



Quarterly Report

Q4 2022

Corporate Administration

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DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Review Noise Bylaw 2440, 2015	2022-09-22	GM Development and Community Sustainability	Part of RDCK Core Services	Area A,Area B,Area C,Area E,Area F,Area G,Area H,Area I,Area J,Area K	Not Started	2023-12-31	A review of the Noise bylaw is underway with the intention of aligning changes with concerns raised by elected officials and public to support bylaw enforcement staff to address noise complaints which sometimes can be difficult under the current bylaw.
Engage RDCK Indigenous Nations on Opportunities for Partnership	2020-10-19	GM Development and Community Sustainability	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2023-12-01	The initial direction by the Board was to engage with Yaqan Nukiy of the Ktunaxa Nation to develop a protocol agreement. That work is still underway. Since then the RDCK initiated the Anti-Racism, Equity, Justice and Inter-Cultural Training to address action 57 of the Truth and Reconciliation Commission Calls to Action. Community Services and Development and Community Sustainability staff have built several partnership on common initiatives with yaqan nukiy including KLP formed in 2010. Staff, Board Chair and CAO continue to develop relations with Sylix-ONA, Secwepemc, Colville-Sinixt.
Dog Control - Area A, B, C	2020-10-10	GM Development and Community Sustainability	Part of RDCK Core Services	Area A,Area B,Area C	20% to 40% complete	2023-12-09	The Creston Valley Directors are seeking to address "aggressive dogs" in Areas A, B and C. Since this resolution was passed new Directors are in place for Area B and C. Further discussion on this service with directors is pending. If the current model for dog control service provided in 5 service areas is not desired then a review of options has to be researched by staff following a meeting with the Directors in the Creston Valley. A meeting will be scheduled in April.
Expansion of Kootenay Conservation Program	2021-09-23	GM Development and Community Sustainability	Part of RDCK Core Services	Area C,Area F,Area G,Area H	60%- 80% complete	2023-12-20	The Local Conservation Fund was established in 2014 in the RDCK. It offers grant funding collected through a \$15 parcel tax to local professionals in the conservation field and supports local conservation efforts. The service participants include Area A, D, E and H and will soon consider adding Area F through an Alternative Approval Process. Areas C and G along with Slocan Valley Municipalities have also expressed an interest in joining. Kootenay Conservation Program is the contractor that supports this service and before further expansion funding and capacity has to be considered.
Kootenay Boundary Farm Advisory	2017-03-31	GM Development and	Food security and Agriculture	Entire RDCK,Multi Regional	80%- 99% complete	2024-06-01	By 2012 the RDEK, RDKB, RDCK completed their Agricultural Areas Plans. A common recommendation in the plans was for extension services to farmers, previously provided by the Ministry of Agriculture. KBFA formed in 2017 and is funded by the CBT and 3 RD who participate on a steering committee made up of elected officials

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		Community Sustainability					and staff. The service is delivered under contract by Rachael Roussin and Keefer Ecological by engaging farmers, providing one on one support, learning events and expertise. New extension service by MofAg may lead to changes with KBFA to be determined.
Building Officials Training Program	2018-11-15	Mgr. Building	Part of RDCK Core Services	Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,Village of New Denver,All Electoral Areas	60%- 80% complete	2023-04-30	Senior Building Official-Training and Development, along with Manager are developing training plans with staff, however heavy workload in operational areas of the business have impacted the delivery schedule for the Building Officials Training Program
Building Services Policy Review	2018-01-01	Mgr. Building	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2023-04-30	Some progress made on policy update and creation, however full policy review is delayed until staffing capacity is increased. Priority Policies to update include: Lapsed Building Permit Policy 400-01-07; Expired Building Permit Policy 400-01-02; Building Inspection Service - Process for Lack of Valid Permit 400-01-5; Building Permits for Manufactured Homes 400-01-07.
Converting Historical Building Permits to Digital format	2018-03-31	Mgr. Building	Part of RDCK Core Services	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area K	40% to 60% complete	2022-12-31	Seek to find funding to digitize all microfiche building records. Accessing a microfiche at a reasonable cost is proving to be a challenge. June 2021 - Continue search for grant funding and/or temporary staffing (KCDS or similar) to implement planned project. Board approved funding, vendor selection and procurement Q4 2022
Update Building Inspection Service Agreement with Municipalities	2018-10-01	Mgr. Building	Coordinated Service Delivery	Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,Village of New Denver	20% to 40% complete	2022-02-28	Current service agreements are not consistent for all six municipalities, and require additional specifications and technical detail . The agreements also must align better with the Building Act. Update of the agreement template is on hold pending the addition of more building inspection staff. Q1 2023 meetings planned with RDCK GM D&CS, MB and Village CAO's

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SES - Low Carbon Transportation - Corporate Fleet	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2023-11-30	<p>Current: Developing fleet inventory; enhanced vehicle fuel consumption data collection with new reporting procedure; Application completed for Basin Charge Up Funding for a subsidy for a EV fleet vehicle.</p> <p>Next Steps: Apply for CleanBC EV funding and CEA for RDCK Fleet strategy; Investigate workplace charger for Head office.</p> <p>Barriers: Distributed nature of fleet management (no overall fleet manager); Limited data and tracking of vehicles; technology options and availability.</p>
SES - Better Corporate Building Policy	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	40% to 60% complete	2023-06-30	<p>Current: Better Corporate Building Policy in place; Developing program to educate / train building managers and project managers on policy.</p> <p>Next Steps: Outlay education / training workshops to building managers and project managers; Support staff on implementation of Policy.</p> <p>Barriers: Staff time (building and project managers) and availability.</p>
SES - GHG Reduction Feasibility for RDCK Facilities Project	2022-05-01	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2023-10-31	<p>Current: Report to Board at February meeting seeking approval to apply to FCM/GMF GHG Reduction Pathway Feasibility Study grant; Completing data input for facility energy monitoring software (Portfolio Manager), required to inform this project.</p> <p>Next: If approved at board level, submit application to FCM/GMF.</p> <p>Barriers: Time & staff capacity.</p>
SES - Demand Management - Community - REEP for Homes Project	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-06-30	<p>Current: Developing Regional Energy Efficiency Program (REEP) 2.0 with partner City of Nelson and with grant funding application (FCM / Community Efficiency Financing); Working on strengthening Home Performance Contractor Network (HPCN) by supporting contractor outreach and training initiatives; Providing support to RDCK building department in rolling out communications for upcoming transition to Energy Code Step 3 for homes.</p> <p>Next Steps: Finalize grant application to FCM.</p> <p>Barriers: Lack of contractors that are eligible for HPCN registration.</p>
ERIE Creek Flood Prevention - Service Investigation	2021-03-18	Mgr. Community Sustainability	Not aligned with a Strategic Priority	Area G	Not Started	2023-04-30	<p>An investigation into creating a service for flood mitigation in the Salmo/Erie Creek area. The findings from the NDMP 3 project will provide financial details to inform this investigation. The RDCK does not currently have a flood mitigation service, nor does it own any flood mitigation infrastructure.</p> <p>Current: NDMP3 is progressing with mitigation options for the Salmo/Erie systems.</p>

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							These findings will be presented to Board during a workshop in early Q1 '23. Next: Complete service case analysis once financial information from NDMP is available.
RDCK Climate Actions - Plan & Implementation development	2019-08-08	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	2023-04-21	Current Status: Draft will be brought to Board in February to Board receipt followed by engagement and request to adopt in April 2023. Possible Barriers: None at this time 259/22 That the RDCK Board approve the budget of up to \$80,000 for the development of the 2023-26 Climate Action Plan and associated four (4) year Communication and Engagement Strategy, and that these funds be drawn from the Climate Action Revenue Incentive Program (CARIP) reserve in General Administration
Phase 2 - Geothermal GIS Study	2022-02-17	Mgr. Community Sustainability	Not aligned with a Strategic Priority	Area A,Entire RDCK	100% complete	2003-01-01	A project funded via CSLAC to study and identify areas on the East Shore that could support deep geothermal development. Phase 1 looked at the whole area. Phase 2 is focusing on using all existing data to identify likely areas to target for drilling test holes - this would be completed by private industry interested in developing the resource. Current Status: Phase 2 work now complete, reporting to CSLAC in February Next Steps: None at this time Possible Barriers: None at this time
Slocan Lake and River Partnership Initiation	2022-02-17	Mgr. Community Sustainability	Water Protection and Advocacy	Area H,Village of Slocan,Village of Silverton,Village of New Denver	1% to 20% complete	2023-10-31	A project to support the development of a partnership to conserve, protect, and restore habitat; provide education; build relationships; and guide development on Slocan Lake and River. Current Status: A Steering Committee met in November define draft terms and scope of work, will meet again in February Next Steps: Host Steering Committee meeting and determine next steps Possible Barriers: None at this time
Watershed Governance Initiative Phase 3 - Relationships,	2018-12-13	Mgr. Community Sustainability	Water Protection and Advocacy	Entire RDCK	20% to 40% complete	2022-10-07	A project to understand RDCK's role in protecting watersheds in the region. Current : Phase 3 focused on continued relationship building, mapping, and water monitoring. WGI GIS assistant hired to Mar 2023, meeting with Yaqan Nukiy re WSP, Duck Creek and Service Case Analysis for Drinking Water and Watershed Protection service.

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Mapping, Water Monitoring							Next Steps: Continue mapping work for communities, working with Yaqan Nukiy, pursue Duck Creek cumulative impacts study Possible Barriers: None at this time
Regional Invasive Species Strategy - Implementation Plan Proposal	2021-06-14	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2022-09-10	Current Status: Board has reviewed and approved management plan developed for RDCK properties. And has approved implementation of the Strategy: Option 1 (\$15,000) and PILOT the Good Neighbour program (\$12,000) of the Regional Invasive Species Strategy for the 2023; Possible barriers: Budget approval in March
2023 Wildfire Mitigation and FireSmart Program	2023-01-01	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	1% to 20% complete	2023-12-01	Current Status: Awaiting funding approval from UBCM-CRI & CBT-CBWRI for Lightship Application Next Steps: Procure GIS technician for Lightship application, Hire seasonal FireSmart Team, Implement training and program deliverables to residents, Extend contract for Regional Roundtable facilitators, Procure consultant to deliver 10 Community Wildfire Resiliency Plans and a regional scale prioritization, Build / continue Community FireSmart Resiliency Committees throughout RD, Barriers: Timing of funding approval
Bayview Community Fuel Treatment	2023-01-01	Mgr. Community Sustainability	Wildfire Management	Area K	1% to 20% complete	2023-06-30	Current Status: CBT is re-evaluating project with RDCK as legal entity for Bayview Community Next Steps: Receive funding approval, approve contribution agreements with CBT and consultant, execute contract with consultant Barriers: Funding approval
Operational Fuel Treatments - Selous, Queens Bay, Woodbury	2016-08-01	Mgr. Community Sustainability	Wildfire Management	All Electoral Areas	80%- 99% complete	2023-10-31	Current status: Selous: Machine fuel modification completed. 80% Hand treatments completed, remaining starting Spring '23; QB : Project completed as of Nov '22; Woodbury: Project completed by CLWRR program as of Fall '22. Next Milestones: Prescribed burning in Selous planned spring '23 possibly fall '23. Possible Barriers: Adequate burning conditions.
National Disaster Mitigation Program 3 - Preliminary Flood Mitigation Designs	2021-02-18	Mgr. Community Sustainability	Not aligned with a Strategic Priority	All Electoral Areas	40% to 60% complete	2022-04-30	This is a project to investigate mitigation options at 3 sites in the RDCK. The findings will provide RDCK-specific details on what the costs/impacts of creating a flood mitigation service might be. Current: P5 - March 13. P1 - Review of 16 high risk areas from S2 NDMP.

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							P2 - Shortlist sites based on viable options P3 - Mitigation concept development P4 - Prelim design and costing P5 - Workshops with Board
Campground Bylaw Review	2018-04-19	Mgr. Planning	Not aligned with a Strategic Priority	All Electoral Areas	1% to 20% complete	2023-08-25	Initiative began to investigate regulatory options for park model trailers within the RDCK, but has expanded to consider ways to better regulate developments where multiple RV sites are created. This is especially relevant in the proliferation of shared interest developments in unzoned areas where there is concern for health and safety of these developments. Resolution 36/20 establishes policy regarding CSA Z241 Park Model Trailers. September 2022 - Staff have begun researching utility of the existing Manufactured Home Park Bylaw to address the issues this initiative seeks to address.
Housing Action Plan	2021-05-20	Mgr. Planning	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	2023-05-31	Project follows on completion of Housing Needs Assessment for RDCK and member municipalities in 2020 and direction from Board to undertake a Housing Action Plan. Kickoff meeting with staff held July 7, 2022. Board Workshop hosted Jan. 17, 2023. Housing Action plan report and presentation to Board anticipated in April 2023.
Area D Community Planning	2022-02-17	Mgr. Planning	Part of RDCK Core Services	Area D	Not Started	2023-07-21	Project follows up on completed work in 2022 wherein land use planning discussions held (virtually) for most communities in Area D. Feb 2022 Resolution 149/22 directed staff to continue the next phase of community planning for Area D in 2022 with a specific focus on the Kaslo Corridor; Woodbury; Schroeder Creek; Mirror Lake (including Amundsen Road); and the Allen subdivision, and other communities interested in zoning. Direction from Board needed to prioritize Planning Services work plan items.
Playmor Junction Zoning Bylaw	2020-02-20	Mgr. Planning	Part of RDCK Core Services	Area H	Not Started	2023-12-29	In February 2020 the Board passed resolution 121/20, which directs staff to include the development of a zoning bylaw for Playmor Junction Area to their work plan. Subsequent direction from the Director was to suspend further work on the project until early 2023. Staff to work with Area Director to map out scope and timing of project.
Area H North OCP Review	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area H	1% to 20% complete	2023-07-28	In April 2020, the Board passed resolution 279/20, which directs staff to include the review of the Area H North Official Community Plan, with the potential of having a Comprehensive Land Use bylaw, in their work plan. April/May 2022 - Staff

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							completed open houses in New Denver and Hills. Anticipating re-activating project in 2023, as directed.
Agricultural Policy Review - Phase 2	2019-03-25	Mgr. Planning	Food security and Agriculture	Entire RDCK	40% to 60% complete	2023-03-31	Project follows previous agriculture policy changes implemented to address regulatory changes in Provincial legislation. This phase focuses on recent changes to the Agricultural Land Reserve Act and Regulations such as those affecting additional residences on ALR land, for example. Changes made to bylaws for Areas A, B, and C recently adopted. Bylaw amendments for F,I,J,K given 1st and 2nd reading and pending public hearings.
Area E OCP Expansion	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Area E	20% to 40% complete	2022-12-31	In 2020 through resolution 375/20 the Board directed planning staff to expand the Electoral Area E Official Community Plan to include the south border of the City of Nelson to Ymir Road. This project should be re-evaluated in terms of Board priorities for Planning Services to determine if still desired and if so when. Results from previous survey results were polarized and further engagement would be needed prior to pursuing further. Board resolution 363/22 to explore land use planning in other parts of Area E indicates that work of higher priority.
Area E Community Planning	2022-05-19	Mgr. Planning	Part of RDCK Core Services	Area E	Not Started	2023-06-30	In 2022 through resolution 363/22 the Board directed staff to continue the next phase of community consultation for Area E as a follow up to the “Open Houses on Land Use Planning” Project completed earlier in the year. This work would be focused where survey results indicated that there is strong interest in pursuing land use planning or more. Information about land use planning was desired, with a specific focus on the following unincorporated communities: Redfish Creek to Liard Creek (Including Grandview); Longbeach; Harrop; and Proctor.
Subdivision Servicing Bylaw Review	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2023-07-31	Board resolution 369/20 from May 2020 directs staff to undertake a review of the RDCK Subdivision Bylaw to improve administrative process and efficiency, and seek solutions for recurring challenges such as ensuring adequate servicing and access. Next steps: Summarize progress to date to accompany workplan, and initiate internal engagement. Review of staff resources currently required to confirm Subdivision Bylaw requirements with applicants. Staff unable to undertake project activities due to staffing challenges and precedence of other active projects.

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Kootenay Lake Watercourse DPA Project	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area A,Area D,Area E,Area F	80%- 99% complete	2023-03-31	Project initiated from discussions at the Kootenay Lake Partnership table, recognizing that the RDCK has development permit authorities under the Local Government Act that are not being fully utilized to protect sensitive habitat around Kootenay Lake. Next steps: Planned engagement activities completed December 2022. Currently compiling feedback into public engagement summary, which will be presented to Board upon completion with recommendation for how to proceed.
Area J OCP Review	2021-07-07	Mgr. Planning	Part of RDCK Core Services	Area J	Not Started	2022-12-31	Area J to have its own OCP. Project is in the queue for after the completion of Area I's OCP. Regional planning ongoing.
Area I OCP Review	2016-01-26	Mgr. Planning	Part of RDCK Core Services	Area I	60%- 80% complete	2023-07-31	Staff have met with Area I Director and APC to determine updates needed to draft OCP and amended work plan. Updates to draft plan being made in advance of re-launch and renewed community engagement in Fall/Winter 2022 and Winter/Spring 2023. Staff report for Board endorsement of early and ongoing OCP consultation scheduled for December 2022 Open meeting. Meeting with Area I APHC tentatively scheduled for end of October 2022.

ENVIRONMENTAL SERVICES							
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Organics program development	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2023-06-30	Creston and Ootischenia facility completed. Central facility awaiting components for commissioning in Q1/Q2. Grohman organics transfer design complete with construction to proceed in Q1. Castlegar and RDKB plan to initiate curbside collection for Central feedstock in Q3.
Nelson Landfill Closure	2017-02-16	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	1% to 20% complete	2023-12-31	Staff met with City staff in January to discuss next steps. The City has requested additional information from CP to support the completion of the DSI. Once the DSI is completed, we can approach the province to discuss remediation works.
Creston Landfill Phase 1E closure works	2022-06-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	100% complete	2022-11-30	Project is complete.
Creston Hydrogeological Assessment	2021-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2023-11-30	Draft RFP near completion, staff intend to request MOE hydrogeologist reviews scope related to liner exemption. Procurement for consulting service to proceed in Q1.
Creston Landfill Phase 1C/D, Berm	2017-10-18	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2023-10-31	ON HOLD. Due to delay in LKB land transfer. Budgeted to complete design in 2022 and construction in 2023.
Ootischenia Landfill Design and Operation plan update	2017-04-13	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	2023-12-31	No development in Q4. Need to pursue lands application in advance. Expected to proceed under new RFSO for Eng Services in 2023.
Central TS Washroom/ Changeroom/ Lunchroom	2021-03-18	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	80%- 99% complete	2023-02-28	Project works completed, awaiting on well commissioning. Expect to be fully operational in Q1.

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Field staff building assessment	2022-09-01	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Entire RDCK	60%- 80% complete	2023-02-28	Staff continuing to collect details and complete assessments to support cost estimates/recommendations for field staff buildings. Locations will be assessed for hot and cold temperature conditions and may include improvements such as shade, fans, A/C, heat pumps and solar power, etc.
Landfilling diversion initiatives - mattresses and C&D	2021-03-18	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2023-04-30	No change in Q4. New staff attending C&D waste webinar in Q1. Mattress diversion on hold until new EPR program initiated, with consultation in 2023, expected launch 24/25.
Balfour Wood Chip Pile Relocation	2020-05-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	40% to 60% complete	2023-08-31	Internal fleet are continuing to transport chips as drivers/equipment is available and storage areas at Central are accessible.
Creston Septage Facility	2018-06-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-12-31	Construction project ON HOLD Awaiting RRP approval for Long Term borrowing for works to proceed. Draft 2023 Financial Plan shows budget to proceed with design in 2023 (\$125K).
Creston Eco-Depot	2018-10-10	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2023-06-30	No change in Q4.
Legacy Landfill Closure Plan Assessments	2020-03-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2023-12-31	No change in Q4. Intend to initiate procurement of landfill assessments under Eng Services Standing Offer. RRP identifies 10 sites in total.
Septage Management Options for Central and West subregions	2019-06-19	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	20% to 40% complete	2023-12-31	No change in Q4. Staff have proposed completing assessment/design/piloting at Central facility in draft 2023 Financial Plan.

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Ootischenia landfill lands acquisition	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	2023-12-31	Staff will be engaging with the Ministry on preparing a land application in Q1. Awaiting confirmation of removal of LKB objection to lands acquisition.
Regional RR Facility surveillance upgrades	2018-03-15	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2023-09-30	No change in Q4. Comprehensive program for surveillance monitoring and maintenance required in 2023.
HB Tailings Facility Remediation and Closure	2016-08-18	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Central RR Subregion	80%- 99% complete	2024-12-31	Independent Tailings Review Board inspected site in Q4, staff and Engineer or Record reviewing ITRB report in Q1. Asbuilts and project completion documentation is underway. Entering 2 years of active care with increased monitoring and compliance with permit requirements.
Collaboration with City of Nelson on organics program	2019-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	City of Nelson	80%- 99% complete	2023-12-31	Expect findings of Selkirk college & City organics material management study in Q1. Nelson and RDCK staff meet semi monthly to share information on diversion program advancement. Staff began participating in City's Advisory committee on their organics diversion program. Letter for City sent in early Q3 to request intentions to participate in RDCK's organics program to allow for planning & program implementation to proceed efficiently, no response to date.
Scale Software upgrade	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2023-04-30	Implementation planning, installation and testing occurred in Q4 and continuing into Q1. Staff training to begin in Q1 with phased launch occurring through Q1.
Rural curbside service investigation and consultation	2021-09-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	20% to 40% complete	2023-06-30	Public consultation to occur in Q1/Q2. Results to be returned to JRRC in May/June. Staff directed to plan for Assent Voting should the consultation demonstrate public acceptance on the proposed service.
Drone survey equipment & landfill software	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2023-06-30	On-going training. Able to survey most RR sites, OOT/CRE are near airports and require an advanced status to be completed by GIS tech in Q2.

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RR Facility washroom installation project	2018-12-12	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2024-12-31	On hold until 2024. Completed ROS, CEN, OOT, CRE, NAK. Remaining sites awaiting site developments works (Slocan), hydrotech assessment (CBay) or planned for coming years.
Regional finished compost sales and distribution planning	2022-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2023-06-30	No change in Q4. Staff directed to commence planning for in-house sales and distribution of Class A compost with 20% reserved for municipal RDCKB partners that provide feedstock and 0.5% free for non-profit organizations that supply local food. Staff to engage with partners to assess preferences and gauge interest from agriculture sector.
Assess at home composting technology for electoral areas and municipalities not yet part of Phase 1 curbside program	2022-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	100% complete	2023-06-30	Staff completed assessment and brought report to Dec JRRC. With the outcomes of the assessment, Board directed staff to take no further action investigating at-home food units/systems for rural areas deemed feasible to receive curbside services.
Asbestos Waste management area at Creston Landfill	2019-12-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2023-06-30	Project on hold pending obtaining License of Occupation for the "wedge" parcel. Intent is to improve site safety and meet best practices for handling/disposal, while reducing future liabilities.
Erickson 2022 First Phase, Priority Metering Project	2021-10-27	Mgr. Utilities	Part of RDCK Core Services	Area A,Area B	1% to 20% complete	2023-12-31	This project consist of installation about 100 priority (potentially higher consumption) water meters in Erickson. Priority includes Industrial, Commercial and Institutional properties and properties with 5 acres or more of Agricultural Land Charge. Budget has been approved for the first phase project. Project is on hold as we have now concurrently submitted a Strategic Priorities Fund grant application on 30 June 2022 for 100% funding of an Erickson Universal Metering Project to meter all 653 unmetered customers. If grant is successful, eligible costs start from the time of application.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Abandonment of Pipe in Place & Discharge of Easements Policy	2019-12-23	Mgr. Utilities	Part of RDCK Core Services	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area J,Area K	80%- 99% complete	2023-03-31	There is currently no known legislation or guidelines on abandonment in place or removal and of asbestos cement pipe during water line replacements. Current industry practice is to abandon pipe in place. At the time of abandonment, the pipe is considered safe as long as it remains buried and not friable. The concern is that the pipe will continue to deteriorate over time and could become a liability and a hazard to future generations if exposed. Draft policy completed. Legal opinion has been requested. No progress last quarter due to other staff priorities.
Water Quality Risk Management Plan	2018-10-01	Mgr. Utilities	Part of RDCK Core Services	Area A	80%- 99% complete	2023-03-31	A Policy is required for management Regional District water systems on Boil Water Notice or Water Quality Advisories with no immediate plan for improvement due to financial constraints or lack of public approval. A policy has been drafted that addresses risk, liability and water system management. A request for a legal opinion has been issued. No progress last quarter due to other staff priorities.
Transfer of Arrow (Erickson) Open Reservoir to Town of Creston	2019-07-25	Mgr. Utilities	Coordinated Service Delivery	Area A,Area C,Town of Creston	80%- 99% complete	2023-04-30	The old Arrow open drinking water storage reservoir has been abandoned and a wetlands and park developed by the Town of Creston. A statutory right of way required for an Erickson water line at edge of the property and an asset transfer agreement is to be drafted by the Town of Creston to transfer the land and assets from the Regional District to the Town.
Conversion of Water Commissions to Community Advisory Committees	2022-03-28	Mgr. Utilities	Part of RDCK Core Services	Area A,Area B,Area D,Area H	60%- 80% complete	2023-03-31	The Regional District has both volunteer Water Commissions and Community Advisory Committees to provide consultation with Regional District water customers. Commission are proposed to be replaced with Water Community Advisory Committees, except Arrow and Ymir. The existing Water Community Advisory Committee policy first needs to be replaced with a Water Community Advisory Committee Bylaw. The Bylaw has been drafted and presented to the Water Services Committee. Clarity is required between Water Advisory Water Community Advisory Committee and other RD Committee procedures and function.
Cross Connection Control Program Review	2020-09-17	Mgr. Utilities	Water Protection and Advocacy	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area J,Area K	60%- 80% complete	2023-06-30	A connection program protects contaminates from entering a water system. The program provide guidance on when backflow preventers should be installed on customer water connections. Program review completed. Water Bylaw revised. Program procedures still required. Guidelines update still required. No progress this period.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Burton, Fauquier and Edgewood Water Maintenance Contract Renewal	2021-03-30	Mgr. Utilities	Part of RDCK Core Services	Area K	1% to 20% complete	2023-06-30	Project delayed due to other staff shortage and other priorities. Contract might be renewed first half of 2023.
Woodland Water Well Replacement	2021-03-15	Mgr. Utilities	Part of RDCK Core Services	Area F	100% complete	2022-12-31	Project is essentially completed. New well is commission an operating as planned. Minor site restoration work is required in the spring.
RDCK Asset Management	2018-01-31	Sr. Project Mgr.	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2023-06-30	FCM MAMP grant funds (\$38,500) received. Community Works grant funds (\$16,500) received. Initiated the GIS database development process with GIS staff. Received comprehensive excel data and photos of previous inspections from Consultant to input into GIS system when available. Facility Condition Assessments are completed. Extension to June 2023 approved. RFP for consultant guidance and software recommendations out on BCBid.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Fees & Charges Bylaw	2020-06-20	GM Community Services	Recreation , Parks and Trails	All Electoral Areas	40% to 60% complete	2022-06-16	Admission Fees approved in August 2021. Work is ongoing on rental fees application.
South Slocan Old School House Redevelopment	2020-01-01	GM Community Services	Recreation , Parks and Trails	Area H	20% to 40% complete	2023-09-30	Restructuring service to fund from S231 and close S214. Require Grant Researcher/ writer - This has been impacted by work on Krestova park. Cover Architecture - awaiting direction. Initial drawings and estimates - redeveloping to reduce costs - Building Cost Estimates are continuing to come in very high.
Campbell Fields Recreation Development Feasibility Study	2017-06-15	GM Community Services	Recreation , Parks and Trails	Area E,Area F,Area H,Area I,Area J,City of Castlegar,City of Nelson,Village of Slocan	40% to 60% complete	2023-04-30	3rd phase Report completed and posted on website. Reviewing Report with School District is the Next Step. Expect a meeting of the partners January 2023. https://www.rdck.ca/EN/main/services/rdck-recreation-master-plans/campbell-field.html
Creston Library Contract	2018-11-06	GM Community Services	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	20% to 40% complete	2022-04-01	Met with library staff. Have integrated some capital work into financial plan. Library staff reviewing present contract.
Proposed Goat Riverside Park	2019-05-16	GM Community Services	Recreation , Parks and Trails	Area A,Area B,Area C,Town of Creston	1% to 20% complete	2024-12-31	The RDCK will be meeting the representatives from Lower Kootenay Band and Trails for Creston Valley Society in November to continue discussions about appropriate parks areas. TUS draft sent to RDCK staff -returned to consultants with comments
Arena Floor Replacement Project-Castlegar and District Complex	2021-11-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	20% to 40% complete	2023-10-01	There will be financial and social impacts to community for this project. The project is out to tender with closing Q1 2023. It is projected to start in March 2023 and be completed in October 2023.
Surveillance Camera Upgrade	2022-01-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	40% to 60% complete	2022-11-19	Current Cameras and server are outdated and in need of replacement. Partial capital replacement - \$20,000 in 2022. Camera's purchased and onsite. Installation in Q1 2023. Budget consideration for 2023 to complete.
Fitness Center Air Handling Unit (AHU)	2020-01-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	60%- 80% complete	2022-12-31	Fitness Center AHU's at end of current serviceable life. Commission approved project to proceed in September 2021. With funds from S227 reserve. Project was tendered but price was significantly over budget. Staff acted as act as GC, coordinating trades for installation. Supply chain issues delayed installation. Only

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							one unit has been installed to date. Second unit to arrived and planning to install in Spring of 2023. Part of capital asset renewal. \$100,000.00 budget in 2022.
Capital Exterior Door Replacements	2021-01-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	60%- 80% complete	2022-12-31	Part of capital asset renewal plan. \$25,000.00 allocated in 2022. Receipt of doors delayed due to supply chain issues. Installing as they come in, will continue into 2023. Budget consideration for 2023 to continue with replacement plan. Many of the Complex exterior doors require replacement and have been identified in the Condition assessment.
Castlegar and District asset management process/strategic planning	2019-06-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	80%- 99% complete	2022-12-31	As part of the Asset Management process, a Building Condition Assessment and Lifecycle study was completed on the Castlegar and District Community Complex. Commission hired consultant to lead a Strategic Planning session in part to determine how to fund the asset management going forward. Commission to consider a capital asset management funding program for 2023 budget and beyond.
Nelson Curling Club Operations Request	2023-01-25	Mgr. Nelson Rec	Recreation , Parks and Trails	Area E,Area F,City of Nelson	20% to 40% complete	2023-12-31	Nelson Curling Club presented a new report to Nelson and District Recreation Commission asking RDCK staff to take over the operations of the ice plant at the Nelson Curling Club. Staff received direction to explore the feasibility of RDCK involvement with the curling facility and to report back at a future Commission meeting.
Develop Terms of Reference for Nelson and Area Recreation Commission	2020-11-19	Mgr. Nelson Rec	Recreation , Parks and Trails	Area E,Area F,City of Nelson	100% complete	2022-12-31	Nelson and District Recreation Commission service review is nearing completion. Service Review to provides clarity on Terms of Reference of commission. New Establishment Bylaw has been completed.
RDCK Inclusion and Access in Community Services	2019-09-18	Mgr. Nelson Rec	Recreation , Parks and Trails	Entire RDCK	60%- 80% complete	2023-12-31	New training initiatives were implemented for summer camp staff as part of onboarding and training. External Support Worker (ESW) presented to All Recreation Committee for review in September. ESW opportunities to be expanded to other recreation services through 2022 and 2023. ESW opportunities for all admission programs roll out planned in Q2.
NDCC Aquatic Centre Lighting Upgrade	2021-02-24	Mgr. Nelson Rec	Recreation , Parks and Trails	Area E,Area F,City of Nelson	100% complete	2022-12-31	Project has begun and is anticipated to be completed by the end of 2022.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
External Support Worker	2022-09-15	Mgr. Nelson Rec	Recreation , Parks and Trails	Entire RDCK	40% to 60% complete	2023-02-28	That RDCK Community Services expands the External Support Worker process to include all programs for participants aged 18 and under and for all drop in services across RDCK recreation facilities, AND FURTHER; that the RDCK completes an evaluation of the process at the end of 2022 to amend as necessary. Process on drop-in activity support workers currently being finalized. Anticipate program to be offered by January 31, 2023.
Glacier Creek Park and Commission Bylaw No.1306 amendment	2021-12-09	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	Not Started	2023-08-31	726/21 That staff amend the Glacier Creek Park Commission Bylaw No. 1306, 1998 to reduce the membership from nine members to five members with the resulting quorum. Currently there is no Commission.
Regional Parks & Trails Master Plan/Strategy	2017-05-17	Mgr. Parks	Recreation , Parks and Trails	Entire RDCK	40% to 60% complete	2023-11-30	Working Group meeting on October 10, 2019. Board appointed Directors Popoff, Anderson and Jackman to the working group assisting staff with the review of the Parks & Trails Masterplan RFP at the June 20, 2019 meeting. Staff working on Regional Parks & Trails Inventory is complete to a standard that allows us to proceed to RFP development. Anticipate a RFP award in September 2019. Working group met Feb 27 2020 to discuss RFP information. RFP working group has met several times for final RFP assessment. Mark reported at March 2022 All Recreation Meeting - final stages of RFP.
Taghum Beach Parking lot improvements	2021-03-31	Mgr. Parks	Recreation , Parks and Trails	Area E,Area F,Area G,Village of Salmo,City of Nelson	1% to 20% complete	2023-12-31	Staff will continue working with engineer during spring 2023 with project design for fall 2023.
Traditional Use Study - Crawford Bay Regional Park Management Plan	2018-03-01	Mgr. Parks	Recreation , Parks and Trails	Area A	60%- 80% complete	2023-03-31	Next steps for Management Planning is a Traditional Use Study (TUS) completed by Ktunaxa Nation Council in 2022.
Waterloo Eddy Regional Park Construction	2018-03-01	Mgr. Parks	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	60%- 80% complete	2024-11-30	Final work on Boat and Trailer Parking area. Further amenities spring/summer 2023.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Lardeau Regional Park Construction - as per Management Plan	2021-04-15	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	60%- 80% complete	2024-10-22	Maintenance contract worker found. Working on waterfront cleanup and restoration as per the Management Plan and approved financial plan Amenity installations and small waterfront restoration budgeted for in 2023.
Glade Legacy Project	2017-07-01	Mgr. Parks	Recreation , Parks and Trails	Area I	20% to 40% complete	2024-10-31	Staff has reviewed draft options and sent back to consultant, still need to meet with consultant. Staff working with consultant for final draft.

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Area D First Responder Service	2020-02-20	Regional Fire Chief	Part of RDCK Core Services	Area D	20% to 40% complete	2023-06-30	Q3 update - The fire and administration groups are consulting with stakeholders and undertaking a comparative analysis of service delivery options for Area D . A report should be ready for Board consideration in Q1 2023. Q4 update - this continues to be a staff priority to bring to Board in Q1.
Transition to Fraser Fort George Dispatch for all fire departments	2022-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area K,Town of Creston,Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silvertown,Village of New Denver	60%- 80% complete	2023-06-30	Staff are working with stakeholders on the preparation for transition for the implementation phase of the project. Dispatch infrastructure including "Radio over IP" being installed, October - November 2022. Training plan developed, implementing October - November 2022. Scheduled date of transition from Kelowna to Fraser Fort George dispatch - November 16, 2022. Supply chain delays have pushed the date for all departments to change to radio over IP to the Q2 of 2023. Fraser Fort George dispatch cutover from Kelowna complete.
Changes to allow RDCK firefighters to deliver higher levels of care as pre hospital care providers	2018-09-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2023-12-31	Current BCEMA Licensing does not allow first responders to work outside of their scope of practice. Medical Direction was successful in setting baseline standards for the pre hospital care services RDCK Firefighters provide. BCEMA Licensing has announced new scope of practice options for First Responders; staff are waiting for further details. Jan 26 2023 Staff still awaiting the new training and evaluation curriculum from EMA licensing to allow Responders to work to a higher scope of practice.
BC Structure Firefighter Minimum Training Standards	2016-10-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2023-12-31	New BC Structure Firefighter Minimum Training Standard distributed in September/October 2022. Replaces the previous BC Structure Firefighter Playbook. Staff currently analyzing and assessing updates and changes, developing a comprehensive training plan to meet objectives. Local Authorities are required to have the new standard incorporated in their fire training program for March of 2024.

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Area H Hills Service Case Analysis	2021-09-23	Regional Fire Chief	Part of RDCK Core Services	Area H	Not Started	2023-12-31	Develop a service case for establishing an RDCK volunteer fire department to service the Hills area. Q3 2022- no progress to report on this initiative due to competing project priorities.
Crawford Bay Fire Service feasibility study	2016-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A	60%- 80% complete	2023-12-31	This project analyzes options for establishing a fire hall in the Crawford Bay area. A draft options review was provided to the Area Director for review in 2020 and this project is on hold pending feedback.
2170 Fire Service Bylaw Update	2020-04-01	Regional Fire Chief	Part of RDCK Core Services	All Electoral Areas	60%- 80% complete	2023-03-31	This comprehensive bylaw update will consolidate previous bylaw amendments, address service level declarations under the playbook, update the schedules for delivered services and provide appropriate authority to municipalities for fire service contract areas. This has been delayed to the end of 2021 due to staff absences and the 2021 Wildfire Season. Q3 update- the bylaw is in the final stages of review and should come forward for Board consideration in Q1 2023.
Creston area Sub-Regional Fire Service	2012-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A,Area B,Area C,Town of Creston	80%- 99% complete	2023-12-31	This ongoing project aims to align and streamline fire services delivery between the RDCK and Town of Creston in the Creston Valley . Q3 update - the Canyon Lister service has been successfully transitioned from the RDCK to the Town of Creston. RDCK and Town staff will now proceed to negotiate a valley-wide contract for end 2023 in accordance with the Project Charter.
Service S128 Riondel Fire Protection	2020-08-20	Regional Fire Chief	Part of RDCK Core Services	Area A	40% to 60% complete	2023-09-21	This project involves evaluating equitable share of funding for the Riondel Fire Services for providing First Responder and Road Rescue services outside of the fire service boundary. Q3 update- The Province has advised that Service 152 should be spilt into new service areas. Next Step- staff will target Q2 2023 to provide report to Board summarizing the situation and seeking direction to prepare new service establishment bylaw(s).

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Conference Report and Policy	2019-04-01	CAO	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2023-12-31	CAO to prepare a report to the Board for November 2019 on recommendations for a policy on conference attendance. The Board gave direction to staff for a policy to be created and it will be brought to the March 2020 meeting for approval. Delay - COVID response has delayed this report - Staff is now looking at this being brought post election as part of 2023 budget planning.
Support on Cannabis	2021-06-17	CAO	Food security and Agriculture	All Electoral Areas	40% to 60% complete	2023-10-31	CAO is reviewing the needs that came out the Cannabis Regulatory Needs and will be recommending meetings with various ministries to move this along. CAO has been appointed to a UBCM working group that is discussing future opportunity for producers and public engagement in 2022, particularly on farm gate sales. The risk is alignment between the province and local government, to allow LG time to implement any bylaw changes required. Current discussions are around "what we heard" document re: consumption spaces.
Service Review - Nelson, Area F and Defined Area E Recreation	2019-09-19	CAO	Recreation , Parks and Trails	Multi Regional	100% complete	2023-01-31	The bylaw has been approved by the Ministry and adopted by the Board. Project Complete.
Director's Code of Conduct Review	2022-12-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	1% to 20% complete	2024-04-18	The Board has directed staff to initiate a review of Policy 100-01-17 Director's Code of Conduct in accordance with the new Community Charter requirements and for a draft policy to be brought forward for Board consideration at the April 2024 Board meeting.
Riondel Commission Bylaw Update	2012-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Area A	80%- 99% complete	2023-03-31	This project is a full overhaul of the Commission bylaw to reflect the current best practices for authorities delegated to Commissions. Q3 update - Board consideration of bylaw adoption will occur after the Water Community Advisory Committee bylaw has been adopted and communicated to the Commission, expected in Q1 2023
External Appointments Policy	2021-12-14	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	100% complete	2022-09-30	This policy will establish the Board's requirements for appointees to external committees and agencies to report back to the Board. Q4 update - final draft policy was considered at the October 2022 Board meeting and more time was requested for Director comments. The policy was adopted at the November Board meeting.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Shoreacres No Hunting or Discharge of Firearm Bylaw Survey	2019-09-19	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area I	1% to 20% complete	2023-07-31	No progress in Q4 2022 due to competing project priorities. Expected completion is in 2023.
West Kootenay Transit Services Governance Review	2022-02-17	Mgr. Corporate Admin	Coordinated Service Delivery	Central RR Subregion, West RR Subregion	1% to 20% complete	2023-03-31	This project will evaluate options for enhancing the governance and decision making for the West Kootenay Transit system (Castlegar and area, North Shore, Slocan Valley and Kootenay Lake West to support implementation of West Kootenay Transit Future Service Plan and consider the apportionment of costs . Q4 update- no progress to report due to competing project priorities for Research Analyst.
Transit Service Funding Review	2019-07-18	Mgr. Corporate Admin	Part of RDCK Core Services	Central RR Subregion, West RR Subregion	80%- 99% complete	2023-02-16	Q4 2022 update - The remaining component of this project is to finalize the funding model for the Kootenay Lake West service. Staff will prepare a report and make recommendation to the Board in Q2 2023 regarding weighting of the cost apportionment criteria for this bylaw.
Water Service Bylaw Review	2018-05-02	Mgr. Corporate Admin	Water Protection and Advocacy	Area A, Area B, Area D, Area E, Area G, Area H, Area J, Area K, Town of Creston	80%- 99% complete	2023-05-31	This project follows from the 2020 Water Governance Review Q4 2022 update - Rescinding the Sanca Commission bylaw and amending the Riondel Commission bylaw are the only outstanding items remaining on this project. These will be considered by the Board following the update to the Community Advisory Committee bylaw expected in Q1 2023.
Special Event Permit Regulatory Bylaw	2017-10-01	Mgr. Corporate Admin	Part of RDCK Core Services	Area H	80%- 99% complete	2023-04-30	Q4 2022 update - Due to issues with events held in Q3 2022, the Board has directed staff review options to make the bylaw more effective. This report will come forward in late Q1 2023/ early Q2 2023.
WKBRHD Policy Manual	2020-10-25	Mgr. Corporate Admin	Part of RDCK Core Services	Multi Regional	40% to 60% complete	2023-10-25	At the October 2020 meeting the WKBRHD Board directed staff to develop 4 new policies. Q4 2022 update-This is considered a low priority item and has not progressed due to competing project priorities. Draft policies are expected to come forward for WKBRHD Board consideration in 2023.
RDCK website improvements- Phase Two	2020-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-04-30	This project will deliver a major upgrade to the RDCK website. Q3 2022 update- The active phase of website development is underway, with overall design and layout being finalized in Q4 . Content updates are well underway. The expected project completion and website launch is late Q1, early Q2 2023.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Delegation of Authority Bylaw	2018-01-01	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2023-03-31	The Bylaw will identify complete list of authority delegated to staff. No progress made in Q4 2022 due to competing project priorities. A draft bylaw is targeted to be received for Board consideration in Q2 2023.
Referendum Support Policy	2018-06-21	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	2023-12-31	Board directed that staff develop a policy to guide Board decision making in response to requests for RDCK support for groups taking specific positions on RDCK referenda. This is considered a low priority item and no progress made in Q4 2022. This policy will be prioritized in the context of policy work included in the 2023 work plan.
Public Notice Bylaw	2022-05-15	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2023-07-20	Changes to the Local Government Act in 2021 give the RDCK more options for publishing official notices. Subsequent to the board consideration of this matter in Q2 2022, staff intend to bring a draft bylaw to the Board completion in early Q3 2023.
Policy to Address Harassment of Staff Attending Private Properties	2022-05-19	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2023-05-18	This policy will accompany the Respectful Behavior bylaw currently being developed and will cover employees attending private properties in the course of their duties, such as building inspectors and bylaw officers, while the bylaw will apply to RDCK facilities. Q4 update- The policy will be received by the Board in draft form in Q2 2023 following discussion of the Respectful Behaviour bylaw.
Fireworks bylaw feasibility report	2020-11-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area E	Not Started	2024-01-18	Board has directed that staff prepare a report outlining the feasibility of developing and implementing a fireworks bylaw. Q4 2022 update- this project has not advanced due to competing project priorities.
Area H and I Dog Control Service Case Analysis	2020-03-19	Mgr. Corporate Admin	Coordinated Service Delivery	Area H,Area I,Village of Slocan,Village of Silvertown,Village of New Denver	80%- 99% complete	2023-12-31	Service case analysis will be prepared based on estimated contract service costs. Q4 update- no progress to report on this initiative. This project was stalled through 2021 and 2022 due to high workload and higher priorities for bylaw enforcement staff. The project is targeted for completion in 2023.
Permissive Tax Exemption Policy	2022-02-17	Mgr. Corporate Admin	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	2023-05-31	A report to the Board will be prepared which explains the legal eligibility criteria for receiving a permissive exemption and that proposes criteria for the Board to consider when exercising its discretion to award these exemptions. A draft of a new policy will be included with the report. No progress was made on this initiative in Q4

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							2022 due to competing project priorities. Report will come to Board before the end of Q2 2023.
Respectful Workplace Bylaw	2022-01-17	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2023-04-20	The bylaw will define inappropriate behavior at RDCK facilities and include processes to follow for incidents of staff harassment by the public. Q4 update - Senior manager review of draft bylaw is underway. A draft bylaw will be received by the Board in March 2023.
New external Auditors for the 2022 Audit year	2022-09-23	Mgr. Finance	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2023-04-15	In September 2022 the Board selected a new external audit firm for the current 2022 Year and then for 2023 and 2024. There will be transitional work and a Project approach to the new firm of BDO Dunwoody and our first year working with the new firm.
Timesheets application in Project Management module	2018-03-01	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2023-06-30	Implementation of the Timesheets functionality for a test or beta group to have electronic timesheets be created, submitted and approved to then be integrated to the Payroll intake to improve efficiencies. Since starting with this project it became apparent that there were system improvements to make prior to moving to a new platform. With additional staff in Payroll in the fourth quarter of 2022 we expect to proceed with our development of standardization with submissions and upload of data and will continue this work through the 2022 year.
Enhanced features in the Project Costing Module	2018-04-15	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2022-12-31	A reassessment of the coding categories will be evaluated. Exploration of the "Main" project umbrella are in development.
PerfectMIND contract negotiation	2022-02-04	Mgr. IT	Recreation , Parks and Trails	All Electoral Areas	60%- 80% complete	2023-06-16	Reviewing and collaborating with other local governments to negotiate a contract that is in the best interest of the RDCK.
Microsoft Exchange 365	2023-01-03	Mgr. IT	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	2023-12-15	This project is to align our infrastructure/hosted environment with security and functional requirements.
Information Technology Infrastructure Replacement - Wireless Firewalls	2022-04-01	Mgr. IT	Part of RDCK Core Services	Multi Regional	80%- 99% complete	2023-04-04	This project is required to replace firewalls and wifi routers that are at end of life.

CAPITAL PROJECTS TO DECEMBER 31, 2022

ACTIVE PROJECTS BEING MANAGED: 39 (9 Completed YTD)				TOTAL BUDGET BEING MANAGED \$11,800,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Asset Management	AJ Evenson	1-Jul-2020	4-Jul-23	50%	In Progress	Other	Detailed Design	Grant funds received. Working on database /GIS coordination in the spring of 2022. Assessments underway. Extension received to June 2023 to procure asset mgmt software. RFP For Consultant in progress.
Central Compost Facility	AJ Evenson	1-Jan-2021	29-Jun-23	80%	In Progress	Resource Recovery	Construction	Facility substantially complete. Generator and a few electrical components delayed to spring 2023.
Grohman Compost Upgrades	Jeannine Bradley	1-Sep-2022	4-Jan-23	15%	In Progress	Resource Recovery	Procurement	Waiting on bin lid design. Tetrattech redesigning the bolt spacing.
Ootischenia Compost Upgrades	AJ Evenson	1-Jan-2021	30-Jun-22	100%	Completed	Resource Recovery	Construction	Completed and waiting for final invoice.
HB Tailings Facility Closure	AJ Evenson	1-Jan-2021	22-Sep-22	100%	Completed	Civil	Construction	Completed on September 15, 2022.
Woodbury Water System Upgrades	AJ Evenson	1-Jan-2021	30-Jun-23	50%	In Progress	Utilities	Detailed Design	Waiting on Interior Health permit to construct.
East Shore Connectivity Project	AJ Evenson	1-Jan-2021	31-Oct-24	15%	In Progress	Utilities	Procurement	Working on several partnerships with non-profit organizations in the area. Working to confirm direction how to proceed.
Castlegar Rec Centre - Childcare Expansion	Shari Imada	1-Jan-2021	9-Jun-22	100%	Completed	Buildings	Close Out	Complete.
NDMP Stream 3	AJ Evenson	1-Jun-2021	27-Mar-23	75%	In Progress	Other	Detailed Design	Have received preliminary report details and designs from BGC for Eagle and Duhamel and Salmo. Workshop in March 2023.
Slocan Schoolhouse Demolition	Unallocated	1-Jan-2021	27-Jul-23	10%	On Hold	Buildings	Concept Design	Conceptual design complete. Project is seeking funding from a variety of sources.
Lakeside Office RTU & Roof Replacement	AJ Evenson	1-Jan-2021	1-Dec-22	100%	Completed	Buildings	Construction	Complete as of December 2. Final air balancing on December 8/9.
Central Transfer Station - Attendant Shack Upgrades	AJ Evenson	1-Aug-2021	4-May-23	95%	In Progress	Buildings	Construction	Alarm to be connected in December/January, well to be tied in once frost is out of the ground, snow guards installed early December, other deficiencies completed in early December.

CAPITAL PROJECTS TO DECEMBER 31, 2022

ACTIVE PROJECTS BEING MANAGED: 39 (9 Completed YTD)				TOTAL BUDGET BEING MANAGED \$11,800,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Asset Inspections for NDCC, CDCC, NSH	AJ Evenson	1-Jan-2021	7-Apr-22	100%	Completed	Other	Close Out	Completed in March 2022.
East McDerimid Dam Decommissioning	AJ Evenson	15-Oct-2021	13-Oct-22	100%	Completed	Other	Construction	Construction complete. Final claim to submit to EMBC. Meeting with EMBC in early January 2023.
West Creston Fire Hall	AJ Evenson	15-Oct-2021	7-Sep-23	10%	In Progress	Buildings	Detailed Design	Issue with Fortis and previous electrical design, working through non-compliance. Waiting on Building Permit.
CDCC East Stairwell	Jeannine Bradley	1-Jan-2022	9-Feb-23	25%	In Progress	Buildings	Construction	In progress. Site construction to start mid January. Estimated 4 week duration.
Rosebery TS Site Upgrades and CCTV	AJ Evenson	1-Nov-2022	16-Oct-23	0%	Not Started	Resource Recovery	Initiation	Design and procurement to be undertaken in winter for spring construction.
Salmo Pool Upgrade	AJ Evenson	1-Apr-2022	25-May-23	25%	In Progress	Buildings	Construction	Mechanical awarded to KB Mechanical. Interior Health permit to construct received. Waiting on Salmo Building Permit.
Ootischenia Fire Hall Expansion	Jeannine Bradley	1-Oct-2022	14-Sep-23	5%	In Progress	Buildings	Detailed Design	Design awarded to Cover Architecture. End of Feb for 75% dwgs. Construction in 2023.
Fire Hall Exhaust Extraction System	Jeannine Bradley	1-Apr-2022	16-Nov-23	15%	In Progress	Buildings	Procurement	Site tours completed. Working on scheduling with Contractor. Electrical and structural analysis underway.
Central Lock Block Wall	AJ Evenson	1-Oct-2022	1-Dec-22	100%	Completed	Civil	Construction	Substantially complete as of November 15. Additional site gravel required. Some deficiencies/grading in spring.
Balfour Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	0%	Not Started	Buildings	Initiation	Will commence in early 2023.
Beasley Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	30%	In Progress	Buildings	Initiation	Siding and Firesmart work completed. Working on generator and OH door quotes.
Blewett Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	5%	In Progress	Buildings	Initiation	OH door contract being set up. Evaluating applying for Firesmart grant work in 2023.
Canyon Lister Fire Hall Upgrades	Jeannine Bradley	1-May-2022	22-Jun-23	100%	Completed	Buildings	Initiation	All Firesmart work completed.

CAPITAL PROJECTS TO DECEMBER 31, 2022

ACTIVE PROJECTS BEING MANAGED: 39 (9 Completed YTD)				TOTAL BUDGET BEING MANAGED \$11,800,000				
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Crescent Valley Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	5%	Not Started	Buildings	Initiation	Firesmart work complete. Heat pump repairs underway. OH doors underway, spring 2023 installation.
North Shore Fire Hall Upgrades	Patrick Thrift	1-May-2022	22-Jun-23	50%	In Progress	Buildings	Initiation	Fencing work completed. Remaining scope to be undertaken in 2023.
Ootischenia Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	0%	Not Started	Buildings	Initiation	Remaining scope to be undertaken in 2023.
Pass Creek Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	5%	In Progress	Buildings	Initiation	Firesmart work in progress. Heat pump RFQ in progress.
Passmore Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	0%	Not Started	Buildings	Initiation	Heat pump repair in progress. OH doors underway, spring 2023 installation. Working on generator scope and quotes.
Riondel Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	5%	In Progress	Buildings	Initiation	Firesmart work in progress. Remaining scope to be undertaken in 2023.
Robson Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	5%	In Progress	Buildings	Initiation	Firesmart work completed. Heat pump work complete. Remaining scope to be undertaken in 2023.
Slocan Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	5%	In Progress	Buildings	Initiation	Firesmart work completed. Hall addition is completed. Remaining scope to be undertaken in 2023.
Tarrys Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	5%	In Progress	Buildings	Initiation	Firesmart work completed. Siding RFQ in progress. Heat pump installation RFQ in progress.
Winlaw Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	5%	In Progress	Buildings	Initiation	Firesmart work completed. OH doors underway, spring 2023 installation.
Yahk Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	10%	In Progress	Buildings	Initiation	Firesmart scope of work unlikely. Extra bay extension/expansion to be initiated in 2023.
Ymir Fire Hall / Community Hall Upgrades	Patrick Thrift	1-Nov-2022	25-Dec-23	5%	In Progress	Buildings	Initiation	Working on obtaining quotes for Firesmart work.
Creston Landfill Phase 1E Closure	AJ Evenson	1-May-2022	13-Oct-22	100%	Completed	Resource Recovery	Close Out	Completed in September 2022.

CAPITAL PROJECTS TO DECEMBER 31, 2022

ACTIVE PROJECTS BEING MANAGED: 39 (9 Completed YTD)				TOTAL BUDGET BEING MANAGED \$11,800,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Utilities Crew	AJ Evenson	1-Jan-2023	28-Dec-23	0%	Not Started	Utilities	Initiation	Working to hire crew for 2023 construction season.

PROJECTS COMPLETED IN Q3 2022 REMOVED FROM QUARTERLY REPORT

Project/Initiative Name	Responsible Manager
Child Care Project - Partnership with Kootenay Family Place	Mgr. Castlegar Rec
Seniors Centre Air Handling Unit (AHU)	Mgr. Castlegar Rec
Spin Bike replacements for Fitness Centre - CDRD	Mgr. Castlegar Rec
Nelson Curling Club Operations Request	Mgr. Nelson Rec
Nelson Sports Collection Agreement: NDCC Arena	Mgr. Nelson Rec
Investigating New Service Model Nelson Salmo EFG Regional Parks Services	GM Community Services
RDCK Community Services - COVID Response / Post COVID Re-Opening	GM Community Services
Riondel Community Centre	GM Community Services
Recreation Commission #4 Review	GM Community Services
Ice Allocation Policy	GM Community Services
Grohman Creek Dock Service Feasibility Study	Mgr. Planning
Recreation Commission #6- Slocan Lake Bylaw Review	Mgr. Corporate Admin
Property Insurance Procurement	Mgr. Corporate Admin
Evaluate Area E Contribution Service to Fund Nelson Public Library	Mgr. Corporate Admin
Salmo and Area G Library Service Case Analysis	Mgr. Corporate Admin
RR Field Staff Scheduling App Assessment	Mgr. Resource Recovery
Town of Creston objection to Environmental Service Fee Distribution - ACK	GM Environmental Services

PROJECTS COMPLETED IN Q4 2022

Project/Initiative Name	Responsible Manager
Service Review - Nelson, Area F and Defined Area E Recreation	CAO
External Appointments Policy	Mgr. Corporate Admin
Develop Terms of Reference for Nelson and Area Recreation Commission	Mgr. Nelson Rec
NDCC Aquatic Centre Lighting Upgrade	Mgr. Nelson Rec
Creston Landfill Phase 1E closure works	Mgr. Resource Recovery
Phase 2 - Geothermal GIS Study	Mgr. Community Sustainability
Assess at home composting technology for electoral areas and municipalities not yet part of Phase 1 curbside program	Mgr. Resource Recovery
Woodland Water Well Replacement	Mgr. Utilities