

**Regular Council Meeting  
Monday, January 13, 2025  
7:00 pm**

*We acknowledge that our gathering takes place on the unceded and traditional territory of the indigenous peoples of that region as well as the Metis people whose footprints have marked these lands.*

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**AGENDA**

**1. Call to Order**

**2. Land Acknowledgement**

**3. Adoption of Agenda:** January 13, 2025 Regular Council Meeting Agenda.

RECOMMENDATION:

*THAT the Regular Council Meeting agenda be adopted.*

**4. Adoption of the Minutes**

- a. December 9, 2024 Regular Meeting Minutes

Page 4-7

RECOMMENDATION:

*THAT the Regular Council Meeting Minutes of December 9, 2024 be adopted.*

**5. Correspondence for Information**

- a. LGMA Newsletter  
b. ICBA – Letter to Municipal Councils  
c. Snow Survey & Water Supply Bulletin

Page 8-10

Page 11-12

Page 13

RECOMMENDATION:

*THAT Council accept items a. to c. as correspondence for information.*

**6. Committee Reports**

**7. Councillor's Reports**

**8. Mayor's Report**

**9. Administrator's Report**

RECOMMENDATION:

*THAT Council accept the reports as information.*

**10. Accounts Payable Report** Next report March.

**11. New and Unfinished Business**

- a. Memo to Council – Lift Stations & Sewer Plant Generator Page 14-19

**RECOMMENDATION:**

*THAT Council approve the City of Greenwood to proceed with Kettle Valley Electric Ltd. to perform the work needed for two lift stations for the quoted amount of \$14,850.53.*

- b. LUO – Greenwood Community Association – Soapbox Derby 2025 Page 20-23

**RECOMMENDATION:**

*THAT Council approve the Greenwood Community Association a Licence to Use and Occupy for May 3<sup>rd</sup>, 2025 to close a portion of Government Street, use of the concession, washrooms and park located at the Barbra Diane Colin Memorial Park for the 2025 Soapbox Derby Races.*

- c. Memo to Council – Greenwood Pool Remediation Page 24-31

**RECOMMENDATION:**

*THAT Council approve the proposal from Delta-T Consultants LTD. for the assessment and engineering preparation for the Greenwood Municipal Pool Remediation.*

- d. Grant in Aid Application – Route 3 Racing Club Page 32-42

**RECOMMENDATION:**

*THAT Council approve the Route 3 Racing Club’s 2024 Grant in Aid request for \$5000.00.*

*OR*

*THAT Council choose not to support Route 3 Racing Club’s 2024 Grant in Aid request for \$5000.00.*

- e. UBCM 2025 CRI FireSmart Community Funding and Supports Page 43

**RECOMMENDATION:**

*THAT Council support the RDKB’s application to undertake further FireSmart work as outlined in its 2025 CRI FireSmart Community Funding & Supports grant application.*

- f. Epilepsy Awareness – BC Epilepsy Society Page 44-46

**RECOMMENDATION:**

*THAT Council show support and light up City Hall purple on March 26<sup>th</sup>, 2025 for Epilepsy Awareness.*

*AND THAT Council support the Mayor to proclaim Wednesday, March 26<sup>th</sup>, 2025 as Purple Day to support Epilepsy Awareness month.*

- g. AKBLG – Call for Resolutions Page 47

**12. Notice of Motions**

### **13. Question Period**

#### **Excerpt from Council Procedures Bylaw 1018, Section 19**

**Immediately prior to the adjournment of every regular meeting of Council, questions, but not statements, relating to matters dealt with at that meeting may be directed to Council by members of the public then present. All such questions shall be directed to the Mayor, and will where possible and appropriate be answered by the Mayor or a member designated by the Mayor.**

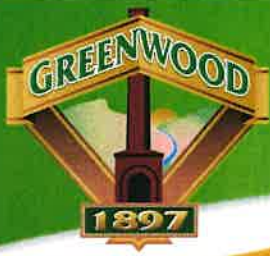
**The Mayor may refer any question or enquiry to the Chief Administrative Officer to look into at a future time.**

**A maximum period of 15 minutes shall be provided for considering questions from members of the public, however that maximum may be extended to 30 minutes with the unanimous consent of all Council members present.**

### **15. Adjournment**

#### **RECOMMENDATION:**

*THAT the Regular Council Meeting be adjourned at XX:XX pm.*



## CITY OF GREENWOOD

### Minutes of the Regular Meeting of Council held December 9, 2024

#### PRESENT

Mayor J. Bolt  
Councillors: C. Huisman, C. Rhodes, J. McLean, G. Shaw.  
Contracted Chief Financial Officer: James Sexton  
Corporate Officer: Brooke McCourt

#### NOT PRESENT

Chief Administrative Officer: Dean Trumbley

#### CALL TO ORDER

Mayor Bolt called the meeting to order at 7:01 pm.

Acknowledgment that our gathering Takes place on the unceded and traditional territory of the indigenous peoples of that region as well as the Metis people whose footprints have marked these lands.

#### ADOPTION OF AGENDA

##### **Moved/Seconded**

THAT the December 9, 2024 regular council agenda be adopted as amended to add in item d. under new and unfinished business “Letter of Support for the RDKB grant application for a part-time EDO” and item e. “LUO for the Metis Association”.

(261-24)

**Carried**

#### ADOPTION OF MINUTES

##### **Moved/Seconded**

THAT the minutes of November 25, 2024 Regular Council Meeting be adopted.

(262-24)

**Carried**

#### CORRESPONDENCE FOR INFORMATION

##### **Moved/Seconded**

THAT Council accept correspondence a. as information.

(263-24)

**Carried**

#### COMMITTEE REPORTS

#### COUNCILLOR’S REPORTS

Clint Huisman: Verbal report presented.

CJ Rhodes: Verbal report presented.

Jessica McLean: Verbal report presented.

Gerry Shaw: Verbal report presented.

**MAYOR'S REPORT:** Verbal report presented.

**ADMINISTRATION REPORT:** No Report.

**Moved/Seconded**

THAT Council accepts the reports as information.

(264-24)

**Carried**

**THIRD QUARTER  
FINANCIAL REPORT**

**Moved/Seconded.**

THAT Council accept the third quarter financial report.

**NEW AND UNFINISHED  
BUSINESS**

a. Board of Variance  
Appointments

**Moved/ Seconded**

THAT Council appoint the following individuals to the City of Greenwood Board of Variance for a term of three (3) years, commencing December 9<sup>th</sup>, 2024 and expiring December 9<sup>th</sup>, 2027.

- Neil Brill
- Rickie Yamaguchi
- Traci Russell

(265-24)

**Carried**

b. Grant in Aid – Pheonix  
Mountain Foundation  
Alpine Ski Society

**Moved/ Seconded**

THAT Council approve the Pheonix Mountain Foundation Alpine Ski Society's 2024 Grant in Aid request for \$600.00.

(266-24)

**Carried**

c. Grant in Aid –  
Route 3 Racing Club

**Deferred to the next Council**

Council directed administration to have Route 3 fill out the proper Grant in Aid application form and submit financial documents for the next regular council meeting.

d. Late item – Letter of  
Support – RDKB Grant  
application for part-time  
EDO

**Moved/Seconded**

THAT Council approve the City of Greenwood to send off the attached letter of support for the RDKB grant application for a part-time EDO.

(267-24)

**Carried**

e. Late Item – LUO  
Boundary Metis  
Association

**Moved/Seconded**

THAT Council approve the Boundary Metis Association's Licence to Use and Occupy the Barbra Diane Colin Memorial Park and washrooms on December 21<sup>st</sup>, 2024 for the Winter Solstice event.

(268-24)

**Carried**

## BYLAWS

- a. Water Utility Regulation and Rates Bylaw No. 1025, 2024
- Councillor Shaw recused himself at 8:15 pm for a possible conflict.  
Council asked Councillor Shaw to come back in to make a statement on the reasoning he is recusing himself.

Councillor Shaw recused himself at 8:28 pm for pecuniary interest in the matter, discussed had over getting personal legal advice, once advice is received Councillor Shaw does not have an issue to vote.

### **Moved/Seconded**

THAT Council give Fourth and Final reading of the City of Greenwood's Water Utility Regulation and Rates Bylaw No. 1025, 2024.

(269-24)

**Carried**

Councillor Shaw returned to the regular meeting at 8:30 pm.

- b. Sewer Utility Regulation and Rates Bylaw No. 1026, 2024

### **Moved/Seconded**

THAT Council give Fourth and Final reading of the City of Greenwood's Sewer Utility Regulation and Rates Bylaw No. 1026, 2024.

(270-24)

**Carried**

## NOTICE OF MOTIONS

**None.**

## QUESTION PERIOD

Resident highlighted the City's accomplishments over the past year and showed their appreciation for all the work being done for the City of Greenwood.

## IN-CAMERA

### **Moved/Seconded**

THAT Council move into in-camera at 8:31 pm pursuant to section 90(1) of the Community Charter, this subject matter being considered relates to one or more of the following:

90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;  
90(1)(g) litigation or potential litigation affecting the municipality;

## ADJOURNMENT

### **Mayor Bolt Moved**

THAT Council adjourn the Regular Council Meeting at 9:00 p.m.

(260-24)

**Carried**

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Mayor

Certified Correct

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Corporate Officer

**Brooke McCourt**

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**From:** Local Government Management Association of BC <office@lgma.ca>  
**Sent:** January 6, 2025 11:04 AM  
**To:** frontdesk.greenwoodcity@shaw.ca  
**Subject:** LGMA Job Circular, News, and Program Updates - Week of January 6, 2025

If you have trouble viewing this email, [click here](#)

**Professional Development Partners:**

 LIDSTONE & COMPANY  STEWART McDANNOLD STUART  
Barristers & Solicitors  YOUNG ANDERSON  
Barristers & Solicitors

**Travel Grant Partner:**

LIDSTONE & COMPANY

## LGMA Newsletter: Week of January 6, 2025

### Happy New Year from the LGMA!

We hope you had a joyful and restful holiday season. We would like to kick off our new year by acknowledging our generous [partner organizations](#). The LGMA is proud to work alongside these organizations in helping to promote excellence in BC local government.

#### Professional Development Partners:



#### Travel Grant Partner:

LIDSTONE & COMPANY

Thank you to Lidstone & Company Law Corporation, Stewart McDannold Stuart Barristers & Solicitors, and Young Anderson Barristers & Solicitors for being 2025 Professional Development Partners. These organizations have worked closely with LGMA throughout the years, and we are grateful for their continued support which assists us in providing high-quality training and networking opportunities for local government professionals.

We would also like to acknowledge Lidstone & Company Law Corporation as a 2025 Travel Grant



Partner. Their support will help reduce financial barriers and improve access for participants travelling to LGMA programs.

[CivicInfo BC & LGMA](#)

BC Local Government Job Board

**Job Postings**

## **CURRENT OPPORTUNITIES**

### **LGMA Training:**

#### ***Peer Connection Lunch Opportunities***

Corporate Officers – February 5

HR Practitioners – May 5

#### ***Invigorate Your Leadership!***

CAO Forum

February 18-20, Victoria, BC

#### ***Your Employment as a CAO***

CAO Pre-Forum Workshop

February 18

### **LGMA Resources:**

#### ***Resource, tools, and other helpful information***

- [Truth and Reconciliation Resources for BC Local Governments](#)

- [Mental Health Resources for Local and First Nations Government](#)

- [IDEA Resource Materials](#)

#### ***LGMA Manuals Now Available!***

- [2024 Records and Information](#)

[Management Manual, Sixth Edition](#)

- [2024 Guide for Approving Officers, Seventh Edition](#)

[See all Training & Workshops](#)

### **Additional News and Training:**

#### ***Lieutenant Governor Silver Medal Award***

[Institute of Public Administration of Canada](#)

Nominations due January 31

#### ***Call for Nominations: 2024 Terry Pile Effect Award***

[Municipal Insurance Association of BC](#)

Nominations Open Until January 31

#### ***2025 CAMA Awards of Excellence***

[Canadian Association Municipal Administrators](#)

Deadline February 10

#### ***Urban and Regional Planning***

***Professional Development Series***

[University of Victoria](#)

Launches February 22

#### ***Two local government cabinet positions est. in provincial government***

[Government of BC](#)

### **LGMA Membership Renewal:**

#### ***2025 Membership is now live!***

[Talk to your Primary Contact about renewing](#)

[See all News & Opportunities](#)

## **2025 Membership Renewal Now Open!**



LGMA 2025 membership renewal is now underway! Instructions on how to renew your organization’s membership will be sent to primary contacts this week. As an additional incentive to renew early, we’re giving away \$150 towards program fees to five members of three lucky organizations!

At the end of each month through March 31, we will randomly draw an organization that has renewed membership to determine the winners. Want to improve your chances of winning? Post a photo of your organization’s 2025 LGMA members to LinkedIn and tag us. You’ll receive an additional entry and double your chances of winning!

Talk to your primary contact today to ensure your organization renews your membership for the year. Unsure who your primary contact is? Log into your [LGMA MyAccount](#) to find out! Find more information about the draw [on our website](#).

**Connect with the LGMA**   



**LGMA**

**LOCAL GOVERNMENT  
MANAGEMENT ASSOCIATION  
OF BRITISH COLUMBIA**

This email was sent to [frontdesk.greenwoodcity@shaw.ca](mailto:frontdesk.greenwoodcity@shaw.ca) when you signed up on [www.lgma.ca](http://www.lgma.ca) Please add us to your contacts to ensure the newsletters land in your inbox.

**Local Government Management Association of BC**  
710A - 880 Douglas Street , Victoria, British Columbia V8W 2B7

Forward to a friend  
unsubscribe

710A - 880 Douglas Street, Victoria, British Columbia V8W 2B7, Canada



January 7, 2025

**RE: Protecting Taxpayers from Overspending on Local Government Construction**

Dear Mayor and Council:

The Independent Contractors and Businesses Association (ICBA) is Canada's largest construction association and a leading industry organization in British Columbia, with more than 4,500 member and client companies. ICBA's B.C. corporate members account for approximately 85% of the province's construction sector – representing more than 190,000 jobs. Construction itself is one of the biggest B.C. industries, directly generating almost 8% of GDP. ICBA also owns and manages a rapidly growing employee health and dental benefits business which currently supports more than 300,000 Canadians.

Apart from advocating for the interests of construction companies and contractors, ICBA is a principled voice for free enterprise and the benefits of a competitive, market-based economy. Unlike many other business associations, ICBA receives no funding from governments at any level. We believe that competition and choice for consumers and taxpayers is by far the best way to deliver value-for-money and create the conditions for a thriving economy.

ICBA is writing to you and other B.C. local government bodies to share our views on the topic of public sector procurement. At a time when large numbers of British Columbians are facing affordability challenges, many small and mid-sized businesses are struggling to survive, and the B.C. government is running record budget deficits, we believe it is **important for municipal leaders to commit to open, fair and transparent procurement practices** across all domains of local and regional government activity. This includes the regular purchase of goods and services to operate local government as well as procurement that is tied to capital spending and the development and maintenance of infrastructure assets.

When municipalities pay for goods, services and capital projects, they do so on behalf of all taxpayers in the community. **Municipal policymakers have an obligation to adopt prudent fiscal policies and to ensure the best possible value-for-money when expending taxpayer dollars. Competitive procurement policies are a vital part of delivering on this fundamental obligation.**

Across Canada, local government expenses amounted to \$220 billion in 2022, with the main components of expenditures consisting of purchases of goods and services, employee compensation, subsidies and grants, interest payments on debt, and the depreciation of fixed capital (Statistics Canada, Table 10-10-0015-01). In the same year, total local government revenues were \$225 billion, of which the largest shares were grants/payments from other levels of government and revenues derived from taxes on property.

In the past few years, the B.C. government has undertaken a significant fraction of its capital projects under the "Community Benefits Agreement" (CBA) framework adopted in 2018. Under this policy, a provincial Crown Corporation (British Columbia Infrastructure Benefits Inc. – BCIB) contracts for the employees required to build certain public sector infrastructure and other capital projects. It does so through an agreement with a group of 19 trade unions that are part of the broader Building Trades Union (BTU) alliance. All employees working on CBA projects must be (or become) members of an affiliated BTU.

This very unusual arrangement dilutes the important relationship that exists between an employer and its employees across the rest of the B.C. private sector.

**The province's CBA policy has the effect of restricting bidding on projects covered by the scheme.** This is especially problematic given that about 85% of the people working in the B.C. construction industry are not BTU members nor employed by contractors which are covered by BTU collective agreements. **Fewer bidders means less pressure to ensure competitive costs and excellence in project delivery.** Many ICBA members will not bid on public sector projects covered CBAs because of the extra bureaucracy and administrative complexity involved and also because they do not wish to give up control and management oversight of their own workforce – as is the normal practice in Canadian business.

As demonstrated by academic research, **restricted bidding translates into higher costs for taxpayers** and the users of infrastructure services established via CBA-type arrangements.<sup>1</sup> Cost over-runs and unexpected delays are a common theme with CBA projects.<sup>2</sup> The net result is hundreds of millions of dollars of additional costs imposed on the B.C. taxpayers and delays in project delivery.

It is sometimes argued that restrictive tendering policies like CBAs are necessary to support local hires, apprenticeships, and pensions. In a labour shortage like B.C. construction is facing, our companies do everything they can to hire and keep local workers. ICBA is the single largest sponsor of trades apprentices in British Columbia, and open shop contractors train 82% of all apprentices in the province. When it comes to financial security, ICBA contractors and their employees utilize RRSPs, bonus programs, and profit-sharing initiatives, providing flexible and effective solutions tailored to their workforce, rather than being restricted to union-controlled pension plans.

For local governments, the lesson from B.C.'s failed experiment with CBAs is clear. **Municipal and regional government projects should be developed and managed using open, competitive procurement.** Restrictive tendering should be avoided in all areas of local government activity – capital projects, but also the day-to-day procurement of goods and services. Municipalities should not discriminate against B.C. businesses and their employees based on factors such as particular union affiliations.

If you have any questions or wish to engage ICBA in a conversation on this, or any, construction issue, please feel free to contact me directly at [chris@icba.ca](mailto:chris@icba.ca).

Sincerely,

INDEPENDENT CONTRACTORS AND BUSINESSES ASSOCIATION



**Chris Gardner**

President and CEO, ICBA

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<sup>1</sup> Brian Dijkema and Morley Gunderson, "Restrictive Tendering: Protection for Whom?" January 2017, CARDUS.

<sup>2</sup> Renze Nauta, "Benefits for Whom? Assessing British Columbia's Community Benefits Agreements," CARDUS September 2024.

## Snow Survey and Water Supply Bulletin – January 1<sup>st</sup>, 2025

The January 1<sup>st</sup> snow survey is now complete. Data from 40 manual snow courses and 113 automated snow weather stations around the province (collected by the Ministry of Environment and Parks' Snow Survey Program, BC Hydro and partners), and climate data from Environment and Climate Change Canada (ECCC) and the provincial Climate Related Monitoring Program have been used to form the basis of the following report.

### Executive Summary

- As of January 1<sup>st</sup>, the provincial snowpack is slightly below normal, averaging 87% of normal (13% below normal) across B.C.
- The snowpack is significantly higher than last year when the provincial average was 56% for January 1<sup>st</sup>, 2024.
- Regions with normal to above normal snowpack levels have an increased risk for spring snowmelt related flooding, especially if La Niña conditions emerge and persist.
- Areas with below normal snowpack show early concerns for drought conditions amplifying in the spring and summer.
- By early January, nearly half of the annual B.C. snowpack typically accumulates.
- There are still three or more months left in the snow accumulation season and the snowpack can still change significantly based on upcoming weather patterns.

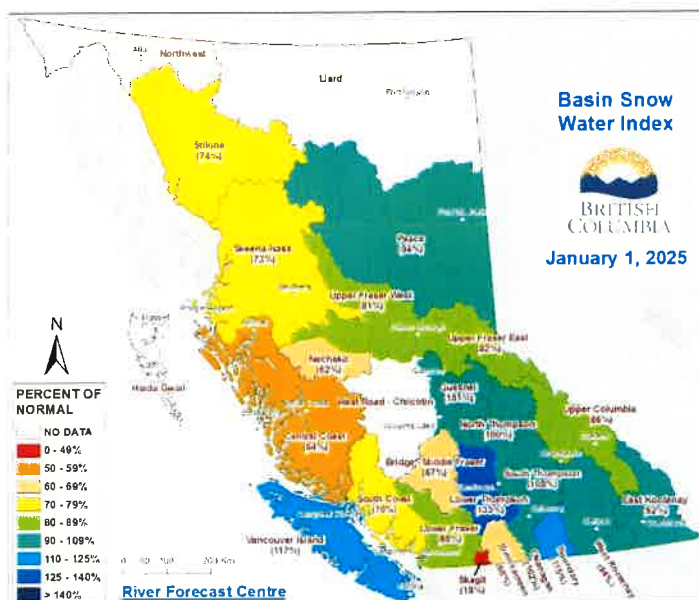


Figure 1. January 1<sup>st</sup>, 2025 Basin Snow Water Index Map of British Columbia. Larger and colour-friendly versions available in full report.

Table 1. January 1<sup>st</sup>, 2025 Snow Basin Indices in B.C.

Basin	% of Normal	Basin	% of Normal	Basin	% of Normal
Upper Fraser West	81	North Thompson	100	South Coast	70
Upper Fraser East	82	South Thompson	100	Vancouver Island	117
Nechako	62	Fraser River	86	Central Coast	54
Middle Fraser	88	Upper Columbia	86	Skagit	18
Lower Thompson*	133	West Kootenay	94	Peace	94
Bridge*	67	East Kootenay	92	Skeena-Nass	73
Chilcotin*	N/A#	Boundary	115	Liard	N/A#
Quesnel*	101	Okanagan	102	Stikine	74
Lower Fraser	85	Similkameen	68	Northwest	N/A#
<b>British Columbia 87% of Normal</b>					

\* Sub-basin of Middle Fraser # Insufficient data to calculate a Snow Basin Index

Next scheduled snow bulletin release: February 10-11<sup>th</sup>, 2025

## MEMORANDUM TO COUNCIL – STAFF REPORT



**REPORT TO:** Mayor and Council **DATE PRESENTED:** January 13, 2024  
**REPORT FROM:** CO, McCourt **MEETING TYPE:** Regular  
**SUBJECT:** Public Works Lift Stations

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### **Recommendation:**

That Council approve the following resolution:

***THAT Council approve the City of Greenwood to proceed with Kettle Valley Electric Ltd. to perform the work needed for two lift Stations and Sewer Plant Generator for the quoted amount of \$14,850.53.***

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### **1. Rationale:**

Erich Schneider, Public Works Foreman has been working with local Contractor John Condon, from Kettle Valley Electric Ltd. on installation of proper equipment and generators for two of the lift Stations and the City's Sewer Plant in the case of emergencies.

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### **2. Acronyms:**

CoG	City of Greenwood
BC	Province of British Columbia
RDKB	Regional District Kootenay Boundary

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### **3. Background:**

Erich Schneider, Public Works Foreman has received quotes for the work needed to have generators run at two lift stations and the City's Sewer Plant to keep all operations running in the case of emergencies.

This work will allow normal functions of the City's Lift Stations and Sewer Plant if the City went through any power outages, etc. The work will allow the City's infrastructure to operate at full capacity during any emergencies that arise in the future.

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4. **Implications:**

a. **Budget:**

LS#3 Generator project: 22-2-640000-000 (approx. \$20,000.00 left in the original budget)

b. **Organizational Impact:**

N/A

c. **Policy:**

N/A

d. **Bylaws:**

N/A

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5. **Alternatives:**

N/A

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6. **Communication Strategy:**

Working with Public Works Foreman, Erich Schneider and Local Contractor John Condon on getting quotes and work plans met.

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7. **Staff Review:**

**Prepared By:**

CO, McCourt

**Reviewed By:**

CAO, Trumbley

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**CAO Recommendation:**

That the recommendation of the staff be approved.

*Dean Trumbley, CAO*

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**List of Attachments:**

1. Quotes for associated work submitted by Kettle Valley Electric Ld.



# CITY OF GREENWOOD

PO Box 129  
Greenwood, BC V0H 1J0

Phone: (250) 445-6644 Fax: (250) 445-6441 Email: frontdesk@greenwoodcity.ca Website: www.greenwoodcity.com

## DIRECT AWARD/ SOLE SOURCE REQUEST FORM

On occasion the competitive process may be waived, and a direct award may be approved by the Chief Administrative Officer.

Check appropriate box identifying purchase circumstance

- Analysis of specifications and physical requirements determines that the product or services is manufactured or available through only 1 firm and distributed through a single dealer, supplier, or service provider.
- Only **one** qualified supplier/service provider (*sole source*) possesses unique and singular capability to meet the solicitation requirements, such as technical specifications, proprietorship, or ability to deliver at a particular time frame.
- Several qualified suppliers/service providers possess the availability and capability to meet the solicitation requirements; however, only **one** supplier/service provider (*single source*) is selected for an award of an agreement through negotiation for the reasons provided herein and is less than \$75,000.00 in total.

<b>Requested by:</b>	Brooke McCourt, CO
<b>Estimated total purchase value:</b>	<b>\$14,850.53</b>
Vendor/consultant name:	Kettle Valley Electric Ltd.
Description of goods/service:	Electrical Contracting
Requisition #	N/A
Approved budget and GL #	LS#3 Generator Project: 22-2-640000-000

### Reason / Justification for Direct Award Request:

Kettle Valley Electric is the City's Contractor, the company has distinct knowledge of the City's systems and site-specific projects. The Contractor does also hold the Electrical Permit for the City of Greenwood.

CAO Approval:

Signature: 

Date: January 09, 2025



Kettle Valley Electric Ltd.  
 3505 Kettle Valley Rd. East  
 Rock Creek BC V0H 1Y0  
 250-449-1665  
 johncon@telus.net  
 GST/HST Registration No.: 894801158



# Estimate

**ADDRESS**

City of Greenwood (C)

**ESTIMATE #** 1250

**DATE** 08/13/2024

**PROJECT**

generator connection plugs

ACTIVITY	QTY	TAX	RATE	AMOUNT
Install 3 phase 60amp 12 ft cord and single phase 50amp receptacle on the generator to plug in back up equipment				
60a 120/208 3 phase pin and sleeve receptacle and mounting box 5 pin 4 wire	1	GST	825.00	825.00
cable for connection	1	GST	255.00	255.00
50a 120/240v rv recpt	1	GST	31.00	31.00
2 gang wp bubble cover	1	GST	44.50	44.50
deep pvc 2 gang box	1	GST	38.10	38.10
hrs journeyman	4	GST	95.00	380.00

SUBTOTAL	1,573.60
GST @ 5%	78.69
<b>TOTAL</b>	<b>\$1,652.29</b>

**TAX SUMMARY**

RATE	TAX	NET
GST @ 5%	78.69	1,573.60

Accepted By

Accepted Date

**Kettle Valley Electric Ltd.**  
 3505 Kettle Valley Rd. East  
 Rock Creek BC V0H 1Y0  
 250-449-1665  
 johncon@telus.net  
 GST/HST Registration No.: 894801158



## Estimate

### ADDRESS

City of Greenwood (C)

ESTIMATE # 1251

DATE 08/13/2024

### PROJECT

sewer plant transfer switch

ACTIVITY	QTY	TAX	RATE	AMOUNT
Install a 200amp 3 phase transfer switch on the sewer treatment plant to connect to the generator				
200a 120/208 3 phase transfer switch with neutral kit	1	GST	7,368.49	7,368.49
60a 4p 5w pin and sleeve recpt and back box	1	GST	860.00	860.00
m 6/4 teck	6	GST	51.23	307.38
3/4" teck connectors	2	GST	51.00	102.00
8"x7" pvc deep box	1	GST	65.00	65.00
#6 wire splicing insulated lug	5	GST	33.00	165.00
m 250mcm/4 cond acwu	5	GST	49.90	249.50
connectors straps fittings	1	GST	175.00	175.00
hrs journeyman	8	GST	95.00	760.00

SUBTOTAL 10,052.37  
 GST @ 5% 502.62  
**TOTAL \$10,554.99**

### TAX SUMMARY

RATE	TAX	NET
GST @ 5%	502.62	10,052.37

Accepted By

Accepted Date

Kettle Valley Electric Ltd.  
 3505 Kettle Valley Rd. East  
 Rock Creek BC V0H 1Y0  
 250-449-1665  
 johncon@telus.net  
 GST/HST Registration No.: 894801158



## Estimate

**ADDRESS**

City of Greenwood (C)

**ESTIMATE #** 1253

**DATE** 08/19/2024

**PROJECT**

lift station generator plugs

ACTIVITY	QTY	TAX	RATE	AMOUNT
Install 4 pole, 5 wire pin and sleeve male receptacle hubs for back up power connection on 2 lift stations				
60a 4p 5w pin and sleeve recpt and back box	2	GST	860.00	1,720.00
m 6/4 teck	6	GST	51.23	307.38
straps, strut, connectors, ground bushings, screws, lugs,	1	GST	110.00	110.00
hrs journeyman	4	GST	95.00	380.00

SUBTOTAL	2,517.38
GST @ 5%	125.87
<b>TOTAL</b>	<b>\$2,643.25</b>

**TAX SUMMARY**

RATE	TAX	NET
GST @ 5%	125.87	2,517.38

Accepted By

Accepted Date



**THE CORPORATION OF THE CITY OF GREENWOOD  
LICENCE TO USE AND OCCUPY APPLICATION**

PO Box 129  
202 S. Government Avenue  
Greenwood, BC V0H 1J0  
Phone: 250-445-6644 Fax: 250-445-6441  
Email: frontdesk.greenwoodcity@shaw.ca

**APPLICANT'S INFORMATION:**

**Application Date:** December 11, 2024

**Applicant's Name /  
Company Name:** Greenwood Recreation Association

**Mailing Address:** PO BOX 707 Greenwood BC V0H 1J0  
\_\_\_\_\_  
\_\_\_\_\_

**Primary Contact Person:** Jessica McLean

**Telephone:** 250-300-8931

**Email Address:** Greenwood.rec.association@gmail.com

**Applicant's Status:**  Individual  Municipality  Company (attach Cert. of Incorporation)  
 Other, specify: \_\_\_\_\_

**Charitable Registration #:** \_\_\_\_\_  
(if not for profit)

**INTENDED USE OF LAND, BUILDING AND/OR IMPROVEMENTS**

**Proposed Term of Use:** One day  
(i.e.: years / months / days)

**Start Date:** May 3, 2025 **End Date:** May 3, 2025

**Civic Address (street):** Government St, Wood St, and Barbara Diane Memorial Ball Park

**Legal Description:** \_\_\_\_\_  
(lot / block / plan)  
\_\_\_\_\_  
\_\_\_\_\_

**Property Identification #s:** \_\_\_\_\_  
(PIDs)  
\_\_\_\_\_  
\_\_\_\_\_

**Commonly known as:** \_\_\_\_\_  
(facility name)

**THE CORPORATION OF THE CITY OF GREENWOOD  
LICENCE TO USE AND OCCUPY APPLICATION**

Provide a detailed description of planned activities and/or anticipated construction:  
Soapbox Derby Event

Racing down government street. We start just after the MCon building  
At the ballpark we will be serving food and having activities for all ages.  
Tires will be placed along the race track.

We will also be doing a 50/50

Stage for live music

Vendors

If changes to the property are proposed, please provide specific details about the changes, including the equipment and materials that will be used:

Table and tent set up on grass

Tires along the race track

Describe all potential effects on adjacent landowners, the environment, or the local area:

Driveway will be blocked. We will hand out a notice to those landowners like we did last year

Please attach additional information, as required.

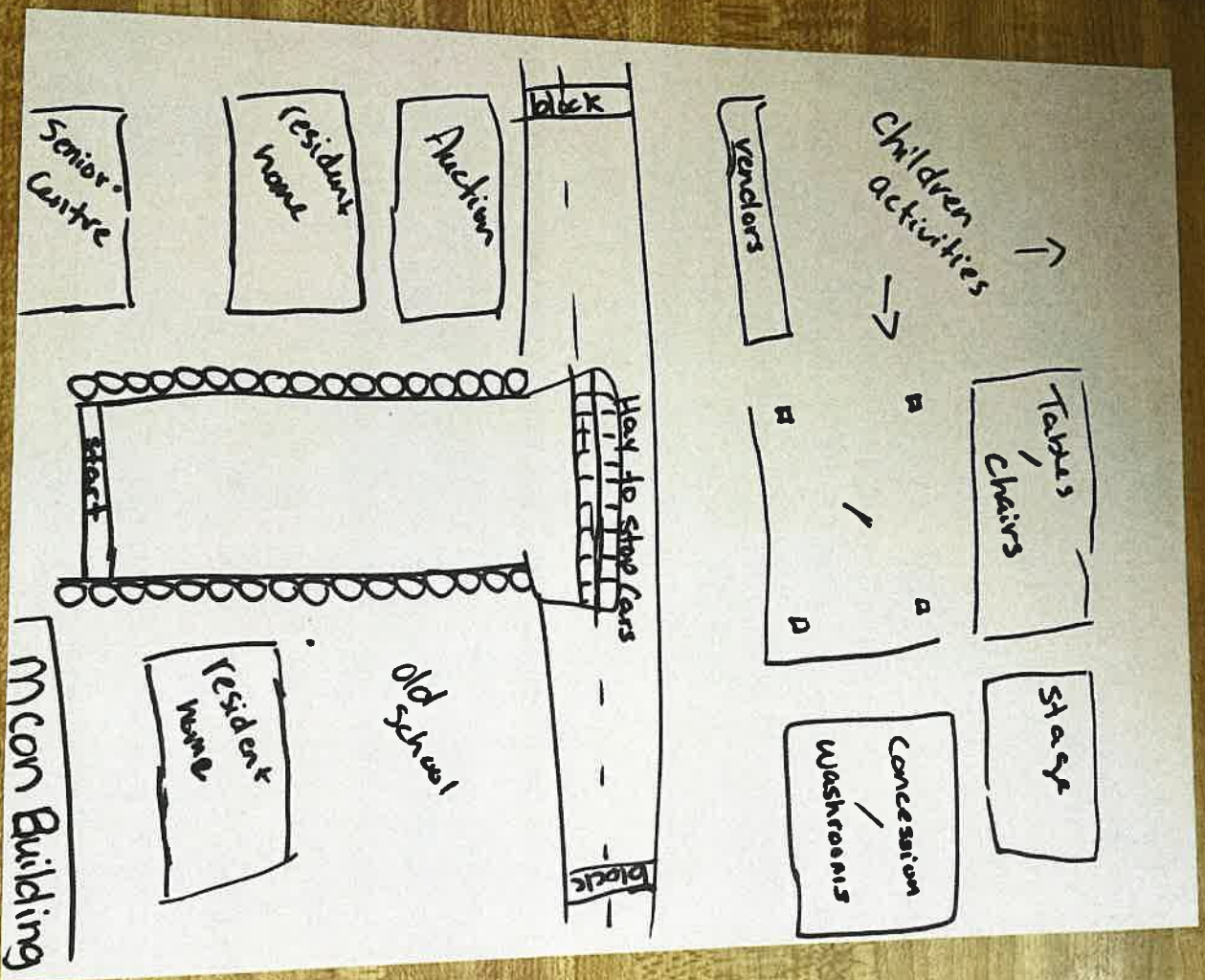
By signing this application form, the signee confirms that the information disclosed on this form is accurate and complete. The signee warrants and represents that they have sufficient power, authority, and capacity to sign on behalf of their company / corporation / community group.

Jessica McLean  
Name (please print)

Date: December 11, 2024



Signature



# S COPPER AVE (HIGHWAY 3)

S Copper Ave

102

M-12610

24

1 101

101

18

6

13

12

1 180  
35974

M-12611  
20625

A

C

4 175

EPP81349

187

187

PLAN 34

S Government Ave

# S GOVERNMENT AVE

S Government Ave

Providence St

102

1

102

12

DD  
159266F

1

184

184

11

198

3

1 101

111

7

117

125

145

6

1

PLAN  
A

B

EPP 183  
73503

6 197

PLAN 34

S Kimberley Ave

# S KIMBERLEY AVE

S Kimberley Ave

2

92136

1

110

8

128

146

6

160

1

168

176

184

2

6

STRE

1

206

A

Long Lake Ave

15

202

AVE

22 201

213

A

214

## MEMORANDUM TO COUNCIL – STAFF REPORT



**REPORT TO:** Mayor and Council **DATE PRESENTED:** January 13, 2025  
**REPORT FROM:** CO, McCourt **MEETING TYPE:** Regular  
**SUBJECT:** Proposal for Mechanical Engineering Services – Greenwood Pool Remediation

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### **Recommendation:**

That Council approve the following resolution:

**THAT Mayor and Council approve the proposal from Delta-T Consultants LTD. for the assessment and engineering preparation for the Greenwood Municipal Pool Remediation.**

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### **1. Rationale:**

To give Mayor and Council the full scope of all information obtained in regards to the remediation of the Greenwood Municipal Pool as requested by Council resolution during the August 19, 2024 Regular Council Meeting.

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### **2. Acronyms:**

CoG	City of Greenwood
BC	Province of British Columbia
RDKB	Regional District Kootenay Boundary

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### **3. Background:**

City administration has reached out to various companies, most of which did not have interest in Greenwood or was too busy with Bigger City Projects to provide the city of Greenwood with a proposal. The City was finally successful after we reached out to a contractor who has done pool projects in the area and has very high reviews of the work done.

The Contractor the City has found is by the name of Justin Black with a company name of *Ready Splash Recreation*, in Revelstoke, BC. Mr. Black was able to come down on November 6<sup>th</sup>, 2024 and obtained a site visit with Erich to go over all the pool's internals and mechanical rooms, as well as had a sit down meeting with



CAO, Trumbley, CO, McCourt and PW Foreman, Erich Schneider to review the direction the City is hoping to take and what the next steps in tale.

Mr. Black indicated that the next steps would to find an engineering company who would be able to come and take a look and be able to provide an assessment of the condition of the mechanical systems of the pool and prepare design drawings for the pool remediation work. The project will be making sure the design complies with the latest version of the BC Pool Guidelines as well as working closely with Interior Health, the contractor and the City to complete the required work for remediation.

Mr. Black was able to find an Engineering company out of Kelowna, BC who was able to provide the City of Greenwood with a Proposal for Mechanical Engineering Services for the Greenwood Pool Remediation. This is the first step at getting the process started for remediation as the Engineering report will give the city a scope of the work needed to be done and the cost associated with the work.

You will see on Page 4 of the proposal from Delta-T Consultants it lays out the engineering costs associated, in further discussion with the Consultants, the proposal for the engineering services is estimated at \$6,350.00 with potential to come in at a lower cost depending on what the consultant's findings are. For any additional work needed, it is upon written approval from the City of Greenwood. Once the consultants have the engineered design drawings the City will work with the contractor to get a proposal for Council on what the estimated costs to perform the work needed for remediation.

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**4. Implications:**

**a. Budget:**

\$6,350.00.

**b. Organizational Impact:**

N/A

**c. Policy:**

N/A

**d. Bylaws:**

N/A

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**5. Alternatives:**

N/A

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**6. Communication Strategy:**

Working with Justin Black, Owner of Ready Splash Recreation and Delt-T Consultants LTD.

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**7. Staff Review:**

**Prepared By:**

CO, McCourt

**Reviewed By:**

CAO, Trumbley

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**CAO Recommendation:**

That the recommendation of the staff be approved.

*Dean Trumbley, CAO*

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**List of Attachments:**

1. Proposal from Delta-T Consultants LTD. Mechanical Consulting Engineers.



# CITY OF GREENWOOD

PO Box 129  
Greenwood, BC V0H 1J0

Phone: (250) 445-6644 Fax: (250) 445-6441 Email: frontdesk@greenwoodcity.ca Website: www.greenwoodcity.com

## DIRECT AWARD/ SOLE SOURCE REQUEST FORM

On occasion the competitive process may be waived, and a direct award may be approved by the Chief Administrative Officer.

Check appropriate box identifying purchase circumstance

- Analysis of specifications and physical requirements determines that the product or services is manufactured or available through only 1 firm and distributed through a single dealer, supplier, or service provider.
- Only **one** qualified supplier/service provider (*sole source*) possesses unique and singular capability to meet the solicitation requirements, such as technical specifications, proprietorship, or ability to deliver at a particular time frame.
- Several qualified suppliers/service providers possess the availability and capability to meet the solicitation requirements; however, only **one** supplier/service provider (*single source*) is selected for an award of an agreement through negotiation for the reasons provided herein and is less than \$75,000.00 in total.

<b>Requested by:</b>	Brooke McCourt, CO
<b>Estimated total purchase value:</b>	<b>\$6,350.00</b>
Vendor/consultant name:	Delta-T Consulting
Description of goods/service:	Engineering Company
Requisition #	N/A
Approved budget and GL #	Small Community Funds

### Reason / Justification for Direct Award Request:

Mr. Black, Owner of Ready Splash Recreation, was able to find an engineering company willing to come out to Greenwood and do a proposal for Mechanical Engineering Services for the remediation Project.

CAO Approval:

Signature: \_\_\_\_\_

Date: January 9, 2025



## PROPOSAL FOR MECHANICAL ENGINEERING SERVICES

### Greenwood Pool Remediation Greenwood, BC

Proposal Date:  
November 21, 2024

Delta-T Consultants Ltd.  
101 – 1449 St. Paul St.  
Kelowna, BC V1Y 2E5

November 22, 2024

City of Greenwood  
202 S Government Ave.  
PO Box 129, Greenwood, BC V0H 1J0

Attention: Brooke McCourt

RE: Greenwood Pool Remediation

Dear Brooke,

In response to your request, we are pleased to submit the following proposal for the above project. This proposal is based upon the report sent by email and a discussion with the contractor.

**1. PROJECT INFORMATION:**

- 1.1 The project involves a site visit to assess the condition of the mechanical systems of the swimming pool and prepare design drawings for the swimming pool remediation work.

**2. DESIGN CONSIDERATIONS:**

- 2.1 Pool design to comply with the latest version of the BC Pool Guidelines.

**3. LAYOUTS AND SERVICES INCLUDED:**

3.1 General:

- Initial site review prior to design
- Detailed design drawings and specifications
- Review of shop drawings submitted by contractor
- Field reviews during construction (priced per visit)
- Attendance to relevant site meetings when in conjunction with scheduled field reviews

3.2 Pools

- As noted above
- Sealed data sheet(s)
- Preparation and submission of pool construction permit application
- Coordination with Health Authority
- Coordination with the client and other consultants (ie. architect, geotechnical, structural, mechanical and electrical engineers – as applicable)

- Sealed statement of compliance at successful completion of project

**4. LAYOUTS AND SERVICES NOT INCLUDED:**

4.1 The following services are **not** included within the current scope of work, but may be included as additional services under a revised or separate proposal:

- Value Engineering (cost estimating and related design changes)
- Fire suppression design
- Seismic design
- FUS Calculations (Fire Underwriters Survey) for water supply
- Energy modelling
- Preparation of tender documents
- LEED design and documentation
- 3D drawings or drawings prepared in REVIT
- Redesign of prior approved systems after acceptance by client.
- Additional inspections due to phased construction or occupancy.

4.2 The following services are **not** included within the current scope of work, and are outside of Delta-T's expertise:

- Electrical design or engineering
- Civil design or engineering (e.g. piping outside of building, storm water management)
- Structural design or engineering
- Architectural design

**5. ENGINEERING FEES:**

- 5.1 Design development (including initial site review, disbursements extra) .....\$1,850.00
- 5.2 Design, working drawings, and specifications .....\$3,200.00
- 5.3 Services during construction (reviews separate).....\$800.00
- 5.4 Additional coordination, IHA submissions, etc. (disbursements separate) ..... charged at hourly rates below
- 5.5 Field reviews per visit (disbursements extra) .....\$500.00 / Visit  
(Anticipated \_3\_ reviews, however, more may be required)
- 5.6 Hourly rate for additional work (upon written approval from client):
  - Senior Project Engineer ..... \$180 / hr
  - Junior Project Engineer / Senior Designer ..... \$150 / hr
  - Junior Designer / CAD Operator ..... \$120 / hr
- 5.7 Disbursements, if required:
  - Mileage .....\$0.65 / km
  - Document reproduction, courier expenses, etc..... Cost
  - Airfare, meals, etc. .... Cost
  - Sub-consultant fees, testing fees, etc. .... Cost

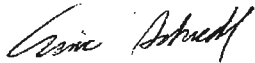
GST is in addition to the above. Payment may be made through electronic money transfer (via email or text), cash, or cheque. Major credit cards are also accepted and subject to a 2.75% processing fee. Invoices will be provided monthly and are due within 30 days of invoice date (Net 30). Overdue invoices will have a 2% interest (compounded monthly) applied. Delta-T holds a professional liability insurance policy.

To indicate your acceptance of the above, please sign a copy of this letter, fill in the appropriate information and return a signed original copy to this office. This quotation is valid for thirty (30) days from the proposal date.

The fees and scope of responsibility listed above have been based on the terms of the Standard Form of Agreement between owners and Engineers. If required, we will be pleased to provide a copy of this for your information.

Should you require any additional information and/or clarification, please do not hesitate to contact the undersigned.

Yours truly,



Eric Schredl, P. Eng.  
Delta-T Consultants Ltd.

**Please note: A retainer of 20% for \$ 1,170.00 is required before any work can commence.**

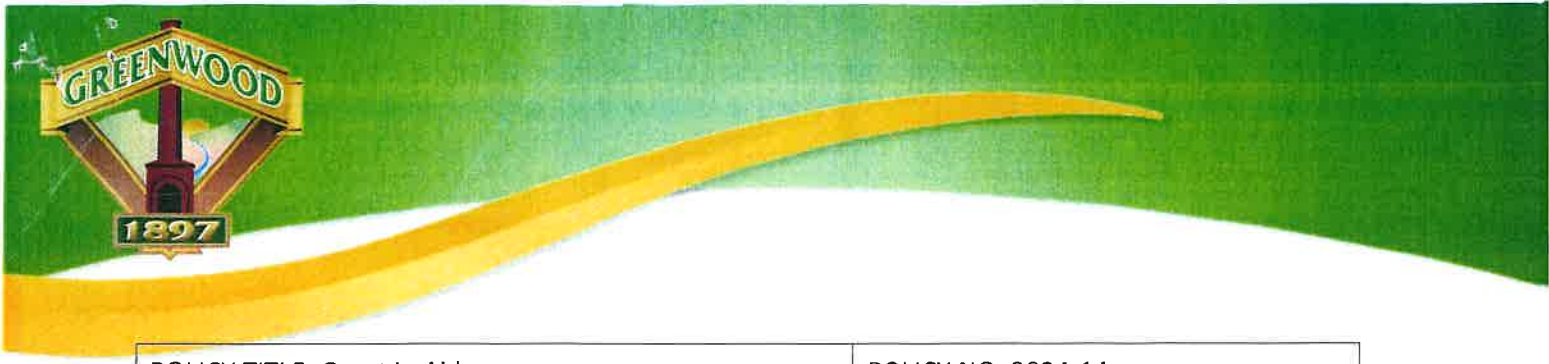
Accepted By: \_\_\_\_\_ Signature: \_\_\_\_\_  
Name (Please Print)

On Behalf of: \_\_\_\_\_ Date: \_\_\_\_\_  
Company (Please Print)

PO #: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Billing Address: \_\_\_\_\_



POLICY TITLE: Grant in Aid	POLICY NO: 2024-14
AUTHORITY: Council for the Corporation of the City of Greenwood	CLASSIFICATION: Finance
EFFECTIVE DATE: November 25, 2024	MOTION: (251-24)
SUPERSEDES: 1850-01	

**1. Purpose**

The purpose of this policy is to provide a global amount for grants in the City’s annual budget for disbursement by Council on a first come-first served basis. The submission of an application is required in support off all requests, regardless of the circumstance, including Council’s approval of a grant for the same purpose in previous years. The information on the application will be used by the Council to adjudicate and decide on the allocation of the limited budget and therefore should be completed as comprehensively as practical.

**2. Scope**

Council shall establish a budget account entitled “Grants-In-Aid Fund” and an amount shall be approved annually by Council in the Budget for such requests.

Grants are issued on an annual basis and are subject to the availability of funds in Council’s current year’s operating budget.

Ongoing annual major support grants to the following organizations and groups shall be excluded from this policy and be considered annually for funding:

- Greenwood Board of Trade
- Greenwood Museum
- Greenwood Library

**3. General**

- 3.1 All groups and organizations are required to complete an Application for Grant-in-Aid in the form prescribed by the City (attached). In the absence of completing the required application, the grant request will not be forwarded to City Council for consideration.
- 3.2 Only local non-profit community organizations will be eligible for consideration unless Mayor and Council find the application to have Regional significance important to the City of Greenwood and community.



- 3.3 All requests for a grant will be referred to the Council of the Corporation of the City of Greenwood for review and decision. Criteria to be considered by the Council include:
- I. Is the recipient a local, non-profit community organization?
  - II. Does the grant or funds raised remain local and/or benefit the Greater Greenwood area exclusively?
  - III. Does the organization or its event contribute to or encourage:
    - Economic wellbeing and spinoffs?
    - Community creation through arts, sports and culture?
    - Health, wellness and social benefits?
  - IV. Has the recipient demonstrated financial need through the provision of recent financial statements or the event budget?
  - V. Has the organization applied for other assistance from neighbouring local governments or other funding bodies?
- 3.4 All grant requests exceeding \$500 must demonstrate extenuating circumstances and/or clearly demonstrate a need through the provision of financial information contained in the grant application form.
- 3.5 All successful applicants of the City of Greenwood Grant in Aid process are required to provide appropriate recognition for the support received by the City of Greenwood no later than two (2) weeks after receiving the funds.
- 3.6 Once the approved budget has been fully allocated, the Committee will not be authorized to approve any further grants unless Council amends the budget.
- 3.7 Any Grants-In-Aid Funds unexpended at year end shall be reported as general surplus.

## Application for a Grant-In-Aid

### Instructions

Council may provide a grant in aid or other form of financial assistance to any organization or group pursuant to the *Community Charter*. Grants are issued on an annual basis and are subject to the availability of funds in Council's current year's operating budget. Approval of a grant application in any year does not imply or suggest that approval will be received in any subsequent year.

Grants will be evaluated in accordance with Council's Grant In Aid Policy.

In the absence of completing the required application, the grant request will not be forwarded to Council for consideration. The submission of an application is required in support of all requests, regardless of the circumstance, including Council's approval of a grant for the same purpose in previous years. The information on the application will be used by the Committee to adjudicate and decide on the allocation of the limited budget and therefore should be completed as comprehensively as practical.

Please complete this application form and submit it, with supporting documentation, to:

**Mayor and Council  
City of Greenwood  
202 S. Government Ave  
Greenwood, BC V0H 1J0  
Email: [corporate@greenwoodcity.ca](mailto:corporate@greenwoodcity.ca)**

### Application Information

Date of Application: December 23, 2024  
Name and address of organization: Route 3 Racing Club  
1475 Deadwood St. Greenwood, B.C.  
Contact Person: Dale Robins  
Phone: 250 869 9576  
E-mail: dflrobins@upho.ca

Amount of grant requested: \$ 5000.00

### Financial Information

All grant applications must be accompanied by the organization's most recent financial statements.

Please provide a summary of any other grants your organization has applied for in the past 12 months for general operating purposes.

West Boundary Community Forest 1500.00 received  
Phoenix Foundation 5000.00 received  
Greenwood Improvement Society 1500.00 received  
West Boundary Community Forest 1500.00 received  
Steller Vista Credit Union 5000.00 Not received

**Supporting Information**

Please provide a brief summary of your organization's mandate and activities and the benefits it provides to the residents of Greenwood (may be on a separate page).

Our mandate is to provide the opportunity of motorcycle riding, training and racing to every interested child, youth and adult, regardless of any personal or financial barriers. (Benefits to residents on separate page.)

Please indicate the reasons why your organization requires the funding being requested (may be on a separate page).

We request this funding so that our club can continue to function annually without financial difficulty and provide opportunity to all our residents and attract people from other communities.

Provide any other information you feel Council should consider when evaluating your application and detail how Council's contribution will be recognized, if applicable.

Our club helps develop our youth, not only riding, but public speaking, camaraderie, cooperation, and mechanical skills. This club brings our community together, attracts racers, spectators and other clubs from other communities to join in and brings more commerce into Greenwood.

Council will be recognized by Social Media, Signage, and verbally at our events.  
On behalf of Route 3 Racing Club, I/we hereby declare that all the information presented and/or provided with this application is true and correct.



Authorized Signatory

Dale Robins



Authorized Signatory

ANGUS MACNEIL

## FOR OFFICE USE ONLY:

1. STATUS:

Is the recipient a local, non-profit community organization? *Yes*

2. RETENTION OF FUNDS:

Does the grant or funds raised remain local and/or benefit the Greater Greenwood area exclusively? *Yes*

3. COMMUNITY IMPACT:

Does the organization or its event contribute to or encourage:

- Economic wellbeing and spinoffs?
- Community creation through arts, sports and culture?
- Health, wellness and social benefits?

4. FINANCIAL NEED:

Has the recipient demonstrated financial need through the provision of recent financial statements or the event budget? *Yes*

5. OTHER FUNDING SOURCES:

Has the organization applied for other assistance from neighbouring local governments or other funding bodies? *Yes, attached.*

**Route 3 Racing Club**  
**Income Statement**  
**January 1, 2024-Current**

<b>Balance Forward</b>	<b>\$2,613.00</b>
<u>Revenue</u>	
Donations	\$1323
Fundraising	\$5,144.41
Events	\$1,781.95
Funding and Grants	\$9,500.00
Advertising (Hats and T-Shirts)	\$915.00
Bike Sales	\$1700
<u>Total Revenue</u>	<u>\$20,364.36</u>
 <u>Expenses</u>	
Fundraising Expenses	\$570
Insurance	\$4,074.25
Demo Days	\$419.51
Tires	\$600.00
Bike and Equipment maintenance (replacements)	\$9,857.27
Event expenses	\$300.33
Band expenses	\$1600
Bookkeeper.	\$330
<u>Total Expenses</u>	<u>\$17,751.36</u>

**Route 3 Racing Club**

**Balance Sheet**

**January 1, 2024-Current**

Current Assets

KTM	\$1,500
DRZ 70	\$1,500
CRF 100R	\$2,000
XR100 R	\$1,800
XR50 R	\$1,700
CRF 150R	\$3,500
PW80	\$1,500

Protective Gear

Leather Suits	\$2,500
Boots	\$2,000
Gloves	\$1,500
Body Armour	\$800
Helmets	\$2,400

Equipment

Pilons	\$200
Delineators	\$1,000
Flagging/ Flags	\$500
Snow fencing	\$1,000
Speed Bump	\$250
Diesel Heater	\$120
Ground Maintenance Equipment	\$100
<u>Total Current Assets</u>	<u>\$25,870</u>



P.O. Box 670  
Greenwood, B.C.  
V0H 1J0  
250-328-3912  
angusmts@yahoo.ca

Dear Mr Trumbley and members of Greenwood City Council:

December 23, 2024

We are Route 3 Racing Club in Greenwood B.C. and would like the City of Greenwood to consider us for a Grant in Aid Request annually of \$5000.

Our mission is to provide the opportunity of motorcycle riding, training and racing to every interested child, youth and adult, regardless of any personal or financial barriers. We are "Racing for Change", eliminating any barriers to accessing this amazing sport!

We have been in operation since 2020, and are growing every season. Starting off, we had two volunteers, both in their 70's. Now we have 10 plus, depending on who is available.

Our club is Non Profit and relies on grants, fund raisers and volunteers to operate. Because, we are different than any club in Canada, in that you do not pay to be a member, or pay to ride, we need to be creative in our funding to stay in operation.

Having an annual grant from the city, could ensure that our largest operating cost could be covered. Our annual insurance is approximately \$4000, and likely to increase in time. Without assurance of covering this cost, we cannot even start up for the season.

The potentials of the club are many. We have already seen the effect that belonging to Route 3 Racing Club has had on many of our youth. One young 11 year old, on the spectrum for autism, has gone from being anti social, obstinate, and non communicative, to being helpful, speaking and thanking people from the podium, not to mention a very good little racer. His parents are very pleased with the development and potential of their son.

Another young man in our community on the spectrum as well, now feels he actually fits in and is accepted by our inclusive club.

We have people travelling from Alberta, the West Coast and locally, (Trail, Castlegar, Kelowna, and more), to show up for demo days and race days. This brings commerce into our community. A few West Coasters are even considering buying property here so that they can have more recreation in their lives!

Our annual end of the season event is a big hit with the participants and spectators alike. We practise and race over the weekend and have a live band on Saturday evening. All of this is free to participants and the community. Local vendors were generously supported this past season.

The location of our racetrack is right on Route 3 highway and many people travelling through, stop and spectate and in some cases, ride. One woman in her 60's, travelling through, asked if she could ride. It was on her "bucket list". We had her suited up and riding in minutes. The smiles on the faces of the people in these stories are heartwarming!

We believe that the continued establishment of our club will grow in numbers contributing to our community, tourism, economic development and the obvious positive development of our youth.

Other areas the City of Greenwood can assist us have been discussed. Maintaining the perimeter grounds is going to be such a help. With the Japanese Gardens recent developments, we will be working together to maintain the beautification of the area, as we are direct neighbours. Also, the pavement at the track is in poor condition. One of our dreams is to have it repaved. There are paving companies that may be open to repaving if they are already in the area to do paving jobs for the city. This has been discussed as well and we are hopeful that this could be a future possibility. Repaving this track would be helpful in making this site multi purposeful for multiple sporting activities.

We are requesting an annual amount of \$5000 from the City of Greenwood. As stated above, this would ensure that we be operational each and every season.

Please consider Route 3 Racing Club for a Grant in Aid.

If you have any questions or concerns please contact our head Director, Angus MacNeil. 250 328 3912.

Thank you.

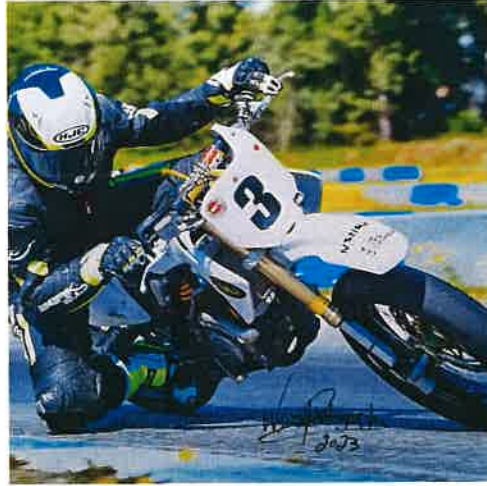
Sincerely,

A handwritten signature in black ink, appearing to read 'Dale Robins', written in a cursive style.

Dale Robins, Director, R3RC







December 19, 2024

To: Mayor and Council  
City of Greenwood  
PO Box 129,  
202 South Government Ave.  
Greenwood, B.C. V0H-1J0

Attention: City of Greenwood Mayor and Council

Dear Mayor Bolt and Members of Council, City of Greenwood

**Re: Request for resolution to seek grant opportunity – UBCM 2025 CRI FireSmart Community Funding & Supports**

The Union of British Columbia Municipalities is accepting grant proposals for the 2025 CRI FireSmart Community Funding & Supports program. Last year, the RDKB Emergency Program successfully secured this grant utilized for implementing FireSmart programs, extensive public outreach, concluded the development of new Community Wildfire Resiliency Plans (CWRPs) for six municipalities and launched our FireSmart Residential Rebate Program.

The RDKB Emergency Program seeks the 2025 CRI FireSmart grant to sustain the FireSmart regional activities. The plans include public education, funding the FireSmart Coordinator and Wildfire Mitigation Specialist positions, execution of home assessments under the new Wildfire Mitigation Program, specialized FireSmart and Wildfire readiness training for emergency services personnel, and varied community and emergency preparation.

The grant application process requires a certified resolution to confirm support for the RDKB project and approval for the Emergency Program to administer and provide overall management of the grant funding. Accordingly, we are requesting that the City of Greenwood provide a resolution in support of the RDKB's application to undertake further FireSmart work as outlined in its 2025 CRI FireSmart Community Funding & Supports grant application.

Best regards,

*Carlene Pires*

Carlene Pires  
RDKB Emergency Program, and FireSmart Coordinator

**Main**  
202 - 843 Rossland Avenue  
Trail, BC V1R 4S8  
T: 250.368.9148  
T/F: 1.800.355.7352  
F: 250.368.3990

**Grand Forks**  
2140 Central Avenue  
Grand Forks, BC V0H 1H0  
T: 250.442.2708  
T/F: 1.877.520.7352  
F: 250.442.2688

[rdkb.com](http://rdkb.com)



## Brooke McCourt

---

**From:** Sonia Velji <sonia@bcepilepsy.com>  
**Sent:** December 17, 2024 1:22 PM  
**To:** frontdesk.greenwoodcity@shaw.ca  
**Subject:** We wish Mayor and Council to recognize March 26th as Purple Day  
**Attachments:** 2025 Proclamation Draft.docx

To Whom It May Concern,

As you may already be aware, epilepsy is one of the most common neurological conditions, however, it currently has the least recognition in society.

My name is Deirdre Syms, and I am the Executive Director of the BC Epilepsy Society, which is a provincially incorporated non-profit organization and a federally registered charitable organization. We support people living with epilepsy in BC and their families, friends and loved ones and work to raise awareness of epilepsy in the communities in which we live.

We are excited to let you know that International PURPLE DAY® for Epilepsy Awareness is coming up and will be taking place on March 26th, 2025. International PURPLE DAY® for Epilepsy Awareness is a time when people in countries around the world take part in events and activities to raise much-needed awareness of epilepsy.

We would like to request a Proclamation from the City of Greenwood designating March 26th, 2025 as International PURPLE DAY® for Epilepsy Awareness in the City of Greenwood. Included with this email correspondence is a document outlining our draft Proclamation.

Through your participation in International PURPLE DAY® for Epilepsy Awareness on March 26th, 2025, you will not only be able to show people living with epilepsy that they are not alone but will also get people talking about epilepsy in an effort to raise awareness of epilepsy across the Province of British Columbia.

We look forward to working with you on International PURPLE DAY® for Epilepsy Awareness on March 26th, 2025 and in the future. Please feel free to contact me via email at [deirdre@bcepilepsy.com](mailto:deirdre@bcepilepsy.com) or via telephone at 1-788-533-0790 should you have any questions or require any additional information.

Sincerely,  
Deirdre Syms  
Executive Director  
BC Epilepsy Society

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Kind regards,  
Sonia Velji, BA, MPH  
Provincial Manager of Programs and Services  
BC Epilepsy Society

## Brooke McCourt

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**From:** Sonia Velji <sonia@bcepilepsy.com>  
**Sent:** December 18, 2024 9:32 AM  
**To:** frontdesk.greenwoodcity@shaw.ca  
**Subject:** Request for Illumination of the Greenwood City Hall in Purple Lights on March 26th, 2025

To Whom It May Concern,

As you may already be aware, epilepsy is one of the most common neurological conditions, however, it currently has the least recognition in society.

My name is Deirdre Syms, and I am the Executive Director of the BC Epilepsy Society, which is a provincially incorporated non-profit organization and a federally registered charitable organization. We support the over 50,000 people living with epilepsy in BC and their families, friends and loved ones and work to raise awareness of epilepsy in the communities in which we live.

We are excited to let you know that International PURPLE DAY® for Epilepsy Awareness is coming up and will be taking place on March 26th, 2025.

International PURPLE DAY® for Epilepsy Awareness is a time when people in countries around the world wear purple and take part in events and activities to raise much-needed awareness of epilepsy.

Additionally, because International PURPLE DAY® for Epilepsy Awareness is also a time when many buildings and landmarks in countries around the world are lit with purple lights to raise awareness of epilepsy, the BC Epilepsy Society would like to request that Greenwood City Hall be lit with purple lights on March 26th, 2025, in honour of epilepsy awareness.

Through your participation in International PURPLE DAY® for Epilepsy Awareness on March 26th, 2025, you will not only be able to show people living with epilepsy that they are not alone but will also get people talking about epilepsy in an effort to raise awareness of epilepsy in the community.

We look forward to working with you on International PURPLE DAY® for Epilepsy Awareness on March 26th, 2025, and in the future. Please feel free to contact me via email at [deirdre@bcepilepsy.com](mailto:deirdre@bcepilepsy.com) or via telephone at 1-788-533-0790 should you have any questions or require any additional information.

Sincerely,  
Deirdre Syms  
Executive Director  
BC Epilepsy Society

--

Kind regards,  
Sonia Velji, BA, MPH  
Provincial Manager of Programs and Services



## 2025 Proclamation

### “Purple Day”

WHEREAS Purple Day is celebrated on March 26<sup>th</sup> annually, during Epilepsy Awareness Month, to increase the knowledge and understanding of epilepsy in the community;

AND WHEREAS Purple Day was founded in 2008 by Cassidy Megan, a nine-year-old girl from Nova Scotia, who wanted people living with epilepsy that they were not alone;

AND WHEREAS On Purple Day, people in communities around the world are encouraged to wear purple and host events in support of epilepsy awareness;

AND WHEREAS increasing epilepsy awareness can help the public to recognize common seizure types or to respond with appropriate first aid, and

AND WHEREAS The onset of epilepsy can occur at any stage of life and does not discriminate against age, gender, race, ethnicity, religion, socioeconomic status, geographic location, or sexual orientation;

AND WHEREAS Purple Day can improve the quality of life of people living with epilepsy, create a society that embraces the beauty of difference and help us understand how we can all come together to make the world a better place:

NOW THEREFORE I JOHN BOLT, MAYOR OF THE CITY OF GREENWOOD DO HEREBY PROCLAIM Wednesday March 26<sup>th</sup>, 2025 as

“PURPLE DAY”

in the City of Greenwood



## CALL FOR RESOLUTIONS

The main forum for UBCM policy making is the **annual resolutions cycle** and this is an opportunity for local governments of all sizes and from all areas to express concerns, share their experiences and take a united position. This is a call for resolutions from AKBLG members. Resolutions must be submitted to AKBLG by **February 28, 2025 to have them included for debate at the 2025 AKBLG Convention in Kimberley.**

It is time to formulate, have them endorsed by your local government and submit them to AKBLG.

Please remember:

- Resolutions are only accepted from AKBLG member local governments and **must have been endorsed by the board or council.**
- Resolutions **must be relevant to other local governments within AKBLG** rather than specific to a single member government.
- UBCM encourages all members to submit resolutions first to Area Associations for consideration. Resolution sponsors should be prepared to introduce their resolutions at the AKBLG Resolutions session.
- Ideally, each resolution should include a separate backgrounder that is a maximum of 3 pages and specific to a single resolution. The backgrounder may include links to other information sources and reports.
- Resolutions may be combined with other, similar resolutions from other local governments if each local government agrees to co-sponsorship.
- All resolutions, along with any supportive background information, shall be sent to the AKBLG office BY **FEBRUARY 28, 2025.**
- Resolutions should be forwarded by email to [resolutions@akblg.ca](mailto:resolutions@akblg.ca)
- Receipt of emailed resolutions will be confirmed by return email.
- Resolutions should be written in accordance with the UBCM Writing Guidelines (attached to this email).

### Resolutions Preparation Assistance:

If you have questions regarding resolution preparation please contact the AKBLG Resolutions Committee at [resolutions@akblg.ca](mailto:resolutions@akblg.ca). We are ready to assist you to draft impactful resolutions.

Thank you,

Your AKBLG resolutions committee,

Aidan McLaren-Caux, Susan Clovechok, Kyle Hamilton, Wesley Routley, Linda Kay Wiese