



VILLAGE OF SILVERTON

AGENDA

REGULAR MEETING OF COUNCIL TO BE HELD

December 8, 2021

MEMORIAL HALL – 203 LAKE AVE. & ONLINE

7:00 PM

A. CALL TO ORDER

B. THE VILLAGE OF SILVERTON ACKNOWLEDGES THE INDIGENOUS PEOPLES ON WHOSE TRADITIONAL TERRITORIES WE STAND

C. ADDITION OF LATE ITEMS IF ANY

D. ADOPTION OF THE AGENDA

E. ADOPTION OF THE MINUTES

1. Minutes of Regular Council Meeting November 10, 2021
2. Minutes of Special Council Meeting November 24, 2021

F. DELEGATIONS AND PETITIONS

1. Sarah-Patricia Breen, PhD
Regional Innovation Chair in Rural Economic Development
2. Cpl. Thomas Gill, Nakusp/Slocan Lake RCMP
3. The Wild Connection

G. UNFINISHED BUSINESS/BUSINESS ARISING

1. Silverton By Election Tentative Date April 16th, 2022.

This would require the appointment of a Chief Elections Officer and a Deputy Chief Elections Officer in January 2022. Staff will provide Council with the required information and resolutions in early 2022.

Recommendation:

That the Village of Silverton Council approve staff planning for the Silverton By Election to be in April 2022.

2. Signing Authority

Recommendation:

Be it resolved that Silverton Village Council provide authorization of Administrative Assistant Katrina Volk to have signing authority at KSCU for the Village of Silverton; AND

FURTHER that the name of Tanya Gordon be removed.

H. NEW BUSINESS

1. RDCK and Council Appointments 2022

Recommendation:

That Village of Silverton Council approves the following appoints as delegated during the December 8, 2022 meeting on item H 1.

2. Council 2022 Meeting Schedule

Recommendation:

That Village of Silverton Council approves the following schedule of Regular Council meetings for 2022:

2022 Regular Council Meeting Schedule

Wednesday January 12, 2022	Wednesday July 13, 2022
Wednesday February 9, 2022	Wednesday August 10, 2022
Wednesday March 9, 2022	Wednesday September 14, 2022
Wednesday April 13, 2022	Wednesday October 12, 2022
Wednesday May 11, 2022	Wednesday November 9, 2022
Wednesday June 8, 2022	Wednesday December 14, 2022

I. CORRESPONDENCE FOR INFORMATION

1. Interfor RE: Forest Stewardship Plan (FSP)
2. Letter RE: Consumer Fireworks

J. COUNCIL REPORTS

1. Mayor Colin Ferguson

- Recreation Commission No. 6

2. Councillor Clarence denBok

- Slocan Lake Arts Council Liaison
- Recreation Commission No. 6 Alternate

3. Councillor Leah Main

- RDCK Director for the Village of Silverton
- West Kootenay Boundary Regional Hospital Board
- Rosebery Parklands and Trails Commission
- Winlaw Regional and Nature Park Commission
- Slocan Valley Economic Development Commission
- FCM Board
- CBBC Liaison
- RDI Climate Adaptation project Team
- Health Committee Alternate – Slocan District Chamber of Commerce
- Ktunaxa Kinbasket Treaty Advisory Committee (TAC) Alternate

4. Councillor Arlene Yofonoff

- Slovan District Chamber of Commerce
- Composting Project Liaison (Healthy Community Society of the North S.V.)
- RDI Climate Adaptation project Team, Alternate

K. ADMINISTRATION REPORTS

1. CAO Report

L. BYLAWS AND POLICY

1. Inter-Community Business Licence Bylaw No. XXX – 2022

Recommendation:

That Village of Silverton Council give Inter-Community Business Licence Bylaw No. XXX – 2022 First Reading.

That Village of Silverton Council give Inter-Community Business Licence Bylaw No. XXX – 2022 Second Reading.

That Village of Silverton Council give Inter-Community Business Licence Bylaw No. XXX – 2022 Third Reading.

Recommendation:

That the Village of Silverton Council direct staff to post notice of intention to adopt, in accordance to the *Community Charter*, section 59(2).

M. PUBLIC INPUT PERIOD

Terms of reference as per the Procedure Bylaw includes:

- The maximum time allotted is two (2) minutes.
- The Public Input is for items on the Council Agenda only.
- The Public Input Period provides an opportunity for public input only, without expectation of response from Council.

N. IN CAMERA MEETING: there will be an In-Camera Meeting at this time. This meeting will be closed to the public in accordance with Sections 90 – 1 (a) municipal appointments, (c) employee relations.

The Regular Meeting recessed at _____pm in order to conduct the Closed Meeting.

The Regular Meeting reconvened at _____pm

O. ITEMS BROUGHT FORWARD FROM IN CAMERA

P. ADJOURNMENT

MINUTES OF THE *REGULAR COUNCIL MEETING HELD ONLINE ON WEDNESDAY NOVEMBER 10, 2021 AT 7:00PM*

PRESENT: Mayor C. Ferguson, Councillors C. denBok, L. Main, A. Yofonoff

ABSENT:

STAFF: C. Jury, Chief Financial Officer, H. Elliott, Chief Administrative Officer

A. CALL TO ORDER

Mayor Colin Ferguson Called the Meeting to Order at 7:11 pm.

B. THE VILLAGE OF SILVERTON ACKNOWLEDGES THE INDIGENOUS PEOPLES ON WHOSE TRADITIONAL TERRITORIES WE STAND

C. ADDITION OF LATE ITEMS IF ANY

D. ADOPTION OF THE AGENDA

122/2021 - Moved, seconded that the Agenda be adopted as presented.

CARRIED

E. ADOPTION OF THE MINUTES

123/2021 – Moved, seconded That the Regular Council Meeting Minutes October 13; Special Meeting Minutes October 20, 2021; Committee of the Whole Meeting Minutes October 28, 2021 accepted as presented.

CARRIED

**NOVEMBER 10, 2021 MINUTES OF THE REGULAR COUNCIL
MEETING**

F. DELEGATIONS AND PETITIONS

Megan Chadwick, Executive Director, Arrow Slovan Tourism presented on the organization and the work accomplished in 2021 and the plan for 2022 and beyond.

G. UNFINISHED BUSINESS/BUSINESS ARISING

None at this time.

H. NEW BUSINESS

H1. RDCK – WEST RESOURCE RECOVERY COMMITTEE MEETING

Council discussion regarding Option 2 in the RDCK Staff Report.

H2. SCHEDULE 2 SILVERTON COUNCIL MEETINGS A MONTH

124/2021 - Moved, seconded That the Village of Silverton Council schedule a Regular Meeting on the second Wednesday of each month and one Council Special or CoTW on the fourth Wednesday of each month, and this be a regular ongoing schedule beginning as soon as possible.

CARRIED

I. CORRESPONDENCE FOR INFORMATION

125/2021 - Moved, seconded That the Village of Silverton Council invite The Wild Connection to present to Silverton Council at the Regular Council meeting in December, 2021 as they did for the Village of New Denver; AND

FURTHER that they be granted 15 minutes as a delegation to present to Council.

CARRIED

NOVEMBER 10, 2021 MINUTES OF THE REGULAR COUNCIL MEETING

126/2021 - Moved, seconded That the Village of Silverton Council write a similar letter regarding the KSCU as did the Village of New Denver, Item I6, November 10, 2021.

CARRIED

J. COUNCIL REPORTS

127/2021 - Moved, seconded That the Mayor of Silverton approach the municipalities of Slocan, New Denver, Hills, Nakusp and Kaslo to form a coalition to petition the provincial government to allow for the time necessary for consideration of all the potential impacts of the Zinton Resort Development on local communities.

CARRIED

K. ADMINISTRATION REPORTS

Received for information.

L. BYLAWS AND POLICY

128/2021 - Moved, seconded That the Village of Silverton Council adopt Policy No. P - 1 as presented.

CARRIED

129/2021 – Moved, seconded that the Electronic Meetings and Attendance section of the Council Procedural Bylaw be referred to the next CoTW meeting.

CARRIED

**NOVEMBER 10, 2021 MINUTES OF THE REGULAR COUNCIL
MEETING**

M. PUBLIC INPUT PERIOD

None at this time.

N. IN CAMERA MEETING:

The Regular Meeting recessed at 8:46 pm in order to conduct the Closed Meeting.

The Regular Meeting reconvened at 9:09 pm.

O. ITEMS BROUGHT FORWARD FROM IN CAMERA

The Village of Silverton Council received Councillor Tanya Gordon's resignation.

P. ADJOURNMENT

130/2021 – Moved that Council adjourn at 9:10pm.

CERTIFIED CORRECT:

Mayor C. Ferguson

Chief Administrative Officer

**MINUTES OF THE *SPECIAL COUNCIL MEETING* HELD AT
MEMORIAL HALL ON WEDNESDAY NOVEMBER 24, 2021 AT 7:00PM**

PRESENT: Mayor C. Ferguson, Councillors C. denBok, A. Yofonoff

ABSENT: Councillor L. Main

STAFF: H. Elliott, Chief Administrative Officer

A. CALL TO ORDER

Mayor Colin Ferguson Called the Meeting to Order at 7:03 pm.

**B. THE VILLAGE OF SILVERTON ACKNOWLEDGES THE INDIGENOUS
PEOPLES ON WHOSE TRADITIONAL TERRITORIES WE STAND**

C. ADDITION OF LATE ITEMS IF ANY

None at this time.

D. ADOPTION OF THE AGENDA

131/2021 - Moved, seconded that the Agenda be adopted as presented.

CARRIED

N. IN CAMERA MEETING:

The Regular Meeting recessed at 7:04 pm in order to conduct the Closed Meeting.

The Regular Meeting reconvened at 8:53 pm.

NOVEMBER 24, 2021 MINUTES OF THE SPECIAL COUNCIL MEETING

O. ITEMS BROUGHT FORWARD FROM IN CAMERA

None at this time.

P. ADJOURNMENT

132/2021 – Moved that Council adjourn at 8:53pm.

CERTIFIED CORRECT:

Mayor C. Ferguson

Chief Administrative Officer



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VILLAGE OF SILVERTON
2022 Council Appointments

	Appointment	Alternate
RDCK Director		
Slocan District Chamber of Commerce		
Municipal Emergency Management		
Board of Variance	Vacant	Vacant
West Kootenay Boundary Regional Hospital Board (RDCK Director)	RDCK Director	
Slocan Valley Economic Development Commission (RDCK Director and one community member)	RDCK Director	Barbara Fuhrer
Recreation Commission No. 6 (RDCK Requires one Council appointment and one community member and alternate)		Councillor Community member: Alternate:
Rosebery Parklands and Trails Commission (RDCK Director and one community member)	RDCK Director	Hank Hastings
Winlaw Regional and Nature Park Commission (RDCK director)	RDCK Director	N/A
Slocan District CoC- Health Committee		N/A
Ktunaxa Kinbasket Treaty Advisory Committee (TAC)		
CBBC Liaison		

2022 ACTING MAYOR SCHEDULE

Councillor	JAN, FEB, MAR (2022)
Councillor	APRIL, MAY, JUNE (2022)
Councillor	JULY, AUG, SEPT (2022)
Councillor	OCT, NOV, DEC (2022)



VILLAGE OF SILVERTON
2021-22 Council Appointments

	Appointment	Alternate
RDCK Director	Councillor Main	
Slocan District Chamber of Commerce	Councillor Yofonoff	
Municipal Emergency Management		
Board of Variance	Vacant	Vacant
West Kootenay Boundary Regional Hospital Board	Councillor Main	
Slocan Valley Economic Development Commission (RDCK Director and one community member)	Councillor Main	Barbara Fuhrer
Recreation Commission No. 6 (RDCK Requires one Council appointment and one community member and alternate)	Mayor Ferguson	Councillor denBok Community member: Vacant Alternate: Vacant
Rosebery Parklands and Trails Commission (RDCK Director and one community member)	Councillor Main	Hank Hastings
Winlaw Regional and Nature Park Commission (RDCK director)	Councillor Main	N/A
Slocan District CoC- Health Committee		Councillor Main
Ktunaxa Kinbasket Treaty Advisory Committee (TAC)		Councillor Main
Slocan Lake Arts Council Liaison	Councillor denBok	

2021-2022 ACTING MAYOR SCHEDULE

Councillor	DEC, JAN, FEB (2021-2022)
Councillor	MAR, APRIL, MAY, JUNE (2022)
Councillor	JULY, AUG, SEPT (2022)
Councillor	OCT, NOV, DEC (2022)

I1



INTERFOR

November 22, 2021

To Whom it May Concern:

Please note that Interfor is currently drafting a Forest Stewardship Plan (FSP) for our licenses in the Kootenay and Boundary. The planned approval date of this FSP is July 9, 2022 and would be approved for a 5 year term.

The FSP is a landscape-level plan that identifies how the holder of the plan will be consistent with government objectives for managing and protecting the forest, wildlife, water and range values through the results, strategies and measures proposed in the plan. Once approved, the FSP will guide future forest development, including road construction, timber harvesting and silviculture activities.

It is important to note that the FSP is a management document and does not show actual locations of specific proposed cut blocks or roads. A separate referral will be sent whenever we are proposing new road construction and cutblock harvesting. This separate referral will include a link to a map and a Google Earth file.

Please request a copy of the FSP via the email below or by calling the number below.

To ensure consideration of comments by Interfor, all written comments must be received before 4:00 p.m. P.T., January 15, 2022. I note that an extension to this date will be granted if needed due to the delay in the posting of this letter. Please indicate in your response if an extended deadline is needed. In the meantime, if you are interested in meeting (online) to discuss the FSP with Interfor representatives or if you have questions or comments regarding any proposed development, please contact the undersigned at kootenay.referral@interfor.com or by calling (250)304-6411.

Yours Truly
INTERFOR CORPORATION

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Interfor.com

RECEIVED
Nov 30/21
Wan

Dear Mayors and members of Council of all 162 municipalities in BC.

I am writing to ask you to consider supporting a petition that calls on the federal government to take legislative action on consumer fireworks.

Each year on holidays such as Halloween and New Year's, many municipalities are stretched thin responding to calls about fireworks, even with local restrictions or bans in place. This diverts important resources away from other public safety concerns. In some cases, fireworks have been mistaken for gunfire, and I understand that there are police departments looking for ways to reduce these calls for service so that their officers can focus on the most serious public safety priorities.

Asking the federal government to take greater responsibility for consumer fireworks would help to alleviate this burden for you, as well as significantly improve the well-being of your communities.

As you may know, fireworks put the health of animals, people, and the environment at risk. They can frighten and injure pets, farm animals, and wildlife, maim and even kill people, pollute the soil and water, and cause wildfires. Restricting their use by the general public would go a long way to protecting all members of your communities.

The federal petition, available at <https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-3591>, already has significant support from British Columbians. Please consider adding your voice to this important issue.

Thank you for your time and consideration.

Lavinia Rojas

Victoria, BC

V8V 1S9



Director's Report ^{J3}

Leah Main – Village of Silverton

Report Date: November 30, 2021

FCM Board of Directors Meeting/Advocacy Foundations
November 2021

This first-in-20-months in-person/hybrid meeting of the FCM Board of Directors was convened to fill a number of needs.

As with any working body of people, much of the work can be undertaken and accomplished working from a distance, thanks to modern technology - indeed, FCM has undertaken and accomplished some pretty impressive things during the Pandemic lockdowns. However, many people in the organization – both Staff and Electeds – noted that ease of communication and collaboration both were suffering from the prolonged isolation. The work was getting harder; morale was minutely but noticeably strained.

With current mask and vaccination mandates, and the easing of some restrictions, the decision was taken by the Executive Committee, working closely with Staff, to convene in-person, in Ottawa (and Virtually for those members unable or unwilling to travel) concurrent with the opening of Canada's 44th Parliament.

Normally, we adhere to one of two formats: at our November meeting we would arrange a full slate of face-to-face meetings with MPs, Ministers, Parliamentary Secretaries and Senior Staff, with the intention and agenda of advocating for the needs of local government; at our other Board meetings, we schedule a full slate of Standing Committee and Forum meetings, interspersed with Committee of the Whole, Caucus, and full Board sessions spread out over 5 full days.

This week's session was both and neither. We incorporated elements of both schedules, with some modifications, and took advantage also of the opportunity to do some Board development exercises, particularly around our new Anti-Racism, Diversity and Inclusion initiative.

The Standing Committee on Finance and Audit, the Governance Working Group, and the Executive Committee did meet, so we were able to fulfill some of the regular, ongoing FCM business. All other sessions were either COTW or full Board.

For more information

info@rdck.bc.ca | 250.352.6665 | 1.800.268.7325 (BC) | or visit rdck.ca

As a consequence of FCMs reputation and healthy relationship with Ministers, MPs, Party Leaders and Senior Government Staff, we were able to host meetings with:

- CPC Critic for Infrastructure and Communities Andrew Scheer,
- Minister of Intergovernmental Affairs, Infrastructure and Communities, Dominic LeBlanc,
- Leader of the NDP Jagmeet Singh, and.
- Minister of Rural Economic Development Gudie Hutchings

The fact that these Senior Government Officials were willing to make the time to meet with us on the third day of the just-convened 44th Parliament, speaks volumes for the reputation of FCM and the recognized importance of local government! These meetings are critical opportunities for relationship building, both with new Ministers and the Opposition. They are also opportunities to launch FCM's roadmap of economic recovery solutions for the minority Parliament: **Partners in Canada's Recovery**.

These guests addressed the COTW and engaged in a Q&A, then convened for additional conversation with FCMs Executive Committee.

Present from FCM were:

In person:

Joanne Vanderheyden, FCM President
Garth Frizzell, FCM Past President
Scott Pearce, FCM 2nd VP
Geoff Stewart, FCM 3rd VP
Robin Kurpjuweit, FCM Rural Forum Chair
Randy Goulden, Councillor, City of Yorkton SK – Prairies & Territories Caucus Chair
Leah Main, Director, Regional District of Central Kootenay BC – BC Caucus Chair
Tim Tierney, Councillor, City of Ottawa ON – Ontario Caucus Chair

By phone:

Taneen Rudyk, FCM 1st VP
Mike Savage, Mayor, Halifax NS - Chair, Big City Mayors 'Caucus and
Rebecca Alty, Northern & Remote Forum Chair and Mayor, City of Yellowknife NWT
Paul McLaughlin, President, Rural Municipalities of Alberta AB – PTA Chair
Sandra Desmeules, Councillor, Ville de Laval, QC –
Quebec Caucus Chair
Bruce MacDougall, President, Federation of Prince Edward Island Municipalities, PE – Atlantic Caucus Chair

FCM Staff

Carole Saab, CEO
Daniel Rubinstein, Senior Director, Policy and Government Relations
Megan Stanley, Director of Government Relations
Margot Cragg, Manager of Government Relations

Our Advocacy Script included:

Strong Communities (Disasters and Infrastructure)

- Infrastructure is the backbone of our communities. Doubling the Canada Community-Building Fund will empower local leaders to create jobs and build better lives. This Parliament should prioritize safe drinking water, creating a new dedicated fund for water infrastructure and working with Indigenous communities to provide long-term water certainty and ensure cleaner water nationwide.
- The devastating flooding in B.C. is once again a reminder that we need to work together to strengthen climate resilience. We need to scale up support for disaster mitigation and climate resilience projects, strengthen natural infrastructure and continue strengthening local adaptation capacity.

Strong Communities (Public safety)

- As an emergency priority, we're calling for federal action to absorb all retroactive costs associated with the implementation of the new RCMP labour agreement, and a commitment to ensure municipalities are properly consulted prior to implementation of measures that impact local fiscal sustainability.

Inter-community passenger bus

On behalf of FCM and communities throughout Canada I was provided the opportunity to present this to all of our guests, and had in-depth exchanges with both Minister LeBlanc and Minister Hutchings):

Growing and modernizing Canada's transit systems—including rural and regional systems—is another cornerstone of an inclusive, sustainable recovery. It's a reliable way to drive economic growth while supporting both socio-economic inclusion and Canada's progress to net-zero emissions. To promote mobility *among* municipalities, FCM is seeking federal leadership on the deepening crisis in inter-community passenger bus services. The loss of Greyhound and long-distance routes is a special threat to women, racialized and Indigenous people, students, seniors, persons with disabilities and others who disproportionately rely on bus services—including for access to healthcare, education and employment. FCM is calling for a comprehensive plan with sustainable funding for inter-community passenger bus service, connecting communities big and small. *Will you work with us to press for a solution to permanently address this critical rural challenge?*

And finally, on the plane home I spotted a CBC article informing that Prime Minister Trudeau and Premier Horgan jointly announced the formation of a new federal committee "to manage British Columbia's recovery from the recent flooding and deadly mudslides ... co-chaired by Emergency

Preparedness Minister Bill Blair and BC Public Safety Minister Mike Farnworth ...” The Committee is to be comprised of Federal, Provincial and Indigenous representatives.

Noting the absence of inclusion of local government from this Committee, I drafted a quick email to FCM President and CEO:

“ ... Are we to understand that this planning exercise will proceed without the direct input of communities? Local Government, as represented jointly through the BC Ministry of Municipal Affairs, the Union of BC Municipalities and the Federation of Canadian Municipalities, should be – needs to be – at the table from the very start of these discussions.

I feel this is a matter that requires immediate response to prevent Local Government/Municipalities from being excluded from decisions that will directly impact us, and to which we could add vital input toward shaping the responses and programs that will help us rebuild.

I am asking for immediate FCM help and intervention in putting this forward to the appropriate agencies.”

Senior Director, Policy and Government Relations Daniel Rubenstein responded quickly:

“I can let everyone know that we have been in touch with PMO and key ministers’ offices at the federal level on the disaster response and our forward-looking advocacy around expanding the Disaster Mitigation and Adaptation Fund.

In terms of immediate next steps, my team and I will connect with Gary and the UBCM team quickly today, and then we will circle back with a recommendation.”

And as of Tuesday morning (Nov. 30) from CAO Carole Saab:

“ ... our teams have now connected on a joint path forward, and we will continue the push in our conversations as well.

Daniel and his team are on it alongside UBCM, and I just wanted to jump in to reinforce that this has our attention - and to say to this group that this is a great example of how FCM and our PTAs can work strategically together in real time ... Stronger together.”

All in all, this was a productive and exciting week!



Administrative Report: Hillary Elliott, CAO

Village of Silverton Council

Regular Meeting – December 8, 2021

This administrative report covers the period November 6, 2021 to December 3, 2021 as to the activities, functions, and meetings I have attended in my capacity as Chief Administrative Officer and Corporate Officer for the Village of Silverton.

This month the CAO continued to be very busy with calls and research with other agencies regarding COVID 19; most pertinently regarding the **new information regarding re-opening and its impacts on the Village operations/revenues, user groups, and facilities. As well as keeping informed regarding the variant and possible impacts to Village operations and functions.**

DUE TO THE CONSTANT CHANGES, COVID 19 continues to impact all aspects of the Village and continues to add to the staff workload to keep up with current regulations and requirements. This has been extensive with changing rules and the requests for rentals, cancellations, and the differing rules for different events being conducted.

Staff Meet and Greet Workshop – New Denver and Silverton

Due to the shared service agreement and the need for redundancies within the corporation operations, as well as many new staff in Silverton; Silverton and New Denver staff will have a 2-hour workshop on December 9th to meet each other and get to know each other's knowledge and roles within the respective municipalities. The two communities have shared services and are the nearest source of help or backup when needed. The Silverton Village Office will be closed for the last two hours on December 9th so that staff can attend the workshop and meet their peers.

Financial Operations/Capital Projects:

Staff are winding down the 2021 year and preparing for year-end and compiling all the data required for the annual financial audit. Staff have started preparations for the 2022 budget and the Garbage and Water Rates to be passed by Council early in the New Year.

Functions:

The CAO has not had the time this past month to continue with the complex and onerous set up for the Village of Silverton as a payee option at most Financial Institutions that must be completed for each institution separately with each having a different process. It is the goal to have this completed for at least 4 main financial institutions before the Utility Notices go out in February/March of 2022.

This would then lead into staff creating options for electronic payments for other services such as the Memorial Hall and other facilities. This is being requested more and more frequently from Hall users, especially for those booking weddings and larger private events.

Projects:*Bylaw Officer Update*

Staff continue to work on this initiative collaboratively with New Denver and Slocan. There was a disruption in research and discussions due to staffing changes in New Denver. However, work has resumed, and staff will provide an update when information is available. This will be part of the 2022 budget discussions.

Asset Management Phase 3 and Climate Adaptation Initiatives:

Staff continue to move this file forward as time permits.

Fire Resiliency 2020-2021 for Silvertown, Slocan, and New Denver in Partnership with SIFCO

Great work Tri-Villages and SIFCO as we continue the great showcase work!!!

A garden is to be created on the south side of the Fire Hall that will be maintained by the Fire Department.

Village Office Upgrades/Renovations

This will be part of 2022 budget discussions

Urban Forest/Tree Management Project

Work to be completed in Spring of 2022.

Wayfinding Project

This a fully funded project in partnership with the Province through the Rural Development Division and staff person Richard Toperczer.

Thank you Sarah-Patricia Breen, PhD, Regional Innovation Chair in Rural Economic Development!!! [Item F1 on the agenda]

Lakeside Campground Living Quarters

This fully funded project in partnership with Kootenay Rockies Tourism in conjunction with Destination BC and with the Villages of Slocan and New Denver, is scheduled to begin in Fall of 2021 after the closing of the campground this season on September 13, 2021; with completion in Spring of 2022 before the traditional opening of the campground in May. The Building Permit was submitted by the CAO last week and will follow all building permit and other bylaw requirements within the Village.

Staff have completed the Building Permit requirements, moved the garbage bin to a different area within Lakeside and work has started, to be completed in 2022.

Public Works:

Have continued to meet and worked with several of our project partners to complete the Council initiatives for Fire Resiliency, ICABCCI, RDI Climate Adaptation, Asset Management, and contractors for project timelines, plans and completion of 2021 capital projects and to compile all the different information to meet with stakeholders, contractors and professionals required for the various works.

Staff have been busy with work on:

- Carrying out the 2021 work plan
- Working with CBBC regarding infrastructure in the Village and on Village property for internet backbone services
- Lakeside Campground living quarters project
- Compiling quotes and data for grant applications and capital projects in 2021/22
- Water capital project on-going
- Following up on numerous community needs and requests
- Finishing WorkSafe BC list for the Arena in preparations for this coming season
- Staff training continues

Staff continue to be very busy regarding COVID 19, how it affects the present Village operations and future measures to put in place to mitigate risks to operations for the “re-opening”. **This is on-going and continuing to change.**

CAO Meetings:

Meeting with Provincial and Municipal staff RE: Item L1

Much correspondence and inquiry regarding land use and properties in Silverton.

Weekly meetings with Mayor Ferguson.

Meetings regarding council initiatives.

Calls regarding contracts and communications with stakeholders and Village projects.

Met with staff regularly.

CAO Training/Courses:

None at this time.

Hillary Elliott, CAO



Administrative Report: Hillary Elliott, CAO

Village of Silverton Council

Regular Meeting of Silverton Village Council December 8, 2021

Executive Summary

The purpose of this report is to provide information regarding the Inter-Community Business Licence Bylaw.

Background

- On a January 30, 2019 teleconference hosted by the Small Business Branch of the Ministry of Jobs, Trade and Technology, representatives from the Cranbrook/Kimberley, Elk Valley, Greater Trail and West Kootenay ICBL partnerships as well as the Boundary, Columbia Valley and Slocan Valley regions agreed to bring forward to councils the opportunity to expand on the success of the existing ICBL programs by consolidating partnerships and expanding participating communities into one Kootenay-wide ICBL program. January 1, 2020 is the target date for the Kootenay-wide bylaw to take effect.
- Attached for Council's consideration is a draft Inter-Community Business Licence Bylaw. This bylaw is in addition to the Village's current Business Licence Bylaw and will not affect or replace our current licensing process. Inter-Community Licences are elective licences, over and above our municipal licences.
- This bylaw is targeted to come into full force and effect in January 2020, and operate as a pilot program until December 2021.
- The following Kootenay Communities are included in this partnership: Cranbrook, Fernie, Golden, Grand Forks, Greenwood, Invermere, Kimberly, Nelson, Rossland, Trail, Creston, Canal Flats, Fruitvale, Kaslo, Midway, Montrose, Nakusp, New Denver, Radium Hot Springs, Salmo, Silverton, Slocan, and Warfield.
- **The pilot program has proven to be successful and has no negative affects for Silverton nor for its businesses. Therefore, staff are recommending the pilot program bylaw be repealed and the attached bylaw adopted in its place.**

Financial Impact

There is potential for greater revenues for the municipality should a business wish to purchase this business licence option. There are also potential losses should a business purchase the licence through a different member municipality. However, after staff reviewed current and past business licences purchased from the Village of Silverton, staff do not feel the financial losses will be significant and potentially the Village may realize a slight increase in any given fiscal year as the inter-community licencing fees are **in addition** to the Village licencing fees.

Discussion

Created in partnership with local governments, UBCM and the Province of British Columbia, ICBL partnerships streamline and simplify the licensing process, making it easier to do business in participating communities. ICBLs allow mobile businesses (e.g. contractors, caterers, and other service providers) to operate across the Participating Government jurisdictions, without having to apply for multiple businesses licences.

Consolidating existing ICBL partnerships into a Kootenay-wide ICBL will build on the success of existing ICBL programs and expand on the number of participating communities, further supporting small businesses, reducing unnecessary administrative burden, increasing compliance, fostering positive intercommunity partnerships and displaying business friendliness.

The Kootenay-wide partnership will better address the substantial degree of businesses that are not complying with business licensing regulation. Provincial analysis indicates that only 276 or 8% of mobile businesses in the Kootenays purchased multiple licences, which suggests substantial lack of compliance, even considering the four different ICBL programs already in place. Provincial analysis also indicated that the Kootenay-wide agreement would reduce unnecessary administrative burden for businesses holding multiple licences by 56%.

In the recent meeting, November 25, 2021 with the province and participating communities, the following communities are participating as follows:

- Creston, Grand Forks, New Denver, Salmo, Slocan, Castlegar, Silvertown to update the pilot bylaw with a bylaw without an expiry.
- Kaslo, Nelson, Rossland are communities that do not have an expiry date within bylaw.

BENEFITS & NEGATIVE IMPACTS:

Expanding to a Kootenay-wide ICBL fosters a more open, robust and prosperous community and region.

Inter-municipal licensing will increase compliance, reduce application processing time, improve information flow among participating municipalities, and increases the ability to monitor compliance. This program will save business owners time and money, and allows businesses to expand operations where their services are needed.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

- Council may, pursuant to section 8(6) of the *Community Charter (CC)*, regulate in relation to business.
- Pursuant to Section 14 of the *CC*, two or more municipalities may, by bylaw, establish in Inter-Community scheme in relation to one or more matters.
- Section 15(1) of the *CC* states that council may provide terms and conditions that may be imposed for obtaining, continuing to hold or renewing a licence, permit or approval and specify the nature of the terms and condition and who may impose them.

- Section 59(2) of the *CC* states that before adopting a bylaw under business regulation, a Council must give notice of its intention, and provide an opportunity for those affected to be heard. Representations from the public will be received until January 6th, 2020 at 4:00pm.

Recommendation:

That the Village of Silverton Council give the Inter-Community Business Licence Bylaw No. XXX - 2022 three readings, and that staff be directed to post notice of intention to adopt, in accordance to the *Community Charter*, section 59(2).

Hillary Elliott, CAO

THE CORPORATION OF THE VILLAGE OF SILVERTON

BYLAW NO. XXX – 2022

INTER-COMMUNITY BUSINESS LICENCING AND REGULATION OF TRADES, OCCUPATIONS AND BUSINESSES

WHEREAS Council may, pursuant to Section 8(6) of the *Community Charter*, regulate in relation to business;

AND WHEREAS pursuant to Section 14 of the *Community Charter*, two or more municipalities may, by bylaw adopted by the Council of each participating government, establish an Inter-Community scheme in relation to one or more matters;

AND WHEREAS pursuant to Section 15(1) of the *Community Charter*, Council may provide terms and conditions that may be imposed for obtaining, continuing to hold or renewing a licence, permit or approval and specify the nature of the terms and conditions and who may impose them;

AND WHEREAS Council has given notice of its intention to adopt this bylaw by publishing such notice in two consecutive issues of a newspaper, the last publication appearing not less than three (3) and not more than ten (10) days before the hearing and has provided an opportunity for persons who consider they are affected by this bylaw to make representations to Council at a hearing pursuant to Section 59 of the *Community Charter*;

AND WHEREAS the Council of the Village of Silverton has adopted Bylaw 513 - 2019 and amendments for that purpose, and now deems it necessary to repeal that bylaw and replace it;

NOW THEREFORE the Council of the Village of Silverton, in open meeting assembled, hereby enacts as follows:

PART 1 – INTERPRETATION

Title

1. This Bylaw may be cited as the “INTER-COMMUNITY BUSINESS LICENCE BYLAW NO. XXX – 2022”.

Definitions

In this bylaw unless the context otherwise requires:

“Business”	has the meaning as defined by the “ <i>Community Charter</i> Schedule Definitions and Rules of Interpretation”.
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“Excluded Business”	means a Business excluded from application for an Inter-Community Business Licence and includes those Businesses referred to in Schedule 'A' attached hereto and forming part of this Bylaw.
“Inter-Community Business”	means a Business that performs a service or activity within more than one Participating Government by moving from client to client rather than having clients come to them. This includes but is not limited to trades, plumbers, electricians, cleaning services, pest control or other similar Businesses. This does not include fruit stands, flea markets, trade shows or other similar businesses.
“Inter-Community Business Licence”	means a Business Licence which authorizes Inter-Community Business to be carried on within the boundaries of any or all of the Participating Governments in accordance with this Bylaw and will be in addition to a Standard Business Licence.
“Standard Business Licence”	means a licence or permit, other than an Inter-Community Business Licence, issued by a Participating Government that authorizes a Business to be carried on within the jurisdictional boundaries of that Participating Government.
“Participating Government”	means communities located in the Kootenay Region of BC that have adopted an Inter-Community Business Licence Bylaw like this Bylaw.
“Person”	has the meaning ascribed to it by the Interpretation Act.
“Premise”	means a fixed or permanent location where the applicant ordinarily carries on Business.
“Principal Government”	means the Participating Government where a Business is physically located, or has a Premise, or, where the licensee does not maintain a Premise in any of the Participating Governments, the Government that issues the Inter-Community Business Licence.

PART 2 – REGULATIONS

- a) Subject to Section (c) and (e), a person who has obtained an Inter-Community Business Licence may carry on business within a Participating Government for the term authorized by the Inter-Community Business Licence without obtaining a Standard Business Licence in the other Participating Governments.
- b) A Participating Government may issue an Inter-Community Business Licence to an applicant for an Inter-Community Business Licence provided the Business type is an Inter-Community Business and is not an Excluded Business, the applicant has a valid Business Licence issued by that Participating Government, and the applicant meets the requirements of this Bylaw.
- c) A person holding an Inter-Community Business Licence must comply with all other regulations and bylaws of the Participating Government in which they are carrying on Business.
- d) A Business that operates under an Inter-Community Business Licence in more than one Participating Government shall only apply for an Inter-Community Business Licence from the Participating Government in which they maintain a Premise.
- e) Notwithstanding the issuance of an Inter-Community Business Licence, every person who carries on, maintains, owns or operates, within a Participating Government, any profession, business, trade, occupation, calling, undertaking or thing in or from more than one branch, office, place, premise or store shall obtain a separate Standard Business Licence for each branch, office, place, premise or store. And further, notwithstanding Sections (b), (c), and (d), the Participating Governments agree that where an applicant for an Inter-Community Business Licence:
 - i. does not maintain Premises in any of the Participating Governments, then the applicant may apply at any one of them; or
 - ii. maintains a Premise in more than one of the Participating Governments, the applicant must apply at one of the Participating Governments where they maintain a Premise.

PART 3 – FEES

- a) The fee for an Inter-Community Business Licence is \$100 and shall be paid in full at the time of application and will be retained by the Participating Government that issues the licence.
- b) The fee for an Inter-Community Business Licence is separate and additional to any Business Licence fee that may be required.
- c) The annual Inter-Community Business Licence fees prescribed in this bylaw may be reduced pro-rate in respect of any person who becomes liable to be licensed AFTER the commencement of the licence period, on the same basis as the municipal business licence.

PART 4 – APPLICATION

- a) Every Inter-Community Business Licence shall be issued on a standard form provided for that purpose, as agreed upon from time to time by the Participating Governments and including, as a minimum, the following information:
 - i. Disclosing the nature and character of the profession, business, trade, occupation, calling, undertaking or thing to be carried on, maintained, owned or operated by the applicant;
 - ii. Declaring the mailing address and contact information for such profession, business, trade, occupation, calling, undertaking or thing;
 - iii. Declaring the number of persons engaged or occupied in such profession, business, trade, occupation, calling, undertaking or thing;
 - iv. Disclosing the number of distinctive lines of goods sold or offered for sale;
 - v. Including any other information concerning the profession, business, trade, occupation, calling, undertaking or thing which the Participating Government may require.
- b) Each Participating Government shall provide to all other Participating Governments standardized information regarding the Inter-Community Business Licences issued, by way of at least weekly updates on a shared database (www.mobilebusinessregistry.ca) available to all Participating Governments.

PART 5 – SUSPENSION OR CANCELLATION OF AN INTER-COMMUNITY BUSINESS LICENCE

- a) A Council or Designated Officer or Employee of a Participating Government may exercise the authority of the Principal Government in accordance with Sections 15 and 60 of the *Community Charter* to suspend or cancel an Inter-Community Business Licence. The suspension or cancellation shall be in effect throughout all of the Participating Governments and it shall be unlawful for the holder to carry on the Business authorized by the Inter-Community Business Licence in any Participating Governments for the period of the suspension or cancellation.
- b) Before suspending or canceling an Inter-Community Business Licence under Section 6(a), the Participating Government must give the licence holder notice of the proposed action and must inform the licence holder of their right to be heard.
 - i. If the licence holder wishes to exercise this right, the Participating Government shall communicate in writing to the licence holder and Principal Government that issued the Inter-Community Business Licence, together with such documentary evidence of the reasons for suspension or cancellation as may be available and the request to be heard. Such Principal Government shall then, as soon thereafter as reasonably possible, provide the Licence Holder an opportunity to address their respective Council who will then consider whether to suspend or cancel the Inter-Community Business Licence.
 - ii. If the licence holder does not exercise their right to be heard, the Participating Government may suspend or cancel the Inter-Community Business Licence in accordance with Section 6(a).
- c) Any conduct by a licence holder resulting in a hearing made under Section 6(b)(i) shall be considered by the Council of the Principal Government as though it happened within the jurisdiction of the Principal Government.
- d) A decision by a Principal Government or Participating Government to cancel or suspend an Inter-Community Business Licence under Section 6 (b) shall be honoured by all Participating Governments.
- e) Nothing in this Bylaw impedes the authority of a Participating Government to suspend or cancel any Business Licence issued by that Government, or to enact

regulations in respect of any class of Business Licence in accordance with Section 15 of the *Community Charter* and amendments thereto.

PART 6 – MISCELLANEOUS

- a) A Participating Government may, by notice in writing to each of the other Participating Governments, withdraw from the Inter-Community Business Licence scheme established by this Bylaw.

Notice must:

- i. Set out the date on which the withdrawing Government will no longer recognize the validity within its boundaries of business licences issued pursuant to this Bylaw, which date must be at least six months from the date of the notice; and
 - ii. Include a certified copy of the Bylaw authorizing the withdrawal.
- b) An Inter-Community Business Licence issued prior to the effective date of the withdrawal shall, until it expires, remain valid within the boundaries of the withdrawing Government.

PART 7 - REPEAL AND ENACTMENT

- (a) Inter-Community Business Licencing and Regulation of Trades, Occupations and Businesses Bylaw No. 513 - 2019 and all amendments are hereby repealed;
- (b) Any enactment referred to herein is a reference to an enactment of British Columbia and its regulations thereto, as amended, revised, consolidated, or replaced from time to time;
- (c) If any part, section, subsection, sentence, clause or phrase or word of this Bylaw is, for any reason, held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.
- (d) This Bylaw shall come into full force and effect on _____.

READ A FIRST TIME THIS 8th DAY OF DECEMBER 2021.

READ A SECOND TIME THIS 8th DAY OF DECEMBER 2021.

READ A THIRD TIME THIS 8th DAY OF DECEMBER 2021.

RECONSIDERED AND ADOPTED THIS _____.

Mayor

Corporate Officer

Certified a true copy of the "Village of Silverton Inter-Community Business Licence Bylaw No. XXX, 2022".

Chief Administration Officer

A **Business Licence** authorizes a business to provide a service or services within the boundaries of a municipality and is issued by a local government. Unpaid business licence fees and renewal fees are subject to a penalty fine.

City of Rossland business licences are issued for a twelve month period and are effective from January 1 to December 31 of a calendar year. The issuance of licences and the regulation of businesses is governed by the City's Business Licence Bylaw No. 2326.

Business Licence Process



- The Business Licence application process may involve non-municipal inspections by Kootenay Boundary Regional Fire Service, the Building Department or Interior Health. If the business involves the selling of liquor, a licence is also required from the Liquor Control and Licensing Branch. You are responsible for acquiring these approvals and supplying the City with supporting documents once inspections are completed.

Contacts:

Interior Health Environmental Health Officer: (250) 505-7200
 Kootenay Boundary Regional Fire Rescue: (250) 364-1737
 Liquor Control and Licensing Branch Help Desk: 1-866-209-2111

- A municipal building inspection may be required depending on the business type and location, if a building inspection is required, the cost is \$40. Please contact City Hall if you have any questions.

A **Mobile Business Licence** allows mobile businesses (e.g. contractors, caterers, etc.) to operate across participating jurisdictions. These partnerships support the success of the small business sector by reducing barriers to doing business in BC.

There are two partnership agreements with Rossland and our surrounding communities:

Inter-Municipal Business Licence (IMBL)

*This program is administered by the City of Trail and must be purchased in Trail.

Participating Communities:

City of Trail
 Village of Warfield
 Village of Montrose
 Village of Fruitvale

The cost of the IMBL is \$180 and does not require an additional municipal business licence.

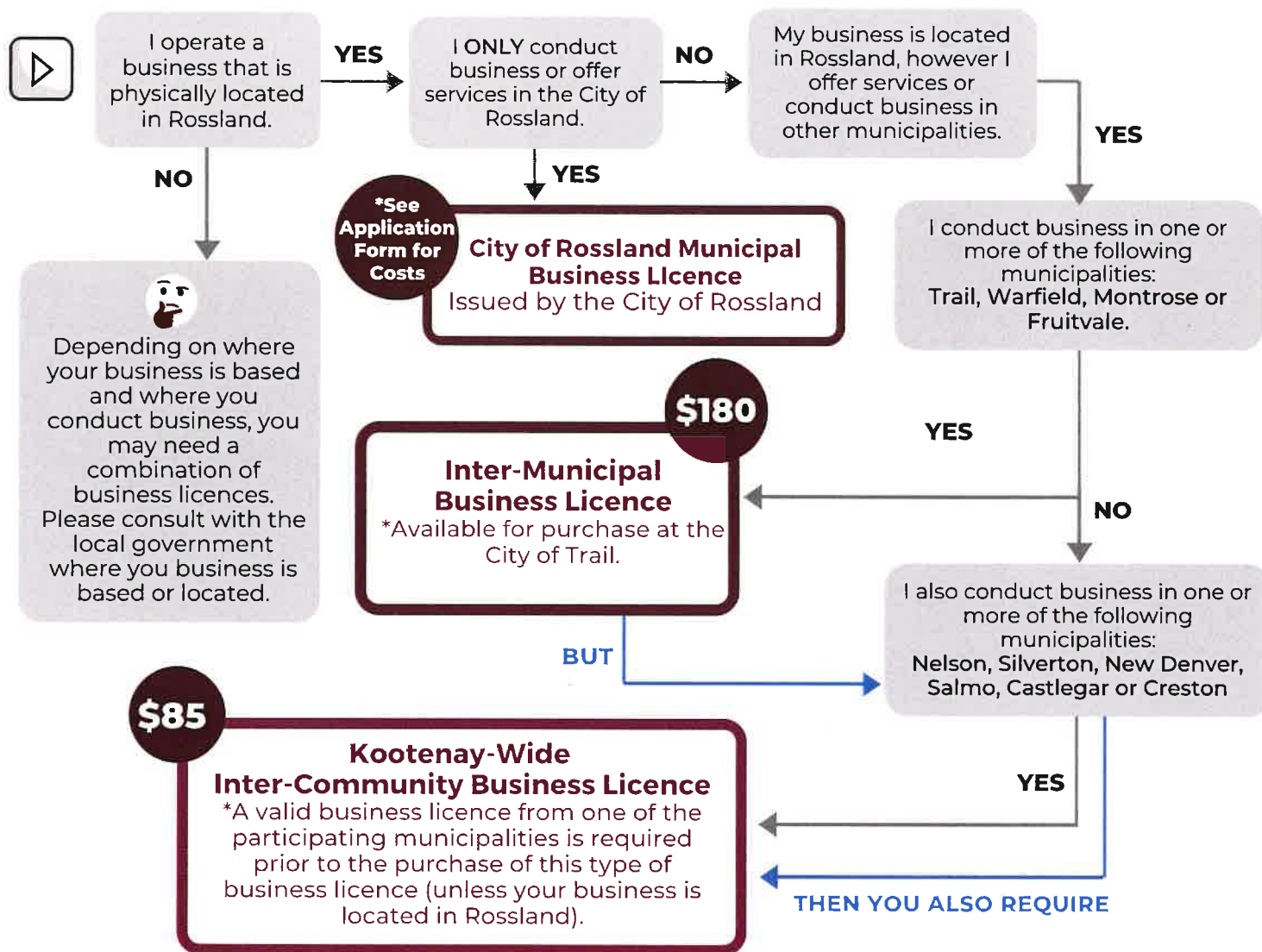
Kootenay-Wide Inter-Community Business Licence (ICBL)

Participating Communities:

City of Castlegar	Town of Creston
Village of Kaslo	City of Nelson
Village of New Denver	Village of Salmo
City of Rossland	

The cost of the ICBL is \$100+ cost of municipal business licence (unless you are located in Rossland and have a valid IMBL)

What Type of Business Licence is Best For My Business?



ADDITIONAL RESOURCES:

City of Rossland: www.rossland.ca/businesslicence

Permit and Licence search for you business: www.bizpal.ca

Business registrations across all levels of government: www.onestop.gov.bc.ca

Independent, expert and tailored small business (free) advice: www.smallbusinessbc.ca/advisory

Regional Economic Development Information: www.lcic.ca