

VILLAGE OF RADIUM HOT SPRINGS

AGENDA

REGULAR COUNCIL MEETING

COUNCIL CHAMBERS

7:30 PM, WEDNESDAY, JUNE 8TH, 2022

Zoom info:

Meeting ID: 882 123 4110

Passcode: Radium

Dial in: 1-204-272-7920

Meeting ID: 882 123 4110

Passcode: 600461

PRESENT:

1. ORDER:

LAND ACKNOWLEDGEMENT:

2. ADDITIONS TO AGENDA:

3. MINUTES:

- a) Adoption of Minutes from Committee of the Whole Meeting held on May 24th, 2022

Recommended Resolution:

That the Village of Radium Hot Springs Council adopts the Committee of the Whole Meeting minutes from May 24th, 2022, as presented.

- b) Adoption of Minutes from Regular Council Meeting held on May 25th, 2022

Recommended Resolution:

That the Village of Radium Hot Springs Council adopts the Regular Council Meeting minutes from May 25th, 2022, as presented.

4. DELEGATIONS:

5. COMMITTEE REPORTS:

6. UNFINISHED BUSINESS / BUSINESS ARISING FROM THE MINUTES:

7. BYLAWS:

- a) OCP Amendment Bylaw No.474, 2022 – for adoption

Recommended Resolution:

That the Village of Radium Hot Springs Council adopts “*OCP Amendment Bylaw No. 474, 2022*”

- b) Zoning Amendment Bylaw No.475, 2022 – for adoption

Recommended Resolution:

That the Village of Radium Hot Springs Council adopts “*Zoning Amendment Bylaw No. 475, 2022*”

- c) Election, Assent, and Mail Ballot Voting Bylaw No.478, 2022 – for adoption

Recommended Resolution:

That the Village of Radium Hot Springs Council adopts “*Election, Assent, and Mail Ballot Voting Bylaw No.478, 2022*”.

8. MISCELLANEOUS CORRESPONDENCE & REPORTS:

- a) Report to Council - CAO Bergles – Request for Meetings with Ministers at UBCM 2022 convention

Recommended Resolution:

That the letters from Premier John Horgan and Minister Nathan Cullen regarding the 2022 UBCM Convention Meeting requests be received for information.

And that Council instruct staff to make meeting requests with the following ministries _____, (if applicable).

- b) 2022 AKBLG Resolutions – for information

Recommended Resolution:

That the Council of the Village of Radium Hot Springs receives the 2022 AKBLG Resolutions, for information.

- c) Report to Council – CAO Bergles – Tourism Radium Mobile Vendors Policy

Recommended Resolution:

That Council of the Village of Radium Hot Springs adopts the Tourism Radium Mobile Vendors Policy, as presented.

- d) Report to Council – CAO Bergles – Appointment of Chief Election Officer and Deputy Chief Election Officer for the 2022 General Local Election

Recommended Resolution:

THAT pursuant to Section 58(1) of the *Local Government Act* Adrian Bergles be appointed Chief Election Officer for conducting the 2022 general local election and assent voting with power to appoint other election officials as required for the administration and conduct of the 2022 general local election; and

THAT Emily Mitchell be appointed Deputy Chief Election Officer for the 2022 general local election

- e) Email from CAO Bergles re Flood and Turbidity Response plan – for information

Recommended Resolution:

That the Village of Radium Hot Springs Council receives the email from CAO Bergles regarding Flood and Turbidity Response plan, for information.

- f) Open House event – for discussion

- g) Report to Council – CAO Bergles – Direction on Possible Traffic Issue at Prospector Avenue.

Recommended Resolution:

That Council resolve to instruct Staff how to proceed on the issue raised, including potentially writing a letter to the Ministry of Transportation.

9. NEW BUSINESS:

10. ROUNDTABLE:

11. NOTICE OF COMMITTEE, SPECIAL & CLOSED MEETINGS:

12. ADJOURNMENT:

VILLAGE OF RADIUM HOT SPRINGS
MINUTES
COMMITTEE OF THE WHOLE MEETING
COUNCIL CHAMBERS
TUESDAY, MAY 24TH, 2022 @ 2:00 PM

COUNCIL PRESENT: Mayor Reinhardt, Councillors Logan, Shudra and McCauley,
Councillor Gray (arrived at 2:25pm)

STAFF PRESENT: CAO Adrian Bergles, Bylaw Officer Kent Kebe, Clerk Jill Logan,

PUBLIC PRESENT: 3

1. ORDER: Mayor Reinhardt brought the meeting to order at 2:00 p.m.

LAND ACKNOWLEDGEMENT:

Mayor Reinhardt acknowledged the First Nation's heritage for the lands upon which this meeting is being held.

2. ADDITIONS TO AGENDA:

No additions to the Agenda.

3. ITEMS FOR DISCUSSION:

a) SHORT TERM RENTAL UPDATE AND STRATEGY – DISCUSSION

Bylaw Officer Kent Kebe provided a report: 65 licences have been issued to date, with five pending. Member of the public Jessica Fairhart (Tourism Radium) advised that, according to Air BNB and other booking platforms, there are approximately 120 +/- short term rentals currently operating in the Village.

Mayor Reinhardt noted that based on that number, the Village has 50% compliance and was pleased with that result at this time. Councillor McCauley suggested that staff could reach out to the booking platforms to assist with compliance.

Moved by Councillor Shudra and seconded by Councillor McCauley

THAT staff contact Air BNB, Booking.com and Expedia Group, VRBO, provide information on the Village's STR Bylaw, and request cooperation from these platforms in not allowing an operator to advertise rental a unit unless the owner has an STR licence number on the listing.

CARRIED

b) MOBILE VENDORS (FOOD TRUCKS) IN THE VILLAGE - DISCUSSION

Council discussed the licensing of mobile food trucks in the Village, defining a food vendor for bylaw, the results of a recent survey conducted by the Chamber which received little feedback from the business community, the licensing of trucks for special events, public vs. private property use and establishing specified areas and fees.

Moved by Councillor Logan and seconded by Councillor Shudra

THAT staff develop a policy regulating the permission of food trucks on public property for special events without a business licence and setting out designated areas of use for food trucks on public property.

CARRIED

Moved by Councillor Logan and seconded by Councillor Shudra

THAT staff develop a bylaw permitting mobile food trucks to operate on private property if that property is zoned appropriately and meets bylaw requirements.

CARRIED

c) SIGN BYLAW – DISCUSSION

The Sign Bylaw was not discussed.

d) ACTIVE TRANSPORTATION PLAN – DISCUSSION

Discussion was held on the active transportation study and the proposed connector route from north Radium to the Old Coach Trail.

e) TAX REVITALIZATION BYLAW – DISCUSSION

Discussion was held on the development of a revitalization bylaw for ‘brownfield’ properties located in Radium Hot Springs.

Moved by Councillor Logan and seconded by Councillor McCauley

THAT staff develop a Tax Revitalization bylaw for council’s review.

CARRIED

f) NORTH VILALGE WECLOME SIGN – DISCUSSION

Discussion was held regarding Village entrance signs, with a focus on the north entrance sign and potential concept design for replacement of the two existing structures. Discussion was also held on tweaking and maturation of the Village's current brand and colours.

g) SCHEDULE FOR FUTURE COTW MEETINGS – DISCUSSION

Discussion on holding a June COTW meeting, and then resuming in September with a goal of providing new council with a framework of projects going forward. Next COTW meeting will be June 15, 2:30 to 4:00 p.m.

4. ADJOURNMENT: 4:21 p.m.

HEREBY CERTIFIED CORRECT:

Mayor Clara Reinhardt

Jill Logan, Clerk

VILLAGE OF RADIUM HOT SPRINGS

MINUTES

REGULAR COUNCIL MEETING

COUNCIL CHAMBERS

WEDNESDAY, MAY 25TH, 2022

PRESENT: Mayor Reinhardt, Councillors Logan, Shudra, Gray and McCauley, CAO Adrian Bergles (via Zoom), Clerk Jill Logan, members of the public and the Columbia Valley Pioneer newspaper (via Zoom)

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

LAND ACKNOWLEDGEMENT:

Mayor Reinhardt acknowledged the First Nation's heritage for the lands upon which this meeting is being held.

NOTICE OF COMMITTEE, SPECIAL & CLOSED MEETINGS:

2. ADDITIONS TO AGENDA:

Resolved, that there are no additions to the Agenda.
(Moved by Councillor McCauley) Carried

3. MINUTES:

Resolved, that the Village of Radium Hot Springs Council adopt the Public Hearing Minutes from May 11th, 2022, as presented
(Moved by Councillor McCauley) Carried

Resolved, that the Village of Radium Hot Springs Council adopt the Regular Council Meeting minutes from May 11th, 2022, as presented.
(Moved by Councillor Shudra) Carried

4. DELEGATIONS:

Sergeant Darren Kakuno presented his Fourth Quarter 2021-2022 report and answered questions from council.

5. COMMITTEE REPORTS:

Mayor Reinhardt attended the Columbia Valley Wetlands Stewardship AGM.

6. UNFINISHED BUSINESS / BUSINESS ARISING FROM THE MINUTES:

None.

7. BYLAWS

- a) That Village of Radium Hot Springs Council give third reading to “ *OCP Amendment Bylaw No. 474, 2022*”.
(Moved by Councillor Gray) Carried
- b) That Village of Radium Hot Springs Council give third reading to “ *Zoning Amendment Bylaw No. 475, 2022*”.
(Moved by Councillor Gray) Carried
- c) That Village of Radium Hot Springs “ *Election, Assent, and Mail Ballot Voting Bylaw No. 478, 2022*”, be read three times.
(Moved by Councillor Gray) Carried

8. MISCELLANEOUS CORRESPONDENCE & REPORTS:

- a) Resolved, that Council of the Village of Radium Hot Springs adopt the Global Code of Conduct Policy, as presented.
(Moved by Councillor Gray) Carried
- b) Resolved, that Council of the Village of Radium Hot Springs directs staff to explore a Code of Conduct policy for Council’s consideration.
(Moved by Councillor Gray) Carried

9. NEW BUSINESS:

None

10. ROUNDTABLE:

- Councillor Gray commented:
 - that he participated in a call with Interior Health, which focused on heat mitigation measures and the Heat Alert Response System toolkit available to municipalities;
and

- that he had been invited by the group, Queer in Politics, to speak to a group of students at a Trail school about his role as a councillor.
- Councillor Logan reported on the recent Fire Department Open House and the success of the event in raising funds for the Rotary Community Garden and Radium Public Library. He extended a thank you to all involved.
- Mayor Reinhardt commented:
 - that she and CAO Bergles had attended a meeting with EMCON; and
 - that she had attended a Red Cross Regional meeting and spoke about the role Red Cross was now playing with emergency response issues in the region.
- CAO Bergles advised he was attending the Resort Municipality Conference in Rossland.

11. NOTICE OF COMMITTEE, SPECIAL & CLOSED MEETINGS:

None

12. ADJOURNMENT: 8:20 p.m.

HEREBY CERTIFIED CORRECT:

Mayor Reinhardt

Clerk, Jill Logan

VILLAGE OF RADIUM HOT SPRINGS

BYLAW NO. 474, 2022

Being a bylaw to amend the Official Community Plan Bylaw.

WHEREAS Section 471, and 472 of the *Local Government Act* provide that municipalities may adopt Official Community Plans so as to guide decisions on planning and land use management, and;

WHEREAS Section 460 provides that these guidelines may be amended;

NOW THEREFORE the Council of the Village of Radium Hot Springs in open meeting assembled *enacts* as follows:

1. That the Planned Land Use Map 'Schedule A' of the Village of Radium Hot Springs Official Community Plan Bylaw No. 396, 2013 be amended by changing the land use designation on the following property shown outlined in heavy black on Schedule "A" attached to and forming part of this bylaw from:
 - a. Lot A, Plan NEP14585, DL 272, Kootenay District, except Plan N50 & DL 486 & EXC Plans NEP17656, NEP18076, NEP77300, NEP77982 & NEP88542
 - b. Civic address: 7254 Radium Valley Road
 - c. from "**Recreational Vehicle to Multiple Family Residential**"
2. This Bylaw may be cited as "Official Community Plan Amendment Bylaw No. 474, 2022"

READ A FIRST AND SECOND TIME THIS 13TH DAY OF APRIL, 2022.

PUBLIC HEARING HELD THIS 11th DAY OF MAY, 2022.

READ A THIRD TIME THIS 25th DAY OF MAY, 2022.

RECONSIDERED AND ADOPTED THIS ____ DAY OF _____, 2022.

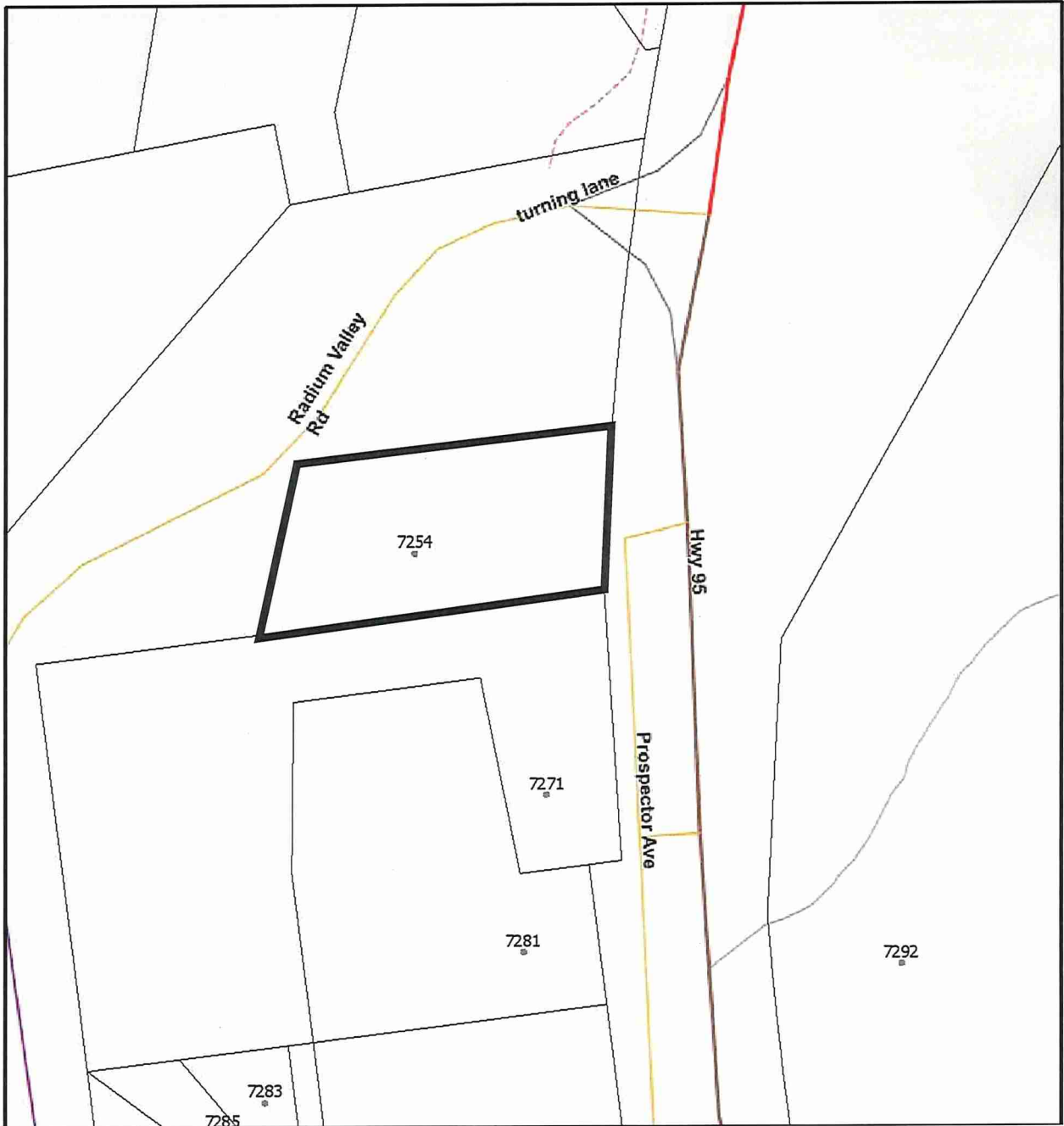
Mayor

Clerk

Hereby certified as a true copy of Bylaw 474, 2022

Clerk

Date



Schedule A – Bylaw 474, 2022

VILLAGE OF RADIUM HOT SPRINGS

BYLAW 475, 2022.

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" to change the following listed lands from **C4 – Recreation Vehicle Park to C3 - Tourist Recreation Commercial** and add a permitted use to this specific property of **Nano Brewery**.

Lot A, Plan NEP14585, DL 272, Kootenay District, except Plan N50 & DL 486 & EXC Plans
NEP17656, NEP18076, NEP77300, NEP77982 & NEP88542

PID 008-776-971

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:

That Schedule "B", Official Zoning Map referenced to in section 5.2 of the Village of Radium Hot Springs Zoning Bylaw No. 338, 2007 is hereby amended with the zoning area changes shown on Schedule "A" attached to and forming part of this bylaw.

This amendment amends the zoning for:

Lot A, Plan NEP14585, DL 272, Kootenay District, except Plan N50 & DL 486 & EXC Plans
NEP17656, NEP18076, NEP77300, NEP77982 & NEP88542

- from **C4 – Recreation Vehicle Park to C3 – Tourist Recreation Commercial** and;
- that Section 6.7.1. is amended with the addition of Permitted Use: **Nano Brewery**.

This Bylaw may be cited as "Zoning Amendment Bylaw No. 475, 2022".

This bylaw shall come into full force and effect upon passage.

READ A FIRST AND SECOND TIME THIS 13TH DAY OF APRIL, 2022.

PUBLIC HEARING HELD THIS 11th DAY OF MAY, 2022.

READ A THIRD TIME THIS 25th DAY OF MAY, 2022.

HEREBY APPROVED BY THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE THIS 31ST DAY OF MAY, 2022

RECONSIDERED AND ADOPTED THIS _____ DAY OF JUNE, 2022

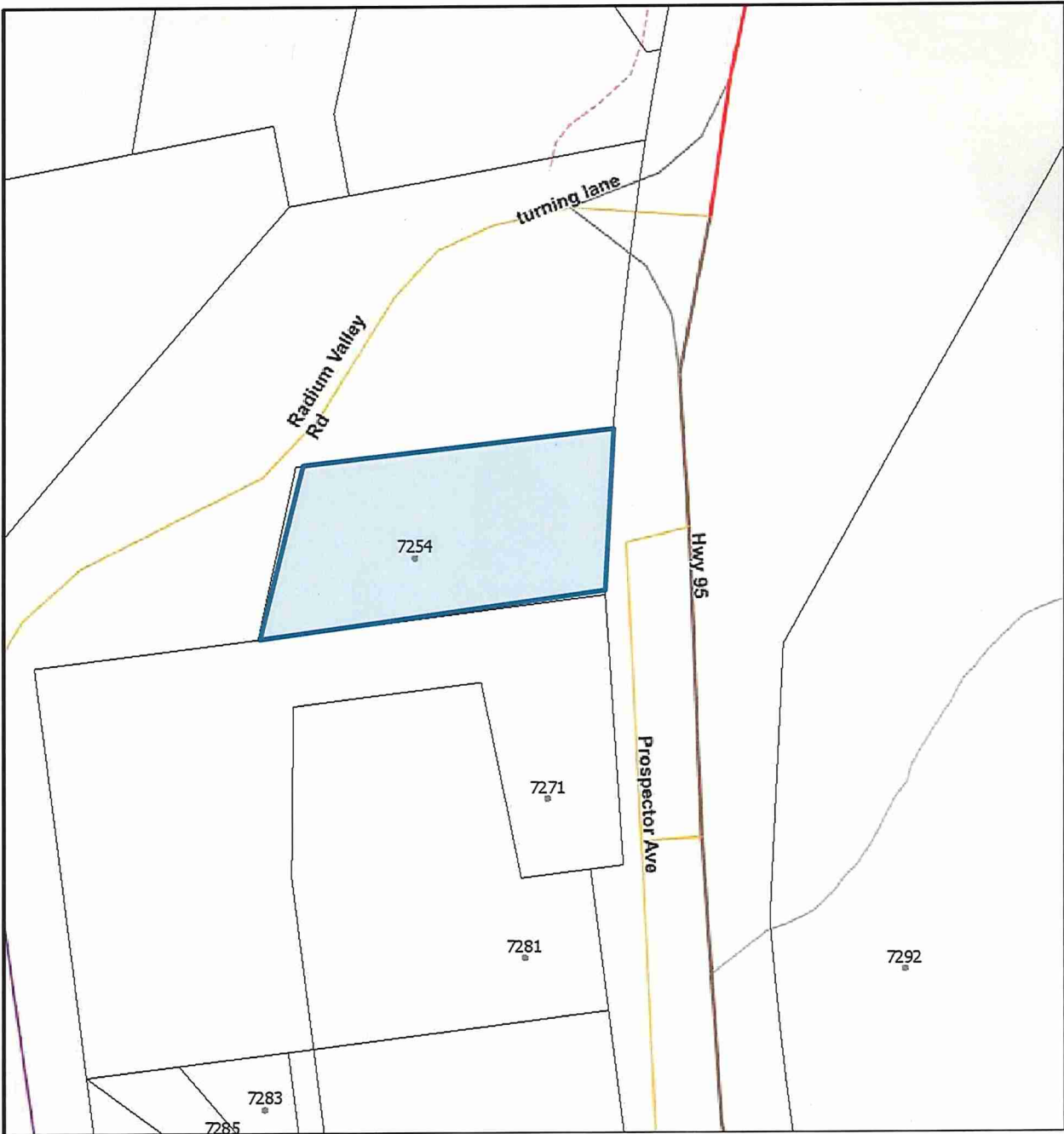
Mayor Clara Reinhardt

Corporate Officer Adrian Bergles

Hereby certified as a true copy of Bylaw 475, 2022.

Clerk

Date



Schedule A – Bylaw 475, 2022

VILLAGE OF RADIUM HOT SPRINGS

BYLAW NO. 478, 2022

A bylaw to regulate conduct of Elections, assent, and mail ballot voting

WHEREAS pursuant to the *Local Government Act*, Council may, by bylaw, establish procedures for the conduct of local government Elections and assent voting;

NOW THEREFORE, the Council of the Village of Radium Hot Springs, in open meeting assembled, enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as “Election, Assent, and Mail Ballot Voting Bylaw No. 478, 2022”.

2. ELECTOR REGISTRATION

For the purposes of all Elections and other voting, a person may register as an elector only at the time of voting. Registration as an elector is effective only for the voting or other matters on which the opinion of the electors is being sought at the time of voting.

3. MINIMUM NUMBER OF NOMINATORS

The minimum number of qualified nominators required to make a nomination for office as a member of Council shall be 5.

4. NOMINATION DEPOSITS

A person who wishes to be nominated for mayor, or councillor, in an Election, must pay a nomination deposit in the amount of \$100.00.

5. ADVANCE VOTING OPPORTUNITIES

In addition to the required advance voting opportunity on the 10th day before general voting day, the Chief Election Officer may:

- a) Establish additional voting opportunities to be held in advance of general voting day; and
- b) Designate the voting places and set the voting hours for these voting opportunities

6. MAIL BALLOT VOTING

- a) As authorized by the *Local Government Act*, voting may be done by mail ballot and registration of electors may be done by mail in conjunction with mail ballot voting.
- b) The Chief Election Officer may establish time limits in relation to voting by mail.
- c) As provided in the *Local Government Act*, to be counted, a mail ballot must be received by the Chief Election official before the close of voting on general voting day.

7. MAIL BALLOT VOTING PROCEDURES

The mail ballot voting procedures are as set out in Schedule ‘A’ to this bylaw.

8. RESOLUTION OF TIE VOTE AFTER JUDICIAL RECOUNT

In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with section 151 of the *Local Government Act*.

9. REPEAL

The Village of Radium Hot Springs “Election Procedure Bylaw No. 380, 2011” is hereby repealed.

READ A FIRST SECOND AND THIRD TIME THIS 25TH DAY OF MAY, 2022.

RECONSIDERED AND ADOPTED THIS ____ DAY OF JUNE, 2022.

Mayor Clara Reinhardt

Corporate Officer Adrian Bergles

VILLAGE OF RADIUM HOT SPRINGS

“Election, Assent, and Mail Ballot Voting Bylaw No. 478, 2022.”

SCHEDULE ‘A’

Mail Ballot Voting Procedures

1. AUTHORIZATION AND DEFINITIONS

1.1 Voting may be done by mail ballot and registration as an elector may be done by mail in conjunction with mail ballot voting.

1.2 The Chief Election Officer may establish the time limits in relation to voting by mail.

1.3 In this bylaw:

Applicant means an elector who wants to vote by mail and makes a request for a mail ballot;

Authorized Person means a person that the applicant has authorized, on the applicant’s behalf, to:

- a) pick up a mail ballot package; or
- b) drop off a completed mail ballot package.

Register of Mail Ballots means the records that the Chief Election Officer must keep in order to address any challenges to an elector’s right to vote.

1.4 The definitions contained in the *Local Government Act* shall apply in this bylaw.

2. APPLICATION PROCEDURE

2.1 An Applicant shall apply by giving their name and address to the Chief Election Officer during the period:

- a) commencing with the declaration of Election by voting; and
- b) ending at 4:00 pm on the Thursday before general voting day.

2.2 Upon the Applicant making a request for a mail ballot, the Chief Election Officer shall, between the time when the ballots are ready and 4:00 p.m. on the Thursday before general voting day:

- a) make available to the Applicant, a mail ballot package which contains:
 - i. the content set out in section 110(7) of the *Local Government Act* ;
 - ii. additional instructions; and
 - iii. a statement advising the elector that
 - a. the elector must meet the eligibility to vote criteria, and
 - b. the elector must attest to such fact; and
- b) record in the Register of Mail Ballots and, upon request, make available for inspection:
 - i. the name and residential address of the elector to whom the ballot was issued, or in the case of a non-resident property elector, the name and address of the property in relation to which they are voting; and
 - ii. any other information that the Chief Election Officer deems helpful to maintain the register of mail ballots.

2.3 As per the Applicant's direction, the Chief Election Officer may distribute the mail ballot package in any of the following ways:

- a) sending the mail ballot package by Canada Post;
- b) sending the mail ballot package by courier at the expense of the Applicant;
- c) having the mail ballot package picked up by the Applicant at a designated time and location; or
- d) having the mail ballot package picked up by an Authorized Person at a designated time and location.

2.4 The Chief Election Officer may request that the Authorized Person show identification and sign a form before providing the Authorized Person with the mail ballot package.

3. VOTING PROCEDURE

3.1 To vote by a mail ballot, the elector shall mark the ballot in accordance with the instructions contained in the mail ballot package provided by the Chief Election Officer.

3.2 After marking the ballot, the elector shall:

- a) place the ballot in the secrecy envelope provided and seal the secrecy envelope;
- b) place the secrecy envelope in the certification envelope, and complete and sign the certification printed on such envelope, and then seal the certification envelope;
- c) place the certification envelope, together with a completed elector registration application, in the outer envelope, and then seal the outer envelope; and
- d) mail, or have delivered, the outer envelope and its contents to the Chief Election Officer at the address specified so that it is received by the Chief Election Officer no later than the close of voting on general voting day.

4. BALLOT ACCEPTANCE OR REJECTION

4.1 Until 4:00 pm on the Thursday before general voting day, the Chief Election Officer shall, upon receipt of the return envelope and its contents:

- a) immediately record the date of receipt in the Register of Mail Ballots; and
- b) open the return envelope.

4.2 When the Chief Election Officer examines the certification envelope, the Chief Election Officer shall:

- a) confirm the identity of the elector as an Applicant on the Register of Mail Ballots;
- b) determine the fulfilment of the requirements in section 70 of the *Local Government Act* and the completeness of any application to register, if required; and
- c) determine the completeness of the certification envelope.

4.3 If the Chief Election Officer is satisfied that the elector has met the requirements in section 4.2, the Chief Election Officer shall:

- a) mark the certification envelope as "accepted"; and
- b) place the accepted certification envelope with the other certification envelopes.

4.4 If the Chief Election Officer determines that:

- a) the Chief Election Officer is not satisfied as to the identify to the elector; or
- b) the elector has not completed the application to register properly; the Chief Election Officer shall mark the certification envelope as “rejected”, indicate the reason for the rejection for the rejection and set aside the rejected certification envelope unopened.

4.5 The Chief Election Officer shall retain in their custody all opened and unopened certification envelopes.

4.6 After 4:00 pm on the Thursday before general voting day, the Chief Election Officer, in the presence of at least 1 other person, including any candidate representatives, shall:

- a) deal with any challenges to the electors involving the accepted certification envelopes;
- b) open the certification envelopes;
- c) remove the secrecy envelopes containing the ballots; and
- d) place the secrecy envelope containing the ballot in the ballot box.

4.7 If the Chief Election Officer receives a return envelope with its contents after 4:00 pm on the Thursday before general voting day but before the close of general voting, the Chief Election Officer shall:

- a) handle those return envelopes in accordance with section 4.1 at the time that the Chief Election Officer receives the return envelopes;
- b) retain all accepted certification envelopes until the close of general voting day; and
- c) process the accepted certification envelopes in accordance with sections 4.2 to 4.5 after the close of general voting day.

4.8 As soon as possible after all of the secrecy envelopes have been placed in the ballot box, in the presence of at least 1 other person and any candidate representatives, the Chief Election Officer shall supervise:

- a) the opening of the ballot box;
- b) the opening of the secrecy envelopes; and
- c) the counting of the ballots in accordance with the provisions of the *Local Government Act*.

4.9 If the Chief Election Officer receives a return envelope with its contents after the close of general voting day, the Chief Election Officer shall:

- a) mark the return envelope as “rejected”;
- b) indicate the reason why the return envelope was rejected on the return envelope; and
- c) place the unopened return envelope with the other rejected return envelopes.

5. CHALLENGE OF ELECTOR

5.1 A person who qualifies under section 126 of the *Local Government Act* may challenge the right of a person to vote by mail ballot on the grounds set out in section 126 of the *Local Government Act* up until 4:00 pm on the Thursday before general voting day.

6. ELECTOR'S NAME ALREADY USED

6.1 If, upon receiving a request for a mail ballot, the Chief Election Officer determines that another person has voted or has already been issued a mail ballot in the elector's name, the Chief Election Officer shall comply with section 127 of the *Local Government Act*.

7. REPLACEMENT OF SPOILED BALLOT

7.1 If an elector unintentionally spoils a mail ballot before returning it to the Chief Election Officer, the elector may request a replacement ballot by:

- a) advising the Chief Election Officer of the ballot spoilage; and
- b) mailing, or otherwise delivering by any appropriate means, the spoiled ballot package in its entirety to the Chief Election Officer.

7.2 Upon receipt of the spoiled ballot package, the Chief Election Officer shall record such fact and provide a replacement mail ballot package in accordance with section 2.2.

Meeting Type and Date: Meeting – June 8, 2022
From: Adrian Bergles, Chief Administrative Officer
Prepared By: Adrian Bergles, Chief Administrative Officer
Subject: Request for Meetings with Ministers at UBCM 2022 convention

Recommendation: **THAT the letters from Premier John Horgan and Minister Nathan Cullen regarding the 2022 UBCM Convention Meeting requests be received for information;**

And that Council instruct staff to make meeting requests with the following ministries _____, (if applicable).

Request for Decision **X**

Department Report ☐

Information Report **X**

Implications of Recommendation:

Asset Management: **N**

Financial: **N**

OCP: **N**

Policy: **N**

Strategic Plan: **N**

SUMMARY INFORMATION

The 2022 Union of BC Municipalities Convention will be held this year in Whistler, September 12 to 16.

The convention offers a chance for local government Councillors and senior staff to request meetings with provincial ministers, deputy ministers, and other senior staff. This is a Council driven process, with meeting requests coordinated by municipal staff.

Staff of the Village of Radium Hot Springs, therefore, seeks guidance from Council on which ministers to request meetings with at the convention. If Council wishes to arrange meetings please inform staff in discussion of this item during the June 8, 2022 regular Council meeting.

Village staff will follow up and request meetings. Please note that the requests will be considered by the relevant ministry and not all requests to meet will be fulfilled.

Respectfully submitted: Adrian Bergles, Chief Administrative Officer



May 24, 2022

Ref: 270291

Dear Mayors and Regional District Chairs:

It is my pleasure to write to you as the Minister of Municipal Affairs regarding the processes for requesting meetings with me or with provincial staff from ministries, agencies, commissions and corporations (MACC) during the upcoming Union of BC Municipalities (UBCM) Convention. As you are likely aware, the 2022 UBCM Convention is taking place September 12 to 16 in Whistler, B.C., and is early this year to accommodate the general local election process.

You will receive a separate letter from the Honourable John Horgan, Premier, containing information about the online process for requesting a meeting with the Premier or other Cabinet Ministers.

If you would like to meet with me, please complete the online request form at: [MUNI Minister's Meeting](#) and submit it to the Ministry of Municipal Affairs by **June 24, 2022**. Meeting times and dates will be confirmed by mid-August. I will do my best to accommodate as many meeting requests as possible. If I am unable to meet with you, arrangements may be made for a meeting post-Convention.

To get the most out of your delegation's meeting with me, it continues to be helpful for you to provide as much detail as possible in the online form on the topic you wish to discuss. Providing this information in advance gives me a better understanding of your delegation's interests and our discussion can be more productive.

Regarding provincial staff meetings, ministry staff will email you shortly with the Provincial Appointment Book. This document lists all MACC staff available to meet with delegates at Convention, as well as details on how to submit an online MACC staff meeting request.

This will be my first UBCM Convention as Minister responsible for local government. I have enjoyed our continued monthly regional calls and the opportunity to hear more about your communities' challenges and accomplishments.

.../2

Ministry of Municipal Affairs

Office of the Minister

Mailing Address:
PO Box 9056 Stn Prov Govt
Victoria BC V8W 9E2
Phone: 250 387-2283
Fax: 250 387-4312

Location:
Room 028
Parliament Buildings
Victoria BC V8V 1X4
<http://www.gov.bc.ca/muni>

I look forward to continuing our conversations in person at Convention, and working together to build clean, compact and resilient communities.

Sincerely,

A handwritten signature in black ink, appearing to read "Nathan Cullen". The signature is fluid and cursive, with the first name "Nathan" and last name "Cullen" clearly distinguishable.

Nathan Cullen
Minister

pc: Honourable John Horgan, Premier
Laurey-Anne Roodenburg, President, Union of BC Municipalities



May 24, 2022

Dear Mayors and Regional District Chairs:

My caucus colleagues and I are looking forward to seeing you all again in person at the 2022 Union of British Columbia Municipalities (UBCM) Convention in Whistler from September 12-16.

UBCM provides a wonderful opportunity to listen to one another, share ideas, and find new approaches to ensure our communities thrive, particularly as we continue recovering from the challenges of the past couple of years. With local, provincial, federal, and First Nations governments working together, we can continue to build a better BC.

If you would like to request a meeting with me or one of my Cabinet colleagues, please register online at <https://ubcmreg.gov.bc.ca/> (live, as of today). Please note that this year's invitation code is 1 and it is case sensitive. The deadline to submit your meeting requests is June 24, 2022. If you have any questions, please contact UBCM.Meetings@gov.bc.ca or phone 250-213-3856.

I look forward to once again being part of your convention, meeting with many of you, and exploring ways that we can partner together to address common issues.

Sincerely,

John Horgan
Premier

**Office of the
Premier**

Web Site:
www.gov.bc.ca

Mailing Address:
PO Box 9041 Stn Prov Govt
Victoria BC V8W 9E1

Location:
Parliament Buildings
Victoria

RECEIVED
MAY 20 2022



May 17, 2022

Mayor Clara Reinhardt
Village of Radium Hot Springs
Box 340
Radium Hot Springs, BC V0A 1M0

Dear Mayor Reinhardt:

Re: 2022 AKBLG Resolution(s)

UBCM is in receipt of the attached resolution(s) endorsed by your Council. Your resolution(s) received endorsement at the 2022 AKBLG Spring Convention.

As such, the resolution(s) will be included in UBCM Resolutions Book for the 2022 UBCM Convention in September.

Please contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process, email: jjustason@ubcm.ca.

Sincerely,

A handwritten signature in black ink, reading "LA Roodenburg", written in a cursive style.

Councillor Laurey-Anne Roodenburg
UBCM President

Enclosure

First Responder Call Out

Radium Hot Springs

Whereas many rural areas in the Province are isolated with limited communications and large distances from established communities, there is a need in extenuating circumstances for Emergency Medical Aid First Responders (EMAFR) to attend emergency scenes at a considerable distance from the station. These ‘Out of Jurisdiction’ responses require both skilled personnel and a rescue vehicle and can be of several hours duration. In many instances, the EMAFR are located closer to the scene of an incident than BC Ambulance Service (BCAS) and can provide a response sooner than the BCAS;

And whereas during these ‘Out of Jurisdiction’ responses, fire departments are reimbursed for activities under Emergency Management BC Policy 2.07, Road and Medical Rescue; while Emergency Medical Aid First Responders are not reimbursed for their activities at the same scene;

Therefore be it resolved that UBCM ask Emergency Management BC to include Emergency Medical Aid First Responders as eligible for reimbursement under Section 2.07.3 for extenuating circumstances.

Convention Decision:

Library Funding

**Radium Hot Springs,
Nelson, Cranbrook,
Central Kootenay RD**

Whereas libraries in British Columbia are largely financed by levies paid by local governments, and where provincial library funding has remained stagnant for over 10 years;

And whereas public libraries are central to communities, providing equitable access to vital resources, including internet, computers, digital library tools, and in-person services from expert staff

And whereas public libraries provide British Columbians with low-barrier services, that support job seekers and small businesses, that increase literacy in communities, that advance reconciliation with Indigenous peoples, and that promote equity and inclusion;

Therefore be it resolved that AKBLG and UBCM strongly encourage the Government of British Columbia to provide long-term, sustainable funding, clarity on the funding formula and equity in funding for public libraries in BC;

And be it further resolved that the Province ensure that BC libraries will henceforth receive regular increases to provincial government funding reflecting the BC Consumer Price Index in subsequent years.

Convention Decision:

Meeting Type and Date:	Meeting – June 8, 2022
From:	Adrian Bergles, Chief Administrative Officer
Prepared By:	Adrian Bergles, Chief Administrative Officer
Subject:	Tourism Radium Mobile Vendors Policy
Recommendation:	That Council of the Village of Radium Hot Springs adopt the Tourism Radium Mobile Vendors Policy as presented

Request for Decision <input checked="" type="checkbox"/>	Department Report <input type="checkbox"/>	Information Report <input type="checkbox"/>
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Implications of Recommendation:

Asset Management:	N
Financial:	N
OCP:	N
Policy:	Y
Strategic Plan:	N

SUMMARY INFORMATION

At the May 24, Committee of the Whole meeting Council resolved to instruct Staff to develop a Mobile Vendors policy related to the operations, primarily, of food trucks during the 'Market on Main' event organized by Tourism Radium.

This policy is intended to inform these vendors only: A business license bylaw amendment for mobile vendors wishing to offer services on private property, or at the Main Park downtown will come to Council for consideration at an upcoming meeting.

OPTIONS FOR COUNCIL

- a) Adopt the Tourism Radium Mobile Vendors policy as presented (recommended)
- b) Instruct staff to make changes to the policy and bring back to a future meeting
- c) Do not adopt the Tourism Radium Mobile Vendors policy

Respectfully submitted:
Adrian Bergles, Chief Administrative Officer

Tourism Radium Mobile Vendors Policy

Intent

Village of Radium Hot Springs wishes to allow Mobile Vendors immediately in front of the Radium Visitors Centre during markets hosted by Tourism Radium in the Village of Radium Hot Springs.

Guidelines

This policy applies to the roadway directly adjacent to the Radium Visitor's Centre property: 7556 Main Street East.

Any Mobile Vendor operating as a part of, and during the hours of, the 'Market on Main' or other market, as administered by Tourism Radium at the above noted address, and with the written permission of Tourism Radium may, operate as a Mobile Vendor without a business license in the Village of Radium Hot Springs.

A copy of the "Radium Hot Springs Market on Main 2022 Application" is attached to this policy for information.

Approval to operate is subject to:

Authorization to proceed from the Provincial Authority having jurisdiction for health inspections; and

All relevant Village of Radium Hot Springs parking and other regulations as established by bylaw.



Radium Hot Springs Market on Main 2022 Application

Thank you for your interest in the Market on Main! Please reach out with any questions at Matt@RadiumHotSprings.com or by calling (250) 347-9331. After you submit your application, we will be in touch with the next steps.

Please refer to the Market Guidelines attached.

Vendor Contact Information:

Business Name:	
Contact Name:	
Business Website or Social Media Pages (if applicable):	
Mailing Address:	
Phone:	
Email:	

Products/Goods to Be Sold:

- **What kind of vendor are you?**

- ☐ Food
- ☐ Artisan
- ☐ Home Based Business
- ☐ Other (please specify): _____

- **What type of products do you sell?**

- ☐ Fruits/Vegetables
- ☐ Meats/Cheeses/Honey
- ☐ Ready to Eat
- ☐ Wine/Spirits
- ☐ Beauty
- ☐ Art
- ☐ Jewelry
- ☐ Other (please specify): _____

2022 Schedule & Fees:

- Full time vendors will be issued a full invoice for the season of \$200.
- Vendors registering for select markets at the beginning of the season will be issued an invoice for \$25 per Market.
- Drop-in vendors will be issued a payable invoice that must be paid in full before setup.
- **Payment is due June 3, 2022.**
- Payment can be processed via etransfer, credit, exact cash, debit or cheque.

Please indicate which markets in which you would like to participate:

ALL MARKET DATES	
June 24, 2022	
July 1, 2022	
July 8, 2022	
July 15, 2022	
July 22, 2022	
July 29, 2022	
August 5, 2022	
August 12, 2022	
August 19, 2022	
August 26, 2022	
September 2, 2022	

FOOD VENDORS ONLY:

- I have read and understood the [BCCDC Guidelines for the Sale of Foods at Temporary Markets](#)
- Please attach your Interior Health Authority food permit with your application.

Notes, comments, or preference on site location:

Radium Hot Springs Market on Main 2022

Guidelines



Market Policies

- If multiple vendors are selling similar products, applications will be accepted on a first-come, first-served basis due to the limited capacity of the market. Radium-based businesses will be given priority in applying.
- If the market is full, vendors will be placed on a waitlist. Should a spot become available, vendors will be contacted on a first-come, first-served basis.
- Vendors selling ready to eat prepared foods must include a copy of letter from Interior Health with their application. A temporary food license and food safe certificate may be required, contact the local Interior Health Authority for more information.
- Vendors will act in a kind and respectful manner towards other vendors, market guests, market management and the public.
- Report any issues or problems to the Market Coordinator in a timely fashion.

Payment

- Full time vendors will be issued a full invoice for the season of \$200.
- Vendors registering for select markets at the beginning of the season will be issued an invoice for \$25 per Market.
- Drop-in vendors will be issued a payable invoice that must be paid in full before setup.
- **Payment is due June 3, 2022.**
- Payment can be processed via etransfer, credit, exact cash, debit or cheque.

Penalties

- No refunds will be given to full time vendors after registering for the full market at the expedited rate.
- Part time vendors who cancel markets within 3 business days of the market will not be charged.
- No-shows or cancellations without 3 business days notice will still be charged for the market.

Vendor and Setup Information

- A vendor is considered to be full time if they are attending all markets. Full time vendors will be guaranteed the same spot each week.
- Part time vendors are welcome as space is available. Please be aware that part time vendors are not guaranteed the same spot each week.
- Vendors shall bring their own 10' x 10' tent, tent weights, table, signage, and any other setup materials necessary.
- Market setup can begin at 2:30 p.m. – no early birds please!
- Please remember to park in the back parking lot as to leave more room for visitor parking.

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- I have read and understood all attached vendor guidelines.

Signature:

Applications can be submitted to Matt@RadiumHotSprings.com.

Meeting Type and Date: Meeting – June 8, 2022
From: Adrian Bergles, Chief Administrative Officer
Prepared By: Adrian Bergles, Chief Administrative Officer
Subject: Appointment of Chief Election Officer and Deputy Chief Election Officer for the 2022 general local election

Recommendation: THAT pursuant to Section 58(1) of the *Local Government Act* Adrian Bergles be appointed Chief Election Officer for conducting the 2022 general local election and assent voting with power to appoint other election officials as required for the administration and conduct of the 2022 general local election; and

THAT Emily Mitchell be appointed Deputy Chief Election Officer for the 2022 general local election

Request for Decision ☒ X

Department Report ☐

Information Report ☐

Implications of Recommendation:

Asset Management: N

Financial: Y: Election officials / Election workers stipends or wages

OCP: N

Policy: N

Strategic Plan: N

SUMMARY INFORMATION

For local government elections and assent voting, the council must, by resolution at an open meeting, appoint a chief election officer and a deputy election officer to conduct an election, a by-election and/or assent vote.

Respectfully submitted:

Adrian Bergles

Jill.Logan@radiumhotsprings.ca

From: Adrian Bergles <cao@radiumhotsprings.ca>
Sent: June 3, 2022 3:49 PM
To: mike.gray@radiumhotsprings.ca
Cc: 'Jill Logan'; 'Clara Reinhardt'; 'Dale Shudra'; 'Todd Logan'; 'Tyler McCauley'
Subject: RE: Agenda item for Council: Flood & turbidity response plan

Hi – **responses in red.**

Adrian Bergles
Chief Administrative Officer
(250) 347-6455
www.radiumhotsprings.ca

From: mike.gray@radiumhotsprings.ca <mike.gray@radiumhotsprings.ca>
Sent: June 3, 2022 9:23 AM
To: Adrian Bergles <cao@radiumhotsprings.ca>
Cc: Jill Logan <jill.logan@radiumhotsprings.ca>; 'Clara Reinhardt' <clara.reinhardt@radiumhotsprings.ca>; 'Dale Shudra' <dale.shudra@radiumhotsprings.ca>; 'Todd Logan' <todd.logan@radiumhotsprings.ca>; 'Tyler McCauley' <tyler.mccauley@radiumhotsprings.ca>
Subject: RE: Agenda item for Council: Flood & turbidity response plan

Awesome, thanks!

For #2, I'm counting five people able to operate the water treatment plant. How does this compare with previous years? Do we still have access to Bruce?

Yes – He is one of the contractors we could call on if needed. . . . We have more in house capacity than years past.

For #3, I think the last big one we had, chemicals for the plant were on emergency order with staff driving to Edmonton and back to keep us operating.

Yes – 5,000 litres of coagulant in stock at present.

Overall, really glad to hear the team feels ready! Cheers to the hard work.

Mike

On Jun 3, 2022 8:53 AM, Adrian Bergles <cao@radiumhotsprings.ca> wrote:

Thanks for your email Mike – **some responses below in red** – We will add to agenda. . . . Jill (CC me please) is the appropriate person to send agenda items to.

Thanks,

Adrian

Adrian Bergles

Chief Administrative Officer

(250) 347-6455

www.radiumhotsprings.ca

From: mike.gray@radiumhotsprings.ca <mike.gray@radiumhotsprings.ca>

Sent: June 3, 2022 12:16 AM

To: cao@radiumhotsprings.ca; Jill Logan <jill.logan@radiumhotsprings.ca>; Clara Reinhardt <Clara.Reinhardt@radiumhotsprings.ca>

Subject: Agenda item for Council: Flood & turbidity response plan

Hello,

Not sure who potential agenda items should be going to, but I would like to hear from staff about our plan for potential flood response & high turbidity response given the high snow pack remaining due to a mild spring.

Specific items I'd be curious about, either in the meeting or just as an aside:

1) previous flooding left damage and debris we were unable to remove after the fact, but I know there was potential to take action on these items if another flooding event occurred. Given staff changes both in public works and leadership I just wanted to refresh our collective memory and make sure we all know the situation.

Noted – Public Works Working Foreman Justin Nielsen is well experienced in this matter.

2) how many water treatment certified staff members do we have? How does this compare to previous years?

At present one certified utility operator through Environmental Operators Certification Program (EOCP) – Justin Nielsen. . . . We have three operators in training. Another new hire – who is a certified utility operator – will start June 6.

3) are there any supply chain or other issues that could make this year more difficult than previous years? Are there any steps we can take early to save on staff time during a potential event?

I am told we should have everything we need – sandbags, extra parts, staff is prepared. . . . This may be our new reality. Staff is, I am told, as ready as can be. The Village will need to continue to make investments in its infrastructure, as informed by engineering, to ensure this key resource into the future. . .

I hope this helps.

Thanks!!

Mike

Meeting Type and Date: Meeting – June 8, 2022
From: Adrian Bergles, Chief Administrative Officer
Prepared By: Adrian Bergles, Chief Administrative Officer
Subject: Direction on Possible Traffic Issue at Prospector Avenue

Recommendation: That Council resolve to instruct Staff how to proceed on the issue raised, including potentially writing a letter to the Ministry of Transportation

Request for Decision ☒

Department Report ☐

Information Report ☐

Implications of Recommendation:

Asset Management: N

Financial: N

OCP: N

Policy: N

Strategic Plan: N

SUMMARY INFORMATION

Staff has received a complaint – intended for Mayor Reinhardt – relating to the turn onto Prospector Avenue, Village of Radium Hot Springs, from Highway 95, a Ministry of Transportation and Infrastructure (MOTI) controlled access highway.

Staff seeks direction on how to proceed, including potentially writing a letter to the MOTI regional representative for the area, bringing the matter to their attention.

It is possible that any issue at this turn is exacerbated by the intermittent Highway #1 detours.

OPTIONS FOR COUNCIL

- a) Instruct staff to write a letter to MOTI on this matter – siting Village concerns
- b) Instruct staff to write a letter to MOTI and highway contractor – siting same
- c) Do not instruct staff to write a letter on this issue

Respectfully submitted:
Adrian Bergles, Chief Administrative Officer
