care or home health site. Participants become HCAs upon successful completion of the program.

"I am so proud to see more people consider joining the health system in health care support positions," said Anne Kang, Minister of Advanced Education and Skills Training. "There are so many valuable and important careers that start right here with the Health Career Access program in Interior Health. We look forward to the results of the pilot program, and I am confident that we'll see amazing people join a fulfilling, long-term career that makes a difference for people in British Columbia."

"The Health Career Access Program is an excellent opportunity to start a career in health care," said Dorothy Stanton, Health Career Access Program Leader at Interior Health. "It delivers the needed support in long-term care, home health and acute care environments, while providing financial stability to those completing the program."

HCAP typically requires six to eight months of full-time post-secondary education. Through HCAP, the cost of post-secondary education is covered while helping to place graduates in entry-level jobs. Each HCAP opportunity is equivalent to receiving a full scholarship to go to school. Graduates sign a 12-month Return of Service Agreement with IH in exchange for this funding.

This innovative program provides an opportunity for individuals to access a fulfilling health-care career within Interior Health (IH). It also enables the support of our aging population at home and in facility care, helps to provide high-quality care to seniors and addresses the need to fill vacant HCA positions.

"I'm loving what I do and thankful for all the kindness and encouragement I've received along the way," said Samantha Watters, health care assistant, Interior Health. "Because of HCAP and Interior Health, I'm here, in my 40s, starting my new career."

To learn more, visit the [HCAP page](#) on the IH website or contact [healthcareeraccess@interiorhealth.ca](mailto:healthcareeraccess@interiorhealth.ca).

*Photo caption: Samantha Watters, health care assistant at Pleasant Valley Manor in Armstrong, and HCAP graduate.*

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MEDIA, FOR INFORMATION:

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



For Immediate Release | Nov. 17, 2022

## There's still time to get your influenza vaccine

**IH WIDE** – Public health officials with Interior Health (IH) remind everyone there is still time to get your influenza vaccine (flu shot) and those six months and older are eligible.

It's easier than ever to get immunity for your community. Influenza vaccinations are free for everyone in B.C. six months of age or older, to best protect themselves, their loved ones, their communities and the health-care system this fall and winter.

"With a surge of respiratory illness in fall and winter, we encourage everyone to get an influenza vaccine for protection, especially while more people are socializing or traveling," says Dr. Fatemeh Sabet, an Interior Health medical health officer.

Families can book an appointment through the [Get Vaccinated system](#). Families with a child under 12 only need to book one appointment in a 6 month to 11 year clinic, and the whole family can get their COVID and influenza vaccines at the same time. Immunization appointments for people 12 and older are available at select community pharmacies and IH clinics, and are booked through the Get Vaccinated system. It's safe to get your COVID-19 booster at the same time as getting your influenza vaccination.

Although booking through the Get Vaccinated system is the most efficient way to access an influenza vaccine, limited walk-ins at some pharmacies continue to be available. Alternatively, you can phone the provincial call centre (toll-free) at 1-833-838-2323. If no appointments are available when you book, try again later or expand your search area; new appointments are added daily.

Getting immunized helps protect you and those around you by reducing the spread of influenza. Influenza can cause serious illness requiring hospitalization, which places additional demand on the health-care system that is still also seeing impacts from COVID-19.

Influenza vaccines are safe and effective. They have undergone rigorous review before getting approved by Health Canada.

In addition to getting vaccinated against influenza, frequent handwashing, respecting personal space, cough etiquette and staying home when sick continue to be important methods to limit the spread of germs.

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For Immediate Release | Nov. 22, 2022

## New care model connects people across region to opioid use disorder treatment

**CRANBROOK** – As the toxic drug crisis continues, Interior Health in collaboration with local prescribers has implemented a new model to help connect people in the East Kootenay region who have opioid use disorder with opioid agonist treatments (OAT), such as methadone and Suboxone.

“When people bravely reach out for help, we want supports to meet them,” said Sheila Malcolmson, Minister of Mental Health and Addictions. “This innovative approach will help more people in the East Kootenays access life-saving treatment, as government continues to build a system of mental health and addictions care across the province.”

A new centralized East Kootenay-wide OAT clinic has been launched in order to maximize OAT prescribing resources in the region. The clinic provides clients with access to an OAT prescriber on any weekday at their local Mental Health and Substance Use (MHSU) centre, using an innovative blend of in-person and virtual appointments.

The service is available in five East Kootenay communities: Cranbrook; Creston; Invermere; Golden; and Sparwood.

The clinic is comprised of physicians, nurse prescribers and a centralized medical office assistant.

“The provision of OAT medication, and with substance use treatment generally, has unique challenges. By leveraging technology and through working together we continue to remove barriers to treatment. I’d like to thank the prescribers who have stepped up to participate in this program, while encouraging others to do so as well,” said Interior Health president and CEO Susan Brown.

This new model is a unique approach to address several challenges presented by the geography of the region. It also provides more options for clients whose prescriptions run out, who may otherwise rely on illicit opioids.

Call the new OAT intake office at 250-420-2210.

Earlier this year, Interior Health [announced a project](#) to connect people with opioid use disorder with Suboxone in hospital emergency departments.

To learn more about OAT medications in the treatment of opioid use disorder visit [interiorhealth.ca](https://interiorhealth.ca).

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**Quotes****David**

"Personally it has given me my life back. It was taken away when I had my accident, and again when I became addicted to the pain meds I needed. OAT therapy has taken away the cravings and desire for any other meds because I am now on the right med at the right dose. I am not stigmatized by the physician and we have built a good relationship. Virtual visits have been helpful. I am able to have a physician who does not live in my own community and get the care I need."

**Lisa**

"I would like to share what the OAT program has done for me. For many years under a doctor's care I was on Oxycodone and needed to come off. I was in the hospital for three weeks and it was the worst thing I ever went through. The Nurse Prescribers at the OAT program were vital in my recovery as I have stayed clean for a year now and don't know what I would have done without them. They are so caring and invested in my recovery that I feel I can share anything with them and they have done everything in their power to suggest support, listen and encourage. I know they are probably overworked, but they never turn their backs. They are wonderful at what they do, and without them, I may have given up and relapsed. Instead, I am very proud to say I have a year in recovery. I could never repay what they have done for me, and in today's world someone who sincerely cares is rare. I would recommend this program to anyone and feel blessed to have this resource."

**Jaime**

"I've been coming to the OAT clinic almost a year now and it has helped me change my life. The Nurse Prescribers there are easy to talk to, understanding and non-judgemental. With their help and knowledge of what medications would help my withdrawals, they helped find the right program. I am on the Sublocade (buprenorphine) program, and with it I was able to get my life back to normal rather than depending on something everyday just to get me through. I'm able to spend time with my kids and not have to worry about appointments every day. I definitely would not have been able to beat my drug habit if there was no clinic like this to go to. Thank you sooo much."

- 30 -

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**MEDIA, FOR INFORMATION:**

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

For Immediate Release | Nov. 23, 2022

## Take steps to test for radon today

**IH WIDE** - Exposure to radon gas is a preventable health risk. The only way to know the level of radon gas in your indoor environment is to test for it. We encourage residents living, working and playing in the B.C. Interior region to test for radon in your homes, places of work and indoor leisure environments.

### What is radon?

Radon is a naturally occurring radioactive gas without colour or odour. It comes from the ground, and it often enters and stays in buildings with low ventilation. Radon exposure is the second leading cause of lung cancer after smoking.

The [BC Centre for Disease Control](#) estimates higher radon levels in parts of the Interior region. This could potentially mean higher indoor concentrations and increased health risks. This is concerning because of the large amount of time Canadians spend indoors. Buildings generally have higher concentrations of radon gas in their lower levels (basements, ground-level main floors).

Smoking and inhaling tobacco smoke increases the cancer-causing risk of radon gas exposure. According to Health Canada, those exposed to tobacco smoke and high concentrations of radon are eight times more likely to develop lung cancer than non-smokers.

### What you can do

The good news is that exposure to radon gas can be mitigated. Testing is easy and there are ways to greatly reduce radon levels if they are found to be high. Radon mitigation systems can be installed in any building. Certified radon professionals can reduce levels by over 90 per cent; [a certified professional](#) or skillful handy person following Health Canada guidance can generally complete the work within a day.

Lowering the concentration of radon in buildings and decreasing exposure over your lifetime will decrease the harmful effects linked with this gas.

Regardless of ownership of the building, anyone can test their indoor air. If high concentrations of radon are found after testing, carrying out long-term radon mitigation strategies is something generally done by the building owner.

### Learn more

Find out more information about radon and your health at [www.interiorhealth.ca/radon](http://www.interiorhealth.ca/radon), learn more at [HealthLinkBC](#), and [visit the BC Lung Foundation](#) to order your three-month test kit during the cold season.

Municipalities can also support radon reduction efforts by developing [policies and plans](#) around radon testing and reduction.

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#### MEDIA, FOR INFORMATION:

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

For Immediate Release | November 23, 2022

## New financial incentives launched for health-care staff in Grand Forks

**GRAND FORKS** – Supports to add more frontline Grand Forks health-care workers are now available through the Ministry of Health and Interior Health (IH) to address ongoing critical staffing challenges.

“Grand Forks faces unique challenges to staffing which require community-based solutions and thinking outside the box,” said Adrian Dix, Minister of Health. “These incentives are an important step towards bringing best practices from around the province to Grand Forks and stabilizing local health services people in the area expect and deserve.”

The incentives and resources are available to eligible frontline Interior Health Grand Forks staff who work at Boundary District Hospital, Hardy View Lodge long-term care home and in community settings such as home support and mental health substance use services.

“I know that I – and our whole community – are enormously grateful for the dedication of our nurses, doctors and other health-care professionals in delivering such high-quality care in our rural communities. These incentives recognize the increased risk patients and families face given the distances they have to travel to access other hospitals and services,” said Roly Russell, MLA for Boundary-Similkameen. “These immediate steps, coupled with the 70 actions in the health human resources strategy, will help support and stabilize health-care services in the Boundary.”

New incentives include:

- Up to \$2,000 in a quarterly retention bonus for eligible existing staff depending on how much they work (maximum amount for full-time). This is an expansion of the existing Provincial Rural Retention Incentive (PRRI) program currently being prototyped by communities in Northern Health.
- 1.5 times normal wage for staff who travel more than 40 kilometres from other IH worksites to support services in Grand Forks.
- Up to a \$1,500 bonus for Interior Health staff referring other health-care workers to Grand Forks who sign on to eligible positions.
- Extension of Northern Health’s Travel Resource Program (TRP) to include Grand Forks which will provide access to a pool of nurses to support the community. TRP nurses can begin to request and schedule shifts in Grand Forks beginning December 1.

Limited staffing resulted in the [temporary closure of inpatient beds at Boundary Hospital](#) in March. To date, emergency department services have gone above and beyond to avoid more significant closures,

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but additional staff are also required to stabilize emergency services and reduce the risk of any interruptions.

“These incentives are part of our commitment to local patients and to our current staff and physicians who remained steadfast in their dedication to Grand Forks and Boundary communities during these challenging times,” said Dr. Shallen Letwin, vice president of clinical operations, IH South.

Incentives are currently available for the following positions:

- Registered Nurse
- Registered Psychiatric Nurse
- Licensed Practical Nurse
- Health Care Assistant
- Community Health Worker
- Medical Laboratory Technologist
- Medical Laboratory Assistant
- Radiology Technologist
- Social Worker
- Occupational Therapist
- Physiotherapist
- Sonographer
- Dietician
- Frontline Clinical Managers (Referral Bonus and PRRI only)

Incentives will come into effect immediately and Interior Health will be sharing additional details with staff and unions to ensure eligible individuals are aware and can access them appropriately.

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## Group Benefits for Elected Officials

October, 2022



Did you know that UBCM offers comprehensive group insurance coverage available to all local government staff and elected officials in British Columbia?

Local governments that are reviewing existing benefit plans should be aware of the comprehensive group insurance coverage available through UBCM to all local government staff and elected officials in British Columbia.

Information on the UBCM Group Benefits Plan for elected officials including a comprehensive guide and 2022 rates can be found on our [website](#).

For further details regarding coverage, or if you would like assistance with the enrollment of your elected officials, please contact:

**Elvira Khismatullina**

UBCM Group Benefits Administrator  
604-270-8226 ext 111

If you are not currently participating in the UBCM Group Benefits Plan, we would encourage you to request a quote. We can provide you with information on cost savings, as well as the other advantages of participation.

## THE COMPASS

News and information from the Union of BC Municipalities

### Principles for local elected leadership

A new online education course will help local elected officials explore responsible conduct principles. The resource, developed jointly by UBCM, the Local Government Management Association (LGMA) and the Ministry of Municipal Affairs, explores the themes of integrity, respect, accountability, leadership and collaboration, and how each of these is essential to effective governance by B.C.'s Councils and Boards.

[Read More](#)

### Compass sign-up for newly elected officials

As new Councils and Boards are being sworn in, we encourage senior administrative staff to share the portal to subscribe to the Compass with newly elected Mayors, Chairs and Area Directors. The subscription portal is available in the footer on any page of our [website](#).

### C2C Forum funding

Applications are being received for the Regional Community to Community Forum. The aim of this program is to deepen understanding and relations between First Nations and local governments. Forum events bring together elected officials and senior staff of First Nations and local governments to promote dialogue; support reconciliation efforts; resolve issues of common responsibility interest and concern; or advance tangible outcomes. The application deadline for 2022-2023 funding is December 2, 2022.

[Read More](#)

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## Update to broadband service availability map

Innovation Science and Economic Development Canada (ISED) has released an update to the National Broadband Internet Service Availability [Map](#). The federal map tracks reported internet speeds and utilizes the data that determines eligibility for government connectivity funding. The last update to the map was made in February 2021.

[Read More](#)

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## Funding & resources update

Each month we provide an update on UBCM funding programs and information on other programs, events, and resources that may be of interest to local governments and First Nations.

[Read More](#)

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## Gentle density summit

Small Housing is inviting municipal planning staff and elected officials from across British Columbia for a 'Gentle Density Local Leaders' Summit' in Downtown Vancouver on November 22 and 23.

[Read More](#)

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## Webinar on truck lateral protection devices

UBCM members are invited to attend a [webinar](#) on November 17 by the BC Injury Prevention and Research Unit that will summarize evidence-based information and research regarding truck lateral protection devices, or side guards, as a safety countermeasure to reduce fatal crashes with vulnerable road users.

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## Provincial connectivity funding - second intake

The provincial government has announced that a second intake of the connectivity funding program, Connecting Communities BC, will open for applications on December 16, 2022 at 9:00 am PST, and will close on February 15, 2023 at 2:00 pm PST. Eligible applicants include internet service providers (ISPs), or Indigenous or local governments working with ISPs. The first intake of the program is currently open for applications and will close on December 15, 2022 at 2:00 pm PST.

[Read More](#)

## Agriculture resources for local governments

The Ministry of Agriculture and Food has provided a list of resources to support farmers and local governments with agricultural land.

[Read More](#)

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## New legislation would allow Province to set municipal housing targets

The Province of B.C. has introduced legislation that would allow the Province to set targets for municipalities and take a variety of actions to ensure compliance. Implementation of the legislation will require further regulatory development to address elements undefined in the legislation.

“The complex challenges fueling B.C.’s housing crisis require an effective and constructive partnership between the province and local governments,” said UBCM president Jen Ford. “With many critical features in this legislation still to be determined, local governments will work with the province to ensure that implementation is focused on increasing the supply of affordable homes necessary to address local needs.”

[Read More](#)

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## Province introduces Safer Communities Action Plan

The Province of B.C. has announced [new measures](#) aimed at increasing enforcement provisions related to repeat offenders and improving services to address mental health and addictions issues in communities. The Safer Communities Action Plan comes one month after an [independent review](#) into repeat offending recommended that the Province make significant new investments for those with mental health and other complex issues.

[Read More](#)

## Nominations for UBCM Executive vacancies

Elected officials from UBCM member local governments and First Nations are invited to email submit nomination forms and expressions of interest to UBCM for three Director at Large positions. UBCM has vacancies on its Executive board following the recent local government election. Past President Laurey Anne Roodenburg will oversee the process to fill the three Director at Large positions.

[Read More](#)

## 2023 Elected Officials Seminars

The Local Government Leadership Academy is hosting the 2023 Elected Officials Seminar Series (EOS) in the early spring of 2023. The seminars held every four years, following the BC local government elections. These seminars are designed for both newly elected and returning elected officials, as well as senior staff.

[Read More](#)

## RCMP Contract Committee seeks input

The Local Government RCMP Contract Management Committee (LGCMC) will be meeting on December 22, 2022. Local governments wishing to suggest discussion items related to the agreement under which the RCMP provides local police services to BC are asked to submit input to Bhar Sihota, UBCM Senior Policy Analyst, prior to December 6.

[Read More](#)

## Real Estate Foundation of BC appointment

UBCM is seeking interested local elected officials to serve as the local government appointment to the Board of Governors of the [Real Estate Foundation of BC](#). The Foundation's mission is to fund projects, connect people and share knowledge to advance sustainable land use and real estate practices across BC. Please submit expressions of interest to [Marie Crawford](#), General Manager, UBCM Richmond Operations, by January 9, 2023.



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## Federal Cannabis Act Review

The federal government has initiated a review of the *Cannabis Act*. Local governments interested in participating are asked to submit feedback by November 21, 2022. The review will be led by a federal panel seeking to examine the following themes:

- Impacts of legalization on youth;
- Ensuring legal access to cannabis products for adults;
- Preventing illegal activity and displacing the illicit market;
- Impacts of legalization on the access to cannabis for medical purposes;
- Impacts of legalization on Indigenous people and communities;
- Impacts from the home cultivation of non-medical cannabis.

[Read More](#)

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## Consultation on Building Official Fees

The Building Officials' Association of BC is seeking feedback on fees associated with a new process for addressing cases where qualified officials do not complete Continuing Professional Development or annual reporting requirements before December 31 of a calendar year. Members may provide feedback by November 18, 2022.

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# ANNOUNCEMENT

## WBCF Community Meeting Wednesday, Dec 7 @ 6:30PM

McArthur Centre, Greenwood, BC

**Presentation:** Operations, Future Planning,  
Outdoor Education Centre.

Everyone welcome.



**greenwoodcity@shaw.ca**

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**From:** Greenwood Museum & Visitor Centre <museum@shaw.ca>  
**Sent:** November 18, 2022 3:44 PM  
**To:** Marcus Lebler  
**Subject:** Letter of support for grant application

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good afternoon Marcus:

The Greenwood Heritage Society (Museum & Visitor Centre) has an opportunity to apply for a grant through the BC Destination Development fund. The fund aims to invest in projects that will build or rejuvenate: Tourism infrastructure, Visitor Amenities, Tourist Attractions.

We are submitting an expression of interest for this grant to replace the outdoor "Greenwood and area" interpretative map. This map is very popular with visitors and presently is in very poor condition. I have consulted with Larry at Route 3 and he is able to do the work in replacing this map. He could also make tearaway sheets to compliment the map.

One of the requirements of the application is to have support from stakeholders and partners. I am therefore requesting that the City of Greenwood give support to this project. The interpretative map is a great way for visitors to explore our area and perhaps stay for a longer period of time or make a return visit.

Deadline for this expression of interest for this grant is December 7, 2022. If successful with the expression of interest we would be shortlisted to submit a full application.

Thank you for your consideration.

Sincerely,

Doreen MacLean

Greenwood Heritage Society  
214 S. Copper Ave.  
Box 399  
Greenwood, BC  
V0H 1J0

Tel: 250-445-6355

November 16, 2022

The Honourable Adrian Dix  
Minister of Health  
Province of BC

Via email: [HLTH.Minister@gov.bc.ca](mailto:HLTH.Minister@gov.bc.ca)

Dear Minister Dix:

### **Re: Urgent Issues at Boundary Regional Hospital in Grand Forks**

---

On behalf of the Regional District of Kootenay Boundary, I am writing to you on a matter of grave concern: the possible imminent closure of the Boundary Hospital emergency room. This alarming news follows the closure of the inpatient beds last spring at the facility, a service that has not been restored. We understand that the reason for this closure and the potential shuttering of the ER is due to a nursing shortage.

Yesterday Castanet quoted Lannon De Best, executive director for clinical operations for the Kootenay Boundary, as saying: "Interior Health has no plans to permanently close the emergency department at Boundary District Hospital in Grand Forks." We are deeply concerned about any possible closure of the department, whether temporary or permanent.

This situation highlights the current crisis our provincial health care system is in. A shortage of health care practitioners, a global pandemic, and an aging population have all put mounting pressure on our system. We understand and are sympathetic to this dire situation. However, our imminent concern is for our constituents' health and well-being.

As the only primary care facility between Trail and Kelowna, the Boundary Hospital is vitally important to the 9,000+ residents of Grand Forks and surrounding area who access it. Being turned away from the Boundary Hospital means that those patients requiring care will need to travel two hours east to Trail or two and half hours west to Kelowna. Both routes require traversing mountain passes, which can be hazardous during winter and/or inclement weather conditions. Highway 3 does not have cell coverage, which further adds to the danger of this pass for those requiring medical attention.

We understand that there is some commitment by the Province and BC Ambulance to invest in additional ambulances and full-time paramedics for Grand Forks. While

#### Main

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

#### Grand Forks

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

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



we are grateful for this added service, we feel it may simply be a band aid on a growing wound rather than a long-term solution. An increase in ambulance transportation does not address a lack of vital access to local emergency hospital care for patients with life-threatening conditions. A travel time of two hours or more is simply not acceptable or sustainable for a long term solution to emergency primary care.

Additional travel time may negatively affect patient care. Separation from a support network—family and friends—may also put emotional and mental strain on people who are dealing with medical issues. Another point to consider is the detrimental domino effect that an influx of patients will put on Kootenay Boundary Regional Hospital in Trail and the Kelowna General Hospital.

We implore the Province to take immediate action to add more nursing staff to the Boundary Hospital so that this facility can offer sustainable and reliable services.

Lives may depend on it.

Kind regards,

Linda Worley  
Chair, Board of Directors  
Director, Electoral Area B

Grace McGregor  
Vice-Chair, Board of Directors  
Chair, Boundary Services Committee  
Director, Electoral Area C/Christina Lake

cc: Katrine Conroy—Kootenay West  
Roly Russell, MLA—Boundary-Similkameen

Supplier :
HERIT To ZWARN

Cheque Dt.
25-Oct-2022 To 28-Nov-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     |
|------------|-------------|------------|---|-----------|------------|--------|------------|
| 5552       | 28-Oct-2022 | ACECOUR    | A.C.E. COURIER SERVICES                       | Issued    | 1000000074 | C      | 139.98     |
| 5553       | 28-Oct-2022 | AMAZON     | AMAZON  | Issued    | 1000000074 | C      | 42.54      |
| 5554       | 28-Oct-2022 | BISS       | BOUNDARY INVASIVE SPECIES SOCIETY             | Issued    | 1000000074 | C      | 1,100.00   |
| 5555       | 28-Oct-2022 | BURTS      | DAVID BURTS PROCESS SERVING                   | Issued    | 1000000074 | C      | 124.50     |
| 5556       | 28-Oct-2022 | CHARV001   | CHARTIER, VANESSA DAWN                        | Issued    | 1000000074 | C      | 320.00     |
| 5557       | 28-Oct-2022 | CUPE001    | CUPE - LOCAL 2254                             | Issued    | 1000000074 | C      | 416.21     |
| 5558       | 28-Oct-2022 | ICONIX     | ICONIX WATERWORKS LP                          | Issued    | 1000000074 | C      | 237.50     |
| 5559       | 28-Oct-2022 | IDRS       | IDRS  | Issued    | 1000000074 | C      | 386.53     |
| 5560       | 28-Oct-2022 | INNOV      | INNOV8  | Issued    | 1000000074 | C      | 733.11     |
| 5561       | 28-Oct-2022 | ISL        | ISL ENGINEERING AND LAND SERVICES LTD.        | Issued    | 1000000074 | C      | 9,750.92   |
| 5562       | 28-Oct-2022 | KMSTOOL    | KMS TOOLS & EQUIPMENT                         | Issued    | 1000000074 | C      | 345.76     |
| 5563       | 28-Oct-2022 | LEBLM      | Lebler, Marcus                                | Issued    | 1000000074 | C      | 1,143.00   |
| 5564       | 28-Oct-2022 | PHOES      | PHOENIX MOUNTAIN ALPINE SKI SOCIETY           | Issued    | 1000000074 | C      | 600.00     |
| 5565       | 28-Oct-2022 | ROCKRO     | ROCKROSE LANDSCAPE & SUPPLY                   | Issued    | 1000000074 | C      | 12,127.50  |
| 5566       | 28-Oct-2022 | SHERA      | SHERSTOBITOFF, ANDREA                         | Issued    | 1000000074 | C      | 781.96     |
| 5567       | 28-Oct-2022 | LEBLM      | Lebler, Marcus                                | Issued    | 1000000076 | C      | 168.20     |
| 5568       | 02-Nov-2022 | LANDT      | LAND TITLES SURVEY AUTHORITY                  | Cancelled | 1000000083 | C      | 0.00       |
| 5570       | 02-Nov-2022 | LANDT      | LAND TITLES SURVEY AUTHORITY                  | Issued    | 1000000085 | C      | 381.60     |
| 5571       | 02-Nov-2022 | LANDT      | LAND TITLES SURVEY AUTHORITY                  | Issued    | 1000000087 | C      | 228.96     |
| 5572       | 16-Nov-2022 | A&G SUPPLY | A&G SUPPLY LTD                                | Issued    | 1000000093 | C      | 152.77     |
| 5573       | 16-Nov-2022 | ACCUR      | ACCURA ALARMS                                 | Issued    | 1000000093 | C      | 63.00      |
| 5574       | 16-Nov-2022 | ACECOUR    | A.C.E. COURIER SERVICES                       | Issued    | 1000000093 | C      | 843.39     |
| 5575       | 16-Nov-2022 | BATTR001   | BATTRICK & SONS LOCKSMITHING                  | Issued    | 1000000093 | C      | 336.00     |
| 5576       | 16-Nov-2022 | BBFD       | BARRY BEECROFT FUEL DISTRIBUTORS LTD          | Issued    | 1000000093 | C      | 1,225.43   |
| 5577       | 16-Nov-2022 | BLACK001   | BLACK PRESS                                   | Issued    | 1000000093 | C      | 147.00     |
| 5578       | 16-Nov-2022 | BOUND001   | BOUNDARY HOME BUILDING CENTRE                 | Issued    | 1000000093 | C      | 255.18     |
| 5579       | 16-Nov-2022 | BOUNDSEP   | BOUNDARY SEPTIC SERVICE                       | Issued    | 1000000093 | C      | 886.00     |
| 5580       | 16-Nov-2022 | CANCO      | CANCO #106                                    | Issued    | 1000000093 | C      | 932.43     |
| 5581       | 16-Nov-2022 | CAROENV    | CARO ANALYTICAL SERVICES                      | Issued    | 1000000093 | C      | 382.36     |
| 5582       | 16-Nov-2022 | CARVEL     | CARVELLO LAW                                  | Issued    | 1000000093 | C      | 1,526.42   |
| 5583       | 16-Nov-2022 | CHARV001   | CHARTIER, VANESSA DAWN                        | Issued    | 1000000093 | C      | 320.00     |
| 5584       | 16-Nov-2022 | EVERITTC   | EVERITT, CHRISTOPHER                          | Issued    | 1000000093 | C      | 24.48      |
| 5585       | 16-Nov-2022 | FORTIS     | FORTIS BC                                     | Issued    | 1000000093 | C      | 3,432.35   |
| 5586       | 16-Nov-2022 | GREE       | GREENWOOD COMMUNITY ASSOCIATION               | Issued    | 1000000093 | C      | 600.00     |
| 5587       | 16-Nov-2022 | GREEN      | GREENWOOD SAW TO TRUCK REPAIRS                | Issued    | 1000000093 | C      | 3,660.06   |
| 5588       | 16-Nov-2022 | KMSTOOL    | KMS TOOLS & EQUIPMENT                         | Issued    | 1000000093 | C      | 24.63      |
| 5589       | 16-Nov-2022 | LENGPROP   | LENGAI PROPERTIES LTD.                        | Issued    | 1000000093 | C      | 1,401.76   |
| 5590       | 16-Nov-2022 | LORDC001   | LORDCO  | Issued    | 1000000093 | C      | 239.50     |
| 5591       | 16-Nov-2022 | MILLS      | MILLS OFFICE PRODUCTIVITY                     | Issued    | 1000000093 | C      | 268.65     |
| 5592       | 16-Nov-2022 | PRAXAIR    | LINDE CANADA INC                              | Issued    | 1000000093 | C      | 38.83      |
| 5593       | 16-Nov-2022 | REGAAGG    | REGASZ, AGGIE                                 | Issued    | 1000000093 | C      | 52.50      |
| 5594       | 16-Nov-2022 | REGIO001   | REGIONAL DISTRICT OF KOOTENAY BOUND/          | Issued    | 1000000093 | C      | 507.66     |
| 5595       | 16-Nov-2022 | SMIBROS    | SMITH BROS. & WILSON (BC) LTD.                | Issued    | 1000000093 | C      | 228,922.70 |
| 5596       | 16-Nov-2022 | VADIM001   | CentralSquare Canada Software Inc a CentralSq | Issued    | 1000000093 | C      | 11,288.51  |
| 5597       | 16-Nov-2022 | YBR        | YELLOWHEAD ROAD & BRIDGE                      | Issued    | 1000000093 | C      | 1,862.01   |
| 5598       | 16-Nov-2022 | YOUNG001   | YOUNG ANDERSON BARRISTERS                     | Issued    | 1000000093 | C      | 1,313.90   |
| 00525-0001 | 28-Oct-2022 | BARRY001   | NOLL, BARRY                                   | Issued    | 1000000067 | E      | 100.00     |
| 00525-0002 | 28-Oct-2022 | BOLTJ      | BOLT, JOHN                                    | Issued    | 1000000067 | E      | 100.00     |
| 00525-0003 | 28-Oct-2022 | LANG       | Lang, Colleen                                 | Issued    | 1000000067 | E      | 100.00     |
| 00525-0004 | 28-Oct-2022 | NATHJ002   | JIM, NATHORST                                 | Issued    | 1000000067 | E      | 100.00     |
| 00525-0005 | 28-Oct-2022 | SEYM       | SEYMOUR, MARK G                               | Issued    | 1000000067 | E      | 100.00     |
| 00526-0001 | 28-Oct-2022 | COLLVISA   | COLLABRIA HERITAGE CREDIT UNION               | Issued    | 1000000069 | E      | 5,500.92   |
| 00526-0002 | 28-Oct-2022 | FORTI001   | FORTIS BC - Electric                          | Issued    | 1000000069 | E      | 665.63     |
| 00526-0003 | 28-Oct-2022 | FORTI002   | FORTIS BC NATURAL GAS                         | Issued    | 1000000069 | E      | 53.30      |

## Cheque Register-Summary-Bank



AP5090

Date : Nov 23, 2022

Page :2

Time :2:20 pm 44/86

**Supplier :** HERIT To ZWARN  
**Cheque Dt.** 25-Oct-2022 To 28-Nov-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            |
|-------------------------------|-------------|-------------------|---------------------------------|------------------|---------------------|--------|-------------------|
| <b>Bank : 01 General Bank</b> |             |                   |                                 |                  |                     |        |                   |
| 00526-0004                    | 28-Oct-2022 | SHAW001           | SHAW CABLE                      | Issued           | 1000000069          | E      | 20.11             |
| 00527-0001                    | 28-Oct-2022 | COLLVISA          | COLLABRIA HERITAGE CREDIT UNION | Issued           | 1000000071          | E      | 647.12            |
| 00527-0002                    | 28-Oct-2022 | FORTI001          | FORTIS BC - Electric            | Issued           | 1000000071          | E      | 8,154.45          |
| 00527-0003                    | 28-Oct-2022 | SHAW001           | SHAW CABLE                      | Issued           | 1000000071          | E      | 589.92            |
| 00527-0004                    | 28-Oct-2022 | TELUS 003         | TELUS                           | Issued           | 1000000071          | E      | 109.49            |
| 00527-0005                    | 28-Oct-2022 | WORKS             | WORKSAFEBC                      | Issued           | 1000000071          | E      | 3,479.20          |
| 00528-0001                    | 28-Oct-2022 | FORTI002          | FORTIS BC NATURAL GAS           | Issued           | 1000000073          | E      | 637.72            |
| 00528-0002                    | 28-Oct-2022 | SHAW001           | SHAW CABLE                      | Issued           | 1000000073          | E      | 20.11             |
| 00529-0001                    | 14-Nov-2022 | CANAD003          | CANADA REVENUE AGENCY           | Issued           | 1000000091          | E      | 10,518.12         |
| 00529-0002                    | 14-Nov-2022 | MANULIFE          | MANULIFE FINANCIAL              | Issued           | 1000000091          | E      | 3,564.68          |
| 00529-0003                    | 14-Nov-2022 | MUNIP             | MUNICIPAL PENSION PLAN Nov 1    | Issued           | 1000000091          | E      | 3,422.53          |
| 00530-0001                    | 16-Nov-2022 | COLLVISA          | COLLABRIA HERITAGE CREDIT UNION | Issued           | 1000000095          | E      | 1,436.51          |
| 00530-0002                    | 16-Nov-2022 | FORTI001          | FORTIS BC - Electric            | Issued           | 1000000095          | E      | 3,314.96          |
| 00530-0003                    | 16-Nov-2022 | MUNIP             | MUNICIPAL PENSION PLAN Nov 15   | Issued           | 1000000095          | E      | 3,563.28          |
| 00530-0004                    | 16-Nov-2022 | SHAW001           | SHAW CABLE                      | Issued           | 1000000095          | E      | 763.64            |
| 00530-0005                    | 16-Nov-2022 | TELUS 003         | TELUS                           | Issued           | 1000000095          | E      | 206.73            |
| 00531-0001                    | 18-Nov-2022 | ACCUR             | ACCURA ALARMS                   | Issued           | 1000000097          | E      | 157.50            |
| 00531-0002                    | 18-Nov-2022 | MUNIP             | MUNICIPAL PENSION PLAN Oct 18   | Issued           | 1000000097          | E      | 3,072.28          |
| 00532-0001                    | 23-Nov-2022 | LANG              | Lang, Colleen                   | Issued           | 1000000102          | E      | 20.00             |
| 00532-0002                    | 23-Nov-2022 | SEYM              | SEYMOUR, MARK G                 | Issued           | 1000000102          | E      | 20.00             |
| 00532-0003                    | 23-Nov-2022 | SHAW              | SHAW, GERRY                     | Issued           | 1000000102          | E      | 80.00             |
| <b>Total Computer Paid :</b>  |             | <b>289,735.79</b> | <b>Total EFT PAP :</b>          | <b>50,518.20</b> | <b>Total Paid :</b> |        | <b>340,253.99</b> |
| <b>Total Manually Paid :</b>  |             | <b>0.00</b>       | <b>Total EFT File :</b>         | <b>0.00</b>      |                     |        |                   |

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

**CORPORATION OF THE CITY OF GREENWOOD**  
**A BYLAW TO REGULATE COUNCIL MEETINGS AND PROCEDURES**

CONSOLIDATION OF BYLAWS TO REGULATE COUNCIL MEETINGS AND PROCEDURES

BYLAW NO. 997, 2022

CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of the bylaws below. The amendment bylaws have been combined with the original bylaw for convenience only.

**AMENDMENT BYLAW**

**DATE OF ADOPTION**

|                     |                   |                                |
|---------------------|-------------------|--------------------------------|
| Bylaw No. 717, 1998 | April 27, 1998    |                                |
| Bylaw No. 738, 2000 | January 24, 2000  |                                |
| Bylaw No. 765, 2002 | February 10, 2003 | (Repealed Bylaw No. 717, 1998) |
| Bylaw No. 834, 2010 | March 22, 2010    |                                |



## BYLAW NO. 997, 2022

## A BYLAW TO REGULATE COUNCIL MEETINGS AND PROCEDURES IN THE CITY OF GREENWOOD

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

WHEREAS Section 231 of the Municipal Act requires that Council bylaw regulate Council meetings and their conduct, and provides for regulating the procedures of Council;

AND WHEREAS Section 296 of the Municipal Act requires that Council bylaw provide for the procedure to be followed in passing bylaws;

NOW THEREFORE the Council of the City of Greenwood, in open meeting assembled, ENACTS AS FOLLOWS:

Citation

1. This bylaw may be cited as "Council Procedure Bylaw No. 997, 2022".

Interpretation

2. In this bylaw, unless the context otherwise requires;
  - (a) "Act" means the Municipal Act (R.S.B.C. Chapter 290);
  - (b) "Chair" means the person presiding at a meeting of the Council, of a Committee of the Council, or the person appointed as Chair of a Standing or Select Committee of the Council, as the context requires;
  - (c) "Clerk" means the Clerk of the municipality appointed pursuant to the Act;
  - (d) "Committee" means a committee of the Council other than Committee of the Whole; (e) "Committee of the Whole" means all of the members of Council present at a meeting and sitting in committee;
  - (f) "Council" means the Council of the municipality;
  - (g) "Mayor" includes an Acting Mayor or other member chosen to preside at a meeting of Council in the absence of both the Mayor and Acting Mayor;
  - (h) "member" means a member of the Council and includes the Mayor; and
  - (i) "municipality" means the City of Greenwood; and
  - (j) "Notice Board" means the notice board at City Hall.

Bylaw No. 738, (j)  
2000 Amendment

Appointment of Acting Mayor

3.
  - (1) Council shall appoint, annually and otherwise as required, one or more of its members as Acting Mayor and, where more than one member is so appointed, Council shall prescribe the term during which each member shall serve as Acting Mayor.
  - (2) Except as provided in Section 7(2), where neither the Mayor nor the current Acting Mayor is available to perform any function of the Mayor, the member, if any, appointed under subsection (1) to next serve as Acting Mayor shall be deemed at the time to be the Acting Mayor.

### Council Meetings

#### 4. (1) Regular Council Meetings

Bylaw No. 738,  
2000 Amendment

- a. Regular meetings of Council are held at City Hall.
  - b. Regular meetings of Council are held on the 2nd and 4<sup>th</sup> Monday of each month commencing at 7:00 pm.
- (2) Unless Council otherwise determines in advance, when the day fixed for a meeting of the Council falls on a legal holiday that meeting shall be held on the next day following which is not a legal holiday.
- (3) Minutes of Council Meetings and Committee Meetings
- (a) Minutes of Council meetings must be kept in accordance with section 236 of the Municipal Act.
  - (b) Minutes of Committee meetings must be kept in accordance with section 237 of the Municipal Act.
  - (c) Section (b) applies to meetings of:
    - i. Select or standing committees of Council; and
    - ii. Any other body composed solely of Council members acting as council members."
- (4) Attendance of Public at Meetings
- (a) Subject to sections 242.2 and 242.5 of the Municipal Act, all Council meetings must be open to the public.
  - (b) Where Council wishes to close a meeting to the public, it may do so by adopting a resolution in accordance with section 242.3 of the Municipal Act.
  - (c) This section applies to meetings of bodies referred to in section 242.7 of the Municipal Act, including, without limitation:
    - i. Select or standing committees of council;
    - ii. The board of variance
- (5) Where Council by resolution determines that the conduct of a person present at any meeting of Council is improper it may order such person to leave the meeting and, in case of refusal to do so, that person may, on the order of the Mayor, be removed therefrom by the police.

### Special Council Meetings

#### 5. (1) Notice of Special Council Meeting

Bylaw No. 738,  
2000 Amendment

- Except where notice of a special meeting is waived by a unanimous vote of all council members under section 223(3) of the Municipal Act, at least 24 hours before a special meeting of Council, (the person responsible for corporate administration under section 197 of the Municipal Act) must:
- (a) Give advance public notice of the time, place and date of the meeting by way of a notice board at City Hall; and
  - (b) Give notice of the special meeting in accordance with section 223 of the Municipal Act.
- (2) Notwithstanding subsection (1), notice of a special meeting may be waived by a unanimous vote at a meeting at which all members are present.
- (3) The Mayor may call a special meeting of the Council and 2 or more members may, in writing, request the Mayor to call a special meeting.

- (4) Where the Mayor, within 24 hours after receiving a request under subsection (3), refuses or neglects to call a special meeting to be held within 7 days after he receives the request, or where the Mayor is absent, 2 or more members may call a special meeting, and they shall sign's notice of the meeting.
- (5) The order of business on the agenda of a special meeting shall include:
  - (a) adoption of the agenda;
  - (b) such specific matters as are to be dealt with at that meeting; and
  - (c) adjournment.
- (6) Any matter which is not on the agenda of a special meeting may not be dealt with at that meeting unless all members are present and agree.

#### In Camera Special Council Meetings

6. (1) If, in the opinion of the Council, the public interest so requires, persons other than members and officers, or persons other than members, may be excluded from a special meeting.
- (2) The following and no other matters may be dealt with at a special meeting of the Council, or a portion thereof, from which members of the public have been excluded under subsection (5):
  - (a) personnel matters, including labor relations, contract negotiations and Council appointments;
  - (b) legal opinions and advice, and matters relating to litigation or potential litigation;
  - (c) matters relating to the proposed acquisition or disposal of real property; and
  - (d) matters relating to the nomination, appointment, or recognition of individual members of the public.
- (3) Council may at any time by resolution determine to make public the decision taken on any matter dealt with at an in camera special Council meeting when, in the opinion of Council, it is then in the public interest to do so. Prior to the adjournment of every in camera special meeting, Council shall consider what decisions (if any) made at that meeting can be made public, and the timing and manner in which such decisions will be made public.
- (4) Except as provided in subsection (3), no member may, either privately or publicly, disclose the content of any discussion or decision at an in camera special Council meeting. A member who discloses the content of any discussion or decision at an in camera special Council meeting contrary to this section shall be deemed to be guilty of improper conduct, and that member may be expelled from the next regular or special meeting of Council under the provisions of section 4.(5) of this bylaw.

#### Opening Procedures

7. (1) As soon after the hour of meeting as there shall be a quorum present, the Mayor shall take the Chair and call the members to order.
- (2) If the Mayor is not in attendance within 15 minutes after the time appointed for a meeting, the Acting Mayor shall take the Chair and call the members to order. If the Acting Mayor is absent, the Clerk shall call the members to order and, if a quorum is present, the members shall appoint an Acting Chair who shall preside during the meeting or until the arrival of the Mayor or Acting Mayor. A member appointed as Acting Chair has all the authority and is subject to the same rules as the Mayor.

- (3) If there is no quorum present within 30 minutes after the time appointed for the meeting, the Clerk shall record in the minutes the names of the members present and the meeting shall stand adjourned until the next day of meeting.

#### Council Meeting Agendas

8. (1) Prior to each regular and special meeting of the Council the Clerk shall, in consultation with the Mayor, prepare an agenda for the meeting.

- (2) Notice of Regular Council Meetings

Bylaw No. 738,  
2000 Amendment

(a) At least 72 hours (or by the close of business the Friday) before a regular meeting of Council, (the person responsible for corporate administration under section 197 of the Municipal Act) must give public notice of the time, place and date of the meeting by way of a notice posted on the notice board.

(b) At least 24 hours (or by the close of business the Friday) before a regular meeting of Council, (the person responsible for corporate administration under section 197 of the Municipal Act) must give further public notice of the meeting by:

- i. posting a copy of the agenda on the notice board; and
- ii. leaving copies of the agenda at the reception counter at City Hall for the purpose of making them available to members of the public.

(c) At least 24 hours (or by the close of business the Friday) before a regular meeting of Council, (the person responsible for corporate administration under section 197 of the Municipal Act) must deliver a copy of the agenda to each member of Council at the place to which the Council member has directed notices to be sent.

- (3) The business at all regular meetings of the Council shall proceed in the following order unless otherwise determined by a majority vote of the members present at the meeting:

- (a) Call to Order
- (b) Adoption of the Agenda
- (c) Delegations
- (d) Adoption of Minutes
- (e) Correspondence for Information
- (f) Correspondence for Action
- (g) Committee Reports
- (h) Other reports from Councillors
- (i) Mayor's Report
- (j) Administrator's Report
- (k) Public Works Foreman's Report
- (l) Accounts Payable
- (m) New and Unfinished Business
- (n) Bylaws
- (o) Notices of Motion
- (p) Question Period
- (q) Adjournment.

- (4) At Council's discretion, previous matters for discussion may be included on subsequent Agenda after a period of three months.

Bylaw No. 834,  
2010 Amendment

9. Every regular and special meeting of Council shall be adjourned not later than 4 hours after that meeting was called to order unless the members then present determine by a two-thirds majority vote to continue the meeting beyond that hour.

Rules of Conduct

10. (1) Every member shall address himself or herself to the Chair before speaking to any question or motion.
- (2) Members shall address the Mayor as "Your Worship", "Mr. Mayor", or "Madam Mayor" as appropriate, and shall address and refer to other members of Council by their title of "councillor".
- (3) No member shall:
- (a) speak disrespectfully of any person,
  - (b) use offensive language in or against the Council, or against a member;
  - (c) reflect upon any resolution of the Council except for the purpose of moving that such resolution be reconsidered, rescinded, or otherwise dealt with in accordance with the provisions of this bylaw;
  - (d) interrupt a member who is speaking, except to raise a point of order; or
  - (e) disobey the rules of the Council or resist a decision of the Council or the Mayor on questions of order or practice, or interpretation of the rules of the Council.
10. (4) If a member takes an action prohibited in subsection (3), he or she may be ordered by a majority vote of the members to leave his or her seat for that meeting, and if the member refuses to do so, he or she may, on the order of the Mayor, be removed from the meeting by a peace officer.
- (5) If a member referred to in subsection (4) apologizes to the Council, the members may permit the offending member to forthwith resume his or her seat.

Rulings and Appeals

11. The preservation of order at meetings and appeals from rulings on points of order shall be in accordance with the provisions of sections 224, 226 and 227 of the Act.

Voting

12. (1) Voting on questions, resolutions and bylaws shall be conducted in accordance with the provisions of section 225 of the Act, and the required majority in particular matters shall be determined by the applicable sections of the Act.
- (2) A member present when a question is put is expected to vote unless the member considers that he or she is not entitled to participate in the discussion of the matter or to vote on a question in respect of the matter, in which case the member shall declare this and state in general terms the reason why the member considers this to be the case.
- (3) After making a declaration required by subsection (2), the member
- (a) shall not take part in the discussion of the matter, and is not entitled to vote on any question in respect of the matter;
  - (b) shall immediately leave the meeting or that part of the meeting during which the matter is under consideration; and
  - (c) shall not attempt in any way, whether before, during or after the meeting, to influence the voting on any question in respect of the matter.

- (4) When a declaration required by subsection (2) is made,
  - (a) the person recording the minutes of the meeting shall record the member's declaration, the reasons given for it, and the time of the member's departure from the meeting room and, if applicable, of the member's return, and
  - (b) the person presiding at the meeting shall ensure that the member is not present at the meeting at the time of any discussion or vote on the matter.
- (5) Immediately following the vote, the Chair shall state whether each motion is carried or defeated.
- (6) At the request of a member who voted against a motion that is carried, the Clerk shall record the member's opposition to the motion in the minutes, provided the request is made immediately following the vote on the question.
- (7) No vote shall be taken in Council by ballot or any other method of secret voting.

#### Delegations and Petitions

13. (1) Unless otherwise determined by a resolution of the Council, no person or group of persons may appear before the Council unless that person or group has provided written notice of their wish to appear before the Council. Such notice shall be filed with the Clerk not later than 10:00 am. on the third day immediately preceding the day of the meeting at which the delegation wishes to appear. A Saturday, Sunday, or statutory holiday shall not be included in calculating the time limit for filing the notice. The notice shall set out the subject matter to be dealt with, the proposal intended to be made, and the name of the person or persons who will address the Council. Copies of the notice shall be provided to the Council with the agenda for the meeting at which the delegation is to be heard.
- (2) A delegation shall appoint a speaker or, at the discretion of the Council, more than one speaker, and every delegation shall be allowed 10 minutes to present its petition or submission, however this period may be extended by resolution of the Council.
- (3) The Council may dispose of the petition or submission at the meeting at which it is received, refer the matter to a committee, or take such other action as it deems expedient. In order to be included on the Regular Council Meeting Agenda, requests to Council must be submitted to the City Office by 12:00 pm on the Wednesday preceding the regularly scheduled meeting. Council will receive requests/ delegations at the Regular Council Meeting, but will defer any decision until the next regularly scheduled meeting. This procedure may be waived at the discretion of Council in urgent situations."
- (4) A petition presented to the Council shall include the name of each petitioner, and his or her residential address and telephone number. In the case of a corporation, the authority given by the corporation to sign the petition shall be produced with it.

Bylaw No. 834,  
2010 Amendment

#### Question Period

14. (1) 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.

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

### Motions

15. (1) Every motion shall be stated or read by the mover, who alone may make introductory remarks thereon.
- (2) When required by the Mayor, a motion shall be in writing and a copy shall be given to the Clerk before such motion shall be open for discussion.
- (3) When a motion has been moved and seconded it shall be deemed to be in possession of the Council and shall be open for consideration, but it may be withdrawn by the mover with the consent of the majority of the members present.
- (4) A motion that has been seconded shall be read by the Clerk before debate if requested by any member, or if considered necessary by the Clerk or the Mayor in order to ensure that the motion has been correctly recorded.
- (5) No member may speak more than twice to the same question without leave of the Council except to explain a material part of his speech which may have been misunderstood, and in doing so the member may not introduce new information.
- (6) A member who has moved a main motion shall be allowed a reply, but not a member who has moved an amendment.
- (7) After a question is finally put by the Mayor, no member shall speak to the question, nor shall any other motion be made until after the result of the vote has been declared.
- (8) The decision of the Mayor as to whether the question has been finally put shall be conclusive.
- (9) When a motion is under consideration no other motion shall be received except a motion:
- (a) to adjourn;
  - (b) to table;
  - (c) to move the previous question;
  - (d) to postpone definitely;
  - (e) to refer;
  - (f) to amend; or
  - (g) to postpone indefinitely.
- (10) A motion to table may not specify a time at which the pending motion is to be further considered by the Council, and the tabled motion
- (a) may be removed from the table and further considered by adoption of a motion to remove the pending motion from the table, and
  - (b) if not removed from the table as provided in clause (a), the pending motion shall expire upon adjournment of the next regular meeting following that at which it was tabled.
- (11) A motion to postpone definitely shall defer consideration of the pending motion until a later time in the same meeting or until the next regular meeting, but may not defer consideration beyond the adjournment of the next regular meeting.
- (12) A motion to postpone indefinitely removes the pending motion from further consideration without requiring a vote on the pending motion.



- (13) The several motions in subsection (9) shall have precedence in the order in which they are listed, and motions (a), (b), and (c) are neither amendable nor debatable.
- (14) Amendments to a motion shall be decided upon before the main question is put to a vote, and only one amendment shall be allowed to an amending motion.
- (15) Until it is decided, a motion to refer the subject matter to a Committee shall preclude amendments of the main question.
- (16) A motion to adjourn the meeting or to adjourn the debate shall always be in order, but if such motion is defeated a second motion to the same effect shall not be made until some intermediate business or matter has been disposed of.

16. Notices of Motion

- (1) At any regular meeting of the Council any member may give notice of a motion to be moved at a future meeting of the Council by reading to the Council, at the time of giving such notice, the text of the motion to be so moved, and giving to the Clerk at that time a copy in writing of the said motion.
- (2) Every notice of motion shall specify the meeting at which the motion will be presented, and the Clerk shall include the subject referred to in the notice of motion on the agenda of the meeting specified in the notice.

17. Bylaws

- (1) Every bylaw shall receive 3 separate readings and shall be reconsidered not less than one day after third reading and before adoption.
- (2) Unless otherwise required by the Act, all 3 readings of a bylaw may be given at the same meeting.
- (3) Notwithstanding subsection (1), in accordance with subsection 956(10) of the Act, Council may reconsider and adopt an official community plan bylaw, a zoning bylaw, or an amendment to either at the same meeting at which the bylaw passed third reading.
- (4) The question on the motion for first reading of a bylaw shall be decided without amendment or debate.
- (5) If a motion for first reading of a bylaw is not seconded, or is defeated, the bylaw shall be considered defeated and shall not be brought forward to be considered by Council on a subsequent agenda.
- (6) The title and the intended object only of the bylaw shall be read by the Mayor or Clerk at each reading of the bylaw, unless a majority of the members require that it be read in full.
- (7) At the request of any member, the whole or any part of a bylaw shall be read before the motion for reconsideration and adoption is put.
- (8) Where a bylaw requires the assent of the electors or the approval of the Lieutenant Governor in Council, the minister or the inspector, the assent or approval shall be obtained after the bylaw has been given third reading and before it is reconsidered and adopted.
- (9) A bylaw shall not come into force until it has been given 3 readings and has been adopted by Council.
- (10) One signed and sealed copy of every adopted bylaw, bearing evidence of approval, if any, shall be kept by the Clerk among the records of the Municipality.

### Public Hearings

18. (1) Every public hearing shall be advertised in accordance with the requirements of the Act, and shall be scheduled to begin at 6:30 pm on the date of a regular meeting of the Council unless by resolution of Council it is scheduled for another time.
- (2) The first order of business at every public hearing shall be the appointment of a Chairman and Secretary of that public hearing.
- (3) Where a public hearing is required under section 956 of the Act, it shall be held after the second reading and before the third reading of the bylaw.

### Committee of the Whole

19. (1) A meeting of the Committee of the Whole may be called by the Mayor at any time.
- (2) The current Acting Mayor shall chair meetings of the Committee of the Whole and report on its proceedings unless the Committee or Council determines otherwise.
- (3) A meeting of the Committee of the Whole during a meeting of Council shall be called by a motion "That Council resolve into Committee of the Whole".
- (4) A meeting of the Committee of the Whole during a Council meeting may be closed by a motion "That the Committee rise and report" if a report is to be made to the Council, or a motion "That the Committee now rise" if no report is to be made by the Committee.
- (5) The rules of the Council shall generally be observed in Committee of the Whole, except that no motion shall require to be seconded, nor shall the number of times a member speaks on any question be limited except as provided in subsection (6)(b).
- (6) (a) A motion in Committee of the Whole to rise without reporting shall always be in order, and shall take precedence over any other motion.
- (b) Debate on a motion under clause (a) shall be allowed, but no member shall speak more than once to the motion and, on an affirmative vote, the subject referred to the Committee shall be deemed to have been considered and disposed of by the Committee.
- (7) When the Committee of the Whole has partly considered a matter it may report progress and ask leave to sit again.

### Standing and Select Committees

20. (1) Standing and Select Committees shall be governed by the provisions of sections 241 and 242 of the Act.
- (2) A member may be appointed to a Standing or Select Committee even if that member is absent from the Council meeting at which the appointment is made.
- (3) Where provision has not otherwise been made for the election or appointment of the Chair of any Committee, the Chair shall be named by Council at the time the members of the Committee are appointed.
- (4) A member of the Council may attend the meetings of any of its Committees that the member has not been appointed to, and may take part in any discussion or debate with the permission of a majority of members of the Committee, but that member shall not be allowed to vote.

- (5) The general duties of all the Standing Committees of the Council shall be as follows:
- (a) to consider and report to the Council from time to time, or whenever desired by the Council and as often as the interests of the municipality may require, on all matters referred to it by the Mayor or the Council or coming within its purview, and to recommend such action by the Council in relation to those matters as the Committee deems necessary;
  - (b) to carry out the specific instructions of the Council expressed by resolution in regard to any matter referred by the Council to the Committee for immediate action upon it, and to report its action in detail at the next regular or other meeting of the Council thereafter, as specified in the instructions of the Council; and
  - (c) to carry out the duties and follow the procedure established by policy of the Council.
- (6) A member who introduces a motion upon any subject which may require the appointment of a Select Committee shall be appointed as a member of the Committee.
- (7) A majority of the members appointed to a Standing or Select Committee shall constitute a quorum.
- (8) In the transaction of business all Standing and Select Committees shall adhere as closely as possible to the rules governing proceedings at meetings of the Council.
- (9) A Select Committee shall, upon completion of its assignment, or upon submitting its report to the Council, be automatically dissolved.
- (10) The attendance and examination of witness before any Standing or Select Committee shall be governed by the provisions of section 243 of the Act.
- (11) The standing and select committees of Council do not meet on a regular basis. Committee meetings are held on as needed.
- (12) Notice of Committee Meetings
- At least 24 hours before the committee meeting the person responsible for corporate administration under section 197 of the Municipal Act must give advance public notice of the time, place and date of the meeting by way of a notice posted on the notice board.

Bylaw No. 738,  
2000 Amendment

#### Miscellaneous

- 21. Subject to the provisions of the Act, all points of order not dealt with in this bylaw shall be decided in accordance with the rules contained in the most recent edition of Robert's Rules of Order Newly Revised.
- 22. Where there is a conflict between the provisions of this bylaw and the Act, the provisions of the Act shall apply.
- 23. This bylaw shall not be amended except by a bylaw passed at a regular meeting of Council pursuant to a notice in writing-given and openly announced at an earlier regular meeting.

#### Repeal

- 24. City of Greenwood Procedure Bylaw 654 is repealed.

#### Effective Date

- 25. This bylaw shall come into full force and effect upon adoption.

|                         |                                       |
|-------------------------|---------------------------------------|
| Read a First Time this  | 7 <sup>th</sup> day of November, 2022 |
| Read a Second Time this | 7 <sup>th</sup> day of November, 2022 |
| Read a Third Time this  | 7 <sup>th</sup> day of November, 2022 |
| Adopted by Council this |                                       |

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Mayor

Certified a true copy of Bylaw No. 997, 2022  
On the \_\_\_\_ day of \_\_\_\_\_, 2022.

---

Corporate Officer

**CORPORATION OF THE CITY OF GREENWOOD**  
**BYLAW NO. 998, 2022**  
**REVENUE ANTICIPATION BORROWING BYLAW**

**A BYLAW TO PROVIDE FOR THE BORROWING OF MONEY IN ANTICIPATION OF REVENUE**

WHEREAS the municipality does not have sufficient money on hand to meet the current lawful expenditures of the municipality;

AND WHEREAS it is provided by Section 177 of the *Community Charter* that Council may, without the assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of such sums of money as may be necessary to meet the current lawful expenditures of the municipality provided that the total of the outstanding liabilities does not exceed the sum of:

- a) The whole amount remaining unpaid of the taxes for all purposes levied during the current year, provided that prior to the adoption of the annual property tax bylaw in any year, the amount of the taxes during the current year for this purpose shall be deemed to be 75% of the taxes levied for all purposes in the immediately preceding year; and
- b) The whole amount of any sums of money remaining due from other governments;

AND WHEREAS there are no liabilities outstanding under Section 177;

AND WHEREAS the total amount of liability that Council may incur is four hundred forty three thousand, four hundred forty seven dollars (\$443,447), made up of the sum of four hundred forty three thousand, four hundred forty seven dollars (\$443,447), being 75% of the whole amount of the taxes levied for all purposes in prior year, and zero dollars (\$0), being the whole amount of the sum of money remaining due from other governments;

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

1. This bylaw may be cited as "Revenue Anticipation Borrowing Bylaw No. 998, 2022".
2. The Council shall be and is hereby empowered and authorized to borrow upon the credit of the municipality an amount or amounts not exceeding the sum of four hundred forty three thousand, four hundred forty seven dollars (\$443,447).
3. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and the officer assigned the responsibility of financial administration of the municipality.
4. All unpaid taxes and the taxes of the current year when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.
5. That the "Revenue Anticipation Borrowing Bylaw No. 998, 2022" will be in effect on January 1, 2023.

Read a First Time this  
Read a Second Time this  
Read a Third Time this  
Adopted by Council this

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Mayor

Certified a true copy of Bylaw No. 998, 2022

On the      day of                      , 2022.

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Corporate Officer

## MEMORANDUM TO COUNCIL

**To:** Mayor and Council **Date:** November 24, 2022

**From:** Andrea Sherstobitoff, CO **Date to Council:** November 28, 2022

**Subject:** Revitalization Tax Exemption Bylaw

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### **Rationale**

The purpose of this report is to present Council with the proposed 2023 Revitalization Tax Exemption Bylaw No. 999, 2022.

### **Options**

1. Council may choose to give First, Second and Third Readings to Bylaw No. 999, 2022 as presented, including an amendment to Schedule A – Revitalization Area;
2. Council may choose to give First, Second and Third Readings to Bylaw No. 999, 2022 as amended, excluding the recommended amendment to Schedule A – Revitalization Area;
3. Council may choose to refer the issue back to staff for additional information.
4. Council may choose not to support the recommendation.

### **Recommendations**

That Council give First, Second and Third Reading to Bylaw 999, 2022 as presented, including an amendment to Schedule A – Revitalization Area.

### **Background**

Revitalization tax exemptions are a tool employed by municipalities to encourage and improve various types of revitalization efforts in the community. These may include a range of economic, environmental or social objectives.

The City of Greenwood Revitalization Tax Exemption Program provides temporary tax relief to properties owners to encourage investment, stimulate economic growth and revitalize the downtown core.

The City of Greenwood's Official Community Plan (OCP) includes a Downtown Revitalization Area that focuses on the preservation of the heritage buildings that reflect Greenwood's unique history. The OCP's policies are intended to protect and improve these structures and recognizes that these efforts may require substantial private investment.



In addition to the Downtown Revitalization Area, the OCP acknowledges the importance of retaining the available commercially zoned properties in Greenwood located outside the downtown area and directly adjacent to Highway 3.

#### **Schedule A Revitalization Area Map Amendment**

Staff is recommending amendments to the Schedule A Revitalization Area Map to include additional commercially zoned properties adjacent to Highway 3. Residential and recreational properties are not eligible for this program.

The map amendment includes the addition of the following properties:

- Lots 1-8, Block 67 (between Gowrie Street and Davidson Street)
- Lot 1, Block 38 (between Berta Street and Rendell Street)
- Lot A, Block 22 (between Louisa Street and Ida Street)
- Lot A and Lot 1, part of Block 14 (between Brooklyn Street and Providence Street)
- Lots 1-4, and Lots 13-24, part of Block 6 (between Providence Street and Mineral Street)

#### **Attachments**

**Attachment 1:** Bylaw No. 999, 2022 – Revitalization Tax Exemption Bylaw

**CORPORATION OF THE CITY OF GREENWOOD  
BYLAW NO. 999, 2022**

**REVITALIZATION TAX EXEMPTION BYLAW NO. 999, 2022**

WHEREAS Council may, by bylaw, provide for a revitalization tax exemption program in accordance with the *Community Charter*;

AND WHEREAS Council wishes to establish a revitalization tax exemption program to encourage property investment and revitalization in the Revitalization Area;

AND WHEREAS Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the Downtown Revitalization Area identified in the Official Community Plan and commercially zoned properties on Highway 3 (Schedule "A"); and to reinforce the City's investment in infrastructure upgrades and beautification projects;

AND WHEREAS Council has designated the Revitalization Tax Exemption Area pursuant to the City of Greenwood's Official Community Plan.

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

**INTERPRETATION**

**1. Citation**

This Bylaw may be cited as "City of Greenwood Revitalization Tax Exemption Bylaw No. 999, 2022".

**2. Definitions**

"Agreement" means a Revitalization Tax Exemption Agreement, as set out in Schedule "B", attached hereto and forming part of this Bylaw, between the owner of a property located in the Revitalization Area as set out on Schedule "A", attached hereto and forming part of this Bylaw, and the City of Greenwood;

"Assessed Value" will have the same meaning as set out in the Assessment Act;

"Base Amount" means an assessed value of land and improvements used to calculate municipal property tax payable (excluding specified area levies) on a Property located in the Revitalization Area during the Base Amount Year;

"Base Amount Year" means the calendar year prior to the first calendar year in respect of which an Agreement applies to a property in the Revitalization Area and/or the calendar year in which the Revitalization Tax Exemption Certificate is issued;

"City" means the City of Greenwood;

"Corporate Officer" means the Corporate Officer of the City of Greenwood;

"Council" means the Council of the City of Greenwood;

"Owner" means the legal registered owner and any subsequent owner of the Property or any parts into which the Property is subdivided, and includes any person who is a registered owner in fee simple of the Property from time to time;

"Property" means the legally described land and improvements to which a Revitalization Tax Exemption is applied for and as legally described in the Agreement;

"Revitalization Area" means commercially zoned Property on Highway 3, and the Downtown Revitalization Area identified in the Official Community Plan. These areas are designated and set out on Schedule "A" attached hereto and forming part of this Bylaw;

"Revitalization Tax Exemption" means a revitalization tax exemption pursuant to a Revitalization Tax Exemption Certificate;

"Revitalization Tax Exemption Certificate" means a revitalization tax exemption pursuant to this Bylaw.

"Schedule A" identifies the Revitalization Tax Exemption Program priority areas to which properties are eligible for a Revitalization Tax Exemption.

## **2. Administration**

Any enactments referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.

## **3. Regulations**

3.1 There is established a revitalization tax exemption program which includes the following:

a) Revitalization Tax Exemptions authorized under this Bylaw applies to:

- i) the construction of a new improvement where the construction has a value in excess of \$25,000.00;
- ii) the alteration of an existing improvement where the alteration has a value in excess of \$25,000.00; and

wherein the property is located within the Revitalization Area as set out on Schedule "A" attached hereto and forming part of this Bylaw.

b) Any construction of a new improvement or alteration of an existing improvement as outlined in Section 3.1 a) of this Bylaw undertaken prior to the application for a Revitalization Tax Exemption will be eligible for consideration as of July 1, 2023.

c) The maximum Revitalization Tax Exemption authorized under this Bylaw must not exceed the increase in the assessed value of the improvements on the Property between:

- i) the calendar year before the construction or alteration began, as outlined under Section 3.1 a) of this Bylaw; and
- ii) the calendar year in which the construction or alteration as outlined under Section 3.1 a) of this Bylaw is completed.

- d) The Property's assessed value of improvements must not be reduced below the amount assessed in the calendar year prior to construction or alteration, as outlined in Section 3.1 a) of this Bylaw, as a result of the Revitalization Tax Exemption.
- e) The maximum term of a Revitalization Tax Exemption is contingent on when the Revitalization Tax Exemption Certificate for the Property is issued by the City pursuant to this Bylaw and the Agreement:
  - i) if the construction or alterations as outlined in Section 3.1 a) of this Bylaw have commenced on or before October 31 and will be assessed on the subsequent year's assessment roll, then the Revitalization Tax Exemption Certificate will be issued one (1) year and a subsequent Revitalization Tax Exemption Certificate will be issued for the next four (4) years plus a single renewal for a term of an additional five (5) years;
  - ii) if the construction or alterations as outlined in Section 3.1 a) of this Bylaw have commenced and been completed on or before October 31 and will be assessed on the subsequent year's assessment roll, then the Revitalization Tax Exemption Certificate will be issued five (5) years plus a single renewal for a term of an additional five (5) years;
- f) The amount of Revitalization Tax Exemptions authorized under this Bylaw to calculate the general municipal property tax payable (excluding specified area levies) is equal to any increase in the assessed value of improvements on the Property attributed to construction or alterations as outlined in Section 3.1 a) of this Bylaw (hereinafter referred to as the Total Amount) and is as follows:
  - i) Year 1-5    Total Amount
  - ii) Year 6    Total Amount less 20%
  - iii) Year 7    Total Amount less 40%
  - iv) Year 8    Total Amount less 60%
  - v) Year 9    Total Amount less 80%
  - vi) Year 10    Total Amount less 100% - No Revitalization Tax Exemption, the Property is fully taxable.

3.2 The kinds of properties that will be eligible for a Revitalization Tax Exemption under this Bylaw will be limited to commercial properties in the Revitalization Area.

3.3 This Bylaw does not apply to a property unless:

- a) the property is located in the Revitalization Area shown on Schedule "A" attached hereto and forming part of this Bylaw; and
- b) the Owner of the property has entered into an Agreement with the City as set out in Schedule "B" attached hereto and forming part of this Bylaw.

3.4 Where a property is partially within the Revitalization Area, this Bylaw shall apply where at least 50% of the property lies within the Revitalization Area.

3.5 Once the conditions established under this Bylaw and the Agreement as set out in Schedule "B" attached hereto and forming part of this Bylaw, have been met, a Revitalization Tax Exemption Certificate must be issued for the Property.

3.6 The Revitalization Tax Exemption Certificate must, in accordance with the conditions established in this Bylaw and the Agreement set out in Schedule "B" attached hereto and forming part of this Bylaw, specifies the following:

- a) the amount of the Revitalization Tax Exemption or the formula for determining the Revitalization Tax Exemption;
- b) the term of the Revitalization Tax Exemption;
- c) the conditions on which the Revitalization Tax Exemption is provided; and
- d) that a recapture amount is payable if the Revitalization Tax Exemption Certificate is cancelled and how that amount is to be determined.

3.7 If an Owner wants to apply for a Revitalization Tax Exemption under the Bylaw, the Owner must apply to the Corporate Officer in writing and must submit the following with the application:

- a) a certificate that all taxes assessed and rates, charges, and fees imposed on the Property have been paid and where taxes, rates or assessments are payable by installments, that all installments owing at the date of the certificate have been paid; the provision for Development Cost Charge installments shall be pursuant to the Local Government Act and Regulations.
- b) a completed written application as per Schedule "C" attached hereto and forming part of this Bylaw available in the office of the Corporate Officer;
- c) description of the construction or alteration as outlined in Section 3.1 a) of this Bylaw, that would be eligible under the Bylaw for a Revitalization Tax Exemption;
- d) an examination fee in the amount of \$100.00; and
- e) a copy of the Agreement as set out in Schedule "B" attached hereto and forming part of this Bylaw, duly executed by and on behalf of the Owner.

3.8 In the event that the conditions under which a Revitalization Tax Exemption Certificate was issued are no longer met by the Owner, as set out in Section 2.9 of this Bylaw, the Owner must pay to the City a recapture amount of the foregone property taxes of the following applicable percentage of the total Revitalization Tax Exemptions obtained under this Bylaw:

- a) Years 1 to 10: 50%

3.9 A Revitalization Tax Exemption Certificate will be cancelled if:

- a) The commercial zoning is changed within the Revitalization Area.
- b) the Owner breaches any covenant or condition of this Bylaw or the Agreement set out in Schedule "B" attached hereto and forming part of this Bylaw;
- c) the Owner has allowed the property taxes to go into arrears or to become delinquent; or
- d) the property is put to a use that is not permitted within the commercial zones in the Revitalization Area.

3.10 The Corporate Officer is hereby authorized to execute the documentation necessary to give effect to the provisions of this Bylaw, including the Agreement set out in Schedule "B" attached hereto and forming part of this Bylaw.

#### 4. Severability

If any section or phrase of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, it shall be severed and the invalidity of the remaining provisions of this Bylaw shall not be affected.

#### 5. Repeal

Bylaw No. 981, 2021, cited as "City of Greenwood Revitalization Tax Exemption Bylaw" is repealed.

#### 6. Effective Date

This Bylaw shall come into full force and effect upon adoption.

Read a first time this  
Read a second time this  
Read a third time this  
Adopted by Council this

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Mayor

Certified a true copy of Bylaw No. 999, 2022

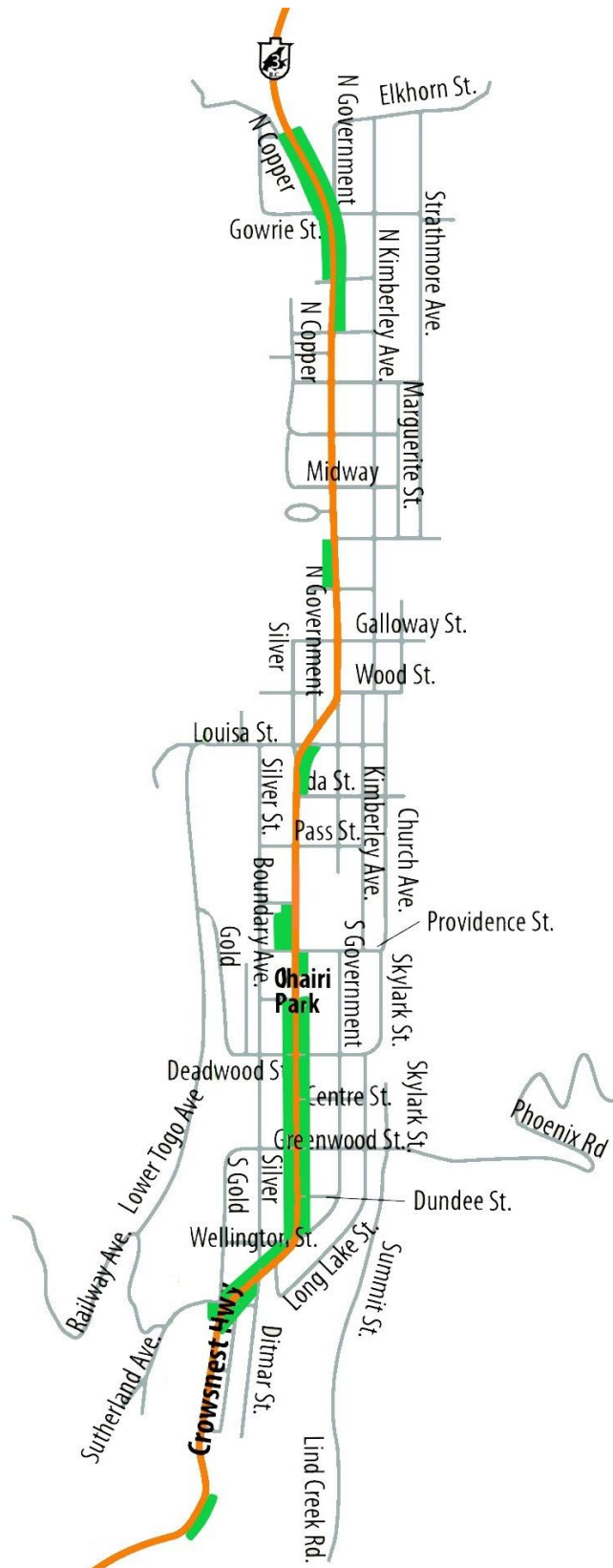
On the \_\_\_\_ day of \_\_\_\_\_, 2022.

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Corporate Officer

BYLAW NO. 999, 2022

SCHEDULE "A"  
REVITALIZATION AREA



(Applicable areas are marked green)



**BYLAW NO. 999, 2022**

**SCHEDULE "B"  
REVITALIZATION TAX EXEMPTION AGREEMENT**

This Agreement dated for reference the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

BETWEEN

Name and Address of Owner (hereinafter called the Owner)

**OF THE FIRST PART**

AND

City of Greenwood (hereinafter called the City)  
202 S. Government Avenue  
Box 129  
Greenwood, BC V0H1J0

**OF THE SECOND PART**

WHEREAS the City has under the Bylaw defined in this Agreement established a revitalization tax exemption program for the purpose of encouraging revitalization of an area of the municipality;

AND WHEREAS Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the Downtown Revitalization Area and commercially zoned properties on Highway 3 (Schedule "A" Revitalization Area); and to reinforce the City's investment in infrastructure upgrades and beautification projects;

AND WHEREAS the Property that is the subject of this Agreement is located in an area designated by the City Council as a Revitalization Area legally described as:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(hereinafter referred to as the Property);

AND WHEREAS the Owner is a registered Owner in fee simple of the Property defined in this Agreement;

AND WHEREAS this Agreement contains the terms and conditions respecting the provision of a Revitalization Tax Exemption under the Bylaw defined in this Agreement;

AND WHEREAS the Property that is subject of this Agreement is zoned Commercial and shall remain zoned commercial for the duration of this Agreement;

AND WHEREAS the Owner and the City wish to enter into this Agreement.

THIS AGREEMENT WITNESSES that in consideration of the mutual covenants and agreements contained in this Agreement and the payment by the Owner to the City consideration in the amount of \$10.00 (Ten) Dollars, the receipt and sufficiency of which are acknowledged by the City, the City and Owner covenant and agree with each other as follows:

## **DEFINITIONS**

1. In this Agreement the following words have the following meanings:

"Agreement" means this Agreement, including the standard charge terms contained in this Agreement;

"Assessed Value" means the most recent assessed value of the Property as determined by the BC Assessment Authority in the area in which the Property is located; if such value is not available then the assessed value means the highest price in terms of money that the real property will fetch under all conditions requisite to a fair sale with the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus as estimated by a real estate appraiser accredited in the jurisdiction in which the Property is located;

"Bylaw" means "City of Greenwood Revitalization Tax Exemption Bylaw No. 999, 2022", in force from time to time;

"Council" means the Council of the City of Greenwood;

"Owner" means the legal registered owner and any subsequent owner of the Property or any parts into which the Property is subdivided, and includes any person who is a registered owner in fee simple of the Property from time to time;

"Property" means the legally described land and improvements to which a Revitalization Tax Exemption is applied for and as legally described in the Agreement;

## **TERM**

2. The Owner covenants and agrees with the City that the term of this Agreement is:
  - a) 5 years commencing on January 1 of the first calendar year after the calendar year that the Revitalization Tax Exemption Certificate is issued; and
  - b) A renewal term of an additional 5 years at the election of the Owner.

## **RENEWAL**

3. The Owner must make application to the City for a renewal by October 31 in the year prior to the year in which the Revitalization Tax Exemption is requested to qualify for a renewal for the additional 5 years.

## **APPLICATION IMPROVEMENTS**

4. The Revitalization Tax Exemption authorized under the Bylaw applies to:
  - a) construction of a new improvement where the value of the construction referred to in the building permit is in excess of \$25,000.00; or
  - b) alteration of an existing improvement, where the value of the alteration referred to in the building permit is in excess of \$25,000.00;

Any construction of a new improvement or alteration of an existing improvement as outlined in this section that is undertaken prior to the application for a Revitalization Tax Exemption will not be eligible for consideration.

#### **REVITALIZATION TAX EXEMPTION CERTIFICATE**

5.
  - a) Once the Owner has completed the construction of the new improvement or alteration of an existing improvement referred to in Section 4 of this Agreement and the City has issued an Occupancy Permit under the City's Building Regulation Bylaw, in force from time to time, in respect of the new improvement or alteration of an existing improvement, the City must issue a Revitalization Tax Exemption Certificate to the Owner of the Property if the Owner and the Property are otherwise in compliance with this Agreement.
  - b) A Revitalization Tax Exemption Certificate must, in accordance with the conditions established under the Bylaw and this Agreement, specify the following:
    - i) The amount of the Revitalization Tax Exemption or the formula for determining the Revitalization Tax Exemption;
    - ii) The term of the Revitalization Tax Exemption;
    - iii) The conditions on which the Revitalization Tax Exemption is provided; and
    - iv) that a recapture amount is payable if the Revitalization Tax Exemption Certificate is cancelled and how that amount is to be determined.

#### **REVITALIZATION TAX EXEMPTION**

6. So long as a Revitalization Tax Exemption Certificate in respect of the Property has not been cancelled, the Property is exempt, to the extent, for the period and subject to the conditions provided in the Revitalization Tax Exemption Certificate, from municipal property taxation (excluding specified area levies).
7. The maximum Revitalization Tax Exemption authorized under this Bylaw must not exceed the increase in the assessed value of the improvements on the Property between:
  - a) The calendar year before the construction or alteration began, as outlined in Section 4 of this Agreement; and
  - b) The calendar year in which the construction or alteration as outlined in Section 4 of this Agreement is completed.
8. The Property's assessed value of improvements must not be reduced below the amount assessed in the calendar year prior to new construction of an improvement or an alteration of an existing improvement, as outlined in Section 4 of this Agreement, as a result of the Revitalization Tax Exemption.
9. The Revitalization Tax Exemption shall be an amount equal to any increase in assessed value of improvements on the Property attributed to the building permit issued as a result of the new construction of an improvement or the alteration of an existing improvement, as outlined in Section 4 of this Agreement.
10. The maximum term of a Revitalization Tax Exemption is contingent on when the Revitalization Tax Exemption Certificate for the Property is issued by the City pursuant to the Bylaw and the Agreement:

- a) if the construction or alterations as outlined in Section 4 of this Agreement have commenced on or before October 31 and will be assessed on the subsequent year's assessment roll, then the Revitalization Tax Exemption Certificate will be issued one (1) year and a subsequent Revitalization Tax Exemption Certificate will be issued for the next four (4) years plus a single renewal for a term of an additional five (5) years;
  - b) if the construction or alterations as outlined in Section 4 of this Agreement have commenced and been completed on or before October 31 and will be assessed on the subsequent year's assessment roll, then the Revitalization Tax Exemption Certificate will be issued five (5) years plus a single renewal for a term of an additional five (5) years;
11. The amount of Revitalization Tax Exemptions authorized under this Bylaw to calculate the general municipal property tax payable (excluding specified area levies) is equal to any increase in the assessed value of improvements on the Property attributed to construction or alterations as outlined in Section 4 of this Agreement (hereinafter referred to as the Total Amount) and as follows:
12. The Revitalization Tax Exemption Certificate may be cancelled by the City:
- a) On request by the Owner;
  - b) The commercial zoning is changed within the Revitalization Area;
  - c) The Owner breaches any covenant or condition of the Bylaw or this Agreement;
  - d) The Owner has allowed the property taxes to go into arrears or to become delinquent; or
  - e) The Property is put to a use that is not permitted within the Commercial zones in the Revitalization Area.
13. To maintain a Revitalization Tax Exemption, the Occupancy Permit must be issued within twenty-four (24 months) of the revitalization tax exemption application being approved.

#### **RECAPTURE**

14. In the event that the conditions under which a Revitalization Tax Exemption Certificate was issued are no longer met by the Owner, as set out in Section 7 of this Agreement, the Owner must pay to the City a recapture amount of the foregone property taxes of the following applicable percentage of the total Revitalization Tax Exemptions obtained under the Bylaw:
- a) Years 1 to 10: 50%

#### **OWNERS OBLIGATIONS**

15. The Owner must pay to the City the cost of all tie-ins of works and services associated with the new improvements or alteration to improvements, to existing storm and sanitary sewers, water mains, water meters, driveways, and other municipal services prior to the issuance of a Revitalization Tax Exemption Certificate.
16. The Owner must comply with:
- a) All enactments, laws, statutes, regulations and Orders of any authority having jurisdiction, including the bylaws and policies of the City; and

- b) All federal, provincial, municipal and environmental licences, permits and approvals required under applicable enactments.

## **OBLIGATIONS OF CITY**

17. The City must issue a Revitalization Tax Exemption Certificate to the Owner in respect of the Property once the Owner has applied for and obtained an Occupancy Permit from the City under the City's Building Regulation Bylaw, in force from time to time, in relation to the new improvements or alterations to an existing improvement, so long as the Owner and the Property are otherwise in compliance with the Bylaw and this Agreement.

## **CITY OF GREENWOOD RIGHTS AND POWERS**

18. Nothing contained or implied in this Agreement prejudices or affects the City's rights and powers in the exercise of its functions or its rights and powers under any public and private statutes, bylaws, orders, or regulations to the extent the same are applicable to the Property, all of which may be fully and effectively exercised in relation to the Property as if this Agreement had not been executed and delivered by the Owner.

## **GENERAL PROVISIONS**

19. The City of Greenwood Revitalization Tax Exemption Bylaw No. 999, 2022, and amendments thereto form an integral part of this Agreement.
20. It is mutually understood, agreed and declared by and between the parties that the City of Greenwood has made no representations, covenants, warranties, guarantees, promises, or agreements (oral or otherwise), expressed or implied, with the Owner other those expressly contained in this Agreement.
21. It is further expressly agreed that the benefit of all covenants made by the Owner herein shall accrue solely to the City and this Agreement may only be modified by agreement of the City with the Owner.
22. This Agreement shall enure to the benefit of and is binding on the parties and their respective heirs, executors, administrators, successors and assigns.
23. The Owner shall, on the request of the City, execute and deliver or cause to be executed and delivered, all such further transfers, agreements, documents, instruments, easements, statutory rights of way, deeds and assurances, and do and perform or cause to be done and performed, all such acts and things as may be, in the opinion of the City, necessary to give full effect to the intent of this Agreement.
24. Time is of the essence in this Agreement.
25. This Agreement constitutes the entire agreement between the Owner and the City with regard to the subject matter hereof and supersedes all prior agreements, understandings, negotiations, and discussions, whether oral or written of the City with the Owner.
26. Any notice or other communication required or contemplated to be given or made by any provision of this Agreement shall be given or made in writing and either delivered personally (and if so shall be deemed to be received when delivered) or mailed by prepaid registered mail in any Canada Post Office (and if so, shall be deemed to be delivered on the sixth business day following such mailing except that, in the event of interruption of mail service notice shall be deemed to be delivered only when actually received by the party to whom it is addressed), so long as the notice is addressed as follows:

To the Owner at:

Name  
Address

And

To the City at:

City of Greenwood  
202 S. Government Avenue  
PO Box 129  
Greenwood, BC VOH 1J0

Attention: Corporate Officer

Or to such other address to which a party hereto from time to time notifies the other parties in writing.

27. No amendment or waiver of any portion of this Agreement shall be valid unless in writing and executed by the parties to this Agreement. Waiver or any default by a party shall not be deemed to be a waiver of any subsequent default by that party.
28. This Agreement is not intended to create a partnership, joint venture, or agency between the Owner and the City.
29. This Agreement shall be construed according to the laws of the Province of British Columbia.
30. A reference in this Agreement to the City or the Owner includes their permitted assigns, heirs, successors, officers, employees, and agents.
31. This Agreement is effective from and after the reference date in this Agreement, but only if this Agreement has been executed and delivered by the Owner executed by the City.
32. Unless otherwise expressly provided in this Agreement, the expense of performing the obligations and covenants of the Owner contained in this Agreement, and of all matters incidental to them, is solely that of the Owner.
33. The Owner represents and warrants to the City that:
  - a) All necessary corporate actions and proceedings have been taken by the Owner to authorize its entry into and performance of this Agreement;
  - b) Upon execution and delivery on behalf of the Owner, this Agreement constitutes a valid and binding contractual obligation of the Owner;
  - c) Neither the execution and delivery, nor the performance, of this Agreement shall breach any other Agreement or obligation, or cause the Owner to be in default of any other Agreement or obligation, respecting the Lands; and
  - d) The Owner has the corporate capacity and authority to enter into and perform this Agreement.

IN WITNESS WHEREOF the parties have affixed their hands and seals and where a party is a corporate entity, the corporate seal of that company has been affixed in the presence of its duly authorized officers effective the day and year first recited above.

SIGNED, SEALED AND DELIVERED BY THE  
CITY OF GREENWOOD in the presence of:

\_\_\_\_\_  
Witness  
(Full Name, printed)

\_\_\_\_\_  
Witness  
(Signature)

\_\_\_\_\_  
Mayor  
(Full Name, printed)

\_\_\_\_\_  
Mayor  
(Signature)

\_\_\_\_\_  
Corporate Officer  
(Full Name, printed)

\_\_\_\_\_  
Corporate Officer  
(Signature)

SIGNED BY THE OWNER OF THE ABOVE  
NOTED PROPERTY in the presence of:

\_\_\_\_\_  
Witness  
(Full Name, printed)

\_\_\_\_\_  
Witness  
(Signature)

\_\_\_\_\_  
Property Owner  
(Full Name, printed)

\_\_\_\_\_  
Property Owner  
(Signature)

\_\_\_\_\_  
Property Owner  
(Full Name, printed)

\_\_\_\_\_  
Property Owner  
(Signature)

**BYLAW NO. 999, 2022**

**SCHEDULE "C"**  
**APPLICATION FOR REVITALIZATION TAX EXEMPTION**

Date: \_\_\_\_\_ Receipt #: \_\_\_\_\_ Application #: \_\_\_\_\_

Property

Owner/Applicant: \_\_\_\_\_

Mailing

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

Phone#: \_\_\_\_\_ Cell #: \_\_\_\_\_

**Subject Property**

Roll#: \_\_\_\_\_ Civic Address: \_\_\_\_\_

Legal

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

\_\_\_\_\_

Zoning

Designation: \_\_\_\_\_

Current Assessed Value: \$ \_\_\_\_\_ Business Licence \_\_\_\_\_

Description of Proposed Revitalization: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Year(s) Applying For: \_\_\_\_\_

Value of Construction: \_\_\_\_\_ Building Permit #: \_\_\_\_\_

Note: Additional backup information may be required.

**I certify that the above information is to my knowledge accurate and that I have received and read the Revitalization Tax Exemption Bylaw and applicable Schedules.**

\_\_\_\_\_  
Property Owner/Applicant

\_\_\_\_\_  
Date (mm/dd/year)

\_\_\_\_\_  
Property Owner/Applicant

\_\_\_\_\_  
Date (mm/dd/year)



**OFFICE USE:**

Property Tax Account: \_\_\_\_\_

Utility Account: \_\_\_\_\_

Other Fees, Rates or Charges

Outstanding: \_\_\_\_\_

\_\_\_\_\_

Notes to

File: \_\_\_\_\_

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## MEMORANDUM TO COUNCIL

**To:** Mayor and Council **Date:** November 23, 2022

**From:** Marcus Lebler, CAO **Date to Council:** November 28, 2022

**Subject:** 2023 Utilities Billing and Payment Schedule Bylaw

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### **Rationale**

The purpose of this report is to present Council with the proposed 2023 Utilities Billing and Payment Schedule Bylaw.

### **Options**

1. Council may choose to repeal Bylaw No. 982, 2021 and give First, Second and Third reading to Bylaw No. 1000, 2022 as presented with a 5% increase to 2023 utility rates.
2. Council may choose to repeal Bylaw No. 982, 2021 and give First, Second and Third reading to Bylaw No. 1000, 2022 as amended at a different rate increase as presented.
3. Council may choose to refer the issue back to staff for additional information.
4. Council may choose not to support the recommendation.

### **Recommendations**

That Council repeal Bylaw no. 982, 2021, and;

That Council give First, Second and Third reading to Bylaw No. 1000, 2022 as presented with a 5% increase to 2023 utility rates.

### **Background**

Both the water and sewer regulation bylaws state the following:

- The Utilities Billing and Payment Schedule Bylaw shall be amended annually.
- There shall be an annual inflation rate increase in the Utilities Billing and Payment Schedule Bylaw.
- Council may increase rates above the annual inflation rate.

The following is a brief history of City of Greenwood utility rates:

- In 2019, water and sewer rates were increased 2.5%. CPI in 2019 was 2.0%.

- In 2020, water and sewer rates were increased 2.5%. CPI in 2020 was 2.2%. Council also chose to waive all late payment penalties due to the Coronavirus.
- In 2021 water and sewer rates were frozen at 2020 levels and Council chose to waive all late payment penalties due to the Coronavirus. CPI in 2021 was 0.7%.
- In 2022 water and sewer rates were increased 3% and late payment penalties were reinstated. CPI in 2022 was 4.8%. Justification for a rate increase under annual inflation was supported by \$27k in additional utility revenues generated by introducing new Fort Greenwood utility rates that fixed a long standing discrepancy related to how residents of the Fort were charged for water and sewer services.

The rate freeze in 2021 will have a cumulative effect moving forward. Anytime a rate increase is frozen, it represents a loss in revenue, not only in the year the rates were frozen, but each subsequent year thereafter. This is an important concept to understand. If rate increases do not keep up with rising costs in any given year, that deficiency will eventually have to be rectified. There are two ways to rectify this:

- 1) Increase user rates; or
- 2) Cut costs and thus lower the level of service to the utility service end user.

The City of Greenwood runs very efficient water and sewer systems. Cutting costs is not an option, as it would lead to further inefficiencies and a failure to keep up with regulatory requirements. This leaves the first option of increasing user rates. In preparation for setting utility rates for the 2023 fiscal year, staff have conducted an initial review of the water and sewer budgets. Each budget is designed to produce a surplus at the end of the year. This surplus is then transferred to their respective water or sewer reserve, where they are held to pay for future infrastructure costs needed to keep each system running.

Reserve balances for water and sewer at the end of 2022 (after 2022 surplus transfers) are estimated to be \$314k and \$210k respectively. Major future infrastructure projects include:

- Water: Reservoir Replacement - \$4.2M
- Water: Lind Creek Dam Decommissioning - \$885k
- Sewer: Main Lift Station Replacement - \$800k
- Sewer: Various Major Lift Station Upgrades - \$90k

These projects do not include the minor infrastructure projects that are necessary each year. The current reserve balances are not sufficient and a combination of borrowing and grant funding will be necessary to complete these pending projects.

Overall, the estimated 2023 operational costs for the water and sewer utilities are expected to increase 13% and 4% respectively. These increases are largely inflationary and material costs, in particular, have seen a large increase over 2022. Annual inflation thus far is sitting at 7.8% and is expected to increase.

Staff is not recommending a full 7.8% increase. It is staff's recommendation that Council approve a 5% increase in rates for both the water and sewer utilities. At 5% we continue to maintain 2022 water and sewer surplus levels of \$130k and \$17k respectively. It would also give utility users a break in a high inflation climate, where many goods and services are seeing a record increase in costs. If inflation continues to increase through 2023, then Council will have a tougher decision to make when setting 2024 utility rates.

### **Attachments**

**Attachment 1:** Bylaw no. 1000, 2022 - Utilities Billing and Payment Schedule

**CORPORATION OF THE CITY OF GREENWOOD  
BYLAW NO. 1000, 2022**

**UTILITIES BILLING AND PAYMENT SCHEDULE**

**A Bylaw to establish the Corporation of the City of Greenwood Utilities and Billing Payment Schedule for the year 2023.**

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

**1. Citation**

This Bylaw may be cited as “Utilities Billing and Payment Schedule Bylaw No. 1000, 2022”.

**2. Definitions**

“City” means the City of Greenwood.

“Owner” means the homeowner or the landowner.

“User” means any person, company or corporation who is the owner or agent for the owner of any premises connected to municipal water and sewer services.

**3. Regulations**

**3.1** Utility rates are divided into four equal payments. Utility rates include municipal water and sewer services. The annual billing periods are set out as follows:

| <b>Billing Period</b>   | <b>Month to Expect Bill</b> | <b>Month of Due Date (30+ Days After Issuance)</b> |
|-------------------------|-----------------------------|--|
| January 1 – March 31    | January                     | March 31   |
| April 1 – June 30       | April                       | June 30  |
| July 1 – September 30   | July                        | September 30                                       |
| October 1 – December 31 | October                     | December 31  |

**3.2 Rates**

- a) This Bylaw shall be amended annually.
- b) There shall be an annual inflation rate increase for municipal water and sewer services
- c) Council may increase the municipal water and sewer service rates above the annual inflation rate.

**3.3 Sewer Rates:** Municipal sewer rates are set out in Schedule A of this Bylaw.

**3.4 Water Rates:** Municipal water rates are set out in Schedule B of this Bylaw.

### **3.5 Violations and Penalties:**

- a) A 2.5% penalty will be placed on all accounts not paid by the due date on the quarterly bill;
- b) Water shut off dates:
  - (i) User rates not paid by the deadline date established as the first working day after July 1<sup>st</sup> each year shall have the water shut off by the City;
  - (ii) User rates not paid by the deadline date established as the first working day after October 1<sup>st</sup> each year shall have the water shut off by the City;
- c) Shut off charges are at the owner's expense;
- d) Reconnection charges are at the owner's expense;
- e) Owners will be required to prepay the rest of the billing year; and
- f) Failure to pay invoices or fines by December 31<sup>st</sup> in any year will be added to and form part of the taxes payable on the property taxes in arrears.

### **3.6 Water Shut Off:**

When the City or the owner shuts off the water, the owner will continue to pay for water utilities. The owner is not exempt from paying utilities.

### **4. Severability**

If any part of this Bylaw is for any reason held invalid by a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this Bylaw.

### **5. Repeal**

Bylaw No. 982, 2021, cited as "Utilities Billing and Payment Schedule Bylaw", is repealed.

### **6. Effective Date**

The "Utilities Billing and Payment Schedule Bylaw No. 1000, 2022" will be in effect on January 1, 2023.

Read a First Time this

Read a Second Time this

Read a Third Time this

Adopted by Council this

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Mayor

Certified a true copy of Bylaw No. 1000, 2022

On the      day of                      , 2022.

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Corporate Officer

**CITY OF GREENWOOD  
SCHEDULE A**

**UTILITIES BILLING AND PAYMENT SCHEDULE**

This Schedule A of per annum Sewer Rates will apply effective January 1, 2023

|   | <b>WITHIN THE CITY<br/>2023</b> | <b>OUTSIDE THE CITY<br/>2023</b> |
|---|---------------------------------|----------------------------------|
| <b><u>RESIDENTIAL</u></b>                                   |                                 |                                  |
| Single Family or Mobile or Multi Family (per dwelling unit) | 320.75                          | 320.75                           |
| Carriage House  | 320.75                          | 320.75                           |
| <b><u>COMMERCIAL</u></b>                                    |                                 |                                  |
| Apartment or Secondary Suite (per unit)                     | 299.25                          | 299.25                           |
| Store or Office Building                                    | 299.25                          | 299.25                           |
| Store Front with Residence                                  | 410.92                          | 410.92                           |
| Motel or Cabin (per unit)                                   | 491.15                          | 491.15                           |
| Beauty Parlor or Beauty Shop                                | 320.75                          | 320.75                           |
| Restaurant or Dining Room                                   | 491.15                          | 491.15                           |
| Coffee Shop   | 402.99                          | 402.99                           |
| Hotel or Saloon   | 706.15                          | 706.15                           |
| Church or Club  | 261.57                          | 261.57                           |
| Public Garage or Service Station                            | 402.99                          | 402.99                           |
| Campground or RV Park: Base                                 | 320.75                          | 320.75                           |
| - Rate per site   | 41.48                           | 41.48                            |
| <b><u>INDUSTRIAL</u></b>                                    |                                 |                                  |
| Laundry or Dry Cleaner                                      | 518.56                          | 518.56                           |
| Car Wash  | 496.80                          | 496.80                           |
| Small Industries (up to 10 employees)                       | 402.97                          | 402.97                           |
| Small Industries (over 10 employees)                        | 474.24                          | 474.24                           |
| <b><u>INSTITUTIONAL</u></b>                                 |                                 |                                  |
| Schools (per classroom or gym)                              | 107.16                          | 107.16                           |
| <b><u>FORT GREENWOOD</u></b>                                |                                 |                                  |
| Per Occupied Site   | 299.25                          | 299.25                           |
| Clubhouse   | 261.57                          | 261.57                           |
| Laundry   | 518.56                          | 518.56                           |

**CITY OF GREENWOOD  
SCHEDULE B**

**UTILITIES BILLING AND PAYMENT SCHEDULE**

This Schedule B of per annum Water Rates will apply effective January 1, 2023

|   | <b>WITHIN THE CITY<br/>2023</b> | <b>OUTSIDE THE CITY<br/>2023</b> |
|---|---------------------------------|----------------------------------|
| <b><u>RESIDENTIAL</u></b>                                   |                                 |                                  |
| Single Family or Mobile or Multi Family (per dwelling unit) | 459.90                          | 459.90                           |
| Carriage House  | 459.90                          | 459.90                           |
| Home Based Business: Greenhouse or Beauty Salon             | 574.90                          | 574.90                           |
| <b><u>COMMERCIAL</u></b>                                    |                                 |                                  |
| Apartment or Secondary Suite (per unit)                     | 316.60                          | 316.60                           |
| Store or Office Building                                    | 278.78                          | 278.78                           |
| Store Front with Residence                                  | 524.28                          | 524.28                           |
| Motel or Cabin (per unit)                                   | 134.60                          | 134.60                           |
| Beauty Parlor or Beauty Shop                                | 375.64                          | 375.64                           |
| Restaurant or Dining Room                                   | 672.80                          | 672.80                           |
| Coffee Shop   | 350.60                          | 350.60                           |
| Hotel or Saloon   | 672.80                          | 672.80                           |
| Church or Club  | 284.20                          | 284.20                           |
| Public Garage or Service Station                            | 389.02                          | 389.02                           |
| Campground or RV Park: Base                                 | 416.78                          | 416.78                           |
| - Rate per site   | 54.28                           | 54.28                            |
| <b><u>INDUSTRIAL</u></b>                                    |                                 |                                  |
| Laundry or Dry Cleaner                                      | 691.17                          | 691.17                           |
| Car Wash  | 579.25                          | 579.25                           |
| Small Industries (up to 10 employees)                       | 327.26                          | 327.26                           |
| Small Industries (over 10 employees)                        | 391.05                          | 391.05                           |
| <b><u>INSTITUTIONAL</u></b>                                 |                                 |                                  |
| Schools (per classroom or gym)                              | 203.71                          | 203.71                           |
| <b><u>FORT GREENWOOD</u></b>                                |                                 |                                  |
| Per Occupied Site   | 316.60                          | 316.60                           |
| Clubhouse   | 284.20                          | 284.20                           |
| Laundry   | 691.17                          | 691.17                           |



**CORPORATION OF THE CITY OF GREENWOOD**  
**BYLAW NO. 1001, 2022**  
**COVID-19 SAFE RESTART RESERVE FUND**

A Bylaw of the City of Greenwood to establish a reserve fund for the COVID-19 Safe Restart Grants for Local Governments.

WHEREAS Sections 188 and 189 of the *Community Charter* authorizes Council to establish reserve funds for specific purposed and direct that money be placed to the credit of those reserve funds.

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

### **1. Citation**

This bylaw may be cited as the City of Greenwood “Bylaw No. 1001, 2022 – COVID-19 Safe Restart Reserve Fund”.

### **2. Definitions**

“City” means the City of Greenwood.

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

### **3. Interpretation**

- 3.1 Unless the context otherwise requires, words and phrases shall have the same meaning as established in the *Community Charter*, the *Local Government Act*, and the *Interpretation Act*. Any reference to a statute or regulation refers to an enactment of British Columbia and any reference to a bylaw refers to a bylaw of the City of Greenwood, as amended, revised, consolidated, or replaced from time to time.
- 3.2 In the event of a conflict between this Bylaw and a Provincial enactment, the stricter law prevails. Words in the singular include the plural and words in the plural include the singular, and reference to a gender includes both genders and a corporation.
- 3.3 Metric units are used for all measurements in this Bylaw.
- 3.4 Headings in this Bylaw are for convenience only and must not be construed as defining or limiting the scope or intent.

### **4. Purpose**

- 4.1 A COVID-19 Safe Restart Reserve Fund is established for the specified purpose of supporting local government’s increased operating costs and lower revenue due to COVID19 and funding eligible costs related to the delivery of relied upon services.
- 4.2 The grant received from the COVID-19 Safe Restart Grants for Local Governments will be placed in the COVID-19 Safe Restart Reserve Fund.

4.2 Monies contained within the COVID-19 Safe Restart Reserve Fund, and interest earned on it, must be used only for the purpose of the following:

- addressing revenue shortfalls;
- facility reopening and response costs;
- emergency planning and response costs;
- bylaw enforcement and protective services such as fire protection and police;
- computer and other electronic technology costs (to improve interconnectivity and virtual communications);
- services for vulnerable persons (e.g. persons living with disabilities, mental illness or addictions, persons experiencing homelessness or other vulnerabilities); and
- other related costs.

## 7. Effective Date

This Bylaw shall come into full force and effect upon adoption.

Read a First Time this  
 Read a Second Time this  
 Read a Third Time this  
 Adopted by Council this

---

Mayor

Certified a true copy of Bylaw No. 1001, 2022  
 On the \_\_\_\_ day of \_\_\_\_\_, 2022

---

Corporate Officer

**CORPORATION OF THE CITY OF GREENWOOD**  
**BYLAW NO. 1002, 2022**  
**CLIMATE ACTION RESERVE FUND**

A Bylaw of the City of Greenwood to establish a reserve fund to support the City's commitment to corporate and community energy and GHG emission reduction projects as a signatory to the *Climate Action Charter*.

WHEREAS Sections 188 and 189 of the *Community Charter* authorizes Council to establish reserve funds for specific purposed and direct that money be placed to the credit of those reserve funds.

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

**1. Citation**

This bylaw may be cited as the City of Greenwood "Bylaw No. 1002, 2022 – Climate Action Reserve Fund".

**2. Definitions**

"City" means the City of Greenwood.

"Council" means the Council of the Corporation of the City of Greenwood.

**3. Interpretation**

- 3.1 Unless the context otherwise requires, words and phrases shall have the same meaning as established in the *Community Charter*, the *Local Government Act*, and the *Interpretation Act*. Any reference to a statute or regulation refers to an enactment of British Columbia and any reference to a bylaw refers to a bylaw of the City of Greenwood, as amended, revised, consolidated, or replaced from time to time.
- 3.2 In the event of a conflict between this Bylaw and a Provincial enactment, the stricter law prevails. Words in the singular include the plural and words in the plural include the singular, and reference to a gender includes both genders and a corporation.
- 3.3 Metric units are used for all measurements in this Bylaw.
- 3.4 Headings in this Bylaw are for convenience only and must not be construed as defining or limiting the scope or intent.

**4. Purpose**

- 4.1 A Climate Action Reserve Fund is established for the specified purpose of supporting the City's commitment to corporate and community energy and GHG emission reduction projects as a signatory to the *Climate Action Charter*.

- 4.2 The annual grant revenue received from the *Local Government Climate Action Program (LGCAP)* will be placed in the Climate Action Reserve Fund.
- 4.3 Monies contained within the Climate Action Reserve Fund, and interest earned on it, must be used as determined by local governments as long as they are linked to CleanBC Roadmap and CPAS objectives. Expenses can include staffing, contracts, investments to improve energy efficiency, climate infrastructure, matching funds to leverage federal government and other third-party funding, and engagement.

## 7. Effective Date

This Bylaw shall come into full force and effect upon adoption.

Read a First Time this  
 Read a Second Time this  
 Read a Third Time this  
 Adopted by Council this

---

Mayor

Certified a true copy of Bylaw No. 1002, 2022  
 On the \_\_\_\_ day of \_\_\_\_\_, 2022

---

Corporate Officer