



AGENDA
REGULAR MEETING
NOVEMBER 27, 2018

CALL TO ORDER:

INTRODUCTION OF LATE ITEMS: - Resolution required to add late items, if any

ADOPTION OF AGENDA: - Resolution to adopt the Agenda for the November 27, 2018, Regular Meeting.

MINUTES: - Resolution to adopt the Minutes of the November 13, 2018, Regular Meeting

PETITIONS & DELEGATIONS: - Nil

PUBLIC QUESTIONS & COMMENTS: -

OLD BUSINESS: - Nil

CORRESPONDENCE FOR INFORMATION: - Resolution to receive the following items for information:

- Congratulations (*Interfor - Jim Tazelaar, Mill Manager*)
- Notice of Annual Report (*Community Futures Central Kootenay - Andrea Wilkey, Executive Director*)
- Congratulations (*Hon. Premier John Horgan*)
- Congratulations (*Columbia Basin Trust - Johnny Strilaeff, President & CEO*)
- Congratulations (*Canadian Federation of Independent Business - Samantha Howard, Director BC Yukon & NWT & Aaron Aerts, Western Economist*)
- Community Technology Program (*Columbia Basin Trust*)
- Notification of Executive Vacancies (*UBCM – UBCM Executive*)

STAFF REPORTS: - Resolution to receive the following items for information:

- Nikkei Internment Memorial Centre 2018 Annual Report

COUNCIL REPORTS:

Verbal Reports -

Regional District of Central Kootenay -

- West Kootenay Boundary Regional Hospital District -
- Recreation Commission #6 -
- Economic Development Commission -
- Rosebery Parklands & Trail Commission -
 - November 28, 2018 Meeting Agenda
- Treaty Advisory Committee -
- Fire Department Committee -

NEW BUSINESS:

- RDCK - Angela Lund, Deputy Corporate Officer
 - RDCK Commission Appointments
 - Fire Protection Contract - Village of Silverton
- Ktunaxa Kinbasket Treaty Advisory Committee - Shawn Tomlin, Administrative Officer
 - Ktunaxa Kinbasket Treaty Advisory Committee Appointments
 - Holiday Office Hours
 - Health Advisory Committee
 - Village of New Denver Five Year Financial Plan Amendment Bylaw No. 721, 2018
- Nadine Raynolds, New Denver
 - Request for Removal of Streetlight
 - UBCM CRI FireSmart Community Funding & Supports Program

ADJOURNMENT:

- Resolution to adjourn the meeting at ____ p.m.



MINUTES
REGULAR MEETING

DATE: November 13, 2018
TIME: 7:00 p.m.
PLACE: Council Chambers

PRESENT:

- Mayor Leonard Casley
- Councillor John Fyke
- Councillor Vern Gustafson
- Councillor Colin Moss
- Councillor Gerald Wagner
- Bruce Woodbury, CAO
- Catherine Allaway, Corporate Officer
- Press: Valley Voice
- Guests: Morgen Bardati, Helen Davis, Nikta Boroumand, Wendy Harlock

CALL TO ORDER:

INTRODUCTION OF LATE ITEMS:

- Nil

ADOPTION OF AGENDA:

RESOLUTION #323

- Moved by Councillor Moss and seconded that the agenda for the November 13, 2018 Regular Meeting be adopted as presented.

CARRIED

MINUTES:

RESOLUTION #324

- Moved by Councillor Wagner and seconded that the Minutes of the October 23, 2018 Regular Meeting be adopted as read.

CARRIED

RESOLUTION #325

- Moved by Councillor Gustafson and seconded that the Minutes of the November 5, 2018 Inaugural Meeting be adopted as read.

CARRIED

PETITIONS & DELEGATIONS:

- Nil

PUBLIC QUESTIONS & COMMENTS:

- Nil

OLD BUSINESS:

RESOLUTION #326

- Moved by Councillor Gustafson and seconded that staff be directed to meet with the Slokan Lake Arts

Request for Public Art Policy (*Slocan Lake Arts Council - Birgit Schinke, President*)

Council to explore the creation of a Public Art Policy and report back to Council in January 2019.

CARRIED

CORRESPONDENCE FOR INFORMATION:

RESOLUTION #327

- Moved by Councillor Fyke and seconded that the following correspondence be received for information:
 - Congratulations & Introduction (*Selkirk College - Angus Graeme, President & CEO*)
 - Congratulations & Introduction (*BC Assessment Authority - Rod Ravenstein, Kootenay Columbia Region Assessor*)
 - Congratulations & Introduction (*BC Council of Forest Industries - Susan Yurkovich, President & CEO*)
 - Make Housing Central Campaign (*Housing Central - Jill Atkey, CEO BC Non-Profit Housing Association & Thom Armstrong, Executive Director Co-op Housing Federation of BC*)
 - RE: Ktunaxa Kinbasket Treaty Advisory Committee – Appointments (*Ktunaxa Kinbasket Treaty Advisory Committee - Shawn Tomlin, Administrative Officer*)
 - RE: Group Insurance for Elected Officials (*UBCM - Anna-Maria Wijesinghe, Member and Association Services Manager*)
 - UBCM Meeting RE: MRDT (*Ministry of Finance - Lori Wannamaker, Deputy Minister*)

CARRIED

STAFF REPORTS:

RESOLUTION #328

- Moved by Councillor Gustafson and seconded that the following reports be received for information:
 - Local General Election Results - Village of New Denver
 - Revenue & Expense Report - November 8, 2018

CARRIED

COUNCIL REPORTS:

Verbal Reports

- Nil

Regional District of Central Kootenay

- Nil

- West Kootenay Boundary Regional Hospital District - Nil
- Recreation Commission #6 -
- October 30, 2018 Meeting Minutes
 - 2018 Fall Grant Recipients
- Economic Development Commission -
- October 25, 2018 Meeting Minutes
 - Q1 Work Report (*Ron LeBlanc*)
- Rosebery Trails & Parklands Commission - Nil
- Treaty Advisory Committee - Nil
- Fire Department Committee - Nil

NEW BUSINESS:

RESOLUTION #329

Request for Road Closure – Merchant's Night (*Slocan District Chamber of Commerce – Jessica Rayner, Manager*)

- Moved by Councillor Fyke and seconded that the Slocan District Chamber of Commerce be given permission to close 6th Avenue to vehicular traffic, between Union Street and Bellevue Street, for the Annual New Denver Merchants' Night on Thursday, December 6, 2018 from 4:30 p.m. to 8:30 p.m.

CARRIED

Councillor Gustafson declared a conflict of interest in the matter at hand, as he is the applicant for the OCP amendment and Rezoning applications, and absented himself from the meeting at 7:20 p.m.

RESOLUTION #330

Village of New Denver Official Community Plan Amendment Bylaw No. 719, 2018

- Moved by Councillor Wagner and seconded that Village of New Denver Official Community Plan Amendment Bylaw No. 719, 2018 be given first reading.

CARRIED

RESOLUTION #331

- Moved by Councillor Fyke and seconded that Village of New Denver Official Community Plan Amendment Bylaw No. 719, 2018 be given second reading.

CARRIED

RESOLUTION #332

Village of New Denver Zoning Amendment Bylaw No. 720, 2018

- Moved by Councillor Fyke and seconded that Village of New Denver Zoning Amendment Bylaw No. 720, 2018 be given first reading.

CARRIED

RESOLUTION #333

- Moved by Councillor Wagner and seconded that Village of New Denver Zoning Amendment Bylaw No. 720, 2018 be given second reading.

CARRIED

Councillor Gustafson returned to the meeting at 7:27 p.m.

RESOLUTION #334

Regional Energy Efficiency Program

- Moved by Councillor Fyke and seconded that staff be directed to explore the implications of participation in the RDCK Regional Energy Efficiency Program and report back to Council in December.

CARRIED

RESOLUTION #335

Purchase of Physician Recruitment
Vehicle Door Magnets

- Moved by Councillor Gustafson and seconded that the Village of New Denver purchase six physician recruitment vehicle door magnets from the Chamber of Commerce to place on municipal vehicles.

CARRIED

MOTION TO EXCLUDE:

RESOLUTION #336

- Moved by Councillor Gustafson and seconded that the public interest requires that, as per sections 90(1) (k) and (l) of the *Community Charter*, persons other than members of Council, the CAO and Corporate Officer be excluded from the meeting as it pertains to personnel matters and preliminary discussions about the proposed provision of a municipal service.

CARRIED

RECONVENE IN CAMERA:

RESOLUTION #337

- Moved by Councillor Fyke and seconded that Council recess and reconvene in camera at 7:33 p.m.

CARRIED

RECONVENE IN OPEN MEETING:

RESOLUTION #344

- Moved by Councillor Gustafson and seconded that Council reconvene in open meeting at 8:14 p.m.

CARRIED

RESOLUTIONS BROUGHT
FORWARD FROM IN CAMERA:

RESOLUTION #343

- Moved by Councillor Fyke and seconded that Resolutions #440 & 441 be brought forward to the public portion of the meeting.

CARRIED

RESOLUTION #340

Notice of Resignation (*Leonard Casley,
Fire Chief*)

- Moved by Councillor Gustafson and seconded that Fire Chief Leonard Casley's letter of resignation be received for information.

CARRIED

RESOLUTION #341

Notice of Resignation (*Bruce Woodbury, CAO*)

- Moved by Councillor Gustafson and seconded that CAO Bruce Woodbury's letter of resignation be received for information.

CARRIED

ADJOURNMENT:

RESOLUTION #345

- Moved by Councillor Wagner and seconded that the meeting be adjourned at 8:15 p.m.

CARRIED

MAYOR CASLEY

CORPORATE OFFICER



The Corporation of the Village of New Denver

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

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

TO: Mayor and Council
FROM: Corporate Officer
SUBJECT: Communications for Information
DATE: November 23, 2018

RECOMMENDATION:

That the following items of correspondence be received for information:

- Congratulations (*Interfor - Jim Tazelaar, Mill Manager*)
- Notice of Annual Report (*Community Futures Central Kootenay - Andrea Wilkey, Executive Director*)
- Congratulations (*Hon. Premier John Horgan*)
- Congratulations (*Columbia Basin Trust - Johnny Strilaeff, President & CEO*)
- Congratulations (*Canadian Federation of Independent Business - Samantha Howard, Director BC Yukon & NWT & Aaron Aerts, Western Economist*)
- Community Technology Program (*Columbia Basin Trust*)
- Notification of Executive Vacancies (*UBCM – UBCM Executive*)

November 6, 2018

His Worship Mayor Leonard Casley
Village of New Denver
115 Slocan Avenue
PO Box 40
New Denver, BC V0G 1S0

Dear Mayor Casley,

Re: Congratulations on your election

On behalf of Interfor, congratulations on your success in the recent election. I wish you the very best as you take your place as Mayor of New Denver.

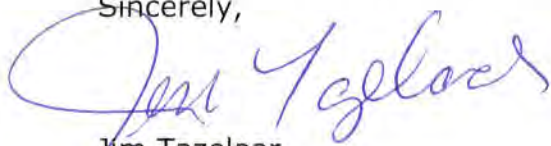
Interfor builds value for communities by supporting a healthy economy and environment. We work with contractors based in New Denver, and our logs pass through the village on the way to our Castlegar Division.

In 2015, Interfor made a \$50 million capital investment in Castlegar Division. The result is a nimble sawmill that can manufacture different lumber sizes concurrently. Our investment protects jobs in rural communities because modern, efficient sawmills are better able to weather changing markets.

Interfor is committed to sustainable forestry and adheres to the highest standards in woodlands management and lumber manufacturing. To learn more, please read our annual Corporate Sustainability Report at www.interfor-sustainability.com.

Again, congratulations on your success. We hope to work with you to facilitate a thriving forest industry that supports family-wage jobs, a healthy environment, and a strong community for years to come.

Sincerely,



Jim Tazelaar
Mill Manager

November 5, 2018

Bruce Woodbury, Chief Administrative Officer
Village of New Denver
115 Slocan Ave,
New Denver, BC V0G 1S0

RECEIVED
NOV 16 2018

Dear Bruce Woodbury,

I am pleased to enclose a copy of **Community Futures Central Kootenay's Annual Report 2017/18** highlighting the achievements of Community Futures Central Kootenay (CFCK).

The 2017-18 fiscal year has been a dynamic time for CFCK board and staff members with the advancement of several exciting programs and awards, including:

- **Export Navigator** – Kootenay-Boundary businesses from a variety of sectors will continue to receive the benefits of this successful pilot. This pilot offers businesses access to community-based Export Advisor, Michael Hoher, who provides a personalized approach to exporting.
- **Basin Business Agriculture Advisor** – farms and agricultural producers can now get specialized business advice through Columbia Basin Trust's Basin Business Advisors thanks to a new full-time agriculture business specialist, Tracey Fredrickson.
- **Rural Dividend Fund** – CFCK successfully accessed \$200,000 in community economic development project funding through the BC Rural Dividend Fund. The **Imagine Kootenay Program** received \$100,000 to enhance Imagine Kootenay's website tools and digital advertising strategy to increase investment in the region. The **Nelson Innovation Centre** received \$100,000 to operationalize the facility, and pilot programs and services for the technology sector.

In addition to these initiatives, our core programming continues to deliver up-to-date information, education, and support through our **Business Loans Program, Self-Employment Program, and Basin Business Advisors Program.**

I would like to extend an offer to meet for coffee or provide a presentation to your organization on Community Futures' activities and opportunities for our organizations to partner.

Sincerely,

Andrea Wilkey

Executive Director, Community Futures Central Kootenay
(250) 352-1933 ext. 103 or awilkey@futures.bc.ca



November 13, 2018

Mayor Casley and Councillors
Village of New Denver
Box 40
New Denver, BC V0G 1S0

Dear Mayor Casley and Councillors:

I would like to congratulate you all for being elected to serve the Village of New Denver.

Serving in public office is both a great honour and an important responsibility, and your success in the 2018 election is a testament to your hard work and dedication to your community. I have every confidence that you will be effective voices for your constituents in the months and years ahead. Local representatives are vital to the growth and well-being of our province as a whole, and I look forward to working collaboratively with the Village of New Denver as we strive to make life better for all British Columbians.

Congratulations, once again, and best wishes for your time in public office.

Sincerely,

John Horgan
Premier

November 13, 2018

Leonard Casley
Mayor
Village of New Denver
115 Slocan Avenue, Box 40
New Denver, BC V0G 1S0

Dear Mayor Casley:

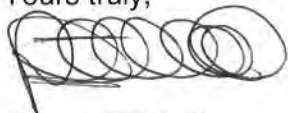
On behalf of Columbia Basin Trust, I would like to take this opportunity to offer congratulations to you and your council following the local government elections in October.

Elected officials are the backbones of our communities and the Trust is pleased to have such strong and positive working relationships across the region. As the Trust works to support the efforts of the people of the Basin to create a legacy of social, economic and environmental well-being, we are only as successful as our partnerships, and our relationship with local government is key to delivering on our mandate.

Your contribution to your community is sincerely appreciated and I look forward to working together as we head into 2019.

Again, please accept my congratulations on behalf of the Trust Board and staff. Should there ever be any questions please do not hesitate to contact me at jstrilaeff@cbt.org or via phone at 250.304.1632.

Yours truly,



Johnny Strilaeff
President and Chief Executive Officer

November 15, 2018

Dear Mayor

On behalf of the Canadian Federation of Independent Business (CFIB) and our 10,000 members in British Columbia, we are writing to congratulate you on your successful bid for Mayor. We look forward to working with you to ensure small business continues to thrive across our province.

CFIB is a non-profit advocacy group which represents small and medium-sized independent businesses. What makes CFIB unique is the fact we get our marching orders directly from our members, making us a truly grass-roots organization. We routinely survey our members for their opinions on a wide range of issues and share that information with political decision makers at all levels of government

CFIB would greatly appreciate the opportunity to meet with you to go over small business priorities as outlined in surveys with our members and to discuss our municipal research reports. This would also be a great chance for us to learn about your vision when it comes to supporting small business.

Please feel free to contact us at 604.684.5325 or ms.bc@cfib.ca to arrange a mutually convenient meeting time.

Sincerely,



Samantha Howard
Director, British Columbia, Yukon and NWT



Aaron Aerts
Western Economist

November 19, 2018

BRINGING THE LATEST TECHNOLOGY TO COMMUNITIES

The Trust's new Community Technology Program helps create tech-enabled spaces

(Columbia Basin) – Much of life today revolves around technology. More and more people are seeing new opportunities in the areas of video and music production, creating digital art and animation or recording their own podcasts. Yet not everyone has access to the technology required to participate or thrive in this digital world. Soon, more Columbia Basin residents will be able to access digital equipment and software, with support from Columbia Basin Trust's new Community Technology Program.

The two-year, \$1.5-million program will provide grants and support to registered non-profits, and First Nations and local governments that operate public spaces like libraries and community centres. These organizations will be able to outfit their public space with sophisticated digital equipment so that residents can access the latest technology to help bring their creative ideas to life.

"It's easy to say that everyone should be online these days, or using state-of-the-art digital equipment, but not everyone has the means to do so," said Johnny Strilaeff, Columbia Basin Trust President and Chief Executive Officer. "This new program will help level the playing field so that Basin residents can enhance their digital literacy and get creative. They can try out things like 3D printers, robotics kits or receive training to learn, connect and create using technology for free at community spaces."

Creating a tech-enabled community space may include purchasing equipment such as desktop computers with specialized software, video cameras, and digitization and recording studio equipment. The program will also support renovations to house the equipment, or acquiring suitable furniture. Educational and training components that teach the public how to use the equipment will also be supported.

The application process has two stages. First, interested organizations must submit an expression of interest by December 17, 2018. Selected organizations will work with a program advisor to develop the concept and write the application. A second intake will be held later in 2019. Learn more at ourtrust.org/communitytech.

This program is one of the ways the Trust helps communities address their priorities. It also supports community efforts through several other programs, including its Community Development Program and Community Initiatives and Affected Areas Programs. Learn more at ourtrust.org/community.

Columbia Basin Trust supports the ideas and efforts of the people in the Columbia Basin. To learn more about the Trust's programs and initiatives, and how it helps deliver social, economic and environmental benefits to the Basin, visit ourtrust.org or call 1.800.505.8998.

-30-

PHOTO: Columbia Basin Trust's new Community Technology Program is helping communities create spaces where residents can learn, create and use technology to bring ideas to life.

MEDIA CONTACT

Rachel Lucas
Columbia Basin Trust
1.800.505.8998
rlucas@cbt.org



MEMO TO MEMBERS

November 19, 2018

TO: UBCM MEMBERS
Attn: Elected Officials of Member Local Governments and First Nations

FROM: UBCM EXECUTIVE

RE: NOTIFICATION OF EXECUTIVE VACANCIES

The purpose of this memo is to notify members of the direction taken by the Executive at their meeting on November 16, 2018 with regards to Executive vacancies as a result of the 2018 Local Government Elections.

At the meeting, Executive members were advised of five vacancies, and the process for filling those vacancies in accordance with the UBCM Bylaws and Policies:

- Second Vice President * – Executive CANNOT appoint a Vice President, but may ask a sitting VP to move up and fill a vacancy; and Executive has the further option of appointing an additional “acting” Director at Large to ensure a full board complement of 21 members.
- Director at Large (1) – Executive may appoint an eligible elected official.
- Vancouver Metro Area Representative (1) – Executive may appoint an eligible elected official.
- City of Vancouver Representative – City of Vancouver has made its re-appointment; Councillor Pete Fry.
- GVRD/Metro Vancouver Representative – Metro will make a re-appointment; that process is underway.

The UBCM Bylaws and Policies, grant the Executive discretion on whether or not to fill vacancies (see Appendix A for extracts of both documents). Upon consideration of the Bylaws and Policies the Executive endorsed the following direction:

- Executive proceed to notify the membership of the vacancies on the Executive and seek expressions of interest for each of these positions:
 - Director at Large – 2 positions are available, to ensure a full board complement of 21 members
 - Vancouver Metro Area Representative – 1 position available
- Executive agreed that the three vacancies should be filled prior to the next Executive meeting scheduled for February 20-22, 2019.

<p>* In accordance with the Bylaws, Third VP, Councillor Brian Frenkel has moved to Second VP as a result of the vacancy left in this position.</p>

Next Steps

This memo serves as notification to the membership that the UBCM Executive wishes to fill vacancies for:

- Director at Large (2);
- Vancouver Metro Area Representative (1)

The process for filling vacancies will follow the process outlined in s. 9.5 of the Executive Policies.

Eligibility for Office

Director At Large (2) – this position is open to all elected officials of UBCM.

Vancouver Metro Area Representative (1) – this position is open to elected members of either, or both, a council of a member municipality of the GVRD or of the GVRD Board (a list of eligible local governments is attached as Appendix B).

Process

Eligible elected officials interested in applying for either of these positions are encouraged to submit an expression of interest for **one** of these vacancies, as outlined in s. 9.5 of the Executive Policies. We would ask that potential candidates complete the attached nomination form (Appendix C) and return it by email to the attention of the Past President. Candidates are also encouraged to provide a short bio (not more than 300 words) with their nomination form. All materials can be sent to the attention of Past President, Councillor Murry Krause, care of the following email address: mcrawford@ubcm.ca

**The submission deadline for expressions of interest (nomination form and bio) is:
Friday December 14, 2018.**

The Executive will consider all expressions of interest and make a decision regarding whom they will appoint to fill these three vacancies.

Following Executive deliberations, all members will be notified of the Executive's decision. Newly appointed board members will be invited to attend the February 20-22, 2019 Executive meeting in Victoria.

If you have any questions about the process please contact Councillor Murry Krause, Past President at murry_krause@telus.net or Marie Crawford, General Manager, Richmond Operations at 604-270-8226 ext. 104 or by email: mcrawford@ubcm.ca.

We welcome eligible interested candidates to apply. For further information about UBCM and the Executive please see the UBCM website.

<http://www.ubcm.ca/EN/main/about/executive/executive-members.html>



The Corporation of the Village of New Denver

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

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

TO: Mayor and Council
FROM: Corporate Officer
SUBJECT: Reports for Information
DATE: November 23, 2018

RECOMMENDATION:

That the following items be received for information:

- Nikkei Internment Memorial Centre 2018 Annual Report



Annual Report

NIKKEI INTERNMENT MEMORIAL CENTRE

Owned and Operated by the Village of New Denver

October 16, 2018

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OVERVIEW

The Nikkei Internment Memorial Centre (NIMC) has successfully completed the 2018 operating season. The NIMC continues to have a strong reputation for the quality of the site and the cultural heritage it interprets. Overall, the NIMC has been able to offer an experience that reflects the mandate and intention of the original creators of the site.

Thanks to a combination of student positions, that are partially funded by the federal grant programs Young Canada Works and Canada Summer Jobs, and the financial support of the Village of New Denver, four seasonal employees were hired to provide coverage during the 2018 season.

To respect the capacity of staff time allotted to the NIMC and the financial limitations imposed by budget, the NIMC tries to keep the number of special events and special projects down to a minimum. The focus has been on improving collections management, building relationships and general site maintenance.

Numbers of visitors have remained constant over the past two years but there is some concern that the forest fires may be impacting overall visitors to the area. The NIMC's objectives are to improve knowledge and exposure of the site regionally, nationally and internationally, to further the goal of ensuring that all is being done to attract more annual visitors.

The NIMC Gift Shop sells items that educate and inform visitors on the internment period and Japanese Canadian Culture. The items curated for sale complement the site experience and allows visitors to acquire mementos and books that connect them to the site. Sales were significantly higher this year due to the introduction of handmade origami items from generous donors.

While the NIMC continues to offer a quality experience both culturally and historically, the age and condition of the site creates concerns regarding how to continue to sustainably maintain it for future generations.

The NIMC was built to collect, conserve, research, exhibit, and interpret objects which represent the life and condition of the Nikkei living in the New Denver Orchard and surrounding West Kootenay camps between 1942 and 1957. The Collection contains over 4,000 artifacts and over 2,000 archival photographs and documents. In the past few years, there has been an upturn in new donations to the NIMC. Due to the lack of a professional archivist or collection manager, the management of the material may need to be reconsidered to ensure it is properly maintained.



VISITOR EXPERIENCE

The NIMC is given consistently high reviews by visitors. The website Trip Advisor awarded the NIMC a Certificate of Excellence in 2016 for the quality of the attraction and the site is rated #1 of the listed attractions located in New Denver.

A Moving Memorial

“We stumbled upon this centre when passing through New Denver. The interpreter was passionate and very well informed. It is a heart-breaking reminder of what governments can do. The gardens were beautiful. The authenticity added to the experience.” -

TripAdvisor Review

HUMAN RESOURCES

Applications were made for three student positions to two federal granting programs: Young Canada Works and Canada Summer Jobs. Of the three positions applied for, two positions were filled. Due to the isolated location of the New Denver finding appropriate students continues to be a challenge.

This year, the partial grant funding covered a Museum Assistant position and a Collection Assistant position. The Museum Attendant's main focus was to collect admission fees, assist with gift shop sales and orient visitors to the site's layout and history. The Collection Assistant worked on locating where the artifacts displayed throughout the exhibits were, assessing their condition and adding this information to the Master Catalogue. This was identified as a necessary step in continuing the work of fully assessing the inventory of artifacts and archival material in the NIMC's permanent collection.

Two part-time, non-student Museum Attendants were also hired to share responsibilities during the spring and fall season, while the students are not available. They also covered weekends throughout the summer so that students could be supervised by Village staff during the week. Margarethe Peynenburg returned to the NIMC to fill one of these positions, while Simon Lindley was hired for the second position. The administrative and financial responsibilities have been handled by regular Village of New Denver office staff for the past three years.

SPECIAL EVENTS

Spring Garden Clean-Up – April 29, 2018

The annual event relies heavily on local residents and particularly members of the Slocan Lake Garden Society to ready the Heiwa Teien garden for the NIMC's opening. Refreshments and lunch were served to the seven volunteers who participated. The work focuses on weeding and removing debris from the garden. Turn-out has been getting progressively lower in the past three years. Alternative methods of attracting interested individuals may be needed to ensure that minimum maintenance of the garden is sustained.

BC Historical Federation Conference Tour – May 25, 2018

This year, the BC Historical Federation's annual conference was held in Nakusp, BC. As part of the conference, the NIMC was contacted to offer a tour of the site to the attendees. Two buses were scheduled to visit local museums which included the NIMC, the Sandon Museum and the Silvery Slocan Museum. 75 participants, all of whom were keenly interested in the history of BC, learned about the history of the site.

Japanese Internment Legacy Signage Unveiling – June 15, 2018

Three of a total eight roadside interpretative signs were unveiled to commemorate the three clusters of Japanese Canadian internment camps in the Kootenays: Slocan Extension (Lemon Creek, Popoff, Bay Farm & Slocan City); New Denver (The Orchard, Harris and Nelson Ranch, Rosebery & Sandon); and finally, Kaslo. The ceremonies were attended by dignitaries from several levels of government, local community organizations, seniors and visitors, and school children from local schools.

The NIMC hosted an informal event that served refreshments, and provided an opportunity for the many dignitaries and special guests that were present to tour the site, after the unveiling ceremony in New Denver. The sign is located at the New Denver community information pull-out along HWY 6.



Obon Ceremony – July 22, 2018

Members of the former Kyowakai Society continue to host an annual Buddhist Obon ceremony in the Kyowakai Hall. The celebration is open to the public but as the exhibits in the Kyowakai Hall are relocated to accommodate the ceremony, the NIMC offers entrance by donation on that day.

Onsite Film Short Documentary – November 8-9, 2018

VR360 Media Inc., a Kelowna-based video production company specializing in 360 Degree Video, filmed scenes for their documentary short project "Remembering the History: The Internment of Japanese Canadians". The film is funded, in part, by a grant from the National Association of Japanese Canadians. Filming took place at the NIMC and around the community on November 8 and 9, 2018. Fees for service were charged to the film company to recoup staff wages for the person on site during filming, as laid out in the newly adopted NIMC Special Access Policy.

SPECIAL PROJECTS

Free Resident Admission

The NIMC gifts one family season pass per household to the residents and property owners of New Denver. The objective was to give site access to members of the community to further the goal of providing locals with opportunities to learn more about this important part of the Village's history. The passes were available at the Village Office upon request. Fewer than 20 were distributed this year. The initiative has no major impact on revenue and is simple to execute.

Kyowakai Society Booklet Research Phase

A researcher from Victoria spent 10 days at the end of May gathering material and conducting interviews to assist in the creation of an educational booklet. The booklet's goal is to create a document that highlights the group's accomplishments regarding their role as initiators of the NIMC. Former members of the Kyowakai Society and staff from the Village of New Denver assisted the researcher with gathering the information.

The completed research package is scheduled to be submitted by the end of the year. The next phase will include hiring a writer and developing the design of the booklet. John Endo Greenaway has committed to helping with the design aspect of the project.

Interpretative and Promotional Material

NIMC English brochures were reprinted and distributed to a variety of regional locations including regional Visitor Centers and a number of local area attractions.

NIMC Annual Calendar

The calendar is an original design by Village of New Denver staff, using images taken of artifacts from the NIMC's permanent collection. The goal of the project was to create a visually appealing item for sale in the Gift Shop that would help raise funds for the NIMC. As a secondary benefit, the calendar is being used as a promotional gift item for distinguished visitors and benefactors of the NIMC.

While achieving the goal of being visually appealing and a good representation of the NIMC's reputation for quality, a number of improvements have been noted for the next edition. Namely, the weight and size of the calendar make shipping costs prohibitive.

ADMISSIONS

The NIMC visitor numbers have fluctuated somewhat over the past few years but remain relatively steady. In comparison to last year, the NIMC saw just over 100 more visitors this year. In total, eight school groups and three bus tours came through.

Student Groups

The number of student groups visiting from the West Kootenay and the Columbia Basin area could be improved. There are approximately 20 communities in the region with numerous schools in many of the towns. As part of the mandate of the NIMC, educating future generations was considered a main focus of the NIMC to ensure a human rights violation of this magnitude never happens again.

Bus Tours

The NIMC has not attempted to market itself, in the past, to bus tours. This may be one of the reasons that relatively few tours stop at the site. Particularly in the shoulder seasons, the NIMC could accommodate more tours of up to 50 people. At present, no discounts are offered for tour companies but that has not seemed to be an impediment to the organizers. There are already two confirmed tours for next year.

ENTRY TYPE	TOTAL ADMISSIONS	TOTAL REVENUE
Adults	1215	\$ 10,389
Seniors	1441	\$ 9,612
Students	157	\$ 1,200
Family	1063*	\$ 5,050
Groups	260	\$1,333
Total	4136	\$27,584

**Family entry total is estimated at 2 adults+ 2 children*



GIFT SHOP

Many visitors commented on the quality and unique options available. There are a number of rare books and other items that are hard to find elsewhere. The tracking that was begun in 2016 has ensured that our more popular items are consistently available. New items include hand-made origami trivets, unique origami charms and a NIMC Calendar. Continued exploration of new items is warranted to generate further revenue for the NIMC. New inventory control systems could be implemented to improve the tracking of annual net sales.

Annual Comparison of Gift Shop Sales:

2018	2017	2016
\$8,619	\$7,060	\$5,563



NIMC
2019 CALENDAR
National Japanese American Museum
1000 East Broadway, Suite 100, Denver, CO 80202



National Japanese American Museum
1000 East Broadway, Suite 100, Denver, CO 80202

Images: (L) Front Cover (R) Month Page Example

FACILITY MAINTENANCE

As the site ages, there are a number of concerns regarding the deterioration of the buildings and the exhibits. A need for a detailed site maintenance schedule has been identified to ensure that all repairs and ongoing maintenance are kept on track. Currently, a list of necessary work is kept by Administration who direct Public Works to carry out the work. Smaller, immediate issues are dealt with in order of priority and severity as they arise.

The Heiwa Teien (Peace Garden) is managed separately and has external consultants and gardeners who oversee the necessary annual maintenance and upkeep.

2018 Activities

There were two medium sized projects that took place in the spring, prior to opening the NIMC.

Centennial Hall Flooring Replacement

The aging carpet in the Centennial Hall was replaced with vinyl flooring. Public Works installed the new material in April. The goal was to improve the functional options and ease of maintenance of the space.

Kyowakai Hall Track Lighting Replacement

Track lighting in the Kyowakai Hall museum space was replaced in April 2018. The original lighting system had been installed in 1993 or 1994, prior to the NIMC opening. That system had been involved in a manufacturer's recall during the late 90's but no action was taken at the time. In 2012, the entire system was replaced but during the past two years, a number of the lamp fixtures fell off during opening hours. Previously, the system used incandescent bulbs, which emit an enormous amount of heat. Over time, this may have been a contributing factor to the deterioration of the plastic fixtures. The new system uses only LED bulbs, which may reduce the impact of heat on the fixtures. There may also be underlying issues that have not been extensively considered regarding the overall electrical system and the lack of temperature control in the building.

Current Areas of Concern

Visitor Centre Electrical

A number of small incidents were reported over the season regarding electrical issues in the Visitor Centre building. Namely, if certain appliances such as vacuums or a kettle were plugged in, the breaker went or sparks were visible at the outlet. Later in the season, the on demand hot water heater stopped functioning. While inspecting the area, a shop vacuum was plugged in and smoke and sparks started immediately. The breaker was turned off and an electrician was hired to inspect and repair the system. All the plug-ins were replaced and at least two showed faults.

Deteriorating Cedar Shakes

A local contractor has been found who can produce the necessary four-foot long shakes needed to replace siding on some of the buildings. The main areas of concern are on the West facing portion of the 1957 Shack and the South facing portion of the 1942/43 Shack.

Deteriorating Wooden Components

The majority of the site's elements are made from wood. There are numerous issues to be addressed and only the major ones are listed below:

- The bottom boards and the tongue and groove siding along the length of the Kyowakai Hall's North facing wall are detaching from the building and deteriorating.
- Vertical slats covering the sides of the boardwalk are deteriorating and falling off in places.
- Logs used as bollards in parking area are rotting and require replacement.
- The surface of the wooden boardwalk is slippery from algae growth and has areas of rotting wood.
- Wooden benches throughout the site are showing signs of deterioration. Two have already been removed from the site due to safety concerns. A local contractor has been found who can reproduce the benches, as needed. Estimated construction cost per bench is \$400.
- Woodpecker damage has been found throughout the site where cedar shakes have been used.

Emergency Lighting

- While emergency lighting exists, some of the fixtures are not up to code and should be reviewed by an electrical contractor.

HEIWA TEIEN (PEACE GARDEN)

In 2005, the Kyowakai Society sought the assistance of professional Japanese gardeners to provide support in the maintenance and planning of the garden. The gardeners have created a number of reports and budgets for potential larger scale improvement projects but have not been successful in securing funds allocated to meet the projects' needs.

Instead, the focus has been on maintaining the existing garden on a limited budget. A local gardener, with some Japanese gardening training, is currently hired to assist the consultant gardeners in annual pruning and cleaning of the garden. This approach respects the limited financial and human resources available but may not be sustainable as the garden elements continue to age.

To assist in longer term planning, the garden consultants met with Village Administration in July 2018 to consider alternate options for phasing larger projects.

2018 Activities

Spruce Sawfly Mitigation

The infestation found in a number of the spruce trees on site underwent an aggressive treatment with the goal of completely eradicating the pests. The product selected was carefully considered and is detailed below. This project was an identified priority carrying over the previous year.

Bioprotec CAF

Bioprotec CAF is selectively toxic to some species of lepidopteran larvae. It is a stomach intoxicant only; to be effective, deposits of Bioprotec CAF must be ingested by susceptible larvae. Thorough coverage of target foliage where larvae are feeding is essential. In general, larvae should be treated when they are newly hatched and actively feeding. After ingestion of a sufficient dose, larvae cease feeding within a few hours and death occurs in 2 - 5 days.



Current Issues

The following elements were identified during the meeting with the garden consultants:

- Stonework under large cherry tree in front of the Centennial Hall is failing which has caused the concrete pathway above it to sink. Temporary repairs were completed but the area needs further mitigation.
- Bushes and junipers are dead or dying due to age or lack of proper maintenance (including issues with the irrigation system which was designed for lawns, not complex garden planting).
- Stones have shifted due to exposure to the elements.
- Gravel and soil have not been topped up since installation in 1993. 3-4 inches is now needed in river bed.
- Stones and gravel throughout river bed have been altered significantly and do not represent the movement that was intended. An example of how a section can be restored can be seen on the south side of the river in front of the Visitor Centre.
- Wooden posts along river bank are deteriorating badly and were not placed in accordance to the style that the garden was meant to have.
- Concrete patching on the bridge should be repaired to match the existing pathways.



POLICY DEVELOPMENT

2018 Activities

NIMC Special Access Policy

Over the past five years there has been an increasing interest in the NIMC's history. The number of requests for special access to the NIMC's Collection and site is still relatively small but due to the seasonal nature of the facility and the lack of permanent staff onsite, it was determined that a clear policy that established consistent procedures regarding special requests would be beneficial.

Current Issues

- A policy regarding the collection and archival management should be reviewed/updated to assist staff in deciding how to handle newly donated items and deaccessioning some of the items in the collection.

COLLECTION MANAGEMENT

The Collection Assistant completely mapped the location of the artifacts on display in the 1957 and 1942/43 Shacks, as well as the majority of the artifacts being kept in the storage located in the 1957 shacks.

The NIMC is still receiving new items for the collection and archival material but, without a staff member who is experienced and dedicate to managing the material, sorting through the items is a daunting task.

Some of the artifacts on display are significantly deteriorating due to age and environmental exposure. The site was not designed to allow for environmental or temperature control therefore, the items on display will continue to become less and less viable if left in the current condition.



APPENDIX A: RECOMMENDATIONS

Top priorities for 2019 are highlighted in bold

VISITOR EXPERIENCE

- **Improved highway and in-town directional signage for NIMC.**
- Create an official script to ensure a consistent history of the site is given to all visitors.
- Offer variety of audio or video experiences that are selected from the archival material at the Centre.
- Develop products that offer unique experiences.
- Partner with other local museums to create a local history tour or collaborative events.

HUMAN RESOURCES

- **Apply for an intern position to assist with the Collection material.**
- Dedicate more training time for all staff members for finance, cultural sensitivity and site history.
- Evaluate the feasibility of a docent program during the summer for gardening and tours.
- Develop outreach possibilities for local organizations to volunteer for mutual benefit.

SPECIAL EVENTS

- Consider future annual food and art based cultural events to encourage local and regional visitation.

SPECIAL PROJECTS

- **Replace and repair the exhibit photographs.**
- **Replace the paper on the walls and ceilings in the kitchen of 1957 Building.**

ADMISSIONS

- **Cooperate with larger institutions to be included in bus tour packages.**
- Develop tour packages that include group rates and net rates for travel trade.
- Build a dedicated website with more detailed information about the site, activities and history.

GIFT SHOP

- **Design in-house items with low price points such as pins, key chains, coasters, magnets, mugs, and T-shirts.**
- Consider working with culturally appropriate artisans to create unique items to sell.

FACILITIES

- **Source cedar shakes for replacement of deteriorating siding on 1942 and 1957 shacks.**
- **Replace decaying cedar benches as per inventory data.**
- Develop an asset management plan with the support of heritage conservation experts.
- Create a designated area for archival and artifact management and research.

HEIWA TEIEN

- 5 Year Strategic Plan for garden maintenance would assist in prioritizing work for future grant applications.
- Create more information on the symbolic nature of the garden and its provenance.

COLLECTION MANAGEMENT

- **Hire/Consult a professional archivist or collection manager for contract work to ensure correct management practices are followed and that regular maintenance of the records continues.**

Rosebery Parklands and Trails Commission

Rosebery Parklands and Trails Commission

Regular Meeting, Nov 28, 2018
6:00pm, Village Council
Chambers, New Denver

Agenda

1. Roll Call of Commissioners

- a. John Fyke - Village of New Denver

2. Adoption of agenda

3. Approve minutes of meeting Sept 5, 2018
4. Business arising from those minutes

- a. Work Completed in 2018 Season
- b. Rosebery to Summit Lake Trail Update

5. Correspondence

6. Financial Report
7. Report from RDCK Staff
8. Report from RDCK Directors
9. New Business

- a. Commission Appointments and Re-Appointments
- b. Budget Review and Approval
- c. 2019 Meeting Dates

10. Public / Press

11. Adjourn

Minutes of September 5, 2018 Meeting at Knox Hall, New Denver

Meeting called to order: 6:00 pm

1. Roll Call of Commissioners

Present: Richard Allin, Ann Bunka, Hank Hastings, Susan Johnson, Wendy King, Scott Kipkie, Mike Koolen, Peter Schwartz, Cary Gaynor, Craig Pettitt, Walter Popoff, Rod Reitmeier

Unable to Attend: Jessica Lunn, Leah Main

Visitors: Kimberly Jones, Ormond Jobin (Rosebery Residents)

2. Agenda

Addition under New Business - Alamo Siding Fire Debrief

Motion: Adoption of agenda with above-noted addition.

Moved by Rod Reitmeier and seconded by Scott Kipkie, carried.

3. Minutes of July 9, 2017

Motion: Acceptance of minutes.

Moved by Scott Kipkie and seconded by Peter Schwartz, carried.

4. Business arising from those minutes:

a) **Rosebery Parklands – Lot # 5 Update**

RDCK is conducting relevant surveys to determine property lines and setbacks to validate if stairs and deck built by owner are encroaching on the Rosebery Parkland Property. Front Counter BC has been notified of the foreshore alterations.

b) **Engineering Report(s) – Re-Route & Wooden Bridge**

Slump Re-Route – Confirmed original slump remains stable and trail reconstruction can proceed. Re-Route will remain in place until the work is done.

Wooden Bridge – August Report from SNT Engineering. Reviewed and discussed content of exposures and recommendations for the 33m wooden bridge at 9km. Temporary improvements and reinforcing has been put in place to permit enough stability until the end of the 2018 season; complete replacement will be required in the 2019 season. Considerable grant funding will be needed to replace the existing structure and will be confirmed through the upcoming 2019 budget process. As a result of the discussion, the following motions were carried:

Motion # 1: That RDCK (Cary Gaynor) confirm in writing with the SNT Engineering that the improvements in place on the wooden bridge since the July 28 field inspection are deemed safe for users on a temporary basis (i.e. the end of the 2018 season).

Moved by Rod Reitmeier and seconded by Peter Schwartz, carried.

Motion # 2: The Commission agrees to proceed with the Engineer's recommendation in 2019 for replacement of the Wooden bridge at Km9 with two spans of bridge, fill and retaining walls on the basis of low cost and reduced construction effort.

Rosebery Parklands and Trails Commission

Moved by Wendy King and seconded by Mike Koolen, carried.

5. Correspondence – Received e-mail from Ken & Donna Butler concerning emergency access and use of property for firefighting staging. See further item 9 (b).

6. Financial Reports

Financial Reports to August 2018 were presented to the Commission. The \$3,500 for Engineering fees is not reflected in the August numbers.

Motion: Acceptance of August 2018 financial reports.

Moved by Susan Johnson and seconded by Richard Allin, carried

7. Report from RDCK Staff -

For safety reasons, current focus are improvements and repairs to the slump re-route.

8. Report from RDCK Director

Motions from the Commission's July 9 meeting with respect to crossing of Rosebery Shores Lot # 6 owners was presented at the last RDCK Board and is proceeding.

9. New Business:

- a) **Alamo Siding Fire Debrief** – Course of events surrounding the wildfire at Alamo Siding was reviewed and discussed. Recognition and appreciation was expressed for that the New Denver Volunteer Fire Department which was instrumental in containing and dousing the fire. It was noted that the fire was likely started by a person.

Motion # 3: The Commission requests that the RDCK issue a Thank You Letter to the New Denver Volunteer Fire Department for their prompt and effective efforts in controlling & dousing the Alamo Siding fire.

Moved by Richard Allin and seconded by Mike Koolen, carried

- b) **Emergency Access & Staging Areas** – General discussion on the limited options for readily accessing all parts of the trail. Need to develop Emergency Response Plan (ERP), collaborating with local Emergency and Firefighting groups. Correspondence from Ken & Donna Butler was reviewed and the use of their property for firefighting staging area. Recognized the need for an ERP in 2019, including options for motorized emergency access if feasible.

Motion # 4: The Commission requests that the RDCK issue a Thank You Letter to Ken & Donna Butler thanking them for the use of their meadow for firefighting activities.

Moved by Susan Johnson and seconded by Mike Koolen, carried

Motion # 5: The commission requests that the RDCK, in 2019, coordinate the development of an ERP for the Galena Trail.

Moved by Wendy King and seconded by Susan Johnson, carried

- c) **Rosebery Shores – Foreshore Discussion** - Since the Galena Trail borders the foreshore along this development and to permit ease of access for trail users to enjoy the shoreline without crossing private property, general agreement to proceed with simple trails leading from Galena

Rosebery Parklands and Trails Commission

Trail to beach and swimming areas. It was also noted that owners are proceeding with 3 10'x10' buildings on the triangular piece of private property at the foreshore and bordering the Galena Trail.

- d) **2019 Budget Committee** – Confirmed that 2019 Budget Committee will be comprised of:
- Richard Allin (Chairman)
 - Wendy King (Secretary/Treasurer)
 - Cary Gaynor (RDCK)
 - Peter Schwatz (Area H)
 - Rob Ferrell (Lead Trail Maintenance)

10. Public / Press Forum - No further discussion presented.

11. Next Meeting & Adjournment

As a result of Budget reviews and timing, the Nov 1 2018 meeting has been rescheduled to Wednesday November 21, 6:00 pm Knox Hall

(Addendum to minutes: Meeting moved to Nov 28, 2018 per W Popoff)

Motion to adjourn: Richard Allin 7:30 pm

Acceptance of minutes by Meeting Chair:

_____ **Richard Allin**

Minutes Prepared by:

_____ **Wendy King**

Meeting resulted in 5 recommendations to the RDCK Board presented on the next page.

Rosebery Parklands and Trails Commission

Recommendations from the Sept 5, 2018 Commission Meeting requiring RDCK Board approval:

Re: Deteriorating Wooden Bridge

Motion # 1: That RDCK (Cary Gaynor) confirm in writing with the SNT Engineering that the improvements in place on the wooden bridge since the July 28 field inspection, is deemed safe for users on a temporary basis (i.e. the end of the 2018 season).

Motion # 2: The Commission agrees to proceed with the Engineer's recommendation in 2019 for replacement of the Wooden bridge at Km9 with two spans of bridge, fill and retaining walls on the basis of low cost and reduced construction effort.

Re: Emergency Response and the Alamo Siding Wildfire (Aug 2018)

Motion # 3: The Commission requests that RDCK issue a Thank You Letter to the New Denver Volunteer Fire Department for their prompt and effective efforts in controlling and dousing the Alamo Siding fire.

Motion # 4: The Commission requests that RDCK issue a Thank You Letter to Ken & Donna Butler for the use of their meadow for firefighting activities.

Motion # 5: The commission requests that the RDCK, in 2019, coordinate the development of an ERP for the Galena Trail.



The Corporation of the Village of New Denver

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

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

TO: Mayor and Council
FROM: Corporate Officer
SUBJECT: RDCK Commission Appointments
DATE: November 19, 2018

RECOMMENDATION:

1. That Nadine Raynolds be recommended for appointment as the Village of New Denver's representative to the Slokan Valley Economic Development Commission.
2. That Alternate Director John Fyke be recommended for appointment as the Village of New Denver's RDCK representative to Recreation Commission #6, with Director Colin Moss serving as the alternate for the position.
3. That Gerald Wagner be recommended for appointment as the Village of New Denver's Council-recommended representative to Recreation Commission #6.
4. That John Fyke be recommended for appointment as the Village of New Denver's alternate Council-recommended representative to Recreation Commission #6.
5. That ___ be recommended for appointment as the Village of New Denver's Community representative to Recreation Commission #6.
6. That ___ be recommended for appointment as the Village of New Denver's alternate Community representative to Recreation Commission #6.
7. That Alternate Director John Fyke be recommended for appointment as the Village of New Denver's RDCK representative to Rosebery Parklands & Trails Commission, with Director Colin Moss serving as the alternate for the position.
8. That Gerald Wagner be recommended for appointment as the Village of New Denver's Community representative to the Rosebery Parklands & Trails Commission.
9. That Richard Allin be recommended for appointment as the Village of New Denver's alternate Community representative to the Rosebery Parklands & Trails Commission.

BACKGROUND:

The Village of New Denver participates in the following RDCK Commissions:

- Slokan Valley Economic Development Commission (SVEDC)
- Recreation Commission #6

- Rosebery Parklands & Trails Commission
- Winlaw Regional and Nature Park Commission

The respective RDCK Service Establishment Bylaws (and amendments thereto) dictate the composition of each Commission, specifying the number of representatives from each participating local government, whether these representatives have voting rights, whether alternate appointees are permitted, and whether there are any restrictions regarding residency (or other eligibility requirements) that apply to representatives. The Council of the Village of New Denver make recommendations to the RDCK as to who will represent the Village on each available Commission position.

Slocan Valley Economic Development Commission

- Director or alternate sits by virtue of office (only one seat, no alternate appointee permitted) and has full voting rights
- Village representative (no alternate appointee permitted) must be a New Denver resident (can be from Council or Community)

Recreation Commission #6

- Director (or alternate) sits by virtue of office but does not have voting rights. Resolution requested if RDCK alternate will be the Village's "usual" representative.
- Council-recommended representative (or alternate) has full voting rights (can be from Council or Community)
- Community representative (or alternate) has full voting rights and must be a New Denver resident or property owner (can be from Council or Community) Technically this position is selected by the Commission, but input from the Village has been requested in the past.

Rosebery Parklands & Trails Commission

- Director (or alternate) sits by virtue of office but does not have voting rights
- Community representative (or alternate) has full voting rights (can be from Council or Community)

Winlaw Regional and Nature Park Commission

- Director (or alternate) sits by virtue of office and has full voting rights
- At-large representatives must be residents of the Slocan Valley. Historically, New Denver residents have not expressed interest in serving on this Commission.

ANALYSIS:

New Denver resident Nadine Raynolds has indicated her desire to continue to serve as the Community representative to the SVEDC.

New Denver property-owner Richard Allin has indicated his desire to continue to serve as the Community representative to the Rosebery Parklands & Trails Commission.

STRATEGIC PRIORITY: Nil

COMMUNICATION STRATEGY:

A call for Commission members (except Winlaw Regional and Nature Park Commission) was advertised in the November 15th edition of the Valley Voice.

FINANCIAL IMPLICATIONS: Nil



Regional District of Central Kootenay

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
Telephone (250) 352-6665
BC Toll Free 1-800-268-7325

Web: www.rdck.ca
Email: info@rdck.bc.ca
Fax: (250) 352-9300

File No. 0520-10

November 8, 2018

Colin Moss
c/o Village of New Denver
Po Box 40
New Denver, BC V0G 1S0

To Director Moss, Village of New Denver:

RE: COMMISSION APPOINTMENTS

Attached you will find the current listing of appointees on file with the Regional District of Central Kootenay and their term expiry dates.

Any terms expiring December 31, 2018 appointments will be required for Board endorsement at the December 13, 2018 Board meeting. Please forward all new Commission appointee's names and contact information (address, phone & email) to Angela Lund at alund@rdck.bc.ca by **December 3, 2018** along with any revisions of the current appointees list.

Slocan Lake Recreation Commission No. 6 1 appointment required for the term January 1, 2019 to December 31, 2020.
1 alternate appointment required for the term January 1, 2019 to December 31, 2020
Village of New Denver requires 1 appointment for the term January 1, 2019 to December 31, 2019
Village of New Denver requires 1 Alternate appointment for the term January 1, 2019 to December 31, 2019

Roseberry Three Forks Parks Commission 1 appointment required for the term January 1, 2019 to December 31, 2020

Winlaw Regional and Nature Park Commission 4 appointments required for the term January 1, 2019 to December 31, 2020
3 appointments in good standing to December 31, 2019

Slocan Valley Economic Development Commission 1 appointment required for the term January 1, 2019 to December 31, 2019

PLEASE NOTE: The list does not include Advisory Planning Commissions appointments.



Thank you for your assistance in regards to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Angela Lund', with a stylized, cursive script.

Angela Lund
Deputy Corporate Officer

Enclosures: Appointment Lists



The Corporation of the Village of New Denver

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

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

TO: Mayor and Council
FROM: Corporate Officer
SUBJECT: Ktunaxa Kinbasket Treaty Advisory Committee Appointments
DATE: November 20, 2018

RECOMMENDATION:

That ___ be appointed as the Village of New Denver's representative to the Ktunaxa Kinbasket Treaty Advisory Committee;

and further,

That ___ be appointed as the Village of New Denver's alternate representative to the Ktunaxa Kinbasket Treaty Advisory Committee.

BACKGROUND:

Beginning December 2014, the Village of New Denver has appointed a representative and alternate from Council to the Ktunaxa Kinbasket Treaty Advisory Committee (KKTAC). The next KKTAC meeting is scheduled for February 12, 2019 in Cranbrook.

ANALYSIS:

A council resolution is required to authorize attendance at KKTAC events with expenses paid.

STRATEGIC PRIORITY: Nil

COMMUNICATION STRATEGY: Nil

FINANCIAL IMPLICATIONS:

There are no costs associated with appointment. The Village of New Denver is responsible for all travel costs associated with participating in KKTAC meetings.



Ahl 101 002

October 22, 2018

Bruce Woodbury, CAO
Village of New Denver
PO Box 40
New Denver BC V0G 1S0

Dear Mr. Woodbury:

Re: Ktunaxa Kinbasket Treaty Advisory Committee – Appointments

In accordance with the Ktunaxa Kinbasket Local Government Treaty Advisory Committee (TAC) Operational Procedure Policy:

Each Municipal Council and Regional District Board in the Treaty Advisory Committee area may appoint one member and one alternate member to the Treaty Advisory Committee.

We respectfully request confirmation of your Board's appointments including the mailing address, home and business telephone numbers, fax number and email address for both the member and the alternate member. Please send this information to Connie Thom, Executive Assistant at cthom@rdek.bc.ca by December 23, 2018 as we expect the next TAC meeting will be held sometime in January.

To quote a former Chair of the Treaty Advisory Committee:

"UBCM negotiated the ability for local government to have input into treaty settlements. We should not take this lightly nor should we take lightly the potential impact on local government. We must be prepared for the changes. To be prepared, we must be aware of what has transpired and know what the effects will be on our jurisdictions. If we do not participate during the negotiations, we will not be prepared for these changes.

"Treaty negotiations and the final treaty settlement have implications for local government. It takes years for settlements to be reached; however, I cannot emphasize enough the importance of maintaining our level of interest and participation throughout the process. Once a final settlement is reached, it is too late to provide input on how the changes resulting from the final agreement may affect us"

We look forward to receiving confirmation of your appointments. If you have any questions about the Treaty Advisory Committee, please call me at 250-489-2791.

Sincerely,

Shawn Tomlin
KKTAC Administrative Officer

ST/ct



The Corporation of the Village of New Denver

P.O. Box 40, New Denver, BC V0G 1S0 • newdenver@netidea.com

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

TO: Mayor and Council
FROM: Administration
SUBJECT: Holiday Office Hours
DATE: November 23, 2018

RECOMMENDATION:

That the Regular Meeting of Council scheduled for December 27, 2018 be cancelled;
and further,
that non-salaried staff be given a day off with pay, to be taken between Christmas and New Year's Day.

BACKGROUND:

The second Council meeting in December is typically cancelled as it falls during the Christmas holidays.

The Village Office would be closed from Tuesday, December 25, 2018 to Sunday, December 30, 2018. Some office staff and public works staff may be in working during the closed period

Residential garbage collection would be rescheduled from Tuesday, December 25th to Monday December 24th and from Tuesday, January 1st to Monday, December 31st. Only critical commercial garbage would be picked up on Friday December 28th.

After hours contact phone number(s) would be provided for any emergency or important issues

ANALYSIS:

Last year, all non-salaried municipal staff were given a paid day off on during the week between Christmas and New Year's Day. This year, staff recommends doing the same - providing non-salaried employees one day off with pay during the week between Christmas and New Year's Day. The proposed expenditures have been included in the Village's Five Year Financial Plan Bylaw.

STRATEGIC PRIORITY: Nil

COMMUNICATION STRATEGY:

The information will be advertised in the December 13th edition of the Valley Voice and will be posted on the Village's website and on the bulletin board at the Village Office.

FINANCIAL IMPLICATIONS:

Costs of providing one day off with pay for all non-salaried staff is estimated at approximately \$1200. This falls within the funds budgeted for salaries in the Village's current Five Year Financial Plan bylaw.



The Corporation of the Village of New Denver

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

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

TO: Mayor and Council
FROM: Corporate Officer
SUBJECT: Health Advisory Committee Establishment
DATE: November 19, 2018

RECOMMENDATION:

That staff be directed to prepare draft Terms of Reference for a Health Advisory Committee, for Council's consideration.

BACKGROUND:

As the provision and delivery of health services in the New Denver are issues of concern for the Village, Council may wish to establish a Committee to investigate options and advise Council on matters relating to local health services.

ANALYSIS:

Terms of Reference will explicitly identify the purpose, scope and composition of the group, and will indicate the level of staff resources available to support the Committee's operation.

STRATEGIC PRIORITY: Nil

COMMUNICATION STRATEGY: To be determined.

FINANCIAL IMPLICATIONS:

The costs associated with developing Terms of Reference are minimal. Operational costs can be estimated once Terms of Reference for the Committee have been established.



The Corporation of the Village of New Denver

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

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

TO: Mayor and Council
FROM: Corporate Officer
SUBJECT: Village of New Denver Five Year Financial Plan Amendment Bylaw No. 721, 2018
DATE: November 22, 2018

RECOMMENDATION:

That Village of New Denver Five Year Financial Plan Amendment Bylaw No. 721, 2018 be given first, second and third reading.

BACKGROUND:

At the September 25, 2018 Regular Meeting, the Council of the Village of New Denver resolved to provide a letter stating their support in principle for Columbia Basin Broadband Corporation (CBBC)'s proposal to apply for funding to install fibre backbone between Playmor Junction and Nakusp.

This is similar to the resolutions adopted at the April 11, 2017 Regular Meeting, where Council resolved to provide letters to both Columbia Basin Broadband Corporation (CBBC) and Kootenay Open Network Alliance/Red Mountain Internet Society (KONA/RMIS), in support of their respective proposals to bring fibre backbone to New Denver.

Please note that the current CBBC proposal would only provide a point of presence in the municipality and would not provide "last-mile" service to New Denver residents.

ANALYSIS:

In September, financial commitment from the Village of New Denver was not required. CBBC has now indicated that they would like the Village of New Denver to contribute \$37,577 towards the project.

In order to make this commitment, the Village of New Denver's current Five Year Financial Plan Bylaw (No. 714, 2018) must be amended. Village of New Denver Five Year Financial Plan Amendment Bylaw No. 721, 2018 provides for \$37,577 of Gas Tax funding being turned over in 2019 as a Grant-In-Aid for this purpose, subject to CBBC obtaining the balance of funding from other sources.

STRATEGIC PRIORITY: Nil

COMMUNICATION STRATEGY: Nil

FINANCIAL IMPLICATIONS:

As this project was not included in the Village's current Five Year Financial Plan Bylaw, an amendment is required if Council wishes to provide funding to the project. Amending the bylaw does not commit the Village to spending the money.

THE CORPORATION OF THE VILLAGE OF NEW DENVER

BYLAW NO. 721, 2018

A Bylaw of the Village of New Denver to amend to the Five Year Financial Plan
For the period from January 1, 2018 to December 31, 2022

WHEREAS Council may want to provide funding to assist with installation of fiber internet infrastructure in New Denver and area in 2019, NOW THEREFORE

THE COUNCIL OF THE Village of New Denver in open meeting assembled, enacts as follows:

1. Appendix A of the Village of New Denver Five Year Financial Plan Bylaw No. 714, 2018 is deleted and replaced with Appendix A attached hereto and made part of this bylaw.
2. This bylaw may be cited for all purposes as the “Village of New Denver Five Year Financial Plan Amendment Bylaw No. 721, 2018”

READ A FIRST TIME this ____ day of _____, 2018.

READ A SECOND TIME this ____ day of _____, 2018.

READ A THIRD TIME this ____ day of _____, 2018.

RECONSIDERED AND ADOPTED this ____ day of _____, 2018.

MAYOR LEONARD CASLEY

ADMINISTRATOR

CERTIFIED A TRUE COPY OF
BYLAW NO. ___, 2018

CORPORATE OFFICER

Village of New Denver		APPENDIX A		Bylaw No. 721, 2018	
Five Year Financial Plan					
Revenues	2018	2019	2020	2021	2022
Taxation					
Property Taxes	259,516.12	269,896.77	280,692.64	291,920.34	303,597.16
Parcel Taxes	450.00	450.00	450.00	450.00	450.00
Grants in Lieu of Taxes	11,475.00	11,475.00	11,475.00	11,475.00	11,475.00
Taxation & Grants in Lieu	271,441.12	281,821.77	292,617.64	303,845.34	315,522.16
Fees and Charges					
Sale of Services	149,800.00	149,800.00	149,800.00	149,800.00	149,800.00
Licenses, permits, development fees	12,870.00	12,870.00	12,870.00	12,870.00	12,870.00
User Fees - Water	138,000.00	140,000.00	140,000.00	140,000.00	140,000.00
Fees and Charges	300,670.00	302,670.00	302,670.00	302,670.00	302,670.00
Interest & penalties on taxes	5,550.00	5,550.00	5,550.00	5,550.00	5,550.00
Other Revenue	41,400.00	36,400.00	36,400.00	36,400.00	36,400.00
Government Grants and Revenues	411,962.42	406,529.72	406,529.72	406,529.72	1,406,529.72
Transfer from Reserve Funds					
General Reserve	-	-	-	-	-
Fire Reserve	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00
Gas Tax Reserve	-	37,577.00	-	-	-
Heritage Reserve	-	-	-	-	-
Water Reserve	-	-	-	-	-
Transfer from Reserves	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00
Fire Protection Contracts	78,685.51	80,495.27	82,346.67	84,240.64	86,178.17
Other Transfers and Grants	123,700.00	6,700.00	6,700.00	6,700.00	6,700.00
Borrowing for Capital	-	-	-	-	-
Transfer from Accumulated Surplus	202,384.07	17,241.63	12,451.14	15,457.23	14,248.03
Tax levies for other governments	350,802.92	350,802.92	350,802.92	350,802.92	350,802.92
Total Revenue	1,797,596.04	1,536,788.31	1,507,068.08	1,523,195.85	2,535,601.00

Expenditures	2018	2019	2020	2021	2022
General Municipal Services	341,092.38	352,791.13	319,418.31	323,706.58	328,080.61
Fire Protection Service	66,800.00	65,220.00	62,661.00	63,124.05	63,610.25
Other Protective Services	9,810.00	14,871.80	9,935.45	15,001.02	15,068.55
Transportation Services	198,308.00	200,020.16	201,772.74	203,566.74	205,403.18
Environmental Health Services	47,350.00	45,564.50	46,988.84	46,423.25	46,867.99
Development Services	11,330.00	11,669.90	12,020.00	12,380.60	12,752.01
Recreation and Cultural Services	203,344.34	185,871.61	187,968.07	190,119.34	192,326.90

Village of New Denver	APPENDIX A		Bylaw No. 721, 2018		
Fiscal Services	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00
Debt Interest	9,900.00	9,900.00	9,900.00	9,900.00	9,900.00
Debt Principal	25,718.85	25,718.85	25,718.85	25,718.85	25,718.85
Water Operating Service	90,620.00	91,752.10	93,948.16	96,210.11	98,539.91
Capital Expenditures	311,760.88	11,000.00	11,000.00	11,000.00	1,011,000.00
Transfer to Reserve Funds					
General Reserve	-	-	-	-	-
Fire Reserve	39,233.95	43,712.73	49,237.18	51,807.79	54,425.02
Gas Tax Reserve	77,394.72	77,394.72	77,394.72	77,394.72	77,394.72
Heritage Reserve	-	-	-	-	-
Water Reserve	13,080.00	49,447.90	47,251.84	44,989.89	42,660.09
Transfer to Reserve Funds	129,708.67	170,555.35	173,883.74	174,192.40	174,479.83
Taxes Collected for Other Govt's	350,802.92	350,802.92	350,802.92	350,802.92	350,802.92
Total Expenditures	1,797,596.04	1,536,788.32	1,507,068.09	1,523,195.85	2,535,601.00
	-	-	-	-	-
Surplus/Deficit	0.00	0.00	0.00	0.00	0.00



The Corporation of the Village of New Denver

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

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

TO: Mayor and Council
FROM: Corporate Officer
SUBJECT: Request for removal of streetlight
DATE: November 22, 2018

RECOMMENDATION:

That staff be directed to investigate options and associated costs for removing the streetlight located at the southern end of the alley in Block A, and report back to Council.

BACKGROUND:

Several residents have requested removal of this streetlight, located in the Orchard, on the north side of 3rd Avenue between the highway (Union Street) and Kildare Street. Street lights are owned by BC Hydro, but operating costs (electricity usage & maintenance) are paid by the Village of New Denver.

ANALYSIS:

Staff recommends exploring the costs associated with removal, and seeking additional input from neighbouring properties before making a decision on this topic.

STRATEGIC PRIORITY: Nil

COMMUNICATION STRATEGY:

Additional consultation with neighbouring property owners is recommended.

FINANCIAL IMPLICATIONS:

To be determined.

To: Village of New Denver

Date: November 22, 2018

RE: Street over lighting on 3rd Street

Dear Mayor and Council,

As a follow up from communications with CAO Bruce Woodbury, we are writing to request that the street light at the corner of 3rd Street and the first alleyway between Union St. and Kildare St. (north side) be turned off or removed.

As the adjacent residents and property owners, we have had discussions about this street light. It is a real nuisance, and detracts from our quality of life. The design of the street light is such that the light broadcasts into all of our homes, including our bedrooms. The light pollution is also a disturbance to the enjoyment within our yards in the evening, when we could be gazing at the stars, but instead being annoyed by a bright street light.

In communications with the CAO, it was confirmed that this light does not fit the regular pattern of street lighting within the Orchard neighborhood. As shown on the map below, none of the other alleyways have this additional light. The street light stays on throughout the entire night with no real purpose. It is effectively, over lighting. It is a waste of electricity, and therefore also a waste of financial resources that the Village expends.

Thank you for taking action on our behalf to please have this street light turned off or removed.

We look forward to your response.

Adam Marvy

Nadine Raynolds & Gary Parkstrom

Sonja Lercher





The Corporation of the Village of New Denver

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

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

TO: Mayor and Council
FROM: Corporate Officer
SUBJECT: UBCM CRI FireSmart Community Funding & Supports program
DATE: November 23, 2018

RECOMMENDATION:

That the Council of the Village of New Denver support an application by the Village of Silverton to the UBCM CRI FireSmart Community Funding & Supports program for funding up to \$100,000.

BACKGROUND:

UBCM, through their Community Resiliency Investment (CRI) Program, is currently accepting applications for the FireSmart Community Funding & Supports program. This program will provide 100% funding to local governments to assist them in undertaking community-based FireSmart planning and activities that reduce the community's risk from wildfire. The deadline for submitting applications for the first round of funding is December 7, 2018. A list of eligible activities is attached.

ANALYSIS:

The proposed application will be a partnership between the Villages of New Denver, Silverton and Slocan, with the role of lead applicant assumed by the Village of Silverton. The required application forms will be prepared by representatives from Slocan Integral Forestry Cooperative (SIFCo). Since 2009, SIFCo has helped the Village to secure over \$600,000 in grant funding to reduce wildfire hazard in our area. SIFCo has demonstrated their ability to successfully complete projects of this nature, with minimal administrative burden on Village staff.

STRATEGIC PRIORITY: Nil

COMMUNICATION STRATEGY: Nil

FINANCIAL IMPLICATIONS:

As the program provides 100% funding, the financial impact on the Village budget is minimal.

Table 1: Eligible Activities	
1. Education	<ul style="list-style-type: none"> • Develop and/or promote local FireSmart educational activities and tools. Refer to BC FireSmart Resources for FireSmart materials that are currently available. • Develop and/or promote education for the reduction of human-caused fires • Encourage active participation in Wildfire Community Preparedness Day • Organize and host a community FireSmart day, FireSmart events and workshops, and wildfire season open houses • Apply for FireSmart Canada Community Recognition
2. Planning	<p>Community Wildfire Protection Plans</p> <ul style="list-style-type: none"> • Develop or update a CWPP, primarily within the administrative boundary, completed on the 2018 CRI CWPP template <p>Local Planning Activities</p> <ul style="list-style-type: none"> • Develop policies and practices for design and maintenance of FireSmart publicly owned land and First Nations land, such as parks and open spaces • Develop policies and practices for design and maintenance of FireSmart publicly owned buildings • Conduct site visits and FireSmart and/or risk assessments for publicly owned lands, First Nation lands and publicly owned buildings
3. Development considerations	<ul style="list-style-type: none"> • Amend Official Community Plans, Comprehensive Community Plans and/or land use, engineering and public works bylaws to incorporate FireSmart policies • Revise landscaping requirements in zoning and development permit documents to require fire resistant landscaping • Establish Development Permit Areas for Wildfire Hazard in order to establish requirements for the exterior design and finish of buildings⁴ • Include wildfire prevention and suppression considerations in the design of subdivisions (e.g. road widths, turning radius for emergency vehicles, and access and egress points) • Amend referral processes for new developments to ensure multiple departments, including the fire department and/or emergency management staff, are included
4. Interagency co-operation	<ul style="list-style-type: none"> • Develop and/or participate in regional or local FireSmart planning tables • Participate in multi-agency fire and/or fuel management tables
5. Emergency planning	<ul style="list-style-type: none"> • Develop and/or participate in cross-jurisdictional meetings and tabletop exercises, including seasonal readiness meetings • Review structural protection capacity (i.e. Fire safety assessments)

⁴ Local governments should refer to [Changes for Local Governments Under Section 5 of the Building Act: Appendix to Section B1 of the Building Act Guide \(Revised February 2017\)](#) for information on the use of development permits for wildfire hazard.

6. Cross training	<ul style="list-style-type: none"> • Cross-train fire departments to include structural fire and interface wildfire training (e.g. S-100) • Provide or attend training for Local FireSmart Representatives and community champions • Support professional development to increase capacity for FireSmart activities <i>Note: Applicants that are already part of the Home Partners Program pilot may apply for further for Home Ignition Zone training.</i>
7. FireSmart Demonstration Projects	<ul style="list-style-type: none"> • Undertake FireSmart Demonstration Projects for publicly owned buildings or publicly and provincially owned critical infrastructure. This may include: <ul style="list-style-type: none"> ◦ Replacing building materials (i.e. siding or roofing) with fire-resistant materials ◦ Replacing landscaping with fire-resistant plants as outlined in the FireSmart Guide to Landscaping <p><i>Note: To be eligible for funding, the proposed structure must be designated for emergency response, such as an Emergency Operations Centre or emergency social services facility (i.e. reception centre, group lodging) and have a completed FireSmart assessment. In addition, demonstration projects must include a community education component.</i></p>
8. FireSmart Activities for Private Land	<ul style="list-style-type: none"> • Planning for private land (only with private property owners' consent) <ul style="list-style-type: none"> ◦ Develop FireSmart Community Plans for specific areas ◦ Conduct FireSmart home and property assessments <p><i>Note: Applicants that are already part of the Home Partners Program pilot may apply for further Home Ignition Zone structure and site hazard assessments.</i></p> <ul style="list-style-type: none"> • Offer local rebate programs to home owners on private land and First Nations land that complete eligible FireSmart activities on their own properties <i>Note: Refer to Appendix 2 for requirements for funding this activity.</i> • Provide off-site debris disposal for private land owners who have undertaken their own vegetation management, including: <ul style="list-style-type: none"> ◦ Provide a dumpster, chipper or other collection method ◦ Waive tipping fees ◦ Provide curbside debris pick-up
9. Fuel & Vegetation Management	<ul style="list-style-type: none"> • Undertake fuel and/or vegetation management on publicly owned land, First Nation lands or for publicly or provincially owned critical infrastructure. This may include: <ul style="list-style-type: none"> ◦ Vegetation management activities ◦ Fuel management prescriptions consistent with the Fuel Management Prescription Notes to Assist that meet minimum requirements set out in the example Fuel Management Prescription ◦ Burn plans completed on Burn Plan Template ◦ New fuel management treatments or maintenance activities, including activities on grasslands ◦ Prescribed burns primarily for fuel management objectives <p><i>Note: Refer to Appendix 3 for requirements for funding above activities</i></p>