

**AGENDA – REGULAR MEETING**

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**DATE:** January 26, 2021  
**TIME:** 7:00 p.m.  
**PLACE:** Council Chambers

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**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 26, 2021, Regular Meeting.

**MINUTES:** - Resolution to adopt the Minutes of the January 12, 2021, Regular Meeting

**PETITIONS & DELEGATIONS:** - Nil

**PUBLIC QUESTIONS & COMMENTS:** -

**OLD BUSINESS:** - Nil

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

- Implementing a Province-wide Ban on Anticoagulant Rodenticides (*City of North Vancouver - Mayor Linda Buchanan*)

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

- Nikkei Internment Memorial Centre 2020 Report
- Heiwa Teien 2020 Maintenance Report (*Hiro Okusa, Japonica Landscaping*)
- Shop Slocan Valley Report (*Ron Leblanc, Slocan Valley Economic Development Coordinator*)
- Handmade Heart Report (*Ron Leblanc, Slocan Valley Economic Development Coordinator*)

**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 -
- Sustainability Committee -

**NEW BUSINESS:**

- New Denver Poverty Reduction Steering Committee Invitation
- Municipal Campground Policy Amendments
- COVID-19 Resilience Infrastructure Stream Grant Application
- Fibre Optic Broadband Connections
- Fees & Charges Amendment Bylaw No. 732, 2021
- Healthy Community Society of the North  
Slocan Valley - Mick Wilson, Garden  
Committee - Request for Letter of Support: Community Garden

**ADJOURNMENT:**

- Resolution to adjourn the meeting at \_\_\_\_ p.m.



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The Corporation of the Village of New Denver

**MINUTES – REGULAR MEETING**

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**DATE:** January 12, 2021

**TIME:** 7:00 p.m.

**PLACE:** Council Chambers

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**PRESENT:**

- Mayor Leonard Casley
- Councillor John Fyke via phone
- Councillor Vern Gustafson
- Councillor Colin Moss
- Councillor Gerald Wagner
- Catherine Allaway, CAO

Press: Valley Voice via Webex

Guests: Nil

**CALL TO ORDER:**

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

**INTRODUCTION OF LATE ITEMS:**

**RESOLUTION #1**

- Moved by Councillor Wagner and seconded that the following items be added to the agenda for the January 12, 2021 Regular Meeting:
  - New Business: Updated COVID-19 Meeting Policy

CARRIED

**ADOPTION OF AGENDA:**

**RESOLUTION #2**

- Moved by Councillor Moss and seconded that the agenda for the January 12, 2021 Regular Meeting be adopted as amended.

CARRIED

**MINUTES:**

**RESOLUTION #3**

- Moved by Councillor Moss and seconded that the Minutes of the December 8, 2020 Regular Meeting be adopted as read.

CARRIED

**PETITIONS & DELEGATIONS:**

- Nil

**PUBLIC QUESTIONS & COMMENTS:**

- Nil

OLD BUSINESS:

- Nil

CORRESPONDENCE FOR INFORMATION:**RESOLUTION #4**

- Moved by Councillor \_\_\_\_\_ and seconded that the following correspondence be received for information:
  - Vaccination Priority for Essential Critical Infrastructure Municipal Employees (*City of Nelson - Mayor John Dooley*)
  - Letter of Appreciation (*Slocan Lake Chamber of Commerce - Emma Beaton, Manager*)
  - Call for Nominations - 2021 BC Reconciliation Award (*BC Achievement Foundation*)
  - First Call for Resolutions (*AKBLG - Linda Tynan, Administrative Coordinator*)
  - 2021 CBT CIP/AAP Program Launch (*RDCK - Lisa Rein, Grants Coordinator*)
  - ICIP COVID-19 Resilience Infrastructure Stream (*Ministry of Municipal Affairs - Brian Bedford, A/Executive Director Local Government Infrastructure and Finance Branch*)

CARRIED

STAFF REPORTS:

- Nil

COUNCIL REPORTS:

## Verbal Reports

- Councillor Gustafson praised the Slocan Community Health Centre staff and the care they provide to the community.

## Regional District of Central Kootenay

- Nil

West Kootenay Boundary Regional  
Hospital District

- Nil

## Recreation Commission #6

- Councillor Fyke advised he is working to get programming offered in the Knox Hall if the RDCK is unable to reopen the community gym.

## Economic Development Commission

- Nil

## Rosebery Trails &amp; Parklands Commission

- Nil

- |                           |   |
|---------------------------|---|
| Treaty Advisory Committee | - Nil   |
| Fire Department Committee | - Draft minutes – December 17, 2020 Fire Department Committee meeting |
| Health Advisory Committee | - Nil   |
| Sustainability Committee  | - Nil   |

**NEW BUSINESS:****RESOLUTION #5**

Young Canada Works Grant Application

- Moved by Councillor Moss and seconded that the Village of New Denver submit applications to the Young Canada Works in Heritage Organizations 2021 federal wage subsidy program for funding to hire up to four summer students for the NIMC 2021 operational season.

CARRIED

**RESOLUTION #6**

Canada Summer Jobs Grant Application

- Moved by Councillor Gustafson and seconded that the Council of the Village of New Denver authorize an application to the 2021 Canada Summer Jobs Program.

CARRIED

**RESOLUTION #7**

NAJC Community Development Funds Grant Application

- Moved by Councillor Fyke and seconded that the Village of New Denver submit an application to the NAJC Community Development Grant for cost recovery of lost revenue during the shutdown of the NIMC during the month of May and June 1-15 in the 2020 season due to COVID-19.

CARRIED

**RESOLUTION #8**

Request for letter of support - Affordable Housing

- Moved by Councillor Moss and seconded that the Village of New Denver provide a letter in support of the New Denver and Area Housing Society's application to the Federation of Canadian Municipalities Green Municipal Fund Sustainable Affordable Housing program.

CARRIED

**RESOLUTION #9**

Proposed Boundary Extension - Alternate Approval Process

- Moved by Councillor Gustafson and seconded that an alternate approval process in accordance with Section 86 of the Community Charter be used for the purpose of seeking approval of the electors in relation to the proposed Village of New Denver

boundary extension, as submitted to the British Columbia Ministry of Municipal Affairs and Housing on August 20, 2020;

AND FURTHER, That Council establishes the deadline of 4:00 p.m. on Monday, March 15, 2021 for receiving Elector Response Forms for the alternative approval process for the proposed Village of New Denver boundary extension;

AND FURTHER, that Council approves the determination of the total number of electors of the area to which the alternative approval process apply for the proposed Village of New Denver boundary extension as 411 electors, on the basis described in this report;

AND FURTHER, that Council directs the Corporate Officer to report the results of the alternative approval process for the proposed Village of New Denver boundary extension and if approval of the electors has been obtained, to return the municipal boundary extension proposal for Council's consideration of a resolution requesting the Province to amend the boundary.

CARRIED

**RESOLUTION #10**

Updated COVID-19 Meeting Policy

- Moved by Councillor Moss and seconded that the updated COVID-19 Meeting Policy be adopted as presented.

CARRIED

MOTION TO EXCLUDE:

**RESOLUTION #11**

- Moved by Councillor Fyke and seconded that the public interest requires that, as per sections 90(1) (e) and (l) of the *Community Charter*, persons other than members of Council and the CAO be excluded from the meeting as it pertains to land matters and discussions regarding municipal objectives relating to the preparation of the Annual Report.

CARRIED

RECONVENE IN CAMERA:



**RESOLUTION #12**

- Moved by Councillor Wagner and seconded that Council recess and reconvene in camera at 7:45 p.m.  
CARRIED

**RECONVENE IN OPEN MEETING:**

**RESOLUTION #16**

- Moved by Councillor Wagner and seconded that Council reconvene in open meeting at 9:05 p.m.  
CARRIED

**ADJOURNMENT:**

**RESOLUTION #17**

- Moved by Councillor Wagner and seconded that the meeting be adjourned at 9:05 p.m.  
CARRIED

\_\_\_\_\_  
MAYOR CASLEY

\_\_\_\_\_  
CORPORATE OFFICER

**COMMUNICATIONS FOR INFORMATION**

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**SUBMITTED BY:** Catherine Allaway, CAO

**DATE:** January 22, 2021

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**RECOMMENDATION:**

That the following item be received for information:

- Implementing a Province-wide Ban on Anticoagulant Rodenticides (*City of North Vancouver - Mayor Linda Buchanan*)



January 11, 2021

Hon. George Heyman, Minister of Environment and Climate Change Strategy and  
Minister responsible for Translink

Sent VIA email [ENV.Minister@gov.bc.ca](mailto:ENV.Minister@gov.bc.ca)

Dear Minister Heyman:

**Re: Implementing a Province-wide Ban on Anticoagulant Rodenticides**

As Mayor of the City of North Vancouver and on behalf of Council, I want to congratulate you on your recent re-election and appointment to the Executive Council.

Despite the ongoing pandemic resulting from the novel coronavirus, we cannot slow down on our response to the climate emergency. I'm encouraged by your background in solutions-oriented negotiations and policy. Now more than ever we need bold, progressive action.

On the North Shore we have had several owls consume rat poison and become dangerously ill. The use of anticoagulant rodenticides poses serious threats to B.C. wildlife and ecosystems through primary and secondary poisoning of non-target species, and have the potential to harm children and pets. To address this issue locally, Council passed a motion just prior to the 2020 Provincial election to ban the use of anticoagulant rodenticides within the City of North Vancouver.

The motion contained the following active clause:

THEREFORE BE IT RESOLVED THAT the City of North Vancouver create a formal ban on the use of anticoagulant rodenticides on all municipal property and take advantage of opportunities to communicate alternative pest control methods to residents and businesses;

AND THAT Council request that the Mayor write, on behalf of Council, to the Province of BC requesting that the Province ban anticoagulant rodenticides, and that letter be shared with all other local governments in BC.

I therefore humbly request that the Province consider a B.C.-wide ban and find new ways to address the rodent population that does not threaten the wellbeing of other animals dwelling within urban areas.

I appreciate your consideration. Please contact my staff at [mayor@cnv.org](mailto:mayor@cnv.org) if you require any additional information.

Yours truly,

**Mayor Linda Buchanan**

c.c. Bowinn Ma, MLA North Vancouver-Lonsdale  
All municipal Councils across B.C. via Clerks Departments

**SUBMITTED BY:** Catherine Allaway, CAO

**DATE:** January 22, 2021

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**RECOMMENDATION:**

That the following items be received for information:

- Nikkei Internment Memorial Centre 2020 Report
- Heiwa Teien 2020 Maintenance Report (*Hiro Okusa, Japonica Landscaping*)
- Shop Slocan Valley Report (*Ron Leblanc, Slocan Valley Economic Development Coordinator*)
- Handmade Heart Report (*Ron Leblanc, Slocan Valley Economic Development Coordinator*)



A photograph of a Japanese garden. In the foreground, a large, gnarled tree with light green leaves dominates the right side. To its left, a smaller tree with vibrant red leaves is visible. The garden features a stone path, a low concrete wall, and various shrubs and rocks. The background shows more trees and a traditional Japanese building.

# Annual Report

**NIKKEI INTERNMENT MEMORIAL CENTRE**

*Owned and Operated by the Village of New Denver*

*January, 2021*



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## OVERVIEW

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Despite the highly irregular year that the pandemic brought to museums and tourism in general, the Nikkei Internment Memorial Centre (NIMC) successfully completed the 2020 operating season. The NIMC continues to have a strong reputation for the quality of the site and the cultural heritage it interprets. Overall, the NIMC has been able to offer an experience that reflects the mandate and intention of the original creators of the site.

2020 brought a delay in the opening of the NIMC in May and part of June due to COVID-19 provincial restrictions. Due to the closure, NIMC had lost a month and a half of revenue stream. Once open, the NIMC did recover during the months of July and August. Ironically, September had a strong month having a higher revenue than the previous years due more local travel in the fall which is a positive effect of the pandemic.

### *Financial Summary 2020:*

<b>Revenue</b>	
Admission Fees	\$ 27,278.88
Gift Shop Sales	\$ 5,406.82
Donations	\$ 3,486.30
Grants	\$ 27,785.49
<b>Total Revenue</b>	\$ 63,957.49
<b>Expenses</b>	
Staff Wages	\$ 44,821.25
Supplies & Expense	\$ 8,300.28
Heiwa Teien Garden	\$ 9,264.80
Merchandise	\$ 1,075.84
Special Projects Wages	\$ 12,470.53
Special Projects Expense	\$ 10,881.00
<b>Total Expenses</b>	\$ 86,813.70
<b>Net Profit (Loss)</b>	-\$ 22,856.21



The NIMC's objectives are to improve knowledge and exposure of the site regionally, nationally and internationally, to further the goal of ensuring that all is being done to attract more annual visitors.



Thanks to the successful applications of student employment subsidies from Young Canada Works and Canada Summer Jobs, we were able to hire 4 students for staff coverage during the 2020 season. The total amount for employment subsidies for the NIMC was \$17,785.98.

Because of COVID-19, we also applied for and was successful in receiving \$10,000 from the federal government's COVID-19 Emergency Support Fund – Museum Assistance Program. The total of federal grants received for the NIMC was \$27,785.98. In late fall, staff also applied for a provincial grant - Community Economic Recovery Infrastructure Program (CERIP) and are currently awaiting the decision which should occur in February 2021.

To respect the capacity of staff time allotted to the NIMC and the financial limitations imposed by budget, the NIMC tries to keep the number of special events and special projects down to a minimum. The special project this year is the publication of the book titled ***Kyowakai: Memory and Healing in New Denver***. In general, the focus has been the same as the past few years: improving collections management, building relationships and general site maintenance.

The NIMC Gift Shop sells items that educate and inform visitors on the internment period and Japanese Canadian Culture. The items curated for sale complement the site experience and allows visitors to acquire mementos and books that connect them to the site. Total gift shop sales were slightly lower in 2020 compared to 2018 and 2019 and could be attributed to COVID-19 regulations. Due to visitors sometimes not being able to linger or browse at the gift shop due to physical distancing, this may have negatively affected sales.

While the NIMC continues to offer a quality experience both culturally and historically, the age and condition of the site remains a concern and trying to figure out how to continue to sustainably maintain it for future generations.

The NIMC was built to collect, conserve, research, exhibit, and interpret objects which represent the life and condition of the Nikkei living in the New Denver Orchard and surrounding West Kootenay camps between 1942 and 1957. The Collection contains over 4,000 artifacts and over 2,000 archival photographs and documents. In the past few years, there has been an upturn in new donations to the NIMC. Due to the lack of a professional archivist or collection manager, the management of the material may need to be reconsidered to ensure it is properly maintained. Proper space and storage is also an issue. With some of the items being stored in an outdoor shed with no temperature control.



## VISITOR EXPERIENCE

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The NIMC is given consistently high reviews by visitors. The website Trip Advisor awarded the NIMC a Certificate of Excellence in 2016 for the quality of the attraction and the site is rated #1 of 10 things to do in New Denver. Here are a few TripAdvisor recent reviews:

Amazing history, should not be forgotten

"Loved our visit here, very informative and beautiful. The Nikkei Internment Memorial Center is well maintained. Overall great experience and worth the stop to learn about Canada's history."

### Well done

"A sombre and complete look at the injustice conducted by the Canadian government on its own citizens. A lot of exhibits and original buildings from real internment centres that were throughout the province during and after WW2. Museums like this should be promoted more heavily so we never repeat mistakes of the past."

### Wonderful way to learn the Japanese Canadian experience

"This is a must stop at while travelling through New Denver or for anyone that would like to learn more about the internment of Japanese Canadians during WWII. This was my first exposure to this history outside of school and I am so glad I came here to start my learning. See the living spaces, artifacts and original structures to learn and honour the stories of the Japanese Canadians that were stripped of their rights. There is a cost but it's well worth it, the staff were informative and lots of information signage to guide your learning. The grounds are beautifully maintained and the displays are true to life."

## HUMAN RESOURCES

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Employment subsidy applications were made for four student positions to two federal programs: Young Canada Works and Canada Summer Jobs. For the first time ever, we received funding for four students positions and all four of them were filled by local students. Due to COVID-19, it was a challenge to arrange hiring out of province students; fortunately, there was enough interest locally and we were able to hire local students for the summer.

This year, partial grant funding covered 2 Museum Assistant positions and 2 Collection Assistant positions. The Museum Attendant's main focus was to collect admission fees, assist with gift shop sales and orient visitors to the site's layout and history. The Collection Assistant worked on locating where the artifacts displayed throughout the exhibits were, assessing their condition and adding this information to the Master Catalogue. This was identified as a necessary step in continuing the work of fully assessing the inventory of artifacts and archival material in the NIMC's permanent collection.

One part-time, non-student Museum Attendant was also hired to share responsibilities during the spring and fall season, while the students are not available. The Attendant covered most weekends throughout the summer so that students could be supervised by Village staff during the week. Margaretha Peynenburg returned to the NIMC to fill the position. The administrative and financial responsibilities have been handled by regular Village of New Denver office staff for the past four years.

## SPECIAL EVENTS

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Due to COVID-19 regulations, annual events such as the garden clean-up in the spring or the Obon Ceremony in July did not occur this year.

### *Onsite Filming*

There were several filming enquiries this year but only two separate projects were given permission. One is a commercial film company, Kino Sum Productions and the other is a part-time resident creating an individual

research film. Kino Sum's ***Borrowed from Nature*** film project is a documentary about Japanese Canadian gardens and featured Roy Sumi – who designed the Heiwa Teien at the NIMC. Kino Sum filmed part of the footage at the NIMC this past summer. The film was publicly screened on Nov 13th on CBC Gem (online), and on CBC TV Nov 14th.

The enquiries had taken up a significant amount of staff time causing staff & Council to review and change the Special Filming policy in the fall.

## SPECIAL PROJECTS

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### *Kyowakai Society Book Published*

This year, staff worked with contractors to publish a 76-page book titled: ***Kyowakai: Memory and Healing in New Denver***. Published and released on December 2nd, the book was written by local author Anne Champagne and designed by John Endo Greenaway. The book tells the story of Japanese Canadian internment in New Denver, the creation of the Nikkei Internment Memorial Centre (NIMC) by the Kyowakai Society, and the healing it inspired. The goal of the book project was to honour and record the important work of the Kyowakai Society and their role in creating the NIMC. The book will also be utilized as a welcome resource for visitors and staff.

The project was funded by the former Kyowakai Society and by the National Association of Japanese Canadians (NAJC) Endowment Fund. The book is available for sale at the Village Office, the Nikkei National Museum and will also be available at the NIMC. A local store had also generously offered to carry the book in their shop during the holidays to support the NIMC. Proceeds from the books will help fund the NIMC.



*Former Kyowakai member, Tsuneko Kokubo holding **Kyowakai: Memory and Healing in New Denver** book*

### *NIMC Annual Calendar & Note Cards*

The calendar is an original design by the Village of New Denver staff, using images taken of artifacts from the NIMC's permanent collection. The goal of the project was to create a visually appealing item for sale in the Gift

Shop that would help raise funds for the NIMC. As a secondary benefit, the calendar is being used as a promotional gift item for distinguished visitors and benefactors of the NIMC.

The calendar was previously printed and sold two years ago. As it did well last time, staff designed and printed one for 2021. While achieving the goal of being visually appealing and a good representation of the NIMC's reputation for quality, it would've helped to have the calendar available earlier in the summer season so more could be sold. Using the same photos from the collection, staff have also developed note cards to sell at the gift shop.



## ADMISSIONS

Despite the closure of NIMC the first month and a half of the season, we saw about 180 more visitors this year than last year.

### *Visitors - 2-Year Comparison:*

	2019	2020
<b>Adults</b>	1049	1294
<b>Students</b>	129	142
<b>Seniors</b>	1555	1245
<b>Families x 4</b>	944	1176
<b>Total</b>	3677	3857

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



## *Student Groups & Bus Tours*

Due to COVID-19 provincial guidelines, the school groups and bus tours were not permitted in 2020. Last year with 11 school groups going through the gates, the revenue from school tours was \$1835.86, which NIMC lost this potential revenue in 2020.

In a normal year, there are number of student groups from the West Kootenay and the Columbia Basin that request tours during May, June and September. There are approximately 20 communities in the region with numerous schools in many of the towns. As part of the mandate of the NIMC, educating future generations was considered a main focus of the NIMC to ensure a human rights violation of this magnitude never happens again.



## *GIFT SHOP*

Many visitors commented on the quality and unique options available. There are a number of rare books and other items that are hard to find elsewhere. The inventory tracking started in 2016 has ensured that our more popular items are consistently available. Items include hand-made origami trivets, unique origami charms, necklaces and in-house designed calendars and note cards. In 2021, we will also add the new book ***Kyowakai: Memory and Healing in New Denver*** to our gift shop inventory which will make a wonderful resource to visitors.

2020 indicates a decrease in revenue compared to the previous 2 years and the decrease can be attributed to COVID-19. Due to social distancing measures or had limited time due to flow of traffic, visitors tended not to browse as much at the gift shop as normal. Continued exploration of new items is warranted to generate further revenue for the NIMC. Also, training NIMC staff to focus a little more on sales and recommendations of books and items would be beneficial in increasing revenues.

*Annual Comparison of Gift Shop Sales:*

	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>Gift Shop Revenue</b>	7837.15	6816.08	5406.82



# FACILITY MAINTENANCE

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As with many aging buildings, the site's buildings need general maintenance for safety, protection from weather and pests, as well as aesthetics. In April 2020, Facilities Manager Greg McTaggart assessed the NIMC buildings and structures and identified projects in a Facilities Report. The buildings were assessed to establish priorities as well having budgets ready should grant opportunities arise in the near future. Smaller, immediate issues were also dealt with in order of priority and severity as they arose.

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

## *2020 Activities & Facilities Report*

In the report, the boardwalk is identified as an area of concern and needs replacing. The wooden boardwalk which starts from the 1957 shack/vegetable garden area and leads to the Kyowakai Hall will need some work. In particular, the decking and skirting are both needing replacement. The skirting is showing signs of rot and severe weathering while the decking lifespan is 1 year and should be replaced by 2021. The foundation is in good condition, but the handrails and joists should be replaced in 2-4 years. There are three sets of stairs: front stairs, side stairs, and south side of Kyowakai Hall. The front stairs are new but the side stairs need to be replaced as soon as possible and add a landing to the one attached to the Kyowakai Hall. If successful with our CERIP grant application, the Boardwalk Project will be able to begin in 2021. If not, staff will have to find granting opportunities elsewhere.

This year, general maintenance and repairs to the different parts of the site were completed on an as-needed basis by our Facilities Supervisor but also the following general maintenance, replacement and/or repairs are recommended:

- Fire suppression system needs replacing
- Roll roofing siding on south side of Kyowakai Hall building needs replacing with the new roll roofing or vertical channel siding. Cedar boards around windows also need replacing. Add Typar (weather protection system).
- Wood fascia on south side of 1942 building and office building needs replacing and roofing re-nailed on most of these buildings.
- Cedar awning (1 x 12 cedar plank) on 1942 building should be replaced on south and west sides.
- Chimney on building office needs straightening and a few sheet metal screws to fasten.
- 3 parking barricades (logs) are rotten and should be replaced with new. Remove concrete supports (leaning) and replace with timber supports.
- Visitor Centre staff office needs extra storage and new flooring.

For the CERIP grant application, other projects were identified and have been listed in Appendix A.



## HEIWA TEIEN (PEACE GARDEN)

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Regular maintenance of the Heiwa Teien was performed in late June this year. Head gardener Hiro Okusa and fellow Vancouver-based Japanese gardeners Kumpei Wakino and Tomo Nakazato visited the garden and worked on general maintenance. Many of the major trees and shrubs throughout the garden were pruned during this 2-day visit, including all of the maples and thread cypress. During the rest of the growing season regular pruning, touch up pruning and cleanup were performed by the local gardener. For more information, see *Heiwa Teien Maintenance Summary Report*.



Cherry Tree Support

## POLICY DEVELOPMENT

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### *2020 Activities*

#### *NIMC Special Access Policy*

Over the past years there has been an increasing interest in the NIMC's history. The NIMC Special Access Policy #246/18 did not address requests from commercial projects. There was a number of requests for Special Access to the NIMC in 2020, some of which are commercial in nature. Without clear policy to guide staff responses to these inquiries it was taking a considerable staff time to communicate with the various groups.

The rise in special access requests that we received this year highlighted some gaps in the special access policy. Further clarity is required in dealing with commercial organizations as well as categorizing commercial projects and non-profit/educational projects. Historically, the NIMC has not been staffed to levels that are necessary to meet current demand. In addition, each project involved several hours of back-and-forth correspondence regarding the request which takes considerable staff time. Changes to the policy were implemented (Resolution #195/20) so that the Village can recover costs, streamline the process, and ensure consistency of procedures for each applicant for fairness. Both a Special Access Usage Agreement and a Price List for services were both implemented so that staff can consistently apply rules and recover costs

## COLLECTIONS MANAGEMENT

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The 2 Collection Assistants received a 1-day training from the Nikkei National Museum and worked on cataloguing the new items that were donated and assigned Temporary Deposit (TD) numbers and were entered in the JCNM Database on FileMaker Pro. They also sequentially accessioned each TDs. This typically involved creating a new collection for the donor, but occasionally these could be added to existing collections if the donor had made prior donations.

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

Some of the artifacts on display are significantly deteriorating due to age and environmental exposure. The site was not designed to allow for environmental or temperature control therefore, the items on display will continue to become less and less viable if left in the current condition. Part of the CERIP grant application was to address storage issues and build a proper building to house Collections. If successful we can work towards an improved Collections management system. The other important task is to seek funding to hire a consultant to help with Collection Management and also to continue working with the Nikkei National Museum with the digitization project. This project provides online public access to photos of all the items in the NIMC's artefact and archival collections.



# APPENDIX A: RECOMMENDATIONS

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## VISITOR EXPERIENCE

- Implement Kyowakai book as resource for staff and visitors.
- Offer a multimedia/online exhibit for visitors – in light of COVID-19 restrictions.
- Develop products that offer unique experiences.
- Partner with other local museums to create a local history tour or collaborative events.
- Improved highway and in-town directional signage for NIMC.

## HUMAN RESOURCES

- Apply for employment subsidies for summer student hires
- Early recruitment for summer students and provide mentoring
- Develop outreach possibilities for local organizations to volunteer for mutual benefit.

## SPECIAL EVENTS

- COVID-19 will likely continue and therefore Special Events may not be feasible for 2021. However, staff can evaluate any opportunities to hold events online.

## SPECIAL PROJECTS

- Replace and repair the exhibit photographs and labels.

## ADMISSIONS

- Evaluate whether school tours or bus tours could work with current the NIMC COVID-19 Safety Plan.

## GIFT SHOP

- Design in-house items such as note cards, key chains, coasters, magnets, mugs, and T-shirts.
- Consider working with culturally appropriate artisans to create unique items to sell.

## FACILITIES

- New boardwalk
- Fire suppression system replacement
- Irrigation upgrade
- Centennial Hall kitchen upgrade
- New Collections Building/ Storage
- Visitor Centre/Office upgrade/renovations (new flooring and storage)
- Kyowakai Hall ventilation
- 1942 shack – replace damaged wiring

## HEIWA TEIEN

- Garden restoration: includes restoring riverbed, peace arch, and plant replacements

## COLLECTION MANAGEMENT

- Seek funding to hire/consult a professional archivist or collection manager for contract work to ensure correct management practices are followed and that regular maintenance of the records continues.
- Continue working with the Nikkei National Museum with the digitization project and training summer students.

## FUNDRAISING & GRANTS

- Seek funding possibilities for projects above by connecting with Heritage professionals and the Japanese Canadian community.



# **Heiwa Teien 2020 Maintenance Report**



**Prepared By Hiro Okusa, Edzard Tuebert and Myles Berney  
For the Village of New Denver  
December 2020**

**Maintenance Summary:**

Regular maintenance of the Heiwa Teien was performed this year. Head gardener Hiro Okusa and fellow Vancouver based Japanese gardeners Kumpei Wakino and Tomo Nakazato visited the garden in late June. Many of the major trees and shrubs though out the garden were pruned during this 2 day visit, including all of the maples and thread cypress. During the rest of the growing season regular pruning, touch up pruning and cleanup were performed by the local gardener.

**Spring Cleanup:**

Before opening spring cleanup was performed by the local gardener. This included deadwood and winter kill removal, spring weeding and the removal of any leaves that had not fallen by the first snowfall in the fall.

**Spring Pruning:**

The winter of 2019/20 was longer and colder than average. Many more shrubs were damaged due to snow and winter kill than in recent years. In particular Junipers throughout the garden were heavily effected and needed pruning to remove dead and damaged wood.



Juniper with visible winterkill

## Summer Pruning:

### *Maples:*

The Maples are some of the biggest and most visible trees in the garden. The Maples throughout the garden are reaching their ideal height and size. Pruning objectives for them are to maintain their size, thinning to expose their graceful shape and to encourage horizontal growth. All of the Maples in the garden were pruned this year.



Maple before pruning



Maple after pruning



### *Boxwoods:*

Boxwoods are found throughout the garden. Some specimens have reached their ideal size and shape while others are still being developed to best fill their place in the garden. Boxwoods grow vigorously and require annual pruning. Depending on the specimen pruning is either focused on maintaining size and shape or further development to reach their final size and shape. All boxwoods in the garden were pruned this year.



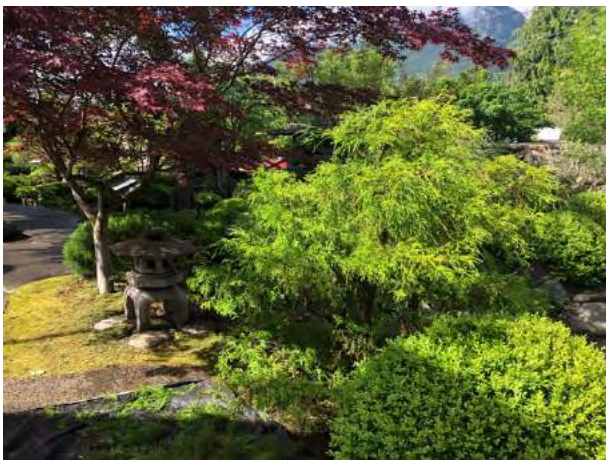
Boxwood before pruning



Boxwoods after pruning

### *Thread Cypress:*

The Thread Cypress are beautiful shrubs and are found in prominent highly visible places in the garden. They require annual pruning. This year the pruning of the Cypress was focused on thinning to expose shape and character. All Cypress in the garden were pruned this year.



Thread Cypress Before Pruning



Thread Cypress After Pruning

### *Junipers:*

Junipers are situated throughout the garden and range from low spreading ground covers to mid height gently mounding shrubs. Some junipers are finished meaning they have reached their ideal size and shape. The pruning focus for the developing junipers is to encourage horizontal and/or upward growth depending on the objective for the individual specimen. The junipers most in need or overgrown were pruned this year to either maintain size and shape or to encourage their further development.



Junipers before pruning



Junipers after pruning



Spruce:

Spruce trees are found throughout the garden. The Spruce most in need of attention were thinned and pruned to control height and shape.



Kumpei getting started on an overgrown spruce



Spruce after pruning

## Cherry Tree Maintenance:

The Cherry Tree located outside the White Hall is the biggest character tree in the garden.



Cherry in full bloom

Heavy snowfall from last winter damaged two large branches in the upper canopy. These branches were removed in the spring by the local gardener. Kumpei Wakino during his visit in June expressed concern about the strength of one of the largest horizontal branches on this beautiful tree. He suggested installing a cedar support post mid-way on this 40 foot long horizontal branch. He showed traditional examples of this and explained how to best build and install this to the local gardener. In the early fall this post was built and put into position.



Cedar support post installed on cherry tree branch

**Fall Cleanup:**

Regular fall cleanup was performed at the Heiwa garden this year. This mostly involves leaf removal and final weeding.

## **Shop Slocan Valley Report**

Damon Chouinard

The Shop Slocan Valley campaign was initiated late November 2020. The campaign was developed to address the challenges that local businesses may be feeling related to Covid-19 and to generate more awareness of the businesses that keep the Slocan Valley thriving.

Playing with the branding from the Slocan Valley website, the 'Shop Slocan Valley' stickers and signage were created to be placed in windows and store shops from New Denver to Crescent Valley. Additionally, the signage was printed with social media handles to build on and draw awareness to the online social media posts.

In total, thirty stores were giving a combination of 1 sign and a stack of stickers to place in their store window and to share with community.

The campaign was well received throughout the region as many shop owners directly expressed an appreciation for the support and had commented on seeing the social media post as well. While most stores placed their signs front and center, a few seemingly had some difficulty finding an engaging location for their signage to sit, choosing to place them out of common view. Nonetheless, upon returning through the communities, the campaign is visible to anyone making their way throughout the valley.

In a second visit up to New Denver, a couple of shop owners had expressed a definite recognition of increased support from the community this year, noticeable from years past. As a potential development to further the visibility of the campaign, developing 3-4 larger style signs that may sit visibly in common intersections throughout the valley could be beneficial.

All in all, the 'Shop Slocan Valley' campaign has started with a good foundation and will hopefully continue to build awareness within the Slocan Valley for some time to come.



## **Project report: HANDMADE HEART and VIRTUAL HOLIDAY MARKET EVENT**

December 17, 2020

### **Rationale for Handmade Heart and Virtual Market:**

- I am an artist, maker and community organizer in the New Denver area with over 25 years working with artisans and makers in the West Kootenays, including as a co-ordinator, director and artisan vendor with the New Denver Friday Market, Silverton Christmas Fair, Hidden Garden Gallery in New Denver, and various other events and shows in our Slocan Valley community.
- So many of our markets over the 2020 season have had space limitations due to Covid 19, resulting in many artisan vendors having less access to market days this past summer. It became evident to me in early November that there would be closures of Christmas markets this season and in fact on December 2<sup>nd</sup> BCCDC declared that markets would be open to farmers and food vendors only. The loss of these markets at this time year for these artisans and small businesses would result in hardships throughout the winter months. Some of these artisans with these small micro businesses would have virtually no income for months following their Christmas markets.
- Many local artisans have been working on creating online spaces for themselves to make their work available for purchase. Having sold my work at markets, festivals and shows for more than 30 years, this has been my life, and I understand how difficult this loss of venues can be. I've also sold my work/products on various online platforms since 2007 so I have an understanding of how difficult it can be to make your work visible in a busy virtual world.

### **Handmade Heart facebook page:**

- I opened the Handmade Heart @SlocanValleyArtisans facebook page on November 12th with the idea to promote local artisans, craftspeople and makers in the Slocan Valley and to hold a virtual market event through this page.
- I chose to represent artisans from Nakusp to the junction since many of our artisan vendors who attend markets in New Denver and Silverton are from this region.
- I connected with as many artisans as I could in this short amount of time. Some had online shops and some did not. I gathered together 15 artisans producing a wide range of products and art.
- On this page I have a list of links to all of the artisan shops and their social media platforms. As well, I am able to share images of their work and have their permission to share from their websites.
- You will also find feature posts on each artisan, beautiful group collections of our work, shared posts from their IG and FB feeds and a presence that celebrates our collective local handmade community for which the Kootenays has always been known for.

### **Handmade Heart Virtual Holiday Market:**

- The idea of the virtual holiday market was to try and create the feel of a local community market while shopping online.



- Not having the ability to build an actual online Slocan Valley marketplace I decided to try facebook events as a virtual venue with a collection of Slocan Valley Artisans, each with their own online shops - kind of like taking a stroll through your local market or a village or downtown street, and popping into the market booths or small independent businesses along the way.
- To create a feeling of community and also to have folks at our event to browse through and shop in the various online stores we created daily Treasure Hunt activities. Each artisan vendor gifted a prize to our daily Treasure Hunts and participants were able to win them by following photos of handwritten clues.
- The event ran daily from December 5 to December 13 which provided 9 days of sharing and promoting artisan's shops, Treasure Hunts and connecting with many folks as they discovered local Slocan Valley artisans they already knew from local markets , as well as being introduced to new ones.
- We also offered a free local delivery service for purchases made during this event – buyers used the discount code HANDMADEHEART at checkout from any of our vendors. This was a one day local delivery service to central locations in 4 communities – Winlaw, Slocan, New Denver and Nakusp.
- Delivery happened successfully on Wednesday, December 16th.

This event can still be viewed on Facebook here: <https://www.facebook.com/events/813759629190543>

### **Insights:**

- Artisans who are represented on Handmade Heart and who participated in the virtual market event said that they saw a marked increase in traffic to their online shops and an increase in follows and engagement through comments on their social media platforms.
- Sales made from vendor shops were less than expected though it's really difficult to project what would be considered a successful amount of sales based on previous Christmas 'in person' events and the 'newness' of locals buying from local artisans online. We are living through exceptional times and there are so many reasons why we did not have a high volume of sales to reflect the high amount of traffic we received on our Facebook page and shops.

- Some comments from vendors:

From Silver Sage Flora:

*“Considering it just went up a few weeks ago. I think the advertising is worth more than the sales anyways. I had a huge number of new followers and ppl reaching out to say hello. So in my opinion, I think its been very successful. Its hard when all artists are plugging to buy at the same time of year. I think the few sales will just turn into a hundred times more because now the word is out. I am ecstatic about all the ppl that have seen my wares and my shop. I think its just been great! Ya, sales are good. But visibility in an online world is better in my humble experience. Thank you soooooo much for putting it together and uniting us and giving us a container to collect in. Honestly, well done!”*

From Jen McCaw:

*“I realize how much goes into writing engaging posts and you really did a great job. As well the treasure hunt clues were really fun. Organizing artists and delivery, promotion and marketing fantastic. Thank you so much! I really appreciate being involved in this event, and the exposure it brought to my work and pages. Please consider me for future events.”*

- From Rolling Moss in Nakusp:

*“Sales were good. Lots of direct pickup because of the event. Only a couple at this time are being sent down the valley. Overall worth it for me.”*



- Many vendors made sales which were 'very local' and they arranged their own delivery to customers. These folks often used a 'localdelivery' shipping option so it was difficult to know how many of these could be attributed to Handmade Heart.
- It was not possible to know how many sales to places outside of our delivery region there were as those customers did not use the HANDMADEHEART code for shipping. I know that we had folks from all over BC and Alberta attend our event.
- Our delivery service successfully delivered 18 packages to communities from Winlaw to Nakusp. It was wonderful to see a local delivery service run from Nakusp to Winlaw bringing the beautiful handmade work from the hands of artisans into the hands of buyers.
- **The connections made between artisans was significant and meaningful. I am absolutely thrilled with this aspect of the Handmade Heart project because I think it' really important for Slocan Valley and Kootenay artisans to unite in this way. Our region is well known for our artists, craftspeople and makers. We bring a very important element to our region – the high quality of our art and artisanal products, a sense of regional culture, and a reflection of our beautiful region.**
- I have personally made connections with many local people because of this event. I will continue with the Handmade Heart page on facebook, promoting our local artisans and makers and as a collective through which we can unite our artisans and create opportunities together. I will be meeting in the new year with a couple of our local artisans to work together on future group projects.

#### Some comments and messages from visitors to our event:

- *“Thank-you for organizing this virtual market. I've discovered all sorts of beautiful things I plan to purchase in future. Unfortunately I was super-organized and completed all my Christmas shopping way earlier than usual. I will be purchasing next year's birthday and Christmas gifts from makers I've learned about through this virtual market. I've copied down the list of artists/artisans.”*
- *“Thank you for all your work organizing this. Although definitely not the same as in person markets, I was introduced to several Artisans I likely wouldn't have "met" otherwise.”*
- *“Such a fun way to get to know our local artisans! Thank you for all your work”*

#### **Facebook Insights:**

##### Handmade Heart page Insights

432 total follows - November 12 to December 17

34 362 people reached – Nov 19 to Dec 17 – (Can only go back for one month)

4303 Page engagements (reactions, comments, shares, clicks) - Nov 19 to Dec 17

### Virtual Holiday Market Event Insights:

8.7K people reached

430 event responses

### Instagram Insights:

I also opened an Instagram account @slocanvalleyartisans right at the beginning of the event.

We have 123 followers since I open it on November 30th.

12 815 accounts reached

13 932 Impressions

**REQUEST FOR COUNCIL DECISION**

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**SUBMITTED BY:** Jessica Rayner, Community Planner

**DATE:** January 22, 2021

**SUBJECT:** New Denver Poverty Reduction Steering Committee Invitation

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**PURPOSE:** To confirm a Council Member's participation in the New Denver Poverty Reduction Steering Committee, as a representative of the Council of the Village of New Denver.

**RECOMMENDATION:** That Council of the Village of New Denver appoint Councillor Fyke as a representative to the New Denver Poverty Reduction Steering Committee.

**ALTERNATIVES & IMPLICATIONS:**

1. Appoint a different member of Council to the New Denver Poverty Reduction Committee.
2. Do not appoint a Council Member to the New Denver Poverty Reduction Steering Committee.

*Without a Council Representative present at Steering Committee meetings, Council's voice will not be represented at the table. Staff will remain participants on the Steering Committee and provide updates to Council as appropriate.*

**ANALYSIS:**

**Background & Discussion:** In alignment with current federal, provincial, and regional goals to address poverty in various populations across Canada, the Village of New Denver, in partnership with the Columbia Basin Rural Development Institute (RDI) at Selkirk College, has received funds from the Union of BC Municipalities (through the Ministry of Social Development and Poverty Reduction) and Mitacs (in support of a student internship) for the development of a New Denver Poverty Reduction Strategy. This project strives to provide the framework for creating a more vibrant and inclusive future for the community.

Orea Brown-Dahl, a fourth year Nursing student at Selkirk College (UVic) and former New Denver resident, has been hired as a student intern to lead the development of New Denver's Poverty Reduction Strategy. Orea's work is being supported by staff at the Columbia Basin RDI and the Village.

The formation of a Steering Committee is a crucial aspect of poverty reduction as it provides a platform to share knowledge and resources, and initiate community engagement. In order to develop a comprehensive understanding of the state of poverty within the community, a diverse range of community voices is required. This will be key to the project's success. The project team has been successful to date in developing a Steering Committee that includes a diversity of community representatives. An initial Poverty Reduction Steering Committee meeting was held on Friday, January 15, with Councillor Fyke in attendance.

**Attachments:** Nil

**Council Strategic Priority:** Nil

**Communication Strategy:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**REQUEST FOR COUNCIL DECISION**

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**SUBMITTED BY:** Catherine Allaway, CAO

**DATE:** January 21, 2021

**SUBJECT:** Municipal Campground Policy Amendments

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**PURPOSE:** To seek Council's approval of proposed amendments to the Municipal Campground Policy for the 2021 season.

**RECOMMENDATION:** That the updated Municipal Campground Policy be adopted as presented.

*This will allow reservations for the 2021 season to open on February 1, 2021 as planned.*

**ALTERNATIVES & IMPLICATIONS:**

1. Do not approve the proposed changes to the Municipal Campground Policy.  
*Reservations will open on February 1, 2021 but without the ability to accept online payments. Campers will continue to pay cash upon arrival.*
2. Delay a decision on the matter until a future Council Meeting.  
*Reservations will not open on February 1, 2021 as planned.*

**ANALYSIS:**

**Background:** The existing Municipal Campground Policy was adopted by Council in April of 2019, prior to the COVID-10 pandemic. The pandemic had a significant impact on campground operations in 2020 and has led to changes in visitor behaviours. The proposed policy changes reflect this new reality.

**Discussion:** One of the major influences that the COVID-19 pandemic has had on consumer behaviour generally is that online platforms have become widely accepted and cashless transactions are now the norm. Given these recent changes staff recommends moving to online payments (as well as online reservations) for the 2021 camping season. This will facilitate physical distancing and reduce the risk of COVID-19 transmission.

CampgroundBooking.com, the service that has provided online bookings for Centennial Campground in 2019 and 2020, offers integrated payment options. The advantages of this platform include the fact that there is no cost to the Village (booking fees are added to the site occupancy fees charged by the Village), employees are familiar with it's use and it is already set up to work with our banking system. The company has a good track record for customer service and several new features have been added over the winter to improve the user experience.

The proposed policy requires that all campground reservations be made online, and that all site occupancy fees must be paid at the time of reservation. Site occupancy costs will be fully refundable up until 2 weeks prior to the arrival date, after which no refunds will be issued.

Fees at Centennial Campground have not been adjusted since 2014, and were generally lower than those charged by other area campgrounds in 2020. As there have been significant increases to operating costs since that time, staff recommends increasing campground fees as follows for the 2021 season:

<u>Type of Fee</u>	<u>Suggested Cost</u>	<u>Previous Cost</u>
Regular Site	\$25	No change
Lakeside Site	\$40	\$30
Serviced Site	\$35	\$30
Overflow Site	\$20	No change
Group Tent Site	\$15/tent, minimum 4 tents Maximum 2 adults/tent \$5/extra adult	No change
Sani-dump	\$10	\$5

**Attachments:** Draft Municipal Campground Policy

**Council Strategic Priority:** Nil

**Communication Strategy:** Nil

**FINANCIAL IMPLICATIONS:** Using the service that is already in place will be the most cost-effective option to implement online payments for the current year, and there are no direct costs to the Village. The proposed fee increases are expected to result in additional municipal revenues, and will more than offset any charges incurred for financial services.

## THE CORPORATION OF THE VILLAGE OF NEW DENVER

POLICY TITLE: MUNICIPAL CAMPGROUND POLICY

EFFECTIVE DATE: upon adoption

SUPERSEDES: Campground Policy 2019  
(adopted April 10, 2019)

APPROVAL: Resolution

**PURPOSE:** To outline the general rules for staying at the municipal campground, as well as the process for booking, payment procedures, and reimbursements for site reservations. The policy will serve as a tool for communication with the campground users and will serve to protect the patrons and the facility itself during the season.

**POLICY:** New Denver Municipal Campground Policy

**Scope:** This policy applies to Centennial Campground only.

### Definitions:

Village of New Denver ("Village")	The Corporation of the Village of New Denver
Council	Village of New Denver elected officials
Centennial Campground ("Campground")	The campground that is municipally owned and operated by the Village of New Denver, located in Centennial Park with access from 1 <sup>st</sup> Avenue and 3 <sup>rd</sup> Avenue
Campground Attendant	An individual hired by the Village to manage daily operations at the Campground
Lakefront Site	A site that is accessed from 1 <sup>st</sup> Avenue and is adjacent to Slocan Lake (34-43)
Serviced Site	A site with an electrical and water hook-up (3 -10)
Regular Site	A site that is accessed from 3 <sup>rd</sup> Avenue and is not serviced (1-2, 11-31) and is not serviced; also a site that is accessed from 1 <sup>st</sup> Avenue but is not adjacent to Slocan Lake (#32-33, #44-49)
Overflow Site	A site that is not a developed camping site, for use only during exceptional circumstances, with written approval of a Municipal Officer or the Mayor.



## **TERMS & CONDITIONS:**

1. Centennial Campground operates from May 1st through September 30th. It may be open before or after those dates subject to weather, and the availability of the Campground Attendant.
2. Check in time is from 1:00 pm to 9:00 pm – all campers must check in prior to parking in a campsite. Late arrivals may be accommodated if the Campground Attendant is contacted prior to arrival.
3. Check out time is 11:00 am.
4. The Village of New Denver and the Campground Attendant are not responsible for lost or stolen items.
5. Camping is only permitted in designated sites. Overflow sites may be designated in writing by a Municipal Officer or the Mayor as needed.
6. Quiet time is between 10:00 p.m. and 8:00 a.m.
7. Generators may only be operated between 8:30 a.m. and 10:30 a.m., and between 5:00 p.m. and 7:00 p.m.
8. Fires are only permitted in designated fire pits. Fires are not permitted on the beach, except in designated location(s).
9. Firewood may be purchased from the Campground Attendant.
10. Scavenging and cutting trees for firewood is prohibited.
11. All dogs must be leashed in Centennial Campground and in Centennial Park. Pet owners are responsible for collecting and disposing of waste from their animals.

## **Site Reservations and Rates**

12. Site occupancy rates are set in the Village's current Fees and Charges Bylaw.
13. Reservations can only be made after January 1st of the current year.
14. The third-party online reservation system designated by the Village shall be the only mechanism for obtaining a reservation at Centennial Campground.

15. Exceptions may be authorized in writing by the Village's Chief Administrative Officer or the Chief Financial Officer.
16. Reservations are permitted for all sites.
17. Booking fees for online reservations may apply and may be non-refundable.
18. All site occupancy charges must be paid in full at the time of booking.
19. Reservations must be for a minimum of three nights.
20. There is a maximum stay of 14 days. Longer stays may be allowed by the Campground Host, on a day-to-day basis, only if vacancies exist.
21. Reservation changes may result in additional fees or non-availability. Site occupancy fees will be refunded until two weeks prior to arrival. No refunds will be issued within two weeks of arrival date.
22. The group tenting site is only available for reservation through the Village office, with no minimum stay.

### **Camper Registration**

23. Prior to occupying a site, all campers must register with the Campground Attendant.
24. Only one unit (RV, trailer or tent) is permitted per site. Additional units must locate in available empty sites. (Children under 18 may occupy a tent on the same site as their family unit, at no additional cost).
25. If the campground is very busy additional units may, at the discretion of the Campground Attendant, locate on occupied sites. Each additional unit will be charged the full price for the site.

### **Parking**

26. All vehicles must be parked in established parking areas or campsites at all times.
27. Parking areas designated "local boat trailer parking" are for day-use only.

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**REQUEST FOR COUNCIL DECISION**

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**SUBMITTED BY:** Catherine Allaway, CAO

**DATE:** January 21, 2021

**SUBJECT:** *Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream Funding Application*

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**PURPOSE:** To seek Council's support in proceeding with an application for grant funding for Core Community Pedestrian Connections through the *Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream*.

**RECOMMENDATION:** That the Council of the Village of New Denver support staff in submitting an application to the *Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream* for grant funding for the New Denver Core Community Pedestrian Connections project;

AND FURTHER, That the Council of the Village of New Denver supports the project and commits to contributing its share of the eligible costs, any associated ineligible costs, and potential over-runs related to the project.

**ALTERNATIVES & IMPLICATIONS:**

1. Do not support an application to the *Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream*.

*Implications:* Without Council's support the application will not proceed. The project will be delayed until a future date, until such a time as funding is available.

2. Do not commit to the Village's share of eligible costs, any associated ineligible costs, and potential over-runs related to the project.

*Implications:* Without this commitment the application will not be reviewed. The project will be delayed until a future date, until such a time as funding is available.

**ANALYSIS:**

**Background:** In February of 2020, the Village of New Denver applied to the BC Ministry of Transportation and Infrastructure's B.C. Active Transportation Infrastructure Grants Program and received funding to complete an Active Transportation Network Plan (ATNP). Through this project, a priority connection was identified located on the block to the west and north of the 6<sup>th</sup> Avenue (Highway 31A) and Kootenay Street intersection. Improvements are needed at this location to provide a safe and accessible connection between the northeast 'quadrant' of the Village (this area includes the school) and the community commercial core, walking trails, and lakefront.

This project proposes to construct the active transportation connection at that priority location.

**Proposal:** The active transportation network connection components to be constructed include:

- A sidewalk along the north side of the 6th Avenue (Highway 31A) road corridor, from Union Street (Highway 6) to Kootenay Street.

- A sidewalk along the eastern side of the Kootenay Street road corridor, for the first portion of that block to the north of 6th Avenue.
- Two infrastructure connections from the proposed Kootenay Street sidewalk to the existing paved road corridor approaching 7th Avenue, including:
  - A connector trail for improved mobility access.
  - A covered concrete stairway which can be maintained by the Village through winter months.

**Attachments:** Nil

**Council Strategic Priority:** Nil

**Communication Strategy:** Nil

**FINANCIAL IMPLICATIONS:** Local governments are eligible to receive 100% funding toward eligible projects. This grant application will propose 100% funding through the *Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream*. A Detailed Cost Estimate will be included in the grant application for the project. Plans will be in place to cover potential cost overruns and contingencies will be included within the cost estimate. In order to proceed with the grant application, the Village must commit to contributing its share of eligible costs (if applicable), any associated ineligible costs, and potential over-runs related to the project.

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**REQUEST FOR COUNCIL DECISION**

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**SUBMITTED BY:** Catherine Allaway, CAO

**DATE:** January 22, 2021

**SUBJECT:** Fibre Optic Broadband Connections

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**PURPOSE:** To confirm Council's support for pursuing high speed internet service for municipal facilities.

**RECOMMENDATION:** That staff be directed to contact Telus and obtain cost estimates for the installation of high speed fibre optic broadband internet to the Knox Hall and the Village Office.

*This information will be obtained and can be considered as part of the 2021 budget deliberations.*

**ALTERNATIVES & IMPLICATIONS:**

1. Do not obtain cost estimates at this time.  
*Staff will not gather the information.*

**ANALYSIS:**

**Background:** The Village of New Denver currently obtains internet service from Secure by Design. As a result of the COVID-19 pandemic, there is an increased demand for bandwidth as video conferences have replaced many in person meetings. High speed fibre optic broadband would allow additional data for higher quality transmission.

**Discussion:** The Village has partnered with Columbia Basin Broadband Corporation and other area local governments to bring fibre optic backbone to the region. There have been some unforeseen delays to the project, and last mile service in New Denver is not expected in 2021 or 2022. Given the delays, staff recommends exploring other options for high speed internet service until the CBBC project is complete.

**Legislative Framework:** Nil

**Attachments:** Nil

**Council Strategic Priority:** Nil

**Communication Strategy:** Nil

**FINANCIAL IMPLICATIONS:** There are no costs associated with obtaining the estimates, beyond limited staff time. Knowing the costs for installation and monthly charges will allow this information to be considered during budget deliberations, and assist Council in determining whether or not to proceed.

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**REQUEST FOR COUNCIL DECISION**

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**SUBMITTED BY:** Catherine Allaway, CAO

**DATE:** January 22, 2021

**SUBJECT:** Fees & Charges Amendment Bylaw No. 732, 2021

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**PURPOSE:** To obtain Council approval for the proposed amendments to the Fees & Charges bylaw

**RECOMMENDATION:** That the Village of New Denver Fees and Charges Amendment Bylaw No. 732, 2021 be given first, second and third reading.

*The bylaw will be placed on the next agenda for final adoption.*

**ALTERNATIVES & IMPLICATIONS :**

1. Request amendments to the proposed bylaw.

*Staff will require direction regarding requested changes to the bylaw, and adoption will be delayed.*

2. Defer a decision on the matter.

*The matter will be placed on the agenda for consideration at a later date.*

**ANALYSIS:**

**Background:** Centennial Campground is an important revenue generator for the Village. Campground fees have not been adjusted since 2014, but operating costs have risen during that time.

**Discussion:** Increases to campground fees will help to offset the increased costs associated with operating the facility. The proposed rates are similar to those charged by other campgrounds in the area, as shown in the 2020 Campground Operations Report, received by Council at the December 8, 2020 Regular Meeting.

First, second and third reading of the bylaw can take place at the January 26, 2021 Regular Meeting, with final adoption planned for a Special Meeting on January 29, 2021.

**Attachments:** Village of New Denver Fees and Charges Bylaw No. 732, 2021

**Council Strategic Priority:** Nil

**Communication Strategy:** The bylaw will be available on the Village of New Denver website

**FINANCIAL IMPLICATIONS:** The proposed fees will result in a slight increase to municipal revenues, and will offset the rising costs of operations.



THE CORPORATION OF THE VILLAGE OF NEW DENVER  
BYLAW NO. 732, 2021

*A bylaw to amend Village of New Denver Fees and Charges Bylaw No. 699, 2016*

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

- 1. This Bylaw may be cited for all purposes as “Fees and Charges Amendment Bylaw No. 732, 2021.”
- 2. Schedule “A” of Village of New Denver Fees and Charges Bylaw No. 699, 2016 is hereby repealed and replaced with Schedule “A” attached and forming part of this bylaw.
- 3. This bylaw shall take effect upon adoption.

**Read** a first time this \_\_\_\_ day of \_\_\_\_, 2021  
**Read** a second time this \_\_\_\_ day of \_\_\_\_, 2021  
**Read** a third time this \_\_\_\_ day of \_\_\_\_, 2021  
**Reconsidered and adopted** this \_\_\_\_ day of \_\_\_\_, 2021

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

Certified to be a true copy of, “Fees and Charges Amendment Bylaw No. 732, 2021”.

\_\_\_\_\_  
CORPORATE OFFICER

SCHEDULE “A”

**Fees for Recreation and Cultural Services**

**Knox Hall Rental**

Community Organizations	\$350.00/year
Hourly	\$25.00
Half Day (4 hours)	\$75.00
Daily	\$110.00
Cleaning (if required)	\$30.00/hour
Lost key charge	\$50.00

**Rental of Parks and Public Lands** (including Centennial Park, but not the Kohan Garden)

Clean up costs	\$30/hour	
	<u>Events involving fewer than 100 people</u>	
	½ day	full day
Centennial Park Gazebo	\$50.00	\$100.00
Centennial Park BBQ Shelter	\$50.00	\$100.00
Centennial Park Field	\$50.00	\$100.00
Centennial Park Cookhouse	\$50.00	\$100.00
	<u>Events involving 100 or more people</u>	
	½ day	full day
Centennial Park Gazebo	\$75.00	\$140.00
Centennial Park BBQ Shelter	\$75.00	\$140.00
Centennial Park Field	\$75.00	\$140.00
Centennial Park Cookhouse	\$75.00	\$140.00

**Centennial Campground**

Regular Sites	\$25.00
Lakeside Sites	\$35.00
Serviced Sites	\$40.00
Overflow Sites	\$20.00
Group Tent Site	\$15.00 per tent, minimum 4 tents maximum 2 adults/tent, \$5/extra adult
Sani-dump	\$10.00

SCHEDULE “A”

Nikkei Internment Memorial Centre Admissions

	Single Entry	Annual Pass
Adult	\$9.00	\$20.00
Student (under 18 OR having valid student ID)	\$7.00	\$15.00
Senior (age 60 and over)	\$7.00	\$15.00
Family (2 adults and their children under 18)	\$20.00	\$40.00

Children under the age of 6 are admitted free of charge.

Kyowakai Society members and their direct descendants are admitted free of charge.

Former internees are admitted free of charge upon advance request to the Village of New Denver.

School groups are eligible for a 40% discount off the standard admission prices of the entire group (students, teachers and chaperones).

Nikkei Internment Memorial Centre Special Access

Filming on site	\$75 for first 3 hours, \$25 for each additional hour
Research Services	\$30 per hour
Commercial use fees for print publication	\$40
Commercial use fees for television, film or online	\$75
72 dpi resolution digital file of a scanned photograph or archival record (retrieved from online database collection).	FREE
300 dpi resolution digital file of a scanned photograph or archival record	\$25
Custom dpi resolution digital file	\$40
Shipping	Actual cost +10%
Rush order	Double

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**REQUEST FOR COUNCIL DECISION**

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**SUBMITTED BY:** Catherine Allaway, CAO

**DATE:** January 22, 2021

**SUBJECT:** Request for Letter of Support: Community Garden – Healthy Community Society

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**PURPOSE:** To seek Council's support for an application for funding through the CBT Food Access and Recovery grant program for a community garden in New Denver

**RECOMMENDATION:** That Council provide a letter in support of the Healthy Community Society of the North Slokan Valley's application to the Columbia Basin Trust Food Access and Recovery grant program for funding to create a community garden in New Denver.

*The group will submit an application, including demonstrated municipal support, by the January 29<sup>th</sup> deadline. Staff will continue to work towards securing the use of the parcels at the S-curve for garden use.*

**ALTERNATIVES & IMPLICATIONS:**

1. Provide support but impose conditions on the support.  
*Council may specify conditions that are required in order for the Village to support the proposal. The application can be submitted with or without the Village's support. It is likely that the acquisition of the parcels at the S-curve will require the Village's support.*
2. Decline to provide a letter of support at this time.  
*The group may proceed with its application, but without the support of Council. The likelihood of being able to acquire the parcels at the S-curve would be reduced.*

**ANALYSIS:**

**Background:** The Healthy Community Society of the North Slokan Valley (HCS) wishes to establish a community garden plot in New Denver. Mick Wilson appeared as a delegation at the November 24, 2020 Council Meeting and presented an overview of the project. At that time the following resolution was adopted by Council:

Moved by Councillor Moss and seconded that Council direct staff to consult with the Healthy Community Society of the North Slokan Valley on development of a pilot project proposal, including a maintenance plan, for a community garden to be located on Village property north of Carpenter Creek and west of Union Street.

CARRIED

Following further discussion, an alternate location for the project has been identified. The preferred site is located on the west side of the Hwy 6 s-curve just north of Union Street. These vacant lands are provincially owned and zoned for residential use.

**Discussion:** The HCS is an established group involved in a variety of local food-related initiatives and they have established that there is some community support for the proposed project. Community gardens have been successful in other area Villages, serving the needs of residents and building social connections

as well as greater food security. The current proposal lacks detail and HCS has indicated an interest in working with the Village to remedy deficiencies, as they are not familiar with municipal requirements.

Securing the use of the provincially-owned land is a complex process that will require the participation of Village staff. In addition to the in-kind contribution of staff time, there may be hard costs associated with meeting conditions imposed by the province. The parcel of land that is proposed as the site of the community garden is currently zoned R1 – Single and Two-Family Residential. Rezoning of the property would be required prior to its use as a community garden and a public hearing is normally required as part of the rezoning process. These issues are not addressed in the proposal.

Depending on the timelines for the project staff availability may be an issue, as existing capacity has already been committed to other projects in the short term. The funding program allows funds to be spent over a period of 24 months, so it is more probable that arrangements could be in place in time for the 2022 growing season, rather than the 2021 season as the HCS indicated.

**Attachments:**

- Proposed Garden Site
- Healthy Community Society New Denver Community Garden Project Proposal
- Draft Project Budget
- Site Plan
- Additional Information on the New Denver Community Garden

**Council Strategic Priority:** Nil

**Communication Strategy:** No public consultation has taken place.

**FINANCIAL IMPLICATIONS:** Establishing a formal partnership between the Village and the HCS to deliver this project will require the involvement of municipal staff, as will the acquisition of the provincially owned land and its subsequent rezoning for use as a community garden. The Village is also being asked to provide water connection to the site and well as rent-free use of the lands. None of these costs will be covered by grant funds, and estimates are unavailable at this time.



# Proposed Garden Site



REGIONAL DISTRICT OF CENTRAL KOOTENAY  
Box 590, 202 Lakeside Drive,  
Nelson, BC V1L 5R4  
Phone: 1-800-268-7325 [www.rdck.bc.ca](http://www.rdck.bc.ca)  
[maps@rdck.bc.ca](mailto:maps@rdck.bc.ca)

## Legend

- Electoral Areas
- RDCK Roads
- Cadastre
- Civic Address

## Map Scale:

1:2,257

Date: January 22, 2021



The mapping information shown are approximate representations and should only be used for reference purposes. The Regional District of Central Kootenay is not responsible for any errors or omissions on this map.



## Healthy Community Society New Denver Community Garden Project Proposal

The project will create a community garden in New Denver. We are negotiating with the Village of New Denver to set up a garden on village property. As we are starting from scratch, we will need to design the entire project with input from interested members of the community. We will be organizing the allocation of space and determining what kinds of space are required for various uses, e.g. individual, family, community. We will build all the infrastructure required including: fencing, both conventional and electric; turn over soil for communal plots, build raised beds, a washing station and a shed; set up a composting system; create soil; acquire tools, seeds, straw and other necessities; hire a part-time coordinator/manager; educate the community about community gardens; and organize community volunteers. We also want to introduce a permaculture approach to part of the garden for community use. As accessibility is a particularly important factor in this community, we will design part of the garden to be completely accessible to the mobility-impaired and the entire space will be designed with a senior population in mind. We will be collaborating with the already-existing school garden program (HCS), the local Food Hamper Program, as well as the local Food Hub, currently in the works. We will have ongoing mentoring as required, and eventually we will facilitate workshops on various food-related subjects.

Food security in this remote area is increasingly becoming a concern, what with climate change, COVID, increasing costs of transportation, and the uncertain political situation in the USA, where much of our food comes from. Food bank use has increased exponentially and our culinary tool library is becoming very popular for people wanting to process food for winter storage. More and more people are thinking and talking about and moving towards taking responsibility for their own food production and preservation, and many are wanting to learn how to do this. Others are keen to share what they know, and help this to happen. We have had numerous conversations with community members who think this work is important, and even in this time when social discourse is limited, we have received over 60 supporting signatures, as well as strong vocal support. Through this project, we seek to build infrastructure that will contribute to the development of our local food system.

The preferred site for the New Denver Community Garden is currently owned by the Ministry of Transportation: PID 017-781-604, Plan # NEP557. We are hoping that the Village will be successful in acquiring this parcel from the Crown and make it available for this project. A secondary site may be available on Village-owned property adjacent to the dyke on the north side of Carpenter Creek. While the community garden will be located in New Denver, it will also serve the community of Silverton and surrounding area.

The Healthy Community Society of the North Slokan Valley (HCS) is the sponsoring organization. HCS has a long history of food security related endeavours. Our mandate states: The Healthy Community Society of the North Slokan Valley cultivates the elements of a healthy community — food security, self-reliance, healthy people, a healthy environment, and a thriving local economy — through education, relationship building, and community service. We actively support initiatives that are inclusive of all and that foster a vibrant community. The Community Garden Committee is drawn from the board and the community, and is spearheaded by two board members, Mick Wilson, a well-established market gardener and food activist, and Moe Lyons, who instigated and organized Locavores' Feasts and food-

related workshops in conjunction with the Vallican Whole Community Centre over the last 20+ years. They are working with staff contractor, Paula Shandro, who currently runs a food program at the local school, and manages the Community Market as well as Morgen Bardati who sits on the New Denver Community Market Society (along with Mick) as well as the Community Food Hub Committee (along with Mick and Paula).

New Denver needs this garden because every community should have one! This community is finding its way into the 21<sup>st</sup> century, striving to survive and thrive and re-create itself. While it has an ageing demographic and a high percentage of persons with accessibility issues, it is also attracting a wide range of people of all ages and abilities, looking to live a healthy life. A garden that brings all segments of the community together to get to know and to help one another would be a gift of inestimable value to all of us. This garden could well become an essential element of this little community, an attractant for people looking for a place they can work together and become deeply involved in community, and a support for folks who otherwise would not have the resources they need to stay healthy and connected and to feed themselves well. Key to this project is the creation of dedicated growing space for our local Food Hamper Program so as to increase the amount of healthy, locally grown produce available through this program. We currently have 14 people signed up for individual beds, and nine who are interested in communal growing. We are engaged in active recruitment, and these numbers are increasing as people see that the project is really likely to happen. Several people will not commit to signing up until they see what it will actually look like, but have expressed an interest. As well, we have 18 people who are interested in volunteering to help (including mentoring), six people who have expressed an interest in giving, taking or organizing workshops, and 24 people who want to support the garden in some as yet unknown capacity. It is our understanding that there are over 30 families accessed the Food Hamper Program during this past year and the garden space allocated to this program will serve these families as well. Even just as a community-building exercise, this project shows great promise, and over time the amount of quality food that is grown there will be impressive.

The project will be evaluated as successful through the realization of the following:

- Community asset: increase of fertile, productive food growing area
- Creation of well-designed food growing infrastructure, including structures and practices which mitigate unwanted wildlife interactions and utilize safe pest control\*
- Several individuals are able to grow more of their own food and experience benefits to physical, mental and financial well-being as a result
- Community service groups (Food Hamper program, HCS, Food Centre Committee) are able to supply more healthy, locally grown food to their clients and for their programming
- Mentorship program assists new gardeners in building their skills and creates new connections within the community
- Community space is created that fosters inclusion, experimentation, interdependence
- Community garden and associated programs are well-received and well-accessed by the community
- Intrinsic part of a developing local food system in the North Slokan Valley

\*Large animals such as deer and bears will be controlled by fencing and electric fence; rats and other rodents will be controlled by trapping and consistent monitoring by the

garden manager and a well-managed compost and waste system (e.g.: use of Jurocan composter).

As part of our funding application to the CBT Food Access and Recovery Program, we have identified our project as incorporating the following operating principles:

- Incorporate Indigenous perspectives and culturally relevant approaches on growing, gathering, storing and preparing food
- Incorporate climate change mitigation practices
- Promote volunteerism and broad public involvement
- Promote innovation and collaboration;
- Adapt and create efficiencies for existing community food programs
- Foster community partnerships across organizations, which could include schools, social and community service agencies, local governments, community centres, etc.
- Extend the reach of current community food programs to include neighboring communities

We are seeking support from the Village of New Denver for this project. In addition to providing the land for the community garden, it has been suggested that the Village may provide in kind water installation for the site. We would also ask that the Village provide a letter of support to be included with our CBT funding application. Many thanks.

Draft budget for the project is attached.

## New Denver Community Garden Project Budget

<b>Expenses-Construction Materials</b>	<b>Amount</b>
Fencing (deer fencing- 2 rolls 6.5 ft x 330 ft @ \$447.99)	895.98
Fencing (10 ft 4 x 4 cedar posts, 130 @ \$44.79)	5822.70
Fencing (electric - 2 Joule Patriot P20, wires, clips etc.)	781.67
Garden boxes - cedar (20 in total- 12 x 18" high; 8 x 30" high)	2720.00
Gates and hardware	700.00
Irrigation system equipment	2000.00
Wash station	700.00
Tool Shed	1800.00
Signage	300.00
<b>Expenses-Construction Labour &amp; Machine Work</b>	
Machine-general and post holes (5 days @ \$90/hr)	3600.00
Labour- 1 carpenter @ \$35/hr, 1 labourer @ \$25/hr	
Tool Shed	2400.00
Deer fencing	3360.00
Electric fencing	1920.00
Gates and garden boxes- build + installation	2880.00
Irrigation and wash station- build + installation	2880.00
Land clearing and soil preparation	2000.00
<b>Expenses-Equipment &amp; Tools</b>	
Weedeater	450.00
Jurocan composter	1000.00
Tools (wheelbarrows, shovels,cultivators, rodent traps etc.)	750.00
Shade Tent	250.00
Picnic table & benches	275.00
<b>Expenses- Soil and Amendments</b>	
30 cu yards Black Diamond Soil	2835.00
30 cu yards composted chicken manure	2835.00
Soil supplements (lime, rock phosphate, Gaia Green etc.)	2000.00
Seeds	550.00
Straw	250.00
<b>Total</b>	<b>45955.35</b>

<b>Expense- Community Garden Manager</b>	<b>Amount</b>
\$25/hr, 8 hrs/week, 40 weeks*	8000.00
Honorariums- Volunteer Mentors	800.00
Total coordination	<b>8800.00</b>
Total construction	<b>45955.35</b>
<b>Total project- Year 1</b>	<b>54755.35</b>

**contributions:**

VWS-electric fencing 50% (\$390)

SCS- mentorship (\$200)

HCS- in-kind admin./project development

NDYN- youth casual employment wages

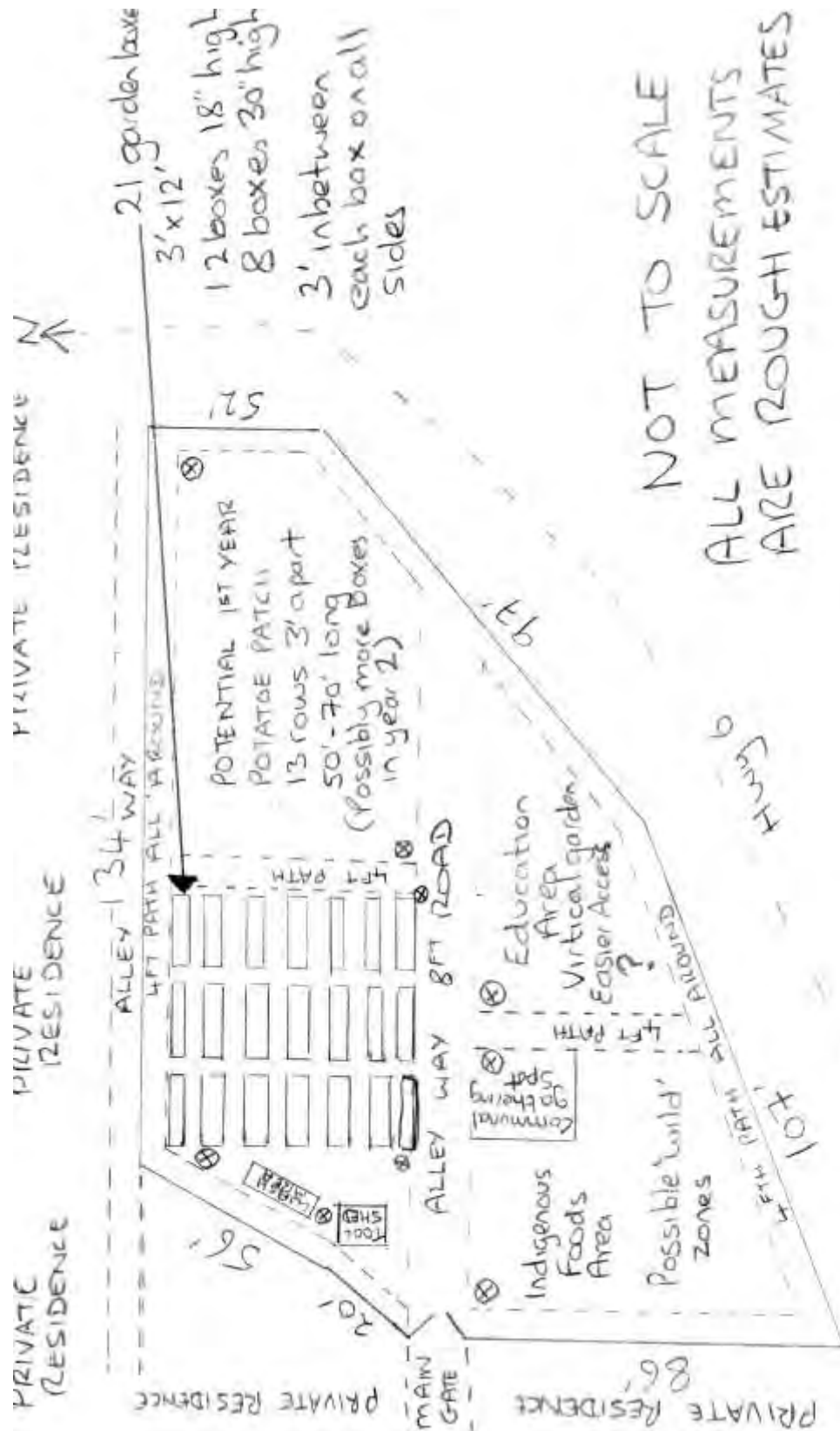
\*1 hr/wk-admin

2 hrs/wk-communications/outreach

5 hrs/wk-site maintenance

March thru Nov.





## POTENTIAL COMMUNITY GARDEN LAYOUT

1) Garden activities will follow a standard garden calendar year;

Education on usage of space

- clean up of garden areas, including fence work and any necessary

- supplementation and preparing of boxes and ground

SUMMER- continual maintenance of site and checks to make sure users are adhering

- harvesting and replanting.

We have allocated a paid manager for 40 weeks of the year. It is anticipated that their time will be spent roughly 1 hour per week on administration; 2 hours per week on communication, enforcing the regulations in place for all users and conflict resolution; 5 hours a week on site maintenance and management.

2) New Denver residents are in support.

- Of the 9 people signed up for helping with communal boxes 5 are New Denver residents.

- New Denver residents are also identified as mentors and workshop leaders.

We anticipate that workshops will include;

- How and what to grow,
- Local indigenous foods,
- How to prepare and to store foods that are grown,
- Mentorship programmes for new growers,
- Discussions on all forms of food and food security.

#### 4) Insurance Coverage

HCS carries WBC for all its staff members and this will include the Community Garden manager.

In accordance with Worksafe BC Covid 19 protocols will be put in place to ensure all garden users are kept as safe as possible.

In consultation with the village of New Denver we will look into the necessary insurance needed to operate a community garden on village property.

#### 5) Potential layout of proposed Community Garden site at the S bend North of New Denver.

Please see attached sketch.

#### 6) Garden users rules, regulations and waivers.

We are in the process of putting together a Community Garden Rules For Participants pamphlet which each user will have to sign and agree to abide by.

7) We hope council will consider supporting our proposal to CBT. We realise that the undertaking of a Community Garden on Village property will necessitate the Village and HCS working together. We are grateful to the Council and village for their time and effort in this matter and hope that if we can secure the funding and if the property becomes available that we can both partner in this venture. Once our funding is in place we would like to proceed with this project in greater detail so that we can satisfy Council of our continued commitment to creating a useful and esthetically pleasing garden.

8) If this project goes ahead, as we hope it will, we realise that the village will be contributing time and financial support to help make the Community Garden a reality. We therefore would like to assure the village that this project is well supported and that HCS is grateful for the village's contribution.

9) Due to time restrictions this proposal is a first draft and a work in progress. We welcome any suggestions that council may have.