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**AGENDA – REGULAR MEETING**

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**DATE:** April 27, 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 April 27, 2021, Regular Meeting.

**MINUTES:** - Resolution to adopt the Minutes of the March 23, 2021, Regular Meeting

**PETITIONS & DELEGATIONS:** - Nil

**PUBLIC QUESTIONS & COMMENTS:** -

**OLD BUSINESS:** - Nil

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

**STAFF REPORTS:**

- Nil

**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:**

- 2021 CBT Community Initiatives Program Funding Recommendations
- NAJC Community Development Funds
- Heritage Legacy Grant Application - NIMC
- NIMC 2021 Operational Plan
- Corporate Signing Authority
- Acting Corporate Officer appointment

**MOTION TO EXCLUDE:**

- Moved by Councillor

**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.

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The Corporation of the Village of New Denver

**MINUTES – REGULAR MEETING**

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**DATE:** March 23, 2021  
**TIME:** 7:00 p.m.  
**PLACE:** Council Chambers

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**PRESENT:**

- Mayor Leonard Casley
- Councillor John Fyke (via Webex)
- Councillor Vern Gustafson
- Councillor Colin Moss
- Councillor Gerald Wagner
- Catherine Allaway, CAO
- Jessica Rayner, Community Planner

Press: Valley Voice (via Webex)

Guests:

**CALL TO ORDER:**

**INTRODUCTION OF LATE ITEMS:**

- Nil

**ADOPTION OF AGENDA:**

**RESOLUTION #81**

- Moved by Councillor Moss and seconded that the agenda for the March 23, 2021 Regular Meeting be adopted as presented.

CARRIED

**MINUTES:**

**RESOLUTION #82**

- Moved by Councillor Moss and seconded that the Minutes of the March 9, 2021 Regular Meeting be adopted as read.

CARRIED

**PETITIONS & DELEGATIONS:**

- Nil

**PUBLIC QUESTIONS & COMMENTS:**

Lorna Visser

- Ms. Visser provided a written submission to Council regarding her DVP application.

**OLD BUSINESS:**

- Nil

**CORRESPONDENCE FOR INFORMATION:**

**RESOLUTION #83**

- Moved by Councillor Gustafson and seconded that the following correspondence be received for information:
- Minutes - February 11, 2021 Meeting (*Slocan Valley Chamber of Commerce - Emma Beaton, Manager*)
  - Internet Speed Study (*UBCM - Reiko Tagami, Policy Analyst*)
  - BC Farmers' Market Nutrition Coupon Program (*BC Association of Farmers' Markets - Heather O'Hara, Executive Director & Vickey Brown, President*)
  - Invitation to Caribou Recovery Program Update (*Provincial Caribou Recovery Program*)
  - Consultation on Amending the Species at Risk Act (*Environment and Climate Change Canada - Randal Lake, Regulatory Affairs Unit Head*)
  - Input to the Special Committee on Reforming the Police Act (*MLA Katrine Conroy - Cyra Yunkw, Constituency Assistant*)
  - Provincial Tree Planting Program and COVID-19 Protocols (*Ministry of Forests, Lands & Natural Resource Operations - Tara DeCourcy, Manager Selkirk Resource District*)
  - Request for Support for Delivering Community Power (*Canadian Union of Postal Workers - Jan Simpson, President*)
  - Endorsement of 9-8-8 Crisis Line Initiative (*Village of Belcarra - Mayor Jamie Ross*)
  - Help Cities Lead Campaign (*City of Victoria - Mayor Lisa Helps*)
  - Support for 9-8-8 Crisis Line (*Township of Spallumcheen - Mayor Christine Fraser*)
  - Support for Laid-off Hotel and Tourism Industry Workers (*City of New Westminster - Mayor Johnathan Cote*)
  - Opioid Crisis and Call for Overdose Action Plan (*City of Prince George - Mayor Lyn Hall*)
  - Fair Taxation from Railway Operations & Industrial Parks (*City of Pitt Meadows - Kate Barchard, Corporate Officer*)
  - Raise Disability and Income Assistance to a Livable Rate (*City of Langely - Kelly Kenney, Corporate Officer*)

CARRIED

STAFF REPORTS:

- Nil

COUNCIL REPORTS:

## Verbal Reports

- Councillor Fyke reported on his attendance at the SLUGS AGM
- Mayor Casley reported on his attendance at the recent NAJC meeting

## Regional District of Central Kootenay

- Councillor Moss reported on RDCK affairs

West Kootenay Boundary Regional  
Hospital District

- Councillor Moss advised that a meeting is scheduled for tomorrow.

## Recreation Commission #6

- Councillor Fyke reported on plans to reopen the gym

## Economic Development Commission

- Councillor Fyke reported on the work being done to promote local businesses through the SVEDP

## Rosebery Trails &amp; Parklands Commission

- Nil

## Treaty Advisory Committee

- Nil

## Fire Department Committee

- Nil

## Health Advisory Committee

- Nil

## Sustainability Committee

- Nil

NEW BUSINESS:**RESOLUTION #84**

## Boundary Extension Proceeding

- Moved by Councillor Gustafson and seconded that the Corporation of the Village of New Denver has obtained the assent of the electors to petition the Minister of Municipal Affairs and Housing to extend the boundaries of the Corporation of the Village of New Denver as it appeared in the local newspaper *The Valley Voice* under issues of January 28, 2021 and February 11, 2021;

AND FURTHER, that all relevant legislative requirements pertaining to a municipal boundary

extension in the *Local Government Act* and *Community Charter* have been completed;

AND FURTHER, that the parcels approved for inclusion within the Corporation of the Village of New Denver are as follows, and outlined on the attached map:

Address	PID
1341 Hwy 31A	013-348-019
1316 Vancouver St	008-572-691
1307 Denver Canyon Rd	012-601-845
1423 Hwy 31A	012-130-214
1315 Denver Siding Rd	013-521-357
1429 Hwy 31A	013-290-185
1318 Denver Siding Rd	011-430-729
1006 10A Ave	031-005-454
1008 10A Ave	031-005-462
1005 11 Ave	014-434-105
1011 10 Ave	012-227-421
1216 Atlantic St	010-937-544
1208 Atlantic St	010-937-561
1108 10 Ave	014-470-641
1112 10 Ave	014-479-346
1101 10 Ave	014-427-150
1109 10 Ave	014-407-507
1111 10 Ave	014-403-935
1113 Hwy 31A	014-611-619
1025 Vancouver St	017-132-711
1115 10 Ave	014-215-896
1201 Denver Siding Rd	012-165-921
510 11 Ave	012-094-919
610 11 Ave	011-257-661
610 11 Ave	011-257-695
1309 Columbia St	011-390-450
1308 Columbia St	014-218-933
6580 Hwy 6	015-086-887
6560 Hwy 6	008-081-182
1406 Hwy 31A	009-421-076
1216 Hwy 31A	007-840-705
1106 Hwy 31A	013-083-988
925 Hwy 31A	016-223-616
803 6 Ave	016-268-296
717 6 Ave	017-127-742
802 6 Ave	016-268-300
1102 Hwy 31A	011-784-580
1045 Vancouver St	018-968-988
-	016-264-819
1125 Hwy 31A	016-264-924
-	016-264-827
-	016-407-415
-	016-264-908

-	009-360-859
-	016-407-024
1205 Denver Siding Rd	016-413-911
1305 Denver Siding Rd	016-415-680
-	012-713-562
1310 Kildare St	014-916-410
	012-080-195
6575 Hwy 6	026-068-036
1426 Hwy 31A	017-505-801
1420 Hwy 31A	027-387-593
1428 Hwy 31A	023-343-958
1430 Hwy 31A	011-307-030
1506 Hwy 31A	006-214-126
1520 Hwy 31A	013-959-476
-	018-969-038
-	017-016-223
-	017-132-771
-	017-132-797
-	017-132-789
-	018-626-360

CARRIED

**RESOLUTION #85**

Development Variance Permit  
Application – 1015 Josephine St. (*Lorna Visser, New Denver*)

- Moved by Councillor Gustafson and seconded that Council not approve the issuance of a Development Variance Permit to increase the projection for steps, eaves, sunlight control projections, canopies, balconies, or porches from the permitted 0.6 m (2.0 ft.) into a side yard, to 1.13 m (3.69 ft.) into a side yard, for property described as Lot 3, Block 15, Plan 9501, District Lot 432, Kootenay Land District, to accommodate an existing roof over basement stairs.

CARRIED

**RESOLUTION #86**

Notice on Title – 814 Columbia Street

- Moved by Councillor Wagner and seconded that the CAO 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 Council of the Village of New Denver relating to land at 814 Columbia Street, legally described as Parcel A (See V17728), Block 63, Plan NEP557, District Lot 549, Kootenay Land District.

CARRIED

**RESOLUTION #87**

Driveway Paving Policy

- Moved by Councillor Gustafson and seconded that the Village of New Denver's Driveway Paving Policy be adopted as presented.

CARRIED



**RESOLUTION #88**

Municipal Campground Policy  
Amendments

- Moved by Councillor Moss and seconded that the updated Municipal Campground Policy be updated as presented.

CARRIED

MOTION TO EXCLUDE:

**RESOLUTION #89**

- Moved by Councillor Gustafson and seconded that the public interest requires that, as per section 90(1) (l) of the *Community Charter*, persons other than members of Council and the CAO be excluded from the meeting as it pertains to preparation of the annual report.

CARRIED

RECONVENE IN CAMERA:

**RESOLUTION #90**

- Moved by Councillor Fyke and seconded that Council recess and reconvene in camera at 8:30 p.m.

CARRIED

RECONVENE IN OPEN MEETING:

**RESOLUTION #95**

- Moved by Councillor Wagner and seconded that Council reconvene in open meeting at 10:00 p.m.

CARRIED

RESOLUTIONS BROUGHT FORWARD  
FROM IN CAMERA:

- Nil

ADJOURNMENT:

**RESOLUTION #96**

- Moved by Councillor Wagner and seconded that the meeting be adjourned at 10:00 p.m.

CARRIED

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MAYOR CASLEY

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CORPORATE OFFICER



## The Corporation of the Village of New Denver

### REPORT TO COUNCIL

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

**DATE:** April 22, 2021

**SUBJECT:** 2021 CBT Community Initiatives Program Funding Recommendations

**PURPOSE:** To provide Council with recommendations from the Village of New Denver 2021 Columbia Basin Trust Community Initiatives Program (CBT CIP) adjudication panel and request a Council recommendation regarding allocation of the Village of New Denver 2021 CBT CIP funding.

**RECOMMENDATION(S):** That the Council of the Village of New Denver recommend to the Regional District of Central Kootenay that the Village of New Denver 2021 Columbia Basin Trust Community Initiatives Program funding be awarded as follows:

Registered Applicant Organization	Project Title	Funding Amount
Kootenay Boundary Regional Hospital & Health Foundation	ICU / HART Project	\$ 500.00
Healthy Community Society of the North Slokan Valley	The North Slokan Food Program - Meals In Our Community	\$ 4,800.00
New Denver and Area Youth Centre Society	New Denver and Area Youth Network - Administrative Coordination and Support	\$ 3,900.00
Harvest Share	Harvest Share	\$ 2,750.00
Slokan Lake Golf Club	Slokan Lake Golf Course Upgrades 2021	\$ 7,500.00
Nakusp Ski Club Association	Summit Lake Ski Area T-bar Haul Rope Replacement, Associated Required Works and other infrastructure improvements	\$ 4,500.00
Goat Mountain Kids Society	Child Care Centre Trikes, Scooters & Helmets for Kids	\$ 3,000.00
Healthy Community Society of the North Slokan Valley	Share, Teach, Grow	\$ 4,700.00
Valhalla Hills Nordic Ski Club	Grooming Tracks- Phase 2	\$ 1,500.00
Silvery Slokan Historical Society	Silvery Slokan Museum Historic Signage	\$ 1,343.80
Slokan Lake Garden Society (SLGS)	Sustainable Resources for the Kohan Reflection Garden- Phase 3, Website Renewal.	\$ 1,500.00
North Slokan Trails Society	Planning & Clearing for Butter Me Up MTB trail	\$ 3,500.00
Kalein Hospice Centre Society	Nav-CARE	\$ 500.00
Slokan Lake Early Learning Society (SLELS)	Play Area Bench Replacement	\$ 350.00
Kootenay-Columbia School District 20	Outdoor Learning Classroom Kits for Schools in the RDCK	\$ 750.00
Kootenay Kids Society	Toy Library Therapy Expansion	\$ 356.00
The North Valley Mountain Film Festival Committee	The North Valley Mountain Film Festival	\$ 1,500.00
Kootenay Association for Science & Technology	Virtual STEAM (Science, Technology, Engineering, Art, Math) Youth Forum	\$ 250.00
West Kootenay Community EcoSociety	Promoting Old Growth Forest Trails	\$ 500.00

**BACKGROUND:** The Columbia Basin Trust's Community Initiatives Program provides annual funding for projects that support community priorities. This year, the Village of New Denver was allocated \$43,715.00 in available funds, and received funding requests from 25 applicants totalling \$53,098.03. On April 22, 2021, written applications and online community engagement submissions were considered by the adjudication panel, composed of Councillor John Fyke, Councillor Colin Moss and four local residents (Steve Deakoff, Debbie Dubinsky, Nadine Stefan, and Bob Thomas), at a virtual meeting. After careful deliberation, the panel arrived at the recommendation above, which totals \$43,699.80, just \$15.20 short of the full amount of available funds.

**SUBMITTED BY:** Theresa Tremaine, Community Services

**DATE:** April 20, 2021

**SUBJECT:** NAJC Community Development Funds

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**PURPOSE:** To seek Council approval for a grant application

**OPTIONS:**

1. **Authorize submission of the grant application**
2. Do not authorize submission of the grant applications

**RECOMMENDATION:** That the Village of New Denver submit an application to the NAJC Community Development Grant for anticipated revenue loss and cost expenditures from April 1, 2021- December 31, 2021 due to the recently announced COVID-19 provincial restrictions and the uncertainty of summer travel restrictions due to the ever-evolving pandemic.

**BACKGROUND:** The National Association of Japanese Canadians (NAJC) Community Development grant's intake is now open. As a supporting organization, the Village of New Denver is eligible for the amount \$1500. The application deadline is **April 30, 2021**.

The purpose of the Community Development Fund Program is to:

- To address capacity building of Member and Supporting Organizations with regard to leadership and board development, fundraising, strategic planning and volunteer recruitment;
- To support participants in promoting their project / initiative;
- To provide financial assistance in the form of grants to eligible Program participants;
- To supply participants with a reference guide and resources for future initiatives.

In the January 2021, the Village received funding from the NAJC Endowment Fund - their 2<sup>nd</sup> intake of the Community Development fund from 2020.

**ANALYSIS:** By applying for funding assistance, the Village of New Denver may be able to recover a portion of anticipated lost revenue at the NIMC as provincial COVID-19 restrictions are just beginning to limit visitors and travelling in general. The upcoming restrictions can have a significant impact in the NIMC revenue this year.

**STRATEGIC PRIORITY:** Nil

**COMMUNICATION STRATEGY:** Nil

**FINANCIAL IMPLICATIONS:**

The Village of New Denver is eligible for a maximum of \$1500 as a supporting member of the NAJC.

**REQUEST FOR COUNCIL DECISION**

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**SUBMITTED BY:** Theresa Tremaine, Community Services Coordinator

**DATE:** April 21, 2021

**SUBJECT:** Heritage Legacy Fund Grant Application – Nikkei Internment Memorial Centre

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**PURPOSE:** To seek Council's support for an application for funding to hire a heritage consultant for a conservation assessment

**RECOMMENDATION:**

That the Village of New Denver submit a grant application to the Heritage Legacy Fund – Heritage Planning stream to help fund the conservation assessment of the Nikkei Internment Memorial Centre.

**ALTERNATIVES & IMPLICATIONS :**

1. **Support the proposal. *Staff will submit the application***
2. **Do not support the proposal. *Staff will not submit an application.***

**ANALYSIS:**

A. **Background:** The Heritage Legacy Fund (HLF) was established in 2003 by an agreement of the provincial government of British Columbia. With the termination of the BC Heritage Trust at the time, HLF was designed to take over the community support function, specifically to provide grants for the heritage sector of British Columbia. The province endowed the project with an initial gift of \$5 million, which is held by the Vancouver Foundation. Today, Heritage BC is the administrator of the fund. There are four funding streams:

- Heritage Conservation Program
- Heritage Awareness Program
- Heritage Planning Program
- Indigenous Partnership Program

The HLF Heritage Planning Program provides financial contributions of no more than 50% of project costs, up to \$1,500, for projects involving the production of documents to assist with heritage conservation and awareness initiatives. Applications are due April 30, 2020, 5 pm.

B. **Discussion:** Staff is proposing the submission of an application that would seek funding to hire a heritage consultant to perform a conservation assessment and develop a maintenance plan at the Nikkei Internment Memorial Centre (NIMC). As part of the CERIP funding contract, a conservation assessment is required prior to commencing on restoration work of building envelopes at the NIMC. Both the conservation assessment and maintenance plan would be useful resources for future planning and maintenance of the site.

C. **Legislative Framework:** Nil

D. **Attachments:** Nil

E. Council Strategic Priority:

F. Communication Strategy: Nil

**FINANCIAL IMPLICATIONS:** Columbia Basin Trust has recently agreed to provide a \$5000 grant towards a conservation assessment and the HLF funding would help pay for a portion of the cost of the assessment.

## 2021 Heiwa Garden Maintenance Plan and Budget

### **2021 Maintenance Plan:**

*Summary:* Regular maintenance of the Heiwa garden will be performed this year. This includes spring clean up and pruning, summer pruning, weeding through out the season and fall cleanup.

*Spring Cleanup and Pruning:* Spring clean up consists of weeding, removal of any leaves not gathered in the fall and the pruning of any winter kill and dead wood that is noticed. Pruning of major trees and shrubs also begin at this time. These tasks are performed by the local gardener and a helper, under the direction of the garden consultant. The annual visit from garden consultants Hiro Okusa and Edzard Teubert also typically happens at this time.

*Summer Pruning:* Routine and touch up pruning and shaping of as many major tree and shrubs as possible including maples, boxwoods and junipers. The goal is to prune the trees and shrubs most in need, to maintain and develop the overall appearance of the garden and to keep it looking as tidy as possible.

*Weeding:* After the spring cleanup weeding needs to be done regularly throughout the rest of the season. This will be performed by the local gardener.

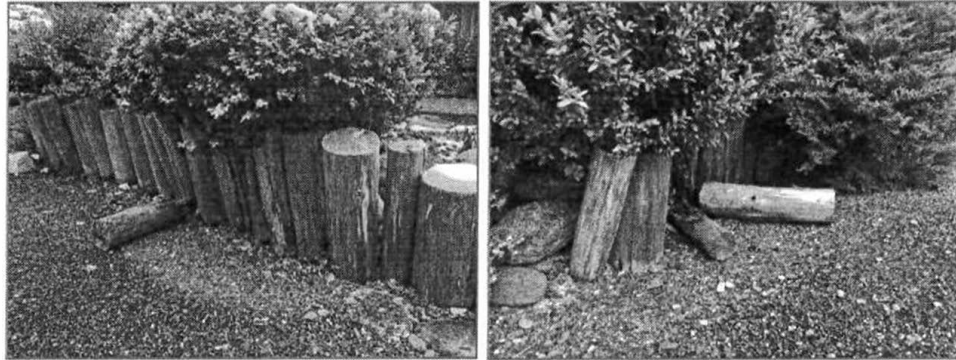
*Fall Cleanup:* Fall cleanup consists of weeding, gathering and the removal of leaves and some pruning to shape shrubs and trees for winter if required. If there are plants that need protection for the winter or mulching this would be done at this time. This is performed by the local gardener.

### **2021 Activities:**

- Garden consultants Hiro Okusa and Edzard Teubert are planning to come to the garden for their annual visit in the spring. Hiro is also arranging for junior Vancouver based Japanese gardener Kumpei Wakino to join us at this time as well. Priorities during this time will to be focus on the pruning of as many of the major trees and shrubs as possible including maples, junipers, spruce and boxwoods. Dates are not yet finalized for this visit and will depend on COVID-19 provincial guidelines.
- The Yellow Headed Spruce Sawfly for now is under control. The local gardener continues monitoring for infestation. If sawfly larvae are discovered in the garden a BTK spray will be applied to control the problem.
- Cherry Tree Area – The dying juniper will be removed this spring from under the cherry tree. This will be replaced with Pachysandra (Japanese Spurge). The Kohan garden has

The spruce trees throughout the garden need to be reduced to remain in scale with the rest of the garden

- Cedar Post Retaining Walls – the cedar post retaining walls through out the garden are reaching the end of their lifetime. This spring the local gardener will remove any failing posts and stabilize the walls where necessary. The replacement and restoration of all posts and retaining walls of the garden riverbed banks will take place as part of the Heiwa restoration project within the next two years.



Pictured above are two examples of the failing cedar post retaining walls

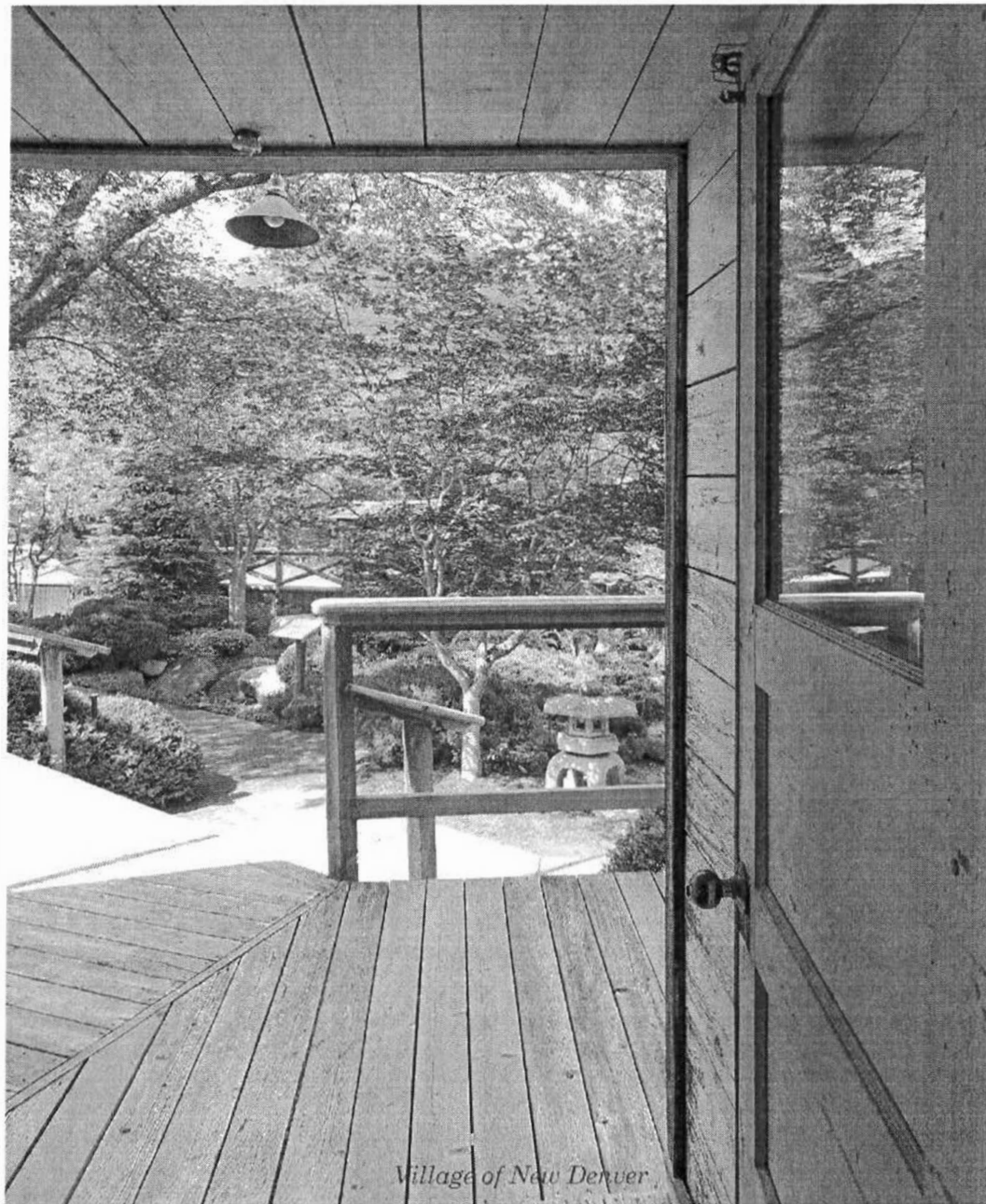
### **2021 Budget**

Consulting Fee	\$1,000
Travel	\$800
Accommodation	\$550
Meals	\$450
Consultants - Maintenance	\$3,200
Local Gardener	\$4,000
<b>Total Budget</b>	<b>\$10,000</b>



# 2021 Operational Plan

Nikkei Internment Memorial Centre





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## OPERATIONAL SUMMARY

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The Nikkei Internment Memorial Centre tells the story of over 20,000 Japanese Canadians who were stripped of their civil rights, labeled “enemy aliens” and uprooted from their coastal homes during World War II. Located on the site of a wartime internment camp, the original buildings, period artifacts, interpretive displays and Heiwa Teien garden chronicle this extraordinary episode in Canadian history.

The NIMC was a project originally conceived and created by the New Denver Kyowakai Society. In cooperation with the Village of New Denver as well as numerous sponsors, the New Denver Kyowakai Society was able to create the NIMC which opened its gates to the public in 1994. From the outset, the understanding was that the New Denver Kyowakai Society would not be able to continue doing this work indefinitely, and that the responsibility of operating the Nikkei Internment Memorial Centre would eventually fall to the Village of New Denver, the legal owner of the site.

Between 1994 and 2010 the operation of the NIMC was managed successfully by the New Denver Kyowakai Society. In 2007 the federal government designated the NIMC as a National Historic Site. In 2011, the Village of New Denver assumed responsibility for operating the NIMC, with the New Denver Kyowakai Society continuing to guide the interpretation of the cultural symbolism of items in the artifact and archival collections and garden elements.

### *Federal Grants – Employment Subsidies*

Village of New Denver staff have applied to the following federal grants:

- Canada Summer Jobs – 2 Collections Assistants and 2 Museum Assistants
- Young Canada Works - 2 Collections Assistants and 2 Museum Assistants

### *CERIP Grant*

Staff applied to the Community Economic Recovery Infrastructure Program (CERIP) in November 2020 and was successful in receiving \$385,354. The proposed project will commence in the spring and includes repairing damage to building envelopes, replacing the failed fire suppression system, rebuilding the boardwalk and damaged concrete hardscaping, restoring the Japanese garden, updating existing kitchen facilities, and constructing a new building for safe storage of the artifact and archival collections. This proposed work will help keep the NIMC open so that it can continue to attract visitors, host special events when it’s safe to do so, provide local jobs, and educate the public about the Japanese Canadian internment experience.

### *Conservation assessment & maintenance plan*

As part of the CERIP project agreement, the Village is required to hire a heritage consultant to perform a conservation assessment prior to repairing damage to building envelopes in the fall. A maintenance plan would also be something that the heritage consultant could develop. Both the conservation assessment and maintenance plan will be a useful resource for future planning. Staff will be seeking funding to cover the cost of the conservation assessment as it is not covered by the CERIP grant. The next step would be to plan for a strategic planning process towards the end of 2021 or early next 2022.

## SITE ● OVERVIEW

The NIMC is located at 306 Josephine Street, New Denver, BC, on the south side of Carpenter Creek, on a part of the former "Orchard" internment camp.

The site comprises of seven buildings of different sizes: three houses, two community centres and a latrine. The site also includes a Japanese garden and a vegetable garden. Access to the site is by paved path and wood walkway. There are benches scattered throughout the site. The property is surrounded by a high wood fence with three gates, one of them a Japanese-inspired arch.

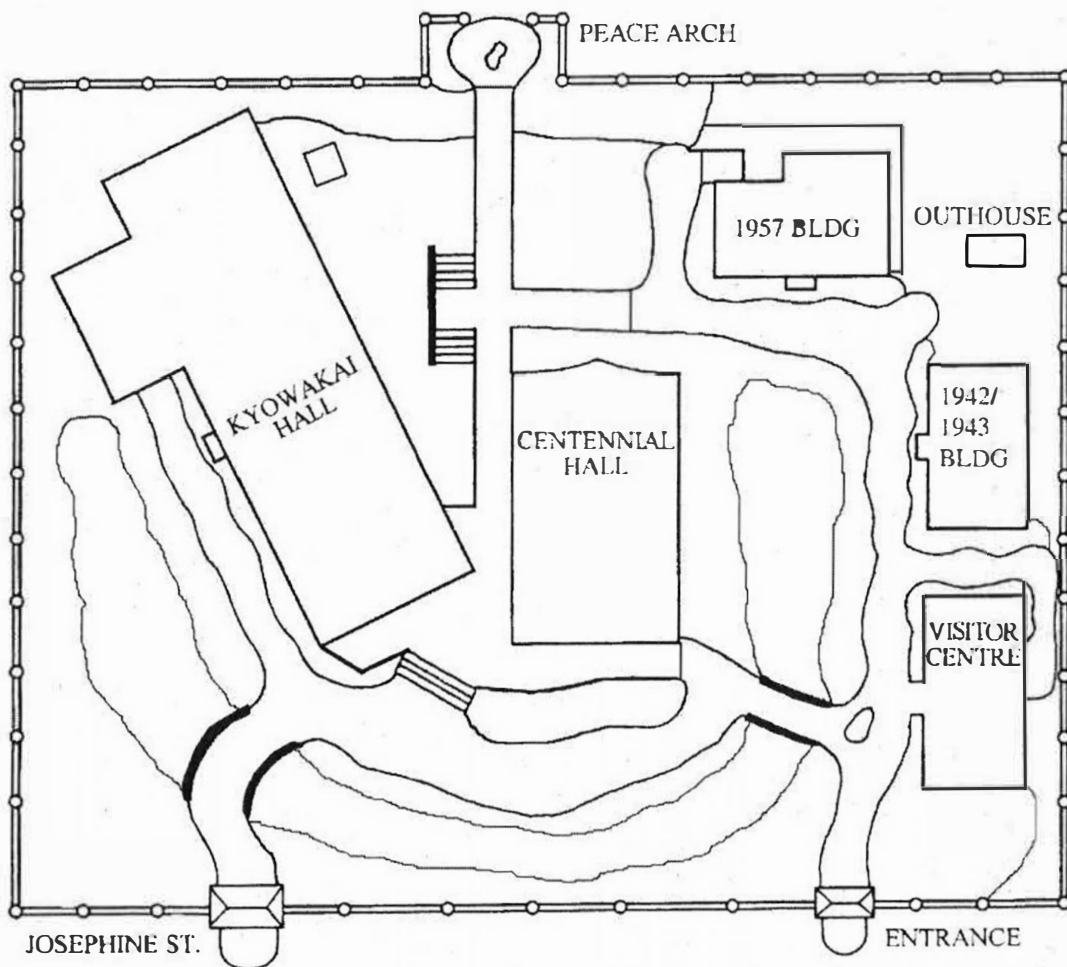


Figure 1: NIMC Original Layout

# VISITOR EXPERIENCE

## *General Admission*

The Nikkei Internment Memorial Centre is open to the public seven days a week from May 1 – September 30 annually. Operating hours are 10:00 a.m. – 5:00 p.m. *COVID-19 safety measures are in place to keep visitors and staff safe (see NIMC COVID-19 Safety Plan).* We continue to monitor provincial guidelines and will make changes as necessary.

Admission fees are as follows (GST included):

	SINGLE ENTRY	ANNUAL PASS
Adult	\$9.00	\$20.00
Student (under 18 OR having valid student ID)	\$7.00	\$15.00
Senior (age 60 or 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
- Former Kyowakai Society members and their direct descendants are admitted free of charge
- Former internees are admitted free of charge
- School groups are eligible for a 40% discount off the standard admission prices of the entire group (students, teachers and chaperones).

## *Signage*

Interpretative signage at the HWY 6 pull-out and on the NIMC grounds was replaced in 2016 – 2017 Highway and in-town directional signage has not been refreshed since the inception of the NIMC.

## *Tours*

All visits are self-guided. In a normal season, for school tours\*, there is a maximum of 20 students per group and at least one teacher or adult chaperone is required for each 10 students. Resource material for classes is available upon request for interested teachers. This material is an ad hoc collection of print and online resources to supplement modules being taught in school or to introduce a class to the historical context of the site prior to a visit.

**\*School groups and bus tours are cancelled this year based on current COVID-19 provincial guidelines.**

### *Gift Shop*

The gift shop is located in the Visitor Centre and sells items that educate visitors about the internment period and that also celebrate Japanese Canadian culture. The gift shop complements the site experience and allows visitors to acquire mementos and books that connect them to the site.

Gift shop merchandise is selected or designed by Village of New Denver staff. Items are ordered prior to site opening and throughout the operational season, as required. The NIMC does not accept offers of consignment for the gift shop but may consider selling artisan items that relate to the history and cultural significance of the site.

### **2021:**

An NIMC 2021 wall calendar has also been designed and printed to be sold this year as a fundraiser. We'll also be selling note cards which will feature some of the NIMC collections. We'll also be introducing new items to the gift shop this summer.

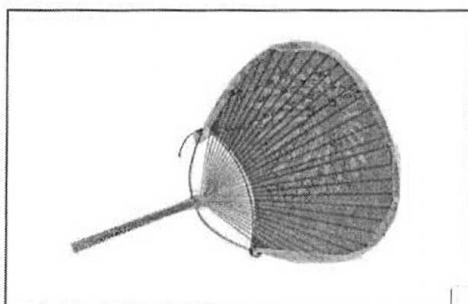


Figure 2: Note card sample - Front

The book titled *Kyowakai: Memory and Healing in New Denver* will be available for sale at the Nikkei Internment Memorial Centre Gift Shop in 2021. Proceeds from book sales will help fund NIMC operations and future projects.

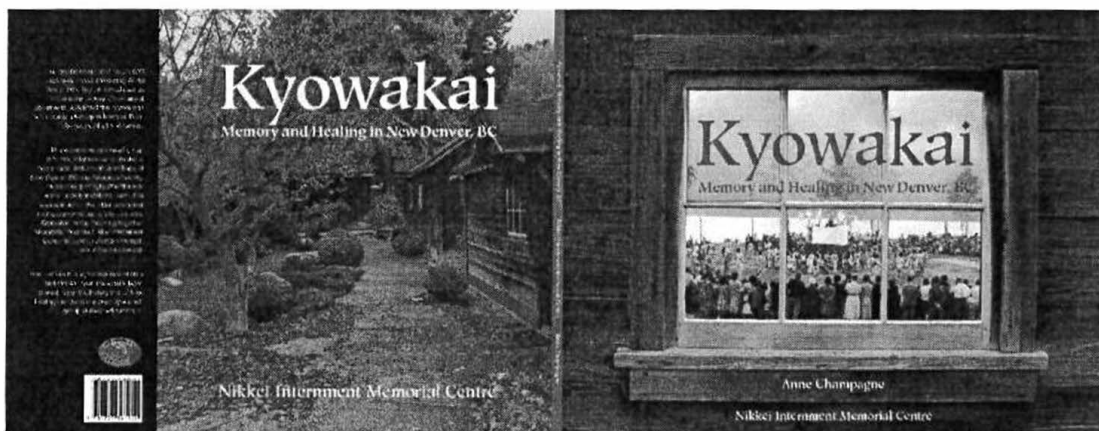


Figure 3: Front and Back Cover

### *Fundraising & Donor Recognition*

Staff will also look at the using some existing fundraising platforms such as CanadaHelps.org to see if we can raise more funds for the Centre and also raise NIMC's profile in the fundraising network. We'll also look at improving the donor recognition process this year so we can formally recognize and thank regular donors.

### *Special Events*

This year, the NIMC is registered for the CBT Columbia Basin Culture Tour. The Columbia Basin Culture Tour (CBCT) is a celebration of local culture taking place August 7 & 8, 2021, from 10 am to 5 pm. The CBCT is a self-guided tour showcasing local arts, culture and heritage offered at no charge to the general public. By participating, the NIMC's profile will be further raised within the west Kootenay region and beyond.

The NIMC is dedicated to developing opportunities to work with and integrate the local and regional community as well as building bridges to the wider Japanese Canadian community. New and ongoing initiatives such as workshops, garden clean-ups, lectures, performances and tours may be organized throughout the year to meet these objectives. Outside parties may also use the facilities for special events with prior approval from the Village as long as they do not conflict with hours of operation and other projects. With the current COVID-19 provincial restrictions, the annual events such as the Obon Ceremony and garden clean-up have been cancelled.

### 2021 PROPOSED CALENDAR OF EVENTS

(Schedule is subject to change)

May 1:	NIMC Open – <i>based on COVID-19 provincial guidelines</i>
TBD	Garden Consultant Visit (tentative)
July:	Obon Ceremony (Cancelled based on current <i>COVID-19 provincial guidelines</i> )
August 7-8	Columbia Basin Culture Tour
September 30:	NIMC last day of season
October:	Site clean-up and winterizing

## FACILITIES

### Office and Gift Shop

The office building houses the reception counter, gift shop, public washrooms and site administrative office. Flags are stored in this building after daily closing during the operating season. This building is heated.

**2021:** Visitor Centre/Staff Office Renovation - General improvement to staff space and work environment. New flooring and removing old file cabinets to allow for more space in the office. Provide extra storage for supplies.



### 1942-43 Shack

This building exhibits housing and wares typical of the early internment period. This building is not heated but is protected by a fire suppression system. Windows are covered with a UV protecting film. In 2020, there were recurring issues with lights not turning on due to damaged wiring.

2021: Replace damaged wiring and window awning. *See note re: conservation assessment requirement on page 4.*

<b>Spring</b>	Spring cleaning (including displayed artifacts) and building walk through with Public Works to identify any major issues that developed over the winter.
<b>Summer</b>	Routine sweeping and light-bulb checks to be performed by summer staff. Replacement of lightbulbs to be performed by Public Works. Building should be routinely checked for pests.
<b>Fall</b>	Fall cleaning of artifacts and building walk through with Public Works to identify any major issues.

### 1957 Shack

This building exhibits housing and wares typical of the later internment period. The exhibit portion of this building is not heated. This building contains a room that is used for artifact storage. This building is protected by a fire suppression system. Windows were treated with a UV protecting film in 2017.

2021: Repair/replace the following: fascia, exposed/frayed wires between VC and shack, siding - some woodpecker holes. *See note re: conservation assessment requirement on page 4.*

<b>Spring</b>	Spring cleaning (including displayed artifacts) and building walk through with Public Works to identify any major issues.
<b>Summer</b>	Routine sweeping and light-bulb checks to be performed by summer staff. Replacement of lightbulbs to be performed by Public Works. Building should be routinely checked for pests
<b>Fall</b>	Fall cleaning of artifacts and building walk through with Public Works to identify any major issues.

### Centennial Hall

Centennial Hall is not open to the public. This building houses the archives of the NIMC as well as a kitchen, washrooms, and meeting area. This building has telephone service, is heated and is protected by a fire suppression system. The roof of this building was replaced in 2010. Events and workshops that align with the mandate of the NIMC and are approved by the Village may be held in this building. The building may be used as a workspace for summer students engaged in digitizing the NIMC collections or other relevant work.

**2021:** Upgrades to Centennial Hall (see CERIP grant on page 4). The renovation of the kitchen and replacing old appliances with new ones would be beneficial to having the hall available for use to the community and visiting tours once COVID-19 restrictions are lifted.

**Maintenance requirements:**

*Annual:* Regular pumping of the septic system serving the Centennial Hall. System to be pumped again in the fall of this year. Routine maintenance of building is the responsibility of the Village of New Denver now that the Kyowakai Society has ceased its activities.

<b>Spring</b>	Building walk through with Public Works to identify any major issues that may have occurred during the winter months.
<b>Summer</b>	Throughout operating season, a janitor will clean building once a week while students will be responsible for daily upkeep. Monitor pests.
<b>Fall</b>	Building to be winterized by Village of New Denver Public Works.

**Kyowakai Hall**

Kyowakai Hall houses the majority of the exhibits of the NIMC as well as the New Denver Buddhist Church shrine. This building is not heated but is protected by a fire suppression system. The building also contains storage space (adjacent to the ofuro, under the stage, behind the hall, and above in the projectionist booth) and a small heated room housing the fire suppression and sprinkler system controls. The condition of some of the displays (e.g. some of the large-format pictures) is deteriorating due to the constant exposure to temperature and moisture fluctuations throughout the year. There are 2 large industrial fans placed near the ceiling beams to help circulate air during the summer months but further ventilation is recommended.

**2021:**

A new ventilation system is recommended as current fans are not enough to cool the space in the heat of the summer. New ventilation system installation is priced at \$5500. If ventilation system is not put in, another solution is required such as adding fans. In addition, the exterior siding is deteriorating at different parts of the building. Cost estimate of replacing siding around \$1840. (see CERIP grant – page 4)

Exhibits: Repair or replace exhibit photographs that are part of the displays, where feasible. Continue to relabel exhibits where needed.

**Maintenance requirements:**

*Annual:* Building should be routinely checked for pests. Light bulbs to be replaced as required.

<b>Spring</b>	A thorough spring cleaning (including displayed artifacts) and routine sweeping.
<b>Summer</b>	Fans should be used to keep temperature down.

<b>Fall</b>	Signs to be brought in, cash donation to be emptied, hall swept and cleaned. Artifacts and building structure to be assessed for deterioration.
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Figure 4: Kyowakai Hall

## OUTDOOR EXHIBITS

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### Fire Station

This consists of the stand pipe, fire bucket stand and fire crew log display & wheelbarrow displays.

**2021 Activities:** No activities scheduled

## ANNUAL Maintenance requirements

<b>Spring</b>	Include general cleaning of display area and clearing buckets of debris
<b>Summer</b>	Check area for weeds, fallen debris.
<b>Fall</b>	Buckets will be stored indoors in the winter.

## Outhouse

A replica of a multi-hole outhouse donated to the NIMC from a local movie set.

## Maintenance requirements

<b>Spring</b>	Include general cleaning of display area and clearing buckets of debris
<b>Summer</b>	Check area for weeds, fallen debris.
<b>Fall</b>	Ensure doors to structure are closed and latched. Assess structure for deterioration.

Broken door hinges repaired by Public Works in June and July 2020. No activities scheduled for 2021.

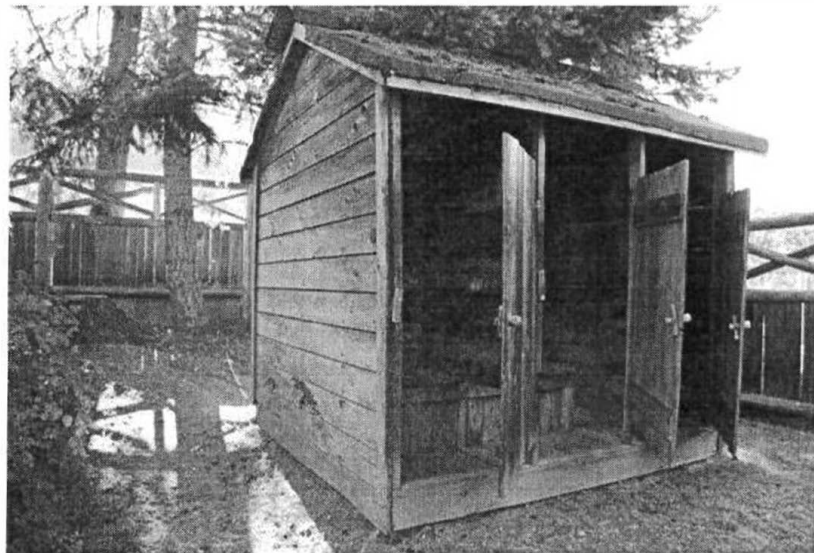


Figure 5: East facing portion of the Outhouse display

## Vegetable Garden

The vegetable garden shows plants typically grown in the internment camps. These gardens were essential in helping the internees feed their families. Some of the traditional foods grown would have been garlic, onions, carrots, spinach, cabbage, peas, tomatoes, beans, pumpkins, daikon radishes, fuki (Japanese butterbur), lettuce, and strawberries.

## Maintenance requirements

<b>Spring</b>	Irrigation system checked and turned on. Plant the vegetable garden in May of each year (using seed and starts). Add soil amendments (manure and peat moss) as needed.
<b>Summer</b>	Check area for weeds, fallen debris. Weed and water garden throughout the summer.
<b>Fall</b>	The irrigation system is to be winterized and beds to be covered in mulch

### 2021 Activities:

- Add top soil and amendments to vegetable garden beds prior to opening and planting.
- Consider extending irrigation system to cover the vegetable garden when improving the existing system as part of the CERIP funded project.

## Fire Suppression System

### Maintenance requirements:

Annual maintenance by a certified technician is recommended. Weekly inspections of the system are performed and documented by the Public Works department.

**2021 Activities:** The fire suppression system was assessed by a contractor in 2020 to determine maintenance requirements. It was recommended by the contractor to replace the current system. Fire suppression cost estimate is at \$92,000. CERIP grant funding will enable us to replace the Fire Suppression system this year.

## Heiwa Teien Garden

The Heiwa Teien Garden was designed by Roy Tomomichi Sumi and is an integral part of the NIMC. Mr. Sumi, a former Rosebery internee, was the founder of the Vancouver Japanese Gardener's Association, caretaker of the Nitobe Memorial Garden at UBC and designer of the Momiji Commemorative Garden at Hastings Park in Vancouver. The Heiwa Teien was Mr. Sumi's final project and is significant for this reason. A dry riverbed runs through the three sections of the garden (representing the past, present and future) which includes plants from Mr. Sumi's personal collection.

In May 2013, Hiro Okusa of Japonica Landscaping was appointed as the lead garden consultant for the Heiwa Teien.

Routine garden maintenance tasks such as weeding and removing debris will be performed by local gardener, Myles Berney or NIMC staff. A professional Japanese Gardener should visit annually to assess the condition of the garden, perform required pruning, deliver a training session for staff to guide garden maintenance.



Figure 6: Plant Inventory Image - Present Garden

### Plant Inventory

A comprehensive plant inventory was created in 2018 by local gardener Myles Berney. The list and the accompanying photographic guides to the garden are an important step towards fulfilling the objective of having a strategic garden plan. Decisions regarding plant replacement, on-going maintenance and sprinkling requirements will refer to this document. Restoration work will change some of the plant inventory and will require a new inventory and plan once the work is completed (see page 15 re: restoration work).

### Maintenance requirements:

**Annual:** Weeding (ongoing) and removing leaves, pruning trees and shrubs under the direction of a professional Japanese gardener. (See [2021 Heiwa Garden Maintenance Plan](#) document)

<b>Spring</b>	Spring clean-up consists of weeding, gathering and removal of any materials not gathered in the fall; followed by the removal of any winter kill and dead wood that has been pruned
<b>Summer</b>	Pruning and shaping of as many major tree and shrubs as possible including maples, boxwoods and junipers.
<b>Fall</b>	Fall cleanup consists of weeding, gathering and the removal of leaves and some pruning if required to shape shrubs and trees for spring growth. If there are plants that need protection for the winter by mulching, this would be done at this time.

#### 2021: CERIP funded garden restoration work:

- Restore the Heiwa Teien (Peace Garden) resetting shifted stones, refreshing the gravel riverbed and replacing plants that have not survived. Significant specimens will be protected during construction.
- Damaged concrete paths will also be replaced.
- See **Heiwa Teien Restoration Plan 2020** for details.

#### Garden and grounds sprinkler system

The underground irrigation system is managed by Public Works department and is turned on in the spring and shut off and winterized in the fall. The sprinkler system is designed for use in periods of extremely dry weather or to help new plants to become established but it is not ideal for the type of garden we have.

#### 2021:

- In 2020, the sprinkler system was assessed and repaired by Public Works (Jason Chernoff) to keep the system functioning. It was recommended that valves and irrigation timer need to be replaced and sprinkler heads need further maintenance. As part of the CERIP irrigation systems will be upgraded for better efficiency.

#### Site & Grounds

Included are the fence, walkways, gates, benches and parking area. A tall cedar fence surrounds the NIMC. A parking lot is located outside of the western boundary of the fence. The site is accessed through three gates, only one of which is normally open as the main entrance. Concrete walking paths and wooden decks connect the different buildings on the site. Cedar benches are placed throughout the grounds to promote the contemplative aspect of the garden.

#### Maintenance requirements

*Annual:* Village of New Denver Public Works is responsible for shoveling snow off of the roofs in heavy snow fall years, as well as mowing and trimming grass in the summer. Summer staff is responsible for sweeping paths, removing debris and reporting safety hazards to the Village of New Denver. Place benches under roof overhangs to prevent further weather damage.

#### 2021:

- Last year, the Facilities Supervisor assessed the boardwalk structure and identified the decking and skirting showing rot and severe weathering. See *Boardwalk and General Maintenance Report*. As part of the CERIP funding, hardscaping upgrades are planned for 2021 as early as spring. This includes replacing damaged concrete paths & bridge and footings, decking and railings of wooden walkways will be replaced.
- Weekly mowing to be completed by Public Works.

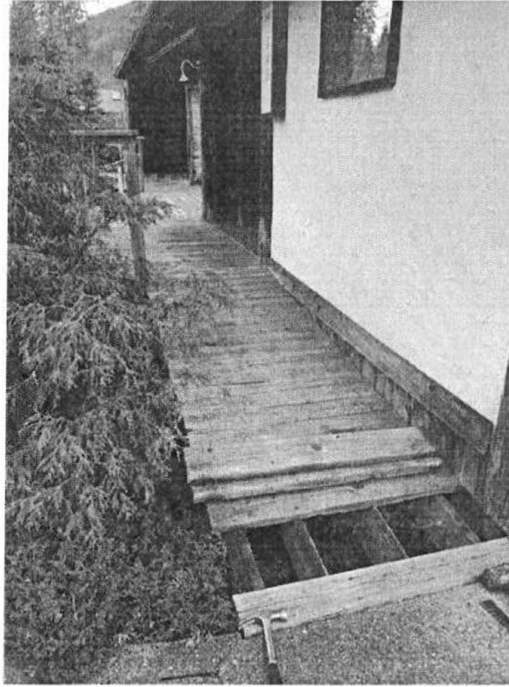


Figure 7: Boardwalk structure

## COLLECTIONS MANAGEMENT

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### Collections Access

The Village of New Denver receives a small number of requests to access the NIMC site and collections annually. The majority of the requests are research based or related to another heritage organization. These visits are normally less than 2 hours and are scheduled to correspond with staff availability. We will refer to the Special Access Policy for these requests.

#### 2021:

- NIMC applied for federal funding through Canada Summer Jobs and Young Canada Works for 2 Collection Assistants. We will continue to partner with the Nikkei National Museum for Collections handling and training students in regards to digitization.

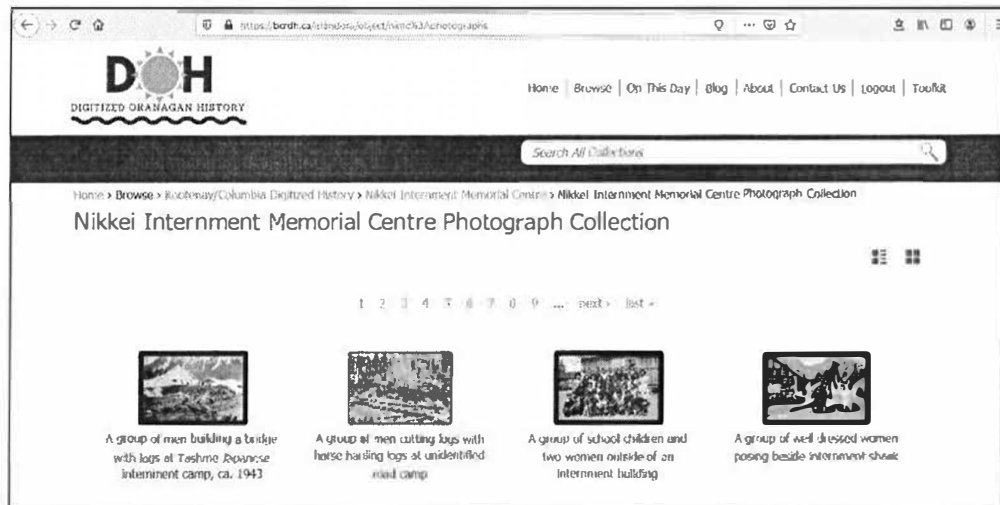
### Archives

The digitization project resumes in 2020 with the participation of 2 summer students depending on financial support through the federal Young Canada Works (YCW) and Canada Summer Jobs (CSJ) grant programs. Due to the difficulty of securing students with sufficient knowledge and experience handling archival material, a flexible plan is made to accommodate their individual skills.

In 2019, the NIMC participated in a UBC Okanagan led Columbia-Kootenay regional heritage digitization project. The project is specifically designed to assist small museums such as the Nikkei Internment Memorial Centre in the sharing of their collections by maintaining the shared online portal called [Digitized Okanagan History](#), and providing all technical engagement for the portal on behalf of



the organizations. The first phase of the project focused on collection material that has previously been digitized but has not been uploaded to a shared online database. The NIMC collection has been uploaded to the online portal and is now available to the general public. There is possibility to partner with them again in the future for more digitization projects.



2021:

- Database training for Collections Assistants
- Data entry as time allows
- Continue to partner with Nikkei National Museum and UBC Okanagan where possible



Figure 8: Hayashi 1994.001.047

## Artifacts

The NIMC's collection includes over 2000 items pertaining to the World War II internment of Japanese Canadians, with a focus on camps in the Slocan Valley.

The exact extent and condition of the artifacts is unknown. A database including 1984 items was created from the existing records in 2005/2006. The location of items needs to be confirmed and the condition of individual items needs to be assessed. A digitization project commenced in 2012 with the majority of the items in the 1942/43 building and the Kyowakai Hall photographed and catalogued online. Between 2013 – 2017, the digitization project continued with over 1000 images and documents being scanned. The project is slated to resume in 2020 if we receive financial support from the federal YCW and CSJ programs.

### 2021 Activities:

- Find and update mapping of K-hall exhibit and take inventory of artifacts
- Locate artifacts without accession numbers throughout the site and add descriptions to main catalogue inventory list
- Identify and document artifacts throughout the site
- Improve interpretation labels for items in Kyowakai Hall as time permits

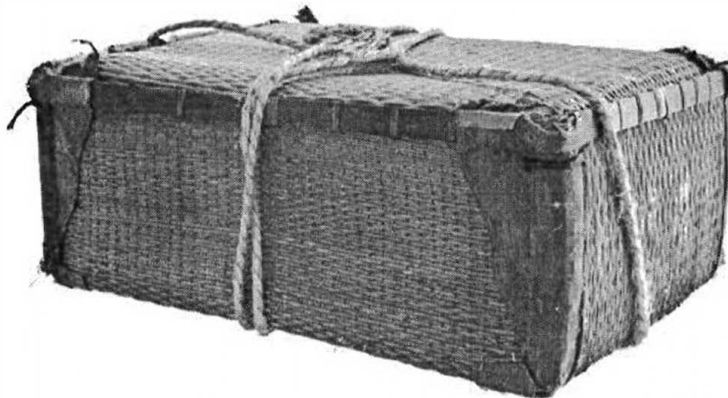


Figure 9: Basket 1993-11-189

**REQUEST FOR COUNCIL DECISION**

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**SUBMITTED BY:** Darrell Garceau

**DATE:** April 22, 2021

**SUBJECT:** Corporate Signature Process Restructuring

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**PURPOSE:** To seek approval from Village Council on restructuring the Corporate Signature Process

**BACKGROUND:**

It is standard practice to review and assess the Corporate Signature Process of a municipality on a period based in addition to changes within the organizational structure.

The rationale behind the proposed language change to Section 2 of the Business Member Application, is to avail a simplified signing authority structure, while still maintain strict control measures on managing our accounts. The new structure would simply require any 2 authorized signatories to have signing privileges, this would avoid the unexpected situations of not having a member of staff as a authorized signatory not being available and creating delays in standard operating procedures related to municipal purchasing and financial processes.

**RECOMMENDATION:** It is the recommendation of Administration that Catherine Allaway be removed from the list of authorized signatories and authorized users for the Village of New Denver accounts at the Kootenay Savings Credit Union, and further to add Darrell Garceau to the list of authorized signatories and authorized users for the Village of New Denver accounts at the Kootenay Savings Credit Union.

In addition, it is the recommendation of Administration that Section 2 of the Business Member Application, resolution directing account operations, be amended as follows. **“ any 2 authorized signatories have authority to undertake signing authority on behalf of the Village of New Denver”**

**ANALYSIS:**

- A. Background:
- B. Discussion:
- C. Legislative Framework:
- D. Attachments:
- E. Council Strategic Priority:
- F. Communication Strategy: NA

**FINANCIAL IMPLICATIONS:** NA

**REQUEST FOR COUNCIL DECISION**

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**SUBMITTED BY:** Darrell Garceau

**DATE:** April 22, 2021

**SUBJECT:** Appointment of Acting Corporate Officer

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**PURPOSE:** To Appoint an Acting Corporate Officer

Pursuant to Division 5, Section 148 of the Community Charter. A Municipality maintain the position of Corporate Officer for undertaking the assigned duties of Corporate Administration for the Village of New Denver.

**RECOMMENDATION:**

It is the recommendation that Council for the Village of New Denver appoint Darrell Garceau as Acting Corporate Officer for the Village of New Denver.

**ANALYSIS:**

- A. Background:
- B. Discussion:
- C. Legislative Framework: Community Charter Division 5, Section 148
- D. Attachments:
- E. Council Strategic Priority:
- F. Communication Strategy:

**FINANCIAL IMPLICATIONS:** NA