



AGENDA
REGULAR MEETING
JUNE 23, 2020

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 June 23, 2020, Regular Meeting.

MINUTES: - Resolution to adopt the Minutes of the June 9, 2020, Regular Meeting

PETITIONS & DELEGATIONS: - Nil

PUBLIC QUESTIONS & COMMENTS: -

OLD BUSINESS: - Nil

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

- RDCK Building Amendment Bylaw to adopt Step 1 (*RDCK - Paris Marshall Smith, Sustainability Planner*)
- Infrastructure Planning Grant Program (*Ministry of Municipal Affairs and Housing - Brian Bedford, Acting Executive Director, Local Government Infrastructure and Finance Branch*)
- Invitation to Meet During UBCM (*BC Assessment Authority - Rod Ravenstein, Director Local Government and Indigenous Relations & Michael Spatharakis, Manager Local Government Relations*)
- 5G What You Need to Know (*Citizens for Safe Technology - Sherry Ridout*)
- COVID-19 Real Estate Stakeholder Joint Recommendations (*BC Real Estate Association - Matthew Mayers, Policy Analyst*)
- Slocan Valley Regional Economic Development Implementation Project (*Ministry of Forests, Lands, Natural Resource Operations and Rural Development - Chris Stagg, Assistant Deputy Minister*)
- Homeless Encampment Health Issue Guidelines (*Province of BC - Bonnie Henry, Provincial Health Officer*)

STAFF REPORTS:

- Resolution to receive the following items for information:
 - Slocan Valley Wildfire Resiliency Rebates
(SIFCo - *Stephan Martineau, Manager*)

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 -
- Health Advisory Committee -

NEW BUSINESS:

- Notice on Title at 1105 Columbia Street
- FCM Municipal Asset Management Program Grant Application
- CIBC Credit Card Application
- Local Recreation Access

MOTION TO EXCLUDE:

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

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: June 9, 2020
TIME: 7:00 p.m.
PLACE: Council Chambers

PRESENT:

- Mayor Leonard Casley
- Councillor John Fyke
- Councillor Vern Gustafson
- Councillor Colin Moss
- Councillor Gerald Wagner
- Catherine Allaway, CAO
- Jessica Rayner, Community Planner
- Press: Valley Voice
- Guests: Nil

CALL TO ORDER:

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

INTRODUCTION OF LATE ITEMS:

- Nil

ADOPTION OF AGENDA:

RESOLUTION #137

- Moved by Councillor Moss and seconded that the agenda for the June 9, 2020 Regular Meeting be adopted as presented.

CARRIED

MINUTES:

RESOLUTION #138

- Moved by Councillor Moss and seconded that the Minutes of the May 26, 2020 Regular Meeting be adopted as read.

CARRIED

PETITIONS & DELEGATIONS:

- Nil

PUBLIC QUESTIONS & COMMENTS:

- Nil

OLD BUSINESS:

- Nil

CORRESPONDENCE FOR INFORMATION:

RESOLUTION #139

- Moved by Councillor Gustafson and seconded that the following correspondence be received for information:
 - Child and Youth in Care Week (*Hon. Katrine Conroy, Minister of Children and Family Development*)

- 2020 Poverty Reduction Planning & Action Program (*UBCM - Sasha Prynne, Program Officer*)

CARRIED

STAFF REPORTS:

RESOLUTION #140

- Moved by Councillor Gustafson and seconded that the following reports be received for information:
 - West Kootenay Renewable Energy Plan Update (*Jessica Rayner, Community Planner*)
 - May SVEDC Report (*Ron LeBlanc, Slocan Valley Economic Development Coordinator*)

CARRIED

COUNCIL REPORTS:

Verbal Reports

- Councillor Wagner reported on the damage to the Idaho Peak Road and local trails following the recent freshet events
- Councillor Moss reported that the Community Covid Action Team will be providing garden boxes for community members in need, with in kind assistance from the Village. The group will also be providing funding for the Chamber of Commerce in delivering a business outreach program locally.
- Councillor Gustafson reported on the damage to the Carpenter Creek dikes during last weekend’s freshet event.

Regional District of Central Kootenay - Nil

West Kootenay Boundary Regional Hospital District - Nil

Recreation Commission #6 - A meeting is scheduled for Thursday

Economic Development Commission - Nil

Rosebery Trails & Parklands Commission - Nil

Treaty Advisory Committee - Nil

Fire Department Committee - Nil

Health Advisory Committee - Nil

NEW BUSINESS:

RESOLUTION #141

Request for Grant-in-Aid (*Lucerne Association for Community Education – Lora Lee Brekke, President*)

- Moved by Councillor Moss and seconded that a grant in aid of \$2500 be provided to the Lucerne Association for Community Education, to cover the cost of hydro for the Bosun Hall.

CARRIED

RESOLUTION #142

Carpenter Creek Green Burial Ground (*Carpenter Creek Last Wishes Society – Kay Costley-White, Chair*)

- Moved by Councillor Moss and seconded that staff be directed to meet with the Carpenter Creek Last Wishes Society to discuss the possibility of a green burial ground in the New Denver Cemetery.

CARRIED

RESOLUTION #143

Referral Request - Alpine Skiing Expression of Interest (*Province of BC*)

- Moved by Councillor Fyke and seconded that the Council of the Village of New Denver direct staff to respond to the referral from BC’s Mountain Resort Branch indicating an interest in being involved and informed should the proposal proceed.

CARRIED

ADJOURNMENT:

RESOLUTION #144

- Moved by Councillor Wagner and seconded that the meeting be adjourned at 8:14 p.m.

CARRIED

MAYOR CASLEY

CORPORATE OFFICER



The Corporation of the Village of New Denver

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

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

TO: Mayor and Council
FROM: Corporate Officer
SUBJECT: Communications for Information
DATE:

RECOMMENDATION:

That the following correspondence be received for information:

- RDCK Building Amendment Bylaw to adopt Step 1 (*RDCK - Paris Marshall Smith, Sustainability Planner*)
- Infrastructure Planning Grant Program (*Ministry of Municipal Affairs and Housing - Brian Bedford, Acting Executive Director, Local Government Infrastructure and Finance Branch*)
- Invitation to Meet During UBCM (*BC Assessment Authority - Rod Ravenstein, Director Local Government and Indigenous Relations & Michael Spatharakis, Manager Local Government Relations*)
- 5G What You Need to Know (*Citizens for Safe Technology - Sherry Ridout*)
- COVID-19 Real Estate Stakeholder Joint Recommendations (*BC Real Estate Association - Matthew Mayers, Policy Analyst*)
- Slokan Valley Regional Economic Development Implementation Project (*Ministry of Forests, Lands, Natural Resource Operations and Rural Development - Chris Stagg, Assistant Deputy Minister*)
- Homeless Encampment Health Issue Guidelines (*Province of BC - Bonnie Henry, Provincial Health Officer*)

Catherine Allaway

From: Paris Marshall Smith <PMarshallSmith@rdck.bc.ca>
Sent: June 9, 2020 12:03 PM
To: Catherine Allaway; 'Jessica Rayner'; fyke@newdenver.ca; Len Casley; gustafson@newdenver.ca; moss@newdenver.ca; wagner@newdenver.ca
Subject: RDCK - Building Amendment Bylaw to adopt Step 1
Attachments: 2020-08-06_MEMO_RDCK-Building-Amendment-Bylaw-and Step-Code-Background.pdf; 2717-AMD-2200-Building_Bylaw.pdf; 2020-04-22_Memo-RDCK-REEP-Energy Advisors.pdf

Dear Village of New Denver: Mayor and Council and Village staff

We are writing to you now as one of participants in the RDCK Building Service. We hope this finds you all well and safe.

As part of our on-going engagement regarding the BC Energy Step Code and the upcoming changes planned for the BC Building Code, we wanted to reach out and provide an update of our latest efforts. Below is a summary of the progress to date and attached is an overview of Step Code + the RDCK approach and the proposed Building Amendment Bylaw. Please keep these as internal documents and do not circulate until after the June 18 Board meeting.

As you are aware, in June 2019, the RDCK Board resolved:

That the RDCK Board supports energy efficiency in new building construction in the RDCK and directs staff to continue to work with the RDCK Building Service Territory municipalities, the building industry and home owners to achieve high performance standards through the implementation of the following timeline:

- 1. Staff are directed to submit a notification to consult to the Province in coordination with each of the 6 municipalities in the RDCK Building Service Territory;*
- 2. That all new Part 9 Buildings be built to Step 1: that is, working with a certified Energy Advisor, effective December 31, 2019; and,*
- 3. Consistent with REEP: New Home training and education, the Board encourages builders to consider a non-mandatory Step 3 standard for new construction in the RDCK Building Inspection Service Territory in preparation of the mandatory Provincial deadline of December 31, 2021.*

Following the Board's direction on Step 1 adoption, staff note the following progress:

- 1. Step Code Notification** - On September 13, 2019, RDCK staff submitted initial notification to the Province on behalf of the 11 rural electoral areas of the RDCK.

The following municipalities have also done the same. See

https://energystepcode.ca/implementation_updates/ for Initial Notification community list, noting:

- a. City of Nelson October 9, 2018
- b. Town of Creston February 22, 2019
- c. Village of New Denver February 28, 2019**
- d. Village of Kaslo March 25, 2019
- e. Village of Nakusp October 16, 2019
- f. Village of Slocan October 17, 2019
- g. City of Castlegar May 25, 2020

2. **RDCK Building Service Area consultation** - As directed by the Board, staff engaged with RDCK Building service area members – Villages of Slocan, Salmo, Nakusp, Silverton, New Denver and Kaslo to provide information and request endorsement of the following resolution from their Council *“That all new Part 9 Buildings be built to Step 1: that is, working with a certified Energy Advisor, effective December 31, 2019”*

The Villages of Nakusp and Slocan have notified that their Councils have endorsed the resolution. The Village of New Denver has adopted a statement of support for Step 1 and will consider adopting later in 2020. Staff continue to be in discussion with Village of Silverton, Salmo and Kaslo and have offered information, presentations and any other requested support on this topic.

Staff feel that the engagement to date with the RDCK Building Service Area has been positive. It has achieved, in part, what the adoption deadline intended. Through in-person meetings, presentations and on-going dialogue with the 6 member municipalities, the local building industry and residents, have asked many questions. As a result, the preparedness of communities to adopt Step 1 is increasing.

3. **Adjustment of timelines:** Based on the progress noted, the Board resolved in February 2020 that the resolution 411/19 be amended by replacing the date December 31, 2019 in the second bullet to June 30, 2020, thus reading:

That the RDCK Board supports energy efficiency in new building construction in the RDCK and directs staff to continue to work with the RDCK Building Service territory municipalities, the building industry and home owners to achieve high performance standards through the implementation of the following timeline:

1. *Staff are directed to submit a notification to consult to the Province in coordination with each of the 6 municipalities in the RDCK Building Service territory;*
2. *That all new Part 9 Buildings be built to Step 1: that is, working with a certified Energy Advisor, effective **June 30, 2020**; and*
3. *Consistent with REEP: New Home training and education, the Board encourages builders to consider a non-mandatory Step 3 standard for new construction in the RDCK Building Inspection Service territory in preparation of the mandatory Provincial deadline of December 31, 2021.*

Staff are now recommending that the deadline be further extended to July 31, 2020 to allow for adequate public notice following Board recommendation.

4. **Energy Advisors** - Questions have arisen regarding the number and availability of Energy Advisors (EA) in the RDCK to provide sufficient service so as not delay or impede the building process. A survey of EAs was conducted and the results are summarized in the attached memo - *2020-04-22_Memo-RDCK-REEP-Energy Advisors*. The memo concludes that all areas of RDCK can be served and all EAs noted that they are in process and/or have a willingness to train more staff to address demand as it increases. There are no gaps in service area or demand for the EAs.
5. **RDCK Building Amendment Bylaw** - At the upcoming June 18 RDCK Board meeting, staff are seeking Board approval to amend the Building Bylaw to adopt Step 1 on July 31, 2020.

As we all prepare for the upcoming Building Code changes, we look forward to proceeding with you.

Paris

Paris Marshall Smith

Sustainability Planner

CRESTON OFFICE



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Memorandum

Date: June 8, 2020

To: Mayors and Councils of Kaslo, New Denver, Silverton, Slocan, Nakusp, and Salmo

From: Paris Marshall Smith, Sustainability Planner

Subject: RDCK Building Amendment Bylaw – adoption of Step 1 of the BC Energy Step Code

Changes to the BC Building Code are coming. The BC Energy Step Code has set a goal of Net Zero energy use buildings by 2032 (Step 5). The RDCK regional Step Code adoption process outlined in this report asks the Board to adopt Step 1 at this time. In support of this transition, staff see the adoption of the BC Energy Step Code as providing –

- 1. Support for builders:** The RDCK can use this time and its leadership to support and prepare the construction community for this change through education and training. Builder workshops have been active since 2017 and continue to be offered through the Regional Energy Efficiency Program: New Home.
- 2. Support for homeowners:** The RDCK is currently offering the Regional Energy Efficiency Program: New Home in an effort to improve housing conditions for RDCK residents. Emphasizing energy efficiency and providing access to incentives for Energy Advisors enables homeowners to invest in a higher standard of construction that will build a legacy of energy efficient homes in our communities. BC Energy Step Code is an opportunity to build better homes.

WHAT IS THE BC ENERGY STEP CODE?

The Province of British Columbia first introduced energy efficiency as a BC Building Code objective in 2008. Since then, designers and builders have had the option to use either “prescriptive” or “performance” approaches to comply with the code’s efficiency requirements. The BC Energy Step Code offers a specific form of the performance approach.

The performance approach establishes a desired outcome or targets, and leaves it to the design and building team to decide how to achieve it. The targets for new construction are grouped into “steps” that apply across various building types and regions of the province. The lower steps are relatively straightforward to meet; the upper steps are more ambitious.

The following diagram outlines the Provincial pathway to BC Energy Step Code and the integration of Step 5 or Net Zero ready as new construction standard in 2032. Step 3 will be incorporated in the 2021 Building Code and implemented at the beginning of 2022.¹ This report proposes the adoption of Step 1.

¹ <https://energystepcode.ca/>

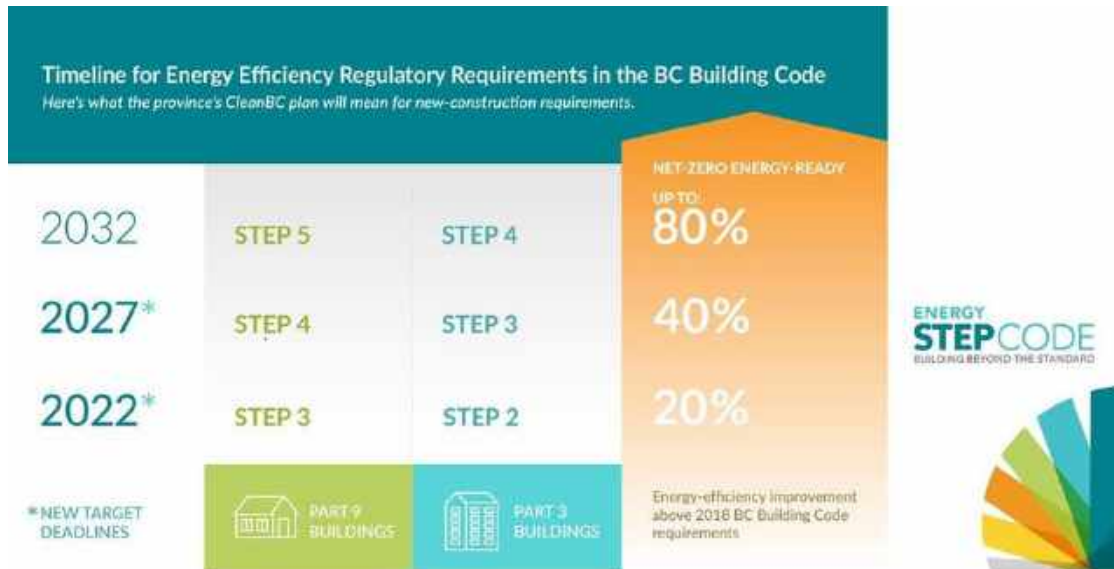


Figure 1 – Timeline for Energy Efficiency Requirements in the BC Building Code (www.energystepcode.ca)

WHAT ARE THE STEPS OF THE BC ENERGY STEP CODE?

STEP 1: Considered ‘enhanced building code compliance’, Step 1 requires the builders and/or owner-builders to meet only the energy efficiency levels specified in the current BC Building Code, pre-Step Code, but **measures the construction performance** with an energy assessment.

STEP 2: Requires energy modeling and verification, and achieves a performance target that is 10% more efficient than homes built to the prescriptive pathway of the 2017 BC Building Code.

STEP 3: Requires energy modeling and verification, and achieves a performance target that is 20% more efficient than homes built to the prescriptive pathway of the 2017 BC Building Code. Provincially required for Part 9 by December 31, 2021

STEP 4: Requires energy modeling and verification, and achieves a performance target that is 40% more efficient than homes built to the prescriptive pathway of the 2017 BC Building Code.

STEP 5: Requires energy modeling and verification, and achieves Net-Zero Ready, maximizing energy efficiency and ensuring the home is also designed to integrate on-site renewable energy.

HOW DOES STEP CODE AFFECT THE BUILDING PROCESS?

The differences of integrating **Step 1 or Step 3** into the design and construction process, versus those currently required are:

1. An energy assessment of the building plans by an Energy Advisor prior to building permit application. The Energy Advisor provides suggestions for energy improvements in writing to the owner, from least to most expensive. **Step 1 does not require any revision to the proposed design and construction process. Step 3 requires the design and construction of a structure that is 20% more energy efficient than the 2018 Building Code.**
2. Submittal of the energy assessment with the building permit application

3. (optional but encouraged) Completion of an onsite mid-construction blower door test to determine the level of air tightness achieved *prior to* installation of drywall and other finishes
4. Completion of an onsite blower door test, prior to occupancy to determine the final level of air tightness achieved *following* the installation of drywall and other finishes
5. Application of the Building Energy Label to the building (typically at or near the electrical panel)

AVERAGE & APPROXIMATE COST FOR HIGH PERFORMANCE CONSTRUCTION:

Local builders from Nelson, Kaslo and Salmo area were interviewed to understand some base costs for high performance construction. Their information is summarized in the table below. It must be noted that the information is anecdotal and reflects an industry in transition. As builders become more familiar with the high performance building practices, the quality of construction will improve. Case studies of Step Code construction can be found here: energystepcode.ca/case-studies/.

Type of home construction	Cost to build to current code	Added cost to build to Step 1	Added costs to build to Step 2 or 3
<p>Low cost to build Basic Home in rural RDCK</p> <p>Builder’s assumptions: a house with moderate air tightness, R22 walls, no under slab insulation, R40 roof, .32 U-factor windows, electric water heater, electric baseboard heat: MEUI of 59.</p> <p>A 2000 square foot house in Climate Zone 5 should meet Step 3.</p> <p>Key is to target air leakage</p>	\$200 per square foot	<p>\$1000 - \$1200 for Energy Advisor (see below for more details)</p> <p>Less \$500 Fortis BC rebate for Step 1</p> <p>Benefit: working with Energy Advisor to learn ways to manage where energy efficiencies can be achieved in the building process:</p> <ul style="list-style-type: none"> • Boost insulation • Ventilate smartly • Careful consideration of right-sizing the heating and cooling systems & appliances • Minimize thermal bridges • Emphasize air tightness • Choose efficient and well placed doors and windows: optimizing window placement for solar gain and appropriate shading. 	<p>\$1200 - \$1450 for an Energy Advisor (see below for more details)</p> <p>Less \$2000 Fortis BC rebate for Step 3</p> <p>Additional upfront costs to install high performance, energy efficient technologies could include:</p> <ul style="list-style-type: none"> • higher price for energy efficient quality windows and doors • ~ \$8000 for heat pump over installation of base board heating <p>Less the BCHydro/FortisBC rebate for heat pump installation</p> <ul style="list-style-type: none"> • ~\$1000 to pay someone to use a spray gun and seal every hole they find (at point of optional mid construction blower door test for \$250)

			Benefit: Home that consumes less energy, saving at least 20% in costs in perpetuity
Usual cost to build Basic Home in rural RDCK	\$250 per square foot	As above	As above
Cost to build Custom Home in rural RDCK	\$300 per square foot	As above	As above

AVERAGE & APPROXIMATE COST FOR ENERGY ASSESSMENT SERVICES (see attached memo for further details):

The approximate cost for the energy assessment services required for Step 1 and Step 3 to builders and owner-builders in the RDCK is \$1000 to \$1200 per file. Currently, rebates to the builders and owner-builders to offset this cost are available through FortisBC or the RDCK REEP program for BC Hydro customers.

REQUIRED:

- Modeling: ~\$500 (can be up to \$900 depending on complexity of home) Includes enrollment in Energuide program
- Final Blower Door Test: ~\$250
- Travel – varies: \$50 per hour travel time and/or \$0.50 per kilometer; some offer free travel to a specific local area

OPTIONAL (but recommended so that air barrier leaks can be repaired prior to installation of drywall):

- Mid Construction Blower Door Test: ~\$250

The average cost to construct new housing in the RDCK is \$250 per square foot. The cost to an owner to *measure the construction performance* is then equivalent to the cost to construct of one very small closet.

Currently, rebates to the builders and owner-builders to offset this cost are available through FortisBC or the RDCK REEP program for BC Hydro customers. \$500 for Step 1 and \$2000 for Step 3. In order to provide a consistent regional rebate program, staff have designed a rebate program for BC Hydro utility customers and those homes that are off-grid (no macro utility provider)/wood heated (as primary heating source) to match \$500. These rebates are administered internally.

RDCK - SUPPORTING A TRANSITION TO HIGH PERFORMANCE CONSTRUCTION:

The RDCK is providing leadership to the building community by supporting an implementation strategy that is specific to the context of the RDCK.

In response to the BC Energy Step Code timeline, the Regional District of Central Kootenay launched the Regional Energy Efficiency Program (REEP): New Home in the fall of 2018. The New Home program has provided policy and program support to RDCK and member municipality staff and elected officials, training and information to builders, energy advisors and homeowners to make their homes more energy efficient, and supports the RDCK in achieving its climate action goals. REEP continues to offer support and is now

focussed on providing extensive and multi-year training to builders, building officials, energy advisors and real estate agents through the BUILT Better funding from FortisBC.

BUILDING BYLAW AMENDMENT BACKGROUND:

The City of Nelson has adopted Building Bylaw 3456, 2019 being a bylaw to regulate the construction, alteration, repair or demolition of buildings and structures in the City of Nelson. The bylaw includes Part 16 – Energy Conservation and GHG Emission Reduction as follows:

PART 16 –ENERGY CONSERVATION AND GHG EMISSION REDUCTION

- 16.1 In relation to the conservation of energy and the reduction of GHG emissions, the City incorporates by reference the British Columbia Energy Step Code in accordance with Section 16.2
- 16.2 A building regulated by Part 9 of the Building Code must be designed and constructed to meet the minimum performance requirements specified in Step 1 of the Energy Step Code.

The City of Kimberley Building Bylaw No. 2620, 2018 refers to BC Energy Step Code as follows:

PART 15 – ENERGY CONSERVATION AND GHG EMISSION REDUCTION

15.1 In relation to the conservation of energy and the reduction of greenhouse gas emissions, the City incorporates by reference the British Columbia energy step Code in accordance with sections 15.2 through 15.4.

15.2 A complex building must be designed and constructed to meet the minimum performance requirements specified in Step 1 of the Energy Step Code for any permits issued as of January 1, 2019.

15.3 A standard building must be designed and constructed to meet the minimum performance requirements specified in Step 2 of the Energy Step Code for any permits issued as of January 1, 2019 and Step 3 of the Energy Step Code for any permits issued as of January 1, 2020.

15.4 Any building constructed under permits issued as of January 1, 2019 must include a building energy label posted prior to issuance of occupancy certificate.

PROPOSAL FOR AMENDMENT TO RDCK BUILDING BYLAW NO 2200, 2010 AND RELATED VILLAGE BUILDING BYLAWS:

1. In Section 2.1 the following be added:

Building Energy Label means information about a building’s energy use, efficiency ratings, how the rating was calculated and where energy is consumed in the building which is posted in a location that is protected from moisture and damage.

2. Section 25 ENACTMENT AND REPEAL becomes Section 26.
3. Section 25 becomes ENERGY CONSERVATION AND GHG EMISSION REDUCTION and the following be added:

- 25.1 In relation to the conservation of energy and the reduction of greenhouse gas emissions, the **Regional District** and **Village** incorporates by reference the British Columbia (B.C.) Energy Step Code in accordance with Section 25.2 through 25.3.

- 25.2 A **Standard building** regulated by Part 9 Housing and Small Buildings of the B.C. Building Code which is a **Dwelling Unit** or which contains **Dwelling Unit(s)** within the building envelope shall be designed and constructed to the minimum performance requirements specified in Step 1 of the B.C. Energy Step Code. This regulation is applicable to building permits applied for after July 31, 2020. The minimum performance requirement shall increase to Step 3 of the B.C. Energy Step Code for a **Standard building** regulated by Part 9 Housing and Small Buildings of the B.C. Building Code which is a **Dwelling Unit** or which contains **Dwelling Unit(s)** within the building envelope, for building permits applied for after February 28, 2021.
- 25.3 A **Standard building** regulated by Part 9 Housing and Small Buildings of the B.C. Building Code, which is a **Dwelling Unit** or which contains **Dwelling Unit(s)** within the building envelope constructed under permit applied for after July 31, 2020, shall include a **Building Energy Label** posted prior to issuance of an **Occupancy Permit**.



Circular No. 20:10

June 05, 2020

To: All Chief Administrative Officers

Re: **Infrastructure Planning Grant Program - Open for Application**

Infrastructure Planning Grants

The Ministry of Municipal Affairs and Housing is pleased to announce that we are expanding our online access to include Infrastructure Planning Grant Program (IPGP) applications and claims through the Local Government Information System (LGIS).

The IPGP is available to assist local governments in preparing for future grant programs by providing an opportunity to obtain grant funding up to \$10,000 to help local governments plan, design and manage infrastructure.

The Program can assist in the development of long-term comprehensive plans and feasibility studies that will improve public health and safety, enhance environmental protection and increase infrastructure sustainability. The Program has a year-round open intake with two application review deadlines. The next IPGP application deadline is **July 15, 2020**

Additional information including the Program Guide, Accessing the Online Application, and Application Supplementary Form are available on the Ministry's website at: <https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/grants/infrastructure-planning-grant-program>. For IPGP, the application submission date becomes your eligible cost date, allowing you to begin your project; however, funding is not guaranteed. Funding decisions for this review period are anticipated in Fall 2020.

Please visit the [LGIS Learning Centre](#) for step by step instructions to walk you through completing the online forms.

The Ministry is pleased to provide advice on what is looked for in a successful application for any of our programs. For more information, please contact the Local Government Infrastructure and Finance Branch by telephone at: 250 387-4060, or by email at: infra@gov.bc.ca.

Every grant application is assessed in the context of published program eligibility guidelines and consideration is given to compliance with the conditions for a grant. This reinforces the

expectation that grant funds are allocated fairly and equitably between competing projects.

Brian Bedford

A handwritten signature in blue ink, appearing to read "Bedford", enclosed within a hand-drawn oval.

A/Executive Director
Local Government Infrastructure and Finance Branch
Ministry of Municipal Affairs and Housing

Catherine Allaway

From: Communications General Mailbox BCA BCA:EX <bcacommunications@bcassessment.ca>
Sent: June 15, 2020 1:11 PM
To: Undisclosed recipients:
Subject: INVITATION: Virtual Meeting With BC Assessment During UBCM

Hello!

BC Assessment is proud once again to support the Union of BC Municipalities and our ongoing partnership with local governments

With UBCM offering a virtual conference this year, we would like to continue to extend our annual invitation for a personalized, one-on-one meeting. The meetings will align with UBCM, taking place **Tuesday, September 22 – Thursday, September 24**, and will be held virtually by WebEx. The opportunity to meet individually allows you to discuss property assessment topics specific to your community, for us to answer general questions about BC Assessment or the assessment process, or for us to introduce ourselves.

If you are interested in booking a one-on-one meeting with us, please [contact BC Assessment Communications](#) by **Wednesday, July 15**. If you have any identified topics at this time, please include those in your response. After July 15, we will follow up with those who have expressed interest in a meeting with specific dates and times to choose from. As we get closer to the Convention, we will follow up with confirmed meeting attendees and provide details for WebEx usage.

Thank you for your continued partnership and collaboration, and we look forward to meeting with you in September!

Sincerely,

Rod Ravenstein, Director Local Government & Indigenous Relations
Michael Spatharakis, Manager Local Government Relations



Catherine Allaway

From:
Sent: June 14, 2020 2:09 PM
To: mayor@newdenver.ca
Cc: office@newdenver.ca
Subject: 5G ~ What you Need to Know
Attachments: Creating a Proactive Antenna Siting Protocol_& Small Cell licensing Agreement.pdf; Getting it wrong in Getting it right_Preparing for 5G deployment in your municipality.pdf

Subject: 5G ~ What you Need to Know

Dear Mayor Casley & Councillors,

Parliament has been remote. School has been virtual. Work has been online. Recent events have shown us how important safe and affordable high-speed broadband is.

In response, telecommunication providers are racing to install 5G. Is this the best connectivity option? What rights do local governments have when it comes to 5G? And why are the limited rights municipalities *do* have now under threat?

5G and You

The Federation of Canadian Municipalities (FCM) recently published *Getting it right: Preparing for 5G deployment in your municipality*. Although the FCM guide accurately answers the regulatory questions linked to 5G, including the potential loss of local input, it does not offer municipal governments the critical big picture information needed to understand the practical, policy and logistical implications of 5G.

To support you in making well-informed telecommunication decisions, we have prepared [Getting it Wrong in Getting it Right](#), a preamble and supplement to the FCM guide.

Action Item:

- Please take a moment to read the guide by clicking [Here](#). It is also attached.

Untying Your Hands

Perhaps you would like to create local 5G and small cell siting policies that reflect and protect community interests, but believe your hands are tied.

The second document we have prepared and attached, [Creating a Proactive Antenna Siting Protocol and Small Cell Licensing Agreement](#), shows you how to create the most protective policies possible given our regulatory landscape. It also covers critical liability issues which every local government should know about.

Action Item:

- Please read the document's *Overview* and share the document with your legal team. It is found [Here](#) and is also attached.

A Better Way

The infrastructure investments we make today will shape how the Internet will be provided and how it will impact our security, well-being, resilience, and sustainability for generations to come. **We encourage you to choose the fastest, safest, most energy-efficient and cyber-secure data delivery system for your community - fiber optics** connected directly to each premise.

Action Item:

- Visit this site to learn more:

[Connected Communities ~ Wired fiber for Sustainable Last-Mile Solutions](#)

Who are We?

We represent an umbrella group of organizations and individuals advocating for safe and responsible technology.

For more information, you may reach us at cst.citizensforsafetechnology@gmail.com ,

With Warm Regards,

Sherry Ridout

On Behalf of Citizens for Safe Technology

Catherine Allaway

From: Matthew Mayers <mmayers@bcrea.bc.ca>
Sent: June 8, 2020 2:57 PM
To: cao@newdenver.ca
Subject: COVID-19 real estate stakeholder joint recommendations

June 8, 2020

Leonard Casley

Mayor

New Denver

Box 40

V0G 1S0

Sent by email: mayor@newdenver.ca

Dear Mayor Casley,

The real estate sector is an important pillar of the Canadian economy and a vital component to the economic health of your municipality. To recover from the unprecedented economic impacts of Covid-19, there is an urgent need for local government and industry to work together to mitigate the challenges Canadian businesses are facing, while laying the groundwork for economic recovery.

As organizations that represent key professions within the BC real estate and housing sector, we have partnered to review existing measures and identify support gaps and urgently needed actions that will assist in COVID-19 economic recovery.

As a result, we have developed the following recommendations, designed to further the government's efforts to:

- prevent bankruptcies and insolvencies that result in job loss, lost government revenue and greater demand for taxpayer-backed government assistance,
- allow Canadians to keep their homes through tough times and remain in their communities,
- make it easier to find and afford safe, appropriate housing to either rent or own, and
- support the broad recovery of the national economy.

The following represents our first set of recommendations for immediate implementation while government continues to manage the first stages of the pandemic and the reopening plan. In the next few months, we will provide long-term recovery recommendations.

Encourage housing supply and property development

The COVID-19 pandemic has exacerbated the growing mismatch between housing demand and residential construction. Many construction projects have slowed down and new developments have not launched, which will increase the strain on our housing supply. BC Stats predicts the province's

population will increase by over 1.3 million people by 2041, and the British Columbia Real Estate Association expects housing sales to increase in 2021. All levels of government have the opportunity to encourage more homes available for rent or purchase – allowing more British Columbians access to affordable, appropriate housing.

Our recommendations will help bridge the gap while recovery is underway with only temporary impacts to municipal revenues.

We recommend:

Some municipalities are seeking to prioritize the housing market’s recovery by fast-tracking development projects, and we encourage all local governments to do so. Some measures that could be considered include:

- relaxing other defined deadlines in municipal bylaws, such as deferring timelines of development and building permit applications from May until the beginning of Phase 3 of BC’s Restart Plan,
- amending policies that require physical meetings, such as public hearings, with municipal representatives and members of the general public, by allowing virtual access to meetings,
- waiving public hearings for projects that fit existing design guidelines, Official Community Plan designations and other existing policies, pursuant to *Local Government Act*, and
- adopting other measures described in the Development Approvals Process Review.

Recommendations to the BC provincial and federal governments

We have sent the following recommendations to the federal and provincial governments:

BC Government and organizations:

- Support the Union of BC Municipalities’ recommendation to expand the Property Tax Deferral Program to all residential taxpayers; this should include purpose-built rental housing and residential development lands. Doing so will help property owners manage their expenses, including builders seeking to make more housing options available to British Columbians.
- Reduce or eliminate cost and access barriers for appraisers to Land Title and Survey Authority and BC Assessment data until restrictions are lifted to allow the mechanisms of finance for commercial and residential real estate to serve the needs of public during this time. Physical and social distancing guidelines restrict on-site property accessibility and require appraisers to collect and verify additional data, resulting in potential increased risks, costs and delays for consumers.
- Strongly encourage local governments to fast-track development applications by adopting ideas from the Development Approvals Process Review.
- Support local governments so development cost charges (DCCs) can be paid when building permits are issued rather than at the subdivision stage. This would ease the crisis for builders working on subdivision projects who want to move forward with projects but are paying their DCCs early in the process.
- Extend the 12-month grandfathering period for DCCs by an additional six months. Currently, when DCC rates increase, developments that are already underway or receive building permits within 12 months are exempt from the increase.
- Invest in public education campaigns focused on how to detect and avoid red flags in the mortgage process. Emergency measures related to the pandemic have placed many British Columbians under increased financial pressure, which can in turn increase their risk of being a target for mortgage fraud.

Campaigns should be directed at prospective buyers who are most likely to be targeted by fraudsters, including people experiencing increased financial pressure, first-time buyers and newcomers to Canada.

- Permanently extend the timelines set out in Policy Statements 5 and 6 (pursuant to the *Real Estate Development Marketing Act*) to allow for an early marketing period for new developments of 12 months and a 15-month period to obtain a building permit and satisfactory financing commitment before buyers can unilaterally terminate their pre-sale contracts.

Federal government:

- Permanently provide renovation tax credits for all property owners, retroactive from May 1, 2020. This is important for renovation projects underway that are at risk of being cancelled as well as to incent new projects – especially to help all property owners voluntarily retrofit existing buildings to improve energy efficiency and reduce greenhouse gas emissions.
- Exempt existing mortgage holders from the mortgage stress test at the time of renewal when switching lenders.
- Consult with the real estate sector if considering any amendment to regulatory mortgage underwriting guidelines, product restrictions or other relevant matters that could impact existing or perspective homeowners and those who serve them.
- Introduce a program in partnership with the BC Government to fund residential and commercial landlords that have accrued rent deficits as a result of COVID-19. This program would help mitigate the impacts of rental deficits faced by landlords and tenants by working to prevent insolvencies and foreclosures.

We are committed to working with your government to develop and implement efficient business solutions during this time of crisis. We are happy to discuss any of the above recommendations in more detail and lend sector expertise, data or analysis as needed. Please email Trevor Hargreaves, Vice President of Government Relations at the BC Real Estate Association for follow up (thargreaves@bcrea.bc.ca or 1-236-333-4572).

Yours sincerely,

Christina Bhalla

Executive Director

British Columbia Association of the Appraisal Institute of Canada

christina@appraisal.bc.ca

Darlene Hyde

Chief Executive Officer

British Columbia Real Estate Association

dhyde@bcrea.bc.ca

Damian Stathonikos

President

Building Owners and Managers Association of British Columbia

dstathonikos@boma.bc.ca

Neil Moody

Chief Executive Officer
Canadian Home Builders' Association of British Columbia
neilmoody@chbabc.org

Samantha Gale, LLB

Chief Executive Officer
Canadian Mortgage Brokers Association – British Columbia
samanthagale@cmbabc.ca

David Hutniak

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LandlordBC
davidh@landlordbc.ca

Randal Slavens

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Mortgage and Title Insurance Industry Association of Canada
info@mtiiaac-acahtc.ca

Jason Kiselbach

Chair
NAIOP
jason.kiselbach@cbre.com

Anne McMullin

President & CEO
Urban Development Institute
AMcMullin@udi.org

Copies: Catherine Allaway, CAO (cao@newdenver.ca)

Matt Mayers

Policy Analyst
Direct: 604.909.7794
Suite 1425, 1075 West Georgia Street
Vancouver, BC V6E 3C9

    bcrea.bc.ca



This message is intended for the designated recipient only and may contain



Agreement #: 2019080070
Date Issued: June 12, 2020

Hillary Elliott
Village of Silverton
Box 14 - 421 Lake Avenue
Silverton, B.C. V0G 2B0

Dear Hillary Elliott:

The Ministry of Forests, Lands, Natural Resource Operations and Rural Development (the "Province", "we", "us", or "our" as applicable) is pleased to provide Village of Silverton (the "Recipient", "you", or "your" as applicable) a grant for \$100,000 to support the Slocan Valley Regional Economic Development Implementation Project (SVREDIP) (the "Project") to assist with economic development and recovery following COVID-19.

This grant will further the Recipient's purpose, objectives and goals to:

Funding will go towards the completion of the Slocan Valley Economic Development project. This will include: Business Retention and Expansion in Agriculture and Tech/Maker Sectors, Cannabis Industry Transition, Attraction Strategy, Affordable Housing, Connectivity Coverage, Non-Profit Network Development, Digital Media, Refresh Slocan Valley Economic Development Strategy, and Destination Marketing.

The Province requires brief reporting on the status of achievements in relation to this funding, and financial information, with timing and content of reporting as agreed between the Province and the Recipient. Reporting templates will be provided by the Province. The Recipient will submit a brief Interim Report when 50% of the project has been completed, and a final project report upon project completion and will include:

- (a) Confirmation that the Financial Contribution was spent on essential Project costs;
- (b) A description of project deliverables, successes, lessons learned, and outcomes achieved and;
- (c) The number of jobs created, the duration of those jobs, and the economic benefits the project provided your community.

The Province reserves the right to, for monitoring and audit purposes, at all reasonable times, on reasonable notice, enter any premises used by the Recipient to deliver the Services or request and keep any documents or records pertaining to the Services, in order for the Province to inspect, audit, examine, review and copy, whether complete or not, that are produced, received or otherwise acquired by the Recipient as a result of this Agreement. It is the responsibility of the Recipient to ensure cooperation from all partners and third-party contributors, in a timely manner, during a review or audit of the Services.

This Agreement starts upon its execution and ends March 31, 2023.

Furthermore, the Province requires that all marketing, publicity and communications activities related to the Project comply with the rules outlined in Appendix A.

2019080070

We wish you success in achieving the objectives of this Agreement. Please contact the Rural Policy and Programs Branch (RPP) at 250-356-7950 if you have any questions or concerns.

Yours truly,



Chris Stagg
Assistant Deputy Minister
Ministry of Forest, Lands, Natural Resource
Operations and Rural Development

June 15, 2020

Date



CLIFF 1167347

June 8, 2020

Sent via email

Dear Mayors and Chairs, Regional Districts and Chief Administrative Officers:

Re: Homeless Encampment Health Issues Guidelines in the Context of COVID-19

I am writing to provide guidance to local governments regarding health issues in homeless encampments in light of the COVID-19 pandemic.

The transmission of the SARS-CoV-2 virus, the coronavirus which causes COVID-19, is a serious threat to life, health, wellbeing and society. One key tactic to prevent transmission of the virus is to promote physical distancing of people from one another, to prevent droplet and personal contact transmission. This is why I have recommended people limit in-person contact with others, limit gatherings to small groups, minimize travel and stay home if ill during the current state of emergency.

Unfortunately, many people in our communities do not have a home in which to practice physical distancing or to self-isolate if ill or exposed to a person with COVID-19. Also, for many vulnerable people, personal safety can depend on being near others or in groups. This is especially true for vulnerable women and people at risk of overdose.

The COVID-19 pandemic, and the measures we have taken to reduce transmission have also had unintended consequences for vulnerable people. Many of the public resources and services that help people with vulnerabilities and people experiencing homelessness have closed or have significantly reduced services – including public washrooms, which may be the only access some people have to running water and sanitation. People with vulnerabilities in many communities have reduced access to safe shelter, food, income, communications, addictions, health, mental health and social services. This lack of services may lead to an increase in the number and size of homeless encampments as people attempt to shelter in place, pool resources and congregate near available services.

While the Provincial and Federal governments have provided substantial resources to help vulnerable people through these difficult times, not everyone will have access and many resources are temporary – such as additional shelter spaces.

...|2

Local governments have an important role to play to support people experiencing homelessness to reduce health risks and to improve access to essential services, supplies and supports. The attached guidelines (including links to key resources) are focused on actions local governments can take to support people in encampments in general and during the COVID-19 pandemic emergency, including COVID-19 specific infection prevention and best practices for fire safety and sanitation.

These guidelines also consider how local governments can help support and reduce health and safety risks for vulnerable groups through discretion in bylaw enforcement, provision of outreach and supports and by partnering to provide harm reduction, mental health and addictions services.

Thank you for the very important role you play in helping to control the pandemic and unintended consequences that ensue. If you have any questions, concerns or suggestions please let me know.

Sincerely,



Bonnie Henry
MD, MPH, FRCPC
Provincial Health Officer

Enclosure: Response to Homeless Encampment Health Issues in the Context of COVID-19:
Guidelines and Best Practices

Cc Honourable Selina Robinson, Minister of Municipal Affairs and Housing
Kaye Krishna, Deputy Minister of Municipal Affairs & Housing
Honourable Judy Darcy, Minister of Mental Health and Addictions
Neilane Mayhew, Deputy Minister of Mental Health and Addictions
Honourable Adrian Dix, Minister of Health
Stephen Brown, Deputy Minister of Health



The Corporation of the Village of New Denver

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

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

TO: Mayor and Council
FROM: Corporate Officer
SUBJECT: Reports for Information
DATE: June 19, 2020

RECOMMENDATION:

That the following item be received for information:

- Slokan Valley Wildfire Resiliency Rebates (*SIFCo - Stephan Martineau, Manager*)



Funding Requirements for Slocan Valley Wildfire Resiliency Program Rebate Program

Under the FireSmart Community Funding & Supports program, the Villages have been approved to use grant funding to offer a local rebate program to home owners on private land that complete eligible FireSmart activities on their own properties (50 properties @ \$500/each were approved). To be eligible for funding, a rebate program must address the goals of FireSmart and follow the requirements outlined below.

Goals of FireSmart:

The goal of FireSmart is to encourage home owners to conduct FireSmart practices on their property to reduce damages and minimize the hazards associated with wildfire. These practices should aim to:

- Reduce the potential for an active crown fire to move through private land.
- Reduce the potential for ember transport through private land and structures.
- Create landscape conditions around properties where fire suppression efforts can be effective and safe for responders and resources.
- Treat fuel adjacent and nearby to structures to reduce the probability of ignition from radiant heat, direct flame contact and ember transport.
- Implement measures to structures and assets that reduce the probability of ignition and loss.

Rebate Program Requirements:

Approved applicants are required to use the following requirements:

- Rebates are limited to 50% of the total cost of the eligible activities identified above and no more than \$500 per property.
- Areas of higher wildfire risk, such as neighbourhoods adjacent to the forested edge and/or areas that fall in an overall high to extreme category, should be prioritized for rebates. Current CWPPs or other community plans should be used to decide where to offer a FireSmart rebate program. Since our villages are so small all residents fall within these categories.
- To qualify for a rebate, the home owner must:

Have a FireSmart Assessment of their property, conducted by a qualified Local FireSmart Representative, that identifies the property in a moderate, high or extreme category.

- o Complete activities that are recommended in the assessment and that are eligible under the FireSmart Community Funding & Supports program are limited to:

- * Roofing: remove combustible debris and overhanging branches
- * Siding: remove combustible debris, create 15 cm ground-to-siding non-combustible clearance
- * Decking: remove all combustible material from under or adjacent to deck, relocate firewood piles
- * Landscaping: ensure 1.5 metre horizontal non-combustible surface perimeter along the outer walls of the primary structure, plant low density of fire-resistant plants, remove woody debris, remove flammable plants
- * FireSmart Priority Zone 1: remove material that would easily ignite, thin and prune trees, clean up accumulations of fallen branches, remove dry grass and needles
- * FireSmart Priority Zone 2: plant deciduous trees, remove standing dead and coarse woody debris, remove unmaintained grasses, ensure flammable shrubs are well spaced, remove low tree branches below two metres from the ground

Once this is done, we need to go back to assess the FireSmart activities that have been conducted by home owners and review costs (e.g. receipts and/or proof of labour) before approving rebates.

SUBMITTED BY: Catherine Allaway, CAO

DATE: June 18, 2020

SUBJECT: Notice on Title at 1105 Columbia Street (Interior Renovation without a Permit)

PURPOSE: To seek Council support to file a Notice on Title

RECOMMENDATION: That the Council of the Village of New Denver direct the CAO to file a Notice at the Land Title Office in Kamloops, British Columbia, stating that a resolution has been made under Section 57 of the *Community Charter* by the Village of New Denver relating to land at 1105 Columbia Street, legally described as Parcel A, Block 55, Plan NEP557, District Lot 549, Kootenay Land District, and that further information respecting the resolution may be inspected at the office of the Village of New Denver on normal working days during regular office hours.

ALTERNATIVES & IMPLICATIONS:

1. Do not accept the recommendation as presented; the property will remain in contravention of the BC Building Code and Village of New Denver Building Bylaw.
2. Defer filing a Notice in the Land Title Office, to allow the registered owners more time to comply. This may be unnecessary as the owners have indicated that they do not intend to pursue the matter further at this time.

ANALYSIS:

A. Background:

- July 16, 2018: a Building Permit application to renovate the interior of 1105 Columbia Street was submitted. This Building Permit was not issued.
- August 9, 2018: a Stop Work Order was placed on renovation work at 1105 Columbia Street by RDCK Building Inspector Peter Southin, stating that no further construction is permitted until a valid building permit has been issued.
- February 21, 2019: Village of New Denver Corporate Officer Catherine Allaway sent a letter advising the registered owners that:
 - “In accordance with Village of New Denver Building Bylaw No. 595, 2006 and amendments thereto, no construction (including reconstruction, erection, alteration, enlargement, addition and removal) may take place without a valid permit;” and
 - “Failure to apply for a Building Permit may result in the Village taking action including but not limited to issuing a Stop Work notice or applying the penalties outlined in section 22 of the Village of New Denver Building Bylaw.”
- March 28, 2019: Mr. Hellyer met with Ms. Allaway at the Village Office at 11:40 a.m. Mr. Hellyer indicated he was not interested in getting permits at that time and Ms. Allaway advised that the Village of New Denver would proceed with a Notice on Title as a result.
- March 12, 2020: an email was sent to Mr. Hellyer explaining that through staff’s review of their recent DVP application (DVP 2020-01), it was recommended that the Stop Work Order attached to their residence (Building Permit #797) be resolved prior to issuance of another Building Permit.
- March 24, 2020: Village of New Denver Community Planner Jessica Rayner sent an email to Ms. Davis explaining Notices on Title.
- April 6, 2020: Village staff received email confirmation from Ms. Davis that she is OK with a notice being put on the title for 1105 Columbia Street.
- April 16, 2020: A registered letter was sent to the property owners outlining the above and notifying them that unless they respond by Friday, May 22, 2020 regarding compliance with Village of New Denver Building Bylaw No. 595, 2006, as amended, a recommendation would be forwarded to Village of New Denver Council to place a Section 57 (*Community Charter*) Notice on Title.

B. Discussion: Notices on Title are standard practice for municipalities addressing property owners in contravention of the BC Building Code and the local Building Bylaw.

The RDCK Building Inspector has recommended a Notice on Title for this property as a result of the work undertaken without a Building Permit, in contravention of Section 57 of the Community Charter, the BC Building Code, and Building Bylaw No 595 (6.1: No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the occupancy of any building, structure or plumbing system or other work related to construction unless a building official has issued a valid and subsisting permit for the work).

C. Legislative Framework:

- 1) Section 57 of the *Community Charter*;
- 2) BC Building Code;
- 3) Village of New Denver Building Bylaw No. 595, 2006, Section 4.1: “No person shall undertake work regulated by this Bylaw without a permit.”

D. Attachments:

E. Council Strategic Priority: Nil

F. Communication Strategy: Nil

FINANCIAL IMPLICATIONS:

- A fee of \$29.95 is required for administrative filing with the BC Land Title and Survey Authority (LTSA).
- The Village of New Denver’s Fees and Charges Bylaw does not include a fee for the removal of a Notice on Title. As a result, administration costs associated with filing of a Notice on Title and potential future removal of a Notice on Title would be incurred by the Village.
- Upon submission of a future Building Permit application by the same applicant, the Village has the option of applying a penalty as per Section 22.3 of Building Bylaw No. 595, 2006. Such a penalty is double the Building Permit fee calculated, to a maximum of an additional \$500. This additional fee would be used toward administrative costs associated with applying and removing the Notice on Title.
- Further to Building Bylaw No. 595 Subsections 22.1 and 22.2, the owners of the land may be subject to penalties and would likely be held responsible for all costs incurred by the Village of New Denver in resolving this matter.



Regional District of Central Kootenay

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

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

INTERNAL MEMORANDUM

To: Catherine Allaway, CAO
Village of: New Denver
From: Peter Southin, RBO and Building / Plumbing Official
Re: **Building Bylaw Contravention**
PID: 012-586-251
REGISTERED OWNERS: Helen Davis and Daniel Hellyer
CIVIC ADDRESS: 1105 Columbia Street, New Denver
LEGAL DESCRIPTION: Block 55, Plan NEP557, DL549, Kootenay Land District, Parcel A
(See DD U18566)
Folio: 0197.100

SECTION 1: BUILDING BYLAW CONTRAVENTION

Work has not been carried out in accordance with the BC Building Code.

SECTION 2: BACKGROUND / ANALYSIS

A Stop Work Order was placed on a renovation at 1105 Columbia Street on August 9, 2018. On March 28, 2019, the owner advised that he is not interested in obtaining permits and was advised that the Village of New Denver would proceed with a Notice on Title.

SECTION 3: DETAILED ANALYSIS

a. Financial Considerations – Cost and Resource Allocations:

Further to Building Bylaw No. 595, Section 22, the following penalties may apply:

- Village of New Denver Building Permit Fee based on construction
- Penalty as per Section 22.3 of Building Bylaw (50% of the Building Permit Fee to a maximum of \$500)

b. Legislative Considerations (Applicable Policies and/or Bylaws):

1. Section 57 *Community Charter*;
2. BC Building Code;
3. Building Bylaw Contravention - This contravenes Village of New Denver Bylaw No. 595 6.1: "No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the occupancy of any building, structure or plumbing system or other work related to construction unless a building official has issued a valid and subsisting permit for the work."

SECTION 4: OPTIONS & PROS / CONS

1. Do not accept recommendation as presented; the property will remain in contravention of the BC Building Code and Village of New Denver Building Bylaw.
2. Accept recommendation as presented – file Notice on Title.

SECTION 5: RECOMMENDED RECOMMENDATION

The following recommendation is presented for consideration:

The CAO of the Village of New Denver be directed to file a Notice at the Land Title Office in Kamloops, British Columbia, stating that a resolution has been made under Section 57 of the *Community Charter* by the Mayor and Council of the Village of New Denver relating to land at 1105 Columbia Street, legally described as Parcel A, Block 55, Plan NEP557, District Lot 549, Kootenay Land District, and that further information respecting the resolution may be inspected at the office of the Village of New Denver on normal working days during regular office hours.

Respectfully submitted,

Peter Southin

CONCURRENCE	INITIALS
CAO	CA
Community Planner	JR
Building Manager	JS

REQUEST FOR COUNCIL DECISION

SUBMITTED BY: Catherine Allaway, CAO

DATE: June 19, 2020

SUBJECT: GRANT APPLICATION – FCM MUNICIPAL ASSET MANAGEMENT PROGRAM

PURPOSE: To obtain Council authorization to submit an application for funding through the FCM MAMP program

RECOMMENDATION:

That staff be directed to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for "Asset Management Initiative: Phase 1 and Phase 2";

And further,

That the Village of New Denver commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

 "Phase 1, Asset Register"

 "Phase 2, Asset Prioritization"

 "Phase 3, Capital and Operational Strategies and Policies"

And further,

That the Village of New Denver commits \$6,000 from its budget toward the costs of this initiative.

ALTERNATIVES & IMPLICATIONS:

- 1. Approve the submission of an application and, if successful, work will be done to advance the Village's asset management activities.**
- 2. Do not approve the submission of an application. Failure to advance the Village's asset management activities may result in a loss of eligibility for future infrastructure funding opportunities.**

ANALYSIS:

- A. Background:** The Village of New Denver has conducted very little work on a formal asset management program. This may have a negative impact on our ability to secure grant funding for future infrastructure projects as senior levels of government are increasingly requiring a formal asset management program as a condition of funding. The FCM MAMP program allows for partnership applications, to encourage collaboration and information sharing between municipalities, and create economies of scale to reduce costs. To strengthen our application, the Village of New Denver is intending to partner with the Village of Fruitvale, a regional community at a similar stage in the development of their asset management program, on the proposed project.
- B. Discussion:** The Village has consulted with other area local governments to learn how the asset management is being done in neighbouring communities. Following the lead of Nakusp, Silvertown and Slocan, the Village proposes working with LandInfo Technologies Ltd (LIT) to move forward on a formal asset management program. LIT uses a free open-source software platform, and has experience delivering services to small communities like New Denver. Selecting the same software solution as our neighbours will allow the Village to benefit from their knowledge, participate in joint training sessions, share technical support and keep costs down

C. Legislative Framework: Nil

D. Attachments: Letter of commitment for partnership with Fruitvale

E. Council Strategic Priority: Nil

F. Communication Strategy: Nil

FINANCIAL IMPLICATIONS: The FCM MAMP grant program provides 90% funding for small municipalities, up to a maximum of \$50,000. A contribution of \$6,000 from the Village's Community Works Fund will be able to leverage the maximum grant funding, for a total project cost of \$56,000.

Letter of Commitment

June 3, 2020

1947 Beaver Street
Fruitvale, BC,
VOG 1L0

Municipal Asset Management Program Federation of Canadian Municipalities 24 Clarence Street
Ottawa, Ontario K1N 5P3

Re: Letter of Commitment for MAMP Application: Asset Management Initiative: Phase 1 and Phase 2

Dear Sir/Madam,

This letter is to confirm that we are a group of municipalities applying for funding through the Municipal Asset Management Program to advance asset management practices related to the proposed collaborative project: **Asset Management Initiative: Phase 1 and Phase 2**. All participating municipalities are listed herein and, in signing this letter, we agree to collaborate on the project mentioned above, and we recognize that this project will benefit residents in our communities.

Although only 2 municipalities are listed here that have applied for the MAMP funding, we are trying to implement the same methodology to create a larger group of 7 municipalities in the local area all using the same three phase asset management approach. The municipalities are:

- Village of Lumby
- Village of Nakusp
- Village of Silverton
- Village of New Denver (applying for MAMP in this application)
- Village of Slocan
- Village of Warfield
- Village of Fruitvale (applying for MAMP in this application)

The group of us are all using the same free open-source software solution for our asset management initiative. This software has no licensing fees and is supported very cost-effectively by a local consultant who specializes in small-town asset management services. The Fruitvale and New Denver partnership will allow us to increase our internal capacity and provide support to each other until we have reached the same asset management competency as the other groups of municipalities. Once we have the same data maturity as the larger group, we will be able to effectively communicate and share our infrastructure related challenges and solutions. It will also open doors for future collaboration and working together, enjoying benefits of economies of scale, and partnerships.

Another benefit of this partnership is it allows us to use a single data capture and technical support team for both municipalities. This keeps costs down and reduces the amount of duplicate training needed if we were to apply for two separate projects.

Thank you for your consideration in our partnership, we greatly appreciate the opportunity to participate in your asset management program.

Yours sincerely,

Signature: _____

Municipality: Village of Fruitvale

Name: Kelli Tuttle

Title: CAO

Signature: _____

Municipality: Village of New Denver

Name: Catherine Allaway

Title: CAO

REQUEST FOR COUNCIL DECISION

SUBMITTED BY: Catherine Allaway, CAO

DATE: June 19, 2020

SUBJECT: CIBC CREDIT CARD APPLICATION

PURPOSE: To obtain a Council resolution identifying signing authorities for the Village’s CIBC credit card

RECOMMENDATION:

That Leonard Casley, Catherine Allaway, Rebecca Sargent and Derek Hicks be designated as signing authorities for the Village of New Denver’s CIBC credit card.

ALTERNATIVES & IMPLICATIONS:

1. *Approve signing authority for Mayor Leonard Casley, CAO Catherine Allaway, Accounting Clerk Rebecca Sargent and Fire Chief Derek Hicks.*
2. *Approve signing authority for the following individuals:* _____

ANALYSIS:

- A. Background:** The Village of New Denver requires a credit card to facilitate the purchase of municipal supplies and services. At the March 27, 2020 Regular Meeting, Council approved an application for a CIBC Visa card for the Village. CIBC has advised that an additional resolution indicating the name of the signing authorities is required in order to continue processing the application.
- B. Discussion:** Nil
- C. Legislative Framework:** Nil
- D. Attachments:** Nil
- E. Council Strategic Priority:** Nil
- F. Communication Strategy:** Nil

FINANCIAL IMPLICATIONS: Nil

REQUEST FOR COUNCIL DECISION

SUBMITTED BY: Catherine Allaway, CAO
SUBJECT: LOCAL RECREATION ACCESS

DATE: June 19, 2020

PURPOSE: To seek Council direction

RECOMMENDATION:

That a letter be sent to the RDCK requesting prompt reopening of the Galena Trail;

And further,

That a letter be sent to the Province of BC requesting immediate repairs to the Idaho Peak Road

ALTERNATIVES & IMPLICATIONS:

1. **Request that access to local recreation opportunities be restored as soon as possible.**
2. *Do not make any requests regarding recent closures of local recreation opportunities.*

ANALYSIS:

- A. Background:** The cable car on the Galena Trail was closed prior to winter for the season and has not been reopened due to COVID-19. Recent extreme weather events that occurred May 30 – June 1 have caused erosion of sections of the Carpenter Creek Canyon Trail, the Galena Trail, the Idaho Peak forest service road and the Silverton Creek forest service road. As a result, these routes have been closed to ensure the safety of the public.
- B. Discussion:** These roads and trails provide access to public recreation opportunities for residents and visitors alike. They are among the top attractions for the area, bringing thousands of tourists and the associated economic benefits to our community each year. The closures will have a negative impact on the tourism economy, at a time when many businesses are already struggling from the pandemic related travel restrictions.

At present, no dates have been established for reopening these routes. The Village can advocate for its residents and businesses by requesting that the reopening of these routes be prioritized.

- C. Legislative Framework:** The Galena Trail is under the jurisdiction of the RDCK while the FSRs are a provincial responsibility.
- D. Attachments:** Nil
- E. Council Strategic Priority:** Nil
- F. Communication Strategy:** Nil

FINANCIAL IMPLICATIONS: Nil