



CITY OF GREENWOOD

Minutes of the Regular Meeting of Council held February 10, 2025

PRESENT

Mayor J. Bolt
Councillors: C. Huisman, C. Rhodes, J. McLean, G. Shaw.
Chief Administrative Officer: Dean Trumbley
Corporate Officer: Brooke McCourt

CALL TO ORDER

Mayor Bolt called the meeting to order at 7:00 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 February 10, 2025 regular council agenda be adopted as amended to add items f. “stop signs”, item g. “AKBLG” h. “UBCM Discussion” under New & Unfinished Business.

(19-25)

Carried

ADOPTION OF MINUTES

Moved/Seconded
THAT the minutes of January 27, 2025 Regular Council Meeting be adopted.

(20-25)

Carried

CORRESPONDENCE FOR INFORMATION

Moved/Seconded
THAT Council accept correspondence a. as information.

(21-25)

Carried

COMMITTEE REPORTS

CO McCourt gave a quick update on the first informational meeting that the City conducted with the Board of Variance on February 10th, 2025.

COUNCILLOR’S REPORTS

Clint Huisman: Verbal report presented.

CJ Rhodes: Verbal report presented – On file.

Jessica McLean: Verbal report presented.

Gerry Shaw: Verbal report presented.

MAYOR’S REPORT: Verbal report presented.

Moved/ Seconded
THAT Council direct administration to start development of the City’s Investment Policy.

Carried

Moved/ Seconded

THAT Council direct administration to reach out to Sean at ISL Engineering and schedule an update meeting with Mayor and Council.

Carried

ADMINISTRATION REPORT: None.

Moved/Seconded

THAT Council accepts the reports as information.

Carried

(22-25)

THIRD QUARTER FINANCIAL REPORT

Next report – March.

Moved/Seconded

THAT Council direct administration to provide Council a monthly email with the Accounts Payable Report.

**Opposed: Mayor Bolt
Councillor Rhodes**

Carried

(23-25)

NEW AND UNFINISHED BUSINESS

a. Memo to Council – Fire Inspector & Fire Investigator Designation

Moved/ Seconded

THAT Council designate Roy Terashita and Pat Sheppard as the City of Greenwood Fire Inspectors and Fire Investigators as per the Fire Safety Act.

AND THAT Council approve administration to enroll Roy Terashita and Pat Sheppard into two FireWise Online courses:

- Fire Investigation Origin and Cause (Level I & II).
- Company Inspection Program.

Carried

(24-25)

b. Memo to Council - 102 S. Government – Notice of Entry

Moved/ Seconded

THAT a written notice of entry made pursuant to Section 16 of the Community Charter is authorized to be prepared by City staff and issued to the owner and occupants of the Lands, substantially in the form attached as Schedule A to this resolution (the “Entry Notice”).

AND THAT City staff is authorized and directed to:

- a) finalize, sign and seal the Entry Notice;
- b) cause the Entry Notice to be served or delivered to the owner and occupants of the Lands (if any); or

if unable to serve or deliver the Entry Notice to the owner and occupants of the Lands (if any), have the Entry Notice delivered to the property owner by emailing the Entry Notice to the email listed on the Alberta Corporation/Non-Profit Search for the property

owner and by posting the notice of entry in a conspicuous location on the Lands.

AND FURTHER THAT The Council of the Corporation of the City of Greenwood does hereby authorize its employees, contractors and agents, including a bylaw enforcement officer, building inspector and fire inspector to enter onto the Lands during daylight hours after the service or delivery of the Entry Notice to the owner and occupants of the Lands or, alternatively, where service or delivery of the Entry Notice cannot be made to the owner and occupants (if any), twenty-four hours after the delivery of the entry notice by email to the email address provided on the Alberta Corporation/Non-Profit Search for the property owner attached hereto as Schedule B and twenty-four hours after the posting of the entry notice in a conspicuous location on the Lands.

(25-25)

Carried

- c. Memo to Council - FD Service Review and Master Plan Development

Moved/Seconded

THAT Council supports to initiate a third-party Phase I Service Review in 2025 and the development of a Phase II Master Plan in 2026 for the Greenwood Volunteer Fire Department fire protection service.

AND THAT Council direct administration to add \$15,000.00 into the 2025 budget, and if approved, initiate the procurement process to secure a consultant to execute the service plan project.

AND THAT Council direct staff to pursue grant opportunities to supplement or fully fund the Phase I Service Review of the Greenwood Volunteer Fire Department in 2025 fiscal year.

AND FURTHER THAT Council direct CAO Trumbley to reach out to the RDKB in a timely manner to touch base and notify the RDKB on the direction the City of Greenwood is moving towards in the future.

(26-25)

Carried

- d. Memo to Council - Partnership Agreement Negotiations – Greenwood Museum and Library.

Moved/Seconded

THAT Council direct City administration to conduct a series of meetings to strive towards the development of a Partnership Agreement with the Greenwood Historical Society.

AND THAT Council direct City administration to conduct a series of meetings to strive towards the development of a Partnership Agreement with the Greenwood Library.

(27-25)

Carried

- e. Workplace Video Surveillance Policy 2025-14.

Moved/Seconded

THAT Council approve the City of Greenwood's Workplace Video Surveillance Policy 2025-14.

(28-25)

Carried

f. Late Item - Stop Signs Discussion. **Moved/Seconded**
THAT Council approve the installation of a four (4) way stop at the intersection located at Deadwood Street and North Government Ave.

(29-25) **Carried**

g. Late Item – AKBLG **Moved/Seconded**
THAT Council approve Councillor Huisman to attend the 2025 AKBLG April 25-27, 2025 in Kimberley, BC.

(30-25) **Carried**

h. Late Item – UBCM Discussion. **No Motion.**

Council discussed with administration how there is potential that the City of Greenwood will be recognized for the City’s new Asset Management Project at the 2025 UBCM.

Council discussed getting rooms booked for four Council members in the case that the City will be recognized, as the hotels near the Conference book up fast and prices go up as the date gets closer, and to make sure that the rooms can be canceled up to a certain date.

If the City of Greenwood is not being recognized City administration will cancel the booking for three members and only keep confirmation for one member to attend the UBCM as per the City of Greenwood’s resolution made back in May 27th, 2024.

BYLAWS Council Procedures
Bylaw Amendment
Bylaw No. 1027, 2025

Moved/ Seconded
THAT Council give First to Third Readings of the City of Greenwood’s Council Procedures Bylaw Amendment Bylaw No. 1027, 2025.

**Opposed: Mayor Bolt
Councillor Rhodes**

(31-25) **Carried**

NOTICE OF MOTIONS

None.

QUESTION PERIOD

Resident asked if someone explain how much additional administration work would be on the Museum and the Library by having a partnership agreement vs they way it is done now?

CAO Trumbley answered the residents question and there was no follow up questions.

IN-CAMERA

None.

ADJOURNMENT

Mayor Bolt Moved
THAT Council adjourn the Regular Council Meeting at 8:43 p.m.

(32-25)

Carried


Mayor

Certified Correct


Corporate Officer