



AGENDA
REGULAR MEETING
JANUARY 22, 2019

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 January 22, 2019, Regular Meeting.

MINUTES:

- Resolution to adopt the Minutes of the January 8, 2019, Regular Meeting
- Resolution to adopt the Minutes of the January 14, 2019, Special Meeting

PETITIONS & DELEGATIONS:

West Kootenay EcoSociety – Montana Burgess, Executive Director

- Transition to 100% Renewable Energy

Silversmith Power & Light Corp – Hal Wright & Vida Turok

- Clean Energy Goals

PUBLIC QUESTIONS & COMMENTS:

-

OLD BUSINESS:

- Nil

CORRESPONDENCE FOR INFORMATION:

- Resolution to receive the following items for information:
 - Nakusp Transmission Line Update (*Mary Anne Coules, BC Hydro - Stakeholder Engagement Advisor*)
 - 2019 Resolutions, Training & Convention Deadlines (*Carolyn Maher, AKBLG - Executive Director*)
 - Elected Officials Training (*Emergency Management BC - Carol McClintock, Executive Director Organizational Learning & Public Education*)
 - Winter 2019 Board Highlights (*Municipal Insurance Association of BC*)
 - 2019 Premier's Awards for Excellence (*Hon. Ron Fleming, Minister, Ministry of Education*)
 - Fire Season (*John Fraser, New Denver*)

- Support for Transition to 100% Renewable Energy (*Lorna Visser, New Denver*)
- Support for Transition to 100% Renewable Energy (*Anne Champagne, New Denver*)
- Support for Transition to 100% Renewable Energy (*Gitta Ridder, New Denver*)

STAFF REPORTS:

- Resolution to receive the following items for information:
 - Revenue & Expense Report – January 18, 2019

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 -
- Treaty Advisory Committee -
- Fire Department Committee -

NEW BUSINESS:

- Patrick Warren - 402 6th Avenue - Eldorado Market Proposal
- WildSafeBC - Bree Lillies, Community Coordinator - Request for In-Kind Support
- West Kootenay EcoSociety, Montana Burgess, Executive Director - Transition to 100% Renewable Energy
- West Coast Environmental Law & West Kootenay EcoSociety - Climate Change Requests
 - Appointment of Health Advisory Committee Representative
 - Appointment of Fire Department Committee Representative

University of British Columbia, Chris
Hives, Archivist

- Canada Summer Jobs 2019
- UBC Digitization Project

MOTION TO EXCLUDE:

- Moved by Councillor _____ and seconded that the public interest requires that, as per sections 90(1) (c) and (i) of the *Community Charter*, persons other than members of Council, the Acting CAO and Acting CFO be excluded from the meeting as it pertains to legal and personnel matters.

RECONVENE IN CAMERA:

- Moved by Councillor _____ and seconded that Council recess and reconvene in camera at _____ p.m.

RECONVENE IN OPEN MEETING:

- Moved by Councillor _____ and seconded that Council reconvene in open meeting at _____ p.m.

**RESOLUTIONS BROUGHT
FORWARD FROM IN CAMERA:**

- Moved by Councillor _____ and seconded that Resolution#_____ be brought forward to the public portion of the meeting.

ADJOURNMENT:

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



MINUTES
REGULAR MEETING

DATE: January 8, 2019
TIME: 7:00 p.m.
PLACE: Council Chambers

PRESENT:

- Acting Mayor Colin Moss
- Councillor John Fyke (via Skype)
- Councillor Vern Gustafson
- Councillor Gerald Wagner
- Catherine Allaway, Corporate Officer
- Press: Valley Voice
- Guests: Rosalie Bird, Kamil Aksoylu

CALL TO ORDER:

- Acting Mayor Moss called the meeting to order at 7:00 p.m.

INTRODUCTION OF LATE ITEMS:

- Nil
- Moved by Councillor Gustafson and seconded that the following items be added to the agenda for the January 8, 2019 Regular Meeting.
CARRIED

ADOPTION OF AGENDA:

RESOLUTION #1

- Moved by Councillor Gustafson and seconded that the agenda for the January 8, 2019 Regular Meeting be adopted as presented.
CARRIED

MINUTES:

RESOLUTION #2

- Moved by Councillor Wagner and seconded that the Minutes of the December 11, 2018 Regular Meeting be adopted as read.
CARRIED

RESOLUTION #3

- Moved by Councillor Wagner and seconded that the Minutes of the December 17, 2018 Special Meeting be adopted as read.
CARRIED

PETITIONS & DELEGATIONS:

- Nil

PUBLIC QUESTIONS & COMMENTS:

- Nil

OLD BUSINESS:

- Nil

**CORRESPONDENCE FOR
INFORMATION:**

RESOLUTION #4

- Moved by Councillor Gustafson and seconded that the following correspondence be received for information:
 - Notice of Nomination Deadline (*BC Achievement Foundation*)
 - Congratulations (*Gordon Ruth, Auditor General for Local Government*)
 - 2018 Annual Report - Thompson Okanagan Columbia (*BC Hydro*)
 - Congratulations (*Isobel Mackenzie - BC Seniors Advocate*)
 - Treaty Update (*BC Treaty Commission*)
 - RE: Gas Tax Agreement Community Works Fund Payment (*UBCM - Arjun Singh, President*)
 - 2018 Community Profile Report (*Selkirk College – Nadine Raynolds, Columbia Basin Rural Development Institute*)
 - 2018 Health Committee Report (*Slocan District Chamber of Commerce – Colin Moss, Health Committee Chair*)

CARRIED

STAFF REPORTS:

- Nil

COUNCIL REPORTS:

- | | |
|---------------------------------------------------|-----------------------------------------------------------------------------------------|
| Verbal Reports | - Councillor Wagner reported on the recent activities of the North Slocan Trail Society |
| Regional District of Central Kootenay | - Councillor Moss reported on RDCK affairs |
| West Kootenay Boundary Regional Hospital District | - Nil |
| Recreation Commission #6 | - Nil |
| Economic Development Commission | - Nil |
| Rosebery Trails & Parklands Commission | - Nil |
| Treaty Advisory Committee | - Nil |
| Fire Department Committee | - Nil |

NEW BUSINESS:

Acting Mayor Moss declared a conflict of interest in the matter at hand, due to his role as Chair of the Slocan District Chamber of Commerce Health Committee, and absented himself from the meeting at 7:18 p.m.

RESOLUTION #5

- Moved by Councillor Gustafson and seconded that Councillor Wagner assume the role of Chair.

CARRIED

RESOLUTION #6

Request for Grant-in-Aid (*Slocan District Chamber of Commerce – Jessica Rayner, Manager*)

- Moved by Councillor Fyke and seconded that the Village of New Denver provide a grant-in-aid of \$1,000 to the Slocan District Chamber of Commerce for their 2019 Health Committee activities.

CARRIED

Acting Mayor Moss returned to the meeting and resumed the role of Chair at 7:20 p.m.

ADJOURNMENT:**RESOLUTION #7**

- Moved by Councillor Wagner and seconded that the meeting be adjourned at 7:20 p.m.

CARRIED

ACTING MAYOR MOSS

CORPORATE OFFICER



MINUTES
SPECIAL MEETING

DATE: January 14, 2019
TIME: 3:00 p.m.
PLACE: Council Chambers

PRESENT:

- Acting Mayor Colin Moss
- Councillor John Fyke
- Councillor Gerald Wagner
- Catherine Allaway, Acting CAO
- Press: Nil
- Guests: Nil

CALL TO ORDER:

- Acting Mayor Moss called the meeting to order at 3:10 p.m.

INTRODUCTION OF LATE ITEMS:

RESOLUTION #8

- Moved by Councillor Fyke and seconded that the following items be added to the agenda for the January 14, 2019 Regular Meeting:
New Business
1. Discussion regarding 100% Renewable Energy.

CARRIED

ADOPTION OF AGENDA:

RESOLUTION #9

- Moved by Councillor Fyke and seconded that the agenda for the January 14, 2019 Special Meeting be adopted as amended.

CARRIED

PUBLIC QUESTIONS & COMMENTS:

- Nil

OLD BUSINESS:

- Nil

NEW BUSINESS:

RESOLUTION #10

- Moved by Councillor Wagner and seconded that the Village of New Denver provide a letter in support of the RDCK's application to the Canada-British Columbia Investing in Infrastructure program for funding for improvements to the Galena Trail.

CARRIED

RESOLUTION #11

- Moved by Councillor Wagner and seconded that Council dissolve into Committee of the Whole.

CARRIED

Denver Siding Water System

- Council discussed the status of the proposed upgrades to the Denver Siding Water System.

100% Renewable Energy

- Council discussed the possibility of committing to a transition to 100% renewable energy.

MOTION TO EXCLUDE:

RESOLUTION #12

- Moved by Councillor Wagner and seconded that the public interest requires that, as per section 90(1) © of the *Community Charter*, persons other than members of Council and the Acting CAO be excluded from the meeting as it pertains to personnel matters.

CARRIED

RECONVENE IN CAMERA:

RESOLUTION #13

- Moved by Councillor Fyke and seconded that Council recess and reconvene in camera at 4:10 p.m.

CARRIED

RECONVENE IN OPEN MEETING:

RESOLUTION #15

- Moved by Councillor Fyke and seconded that Council reconvene in open meeting at 4:18 p.m.

CARRIED

ADJOURNMENT:

RESOLUTION #16

- Moved by Councillor Wagner and seconded that the meeting be adjourned at 4:18 p.m.

CARRIED

ACTING MAYOR MOSS

CORPORATE OFFICER

100% Possible: Transitioning to Renewable Energy in New Denver



Montana Burgess

Executive Director
West Kootenay EcoSociety

1



About me



2



About us: West Kootenay EcoSociety

Non-profit community-driven organization working to bring together local residents to protect the natural environment while building just, equitable, healthy, and livable communities in the West Kootenay region since 1994.

3



What is 100% renewable energy?

- Transitioning to 100% renewable energy by 2050 means carbon-neutrality at the community-level
 - electricity
 - heating and cooling
 - Transportation
 - waste management
 - for the whole community
- Includes energy efficiency and energy conservation.

4



Why now?

- It's urgent!
- There's a global movement & cities are leading
- first movers become innovators, solutions designed for our unique community
- EcoSociety hired an Energy Planning Director to work with local governments signed-on to develop the strategy. We can do the heavy lifting

5



What are we already doing?

- BC's Climate Action Charter, CARIP, Carbon Neutral Kootenays
- Community Energy & Emissions Plans
- Official Community Plan
- Food Charter
- Sustainable Community/Resilience Action Plan
- RDCK is part of FCM Partners for Climate Protection Program, milestones: level 4 for community and corporate

6

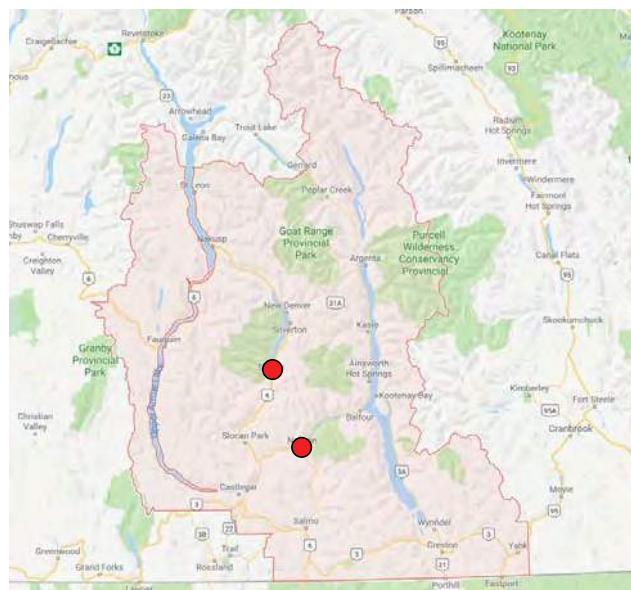


Who's already committed to 100% renewable energy?

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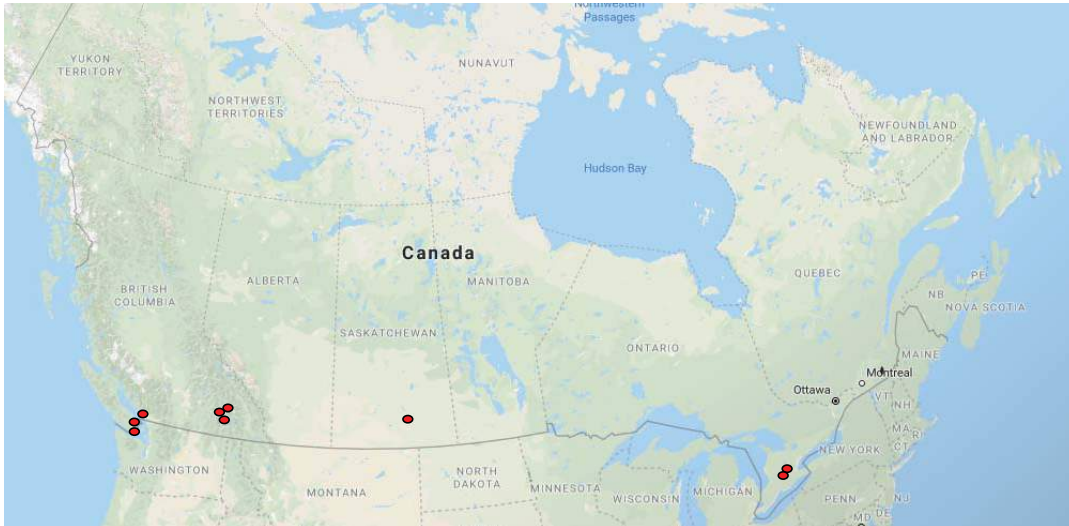
3 West Kootenay Local Governments



8



9 Jurisdictions in Canada



9



Communities Committed to 100% RE



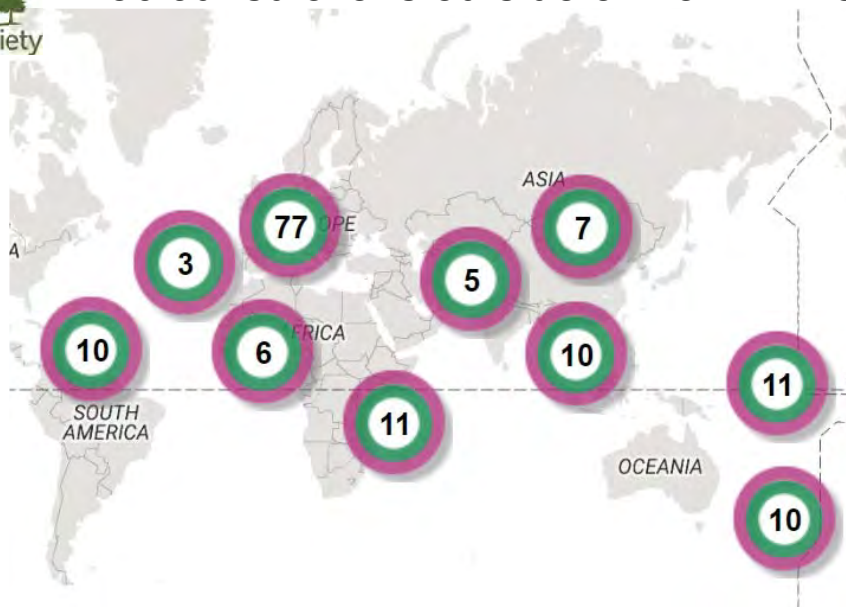
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103 Jurisdictions in the USA



11

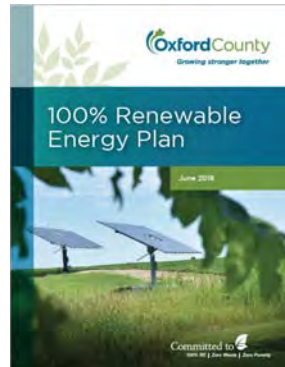
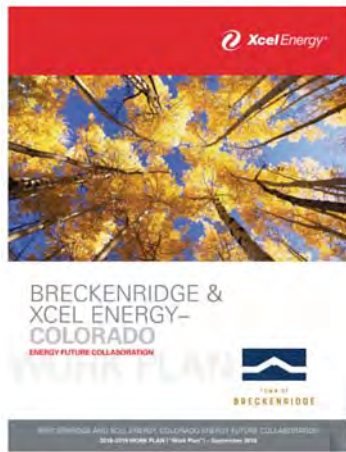
150 Jurisdictions outside of North America



12



What are the next steps other communities have taken?



13



Can't someone else do this?

- Paris Agreement - aims to keep global warming below 1.5C
- 50% of Canada's greenhouse gas emissions are within the influence of municipal governments
- Cities are leading the renewable energy transition in Canada and around the world
- Work together to enable province and Feds to take action & support the transition

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Renewable Kootenays Campaign

- Transitioning the West Kootenays to 100% renewable energy by 2050 in conjunction increased energy efficiency and energy reductions
- West Kootenay region would be the largest geographic region in the world!



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Community Support



Over 60 businesses
support 100%
renewable energy

How many in New Denver?
Over 8000 Signatures in West
Kootenays



SEP
7

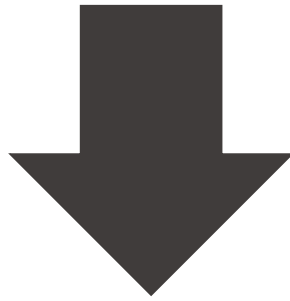
West Kootenay Renewable Energy
Conference 2017
Public - Hosted by West Kootenay EcoSociety

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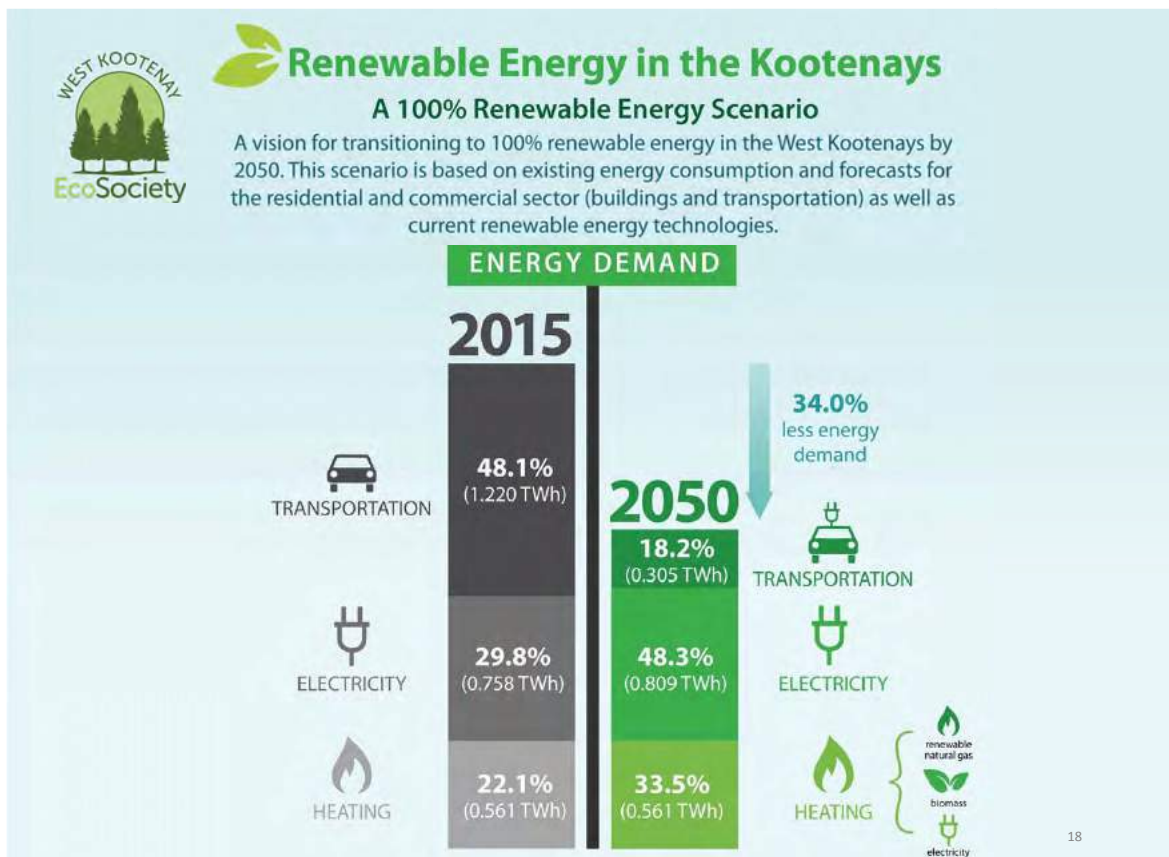


2050 Roadmap: it's possible

- 100% renewable energy at the community-level: heating and cooling, transportation, electricity
- Energy modeling scenario



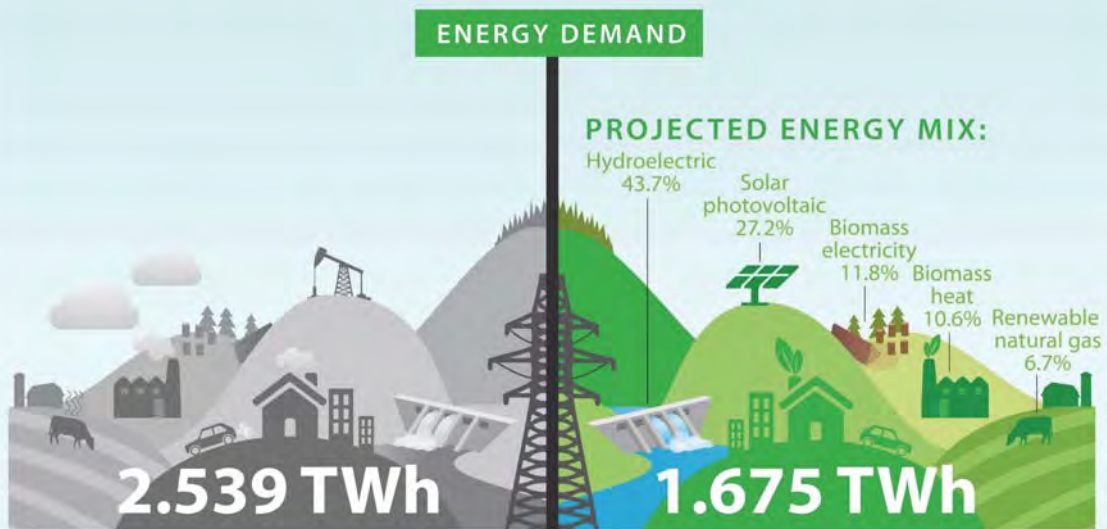
17



18

2015

2050



19

Benefits of being a 100% renewable energy Community

Long-term,
good green
jobs, healthy
and livable
communities

Attract
innovation &
create unique
plan leveraging
community
skills

Access to
strategy
development
resources

Additional
resources and
partnerships

20



Funding Partners



People and businesses in the community



21



Next Steps

Pass resolution
& celebrate

Develop strategy
to reach 100%
renewable
energy by 2050

Approve
strategy,
implement &
celebrate

22



Suggested Resolution

That the community of New Denver aims to transition to 100 percent renewable energy in all energy-use sectors in the community including heating and cooling, transportation, electricity, and waste management no later than 2050. The Mayor and Council of the Village of New Denver requests that the Village of New Denver staff collaborate with other local governments, and community stakeholders in the region, as well as leading experts to develop a plan for this transition by December 1, 2020.

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Contact info:
Montana Burgess
montana@ecosociety.ca
250-509-0184
Renewablekootenays.ca



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Catherine Allaway

From: Silversmith Power & Light Corporation
Sent: January 16, 2019 9:41 PM
To: office@newdenver.ca
Subject: Request agenda time at the January 22, 2019 Village Council Meeting

Dear Mayor & Council

We note with interest that the West Kootenay Eco Society is making a presentation at the council meeting to be held on January 22, 2019.

As a current major supplier of certified green electricity to New Denver (via the BC Hydro distribution system) we would like to provide some additional input regarding practical ways that New Denver can contribute to the clean energy goals that are desired. The information we would like to share will enhance the knowledge of the council and could also provide economic benefits for the village. It would be good to provide our information following the Eco Society presentation.

In this respect, we request that we could have a time allotment following the Eco Society presentation. We anticipate the presentation and any questions the council may have and will take approximately 10 - 15 minutes.

We are proud to have supplied electricity to New Denver for almost 20 years. We look forward to sharing our knowledge and practical suggestions with the council. Please confirm that we can be accommodated at the meeting.

Yours sincerely,

Hal Wright & Vida Turok
Silversmith Power & Light Corp
Sandon, BC

"Producing clean GREEN electricity since 1897 in Sandon, BC"
~ the Power of History ~



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: January 22, 2019

RECOMMENDATION:

That the following items of correspondence be received for information:

- Nakusp Transmission Line Update (*Mary Anne Coules, BC Hydro - Stakeholder Engagement Advisor*)
- 2019 Resolutions, Training & Convention Deadlines (*Carolyn Maher, AKBLG - Executive Director*)
- Elected Officials Training (*Emergency Management BC - Carol McClintock, Executive Director Organizational Learning & Public Education*)
- Winter 2019 Board Highlights (*Municipal Insurance Association of BC*)
- 2019 Premier's Awards for Excellence (*Hon. Ron Fleming, Minister, Ministry of Education*)
- Fire Season (*John Fraser, New Denver*)
- Support for Transition to 100% Renewable Energy (*Lorna Visser, New Denver*)
- Support for Transition to 100% Renewable Energy (*Anne Champagne, New Denver*)
- Support for Transition to 100% Renewable Energy (*Gitta Ridder, New Denver*)

BC Hydro Nakusp Transmission Line Project January 2019

Since the spring of 2017, we have been working to complete restoration and repair work on the 100 kilometre long transmission line that serves over 3,000 customers in the Nakusp area. The project is a significant investment that will improve safety and ensure continued reliability for our customers in Nakusp, New Denver, Brouse, Burton, East Arrow Park, Glenbank, Hills, Makinson, Rosebery, Silverton and Summit Lake.

Crews have now completed most of the required work. One more planned outage in the spring of 2019 is needed to finish the project.

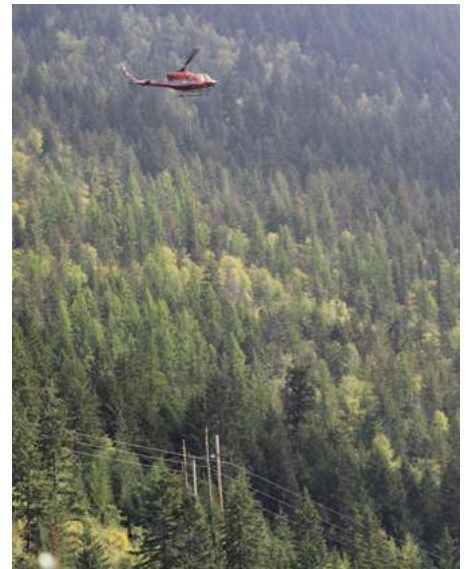
Work completed so far

- All of the 288 auto sleeves on the transmission power line wire and 93 of the 196 automatic sleeves on the distribution line wires between the Monashee and New Denver substations were replaced.
- Crews replaced poles or cross arms on about 326 transmission line structures. This is just over 90 per cent of the structures that require work.
- On-site work has created roughly 40,000 person hours of work.
- The new poles are five to ten feet higher than the original poles to help keep lines away from trees and vehicles.
- Existing access roads have been restored and upgraded between New Denver and Nakusp and between Burton and Nakusp.
- Remote access work was undertaken in the spring and fall of 2018 during planned outages. This work required the support of helicopters and additional out of area crews to maximize the work completed in each outage.

Remaining work

Work is still remaining on 25 structures. This work will be completed in early 2019. A final planned outage will be required so that this work can be completed safely. This outage has been tentatively scheduled for the spring of 2019.

To minimize any impacts, we will work with local government and notify our customers in advance of an outage. To make sure you are notified, sign up for a MyHydro online account at bchydro.com and ensure that your contact information is correct.



Work during the final planned outage will be done with helicopter support. The outage is required to ensure that this work can be completed safely.



Crews work simultaneously on the old and new structures to ensure that the work is completed as efficiently as possible.

Project Area



Questions? Please get in touch.

Jen Walker-Larsen
Stakeholder Engagement Advisor
Phone: 250 814 6645
Email: jennifer.walker-larsen@bchydro.com

Mary Anne Coules
Stakeholder Engagement Advisor
Phone: 250 365 4565
Email: maryanne.coules@bchydro.com

Help us notify you of planned outages.

Visit bchydro.com and click 'sign up' to create your MyHydro profile and update your contact information.

Subject: AKBLG Resolutions - LGLA Registration - 2019 AKBLG Convention and AGM

Categories: AGENDA

To the Membership of the Association of Kootenay & Boundary Local Governments (AKBLG) *This email includes CAO's

Local Government Elected Officials:

Welcome to 2019 as we kick off a new year! Congratulations to the newly elected officials and welcome back to the many returning as we continue to work with and for our communities. A few mentions here of upcoming calendar items:

RESOLUTIONS

Resolutions deadline for submission to the AKBLG office is March 1, 2019.

Specifics of writing guidelines and submission details at:

<http://akblg.ca/resolutions.html>

LOCAL GOVERNMENT LEADERSHIP ACADEMY (LGLA)

Registration is open at LGLA for the 2019 Elected Officials Seminar held February 26-28, 2019 in Kimberley:

<https://www.civicinfo.bc.ca/events?eventid=6374>

2019 AKBLG CONVENTION AND AGM in CASTLEGAR APRIL 26-28, 2019

Planning is underway with this year's theme being: **Strengthening the Capacity for Local Government Performance.**

Be sure to note on your calendar that a Pre-Convention workshop will be held during the afternoon of April 25th with Columbia Basin Trust presenting: *Climate Action Leads to Community Resilience*. Programming details of the Convention are currently under construction on the AKBLG website: www.akblg.ca Mark your calendar to return for Early Bird Registration opening on March 1, 2019.

Please feel free to connect anytime with Directors on the AKBLG Executive.

We look forward to networking with you,

Rob Gay, AKBLG President

RDEK Chair, Regional Director Electoral Area C

Carolyn Maher

Executive Director

Association of Kootenay & Boundary Local Governments

ed@akblg.ca

please note my new email address

cellular: 250 688-0650

website: akblg.ca



Catherine Allaway

From: Harfman, Linda L EMBC:EX <Linda.Harfman@gov.bc.ca>
Sent: January 14, 2019 12:58 PM
To: undisclosed-recipients:
Subject: FW: Elected Officials Training

Categories: AGENDA

To: South East Region Chief Administrative Officers
South East Region Emergency Program Coordinators

Please see below information regarding Elected Officials Training as forwarded from Carol McClintock, Executive Director, Organizational Learning & Public Education, Emergency Management BC.

Good afternoon,

EMBC is partnering with the Local Government Leadership Academy (LGLA) in support of elected officials training in early 2019. LGLA holds an annual educational forum called the Elected Officials Seminar (EOS) series, to provide an orientation to newly elected officials and to provide opportunities to reinforce key learning topics for returning elected officials. Through this forum, EMBC staff and local government counterparts will present several one hour breakout sessions across the province entitled *Working Together to Manage Emergencies*. This session will provide participants with an orientation to the role of Elected Officials responsibilities during the planning and declaration of a local emergency, as well as the roles of operational staff using real life examples, supported by the facilitators representing both the local government and provincial government perspectives.

In addition to these sessions, EMBC is planning to launch on-line orientation sessions for elected officials, using the material presented in the *Working Together to Management Emergencies* workshops. These will be made available on the EMBC website and we will aim to schedule these sessions in February – April, 2019.

Thanks in advance.

Carol

Carol McClintock | Executive Director
Organizational Learning & Public Education
[Emergency Management BC](#)
Block A - Suite 200
2261 Keating Cross Road
Saanichton, BC V8M 2A5 CANADA

Office 250.952.4811
24 Hour Emergency Reporting: 1 800 663-3456

Follow us on Twitter [@EmergencyInfoBC](#) and [@PreparedBC](#)



MIABC BOARD HIGHLIGHTS

WINTER 2019



November 2018 Board Meeting

Yet many elected officials are unfamiliar with what it does. I believe the orientation session will provide a good foundation. I also think that, as our liability insurer, the MIA is well-positioned to help our Board understand the types of liabilities and lawsuits local governments encounter. Half of our board is new, but that is valuable knowledge for all of our elected officials."

Don't miss out! Contact us to book your own orientation session. We can also send you a copy of our short informational video to play at your next board or council meeting.

To request a copy of the video or to book a visit, contact our Director of Member Services, Megan Chorlton, at mchorlton@miabc.org.

LGLA Elected Officials Seminars

This winter, the Local Government Leadership Academy (LGLA) will hold a series of seminars for newly elected and returning local government officials and senior staff. An MIABC representative will present at each seminar on the benefits of MIABC membership.

For more information about the seminars, consult the [LGLA's website](#).

2019 MIABC EXCELLENCE IN RISK MANAGEMENT AWARDS

Think your risk management initiative deserves recognition? Nominate it for the Excellence in Risk Management Awards! Your organization could win up to \$5,000. Nominations will be accepted through February 15th. Visit our [website](#) for more information!

MIABC Orientations for Elected Officials

Over the next few months, MIABC staff will be travelling around the province to connect with BC's elected officials. We will provide orientation sessions to our members' boards and councils on these topics:

- Risk management issues for liability arising from communications;
- Local government risks and liability; and
- The services and insurance coverage available from the MIABC.

Roly Russell is the Chair of the Board of Directors for the Regional District of Kootenay Boundary. He has arranged for MIABC staff to visit the Board in early 2019 to provide an overview of the MIABC, the services it offers, and the basics of local government liability.

Mr. Russell believes the session will benefit the RDKB Board.

"The MIA is incredibly important to our organization, both as an insurer and a provider of risk management services."

Did You Know?

THE MIABC ISSUES DIVIDENDS TO MEMBERS

Almost every year since 2006, the MIABC has issued dividends to its members. This totals over \$14.3 million in dividends over the past 13 years, with an average of 9% of premiums returned to members annually.

This benefit is only possible because we are a non-profit risk pool owned by our members. Though past performance doesn't guarantee future results, we expect that dividend cheques will continue to be a regular feature of our program.

FAREWELL AND THANK YOU

Last year, the MIABC bid farewell to three board members. We thank each of these individuals for their many years of service and meaningful contributions to our organization.



TEUNIS WESTBROEK

Town of Qualicum Beach, Group C Representative

The longtime mayor of Qualicum Beach (1999 to 2018), Teunis Westbroek became a councillor last fall. For most of his mayoral term, Councillor Westbroek sat on the MIABC's Board. He is the MIABC's longest-serving Board Chair and one of our longest-serving directors. He joined the MIABC's Board in 2002 and served as Chair from 2011 to 2017.

Under Councillor Westbroek's leadership, the MIABC achieved a number of notable strategic goals, including significantly increasing the MIABC's retention, reaching \$90 million in capital, and launching the property and ancillary insurance program. He also steered the MIABC through a period of intensifying compliance requirements and evolving governance expectations. Throughout this time, he was an enthusiastic ambassador for the MIABC, promoting our organization throughout the province.



DEB KOZAK

City of Nelson, AKBLG Representative

After nine years as a councillor for the City of Nelson, Deb Kozak became its first female mayor in 2014. She held that position from 2014 to 2018.

Ms. Kozak joined the MIABC's Board in 2011. In 2012, she became Chair of the Risk Management (now Member Services) Committee.

In 2016, Ms. Kozak became Vice Chair of the Board, and in 2018 she became Chair of the Governance Committee. During her time on the Board, Ms. Kozak was known for her principled approach to important issues and for providing strong support to the MIABC's staff.

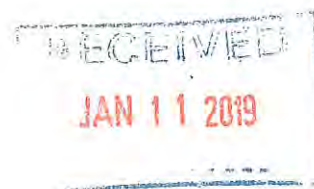


TABATHA WEBBER

Village of Fruitvale, Group B Representative

Between 2008 and 2018, Tabatha Webber served three terms as a councillor for the Village of Fruitvale. Ms. Webber joined the MIABC as a board member in 2014. In her four years of service, Ms. Webber sat on the Member Services Committee and the Claims Committee.

During Ms. Webber's tenure, the MIABC saw a period of change and growth, including expansions in insurance products and the purchase of an office building. A valued member of the Board, Ms. Webber's presence will be missed.



January 7, 2019

Ref: 207062

To Mayors:

I am pleased to announce the launch of the 2019 Premier's Awards for Excellence in Education effective today. Following a successful inaugural year for the Awards program this past year, Government is once again proud to recognize the enormous contributions of British Columbia's exceptional teachers, administrators and support staff who are vital to the cultural, economic and social well-being of the province. The Awards recognize all outstanding education professionals who have made exceptional contributions to benefit their school, students and their communities.

The Awards are open to all education professionals within the BC K12 public, independent, band or international school systems. This year, Awards will be given in the following categories:

- Community Engagement
- District Leadership
- Extracurricular Leadership
- Indigenous Education
- Outstanding New Teacher
- Outstanding Support (School Community)
- Outstanding Support (Teaching Assistant)
- School Leadership
- Social Equity and Diversity
- Technology and Innovation

Nominations are now open and are welcomed from all BC citizens, including students, parents, teachers, administrators, trustees and community organizations. The deadline for nominations is March 31, 2019.

Additional information on the Awards, including a downloadable poster and brochure, can be found on the Premier's Awards for Excellence in Education website at www.gov.bc.ca/excellenceineducation.

.../2

Thank you in advance for your participation in promoting the Premier's Awards for Excellence in Education and assisting to ensure that British Columbia's very best receive the recognition that they deserve.

Sincerely,

A handwritten signature in black ink, appearing to read "Rob Fleming". The signature is fluid and cursive, with the first name "Rob" and last name "Fleming" clearly distinguishable.

Rob Fleming
Minister

Enclosure

Mayor Casley

From: John Fraser
Sent: January 15, 2019 10:54 PM
To: mayor@newdenver.ca
Subject: Fire Season

TO THE MAYOR AND VILLAGE COUNCIL.

Last summer dense smoke made locating fires in the valley and air attack impossible.

Valley residents depend on Highways 6 and 31a as emergency escape routes. But last year the speed of fast moving fires showed evacuation was not always possible. In the California Camp fire, lines of burned out vehicles littered the road halted by other stalled vehicles, fallen trees and power poles. Many deaths could have been avoided with prior emergency planning and safety facilities.

The only escape if trapped by fire in New Denver is in Slocan Lake. Many people would go to the lakeshore but there are too few boats to provide escape for more than a few. For those forced into the lake, hypothermia, wind and waves would make the lake a death trap within hours.

A Safety Boat on the lake, some kind of refuge in the village, or floating platform could provide temporary safety for anyone caught out. Living in a forest community brings the prospect of fire each summer, and planning a potential need for refuge from wildfire might be a life saver.

Thanks,
John Fraser
Box , New Denver, BC

Catherine Allaway

From: Lorna Visser
Sent: January 10, 2019 1:37 PM
To: Office Village of New Denver
Subject: Letter of support form Lorna Visser

Hope this is still in time to be added to letters of support for the West Kootenay EcoSociety's motion to council:.

As a New Denver property owner (I own two properties in New Denver which are rented to full-time tenants), I wholeheartedly support the Village of New Denver signing on to the West Kootenay EcoSociety's Renewal Kootenays objective. Cutting our carbon emissions and pollution, and transitioning to 100% Renewable Energy , is a worthy goal. This shift should be part of the solution to keeping our outdoors beautiful and our community healthy. Make New Denver a leader in the transition to the post-carbon economy and put our lovely village on the map as a progressive place to live and visit.

Thank you. - Lorna Visser

Mayor Casley

From: Anne Champagne <info@ecosociety.ca>
Sent: January 16, 2019 7:37 PM
To: mayor@newdenver.ca
Subject: Adopt 100% Renewable Energy in your community

Dear Leonard Casley,

Anne in your electoral district has just signed West Kootenay EcoSociety's petition:

I call on my Municipality to adopt a transition plan and have dedicated staff for 100% Renewable Energy no later than 2050 for all transportation, electricity, heating and cooling, and industry in my community.

If your constituent added comments, they have been appended below.

New Denver should go 100% renewable much sooner than 2050. The planet will be half underwater and half scorched by then.

West Kootenay EcoSociety will keep Anne and your constituents informed about your position on this issue. For more information, please visit renewablekootenays.ca

Mayor Casley

From: Gitta Ridder <info@ecosociety.ca>
Sent: January 17, 2019 10:41 AM
To: mayor@newdenver.ca
Subject: Adopt 100% Renewable Energy in your community

Dear Leonard Casley,

Gitta in your electoral district has just signed West Kootenay EcoSociety's petition:

I call on my Municipality to adopt a transition plan and have dedicated staff for 100% Renewable Energy no later than 2050 for all transportation, electricity, heating and cooling, and industry in my community.

If your constituent added comments, they have been appended below.

West Kootenay EcoSociety will keep Gitta and your constituents informed about your position on this issue. For more information, please visit renewablekootenays.ca



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 Information
DATE: January 22, 2019

RECOMMENDATION:

That the following items be received for information:

- Revenue & Expense Report – January 18, 2019

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2019
To 31/12/2019

Account	Description	Annual Budget	YTD Actual	YTD Variance	Remaining In %
SALE OF SERVICES					
0000144300	GARBAGE COLLECTION FEES	0.00	72,371.00-	72,371.00	0
	TOTAL SALE OF SERVICES:	0.00	72,371.00-	72,371.00	
OTHER REV. - OWN SOURCES					
LICENCES AND FEES					
0000151200	BUSINESS LICENCES	0.00	3,060.00-	3,060.00	0
0000151600	DOG LICENCES	0.00	90.00-	90.00	0
	TOTAL LICENCES AND FEES:	0.00	3,150.00-	3,150.00	
INTEREST AND PENALTIES					
0000156200	INTEREST ON TAXES	0.00	0.95-	0.95	0
	TOTAL INTEREST AND PENALTIES:	0.00	0.95-	0.95	
OTHER REVENUES					
0000159200	NIKKEI CENTRE REVENUE	0.00	20.00-	20.00	0
	TOTAL OTHER REVENUES:	0.00	20.00-	20.00	
	TOTAL OTHER REV OWN SRC.:	0.00	3,170.95-	3,170.95	
	TOTAL REVENUE:	0.00	75,541.95-	75,541.95	

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2019
To 31/12/2019

Account	Description	Annual Budget	YTD Actual	YTD Variance	Remaining In %
EXPENDITURES					
GENERAL ADMINISTRATION					
0000212121	ADMINISTRATOR-SALARY	0.00	2,153.84	2,153.84-	0
0000212122	ADMINISTRATOR-BENEFITS	0.00	184.78	184.78-	0
0000212131	CORPORATE OFFICER SALARY	0.00	4,624.86	4,624.86-	0
0000212132	CORPORATE OFFICER BENEFITS	0.00	1,279.32	1,279.32-	0
0000212136	OFFICE STAFF WAGES	0.00	3,446.37	3,446.37-	0
0000212137	OFFICE STAFF BENEFITS	0.00	972.33	972.33-	0
0000212138	DEPUTY CHIEF FINANCIAL OFFICER WAGES	0.00	2,736.92	2,736.92-	0
0000212139	DEPUTY CHIEF FINANCIAL OFFICER BENEF	0.00	1,134.93	1,134.93-	0
0000212141	OFFICE SUPPLIES & EXPENSE	0.00	6,394.50	6,394.50-	0
0000212144	JANITORIAL WAGES	0.00	62.40	62.40-	0
0000212146	JANITORIAL BENEFITS	0.00	55.14	55.14-	0
	TOTAL GENERAL ADMINIST.:	0.00	23,045.39	23,045.39-	
OTHER GOVERNMENT SERVICES					
0000219100	ELECTIONS & REFERENDUMS	0.00	38.27	38.27-	0
	TOTAL GOVERNMENT SERVICES:	0.00	38.27	38.27-	
PROTECTIVE SERVICES					
0000224600	TRAINING	0.00	168.00	168.00-	0
0000224810	ND FIRE HALL UPKEEP	0.00	31.20	31.20-	0
	TOTAL PROTECTIVE SERVICES:	0.00	199.20	199.20-	
TRANSPORTATION SERVICES					
0000231111	WAGES - STAT. HOLIDAY	0.00	632.71	632.71-	0
0000231113	WAGES - SICK TIME	0.00	203.48	203.48-	0
0000231120	BENEFITS	0.00	3,165.67	3,165.67-	0
0000231150	MISC WAGES & SUPPLIES	0.00	359.68	359.68-	0
0000231302	DUMP TRUCK	0.00	38.27	38.27-	0
0000231303	J.D. LOADER	0.00	51.03	51.03-	0
0000231304	CASE BACKHOE	0.00	67.83	67.83-	0
0000231305	2018 RAM DUMP TRUCK	0.00	94.96	94.96-	0
0000231400	SMALL TOOLS, EQUIPMENT & SUPPLIES	0.00	48.27	48.27-	0
0000231500	WORKSHOP & YARDS	0.00	178.58	178.58-	0
0000232340	BOULEVARDS & DRAINAGE	0.00	43.65	43.65-	0
0000232370	SNOW REMOVAL	0.00	2,413.86	2,413.86-	0
	TOTAL TRANSPORTATION SER.:	0.00	7,297.99	7,297.99-	
ENVIRONMENT HEALTH SERVIC					
0000243201	GARBAGE COLLECTION WAGES	0.00	810.25	810.25-	0
0000243202	GARBAGE COLLECTION TRUCK	0.00	1,031.23	1,031.23-	0
0000243901	GARBAGE MISCELLANEOUS	0.00	132.41	132.41-	0
	ENVIRONMENTAL HEALTH SERV:	0.00	1,973.89	1,973.89-	
REC. & CULTURAL SERVICES					
0000271201	KNOX HALL	0.00	31.20	31.20-	0
0000271400	TRAILS	0.00	249.60	249.60-	0
0000271700	KOHAN GARDEN	0.00	40.88	40.88-	0
0000271800	CENTENNIAL PARK MAINT.	0.00	562.25	562.25-	0
	REC. & CULTURAL SERVICES:	0.00	883.93	883.93-	
NIMC					
0000273106	NIMC PUBLIC WORKS WAGES	0.00	12.76	12.76-	0
	TOTAL NIMC:	0.00	12.76	12.76-	
FISCAL SERVICES					
0000282210	CAPITAL EXPENDITURES	0.00	1,788.41	1,788.41-	0
	TOTAL FISCAL SERVICES:	0.00	1,788.41	1,788.41-	
	TOTAL EXPENDITURES:	0.00	35,239.84	35,239.84-	
	TOTAL GENERAL FUND:	0.00	40,302.11-	40,302.11-	

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2019
To 31/12/2019

Account	Description	Annual Budget	YTD Actual	YTD Variance	Remaining In %
WATER REVENUE/EXPENDITURE					
WATER REVENUE					
0000614410	WATER RATES	0.00	156,583.00-	156,583.00	0
	TOTAL REVENUE:	0.00	156,583.00-	156,583.00	
WATER EXPENDITURE					
0000724111	WATER ADMINISTRATION	0.00	130.00	130.00-	0
0000724141	WATER WAGES	0.00	754.88	754.88-	0
0000724190	WATER COURSES/MILEAGE	0.00	546.36	546.36-	0
	TOTAL WATER EXPENDITURES:	0.00	1,431.24	1,431.24-	
	CLEAR TOTAL 3:	0.00	155,151.76-	155,151.76	
	BALANCING TOTALS:	0.00	195,453.87-	195,453.87	
	REPORT TOTALS:	0.00	195,453.87-	195,453.87	

*** End of Report ***



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: Eldorado Market Proposal (402 6th Avenue)
DATE: January 15, 2019

OPTIONS:

1. That the correspondence from Patrick Warren regarding development of the Eldorado Market site be received for information.
2. That staff be directed to prepare a report regarding options for a public-private partnership between the Village of New Denver and the owner of the Eldorado Market

BACKGROUND:

A Development Permit was issued for the property located at 402 6th Avenue on December 12, 2017. On June 26, 2018, Council authorized an amendment to the existing Development Permit.

Building Permit #783 was issued on December 7, 2017 to authorize renovation of the property (demolish shed). A final inspection for the work covered by this permit was approved on August 30, 2018.

Building Permit #787 was issued on March 29, 2018 to authorize renovation of the property (remove awning). A final inspection for the work covered by this permit was approved on August 30, 2018.

Building Permit #791 was issued on June 8, 2018 to authorize renovation and partial demolition of structures on the property. This permit has not been finalised.

ANALYSIS:

A public private partnership could provide a cost-effective means of creating public downtown washroom facilities. This type of project has not yet been pursued in New Denver, so process and constraints should be thoroughly investigated before the Village makes any commitment.

LEGISLATIVE FRAMEWORK:

Section 25 of the Community Charter prohibits the provision of assistance to business. The rules for public-private partnerships (P3 arrangements) will need to be explored.

STRATEGIC PRIORITY:

Nil

COMMUNICATION STRATEGY:

Nil

FINANCIAL IMPLICATIONS:

Unknown at this time.

Village of New Denver

115 Slocan Avenue

PO Box 40

New Denver, BC V0G 1S0

January 14th, 2019

Dear Mayor and Council,

I have enclosed a proposal document for the old Eldorado Market site. It took some time to determine what would work best there given the unique character of the property and its place within New Denver.

My initial plan was to refurbish the old building, put in skylights and to fix the septic system. Unfortunately its structure and defunct septic put constraints on what was, and is, possible. I hired an architect, a structural and a septic engineer. In the Spring and Summer of 2018 the initial construction phase began.

As the construction phase unfolded the costs and completion estimate was far above what was planned for. This, combined with the current state of the region's land economy, made it prudent for me to re-assess the project. I put the project on hold in late Fall 2018 to have a rethink using what I had learned.

What I envision now is a considerably better development and use than originally planned. I believe it is more feasible, sustainable and promising property use. My comments below are in reference to the discussion document I am presenting to you.

The origin of the pavillion concept stemmed from what I observed while staying at a home across the street from the Eldorado Market several times, over several Seasons. I noticed that day in and day out, people would congregate and hang out underneath the covered walkway. It was not for nefarious activities. But for no other reason than to have a place to chat and get caught up. Kids would play there and people would have meetings.

Such a pavillion would maintain this important community use, which was lost when the covered walkway was removed. It can also be rented out for the village's purposes, to host local events or meetings, the possibilities that such a covered open space afford do not stop there.

My plan was to preserve as much of the original structure as feasible for both heritage and environmental reasons. However, that plan eroded to what is left there today - a 1150 square foot outbuilding. As it turned out the north section is the most structurally sound aspect of the original building.

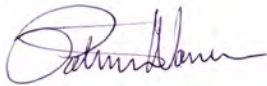
In this case a bakery was used as an example of what once renovated it could be. But it could be any business that meets the commercial needs of the town and comply with the properties existing zoning.

The proposed public amenities, if built as a private-public partnership, would help both of us defray development costs. I believe a public washroom that integrates well with the community would support the growth and people's experience on main street. We can make an accessible washroom/facilities building that supports not only the pavillion and the commercial operation. But all of the businesses along 6th Ave. There is new technology available to meter and manage water use and in septic design that could be used if necessary.

There are models for public private partnership I would like to explore with you for our mutual benefit. I believe that collaborating on some aspects of this development will maximize the potential of this project for all. The feedback I get from you on this 'Project Discussion Document' being presented to you will help guide, and is crucial to, our upcoming development permit application. If I could please have your thoughts on this proposal as soon as possible as I would like to resume construction by March this year.

Thank you.

Yours sincerely,

A handwritten signature in purple ink, appearing to read 'Patrick M. Warren', with a stylized, cursive script.

Patrick M. Warren
The Eldorado
402 6th Avenue
New Denver, BC

THE ELDORADO MEETING PLACE

DISCUSSION DOCUMENT

Kiosk, Courtyard, Amenities, and Small Commercial Building, 6th Ave and Kildare Street

Prepared for the Village of New Denver

for Council review January 2019

Patrick Warren
dba The Eldorado
1087363 BC Ltd
theeldorado.newdenver@gmail.com
604-790-3080

Project Discussion Document

December 2018

Property Address 402 6th Avenue, New Denver, BC

The Eldorado Meeting Place, Pavilion and Bakery

For a few reasons the original plans in the current approved development and building permits is no longer feasible. We are proposing a new development that we believe is more suited for the property at this time and that will have, we hope, significant benefits for the community.

A) Project Description

Total Lot dimensions in feet, 110' along Kildare Street, and 50' along 6th Avenue

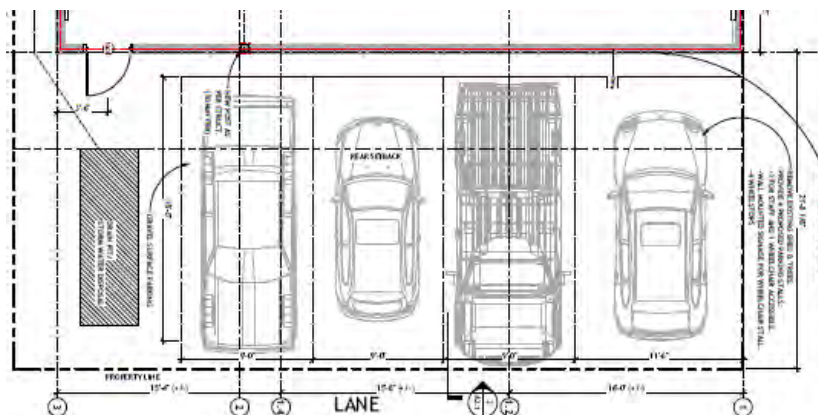
Starting from North, the back, of the lot

- 1) Parking Lot. 21'5" x 47'
- 2) Commercial building "Bakery" and possible small caretaker suite in back. 25' x 47', approximately 1200 square feet
- 3) Public Amenities, disability access, 2 toilets, metered shower stall. 19'2" x 16 feet, approximately 300 square Feet
- 4) "Bakery Plaza" - open air courtyard. 19'2" x 30'6", approximately 575 square feet.
- 5) Eldorado Pavilion - covered kiosk for events, gathering, markets, and entertainment. 44' x 34'6", approximately 1600 square feet.
- 6) Septic Field. 44' x 10'6", approximately 465 square feet

B) Concept Pictures and site plan

Figure 1.0 (next page) describes the basic layout for the proposed project and is for discussion purposes. Below is the breakdown of the various project components with pictures as illustrations.

- 1) **Parking Lot** – same as in the original design, 4 stalls, along the north side of the property.



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- 2) **Commercial Building**, using the structure from the original Eldorado Market place.
Possible tenants – Bakery.



- 3) **Public Amenities**, 2 toilets, and meter shower, disability access.

We are proposing partnering with the Village on this component of the development. This structure will house washroom facilities for the small commercial building and the pavilion. Wheelchair accessible and safe. We would like to explore novel metering technology for a shower stall, and environmental engineering for toilets if feasible.





- 4) **Bakery Plaza** will be an open air courtyard adjacent to the south side of the 'bakery' and in front of the public amenities building.

5) **Eldorado Pavilion**

This is a 1400 to 1600 square foot covered area with electrical power to allow for gatherings, events, tradeshow, markets, and festivals, it will be fronting on 6th street adjacent to the Bakery Plaza and septic field

Various Pavilion Styles



Various Pavilion Styles continued

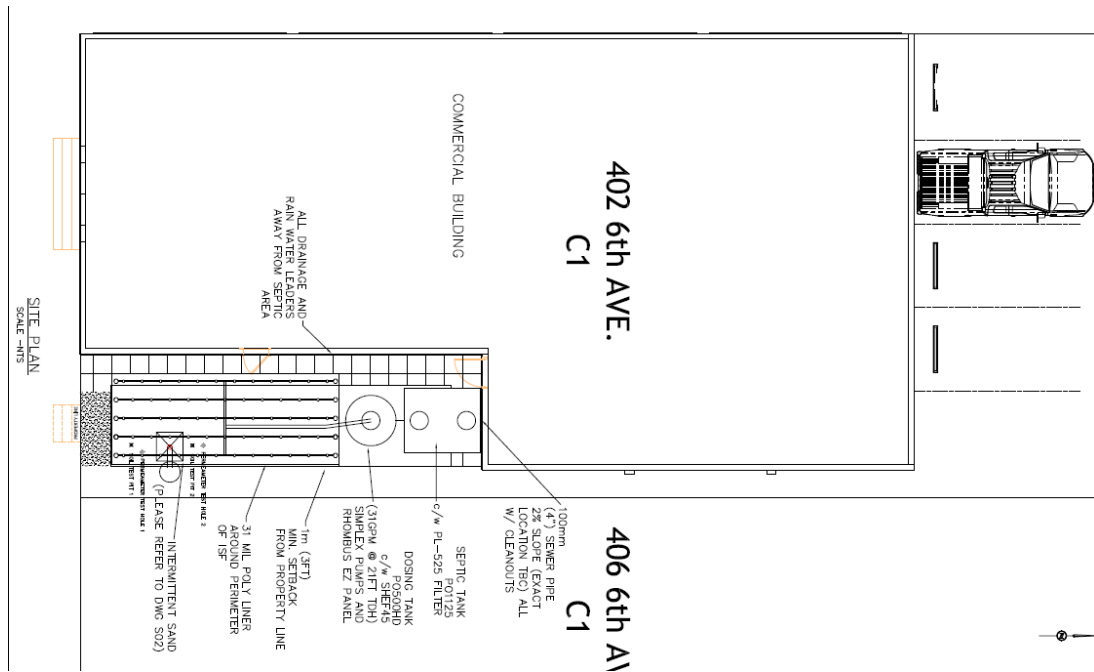


Various Pavilion Styles Continued



6) Septic Field

The septic sand filtration is situated in the location designated in the original plan. It will be adjacent to the public kiosk and amenities structure.

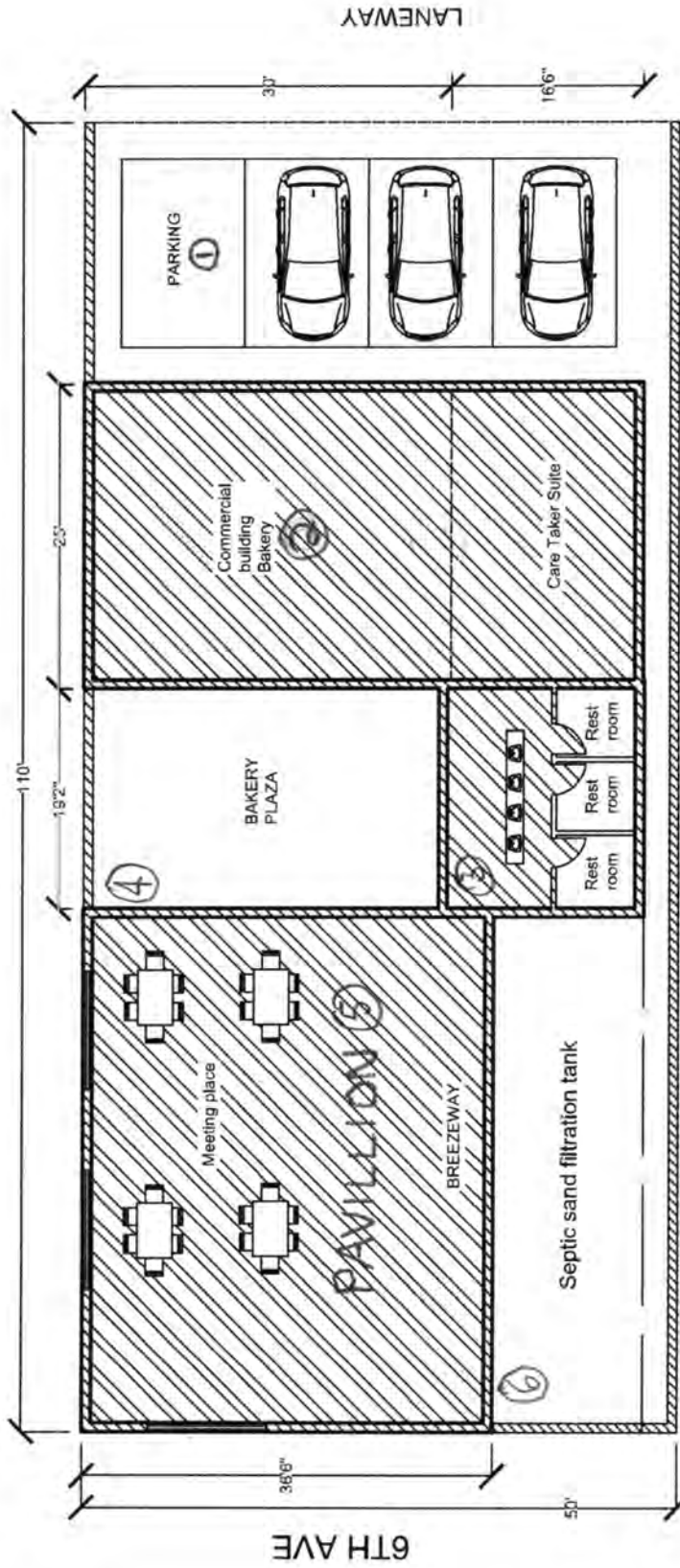


The proposed development will have parking, a commercial building (with possible small caretaker suite), washroom facilities, a courtyard, and pavilion. This mix of commercial, public, and quasi-public event space will be a destination/gathering place on 'main' street, allow for multi uses that can foster entertainment and economic activities in our town.

Submitted by Patrick Warren, 604-790-3080, theeldorado.newdenver@gmail.com

KILDARE STREET

Property Address: 402 6TH Avenue, New Denver, British Columbia



INDOOR AREAS

OUTDOOR AREAS

LEGEND:

1 MAIN FLOOR PLAN



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: 2019 WildSafe BC Program
DATE: January 15, 2019

RECOMMENDATION:

That the Village of New Denver provide a minimum of \$500 of in-kind support towards the 2019 WildSafe BC program.

BACKGROUND:

The Village of New Denver has partnered with WildSafeBC for the delivery of public education to reduce human-wildlife conflict in our community for several years. In order to meet the requirements for a subsidized WildSafeBC program for 2019, a minimum of \$500 of cash or in-kind support is required from the Village of New Denver.

ANALYSIS:

The Village of New Denver has a bylaw in place to prohibit activities which attract dangerous wildlife. The public outreach and education work done by WildSafe BC improves compliance with municipal regulations. Working with WildSafe BC provides a cost-effective and collaborative solution to addressing human-wildlife conflict in New Denver.

LEGISLATIVE FRAMEWORK:

Waste Management Bylaw No. 716, 2018 (Amendment to Solid Waste Management Bylaw No. 582, 2004) defines “dangerous wildlife”, “wildlife attractant” and “wildlife resistant enclosure”, prohibits activities which attract dangerous wildlife, and authorizes the Village to enter on private property to remove wildlife attractants at the property owner’s cost.

STRATEGIC PRIORITY:

Nil

COMMUNICATION STRATEGY:

WildSafe BC messaging will be included in property tax notices, on the Village's website, and in the Village's Valley Voice ads during periods of peak activity.

FINANCIAL IMPLICATIONS:

The Village of New Denver could achieve the minimum contribution of \$500 of in-kind support as follows:

Staff time for one early season and one end of season meeting with WildSafeBC Coordinator (2 hours @ \$40)	\$80.00
Knox Hall rental as a venue for an event, presentation or workshop (full day rental)	\$110.00
Centennial Park Gazebo rental as a venue for an event, presentation or workshop (full day rental)	\$100.00
WildSafeBC messaging on tax notice flyers, campground handouts (1000 photocopies @\$0.25 - \$250)	\$250.00
Monthly posting of WildSafeBC messaging to website, June-September (1 hour of staff time per month for 4 months @\$20)	\$80.00
Total	\$620.00

January 15, 2019

To Mayor Casley and the Village of New Denver Council,

For the past seven years I have been hired by the British Columbia Conservation Foundation to deliver the WildSafeBC program in New Denver. I plan to continue working as the WildSafeBC Community Coordinator in New Denver and area for the 2019 season and I am currently working on the WildSafeBC application. To meet the requirements for a subsidized WildSafeBC position, local financial support is required with a minimum \$500.00 in-kind or cash donation. Please accept this letter as a request for support from the Village of New Denver towards the 2019 WildSafeBC program.

From 2012-2018 Village of New Denver Council has supported the WildSafeBC program by providing in-kind funds. The following are some ideas for in-kind items: staff time for one early season and one end of season meeting with WildSafeBC Coordinator, Knox Hall rental as a venue for a workshop (full day rental), Centennial Park Gazebo rental as a venue for an event (full day rental), monthly posting of WildSafeBC messaging to website, photocopying/printing.

Thank you for considering this request. Please contact me with any questions or concerns.

Sincerely,

Bree Lillies
250-354-8120
newdenver@wildsafebc.com



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: Transition to 100% Renewable Energy
DATE: January 17, 2019

OPTIONS:

1. Receive the correspondence from the West Kootenay EcoSociety regarding a transition to 100% renewable energy for information.
2. Refer the correspondence from the West Kootenay EcoSociety regarding a transition to 100% renewable energy to budget deliberations.
3. Direct staff to investigate the options for and implications of a transition to 100% renewable energy and report back to Council.
4. Commit the Village of New Denver to transition to 100% energy no later than 2050.
5. Direct staff to collaborate with other local governments and community stakeholders in the region, as well as leading experts, to develop a plan for the Village's transition to 100% renewable energy, and present the plan to Council by December 1, 2020.

BACKGROUND:

The Village of New Denver has been carbon neutral in its operations since 2008. The Village relies on BC Hydro to provide clean and renewable energy for heating, cooling, and other electrical uses. In partnership with the Accelerate Kootenays program, the Village has installed an electric vehicle charging station for use by the public to support the transition to renewable energy in the transportation sector. However, the Village's current fleet requires the use of non-renewable fossil fuels (gas, diesel) for operations.

ANALYSIS:

The West Kootenay EcoSociety's newly created Energy Planning Director could assist staff with the development of a plan to transition to 100% renewable energy.

LEGISLATIVE FRAMEWORK:

The Village of New Denver has signed the BC Climate Action Charter which commits the Village to the following actions:

- Becoming carbon neutral in our corporate operations
- Measuring and reporting our community's greenhouse gas emissions
- Creating complete, compact, more energy efficient communities

STRATEGIC PRIORITY:

Nil

COMMUNICATION STRATEGY:

Nil

FINANCIAL IMPLICATIONS:

Unknown at this time. The amount of staff time required for the project depends on the option selected by Council. Options 3-5 would require that funding be allocated for the selected actions in the Village's 2019 Five Year Financial Plan bylaw.

January 15, 2019

Dear New Denver Mayor & Council,

The West Kootenay EcoSociety and our local volunteer team and supporters in New Denver will be coming to your council meeting next week. We will be presenting on the topic of transitioning to 100% renewable energy no later than 2050.

Transitioning to 100% renewable energy by 2050 means carbon-neutrality at the community-level; including electricity, heating and cooling, transportation and waste management for the whole city. That means homes, businesses and city operations. Cities around the world are leading the global movement to phase out fossil fuels and phase-in clean energy.

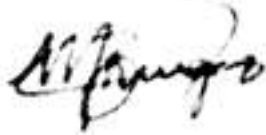
Your community supports the transition to 100% renewable energy. Nelson, Slocan and the Regional District of the Central Kootenay have already committed to 100% renewable energy. So have 6 other cities across Canada, a hundred in the US, and hundreds more worldwide. This is truly a strong movement and I hope New Denver can join the network of innovative municipalities and be a leader for healthy and active community.

Since we started this campaign in 2016, we've had a number of successes:

- Developed the [West Kootenay Community Energy and Infrastructure Report](#) to give us a baseline analysis of where we're at with community carbon pollution, policies and incentive programs;
- Completed [Energy Modelling](#) that shows it is possible to get to 100% renewable energy by 2050 in the West Kootenays;
- Hosted a regional conference on renewable energy and energy efficiency in Castlegar in 2017 which featured keynote speakers from 100% renewable cities: Vancouver, BC (former Deputy Mayor, Councillor Andrea Reimer, and Climate Change Manager, Matt Horne) and Oxford County, ON (Jay Heaman, Manager of Strategic Initiatives). It was attended by over 200 residents, and 75 local government and other key stakeholders;
- Hired an Energy Planning Director to work with municipalities across the region who have signed-on to 100% renewable energy to develop the cutting-edge regional-municipal strategy to achieve this ambitious goal, thanks to support from FCM;
- Had over 8,000 people sign-on to support 100% renewable energy and over 60 local businesses and organizations.

I'm looking forward to presenting to Council on Tuesday on the details of this initiative. Attached is a pdf of my slides if you'd like to review in advance of the meeting. I encourage you to pass a resolution supporting 100% renewable energy and to encourage the City to work with us and other local governments on developing the strategy to achieve a clean energy future.

With respect,

A handwritten signature in black ink, appearing to read 'M. Burgess', is positioned below the 'With respect,' text.

Montana Burgess
Executive Director
West Kootenay EcoSociety
Renewablekootenays.ca



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: Climate Change Requests
DATE: January 17, 2019

OPTIONS:

1. Receive the correspondence from the West Coast Environmental Law regarding local climate change impacts and the fossil fuel industry for information.
2. Direct staff to begin tracking the costs of climate change that are incurred by the Village of New Denver
3. Send Climate Accountability Letters to 20 of the world's largest fossil fuel companies demanding that they pay a share of the costs of climate change.

BACKGROUND:

The Village of New Denver has not yet incurred significant costs due to climate change.

ANALYSIS:

The Village of New Denver does not have a climate change adaptation strategy.

LEGISLATIVE FRAMEWORK:

Nil

STRATEGIC PRIORITY:

Nil

COMMUNICATION STRATEGY:

Nil

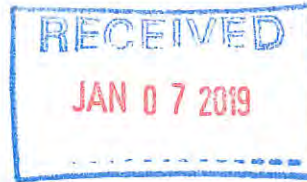
FINANCIAL IMPLICATIONS:

Option 2 would entail establishing criteria to determine which costs incurred by the Village can be attributed to climate change. It is estimated that Option 3 would require 3 hours of staff time.



10 December, 2018

New Denver (Village)
115 Slocan Avenue
New Denver, BC V0G 1S0



Dear Mayor and Council,

Re: Your local climate change impacts and the fossil fuel industry

Congratulations on your election as the Mayor and Council of New Denver. We know that you have each run because you want to help your community be as strong as it can.

We are writing further to our January 25th, 2017 letter (copy enclosed), to again ask you to take action to protect your community and taxpayers from the impacts and costs of climate change by holding fossil fuel companies accountable for a share of those climate costs. This, along with committing to transition your community to 100% renewable energy by 2050, is an important step in climate leadership. Specifically, we would like you to:

- a. Begin tracking the costs of climate change that are being incurred by your community; and
- b. Join the more than a dozen BC local governments that have sent Climate Accountability Letters to 20 of the world's largest fossil fuel companies demanding that they pay a share of the costs of climate change.

Understanding the costs of climate change

A large majority of the local government mayors and councillors that we've spoken with since our initial letter was sent know that climate change is harming their communities.

Some communities have been on the front-lines, with evacuations and destruction from wildfires, floods and droughts that were almost certainly made worse due to climate change. But even communities which have not faced such catastrophic events are finding that the costs of building and maintaining infrastructure such as roads, storm-drains, sea-walls, and other structures impacted by weather or which have to be designed with future climatic conditions in mind, are higher than they used to be, due to the reality of a changing climate.

There are also real costs in planning for climate change adaptation and implementing those plans, even if, in the long run, those steps will save taxpayer dollars (by avoiding even greater climate costs). Responsible financial managers know that they need to take action to prepare their communities for climate change, and to avoid massive future catastrophes.

While a handful of municipalities have begun to estimate what their current¹ and future climate costs² are likely to be, most local governments have not yet turned their minds to this important question – which is unfortunate, because it undermines their ability to manage for financial pressures and prepare their communities for climate change.

In the age of climate change, responsible financial management demands that we start to get a handle on what climate change is costing, and will cost, our communities, and begin the discussion of how we will collectively pay for those costs.

We hope that you will instruct your staff to begin identifying and tracking climate change costs through your existing assessment and infrastructure planning and management, climate adaptation planning and other steps related to climate change.

Seeking costs recovery

In our January 25th, 2017 letter we challenged your community to take action to hold fossil fuel companies accountable for a share of the costs of climate change that your community is experiencing. Here are two good reasons that a growing number of communities in BC and elsewhere are doing just that.

1. Fiscal responsibility

As local governments struggle to come to grips with the rising tide of climate change costs, it's becoming increasingly important to ask how we will collectively pay for those costs. While the provincial or federal governments may help, it's unrealistic to demand that taxpayers (whether local, provincial or federal) pay 100% of the costs, while fossil fuel companies take no responsibility for the harm caused by their products, while pocketing billions of dollars in profits.

We know that our communities are built around the automobile and cheap fossil fuels, and taxpayers will need to pay some of the costs of climate change. But that doesn't mean that the companies which profited most from the fossil fuel economy shouldn't pay their fair share.

Indeed, it would be fiscally irresponsible for BC's municipalities to pass 100% of those costs on to their taxpayers without seeking to recover some share of those costs from corporations which have directly profited from fossil fuel extraction and sales. Just 20 global fossil fuel companies are responsible, through their products and operations, for almost 30% of greenhouse gas emissions in the atmosphere today.³

According to a 2017 poll conducted by Justason Market Intelligence (JMI), 82% of British Columbians support the basic idea that fossil fuel companies should pay a share of the costs of climate change. There is broad support in every region of the province.

¹ For example, the City of Powell River (Minutes, 15 March 2018, Agenda Item 7-7), instructed its staff to "incorporate climate change adaptation and mitigation costs into the City's Asset Management Plans."

² For example, City of Vancouver staff have estimated the costs of municipal infrastructure required to address sea-level rise to 2100 at \$1 billion: <https://council.vancouver.ca/20180725/documents/pspc2.pdf>.

³ http://www.climateaccountability.org/carbon_majors_update.html (last accessed 26 October 2016) which is an update of Richard Heede's peer reviewed paper: Heede, R. "Tracing anthropogenic carbon dioxide and methane emissions to fossil fuel and cement producers, 1854–2010", *Climatic Change* (2014) 122: 229. doi:10.1007/s10584-013-0986-y.

2. Fighting climate change

When powerful corporations profit from pollution, while the public pays the true costs, those companies have a strong economic incentive to keep on producing polluting products. Chevron, Exxon and other global fossil fuel companies have made a lot of money in recent decades – and funnelled those funds into lobbying against climate action and funding misinformation about climate science instead of offering the alternatives and renewable energy.⁴

The perception that the fossil fuel industry is profitable – and cheaper than renewable energy – results from the fact that it has never paid for the harm caused by its products, distorting our economy and making it extremely difficult for the world to move away from fossil fuels.

Local governments have a unique power to demand that these companies start taking responsibility for harm caused by their products. We're not just talking Canadian companies – there are legal and non-legal options to demand accountability from global companies for their global sales and operations.⁵

When Communities demand that fossil fuel companies take responsibility for the true costs of their products, fossil fuel companies and their investors face potential risks that they must start factoring into their business decisions. In addition, the public has a valuable opportunity to learn about the relationship between increased local climate costs and the fossil fuel economy.

In short, local government action to hold fossil fuel companies accountable for local climate costs can play a powerful role in the fight against climate change.

Taking Action – Climate Action Letters

Once we realise that fossil fuel pollution is harming our communities, and that we can't afford to pay those costs alone, the first step in demanding accountability from fossil fuel companies is to start talking publicly to those companies about your climate costs and their responsibility to pay a fair share of those costs.

That's why 15 local governments from across BC (plus the Association of Vancouver Island and Coastal Communities, representing 53 local governments) have written to 20 of the world's largest fossil fuel companies demanding that they pay their fair share of local climate costs.⁶ Climate Accountability Letters are easy and cheap and yet signal that you're aware of how difficult climate costs will be and are looking for the fossil fuel industry to step up.

A Climate Accountability Letter will not (of course, but unfortunately) result in a cheque in the mail. Some municipalities have received replies from fossil fuel companies outlining their plans to reduce greenhouse gas emissions, so the letters are at least being read and considered. The letters also begin an important conversation with your citizens about how your community will deal with the impacts and costs of climate change.

⁴ CIEL. Smoke and Fumes: The Legal and Evidentiary Basis for Holding Big Oil Accountable for the Climate Crisis (Nov 2017), available at <https://www.ciel.org/reports/smoke-and-fumes/>, last accessed 26 October 2018.

⁵ M. Byers, A. Gage et al. The Internationalization of Climate Damages Litigation. Washington Journal of Environmental Law and Policy, Vol 7(2), July 2017.

⁶ For examples of letters sent by other local governments, visit www.wcel.org/campaign-update.

Please consider this letter as a request for your Council to send a Climate Accountability Letter to the 20 largest fossil fuel companies, whose emissions represent 30% of global greenhouse gas emissions.⁷ For more information on how and why to send a Climate Accountability Letter, please see *Climate Accountability Letters: An Introduction for Local Governments*.⁸

If you do send a letter, please consider also writing to other local governments in your region, encouraging them to do the same.

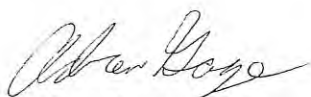
Taking Action – Beyond Letters

Sending a Climate Accountability Letter and/or tracking climate costs do not commit your Council to doing anything further. However, we hope that you will be interested in exploring further action that could lead to your recovering a fair share of your local climate costs from the fossil fuel industry. Please contact us at agage@wcel.org if you would like to explore any of the following options:

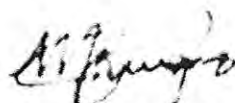
- **A class action lawsuit** – BC communities working together and pooling their resources might choose to bring a class action lawsuit against fossil fuel companies on behalf of all BC local governments, following the example of many U.S. local governments.⁹ According to the 2017 JMI poll, 63% of British Columbians support litigation by their local government to recover the fossil fuel industry's share of local climate costs.
- **Provincial legislation** – BC's local governments can add their voices to those asking that BC enact laws to clarify the legal responsibility of fossil fuel companies for local climate costs. Such legislation has been debated in Ontario's legislature,¹⁰ while more than 50 BC-based organizations have called on Premier John Horgan to enact a similar law.¹¹
- **International treaties** – BC local governments can ask the Canadian government pursue a climate damages tax, levied on global fossil fuel companies, in their negotiations of global climate treaties.¹²

We would be happy to provide your Council with further information about climate costs, Climate Accountability Letters or any of the above options to hold fossil fuel companies accountable.

Sincerely,



Andrew Gage,
Staff Lawyer, West Coast Environmental Law



Montana Burgess,
Executive Director, WKES

Enclosure

⁷ The addresses of the companies and their respective contributions to global greenhouse gases are available at https://www.wcel.org/sites/default/files/file-downloads/carbonmajorsspreadsheet_final.xlsx.

⁸ <https://www.wcel.org/publication/climate-accountability-letters-introduction-local-governments>.

⁹ <https://insideclimatenews.org/news/04042018/climate-change-fossil-fuel-company-lawsuits-timeline-exxon-children-california-cities-attorney-general>.

¹⁰ <https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-37>.

¹¹ <https://www.wcel.org/publication/joint-letter-premier-horgan-liability-climate-related-harms-act>.

¹² See the Climate Damages Tax Declaration at <https://www.stampoutpoverty.org/cdt/climate-damages-tax-declaration/>.



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: Appointment of Health Committee Representative
DATE: January 17, 2019

RECOMMENDATION:

That Councillor _____ be appointed as the Village of New Denver's Council Representative for the Health Advisory Committee.

BACKGROUND:

The Council of the Village of New Denver established a Health Advisory Committee in December 2018. The Terms of Reference for the Health Advisory Committee state that the Committee will include one Village of New Denver Councillor (appointed by Council) in addition to the Mayor of New Denver, elected officials representing the Village of Silverton, the Village of Slocan and RDCK Area H, and a representative from the Slocan District Chamber of Commerce Health Committee.

ANALYSIS:

A Council resolution is required to appoint the selected Village of New Denver Councillor to the Health Advisory Committee.

LEGISLATIVE FRAMEWORK:

Village of New Denver Health Advisory Committee Terms of Reference (adopted December 11, 2018)

STRATEGIC PRIORITY:

Taking action to ensure the availability of high quality health care for residents and visitors to the area has been informally identified as a priority item for current Council, and is expected to be included as a strategic priority for the Village in the 2019 Annual Report.

COMMUNICATION STRATEGY:

Nil

FINANCIAL IMPLICATIONS:

Nil



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: Appointment of Fire Department Committee Representative
DATE: January 17, 2019

RECOMMENDATION:

That Councillor _____ be appointed as the Village of New Denver's Council Representative for the Fire Department Committee.

BACKGROUND:

The Council of the Village of New Denver established a Fire Department Committee in October of 2015. The Terms of Reference for the Fire Department Committee state that the Committee will include one Village of New Denver Councillor (appointed by Council) in addition to the Mayor of New Denver, the Fire Chief, one additional member of the Fire Department (appointed by the Fire Chief), and the CAO/Corporate Officer.

ANALYSIS:

A Council resolution is required to appoint the selected Village of New Denver Councillor to the Fire Department Committee.

LEGISLATIVE FRAMEWORK:

Village of New Denver Fire Department Committee Terms of Reference (adopted October 13, 2015)

STRATEGIC PRIORITY:

Nil

COMMUNICATION STRATEGY:

Nil

FINANCIAL IMPLICATIONS:

Nil



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 & Council
FROM: Recreation and Cultural Services Coordinator
SUBJECT: Canada Summer Jobs Public Works Positions Grant Funding - 2019
DATE: January 15, 2019

RECOMMENDATION:

That the Village of New Denver submit an application to the Canada Summer Jobs (CSJ) federal wage subsidy program for funding to hire up to two summer students for the 2019 summer season.

BACKGROUND:

The CSJ program is a federal initiative that provides wage subsidies to employers from not-for-profit organizations, the public-sector, and private sector organizations with 50 or fewer full-time employees, to create quality summer work experiences for young people aged 15 to 30 years.

CSJ requires the duration of employment be from 30-40 hours per week for 6-16 consecutive weeks. We have used this CSJ annually to fund positions at the NIMC.

ANALYSIS:

The Village of New Denver typically hired additional staff to cover basic groundskeeping and maintenance work, with all costs being covered by the Village. In the past, labour positions that included landscaping work in the job duties were not eligible for funding through the CSJ program, but the rules have changed for the 2019 program. The Village has successfully applied for CSJ funds previously to assist with the NIMC's summer student employment and will now be able to apply for groundskeeping workers for the Village as well.

LEGISLATIVE FRAMEWORK: Nil

STRATEGIC PRIORITY: Nil

COMMUNICATION STRATEGY: Nil

FINANCIAL IMPLICATIONS:

By applying for funding assistance, the Village of New Denver may be able to recover up to approximately \$7,840 in employment costs associated with filling the two positions.

CSJ Eligible Costs

The Village of New Denver is eligible for a subsidy of \$6.93/hour (50% of the provincial minimum wage), and is responsible for the balance of the wage paid to the employee, as well as mandatory employer-related costs (EI, CPP, WCB and vacation pay).



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: Recreation and Cultural Services Coordinator
SUBJECT: Columbia Kootenay Heritage Digitization Project
DATE: January 10, 2019

RECOMMENDATION:

That the Village of New Denver commit to participating in the upcoming UBC Okanagan Columbia-Kootenay regional heritage digitization project.

BACKGROUND:

In November 2018, the Village of New Denver was approached by archivists from the UBC Okanagan Library. The archivists met with a wide range of organizations throughout the region to assess interest in a digitization project designed to support heritage organizations in their efforts to broaden access to their archival and historical materials.

The project is specifically designed to assist small museums such as the Nikkei Internment Memorial Centre and the Silvery Slocan Museum in the sharing of their collections by maintaining the shared online portal, and providing all technical engagement for the portal on behalf of the organizations.

The first phase of the project will focus on collection material that has previously been digitized but has not been uploaded to a shared online database.

The NIMC has committed to a previous digitization project with the Nikkei National Museum and Cultural Centre (NNMCC) that has been up and running since 2012. The two initiatives have similar goals regarding improved access to local records but the structure of the projects differ considerably. The main differences are how funding is sourced and who is responsible for the post-capture editing of the digital objects as well as modify metadata as required. With the NNMCC's project, the responsibility to secure funding and create meta-data lies with the NIMC.

ANALYSIS:

The project will not significantly impact the Village of New Denver's staff workload or general finances because of how the project is structured. Funding is secured through the UBC Okanagan Library and the work of uploading, indexing, describing and maintaining the portal will all be the responsibility of the UBC Okanagan archival team.

Both the Nikkei Internment Memorial Centre and Silvery Slocan Museum have been actively working on digitizing and organizing their collections and therefore are ideal candidates for this type of supportive project because there is already a large body of material that is ready to upload.

STRATEGIC PRIORITY: Nil

COMMUNICATION STRATEGY: Nil

FINANCIAL IMPLICATIONS: It is estimated that it will take 5 hours of staff time to submit the required information to the project's organizing team. A small amount of consultation will also need to take place over Phase 1 to ensure the archivists have a knowledgeable staff person to answer questions regarding the material.



November 23, 2018

Nikkei Internment Memorial Centre
c/o Amanda Murphy, The Village of New Denver
115 Slocan Street
PO Box 40
New Denver, BC V0G 1S0

Dear Ms. Murphy,

Thank you for meeting with us on November 13. This message is in follow up to that site visit, and aims to lay out the topics discussed in person more formally.

As you know, in October 2018, UBC Okanagan Library initiated an informal survey to assess preliminary interest in a potential Columbia – Kootenay regional digitization project designed to support heritage organizations in their efforts to broaden access to their archival and historical materials. This initiative would be modelled on the Digitized Okanagan History (D.O.H.) project (2016 – present), a collaborative, community-oriented digitization project aimed at enhancing access to unique and under-utilized primary source materials, at no cost to the contributing repository. The D.O.H. model, which we propose to replicate in Columbia – Kootenay, consists of three cooperative elements:

- Repository partners select materials for inclusion;
- UBC Archivists liaise with Arca (see Appendix 2) and make decisions on the standardized representation of these materials in an online environment, with emphasis on discoverability and contextualization;
- Trained student technicians prepare and upload content under the supervision of UBC Archivists.

From November 13-16 2018, Paige Hohmann and Chris Hives (UBC University Archivist) visited nine repositories in the West and East Kootenay to further evaluate the feasibility of such a project. These site visits indicated a high interest in the proposed project model, as well as a considerable bank of archival materials that have already been converted to digital, but which have not yet been made satisfactorily accessible outside the repository. Out of this, a multi-phase project has been proposed in principle in the following sequence:

- Phase 1, Summer 2019: Collect, process, and upload digitized materials to provide primary inputs to the online repository and confirm proof-of-concept, and through this inform the development of a regional strategy to digitize remaining analogue-only materials.
- Phase 2, beginning Summer 2020: Implement a physical digitization strategy on a localized scale at key points of convergence in the Columbia and Kootenay regions.
- Phase 3, following Phase 2: Develop sustainable ongoing engagement with the Arca repository through training, education, and support to repositories.



UBC Okanagan proposes to:

- Establish space within Arca for the deposit of digitized materials, and act as the single point of contact for technical engagement with the portal, including upload, indexing, and general site maintenance;
- Apply descriptive standards and image / file specifications;
- Ensure the ongoing maintenance of the Arca repository for the foreseeable future, beyond the active acquisition phases of the project;
- Provide an additional storage location for digitized materials.

In order to secure funding, we ask Nikkei Internment Memorial Centre to:

- Identify, describe, and quantify candidate materials for inclusion in the portal according to provided guidelines and commit to their contribution to the project for Phase 1 (see Appendix 3) no later than **January 31, 2019**;
- Be willing to permit the transfer of digitized materials (Phase 1 and subsequent) and the conversion of analogue materials (Phase 2 and subsequent);
- Be willing to provide all available descriptive information associated with the candidate materials.

We are looking forward to the potential of partnering with Nikkei Internment Memorial Centre to take this project to the next stage of development. We welcome questions and comments at any time by phone or by email.

Sincerely,

Chris Hives
D.O.H. Project Coordinator
University Archivist
University of British Columbia

Paige Hohmann
D.O.H. Project Coordinator
Archivist



University of British Columbia, Okanagan Campus

Appendix 1

Community Digitization Projects: Guidelines for Selection

Photographs

1. The content is in the public domain, which means that the photo was taken before 1949 and/or is out of copyright based on dates of the photographer. Copyright term is life of creator + 50 years OR
2. The repository has documentation of copyright ownership OR
3. The repository is able to secure permission from the copyright holder.

In addition, photographs with minimum descriptive elements such as title, date, creator, and depicted persons, events, and locations should be prioritized.

NB For Phase 2 and beyond: project equipment can currently accommodate the following formats, provided they are in fair condition: photographic prints, negatives (all dimensions), slide transparencies, and glass photographic media.

Archival documents

1. The repository should be comfortable with providing online access based on their own assessment of privacy risk in line with existing deeds of gift or relationships. BC FOIPOP does not apply to this type of content.
2. A general rule of thumb is that risk associated with privacy and copyright decreases over time, and we recommend that older content (at least 50 years old) be prioritized.

Audio-visual materials

1. The content is housed in at-risk carriers such as magnetic tape (audio cassettes, VHS, reel-to-reel, open reel, BetaCam, BetaMax, UMatic) AND
2. The repository has details on the content of the material and has assigned it historical significance.

Published materials

Select if:

1. Out of copyright based on dates of the author. Copyright term is life + 50 years.
2. The repository has documentation of copyright ownership, or is credited as the author of the work



Appendix 2

Community Digitization Projects: About Arca

Content will be hosted on Arca, a collaborative initiative to support the development and implementation of digital repositories at BC post-secondary institutions. Foundational to the creation of the BC Digital Library, Arca is a province-wide network of institutional repositories that:

- provides access to content via a cross-repository search layer
- supports the management of institutional digital assets
- showcases BC as a hub for knowledge creation across Canada and around the world.

Arca is managed by BC Electronic Library Network (BC ELN), a consortium of 33 private and public post-secondary libraries. BC ELN's purpose is to develop and support system-wide mechanisms that allow post-secondary libraries to meet the expanding information needs of learners, educators, and researchers at the lowest possible cost.

For more information see: <https://arcabc.ca/>

For an example of a UBC Okanagan Library Community Digitization Project see: <https://doh.arcabc.ca>



Appendix 3

Community Digitization Projects: Making Selections for Phase 1 (digital)

For Phase 1, we are collecting materials which have already been digitized by the repository.

By email, in the body of the message or as a separate attachment(s), please submit to Paige Hohmann (paige.hohmann@ubc.ca) no later than **January 31, 2019**:

1. A high level description of your selection(s), e.g. "Historical Photographs," "John Smith fonds," "Oral Histories," etc.;
2. An indication of selection format(s), e.g. "photographs," "text," "sound recordings," "maps";
3. An indication of file type, e.g. "TIFF," "JPEG," "PDF," "MP4";
4. For photos, their DPI (or PPI), if available;
5. An estimate of quantity in terms of a) number of items and b) total extent in terms of file sizes, e.g. 5GB (gigabytes) 300MB (megabytes) etc.;
6. Communication, in whichever way works best for your repository, that you have read the draft partnership statement and that participation in this project has been reviewed and approved by any governance structure responsible for decision-making;
7. A spreadsheet, database extract, or other finding aid or inventory that further describes the selection, preferably at the item level, if readily available;
8. A range of dates from April – June 2019 during which you would be able to receive a follow up visit to collect your digital selections;
9. Any questions, comments, or concerns you may have.



Columbia/Kootenay History Digitization Partnership Statement

November 28, 2018

PURPOSE OF STATEMENT: This Statement establishes the general responsibilities of partners in the CKHD project. It is not intended to serve as a formal legal contract, but rather as a statement of intent by the participating partners. Any content-contributing partner may withdraw from this agreement by providing ninety (90) days' notice and can subsequently determine if their existing content is to be removed from the on-line collection. Provision of analogue material for digitization and/or the transfer of previously digitized material to the CKHD team constitutes an understanding of, and agreement to, the terms below.

GOALS OF THE CKHD

The UBC Okanagan Library, with the financial support of a private British Columbia foundation, has created the collaborative Digitized Okanagan History project, an initiative intended to promote on-line access to the collective historical resources held in repositories throughout the Okanagan Valley. Building on the success of this regional approach to digitizing unique historical resources we propose replicating this model in B.C.'s Columbia/Kootenay area. The project will proceed in two phases. The first, which will occur in the summer of 2019, would be limited to the collection and upload of existing digitized material with appropriate metadata. Starting in May 2020 provisions will be made to digitize analogue material. Experience in the DOH project suggests that this may be accomplished through a combination of teams travelling to repositories to scan on-site or arranging with institutions for a temporary loan of their materials which will be transferred to a centralized digitization centre. Recognizing some of the geographical challenges we have yet to determine the exact logistics and partnerships necessary to do this in the most efficient manner.

When created, digital copies of unique photographs, textual documents, maps, audio recordings and publications will be uploaded to a region-specific digital repository which will be made freely available on-line, along with associated descriptive information, for the benefit of the partner organizations, researchers and the general public. This initiative also holds the potential of providing a foundation for ongoing co-operation and collaboration with partner heritage organizations, and promoting a collective approach to preserving and providing access to community historical resources. All work associated with this initiative will all be done at no cost to the contributing partners.

Project Partner Roles & Responsibilities

Following preliminary contact with a project team representative, contributing partners will identify preferred candidates for digitization at their institution and make that material available in physical or digital form. Selected materials must either be in the public domain* or be among collections for



which contributing partners have or can secure copyright permission to allow for the publication of material on the Internet. Should a complaint be received about the copyright status of a digital object, the project team will arrange to have it removed from the on-line collection until the matter is resolved in consultation with the contributing partner.

The project team will carry out post-capture editing of the digital objects and will modify or create metadata according to existing standards for each digital object in preparation for uploading to a shared repository. For future reported factual errors or revisions to the object metadata, the project team will incorporate these changes in consultation with the content contributors. The project team will work with each contributing partner organization to determine their specific requirements as to how their digital objects will be displayed on-line in terms of resolution and ability for users to download the material. Ownership of the digital files -- both the digital objects created by the project team and the previously-scanned materials collected as part of the project -- remains with the contributing organization. The project team will provide each contributing organization with archival quality digital masters created from their analogue materials. In addition, UBC Okanagan Library will retain a preservation copy of all digital files created or collected as part of the project. Permission to publish or otherwise make commercial use of material included in the CKHD repository may only be granted by the holding institution and contact information will be provided in each descriptive record in the respective collections contained within.

*Public domain denotes materials for which the term (life of the creator + 50 years) of copyright has expired or photographs created before January 1, 1949.