

VILLAGE OF RADIUM HOT SPRINGS

AGENDA

REGULAR COUNCIL MEETING OF JUNE 10TH, 2020.

Meeting via zoom at 3:00 p.m.

1. ORDER:

2. ADDITIONS TO AGENDA:

3. MINUTES:

- (a) Council meeting minutes from May 20th, 2020.

4. DELEGATIONS:

5. COMMITTEE REPORTS:

6. UNFINISHED BUSINESS / BUSINESS ARISING FROM THE MINUTES:

7. BYLAWS:

- (a) Zoning Amendment Bylaw No. 459, 2020.
- (b) Zoning Amendment Bylaw No. 460, 2020.

8. MISCELLANEOUS CORRESPONDENCE & REPORTS:

- (a) Letter from the RCMP.

9. NEW BUSINESS:

- (a) COVID-19 Pandemic Operational Policy #1 – June 2020.
- (b) Playground reopening decision.
- (c) Adventure Radium summer camp decision.
- (d) Resolution of support for restart of Fire Department training (operational guideline attached).
- (e) Memo RE: LCRB Policy Directive 20-13 (with directive attached).
- (f) Business signage discussion.
- (g) Memo: Water Well Replacement.

10. SUNDRY MATTERS & QUESTIONS:

11. NOTICE OF COMMITTEE, SPECIAL & CLOSED MEETINGS:

12. ADJOURNMENT:

VILLAGE OF RADIUM HOT SPRINGS**REGULAR COUNCIL MEETING MINUTES FROM MAY 20TH, 2020.**

Meeting held via 'virtual' zoom conference.

PRESENT: Mayor Clara Reinhardt, Councillors Shudra, McCauley, Logan and Gray, Karen Sharp, Dave Dixon, Breanne Massey, and Mark Read.

1. ORDER: Mayor Reinhardt brought the meeting to order at 7:30 p.m.

2. ADDITIONS TO AGENDA:

Resolved, that we add our Council meeting schedule to the agenda.

(Moved by Councillor McCauley) Carried.

3. MINUTES:

Resolved, that we approve the Council meeting minutes from April 22nd, 2020, as circulated.

(Moved by Councillor McCauley) Carried.

4. COMMITTEE REPORTS:

Councillor McCauley noted and commented on guidelines issued by the BC Hotel Association regarding accommodation operations during the next phase of the covid pandemic.

Councillor Logan provided details from a BC Hydro information call regarding our regional snow pack and freshet forecasts. The local snow pack is currently at 115% of normal.

Councillor Gray provided details of the Library's phased reopening plan. Mike also attended a recent Bighorn Sheep highway mortality meeting. Council appointed Todd and Mike as our representatives to this working group.

Mayor Reinhardt advised that the transit review report will be submitted to the Regional Board for their review and consideration.

5. NEW BUSINESS:

Council discussed the reopening of playground equipment. It was agreed that a coordinated regional approach would be followed, if possible, and that appropriate policies and information signage would be developed to enable safe reopening of these facilities.

VILLAGE OF RADIUM HOT SPRINGS

Regular Council Meeting Minutes from May 20th, 2020 continued...

5. NEW BUSINESS continued:

Resolved, that we approve the March cheque register in the amount of \$178,531.29.
(Moved by Councillor Gray) Carried.

Council agreed to resume our normal meeting schedule in June, with virtual zoom meetings starting at 3:00 p.m.

6. SUNDRY MATTERS & QUESTIONS:

Councillor Logan advised that the Fire Department has been undertaking birthday fire truck drive bys.

Councillor Shudra provided a Rotary Club 'splash park' fundraising update noting that their \$200K fundraising goal has been achieved, and that they plan to continue their fundraising efforts.

Fire Chief Dave Dixon noted that the department is discussing a restart to their training program.

Mayor Reinhardt provided a number of updates, including the Association of Kootenay Boundary Local Governments (AKBLG) plans to hold a virtual annual general meeting, and a Parks Canada update noting that their plans for campground openings would follow BC Provincial guidelines.

7. ADJOURNMENT:

The meeting adjourned at 8:37 p.m.

HEREBY CERTIFIED CORRECT:

Mayor Clara Reinhardt

Clerk Mark Read

VILLAGE OF RADIUM HOT SPRINGS

BYLAW 459, 2020.

Being a bylaw to amend the zoning bylaw.

WHEREAS Section 479 of the *Local Government Act* provides that a local government may, by bylaw, divide the whole or part of the municipality into zones; regulate the use of land, building and structures within a zone; regulate the siting, size and dimensions of buildings; regulate the location of uses on the land and within buildings and structures; and that the regulations may be different for different uses within a zone;

AND WHEREAS the Council deems it desirable to amend the zoning bylaw, cited as "Village of Radium Hot Springs Zoning Bylaw No. 338, 2007" add a definition of Nano Brewery/Brewpub and add a Permitted Use of Nano Brewery/Brewpub to a specific property located within the C1 Highway Commercial zone:

C1 Highway Commercial

Lot 1, Block 2, Plan 2606, District Lot 2580, Kootenay District,
PID 013 575 929

NOW THEREFORE the Council of the Village of Radium Hot Springs in open meeting assembled **enacts** that the Village of Radium Hot Springs Zoning Bylaw No. 338, 2007 is hereby amended as follows:

1. That Section 2.0 is amended with the addition of defined term: **Nano Brewery/Brewpub.** means a BC manufactured brewery producing not more than 1500 brewers barrels (176,000 litres) per year with a liquor primary attached that will be producing and selling beer and malt-based products via pipeline (Beer Taps)
2. That Section 6.5.1. is amended with the addition of Permitted Use: **Nano Brewery/Brewpub** for the following property:

Lot 1, Block 2, Plan 2606, District Lot 2580, Kootenay District

This Bylaw may be cited as "Zoning Amendment Bylaw No. 459, 2020.

That this bylaw shall come into full force and effect upon passage.

READ A FIRST AND SECOND TIME THIS _____ DAY OF _____, 2020.

PUBLIC HEARING HELD THIS _____TH DAY OF _____, 2020.

READ A THIRD TIME THIS _____TH DAY OF _____ 2020.

RECONSIDERED AND ADOPTED THIS _____TH DAY OF _____, 2020.

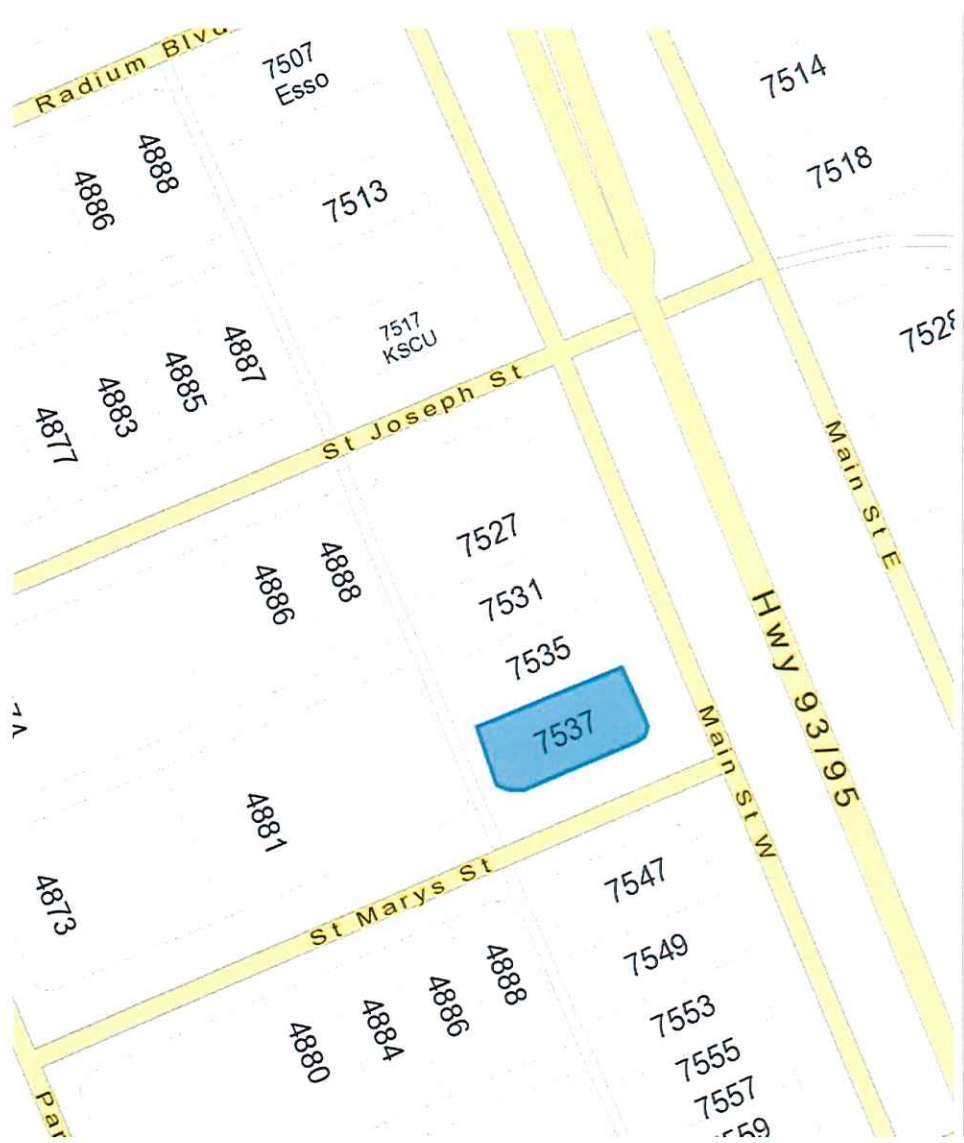
Mayor Clara Reinhardt

Clerk Mark Read

Hereby certified as a true copy of Bylaw 459, 2020.

Clerk

Date



Schedule A – Bylaw 459, 2020

VILLAGE OF RADIUM HOT SPRINGS

BYLAW 460, 2020.

Being a bylaw to amend the zoning bylaw.

WHEREAS Section 479 of the *Local Government Act* provides that a local government may, by bylaw, divide the whole or part of the municipality into zones; regulate the use of land, building and structures within a zone; regulate the siting, size and dimensions of buildings; regulate the location of uses on the land and within buildings and structures; and that the regulations may be different for different uses within a zone;

AND WHEREAS the Council deems it desirable to amend the zoning bylaw, cited as "Village of Radium Hot Springs Zoning Bylaw No. 338, 2007" add definitions of:

- Shipping Container
- Portable Garage

NOW THEREFORE the Council of the Village of Radium Hot Springs in open meeting assembled *enacts* that the Village of Radium Hot Springs Zoning Bylaw No. 338, 2007 is hereby amended as follows:

1. That Section 2.0 is amended with the addition of defined terms:
 - a. **Shipping Container**, including cargo containers, means the enclosed containers used in conjunction with the transport, shipping or delivery of goods and freight as part of cargo terminal and warehouse operations.
 - b. **Portable Garage**, including storage tents, means a tent like structure used to store vehicles or other goods on a temporary or permanent basis
2. That Section 4.2 Accessory Buildings and structures is amended with the addition of:
 - i. 4.2.3 **Shipping Containers** may only be used as an accessory building or structure for storage purposes in the following zones: I1 Light Industrial; I2 Heavy Industrial; C4 Recreation Vehicle Park. Where shipping containers are permitted, they shall be subject to the following:
 1. Located on a parcel no closer than 7.5 m to an exterior property line;
 2. Located on a parcel with a minimum separation distance of 3m from any combustible building or structure, except in the case of other shipping containers;
 3. Limited to a maximum of six (6) shipping containers, or one (1) shipping container per 400m² of site area for the first 1.0ha of site area, whichever is less; and one (1) shipping container per 1000m² of site area thereafter;
 4. Shall be located behind the front face of the principal building on the parcel;
 5. May not be stacked one (1) above the other;
 6. May not be used as a habitable room or for human occupancy;
 7. Shall meet applicable Provincial Health and Safety regulations, and Fire regulations including the proper venting of shipping containers and are subject to fire and safety inspection.
 - ii. 4.2.4 **Portable Garage** are subject to the following:
 1. are not permitted in front yards or side yards. Portable garages are permitted in back yards maintaining required set backs for that zone.
 2. Shall be maintained so as not to create an unsightly condition;
 3. Where a Portable Garage is deemed by the Village as to be unsightly, it must be removed within 4 weeks of notification, otherwise the Village may remove the structure at the expense of the owner.

This Bylaw may be cited as "Zoning Amendment Bylaw No. 460, 2020.

That this bylaw shall come into full force and effect upon passage.

READ A FIRST AND SECOND TIME THIS ____ DAY OF _____, 2020.

PUBLIC HEARING HELD THIS ____TH DAY OF _____, 2020.

READ A THIRD TIME THIS ____TH DAY OF _____ 2020.

RECONSIDERED AND ADOPTED THIS ____TH DAY OF _____, 2020.

Mayor Clara Reinhardt

Clerk Mark Read

Hereby certified as a true copy of Bylaw 460, 2020.

Clerk

Date



Royal Canadian Mounted Police Gendarmerie royale du Canada
Commanding Officer Commandant divisionnaire

8(a)

May 25, 2020

Province of British Columbia
Mayors and Chief Administrative Officers

Dear Respected Colleagues / Community Partners,

Subject: RCMP COVID-19 Safe Return to Workplace Plan

Over the last few months policing across Canada has taken on different forms as the RCMP and our law enforcement partners looked to maintain core policing duties while the country adapted to the realities of COVID-19.

To accomplish this, many non-essential police services were stopped, detachments were closed to the public, and additional safety protocols for employees were established.

The BC RCMP is looking to resume providing all services, and once again opening detachments to the public we serve.

As we begin this process, the BC RCMP Senior Leadership Team remains committed to providing our employees with a safe return to workplace plan. A divisional committee has been established to ensure our return to the workplace is aligned with both the Province of BC Restart Plan and the direction provided from RCMP National Headquarters. Our divisional committee has representatives from the unions, Occupational Health, Human Resources, and others, so we have the right people to make sure this is a coordinated effort.

In the next week we will be receiving guidance which will be provided to all detachments and units so that they can guarantee their return to workplace continuity plans are safe and sustainable. Larger facilities like the Pacific Region Training Centre (PRTC) facility in Chilliwack, "E" Division Headquarters, or district buildings will also have specialized plans, and all plans will be subject to a review/approval process before they can be implemented.

The safe return to work framework will take a number of factors into consideration, but the safety of all employees and the public remains vital. Social distancing measures will remain in place for the foreseeable future so having all employees return to the workplace at once is not likely. We have already implemented a number of measures in our facilities to ensure we follow the Provincial Health Guidelines and have increased cleaning protocols of high contact areas in our buildings.

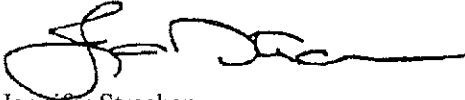
I also want to assure you that this plan will address the work environment of Regular Members, Civilian Members, Public Service Employees and Municipal Employees.

Canada

We recognize that people are anxious to return to normal activities, but as first responders we must proceed in a measured and methodical manner to ensure the safety of everyone. It is important that we do not rush returning to formerly routine duties, as an outbreak in our facilities could have direct implications on our communities.

As the Commanding Officer of the BC RCMP I would like to thank both our community partners and our employees for their hard work and understanding over the past two months, and for your continued patience as we resume activities. While they may look different than they did earlier this year, I look forward to resuming all the services that the BC RCMP provides in the near future.

Kind regards,



Jennifer Strachan
Deputy Commissioner
Commanding Officer, BC RCMP

14200 Green Timbers Way
Mailstop #308
Surrey, B.C. V3T 6P3

cc: Ms. Brenda Butterworth-Carr, Assistant Deputy Minister & Director of Police Services,
Policing & Security Branch
Assistant Commissioner Eric Stubbs, Criminal Operations Officer, CORE Policing

VILLAGE OF RADIUM HOT SPRINGS

COVID-19 Pandemic Operational Policy #1 – June 2020.

Intent

The intent of this policy is to protect Village of Radium Hot Springs staff members, Council members, residents and the general public as the Village transitions to the next phase of the Covid-19 pandemic response.

The operations of the Village of Radium Hot Springs (hereinafter the 'Village') during this phase will be informed by the Province of BC's Restart Plan, WorkSafe BC Guidelines, current covid science, regional covid situation reports, public health orders and guidelines, and other relevant information.

Policy Statement

Council supports safe municipal facilities, services and operations during this next phase, in the context of a cautionary approach to 'reopening'. Efforts to establish a 'new normal' during this phase of the pandemic will be framed with the overreaching desire to protect all providers and users of Village facilities and services.

This policy will be amended when changes to the covid pandemic situation warrant a review.

When the Covid-19 pandemic comes to an end by declaration of the BC Public Health Officer, this policy will cease to be in effect.

BC Provincial Guidelines

The Village will only offer municipal services as permitted under the Province of BC's Restart Plan, WorkSafe BC Guidelines and public health orders and guidelines.

Strategic Objectives

The Village supports three primary strategic objectives guiding our efforts to respond to and overcome the Covid-19 pandemic. These include:

- Protect the health and safety of both employees and the public while ensuring the provision of essential and critical services, as mandated by the Provincial Government, and;
- Protect Village assets while continuing, to the full extent possible, to deliver our normal spectrum of services to the community, and;

- Undertake the necessary planning and work needed to ensure that all facilities, programs, services and equipment will be in optimum condition and at operational status when re-opened for community use.

Approach to Restoring Programs and Services

The restoration of programs and services consists of a carefully staged approach that will take into account level of risk, exposure, worker and public safety, and the ability to effectively initiate service delivery with strict adherence to health and safety guidelines.

Criteria for Assessing the Restoration of Programs and Services

The following factors will be considered when determining the restoration, in full or in part, of programs and services:

1. Workforce and workplace requirements

This includes the level of staff training required, the level of exposure of staff members and members of the public, the need for personal protective equipment, and the need to adapt the physical infrastructure of the work environment in order to mitigate risks and exposure.

2. Risks to vulnerable populations

This includes seniors, those with compromised immune systems and/or pre-existing health conditions.

3. Ability to adhere to health protocols

This includes physical distancing, proper and frequent hand washing, not touching one's own face, and any additional health protocols and guidelines put forward by the BC Centre for Disease Control or public health officers.

4. Nature of participation in program or activity

This includes the mode of delivery (indoor, outdoor, or virtual), the extent to which equipment and materials are shared, the level of physical exertion involved, and the level of contact with others.

5. Additional risks

This includes any insurance implications, contractual agreements, and agreements with other user groups.

6. Timelines

This includes the length of time required to implement risk mitigation measures, train staff in necessary protocols, and complete the physical adaptations needed.

7. Financial Impact

This includes an analysis of the additional costs that will be incurred to restore the program or service.

Worker, Council member, and Public Safety

1. The Village Municipal office will remain staffed during normal office hours. The Village Municipal office, Public Works office, and the Fire Hall will remain closed to the public during this uncertain phase of the pandemic. The Village will continue to provide a full slate of municipal services in a manner which insures worker and public safety.
2. WorkSafe BC Covid-19 Safety Plans will be developed for any Village facility that allows inside public access. Occupancy limits for these facilities will be developed according to public health orders and covid safety information will be posted on the premises.
3. Any worker or member of Council with symptoms of Covid-19 or any advised by public health or a doctor to self-isolate, must self-isolate at home for 10 days from the onset of symptoms. If these symptoms are noticed while the worker or Council member is at work or at a meeting of the Village, the worker or Council member must remove themselves and return home for self-isolation as soon as possible. Any suspected infection of Covid-19 shall be reported to the CAO. Workers or members of Council who suspect infection with Covid-19 should seek testing. If testing confirms that an individual is not infected with Covid-19, these self-isolation requirements may be adjusted upon approval of the CAO or Department Head.
4. Any worker or Council member who has arrived from outside of Canada, or who had contact with a confirmed Covid-19 case, must self-isolate for 14 days and monitor for symptoms.
5. The Village will, as much as possible, enable and encourage staff and Council members to conduct virtual meetings, and to work from home or to work remotely. The manner and method in which workers work from home or work remotely shall be approved by the CAO or Department Head.
6. The Village will make use of virtual means for Council meetings and public hearings, until it is deemed safe to return to 'in person' Council and public meetings. This decision will be made by Council and informed by relevant public health guidelines, and may be made on a 'one by one' basis, upon consideration. Village Staff will have the option to attend meetings virtually if they have safety related concerns.

Radium Hot Springs Volunteer Fire Department Operational Guidelines

Purpose: To establish a risk analysis, risk mitigation procedure and documentation, for fire fighter training during the COVID-19 pandemic.

Scope: All Radium Hot Springs Volunteer Fire Department personnel.

Policy: During the COVID-19 pandemic, all training plans must be assessed using the COVID-19 Risk Assessment Tool to determine what risk mitigation is required for training to commence.

Procedure:

Prior to commencing with training, the Officer in Charge (OIC) or Training Officer (TO) must assess each training session using the COVID-19 Risk Assessment Tool to determine:

- Risk Factors
- Risk Mitigation
- If the training is essential or non-essential
- Risk level to personnel in proceeding with training

The completion of the Risk Assessment Tool will determine if the training should proceed, and what steps are to be implemented to mitigate a potential COVID-19 exposure. The identified risk factors and risk mitigations for each training session shall be shared with all personnel prior to the training commencing.

1. Implement standard COVID-19 risk mitigation for all personnel; the OIC or TO will ensure all personnel are oriented and understand these policies and procedures:
 - All personnel will perform good hand hygiene including frequent hand washing and sanitizing of hands when entering and exiting the fire station.
 - No personnel will attend with symptoms of COVID-19 including fever, chills, cough, shortness of breath, sore throat and painful swallowing, must self-isolate at home for a minimum of 10 days.
 - Anyone under the direction of the provincial health officer to self-isolate must follow those instructions.
 - Anyone who has arrived from outside of Canada, or contacted a confirmed COVID-19 case, is required to self-isolate for 14 days and monitor for symptoms.
 - Maintaining 2m social distancing and not congregate prior to, during or after training in meeting rooms, offices, apparatus bays, on apparatus or while donning or doffing PPE.
 - Understand where to wait prior to the start of training.
 - Understand the procedure for isolating and sending home anyone who becomes sick during training.
 - Understand the procedure for cleaning apparatus and after use.
 - Understand the procedure for use and cleaning high touch surfaces.
 - Understand the procedure for use and cleaning of firefighting tools and PPE.
 - Upon arrival, provide clear directions for all personnel of the identified risks and mitigations for the planned training prior to commencement.

3. Documentation

- Document training lesson(s) and attendance, on RFD training records form.
- Complete Risk Assessment / Mitigation form, OIC or T.O. to sign and date.

VILLAGE OF RADIUM HOT SPRINGS

Memo RE: LCRB Policy Directive 20-13 (attached)

LCRB Policy Directive 20-13 is intended to permit food primary, liquor primary and manufacturing licensees to temporarily expand their service area footprint until October 31, 2020.

This policy will help licensees increase their service area, which in turn will allow them to decrease the density of patrons, thereby complying with Provincial Health Orders and guidelines regarding physical distancing.

To support this directive, LCRB has implemented an expedited process for the authorization of temporary expansions to service areas. These temporary authorizations will be focused on expanding licensee service areas only and will not increase currently approved person capacities or occupant loads. This will allow the LCRB to expedite approvals while mitigating any public safety risks or local government requirements. Licensees will still be subject to any PHO orders requiring reduced occupancy loads and must also comply with all local bylaws and health and fire regulations.

The LCRB is offering two options for local government input into the temporary authorization application process for liquor primary and manufacturer licensees:

1. Local governments may provide one pre-approval to cover all liquor primary and manufacturer establishments within their jurisdiction who may apply for an expanded service area.

Considerations:

- This will enable the fastest processing of applications.
 - We will not have an opportunity to see individual requests before they are approved by the LCRB.
 - Applicants will be required to disclose that they have met all local government requirements when applying.
 - We will receive notice when the expanded service area is authorized by the LCRB.
2. Local governments may choose to review and approve all individual requests for liquor primary and manufacturer expansions prior to licensees submitting their applications to the LCRB.

Considerations:

- This will increase the time required for businesses to begin operating their expanded areas.
- We will have the ability to determine what information we require from applicants seeking our approval, and to withhold approval if we have concerns.

Date: May 22, 2020

To: All LCRB Staff
All Licensees
All Industry Associations
All local government, First Nations and police agencies

Re: **Temporary Expanded Service Area Authorization**

General Manager Authority

Under the Liquor Control and Licensing Regulation (LCLR), s. 109.1, the General Manager (GM) of the Liquor and Cannabis Regulation Branch (LCRB) may issue a Temporary Expanded Service Area Authorization to food primary, liquor primary, and manufacturer licensees.

New Policy

In response to the COVID-19 pandemic, the Province's March 2020 declaration of a state of emergency and the Provincial Health Officer's March 2020 declaration of a public health emergency, the GM is putting in place time-limited measures to support the Provincial Health Officer's (PHO) direction and recommendations.

This new authorization permits a licensee to temporarily expand their service areas **until October 31, 2020**. The increased service area will allow licensees to serve patrons while complying with the PHO's guidelines regarding physical distancing.

Accordingly, food primary, liquor primary and manufacturer licensees (i.e., wineries, breweries, distilleries) may apply for a Temporary Expanded Service Area Authorization.

To meet the intent of this temporary authorization, licensees will not be permitted to increase or exceed their currently approved person/patron capacities or occupant loads. All means of access to the service area must also be supervised to the satisfaction of the GM. Finally, licensees must comply with all local bylaws and health and fire regulations.

An expedited online application will be available for licensees at no charge. Please check our website for a link to the application.

Explanation

The new policy is provided in the context of the provincial state of emergency and public

health emergency related to the COVID-19 pandemic. Increasing the size of existing service areas is expected to support licensees in complying with requirements under the Provincial Health Orders and recommendations, in particular with respect to social/physical distancing.

Further Information

Further information regarding liquor and cannabis regulation and licensing in British Columbia is available on the Liquor and Cannabis Regulation Branch website at <https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing>

If you have any questions regarding these changes, please contact the Liquor and Cannabis Regulation Branch toll free in Canada at 1-866-209-2111 or 250 952-5787 if calling from the Victoria area.

Original signed by

Mary Sue Maloughney
Assistant Deputy Minister and General Manager
Liquor and Cannabis Regulation Branch

Memo

To: Mayor and Council
From: Karen Sharp, CFO
Date: June 10, 2020
Re: Water Well Replacement

For monitoring groundwater around the wastewater treatment plant the Village of Radium Hot Springs has been using the water well owned by Canyon Campground as one of the four required testing wells. Unfortunately, this well has failed and cannot be repaired cost effectively. In order for the municipality to meet the next Ministry of Environment requirements, August 2020, the Village will be required to construct a new well east of the wastewater treatment plant in the Sinclair Creek valley area.

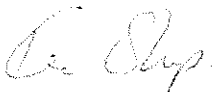
Staff have consulted with engineers and obtained a quote. The cost of the project will be in the order of \$10 to 15,000 depending on the depth of the well required. As there may be equipment in the area, there is a potential for cost savings.

The project must move forward to meet the legislated requirements.

Although we are 'replacing' an asset, it is a 'new' asset to the Village. For this reason, the finance department is recommending that the funds come from the Sewer Reserve fund rather than the Sewer TCA (replacement) Reserve fund or the current year operation funds. This would not jeopardize any future sewer capital projects currently identified.

The finance department is requesting a resolution to approve the funds to be withdrawn from the Sewer Reserve funds up to a maximum of \$15,000 for the project of installing a water well for groundwater testing.

Respectfully submitted,



Karen Sharp, CFO