



Regional District of Central Kootenay
REGULAR BOARD MEETING
Open Meeting Revised

Date: January 20, 2022

Time: 9:00 am

Location: RDCK Remote Meeting

The meeting is held remotely due to COVID-19

Directors will have the opportunity to participate in the meeting electronically. Proceedings are open to the public.

Pages

1. CALL TO ORDER & WELCOME

1.1. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

1.2. *ADOPTION OF THE AGENDA*

RECOMMENDATION:

(ALL VOTE)

The agenda for the January 20, 2022 Regular Open Board meeting be adopted with the following:

- inclusion of Item 3.2.8 Joint Resource Recovery Committee: minutes January 19, 2022;
- inclusion of Item 3.4.2.4 Columbia Basin Trust: Board Highlights;
- inclusion of Item 3.4.2.5 Area D: Winter 2022 Report;
- inclusion of Item 4.2 Bridging Rural Homelessness & Well-being;
- inclusion of Item 5.8 Mayors and Regional District Chairs December 2021 Regional Meeting; and
- inclusion of the addendum

before circulation.

1.3. ADOPTION OF THE MINUTES

23 - 56

RECOMMENDATION:

(ALL VOTE)

The minutes from the December 9, 2021 Regular Open Board meeting be adopted as circulated.

1.4. DELEGATION

1.4.1. Columbia Basin Trust
Johnny Strilaeff
President & CEO

57 - 70

2. BUSINESS ARISING OUT OF THE MINUTES

- 2.1. Director Davidoff: Area H and I Cell Service Infrastructure and Leasing Joint Service Feasibility Study
Board Meetings
January 21, 2021 - RES 65/21
February 18, 2021 - RES 96/21
March 18, 2021 - RES 197/21
April 15, 2021 - RES 283/21
June 17, 2021 - RES447/21
September 23, 2021 - RES642/21 - referred to the January 20, 2022 meeting.

RECOMMENDATION:

(ALL VOTE WGT)

That the Board approve up to \$30,000 in the 2022 Financial Plan from the S106 Feasibility Study Reserve to hire a consultant to determine requirements and a proposed scope for the RDCK to assist telecommunications service providers in expanding cellular service in Electoral Areas I and H.

- 2.2. Bylaws 2755 and 2757: Land Use Amendments

71 - 88

Board Meetings
October 21, 2021 - RES 715/21, 716/21, 719/21, 720/21
November 18, 2021 - RES 774/21
December 9, 2021 - RES 827/21 referred to the January 20, 2022 meeting

The Board Report dated January 5, 2022 from Dana Hawkins, Planner, seeking Board approval for Land Use Amendments for Electoral Areas I and J, has been received.

RECOMMENDATION:

(ALL VOTE)

1. That *Kootenay - Columbia Rivers Official Community Plan Amendment*

Bylaw No. 2755, 2021 being a bylaw to amend the *Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996* is hereby given THIRD READING.

RECOMMENDATION:

(ALL VOTE)

2. That *Kootenay - Columbia Rivers Official Community Plan Amendment Bylaw No. 2755, 2021* being a bylaw to amend the *Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996* is hereby ADOPTED; AND FURTHER that the Chair and Corporate Officer be authorized to sign the same.

RECOMMENDATION:

(ALL VOTE)

3. That *Regional District of Central Kootenay Zoning Amendment Bylaw No. 2757, 2021* being a bylaw to amend the *Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004* is hereby given THIRD READING; AND FURTHER that the consideration of adoption BE WITHHELD until the following items have been obtained:

- i. Approval from the designated authority of Ministry of Transportation and Infrastructure.

2.3. Service Case Analysis: Local Conservation Fund

89 - 92

Board Meeting

November 18, 2021 - RES802/21

December 9, 2021 - RES835/21 referred to the January 20, 2022 meeting

The Board Report dated January 6, 2022 from Sangita Sudan, General Manager of Development and Community Sustainability, providing the Board with the results from the Local Conservation Fund Alternative Approval Process/Assent Voting survey for Electoral Areas B, C, F, G, H, I, and J, has been received.

RECOMMENDATION:

(ALL VOTE)

1. That the Board authorize staff to prepare a bylaw amendment for the Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw No. 2420 to add Electoral Area F to the Service SUBJECT TO a public consultation process; and that voter approval, for the bylaw, be undertaken by means of Assent Voting.

RECOMMENDATION:

(ALL VOTE)

2. That the Board authorize staff to prepare a bylaw amendment for the Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw No. 2420 to add Electoral Area H to the Service SUBJECT TO a public consultation process; and that voter approval, for the

bylaw, be undertaken by means of Assent Voting.

- 2.4. **Agreement: Creston Valley/Kootenay Lake Economic Action Partnership - Kootenay Employment Services Board Meeting December 9, 2021 - RES907/21 referred to the January 20, 2022 meeting**

93 - 103

The Board Report dated November 30, 2021 from Stuart Horn, Chief Administrative Officer, seeking Board approval for the RDCK entering into an agreement with Kootenay Employment Services to provide Economic Development support for the Creston Valley/Kootenay Lake area, has been received for information.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board approve the RDCK entering into a three-year agreement with Kootenay Employment Services to provide a Community Development Manager to deliver the economic development program in the Creston Valley beginning December 1, 2021 for an amount not to exceed \$120,000 annually; AND FURTHER, that services S107 Economic Development Area A and S108 Economic Development Areas B, C, Town of Creston share the cost equally by participant based on a weighted average calculation, with 50% weight given to assessment values, and 50% weight given to population numbers, and that the Chief Administrative Officer be authorized to sign on behalf of the RDCK.

- 2.5. **Electoral Areas I and J-Lower Arrow/Columbia Economic Development Extended Service Area Board Meeting December 9, 2021 - RES911/21 referred to the January 20, 2022 meeting**

RECOMMENDATION:
(ALL VOTE)

That the Board direct staff to prepare an amending bylaw to add the City of Castlegar as a participant to the *Electoral Areas I and J-Lower Arrow/Columbia Economic Development Extended Service Area Bylaw No. 1138, 1996*.

3. **COMMITTEES & COMMISSIONS**

3.1. **FOR INFORMATION**

- 3.1.1. **Area A Economic Development Commission: minutes December 1, 2021**

104 - 106

- 3.1.2. **Slocan Valley South Recreation Commission No. 8: minutes December 2, 2021**

107 - 110

The following individuals were appointed:

Joanne Chatten and Phillip Chernenkoff

to the Slocan Valley South Recreation Commission No. 8 at the December 9, 2021 Board meeting (RES 861/21).

3.1.3.	Salmo and Area G Recreation Commission No. 7: minutes December 6, 2021	111 - 113
3.1.4.	Kaslo and Area D Economic Development Commission: minutes December 13, 2021	114 - 116
3.1.5.	West Resource Recovery Committee: minutes December 16, 2021	117 - 119
3.1.6.	Creston Valley Services Committee: minutes January 6, 2022	120 - 122
3.1.7.	Area H, New Denver and Silverton Recreation Commission No. 6: minutes January 6, 2022 Staff has received the recommendations to add \$1,000 to the Recreation Commission No. 6 – New Denver, Silverton and Area Service No. S229, 2022 budget to purchase sanitation supplies and to allocate \$5,150 each for the Spring and Fall grants.	123 - 127
3.1.8.	North Kootenay Lake Services Committee	
3.1.8.1.	Minutes December 13, 2021	128 - 129
3.1.8.2.	Minutes January 10, 2022	130 - 132
3.1.9.	Riondel Commission of Management	
3.1.9.1.	Minutes December 1, 2021	133 - 139
3.1.9.2.	Minutes January 4, 2022	140 - 144
3.1.10.	For Information: Letter of Support - Nelson and District Recreation Commission	145 - 146

3.2. WITH RECOMMENDATIONS

3.2.1.	Sunshine Bay Regional Park Commission: minutes November 25, 2021	147 - 150
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RECOMMENDATION:
(ALL VOTE)

That the Board re-appointed the following individual(s) to the Sunshine Bay Regional Park Commission for a term to end December 31, 2023:

Ken Foot
Ruth Prosser
Elaine Beaulac
Lorie Dosenberger
Jennifer Dehnel
Rich Newton

AND FURTHER, that the Board appoint Alexandria McCulloch to the Sunshine Bay Regional Park Commission for a term to end December 31, 2023;

AND FURTHER, the Board send a letter to outgoing member Commissioners Ashlie DeJong and Scott Gain thanking them for their service to the RDCK.

- 3.2.2. Creston Valley Services Committee: minutes December 2, 2021**
Staff has received the recommendations that the Creston Valley Services Committee received the Parks & Recreation Master Plan Implementation Strategy and endorsed the 2021 Creston Valley BC Transit Future Services Plan.

151 - 167

The adoption for the Creston Valley BC Transit Future Services Plan is addressed in Item 8.3.1 - 2021 Creston Valley BC Transit Future Service Plan.

RECOMMENDATION:
(ALL VOTE)

STAFF RECOMMENDATION

That the Board direct staff to prepare a response to the October 4, 2021 letter from Teck regarding Power Line Beach in Riondel, BC, and that the Regional District is interested in discussing first steps and evaluating the property as per the guidance in the Parks and Recreation Master Plan.

- 3.2.3. Sanca Park Water Commission: minutes December 6, 2021**

168 - 170

RECOMMENDATION:
(ALL VOTE)

That the Board approve the annual honorarium for the Sanca Park Water Commission's meeting coordinator be increased from \$400 to \$500 and it be paid from Water Utility – Area A (Sanca Park) Service S242.

- 3.2.4. Riondel Commission of Management: minutes December 7, 2021**

171 - 175

RECOMMENDATION:
(ALL VOTE)

That the Board appoint the following individual to the Riondel

Commission of Management for a term to end December 31, 2023:

Nils Anderson (Riondel)

3.2.5. Nakusp and Area K Recreation Commission No. 4: minutes December 9, 2021

176 - 178

RECOMMENDATION:
(ALL VOTE)

STAFF RECOMMENDATION

That the Board appoint the following individual to the Recreation Commission No. 4 for a term to end December 23, 2024:

Melinda Scott (Area K)

AND FURTHER, That the Board that Board send a letter to outgoing member, Sheila Seaton thanking her for her service to the RDCK.

3.2.6. Castlegar and District Recreation Commission: minutes December 14, 2021

179 - 185

RECOMMENDATION:
(PO WGT)

That the Board approve staff to proceed with the Grant Application process for the Castlegar & District Community Complex and Recreation Centre Broadband Connectivity Upgrade Project; AND FURTHER, that 20% of the remaining cost be covered by service Arena (Castlegar Complex)-Castlegar and Areas I and J (S222).

3.2.7. Area A Economic Development Commission: minutes January 5, 2022

186 - 188

Staff has received the recommendation to enter into an agreement with Kootenay Employment Services to provide a Community Development Manager to deliver the economic development program in the Creston Valley and is addressed in Item 2.4 Agreement: Creston Valley/Kootenay Lake Economic Action Partnership - Kootenay Employment Services.

RECOMMENDATION:
(ALL VOTE)

That the Board send a letter to outgoing member Megan Rokeby Thomas thanking her for her service to the Area A Economic Development Commission.

189 - 195

3.2.8. Joint Resource Recovery Committee: minutes January 19, 2022

RECOMMENDATION:

(ALL VOTE WGT)

1. That the Board approve the RDCK extending the Consulting Services Agreement with SLR Consulting (Canada) Ltd. for environmental consulting services for the period from August 1, 2022 to December 31, 2022, and that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER that the Board accept SLR Consulting (Canada) Ltd. proposed fee schedule increases for the period from August 1, 2022 to December 31, 2022;

AND FURTHER that the costs be paid from Service S187 Central Sub-Region Resource Recovery.

RECOMMENDATION:

(ALL VOTE WGT)

2. That the Board accept the proposed 2022 Scope of Work submitted by SLR Consulting (Canada) Ltd. for environmental and legal support for the HB Mine Tailings Facility in the amount of \$93,500;

AND FURTHER that the Board Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER that the Board direct staff to include the funds in the 2022 Financial Plan for Service S187.

RECOMMENDATION:

(ALL VOTE WGT)

3. That the Board accept the proposed 2022 Scope of Work submitted by SRK Consulting (Canada) Inc. for engineer-of-record tasks and engineering support during construction at the HB Mine Tailings Facility in the amount of \$230,346;

AND FURTHER that the Board Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER that the Board direct staff to include the funds in the 2022 Financial Plan for Service S187.

RECOMMENDATION:

(ALL VOTE)

4. That the Board direct staff to apply for funding for both the Bear Safe Curbside Organics and the Resident and Business Education Projects from the Columbia Basin Trust Climate Resilience Program.

RECOMMENDATION:

(ALL VOTE)

5. That the RDCK support the City of Nelson's application to the Federation of Canadian Municipalities Green Municipal Fund, "Waste Pilot Project", for their pre-treated organics diversion program subject to the City of Nelson's assurance that the pre-treated material will subsequently be composted to a generally accepted standard to reduce Greenhouse Gas emissions.

RECOMMENDATION:

(ALL VOTE WGT)

6. The Board approve a total of \$54,411.53 be withheld from material incentive payments from RecycleBC generated in 2022 at West Resource Recovery Sub-region recycling depots and \$29,859.03 be assigned to Central Resource Recovery Service S187 and \$24,552.50 be assigned to East Resource Recovery Service S186 to compensate for unequitable allocation of RecycleBC core depots in the Regional District of Central Kootenay and improve allocation of benefits from RecycleBC to each Sub-region in proportion to population served.

3.3. MEMBERSHIP

3.3.1. Village of Kaslo: RDCK Appointments

196

RECOMMENDATION:

(ALL VOTE)

That the recommendations from the Village of Kaslo, effective January 1, 2022, appointing Mayor Hewat as the RDCK Board Director and Councillor Lang as the Alternate Director be ratified.

3.3.2. Village of Nakusp: RDCK Appointments

197 - 198

RECOMMENDATION:

(ALL VOTE)

1. That the recommendation from the Village of Nakusp appointing Councillor Hughes as the RDCK Board Director and Mayor Zeleznik as the Alternate Director for 2022 be ratified.

RECOMMENDATION:

(ALL VOTE)

2. That the recommendation from the Village of Nakusp appointing Mayor Zeleznik as the committee member for the West Resource Recovery Committee and Councillor Hughes as the Alternate be ratified.

3.3.3. Village of Salmo: RDCK Appointments

199

RECOMMENDATION:

(ALL VOTE)

That the recommendations from the Village of Salmo appointing Mayor Lockwood as the RDCK Board Director and Councillor Huser as the Alternate Director be ratified.

3.3.4. Village of Silverton: RDCK Appointments

200

RECOMMENDATION:

(ALL VOTE)

1. That the recommendation from the Village of Silverton appointing Councillor Main as the RDCK Board Director and Mayor Ferguson as the Alternate RDCK Board Director be ratified.

RECOMMENDATION:

(ALL VOTE)

2. That the recommendation from the Village of Silverton appointing Councillor Main to the Slocan Valley Economic Development Commission and Barbara Fuhrer as the community member be ratified.

RECOMMENDATION:

(ALL VOTE)

3. That the recommendation from the Village of Silverton appointing Mayor Ferguson as the commission member for the Area H, New Denver and Silverton Recreation Commission No. 6, Councillor Denbok as the Alternate and Peter Yakachuk as the community member be ratified.

RECOMMENDATION:

(ALL VOTE)

4. That the recommendation from the Village of Silverton appointing Councillor Main to the Rosebery Parklands and Trails Commission and Hank Hasting as the community member be ratified.

RECOMMENDATION:

(ALL VOTE)

5. That the recommendation from the Village of Silverton appointing Councillor Main as the commission member for the Winlaw Regional and Natural Park Commission and Mayor Ferguson as the Alternate be ratified.

3.3.5. Area A Recreation Commission No. 9

RECOMMENDATION:

(ALL VOTE)

That the Board appoint the following individual to the Area A Recreation Commission No. 9 for a term to end December 31, 2023:

Dee Gilbertson

3.3.6. Woodland Heights Water Service Community Advisory Committee

RECOMMENDATION:

(ALL VOTE)

That the Board appoint the following individual to the Woodland Heights Water Service Community Advisory Committee for a term to end December 31, 2024:

Sharon Horkoff

3.4. DIRECTORS' REPORTS

3.4.1.	Director Jackman: Timber Supply Area/Columbia Basin Regional Advisory Committee/ Southeastern BC Regional Connectivity Committee	201 - 202
3.4.2.	Director Watson	
3.4.2.1.	Columbia River Treaty	203 - 208
3.4.2.2.	Letter of Support: Outdoor Revitalization and Recreation for Argenta Community Association	209
3.4.2.3.	Letter of Support: JB Fletcher Museum Restoration	210 - 211
3.4.2.4.	<i>Columbia Basin Trust: Board Highlights</i>	212
3.4.2.5.	<i>Area D: Winter 2022 Report</i>	213 - 216
3.4.3.	Director Faust: Columbia River Treaty Negotiations	217
3.4.4.	Director Newell: Letter of Support - Taghum Hall Society - Community Readiness Program	218
3.4.5.	Director Popoff	

3.4.5.1.	Southeastern BC Regional Connectivity Committee/Regional Connectivity Knowledge Network	219
3.4.5.2.	Letter of Support: Nelson CARES Society Seniors Transportation Program - Health Support Van	220
3.4.6.	Director Hewat: Federation of Canadian Municipalities Board Meetings	221 - 225
3.4.7.	Director Morrison: Municipal Finance Authority	226 - 227
4.	CORRESPONDENCE	
4.1.	The letter dated December 15, 2021 from Ron Toyota, Town of Creston, requesting to work with the RDCK to find a long term solution on the governance and operation of the shared Arrow Creek water system.	228 - 230
<p><u>RECOMMENDATION:</u> (PO WGT)</p> <p>1. That the Board direct staff to meet with Town of Creston staff to determine a process to address the Town’s concerns regarding the Arrow Creek Water Service, with the goal of avoiding the need to go to a service review.</p> <p><u>RECOMMENDATION:</u> (PO WGT)</p> <p>2. That the draft RDCK Bylaw No. 2798, being a bylaw to establish a Water Services Committee be amended to reflect the Board’s intention that the Arrow Creek Water Commission continue as a delegated governance body of the RDCK Board at this time.</p>		
4.2.	<i>The Project Proposal overview from Selkirk College regarding bridging rural homelessness and well-being.</i>	231 - 232
<p><u>RECOMMENDATION:</u> (ALL VOTE)</p> <p>That the Board send a letter of support for the Selkirk College project proposal for bridging rural homelessness and well-being; AND FURTHER, that an in kind contribution in the form of staff time of \$7,500 be provided from Planning and Land Use Service S104 as part of the Housing Action Plan.</p>		
5.	COMMUNICATIONS	
5.1.	The email dated December 17, 2021 from Tara Faganello, Ministry of Municipal Affairs, providing information for the 150 Time Immemorial	233 - 234

Grant Program - Heritage BC and Infrastructure Funding.

- 5.2. The letter dated December 20, 2021 from Josie Osborne, Ministry of Municipal Affairs, responding to the RDCK's letter not supporting Metro Vancouver Regional District's proposing changes to the appointments of municipal directors in Regional District. 235 - 236
- 5.3. The letter dated December 21, 2021 from Susan Stanford, Ministry of Citizens' Services, responding to the RDCK's letter regarding cellular service on Highway 3 and 33. 237 - 239
- 5.4. The update dated December 2021 from the Province of BC providing an update regarding the Kokanee in the Kootenay Lake. 240
- 5.5. The letter dated January 4, 2022 from Carmen Proctor, City of Nelson, requesting a letter of support from the RDCK regarding the pre-treated organics program. 241
The letter is being addressed at the Joint Resource Recovery Committee meeting.
- 5.6. The email dated January 6, 2022 from Vanessa Isnardy, WildSafeBC Program Manager, inviting communities interested in a WildSafe BC Community Program to apply by February 1, 2022. 242 - 243
- 5.7. The letter dated January 7, 2022 from Ajay Kumar, BC Hydro, following up with the RDCK regarding the the meeting during the 2021 UBCM Convention to discuss power reliability in the Lardeau Valley. 244
- 5.8. *The letter dated January 13, 2022 from Tara Faganello, Ministry of Municipal Affairs, providing an overview of the December 2021 Mayor and Regional District Chair with Ministers Josie Osbourne and Murray Rankin.* 245 - 249
6. ACCOUNTS PAYABLE 250 - 267

RECOMMENDATION:

(ALL VOTE)

The Accounts Payable Summary for December 2021 in the amount of \$2,874,533 be approved.

7. BYLAWS

- 7.1. Bylaw 2707: Kootenay Lake West Transit Service Amendment 268 - 269

RECOMMENDATION:

(ALL VOTE WGT)

That the *Kootenay Lake West Transit Service Amendment Bylaw No. 2707, 2021* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

7.2. Bylaw 2804 and 2805: Denver Siding Water System

270 - 272

RECOMMENDATION:
(ALL VOTE WGT)

1. That the *Denver Siding Water Local Service Establishment Repeal Bylaw No. 2804, 2022* be read a FIRST, SECOND, and THIRD time by content.

RECOMMENDATION:
(ALL VOTE)

2. That the *Denver Siding Water Commission of Management Repeal Bylaw No. 2805, 2022* be read a FIRST, SECOND, and THIRD time by content.

RECOMMENDATION:
(ALL VOTE)

3. That the *Denver Siding Water Commission of Management Repeal Bylaw No. 2805, 2022* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

7.3. Bylaw 2806: Temporary Loan 2022

273 - 274

RECOMMENDATION:
(ALL VOTE WGT)

1. That the *Temporary Loan Bylaw No. 2806, 2022* be read a FIRST, SECOND, and THIRD time by content.

RECOMMENDATION:
(ALL VOTE WGT)

2. That the *Temporary Loan Bylaw No. 2806, 2022* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

8. NEW BUSINESS

8.1. DEVELOPMENT AND COMMUNITY SUSTAINABILITY

8.1.1. Temporary Use Permit - Allan (Area F)

275 - 286

The Board Report dated January 6, 2022 from Stephanie Johnson, Planner, seeking the Board consider the Temporary Use Permit - Allan, has been received.

RECOMMENDATION:
(ALL VOTE)

That the Board APPROVE the issuance of Temporary Use Permit T2104F-07783.380 application by Mike Allan and Lindsay Hewson for the property located at 1953 Highway 3A, and legally described as LOT C PLAN EPP72601 DISTRICT LOT 4780 KOOTENAY LAND DISTRICT (PID: 030-351-626) for a period of three years to permit two accessory structures prior to a principal residential use being established onsite.

8.1.2. UBCM Community Emergency Preparedness Fund: EOC IT equipment and furniture

287 - 289

The Board Report dated January 7, 2022 from Stephane Coutu, Emergency Program Coordinator, seeking Board approval to submit an application to the 2022 Stream of the UBCM Community Emergency Preparedness Fund to purchase EOC IT equipment and furniture, has been received.

RECOMMENDATION:
(ALL VOTE)

That the Board direct staff to apply to the 2022 UBCM Community Emergency Preparedness Fund for up to \$25,000 to purchase IT equipment and furniture for the Emergency Operations Centre facility and that the project grant be received through Emergency Consolidated Service A101.

8.1.3. Policy 200-01-17 - Better Corporate Building

290 - 307

The Board Report dated January 11, 2022 from Paul Faulkner, Senior Energy Specialist, and Paris Marshall Smith, Sustainability Planner, seeking Board approval of Better Building Policy 200-01-17, has been received.

RECOMMENDATION:
(ALL VOTE)

That the Board adopt Policy 200-01-17 Better Corporate Building Policy and accompanying Procedures effective January 20, 2022.

8.1.4. Policy 400-04-01 - Geospatial Fees and Charges

308 - 317

The Board Report dated November 17, 2021 from Sangita Sudan, General Manager of Development and Community Sustainability, seeking Board approval of Geospatial Fees and Charges Policy 400-04-01, has been received.

RECOMMENDATION:
(ALL VOTE)

That the Board adopt Policy 400-04-01 Geospatial Fees and Charges Policy effective March 31, 2022.

8.1.5. Agreement: Implementation Plan of the Draft Regional Invasive Species Strategy

318 - 325

The Board Report dated November 13, 2021 from Paris Marshall Smith, Sustainability Planner, seeking Board approval to proceed with Phase 1 of the Regional Invasive Species Implementation Plan, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board direct staff to negotiate and enter into a sole-source agreement with the Central Kootenay Invasive Species Society for an invasive plant inventory on RDCK-owned or leased properties and development of a detailed implementation plan of the Regional Invasive Species Strategy for an amount not to exceed \$44,472 exclusive of GST;

AND FURTHER, that the costs for the inventory be paid from the services responsible for the lands and buildings sites identified and the costs for the Regional Invasive Species Implementation Plan be paid from General Administration Service S100.

8.1.6. Agreement: Emergency Preparedness Coordinator - Nakusp and RDCK

326 - 333

The Board Report dated January 6, 2022 from Chris Johnson, Manager of Community Sustainability, seeking Board approval to enter into a Service Agreement with the Village of Nakusp to provide an Emergency Program Coordinator to the RDCK Emergency Program, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board approve the RDCK enter into a Emergency Services Agreement – 2022 with the Village of Nakusp to allow the Nakusp Fire Chief to fill the role of the Emergency Preparedness Coordinator for Areas H, K, and the municipalities in those Areas for the period January 1, 2022 to December 31, 2022, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

8.1.7. For Information: Assessment of becoming a Diking Authority

334 - 342

The Board Report dated January 6, 2022 from Chris Johnson, Manager of Community Sustainability, providing an update to the Board on the National Disaster Mitigation Program Stream 3 project and the Creston Valley Flood Management Partnership, has been received.

8.1.8. For Information: Revised State of Climate Action Framework Update

343 - 360

The Board Report dated November 11, 2021 from Paris Marshall Smith, Sustainability Planner, and Alex Leffelaar, Climate Action

Intern, providing the Board with an update on the State of Climate Action Framework, has been received for information.

8.2. ENVIRONMENTAL SERVICES

8.2.1. Regional Asset Management

361 - 365

The Board Report dated January 4, 2022 from AJ Evenson, Senior Project Manager, seeking Board direction regarding sustainable funding for asset management within the RDCK, has been received.

RECOMMENDATION:

(ALL VOTE)

That the Board direct staff to fund the building and site condition assessments and related work in the amount of up to \$180,000 funded proportionately by each of the services based on asset distribution; AND FURTHER, that the costs be included in the 2022 Financial Plan for each Service.

8.2.2. For Information: Wood Stove Exchange Program

366 - 378

The Board Report dated December 2, 2021 from Paige Lefranc, Environmental Services Administrative Assistant, providing the Board with an update on the 2022 Provincial Wood Stove Exchange Program, has been received for information.

8.3. FINANCE & ADMINISTRATION

8.3.1. 2021 Creston Valley BC Transit Future Services Plan

379 - 401

RECOMMENDATION:

(PO WGT)

That the Board adopt the 2021 Creston Valley BC Transit Future Service Plan.

8.3.2. Special Budget Meeting: Directors' Stipend

RECOMMENDATION:

(ALL VOTE WGT)

That the Board approve the reduction in stipend for the January 21, 2022 and the February 18, 2022 Special Budget Meetings to the amount for other meetings, being a reduction from \$427 per meeting to \$193 per meeting.

8.3.3. AKBLG - First Call for Resolutions

First call for AKBLG Resolutions, all resolutions must be submitted to AKBLG by February 18, 2022.

8.3.3.1. Resolution: Increased Resources for Modernized Land Use Planning

Director Popoff request a recommendation to increase resources for modernized land use planning be sent to AKBLG.

RECOMMENDATION:

(ALL VOTE)

WHEREAS public lands in British Columbia are facing complex and cumulative pressures, with competing demands between stakeholders and ever-increasing impacts to wildlife and ecosystems, and in 2018 the Province of BC committed to “work collaboratively with Indigenous governments, communities, and stakeholders to modernize land use planning”, including “collaborating with Indigenous governments in natural resource management that is informed by the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and the Truth and Reconciliation Commission Calls to Action”;

AND WHEREAS the advancement of land use planning through the Modernized Land Use Planning program to date has been limited, leaving many regions in BC without strategic direction or guidance on stewardship and management of public land and waters. With communities and Local Governments responding to proposals without the benefit of an integrated approach and knowledge of cumulative impacts;

THEREFORE BE IT RESOLVED that UBCM request that the Province of BC add staffing to facilitate the completion of modernized land use planning, inclusive of the UNDRIP protocols endorsed by the Province of BC, by the end of 2024.

8.3.4. Membership: Federation of Canadian Municipalities

RECOMMENDATION:

(ALL VOTE WGT)

That the Board approve the payment of \$13,854.29 from the General Administration Service S100 to the Federation of Canadian Municipalities for its 2022 membership.

8.3.5. For Information: 2021 RDCK Quarterly Report (Q4)

The 2021 RDCK Quarterly Report (Q4) from Mike Morrison, Corporate Officer, has been received for information.

402 - 447

8.4. HUMAN RESOURCES

8.4.1. For Information: RDCK Occupational Health and Safety Annual Report 448 - 455

The Board Report from Andre Noel, Safety Advisor, providing the Board with the RDCK Health and Safety Annual Report, has been received for information.

8.5. GRANTS

8.5.1. Discretionary 456 - 460

RECOMMENDATION:
(ALL VOTE)

Discretionary grants out of the funds available for the following Electoral Areas/Member Municipalities be approved as designated:

AREA E

2022 LVR Graduating Committee	2022 Graduation Activities	\$1,000
Bealby Point Lighting Commission	Street Lighting Costs	\$400

AREA F

2022 LVR Graduating Committee	2022 Graduation Activities	\$1,000
Nelson and District Museum, Archives, Art Gallery	Preservation of Archives Collection	\$3,500

AREA H

New Denver Hospice Society	Spark in the Dark	\$1,000
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8.5.2. Community Development 461 - 476

RECOMMENDATION:
(ALL VOTE)

Community Development grants out of the funds available for the following Electoral Areas/Member Municipalities be approved as designated:

AREA B

Fields Forward Society	Freeze Dryer for Food	\$25,000
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	Hub	
<u>AREA C</u>		
West Creston Community Hall Society	Annual Bursary	\$2,000
<u>AREA D</u>		
Argenta Community Association	Accessibility, Safety and Health Improvements to Hall	\$7,900
<u>AREA E</u>		
Kutenai Art Therapy Institute Association	Polka Dot Dragon Lantern Festival	\$700
Nelson Community Food Centre	Good Food Bank Program	\$3,000
Nelson and District Museum, Archives, Art Gallery	Maintaining and Preserving the History Collection	\$5,000
RDCK – Parks Commission	Art in the Park	\$4,000
<u>AREA G</u>		
Salmo Watershed Streamkeepers Society	800 MCH Double Bubbles Purchase	\$2,650
<u>AREA H</u>		
W.E. Graham Community Services Society	Upgrade Computer Systems	\$1,500
<u>AREA J</u>		
Castlegar & District Hospital Foundation	Light Up Health Care Centre Fund Raiser	\$2,500
Kootenay Gallery of Art, History & Science	Soup for the Cultured Soul	\$2,000
Ootischenia Improvement District	Water Supply Feasibility Study	\$49,878
Ootischenia Improvement District	VFD of Well #5	\$19,640
<u>AREA K</u>		
Nakusp and Area Development Board	Central Food Hub	\$3,000
Summit Lake Racers	2022 Racing Season Support	\$4,980
<u>SALMO</u>		
Salmo Community Resource Society	Senior Soup Meal Deliveries	\$500

8.6. CHAIR/CAO REPORTS

The Chair and CAO will provide a verbal report to the Board.

9. RURAL AFFAIRS COMMITTEE

477 - 482

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 5.1
Cancel - Building Bylaw Contravention - Paquette
Area D**

1. That the Corporate Officer be authorized to remove the Notice on Title relating to A-1720 Zwicky Rd. Rural Kaslo BC, Electoral Area D, currently owned by Marie L Paquette, property legally described as LOT 9, DISTRICT LOT 875, KOOTENAY DISTRICT, PLAN 1326, except part included in Plan 9184, the RDCK Building Department has confirmed that the building permit has been obtained and the deficiencies associated with the construction has been rectified.

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 5.3
Affordable Housing Action Plan Grant Application
All Electoral Areas**

2. That the Board direct staff to apply to UBCM as part of the Poverty Reduction Planning & Action Program Stream 1 in the amount of \$25,000; AND FURTHER, that the RDCK share of \$10,000 be included in the S104 Planning and Land Use 2022 Financial Plan.

10. PUBLIC TIME

The Chair will call for questions from the public and members of the media at 11:45 a.m.

11. IN CAMERA

11.1. RESOLUTION - MEETING CLOSED TO THE PUBLIC

The Open meeting will be adjourned after In Camera without reconvening back into the open session unless there is business that needs to be addressed.

RECOMMENDATION:

(ALL VOTE)

In the opinion of the Board - and in accordance with Section 90 of the *Community Charter* - the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting; AND FURTHER, in accordance with Section 90 of the *Community Charter*, the meeting is to be closed on the bases identified in the following subsections:

(c) labour relations or other employee relations;
(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
(g) litigation or potential litigation affecting the municipality;
(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
(n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

11.2. RESOLUTION - RECESS OF OPEN MEETING

RECOMMENDATION:

(ALL VOTE)

The Open Meeting be recessed at _____ a.m./ p.m. in order to conduct the *In Camera* Board meeting and reconvened at _____ a.m./p.m.

12. MATTERS ARISING FROM IN CAMERA MEETING

13. ADJOURNMENT

RECOMMENDATION:

(ALL VOTE)

That the meeting adjourn at ___ p.m.



Regional District of Central Kootenay REGULAR BOARD MEETING Open Meeting Minutes

The **twelfth** meeting of the Board of the Regional District of Central Kootenay in 2021 was held on Thursday, December 9, at 9:00 a.m. by remote meeting due to Novel Coronavirus 2019 (COVID-19).

ELECTED OFFICIALS

PRESENT

Chair A. Watson	Electoral Area D
Director G. Jackman	Electoral Area A
Director T. Wall	Electoral Area B
Director A. Casemore	Electoral Area C
Director R. Faust	Electoral Area E
Director T. Newell	Electoral Area F
Director H. Cunningham	Electoral Area G
Director W. Popoff	Electoral Area H
Director A. Davidoff	Electoral Area I
Director R. Smith	Electoral Area J
Director P. Peterson	Electoral Area K
Director K. Duff	City of Castlegar
Director J. Comer	Town of Creston
Director S. Hewat	Village of Kaslo
Director T. Zeleznik	Village of Nakusp
Director J. Morrison	City of Nelson
Director C. Moss	Village of New Denver
Director D. Lockwood	Village of Salmo
Director L. Main	Village of Silverton
Director J. Lunn	Village of Slocan

ELECTED OFFICIALS

ABSENT

Director J. Hughes	Village of Nakusp
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STAFF PRESENT

S. Horn	Chief Administrative Officer
M. Morrison	Corporate Officer/Manager of Corporate Administration
A. Lund	Deputy Corporate Officer
J. Chirico	General Manager of Community Services
S. Sudan	General Manager of Development & Community Sustainability Services
U. Wolf	General Manager of Environmental Services
C. Saari-Heckley	Human Resources Manager
C. Johnson	Manager of Community Sustainability Service
N. Hannon	Regional Fire Chief
N. Wight	Planning Manager
J. McDiarmid	Manager of Utility Services
C. Williams	GIS Supervisor
D. Hawkins	Planner
E. Senyk	Planner
P. Marshall Smith	Sustainability Planner
P. Faulkner	Senior Energy Specialist

M. Friesen	Financial Analyst
M. Dreher	Accounts Receivable Lead
T. Dool	Research Analyst
T. Zumpano	Water Services Liaison
S. Imada	Project Manager
L. Voykin	Building Official - Nelson
G. Nymeyer	Building Administrative Assistant
D. Elliott	Communications Coordinator
T. Wayling	Recreation Services Coordinator - CDCC
J. Fanthorpe	Head Lifeguard - CDCC
H. Anderson	Recreation & Cultural Programmer - CDRC
V. Bloodoff	Aquatic & Fitness Programmer - CDRC
K. Rye	Customer Services Representative III - NDCC
A. Chadwick	Administrative Assistant - NDCC

1. CALL TO ORDER & WELCOME

1.1 TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

1.2 ADOPTION OF THE AGENDA

Moved and seconded,
And Resolved:

825/21

The agenda for the December 9, 2021 Regular Open Board meeting be adopted as circulated with the addition of the addendum.

Carried

1.3 ADOPTION OF THE MINUTES

Moved and seconded,
And Resolved:

826/21

The minutes from the November 18, 2021 Regular Open Board meeting be adopted as circulated.

Carried

1.4 INTRODUCTIONS

CAO Horn introduced the following RDCK staff:

Aimee Kootnikoff, Resource Recovery Team and Operations Supervisor, joining the Resource Recovery Operations Team overseeing front line services; and

Jordan Dupuis, Bylaw Enforcement Officer (Temporary), assisting Bylaw Enforcement.

1.5 DELEGATION

1.5.1 Nelson at its Best Society Rona Park and Kady Hunter Board Members

Rona Park introduced Kady Hunter and herself to the Board from the Nelson at its Best Society.

Kady Hunter began the presentation to the Board and discussed the four year Community Action Strategy to reduce poverty in Nelson and area. Ms. Hunter indicated 18.6% (2,114 people) within Nelson are below the poverty line. There are many reasons for poverty in the area and it affects all ages. She discussed the

Low Income Measurement (LIM) used for measuring poverty within the community and the Market Basket Measure (MBM) used provincially and nationally to determine the percentages. She provided different situations for poverty and the need to address the issue. Ms. Hunter discussed the many different agencies that provided feedback and contributed to the Nelson Community Action Strategy, including Indigenous communities, provincial and local government, organizations and businesses.

Ms. Hunter discussed the collective impact approach to focus on economic inclusion and the five principles. The five principles will focus on economic opportunities to insure equal access to public goods for education, housing and transit. The two high priority considerations will be single parent families and working poor to alleviate the gap within our community.

Rona Park was given the floor to discuss the pathways, priority actions and impacts. The Community Action Strategy aims to lift 500 people out of poverty by 2026 in Nelson. Ms. Park discussed the poverty reduction targets; 50% for Canada by 2030, 25% for BC by 2024 and 25% for Nelson by 2026. There is a shared responsibility, and the community and government have huge roles to play in the reduction of poverty. She indicated the data collected was pre-COVID and there may be more factors to consider now for 2020.

In conclusion, Ms. Park discussed the community partner network and the three phases to implement the strategy. She requested the RDCK do the following:

- publicly endorse the strategy and promote Together Nelson's efforts as a regional priority;
- join the Community Partner Network;
- support the next UBCM funding application; and
- understand the full Community Action Strategy.

Ms. Park and Hunter answered the Boards questions.

Chair Watson thanked the delegates for their presentation.

1.6 PRESENTATION OF LONG TERM SERVICE AWARDS

The Board recognized and thanked the following staff members for their long service to the RDCK:

HONOURABLE MENTIONS

William (Bill) Wade	Waste Facilities Driver	Environmental Services	25 years
Deborah Anderson	Customer Service Representative 2	Nelson & District Community Complex	25 years
Mark Crowe	Parks Planner	Community Services	20 years
Gina Nymeyer,	Building Administrative Assistant – Creston	Building Services	15 years
Lee Voykin	Building Official – Nelson	Building Services	15 years
Kristine Rye	Customer Service Representative 3 & Booking Clerk	Nelson & District Community Complex	15 years
Kirk Smith	IT Technician	Information Technology	15 years

Tia Wayling	Recreation Services Coordinator	Creston & District Community Complex	15 years
Marla Dreher	Accounts Receivable Lead	Finance	10 years
Jason McDiarmid	Manager of Utility Services	Environmental Services	10 years
Dave Sharun	Junior Utility Technician	Environmental Services	10 years
Dave Holoboff	Maintenance Operator	Castlegar & District Community Complex	10 years
Ashley Grant	Head Customer Service Representative	Creston & District Community Complex	10 years
Eileen Senyk	Planner 1	Development and Community Sustainability	10 years
Ashley Chadwick	Administrative Assistant	Nelson & District Community Complex	5 years
Michelle West	GIS Analyst	Development and Community Sustainability	5 years
Shari Imada	Project Manager	Environmental Services	5 years
Pamela Guille	Bylaw Enforcement Officer	Development and Community Sustainability	5 years
Matthew Friesen	Financial Analyst	Finance	5 years
Jill Fanthorpe	Head Lifeguard	Creston & District Community Complex	5 years
Heather Anderson	Recreation & Cultural Programmer	Castlegar & District Community Complex	5 years
Vanessa Bloodoff	Aquatic & Fitness Programmer	Castlegar & District Community Complex	5 years
Thomas Hay	Facility Maintenance	Creston & District Community Complex	5 years
Samantha Nawalkowski	Aquatic Leader	Castlegar & District Community Complex	5 years

The Chair, on behalf of the Board, acknowledged Lee Voykin, Building/Plumbing Official, who is retiring from the RDCK after 15 years of service.

2. BUSINESS ARISING OUT OF THE MINUTES

- 2.1 **Bylaws 2747, 2748, 2749, 2750, 2753, 2755 and 2757: Land Use Amendments Board Meeting - October 21, 2021 RES 715/21, 716/21, 719/21, 720/21 referred to November 18, 2021 Board Meeting - November 18, 2021 RES 774/21 referred to December 9, 2021**

The Board Report dated November 25, 2021 from Dana Hawkins, Planner, seeking Board approval for Land Use Amendments for Electoral Areas A, B, C, D, G, I and J, has been received.

Moved and seconded,
And Resolved:

827/21 That the following recommendation **BE REFERRED** to the January 20, 2022 Board meeting:

That *Kootenay - Columbia Rivers Official Community Plan Amendment Bylaw No. 2755, 2021* being a bylaw to amend the *Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996* is hereby given THIRD READING.

Carried

Moved and seconded,
And Resolved:

828/21 That SECOND reading of *Regional District of Central Kootenay Zoning Amendment Bylaw No. 2757, 2021* being a bylaw to amend the *Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004* be RESCINDED.

Carried

Moved and seconded,
And Resolved:

829/21 That *Regional District of Central Kootenay Zoning Amendment Bylaw No. 2757, 2021* being a bylaw to amend the *Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004* be read a SECOND time, as amended and that the PUBLIC HEARING be waived.

Carried

Moved and seconded,
And Resolved:

830/21 That *Electoral Area 'A' Land Use Amendment Bylaw No. 2747, 2021* being a bylaw to amend the *Electoral Area 'A' Land Use Bylaw No. 2315, 2013* is hereby given THIRD READING; AND FURTHER that the consideration of adoption BE WITHHELD until the following items have been obtained:

- i. Approval from the designated authority of Ministry of Transportation and Infrastructure.

Carried

Moved and seconded,
And Resolved:

831/21 That *Electoral Area 'B' Land Use Amendment Bylaw No. 2748, 2021* being a bylaw to amend the *Electoral Area 'B' Land Use Bylaw No. 2316, 2013* is hereby given THIRD READING; AND FURTHER that the consideration of adoption BE WITHHELD until the following items have been obtained:

- i. Approval from the designated authority of Ministry of Transportation and Infrastructure.

Carried

Moved and seconded,
And Resolved:

832/21

That *Electoral Area 'C' Land Use Amendment Bylaw No. 2749, 2021* being a bylaw to amend the *Electoral Area 'C' Land Use Bylaw No. 2317, 2013* is hereby given THIRD READING; AND FURTHER that the consideration of adoption BE WITHHELD until the following items have been obtained:

- i. Approval from the designated authority of Ministry of Transportation and Infrastructure.

Carried

Moved and seconded,
And Resolved:

833/21

That *Electoral Area 'D' Land Use Amendment Bylaw No. 2750, 2021* being a bylaw to amend the *Electoral Area 'D' Land Use Bylaw No. 2435, 2016* is hereby given THIRD READING; AND FURTHER that the consideration of adoption BE WITHHELD until the following items have been obtained:

- i. Approval from the designated authority of Ministry of Transportation and Infrastructure.

Carried

Moved and seconded,
And Resolved:

834/21

That *Electoral Area 'G' Land Use Amendment Bylaw No. 2753, 2021* being a bylaw to amend the *Electoral Area 'G' Land Use Bylaw No. 2452, 2018* is hereby given THIRD READING; AND FURTHER that the consideration of adoption BE WITHHELD until the following items have been obtained:

- i. Approval from the designated authority of Ministry of Transportation and Infrastructure.

Carried

2.2 Service Case Analysis: Local Conservation Fund

Board Meeting - November 18, 2021 RES 802/21 be referred to December 9, 2021

Staff has requested to refer to the January 20, 2022 Board meeting.

Moved and seconded,
And Resolved:

835/21

That the *Regional District of Central Kootenay Local Conversations Fund Service Establishment Bylaw No. 2420, 2014* amendment to expand the service **BE REFERRED** to the January 20, 2022 Board meeting.

Carried

2.3 Bylaw No. 2798: Water Services Committee Establishment

Board Meeting - October 21, 2021 RES 747/21, 748/21, 749/21, 750/21, 751/21 be referred to December 9, 2021 or January 20, 2022

The Board Report dated November 17, 2021 from Mike Morrison, Manager of Corporate Administration, seeking Board direction on specific items for inclusion in the Water Services Committee Bylaw No. 2798, 2021, has been received.

Director Comer request staff have further discussions with Town of Creston regarding the Arrow Creek Water Treatment and Supply Commission.

Moved and seconded,
And Resolved:

- 836/21 That the Ymir Water Commission continue as a delegated governance body of the RDCK Board at this time and that the only matters applicable to the Ymir water system within the scope of the Water Services Committee are those matters common to all water services.

Carried

Moved and seconded,
And Resolved:

- 837/21 That the Board direct staff to amend *Regional District of Central Kootenay Water Services Committee Establishment Bylaw No. 2798, 2021* by removing section 6 (p) to "Review the use of Community Works grants for water related capital projects".

Carried

Moved and seconded,
And Resolved:

- 838/21 That the Water Services Committee be scheduled to meet six times annually, with additional meetings called if necessary at the discretion of the Chair.

Carried

3. COMMITTEES & COMMISSIONS

3.1 FOR INFORMATION

Committee/Commission Reports for information have been received as follows:

3.1.1 Advisory Planning Commission (APC): Area D

Staff has received the recommendations from the Area D APC minutes.

3.1.1.1 Minutes: April 26, 2021

3.1.1.2 Minutes: October 25, 2021

The minutes be revised by removing Director Watson as a member.

3.1.1.3 Minutes: November 4, 2021

3.1.2 Advisory Planning Commission: Area E

Staff has received the recommendations from the Area E APC minutes.

3.1.2.1 Minutes: May 13, 2021

3.1.2.2 Minutes: July 19, 2021

3.1.2.3 Minutes: September 9, 2021

3.1.2.4 Minutes: September 27, 2021

3.1.3 Kaslo and Area D Economic Development Commission: minutes November 8, 2021

3.1.4 North Kootenay Lake Services Committee: minutes November 15, 2021

3.1.5 Arrow Creek Water Treatment and Supply Commission: minutes November 24, 2021

Staff has received the recommendation to draft an asset transfer agreement.

3.1.6 Erickson Water Distribution Commission: minutes November 24, 2021

3.1.7 South Slocan Commission of Management: minutes November 29, 2021

Staff has received the recommendation to approve the draft 2022 Financial Plan with the 10% increase to user fees for water services.

3.1.8 Central Resource Recovery Committee: minutes November 30, 2021

3.2 WITH RECOMMENDATIONS

3.2.1 Erickson Water Distribution Commission: minutes October 27, 2021

Moved and seconded,
And Resolved:

839/21

That the Board appoint the following individual to the Erickson Water Distribution Commission - Portion of Area B and C for a term to end December 31, 2024:

Elizabeth Quinn

Carried

Moved and seconded,
And Resolved:

840/21

That the Board direct staff in 2022 to draft applicable bylaw changes, policies and financial plans to modify the existing Regional District of Central Kootenay Cross Connection Control Program based on the Option 3 - Modified Program as presented by staff to the Erickson Water Distribution Commission at their October 27, 2021 meeting in the Cross Connection Control Program Review Report.

Carried

Moved and seconded,
And Resolved:

841/21

That the Board direct staff to determine the capital costs for the metering of all industrial, commercial, institutional properties and all properties of 5 acres or more with an agriculture land charge for the Water Utility - Area B & C (Erickson) Service S250.

Carried

3.2.2 Winlaw Regional and Nature Park Commission: minutes November 23, 2021

Staff has received the recommendations supporting the proposed financial plan and the revised meeting dates.

Moved and seconded,
And Resolved:

842/21 That the Board appoint RDCK staff, Jenna Chapman, as the meeting coordinator for the Winlaw Regional & Nature Park Commission and it be paid from Regional Parks - New Denver, Silverton, Slocan and Area H Service S203.

Carried

3.2.3 Nelson and District Recreation Commission No. 5: minutes November 24, 2021
Moved and seconded,
And Resolved:

843/21 That the Board direct staff (Senior Managers) to determine if it would be efficient to retain a grant writer for capital projects planned within the RDCK for the 2022 calendar year.

Carried

**RECESS/
RECONVENED**

The meeting recessed at 10:31 a.m. for a break and reconvened at 10:40 a.m.

3.2.4 West Resource Recovery Committee: minutes November 29, 2021
Moved and seconded,
And Resolved:

844/21 That the Board direct staff to advise the City of Rossland & the Lower Columbia Affordable Housing Society that the Regional District of Central Kootenay Board has denied their request to reduce tipping fees for soil disposal associated with a housing project within the City of Rossland.

Carried

Moved and seconded,
And Resolved:

845/21 That the Board approve an amendment to the 2021 Financial Plan to transfer \$12,934 from West Resource Recovery Service S188 Account 54030 to Central Resource Recovery Service S187 Account 45500 to fund household hazardous waste originating from the West Resource Recovery Sub-region collected at the Nelson Leafs' Eco Depot in 2021.

Carried

Moved and seconded,
MOTION ONLY

That the Board direct staff to complete 5-year Financial Plan budget projections increasing the tipping tonnage charge by 2.5% or 5% per year on a compound calculation basis as an alternative to increasing overall taxation for Service S188 West Resource Recovery by 5% per year over the next five years commencing in 2022.

Carried

Moved and seconded,
And Resolved:
AMENDMENT TO THE MOTION

846/21 That the foregoing motion being:

That the Board direct staff to complete 5-year Financial Plan budget projections increasing the tipping tonnage charge by 2.5% or 5% per year on a compound calculation basis as an alternative to increasing overall taxation for Service S188 West Resource Recovery by 5% per year over the next five years commencing in 2022;

Be amended by replacing "2022" to "2023", thus reading:

*That the Board direct staff to complete 5-year Financial Plan budget projections increasing the tipping tonnage charge by 2.5% or 5% per year on a compound calculation basis as an alternative to increasing overall taxation for Service S188 West Resource Recovery by 5% per year over the next five years commencing in **2023**.*

Carried

Moved and seconded,
And Resolved:
MAIN MOTION

847/21

That the Board direct staff to complete 5-year Financial Plan budget projections increasing the tipping tonnage charge by 2.5% or 5% per year on a compound calculation basis as an alternative to increasing overall taxation for Service S188 West Resource Recovery by 5% per year over the next five years commencing in 2023.

Carried

Moved and seconded,
And Resolved:

848/21

That the Board direct staff to move the inclusion of a compactor bin and lid at the Rosebery Transfer Station to be included in the 2022 Financial Plan for Service S188 West Resource Recovery.

Carried

3.2.5 East Resource Recovery Committee: minutes December 6, 2021

Moved and seconded,
And Resolved:

849/21

That the Board direct staff to prepare a Request for Proposal for the Creston Composting Facility operations and award a 3 year contract to the proponent that offers the highest value to the RDCK which meets all required scope for less than \$144,000 per year plus GST and annual adjustments; AND FURTHER that the funds be paid from A119 East Compost Allocation Service to East Resource Recovery Service S186; AND FURTHER that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of up to \$144,000, plus GST and annual adjustments.

Carried

Moved and seconded,
And Resolved:

850/21

That the Board direct staff to issue a Request for Proposal; for the Creston Landfill Hydrogeologic Assessment including a Liner Exemption Analysis; AND FURTHER, if acceptable bids are received, award the work to the most qualified

proponent, up to a value of \$100,000 to be paid from Service S186 East Resource Recovery; AND FURTHER that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of up to \$100,000.00, plus GST.

Carried

Moved and seconded,
And Resolved:

851/21

That the Board direct Staff to request an updated quote from Sperling Hansen and Associates for the detailed design and tender package preparation for the closure of Phase 1E at the Creston Landfill to Sperling Hansen and Associates (SHA); AND FURTHER, that if the quote received is within the allotted 2022 budget of \$200,000, staff be authorized to direct award the work to SHA to be paid from Service S186, East Resource Recovery; AND FURTHER that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of up to \$200,000, plus GST.

Carried

3.2.6 Community Sustainable Living Committee: minutes December 7, 2021

Staff has received the recommendation to allocate funds to the Kootenay Lake Partnership in the draft 2022-2026 Financial Plan.

Moved and seconded,
And Resolved:

852/21

That the Board direct staff, Community Sustainable Living Advisory Committee Chair and Board Chair to work with MLA Anderson to develop a relationship with Forest Lands Natural Resource Operations and Rural Development and host community forums focused on watershed governance and stewardship in 2022.

Carried

Moved and seconded,
And Resolved:

853/21

That Resolution 847/20, being the transfer of \$9,000 in funds for the Watershed Governance Initiative Data Collation and Mapping project from Climate Action Revenue Incentive Program (CARIP) Service S100 to Community Sustainability Service S105 and include in the 2021 Financial Plan BE RESCINDED because funds were not needed as anticipated.

Carried

Moved and seconded,
And Resolved:

854/21

That the Board direct staff to provide a report summarizing the use of the Development Permit Area tool to support Community Sustainability and resilience as it relates to watershed protection and considers risks such as wildfire, hazard lands, environmentally sensitive land and watercourses; AND FURTHER, the report be brought back to the Board.

Carried

Moved and seconded,
And Resolved:

- 855/21 That the Board direct staff to work with Central Kootenay Food Policy Council to proceed with the proposed actions of the Regional Food Security Action Plan:
- Recommendation 3.3 - Support annual Farm & Food Directory via paid advertisements and
 - Recommendation 3.7 - Develop full inventory of food assets in the Central Kootenay with costs of no more than \$3,575 to be paid from Service 105 – Community Sustainable Living Service.

Carried

3.2.7 Joint Resource Recovery Committee: minutes December 8, 2021

Staff has received the recommendation to support the amendments indicated in the Committee Report titled “Resource Recovery Bylaw No. 2803, 2022 (Repeals Bylaw No. 2735)” dated December 3, 2021.

Moved and seconded,
And Resolved:

- 856/21 That the *Resource Recovery Facilities Regulatory Bylaw No. 2735, 2021* be REPEALED; AND FURTHER that the *Resource Recovery Facilities Regulatory Bylaw No. 2803, 2021* be read a FIRST, SECOND and THIRD time by content.

Carried

Moved and seconded,
And Resolved:

- 857/21 That the *Resource Recovery Facilities Regulatory Bylaw No. 2803, 2021* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

3.3 MEMBERSHIP

3.3.1 Advisory Planning Commission: Area I

Moved and seconded,
And Resolved:

- 858/21 That the Board send a letter to Andy Ozeroff thanking him for serving on the Area I Advisory Planning Commission for 41 years.

Carried

3.3.2 Slocan Lake Recreation Commission No. 6

Moved and seconded,
And Resolved:

- 859/21 That the Board appoint the following individuals to the Slocan Lake Recreation Commission No. 6:

Gerald Wagner (Village of New Denver Councillor) - December 31, 2022
John Fyke (Alternate - Village of New Denver Councillor) - December 31, 2022
Tamara Barkowsky (Village of New Denver) - December 31, 2023

Carried

3.3.3 Riondel Commission of Management

Moved and seconded,

And Resolved:

860/21

That the Board send a letter to outgoing member Geoffrey Tremblay thanking him for his service to the Riondel Commission of Management.

Carried

3.3.4 Slocan Valley South Regional Parks Recreation Commission No. 8

Moved and seconded,

And Resolved:

861/21

That the Board appoint the following individuals to the Slocan Valley South Regional Parks Recreation Commission No. 8 for a term to end December 31, 2023:

JoAnn Chatten (Area H)

Phillip Chernenkoff (Area H)

Carried

3.3.5 Portion of Area E - Procter/Harrop/Balfour/Queens Bay

Moved and seconded,

And Resolved:

862/21

That the Board appoint the following individuals to the Portion of Area E - Procter/Harrop/Balfour/Queens Bay Recreation Commission No. 10 for a term to end December 31, 2023:

Lenora Trenaman (School District No. 8)

Janet Sholtz

Carried

3.3.6 Sunshine Bay Regional Park - Area E Commission

Moved and seconded,

And Resolved:

863/21

That the Board appoint the following individual to the Sunshine Bay Regional Park - Area E Commission for a term to end December 31, 2022:

Alex McCulloch

And further, the Board send a letter to outgoing member Ashlie Dejong thanking her for her service to the RDCK.

Carried

3.3.7 Woodland Heights Water Service Community Advisory Committee

Moved and seconded,

And Resolved:

864/21

That the Board appoint the following individual to the Woodland Heights Water Service Community Advisory Committee for a term to end December 31, 2024:

Jason Goosney

Carried

3.4 2022 APPOINTMENTS: EXTERNAL COMMITTEES

External Committee Appointments in Good Standing:

Cannabis Economic Development Task Force
Castlegar & District Public Library Board
Central Kootenay Food Policy Council (1 new appointment)
Columbia Basin Regional Advisory Committee
Columbia Basin Trust
Columbia River Treaty Local Governments Committee

Chair Watson called for nominations for the external committee appointments. There were no elections all the appointments were acclaimed.

3.4.1 Creston Valley Community Forest Board of Directors

Moved and seconded,
And Resolved:

865/21 That the Board appoint the following individual to the Creston Valley Community Forest Board of Directors for a term to end December 31, 2023:

John Chisamore

Carried

3.4.2 Kaslo and District Community Forest Society Board

Moved and seconded,
And Resolved:

866/21 That the Board appoint the following individual to the Kaslo and District Community Forest Society Board for a term to end December 31, 2023:

Neil Johnson (Area D)

Carried

3.4.3 Municipal Finance Authority

Moved and seconded,
And Resolved:

867/21 That the Board appoint the following Directors as representatives to the Municipal Finance Authority for a term to start February 28, 2022 and to end February 28, 2023, with stipends and usual expenses to be paid from General Administration Service \$100:

Director J. Morrison
Director S. Hewat (Alternate)

Carried

3.4.4 Municipal Insurance Association of British Columbia

Moved and seconded,
And Resolved:

868/21 That the Board appoint the following Directors as representatives to the Municipal Insurance Association of British Columbia for a term to end December 31, 2022:

Director A. Davidoff
Director A. Casemore (Alternate)

Carried

3.4.5 Nelson Public Library Board: Area F

Moved and seconded,
And Resolved:

869/21

That the Board appoint the following person as the Electoral Area F representative to the Nelson Public Library Board for a term to end December 31, 2023:

Anni Holtby (Area F)

Carried

3.4.6 Regional Agriculture Liaison Services Steering Committee

Moved and seconded,
And Resolved:

870/21

That the Board appoint the following Director to serve on the Regional Agriculture Liaison Services Steering Committee with a term expiring December 2022, and stipend and usual expenses to be paid from the General Administration service:

Director T. Wall

Carried

3.4.7 Selkirk College Regional Innovation Chair for Rural Economic Development (RDI)

Moved and seconded,
And Resolved:

871/21

That the Board hereby appoint the following Director to the Selkirk College Regional Innovation Chair for Rural Economic Development for a term to end December, 2022, with stipend and expenses to be paid from the General Administration Service S100:

Director A. Davidoff

Carried

3.4.8 Southern BC Regional Connectivity Committee

Moved and seconded,
And Resolved:

872/21

That the Board hereby appoint the following Directors to the Southern BC Regional Connectivity Committee for a term to end December 2022, with stipend and expenses to be paid from the General Administration Service S100:

Director W. Popoff
Director G. Jackman

Carried

3.4.9 Columbia-Kootenay Regional Advisory Committee of the Southern Interior Development Initiative Trust (SIDIT)

Moved and seconded,
And Resolved:

873/21 The Board appoints the following Directors to the Columbia-Kootenay Regional Advisory Committee of the Southern Interior Development Initiative Trust (SIDIT) with a term expiring December 2022, with stipends and usual expenses to be paid from the General Administration Service S100:

Director W. Popoff
Director D. Lockwood
Director T. Wall (+4,000)

Carried

3.4.10 Kootenay Timber Supply Area Coalitions

Moved and seconded,
And Resolved:

874/21 That the Board appoint the following Directors to the Kootenay Timber Supply Area Coalitions for a term to end December 31, 2022 with stipend and expenses to be paid from General Administration Service S100;

Director G. Jackman
Director R. Faust
Director J. Morrison(Alternate)

Carried

3.4.11 Treaty Advisory Committee - Ktunaxa/Kinbasket

Moved and seconded,
And Resolved:

875/21 The Board appoints the following Directors to the Ktunaxa Treaty Advisory Committee with a term expiring December 31, 2022:

Director A. Casemore
Director G. Jackman (Alternate)

Carried

3.4.12 Central Kootenay Food Policy Council

Moved and seconded,
And Resolved:

876/21 That the Board appoint the following Director to the Central Kootenay Food Policy Council to replace Director Peterson for a term to end December 31, 2023:

Director J. Comer

Carried

3.4.13 West Kootenay Transit

Moved and seconded,
And Resolved:

877/21 The Board appoints the following Directors to the West Kootenay Transit Committee (excluding Directors for Electoral Area B and C and the Town of Creston) with the term to end December 31, 2022, with stipends and usual expenses to be paid from the Transit-Kootenay Lake West S239:

Director Duff
Director L. Main

Director D. Lockwood
Director R. Faust (Alternate)

Carried

3.4.14 Collector: Assessment Rolls

Moved and seconded,
And Resolved:

878/21

The Board hereby appoints Stuart Horn, Chief Financial Officer, as Collector for 2021 for the purpose of preparing and amending, as necessary, the following assessment rolls:

Lucas Road Water Parcel Tax
Voykin Street Lighting Parcel Tax
South Slocan Water Parcel Tax
Duhamel Creek Water Parcel Tax
McDonald Creek Water Parcel Tax
Balfour Water Parcel Tax
Burton Water Parcel Tax
Edgewood Water Parcel Tax
Fauquier Water Parcel Tax
West Robson Water Parcel Tax
Woodland Heights Water Parcel Tax
Woodbury Water Parcel Tax
Grandview Heights Water Parcel Tax
Sanca Park Water Frontage Tax
Riondel Water Frontage Tax
Ymir Water Frontage Tax
Rosebery Water Parcel Tax
Local Conservation Fund Service Parcel Tax (Areas A, D, E)

Carried

3.4.15 Parcel Tax Roll Review Panels

3.4.15.1 East

Moved and seconded,
And Resolved:

879/21

That the Board appoint the following Directors to the Parcel Tax Roll Review Panel to sit in Creston, BC with stipends and usual expenses to be paid from the General Administration Service \$100:

Director G. Jackman
Director T. Wall
Director A. Casemore
Director J. Comer

Carried

3.4.15.2 West

Moved and seconded,
And Resolved:

880/21

That the Board appoint the following Directors to the Parcel Tax Roll Review Panel to sit in Nelson, BC with stipends and usual expenses to be paid from the General Administration Service \$100:

Director S. Hewat
Director T. Newell
Director W. Popoff
Director L. Main

Carried

3.4.16 Election Officers

Moved and seconded,
And Resolved:

881/21

The Board appoint Tom Dool as Chief Election Officer for the year 2022 and Angela Lund as Deputy Chief Election Officer for the year 2022.

Carried

**ORDER OF AGENDA
CHANGED**

The Order of Business was changed to address public time, with Item 10 – Public Time considered at this time.

10. PUBLIC TIME

The Chair called for questions from the public and members of the media at 11:45 a.m.

**ORDER OF AGENDA
RESUMED**

Item 3.5 – Conferences was considered at this time.

3.5 CONFERENCES

3.5.1 UBCM Electoral Area Directors' Forum: February 8-9, 2022

Moved and seconded,
And Resolved:

882/21

That the Board approves the following Directors as delegates to the 2022 Electoral Area Directors' Forum in Richmond, BC from February 8 and 9, 2022 with stipends and expenses to be paid from the Rural Administration Service S101:

Director Jackman
Director Wall
Director Casemore
Director Watson
Director Faust
Director Newell
Director Cunningham
Director Popoff
Director Davidoff
Director Smith
Director Peterson

Carried

Moved and seconded,
And Resolved:

883/21

That the Board authorizes the Chief Administrative Officer (CAO) and/or the Corporate Officer to attend the 2022 UBCM Electoral Area Directors' Forum in Richmond, BC, February 8-9, 2022 as a delegate with expenses to be paid from the Rural Administration Service S101.

Carried

3.5.2 LGLA Leadership Forum: Richmond, BC - February 9-10, 2022

Moved and seconded,
And Resolved:

884/21

That the Board approves the following Directors as delegates to the 2022 Leadership Forum in Richmond, BC from February 9-10, 2022 with stipends and expenses to be paid from the General Administration Service S100:

Rural Directors

Director Jackman
Director Wall
Director Casemore
Director Watson
Director Faust
Director Newell
Director Cunningham
Director Popoff
Director Davidoff
Director Smith
Director Peterson

Municipal Directors

Director Duff
Director Comer
Director Hewat
Director Hughes
Director Morrison
Director Moss
Director Lockwood
Director Main
Director Lunn

Carried

3.5.3 Association of Kootenay Boundary Local Governments (AKBLG): Nelson, BC - TBD

Moved and seconded,
And Resolved:

885/21

That the Board approves the following Directors as delegates to the 2022 Association of Kootenay Boundary Local Governments Convention in Nelson, BC (date - TBD) with stipends and expenses to be paid from the Rural Administration Service S101:

Rural Directors

Director Jackman
Director Wall
Director Casemore
Director Watson
Director Faust
Director Newell
Director Cunningham
Director Popoff
Director Davidoff
Director Smith
Director Peterson

Carried

Moved and seconded,
And Resolved:

886/21

That the Board authorizes the Chief Administrative Officer (CAO) and/or the Corporate Officer to attend the 2022 Association of Kootenay Boundary Local Governments Convention in Nelson, BC (date - TBD) as a delegate with expenses to be paid from the Rural Administration Service S101.

Carried

3.5.4 Federation of Canadian of Municipalities: Regina, SASK - June 2-5, 2022

Moved and seconded,
And Resolved:

887/21

That the Board approves the following Directors as delegates to the 2022 Federation of Canadian Municipalities in Regina, Saskatchewan from June 2 - 5, 2022 with stipends and expenses to be paid from the General Administration Service S100:

Rural Directors

Director Jackman
Director Wall
Director Casemore
Director Watson
Director Faust
Director Newell
Director Cunningham
Director Popoff
Director Davidoff
Director Smith
Director Peterson

Municipal Directors

Director Duff
Director Comer
Director Hewat
Director Hughes
Director Morrison
Director Moss
Director Lockwood
Director Main
Director Lunn

AND FURTHER, in event that a Director cannot attend the Alternate Director is not authorized to attend in their absence.

Carried

Moved and seconded,
And Resolved:

888/21

That the Board authorizes the Chief Administrative Officer or the Corporate Officer to attend the Federation of Canadian Municipalities convention to the 2022 Federation of Canadian Municipalities in Regina, Saskatchewan from June 2-5, 2022 with stipends and expenses to be paid from the General Administration Service S100.

Carried

3.5.5 Union of BC Municipalities: Whistler, BC - September 12-16, 2022

Moved and seconded,
And Resolved:

889/21

That the Board approves the following Directors as delegates to the 2022 Union of BC Municipalities (UBCM) in Whistler, BC from September 12 - 16, 2022 with stipends and expenses to be paid from the General Administration Service S100:

Rural Directors

Director Jackman
Director Wall
Director Casemore
Director Watson
Director Faust
Director Newell
Director Cunningham
Director Popoff
Director Davidoff
Director Smith
Director Peterson

Municipal Directors

Director Duff
Director Comer
Director Hewat
Director Hughes
Director Morrison
Director Moss
Director Lockwood
Director Main
Director Lunn

AND FURTHER, that in event that a Director cannot attend, that the Alternate Director be approved to attend.

Carried

Moved and seconded,
And Resolved:

890/21

That the Board authorizes the Chief Administrative Officer and/or the Corporate Officer to attend the Union of BC Municipalities convention in Whistler, BC from September 12-16, 2022 with expenses to be paid from the General Administration Service S100.

Carried

3.6 DIRECTORS' REPORTS

Each Director gave a brief summary of the work they have been doing within their communities.

**RECESSED/
RECONVENED**

The meeting recessed at 12:01 p.m. for lunch and reconvened at 1:03 p.m.

**DIRECTOR
ABSENT**

Director Lunn left the meeting at 1:03 p.m.

The Chair continued with Item 3.6 - Directors' Reports.

3.6.1 Director Jackman (Area A): TSA/CBRAC/Connectivity

3.6.2 Director Watson (Area D)

3.6.2.1 Letter of Support: Kaslo & Area Chamber Building Economic Development

3.6.2.2 Letters of Support: Johnsons Landing Community Association

3.6.3 Director Faust (Area E)

3.6.3.1 Director's Report: 2021 Summary

3.6.3.2 Columbia River Treaty News Letter

URL: <https://engage.gov.bc.ca/columbiarivertreaty/>

3.6.3.3 Letter of Support: Friends of Kootenay Lake Stewardship Society

3.6.3.4 Letter of Support: West Kootenay Eco Society

3.6.4 Director Peterson (Area K)

3.6.4.1 Letter of Support: Arrow Slokan Lakes Community Service

3.6.4.2 Letter of Support: Nakusp and Area Development Board

3.6.5 Director Lockwood (Salmo): Columbia-Kootenay Regional Advisory Committee

3.6.6 Director Main (Silverton): Federation of Canadian Municipalities

4. CORRESPONDENCE

4.1 The email dated November 9, 2021 from Cathy Peters, BC Anti-Human Trafficking Educator, requesting action from local governments regarding human trafficking awareness.

4.2 The letter dated November 10, 2021 from John Dooley, City of Nelson, requesting the RDCK address the City's requests regarding Kootenay Lake West Transit Service Amendment Bylaw No. 2707, 2021.

4.3 The letter dated November 29, 2021 from Linda Worley, Regional District of Kootenay Boundary (RDKB), providing the RDKB's concerns and issues regarding cellular coverage on Highway 3.

Moved and seconded,
And Resolved:

891/21

That the Board send a letter to the Federal Minister of Canadian Heritage, the relevant provincial ministries, Columbia Basin Trust and neighbouring local governments in support of the urgent need to install cellular tower infrastructure on the Paulson Summit, Highway 3 and on Highway 33.

Carried

5. COMMUNICATIONS

5.1 The letter dated November 16, 2021 from Tara Faganello, Ministry of Municipal Affairs, providing an overview of the October 2021 Regional Meeting.

5.2 The letter dated November 19, 2021 from Jay Chalke, Ombudsperson, providing the Quarterly report for July 1 - September 30, 2021.

5.3 The letter dated November 22, 2021 from John Dooley, City of Nelson, expressing concerns with the RDCK Director Remuneration Increases.

6. ACCOUNTS PAYABLE

Moved and seconded,
And Resolved:

892/21 The Accounts Payable Summary for November, 2021 in the amount of \$3,205,556 be approved.

Carried

7. BYLAWS

7.1 Bylaw 2708: The City of Castlegar and Portions of Electoral Areas I and J Transit Service Amendment

Moved and seconded,
And Resolved:

893/21 That the *City of Castlegar and Portions of Electoral Areas I and J Transit Service Amendment Bylaw 2708, 2021* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

Director Davidoff recorded opposed.

7.2 Bylaw 2710: Chair, Directors and Alternate Directors Remuneration

The Board Report dated November 30, 2021 from Stuart Horn, Chief Administrative Officer, seeking Board adopt Chair, Directors and Alternate Directors Remuneration Bylaw No. 2710, 2021, has been received.

Moved and seconded,
And Resolved:

894/21 That the *Chair, Director, and Alternate Directors Remuneration Bylaw No. 2710, 2021* being a bylaw to repeal and replace *RDCK Chair and Directors Remuneration Bylaw No. 1851, 2006* be read a FIRST and SECOND time.

Carried

Director Davidoff and Morrison recorded opposed.

Moved and seconded,
And Resolved:

895/21 That the *Chair, Director, and Alternate Directors Remuneration Bylaw No. 2710, 2021* being a bylaw to repeal and replace *RDCK Chair and Directors Remuneration Bylaw No. 1851, 2006* be read a THIRD time, as amended.

Carried

Director Davidoff and Morrison recorded opposed.

Moved and seconded,
And Resolved:

896/21 That the *Chair, Director, and Alternate Directors Remuneration Bylaw No. 2710, 2021* being a bylaw to repeal and replace *RDCK Chair and Directors Remuneration Bylaw No.*

1851, 2006 is hereby ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

Director Davidoff and Morrison recorded opposed.

Moved and seconded,
And Resolved:

897/21

That the following recommendation **BE REFERRED** back to the Directors' Remuneration Committee for further consideration:

That the Board take no further action at this time on the consideration of paid leave for Directors for the purposes of maternity, parental or elder care.

Carried

Moved and seconded,
And Resolved:

898/21

That the following recommendation **BE REFERRED** back to the Directors' Remuneration Committee for further consideration:

That the Board direct staff to bring forward amendments to the *Chair, Director and Alternate Director Remuneration Bylaw No. 2710, 2021*, for Board consideration, to include a provision for the reimbursement of child care expenses by way of a monthly allowance of \$80 in order to facilitate the attendance by Directors at in person meetings.

Carried

7.3 Bylaw 2795: RDCK Zoning Amendment (451283 BC LTD - Area F)

The Board Report dated November 25, 2021 from Stephanie Johnson, Planner, seeking Board adopt RDCK Zoning Amendment Bylaw No. 2795, 2021, has been received.

Moved and seconded,
And Resolved:

899/21

That the *Regional District of Central Kootenay Zoning Amendment Bylaw No. 2795, 2021*, and being a bylaw to amend the *Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004* is hereby ADOPTED, and that the Chair and Corporate Officer be authorized to sign the same.

Carried

7.4 Bylaw 2799: McDonald Creek Water Service Establishment Amendment

Moved and seconded,
And Resolved:

900/21

That the *McDonald Creek Water Service Establishment Amendment Bylaw No. 2799, 2021* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

7.5 Bylaw 2792: RDCK Procedure

In accordance with Section 225 of the Local Government Act the *RDCK Procedure Amendment Bylaw No. 2792, 2021* was mailed to the Directors on December 2, 2021 for review.

Moved and seconded,
And Resolved:

901/21 That the *Regional District of Central Kootenay Procedure Amendment Bylaw No. 2792, 2021* be read a THIRD time by content.

Carried

Moved and seconded,
And Resolved:

902/21 That the *Regional District of Central Kootenay Procedure Amendment Bylaw No. 2792, 2021* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

8. NEW BUSINESS

8.1 DEVELOPMENT AND COMMUNITY SUSTAINABILITY

8.1.1 Funding Application to BC Heritage

The Board Report dated November 21, 2021 from Paris Marshall-Smith, Sustainability Planner, seeking Board support a funding application to BC Heritage for truth, reconciliation and anti-racism training and development, has been received.

Moved and seconded,
And Resolved:

903/21 That the Board direct staff to apply to BC Heritage as part of 150 Time Immemorial grant program and contribute \$12,000 to be included in the 2022 Financial Plan – General Administration Service S100.

Carried

8.1.2 For Information: Policy 200-01-17 - Better Building

The Board Report dated November 16, 2021 from Paul Faulkner, Senior Energy Specialist, and Paris Marshall Smith, Sustainability Planner, seeking Board approval of Better Building Policy 200-01-17, has been received for information.

Staff requests Directors' comments be received by January 4, 2022.

8.1.3 For Information: Policy 400-04-01 - Geospatial Fees and Charges

The Board Report dated November 17, 2021 from Sangita Sudan, General Manager of Development and Community Sustainability, seeking Board approval of Geospatial Fees and Charges Policy 400-04-01, has been received for information.

Staff requests Directors' comments be received by January 4, 2022.

8.2 ENVIRONMENTAL SERVICES

8.2.1 Asset Transfer Agreement: Denver Siding Water System to Village of New Denver

The Board Report dated November 22, 2021 from Tanji Zumpano, Water Services Liaison, seeking Board approval for the transfer of the Denver Siding Water System to the Village of New Denver, has been received.

Moved and seconded,
And Resolved:

- 904/21 That the Board approve the RDCK enter into an Asset Transfer Agreement with the Village of New Denver for the transfer of the Denver Siding Water System to the Village of New Denver, and that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that the costs be paid from S249 – Water Utility – Area H (Denver Siding).

Carried

Moved and seconded,
And Resolved:

- 905/21 That the Board direct staff to prepare repeal bylaws for *Denver Siding Water Local Service Establishment Bylaw No. 964, 1993* and *Denver Siding Water Commission of Management Bylaw No. 994, 1993*.

Carried

8.2.2 Infrastructure Planning Grant Application: Nasookin Improvement District Water Treatment Efficacy Study

The Board Report dated December 2, 2021 from Todd Johnston, Environmental Services Coordinator, seeking Board approval for the Infrastructure Planning Grant Application - Nasookin Improvement District Water Treatment Efficacy Study, has been received.

Moved and seconded,
And Resolved:

- 906/21 That the Board direct staff to submit an Infrastructure Planning Grant Program application on behalf of the Nasookin Improvement District Water System for the: Nasookin Improvement District Water Quality Pilot Study and Sampling Program to assess the efficacy of several different equipment components and regimens for the treatment of surface water from 4-Mile Creek for consideration during the December 2021 intake, and if the application is not immediately successful, then to submit again for one subsequent intake.

Carried

8.3 FINANCE & ADMINISTRATION

8.3.1 Agreement: Creston Valley/Kootenay Lake Economic Action Partnership - Kootenay Employment Services

The Board Report dated November 30, 2021 from Stuart Horn, Chief Administrative Officer, seeking Board approval for the RDCK entering into an agreement with Kootenay Employment Services to provide Economic Development support for the Creston Valley/Kootenay Lake area, has been received.

Moved and seconded,
And Resolved:

- 907/21 That the following recommendation **BE REFERRED** to the January 20, 2022 Board meeting:

That the Board approve the RDCK entering into a three-year agreement with Kootenay Employment Services to provide a Community Development Manager to deliver the economic development program in the Creston Valley beginning December 1, 2021 for an amount not to exceed \$120,000 annually; AND

FURTHER, that services S107 Economic Development Area A and S108 Economic Development Areas B, C, Town of Creston share the cost equally by participant, and the Chief Administrative Officer be authorized to sign on behalf of the RDCK.

Carried

8.3.2 Columbia Basin Trust: CIP/AAP Grant Program

The Board Report dated November 23, 2021 from Lisa Rein, Grants Coordinator, requesting a commitment from the Board regarding the public engagement for the 2022 Columbia Basin Trust CIP/AAP program, has been received.

Moved and seconded,
And Resolved:

908/21

That for 2022 the RDCK receive community input into the award of Community Initiative and Affected Areas Program Grants using the Columbia Basin Trust's online engagement tool for all communities.

Carried

Director Cunningham, Lockwood and Faust recorded opposed.

**RECESSED/
RECONVENED**

The meeting recessed at 2:28 p.m. for a break and reconvened at 2:38 p.m.

**DIRECTOR
PRESENT**

Director Lunn joined the meeting at 2:38 p.m.

8.3.3 COVID Restart Funds Allocation

The Board Report dated November 30, 2021 from Stuart Horn, Chief Administrative Officer, requesting direction from the Board on the distribution of the remaining COVID restart grant funds, has been received.

Moved and seconded,
And Resolved:

909/21

That the RDCK Board approve the allocation of COVID Restart funds to the following services as part of the RDCK's year-end journal entries for the year ended December 31, 2021:

	Service No.	Amount
HB Mine Project	S187	\$ 369,550.52
Nelson & District Recreation - Wage	S226	46,181.50
Creston & District Recreation - Wage	S224	48,490.00
Castlegar & District Recreation - Wage	S222	53,891.53
Nelson & District Recreation - Wage	S226	35,000.00
Creston & District Recreation - Wage	S224	35,000.00
Castlegar & District Recreation - Wage	S222	35,000.00
General Administration	S100	98,960.39
Recreation Expenses	S100	64,326.22
Admin and IT	S100	44,853.74
Fire & Emergency Services	S100	25,203.81
Riondel Community Centre	S209	10,776.00
Parks Ambassador Program	S100	9,617.76
Water Ambassador Program	S100	6,761.38
Utilities Construction Delays	A113	2,691.00
Resource Recovery	S100	758.84

Transit	S100	<u>401.65</u>
Total 2021		<u><u>\$ 887,464.34</u></u>

Carried

Director Davidoff recorded opposed.

8.3.4 2022 RDCK Meeting Calendar

Moved and seconded,
 And Resolved:

910/21

That the Board approve the 2022 meeting calendar; AND FURTHER, that staff be directed to schedule budget meetings and RDCK Committee and Commission meetings as necessary.

Carried

8.3.5 For Information: West Kootenay Transit Temporary Service Disruption

The Board Report dated November 24, 2021 from Tom Dool, Research Analyst, informing the Board of the temporary service disruptions in West Kootenay Transit, has been received.

8.3.6 For Information: AKBLG - First Call for Resolutions

First call for AKBLG Resolutions, all resolutions must be submitted to AKBLG by February 18, 2022.

8.3.7 Electoral Areas I and J-Lower Arrow/Columbia Economic Development Extended Service Area

Moved and seconded,
 And Resolved:

911/21

That the following recommendation **BE REFERRED** to the January 20, 2022 Board meeting:

That the Board direct staff to prepare an amending bylaw to add the City of Castlegar as a participant to the *Electoral Areas I and J-Lower Arrow/Columbia Economic Development Extended Service Area Bylaw No. 1138, 1996*.

Carried

8.3.8 Salmo and a Portion of Electoral Area G Library Financial Aid Service Establishment

Moved and seconded,
 And Resolved:

912/21

That the Board direct staff to prepare a service case analysis and report back to the Board on the implications of expanding service area to include all of Electoral Area G and for all participants to pay the same rate for the *Salmo and Portion of Electoral Area G Library Financial Aid Service Bylaw No. 791, 1990*.

Carried

**DIRECTOR
 ABSENT**

Director Duff left the meeting at 3:01 p.m.

8.4 FIRE SERVICES

8.4.1 Tarrys and Pass Creek Fire Protection

Moved and seconded,
 And Resolved:

913/21

That the Board direct staff to prepare an amending bylaw to expand the service boundaries for the *Tarrys and Pass Creek Fire Protection Service Establishment Bylaw No. 921, 1992*.

Carried

8.5 GRANTS

8.5.1 Discretionary

8.5.1.1 Discretionary Grants

Moved and seconded,
 And Resolved:

914/21

Discretionary grants out of the funds available for the following Electoral Areas/Member Municipalities be approved as designated:

AREA C

Creston Curling Club	Bonspiel Fundraising	\$300
Creston Valley Shrine Club	Funds for Children	\$1,000
Tilted Brick Gallery Association	Panel Paintings of Flowers	\$500

AREA E

RDCK Area E	Pennywise Advertising – Christmas Greetings	\$78.75
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AREA F

Kutenai Art Therapy Institute	Polka Dot Dragon Lantern Festival	\$1,000
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AREA G

Salmo & Area Supportive Housing Society	Intercom System for Building Entrance	\$6,000
Salmo Public Library	Outdoor Library Community Space	\$2,500

AREA H

Lucerne School PAC	Bouldering Wall at Lucerne School	\$4,000
Passmore Public Hall	LED Lighting Replacement	\$2,000

AREA I

Castlegar Minor Hockey Association	U5/U7/U9 Annual Tournament	\$250
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AREA J

Castlegar Minor Hockey Association	U5/U7/U9 Annual Tournament	\$250
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Carried

8.5.1.2 RES 811/21: Discretionary Grant - Nelson Police Department

Moved and seconded,
 And Resolved:

915/21 That Resolution 811/21, being the allocation of Discretionary grant funds, be amended by changing:

SALMO

Nelson Police Department - Restorative Action Program \$700

To

Community Development Grant Funds

SALMO

Nelson Police Department - Restorative Action Program \$700

Carried

8.5.2 Community Development

Moved and seconded,
 And Resolved:

916/21 Community Development grants out of the funds available for the following Electoral Areas/Member Municipalities be approved as designated:

AREA D

Howser Water Users Association	Back-up Generator for Water System	\$4,750
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Kaslo Senior Citizens' Association	Utilities Expenses	\$4,500
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AREA E

Balfour Senior Citizens' Association	Chair Yoga Program	\$740
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Glade Watershed Protection Society	Story of Water	\$750
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Procter Community Society	Annual Christmas Craft Fair	\$800
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Procter Community Society	Emergency Warming Center Research	\$1,500
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AREA I

Glade Watershed Protection Society	Story of Water	\$750
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AREA K

Nakusp Secondary School	Junior Outdoor Education Program	\$3,000
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Village of New Denver	2021 WildSafe BC Program	\$1,000
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SLOCAN

Village of Slocan	Heritage Planning Restoration Project	\$2,500
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Village of Slocan	Legion Hall Heating Upgrades	\$6,250
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Village of Slocan	Beach Mural Project	\$300
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Carried

8.6 CHAIR/CAO REPORTS

Chair Watson provided an update on meetings she attended before the December Board meeting. She met with MLA Anderson and Director Main to discuss watersheds and plans for sustainability. She also attended the Kootenay Boundary Division meeting and the Ktunaxa workshop. Chair Watson requested the Directors plan for full day Board meetings going into 2022.

CAO Horn indicated a couple of the senior managers have been involved in the BC Flood Response calls. The Province has done a good job of keeping the CAOs and Chairs informed throughout the province.

9. RURAL AFFAIRS COMMITTEE

Rural Affairs Committee Item 6.7 Zincton All Seasons Resort was referred to the December 9, 2021 Board meeting.

The Committee Report dated November 25, 2021 from Dana Hawkins, Planner, re: Crown Land Referral - Zincton All Seasons Resort, has been received.
The Zincton Project Presentation, has been received.

Moved and seconded,
And Resolved:

- 917/21 That the Corporate Officer of the Regional District of Central Kootenay be directed to file a Notice with the Land Title and Survey Authority of British Columbia, stating that a resolution has been made under Section 57 of the Community Charter by the Regional District Board relating to land at 3911 Little South Slocan Rd, Electoral Area H and legally described as LOT 1, PLAN NEP21271, DISTRICT LOT 6897, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

Moved and seconded,
And Resolved:

- 918/21 That the Board APPROVE the issuance of Development Variance Permit V2109B to H Wiens Contracting Ltd. for the property located at 306 26th Ave North, Electoral Area B and legally described as LOT 6, DISTRICT LOT 891, KOOTENAY DISTRICT PLAN 2012 (PID 012-982-776) to vary Section 16.17 of Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013: FROM 7.5m TO 5m and to vary Section 16.20 of Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013: FROM 2.5m TO 1.5m.

Carried

Moved and seconded,
And Resolved:

- 919/21 That the Board APPROVE the issuance of Development Variance Permit V2110G to Theron Kingsley for the property located at 7114 First Ave, Electoral Area G and legally described as LOT 2, BLOCK 19, DISTRICT LOT 1242, KOOTENAY DISTRICT PLAN 640 (PID 016-162-218) to vary Section 24.3 of Electoral Area 'G' Rural Land Use Bylaw No. 2452, 2018: FROM 7.5m TO 2.5m and Section 24.4 of Electoral Area 'G' Rural Land Use Bylaw No. 2452, 2018 FROM 7.5m TO 5m SUBJECT TO Issuance of a Ministry of Transportation and Infrastructure Setback Permit.

Carried

Moved and seconded,
And Resolved:

920/21 That the Board APPROVE the issuance of Development Variance Permit V2111F- 04862.050 to Randy Tice for the property located at 965 Highway 3A, Electoral Area F and legally described as LOT 6, PLAN NEP2046, DISTRICT LOT 908, KOOTENAY LAND DISTRICT (PID: 013-138-286) to vary Section 1101 (10) of Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 as follows:

1. The maximum gross floor area of an accessory building from 200 m2 to 264 m2.

Carried

Moved and seconded,
And Resolved:

921/21 That the Board direct staff to provide notification of the Board's intention to consider Temporary Use Permit T2104F-07783.380 application by Mike Allan and Lindsay Hewson for the property located at 1953 Highway 3A, Electoral Area F, and legally described as LOT C, PLAN EPP72601, DISTRICT LOT 4780, KOOTENAY LAND DISTRICT (PID: 030-351-626) at the next available opportunity.

Carried

Chair Watson provided an overview regarding the information that has been circulated to all the Directors regarding the Zincton All Season Resort. Staff has requested at this time that the Board address the current recommendation in the Committee Report and there will be further discussions regarding the request for abeyance.

Moved and seconded,
And Resolved:

922/21 That the Board direct staff to respond to the Mountain Resorts Branch regarding Zincton All Seasons Resort Formal Proposal as described in the R2162DHn Crown Land Referral Zincton All Seasons Resort Rural Affairs Committee report dated November 25, 2021, including the consideration of the ramification of a possible creation of a new municipalities in the RDCK.

Carried

Moved and seconded
And Resolved:

923/21 That the Board direct staff to respond to Front Counter BC regarding the Crown Land Tenure application for She Shreds Mountain Adventures Inc. as described in the R2175DEGHJ Crown Land Referral She Shreds Mountain Adventures Rural Affairs Committee report dated November 25, 2021.

Carried

Moved and seconded,
And Resolved:

924/21 That the Board approve the inclusion of a full time planning assistant position in the 2022 Draft budget for S104 Planning and Land Use and bring back options for potential user fee increases in the Planning and Land Use service for discussion at the January 2022 RDCK budget meeting.

Carried

Moved and seconded,
And Resolved:

925/21 That the RDCK Community Works Fund application submitted for the Blewett and Balfour Fire Halls Building Improvements Project in the total amount of \$273,226 be approved and that the funds be disbursed from Community Works Funds allocated to Electoral Area E.

Carried

Moved and seconded,
And Resolved:

926/21 That the RDCK Community Works Fund application submitted for the Ootischenia and Robson Fire Halls Building Improvements Project in the total amount of \$500,000 be approved and that the funds be disbursed from Community Works Funds allocated to Electoral Area J.

Carried

11. IN CAMERA

11.1 RESOLUTION - MEETING CLOSED TO THE PUBLIC

The Open meeting will be adjourned after In Camera without reconvening back into the open session unless there is business that needs to be addressed.

Moved and seconded,
And Resolved:

927/21 In the opinion of the Board - and in accordance with Section 90 of the *Community Charter* - the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting; AND FURTHER, in accordance with Section 90 of the *Community Charter*, the meeting is to be closed on the bases identified in the following subsections:

- (c) labour relations or other employee relations;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (g) litigation or potential litigation affecting the municipality;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

Carried

11.2 RESOLUTION - RECESS OF OPEN MEETING

Moved and seconded,
And Resolved:

928/21 The Open Meeting be recessed at 3:38 p.m. in order to conduct the *In Camera* Board meeting and reconvened at 4:55 p.m.

Carried

12. MATTERS ARISING FROM IN CAMERA MEETING

Moved and seconded,
And Resolved:

929/21
IC110/21 That the Board direct staff to give notice to the City of Kelowna that it wishes to end its contract for fire dispatch services as of December 31, 2022; AND FURTHER, that staff be directed to negotiate and bring back to the Board for approval a contract with the Regional District Fraser Fort George to provide fire dispatch services effective January 1st 2023 for Creston, Wynndel Lakeview, Yahk, Canyon Lister, Salmo, New Denver Service Area, Nakusp, Beasley, Blewett, Balfour Harrop, Kaslo, Riondel, North Shore, Crescent Valley, Passmore, Winlaw, Slocan, Pass

Creek, Tarrys, Ootischenia, Ymir and Robson Fire Departments, as well as Kaslo SAR and Boswell First Responders with the cost of service delivery assigned to S156 Emergency Communications 911, and further included in the 2022-2026 5 year financial plans, beginning in 2023.

Carried

13. ADJOURNMENT

Moved and seconded,
And Resolved:

930/21 That the meeting adjourn at 4:45 p.m.

Carried

Aimee Watson, RDCK Board Chair

Angela Lund, Meeting Coordinator



Columbia Basin Trust Update

Presented to: Regional District of Central Kootenay

January 20, 2022

Presented by:

Johnny Strilaeff, President & CEO



Annual Report 2020/21

\$71.2M
IN TOTAL BENEFITS

\$2.1B
TOTAL BOOK VALUE OF ASSETS

RETURN ON INVESTMENTS

\$5.7M
IN NEW REAL ESTATE AND COMMERCIAL INVESTMENTS

12.17%
POWER PROJECTS

4.76%
PRIVATE PLACEMENTS

23.5%
MARKET SECURITIES

70+
ACTIVE PROGRAMS AND INITIATIVES

\$88.2M
IN REVENUES

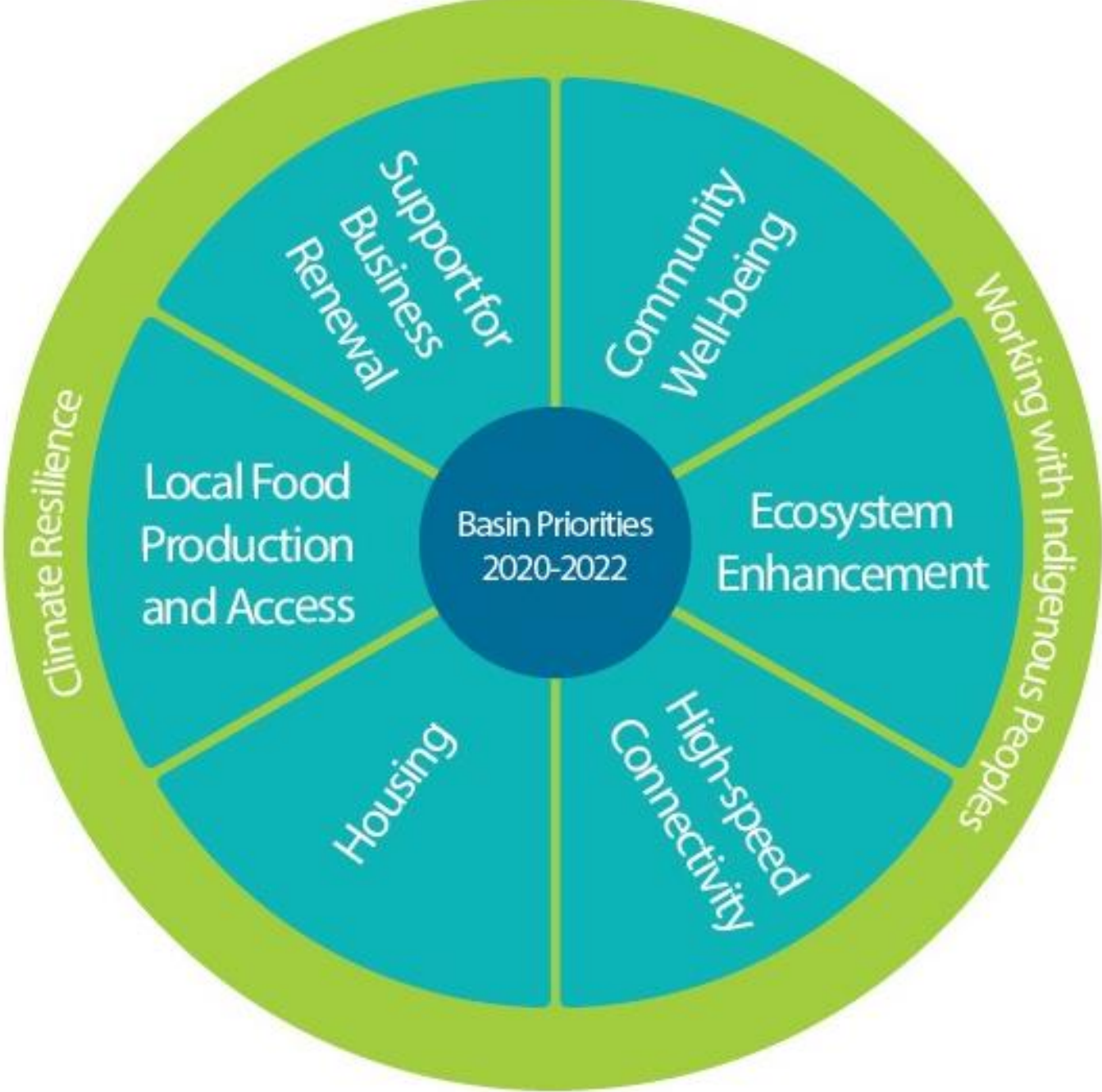
\$58.2M
IN GRANTS

\$1.4M
IN CAPITAL PROJECTS

\$5.9M
IN NEW BUSINESS LOANS

2,400
PROJECTS SUPPORTED

Strategic Priorities



Community Well-being

- **820 new** child care spaces
 - 342 in the RDCK
- **2,580 improved** child care spaces
 - 821 in the RDCK
- **475 km** of trail developed, enhanced
 - Kaslo Lettrari Loop
- **8** new programs
 - Non-profit Sustainability
 - Community Emergency Readiness
 - Community Tech Grants
 - ECE Training and Wage Subsidies
 - Basin Job Experience – Trail Crew
 - Wildfire Risk Reduction





Housing

- **980** new, affordable housing units
 - **220** in RDCK (Nelson CARES, SHARE Nelson, Selkirk College & Nakusp)
- **1,150+** made more energy efficient
- **\$220M** in funds attracted
- 2 New Programs**
 - Virtual Housing Conference
 - Affordable Housing Basin Job Experience Program



High-Speed Connectivity

- **975 km** high-speed fibre added
- **12,000** rural households served
- **185 km** in progress in Slocan Valley and South Country
- **105 km** coming soon btwn Fruitvale – Nelson and Kimberley-Wasa



Local Food Production and Access

- **15** food producer loans
- **22** community food production or processing spaces created
- **17,000 kg** of food waste recovered
- **55** agriculture stakeholders received advisory services

New Programs

- Farmers' Market Enhancement Grants
- Food Producer Wage Subsidy Program
- Food Producer and Processor Career Internship
- Food Access and Recovery Grants
- Food Producer Loans

Support for Business Renewal

- **2,441** businesses supported
 - Nelson Stich Lab
- **50** working capital loans - **\$1.2M**
- **3** new programs
 - Small Business Working Capital Loans
 - Buy Local Grants
 - #BuyBasin Festival



Ecosystem Enhancement

New: Wildfire Reduction Program

- **211** jobs created
- **17** projects supported
- **216.2** hectares of land treated

Ecosystem Enhancement Program

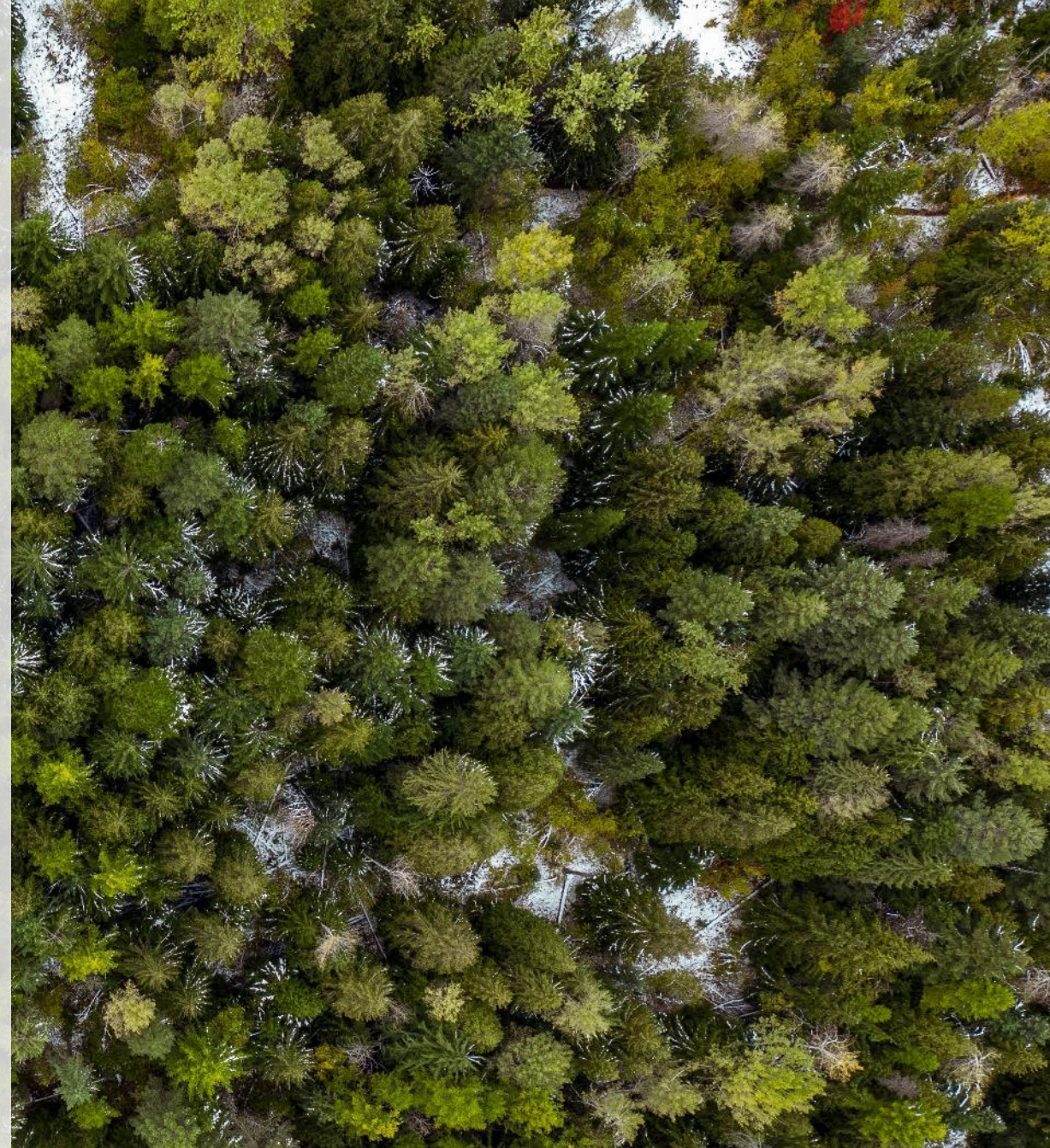
- **\$10M** program (2017-2021)
- **19** projects supported



Integrated Priority: Climate Resiliency

- **Wildfire Reduction/Awareness**
 - Harrop-Procter, Grohman Creek, Ymir
- **Riondel Historic Waterline Trail**
- **Lardeau Valley Community Club**
 - Energy Improvement Project

- **New: Climate Resilience Program**



Integrated Priority: Working with Indigenous Peoples

- **32** Community Well-being projects
- **9** Housing projects
- **6** Ecosystem Enhancement projects
- Continued relationship development supporting collaboration of high-speed connectivity
- **New:** Seniors and Elders Activity Grants



Our Trust Magazine celebrates the collective successes of residents, communities and organizations in the Basin.

The newest edition is now available online at ourtrust.org/magazine.





What's Next?



Thank you
Questions?



Board Report

Date of Report:	January 5, 2022
Date & Type of Meeting:	January 20, 2022 Regular Board Meeting
Author:	Dana Hawkins, Planner 2
Subject:	Land Use Bylaw Amendments
File:	10/5110/20/ACCESSORY BUILDINGS AND TUP'S
Electoral Areas:	All

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to bring back amendments to Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996 after they were deferred at the December 9, 2021 Regular Open Board meeting.

As well as to provide the minutes of the public notification process and to consider 3rd reading of Regional District of Central Kootenay Zoning Amendment Bylaw No. 2757, 2021.

If successful, the proposed amending bylaws would authorize the following changes to each bylaw as applicable:

- Remove the ability for accessory buildings to be built in some zones prior to establishing a principal use as directed by Board resolution 589/20;
- Update the language of Temporary Use Permits (TUPs) to align with the Local Government Act and authorize TUP's anywhere in the plan area;
- Specify parks permitted in any zone; and,
- Additional text amendments initiated by staff intended to: align policies and regulations with existing legislation, provide for easier interpretation and enforcement, and ensure consistency throughout all land use bylaws. These proposed amendments are not proposed to change the intent of the existing bylaw.

SECTION 2: BACKGROUND/ANALYSIS

2.1 BACKGROUND CONTEXT

After considering a number of Development Variance Permits on this matter, staff brought forward concerns that most RDCK land use bylaws permit the construction of a smaller accessory building prior to establishing a principal use. At the September 17th, 2020 Regular Board meeting the Board passed resolution 589/20:

That the RDCK discontinue the practice of allowing accessory buildings prior to a principal use unless approval is granted under a temporary use permit or building permits are approved concurrently for the primary residence and the accessory building.

Staff also noted this was an efficient time to make a number of minor amendments as well.

These amendments were first introduced at the February 17th, 2021 Rural Affairs Committee (RAC) meeting and were deferred to the March 17th, 2021 RAC meeting. Feedback was solicited from RAC members and changes were

made to the Zoning Bylaw amendments (incl. bylaw 2757) to the parks definition and fence regulations. The amending bylaws were granted first and second reading at the March 18th, 2021 Regular Board meeting.

A public hearing was held April 27th, 2021 for amending bylaw 2755. Notice of waiver of public hearing for amending bylaw 2757 was placed in issues of local newspapers in early and mid-May. Staff brought forward the amending bylaws for consideration of third reading at the May 20th, 2021 Board meeting. However, a large amount of correspondence was received from the public in Electoral Areas B and C regarding the proposed definition of park, leading staff to recommend deferral of the bylaws and the Directors for Areas B and C to request a public hearing be held for bylaws applicable to their areas.

Changes to the park definition and types of parks permitted in all zones were presented by staff at the October 21, 2021 Board meeting. Amending bylaws 2755 and 2757 were deferred for a future decision. Second reading of amending bylaw 2757 was reread on December 9, 2021. Notice of waiver of public hearing was placed in issues of local newspapers late December and early January. Final reading of bylaw 2755 was deferred to a future meeting at the December 9, 2021 Board meeting.

2.2 PLANNING DISCUSSION

The changes requiring rereading of 2nd reading and additional public notification were regarding the removal of the sanctioning clause from the parks definition and to specify the types of parks that would be permitted in any zone. The changes are copied below:

FROM:

Parks Definition

PARK means land which is publicly owned or under the control of a government agency, or owned or managed by a community association or other registered non-profit association used for the outdoor recreation and enjoyment of the public including playgrounds, playing fields, trails, skate parks, allotment gardens, green space, buffers, ecological and archeological conservation areas, nature and cultural interpretation areas, and similar land uses, and where the park use is sanctioned by the Regional District of Central Kootenay or the Province. It may include Buildings and Structures ancillary to the Park;

General Use Regulations

The following uses shall be permitted in any zone:

- a. Parks;

TO:

Parks Definition

PARK means land which is publicly owned or under the control of a government agency, or owned or managed by a community association or other registered non-profit association used for the outdoor recreation and enjoyment of the public including playgrounds, playing fields, trails, skate parks, allotment gardens, green space, buffers, ecological and archeological conservation areas, nature and cultural interpretation areas, and similar land uses. It may include Buildings and Structures ancillary to the Park;

General Use Regulations

The following uses shall be permitted in any zone:

- a) ecological and archeological conservation areas retained in their natural state;
- b) passive recreation for informal, low intensity recreation activities such as walking, hiking and biking trails and wildlife viewing platforms;

- c) Park established by the Regional District of Central Kootenay, Provincial or Federal Government;
- d) Park established by Section 510 of the *Local Government Act* where the land is dedicated as park by a plan deposited in the Land Title Office;

No other changes were proposed to the amending bylaws.

Notice of waiver of public hearing for amending bylaws 2757 was placed in issues of local newspapers late December and early January. Any written comment provided in response to the ads will be provided to the Board by staff. At the time of writing this report there were none.

2.3 NEXT STEPS

The *Transportation Act* requires that a Zoning Bylaw that may affect a controlled area (relating to highways) requires signature by Ministry of Transportation and Infrastructure (MoTI). Therefore, staff recommend that amending bylaw 2757 be granted third reading and referred to MoTI's designated person for signature. Adoption would take place at a future Board meeting.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: Yes No Financial Plan Amendment: Yes No
 Debt Bylaw Required: Yes No Public/Gov't Approvals Required: Yes No

Costs for newspaper advertising of the public hearing and waiver of public hearing were incurred.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

The *Local Government Act* s. 470 contains direction on how to treat bylaws after public hearing stage.

3.3 Environmental Considerations

Not applicable.

3.4 Social Considerations:

The proposed changes would allow low impact recreation and parks established by a government agency in any location. Other parks would be directed to lands designated in an Official Community Plan and zoned for park or other lands with a successful zoning amendment application - both processes requiring community consultation.

3.5 Economic Considerations:

Not applicable.

3.6 Communication Considerations:

As the public hearing was waived by Board resolution, public notice was advertised in two editions of the Pennywise and Arrow Lakes News, the RDCK website, and RDCK offices.

3.7 Staffing/Departmental Workplace Considerations:

The proposed amendments fall under the operational role of Planning Services.

3.8 Board Strategic Plan/Priorities Considerations:

Not applicable.

SECTION 4: OPTIONS & PROS / CONS

4.1 SUMMARY

The purpose of this report is to receive the results of public notice and to consider third reading of amending bylaw 2757. The process was initiated by Board resolution 589/20. The intent is to consider the following amendments as applicable:

- Removing the ability for accessory buildings to be built in some zones prior to establishing a principal use;
- Clarifying parks that are permitted in any zone; and,
- Additional text amendments intended to: align policies and regulations with existing legislation, provide for easier interpretation and enforcement, and ensure consistency throughout all land use bylaws. These proposed amendments are not proposed to change the intent of the existing bylaw.

A public hearing was waived for Regional District of Central Kootenay Zoning Amendment Bylaw No. 2757, 2021. Staff received no public comment in response to the notice of waiver of public hearing at the time this report was written.

Staff recommend amending bylaw 2757 be granted third reading, and be referred to MoTI's designated person for signature and that adoption of these bylaws take place at a future Board meeting once this requirement has been fulfilled.

Kootenay - Columbia Rivers Official Community Plan Amendment Bylaw No. 2755, 2021 was deferred from the December 9, 2021 Board meeting. Staff recommend third reading and adoption.

4.2 OPTIONS

Amending Bylaw 2755

That Kootenay - Columbia Rivers Official Community Plan Amendment Bylaw No. 2755, 2021 being a bylaw to amend the Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996 is hereby given THIRD READING.

THAT Kootenay - Columbia Rivers Official Community Plan Amendment Bylaw No. 2755, 2021 being a bylaw to amend the Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996 is hereby ADOPTED;

AND FURTHER that the Chair and Corporate Officer be authorized to sign the same.

Amending Bylaw 2757

Grant 3rd Reading and Withhold Adoption

That Regional District of Central Kootenay Zoning Amendment Bylaw No. 2757, 2021 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given THIRD READING;

AND FURTHER that the consideration of adoption BE WITHHELD until the following items have been obtained:

- i. Approval from the designated authority of Ministry of Transportation and Infrastructure.

Other Options

Defer Decision to Future Board Meeting

That further consideration of [Name of new Bylaw No. XXXX, 20XX] being a bylaw to amend the [Original Bylaw No. XXXX, 20XX] BE REFERRED to the [Date of Board meeting] Regular Open Board meeting.

No Further Action

That no further action be taken with respect to [Name of new Bylaw No. XXXX, 20XX] being a bylaw to amend [Original Bylaw No. XXXX, 20XX].

SECTION 5: RECOMMENDATIONS

1. That Kootenay - Columbia Rivers Official Community Plan Amendment Bylaw No. 2755, 2021 being a bylaw to amend the Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996 is hereby given THIRD READING.

THAT Kootenay - Columbia Rivers Official Community Plan Amendment Bylaw No. 2755, 2021 being a bylaw to amend the Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996 is hereby ADOPTED;

AND FURTHER that the Chair and Corporate Officer be authorized to sign the same.

2. That Regional District of Central Kootenay Zoning Amendment Bylaw No. 2757, 2021 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given THIRD READING;

AND FURTHER that the consideration of adoption BE WITHHELD until the following items have been obtained:

- i. Approval from the designated authority of Ministry of Transportation and Infrastructure.

Respectfully submitted,

Dana Hawkins, MCIP, RPP Planner 2

CONCURRENCE

Planning Manager – Nelson Wight

Approved

General Manager of Development Services and Community Sustainability – Sangita Sudan

Approved

Chief Administrative Officer – Stuart Horn

Approved

ATTACHMENTS:

Attachment A – Table of Concurrence for Text Amendments

Attachment B – Kootenay - Columbia Rivers Official Community Plan Amendment Bylaw No. 2755, 2021

Attachment C – Regional District of Central Kootenay Zoning Amendment Bylaw No. 2757, 2021

Attachment D - Public Comment

Attachment 'B': Concurrence Table

Kootenay – Columbia Rivers Official Community Plan Bylaw No. 1157, 1996

Section Number	Existing Item / Wording	Change	Rationale
Administration Interpretation VII.1.1.	The Board of the Regional District has four categories available for implementation of the Plan: a land use bylaw, development permits, temporary commercial and industrial use permits , and covenants.	REPLACE The Board of the Regional District has four categories available for implementation of the Plan: a land use bylaw, development permits, temporary use permits , and covenants.	Update to: <ul style="list-style-type: none"> • reflect Local Government Act changes; • expand to entire plan area; and, • be consistent between land use bylaws.
Industrial Policies 3.6.6	Temporary Industrial Permits pursuant to Section 975 of the Municipal Act may be considered by the Board of the Regional District on any parcel designated as industrial, commercial, or open space on Schedule 'B' - Land use Designations, subject to the provision of performance bonds and or registerable covenants ensuring compliance of permit.	REMOVE	Update to: <ul style="list-style-type: none"> • reflect Local Government Act changes; • expand to entire plan area; and, • be consistent between land use bylaws.
Temporary Use Permits 5 NEW	-	ADD Temporary Use Permits Background Temporary Use Permits may be issued by the RDCK under the Local Government Act, S.493. The temporary use may continue in accordance with the provisions of the permit until the date that the permit expires, or three years after the permit was issued, whichever occurs first. Permits may be renewed only once,	Update to: <ul style="list-style-type: none"> • reflect Local Government Act changes; • expand to entire plan area; and, • be consistent between land use bylaws.

Attachment 'B': Concurrence Table

		<p>after which the use must be either permanently designated in the Official Community Plan and Zoning Bylaw or cease. Temporary Use Permits are not a substitute for a land use designation amendment in accordance with the Zoning Bylaw. Permits are also subject to approval by the Agricultural Land Commission where land is within the Agricultural Land Reserve.</p> <p>Objective</p> <p>1. Permit temporary uses to provide short-term opportunity when considered appropriate by the Regional Board, without negatively affecting surrounding properties or the environment.</p> <p>Policies</p> <p>The Regional Board:</p> <p>1. May consider the issuance of Temporary Use Permits throughout the plan area, subject to the following:</p> <ul style="list-style-type: none"> a. demonstration that the use is temporary or seasonal in nature; b. address potential conflict with nearby land uses; c. address potential impacts on environmentally sensitive areas; d. satisfy provision of adequate servicing that meets health requirements; and 	
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Attachment 'B': Concurrence Table

		<p>e. consider relevant policies within other sections of this plan.</p> <p>2. May require conditions under which a temporary use may be allowed, for example: the buildings or structures that may be used; the period of applicability of the permit; the area, duration or timing of use; and required site rehabilitation upon cessation of the use.</p> <p>3. May require security deposits, site restoration plans or letters of undertaking to ensure conditions are met.</p>	
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Attachment 'B': Concurrence Table

Amendments to Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

Section Number	Existing Item / Wording	Change	Rationale
Interpretation 5	PARK means any publicly owned or privately owned outdoor land or facility specifically designed for passive or active recreation including tot lots, playgrounds, playing fields, walkways, trails, band shells, green space, buffers, nature interpretation areas and similar land uses, facilities, buildings and structures consistent with the purpose of such park land;	REPLACE PARK means land which is publicly owned or under the control of a government agency, or owned or managed by a community association or other registered non-profit association used for the outdoor recreation and enjoyment of the public including playgrounds, playing fields, trails, skate parks, allotment gardens, green space, buffers, ecological and archeological conservation areas, nature and cultural interpretation areas, and similar land uses. It may include Buildings and Structures ancillary to the Park;	Clarify and update definition.
General Regulations Uses Permitted in All Zones 610	The following uses shall be permitted in any zone: 1 Parks, playgrounds and trails; 2 Fire halls; and 3 Unattended public utility buildings and structures.	REPLACE The following uses shall be permitted in any zone: a. ecological and archeological conservation areas retained in their natural state; b. passive recreation for informal, low intensity recreation activities such as walking, hiking and biking trails and wildlife viewing platforms; c. Park established by the Regional District of Central Kootenay, Provincial or Federal Government;	Land use impacts from parks should be considered.

Attachment 'B': Concurrence Table

		<p>d. Park established by Section 510 of the Local Government Act where the land is dedicated as park by a plan deposited in the Land Title Office;</p> <p>e. Fire Halls; and</p> <p>f. Unattended Public Utility Buildings and Structures.</p>	
<p>General Regulations Shipping Containers 610A.1</p>	<p>The maximum number of shipping containers for storage or other accessory use permitted on a lot at any one time shall be limited to:</p> <p>a. None for lots in any R1, R5, R6, R7, C4 or ER zone;</p> <p>b. One (1) for lots in any R2, C5, or I zone;</p> <p>c. Two (2) for lots in any R3, AG4, C1, C2, C3, M1 or M2 zone; and</p> <p>d. unlimited in other zones.</p>	<p>REPLACE</p> <p>The maximum number of shipping containers for storage or other accessory use permitted on a lot at any one time shall be limited to:</p> <p>a. None for lots in any R1, R5, R6, R7, MFR-F, HR-I or ER zone;</p> <p>b. One (1) for lots in any R2, C5, or I zone;</p> <p>c. Two (2) for lots in any R3, R4, AG, C1, C2, C3, C6, M1 or M2 zone; and</p> <p>d. unlimited in other zones.</p>	<p>Include omitted zones where it is not appropriate to have unlimited number of shipping containers.</p>
<p>General Regulations General Regulations for Landscaping 622.1</p>	<p>In a multi-unit residential development including manufactured home parks, any part of a lot not used for structures and associated parking areas should be fully landscaped and properly maintained as a landscaping area, or as undisturbed forest.</p>	<p>REPLACE</p> <p>In a multi-unit residential development including manufactured home parks, any part of a lot not used for structures and associated parking areas shall be fully landscaped and properly maintained as a landscaping area, or as undisturbed forest.</p>	<p>Use best practices for language for regulations.</p>
<p>Country Residential (R1) Development Regulations 701.12</p>	<p>Fences not exceeding a height of two (2) metres may be sited to the rear of the front lot line setback or exterior side setback on a lot.</p>	<p>Fences not exceeding a height of two (2) metres may be sited to the rear of the required front lot line setback only.</p>	<p>Conflict with BC Building Code regarding minimum fence heights for pools being 1.5 m; therefore, portion of lot that can have 2.0 m fence increased except for site lines.</p>

Attachment 'B': Concurrence Table

Ootischenia Suburban Residential (R1A) Development Regulations 801.12	Fences not exceeding a height of two (2) metres may be sited to the rear of the front lot line setback or exterior side setback on a lot.	Fences not exceeding a height of two (2) metres may be sited to the rear of the required front lot line setback only.	Conflict with BC Building Code regarding minimum fence heights for pools being 1.5 m; therefore, portion of lot that can have 2.0 m fence increased except for site lines.
Suburban Residential F (R1F) Development Regulations 901.12	Fences not exceeding a height of two (2) metres may be sited to the rear of the front lot line setback or exterior side setback on a lot.	Fences not exceeding a height of two (2) metres may be sited to the rear of the required front lot line setback only.	Conflict with BC Building Code regarding minimum fence heights for pools being 1.5 m; therefore, portion of lot that can have 2.0 m fence increased except for site lines.
Country Residential (R2) Development Regulations 1101.8	A garage may be constructed on a lot prior to construction of a dwelling subject to the maximum size of 56 square metres.	REMOVE	Board Resolution 589/20.
Country Residential I (R2I) Development Regulations 1201.7	A garage may be constructed on a lot prior to construction of a dwelling subject to the maximum size of 56 square metres.	REMOVE	Board Resolution 589/20.
Rural Residential (R3) Development Regulations 1501.7	A garage may be constructed on a lot prior to construction of a dwelling subject to the maximum size of 56 square metres.	REMOVE	Board Resolution 589/20.
Rural Residential I (R3I) Development Regulations 1601.7	A garage may be constructed on a lot prior to construction of a dwelling subject to the maximum size of 56 square metres.	REMOVE	Board Resolution 589/20.

Attachment 'B': Concurrence Table

Rural Residential K (R3K) Development Regulations 1701.6	A garage may be constructed on a lot prior to construction of a dwelling subject to the maximum size of 56 square metres.	REMOVE	Board Resolution 589/20.
Rural Resource (R4) Development Regulations 1801.8	A garage may be constructed on a lot prior to construction of a dwelling subject to the maximum size of 56 square metres.	REMOVE	Board Resolution 589/20.
Seasonal Residential (R7) Development Regulations 2501.11	Fences not exceeding a height of two (2) metres may be sited to the rear of the front lot line setback or exterior side setback on a lot.	REPLACE Fences not exceeding a height of two (2) metres may be sited to the rear of the required front lot line setback only.	Conflict with BC Building Code regarding minimum fence heights for pools being 1.5 m; therefore, portion of lot that can have 2.0 m fence increased except for site lines.
Heritage Residential – I (HR-I) Development Regulations 2601.8	Fences not exceeding a height of two (2) metres may be sited to the rear of the front lot line setback or exterior side setback on a lot.	REPLACE Fences not exceeding a height of two (2) metres may be sited to the rear of the required front lot line setback only.	Conflict with BC Building Code regarding minimum fence heights for pools being 1.5 m; therefore, portion of lot that can have 2.0 m fence increased except for site lines.
Park and Recreation (PR) Permitted Uses 4600	n/a	ADD Parks	Parks not meeting criteria within Uses Permitted in all zones shall be directed to the PR zone.

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2755

A Bylaw to amend Kootenay - Columbia Rivers Official Community Plan
Bylaw No. 1157, 1996

WHEREAS it is deemed expedient to amend the Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996, and amendments thereto.

NOW THEREFORE the Board of the Regional District of Central Kootenay, in open meeting assembled, HEREBY ENACTS as follows:

APPLICATION

- 1 That Kootenay – Columbia Rivers Official Community Plan Bylaw No. 1157, 1996 Schedule A be amended as follows:
 - A) Administration – Interpretation by replacing Section VII.1.1 in its entirety with the following:

The Board of the Regional District has four categories available for implementation of the Plan: a land use bylaw, development permits, temporary use permits, and covenants.
 - B) Industrial Policies by deleting Section 3.6.6.
 - C) By adding the following as Section 5 and inserting it after Section 4 Development Permit Area:

TEMPORARY USE PERMITS

Background

Temporary Use Permits may be issued by the RDCK under the Local Government Act, S.493. The temporary use may continue in accordance with the provisions of the permit until the date that the permit expires, or three years after the permit was issued, whichever occurs first. Permits may be renewed only once, after which the use must be either permanently designated in the OCP Bylaw and Zoning Bylaw or cease. Temporary Use Permits are not a substitute for a land use designation amendment in accordance with the Zoning Bylaw. Permits are also subject to approval by the Agricultural Land Commission where land is classified as farm under the Assessment Act.

Objective

1. Permit temporary uses to provide short-term opportunity when considered appropriate by the Regional Board, without negatively affecting surrounding properties or the environment.

Policies

The Regional Board:

1. May consider the issuance of Temporary Use Permits throughout the plan area, subject to the following:

- a. demonstration that the use is temporary or seasonal in nature;
- b. address potential conflict with nearby land uses;
- c. address potential impacts on environmentally sensitive areas;
- d. satisfy provision of adequate servicing that meets health requirements; and
- e. consider relevant policies within other sections of this plan.

2. May require conditions under which a temporary use may be allowed, including: the buildings or structures that may be used; the period of applicability of the permit; the area, duration or timing of use; and required site rehabilitation upon cessation of the use.

3. May require security deposits, site restoration plans or letters of undertaking to ensure conditions are met.

2 By making such consequential changes as are required to reflect the foregoing amendments, including without limitation changes in the numbering and Table of Contents of the bylaw.

3 This Bylaw shall come into force and effect upon its adoption.

CITATION

4 This Bylaw may be cited as "**Kootenay - Columbia Rivers Official Community Plan Amendment Bylaw No. 2755, 2021**"

READ A FIRST TIME this 18th day of March, 2021.

READ A SECOND TIME this 18th day of March, 2021.

WHEREAS A PUBLIC HEARING was held this 27th day of April, 2021.

READ A THIRD TIME this day of, 2021.

ADOPTED this day of, 2021.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2757

A Bylaw to amend Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

WHEREAS it is deemed expedient to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004, and amendments thereto.

NOW THEREFORE the Board of the Regional District of Central Kootenay, in open meeting assembled, HEREBY ENACTS as follows:

APPLICATION

- 1 That the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 be amended as follows:
 - A) Division 5 Interpretation by replacing existing definitions with the following:

PARK means land which is publicly owned or under the control of a government agency, or owned or managed by a community association or other registered non-profit association used for the outdoor recreation and enjoyment of the public including playgrounds, playing fields, trails, skate parks, allotment gardens, green space, buffers, ecological and archeological conservation areas, nature and cultural interpretation areas, and similar land uses. It may include Buildings and Structures ancillary to the Park;
 - B) General Regulations – Uses Permitted in All Zones by replacing Section 610.1 with the following:

The following uses shall be permitted in any zone:

 - a. ecological and archeological conservation areas retained in their natural state;
 - b. passive recreation for informal, low intensity recreation activities such as walking, hiking and biking trails and wildlife viewing platforms;
 - c. Park established by the Regional District of Central Kootenay, Provincial or Federal Government;
 - d. Park established by Section 510 of the Local Government Act where the land is dedicated as park by a plan deposited in the Land Title Office;
 - e. Fire Halls; and
 - f. Unattended Public Utility Buildings and Structures.
 - C) General Regulations – Shipping Containers by replacing Section 610A.1 with the following:

The maximum number of shipping containers for storage or other accessory use permitted on a lot at any one time shall be limited to:

 - a. None for lots in any R1, R5, R6, R7, MFR-F, HR-I or ER zone;
 - b. One (1) for lots in any R2, C5, or I zone;
 - c. Two (2) for lots in any R3, R4, AG, C1, C2, C3, C6, M1 or M2 zone; and
 - d. unlimited in other zones.

- D) General Regulations – General Regulations for Landscaping by replacing Section 622.1 with the following:
In a multi-unit residential development including manufactured home parks, any part of a lot not used for structures and associated parking areas shall be fully landscaped and properly maintained as a landscaping area, or as undisturbed forest.
- E) Country Residential (R1) Development Regulations by replacing Section 701.12 with the following:
Fences not exceeding a height of two (2) metres may be sited to the rear of the required front lot line setback only.
- F) Ootischenia Suburban Residential (R1A) Development Regulations by replacing Section 801.12 with the following:
Fences not exceeding a height of two (2) metres may be sited to the rear of the required front lot line setback only.
- G) Suburban Residential F (R1F) Development Regulations by replacing Section 901.12 with the following:
Fences not exceeding a height of two (2) metres may be sited to the rear of the required front lot line setback only.
- H) Country Residential (R2) - Development Regulations by deleting Section 1101.8.
- I) Country Residential I (R2I) - Development Regulations by deleting Section 1201.7.
- J) Rural Residential (R3) - Development Regulations by deleting Section 1501.7.
- K) Rural Residential I (R3I) - Development Regulations by deleting Section 1601.7.
- L) Rural Residential K (R3K) - Development Regulations by deleting Section 1701.6.
- M) Rural Resource (R4) - Development Regulations by deleting Section 1801.8.
- N) Seasonal Residential (R7) Development Regulations by replacing Section 2501.11 with the following:
Fences not exceeding a height of two (2) metres may be sited to the rear of the required front lot line setback only.
- O) Heritage Residential – I (HR-I) Development Regulations by replacing Section 2601.8 with the following:
Fences not exceeding a height of two (2) metres may be sited to the rear of the required front lot line setback only.
- P) Park and Recreation (PR) – Permitted Uses by adding the following to Section 4600:
Parks

- 2 By making such consequential changes as are required to reflect the foregoing amendments, including without limitation changes in the numbering and Table of Contents of the bylaw.

3 This Bylaw shall come into force and effect upon its adoption.

CITATION

4 This Bylaw may be cited as “**Regional District of Central Kootenay Zoning Amendment Bylaw No. 2757, 2021.**”

READ A FIRST TIME this 18th day of March, 2021.

READ A SECOND TIME this 18th day of March, 2021.

WHEREAS A PUBLIC HEARING WAS WAIVED according to Section 464(2) of the Local Government Act.

REREAD A SECOND TIME this 9th day of December, 2021.

WHEREAS A PUBLIC HEARING WAS WAIVED according to Section 464(2) of the Local Government Act.

READ A THIRD TIME this [Date] day of [Month], 20XX.

APPROVED under **Section 52 (3)(a) of the Transportation Act**
this [Date] day of [Month], 20XX.

Approval Authority,
Ministry of Transportation and Infrastructure

ADOPTED this [Date] day of [Month], 20XX.

Aimee Watson, Board Chair

Mike Morrison, Corporate Office

Dana Hawkins

From: Zachari Giacomazzo
Sent: January 13, 2022 10:24 AM
To: Dana Hawkins
Subject: FW: Land use amendment

Zachari Giacomazzo | Planning Assistant

Phone: 250.352.1536 | **Fax:** 250.352.9300

From: Kevin Soler
Sent: January 13, 2022 9:04 AM
To: GRP_PlanDept
Subject: Land use amendment

CAUTION This email originated from outside the organization. Please proceed only if you trust the sender.

As a land owner in the RDCK I am greatly opposed and almost disgusted at the districts proposal to amend the land use bylaw. People all around the world will do anything to get into our country on the notion that we are “free”. As a landowner it’s important to be able to use your land however you see fit as long as you’re not endangering lives (both human or animal) and not destroying the environment or ground water etc.. To tell people

Who have worked so hard to purchase property on the notion that they own it that they are not allowed to build a fence or have shipping containers is downright appalling. If you want to follow a bunch of rules regarding the appearance of your property and the way you can use it then you buy a house in town and leave rural landowners their freedom to persuade their own ambitions. Any councillor who supports this amendment will not get my vote, in fact I will view them as just another sellout politician in the fight to strip the citizens of this country every last right they have. Shame on you! Shame on you to the end of the kootenays and back. I’m hope you have a hard time sleeping at night when you consider the lives you are going to impact in a negative way. Give your head a shake! Time to look in the mirror and realize that we the citizens pay your wages and you work for us! Leave us our land! We paid for it, not you!!!!!!!!!!!!!!

-Concerned Taxpayer and RDCK landowner.

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Board Report

Date of Report: January 6, 2022
Date & Type of Meeting: January 20, 2022, Open Board Meeting
Author: Sangita Sudan, GM Development & Community Sustainability
Subject: Local Conservation Fund – AAP or Assent Voting
File: [File no.]
Electoral Area/Municipality: B, C, F, G, H, I, J

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to inform the Board on the results of an internal survey conducted to identify which Electoral Areas B, C, F, G, H, I and J wish to move forward with either a Assent Voting (Referendum) or Alternative Approval Process, to expand the Regional District of Central Kootenay (RDCK) Local Conservation Fund Establishment Bylaw No. 2420.

SECTION 2: BACKGROUND/ANALYSIS

BACKGROUND

At the November 2021 Board meeting, the Program Director for the Kootenay Conservation Program (KCP) gave a presentation on a market research survey they conducted to assess community readiness for the establishment of a “Local Conservation Service”. Currently the Service exists in Electoral Areas A, D and E on Kootenay Lake which has been highly successful enabling local grant recipients to leverage this funding to access additional funding to support conservation efforts in the area.

The Board also received a staff report at the same meeting requesting their direction on preferred method to either the Alternative Approval Process or Assent Voting. At the Board’s direction staff were asked to solicit this information by conducting a survey of interested Directors over the holidays. KCP Program Director also sent letters to all interested electoral areas Directors providing them with the results of the survey to inform their decision.

RESULTS

The Survey sent to Directors asked the following questions:

1. Do you have enough information to determine whether or not you would support your Electoral Area participating in the current Local Conservation Fund service?
2. Will your Electoral Area engage in process to become a Local Conservation Fund service participant in 2022? This may include public engagement to determine the level of support or seeking public approval through an assent or approval process?
3. Does your support for participation in the Local Conservation Fund service depend on the participation of other service areas?
4. Is it your preference to seek voter assent through Alternative Approval Process or Assent Voting?

The final results of the survey indicate Areas C and G wish to proceed by way of Alternative Approval Process (AAP) while Areas F and H wish to proceed with Assent Voting (referendum) to be held during the 2022 Local Government elections. The remaining electoral areas (B, I, and J) will not proceed with joining the service at this time.

Staff are recommending the Areas C and G AAP be held in 2023. This will ensure staff resources are available to support the process post elections. For 2022, staff are recommending the focus be on the Assent Voting for Electoral Areas F and H to coincide with the Local Government elections. For the public engagement KCP will meet with Electoral Area Director from F and H sometime in February and March to prepare a public engagement strategy to be delivered in April. No funding is being requested by KCP for the public engagement and have indicated they will source funding from various granting entities.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:
Included in Financial Plan: Yes No **Financial Plan Amendment:** Yes No
Debt Bylaw Required: Yes No **Public/Gov’t Approvals Required:** Yes No

If staff’s recommendations to hold Assent Voting in 2022 for Areas F and H is approved, then parcel tax will be collected in 2023, and the Local Conservation Fund will not be implemented until 2024 for area F and H.

Based on an analysis of the costs associated with previous assent voting processes staff estimate the cost of the proposed assent voting process to be \$25,971.

Assent Process Cost Summary

Item	Cost	Charged to Service
Public Engagement	\$7856.40	\$106
Labour (Staff and Elections Workers)	\$8784.60	\$292
Advertising	\$8500.00	\$106
Rentals	\$650.00	\$292
Total	\$25,791.00	

In accordance with the Local Government Act the cost of the assent voting process would be attributed to the Local Conservation Fund Service and the Feasibility Service \$106. If the Referendum is successful then the cost would be recovered from the parcel tax contribution accrued in 2023 from Areas F and/or H.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

None at this time.

3.3 Environmental Considerations:

None at this time.

3.4 Social Considerations:

None at this time.

3.5 Economic Considerations:

None at this time.

3.6 Communication Considerations:

If approved the coordination of a communication plan will be initiated with the KCP who has in the past launched town hall sessions. Media release and other communications from the RDCK will also be issued.

3.7 Staffing/Departmental Workplace Considerations:

This work would be supported by Corporate Administration and Development and Community Sustainability staff.

3.8 Board Strategic Plan/Priorities Considerations:

To strengthen our relationships with our community partners:

- a) seek opportunities for partnerships with local communities; and
- b) support projects that community groups are working on

SECTION 4: OPTIONS & PROS / CONS

If the service is established in 2022 by Assent Voting in Areas F and H then 2023 will be focused on gathering parcel tax to fund the service implementation in 2024.

Option 1:

That the Board authorize staff to prepare two bylaw amendments for the Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw No. 2420 to add Electoral Area F and H to the Service SUBJECT TO a public consultation process; and that voter approval, for the bylaws, be undertaken by means of Assent Voting.

Pro:

- Area F is the remaining Electoral Area surrounding Kootenay Lake without the Local Conservation Fund. It is also an area that showed a higher majority support for the Local Conservation Fund in the KCP market research survey.
- Area H also showed a higher majority support for the Local Conservation Fund.

Con:

- There would be additional staff resources and costs required to support Assent Voting during the elections in 2022.

Option 2:

That the Board direct staff not to proceed with bylaw amendments for the Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw No. 2420 to add Electoral Area F and H to the Service

Pro:

- Staff time and expense to support the Assent Voting will not be required.

Con:

- Some public are aware the Local Conservation Fund is being considered for expansion and if the decision is to not proceed in 2022 with Assent Voting then their expectations will not be met.

SECTION 5: RECOMMENDATIONS

That the Board authorize staff to prepare a bylaw amendment for the Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw No. 2420 to add Electoral Area F to the Service SUBJECT TO a public consultation process; and that voter approval, for the bylaw, be undertaken by means of Assent Voting.

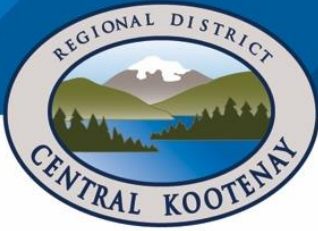
That the Board authorize staff to prepare a bylaw amendment for the Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw No. 2420 to add Electoral Area H to the Service SUBJECT TO a public consultation process; and that voter approval, for the bylaw, be undertaken by means of Assent Voting.

Respectfully submitted,
Sangita Sudan – General Manager Development and Community Sustainability

CONCURRENCE

Chief Administrative Officer – Stuart Horn

Approved



Board Report

Date of Report: November 30, 2021
Date & Type of Meeting: **December 9, 2021 Open Board Meeting**
Author: Stuart Horn, Chief Administrative Officer
Subject: CRESTON VALLEY/KOOTENAY LAKE ECONOMIC ACTION PARTNERSHIP AGREEMENT WITH KOOTENAY EMPLOYMENT SERVICES
File: 2021-108-ADM_KES_2024-11-30
Electoral Area/Municipality: AREAS A, B, C, TOWN OF CRESTON

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is request Board approval for the RDCK to enter into a three-year agreement with Kootenay Employment Services to provide Economic Development Support for the Creston Valley/Kootenay Lake area.

SECTION 2: BACKGROUND/ANALYSIS

The Creston Valley Economic Action Partnership was established through a Memorandum of Understanding between the RDCK and the Town of Creston in 2019.

A significant amount of work was done prior to this signing, which led to the Stronger Together plan to support Economic Development in the Creston Valley/Kootenay Lake area. Through the approval of a Rural Dividend Grant, a contractor (Factor 5) was retained in 2019 to undertake the implementation of that plan.

Although shifted significantly by COVID, work was done on the Stronger Together Plan, along with grants obtained from the Ministry of Agriculture to support temporary farm worker housing and from Columbia Basin Trust to support the Buy Local Campaign.

Factor 5's contract ended March 2021 and the elected officials, with input from the CVKL EAP Steering Committee, put funds in the S107 (Area A) and S108 (B, C, Town of Creston) 2021-2025 Financial Plans to allow the program to continue with local resourcing to further the work in the Stronger Together Plan as well as provide local economic development support.

Kootenay Employment Services ("KES") has been working this year through an ETSI (Economic Trust of the Southern Interior) BC grant to provide support. This grant has allowed KES to continue to support the economic development function without requiring tax dollars for the majority of the 2021 year. KES is now in a position to hire a Community Development Manager to support the economic development initiatives of the Creston Valley Kootenay Lake areas.

KES is being presented as a sole source award in this case as they have the knowledge and history of the project, having been involved in the Stronger Together Plan as well as having a representative on the EAP Steering Committee. There has been an intent to build local capacity in economic development and KES has provided

that deliverable. KES is also going to market for this new position, which opens up the market for a new job in the Creston Valley.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: Yes No Financial Plan Amendment: Yes No
Debt Bylaw Required: Yes No Public/Gov't Approvals Required: Yes No

S107 (25%) and S108(75%) will provide the funding for this position.

A small amount will be paid to KES upon the signing of the agreement to compensate them for the administrative time spent during 2021 to manage the grant funds from ETSI BC.

The contract, inclusive of wages, administration, and a budget for out of pocket costs has a maximum value of \$120,000 per year.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

None at this time.

3.3 Environmental Considerations

None at this time.

3.4 Social Considerations:

The social benefits of a strong economic development program include resident attraction along with core services.

3.5 Economic Considerations:

This agreement will provide a local resource

3.6 Communication Considerations:

KES is handling the hiring of the Community Development Manager. The RDCK will work with KES on any communication needs during the project.

3.7 Staffing/Departmental Workplace Considerations:

The CAO is the RDCK contact for economic development. Although time will be required, the contracting of this work to KES will significantly reduce the need for CAO involvement. Time will be limited to meetings of the steering committee, including the CAOs Executive Assistant preparing agenda and minutes.

3.8 Board Strategic Plan/Priorities Considerations:

Economic Development is a strategy from the RDCK 2020 Strategic Plan. The plan indicates that the RDCK wants to move to a regional economic development service supported by tax dollars.

SECTION 4: OPTIONS & PROS / CONS

OPTION 1

That the Board approve the RDCK entering into a three-year agreement with Kootenay Employment Services to provide a Community Development Manager to deliver the economic development program in the Creston Valley

beginning December 1, 2021 for an amount not to exceed \$120,000 annually; AND FURTHER, that services S107 Economic Development Area A and S108 Economic Development Areas B, C, Town of Creston share the cost equally by participant, and the Chief Administrative Officer be authorized to sign on behalf of the RDCK.

PROS:

- Continues to provide resourced economic development support for the CVKL area
- Leverages support of our community partners in an area where the RDCK does not have dedicated resources

CON:

- Taxation increases occurred in both services in 2021 in contemplation of this agreement. These tax levels would remain.

OPTION 2

That the Board direct no further action be taken on the RDCK’s potential agreement with Kootenay Employment Services for the Creston Valley Kootenay Lake economic development services.

PROS:

- Funding could be directed elsewhere or removed from the budget.

CON:

- Significant progress has been made since the Stronger Together Plan began development. Not entering into this agreement could potentially impact economic development in the area in a negative way.

SECTION 5: RECOMMENDATIONS

That the Board approve the RDCK entering into a three-year agreement with Kootenay Employment Services to provide a Community Development Manager to deliver the economic development program in the Creston Valley beginning December 1, 2021 for an amount not to exceed \$120,000 annually; AND FURTHER, that services S107 Economic Development Area A and S108 Economic Development Areas B, C, Town of Creston share the cost equally by participant, and the Chief Administrative Officer be authorized to sign on behalf of the RDCK.

Respectfully submitted,
Stuart Horn – Chief Administrative Officer

CONCURRENCE

Manager of Corporate Administration – Mike Morrison

Approved

ATTACHMENTS:

Attachment A – Agreement Dated December 1, 2021, RDCK and KES



Goods and Services Agreement

File # 2021-108-ADM_KES_2024-11-30

Project: Creston Valley-Kootenay Lake Community Development Manager

GL Code: (21.3%) - OPR165-102 - CVKL Economic Action Plan Contract – Kootenay Employment Services
(78.7%) - OPR585-102 - CRE CRV EAP - Kootenay Employment Services

THIS AGREEMENT executed in duplicate and dated for reference the:

01 day of December, 2021
(Day) (Month) (Year)

BETWEEN

REGIONAL DISTRICT OF CENTRAL KOOTENAY

(hereinafter called the “RDCK”)

at the following address:

Box 590, 202 Lakeside Drive
Nelson, BC V1L 5R4

Agreement Administrator: Stuart Horn
Telephone #: 250-352-6665
Email: shorn@rdck.bc.ca

AND

KOOTENAY EMPLOYMENT SERVICES

(hereinafter called the “Recipient”)

at the following address:

119, 11th Avenue North
Creston, BC V0B 1G0

Agreement Administrator: Hugh Grant
Telephone: 250 428 5655
Email: hg@kes.bc.ca

FOR GOOD AND VALUABLE CONSIDERATION, THE RECEIPT OF WHICH IS CONFIRMED, THE RDCK AND THE CONTRACTOR AGREE AS FOLLOWS:

- (a) **SERVICES:** The Contractor shall provide the services detailed in Appendix “A” of this Agreement (the “Services”).
- (b) **TERM:** Notwithstanding the date of execution of this Agreement the Contractor shall provide the Services described in Appendix A hereof commencing on **January 1, 2022** and ending on **December 31, 2024** (the “Term”). The agreement may be extended on a month-to-month basis for a maximum one year period upon mutual agreement of the parties.
- (c) **LOCATION:** The location for delivery of the Services shall be Creston, B.C..
- (d) **CONTRACT PRICE/RATE: \$120,000 per year** and on the terms set out in Appendix B, not including a onetime payment of \$3,353.51 for time spent to date, to be made upon contract signing.
- (e) **BILLING DATE:** Monthly
- (f) Appendixes A and B are incorporated into, and form part of this Agreement.

- (g) The following terms and conditions are incorporated into, and form part of this Agreement:

THE CONTRACTOR'S OBLIGATIONS

- 1 The Contractor shall:
 - (a) Undertake all work and supply all materials necessary to perform the Services, unless stipulated otherwise in Appendix A;
 - (b) Upon the request of the Regional District of Central Kootenay (herein after called the "RDCK") fully inform the RDCK of the work done by the Contractor in connection with the provision of the Services and permit the RDCK at all reasonable times to inspect, review and copy all works, productions, buildings, accounting records, findings, data, specifications, drawings, working papers, reports, documents and materials, whether complete or otherwise, that have been produced, received or acquired by the Contractor as a result of this agreement;
 - (c) Comply with all applicable municipal, provincial and federal legislation and regulations;
 - (d) At its own expense, obtain all permits and licenses necessary for the performance of the Services, and on request provide the RDCK with proof of having obtained such licenses or permits;
 - (e) Promptly pay all persons employed by it;
 - (f) Not assign this Agreement, not subcontract any of its obligations under this Agreement, to any person, firm or corporation without the prior written consent of the RDCK;
 - (g) At all times, exercise the standard of care, skill and diligence normally exercised and observed by persons engaged in the performance of services similar to the Services;
 - (h) At all times, treat as confidential all information and material supplied to or obtained by the Contractor or subcontractor as a result of this Agreement and not permit the publication, release or disclosure of the same without the prior written consent of the RDCK;
 - (i) Not perform any service for any other person, firm or corporation which, in the reasonable opinion of the RDCK, may give rise to a conflict of interest;
 - (j) Be an independent Contractor and not the servant, employee or agent of the RDCK;
 - (k) Ensure all persons employed by it to perform the Services are competent to perform them, adequately trained, fully instructed and supervised;
 - (l) Accept instructions from the RDCK, provided that the Contractor shall not be subject to the control of the RDCK in respect of the manner in which such instructions are carried out;
 - (m) At its own expense, obtain Workers Compensation Board coverage for itself, all workers and any shareholders, directors, partners or other individuals employed or engaged in the execution of the Work. Upon request, the Contractor shall provide the RDCK with proof of such compliance;
 - (n) Be responsible for all fines, levies, penalties and assessments made or imposed under the *Worker's Compensation Act* and regulations relating in any way to the Services, and indemnify and save harmless fines, levies, penalties and assessments;
 - (o) Ensure that all personnel hired by the Contractor to perform the Services will be the employees of

the Contractor and not to the RDCK with the Contractor being solely responsible for the arrangement of reliefs and substitutions pay supervision, discipline, employment insurance, workers compensation, leave and all other matters arising out of the relationship of employer and employee;

- (p) Not in any manner whatsoever commit or purport to commit the RDCK to the payment of any money;
- (q) Establish and maintain books of account, invoices, receipts, and vouchers of all expenses incurred;
- (r) Notwithstanding the provision of any insurance coverage by the RDCK, indemnify and save harmless the RDCK, its successor(s), assign(s) and authorized representative(s) and each of them from and against losses, claims, damages, actions, and causes of action (collectively referred to as "Claims"), that the RDCK may sustain, incur, suffer or be put to at any time either before or after the expiration or termination of this Agreement, that arise out of errors, omissions or negligent acts of the Contractor or its subcontractor(s), servant(s), agent(s) or employee(s) under this Agreement, excepting always that this indemnity does not apply to the extent, if any, to which the Claims are caused by errors, omissions or the negligent acts of the RDCK its other contractor(s), assign(s) and authorized representative(s) or any other persons;
- (s) Use due care that no person or property is injured and no rights infringed in the performance of the Services, and shall be solely responsible for all losses, damages, costs and expenses in respect to any damage or injury, including death, to persons or property incurred in providing the Services or in any other respect whatsoever;
- (t) During the Term of this Agreement, take out and maintain commercial general liability insurance against claims for bodily injury, death or property damage arising out of this Agreement or the provision of the Services in a form acceptable to the Chief Financial Officer of the RDCK, in the amount of \$2,000,000 per occurrence, naming the RDCK as an additional insured and shall provide the RDCK with a certificate of insurance upon execution of this Agreement, with such insurance extended to include the Contractor's Blanket Contractual Liability and include a cross liability clause and requiring the insurer not to cancel or materially change the insurance without first giving the RDCK thirty days' prior written notice; provided that if the Contractor does not provide or maintain in force the insurance required by this Agreement, the Contractor agrees that the RDCK may take out the necessary insurance and the Contractor shall pay to the RDCK the amount of the premium immediately on demand;

The insurance policy (policies) carried by the Contractor will be primary in respect to the operation of the named insured pursuant to the contract with the local government. Any insurance or self-insurance maintained by the local government will be in excess of such insurance policy (policies) and will not contribute to it;

If the nature of the services or goods provided requires the use of vehicles, the Contractor shall take out and maintain Automobile Liability (third party) insurance with a minimum limit of \$5,000,000.

- (u) ~~Inspect the site where the Services are to be performed (the "Site") and become familiar with all conditions pertaining thereto prior to commencement of the Services;~~
- (v) ~~Where materials and supplies are to be provided by the Contractor, use only the best quality available;~~
- (w) ~~Where samples of materials or supplies are requested by the RDCK, submit them to the RDCK for~~

the RDCK's approval prior to their use;

- (x) ~~Not cover up any works without the prior approval or consent of the RDCK and, if so required by the RDCK, uncover such works at the Contractor's expense; and~~
- (y) ~~Keep the Site free of accumulated waste material and rubbish caused by it or the Services and, on the completion of the Services, leave the Site in a safe, clean and sanitary condition.~~

THE REGIONAL DISTRICT OF CENTRAL KOOTENAY'S OBLIGATIONS

2 The RDCK shall:

- (a) Subject to the provisions of this Agreement, pay the Contractor, in full payment for the Services which in the opinion of the RDCK at the times set out in Appendix B of this Agreement (herein called "**Contract Price**"), and the Contractor shall accept such payment as full payment for the Services;
- (b) ~~Notwithstanding Subsection 2(a), not be under any obligation to advance to the Contractor more than 90% of the Contract Price for Services rendered in accordance with Appendix A to the satisfaction of the RDCK. The 10% holdback shall be retained and paid back in accordance with the *Builder Lien Act*;~~
- (c) ~~Providing that it is not in breach of any of its obligations under this Agreement, holdback from the Contract Price in addition to the 10% holdback contemplated in Subsection 2(b), sufficient monies to indemnify the RDCK completely against any lien or claim of lien arising in connection with the provision of the Services;~~
- (d) Make available to the Contractor all available information considered by the RDCK to be pertinent to the Services;
- (e) Give the Contractor reasonable notice of anything the RDCK considers likely to materially affect the provision of the Services; and
- (f) Examine all studies, reports, sketches, proposals and documents provided by the Contractor under this Agreement, and render decisions pertaining thereto within a reasonable time.

TERMINATION OF AGREEMENT

- 3 In the event of a substantial failure of a party to perform in accordance with the terms and conditions of this Agreement, it may be terminated by the other party on five (5) days' written notice.
- 4 The RDCK may, at its sole discretion, terminate this Agreement on ten (10) days' notice, and the payment of funds required to be made pursuant to Section 5 shall discharge the RDCK of all of its liability to the Contractor under this Agreement.
- 5 Where this Agreement expires or is terminated before 100% completion of the Services, the RDCK shall pay to the Contractor that portion of the Contract Price which is equal to the portion of the Services completed to the satisfaction of the RDCK prior to expiration or termination.
- 6 Where the Contractor fails to perform or comply with the provisions of this Agreement the RDCK may, in addition to terminating this Agreement, pursue such remedies as it deems necessary.

GENERAL TERMS

- 7 The RDCK shall be the sole judge of the work, material and the standards of workmanship in respect of both quality and quantity of the Services, and his decision on all questions in dispute with regard thereto, or as to the meaning and intentions of this contract, and as to the meaning or interpretation of the plans, drawings and specifications, shall be final, and no Services shall be deemed to have been performed as to entitle the Contractor to payment therefrom, until the RDCK is satisfied therewith.
- 8 The RDCK certifies that the Service purchased pursuant to this Agreement are for the use of and are being purchased by the RDCK and are therefore subject to the Excise Tax Act (Canada).
- 9 This Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia.
- 10 Time shall be of the essence of this Agreement.
- 11 Any notice required to be given hereunder shall be delivered or mailed by prepaid certified or registered mail to the addresses above (or at such other address as either party may from time to time designate by notice in writing to the other), and any such notice shall be deemed to be received 72 hours after mailing.
- 12 This Agreement shall be binding upon the parties and their respective successors, heirs and permitted assigns.
- 13 A waiver of any provision or breach by the Contractor of any provision of this Agreement shall be effective only if it is in writing and signed by the RDCK.
- 14 A waiver under Section 13 shall not be deemed to be a waiver of any subsequent breach of the same or any other provision of this Agreement.
- 15 Everything produced, received or acquired (the “**Material**”) by the Contractor or subcontractor as a result of this Agreement, including any property provided by the RDCK to the Contractor or subcontractor, shall:
 - 16 be the exclusive property of the RDCK; and
 - 17 be delivered by the Contractor to the RDCK immediately upon the RDCK giving notice of such request to the Contractor.
 - 18 The copyright in the Material belongs to the RDCK.
- 19 The RDCK may, at its discretion, notify the Contractor that the terms, amounts and types of insurance required to be obtained by the Contractor hereunder be changed.
- 20 Where the Contractor is a corporation, it does hereby covenant that the signatory hereto has been duly authorized by the requisite proceedings to enter into and execute this Agreement on behalf of the Contractor.
- 21 Where the Contractor is a partnership, all partners are to execute this Agreement.
- 22 Sections 1 b), i), j), r), and 16 of this Agreement will, notwithstanding the expiration or earlier termination of the Term, remain and continue in full force and effect.
- ~~23 Parts 2, 3 and 4 of the Request for Quote/Request for Proposals/Invitation to Tender of the RDCK dated [Date] and the Contractor’s Quote/Proposal/Bid provided in response are hereby incorporated into and~~

forms part of this Agreement.

24 Except as expressly set out in this Agreement, nothing herein shall prejudice or affect the rights and powers of the RDCK in the exercise of its powers, duties or functions under the Community Charter or the Local Government Act or any of its bylaws, all of which may be fully and effectively exercised as if this Agreement had not been executed and delivered.

IN WITNESS WHEREOF the parties hereto have duly executed this Agreement as of the day and year first above written.

Regional District of Central Kootenay	Kootenay Employment Services
<hr/> <p>(Signature of Authorized Signatory)</p> <hr/> <p>(Name and Title of Authorized Signatory)</p>	<hr/> <p>(Signature of Authorized Signatory)</p> <hr/> <p>(Name and Title of Authorized Signatory)</p>

APPENDIX A - SERVICES

The Contractor will retain a Community Development Manager under contract to deliver the economic development program in the Creston Valley as directed by the Creston Valley- Kootenay Lake Economic Action Partnership. Duties for the Community Development Manager are as follows:

1 Community Development Programming

- (a) Ensures key deliverables are met and exceeded in the desired timeline set out by the Creston Valley-Kootenay Lake Economic Action Partnership.
- (b) Assist the Creston Valley-Kootenay Lake Economic Action Partnership to identify key priority areas for economic development.
- (c) Delivers local community development programs, serves as primary contact person for local funding contracts.
- (d) Liaises with community partners, stakeholders, and employers, forming and maintaining strong relationships in all communities.
- (e) Other duties as required.

2 Community Engagement and Consultation

- (a) Attends relevant community meetings including the Creston Valley Chamber of Commerce and the Kootenay Lake Chamber of Commerce.
- (b) Plans virtual (and if applicable live in-person) events to foster engagement with community members and stakeholders.
- (c) Provides interactive, engaging presentations to community members and stakeholders on the projects being conducted.
- (d) Conduct research within the community from businesses, community members and community organizations to inform program delivery and execution.
- (e) Travels to engage in-person with community members and stakeholders around the Creston Valley-Kootenay Lake region.
- (f) Other duties as required.

3 Communication

- (a) Work with the KES marketing team to ensure communications regarding community projects is relayed in a professional and timely manner. This may be done using radio ads, social media platforms, community mailing lists, and newspaper.
- (b) Oversee broad range of communication materials, including web materials, newsletters, brochures, displays, speeches, memos, social media content, and presentations.
- (c) Be the point of contact responsible for Imagine Kootenay inquiries for the region.
- (d) Strive for a high level of community participation in projects that impact the local communities, including the entire Creston Valley-Kootenay Lake region.

- (e) Preparing reports on projects delivered, including analysis and recommendations for future programming.

4 Diversity and Inclusion

- (a) Carries out all projects with a high level of sensitivity and engagement with under-represented groups in our communities.
- (b) Possesses knowledge of the GBA+ program and can apply key learnings in the community development work carried out.

5 Other:

- (a) This role requires a high level of community engagement, this must be conducted with a high level of diligence in maintaining social distancing, and other COVID-19 protocols based on the recommendations of public health officials.

APPENDIX B – CONTRACT PAYMENT TERMS

1 Total payment to the Contractor shall not exceed \$363,353.51 (including GST), detailed as follows:

Administrative time spent to date to be billed upon contract signing	\$ 3,353.51
Community Development Service Budget	\$ 136,800.00
Creston Valley-Kootenay Lake Community Development Wage	\$ 187,200.00
Contractors Administration Fee	\$ <u>36,000.00</u>
	\$ 363,353.51

*Note - Contractors Administration Fee is inclusive of GST payable by Contractor for the Economic Development Coordinator contract.

- 2** The Contractor will submit an invoice to the RDCK for the full 2021-2022 payment upon execution of this agreement. Contract number 2021-108-ADM_KES_2024-11-30 and GL Code (21.3%) - OPR165-102 - CVKL Economic Action Plan Contract – Kootenay Employment Services (78.7%) - OPR585-102 - CRE CRV EAP - Kootenay Employment Services must be quoted on the invoice(s) associated with this contract.
- 3** Invoices to be paid by RDCK on net 30 day term.
- 4** The funds will be managed in accordance with the approved budget and RDCK policies.
- 5** GST (if applicable) shall be listed as a separate line item on all invoices.



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Area A Economic Development Commission
OPEN MEETING MINUTES**

**4:00 p.m. MST
December 1, 2021
Remote Meeting**

COMMISSION/COMMITTEE MEMBERS

Commissioner Member Medhurst (CHAIR)	Crawford Bay
Commissioner Member MacMahon	Kootenay Bay
Director Jackman	Area A

MEMBERS ABSENT

Commissioner Member Rokeby-Thomas	Kootenay Bay
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GUESTS PRESENT

Farley Cursons	East Shore Bike Association
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STAFF

Annette Steed	Meeting Coordinator
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1. CALL TO ORDER

Chair Medhurst called the meeting to order at 4:05 p.m. MST.

2. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the December 1, 2021 Area A Economic Development Commission meeting, be adopted as circulated.

Carried

3. RECEIPT OF MINUTES

The November 3, 2021 Area A Economic Development Commission minutes, have been received.

4. OLD BUSINESS

4.1 Community Connections – Tamarack Center

The Commission has received the report back from Community connections regarding the Tamarack Conference Report. Also included are the attached Community Based Covid 19 Recovery and Job Transactions Tamarack Conference for information.

The Commission received the reports from the attendees of the Tamarack Conference.

4.2 Geothermal Progress Update

The Commission will hear a verbal update on the Geothermal Project from Commissioner MacMahon.

Looking forward to a draft report from the student in the next 3 weeks. Comments and changes from the Commission to be brought to him before Jan. 2022. Report from Commissioner MacMahon to the RDCK Board information to follow.

Data processing issues have been discovered. This may cause some skewing of the results.

5. NEW BUSINESS

5.1 Kootenay Lake Chamber of Commerce

The Commission Report dated November 21, 2021 from Farley Cursons, Executive Director Kootenay Lake Chamber of Commerce, re: Executive Directors Report, has been received.

5.2 Columbia Basin Trust – Trail enhancement Grant Application

The Commission Grant Application dated November 22, 2021 from Farley Cursons, East Shore Trails and Bike Association Contact, re: Trail Enhancement Funding, has been received.

Placeholder on budget for grant process.

5.3 Cross Country Skiing Area

Commissioner Rokeby-Thomas would like to bring forth a discussion on this topic. Referred to January 2022 Commission Meeting.

5.4 Affordable Housing

Commissioner Rokeby-Thomas would like to bring forth a discussion on this topic. Referred to January 2022 Commission Meeting.

5.5 Kootenay Lake Chamber of Commerce Partnership / Executive Director Position

Commissioner Rokeby-Thomas would like to discuss the parameters of this proposed partnership.

Referred to January 2022 Commission Meeting.

5.6 Area A Recreation Trails

The commission reports from Farley Cursons, East Shore Bike and Trails Association (ESTBA) Contact Person, re: Master Plan ESTBA Area A Economic Development Application; ESTBA Master Plan; and Economic Development Commission Master Planning Budget, have been received.

This is a detailed proposal regarding the creation of local trails. There are available grants that can be applied for to complete these projects. The Commission is interested in the development of local trails and outdoor areas.

The Commission will revisit the grant application at the next meeting in January 2022.

5.7 Area A Economic Development Commission – Grant review

Director Jackman has provided a verbal review of Grants paid from the Commission budget for the years of 2017-2021.

5.8 Area A Economic Development Commission – Draft Budget

The Draft Budget for 2022 from Director Jackman has been received for information to the Commission.

The Commission discussed the budget as presented and have agreed with the current line items.

6. PUBLIC TIME

The Chair will call for questions from the public at 4:14 p.m. MST.

7. NEXT MEETING

The next Area A Economic Development Commission meeting is scheduled for January 5, 2022 at 4:00 p.m. MST.

8. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Area A Economic Development Commission meeting be adjourned at 5:16 p.m. MST.

Carried

Approved via email by:
Gina Medhurst (CHAIR)



REGIONAL DISTRICT OF CENTRAL KOOTENAY
SLOCAN VALLEY SOUTH RECREATION COMMISSION
MINUTES

7:00pm
Thursday, December 2nd, 2021
Remote Meeting – conference call

COMMISSION MEMBERS

Commissioner Chernenkoff	Area H - Chair
Director Popoff	Area H Director
Commissioner Kabatoff	Area H
Commissioner Myers	Area H
Commissioner Chatten	Area H
Commissioner Dupont	Area H

MEMBERS ABSENT

Commissioner Nazaroff	School District No.8
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STAFF

Joe Chirico	General Manager of Community Services
Ryan Ricalton	Rural Programmer – Slocan Valley Recreation
Amanda Sawatzky	CSR/Program Support – Slocan Valley Recreation

1. CALL TO ORDER

Chair Chernenkoff called the meeting to order at 7:10 p.m.

2. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the December 2nd, 2021, Slocan Valley South Recreation meeting, be amended to include the following additional item:

5.2.1. Letter from Winlaw Elementary School, funding request.

5.3 Commission Appointment Confirmation - both Commissioner Chatten and Commissioner Chernenkoff be appointed for another two year term to end in 2023. We were in agreement to be reappointment therefor the recommendation to approve the appointments will be

Carried

3. RECEIPT OF MINUTES

The October 12th, 2021, minutes, have been received.

4. STAFF REPORTS

4.1 Seasonal Highlights

The Commission Report dated November 17, 2021, from Ryan Ricalton, Rural Programmer re: Seasonal Highlights 2021 has been received

Carried

4.2 Cross Country Ski Gear

The Commission Report dated November 17, 2021, from Ryan Ricalton, Rural Programmer re: Cross Country Ski Equipment 2021, Recommendation, has been received

MOVED and seconded,
AND resolved:

That staff include option 2 – replacement of the existing equipment – into the 2022 DRAFT operating budget for S231.

5. NEW BUSINESS

5.1 Financial Plan Review

2021 Draft Budget Report

The Commission Report dated November 17th, from, Ryan Ricalton, Rural Programmer, re: the 2022 Financial Plan Review have been received.

Carried

5.2 Verbal Report

Director Popoff, Area H Director, provided Slocan Valley Recreation Commission a verbal update on the virtual public consultation on Campbell Field that took place on Wednesday, December 1st, 2021. In this phase, RDCK asked the public to review and provide feedback on the two options— Option 1: Indoor Focus and Option 2: Outdoor Focus, or a blend of the two. Presentation was attended by 17 residents

5.2.1 Winlaw school

The Recreation Commission has been presented with a letter from Winlaw School, the letter asks Slocan Valley Recreation Commission for the potential financial support for 5 students that are unable to financially access the Winter sports activities put on at Winlaw Elementary School.

Walter Popoff will look into providing a grant or funding through the Winlaw Parent Advisory Council to support the specified families but will require more information to proceed.

MOVED and seconded,
AND resolved:

That staff are to contact Sharon Block, Administrative Assistant of Winlaw School, to discuss exactly what financial assistance is needed and further; to clarify with Joe Chirico what actions Regional Director Popoff should follow in order to grant financial support to Winlaw elementary.

5.3 Commission Appointment Term Expiry dates

Commissioner Chernenkoff	Term expires December 31 st , 2021
Commissioner Chatten	Term expires December 31 st , 2021

MOVED and seconded,

AND Resolved that it be recommended to the Board:

That the Board appoint the following individual(s) to the Slocan Valley Recreation Commission No. 8 for a term to end December 31, 2023:

Commissioner Chatten	Area H
Commissioner Chernenkoff	Area H

Carried

6. MEMBER UPDATES

Chair Chernenkoff, Area H, provided the Commission with a verbal update including Crescent Valley Hall is holding the annual AGM on Dec 6th, at 7:30pm. They will be partnering with the Slocan Valley Arts Council to have a mural painted.

Commissioner Chatten, Area H provided the Commission with a verbal update including, Winlaw Park is very busy, looking good, lots of kids. There is swimming pool in the driveway.

Commissioner Dupont, Area H provided the Commission with a verbal update including the Arts Commission Annual renewal membership drive. Working with Commissioner Chernenkoff on a Mural for the Crescent Valley Hall.

Commissioner Kabatoff, Area H provided the Commission with a verbal update including, the Passmore Hall not much to report.

Director Popoff, Area H Director, provided the Commission with a verbal update including, at skating rink in Krestova, Appledale Hall, Slocan Park.

Commissioner Myers, Area H provided the commission with a brief verbal update on the Seniors activities. They are being careful, staying close to home. Will try a cards night and hot lunch. Pretty quiet in the neighbourhood.

7. NEXT MEETING

Proposed meeting dates for Slocan Valley South Recreation
Commission. Wednesday, January 26th, 2022
Wednesday, May 26th, 2022

Wednesday, September 28th, 2022
Wednesday, November 30th, 2022

The next Slocan Valley South Recreation Commission meeting is scheduled for January 26th, 2022 at 7:00pm.

6. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Slocan & Valley South Regional Parks and Recreation Commission meeting be adjourned at 8:20pm

Carried

Digitally Approved Via E-mail

Philip Chernenkoff, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Salmo & Area G Recreation Commission
OPEN MEETING MINUTES**

7:00 pm

Monday, December 6, 2021

Webex: <https://nelsonho.webex.com/nelsonho/j.php?MTID=mef4c361975ac7cd48c8e030eb1c987b7>

Meeting number (access code): 177 765 6079

Meeting password: MvrBmK9Nn99

COMMISSION MEMBERS:

Commissioner Lockwood	Village of Salmo
Commissioner J. Huser	Village of Salmo
Commissioner H. Cunningham	Area G
Commissioner I. McInnes	Area G
Commissioner C. Hango	Area G

MEMBERS ABSENT:

Commissioner S. Chew	Trustee
Commissioner M. MacDonald	Village of Salmo

STAFF:

Joe Chirico	General Manager, Community Services
Ryan Ricalton	Programmer, Salmo Recreation

1. CALL TO ORDER

Chair Lockwood called the meeting to order at 7:10 p.m.

2. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the December 6, 2021 Salmo & Area G Recreation Commission meeting be adopted as circulated.

Carried

3. RECEIPT OF MINUTES

The October 25, 2021 Salmo & Area G Recreation Commission minutes, have been received.

4. STAFF REPORTS

4.1 Programmer Report

Ryan Ricalton, Programmer provided the Commission with a verbal update on the Report dated December 6, 2021, regarding the Programmer Report.

4.2 S230 2022 DRAFT BUDGET REPORT

The Financial Report dated December 6, 2021, from Ryan Ricalton, Programmer, re: 2022 DRAFT BUDGET REPORT, has been received.

MOVED and Seconded,
AND Resolved:

That staff investigate if residual grant funding in the S230 Budget can be put into a reserve fund, and if the Salmo Pool Society is permitted to apply for grant funding from S230.

Carried

5. SALMO POOL – Planning for 2021/2022

Ryan Ricalton, Programmer provided the Commission with a verbal report on the 2021/2022 Salmo pool planning.

6. PUBLIC TIME

There was no members of the public present at this meeting.

7. MEETING SCHEDULE

Ryan Ricalton, Programmer provide the Commission with the proposed 2022 meeting dates for the Salmo and Area G Recreation Commission.

Monday, January 17th, 2022

Monday, February 7th, 2022

Monday, April 11th, 2022

Monday May 16th, 2022

Monday September 19th, 2022

Monday December 5th, 2022

MOVED and seconded,
AND Resolved:

That the proposed Salmo and Area G Recreation Commission 2022 Meeting Dates be adopted with a 7:00 pm start time.

Carried

8. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Salmo Area G Recreation Commission meeting be adjourned at 8:16 p.m.

Carried

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. Nil.

THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.

1. That staff investigate if residual grant funding in the S230 Budget can be put into a reserve fund, and if the Salmo Pool Society is permitted to apply for grant funding from S230.

**Approved by
Chair Lockwood**



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Kaslo and Area D Economic Development
Commission S109
OPEN MEETING MINUTES**

1:00pm

Monday, December 13, 2021

Village of Kaslo Council Chambers

COMMISSION MEMBERS

Commissioner Hewat	Village of Kaslo
Commissioner Watson	Area D
Commissioner Gazzard	Area D
Commissioner Lang	Village of Kaslo
Commissioner Brown	Area D

MEMBERS ABSENT

Commissioner Taylor	Village of Kaslo
Commissioner Davie	Area D
Commissioner Johnson	Area D

GUESTS

Sarah Sinclair	Factor 5
Pat Desmeules	Kaslo & Area Chamber of Commerce
Richard Toperczer	Ministry of Forests, Lands and Natural Resource Operations

1. CALL TO ORDER

The Chair called the meeting to order at 1:01pm.

2. LATE ITEMS

Nil

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the December 13, 2021, Kaslo & Area D Economic Development Commission S109 meeting, be adopted as circulated. **Carried**

4. RECEIPT OF MINUTES

The November 8, 2021, Kaslo & Area D Economic Development Commission S109 minutes, have been received.

5. DELEGATE

Pat Desmeules – Kaslo & Area Chamber of Commerce

Pat Desmeules presented and gave a report on the Rural and Northern Immigration Pilot Program (RNIP).

MOVED and seconded,

AND Resolved:

Pat Desmeules was given Freedom of the Floor.

Carried

6. STAFF/COORDINATOR REPORTS

6.1 NKL EDC Coordination Report _ 12-06-21

6.2 Chamber Recovery Advisor Report - November 2021

6.3 NKL EDC: Identifying Major Topics 12_21 (this will be discussed under new business)

MOVED and seconded,

AND Resolved:

That the reports be received.

Carried

7. BUSINESS ARISING

Nil

8. NEW BUSINESS

8.1 Round table discussion as requested by the Chair at the conclusion of the last meeting

8.2 Discussion of the document NKL EDC: Identifying Major Topics

8.3 Rural and Northern Immigration Pilot Program (RNIP)

There was an in-depth discussion around the issues with housing for workers in Kaslo, promoting tourism, power stability, indigenous reconciliation and what the commission can do to help with these issues.

MOVED and seconded,

AND Resolved:

That Kaslo & Area D Economic Development Commission S109 authorize the chair to write a letter to confirm Kaslo and Area D's support of being part of the expanded area for the Rural and Northern Immigration Pilot Program.

Carried

MOVED and seconded,
AND Resolved:

That should Kaslo & Area D be successful in being added to the pilot area, that Pat Desmeules be appointed to the Steering Committee for the Rural and Northern Immigration Pilot Program.

Carried

9. PUBLIC TIME

The Chair called for questions from the public at 2:13p.m.

Richard Toperczer suggested that it would be beneficial if the Kaslo and District Forest Society formed an alliance with other small neighboring communities; and
That the three segments to housing are market, affordable and obtainable and to figure out what is needed and wanted within each; and
And suggested priorities in technology, broadband, forest development, housing, childcare, investment attraction and economic diversification.

10. NEXT MEETING

The next for the Kaslo & Area D Economic Development Commission S109 meeting is scheduled for January 10, 2022 at 1:00pm.

11. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The December 13, 2021 meeting be adjourned at 2:30pm.

Carried

Suzan Hewat, Chair



West Resource Recovery Committee Open Meeting **MINUTES**

A West Resource Recovery Committee meeting was held on Thursday, December 16, 2021 at 2:30 pm by remote meeting due to Novel Coronavirus 2019 (COVID-19).

Elected Officials:	Director W. Popoff	Area H (Committee Chair)
	Director A. Davidoff	Area I
	Director R. Smith	Area J
	Director P. Peterson	Area K
	Director K. Duff	City of Castlegar
	Director T. Zeleznik	Village of Nakusp
	Director C. Moss	Village of New Denver
	Director L. Main	Village of Silverton
	Director J. Lunn	Village of Slocan
Guest Directors:	Director G. Jackman	Chair, East Resource Recovery Committee
	Director T. Newell	Chair, Central Resource Recovery Committee
Staff Present:	S. Horn	Chief Administrative Officer
	U. Wolf	General Manager of Environmental Services
	A. Wilson	Resource Recovery Manager
	T. Barrington	Resource Recovery Technician
	S. Eckman	Meeting Coordinator

1. **CALL TO ORDER**

Chair Popoff called the meeting to order at 2:33 pm.

1.1 **TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT**

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

1.2 **FREEDOM OF THE FLOOR**

Moved and Seconded,
And Resolved:

Director Newell and Director Jackman have freedom of the floor.

Carried

1.3 ADOPTION OF THE AGENDA

Moved and Seconded,
And Resolved:

The Agenda for the December 16, 2021 West Resource Recovery Committee meeting be adopted as circulated.

Carried

1.4 RECEIPT OF MINUTES

The November 29, 2021 West Resource Recovery Committee Minutes, have been received.

2. DRAFT 2022 FINANCIAL PLANS - WEST RESOURCE RECOVERY

The following Draft 2022 Financial Plans have been received:

- a. Service S188: West Resource Recovery
- b. Service A118: Recycling Program - West Sub-region
- c. Service A120: Organics Program - Central & West Sub-regions

Moved and Seconded,
And Resolved that:

The motion to cease operations at the Silverton satellite recycling depot effective March 1, 2022 be **referred** to the next West Resource Recovery budget meeting.

Carried

3. STAFF REPORTS

3.1 OOTISCHENIA LANDFILL RECYCLING DEPOT PARKING

Excerpt from the October 28, 2021 West Resource Recovery Committee meeting:

Director Davidoff requested a motion for the next West Resource Recovery Committee meeting in regards to staff investigating the possibility of changing the parking at the Ootischenia Landfill to be adjacent to the recycling bins with clearly designated, diagonal parking lanes.

No further action is required on the above motion.

3.2 VANDALISM AT RESOURCE RECOVERY FACILITIES

Amy Wilson, Resource Recovery Manager, provided a verbal report on the recent vandalism at the Rosebery & Slocan Transfer Stations and the Nakusp Landfill

4. PUBLIC TIME

The Chair called for questions from the public and members of the media at 4:19 pm.

5. **ADJOURNMENT**
Moved and Seconded,
And Resolved:

The December 16, 2021 West Resource Recovery Committee meeting be adjourned at 4:21 pm.

Certified Correct

**Walter
Popoff**

Digitally signed by Walter Popoff
DN: cn=Walter Popoff, o=RDCK,
ou=Area H,
email=wpopoff@rdck.bc.ca,
c=CA
Date: 2021.12.16 17:47:36 -08'00'

Director W. Popoff, Committee Chair



Regional District of Central Kootenay
CRESTON VALLEY SERVICES COMMITTEE
Open Meeting Minutes

Thursday, January 6, 2022

9:00 am

RDCK Remote Meeting

The meeting is held remotely due to COVID-19

COMMISSION MEMBERS PRESENT

Director Jen Comer	Town of Creston
Director G. Jackman	Electoral Area A
Director T. Wall	Electoral Area B
Director A. Casemore	Electoral Area C

STAFF PRESENT

S. Horn	Chief Administrative Officer
J. Chirico	General Manager of Community Services
Craig Stanley	Manager of Recreation - Creston and District Community Complex
Jon Jackson	Emergency Program Coordinator (Creston)
A. Steed	Meeting Coordinator

1. CALL TO ORDER

Stuart Horn called the meeting to order at 9:00 a.m. MST.

2. ELECTION OF CHAIR

CALL FOR NOMINATIONS (3 Times)

Director Jackman nominated Director Comer.

Director Comer accepted nomination.

DECLARATION OF ACCLAIMED CHAIR

CAO Stuart Horn ratifies the appointed Director Comer as Chair of the Creston Valley Services Committee for 2022.

3. REGULAR AGENDA RESUMED

Chair Comer took over the meeting.

4. ADOPTION OF AGENDA

Moved and seconded,
And resolved that:

The agenda for the January 6, 2021 Creston Valley Services Committee meeting be adopted as circulated.

Carried

5. RECEIPT OF MINUTES

The December 2, 2021 Creston Valley Services Commission minutes, have been received.

6. STAFF REPORTS

6.1 Creston and District Community Center

The Committee Reports dated December 21, 2021 from Craig Stanley, Manager of Recreation, re: S224 2021 Budget Discussion; Attachment A S224 Financial Performance Forecast; Attachment B S224 2021 Operating Analysis; Attachment C S224 2022 Budget Draft, have been received.

Craig Stanley provided a power point presentation to the Committee. There was a discussion regarding the financials of the Creston and District Community Center and how to proceed with planning budgets through the pandemic of COVID19.

6.2 Emergency Support Services (ESS)

The Committee Report dated December, 2021 from Jon Jackson, Emergency Program Coordinator, re: Creston Valley Services Committee Quarter 4 Report, has been received.

Jon Jackson provided an overview of the ESS work done and the plans for 2022.

7. PUBLIC TIME

The Chair will call for questions from the public and members of the media.

A member of the public asked about the Recreation Master Plan. A copy will be provided to her.

8. NEXT MEETING

The next Creston Valley Service Committee meeting is scheduled for February 3, 2022 at 9:00 a.m. MST.

The Committee will determine 2022 meeting schedule. The Committee agreed to keep the current meeting schedule. Meetings will occur the first Thursday of each month at 9:00 am MST.

9. ADJOURNMENT

Moved and seconded,
And resolved that:

The Creston Valley Services Committee meeting be adjourned at 9.52 am MST.

Carried

Approved via email by:
Jen Comer, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Recreation Commission No.6
Area H, New Denver & Silverton
OPEN MEETING MINUTES**

7:00 p.m.

Thursday, January 06, 2022

Remote Meeting Due to COVID-19

COMMISSION MEMBERS

Director Popoff	Area H
Commissioner Johnson	Area H
Commissioner Mckeil	Area H
Alt. Commissioner D. Sumrall	Lucerne Elementary / Secondary School Student Council
Alt. Director Fyke	Village of New Denver
Commissioner Wagner	Village of New Denver
Commissioner K. Sumrall	Silverton

MEMBERS ABSENT

Alt. Director Verigin	Area H
Alt. Commissioner Simpson	Area H
Alt. Commissioner P. Shandro	Area H
Commissioner Graves	Lucerne Elementary / Secondary School
Alt. Commissioner Lada	Lucerne Elementary / Secondary School
Commissioner Bahalul	Lucerne Elementary / Secondary School Student Council
Director Moss	Village of New Denver
Commissioner Barkowsky	New Denver
Director Main	Silverton
Commissioner Yofonoff	Village of Silverton
Alt. Commissioner Gordon	Village of Silverton

STAFF

Alanna Carmichael	Meeting Coordinator, Recreation Commission No.6
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7 out of 11 Commission members were present and quorum was met.

1. CALL TO ORDER

Walter Popoff, RDCK Board Vice-Chair, called the meeting to order at 7:28 p.m.

2. ELECTION OF CHAIR

CALL FOR NOMINATIONS (3 Times)

Director K. Sumrall nominated Director Johnson.

DECLARATION OF ELECTED OR ACCLAIMED CHAIR

Walter Popoff, RDCK Board Vice-Chair, ratifies the appointed Director Johnson as Chair of the Recreation Commission No. 6 – New Denver, Silverton and Area H for 2022.

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda and Addendum for the January 6, 2022 Recreation Commission No.6 meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The September 7, 2021 Recreation Commission No. 6 minutes, have been received.

5. OLD BUSINESS

5.1. New Denver Fitness Centre Update

Commissioner Fyke provided a verbal update on the New Denver Fitness Centre which included the following points:

- A map of the New Denver Fitness Centre was presented which sees gym equipment being moved to increase social distancing within the facility;
- Village of New Denver is working with RDCK Recreation staff to administer a key fob system;
- The key fobs have been delayed due to supply chain issues.

Moved and seconded,
AND Resolved:

That the Board approve additional funds of up to \$1000 to purchase sanitation supplies for the New Denver Fitness Centre from Recreation Commission No. 6 – New Denver, Silverton and Area Service No. S229, 2022 budget.

Carried

5.2. Recreation Commission No. 6 Bylaw Review

Alanna Carmichael, Meeting Coordinator, Recreation Commission No. 6, provided a verbal update about the Bylaw Review.

- Angela Lund, Deputy Corporate Officer, is currently working on the Recreation Commission No. 6 Bylaw Review.
- Once a document is complete this will be forwarded to commission members for review via email.

6. NEW BUSINESS

6.1. Budget Review

Moved and seconded,
AND Resolved:

That Recreation Commission No. 6 – New Denver, Silverton and Area H receive the draft 2022 Financial Plan for the Recreation Commission No. 6 – New Denver, Silverton and Area H Service No. S229.

Carried

6.2. 2022 Community Grants

Moved and seconded,
AND Resolved:

That the Board approve allocation of the grants from the Recreation Commission No. 6 – New Denver, Silverton and Area H Service No. S229, 2022 budget:

Spring Grant \$5150
Fall Grant \$5150

Carried

6.3. 2022 Grant Advertisement

Moved and seconded,
AND Resolved:

That Recreation Commission No. 6 – New Denver, Silverton and Area H approve the placement of Valley Voice advertisements to generate interest in community grant applications from Service No. S229 2022 budget.

Carried

6.4. 2022 Meeting Schedule

Moved and seconded,
AND Resolved :

That the Board approve the Recreation Commission No. 6 – New Denver, Silverton and Area 2022 meeting schedule as follows:

April 5, 2022 at 7pm

Carried

7. PUBLIC TIME

The Chair called for questions from the public at 8:06 p.m.

8. NEXT MEETING

The next Recreation Commission No. 6 meeting is scheduled for April, 5 at 7:00 p.m.

9. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Recreation Commission No.6 meeting be adjourned at 8:07 p.m.

Carried

Digitally Approved via Email

Richard Johnson, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. That the Board approve additional funds of up to \$1000 to purchase sanitation supplies for the New Denver Fitness Centre from Recreation Commission No. 6 – New Denver, Silverton and Area Service No. S229, 2022 budget.
2. That the Board approve allocation of the grants from the Recreation Commission No. 6 – New Denver, Silverton and Area H Service No. S229, 2022 budget:

Spring Grant \$5150

Fall Grant \$5150

3. That the Board approve the Recreation Commission No. 6 – New Denver, Silverton and Area 2022 meeting schedule as follows:

April 5, 2022 at 7pm

THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.

Future Recreation Commission No. 6 Meetings

1. *Nil.*



REGIONAL DISTRICT OF CENTRAL KOOTENAY

NORTH KOOTENAY LAKE SERVICES COMMITTEE MINUTES December 13, 2021

MONDAY, December 13, 2021

10:00am

Webex Meeting

Committee Members

Director Suzan Hewat

Director Aimee Watson

Village of Kaslo – Chair

Area D

Staff

Ian Dunlop

Stuart Horn

Joe Chirico

Cary Gaynor

Nora Hannon

Doug Yee

Christine Hopkyns

Chief Administrative Officer – Village of Kaslo

Chief Administrative Officer – RDCK

General Manager of Community Services

Regional Parks Manager

Regional Fire Chief

Kaslo Fire Chief

Recording Secretary/Corporate Administration Coordinator

1. CALL TO ORDER

Chair Hewat called the meeting to order at 10:02 a.m.

2. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the December 13, 2021 North Kootenay Lake Services Committee meeting be adopted as circulated.

Carried

3. RECEIVING OF MINUTES

The November 15, 2021 North Kootenay Lake Services Committee minutes has been received.

4. DELEGATION

No delegations

5. BUDGET DISCUSSION

5.1 S109 – Economic Development Service

Minutes December 13, 2021

Regional District of Central Kootenay – North Kootenay Lake Services Committee

Stuart Horn presented the S109 Economic Development Services budget to the Committee.

5.2 S 221 - Regional Facilities, Recreation and Park Service

Cary Gaynor, Regional Parks Manager and Joe Chirico, General Manager of Community Services presented the S 221 Regional Facilities, Recreation and Parks Service budget.

Direction to Staff:

THAT staff bring back the S 221 Regional Facilities, Recreation and Park Service budget back for final review at the January 10, 2022 North Kootenay Lake Services Committee meeting.

5.3 S 280 - Fire Protection

Nora Hannon, Regional Fire Chief, presented the S 280 - Fire Protection budget to the Committee.

6. KASLO FIRE INSPECTIONS

At the November meeting, CAO Dunlop - Village of Kaslo discussed the agreement between the Village of Kaslo and the RDCK regarding the Fire Chief conducting fire inspections. Since RDCK Fire Services staff were not present, the Committee decided to discuss the item with Regional Fire Chief at the December meeting.

Nora Hannon, Regional Fire Chief, updated the Committee regarding the Kaslo fire inspections. Chief Hannon shared that the agreement to have the RDCK Fire Services take on fire inspections in Kaslo will begin in 2022.

Nora Hannon discussed with the Committee the need to replace three Automated External Defibrillators (AED), two that are needed at the North end of Kootenay Lake. Doug Yee, Kaslo Fire Chief, shared that the replacements are needed since the batteries for the old AED's are no longer made. These AED's are portable, to be carried by the first responders..

8. NEXT MEETING

The next meeting will be scheduled for January 10, 2022 at 10:00 a.m.

9. ADJOURNMENT

MOVED and seconded, AND Resolved:

The North Kootenay Lake Services Committee meeting be adjourned at 11:55 a.m.

Carried

Digitally approved by Chair Hewat.



REGIONAL DISTRICT OF CENTRAL KOOTENAY

NORTH KOOTENAY LAKE SERVICES COMMITTEE MINUTES January 10, 2022

MONDAY, January 10, 2022

10:00am

Webex Meeting

Committee Members

Director Suzan Hewat

Director Aimee Watson

Village of Kaslo – Chair

Area D

Staff

Ian Dunlop

Stuart Horn

Joe Chirico

Cary Gaynor

Christine Hopkyns

Chief Administrative Officer – Village of Kaslo

Chief Administrative Officer – RDCK

General Manager of Community Services

Regional Parks Manager

Recording Secretary/Corporate Administration Coordinator

1. CALL TO ORDER

RDCK Chief Administrative Officer, Stuart Horn called the meeting to order at 10:05 a.m.

2. ELECTION

2.1. ELECTION OF ACTING CHAIR

RDCK Chief Administrative Officer, Stuart Horn called for nominations.

Director Watson nominated Director Hewat.

RDCK Chief Administrative Officer, Stuart Horn called for further nominations two times.

DECLARATION OF ELECTED OR ACCLAIMED CHAIR

Being none, RDCK Chief Administrative Officer, Stuart Horn ratifies the appointed Director Hewat as Chair of the North Kootenay Lake Services Committee for 2022 by acclamation.

3. CHAIR'S ADDRESS

Chair Hewat thanked Director Watson for the nomination and welcomed the Committee to another year.

4. COMMENCEMENT OF REGULAR NORTH KOOTENAY LAKE SERVICES COMMITTEE MEETING

The North Kootenay Lake Services Committee Chair assumed the chair.

4.1 TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

4.2 ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the January 10, 2022 North Kootenay Lake Services Committee meeting be adopted as circulated.

Carried

4.3 RECEIVING OF MINUTES

The December 13, 2021 North Kootenay Lake Services Committee minutes has been received.

4.4 DELEGATION

No delegations

4.5 BUDGET DISCUSSION

4.5.1 S 221 - Regional Facilities, Recreation and Park Service

Joe Chirico, General Manager of provided the Committee with an overview of the budget, highlighting the areas that changed. Cary Gaynor, Regional Parks Manager shared specific budget information regarding parks.

Direction to Staff:

That staff bring back the S221 Regional Facilities, Recreation and Park Service budget back for final review at the February 7, 2022 North Kootenay Lake Services Committee meeting.

4.6 2022 NORTH KOOTENAY LAKE SERVICES COMMITTEE MEETING SCHEDULE

MOVED and seconded,
AND Resolved:

That the 2022 North Kootenay Lake Services Committee meeting dates be set as follows:

- February 7, 2022;
- June 13, 2022;
- October 17, 2022;
- November 14, 2022;
- December 12, 2022.

Carried

8. NEXT MEETING

The next meeting will be scheduled for February 7, 2022 at 10:00 a.m.

9. ADJOURNMENT

MOVED and seconded,
AND Resolved:

Meeting be adjourned at 11:30 a.m.

Carried

Approved by Chair Hewat



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Riondel Commission of Management
OPEN MEETING MINUTES**

**6:00 pm
December 01, 2021
Remote Meeting**

**Meeting Location:
Remote Online**

COMMISSION MEMBERS

Commissioner Panio (Chair)	Riondel
Commissioner Anderson	Riondel
Commissioner Wensink	Riondel
Commissioner Wallace	Riondel
Commissioner Wilkinson	Riondel
Commissioner Jackman	Director – Electoral Area A

MEMBERS ABSENT

Commissioner Cursors	Riondel
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STAFF

Lindsay MacPhee	Administrative Assistant – Recording Secretary
Steve Ethier	Water Operations Manager
Jason McDiarmid	Utility Services Manager

1. CALL TO ORDER

Chair Panio called the meeting to order at 6:13 p.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the December 01, 2021 Riondel Commission of Management meeting, be adopted as circulated.

Carried

4. STAFF REPORTS

4.1 S241 Water Utility-Area A (Riondel,) 2021 to 2026 Financial Plan

Jason McDiarmid, Utility Services Manager, and Steve Ethier, Water Operations Supervisor-Erickson, provided the Commission with a verbal report with regards to the S241 Water Utility – Area A, 2021 to 2026 Financial Plan, including that:

- User fees were \$3,000 more than expected
- 2022 budget totals are increased 5% for inflation
- Contracted services were higher than expected because of the cost of security services
- Salaries were lower than expected and will be further decreased
- Chemical expenses are over budget due to rising prices and the service will need one more shipment to get through the year
- 2021 Capital Expenditures ended with a surplus as the fire fuel mitigation work has yet to be done and the portable generator purchase and install will now be deferred until the market cools down [Note: There was some discussion of the need for a generator at the Water Treatment Plant, and the advantages of diesel vs. propane generators]
- Contributions to Reserves bumped up to \$82,000 based on projected surplus

MOVED and seconded,
AND Resolved:

That the Draft D4, S241 Water Utility-Area A (Riondel) 2021 to 2026 Financial Plan has been received.

Carried

4.2 S165 Drainage-Area A, 2021 to 2026 Financial Plan

Jason McDiarmid and Steve Ethier provided the Commission with a verbal report with regards to the S165 Drainage-Area A, 2021 to 2026 Financial Plan, including that:

- An annual 5% increase on requisitions will continue
- An Asset Management plan needs to be developed for this service to address the growing need for major repair and maintenance; a consultant will be hired to draft this plan
- Staff is planning on working with Ministry of Transportation and Infrastructure (MOTI) to do a permanent fix in 2022 on the sinkhole at the bottom of the orchard area between Russell Ave. and Ainsworth Ave.
- Funds for Contracted Services has increased to \$5,000 for repairs to some of the drop basins
- \$2,000 is currently budgeted for repairs but will be increased to tend to some of the repair and maintenance work that needs to be done; the overall budget will be increased to develop a plan and address more of the repair and maintenance work needed
- [Note: There was some discussion of the Environmental Services Fee in proportion to the total budget for this service]

That the Draft D4, S165 Drainage-Area A 2021 to 2026 Financial Plan has been received.

Carried

MOVED and Seconded,
And Resolved:

That the Commission recommends a community meeting be held with staff to discuss drainage services and tax increases once an Asset Management Plan is developed and a consultant report is received

Carried

4.3 Operations and Maintenance Update

Steve Ethier provided the Commission with a verbal report with regards to the Operations and Maintenance Update, including that the treatment system performed really well this year especially during the drought, during which water restrictions were only elevated to Stage 2, and the Golf Course did well in limiting their usage.

5. PUBLIC TIME

No Public comment.

6. NEXT MEETING

The next Riondel Commission of Management meeting is scheduled for December 7, 2021 at 7:00 pm.

7. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Riondel Commission of Management meeting be adjourned at 8:31 pm.

Carried

Approved by
Chair Gerald Panio

Regional District of Central Kootenay

Draft D4

Version - D1: O&M and Capital provided by Steve. D2: Admin updated by Jason. D3r: Review by Uli and updated by Steve & Jason. D4: Issued for Commission. Same version as D3r.

S241 Water Utility-Area A (Riondel)

2021 to 2026 Financial Plan

SYSTEM INFORMATION AND RATES

				No.	2021	2022	2023	2024	2025	2026	
Active Accounts				201							
M-RIONDEL-DWELLING-METERED					5%	5%	3%	3%	3%	3%	
- Metered Base Rate				Accounts 60994	48	302	317	333	350	368	386
- Consumption (m3)					48	1.16	1.21	1.27	1.34	1.40	1.47
Service Charges % Increase					5%	5%	3%	3%	3%	3%	
RIO-COMMERCIAL- BUSINESS					1	760	798	822	847	872	898
RIO-COMMERCIAL- CAMPGROUND					1	3,775	3,964	4,083	4,205	4,332	4,462
RIO-COMMERCIAL- GOLF COURSE					1	14,127	14,833	15,278	15,736	16,208	16,695
RIO-COMMERCIAL-FOOD & BEV SERVICES					1	1,321	1,387	1,429	1,471	1,516	1,561
RIO-COMMERCIAL-REC-SEASONAL-PER UNIT					2	471	495	510	525	541	557
RIO-DWELLING-MULTI FAMILY-ADDITIONAL					5	760	798	822	847	872	898
RIO-DWELLING-MULTI FAMILY-FIRST DWELLING					2	760	798	822	847	872	898
RIO-DWELLING-SINGLE FAMILY					188	760	798	822	847	872	898
RIO-INSTITUTIONAL- AMBULANCE STATION					1	1,128	1,184	1,220	1,256	1,294	1,333
RIO-INSTITUTIONAL- CHURCH					1	760	798	822	847	872	898
RIO-INSTITUTIONAL- CHURCH SEASONAL					1	471	495	510	525	541	557
RIO-INSTITUTIONAL-RDCK-FIRE HALL					1	0	0	0	0	0	0
Number of Parcels Assessed Frontage Tax											
Parcel Tax % Increase					0%	0%	0%	0%	0%	0%	0%

REVENUE

Account	2018	2019	2020	Average	2021 Budget	2021 YTD Actual	2021 Est Year End	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
41010 Requisitions	47,211			47,211								
41015 Parcel Taxes		47,211	52,876	47,211	52,876	52,876	52,876	52,876	52,876	52,876	52,876	52,876
42020 Sale of Services		2,513		2,513	0	5,485	5,485					
42025 Sale of Services - Specified			1,000		0	-1,000	-1,000					
42030 User Fees	120,760	166,384	165,494	143,572	170,000	173,226	173,226	180,434	185,855	191,439	197,191	203,115
43030 Community Works Grants (Internal)							0					
43300 Proceeds from Asset Disposal		0		0			0					
45000 Transfer from Reserves	34,000	0	35,574	17,000	85,000	0	25,000	150,000	0	75,000	0	0
45500 Transfer from Other Service		35,449		35,449			0					
49100 Prior Year Surplus	(3,643)	(15,269)	621	(9,456)	13,009	13,009	13,009	28,988	0	0	(0)	(0)
Revenue	198,327	236,288	255,565	283,500	320,885	243,596	268,596	412,298	238,731	319,315	250,066	255,990

OPERATING EXPENSES

Account			2018	2019	2020	Average	2021 Budget	2021 YTD Actual	2021 Est Year End	4%	2%	2%	2%	2%
										2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
51010	Salaries		31,952	27,569	27,224	29,760	30,090	22,054	26,064	31,294	31,919	32,558	33,209	33,873
51020	Overtime		880	1,858	2,227	1,369	1,951	708	800	2,029	2,070	2,111	2,153	2,196
51030	Benefits		8,215	4,429	4,312	6,322	7,823	3,847	7,559	8,136	8,299	8,465	8,634	8,807
51050	Employee Health & Safety		75	141	0	108	108	0	108	112	115	117	119	122
52010	Travel		611	128	271	369	267	0	0	278	283	289	295	301
52020	Education and Training		560	0	0	280	196	0	0	204	208	212	216	221
52030	Memberships, Dues & Subscriptions		60	130	60	95	100	0	100	104	106	108	110	113
53020	Admin, Office Supplies & Postage		44	164	0	104	73	5	0	76	77	79	81	82
53030	Communication		1,198	1,237	1,170	1,218	922	1,072	1,287	959	978	998	1,018	1,038
53040	Advertising			107	0	107	38	0	0	40	40	41	42	43
53050	Insurance		3,558	3,732	4,093	3,645	4,421	2,786	2,786	4,598	4,690	4,784	4,879	4,977
53080	Licence & Permits		541	540	150	540	1,061	761	761	1,103	1,126	1,148	1,171	1,194
54010	Legal		2,282			2,282				0	0	0	0	0
54030	Contracted Services		7,434	8,447	6,936	7,940	7,621	5,328	6,600	7,926	8,084	8,246	8,411	8,579
55010	Repairs & Maintenance		6,907	5,126	4,926	6,017	3,057	3,057	3,500	5,394	5,502	5,612	5,725	5,839
55020	Operating Supplies		178	547	712	362	1,137	676	1,100	1,182	1,206	1,230	1,255	1,280
55025	Chemicals		5,350	6,206	6,437	5,778	5,904	7,584	8,200	6,140	6,263	6,388	6,516	6,646
55030	Equipment		955	932	399	944	816	56	456	849	866	883	901	919
55040	Utilities		3,952	4,075	6,156	4,013	6,500	4,753	5,704	6,760	6,895	7,033	7,174	7,317
55050	Vehicles		998	1,022	902	1,010	923	973	1,100	960	979	999	1,019	1,039
55060	Rentals		3,961	0		1,980				0	0	0	0	0
Operating Expenses			79,710	66,388	65,975	74,244	73,008	53,661	66,124	78,143	79,706	81,300	82,926	84,585

CAPITAL EXPENSES

Account			2018	2019	2020	Average	2021 Budget	2021 YTD Actual	2021 Est Year End	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
60000	CAP1005-100	Reservoir Valve Chamber & Meter					60,000	0	0	70,000				
60000	CAP1091-100	RIO W - 2021 Fire Bypass Standpipe and Fire Fuel Mitigation					15,000	1,956	15,000					
60000	CAP1092-100	RIO W - 2024 WTP Membrane Replacement & Capacity Upgrade										75,000		
60000	CAP1217-100	RIO W - 2021 Intake Repairs					10,000	0	10,000					
60000	CAP1216-100	RIO W - 2022 portable generator purchase and install Rio W - ? Twinning reservoir?					60,000	0	0	80,000				
Capital Expenses							145,000	1,956	25,000	150,000	0	75,000	0	0

NON-OPERATING EXPENSES

Account			2018	2019	2020	Average	2021 Budget	2021 YTD Actual	2021 Est Year End	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
56010	Debenture Interest		8,125	8,125	8,125	8,125	8,125	2,282	8,125	8,125	8,125	8,125	8,125	8,125
56020	Debenture Principal		6,003	6,003	6,003	6,003	6,003	0	6,003	6,003	6,003	6,003	6,003	6,003
59000	Contribution to Reserve		23,273	66,434	26,616	44,854	50,941	50,941	50,941	82,042	55,227	61,229	63,601	66,078
59500	Transfer to Other Service		18,242	19,197	17,359	18,720	20,881	0	12,162	13,881	14,084	10,561	10,773	10,988
59510	Transfer to Other Service - General Admin. Fee		7,288	11,410	15,200	9,349	15,656	11,742	15,656	16,282	16,608	16,940	17,279	17,624
59520	Transfer to Other Service - IT Fee		2,704	4,690	4,690	3,697	4,750	3,563	4,750	4,940	5,039	5,140	5,242	5,347
59550	Transfer to Other Service - Environmental Services Fee		32,802	52,276	62,014	42,539	50,847	38,135	50,847	52,881	53,938	55,017	56,118	57,240
Non-Operating Expenses			98,437	168,135	140,007	133,286	157,203	106,663	148,484	184,154	159,024	163,015	167,140	171,406

Total Service			#REF!	20,180	1,765	75,970	88,718	81,316	28,988	0	0	(0)	(0)	(0)
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59500 TRANSFER TO OTHER SERVICE

Account	Work Order		2018	2019	2020	Average	2021 Budget	2021 YTD Actual	2021 Est Year End	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
59500	OPR322-100	Riondel Water Utility-Distribution - General	0	3,730	3,730	1,865								
59500	OPR322-100	- Truck Loan Interest					247		247	152	54			
59500	OPR322-100	- Truck Loan Principal					3,483		3,483	3,578	3,676			
59500	OPR322-112	Riondel Water Utility-Transfer to other Service - Fleet	1,260	1,512	2,752	1,386	3,198	3,198	3,198	3,518	3,588	3,660	3,733	3,808
59500	OPR322-114	Riondel Water Utility-Transfer to other Service - Project Management												
59500	OPR322-117	Riondel Water Utility-Transfer to other Service - Operator Admin	16,982	13,955	10,877	15,469	13,953		5,234	6,633	6,766	6,901	7,039	7,180
Total Transfer to Other Service			18,242	19,197		18,720	20,881	3,198	12,162	13,881	14,084	10,561	10,773	10,988

RESERVES

	2021	2022	2023	2024	2025	2026
Balance Previous Year						
RES 162 Riondel Water Reserve	105,484	132,516	65,883	121,769	109,215	173,908
RES 163 Riondel Water Capital Utility	35	0	0	0	0	0
Total	105,519	132,516	65,883	121,769	109,215	173,908
Interest (Assumed 1%)	1,055	1,325	659	1,218	1,092	1,739
Contribution	50,941	82,042	55,227	61,229	63,601	66,078
Withdrawal	(25,000)	(150,000)	0	(75,000)	0	0
	132,516	65,883	121,769	109,215	173,908	241,726

2019 Asset Management Plan Identified Contribution to Reserves

25 Year	90,340						
100 Year	99,271						
		2021	2022	2023	2024	2025	2026

Regional District of Central Kootenay

Draft D4

Version - D1: O&M and Capital provided by Steve. D2: Admin updated by Jason. D3r: Reviewed by Uli and Revised by Steve. D4: Issued for Commission. Same version as D3r.

S165 Drainage-Area A

SYSTEM INFORMATION AND RATES

		No.	2021	2022	2023	2024	2025	2026
Requisition Tax % Increase			5%	5%	5%	5%	5%	5%

REVENUE

Account		2018	2019	2020	Average	2021 Budget	2021 YTD Actual	2021 Est Year End	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
41010	Requisitions	10,120	11,132	11,689	10,626	12,273	12,273	12,273	12,887	13,531	14,208	14,918	15,664
45000	Transfer from Reserves	0			0	34,000	0	0	20,000	15,000	5,000	5,100	5,202
49100	Prior Year Surplus	(1,025)	(1,178)	2,606	(1,101)	4,877	4,877	4,877	781	(0)	(0)	0	0
Revenue		9,095	9,954	14,295	9,525	51,150	17,150	17,150	33,667	28,531	19,207	20,018	20,866

OPERATING EXPENSES

Account		2018	2019	2020	Average	2021 Budget	2021 YTD Actual	2021 Est Year End	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
51010	Salaries	1,294	124	522	709	2,000	1,292	1,400	2,080	2,122	2,164	2,207	2,251
51020	Overtime - Subtotal					0	35	35	100	102	104	106	108
51030	Benefits	209	11	77	110	300	223	420	312	318	325	331	338
53050	Insurance	6	16	21	11	23	25	50	24	24	25	25	26
54020	Professional Fees												
54020	- Asset Management Plan and 10 Year Update Plan												
54030	Contracted Services	0	0	60	0								
54030	- repairs					4,000	0	0	5,000	15,000	5,000	5,100	5,202
54030	- Camera Work & Field Assessment					15,000	0	0					
54040	Consulting Fees												
54040	- Asset Management Plan and 10 Year Update Plan					15,000	0	0	15,000				
55010	Repairs and Maintenance					0	163	163	2,000	2,040	2,081	2,122	2,165
55040	Utilities												
55050	Vehicles												
55060	Rentals - Subtotal												
Operating Expenses		1,508	151	680	829	36,323	1,738	2,068	24,516	19,606	9,698	9,892	10,090

CAPITAL EXPENSES

Account		2018	2019	2020	Average	2021 Budget	2021 YTD Actual	2021 Est Year End	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
60000	Capital Expenditures					0	0	0	0	0	0	0	0
Capital Expenses		0	0		0	0	0	0	0	0	0	0	0

NON-OPERATING EXPENSES

Account		2018	2019	2020	Average	2021 Budget	2021 YTD Actual	2021 Est Year End	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
59000	Contribution to Reserve	4,432	2,203	2,203	3,317	7,209	7,209	7,209	1,604	1,226	1,656	2,116	2,606
59500	Transfer to Other Service	931	306	0	618	1,863	1,058	1,337	1,563	1,594	1,626	1,658	1,691
59510	Transfer to Other Service - General Admin. Fee	546	181	300	364	300	225	300	312	318	325	331	338
59550	Transfer to Other Service - Environmental Services Fee	2,856	4,508	4,508	3,682	5,455	5,455	5,455	5,673	5,787	5,902	6,020	6,141
Non-Operating Expenses		8,765	7,198	7,011	7,981	14,827	13,947	14,301	9,152	8,925	9,509	10,126	10,776

Total Service		0	1,465	781	(0)	(0)	0	0	(0)	(0)	0	0	(0)
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59500 TRANSFER TO OTHER SERVICE

Account	Work Order	2018	2019	2020	Average	2021 Budget	2021 YTD Actual	2021 Est Year End	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
59500	OPR321-112 Riondel Drainage-Transfer to Other Service - Fleet	300	306	910	303	1,058	1,058	1,058	1,164	1,187	1,211	1,235	1,260
59500	OPR321-117 Riondel Drainage-Transfer to Other Service - Operator Admin	631	0	427	315	805	0	279	399	407	415	423	432
Total Transfer to Other Service		931	306		618	1,863	1,058	1,337	1,563	1,594	1,626	1,658	1,691

RESERVES

	2021	2022	2023	2024	2025	2026
Balance Previous Year	40,617	48,232	30,318	16,847	13,672	10,825
Interest (Assumed 1%)	406	482	303	168	137	108
Contribution	7,209	1,604	1,226	1,656	2,116	2,606
Withdrawal	0	(20,000)	(15,000)	(5,000)	(5,100)	(5,202)
	48,232	30,318	16,847	13,672	10,825	8,337



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Riondel Commission of Management
OPEN MEETING MINUTES**

**7:00 pm
January 4, 2022
Remote Meeting**

Meeting Link:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=ma64abe6e5fd989c18750c282e8d439a3>

Toll Free Number: 1-844-426-4405
Meeting Access Code: 2465 326 5168

COMMISSION MEMBERS

Commissioner Panio	Riondel
Commissioner Anderson	Riondel
Commissioner Wilkinson	Riondel
Commissioner Cursons	Riondel
Commissioner Jackman	Director – Electoral Area A

MEMBERS ABSENT

Commissioner Wallace	Riondel
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STAFF

Lindsay MacPhee	Administrative Assistant – Recording Secretary
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1. CALL TO ORDER

Director Jackman called the meeting to order at 7:00 p.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today

**3. ELECTION OF CHAIR
CALL FOR NOMINATIONS**

Director Jackman called for nominations.

Commissioner Cursons nominated Commissioner Panio

Director Jackman called for further nominations two times.

DECLARATION OF ELECTED CHAIR

Being none, Director Jackman recommends that the Regional District of Central Kootenay (RDCK) Board ratify the appointed Commissioner Panio as Chair of the Riondel Commission of Management for 2022 by acclamation.

**4. ELECTION OF VICE-CHAIR
CALL FOR NOMINATIONS**

Chair Panio called for nominations.

Commissioner Wilkinson nominated Commissioner Anderson

Chair Panio called for further nominations two times.

DECLARATION OF ELECTED CHAIR

Being none, Chair Panio recommends that the RDCK Board ratify the appointed Commissioner Anderson as Vice-Chair of the Riondel Commission of Management for 2022 by acclamation.

**5. ADOPTION OF AGENDA
MOVED and seconded,
AND Resolved:**

The Agenda for the January 4, 2022 Riondel Commission of Management meeting, be adopted with the inclusion of items 10.2 snow clearing, 10.3 furnaces, 10.4 Provincial Funds, 10.5 TAPS program.

Carried

6. RECEIPT OF MINUTES

The December 7, 2021 Riondel Commission of Management minutes, have been received.

7. DELEGATE

No delegate.

8. PUBLIC TIME

No public comment.

9. OLD BUSINESS

9.1 Usage Charges for New Activities

Chair Panio provided the Commission with a verbal report on the proposed fee structure for activities in the Community Centre, including that heating costs for the months of October to April need to be considered and that fees should reflect these additional costs.

9.2 Emergency Preparedness Update

Commissioner Wilkinson provided the Commission with a verbal update regarding progress on the Emergency Preparedness plan for the community, including that information has been received from Jon Jackson, Emergency preparedness Coordinator, regarding relevant grant

opportunities, and that Comfort Welding has been contacted about building a ramp up to the wharf.

9.3 Fire Department Visit

Chair Panio provided the Commission with a verbal update with regards to the recent visit from the Regional Assistant Fire Chief, Gord Ihlen, including that Community Paramedic, Cory Medhurst and Assistant Maintenance Person Evan Salmon, were also present for the tour through the entire building and they identified about a dozen items of minor concern. Evan is currently addressing these concerns.

9.4 Report on Drainage Budget

Chair Panio provided the Commission with a verbal update on the evaluation of previous years' Drainage Budgets, including that escalating administration costs as a proportion of overall budget are a concern, and that a more strategic approach needs to see more spending on regular maintenance than on a 'big plan, big fix' approach.

10. NEW BUSINESS

10.1 Reviewer of Financial Statements

Chair Panio provided the Commission with a verbal report on seeking a Commissioner or volunteer to help review the Service Area's various financial statements, including that Commissioner Wilkinson has agreed to assist in reviewing the financial statements.

10.2 Snow Clearing

Chair Panio provided the Commission with a verbal report on the snow clearing, including that the Community Centre and Bluebell Manor parking lots did not get cleared in a timely manner, that our Assistant Maintenance person has had questions regarding working on statutory holidays and budgeting, and that an email was sent to Joe Chirico asking to clarify the matter.

10.3 Furnaces

Chair Panio provided the Commission with a verbal report regarding the recent furnace outage, including that the community center ran out of propane last week because the tank went unchecked and the lock was frozen. Chair Panio and our Maintenance person set up heaters in various rooms and ran water to avoid freezing, and the new furnaces started up fine, but the auditorium and basement furnaces seem to be struggling. Maintenance has contacted Doug Dressel regarding servicing.

10.4 Provincial Funds

Chair Panio provided the Commission with a verbal report on Provincial funds dispersed to compensate for Covid-19 shortfalls, including that \$10,000 has been received from the province to compensate for a loss in rental income from 2021.

10.5 TAPS Program

Chair Panio provided the Commission with a verbal report on the Therapeutic Activity Program for Seniors, including that they will be preparing luncheons and activities for seniors at least once a month in the Seniors Room of the Community Centre

11. CORRESPONDENCE

No Correspondence for this meeting.

12. AREA A DIRECTOR’S REPORT

Director Jackman provided the Commission with a verbal report, including that the initial budget package is being developed for the January 21, 2022 Board meeting. Items of note include developing a drainage strategy and rebalancing the fire services budget. Director Jackman will press for an increase in the Fire Services Road Rescue budget and to have a broader tax base paying into the service. The budget package will be distributed as it is received.

13. FINANCIAL REPORTS

Chair Panio provided the Commission with a verbal report on Commission expenses and revenues for December 2021, including that finances across the board are well under budget as of November 2021, including salary, equipment and overtime which could mean a surplus and a larger contribution to reserves.

14. PUBLIC TIME

Chair Panio called for questions from the public at 7:41 p.m.

In response to a question, it was explained that the most relevant grants for the Senior’s Association would be the Columbia Basin Trust (CBT) Community Initiatives Program, which opened up January 3, 2022, or the (CBT) Help Seniors Get Active grant. Discretionary Grants can be applied for if the need is urgent, which can then be leveraged for further funding.

15. NEXT MEETING

The next Riondel Commission of Management meeting is scheduled for February 1, 2022 at 7:00 pm.

16. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Riondel Commission of Management meeting be adjourned at 7:44 pm

Carried

Digitally approved via email

Gerald Panio, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. *Director Jackman recommends that the Regional District of Central Kootenay (RDCK) Board ratify the appointed Commissioner Panio as Chair of the Riondel Commission of Management for 2022 by acclamation.*
2. *Chair Panio recommends that the RDCK Board ratify the appointed Commissioner Anderson as Vice-Chair of the Riondel Commission of Management for 2022 by acclamation.*

THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.

Future Riondel Commission of Management Meetings

1. *Emergency Preparedness update*



Nelson & District Recreation Commission
City of Nelson, Electoral Area F and Defined Area E

File No. 01-0520-50

November 30, 2021

Jeremy Phelan, President
Nelson Hoops Association
nelsonyouthbasketball@gmail.com

RE: Redevelopment of Outdoor Basketball Amenities at Lakeside Park – Letter of Support

Dear Jeremy:

The Nelson & District Recreation Commission is in support of the redevelopment of the outdoor basketball court at Nelson’s Lakeside Park, as proposed by the Nelson Hoops Association at the May 26, 2021 Nelson & District Recreation Commission meeting. With the growing popularity of the sport and the lack of an outdoor regulation sized basketball court in Nelson, the Commission feels this proposed project would fulfill an unmet need in the community and region at large.

This project is in alignment with the following *Nelson & District Parks & Recreation Master Plan* recommendations:

12. When parks are being planned and redeveloped, work with the community to identify the facilities desired, including consideration of the amenities expressed in the survey and focus groups.
21. Identify outdoor recreation programs that align with the Commission’s role and promote or provide where gaps exist.

This project is also in alignment with the following goal from *A Framework for Recreation in Canada 2015 Pathways to Wellbeing*:

Goal 1 –Foster active living through physical recreation

The Nelson Hoops Associations has helped grow the sport of basketball in the Nelson area since 2017 and serves player of all ages and genders. We feel that this project will ensure the sport continues to grow and will help develop players for years to come.

Sincerely,

A handwritten signature in black ink that reads "Keith Page".

Keith Page
Chair Nelson & District Recreation Commission

AC/AC

cc: Stuart Horn, Joe Chirico



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Sunshine Bay Regional Park Commission
OPEN MEETING MINUTES**

6:00 pm

Thursday, November 25, 2021

Conference Call

Toll Free Number: 1.844.426.4405

Attendee Access Code: 953 295 98

COMMISSION MEMBERS

Commissioner Dosenberger (Chair)	Area E
Commissioner Beaulac (Act. Secretary)	Area E
Commissioner Prosser	Area E
Commissioner Rich Newton	Area E
Commissioner Jennifer Dehnel	Area E
Director Faust	Area E

MEMBERS ABSENT

Commissioner DeJong (Secretary)	Area E
Commissioner Foot	Area E

STAFF

Jeff Phillips Regional Parks Operations Supervisor

1. CALL TO ORDER

Chair Dosenberger called the meeting to order at 6:20 P.M.

2. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the November 25, 2021 Sunshine Bay Regional Park Commission meeting, be adopted as circulated.

Carried

3. RECEIPT OF MINUTES

The September 23, 2021 Sunshine Bay Regional Park Commission Meeting minutes, have been received.

4. DELEGATE

There are no delegates scheduled for this commission meeting.

5. STAFF REPORTS

5.1 Operations Update

Jeff Phillips, Regional Parks Operations Supervisor provided a verbal report to the Commission in regards to Operations including, the park has been fairly quiet due to Fall shutdown. The Central Kootenay Invasive Species Society reported there are no mussels in our zone. 260 samples around the region all came back negative. The softball backstop is scheduled for December. Possible some softball equipment may be included. Sign repair at the Procter Wharf is in the 2021 budget.

Director Faust reported that the West Arm Outdoors Club transferred responsibility for the Sunshine Bay dock over the RDCK 1 ½ years ago.

5.2 Budget Update

Jeff Phillips, Regional Parks Operations Supervisor provided a verbal report to the Commission in regards to Budget update including 2021, the budget is more or less the same except for grant items. Contracted Services up \$4,000 to include grant writing.

6. OLD BUSINESS

6.1 Wetlands Update

Commissioner Prosser provided a written and verbal report to the Commission regarding riparian wetlands and funding application results.

6.2 Bike Park Update

STAFF DIRECTION: Jeff Phillips and Director Faust to look into Grants available and deadlines.

6.3 Get out and Get Active Grants

This is for Seniors Recreation, this could possibly be included in the dock grant application.

7. NEW BUSINESS

7.1 Commission Appointments

The following Commission Appointments are due to expire December 31, 2021:

- Ken Foot Area E
- Ruth Prosser Area E
- Elaine Beaulac Area E
- Lorie Dosenberger Area E
- Scott Gain Area E
- Ashlie Dejong Area E

MOVED and seconded,
AND Resolved that it be Recommended to the Board:

That the Board re-appointed the following individual(s) to the Sunshine Bay Regional Park Commission for a term to end December 31, 2023:

Ken Foot	Area E
Ruth Prosser	Area E
Elaine Beaulac	Area E
Lorie Dosenberger	Area E
Jennifer Dehnel	Area E
Rich Newton	Area E

And further, that the Board appoint Alexandria McCulloch to the Sunshine Bay Regional Park Commission for a term to end December 31, 2023:

And further, the Board send a letter to outgoing member Commissioners Ashlie DeJong and Scott Gain thanking them for their service to the RDCK.

Carried

7.2 2022 Meeting Dates

Proposed 2022 Sunshine Bay Regional Park Commission meeting dates:

- Thursday, March 24, 2022
- Thursday, June 23, 2022
- Thursday, September 22, 2022
- Thursday, November 24, 2022

MOVED and seconded,
AND Resolved:

That the proposed 2022 meeting dates be adopted with the inclusion of 6:00 p.m. meeting start times.

Carried

7. PUBLIC TIME

There were no members of the media or public in attendance at the Commission meeting.

8. NEXT MEETING

The next Sunshine Bay Regional Park meeting is scheduled for Thursday, March 24, 2022 at 6:00pm.

9. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Sunshine Bay Regional Park Commission meeting be adjourned at 7:05 P.M.

Carried

Digitally approved via email

Lorie Dosenberger, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. That the Board re-appointed the following individual(s) to the Sunshine Bay Regional Park Commission for a term to end December 31, 2023: Ken Foot Area E, Ruth Prosser Area E, Elaine Beaulac Area E, Lorie Dosenberger Area E, Jennifer Dehenel Area E, Rich Newton Area E, And further, that the Board appoint Alexandria McCulloch to the Sunshine Bay Regional Park Commission for a term to end December 31, 2023 And further, the Board send a letter to outgoing member Commissioners Ashlie DeJong and Scott Gain thanking them for their service to the RDCK.

THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.

Future Sunshine Bay Regional Park Commission Meetings

1. Jeff Phillips and Director Faust to look into Grants available and deadlines.



Regional District of Central Kootenay
CRESTON VALLEY SERVICES COMMITTEE
Open Meeting Minutes

Thursday, December 2, 2021
 9:00 am

RDCK Remote Meeting

The meeting is held remotely due to COVID-19

COMMISSION MEMBERS PRESENT

Director A. Casemore	Electoral Area C
Director G. Jackman	Electoral Area A
Director T. Wall	Electoral Area B
Director Jen Comer	Town of Creston

STAFF PRESENT

S. Horn	Chief Administrative Officer
J. Chirico	General Manager of Community Services
Craig Stanley	Manager of Recreation - Creston and District Community Complex
A. Steed	Recording Secretary
Tia Wayling	Recreation Services Manager
Tom Dool	Research Analyst

GUESTS

Amy Watson	Area D Director (BOARD CHAIR)
Melissa Coates	Transit Planner (BC Transit)
Seth Wright	Manager, Government Relations (BC Transit)
Saara Itkonen	Library Director
Mike Moore	Town of Creston CAO
Loretta Fladhamer	Member of the Public

1. CALL TO ORDER

Chair Casemore called the meeting to order at 9:06 a.m. MST

2. ADOPTION OF AGENDA

Moved and seconded,
And resolved that:

The agenda for the December 2, 2021 Creston Valley Services Committee meeting be adopted with the inclusion of Item **5.3 Yaqan Nukiy Inclusivity** after circulation.

Carried

3. RECEIPT OF MINUTES

The November 4, 2021 Creston Valley Services Committee minutes, have been received.

4. STAFF REPORTS

4.1 Parks and Recreation Master Plan Implementation Strategy

The Committee Report dated November 26, 2021 from Tia Wayling, Recreation Services Coordinator - Creston, re: Parks & Recreation Master Plan Implementation Strategy, has been received.

Tia Wayling provided an overview of the Parks and Recreation Master Plan Implementation Strategy. There was a discussion around ongoing projects from local groups and how to include those endeavors in the Master Plan.

Moved and seconded,
And resolved that it be recommended to the Board:

That the Creston Valley Services Committee receive the Parks & Recreation Master Plan Implementation Strategy as outlined in Attachment A.

Carried

4.2 Powerline Beach Report

The Committee heard a verbal report from Parks and Recreation, re: Powerline Beach. Previous Motion on the books to create a response to Teck in regards to the Powerline Beach letter.

Moved and seconded,
And resolved that it be recommended to the Board:

The Board directs staff to draft a response to the October 4, 2021 letter from Teck regarding Power Line Beach, Riondel, BC. That the response state that the District is interested in communicating with Teck about interest in the property but that as the District just completed a Parks & Recreation Master Plan Implementation Strategy that the first step may be a new Parks Service and an evaluation of the property as per the guidance in the Master Plan.

Carried

5. NEW BUSINESS

5.1 Creston Valley Public Library

The Committee Reports dated October 2021 from Saara Itkonen, Library Director, re: CVPL Operations Report, CVPL Library Usage Statistics, CVPL Finance Report, and Draft Budget 2022, have been received. Saara Itkonen will provided a verbal overview of attached reports and would like to discuss the draft budget with the Committee.

Saara is looking for suggestions for the committee as to where to go for funding regarding the new Library Staff Position and flooring replacement in the Library. There is ongoing work with BC Libraries for COVID funding. Discussion around reaching out to KES (Kootenay Employment Services).

5.2 Creston Valley Transit Future Service Plan

The Committee report from Melissa Coates, BC Transit - Transit Planner, re: Creston Valley Transit Future Service Plan 2021, has been received.

Moved and seconded,
And resolved that it be recommended to the Board:

That the Creston Valley Services Committee endorse the BC Transit Future Service Plan.

Carried

5.3 Yaqan Nukiy Inclusivity

Moved and seconded,
And resolved that:

Director Watson have freedom of the floor.

Carried

There was a discussion around extending an invitation to a member of the Yaqan Nukiy Council Member to become a member of the Committee. Also it was asked if any bylaw amendments needed for the invitation or participation of a council member to join the Committee. There are none required to have a representative of the Lower Kootenay Band attend the Committee meetings. In the past decade or so, there has not been a voting member as a representative of the Committee. Subject by Subject discussions have occurred with the Band in the past. Perhaps a standing invitation to the Lower Kootenay Band (LKB) Council and perhaps a staff member as well. It is in the purview of the Committee to amend the bylaw to include a member of the LLKB Council to the Committee.

Suggestion to forward previously created friendship agreement to the LKB regarding the relationship and attendance. The Committee can extend an invitation to the LKB Council as to how they would like to be included in the local Committee.

DIRECTION TO STAFF

That Staff revisit the concept of inviting the LKB to the Creston Valley Services Committee by asking how the LKB would like to be involved.

6. PUBLIC TIME

The Chair called for questions from the public and members of the media at 10:38 a.m.

A member of the public raised some questions in regards to recreation sites.

There is a comprehensive list of spots along the lake that people gather and what kind of gatherings happen there. These will be included in the Parks master plan. Tia Wayling will provide a copy of the Parks & Recreation Master Plan Implementation Strategy to be forwarded to the member of the public.

7. IN CAMERA

7.1 Meeting Closed to the Public

Moved and seconded,

And resolved that it be recommended to the Board:

In the opinion of the Board - and, in accordance with Section 90 of the Community Charter – the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting;

AND FURTHER, in accordance with Section 90 of the Community Charter, the meeting is to be closed on the basis(es) identified in the following Subsections:

90. (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

(g) litigation or potential litigation affecting the municipality;

(n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

(o) the consideration of whether the authority under section 91 [other persons attending closed meetings] should be exercised in relation to a council meeting.

Carried

7.2 Recess of Open Meeting

Moved and seconded,
And resolved that it be recommended to the Board:

The Open Meeting be recessed at 10:43 in order to conduct the Closed In Camera meeting.

Carried

8. NEXT MEETING

The next Creston Valley Services Committee meeting is scheduled for January 6, 2021 at 9:00 a.m. MST.

9. ADJOURNMENT

Moved and seconded,
And resolved that:

The Creston Valley Services Committee meeting be adjourned at 11:24 a.m. MST.

Carried

Approved via email by:
Adam Casemore, Chair



Committee Report

Date of Report:	November 26, 2021
Date & Type of Meeting:	December 2, 2021 – Creston Valley Services Committee
Author:	Tia Wayling, Recreation Services Coordinator-Creston
Subject:	Parks & Recreation Master Plan Implementation Strategy
File:	[File no.]
Electoral Area/Municipality:	Town of Creston and Electoral Areas A, B, & C

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to provide the Committee with an implementation strategy based on the 2020 Parks & Recreation Master Plan.

SECTION 2: BACKGROUND/ANALYSIS

The completed Town of Creston and Electoral Areas A, B & C Parks & Recreation Master Plan was received by the CVSC on April 2, 2020. It was a two-year project awarded to RC Strategies + PERC with the expectation to provide a framework for making parks and recreation-related decisions based on the comprehensive assessment of the aspirations, needs, priorities, and financial abilities of the residents of Creston and Electoral Areas A, B, and C.

The goal of integrating the Master Plan recommendation with existing Recreation and Parks services will aim to achieve the following desired outcomes for the community and its residents:

- Residents are living healthy lifestyles
- Residents have access to and participate in recreational and parks activities both indoors and outdoors
- Communities are strong and caring

The Master Plan outlines nineteen recommendations that provide the RDCK a guide to best serve area residents and visitors for the next ten to fifteen years. Based on the recommendations and the implementation considerations provided in the Plan, staff have developed an initial five-year implementation strategy (Attachment A) with an estimated action timeline.

RDCK governance and operational structure has been and will continue to be assessed in order to determine feasibility for implementation of the various recommendations, including recreation framework development, asset management, and land acquisition. Because some of the recommendations merge with organization (cross-departmental) goals, they suggest a broader impact. The timeline for completion will take longer than locally-focused projects.

The recommendations that include a primary focus on local programming efforts and community growth are simpler in nature, with little change to budgets, and follow a similar pattern of implementation:

1. Analysis
2. Establishing criteria for success

- 3. New process creation
- 4. Promotional efforts

Many of these local efforts are “low-hanging fruit”. Therefore, action on these recommendations can begin within Q1 and Q2 of 2022 and will likely take 6 to 18 months to be initially implemented into regular business practices. The impact that these new practices will have on the growth and development of the community will become more apparent in future years.

Even though parks and trails development are more local, they are large scale projects that involve complex infrastructure, regional process development, and infrastructure development. This will have an impact on capital budgets and future reserve fund planning. Recommendations #6 and #11 will not be represented in detail in this five-year timeline due to the complexities in planning as they fall outside of the horizon for this strategic plan.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Financial Plan Amendment:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Debt Bylaw Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Public/Gov’t Approvals Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Financial sustainability is one of the Master Plan’s guiding principles. The recommendations that focus on programming efforts, community growth, and some service delivery (#1-5, #12-15, and #18-19) can be easily achieved using allocated future budgets and current staff resources. The recommendations that involve Parks & Recreation Infrastructure (# 7 and #11) will require dedicating reserve funds to acquire and develop land. Following the use of reserve funds, stable funding will need to be incorporated into service budgets to maintain the new recreation spaces.

Typically, the shorter term projects will have less financial impact than the longer term projects except recommendations 6, 8-10, and 16 that involve park services consolidation, development of an asset management approach, and sustainability and project framework development. Implementing these recommendations will be more of a time-intensive impact as it will have an effect on all Recreation services in the RDCK.

Annual business plans will align with financial plans and Attachment A indicates whether additional funds will be required (addition) or whether allocated budgets will be restructured to accommodate implementation (re-allocation).

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Even though this Master Plan will provide local benefit, it has an impact on the whole RDCK. Regional frameworks for project development/prioritization and the development of an asset management approach are ongoing administrative projects that will put a formal process and policy to how the RDCK will manage its assets and upcoming projects.

As services and policies are examined and improved, considerations will be taken to not only support financial responsibility but to also maximize public benefit, community growth, and environmental sustainability.

The Committee and Board will receive recommendations to approve new policies and governance structure changes during the implementation process as staff work through the recommendations.

3.3 Environmental Considerations

Physical sustainability of the natural and built environments is another guiding principle within the Master Plan. Land acquisition and development is a complex process ensuring regulations and acts are adhered to, and community relationships, including those with Lower Kootenay Band, are strengthened.

Outdoor programming for youth is also a focused recommendation (#4) to ensure they have engaging education and safe access to the natural environment.

3.4 Social Considerations:

The intent of the Master Plan is to improve the wellbeing for individuals and the community. Implementation of the recommendations will provide more opportunities for social interaction and social development as the quality of recreation spaces and programming improve.

Enhancing trail networks, reducing barriers to participation and providing low cost opportunities will allow all residents to appreciate the value recreation provides.

3.5 Economic Considerations:

By fulfilling these recommendations, the intention is to maximize the benefits of Parks & Recreation, one of which is significant economic generation.

Recognizing the impact parks and recreation opportunities has on tourism (recommendation #2) and promoting the use of them will also be a driving economic factor.

3.6 Communication Considerations:

Improved communication with the public and within the RDCK is a common theme within the Master Plan recommendations. Current communication practices will be analyzed and replaced with more effective methods.

Throughout the implementation process, the Committee will receive updates from staff on progress and any adjustments to the timeline.

3.7 Staffing/Departmental Workplace Considerations:

The implementation strategy provides a timeline that is both reasonable and practicable for staff to accomplish. This strategy is comprised of numerous projects and initiatives that staff will be required to (re)develop and tactically prioritize alongside their existing workload. The use of this strategy will also bring more structure and shape to annual business and individual work plans.

Once the recommendations are implemented, new policies and best practices will be created to improve service delivery.

3.8 Board Strategic Plan/Priorities Considerations:

The outlined implementation strategy considers three of RDCK Strategic Objectives:

1. To Excel in Governance and Service Delivery
2. To Manage our Assets and Operations in a Fiscally Responsible Manner
3. To Strengthen our Relationships with our Community Partners

SECTION 4: OPTIONS & PROS / CONS

SECTION 5: RECOMMENDATIONS

That the CVSC receive the Parks & Recreation Master Plan Implementation Strategy as outlined in Attachment A.

Respectfully submitted,



Tia Wayling – Recreation Services Coordinator-Creston

CONCURRENCE

Acting General Manager of Community Services – Craig Stanley



ATTACHMENTS:

Attachment A – Detailed Implementation Strategy

Attachment A - Detailed Implementation Strategy

Recommendation	Start Date/ Timeline	Budget Year(s) Affected	Budget Implication <i>Re-allocation</i> <i>Reduction</i> <i>Addition</i> \$ \$\$ \$\$\$	Implementation Actions & Operational Changes
1: Provide and promote low cost and free programming opportunity options.	Jun-2021 24 months	2022 +	Re-allocation \$	<ul style="list-style-type: none"> • Establish criteria for low cost/free opportunities. Rationale will support Fees & Charges Policy <ul style="list-style-type: none"> ➤ Quantify existing opportunities and establish objectives for these opportunities (sustainability, best practices, etc) • Identify a schedule of opportunities throughout the year <ul style="list-style-type: none"> ➤ Determine which opportunities have the highest impact to public benefit • Promotion strategy for free activities • Create consistent practices for measuring success <ul style="list-style-type: none"> ➤ i.e. participation numbers, community feedback, comparisons to other events, etc
2: Recognize the impact of parks and recreation opportunities on tourism.	Jun-2021 12 months	2021-22	Re-allocation \$	<ul style="list-style-type: none"> • Identify a schedule of opportunities throughout the year <ul style="list-style-type: none"> ➤ Determine which opportunities have the highest impact to public benefit • Develop a list / inventory of top tourism draws amongst the parks and recreation opportunities <ul style="list-style-type: none"> ➤ Establish connections/relationships with

				<p>local organizations to assist in improving tourist experiences</p> <ul style="list-style-type: none"> • Develop collateral material to promote and encourage use of these opportunities
<p>3: Ensure programming is in place to address the needs of the sizeable and growing population of older adults.</p>	<p>Sep-2021 12 months</p>	<p>2021</p>	<p>Re-allocation \$</p>	<ul style="list-style-type: none"> • Inventory organizations and programs that work with seniors regarding health and recreation • Facilitate a “congress” of associations to discuss the supply and demand of opportunities and look for opportunities to collaborate and identify gaps in services <ul style="list-style-type: none"> ➢ Meet regularly to re-assess needs and demands ➢ Invite other organizations that might benefit from incorporating older adult programming ➢ Programs portfolio will be commensurate with needs assessment i.e. specific seniors programs
<p>4: Continue to develop and offer nature and outdoor programming, particularly for the community’s youth.</p>	<p>Jun-2021 12-18 months</p>	<p>2021-2022</p>	<p>Re-allocation \$</p>	<ul style="list-style-type: none"> • Develop an inventory of outdoor programs aimed at youth and collect satisfaction information related to the programs <ul style="list-style-type: none"> ➢ Collaborate with other organizations that provide outdoor youth programming • Develop, promote, and evaluate the success of new and continuing programs <ul style="list-style-type: none"> ➢ Instructor retention and development ➢ Data collection through surveys, explore consistent funding sources through grants and sponsorships, and strengthen community relationships • Liaise with LKB to discuss opportunities to develop and deliver nature and outdoor programming <ul style="list-style-type: none"> ➢ Procedure for engagement

5: Support the development of significant community wide events.	Sep-2021 18-24 months	2022-23	Re-allocation \$	<ul style="list-style-type: none"> • Inventory the community events and the groups putting events on • Convene a diverse committee to collaborate to discuss development and redevelopment of "signature" events in the valley <ul style="list-style-type: none"> ➢ Educate public on what RDCK can offer for support and resources for their event ➢ Facilitate the direction/goals of the committee with an aim to improve attendance/involvement for events
6: The concept of sustainability needs to be applied to decision making about the development, operation, and utilization of facilities and spaces both indoors and outdoors.	Ongoing, 1-10 years	2022-2030	Re-allocation \$	<ul style="list-style-type: none"> • Sustainability concepts are currently applied, generally <ul style="list-style-type: none"> ➢ Year 1-5 is process development ➢ Use Master Plan framework and tools for planning and development
7: Acquire land for the development of park sites including access to water (e.g. rivers and lakes).	2022-2025 36-48 months	2022	Addition \$	<ul style="list-style-type: none"> • Identify preferred areas or specific parcels for acquisition consideration • Develop a site selection tool to prioritize the list of potential sites
	2022-2025 3+ years	2022	Addition \$\$\$	<ul style="list-style-type: none"> • Acquire sites where and when appropriate <ul style="list-style-type: none"> ➢ This is contingent on governance
	2022-2027+ 5+ years	2022	Addition \$\$\$ initially \$ long term	<ul style="list-style-type: none"> • Establish a reserve fund dedicated to land acquisition <ul style="list-style-type: none"> ➢ Years 1-5 rely on long-term borrowing ➢ Years 5-25 require more stable funding
	2022 12-18 months	2022	Addition \$\$	<ul style="list-style-type: none"> • Examine RDCK governance and operational structures <ul style="list-style-type: none"> ➢ In conjunction with park consolidation recommendation ➢ Define staff roles in new structure

	2022 12-18 months	2022	Addition \$	<ul style="list-style-type: none"> • Support the RDCK Parks and Trails Strategy project
	Completed		Re-allocation \$	<ul style="list-style-type: none"> • Review Agricultural Land Commission regulations to ensure compliance <ul style="list-style-type: none"> ➤ Staff are educated and aware
	Completed		Re-allocation \$	<ul style="list-style-type: none"> • Ensure the Creston Valley Wildlife Act is adhered to.
	Ongoing	2022	Addition \$\$	<ul style="list-style-type: none"> • Meet with the Lower Kootenay Band to discuss potential opportunities and seek opportunities of common interest <ul style="list-style-type: none"> ➤ Through Board direction and supporting policy
8: Implement an asset management approach to facilities.	2022	2022+	Reallocation \$	<ul style="list-style-type: none"> • Create an inventory of all RDCK facilities along with facility assessments completed • Develop a prioritized list of RDCK facilities • Based on inventory of facilities and replacement values begin annual budgeting • Inventory partner facilities and amenities that receive some level of public support from RDCK and determine if assessments have been completed on the facilities • Consider establishing a life cycle reserve budget for indoor and outdoor recreation and parks infrastructure • Support the RDCK Asset Management project

<p>9: Utilize a project/amenity prioritization framework when contemplating numerous projects that are competing for RDCK support.</p>	<p>2022-2026 18-24 months</p>	<p>2022</p>	<p>Re-allocation \$\$</p>	<ul style="list-style-type: none"> • Adopt and use the prioritization tool • Identify potential projects that need to be prioritized in the region • Use the ranking to help guide decision making and revisit scoring as new information becomes available
<p>10: When considering the development of facilities, follow a defined project development framework.</p>	<p>Ongoing</p>	<p>2022</p>	<p>Re-allocation \$</p>	<ul style="list-style-type: none"> • Adopt the facility development framework • Determine where potential projects or projects of consideration would fit in the framework and apply subsequent steps
<p>11: Enhance the existing trail network in the area.</p>	<p>2022-2029 18-24 months</p>	<p>2022-2023</p>	<p>Addition \$\$</p>	<ul style="list-style-type: none"> • Ensure the existing trail system is mapped and this map is shared with the community and tourists <ul style="list-style-type: none"> ➤ Look for partnerships or private industry to provide the service
	<p>2022-2029 ongoing</p>	<p>Ongoing</p>	<p>Addition \$\$</p>	<ul style="list-style-type: none"> • Utilize community feedback, identify the priority areas that need enhancing <ul style="list-style-type: none"> ➤ Gaps in existing trail connections in town, from town to rural, from community to community or in the wilderness ➤ Look for partnerships or private industry to provide the service
	<p>2022-2029</p>	<p>2023</p>	<p>Addition \$</p>	<ul style="list-style-type: none"> • Develop a priority list for addressing the needs and solicit partners to help
	<p>Ongoing</p>	<p>Ongoing</p>	<p>Re-allocation / Addition \$</p>	<ul style="list-style-type: none"> • Support ongoing relationship with Creston Valley Wildlife Management Area and its network of trails <ul style="list-style-type: none"> ➤ Look for alternative locations for intensive recreation
	<p>Ongoing</p>	<p>Ongoing</p>	<p>Re-allocation \$</p>	<ul style="list-style-type: none"> • Meet with members of the Lower Kootenay Band to discuss

				<p>opportunities for cooperation in trail siting and development</p> <ul style="list-style-type: none"> ➤ Through Board direction and supporting policy
<p>12: Continue and enhance communication and promotion efforts related to parks and recreation opportunities and benefits.</p>	<p>Dec-2021 12-18 months</p>	<p>2022</p>	<p>Re-allocation \$</p>	<ul style="list-style-type: none"> • Inventory all communication channels and the consumption rates of those channels by the public <ul style="list-style-type: none"> ➤ Polling current communication strategies and analyze the data to determine which channels are most effective • Develop a process to indicate how and when to use channels based on target audience <ul style="list-style-type: none"> ➤ Marketing Strategy • Create inclusive opportunities for the community to access and share recreation opportunities and benefits <ul style="list-style-type: none"> ➤ Use channels to inform and educate the public to enhance a more diverse recreation culture in the community
<p>13: Provide outreach services to enhance programming and support community delivery efforts.</p>	<p>Jun-2021 12 months</p>	<p>2021-2022</p>	<p>Re-allocation \$</p>	<ul style="list-style-type: none"> • Create an inventory of satellite facilities in which programming can occur • Short list locations to pilot outreach programming <ul style="list-style-type: none"> ➤ Facility availability and population concentration, and distance from Creston used as some criteria • Identify programs to offer based on data collected <ul style="list-style-type: none"> ➤ Options for this could include outsourcing, focus groups with other groups/orgs.
<p>14: Develop capacity within community organizations by</p>	<p>Mar-2022 12 months</p>	<p>2021-2022</p>	<p>Re-allocation \$</p>	<ul style="list-style-type: none"> • Consulting with community organizations to identify specific topics of training and specific support needed. Create a support

providing support and training.				<p>structure as part of RDCK service delivery</p> <ul style="list-style-type: none"> ➤ Cost-neutral support/training (coaching) ➤ Feeding user groups with foundational programming to help them grow <ul style="list-style-type: none"> • Make the provision of support to groups as part of service delivery. <ul style="list-style-type: none"> ➤ Identify needs and determine where gaps can be filled for volunteer-run organizations (ie. volunteer recruitment, assisting with grant writing, etc)
15: Establish and implement a formal process for community organizations to liaise with the RDCK.	Jun-2021 6 months	2021	Re-allocation \$	<ul style="list-style-type: none"> • Delineate the functions and outcomes of the process • Consider the most suitable department and / or position to situate this role • Formulate process and communicate to community organizations so that groups know when, why and how to engage
16: Implement a consolidated parks and trails service for Creston and Electoral Areas A, B & C.	Mar-2023 18-24 months	2023-24	Re-allocation \$	<ul style="list-style-type: none"> • With CVSC, discuss the benefits from setting up this service as well as the cost • Identify steps necessary to implement the service <ul style="list-style-type: none"> ➤ May involve governance and structural review of RDCK
17: Deliver parks and recreation services through partnership with other agencies and sectors.	2022-2023 Ongoing	Ongoing	Re-allocation \$	<ul style="list-style-type: none"> • Develop partnership framework that identifies different types of partnerships including facility management through to service collaboration

				<p>Framework considerations:</p> <ul style="list-style-type: none"> ➤ Potential partner goals, outcomes, contributions, tenure ➤ Benefits, costs, nurturing, and accountabilities of partnerships opportunities
18: Implement an ongoing process for data collection to inform decision making.	Jun-2021 30-40 months	2021-23	Re-allocation \$	<ul style="list-style-type: none"> • Identify utilization information currently collected and what is desired <ul style="list-style-type: none"> ➤ Reveal information gaps to assist in decision making • Develop an approach to address gaps in information collected <ul style="list-style-type: none"> ➤ Research best practices for data collection • Inventory ongoing and regular community research initiatives (e.g. community wide surveys) • Develop a program or schedule of data collection <ul style="list-style-type: none"> ➤ Keep it local initially; expand regionally as processes are developed
19: Continue efforts to reduce barriers to participation.	Sep-2021 ongoing	annually	Re-allocation \$	<ul style="list-style-type: none"> • Review list of identified barriers and identify mitigating efforts for each <ul style="list-style-type: none"> ➤ Assess the need for a community-wide survey to identify individual barriers • Communicate appropriate efforts to the public <ul style="list-style-type: none"> ➤ Use various channels to educate public on efforts made to reduce barriers <hr/> <ul style="list-style-type: none"> • Identify mitigation strategies to help address the barriers (where possible)



REGIONAL DISTRICT OF CENTRAL KOOTENAY
Sanca Park Water Commission
OPEN MEETING MINUTES

10:00am

Monday, December 6, 2021

Remote Meeting (Open Voice Teleconference)

COMMISSION MEMBERS

Commissioner John Vander Heide

Commissioner Mike Thompson

Commissioner Melissa Izon

Commissioner Peter Cartwright

Director Garry Jackman Electoral Area A

STAFF

Ule Wolf General Manager of Environmental Services

Jason McDairmid Manager of Utility Services

Marilyn Perrin Recording Secretary

MEMBERS ABSENT

Steve Ethier Water Operations Manager

1. CALL TO ORDER

John Vander Heide called the meeting to order at 10:05 am

2. ADOPTION OF AGENDA

Moved and seconded,

And Resolved:

The agenda for the December 6, 2021 Sanca Park Water Commission Budget meeting be adopted as circulated. **Carried**

3. RECEIPT OF MINUTES

The August 20, 2020 minutes have been received.

4. STAFF REPORTS

4.1 BUDGET REPORT

Draft D4 Service S242 Water Utility – Area A (Sanca Park) 2022 to 2026 Financial Plan
The Draft D4 Service S242 Water Utility – Area A (Sanca Park) 2022 to 2026 Financial Plan was presented by Jason McDairmid.

Our loan has been paid off out of our reserves making user fees reduced and more funds going into reserves.

Jason reported that the budget update will be available in April.

The Commission has approved the current budget draft.

4.2 OPERATIONS AND MAINTENANCE UPDATE

The water system is running smoothly to date.

4.3 WATER INTAKE STATUTORY FIGHT OF WAY

There is no change to the current right of way status. The current property has offered to give us access through his property in exchange for water rights for his independent power supply. John Vander Heide will contact him. It is ready to go, just waiting for documentation.

4.4 NORTH PROPERTY REMOVAL FROM SERVICE AREA

The North property owners have not confirmed their desire to leave the Sanca Park Water System. He has been contacted but still no reply. Jason is going to send out another registered letter.

4.5 NORTH PROPERTY LINE REPLACEMENT

There is no decision made regarding the North property line replacement as we still have to receive confirmation from the property owner.

4.6 SANCA RISK MANAGEMENT PLAN

Jason suggested that instead of individual risk management plans, there should be a blanket plan for all water systems, and just be tweaked for individual systems.

5. PUBLIC TIME

The Chair will called for questions from the public 10:45am. No questions at that time.

6 SUMMER GENERAL MEETING

Next scheduled general meeting will be August 4th 2022 at 3pm.

7. RECOMMENDATION

MOVED and seconded

and Resolved that it be recommended to the Board.

That the Board approve the annual honorarium for the Sanca Park Water Commission's meeting coordinator be increased from \$400 to \$500 and it be paid from Water Utility – Area A (Sanca Park) Service S242. **Carried**

8 ADJOURNMENT

MOVED and seconded,
and **Resolved**

The Sanca Park Water Commission – Portion of Area A was adjourned at 10:55am. **Carried**

Approve by

John Vander Heide, Chair.

Carried

4. RECEIPT OF MINUTES

The November 2, 2021 Riondel Commission of Management minutes, have been received.

5. DELEGATE

Laverne Booth, of the Age Friendly Advisory Council, provided the Commission with a verbal report with regards to the Age Friendly final report, including that:

- A copy of the Age Friendly report will be distributed upon completion
- The local halls are of great importance to community members
- Wildfires are a growing concern and initiatives like the Gray Creek fire response plan are encouraged locally
- Jon Jackson, Emergency Program Coordinator, has expressed interest in participating in a community meeting to discuss emergency response plans and strategy
- On behalf of the Age Friendly Society Laverne presented the Riondel Community Centre with a poster designed by local artist Nancy Pridham.
- The Age Friendly Society is also asking the Commission to reaffirm its commitment to keeping facilities Age Friendly by considering the universal design principles during its planning of the Community Centre renovations

6. PUBLIC TIME

No public comment.

7. OLD BUSINESS

7.1 Commission Appointments and Resignations

Chair Panio provided the Commission with a verbal report with regards to the resignation of Commissioner Tremblay and put forth his nomination of Commissioner Anderson for re-election.

Moved and Seconded,
AND Resolved, that it be recommended to the Board:

That the Board appoint the following individual to the Riondel Commission of Management for a term to end December 31, 2023:

Nils Anderson Riondel

Carried

7.2 Report on Meeting with Architect

Chair Panio provided the Commission with a verbal update including, we had a recent meeting with Nelson Rocha to review the Community Centre renovation plans, a tour of the Community Centre was done with many photos taken and Mr. Rocha will prepare a report for the Commission to review.

7.3 Community Centre Roofing Project to be added to the 2022 Financial Plan

Chair Panio provided the Commission with a verbal update with regards to the Community Centre Roofing Project being added to the 2022 Financial Plan under Capital Projects.

STAFF DIRECTION To include in the 2022 Financial Plan for Service S209 Recreation Facility - Area A (Riondel) a Capital Project for the Riondel Community Centre Roofing Project of \$250,000, with \$200,000 to come from proceeds from short-term borrowing and \$50,000 from Capital Reserve Funds.

7.4 Usage Charges for New Activities

Chair Panio provided the Commission with a verbal update on the proposed charges for new activities using the Community Centre facilities, including that Lindsay is working on developing an information document outlining room rental rates for various-sized rooms and groups.

7.5 Emergency Preparedness Update

Commissioner Wilkinson provided the Commission with a verbal update on the progress of the Community's emergency evacuation strategy, including that a recent meeting was held with Steve Baxter, Regional Marine Manager from Western Pacific Marine Ltd., to assess ferry access to the wharf and they concluded that minor roadwork is needed, for which Discretionary Grant funds could be made available for materials. An email received from the provincial government and a letter from Teck both grant the community access to the wharf.

8. NEW BUSINESS

8.1 Water Treatment Plant Update

Chair Panio provided the Commission with a verbal report on the monitoring of the water treatment plant and testing activities, including that the water advisory has been lifted, access to the water treatment plant is restored, and Evan is looking after the monitoring and everything is going smoothly so far.

8.2 Fire Department Visit

Chair Panio provided the Commission with a verbal report regarding an upcoming visit from Gord Ihlen, the Regional Assistant Fire Chief, to review the Community Centre facilities in order to develop an effective emergency response strategy, including that a briefing document has been prepared detailing the available equipment and the building layout and sent prior to the in-person site survey on Wednesday, December 15, 2021.

8.3 Proposed By-Law No. 2759 Review

Chair Panio provided the Commission with a verbal update on the outcomes of the recent Commission workshop to review the proposed new by-law in regards to Commissions, including that there has not yet been a response to any of the comments on the by-law from Regional District of Central Kootenay (RDCK) staff.

8.4 Report on Water Budget Meeting

Chair Panio provided the Commission with a verbal report regarding the recent Water Budget Meeting, including that there were no major surprises or developments with the Water Utility. Questions remain regarding the generator project, and so that money has yet to be spent, the funding for the drainage budget is \$12,000 annually and the Commission has requested that the budget be increased \$10,000 to create more room for repairs and projects, and that there are still some questions regarding administration costs.

8.5 Next Year's Meeting Calendar

Chair Panio proposed to the Commission to confirm next year's meeting calendar and set the meetings to occur on the first Tuesday of every month.

9. CORRESPONDENCE

There was no Correspondence for this Commission meeting.

10. AREA A DIRECTOR'S REPORT

Director Jackman provided the Commission with a verbal report, including that a draft bylaw proposes to create a Water Services Committee overseeing all 21 water systems, its current representation structure lacks local representation and has been sent back for further review. The Creston Valley Transit Service is proposing a bus service one day a week, 700 service hours per year, to run north of Wynndel and up the lake, providing access to the health connections bus to Cranbrook. The East Shore Transit Society has getting quotes for electric buses.

STAFF DIRECTION: Lindsay will distribute the Draft Water Bylaw and the Creston Valley Transit Report once received from Director Jackman.

11. FINANCIAL REPORTS

The report on Commission expenses and revenues for November 2021 has been received.

12. PUBLIC TIME

No public comment.

13. NEXT MEETING

The next Riondel Commission of Management meeting is scheduled for January 4, 2021 at 7:00 pm.

14. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Riondel Commission of Management meeting be adjourned at 8:07pm.

Carried

Digitally approved via email

Gerald Panio, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. *That the Board appoint the following individuals to the Riondel Commission of Management for a term to end December 31, 2023:*

Nils Anderson Riondel

STAFF DIRECTION

1. *To include in the 2022 Financial Plan for Service S209 Recreation Facility - Area A (Riondel) a Capital Project for the Riondel Community Centre Roofing Project of \$250,000, with \$200,000 to come from proceeds from short term borrowing and \$50,000 from Capital Reserve Funds.*
2. *Lindsay MacPhee will distribute the Draft Water Bylaw and the Creston Valley Transit Report once received from Director Jackman*

THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.

Future Riondel Commission of Management Meetings

1. *Emergency Preparedness update – Western Pacific Marine Updates*
2. *Update on Meeting with Regional Fire Chief*
3. *Commissioner Wensink Letter of Acknowledgement*



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Recreation Commission No. 4
OPEN MEETING MINUTES**

7:00pm

Thursday December 9, 2021

Webex:

Meeting Number (access code): 245 659 88012

Meeting Password: e6HZtVV5JS5

COMMISSION MEMBERS:

Commissioner C. Hughes (Chair)	Village of Nakusp
Commissioner K. Miller	Village of Nakusp
Commissioner S. Sanders	Area K
Commissioner S. Seaton	Area K
Commissioner K. Lario	Area K

STAFF:

Jenna Chapman	Recording Secretary
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GUESTS:

Malinda Scott

1. CALL TO ORDER

Chair Hughes called the meeting to order at 6:32 p.m.

2. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the December 9, 2021 Recreation Commission No. 4 meeting, be adopted as circulated with the inclusion of 6.2 Election of a New Commissioner.

Carried

3. RECEIPT OF MINUTES

The October 13, 2021 Recreation Commission No. 4 minutes, have been received.

4. DELEGATE

There are no delegates scheduled for this Commission meeting.

5. OLD BUSINESS

5.1 Recreation Coordinator

Chair Hughes, provided the Commission with a brief overview of the Recreation Coordinator Job Description and Contract for the Recreation Coordinator position including, we do not have the Job Description at this point, I will be working with Wayne the new CAO and he is very keen to get this done. He is expecting to have this completed by late winter and ready for spring.

5.2 Village of Nakusp Update

Commissioner Miller provided the Commission with a brief overview of the Village of Nakusp update including, Wayne is eager to get this completed, Linda did really push for this. We are trying to clean up many of the things that should have been happening. We need to get more explicate with what we want done. Wayne and Linda both have pointed out how important this is.

5.3 Commission Appointment

Commissioner Seaton with Area K thanked the Commission for her term on the Recreation Commission No. 4. Commissioner Seaton has decided to resign from the Commission. The Commission Members all thanked Commissioner Seaton for her service.

MOVED and Seconded,
And Resolved and Recommended to the Board:

That the Board that Board send a letter to outgoing member, Sheila Seaton thanking her for her service to the RDCK.

Carried

6 NEW BUSINESS

6.1 Proposed 2022 Meeting Dates

Proposed Nakusp Rec Commission 4 2022 Meeting Dates:

- January 25, 2022
- March 8, 2022
- May 11, 2022
- June 16, 2022
- September 15, 2022
- November 17, 2022

MOVED and seconded,
AND Resolved:

That the proposed Nakusp Recreation Commission No. 4 2022 meeting dates be adopted with a 6:30pm start time

Carried

6.2 Election of new Commissioner Member

Chair Hughes, introduced Melinda Scott to the Commission, Melinda Scott provided the Commission with a brief overview of how she is excited to be apart of the Recreation Commission No. 4

Moved and Seconded

AND Resolved and Recommended to the Board:

That the Board appoint the following individual to the Recreation Commission No. 4 for a term to end December 23, 2024:

Melinda Scott, Area K.

Carried

7 PUBLIC TIME

The Chair will call for questions from the public at 7:30 p.m.

8 NEXT MEETING

The next Recreation Commission No. 4 meeting is scheduled for January 25, 2022 at 6:30 p.m.

9 ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Recreation Commission No. 4 meeting be adjourned at 6:35 p.m.

Carried

Digitally Approved

Chair, Carlee Hughes



Regional District of Central Kootenay
CASTLEGAR & DISTRICT RECREATION COMMISSION
Open Meeting Minutes

Tuesday, December 14, 2021 at 4:00 pm
 WebEx

COMMISSION

MEMBERS PRESENT

Director K. Duff	City of Castlegar
Commission M. McFaddin	City of Castlegar
Director D. Rye	City of Castlegar
Commissioner A. Davidoff	Electoral Area I
Commissioner R. Smith	Electoral Area J

STAFF PRESENT

J. Chirico	General Manager of Community Services
J. Crockett	CDRC Manager of Recreation
J. Chapman	Community Services Administrative Coordinator - Recording Secretary
A. Polovnikoff	Recreation & Cultural Programmer
K. Ali	Administrative Assistant
S. Horn	Chief Administrative Officer

GUESTS

Jon Jackson	Emergency Room Coordinator
Chris Johnson	Manager of Community Sustainability

1. CALL TO ORDER

Chair Rye called the meeting to order at 4:02 pm

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The agenda for the December 14, 2021 Castlegar and District Community Complex and Recreation Commission meeting be adopted as circulated with the inclusion of 6.6 Female Changing Room.

Carried

4. RECEIPT OF MINUTES

The November 02, 2021 Castlegar and District Recreation Commission minutes, have been received.

5. DELEGATE

There are no Delegates for this Commission meeting.

6. STAFF REPORTS

6.1 CDRD Staff Report

Audrey Polovnikoff Recreation Coordinator, provided the Commission with a verbal update in regards to the Staff Report including, the staff have completed the Childcare playground and it has passed all inspections, the Seniors are back in the facility, thank you to Heather Anderson for ensuring they can come back safely. The Leisure Guide is now available online.

STAFF PRESENT: Stuart Horn joined the meeting at 4:04 p.m.

6.2 Castlegar & District Community Complex and Recreation Centre Broadband Connectivity Upgrade Project

The Commission Report dated November 30, 2021 from Jon Jackson, Emergency Program Coordinator, re: Castlegar & District Community Complex and Recreation Centre Broadband Connectivity Upgrade Project has been received. Chris Johnson, Manager of Community Sustainability provided the Commission with an overview of the Commission Report regarding the Castlegar and District Community Complex and Recreation Centre Broadband Connectivity Upgrade Project.

MOVED and seconded,
AND Resolved and Recommended to the Board:

That the Board approve staff to proceed with the Grant Application process for the Castlegar & District Community Complex and Recreation Centre Broadband Connectivity Upgrade Project, AND FURTHER that 20% of the remaining cost be covered by service Area (Castlegar Complex)-Castlegar and Areas I and J (S222).

Carried

STAFF ABSENT: Chris Johnson left the meeting at 4:15 p.m.

STAFF ABSENT: Jon Jackson left the meeting at 4:15 p.m.

6.3 CDRD Childcare Centre Status Report

Jim Crockett, Manager of Recreation provided the Commission with a verbal update on the Status Report dated November 30, 2021 from Shari Imada, Project Manager, regarding the Childcare Centre Status, including, we will be within the two (2) million plus the \$30,000 that was contributed to the front entrance. We are doing the final wrap up right now and some work that needs to be set aside for next spring. Jim Crockett provided the Commission with an overview of the letter received from the Kootenay Family Place.

STAFF DIRECTION: For the following items be sent to the Commission Members: A fully executed copy of the Kootenay Family Place Agreement including a Staff Report with the intentions of the Agreement as well as a summary of what occurred, a letter drafted to the School Board for the School Board to consider changing their bus route so the children can use the Facility.

MOVED and seconded,
AND Resolved:

The Commission to write a letter to the Board of Education, requesting them to consider bussing to this location.

Carried

6.4 Capital Asset Management Report

Jim Crockett, Manager of Recreation provided the Commission with an overview of the Capital Asset Management Report including, we were not successful in the Grant applications, which has caused our Facility not to be able to enhance. We are looking for a consistent funding for future projects based on five (5) years. Jim Crockett, then went over the priority of what needs to be done and in what order.

STAFF PRESENT: Justin Niminiken joined the meeting at 4:51 p.m.

MOVED and seconded,
AND Resolved:

All Financial Planning matters, which include items 6.4 Capital Asset Management Report, 6.5 Funding Asset Management/Renewal Projects and 7.1 Tennis Infrastructure in Castlegar, are to be held at a strategic planning workshop, therefor Items 6.4, 6.5 and 7.1 have been Tabled with a date to be determined.

Carried

STAFF DIRECTION: To prepare an overview of the Capital Asset Management Report and what will happen over a longer period of time if it does not take five (5) years to fix all items and further, to put together a few options and present them to the Commission. Staff to send out a Doodle Poll to see what days work for all Commission Members.

STAFF ABSENT: Justin Niminiken left the meeting at 5:26 p.m.

6.5 Funding Asset Management/Renewal Projects

That Item 6.5 Funding Asset Management/Renewal Projects be tabled for it to be an Agenda item in a Strategic Planning Workshop with a date to be determined. With Item 6.6 Female Changing Room be considered at this time.

STAFF ABSENT: Commissioner Davidoff left the meeting at 5:44 p.m.

6.6 Female Changing Room

Chair Rye provided the Commission with a verbal update regarding the Female Changing Room including, the female dressing room will be five (5) and six (6) and we will make the signs for the dressing rooms, as well as a key so they can lock the changing rooms. The signs are designed to be removable so that the change rooms can be used for other use as well, Minor Hockey will be able to assign these when they need it.

7. Correspondence

7.1 Tennis Infrastructure in Castlegar

That item 7.1 Tennis Infrastructure in Castlegar be tabled for it to be an Agenda item at in a Strategic Planning Workshop with a date to be determined. With item 8.1 Discretionary Grant For Stanley Humphries Secondary School Grads be considered at this time.

8. NEW BUSINESS

8.1 Discretionary Grant For Stanley Humphries Secondary School Grads

Chair Rye provided the commission with a brief overview of the Discretionary Grant for Stanley Humphries Secondary School e-mail dated December 2, 2021 including, this discretionary grant would go to each individual area with a grant application, this application would not go to the Commission.

STAFF DIRECTION: To respond to Taylor Craig, Communications Executive Member at Stanley Humphries Secondary School e-mail, and direct them in the right direction of how to apply to the Grants.

8.2 Proposed 2022 Meeting Dates

Proposed 2022 Castlegar Recreation Commission meeting dates:

January 11, 2022

February 1, 2022

March 1, 2022

April 5, 2022

May 3, 2022

June 7, 2022

July 5, 2022

August 2, 2022

September 6, 2022

October 4, 2022

November 1, 2022

December 6, 2022

MOVED and seconded,
AND Resolved:

That the proposed Castlegar Recreation Commission 2022 Meeting Dates be adopted with a 4:00 p.m. meeting start times with the modification of September 6, 2022 meeting be held September 14, 2022.

Carried

8.3 2022 Draft Financial Plan

That item 8.3 2022 Draft Financial Plan be Tabled for the Commissioners to review it at a later date and held in an Open meeting, date is to be determined, with item 9. Public Time to be considered at this time.

9. PUBLIC TIME

There were no members of the public at this Commission Meeting.

10. IN CAMERA

There are no In Camera Items for this Commission Meeting.

11. NEXT MEETING

The next Castlegar and District Community Complex and Recreation Commission meeting is scheduled for January 11, 2022 at 4:00 p.m.

12. ADJOURNMENT

Chair Rye, thanked Staff for all of their work they have been doing, as it has been a trying time, as well as everyone that works in the Complex. I hope everyone has a Happy Holiday Season.

MOVED and seconded,
AND Resolved:

The Castlegar and District Community Complex and Recreation Commission meeting be adjourned at 5:57pm.

Carried

Digitally Approved

Dan Rye, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. That the Board approve staff to proceed with the Grant Application process for the Castlegar & District Community Complex and Recreation Centre Broadband Connectivity Upgrade Project, AND FURTHER that 20% of the remaining cost be covered by service Arena (Castlegar Complex)- Castlegar and Areas I and J (S222).
-

THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.

Future Castlegar & District Community Complex and Recreation Commission Meetings

1. For the following items be sent to the Commission Members: A fully executed copy of the Kootenay Family Place Agreement including a Staff Report with the intentions of the Agreement as well as a summary of what occurred, a letter drafted to the School Board for the School Board to consider changing their bus route so the children can use the Facility.
2. To prepare an overview of the Capital Asset Management Report and what will happen over a longer period of time if it does not take five (5) years to fix all items and further, to put together a few options and present them to the Commission. Staff to send out a Doodle Poll to see what days work for all Commission Members.
3. To respond to Taylor Craig, Communications Executive Member at Stanley Humphries Secondary School e-mail, and direct them in the right direction of how to apply to the Grants.

From: [Dan Rye](#)
To: [Jenna Chapman](#)
Subject: Re: PLEASE APPROVE - December 14, 2021 Commission Meeting Minutes
Date: January 10, 2022 10:01:56 AM
Attachments: [2021-12-14-CDR_Minutes.pdf](#)

Thanks Jenna, these look good for approval.
Dan

Sent from my iPhone

On Jan 10, 2022, at 9:52 AM, Jenna Chapman <JChapman@rdck.bc.ca> wrote:

Good Morning Chair Rye,

Please review and approve the attached minutes.

Thank you,

Jenna Chapman | Administrative Coordinator – Community

Services

Regional District of Central Kootenay

Phone: 250.352.8195 |

rdck.ca

From: Jenna Chapman
Sent: January 7, 2022 12:48 PM
To: Dan Rye <dan.rye@shaw.ca>
Cc: Jim Crockett <JCrockett@rdck.bc.ca>
Subject: PLEASE APPROVE - December 14, 2021 Commission Meeting Minutes
Importance: High

Good Afternoon Chair Rye,

Happy New Year! I hope you and your family had a wonderful Holiday. I just wanted to touch base with you as I have not received your approval for the December 14, 2021 meeting minutes. Please see attached for your review and approval.

Thank you Chair Rye.

Kindest Regards,



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Area A Economic Development Commission
OPEN MEETING MINUTES**

**4:00 p.m. MST
January 5, 2022
Remote Meeting**

COMMISSION/COMMITTEE MEMBERS

Commissioner Medhurst	Crawford Bay
Commissioner Member MacMahon	Kootenay Bay
Commissioner Member Rokeby-Thomas	Kootenay Bay
Director Jackman	Area A

MEMBERS ABSENT

Commissioner Member Rokeby-Thomas	Kootenay Bay
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STAFF

Annette Steed	Meeting Coordinator
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1. CALL TO ORDER

Director Jackman called the meeting to order at 4:08 p.m. MST

2. ELECTION OF CHAIR

CALL FOR NOMINATIONS (3 Times)

Member Medhurst nominated Member MacMahon.

Discussion around the continued rotation of the chair quarterly throughout the year. The Commission agreed to continue to rotate the chair every three months.

DECLARATION OF ELECTED OR ACCLAIMED CHAIR

Director Jackman ratifies the appointed Member MacMahon as Chair of the Area A Economic Development Commission until April 2022.

CHAIR MACMAHON TOOK OVER THE MEETING

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the January 5, 2022 Area A Economic Development Commission meeting, be adopted with the inclusion of ITEM 5, Commission Appointment, after circulation.

Carried

4. RECEIPT OF MINUTES

The December 1, 2021 Area A Economic Development Commission minutes, have been received.

5. COMMISSION APPOINTMENT

Commissioner Rokeby-Thomas has resigned from the Commission.

MOVED and seconded,

AND Resolved that it be recommended to the Board:

That the Board send a letter to outgoing member Megan Rokeby Thomas thanking her for her service to the RDCK.

Carried

6. MEETING SCHEDULE

The Commission determined the meeting schedule for 2022.

Discussion around meeting every other month for the 2022 year. Still on the first Wednesday of the month.

The Commission has agreed to hold meetings every two months on the first Wednesday of the month. Meeting Dates will be in March, May, July, September, and November of 2022.

7. OLD BUSINESS

7.1 Geothermal Report

The Commission heard from Commissioner MacMahon regarding the Phase One Conclusion of the Community Geothermal Project.

Reports for Phase One are being finalized. The reports will be indicating an overall favorable outcome for Phase One. Plans of a Phase two are being discussed and costed.

8. NEW BUSINESS

8.1 Economic Action Partnership Discussion

The Commission Report dated November 30, 2021 from Stuart Horn, Chief Administrative Officer, re: CRESTON VALLEY/KOOTENAY LAKE ECONOMIC ACTION PARTNERSHIP AGREEMENT WITH KOOTENAY EMPLOYMENT SERVICES, has been received.

Moved and seconded,

AND Resolved that it be recommended to the Board:

That the Board approve the RDCK entering into a three-year agreement with Kootenay Employment Services to provide a Community Development Manager to deliver the economic development program in the Creston Valley beginning December 1, 2021 for an amount not to exceed \$120,000 annually; AND FURTHER, that services S107 Economic

Development Area A and S108 Economic Development Areas B, C, Town of Creston share the cost on a weighted basis calculated 50% by population and 50% by assessment value, and the Chief Administrative Officer be authorized to sign on behalf of the RDCK.

Carried

9. PUBLIC TIME

The Chair called for questions from the public.

10. NEXT MEETING

The next Area A Economic Development meeting is scheduled for March 2, 2022 at 4:00 p.m. MST.

11. ADJOURNMENT

MOVED and seconded,
AND Resolved:

That the Area A Economic Development Commission meeting be adjourned at 4:56 pm MST.

Carried

Approved Via Email by:
Gord MacMahon, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

- 1. That the Board send a letter to outgoing member Megan Rokeby Thomas thanking her for their service to the RDCK.*
- 2. That the Board approve the RDCK entering into a three-year agreement with Kootenay Employment Services to provide a Community Development Manager to deliver the economic development program in the Creston Valley beginning December 1, 2021 for an amount not to exceed \$120,000 annually; AND FURTHER, that services S107 Economic Development Area A and S108 Economic Development Areas B, C, Town of Creston share the cost on a weighted basis calculated 50% by population and 50% by assessment value, and the Chief Administrative Officer be authorized to sign on behalf of the RDCK.*



Joint Resource Recovery Committee Open Meeting **MINUTES**

A Joint Resource Recovery Committee meeting was held on Wednesday, January 19, 2022 at 1:00 pm (PST) / 2:00 pm (MST) by remote meeting due to Novel Coronavirus 2019 (COVID-19).

Members:	Director W. Popoff Director G. Jackman Director T. Wall Director A. Casemore Director A. Watson Director R. Faust Director T. Newell Director H. Cunningham Director A. Davidoff Director R. Smith Director P. Peterson Director K. Duff Councillor A. DeBoon Director S. Hewat Director J. Hughes Director J. Morrison Director C. Moss Director D. Lockwood Director J. Lunn Director L. Main	Area H <i>(Chair, January 19, 2022 meeting)</i> Area A Area B Area C Area D Area E Area F Area G Area I Area J Area K City of Castlegar Town of Creston Village of Kaslo Village of Nakusp City of Nelson Village of New Denver Village of Salmo Village of Slocan Village of Silverton
Staff in Attendance:	S. Horn U. Wolf A. Wilson A. Hamilton T. Johnston T. Barrington S. Eckman	Chief Administrative Officer General Manager of Environmental Services Resource Recovery Manager HB Tailings Facility Technologist Environmental Coordinator Resource Recovery Technician Meeting Coordinator

1. CALL TO ORDER & WELCOME

West Resource Recovery Committee Chair Popoff called the meeting to order at 1:03 pm (PST) / 2:03 pm (MST).

1.1 TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

1.2 ADOPTION OF THE AGENDA

Moved and Seconded,
And Resolved:

The Agenda for the January 19, 2022 Joint Resource Recovery Committee meeting be adopted as circulated.

Carried

1.3 RECEIPT OF MINUTES

The December 8, 2021 Joint Resource Recovery Committee Minutes, have been received.

2. COMMITTEE CHAIR ROTATION

Procedure Bylaw No. 2576, 2019, Section 59 (2) states:

"The sub-regional Resource Recovery Chairs rotate the responsibility of chairing the Joint Resource Recovery Committee meetings."

The 2022 JRRC Committee - Chair Rotation calendar, has been received

3. HB REMEDIATION AND CLOSURE - 2022 CONSULTING SCOPE OF WORK & CONTRACT EXTENSION

The January 11, 2022 Committee Report from Alayne Hamilton, HB Tailings Facility Technologist, outlining a 5 month contract extension for SLR Consulting (Canada) Ltd. (SLR) and request approval for the 2022 Scopes of Work for SRK Consulting (Canada) Inc. (SRK) and SLR for the HB Tailings Facility, has been received.

Moved and Seconded,

And Resolved that it be **recommended** to the Board that:

That the Board approve the RDCK extending the Consulting Services Agreement with SLR Consulting (Canada) Ltd. for environmental consulting services for the period from August 1, 2022 to December 31, 2022, and that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER that the Board accept SLR Consulting (Canada) Ltd. proposed fee schedule increases for the period from August 1, 2022 to December 31, 2022;

AND FURTHER that the costs be paid from Service S187 Central Sub-Region Resource Recovery.

Carried

Moved and Seconded,

And Resolved that it be **recommended** to the Board that:

That the Board accept the proposed 2022 Scope of Work submitted by SLR Consulting (Canada) Ltd. for environmental and legal support for the HB Mine Tailings Facility in the amount of \$93,500;

AND FURTHER that the Board Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER that the Board direct staff to include the funds in the 2022 Financial Plan for Service S187.

Carried

Moved and Seconded,

And Resolved that it be **recommended** to the Board that:

That the Board accept the proposed 2022 Scope of Work submitted by SRK Consulting (Canada) Inc. for engineer-of-record tasks and engineering support during construction at the HB Mine Tailings Facility in the amount of \$230,346;

AND FURTHER that the Board Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER that the Board direct staff to include the funds in the 2022 Financial Plan for Service S187.

Carried

4. COLUMBIA BASIN TRUST CLIMATE RESILIENCE GRANT APPLICATIONS

The January 11, 2022 Committee Report from Todd Johnston, Environmental Coordinator, requesting direction to prepare two grant applications for the Columbia Basin Trust (CBT) Climate Resilience Program (CRP) to pursue funding for both a Bear Safe Curbside Organics (BSCO) and a Residential and Business Education (RBE) project to complement the RDCK Organic Waste Diversion Strategy, has been received.

Moved and Seconded,

And Resolved that it be **recommended** to the Board that:

That the Board direct Staff to apply for funding for both the Bear Safe Curbside Organics and the Resident and Business Education Projects from the Columbia Basin Trust Climate Resilience Program.

Carried

5. CITY OF NELSON - LETTER OF SUPPORT FOR GRANT APPLICATION

The January 4, 2022 letter from the City of Nelson requesting a letter of support from the RDCK for their grant application to the Federation of Canadian Municipalities Green Municipal Fund, "Waste Pilot Project", has been received.

Moved and Seconded,
MOTION ONLY

That the RDCK support the City of Nelson's application to the Federation of Canadian Municipalities Green Municipal Fund, "Waste Pilot Project", for their pre-treated organics diversion program.

Moved and Seconded,
And Resolved that:

The foregoing motion be *referred* to the next Joint Resource Recovery Committee meeting.

Defeated

Moved and Seconded,
AMENDMENT TO MOTION

The foregoing motion be amended to include "subject to the City of Nelson's assurance that the pre-treated material will subsequently be composted to a generally accepted standard to reduce Greenhouse Gas emissions", thus reading:

That the RDCK support the City of Nelson's application to the Federation of Canadian Municipalities Green Municipal Fund, "Waste Pilot Project", for their pre-treated organics diversion program subject to the City of Nelson's assurance that the pre-treated material will subsequently be composted to a generally accepted standard to reduce Greenhouse Gas emissions.

Carried

Meeting recessed for a break from 3:02 pm (PST) / 4:02 pm (MST) to 3:10 pm (PST) / 4:10 pm (MST)

6. RDCK RECYCLING DEPOT RBC BENEFIT EQUALIZATION OPTIONS

The January 11, 2022 Committee Report from Travis Barrington, Resource Recovery Technician, providing updated options to more equitably allocate the financial benefits provided by Recycle BC (RBC) in the form of core depots and material incentive payments to operate the depot recycling program among the three Resource Recovery Sub-regions in the RDCK, has been received.

Moved and Seconded,

And Resolved that it be **recommended** to the Board that:

The Board approve a total of \$54,411.53 be withheld from material incentive payments from RecycleBC generated in 2022 at West Resource Recovery Sub-region recycling depots and \$29,859.03 be assigned to Central Resource Recovery Service S187 and \$24,552.50 be assigned to East Resource Recovery Service S186 to compensate for unequitable allocation of RecycleBC core depots in the Regional District of Central Kootenay and improve allocation of benefits from RecycleBC to each Sub-region in proportion to population served.

Carried

7. CORRESPONDENCE FOR RECEIPT

The following correspondence has been received:

- a. RecycleBC's Packaging and Paper Product Extended Producer Responsibility Plan Amendments, Revised January 2022 document.
- b. Email dated January 13, 2022 from RecycleBC titled 'Program Plan Amendment Approval.

8. PUBLIC TIME

The Chair called for questions from the public and members of the media at 3:52 pm (PST) / 4:52 pm (MST).

9. ADJOURNMENT

Moved and Seconded,

And Resolved:

The January 19, 2022 Joint Resource Recovery Committee meeting adjourn at 3:53 pm (PST) / 4:53 pm (MST).

Carried

Certified approved by

Director W. Popoff

Chair, January 19, 2022 Joint Resource Recovery Committee meeting

BOARD RESOLUTIONS AS ADOPTED AT THE JANUARY 19, 2022 JOINT RESOURCE RECOVERY COMMITTEE MEETING

RECOMMENDATION #1

That the Board approve the RDCK extending the Consulting Services Agreement with SLR Consulting (Canada) Ltd. for environmental consulting services for the period from August 1, 2022 to December 31, 2022, and that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER that the Board accept SLR Consulting (Canada) Ltd. proposed fee schedule increases for the period from August 1, 2022 to December 31, 2022;

AND FURTHER that the costs be paid from Service S187 Central Sub-Region Resource Recovery.

RECOMMENDATION #2

That the Board accept the proposed 2022 Scope of Work submitted by SLR Consulting (Canada) Ltd. for environmental and legal support for the HB Mine Tailings Facility in the amount of \$93,500;

AND FURTHER that the Board Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER that the Board direct staff to include the funds in the 2022 Financial Plan for Service S187.

RECOMMENDATION #3

That the Board accept the proposed 2022 Scope of Work submitted by SRK Consulting (Canada) Inc. for engineer-of-record tasks and engineering support during construction at the HB Mine Tailings Facility in the amount of \$230,346;

AND FURTHER that the Board Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER that the Board direct staff to include the funds in the 2022 Financial Plan for Service S187.

RECOMMENDATION #4

That the Board direct Staff to apply for funding for both the Bear Safe Curbside Organics and the Resident and Business Education Projects from the Columbia Basin Trust Climate Resilience Program.

RECOMMENDATION #5

That the RDCK support the City of Nelson's application to the Federation of Canadian Municipalities Green Municipal Fund, "Waste Pilot Project", for their pre-treated organics diversion program subject to the City of Nelson's assurance that the pre-treated material will subsequently be composted to a generally accepted standard to reduce Greenhouse Gas emissions.

RECOMMENDATION #6

The Board approve a total of \$54,411.53 be withheld from material incentive payments from RecycleBC generated in 2022 at West Resource Recovery Sub-region recycling depots and \$29,859.03 be assigned to Central Resource Recovery Service S187 and \$24,552.50 be assigned to East Resource Recovery Service S186 to compensate for unequitable allocation of RecycleBC core depots in the Regional District of Central Kootenay and improve allocation of benefits from RecycleBC to each Sub-region in proportion to population served.

Angela Lund

From: Kaslo Administration <admin@kaslo.ca>
Sent: December 23, 2021 2:26 PM
To: Angela Lund
Subject: VOK Annual Appointments

Categories: BOARD

CAUTION This email originated from outside the organization. Please proceed only if you trust the sender.

Hello,

At the December 7th 2021 Regular Meeting of Council the following motions were passed:

376	2021.12.07	Annual Appointments	THAT Mayor Hewat be appointed as the Regional District of Central Kootenay Director for the Village of Kaslo effective January 1, 2022.
377	2021.12.07		THAT Councillor Lang be appointed as the Alternate Regional District of Central Kootenay Director for the Village of Kaslo effective January 1, 2022
378	2021.12.07		THAT Mayor Hewat be appointed as the West Kootenay Boundary Regional Hospital Board Director for the Village of Kaslo effective January 1, 2022.
379	2021.12.07		THAT Councillor Lang be appointed as the Alternate West Kootenay Boundary Regional Hospital Board Director for the Village of Kaslo effective January 1, 2022.
380	2021.12.07		THAT Acting Mayor appointments for 2022 be as follows:
			· Councillor Knoll: January-February
			· Councillor Lang: March-May
			· Councillor Leathwood: June-August
			· Councillor Van Mill: September-October

Does the RDCK require a certified resolution for this?

Sincerely,

Karissa Stroshein

admin@kaslo.ca

Village of Kaslo

Telephone: 250-353-2311 ext. 101 Fax: 250-353-7767

PO Box 576, 413 Fourth Street, Kaslo BC, V0G 1M0

www.kaslo.ca

<https://www.facebook.com/KasloBC/>



THE VILLAGE OF
NAKUSP

December 2, 2021

RDCK Municipal Director
Box 590
Nelson, BC
V1L 5R4

RE: Nakusp Council Committee Appointment for 2022

To Whom This May Concern,

We are pleased to provide your organization with the following member of Council to serve on your Committee/Board throughout 2022.

Councillor Hughes
Alternate: Mayor Zeleznik

If you have any questions, please contact Wayne Robinson, Chief Administrative Officer, at (250) 265-3689.

Sincerely,

Wayne Robinson
Chief Administrative Officer



THE VILLAGE OF
NAKUSP

December 2, 2021

West Resource Recovery Committee - RDCK
Box 590
Nelson, BC
V1L 5R4

RE: Nakusp Council Committee Appointment for 2022

To Whom This May Concern,

We are pleased to provide your organization with the following member of Council to serve on your Committee/Board throughout 2022.

Mayor Zeleznik
Alternate: Councillor Hughes

If you have any questions, please contact Wayne Robinson, Chief Administrative Officer, at (250) 265-3689.

Sincerely,

Wayne Robinson
Chief Administrative Officer

Angela Lund

From: Anne Williams
Sent: December 6, 2021 4:02 PM
To: Angela Lund
Subject: Salmo RDCK Director & Alternate Director Appointments.

Categories: BOARD

CAUTION This email originated from outside the organization. Please proceed only if you trust the sender.

Hi Angela

At the November 23rd council meeting the following motions were passed:

Moved and seconded, that Council appoint Mayor Lockwood to the position of Regional District of Central Kootenay Director.

Carried.

Moved and seconded, that Council appoint Councillor Huser to the position of Regional District of Central Kootenay Alternate Director.

Carried.

Warm regards,

Anne



Anne Williams | Chief Administrative Officer
Village of Salmo | Hub of the Kootenays
423 Davies Avenue (PO Box 1000), Salmo BC V0G 1Z0

o: 250.357.9433 e: cao@salmo.ca w: www.salmo.ca Join us on 



VILLAGE OF SILVERTON
2022 Council Appointments

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

2022 ACTING MAYOR SCHEDULE

Councillor L. Main	JAN, FEB, MAR (2022)
Councillor A. Yofonoff	APRIL, MAY, JUNE (2022)
Councillor L. Main	JULY, AUG, SEPT (2022)
Councillor A. Yofonoff	OCT, NOV, DEC (2022)



Director's Report

Garry Jackman: Area A – Wynndel/East Shore Kootenay Lake

Report Date: January 10, 2022

Kootenay Timber Supply Area Collaborative Steering Committee

To recap, the collaborative initiative is more than two years old now in response to the letter from Premier Horgan to Don Kayne, Canfor CEO. Initially we met in person as a large group (40 odd participants) where the group agreed to form a small steering committee that would set out the TOR and suggest areas to work on as a collaborative. I stepped up to be on the steering committee once the TOR was presented to the large group.

The steering committee set up two working groups at the direction of the large group to begin detailed work. This resulted in a series of proposals, vetted through government technical then policy experts, then put back to the large group for consensus to forward to the Premier. That of course occurred last September. The steering committee initially received a response from the Premier's office that the next step would be a meeting with the Minister responsible, which took a few months to gel.

A few of us from the steering committee, representing different industry segments, economic development, one indigenous nation and local government (myself) will present a condensed version of the recommendations on increased fiber value (including waste reduction) and improvements to the forest inventory data base to Minister Conroy on January 20th plus point out that much has changed in terms of allocations and fiber access even since the last large collaborative group meeting. We will be looking for support for the recommendations which the large group agreed upon, following which we will report back to the large group and potentially seek support to work on some of the other three areas identified for in depth working groups.

Columbia Basin Regional Advisory Committee (CBRAC)

At the time of writing this report the next CBRAC sessions are scheduled for January 14th (update on 12 round of CRT negotiations) and January 18th to review the Duncan/ Kootenay Lake socio-economic performance measures.

Southeastern BC Regional Connectivity Committee

The connectivity committee continues to seek meetings with each of the MP's across the basin to ensure they are all aware of the progress which CBBC has facilitated over the past years on both large and small connectivity projects and to outline a path to make significant improvements in connectivity

For more information

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

(through fiber optics) for more than 6000 households if the Universal Broadband Fund (UBF) application for the region is approved.

In parallel with the outreach meetings, there are discussions with the province on how to efficiently tackle connectivity upgrades for the next 7000 households across the Basin which are currently underserved and were not eligible for UBF funding.



Columbia River Treaty Monthly Update for the Local Governments' Committee
November and December 2021

Issued Dec. 20, 2021

Highlights

- 11th round of Canada-U.S. CRT negotiations
- Canada and B.C. CRT negotiators present to Selkirk College students
- Columbia Basin Regional Advisory Committee receives presentation on the *Declaration Act*
- Creston Valley Flood Management Partnership selects coordinator

Canada-U.S. Treaty Negotiations

- Canada and the U.S. met on Dec. 9, 2021 to advance talks on the future of the Columbia River Treaty. During this 11th round, negotiators discussed ecosystem priorities, post-2024 flood risk management, and Canada's "flexibility" concept.
- On behalf of Canada, Canadian Columbia Basin Indigenous Nations made a presentation to the U.S. about ongoing ecosystem studies and analysis, as did U.S. federal agencies and tribal advisors, similarly presenting to Canada. B.C. led a discussion about increasing flexibility in the Treaty.
- The LGC received an update on this set of discussions via Zoom on Dec. 13 at 9am PT/ 10am MT. The update was given by Canada's Chief Negotiator for the Treaty, Sylvain Fabi, B.C.'s lead on the Canadian negotiation delegation, Kathy Eichenberger and Secwepemc representative on the Canadian negotiation delegation, Nathan Matthew.
- The Province released an Information Bulletin about this session on Dec. 13, 2021, which has been shared on the [B.C. CRT website](#), [Facebook](#) and [Twitter](#).
- The next round of negotiations will be held on Jan. 10, 2022.

Public Engagement

Presentation to Selkirk College

- On Nov. 25, 2021, Sylvain Fabi and Kathy Eichenberger presented via Zoom to approximately 40 second-year students in the Environment and Geomatics program at Selkirk College. The presentation provided an overview of the Treaty, the Province's CRT Review and public engagement activities, efforts leading up to Canada-U.S. negotiations, the significant collaboration between Canada, B.C. and



the Ktunaxa, Secwepemc and *Syilx* Okanagan Nations, and key interests that have been raised by Basin residents, local governments and Indigenous Nations throughout the CRT modernization process.

- Students were engaged and asked informed questions. They were curious to know who is responsible for CRT dam repairs and replacement; how system-wide hydroelectric operating decisions are made; whether there has been consideration given to allocating funds through the Treaty for specific interests, such as ecosystems; who receives the benefits of the Treaty in Canada; whether the Treaty regulates industrial domestic water use on either side of the border; and how climate change will affect river flows and dam operations.
- Connecting with college students is an important part of the B.C. CRT Team's efforts to engage with Basin youth. The team will continue working with Selkirk College to explore more opportunities in the future.

Columbia Basin Regional Advisory Committee (CBRAC)

- CBRAC met via Zoom on Nov. 3, 2021 for an update on CRT negotiations and related activities, and a presentation on the Province's [*Declaration on the Rights of Indigenous Peoples Act* \(Declaration Act\)](#).
- The morning began with a prayer and opening comments from Nathalie Allard of the Ktunaxa Nation and Nathan Matthew of the Secwepemc Nation. Sylvain Fabi then provided an update on Canada-U.S. CRT negotiations and gave insight into recent engagement with the U.S. Kathy Eichenberger described work underway to explore potential domestic Treaty governance options, and Cindy Pearce, LGC Executive Director, brought CBRAC up to speed with the LGC-led socio-economic interests work that is informing the CRT river management modeling initiative.
- The afternoon featured a presentation on the [United Nations Declaration on the Rights of Indigenous Peoples](#) and the *Declaration Act* from Wayne Giles, Regional Director, Kootenay Boundary, for the Ministry of Indigenous Relations and Reconciliation. Nathan Matthew and Nathalie Allard shared their perspectives as Indigenous Nations representatives.
- CBRAC asked questions and engaged in a discussion afterwards that showed their appreciation for the presenters and their eagerness to learn more about Indigenous issues. The CBRAC Steering Committee and Indigenous Nation CBRAC representatives are exploring options for further learning.
- Summary notes will be available on the [CBRAC webpage](#) in January 2022.

Ongoing Communication

- The Province continues to communicate with the public through its CRT Newsletter, website and social media channels. As always, the B.C. CRT Team is open to suggestions for how to connect more



effectively with Basin residents, especially youth, on the CRT. Please email Brooke.McMurchy@gov.bc.ca if you are aware of any opportunities in your communities.

Community Interest Projects

The B.C. CRT Team continues work on addressing community interests that have been raised throughout the Province's public engagement on the Treaty.

Progress updates on some of the projects are listed below.

Columbia Basin Agriculture Support

- The B.C. CRT Team is completing a summary of the responses received to the call for feedback on the discussion paper 'Overview of Agricultural Interests in the B.C. Columbia Basin and Existing Programs and Initiatives' that closed September 15, 2021.
- In addition, the B.C. CRT Team is engaging with B.C. agriculture and other experts to seek further input, and better understand the gaps in addressing CRT related impacts on agriculture interests and concerns.
- The B.C. CRT Team continues to explore next steps as part of these conversations.

Columbia River Treaty Heritage Project

- In mid-November an updated project funding proposal was submitted to Columbia Basin Trust. No decision has been made by the Trust.
- The Steering Committee met on December 9, 2021. The Denise Cook Design team provided updates and sought direction/confirmation from the Steering Committee on a visual identity, touring route map and touring route name. Further updates will be shared in the new year.

Creston Valley Dikes Management

- The Creston Valley Flood Management Partnership Hiring Committee reviewed several strong applications for the coordinator position before selecting a successful candidate. The hiring process, led by the Town of Creston, is expected to be completed in the coming days. The position is funded until December 2022 and part of the responsibilities for the new coordinator is to secure funding for the following year and beyond.
- The coordinator will support the organizational development and day-to-day operations of the Creston Valley Flood Management Partnership and assist in advancing the Partnership's interests, including



managing technical studies and other initiatives for the Partnership and developing funding applications.

- The initial technical studies will support the Flood Risk Assessment, Flood Mapping, and Flood Mitigation Planning work that received funding in September 2021 through the Union of British Columbia Municipalities' Community Emergency Preparedness Fund.

Kinbasket Recreational Opportunities

- The B.C. CRT Team recently followed-up with the Town of Golden regarding a call with key stakeholders they proposed the previous month. The Town of Golden will lead the logistics for the call.

Koocanusa Reservoir Safety Signage

- The B.C. CRT Team is working with Recreation Sites and Trails BC staff at the Ministry of Forests, Lands, Natural Resource Operations and Rural Development on a project to install safety signage at select public boat launches on Koocanusa Reservoir. While BC Hydro is unable to participate in the project directly as they have no property on Koocanusa Reservoir where they can install signage, they been supporting efforts, including providing a signage template.

Lardeau Valley

- The region is considering whether to undertake a house-to-house survey to determine the number of residences with back up generation to further inform the supply reliability work.
- Columbia Basin Trust's Community Readiness Program has been suggested as a source of funding to support the purchase of emergency readiness equipment for community wide benefit for the Lardeau Valley. Suitable equipment could support the community's ability to meet their needs during emergencies including sustained power outages.

Projects Being Monitored

Connectivity/Broadband

- No new updates since October 2021.
- A cross-government working group is continuing to work with key stakeholders to identify and address/mitigate barriers and challenges rural communities face.



Duncan Dam Fish Passage

- No new updates since March 2021.
- BC Hydro has decided to proceed to the detailed design and installation phase to replace the fish weir at Duncan Dam. The detailed design for the project will be completed by the fall of 2021, and construction is expected to take place in the summers of 2023 and 2024.

Ecosystem Enhancement – Spatial Mapping Products

- No new updates since July 2021.
- Arrow and Kinbasket Reservoir spatial mapping data was given to the CRT Ecosystem Function Sub-Committee and to Selkirk College for the CRT portal being developed as part of their [Rural Open Data](#) initiative.
- Communication on public access to the CRT Portal is expected in 2021.

Koocanusa Debris Management

- No new updates since July 2021.
- Unexpectedly high reservoir levels this summer, linked to greater glacial melt entering tributaries due to the summer's heat dome, resulted in even more debris entering Koocanusa. No changes are expected in BC Hydro's debris management program.
- Better coordination with the U.S. during Treaty negotiations regarding this topic, would improve debris management.

Nakusp Marina and Breakwater Repairs

- The first phase of the Nakusp marina and breakwater repair project was completed in July 2020. The Village of Nakusp is seeking funding to repair another 300 feet of the breakwater.
- The Village was expected to meet with BC Hydro at UBCM in September 2021.

Treaty Operating Week

- No new updates since July 2021.
- The current Treaty Operating Week results in Lower Columbia flow changes over seven days, beginning on Friday/Saturday, impacting weekend recreational users.
- The Treaty Operating Week is a clause in the Columbia River Treaty, and any proposed changes would need to be included in negotiations.



Valemount Air Quality Project

- No new updates since October 22, 2021.
- The Village of Valemount continues with an Interim Chief Administrative Officer / Corporate Officer.
- The B.C. CRT team will continue to monitor, including through the Valemount Clean Air Task Force meetings.

Projects on Pause

- **Grants in Lieu of Taxes** – Standing by to receive questions from the LGC.



Aimee Watson
Director of Electoral Area D

December 8, 2021

To: Columbia Basin Trust

RE: Outdoor revitalization and recreation for Argenta Community Association

The community of Argenta is at risk of experiencing special complications from climate emergencies and extreme events due to limited access/escape routes, remoteness of emergency services, small and dispersed population, fragility of the power grid, and the natural risks inherent to the forested mountain landscape. Specific climate risks that have been identified for the area include wildfire, landslides, flooding, smoke exposure, and heat exhaustion.

Emergency preparedness is a priority of the RDCK, and we have been funding various projects over the years to help bolster community resilience. From Community Wildfire Protection Plans, lidar mapping for hazards, watershed governance initiative to annual grants for the emergency committee in Argenta. I as Area D Director for the RDCK is in full support of this application on behalf of the Argenta Community Association (ACA) to improve the emergency preparedness of their community hall.

As well, the RDCK, through a shared service with the Village of Kaslo, provides annual operational grants and capital grants to 7 parks and 5 community halls. With 24 unincorporated communities in Area D and the land base spread further than the neighbors, our community halls are much more than gathering spaces, they are emergency warming centers, meeting spaces for essential community issues and most recently with COVID, the only accessible safe public space where bubbles can be maintained and the social fabric keeping our rural communities alive is supported.

The Community Readiness program is of tremendous benefit for a community that is rural and remote, with limited access/egress (one road, sometimes in marginal condition and often not plowed until a day or two after snowfall) and a history of power outages, some lasting as long as a week. This community has already experienced one tragic emergency and the current board has a focus on preparedness for any future emergency that could arise, including wildfire.

The ACA has been, and continues to be, actively engaged in building community resilience and capacity through upgrades to the community hall, funding accessed through the CBT Community Readiness program will allow the ACA board and the community to build on this work.

Sincerely,

A handwritten signature in blue ink, appearing to read "Aimee Watson".

Aimee Watson
Area D Director



Aimee Watson
RDCK Director of Electoral Area D

December 21, 2021

Heritage BC's 150 Time Immemorial Grant Program.

To Whom it May Concern,

RE: JB Fletchers Museum restoration

As the Area D, North Kootenay Lake, elected representative, I support the application to the Heritage BC's 150 Grant program for JB Fletchers Museum. In addition to a letter of support, I as well, will commit \$7500 of grant funds through the Regional District of Central Kootenay to support this work. Once approved, the RDCK process for application will begin.

As a critical component to the region's history, both settler and indigenous, the JB Fletchers store has been lovingly returned to its authentic history. To compliment the beautifully restored building, the many artifact found throughout the restoration work are now ready for public viewing. A combination of the history of Ainsworth and surrounding area and including the mining history as well as artifacts that represent the past commercial endeavours in the area. There are also indigenous artifacts that will be on display in the space along with their history and the history of the indigenous peoples from this region. I have been assured that consultation with local first nations will occur to respect their wishes with these artifacts.

I salute the tireless and extenuating hours so many volunteers have out in to save this wonderful piece of Kootenay Lake history and very much look forward to old items being brought back to life for us all to learn from.

Sincerely,

A handwritten signature in blue ink, appearing to read "Aimee Watson".

Aimee Watson
Area D Director

These board highlights provide a general overview of discussion items and major decisions made at the Board of Directors meeting on **November 26/27, 2021**, which was held in Creston, BC. It excludes confidential information such as business negotiations, personnel issues and legal matters.

- The Trust currently has several committees which provide advice on how the Trust delivers benefits in the region. The Board made the following appointments:
 - i. Erik Leslie (Nelson) and Cherie Luke (Creston Valley) are reappointed to the Environment Advisory Committee for two-year terms to expire January 31, 2024; and,
 - ii. Lina Thompson (Valemount) is reappointed to the Social Advisory Committee for a one-year term to expire January 31, 2023.

Learn more about our advisory committees at ourtrust.org/advisorycommittees.

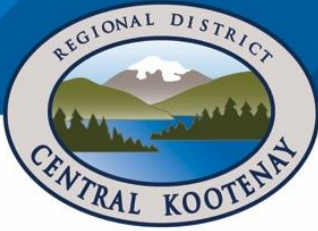
- The Board reflected on progress to date on the Trust's six strategic priorities as outlined in our *Columbia Basin Management Plan Strategic Priorities 2020-2022* that include community well-being, ecosystem enhancement, high-speed connectivity, housing, local food production and access, and support for business renewal. The Board also reflected on how the Trust has integrated climate resilience and working with Indigenous Peoples into our work in each of these priorities. The Board has approved an extension to the end of 2023 for the plan with minor refinements to strategic priority objectives based on the progress to date.

View the updated plan at [Columbia Basin Management Plan Strategic Priorities 2020-2023](#).

- The following is the 2022 meeting schedule for the Trust Board of Directors:
 - January 28/29 Videoconference
 - March 25/26 Radium/Invermere
 - May 27/28 Nakusp
 - July 22/23 Golden
 - September 23/24 Valemount (AGM)
 - November 25/26 Rossland

All Board Meeting locations are subject to change due to revisions in Public Health Authority protocols associated with the ongoing assessment of the COVID-19 pandemic health risk.

- Board meeting minutes are posted to the Trust website after they have been approved by the Board at the following meeting. View minutes here: ourtrust.org/publications.



Director's Report

Director Watson – Area D

Report Date: Winter 2022

Budget 2022

All of Area D has 17 services with an additional 7 that are community specific such as mosquito control or fire. The budget process begins in November and goes until March of each year. Our review goes through several committees, separating core, resource, and sub regional services.

The board will hold two region wide special budgets meetings to review general admin, rural, building, planning, emergency, and GIS. Kaslo and Area D will convene at North Kootenay Lake Services Committee to review fire, library, economic development, Kaslo and Area Recreation and Parks, Search and Rescue. Finally, and definitely not the cheapest, resource is reviewed at Central Resource Recovery Committee.

TO attend and/or see the agenda for these meetings, please go to the RDCK calendar here:

<https://www.rdck.ca/EN/meta/events/events-list/meetings/rdck-board-budget-meeting.html>

This post is the first in a series that will aim to keep residents apprised of what services are doing and at what cost for 2022.

In this update I will provide the draft budgets for the following sub-regional services; Recreation and Parks, Search and Rescue, Economic Development, Kaslo Fire and the Library.

North Kootenay Lake Services

S221 Kaslo and Area D Recreation and Parks

This service provides operational grants to seven community halls and five parks across North Kootenay Lake area Ainsworth to Meadow Creek including Kaslo. The Glacier Creek, Lardeau Park and Ainsowrth Wharf are all RDCK operated parks. The Arena, Curling Club, Ainsworth , Johnson Landing, Argenta and Lardeau Valley Community halls and museum are operated by societies, the RDCK taxation is provided as operational and capital grants.

Service as a whole:

2021: \$252,256.23

2022: \$257,061

Community halls, the arena and the curling club will see a small increase in grants. The arena has higher costs for staff and all halls are seeing increased utility costs. Complimentary to the operations, most of the halls have

For more information

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been very successful in 2021 with grants for emergency equipment, upgrades to the kitchens with a culinary tool library in two halls, new AED's and several community outdoor revitalization projects. During the pandemic, all halls have seen an increased participation from the community with the compounded need to adjust varying public health orders. I salute all of the community leaders who have been opening the doors, answering the phone and connecting people to resources- Thank you!

As for parks, Glacier Creek campground is one of the most popular RDCK parks. Upgrades to the south camping area and an emergency route as designed in a fuel prescription for wildfire mitigation. To reduce capital costs through taxation, Area D will provide a \$32,000 community works grant.

Lardeau Park saw a lot of action in 2021 with phase one of the Lardeau Park Plan started. There was displeasure with the layout mid-summer, some oversight that community members on site were able to redirect the design. How many trees remained versus the space needed to turn a boat trailer around were hot debates. These capital works were supported with a community works grant of \$20,000 from Area D.

S150 Search and Rescue

2021: \$24,541

2022: \$25,459

Kaslo Search and Rescue has a much larger budget that includes extensive equipment, infrastructure, training, and goals for a new building that will house the whole teams needs. The taxation is about a ¼ of their total operations.

With 60 calls in 2021 and members trained in swift water, rope, mountain, avalanche, and dog search, Kaslo and Area is well cared for. Thank you to the whole team for your hours of dedication and life saving skills.

S194 Library

2021: \$112,260

2022: \$112,910

Funds from taxation are for operations. Area D has provided a \$50,000 community works grant for the new building. The village of kaslo has provided the property and holds the ownership of the building.

S109 Economic Development

2021: 20,581

2022: \$20,581

This shared service has been very active, with projects forth coming.

In 2022, LINKs in the Lardeau Valley will be working on shared farm storage, North Kootenay Lake Community Services will be looking at commercial kitchen needs and a review of options for an improved supply chain through localization efforts will be lead by the Chamber and EDC support. For monthly reports, you can see the economic development agenda on the RDCK calendar- noted above.

Area D Workplan 2022

Director Appointments

It is the time of year when the calendar is set with all the years committee commitments. For 2022, these are my appointments to external committees and boards:

Columbia Basin Trust board
Housing committee

Finance

Columbia Basin Broadband Corporation

Columbia River Treaty; local government committee
Governance sub-committee

Cannabis Economic Development Council

West Kootenay Boundary Regional Hospital District

Projects

Community planning will go into the 2nd phase of community engagement. Look forward to one on one community discussions in Allen Subdivision, Kaslo Corridor, Schroeder Creek, Woodbury, Argenta and Johnson Landing.

Power feasibility will also go to phase 2 with funds from Area D to LINKs to conduct an asset/gap survey of back up power resources for residents and businesses in the Lardeau Valley.

Farmer Innovation program is under review, LINKs will assist by assessing available agriculture programs and determine gaps. Area D will look to support where it is needed.

Funding

As part of my work, January to May of every year I plan out grants from both Community Development and Community Works.

Community Initiatives and Affected Areas annual intake is open:

<http://www.rdck.ca/EN/main/administration/grants/columbia-basin-trust-cip-aap.html>

Area D has two funds it can use to support community services. Community Development is what the RDCK receives in lieu of taxation from BC Hydro for dams. Community Works is Federal Tax funds the province provides to the RDCK.

As I go through the budget process, I identify what capital projects are eligible and then work through community operated society needs, such as independent water systems, trail groups, KIN and others. This process takes me a few months and is generally finalized shortly after budget season with some set aside for the unknowns. Here is what has been committed for 2022 so far:

Community Works:

KiN – telecommunications support	\$100,000
Kaslo Search and Rescue – new building for equipment and training	\$50,000
Kaslo and Area Library	\$50,000
Schroeder Creek Water Society	\$20,000

Community Development:

Kaslo Outdoor Recreation Society	\$5,000
Lardeau Valley Power needs	\$25,000
Seniors Association	\$4,000
Cannabis Council	\$3,500
Lardeau; water bladder	\$5,000
Kaslo Fire Hall; Tyberius Gutierrez bursary	\$3,500
Fire Smart Recognition grants for 7 communities: \$1350 x 7 =	\$9,450
Howser Water Society; generator	\$10,000

I will provide the final list in May, post the Affected Areas and Community Initiatives process.

That is all for now, contact me with any questions- awatson@rdck.bc.ca

May we be way less burden with rules and lighter in joy for 2022!

Canada, U.S. meet for latest round of Columbia River Treaty negotiations

Share



Information Bulletin

Victoria

Monday, December 13, 2021 2:00 PM

Media Contacts

Ministry of Energy, Mines and Low Carbon Innovation

Media Relations
250 952-0622

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- [Visit Ministry Website](#)

Featured Topics

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- [Mining Jobs Task Force - Final Report \(PDF, 4.6 MB\)](#)
- [Mineral Exploration & Mining](#)
- [Mining Health & Safety](#)
- [Electricity & Alternative Energy](#)

On Dec. 9, 2021, Canada and the U.S. conducted the 11th round of negotiations on modernizing the Columbia River Treaty.

During this round, negotiators discussed ecosystem priorities, post-2024 flood risk management and Canada's "flexibility" concept.

On behalf of Canada, Canadian Columbia Basin Indigenous Nations made a presentation to the U.S. about ongoing ecosystem studies and analysis, as did U.S. federal agencies and tribal advisors similarly presenting to Canada. B.C. led a discussion about increasing flexibility in the treaty.

This session expanded the conversation around each country's key interests, building on proposals for a modernized agreement that were tabled by Canada and the U.S. during the two rounds of talks in 2020.

The next round of negotiations will take place on Jan. 10, 2022.

Learn More:

To learn more about the Columbia River Treaty, visit: <https://engage.gov.bc.ca/columbiarivertreaty/>

To keep up with the latest Columbia River Treaty news, sign up for the newsletter at <https://engage.gov.bc.ca/columbiarivertreaty/sign-up/> Or follow the CRT on Facebook (@ColumbiaRiverTreaty) Or Twitter (@CRTreaty).

To share views on the Treaty, email columbiarivertreaty@gov.bc.ca

Or write to:

Columbia River Treaty Team

Ministry of Energy, Mines and Low Carbon Innovation

PO Box 9314 Stn Prov Govt

Victoria, BC V8W 9N1



Tom Newell
Director of Electoral Area F

November 27, 2021

Columbia Basin Trust
Patrick Checknita, Grant Coordinator
RE: Community Readiness Program

Hello:

I am writing this letter in support of the Taghum Hall Society's application for this program.

The Taghum Hall Society is a highly active society that has demonstrated tremendous initiative in the amazing redevelopment of a community resource that had fallen into a bad state. With the support of the CBT, the RDCK and many others, including this dedicated society, we now have a vibrant community center piece. As the society continues its growth they continue to seek opportunities to be of increasing value and accessibility to the community. The recent addition of the playground and landscaping, with funding from CBT and the RDCK, has proven to continue this increased community access.

The RDCK continues its robust emergency management program, increasing staff and reaching out to all players and communities with programs focused on mitigating and responding to emergency situations. The Taghum Hall as an emergency response hub for the Taghum, Beasley, Bonnington community network could be part of that response network that the RDCK is striving to develop in partnership with provincial programs and of course the CBT. I believe that this is a great program idea and AREA F will also support this program with a Community Works Grant.

Sincerely,

A handwritten signature in black ink that reads "Tom Newell". The signature is fluid and cursive.

Tom Newell, Director, Area F



Director's Report

Walter Popoff – Area H

Report Date: January 3, 2022

SouthEastern-BC Regional Connectivity Committee December 15, 2021 Meeting

Owen Torgerson was appointed as Vice-chair of Committee and **Rob Gay** was re-affirmed as continuing Chair. Winter meetings with MP's will be set up in January during their winter break. RCC 2022-2025 Connectivity Strategy will be reviewed annually. Chair Gay will be contacting Rd's and arranging dates for presentation to the Regional Districts. Tentative date for the meeting next meeting is Wednesday February 2, 2022. Happy and safe Holiday Season was wished to all.

Regional Connectivity Knowledge Network December 17, 2021 Meeting

Tanya Smith, Director– Strategic Initiatives, First Nations Technology Council.

Provided a presentation on: **Indigenous Digital Equity Strategy**

The First Nations Technology Council (FNTC) has embarked on development of an Indigenous Digital Equity Strategy for BC. The presentation provided an overview of the work of the Technology Council. It also touched on the Indigenous Digital Equity Strategy and how it relates to local government advocacy around improving connectivity. The FNTC is an Indigenous-led non-profit organization, mandated by Indigenous peoples in BC to advance digital and connected technologies, and ensure that Indigenous peoples have the tools, education and support to thrive in the digital age.

For more information

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



Walter Popoff
Director of Electoral Area H

File No. 211214

December 14, 2021

Joanne Motta
Seniors Transportation Program
Kootenay Seniors
Nelson CARES Society
709A Vernon Street
Nelson, BC V1L 4G3

Dear Joanne Motta

Re: Grant Applications for the Purchase of a Health Support Van and related expenses

Please consider this as my letter of support towards your grant applications for the Health Support Van purchase and related expenses. This is a necessary and essential service you are proposing to provide to seniors and all residents of RDCK Areas.

My participation on the council of advisors for the BC Seniors Advocate gave me thorough knowledge and background on the transportation challenges seniors face accessing Local and Regional Health Care Facilities especially in Rural Areas.

I support and advocate for the purchase of the wheelchair-accessible van, as the Health Support Van would be an asset for all residents of the RDCK. Further I would be prepared to commit \$5,000 of Area H Community Development Funds towards the successful purchase of the Health Support Van.

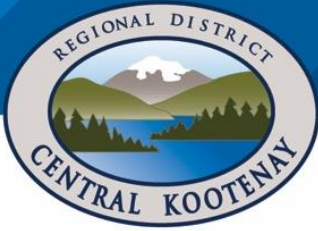
I hope you are successful in your applications.

Sincerely,

Walter Popoff

Digitally signed by Walter Popoff
DN: cn=Walter Popoff, o=RDCK, ou=Area
H, email=wpopoff@rdck.bc.ca, c=CA
Date: 2021.12.22 18:04:23 -08'00'

Walter Popoff
Regional District of Central Kootenay
Area H



Director's Report

Suzan Hewat – Kaslo

Report Date: January 10, 2022

I would like to start by thanking the board for their support and particularly Director Main for her mentorship as we attend meetings on behalf of the Regional District of Central Kootenay.

Federation of Canadian Municipalities Board Meetings

November 22nd to November 27th

These meetings provided an opportunity for board and committee members to reconnect after 20 months and consisted of Committee of the Whole and Board meetings.

There were approximately 50 members who attended in person and another 40 to 50 who attended virtually. The hotel that was the site of the meetings required all guests to be fully vaccinated and the meeting spaces were set up to ensure participants were spaced adequately to maintain the distances required as per current COVID-19 protocols.

Over the 2 full days of meetings, we had the following senior government officials give keynote speeches.

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

There was an opportunity for board members to ask questions focused on the FCM document Partners for Recovery.

Director Main and I were also able to have an after hours meeting with both MP Richard Cannings and MP Taylor Bacharach.

There were director-led sessions which allowed for the sharing of ideas by directors across the country.

As part of the 2nd day of Committee of the Whole meetings, we participated in an Anti-Racism and Equity Workshop with Monumental Projects co-founders Zahra Ebrahim and Kofi Hope. This was an excellent interactive workshop. Zahra and Kofi were able to adjust the workshop on the fly to react to the active engagement and participation of board and committee members. There will be additional workshops at future board meetings. Here is the link to their website. <https://monumentalprojects.ca/>

I have provided a copy of the document: FCM – Report to Council – November 21

For more information

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

Report to council

FCM Board of Directors meeting

Hybrid: Ottawa and online
November 24-25, 2021

This document presents highlights from the most recent meeting of the Board of Directors of the Federation of Canadian Municipalities (FCM), including for the benefit of local and regional councils with representatives on FCM's board and its committees.



Message from FCM's president

Dear friends and colleagues,

It was wonderful to see so many of you *in-person* this November. It had been 20 long months since our last on-site board meeting. Even though we've done a great job of adapting to the pandemic's virtual reality, nothing beats being together in the same room.

For this Report to Council, we're trying something a little different. Some of you have said you'd appreciate a shorter summary that can go to councils sooner. Let us know what you think. It's all part of our ongoing efforts to evolve how we work together to make the best use of everyone's time and expertise.

Whether you were online or on-site, I hope you found our November meeting energizing. I certainly did. I especially enjoyed hearing directly from some of *you* about local initiatives in reconciliation, mental health and networking infrastructure. And I valued our conversation on how municipal leaders are bridging Canada's political divides to get things done for people—something that matters more than ever in these times.

Of course, our meeting coincided with Parliament's return, and we seized the opportunity to release FCM's call to federal action: *Partners for Canada's Recovery*. Not only that, as a Board, we took our message directly to two key federal ministers and two senior opposition members. It was a solid start to the next phase of FCM's advocacy for our members—and all of you will have an important role to play.

As always, thank you for your commitment to FCM, and to FCM members everywhere.

See you soon,



Joanne Vanderheyden
FCM President
Mayor, Strathroy-Caradoc



Political highlights

- FCM’s Board of Directors meeting coincided with the opening of Canada’s new minority Parliament. We seized the opportunity to keep municipal priorities front-and-centre. FCM released a major recommendations document—*Partners for Canada’s Recovery*—and Board members engaged directly with federal ministers and senior opposition representatives. Maintaining strong working relationships with all federal parties continues to be key to FCM’s approach to advocacy.
- FCM released *Partners for Canada’s Recovery* on November 25, after briefing Committee of the Whole a day earlier. The nearly-40-page document calls on the federal government to partner with municipalities to achieve national recovery objectives—from creating jobs to ending homelessness, closing the rural broadband gap, and setting Canada on a path to net-zero emissions.
- Senior federal officials joined us to discuss FCM’s recommendations, with the full group and with Executive Committee. Our guests included Dominic LeBlanc, Minister of Intergovernmental Affairs, Infrastructure and Communities—as well as his Official Opposition counterpart Andrew Scheer, Shadow Minister for Infrastructure and Communities. We also met with Rural Economic Development Minister Gudie Hutchings and NDP Leader Jagmeet Singh.
- Discussions with Dominic LeBlanc (Minister of Intergovernmental Affairs, Infrastructure and Communities) focussed on opportunities to scale up the federal-municipal partnership to drive a strong, inclusive recovery that is rooted in our communities. We also emphasized the need for much deeper investment in local climate resilience—and for an urgent federal commitment to tackle pandemic-induced operating budget shortfalls that transit systems continue to face.
- Discussions with Andrew Scheer (Official Opposition Shadow Minister for Infrastructure and Communities) ranged from climate resilience to housing affordability and brought significant emphasis to rural priorities—including expanding flexible infrastructure funding tools, supporting inter-community passenger bus service, expanding broadband infrastructure faster, and protecting municipalities from unexpected new costs associated with RCMP contract police services.
- Discussions with Gudie Hutchings (Minister of Rural Economic Development) picked up on many priorities we had put to Andrew Scheer—including rural infrastructure, broadband, regional bus service, and RCMP policing costs. Our meetings underscored the special value of having access to a standalone Minister of Rural Economic Development, and FCM has been building a productive relationship with Minister Hutchings since her appointment in October.
- Discussions with Jagmeet Singh (Leader, New Democratic Party) doubled down on the urgency of bolder federal investment in climate resilience and disaster mitigation. With Parliament returning, we explored opportunities to collaborate on shared priorities, including housing affordability and homelessness, as well as prioritizing infrastructure tools for communities of all sizes, including rural communities.



[Download](#)

More highlights

- **State of the union:** President Joanne Vanderheyden and CEO Carole Saab updated the Board on FCM’s recent progress. They outlined FCM’s latest achievements and shared inside looks at FCM’s advocacy strategy with the return of parliament. The CEO’s Report included a staff-led presentation on FCM’s Future of Work initiative—including the upcoming transition to a technologically innovative hybrid work environment that will empower FCM to maintain a diverse, talented and well-served professional team.
- **“Bridging Canada’s Divides”:** Municipal leaders are stepping up as the order of government most capable of reaching across political and regional divides to drive the recovery Canadians deserve. President Vanderheyden moderated a session on doing just that—to help achieve national economic, climate and equity. Special thanks to Councillors Randy Goulden (Yorkton SK), Rowena Santos (Brampton ON) and Director Daniel Arbour (Comox Valley BC) for framing out our major themes for this discussion.
- **BoardTalks:** This new feature gave board members a platform to showcase local innovations. Burlington Councillor Rory Nisan presented on innovations in mental health support in Ontario’s Halton Region. Saskatoon Councillor Mairin Loewen presented on reconciliation efforts in her community. King Township Councillor Steve Pellegrini welcomed a virtual presenter from YorkNet—a York-Region-owned agency that plans, builds, operates and manages a regional dark-fibre broadband network.
- **FCM’s Green Municipal Fund:** Managing Director Chris Boivin showcased the success of two initiatives created with federal funding from Budget 2019. Community Efficiency Financing (CEF) is supporting residential retrofit programs in communities across Canada. Sustainable Affordable Housing (SAH) is helping to retrofit or build tens of thousands of units of deeply efficient housing. Together, CEF and SAH have already moved municipal projects worth more than \$150 million through approvals.
- **Anti-racism and anti-oppression training:** Zahra Ebrahim and Kofi Hope from Monumental led an extensive workshop for Board members. From a foundation of understanding the basics of personal identity and how it relates to social power, we explored how identities can create barriers to engaging in community planning and building—and looked at some initial approaches to removing bias from these important processes.
- **Board committees:** The Executive Committee, the Finance and Audit Committee, and the Governance Working Group discussed pressing issues. Our November board meetings conventionally focus on direct advocacy and do not feature a full slate of standing committee meetings.





Director's Report

Janice Morrison – City of Nelson

Report Date: December 2021

Municipal Finance Authority – year end summary

I have reported out previously - verbally - on the MFA

Included here is a report of all the meetings attended since my appointment at the Dec 2020 RDCK board meeting. My term with MFA started in March 2021.

Mayor Toyota's term ended at the conclusion of the March 25th AGM.

March 25th - MFA AGM

- elected as one of ten trustees (only woman)
- First trustee meeting, followed the AGM

April 23

- special meeting of the Members
- Followed by board of trustee special meeting

May 11

- investment advisory committee
- followed by regular meeting of the Board of Trustees

July 13

- investment advisory committee
- followed by regular meeting of Board of Trustees

August 31

- investment advisory committee
- Followed by regular meeting of Board of Trustees

September 13

- SEMI- ANNUAL meeting of the members
- followed by board of trustees meeting

October 5

- investment advisory meeting - hybrid
- I attended in person in Richmond to hear finally presentations from proponents regarding management of the new Diverse Mixed Asset class fund (DMAC)

November 3

For more information

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

- investment advisory committee

December 7

- investment advisory committee
- followed by board of trustees meeting

This year saw an increase of meetings for the Trustees due to the development and implementation of the new investment fund. This fund will be open to investment starting mid January 2022.

The MFA AGM is scheduled for March 22, 2022

I look forward to the opportunity to be considered by the board of the RDCK to again be appointed to this external committee for the year 2022

Additional RDCK Appointments

I have served as the alternate to the Kootenay Timber Supply Area Coalitions

Both Directors Faust and Jackman have been able to attend these meetings and have been reporting out.



TOWN OF CRESTON

PO Box 1339, 238 -10 Avenue North, Creston, BC V0B 1G0

Phone: 250-428-2214 Fax: 250-428-9164

email: info@creston.ca



OFFICE OF THE MAYOR

File: 5600-30-03

December 15, 2021

Sent via email: awatson@rdck.bc.ca

Director Aimee Watson, Chair
Regional District of Central Kootenay
PO Box 590, 202 Lakeside Drive
Nelson, BC V1L 5R4

Dear Chair Watson:

Re: Arrow Creek Water Commission

The Regional District of Central Kootenay Board will be considering Bylaw No. 2798: Water Services Committee Establishment at the January 2022 regularly scheduled Board Meeting.

I ask that this matter be tabled until such time as the members of the Board have had an opportunity to review the information within this letter and therefore be able to make an informed decision. Town of Creston Council held a Special Closed Council Meeting on December 14, 2021 with the following resolution being passed:

"WHEREAS the Town of Creston and the Regional District of Central Kootenay (RDCK) share a water treatment and water transmission network, herein referred to as Arrow Creek Water Treatment and Supply Service;

WHEREAS the Town of Creston in 2002 acknowledged, in writing, the intent to participate in the new water treatment and supply service and included principles of participating in the service which included a five (5) member commission and that the cost of water, including future increases, to be based on consumption only;

WHEREAS the Arrow Creek Water Treatment and Supply Service was originally established by RDCK Bylaw No. 1561 in September 2002;

WHEREAS the Arrow Creek Water Treatment and Supply Commission Bylaw No. 1579, 2003 established a commission to be known as the Arrow Creek Water Treatment and Supply Commission to operate the water treatment and supply service and to manage property, or an interest in property, held by the RDCK for the purpose of the Arrow Creek Water Treatment and Supply Service, including the construction and maintenance of its assets and facilities;

WHEREAS the Arrow Creek Water Treatment and Supply Commission Bylaw No. 1579, 2003 established membership of five (5) members, specifically the RDCK Board Chair, Director for Electoral Area "B", Director for Electoral Area "C", Director for the Town of Creston and one member of the Town of Creston Council;

WHEREAS the Arrow Creek Water Treatment and Supply Commission Amendment Bylaw No. 1781, 2005 substituted the commission membership to a maximum of three (3)

members, specifically the Director for Electoral Area "B", Director for Electoral Area "C", and Director for the Town of Creston;

WHEREAS in June 2012, upon the request of the Town of Creston, an "internal" service review of the Arrow Creek Water Treatment and Supply service was conducted;

WHEREAS the "internal" service review was referred to as the Arrow Creek Service Review Steering Committee and included Director Kettle (Electoral Area B), Director Binks (Electoral Area C), Mayor Toyota (Director for the Town of Creston) and former RDCK Director Gary Wright to chair and mediate the steering committee;

WHEREAS the Town of Creston expected the purpose of the review was to examine and develop options with respect to operation, governance, funding, cost recovery, cost allocation and expenditure of funds from the Arrow Creek Water Treatment and Supply Service and that the outcome of the review was to ensure that the Arrow Creek Water Treatment and Supply Service was both funded and expended equitably among service participants, as well as to establish a lasting framework for sustainability of the service;

WHEREAS the Town of Creston Council specifically requested during the Arrow Creek Service Review Steering Committee deliberations that the governance model for the Arrow Creek Commission incorporate an equitable voting structure based on the principle of consumption (user pay);

WHEREAS on July 11, 2012, a Notice of Motion was submitted by Town of Creston Mayor Toyota for consideration that the RDCK amend the Arrow Creek Water Treatment and Supply Commission Bylaw allowing for two votes by the Town of Creston, one vote each for the RDCK Directors from Electoral Area B and Electoral Area C and further that a mechanism be established for referring tie votes at the Arrow Creek Water Commission meetings to the RDCK Board of Directors for decision;

WHEREAS on October 9, 2012 the above aforementioned Notice of Motion was passed by the Arrow Creek Service Review Steering Committee with the Electoral Area B Director opposed;

WHEREAS the Arrow Creek Water Treatment and Supply Commission Bylaw No. 1579, 2003 has not been amended to reflect two votes by the Town of Creston, one vote each for the RDCK Directors from Electoral Area B and Electoral Area C and further that a mechanism be established for referring tie votes at the Arrow Creek Water Commission meetings to the RDCK Board of Directors for decision;

WHEREAS since 2014 the Town of Creston, through the Arrow Creek Treatment and Supply Commission have repeatedly expressed that a disproportionate and unfair allocation of the Environmental Service Fee is being levied against the Arrow Creek Water Treatment and Supply Commission and further that the Town of Creston believes that the Arrow Creek Water Treatment and Supply Commission has not been adequately engaged in establishing administrative fee increases;

WHEREAS the Arrow Creek Water Treatment and Supply Commission does not have a recognised dispute resolution process for fees imposed by the RDCK, such as the Environmental Service Fee, on the Arrow Creek Water Treatment and Supply Commission that directly impacts residents of the Town of Creston;

WHEREAS the Environmental Service Fee apportionment for the Arrow Creek Treatment and Supply Commission has not been adequately justified through staff time allocation or other cost allocation measures;

WHEREAS the Town of Creston agreed to the Arrow Creek Water Services Cost Sharing Agreement on January 15, 2013, the Town of Creston did not agree to disproportionate and unfair allocation of the Environmental Fee and continues to assert that this fee structure unfairly impacts residents in the Town of Creston;

WHEREAS the Town of Creston does not agree that the Arrow Creek Service Review Steering Committee (2012) adequately addressed, examined or developed options with respect to operation, governance, funding, cost recovery, cost allocation and expenditure of funds from the Arrow Creek Water Treatment and Supply Service;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Creston OPPOSES any change to the intent of the bylaw to establish a commission for the Arrow Creek Water Treatment and Supply Service, being the Arrow Creek Water Treatment and Supply Service Establishment Bylaw No. 1579, 2003;

AND THAT Council OPPOSES the adoption of the proposed Regional District of Central Kootenay Water Services Committee Establishment Bylaw No. 2798, 2021, specifically Section 3(2) that contemplates the Water Services Committee will consider the undefined "matters of common interest" to the RDCK for the Arrow Creek Water Treatment and Supply Commission and Section 3(3) that delegates technical, financial, operational and administrative matters related to Arrow Creek Water Treatment and Supply to the Creston Valley Services Committee;

AND THAT Council formally requests that Regional District of Central Kootenay to agree on an "external" service review of the Arrow Creek Water Treatment and Supply Service for the purposes of examining and developing options with respect to operation, governance, funding, cost recovery, cost allocation and expenditure of funds from the Arrow Creek Water Treatment and Supply Service;

AND THAT Council request the Regional District of Central Kootenay not further consider the dissolution of the Arrow Creek Water Treatment and Supply Commission until a full and complete "external" service review is completed;

AND FURTHER THAT the Town of Creston intends to initiate a service review of the Regional District of Central Kootenay Service 251 – Water Utility – Area B (Arrow Creek) under Section 357 of the Local Government Act in order to achieve a service that is fair, equitable and sustainable to all parties.

The Town of Creston appreciates the RDCK's consideration for improving their administration of water services through the creation of a Water Services Committee, but feels strongly that the Arrow Creek Water Treatment and Supply Commission is unique in terms of size and needs. The Town of Creston firmly asserts that this service needs a service review that considers all options in terms of governance and operation to maintain value and long-term sustainability for our residents.

The Town of Creston wishes to work cooperatively with the Regional District to find a long term solution on the governance and operation of the shared water treatment service.

Sincerely,



Ron Toyota
Mayor

RT/mm

Project Proposal Overview

Bridging Rural Homelessness and Well-being – A Sustainable and Collaborative Regional Response

Opportunity

The Natural Sciences and Engineering Research Council of Canada’s (NSERC) Community and College Social Innovation Fund provides up to \$360,000 (\$120K per year for 3 years) for college-based social innovation projects carried out in partnership with community organizations, which includes local governments.

Proposals are due February 19, 2022.

Established Need

The incidence of homelessness is on the rise in the West Kootenay region. This project builds off the [Rural Homelessness and COVID-19](#) project, funded by NSERC, that was delivered through a partnership between Selkirk College and social sector organizations in the region. As part of that research, the [Outreach Survey Results](#) explored access and helpfulness of a variety of services used by residents experiencing homelessness during the pandemic. Nursing student street outreach services, made more widely available by the funded project, were identified as very helpful. Other findings voiced the strong concern the target population has towards the housing and overdose crises.

The colliding crises (housing, overdose/toxic drugs, and pandemic) introduce complexities that require an innovative and collaborative regional response to support the marginalized population. Organizations within each of the West Kootenay’s larger communities (Nelson, Castlegar, and Trail) have made significant strides in supporting the marginalized population through the changing needs of the pandemic, such as the creation of the Coordinated Access Hub in Nelson. While some organizations supporting the target population are regional and work across communities, many services provided are specific to the community, yet the population moves between communities regularly. This innovative project will support increased communication and collaboration between communities and organizations, strengthening relationships for sustainable service delivery across the region as needs and conditions evolve over time. The project will also provide more college resources (faculty and students) for increased capacity towards the regional response while also giving students valuable work-integrated learning opportunities.

Proposed Objectives and Activities

The overall goal of the project is to improve the well-being of West Kootenay residents experiencing, or at risk of, homelessness. Objectives and activities include:

Objectives	Activities
Conduct research that allows partner organizations to make evidence-based decisions on how to prioritize and structure services, programs, and policies designed to: <ul style="list-style-type: none"> • Help the target population meet their needs, even as conditions change. • Promote a culture of health and safety 	Conduct annual surveys of service users and providers to monitor and assess service provision across the region to identify what is working well and emerging opportunities for improvement as conditions change.
	Hold annual focus group(s) with service users to identify opportunities to improve support through changing conditions.
	Conduct research into emergent best practices related to changing service gaps and effective health and safety information.
	Conduct action research projects as identified by stakeholders to address service provision gaps.
	Develop evaluation metrics (including indicators) that track impact of services across the region that could be used post project to demonstrate sustainability.

<p>Promote collaboration between organizations and communities to strengthen relationships and communications, transfer lessons, avoid duplication, make best use of limited resources, and better support target population as they move between communities.</p>	<p>Convene a West Kootenay Homelessness Response Advisory Team, made up of stakeholders (incl. selection of community partners) from across the region. This team will:</p> <ul style="list-style-type: none"> • Meet quarterly • Share perspectives and evolving priorities • Strengthen regional relationships to support collaboration • Advise and guide project plans
	<p>Convene an annual West Kootenay Homelessness Response Summit with broad participation from relevant stakeholders, including Selkirk College, outreach organizations, social service agencies, healthcare organizations, first responders, law enforcement, local governments, and members of the target population. The goals of this summit are:</p> <ul style="list-style-type: none"> • Learn from target population and service providers, • Strengthen relationships, • Celebrate successes, • Understand opportunities to improve response(s), and • Develop collaborative priority action research projects to meet emergent needs that will be supported through college resources (i.e.: faculty, students)
<p>Mobilize college resources to enhance the impact of regional response efforts targeting marginalized populations while strengthening community relationships for sustainable service delivery and providing work-integrated learning.</p>	<p>Adapt Student Nursing Street Outreach program to:</p> <ul style="list-style-type: none"> • provide year-round outreach services in the three West Kootenay communities: Nelson, Castlegar, and Trail. • augment on-the-ground delivery of supports and adapt as needed as conditions change. (Ex: referrals to health services, financial supports, harm reduction services, housing supports, etc.) • support research activities as listed in research objective.
	<p>Engage additional faculty and students, where appropriate, to support priority actions identified throughout project, including expanding service-learning opportunities. This could include other college programs beyond health and human services, such as business and arts.</p>

Partnership Requirements

Successful proposals to the College and Community Social Innovation Fund require strong partnerships with local governments and community-based organizations who plan to contribute to the research process. The project team has identified your organization as an important potential partner. We are seeking the following from interested organizations:

- By January 26: An indication that you would like to partner
- By February 11: Complete the required 'Partner Portal' (your organization's details) and letter of support. The project team will discuss appropriate in-kind and/or cash contributions with you, provide a draft letter of support, and provide instructions/support to complete the Partner Portal.

Project Team Contacts

Jayme Jones, Researcher, Selkirk Innovates

jjones1@selkirk.ca; 250-365-1282

Ian Luckhurst, Nursing Scholarship Coordinator, School of Health and Human Services

iluckhurst@selkirk.ca

Rob Tanner, Nursing Instructor, School of Health and Human Services

rtanner@selkirk.ca

Angela Lund

Subject: FW: Follow up to regional meetings with Minister Osborne and Minister Rankin – funding information

From: McCabe, Kate MUNI:EX <Kate.McCabe@gov.bc.ca>

Sent: Friday, December 17, 2021 10:44 AM

To: Wilkins, Christina MUNI:EX <Christina.Wilkins@gov.bc.ca>

Cc: Minister, MUNI MUNI:EX <MUNI.Minister@gov.bc.ca>; Minister, IRR IRR:EX <IRR.Minister@gov.bc.ca>; MUNI DMO MUNI:EX <MUNI.DMO@gov.bc.ca>; Faganello, Tara MUNI:EX <Tara.Faganello@gov.bc.ca>; Edmondson, Marijke MUNI:EX <Marijke.Edmondson@gov.bc.ca>; Starkl-Moser, Miriam MUNI:EX <Miriam.Starklmoser@gov.bc.ca>; Andrade, Ana MUNI:EX <Ana.Andrade@gov.bc.ca>

Subject: Follow up to regional meetings with Minister Osborne and Minister Rankin – funding information

CAUTION This email originated from outside the organization. Please proceed only if you trust the sender.

This message is being forwarded to you on behalf of Tara Faganello, Assistant Deputy Minister of the Local Government Division, Ministry of Municipal Affairs

To: Mayors, Regional District Chairs, and Chief Administrative Officers of British Columbia

Dear Mayors, Chairs, and CAOs:

Thank you for participating in the December 2021 regional meetings with Minister Osborne and Minister Rankin. During the meetings, two funding programs were mentioned and here are the details for these funding opportunities:

[150 Time Immemorial grant program – Heritage BC](#)

The intake for the 150 Time Immemorial grant program – Heritage BC closes on **December 24, 2021**.

In July 2021, the Province announced the \$30 million Time Immemorial grant program to be administered by the First Peoples' Foundation and Heritage BC. Indigenous communities, local governments and eligible organizations can apply for funding under the 150 Time Immemorial program for projects that promote and educate British Columbians about diversity, inclusion, and resilience through cultural heritage infrastructure, awareness, and planning.

All

Infrastructure Funding – ICIP Environmental Quality Program

The intake for the ICIP Environmental Quality Program closes on **January 26, 2022 at 4 pm PST**. Program information can be found [here](#).

The Environmental Quality Program is focused on infrastructure that will support quality and management improvements for drinking water, wastewater, and stormwater. It will also support projects that remediate contaminated sites and divert solid waste from landfill. Applicants are encouraged to consider projects that add value around environmental protection, resource recovery and reuse, climate change adaptation and mitigation and energy efficiency, generation and recovery. A water conservation plan is a requirement for any drinking water and wastewater projects.

Funding for local governments is available up to 73.33% of the eligible project costs (40% Government of Canada, 33.33% Province of British Columbia). Municipalities may submit one application. Regional Districts may

submit one application for each community in their area. A community is defined as a settlement area within a regional district electoral area or an established or proposed service area.

Please email infra@gov.bc.ca to get connected to a program team member who can respond to your questions.

If you didn't get a chance to speak during the meeting or if you would like to share additional thoughts please email MUNI.Minister@gov.bc.ca.

After you share examples of recent initiatives or resources in your community for building relations with First Nations and Indigenous people during the meetings, I encourage you to email relations@civicinfo.bc.ca to have the resources or news releases of them added to the Joint Indigenous and Local Government Initiatives and Relations library to inspire and support other local governments.

Happy Holidays and wishing everyone a safe and healthy New Year 2022!

Kind regards,

Tara Faganello, CPA CGA BA Ec. (she/her)
Assistant Deputy Minister
Local Government Division | Ministry of Municipal Affairs
And Inspector of Municipalities
250 356-6575





December 20, 2021

Ref: 268670

Aimee Watson, Chair
Regional District of Central Kootenay
PO Box 590
Nelson BC V1L 5R4

Dear Chair Watson:

Thank you for your letter advising that the Regional District of Central Kootenay does not support the Metro Vancouver Regional District resolution proposing a change to legislation governing the appointment of municipal directors to regional district boards.

Section 198 of the *Local Government Act* enables local governments maximum flexibility to decide which council member(s) to appoint as municipal director(s) to the regional district board. This appointment process for local governments is applied differently across British Columbia based on local needs and decisions. For example, the City of Victoria has established a bylaw that sets the procedure to allow citizens to vote for the council member candidates they would like to represent the municipality on the regional district board and then the municipality appoints on that basis.

The flexibility under current legislation allows municipalities the option, if they so choose, to pass a procedural bylaw to require the mayor be appointed as the municipal director at the regional district board. Additionally, the regional district board as a whole can express a preference that all member municipalities agree to appoint the mayor, or mayor's designate, as a municipal director, although this is, of course, not binding on the municipalities.

A statutory amendment to the Act to require municipal councils appoint the mayor, or the mayor's designate, as the municipal director to the regional district board would be a significant change that would affect all local governments across B.C. and would, in some cases, alter how municipalities currently appoint their municipal directors. As there are many views on the municipal director appointment process, the Province recommends that these types of matters be brought forward through the established Union of BC Municipalities (UBCM) resolutions process, which allows for other local governments to consider the proposed changes and endorse them or not.

.../2

Aimee Watson, Chair
Page 2

Thank you again for writing.

Sincerely,

A handwritten signature in black ink, appearing to read "Josie", with a long horizontal flourish extending to the right.

Josie Osborne
Minister



December 21, 2021

Ref: 116322

Linda Worley
Board Chair
Regional District of East Kootenay
202-843 Rossland Avenue
Trail, BC V1R 4S8
Via email: corporate@rdkb.com

Dear Linda Worley,

Thank you for your letter dated November 29, 2021, addressed to the Honourable Mike Farnworth, Minister of Public Safety and Solicitor General, regarding highway cellular service on Highways 3 and 33. Thank you as well for including your board resolution on the need for cellular for these highways. As the Assistant Deputy Minister of the Connectivity Division with the Ministry of Citizens' Services, our priority is to help expand connectivity in British Columbia, so I am pleased to respond to your email.

Telecommunications are federally regulated in Canada by the [Canadian Radio-television and Telecommunications Commission](#). While the Province cannot instruct service providers as to when and where they make their investments, we support the expansion of connectivity through the [Connecting British Columbia](#) program which is administered by Northern Development Initiative Trust.

We agree that cellular service on highways is essential for immediate access to emergency services when they are needed most. The recent flooding in our province underscores the importance of people being able to connect with first responders quickly, from anywhere in B.C. This is particularly important on our major routes and is more pronounced now with diversions in place.

Connecting all highways with cellular service is not an easy task in B.C., where mountainous and treed terrains require more cellular towers to achieve reliable service. Today, 27% or 4,100 km of highway are without cellular service, and two thirds of these kilometers are also without available power needed for cell towers. This is the case, for example, for the Paulson summit stretch of Highway 3.

.../2

Linda Worley, Board Chair, Regional District of East Kootenay

We are committed to working with all parties to seek solutions to address gaps in cellular coverage along highways and have made some progress. This year \$14.9 million has been allocated through the Connecting British Columbia program to connect 429 highway kilometers and 27 rest areas, including 252 kilometers and three rest areas along Highway 16 (Highway of Tears). However, we have more to do.

In BC there are three service providers that invest in cellular networks: TELUS, Rogers and Shaw. One or more of these service providers may have projects planned for your area that may include cellular along Highway 3 or could be expanded to include cellular in needed corridors. We would encourage you to connect directly with service providers to see if any projects are planned for areas near or on Highways 3 and 33. The Connecting British Columbia program is currently open to applications that expand cellular service.

If you would like assistance to explore options with service providers directly, Ministry staff are available to help. Your RDKB Resolution has been shared with Jeanne Holliss, Acting Executive Director of Connected Communities and she can be reached at Jeanne.Holliss@gov.bc.ca.

Thank you for taking the time to write to us about the importance of cellular service on highways 3 and 33.

Sincerely,



Susan Stanford
Assistant Deputy Minister

pc: Honourable Mike Farnworth
Minister of Public Safety and Solicitor General and Deputy Premier

Honourable Rob Fleming
Minister of Transportation and Infrastructure

Honourable Josie Osborne
Minister of Municipal Affairs

Honourable Katrine Conroy,
Minister of Forests, Lands, Natural Resource Operations and Rural Development .../3

Linda Worley, Board Chair, Regional District of East Kootenay

Parliamentary Secretary Roly Russell
MLA Boundary-Similkameen

Regional District of Central Kootenay
Regional District of East Kootenay
Regional District of Fraser Valley
Regional District of Okanagan-Similkameen
Association of Kootenay Boundary Local Government

Connected Communities
ConnectedCommunitiesBC@gov.bc.ca

Kootenay Lake Kokanee Recovery Update

December 2021



Kokanee Update

Low kokanee survival rates in the main lake have reduced spawner numbers to less than 40,000 in recent years, with approximately 24,000 spawners counted in 2021. Abundant kokanee predators (i.e., Gerrard rainbow and bull trout) were the main driver in kokanee collapse and predation continues to keep kokanee survival below a level that supports quick recovery.

Despite the low kokanee spawner numbers in 2021, other kokanee population data suggests that previous actions have moved the balance in the right direction. In-lake surveys conducted this fall indicate there was a large population (approximately 17 million) of kokanee fry (i.e., the youngest age class) in Kootenay Lake. In addition, juvenile (i.e., age 1-2) kokanee survival improved significantly in 2021, which is likely attributed to continued reductions of rainbow trout and bull trout in Kootenay Lake. Survival for the youngest age class of kokanee continues to be low and we will therefore continue to deliver actions to improve kokanee survival.

Recovery Actions

Although the Ministry remains committed to kokanee stocking as an important component of recovery (approximately 1.1 million eggs were stocked in 2021), data suggests that stocking alone cannot achieve recovery. For example, greater than 8 million eggs were stocked in Meadow Creek in 2017, and only 15,000 spawners returned from these efforts to the Meadow Creek Spawning Channel in 2021. Therefore, it's important that stocking is coupled with predation reductions (i.e., increasing juvenile kokanee survival in the lake) to achieve recovery.

To date, most actions to reduce predation pressure have focused on increasing harvest through angling. The Ministry has liberalized Kootenay Lake angling regulations by increasing rainbow trout and bull trout quotas to ensure anglers are unrestricted in harvest, opening previously restricted areas to harvest, and exploring tools to encourage more angler participation. For example, the Kootenay Lake Angler Incentive Program launched in June 2020, is a collaborative effort led by the B.C. Wildlife Federation and the West Arm Outdoors Club. This program was highly successful at removing predators from Kootenay Lake (there were approximately 11,000 head returns in the 2020-2021 program). The Ministry thanks all anglers for their

contributions to the program. Improved in-lake survival for age 1-2 kokanee in the last year is likely due to the success of the program. However, the continued low in-lake survival for the youngest kokanee suggests that predator removal by angling alone has not resulted in kokanee recovery yet. This suggests that now is a critical time to reinforce previous actions around predator reductions, and that additional actions may be necessary.

Despite the actions to reduce predation pressure Kootenay Lake Gerrard rainbow trout and bull trout spawning populations have remained above levels of conservation concern. It takes very few spawners to saturate the available juvenile habitat in streams (i.e. there are usually excess spawners under normal abundance). This means that there is additional room to reduce kokanee predation without risking conservation of these populations.

The only other potentially effective category of actions that have not been implemented to date are to reduce spawners or juveniles far enough to reduce future Gerrard and Bull trout populations, as a means to reduce kokanee predation pressure. An expert advisory team reviewed the risks and benefits of such actions and suggested that benefits to kokanee recovery are likely, while risks are manageable if spawner reductions (or reductions of juvenile fish) are short-term (i.e., 1-2 years initially) and undertaken according to best management practices. Decisions will be made on these specific actions based on recommendations of our expert team, and in discussion with First Nations over the next month.

How can anglers help?

Data collected during the 2021-2022 Kootenay Lake Angler Incentive Program suggest that anglers are still releasing some of their catch. The Ministry urges anglers to continue to participate in this program and **harvest all of your catch** within daily quota limits to reinforce improved juvenile kokanee survival and continue to support low in-lake survival for the youngest kokanee.

Find more info:

<https://www.env.gov.bc.ca/kootenay/fsh/main/mainfish.htm>



CITY OF NELSON

January 4, 2022

Regional District of Central Kootenay
Delivered via email

To Whom It May Concern:

In support of the City of Nelson's pre-treated organics program, the City is applying for grant funding through the Federation of Canadian Municipalities. The City hopes the RDCK will provide a Letter of Support (LOS) for the funding application. The pre-treated organics program is the same program that the RDCK provided a LOS for in support of the City's CleanBC Grant application.

Funding Source

The Federation of Canadian Municipalities (FCM) is an advocacy group representing over 2000 Canadian municipalities. FCM is focused on building stronger communities through resources, sustainability programs, and funding for municipal projects.

The Green Municipal Fund is a \$1 billion program, delivered by the Federation of Canadian Municipalities and funded by the Government of Canada. Within the Green Municipal Fund, applicants can apply for funding to support waste diversion. The City is applying for the "Waste Diversion Pilot" stream.

Project Summary

The City of Nelson will be the first municipality in Canada to implement a city-wide organics diversion program following a pre-treatment model. Residents will be equipped with an in-home appliance that will mash and dehydrate food waste. This process is referred to as 'pre-treatment' and substantially reduces the weight and volume of food scraps and therefore requires only 8 collection services per year (compared to 52 trips with a traditional weekly-curbside model). Pre-treatment transforms food scraps into an odorless and sterile soil amendment that can be used to enhance backyard gardens or be collected by the City. The program will include a robust educational component on reducing food waste and how to use the pre-treatment appliances effectively.

This program will significantly reduce community GHG emissions, enhance local resilience to climate change, divert more waste away from landfill than a traditional weekly-curbside model, and support our local economy through creating green jobs in service, repair, and program delivery.

Sincerely,

Carmen Proctor

Carmen Proctor
Climate & Energy Manager

Angela Lund

Subject: FW: WildSafeBC Community Program Application is Now OPEN for 2022

From: Vanessa Isnardy <visnardy@bccf.com>

Sent: January 6, 2022 11:40 AM

Cc: Trina Radford <tradford@bccf.com>; Sarah McAuley <smcauley@bccf.com>; Lisa Lopez <llopez@bccf.com>

Subject: WildSafeBC Community Program Application is Now OPEN for 2022

CAUTION This email originated from outside the organization. Please proceed only if you trust the sender.

Hello from the BC Conservation Foundation team,

The BC Conservation Foundation (BCCF) is inviting communities interested in a [WildSafeBC Community Program](#) to apply by February 1, 2022. If you had a program in 2021, you may have already received an email earlier this week.

About the WildSafeBC Community Program

WildSafeBC is the provincial leader in preventing conflict with wildlife through collaboration, education and community solutions. It has evolved out of the highly successful Bear Aware program and is managed and delivered by the British Columbia Conservation Foundation (BCCF), a registered charity and not-for-profit.

In 2021, the WildSafeBC Program was delivered through 28 community programs to over 150 communities, First Nations and regional districts throughout BC. These local programs are led by a part-time community coordinator that is hired, trained and supervised by BCCF. These annual contracts typically run from April/May to November and include a minimum of 420 contract hours. Local coordinators are responsible for delivering the WildSafeBC Community Program by working closely with their community liaison(s) and local Conservation Officers. An annual report, summarizing the program's activities, is made available each year on our [website](#).

How the Program is Funded

The WildSafeBC Program currently applies for funding from the Provincial Government, Columbia Basin Trust and support by BCCF. The amount BCCF receives annually varies and is not guaranteed. Communities that apply for a WildSafeBC Community Program will automatically be considered for additional funding support if available and the amounts depend on a variety of criteria. Combined with community funds, the total program budget is used to pay for local program delivery including: coordinator salary and benefits, mileage and office expenses, toolkit education materials and program administration, coordinator training and supervision.

The WildSafeBC Community Program application process is competitive as BCCF receives more requests than funds available. Applicants can strengthen their application in a number of ways:

- Provide support to the local coordinator with local in-kind resources (office space/phone)
- Complete [Bear Smart Community](#) program criteria.
- Apply with increased funds either directly or with other partners.

Application Process

Communities apply in the month of January of every year with a minimum of \$4,000 in community funds in order to have a local coordinator deliver the WildSafeBC Community Program. If their application is successful, and primary funding is secured, their contribution will be augmented by a funding grant to deliver a minimum 420 hour Program.

To apply for this program, and potential funding grant, please complete the application form found [here](#) and email it to bc@wildsafebc.com by **February 1st at noon**. Please complete and submit the form, even if you are not relying on a grant (fully self-funded). If you have questions regarding the form, need guidance on levels of required funding, or would like to determine a WildSafeBC Community Program budget, please contact us by email to set up a time.

Key Dates in 2022	Description
January 3 rd	Application intake is open
February 1 st	Applications are due at noon PST – email to bc@wildsafebc.com
March 31 st	Community Program Applicants are notified
April 11 th	Typical start date for returning WildSafeBC Community Coordinators
April 30 th	Community Program funding payments are due for the community’s portion of their contribution
May 9 th – 12 th	WildSafeBC New Community Coordinator Training
May 16 th	New coordinators begin working in their communities
November 30 th	Typical Program End Date

Thank you for your interest and support of WildSafeBC and our mission to keep wildlife wild and communities safe.

Vanessa Isnardy, BSc
 WildSafeBC Program Manager
"Keeping Wildlife Wild and Communities Safe"

250.828.2551 x110
bc@wildsafebc.com | www.wildsafebc.com
 Find us on Facebook, Instagram and Twitter @wildsafebc
The BC Conservation Foundation’s WildSafeBC Program respectfully acknowledges that we operate on the traditional territory of many Indigenous Peoples throughout British Columbia

To report wildlife in conflict please contact the Conservation Officer Service 1.877.952.7277

Friday, January 7, 2022

Director Aimee Watson, Area D
Regional District of Central Kootenay
Box 902
Kaslo, BC V1L 5R4
Via email: AWatson@rdck.bc.ca

Dear Director Watson,

RE: UBCM Follow-Up

It was a pleasure to meet with you on Friday, September 10 to discuss power reliability in the Lardeau Valley. We appreciate all your efforts to ensure that your community's electricity needs are served in the best way possible.

I have discussed your request for funding to provide backup generators for residents with my counterpart in our Customer Service department. Unfortunately, BC Hydro is unable to provide funding for this initiative.

I have instructed my team to continue to monitor our reliability in the Lardeau Valley and look for opportunities to improve service. We will also continue to collaborate with FortisBC to identify any additional improvements that may be possible.

As you know, we have made significant investments in this area since 2010, including over \$3.8 million to relocate the line to be closer to the highway. This has improved line accessibility for faster restoration time, which has reduced the duration of unplanned outages in the Lardeau Valley. We have also installed reclosers to improve the circuit performance. These devices minimize power interruptions from tree branches, which now only account for 3% of customer interruptions in the Lardeau Valley.

We also have an extensive vegetation program in place, and our Vegetation Management team regularly inspects trees and other tall vegetation growing under or adjacent to transmission and distribution power lines to identify potential problems.

It is also important to note that we are experiencing an increase in the frequency and severity of weather events across the province, so we do encourage our customers to be prepared for outages year-round. In the Lardeau Valley, we have recorded spikes in both the frequency and duration of outages resulting from significant storm events in the last two fiscal years. Information on how to prepare for outages is available on our website at <https://www.bchydro.com/safety-outages/power-outages/prepare-for-outages.html>.

I hope that this information is helpful. If you have any questions or concerns, please contact Mary Anne Coules at 250-365-4565 or by email at maryanne.coules@bchydro.com.

Best regards,



Ajay Kumar
Vice President, Asset Planning



January 13, 2022

Ref: 269202

Mayors and Regional District Chairs of British Columbia

Attendees of the December 2021 Regional Meetings with Minister Josie Osborne and Minister Murray Rankin

Dear Mayors and Chairs:

Happy New Year 2022!

Thank you for taking the time to join Minister Josie Osborne and Minister Murray Rankin for the December 2021 regional meetings. As Minister Osborne and Minister Rankin said, these meetings continue to be a great opportunity to hear from you about key issues and initiatives in your communities.

The December meetings were focused on Indigenous relations and reconciliation. We very much appreciated the opportunity to hear from local governments about all the great work that is taking place to advance reconciliation and build meaningful and lasting partnerships with Indigenous communities.

Many local governments shared examples of collaboration including working together on cultural, arts and heritage projects, developing service agreements and MOUs, and incorporating Indigenous languages into signage and public spaces, to name a few. The Province acknowledges and supports the work local governments are doing to build relationships with Indigenous peoples and looks forward to hearing about future initiatives in this regard.

Inclusive Regional Governance

In the province's Draft Action Plan on the Declaration on the Rights of Indigenous Peoples Act, the Ministry of Municipal Affairs has committed to supporting inclusive regional governance by advancing Indigenous participation in regional district boards. Interest on this has been building for some time and several regional districts and First Nations are keen to see this advance. We are looking forward to engaging on this in the near future.

Other actions to support reconciliation

Given the feedback on the draft plan, government is considering other possible actions to add, to support reconciliation at the local level. The idea of working on new approaches and practices to local government name changes, in those circumstances of negative colonial context, is one of many ideas under consideration.

Finally, we heard clearly that local governments have questions on their role in supporting the implementation of the articles of the UN Declaration and the TRC calls to action, on their responsibilities with respect to DRIPA, and what that means for their evolving relationships with First Nations and Indigenous people. We are working on new guidance and encouraging the sharing of best practices you are already undertaking. We will continue to collaborate with UBCM.

Please share examples of recent initiatives or resources in your community for building relations with First Nations and Indigenous people by emailing relations@civicinfo.bc.ca to have the resources or news releases of them added to the Joint Indigenous and Local Government Initiatives and Relations library to inspire and support other local governments.

Provincial State of Emergency – catastrophic flooding

The Provincial State of Emergency with respect to catastrophic flooding has been extended until end of day **January 18, 2022** due to the continued need for public safety measures under the *Emergency Program Act* and ongoing repairs to critical infrastructure.

[Travel restrictions](#) are currently still in place, including on Highway 1, Highway 5 (Coquihalla), and Highway 99. Note that the [DriveBC](#) home page is the most current source of highway conditions.

COVID 19 – Update

PHO Gatherings and Events Order – application to local governments

The December 22, 2021 Provincial Health Officer (PHO) [Gatherings and Events Order](#) exempts local governments (including meetings and public hearings) from the Order. It is our understanding that there is no intention for any additional restrictions for local government meetings, including restricting in-person attendance at open meetings. Accordingly, local governments can decide whether to hold electronic meetings if it is authorized in their procedure bylaw.

Local governments' decisions around electronic or in-person public attendance will depend on the unique circumstances in each community. Based on individual community needs, this could include a hybrid of virtual and in-person attendance at meetings. Local governments are encouraged to review their meeting rules and update them accordingly.

With the end of the Provincial State of Emergency, and expiration of the previous exceptional orders made under *Emergency Program Act*, no legislative authority exists to allow the Minister to issue a Ministerial Order (or any other legislative tool) to override public presence at open meetings (including providing a place for the public when electronic meetings are held). Local governments that choose to

have electronic meetings as authorized in their procedure bylaw are therefore required to provide a place for the public to attend to hear or watch meetings.

I would encourage local governments to consider enhanced safety measures where in-person attendance is required to support the health and safety of staff and the public.

COVID-19 Safety Plans

On January 7, 2022 Dr. Bonnie Henry announced an order requiring employers to re-activate their COVID-19 Safety Plans to reduce the spread of the highly transmissible Omicron variant of the COVID-19 virus. WorkSafe BC has provided guidance on reactivation or development of these plans and further information can be found [here](#).

The Provincial Health Office has confirmed that a new written Workplace Safety Order will be available shortly and I will provide you with an update as soon as the new order is posted. Vaccination continues to be our primary protective measure. [Masks](#) continue to be mandatory for all indoor public spaces.

COVID-19 Vaccine Booster Doses

Starting in January 2022, people 18 years and older will get a booking invitation 6 months after the date of their second dose for a booster dose of the COVID-19 vaccine. Please encourage your residents to get a booster dose as this is helping to protect your communities from COVID-19.

Keep watching [BC's Response to COVID-19](#) website for updates, and please encourage your residents to do the same.

Infrastructure Funding

As a reminder, the intake for the ICIP Environmental Quality Program closes on **January 26, 2022**. Program information can be found at: www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program

The Environmental Quality Program is focused on infrastructure that will support quality and management improvements for drinking water, wastewater, and stormwater. It will also support projects that remediate contaminated sites and divert solid waste from landfill.

Applicants are encouraged to consider projects that add value around environmental protection, resource recovery and reuse, climate change adaptation and mitigation and energy efficiency, generation, and recovery. A water conservation plan is a requirement for any drinking water and wastewater projects.

Please email infra@gov.bc.ca to get connected to a program team member who can respond to your questions.

MO 84/2020 – Local Authorities and Essential Goods and Supplies (COVID-19) Order

On December 15, 2021 [MO 84/2020](#) under the *COVID-19 Related Measures Act* (CRMA) was amended to repeal certain sections that are no longer necessary for current pandemic response actions and change the repeal date for the remaining sections from December 31, 2021 to December 31, 2022. Note that the sunset date for CRMA also has been extended to December 31, 2022. These changes reflect the ongoing and evolving nature of the COVID-19 pandemic.

See the following summary table for the current status of sections under the Order:

Section	Application	Status
Section 1	Definitions	Extended to Dec 2022
Section 2	Application of Order	Extended to Dec 2022
Section 3	Local emergency plans	Repealed in July 2020
Section 4	Declarations of SOLE and orders set aside	Repealed in July 2020
Section 5	<i>Emergency powers of Local Authorities (LAs)</i> Requires LAs to obtain ministerial approval to declare a SOLE under section 12 (1) of the Emergency Program Act (EPA) or to use a power under the EPA in respect of the COVID-19 pandemic.	Extended to Dec 2022
Section 6	<i>LA resources and plans</i> LAs are no longer obligated to identify resources and facilities for COVID response or identify critical supplies and services.	Repealed in Dec 2021
Section 7	<i>Continuity of LA services</i> LAs are no longer required to ensure that certain services are maintained.	Repealed in Dec 2021
Section 8	<i>Critical services and essential goods and supplies</i> LAs are no longer required to provide assistance to ensure delivery of supplies to services and facilities that serve vulnerable populations.	Repealed in Dec 2021
Section 9	<i>Secondary selling prohibited</i> The minister may no longer direct limits on quantities of certain goods and services that may be purchased, and secondary selling of essential goods and supplies is no longer prohibited.	Repealed in Dec 2021
Section 10	<i>BC Ferry Services</i>	Repealed in July 2020 and July 2021
Section 11	<i>Delivery of essential goods and supplies</i> The Minister is no longer authorized to coordinate measures to ensure delivery of essential goods and supplies.	Repealed in Dec 2021

I appreciate you communicating back information from the province to your councils and boards, to your local government staff and to your communities.

The next regional meetings with Municipal Affairs will be in early February 2022. Minister of Citizens' Services Lisa Beare will join Minister Osborne to give an update on connectivity. Minister Osborne's office will be in touch with you in the upcoming week about the February date, time, and meeting information. If you are unable to attend a minister's meeting, please feel free to send an alternate elected official or a staff member to attend on your behalf.

I hope you were able to take some time for yourself and to celebrate with your families during the holiday season. I continue to be humbled and impressed by the flexibility and resilience of you and your staff during these difficult times. The new year will hold its own challenges, however, I know that by working together, we will be able to tackle whatever comes.

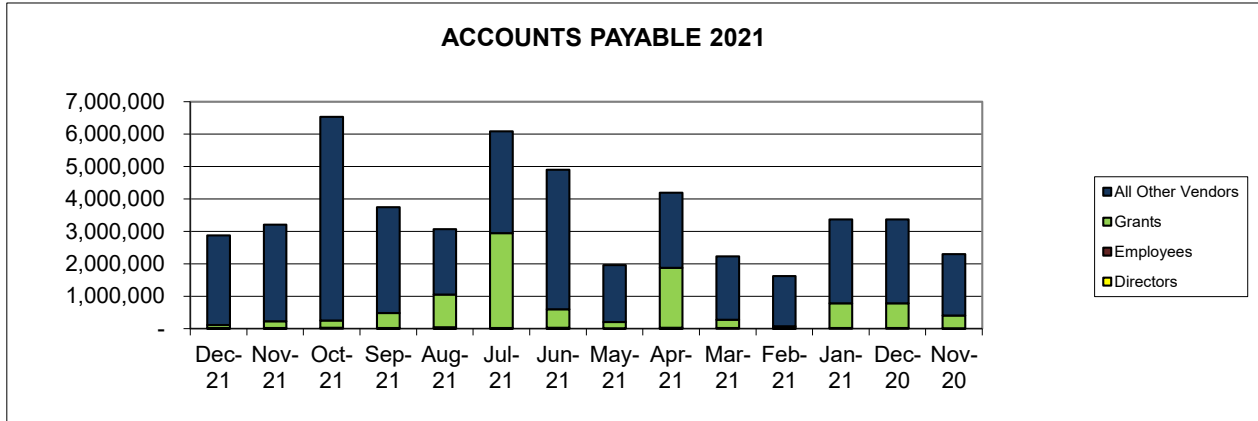
Sincerely,

A handwritten signature in black ink, appearing to read 'T. Faganello', written in a cursive style.

Tara Faganello
Assistant Deputy Minister

pc: Chief Administrative Officers
Laurey-Anne Roodenburg, President, UBCM
Gary MacIsaac, Executive Director, UBCM
Candace Witkowskyj, Executive Director, LGMA
Todd Pugh, Executive Director, CivicInfo BC

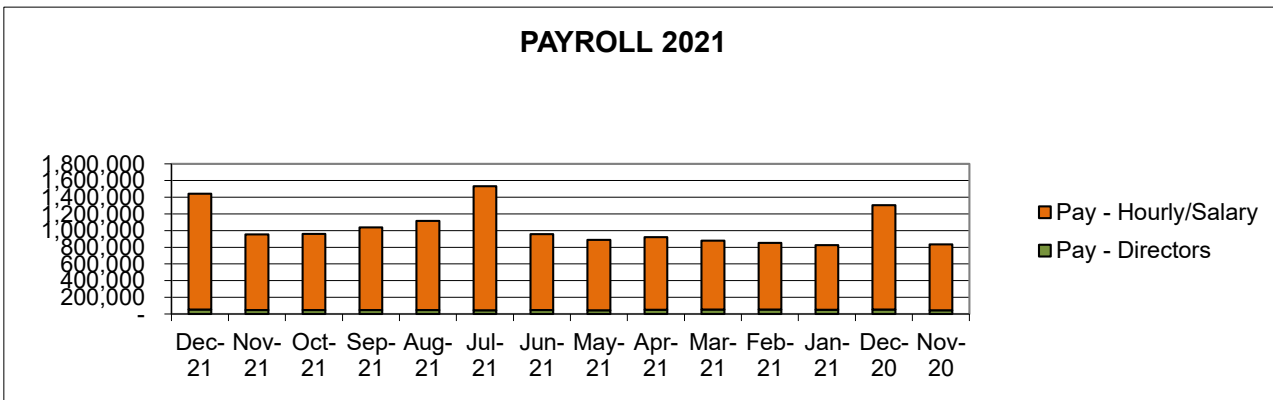
Financial Expenditure Report for December 2021



	Number of Payments	Value	% of Total
	898	\$2,874,533	
Top 80% of payments by value	99	2,299,324	80%
Remaining 20% of payments by value	799	575,209	20%
Total		\$2,874,533	100%

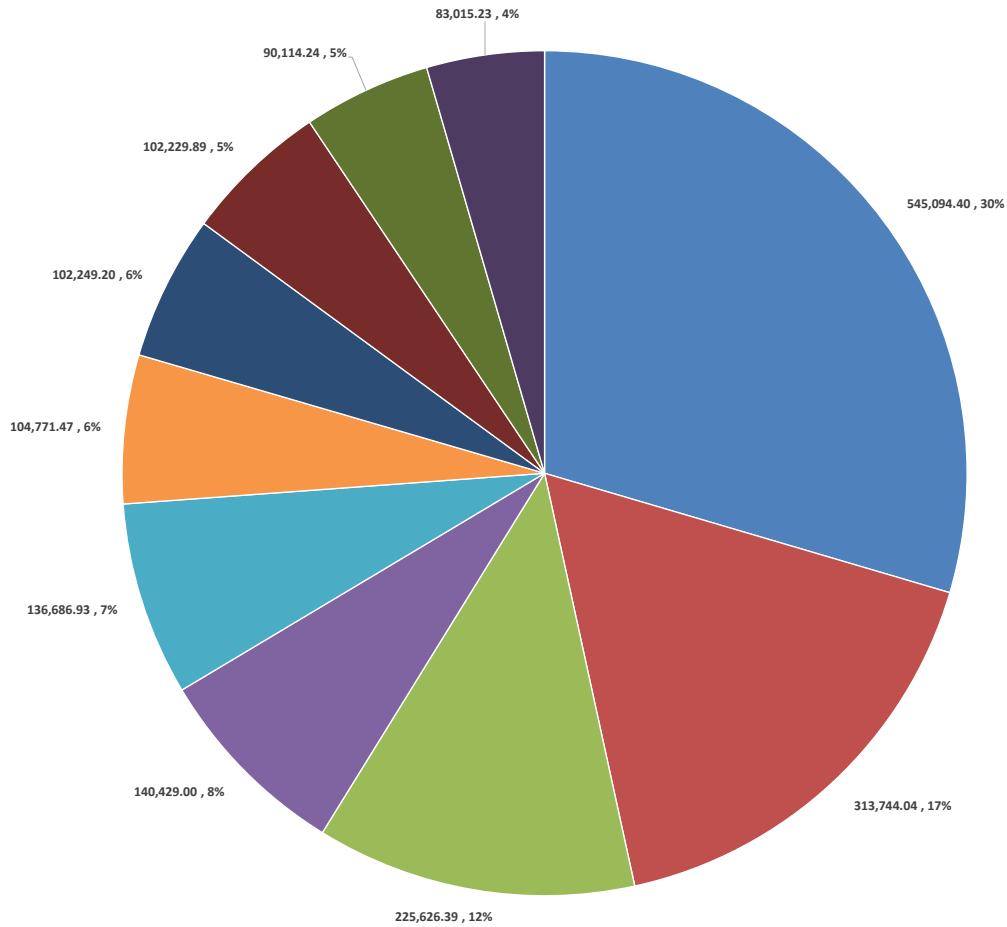
	Number of Payments	Value	% of Total
	898	\$2,874,533	
Payments to Directors	2	790	0.0%
Payments to Employees	67	20,185	0.7%
Subtotal		20,975	0.7%
Discretionary and Community Development Grants	37	89,326	3.1%
Other Vendors	792	2,764,232	96.2%
Subtotal		2,853,558	99.3%
Total		\$2,874,533	100%

Payment Method	Direct Deposit	% of Total	Cheques	% of Total
	765	85%	133	15%



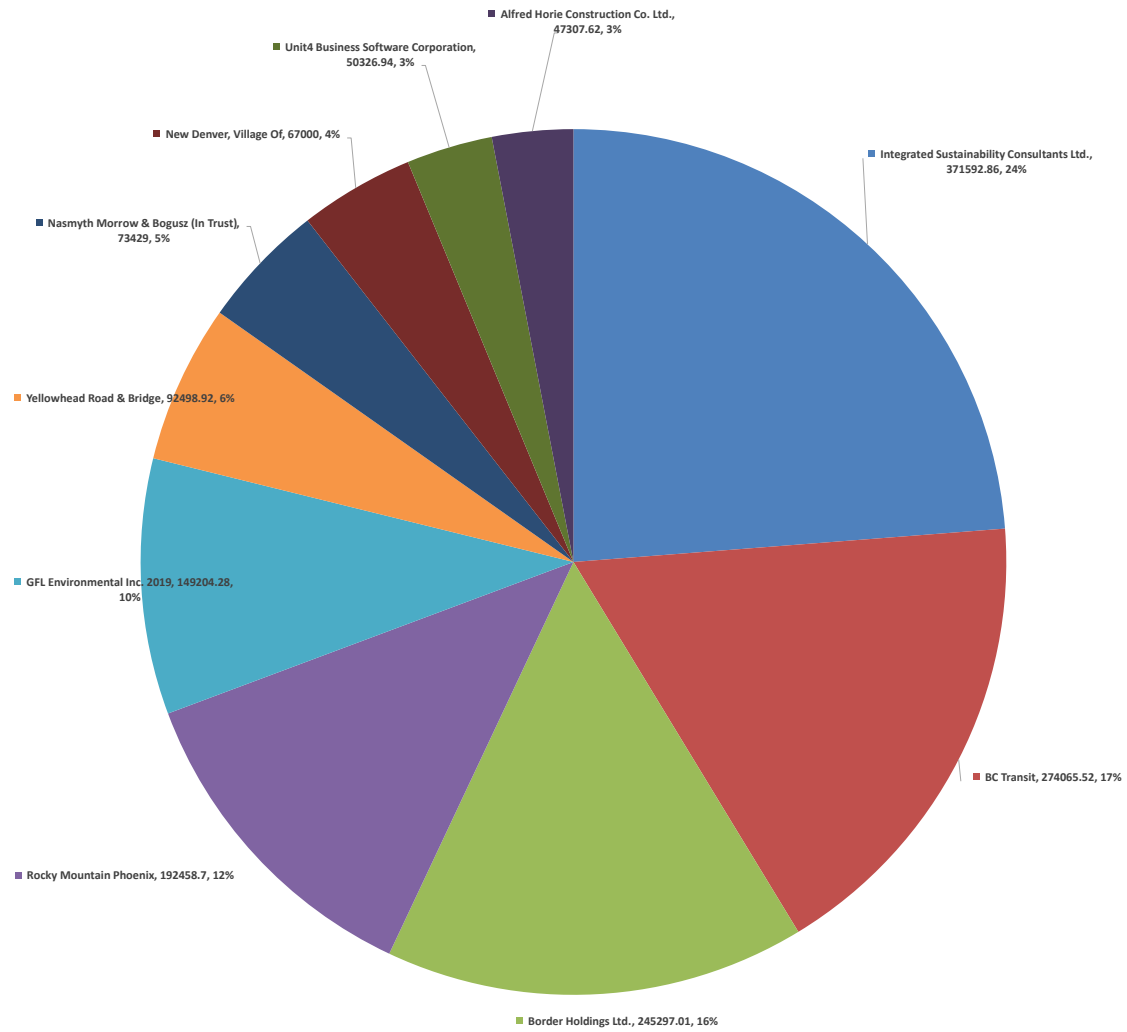
	Number of Payments	Value	% of Total
		\$1,442,147	100%
Directors		54,648	3.8%
Hourly/Salary		1,387,499	96.2%

Top 10 Services by Amount Spent



- Refuse Disposal (Central Subregion)-Nelson, Kaslo, Salmo and Areas D, E, F, and G
- Refuse Disposal (East Subregion)-Creston and Areas A, B and C
- Fire Protection-Areas H and I (Slocan Valley)
- Water Utility-Area H (Denver Siding)
- Arena (Castlegar Complex)-Castlegar and Areas I and J
- Transit-North Shore and Slocan Valley
- Refuse Disposal (West Subregion)-Castlegar, New Denver, Slocan and Area H, I, J, and K
- Emergency Consolidated Services
- Transit-Kootenay Lake West
- General Administration

Top 10 Vendors by Value



- Integrated Sustainability Consultants Ltd.
- BC Transit
- Border Holdings Ltd.
- Rocky Mountain Phoenix
- GFL Environmental Inc. 2019
- Yellowhead Road & Bridge
- Nasmyth Morrow & Bogusz (In Trust)
- New Denver, Village Of
- Unit4 Business Software Corporation
- Alfred Horie Construction Co. Ltd.

Accounts Payable Top 80% of Payments for December 2021

Top 80% of payments by value	Number of Payments		Value
	99	\$	2,299,324
1022117 Alberta Ltd.	1	\$	7,980.00
Alfred Horie Construction Co. Ltd.	1	\$	47,307.62
Arrow Professional Landscaping	1	\$	24,041.26
BC Transit	8	\$	274,065.52
BGC Engineering Inc.	1	\$	41,665.70
Border Holdings Ltd.	1	\$	245,297.01
Canada West Refrigeration Ltd	1	\$	16,199.40
Cathro Consulting Ltd	1	\$	8,648.76
Central Kootenay Garbage Club	1	\$	9,292.50
CentralSquare Canada Software Inc.	1	\$	18,460.53
Denbow Transport Ltd.	1	\$	4,864.66
Escribe Solutions	1	\$	12,160.54
Factor 5 Group Inc	1	\$	34,335.00
FortisBC - Electricity	3	\$	31,985.01
Fortisbc - Natural Gas	1	\$	20,744.32
GFL Environmental Inc. 2019	14	\$	149,204.28
Harshenin, Darren	1	\$	8,400.00
Holeshot Originals	1	\$	8,011.92
Howser Water Users Association	1	\$	4,750.00
Hub Fire Engines & Equipment Ltd	1	\$	5,168.79
I.T. Blueprint Solutions Consulting Inc.	1	\$	10,230.53
Integrated Sustainability Consultants Ltd.	5	\$	371,592.86
Kal Tire (Nelson)	2	\$	13,454.33
Kaslo Senior Citizens Association-Branch #81	1	\$	4,500.00
KEM Services	1	\$	5,831.61
Kendrick Equipment (2003) Ltd	1	\$	7,784.00
Kootenay Duct Cleaners	1	\$	6,300.00
Kootenay Gallery of Art, History and Science	1	\$	5,697.00
Lardeau Valley Opportunity Links Society	1	\$	10,800.00
Mick's Plumbing & Maintenance	1	\$	25,072.11
Minister of Finance	1	\$	6,757.38
Morrow Bioscience Ltd	1	\$	17,215.31
Nakusp Ski Club Association	1	\$	6,570.00
Nasmyth Morrow & Bogusz (In Trust)	1	\$	73,429.00
Nelson Food Cupboard	1	\$	8,730.00
Nelson Hydro	1	\$	23,688.90
Nelson Leafs Hockey Society	2	\$	10,080.00
Nelson, City Of	1	\$	13,239.25
New Denver, Village Of	1	\$	67,000.00
PerfectMind Inc.	1	\$	27,450.42
Pitney Works	1	\$	7,350.00
RC Strategies Inc.	1	\$	4,704.00
RecTec Industries Inc.	1	\$	20,969.44
Regional District of East Kootenay	1	\$	45,000.00
Rocky Mountain Phoenix	3	\$	192,458.70
Roth IAMS	1	\$	8,882.57
Shopa'S Excavating Ltd	1	\$	9,208.50
Silverton Transport Limited	1	\$	4,480.00
Slocan, Village Of	1	\$	5,625.00
Support Local Canada Society dba Support Local BC	1	\$	12,937.75
Telus Communications Inc	2	\$	10,189.59
Telus Mobility	1	\$	7,488.82
Tetra Tech Canada Inc.	2	\$	26,862.13
Twin Rivers Controls Ltd	1	\$	6,289.50
Unit4 Business Software Corporation	1	\$	50,326.94
Valhalla Concepts Ltd.	1	\$	16,874.14
WFR Wholesale Fire & Rescue Ltd	1	\$	6,101.28
Wildland Recreation Solutions	2	\$	14,437.50

Top 80% of payments by value	Number of Payments		Value
	99	\$	2,299,324
Wildsight	1	\$	11,177.20
Wood Environment & Infrastructure Solutions,	1	\$	7,132.29
Wynndel Community Centre	1	\$	11,250.00
Yellowhead Road & Bridge	4	\$	92,498.92
Z-KO Construction Ltd.	1	\$	39,073.82

Accounts Payable Bottom 20% of Payments for December 2021

Remaining 20% of payments by value	Number of Payments		Value
	799	\$	
1022117 Alberta Ltd.	3	\$	5,657.93
1162587 AB Ltd.	1	\$	624.75
12445450 Canada Inc.	3	\$	605.09
4Imprint Inc	1	\$	994.50
547839 BC Ltd.	1	\$	842.89
A-3 Plumbing Heating & Gas Fitting Ltd	1	\$	23.52
Abell Pest Control Inc	1	\$	727.90
Able Plastics Ltd	1	\$	503.10
Accusharp Grinding	1	\$	359.10
ACE Courier Services	10	\$	342.93
Air Liquide Canada Inc	4	\$	481.97
Alberta Fire Chiefs Association	3	\$	2,619.70
All Elements Industries Ltd.	1	\$	885.94
ALS Canada Ltd.	1	\$	1,313.76
A-Mais Technologies Inc.	1	\$	3,024.00
Andex Equipment Rentals	2	\$	3,314.63
Andrew Sheret Ltd	6	\$	3,120.79
Applied Industrial Technologies	1	\$	56.78
Argenta Community Association	1	\$	3,020.00
Arrow Lake Motel Feiffer Holdings	2	\$	689.70
Associated Fire Safety Equipment	4	\$	2,565.15
B&L Security Patrol (1981) Ltd	1	\$	1,966.65
Baker, Marina	1	\$	88.00
Balfour Gill And Gift	1	\$	1,259.10
Balfour Senior Citizens Association Branch #120	1	\$	740.00
Bamber, Simon	1	\$	300.00
BC Hydro & Power Authority	5	\$	5,215.70
BC Municipal Safety Association	2	\$	1,417.50
BC Transit	2	\$	6,202.09
Beavers, Amanda	2	\$	844.64
Bebelman, Aaron	2	\$	803.08
Beerens, Kurt	1	\$	82.60
Bell Media Radio GP	2	\$	554.40
Benjamin, Debra	2	\$	48.01
Bennett, Murray	1	\$	60.47
Bergeron, Genevieve	1	\$	923.35
Big Cranium Design	1	\$	591.06
Bloodoff, Vanessa	2	\$	629.69
Bodley, Peter	1	\$	78.39
Brenton Industries Ltd	1	\$	1,554.00
British Columbia Institute of Technology	1	\$	785.32
Brotchie, Anthony D	1	\$	191.16
Building Officials' Association Of Bc	1	\$	420.00
Burton Internet Society	1	\$	39.20
C.A. Fischer Lumber Co. Ltd.	6	\$	796.97
Canadian Centre for Occupational Health and Safety	2	\$	75.00
Canadian Linen & Uniform	2	\$	139.46
Canadian Red Cross	1	\$	364.00
CanGas Propane Inc.	20	\$	13,763.04
Carmichael, Matthew	1	\$	50.00
Carmichael, Sabrina	1	\$	50.00
Castle Fuels (2008) Inc	1	\$	167.92
Castlegar & District Minor Hockey Association	2	\$	500.00
Castlegar Home Hardware	3	\$	456.39
Castlegar Minor Hockey Association	1	\$	225.00
CDW Canada Corp	7	\$	2,567.86
Centrix Control Solutions LP	1	\$	481.60
Chernoff, Doug	1	\$	162.84
CivicInfo BC	1	\$	1,785.00
Columbia Basin Broadband Corporation	4	\$	2,861.60
Columbia Basin Trust	1	\$	2,563.94
Columbia Wireless Inc	7	\$	575.80
Comfort Welding Ltd	6	\$	867.34
Corcoran, Colin	1	\$	129.80

Remaining 20% of payments by value	Number of Payments		Value
	799	\$	
Cover Architectural Collaborative Inc.	1	\$	3,153.91
Cowan's Office Supplies	8	\$	1,716.20
Cranbrook Water Conditioning Ltd.	6	\$	152.68
Crawford Bay Store	2	\$	146.29
Crawford Truck & Equipment	1	\$	1,291.70
Creston Card & Stationery	1	\$	10.07
Creston Curling Club	1	\$	300.00
Creston Valley Chamber Of Commerce	1	\$	2,651.25
Creston Valley Public Art Connection	1	\$	669.00
Creston Valley Shrine Club	1	\$	1,000.00
Currie, Joshua	1	\$	490.54
Dave's Plumbing Ltd	6	\$	12,687.52
DB Perks & Associates Ltd	3	\$	6,359.96
Deas, Megan	1	\$	52.50
Deboon, Arnold	1	\$	265.00
DHC Communications Inc	6	\$	3,728.77
Downtown Automotive	1	\$	103.04
Drane, Daniel	1	\$	265.00
Dynamic Online Marketing Corp	1	\$	556.50
East Shore Internet Society	2	\$	112.00
Edge Roofing	1	\$	4,061.20
Educator Supplies Ltd dba Scholar's Choice	1	\$	2,732.76
EECOL Electric Corp.	2	\$	721.96
Environmental Operators Certification Program	9	\$	853.65
Ernies Used Auto Parts	1	\$	168.00
Ernst, Tannah	1	\$	543.43
Evenson, AJ	1	\$	411.08
Expresslane Deliveries	1	\$	351.73
Faucher, Thomas	1	\$	35.40
Fauquier Community Club	1	\$	1,081.95
Federated Co-Operatives Ltd	3	\$	621.65
Fehr, Carol	2	\$	1,377.94
FortisBC - Electricity	35	\$	17,418.25
Fortisbc - Natural Gas	2	\$	87.03
Fraser Valley Building Supplies Inc.	5	\$	2,550.42
G and W Lawncare	1	\$	90.00
Gain, Thomas Scott	2	\$	927.50
Gainham, Christopher	1	\$	2,391.42
Gazzard, Kristi A	1	\$	303.26
Georama Holdings Ltd.	3	\$	351.21
George's Excavating Ltd	1	\$	3,150.00
GFL Environmental Inc. 2019	21	\$	44,062.33
Gigliotti, Cory A	1	\$	99.08
Gilbert Parts Depot	4	\$	1,028.90
Gilroy, Stuart	1	\$	119.77
Glade Watershed Protection Society	2	\$	1,500.00
Grant, Ashley	1	\$	55.76
Gray Creek Store	2	\$	111.77
Gray's Contracting	3	\$	1,296.06
Greene, Gregory	3	\$	930.51
Gresley-Jones, Melissa	1	\$	900.00
Grieve, Doug	1	\$	4.47
GRS Contracting Ltd	1	\$	2,179.80
Guille, Pam	4	\$	6,930.00
Guillevin International Inc	2	\$	690.52
Hall Printing	4	\$	550.57
Hamazaki, Louise	1	\$	30.00
Hamelin, Marie-Pierre	1	\$	50.00
Harding, Kevin	1	\$	975.00
Healthy Community Society of the North Slokan Valley	1	\$	540.00
Heavy Metal Company	1	\$	3,391.50
Hewat, Suzan	1	\$	1,257.79
Hipperson Hardware	3	\$	179.74
Hi-Pro Sporting Goods Ltd	1	\$	260.38
Hufty's Leasing Ltd	1	\$	497.88
Hurd, Greag	1	\$	2,500.00
HuskyPro	1	\$	1,793.54
Hywood Truck & Equipment Ltd	2	\$	417.74
I.T. Blueprint Solutions Consulting Inc.	2	\$	7,110.62

Remaining 20% of payments by value	Number of Payments		Value
	799	\$	
Imperial Oil WEX Canada Ltd	1	\$	3,050.27
In the Air Networks	1	\$	78.40
Industrial Alliance Insurance and Financial Services Inc.	1	\$	804.67
Inland Allcare	13	\$	5,440.51
Inland Kenworth (Castlegar)	1	\$	1,253.50
Insurance Corporation of BC	1	\$	759.00
Iridia Medical	1	\$	785.57
Iron Mountain	1	\$	478.12
Jakubow Enterprises Ltd o/a Canadian Tire Castlegar (492)	6	\$	371.54
Jems Propane Ltd.	1	\$	2,367.68
Jennifer Wickwire	1	\$	300.00
JVW Property Maintenance	1	\$	220.50
Kal Tire (Castlegar)	1	\$	3,575.65
Kal Tire (Nakusp)	1	\$	66.13
Kaslo Building Maintenance	1	\$	535.50
Kaslo Building Supplies	2	\$	132.10
Kaslo Home Hardware	1	\$	10.12
Kaslo Infonet Society	1	\$	72.69
Kaslo Pump	1	\$	56.94
Kaslo, Village Of	2	\$	2,025.89
Kathy Gordon's Cleaning Services	8	\$	984.00
Kays Road Contracting Ltd	1	\$	787.50
Kelly's Maintenance and Services	1	\$	2,625.00
KEM Services	2	\$	281.86
Kennlyn Enterprises	3	\$	1,406.72
Keystone Contracting Ltd.	1	\$	2,953.13
Kilburn, Jackie	2	\$	2,900.00
Kinch, Veronica	1	\$	162.84
Kite Refrigeration	1	\$	639.49
Klines Motors Ltd.	1	\$	2,205.00
Kokanee Fire & Safety Ltd.	2	\$	767.73
Kokanee Ford Sales Ltd.	2	\$	458.96
Kokanee Rural Internet	1	\$	89.60
Kone Inc	2	\$	1,957.12
Kootenay Carshare Cooperative	2	\$	45.92
Kootenay Coffee Company	1	\$	468.16
Kootenay Industrial Supply Ltd	12	\$	1,426.71
Kootenay Lake Electric Ltd	1	\$	2,795.78
Kootenay Valley Water & Spas	1	\$	17.90
Kootnikoff, Amy (Aimee)	1	\$	255.13
Kutenai Art Therapy Institute Association	1	\$	1,000.00
L.D. Mann & Associates Ltd.	1	\$	56.00
Lane, Harvey	1	\$	107.97
Lasko, Carolyn	1	\$	51.92
Lectric Ave Electronics	3	\$	264.27
Legend Logos	1	\$	951.33
Levine Electric Ltd.	1	\$	1,138.25
Lidstone & Company	3	\$	2,943.47
Lifesaving Society	1	\$	150.00
Lo-Cost Propane	1	\$	2,280.77
LogMeIn Ireland Limited	2	\$	1,261.12
Lordco Parts Ltd	6	\$	376.93
Lorencz, Cal	4	\$	1,191.22
Lucerne PAC	1	\$	4,000.00
Magic Arc	1	\$	387.21
Main Jet Motorsports Inc	1	\$	1,321.34
Main, Leah	1	\$	394.50
Marino Wholesale Ltd	2	\$	487.97
Martech Motor Winding Ltd	3	\$	4,025.56
Masse Environmental Consultants Ltd.	5	\$	2,634.87
Mayday Electric Ltd	5	\$	2,409.92
Medical Technology Inc	1	\$	247.83
Mills Bros Construction Ltd	1	\$	525.00
Minister of Finance	1	\$	303.38
Mitchell Supply Ltd	4	\$	124.28
Mountain Eagle Security 2005 Ltd.	2	\$	2,047.46
Mountain Land Management	1	\$	2,500.00
Mountain Logic Solutions Inc.	1	\$	637.56
Nakusp Auto Parts	1	\$	92.45

Remaining 20% of payments by value	Number of Payments		Value
	799	\$	
Nakusp Home Hardware	1	\$	152.85
Nakusp Secondary School	1	\$	3,000.00
Nakusp, Village Of	1	\$	3,012.39
Nanaimo, City of	6	\$	2,147.78
Napa Auto Parts (Nelson)	2	\$	102.78
Nasmyth Morrow & Bogusz (In Trust)	1	\$	649.72
Nelson Building Centre Ltd	9	\$	836.60
Nelson Chrysler A Division of City Auto Ltd	2	\$	702.22
Nelson Farmers Supply Ltd	6	\$	388.88
Nelson Fine Art Centre Society	1	\$	500.00
Nelson Ford Sales (2003) Inc.	2	\$	957.92
Nelson Hydro	8	\$	4,257.44
Nelson Police Department	1	\$	700.00
Nelson Senior Citizens Assoc. Branch #51	1	\$	967.00
Nelson Toyota	2	\$	291.64
Nelson Youth Soccer Association	1	\$	179.63
Nelson, City Of	1	\$	900.00
New Denver, Village of	1	\$	1,000.00
Nexgen Municipal Inc.	1	\$	3,244.61
North Kootenay Lake Community Services Society	2	\$	1,289.10
Northtown Rental & Sales	1	\$	448.00
Nymeyer, Gina	1	\$	543.60
Oliver, Christopher	1	\$	35.00
Orkin Canada Corporation	1	\$	165.90
Ostafichuk, Neil	1	\$	207.68
Overland West Freight Lines Ltd	3	\$	1,350.78
Pangburn, Adam	1	\$	265.00
Paragon Micro Canada	4	\$	7,432.36
Passmore Laboratory Ltd	6	\$	950.00
Passmore Public Hall Association	1	\$	2,000.00
Pennywise	3	\$	1,456.30
PerfectMind Inc.	1	\$	4,032.00
Perrot, Denis	1	\$	366.01
Perry, Bryn	1	\$	787.50
Peterson, Paul	1	\$	395.51
Pitney Bowes	3	\$	1,312.86
Planning Institute Of Bc	1	\$	603.00
Plaumann, Jonas	2	\$	1,127.84
Procter Community Society	2	\$	2,300.00
Purolator Inc	4	\$	295.77
Pyramid Building Supplies	1	\$	221.14
Reliance Office Services Ltd	1	\$	2,415.00
Reynolds, Ellie	1	\$	855.00
Rfs Canada	7	\$	776.35
Richardson, Allan K	1	\$	135.11
Richardson, Ian	2	\$	312.50
Ricoh Canada Inc	4	\$	721.61
Rideau Recognition Solutions Inc	1	\$	2,716.00
Right Touch Auto Detailing, The	1	\$	301.85
Right Way Acquisition Services Ltd.	1	\$	657.67
Riondel Cable Society	2	\$	110.00
Riverside Farm	6	\$	8,115.72
Roadpost Inc. T46274	1	\$	438.85
Rocky Mountain Agencies	6	\$	15,589.54
Rocky Mountain Phoenix	27	\$	65,088.41
Rook Design Media	1	\$	100.80
Salmo & Area Supportive Housing Society	1	\$	580.50
Salmo Public Library Association	1	\$	2,500.00
Salmo Valley Youth & Community Centre	1	\$	866.67
Salmon, Evan	2	\$	118.59
Save-On-Foods (Creston)	2	\$	65.30
Scanlon, Kenneth	1	\$	36.74
Secure By Design	1	\$	61.60
Secure-Rite Mobile Storage	2	\$	6,563.86
Sfj Inc	1	\$	2,699.45
Shaw Buisness A division of Shaw Telecom G.P.	1	\$	930.41
Shaw Cable	16	\$	2,270.34
Shulman, Barak	1	\$	75.00
Silver Ridge Earthworks and Snow Removal	1	\$	4,441.50

Remaining 20% of payments by value	Number of Payments		Value
	799	\$	
Silverton Building Supplies Ltd	1	\$	97.07
Siray, Kim dba Family Design & Creations	1	\$	960.00
Sk Electronics Ltd	6	\$	6,666.52
Slocan Valley Home Hardware	5	\$	1,471.60
Slocan, Village of	2	\$	2,800.00
Smith, Heather	1	\$	64.78
Soukoroff, Sheri	1	\$	22.39
Speedpro Signs	6	\$	1,457.01
Speedpro Signs (Trail)	1	\$	3,682.56
Stafford Welding	2	\$	3,501.75
Stokes International	1	\$	127.93
Sun Life Assurance Company of Canada	2	\$	1,379.71
Sundry Vendor	25	\$	6,454.24
Swift Internet	2	\$	156.80
Taghum Shell (1997)	2	\$	306.18
Teale'S Water Utility Services	2	\$	5,741.87
Telus Communications Inc	4	\$	3,279.31
Tenaquip Industrial Distribution	1	\$	696.18
Tetra Tech Canada Inc.	1	\$	306.07
Thurber Engineering Ltd.	2	\$	794.07
Tilted Brick Gallery Association	1	\$	500.00
Tip-it Waste Solutions Inc.	2	\$	942.58
Trainer Mechanical Contractors Ltd	1	\$	2,124.09
Tratech Mechanical Ltd	1	\$	4,200.00
TRC Timberworks Ltd.	1	\$	2,940.00
Trowalex Equipment Rentals And Sales	6	\$	2,203.42
Tu-Dor Lock & Safe Ltd	1	\$	125.57
Valley Voice Ltd	2	\$	226.80
VH Sporte Canada	4	\$	1,109.82
Vista Radio Ltd	1	\$	504.00
Vitalaire Canada Inc	2	\$	65.29
Voros, Troy	1	\$	2,600.00
W.H. Excavating	1	\$	771.75
Wade Technologies Ltd	1	\$	892.21
Waldroff, Collin	1	\$	590.00
Wasp Manufacturing Ltd.	1	\$	265.25
Waste Management	7	\$	1,561.29
WE Graham Community Service Society	1	\$	559.00
Wesco Distribution-Canada Inc	1	\$	85.96
West K Concrete Ltd.	1	\$	2,352.00
Western Water Associates Ltd.	1	\$	2,484.00
Wetter, Sydney	1	\$	95.00
WFR Wholesale Fire & Rescue Ltd	6	\$	5,179.48
Whitehouse, Bill	1	\$	207.68
Wilkinson, James	2	\$	1,059.05
Willems, Oscar	1	\$	55.42
Wintergreen Learning Materials Limited	4	\$	5,666.68
Witney, Kevin	2	\$	903.12
Wolseley Waterworks Branch	1	\$	755.45
Wood Wyant Inc	7	\$	2,839.27
Xplornet Communications Inc	1	\$	105.84
Young Anderson Barristers & Solicitors	1	\$	68.60

Employees and Directors December 2021

Employees and Directors December 2021			
Directors	Number of Payments	\$	Value
	2		790.01
Main, Leah	1	\$	394.50
Peterson, Paul	1	\$	395.51
Employees	Number of Payments	\$	Value
	67		20,185
Baker, Marina	1	\$	88.00
Beavers, Amanda	2	\$	844.64
Bebelman, Aaron	2	\$	803.08
Beerens, Kurt	1	\$	82.60
Benjamin, Debra	2	\$	48.01
Bennett, Murray	1	\$	60.47
Bergeron, Genevieve	1	\$	923.35
Bloodoff, Vanessa	2	\$	629.69
Bodley, Peter	1	\$	78.39
Brotchie, Anthony D	1	\$	191.16
Carmichael, Matthew	1	\$	50.00
Carmichael, Sabrina	1	\$	50.00
Chernoff, Doug	1	\$	162.84
Corcoran, Colin	1	\$	129.80
Currie, Joshua	1	\$	490.54
Deas, Megan	1	\$	52.50
Drane, Daniel	1	\$	265.00
Ernst, Tannah	1	\$	543.43
Evenson, AJ	1	\$	411.08
Faucher, Thomas	1	\$	35.40
Fehr, Carol	2	\$	1,377.94
Gainham, Christopher	1	\$	2,391.42
Gazzard, Kristi A	1	\$	303.26
Gigliotti, Cory A	1	\$	99.08
Gilroy, Stuart	1	\$	119.77
Grant, Ashley	1	\$	55.76
Greene, Gregory	3	\$	930.51
Grieve, Doug	1	\$	4.47
Hamazaki, Louise	1	\$	30.00
Hamelin, Marie-Pierre	1	\$	50.00
Hewat, Suzan	1	\$	1,257.79
Kinch, Veronica	1	\$	162.84
Kootnikoff, Amy (Aimee)	1	\$	255.13
Lane, Harvey	1	\$	107.97
Lorencz, Cal	4	\$	1,191.22
Nymeyer, Gina	1	\$	543.60
Oliver, Christopher	1	\$	35.00
Ostafichuk, Neil	1	\$	207.68
Pangburn, Adam	1	\$	265.00
Perrot, Denis	1	\$	366.01
Plaumann, Jonas	2	\$	1,127.84
Richardson, Allan K	1	\$	135.11
Salmon, Evan	2	\$	118.59
Scanlon, Kenneth	1	\$	36.74
Shulman, Barak	1	\$	75.00
Smith, Heather	1	\$	64.78
Soukoroff, Sheri	1	\$	22.39
Waldroff, Collin	1	\$	590.00
Wetter, Sydney	1	\$	95.00
Whitehouse, Bill	1	\$	207.68
Wilkinson, James	2	\$	1,059.05
Willems, Oscar	1	\$	55.42
Witney, Kevin	2	\$	903.12

Accounts Payable for December 2021 Breakdown by Type of Payment

Discretionary, Community Development, and Other Grants	Number of Payments		
	37	\$	89,326
Argenta Community Association	1	\$	3,020.00
Balfour Senior Citizens Association Branch #120	1	\$	740.00
Castlegar & District Minor Hockey Association	2	\$	500.00
Columbia Basin Trust	1	\$	2,563.94
Creston Curling Club	1	\$	300.00
Creston Valley Public Art Connection	1	\$	669.00
Creston Valley Shrine Club	1	\$	1,000.00
Glade Watershed Protection Society	2	\$	1,500.00
Healthy Community Society of the North Slokan Valley	1	\$	540.00
Howser Water Users Association	1	\$	4,750.00
Kaslo Senior Citizens Association-Branch #81	1	\$	4,500.00
Kootenay Gallery of Art, History and Science	1	\$	5,697.00
Kutenai Art Therapy Institute Association	1	\$	1,000.00
Lardeau Valley Opportunity Links Society	1	\$	10,800.00
Lucerne PAC	1	\$	4,000.00
Mountain Land Management	1	\$	2,500.00
Nakusp Secondary School	1	\$	3,000.00
Nakusp Ski Club Association	1	\$	6,570.00
Nelson Fine Art Centre Society	1	\$	500.00
Nelson Food Cupboard	1	\$	8,730.00
Nelson Police Department	1	\$	700.00
Nelson Senior Citizens Assoc. Branch #51	1	\$	967.00
New Denver, Village of	1	\$	1,000.00
North Kootenay Lake Community Services Society	2	\$	1,289.10
Passmore Public Hall Association	1	\$	2,000.00
Procter Community Society	2	\$	2,300.00
Salmo & Area Supportive Housing Society	1	\$	580.50
Salmo Public Library Association	1	\$	2,500.00
Slocan, Village of	2	\$	2,800.00
Tilted Brick Gallery Association	1	\$	500.00
WE Graham Community Service Society	1	\$	559.00
Wynndel Community Centre	1	\$	11,250.00

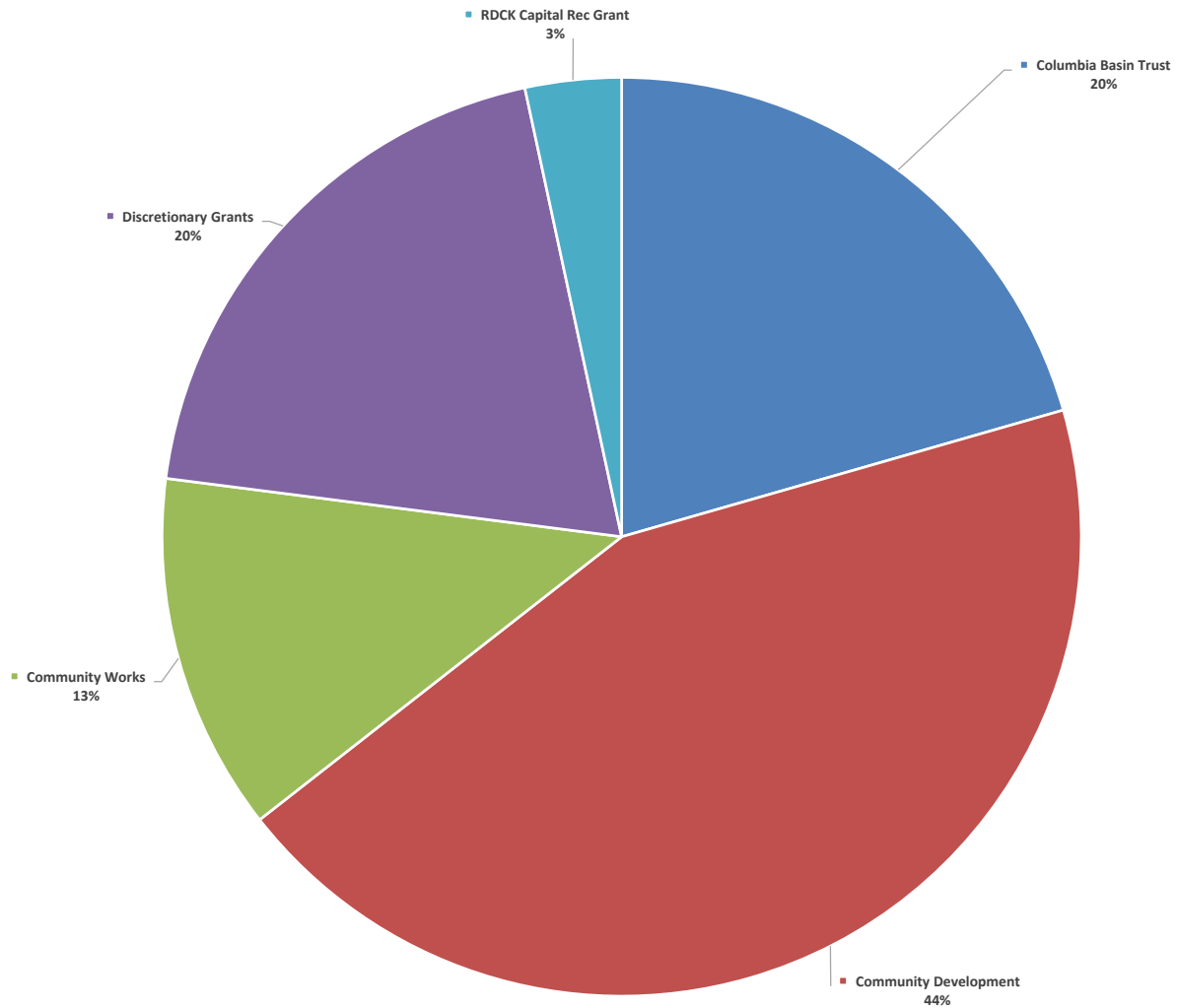
All Other Vendors	Number of Payments		Value
	792	\$	2,764,232
1022117 Alberta Ltd.	4	\$	13,637.93
1162587 AB Ltd.	1	\$	624.75
12445450 Canada Inc.	3	\$	605.09
4Imprint Inc	1	\$	994.50
547839 BC Ltd.	1	\$	842.89
A-3 Plumbing Heating & Gas Fitting Ltd	1	\$	23.52
Abell Pest Control Inc	1	\$	727.90
Able Plastics Ltd	1	\$	503.10
Accusharp Grinding	1	\$	359.10
ACE Courier Services	10	\$	342.93
Air Liquide Canada Inc	4	\$	481.97
Alberta Fire Chiefs Association	3	\$	2,619.70
Alfred Horie Construction Co. Ltd.	1	\$	47,307.62
All Elements Industries Ltd.	1	\$	885.94
ALS Canada Ltd.	1	\$	1,313.76
A-Mais Technologies Inc.	1	\$	3,024.00
Andex Equipment Rentals	2	\$	3,314.63
Andrew Sheret Ltd	6	\$	3,120.79
Applied Industrial Technologies	1	\$	56.78
Arrow Lake Motel Feiffer Holdings	2	\$	689.70
Arrow Professional Landscaping	1	\$	24,041.26
Associated Fire Safety Equipment	4	\$	2,565.15
B&L Security Patrol (1981) Ltd	1	\$	1,966.65
Balfour Gill And Gift	1	\$	1,259.10
Bamber, Simon	1	\$	300.00
BC Hydro & Power Authority	5	\$	5,215.70
BC Municipal Safety Association	2	\$	1,417.50
BC Transit	10	\$	280,267.61
Bell Media Radio GP	2	\$	554.40
BGC Engineering Inc.	1	\$	41,665.70
Big Cranium Design	1	\$	591.06
Border Holdings Ltd.	1	\$	245,297.01
Brenton Industries Ltd	1	\$	1,554.00
British Columbia Institute of Technology	1	\$	785.32
Building Officials' Association Of Bc	1	\$	420.00
Burton Internet Society	1	\$	39.20
C.A. Fischer Lumber Co. Ltd.	6	\$	796.97
Canada West Refrigeration Ltd	1	\$	16,199.40
Canadian Centre for Occupational Health and Safety	2	\$	75.00
Canadian Linen & Uniform	2	\$	139.46
Canadian Red Cross	1	\$	364.00
CanGas Propane Inc.	20	\$	13,763.04
Castle Fuels (2008) Inc	1	\$	167.92
Castlegar Home Hardware	3	\$	456.39
Castlegar Minor Hockey Association	1	\$	225.00
Cathro Consulting Ltd	1	\$	8,648.76
CDW Canada Corp	7	\$	2,567.86
Central Kootenay Garbage Club	1	\$	9,292.50
CentralSquare Canada Software Inc.	1	\$	18,460.53
Centrix Control Solutions LP	1	\$	481.60
CivicInfo BC	1	\$	1,785.00
Columbia Basin Broadband Corporation	4	\$	2,861.60
Columbia Wireless Inc	7	\$	575.80

All Other Vendors	Number of Payments		Value
Comfort Welding Ltd	6	\$	867.34
Cover Architectural Collaborative Inc.	1	\$	3,153.91
Cowan's Office Supplies	8	\$	1,716.20
Cranbrook Water Conditioning Ltd.	6	\$	152.68
Crawford Bay Store	2	\$	146.29
Crawford Truck & Equipment	1	\$	1,291.70
Creston Card & Stationery	1	\$	10.07
Creston Valley Chamber Of Commerce	1	\$	2,651.25
Dave's Plumbing Ltd	6	\$	12,687.52
DB Perks & Associates Ltd	3	\$	6,359.96
Deboon, Arnold	1	\$	265.00
Denbow Transport Ltd.	1	\$	4,864.66
DHC Communications Inc	6	\$	3,728.77
Downtown Automotive	1	\$	103.04
Dynamic Online Marketing Corp	1	\$	556.50
East Shore Internet Society	2	\$	112.00
Edge Roofing	1	\$	4,061.20
Educator Supplies Ltd dba Scholar's Choice	1	\$	2,732.76
EECOL Electric Corp.	2	\$	721.96
Environmental Operators Certification Program	9	\$	853.65
Ernies Used Auto Parts	1	\$	168.00
Escribe Solutions	1	\$	12,160.54
Expresslane Deliveries	1	\$	351.73
Factor 5 Group Inc	1	\$	34,335.00
Fauquier Community Club	1	\$	1,081.95
Federated Co-Operatives Ltd	3	\$	621.65
FortisBC - Electricity	38	\$	49,403.26
Fortisbc - Natural Gas	3	\$	20,831.35
Fraser Valley Building Supplies Inc.	5	\$	2,550.42
G and W Lawncare	1	\$	90.00
Gain, Thomas Scott	2	\$	927.50
Georama Holdings Ltd.	3	\$	351.21
George's Excavating Ltd	1	\$	3,150.00
GFL Environmental Inc. 2019	35	\$	193,266.61
Gilbert Parts Depot	4	\$	1,028.90
Gray Creek Store	2	\$	111.77
Gray's Contracting	3	\$	1,296.06
Gresley-Jones, Melissa	1	\$	900.00
GRS Contracting Ltd	1	\$	2,179.80
Guille, Pam	4	\$	6,930.00
Guillevin International Inc	2	\$	690.52
Hall Printing	4	\$	550.57
Harding, Kevin	1	\$	975.00
Harshenin, Darren	1	\$	8,400.00
Heavy Metal Company	1	\$	3,391.50
Hipperson Hardware	3	\$	179.74
Hi-Pro Sporting Goods Ltd	1	\$	260.38
Holeshot Originals	1	\$	8,011.92
Hub Fire Engines & Equipment Ltd	1	\$	5,168.79
Huffy's Leasing Ltd	1	\$	497.88
Hurd, Greag	1	\$	2,500.00
HuskyPro	1	\$	1,793.54
Hywood Truck & Equipment Ltd	2	\$	417.74
I.T. Blueprint Solutions Consulting Inc.	3	\$	17,341.15
Imperial Oil WEX Canada Ltd	1	\$	3,050.27
In the Air Networks	1	\$	78.40
Industrial Alliance Insurance and Financial Services Inc.	1	\$	804.67
Inland Allcare	13	\$	5,440.51
Inland Kenworth (Castlegar)	1	\$	1,253.50
Insurance Corporation of BC	1	\$	759.00
Integrated Sustainability Consultants Ltd.	5	\$	371,592.86
Iridia Medical	1	\$	785.57
Iron Mountain	1	\$	478.12
Jakubow Enterprises Ltd o/a Canadian Tire Castlegar (492)	6	\$	371.54
Jems Propane Ltd.	1	\$	2,367.68
Jennifer Wickwire	1	\$	300.00
JVW Property Maintenance	1	\$	220.50
Kal Tire (Castlegar)	1	\$	3,575.65
Kal Tire (Nakusp)	1	\$	66.13
Kal Tire (Nelson)	2	\$	13,454.33
Kaslo Building Maintenance	1	\$	535.50
Kaslo Building Supplies	2	\$	132.10
Kaslo Home Hardware	1	\$	10.12
Kaslo Infonet Society	1	\$	72.69
Kaslo Pump	1	\$	56.94
Kaslo, Village Of	2	\$	2,025.89
Kathy Gordon's Cleaning Services	8	\$	984.00
Kays Road Contracting Ltd	1	\$	787.50
Kelly's Maintenance and Services	1	\$	2,625.00
KEM Services	3	\$	6,113.47
Kendrick Equipment (2003) Ltd	1	\$	7,784.00
Kennlyn Enterprises	3	\$	1,406.72
Keystone Contracting Ltd.	1	\$	2,953.13
Kilburn, Jackie	2	\$	2,900.00
Kite Refrigeration	1	\$	639.49
Klines Motors Ltd.	1	\$	2,205.00
Kokanee Fire & Safety Ltd.	2	\$	767.73
Kokanee Ford Sales Ltd.	2	\$	458.96
Kokanee Rural Internet	1	\$	89.60
Kone Inc	2	\$	1,957.12
Kootenay Carshare Cooperative	2	\$	45.92
Kootenay Coffee Company	1	\$	468.16
Kootenay Duct Cleaners	1	\$	6,300.00
Kootenay Industrial Supply Ltd	12	\$	1,426.71
Kootenay Lake Electric Ltd	1	\$	2,795.78
Kootenay Valley Water & Spas	1	\$	17.90

All Other Vendors	Number of Payments		Value
L.D. Mann & Associates Ltd.	1	\$	56.00
Lasko, Carolyn	1	\$	51.92
Lectric Ave Electronics	3	\$	264.27
Legend Logos	1	\$	951.33
Levine Electric Ltd.	1	\$	1,138.25
Lidstone & Company	3	\$	2,943.47
Lifesaving Society	1	\$	150.00
Lo-Cost Propane	1	\$	2,280.77
LogMeIn Ireland Limited	2	\$	1,261.12
Lordco Parts Ltd	6	\$	376.93
Magic Arc	1	\$	387.21
Main Jet Motorsports Inc	1	\$	1,321.34
Marino Wholesale Ltd	2	\$	487.97
Martech Motor Winding Ltd	3	\$	4,025.56
Masse Enviromental Consultants Ltd.	5	\$	2,634.87
Mayday Electric Ltd	5	\$	2,409.92
Medical Technology Inc	1	\$	247.83
Mick's Plumbing & Maintenance	1	\$	25,072.11
Mills Bros Construction Ltd	1	\$	525.00
Minister of Finance	2	\$	7,060.76
Mitchell Supply Ltd	4	\$	124.28
Morrow Bioscience Ltd	1	\$	17,215.31
Mountain Eagle Security 2005 Ltd.	2	\$	2,047.46
Mountain Logic Solutions Inc.	1	\$	637.56
Nakusp Auto Parts	1	\$	92.45
Nakusp Home Hardware	1	\$	152.85
Nakusp, Village Of	1	\$	3,012.39
Nanaimo, City of	6	\$	2,147.78
Napa Auto Parts (Nelson)	2	\$	102.78
Nasmyth Morrow & Bogusz (In Trust)	2	\$	74,078.72
Nelson Building Centre Ltd	9	\$	836.60
Nelson Chrysler A Division of City Auto Ltd	2	\$	702.22
Nelson Farmers Supply Ltd	6	\$	388.88
Nelson Ford Sales (2003) Inc.	2	\$	957.92
Nelson Hydro	9	\$	27,946.34
Nelson Leafs Hockey Society	2	\$	10,080.00
Nelson Toyota	2	\$	291.64
Nelson Youth Soccer Association	1	\$	179.63
Nelson, City Of	2	\$	14,139.25
New Denver, Village Of	1	\$	67,000.00
Nexgen Municipal Inc.	1	\$	3,244.61
Northtown Rental & Sales	1	\$	448.00
Orkin Canada Corporation	1	\$	165.90
Overland West Freight Lines Ltd	3	\$	1,350.78
Paragon Micro Canada	4	\$	7,432.36
Passmore Laboratory Ltd	6	\$	950.00
Pennywise	3	\$	1,456.30
PerfectMind Inc.	2	\$	31,482.42
Perry, Bryn	1	\$	787.50
Pitney Bowes	3	\$	1,312.86
Pitney Works	1	\$	7,350.00
Planning Institute Of Bc	1	\$	603.00
Purolator Inc	4	\$	295.77
Pyramid Building Supplies	1	\$	221.14
RC Strategies Inc.	1	\$	4,704.00
RecTec Industries Inc.	1	\$	20,969.44
Regional District of East Kootenay	1	\$	45,000.00
Reliance Office Services Ltd	1	\$	2,415.00
Reynolds, Ellie	1	\$	855.00
Rfs Canada	7	\$	776.35
Richardson, Ian	2	\$	312.50
Ricoh Canada Inc	4	\$	721.61
Rideau Recognition Solutions Inc	1	\$	2,716.00
Right Touch Auto Detailing, The	1	\$	301.85
Right Way Acquisition Services Ltd.	1	\$	657.67
Riondel Cable Society	2	\$	110.00
Riverside Farm	6	\$	8,115.72
Roadpost Inc. T46274	1	\$	438.85
Rocky Mountain Agencies	6	\$	15,589.54
Rocky Mountain Phoenix	30	\$	257,547.11
Rook Design Media	1	\$	100.80
Roth IAMS	1	\$	8,882.57
Salmo Valley Youth & Community Centre	1	\$	866.67
Save-On-Foods (Creston)	2	\$	65.30
Secure By Design	1	\$	61.60
Secure-Rite Mobile Storage	2	\$	6,563.86
Sij Inc	1	\$	2,699.45
Shaw Buisness A division of Shaw Telecom G.P.	1	\$	930.41
Shaw Cable	16	\$	2,270.34
Shopa'S Excavating Ltd	1	\$	9,208.50
Silver Ridge Earthworks and Snow Removal	1	\$	4,441.50
Silverton Building Supplies Ltd	1	\$	97.07
Silverton Transport Limited	1	\$	4,480.00
Siray, Kim dba Family Design & Creations	1	\$	960.00
Sk Electronics Ltd	6	\$	6,666.52
Slocan Valley Home Hardware	5	\$	1,471.60
Slocan, Village Of	1	\$	5,625.00
Speedpro Signs	6	\$	1,457.01
Speedpro Signs (Trail)	1	\$	3,682.56
Stafford Welding	2	\$	3,501.75
Stokes International	1	\$	127.93
Sun Life Assurance Company of Canada	2	\$	1,379.71
Sundry Vendor	25	\$	6,454.24
Support Local Canada Society dba Support Local BC	1	\$	12,937.75
Swift Internet	2	\$	156.80
Taghum Shell (1997)	2	\$	306.18

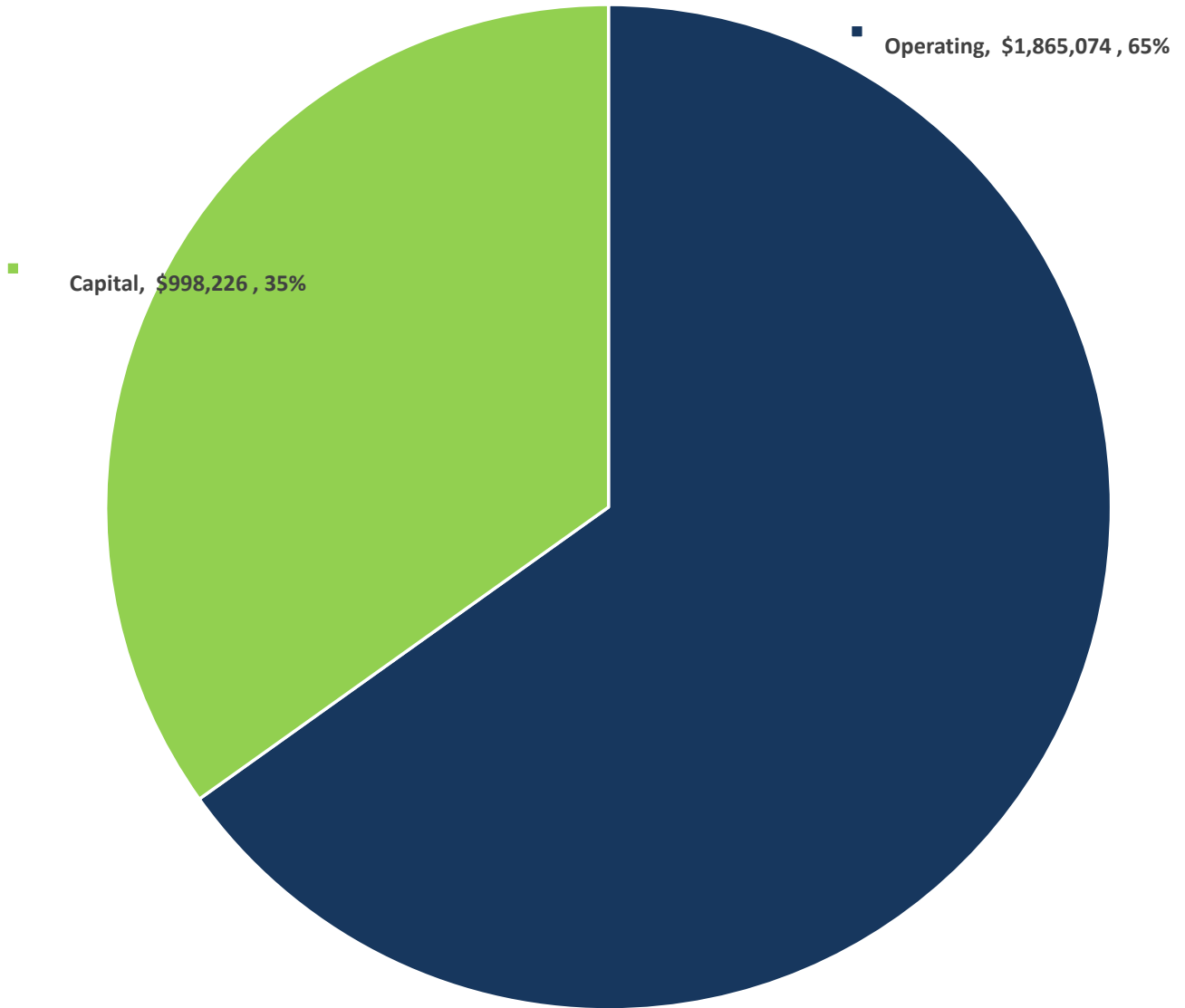
All Other Vendors	Number of Payments		Value
Teale'S Water Utility Services	2	\$	5,741.87
Telus Communications Inc	6	\$	13,468.90
Telus Mobility	1	\$	7,488.82
Tenaquip Industrial Distribution	1	\$	696.18
Tetra Tech Canada Inc.	3	\$	27,168.20
Thurber Engineering Ltd.	2	\$	794.07
Tip-it Waste Solutions Inc.	2	\$	942.58
Trainor Mechanical Contractors Ltd	1	\$	2,124.09
Tratech Mechanical Ltd	1	\$	4,200.00
TRC Timberworks Ltd.	1	\$	2,940.00
Trowalex Equipment Rentals And Sales	6	\$	2,203.42
Tu-Dor Lock & Safe Ltd	1	\$	125.57
Twin Rivers Controls Ltd	1	\$	6,289.50
Unit4 Business Software Corporation	1	\$	50,326.94
Valhalla Concepts Ltd.	1	\$	16,874.14
Valley Voice Ltd	2	\$	226.80
VH Sporte Canada	4	\$	1,109.82
Vista Radio Ltd	1	\$	504.00
Vitalaire Canada Inc	2	\$	65.29
Voros, Troy	1	\$	2,600.00
W.H. Excavating	1	\$	771.75
Wade Technologies Ltd	1	\$	892.21
Wasp Manufacturing Ltd.	1	\$	265.25
Waste Management	7	\$	1,561.29
Wesco Distribution-Canada Inc	1	\$	85.96
West K Concrete Ltd.	1	\$	2,352.00
Western Water Associates Ltd.	1	\$	2,484.00
WFR Wholesale Fire & Rescue Ltd	7	\$	11,280.76
Wildland Recreation Solutions	2	\$	14,437.50
Wildsight	1	\$	11,177.20
Wintergreen Learning Materials Limited	4	\$	5,666.68
Wolseley Waterworks Branch	1	\$	755.45
Wood Environment & Infrastructure Solutions,	1	\$	7,132.29
Wood Wyant Inc	7	\$	2,839.27
Xplornet Communications Inc	1	\$	105.84
Yellowhead Road & Bridge	4	\$	92,498.92
Young Anderson Barristers & Solicitors	1	\$	68.60
Z-KO Construction Ltd.	1	\$	39,073.82

Grants by Type



■ Columbia Basin Trust ■ Community Development ■ Community Works ■ Discretionary Grants ■ RDCK Capital Rec Grant ■

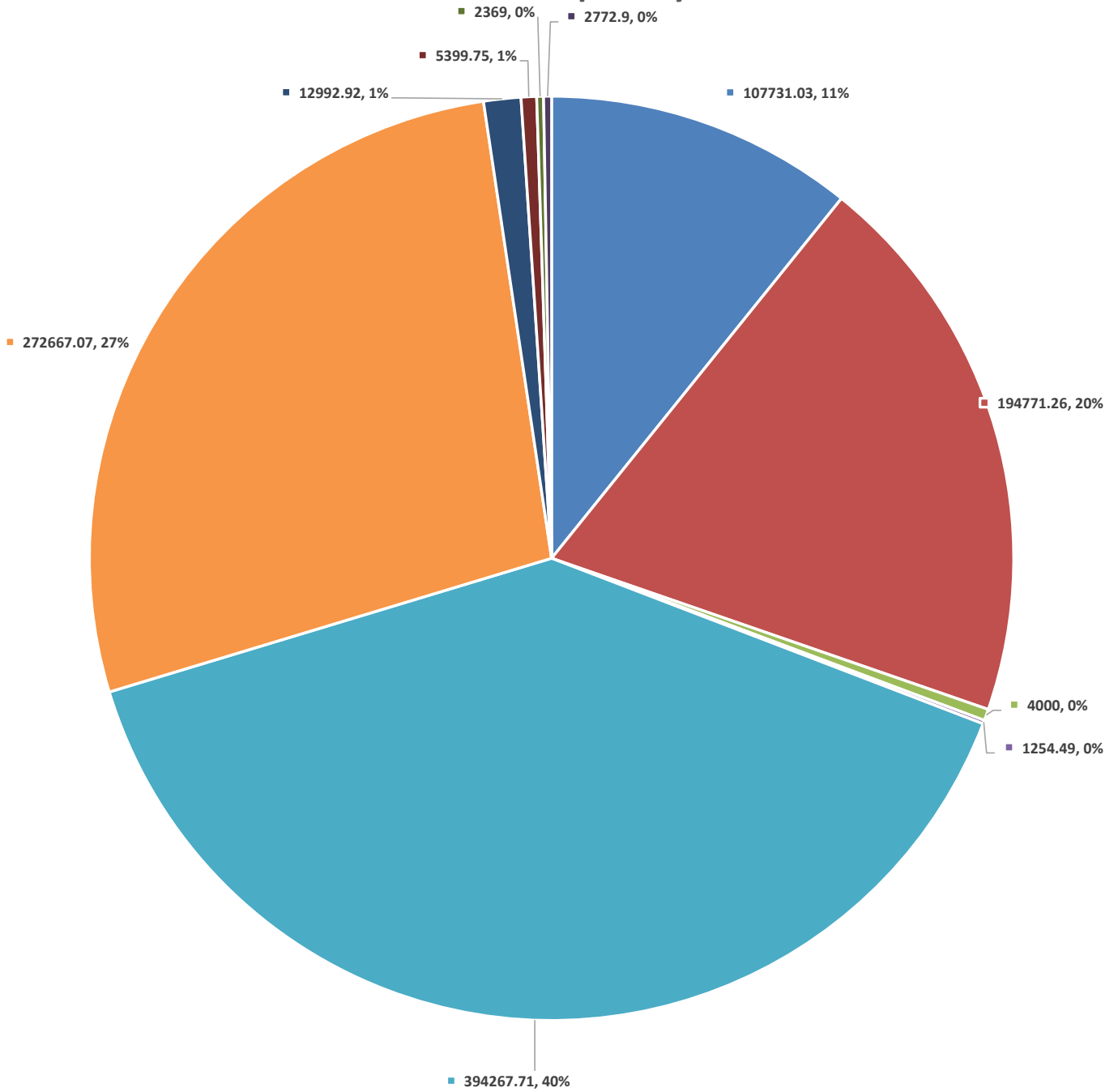
December 2021 Capital VS Operating Expenditures



■ Operating

■ Capital

December 2021 Capital by Service



- Arena (Castlegar Complex)-Castlegar and Areas I and J
- Fire Protection-Areas H and I (Slocan Valley)
- Recreation Facility-Area A (Riondel)
- Recreation Facility-Creston and Areas B, C and Area A
- Refuse Disposal (Central Subregion)-Nelson, Kaslo, Salmo and Areas D, E, F, and G
- Refuse Disposal (East Subregion)-Creston and Areas A, B and C
- Refuse Disposal (West Subregion)-Castlegar, New Denver, Slocan and Area H, I, J, and K
- Regional Parks-New Denver, Silverton, Slocan and Areas H
- Water Utility-Area F (Woodland Heights)
- Water Utility-Area K (Fauquier)
-

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2707

A Bylaw to amend Bylaw No. 1783, being the "Kootenay Lake West Transit Service Establishment Bylaw", by increasing the annual requisition limit.

WHEREAS the Board of the Regional District of Central Kootenay established a service for the purpose of providing public transit by adopting *Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005*, as amended;

AND WHEREAS the Board of the Regional District of Central Kootenay deems it expedient to further amend Bylaw No 1783 to increase the maximum annual allowable requisition limit for the service;

NOW THEREFORE the Board of the Regional District of Central Kootenay, in open meeting assembled, HEREBY ENACTS as follows:

ANNUAL REQUISITION

1 Section 4 is deleted in its entirety and the following substituted therefore:

The maximum amount of money that may be requisitioned annually shall be \$678,000 or \$0.066/\$1,000 of net taxable value of land and improvements within the service area, whichever is greater.

CITATION

2 This Bylaw may be cited as "Kootenay Lake West Transit Service Amendment Bylaw No. 2707, 2021".

READ A FIRST TIME this 20th day of February, 2020.

READ A SECOND TIME this 20th day of February, 2020.

READ A THIRD TIME this 20th day of February, 2020.

THIRD READING RESCINDED 23rd day of September, 2021

REREAD A THIRD TIME this 23rd day of September, 2021

I hereby certify that this is a true and correct copy of the as "Kootenay Lake West Transit Service Amendment Bylaw No. 2707, 2021" as read a third time by the Regional District of Central Kootenay Board on the 23rd day of September, 2021.



Mike Morrison, Corporate Officer

APPROVED by the Inspector of Municipalities on the _____ day of _____, 2021.

ASSENT RECEIVED as per the *Local Government Act – Consent on behalf of participating area.*

ADOPTED this _____ day of _____, 2021.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2804

A Bylaw to repeal the Denver Siding Water Local Service Establishment Bylaw No. 964, 1993.

WHEREAS the Board of Directors of the Regional District of Central Kootenay adopted the Denver Siding Water Local Service Establishment Bylaw No. 964, 1993 to provide the supply, treatment, conveyance, storage and distribution of water within a portion of Electoral area H (Denver Siding);

AND WHEREAS the Board has approved the Regional District of Central Kootenay enter into an Asset Transfer Agreement with the Village of New Denver for the transfer of the Denver Siding Water System;

AND WHEREAS the Board deemed it advisable to dissolve the Denver Siding Water Local Service as it is not required;

AND WHEREAS pursuant to the Local Government Act, participating area approval has been given by the Director of Electoral Area H;

NOW THEREFORE the Board of the Regional District of Central Kootenay, in open meeting assembled, HEREBY ENACTS as follows:

REPEAL

- 1 "Denver Siding Water Local Service Establishment Bylaw No. 964, 1993", and amendments hereto, are hereby repealed.

CITATION

- 2 This Bylaw may be cited as Denver Siding Water Local Service Establishment Repeal Bylaw No. 2804, 2022."

READ A FIRST TIME this 20th day of January, 2022.

READ A SECOND TIME this 20th day of January, 2022.

READ A THIRD TIME this 20th day of January, 2022.

I hereby certify that this a true and correct copy of the Denver Siding Water Local Service Establishment Repeal Bylaw No. 2804, 2022 as read a third time by the Regional District of Central Kootenay Board on 20th day of January , 2022.

Mike Morrison, Corporate Officer

ASSENT RECEIVED as per the *Local Government Act – consent on behalf of electoral participating area.*

APPROVED by the Inspector of Municipalities on the _____ day of _____, 2022

ADOPTED by an affirmative vote of at least 2/3 of the votes cast this _____ day of _____, 2022.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2805

A Bylaw to repeal the Denver Siding Water Commission of Management Bylaw No. 994, 1993.

WHEREAS the Board of Directors of the Regional District of Central Kootenay adopted the Denver Siding Water Commission of Management Bylaw No. 994, 1993 to establish a commission for the purpose of constructing, operating and maintaining a water supply and distribution system for a portion of Area H (Denver Siding);

AND WHEREAS the Board has deemed it advisable to dissolve the Denver Siding Commission of Management as it is no longer required;

NOW THEREFORE the Board of the Regional District of Central Kootenay, in open meeting assembled, HEREBY ENACTS as follows:

REPEAL

- 1 "Denver Siding Water Commission of Management Bylaw No. 994, 1993", and amendments hereto, are hereby repealed.

CITATION

- 2 This Bylaw may be cited as Denver Siding Water Commission of Management Repeal Bylaw No. 2805, 2022."

READ A FIRST TIME this 20th day of January, 2022

READ A SECOND TIME this 20th day of January, 2022

READ A THIRD TIME this 20th day of January, 2022

ADOPTED by an affirmative vote of at least 2/3 of the votes cast this 20th day of January, 2022.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2806

A bylaw to provide for the borrowing of \$5,000,000.00 required to meet the current lawful expenditures of the Regional District of Central Kootenay for 2022.

WHEREAS the Board of the Regional District of Central Kootenay is empowered by the *Local Government Act* to pass and to adopt a bylaw to provide for borrowing of money required to meet the current lawful expenditures of the Regional District of Central Kootenay;

AND WHEREAS it is requisite for the Regional Board at the date hereof to borrow the sum of Five Million (\$5,000,000.00) Dollars for the year 2022 to meet the current lawful expenditures of the Regional District of Central Kootenay;

NOW THEREFORE the Board of the Regional District of Central Kootenay in open meeting assembled enacts as follows:

- 1 It shall be lawful for the Board of the Regional District of Central Kootenay to borrow upon the credit of the Regional District the maximum sum of Five Million (\$5,000,000.00) Dollars for the year 2022, being the amount deemed by the Regional Board to be requisite to meet the current lawful expenditures of the Regional District of Central Kootenay; the sum so borrowed to bear interest to be computed from time to time at a minimum lending rate as established from time to time by the lending institution.
- 2 The aforesaid sum of \$5,000,000.00 for the year 2022 may from time to time be borrowed in one or more sums as may be required by the Regional District of Central Kootenay.
- 3 All principal borrowed and the interest thereon shall be payable by and not later than the 31st day of December in the year 2022 and the obligation to be given as acknowledgment of the liability shall be in the form of a promissory note or by way of Lending Agreement in the amount from time to time borrowed; such note to be under the Corporate Seal of the Regional District of Central Kootenay and to be signed by the Chair and the Treasurer of the Regional District.
- 4 The sums of money so borrowed shall be expended to meet the current lawful expenditures of the Regional District during the year 2022 and for no other purpose or purposes.
- 5 This Bylaw shall come into force and effect upon its adoption.
- 6 This Bylaw may be cited for all purposes as **“Temporary Loan Bylaw No. 2806, 2022.”**

READ A FIRST TIME this	20 th	day of	January, 2022.
READ A SECOND TIME this	20 th	day of	January, 2022.
READ A THIRD TIME this	20 th	day of	January, 2022.
ADOPTED this	20 th	day of	January, 2022.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer



Board Report

Date of Report: January 6, 2022
Date & Type of Meeting: January 20, 2022, Regular Open Board Meeting
Author: Stephanie Johnson, Planner
Subject: TEMPORARY USE PERMIT
File: T2104F-07783.380-ALLAN-TU000010
Electoral Area/Municipality Area 'F'

SECTION 1: EXECUTIVE SUMMARY

This report seeks the Board's consideration of an application for a Temporary Use Permit (TUP) at 1953 Highway 3A on the North Shore in Electoral Area 'F'.

This TUP seeks to allow for the construction of an accessory structure to provide cover over a recreation vehicle (i.e. travel trailer), and an existing unauthorized accessory storage structure prior to a principal residential use being established on the subject property. The existing unauthorized storage structure located towards the rear of the site is currently under a Stop Work Order (SWO).

Staff recommend that the Board approve issuance of the TUP.

SECTION 2: BACKGROUND/ANALYSIS

GENERAL INFORMATION	
Property Owners:	Lindsay Hewson and Michael Allan
Property Location:	1953 Highway 3A, North Shore, Electoral Area 'F'
Legal Description:	LOT C PLAN EPP72601 DISTRICT LOT 4780 KOOTENAY LAND DISTRICT (PID: 030-351-626)
Property Size:	2.8 hectares (ha)
OCP Designation:	High Density Residential (HR)
Zoning:	High Density Residential F (R6F)

ORIENTATION	ZONING	LAND USE
North	High Density Residential (R6F) and Open Space (OS)	Residential and open space
East	Suburban Residential (R1F) and Country Residential (R2)	Residential
South	Multi-Unit Residential (R6)	Residential – Shannon Point subdivision
West	Institutional (I)	Provincial Ministry Office

Site Context

The property is bounded by high density residential and open space land uses and zoning to the north, multi-unit residential zoning to the south (i.e. Shannon Point subdivision), institutional uses (i.e. Provincial Ministry office building) to the west and residential uses to the east (both suburban and country residential zones). The site has an existing unauthorized storage structure located towards the rear of the site. The remaining area is undeveloped. The northeastern most portion of the lot lies within a Non Standard Flooding Erosion Area for Shannon Creek.

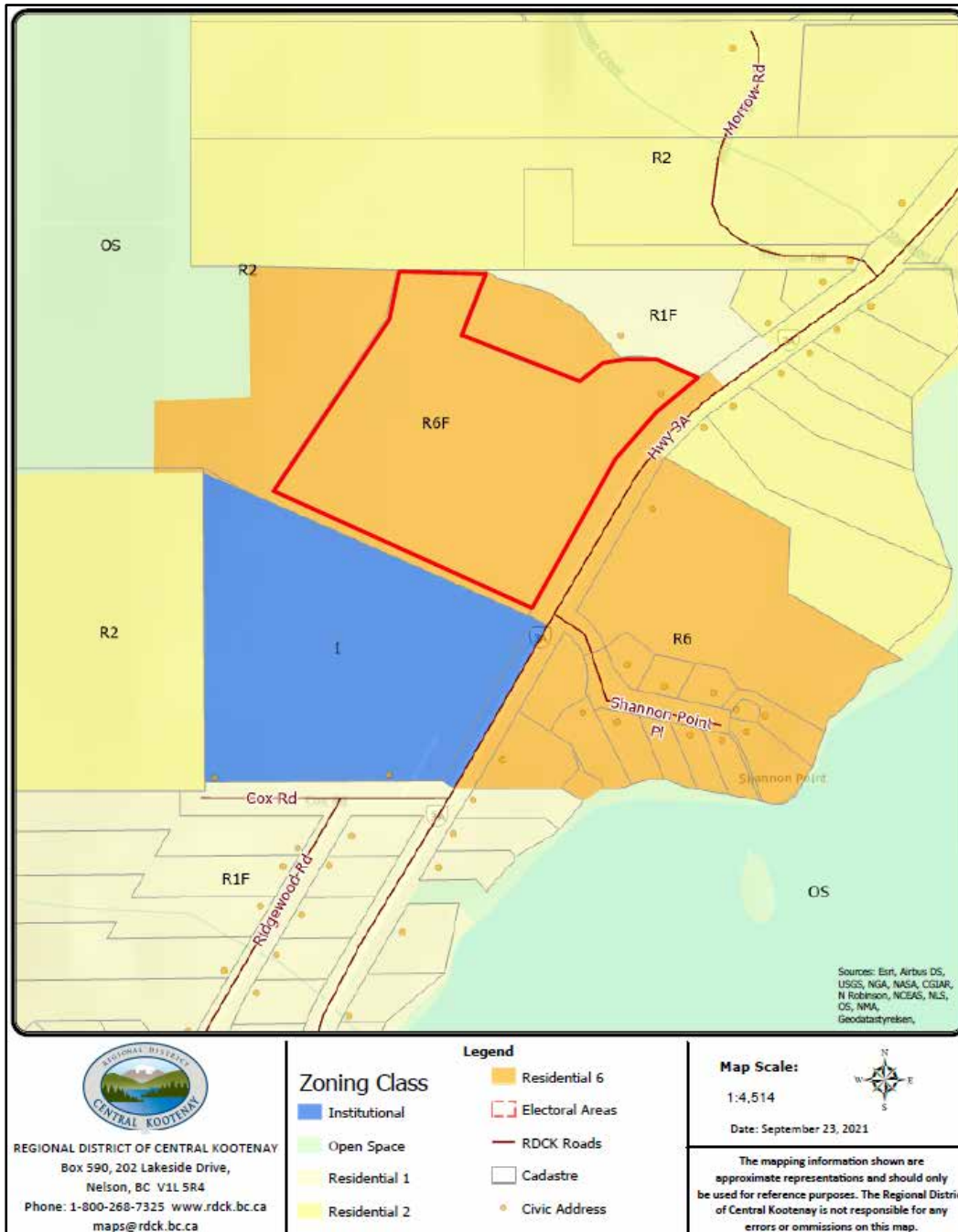


Figure 1: Zoning Overview Map



Figure 2: Air Photo Overview

Development Proposal

This TUP application requests permission to allow for the construction of an accessory structure to provide cover over a recreation vehicle (i.e. travel trailer), and a currently unauthorized partially constructed accessory storage structure under an existing SWO prior to a principal residential use being established on the subject property.

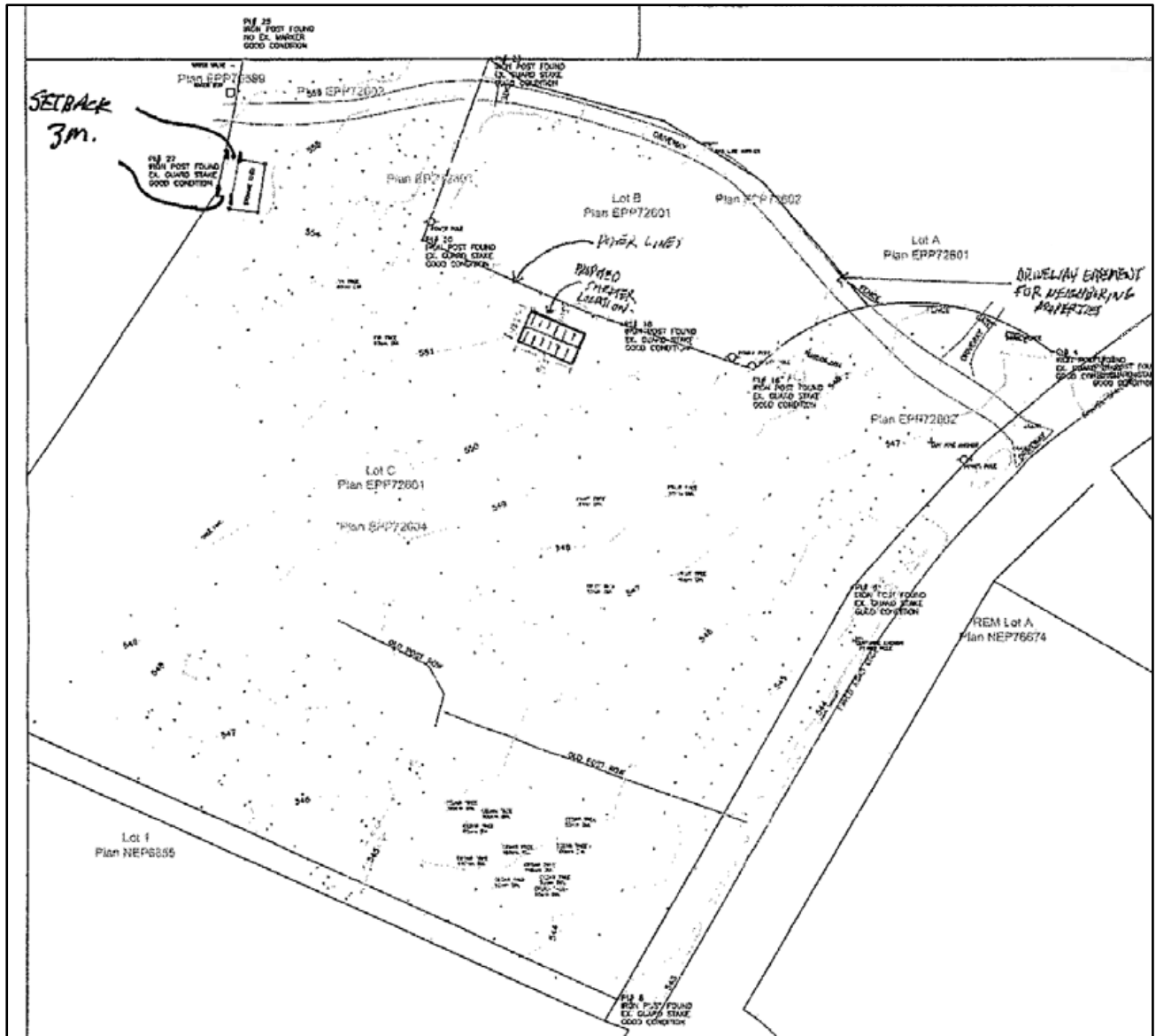


Figure 3: Site Plan

Electoral Area 'F' Official Community Plan Bylaw No. 2214, 2011

Relevant General Residential Policies:

The Regional Board:

11.3.3 Will assess and evaluate proposed residential development based on the following criteria, in addition to the criteria found in the corresponding Residential policies where appropriate:

- a. capability of accommodating on-site domestic water and sewage disposal; or community water and sewer;
- e. compatibility with adjacent land uses and designations, and how its form and character enhances the character of the rural area.

- f. proximity and access to existing road network and other community and essential services;
- h. type timing and staging of development.

11.3.4 Encourages the infill of vacant residential parcels before developing new residential areas.

Relevant High Density Residential Policies:

The Regional Board:

11.5.1.5 Considers alternatives to High Density Residential development within the rural area, such as directing it to municipalities, or existing or proposed residential nodes (e.g. 6- mile, Crescent Beach, Taghum, Bonnington), subject to servicing capacities.

Under “Electoral Area ‘F’ Official Community Plan Amendment Bylaw No. 2752, 2021” the below text was recently adopted at October 21, 2021 Open Board meeting:

“The Regional Board:

1. May consider the issuance of Temporary Use Permits throughout the plan area, subject to the following:
 - a. demonstration that the use is temporary or seasonal in nature;
 - b. address potential conflict with nearby land uses;
 - c. address potential impacts on environmentally sensitive areas;
 - d. satisfy provision of adequate servicing that meets health requirements; and
 - e. Consider relevant policies within other section of the plan”.

Planning Procedures and Fees Bylaw No. 2457, 2015

The LGA has no public hearing requirement for TUPs, however, Schedule ‘G’ under the *Planning Procedures and Fees Bylaw No. 2457, 2015* outlines in Sub-Section 5. That “staff may require the applicant to host a public information meeting based upon the proximity of the proposal to adjacent residential properties and based on receipt of public comments”.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: Yes No Financial Plan Amendment: Yes No
 Debt Bylaw Required: Yes No Public/Gov’t Approvals Required: Yes No

The \$1000 fee for a TUP application has been paid pursuant to the RDCK’s *Planning Procedures and Fees Bylaw No. 2457, 2015*.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Under Section 493 of the *Local Government Act (LGA)*, the Board has the authority to issue a TUP by resolution to designated land within Official Community Plans (OCP’s) where temporary uses are allowed. Recent amendments to permit temporary use permits for all uses within the Area F OCP were recently adopted at the October 2021 Board meeting. Prior that change TUP’s were only available for commercial and industrial uses.

Under Section 494 of the *LGA*, if a local government proposes to pass a resolution under section 493 (1)...

- (a) it must give notice, and the notice must state:
 - “(a) in general terms, the purpose of the proposed permit,
 - (b) the land or lands that are the subject of the proposed permit,

- (c) *the place where and the times and dates when copies of the proposed permit may be inspected, and*
- (d) *the place where and the time and date when the resolution will be considered.*
- (3) *The notice must be published in a newspaper at least 3 days and not more than 14 days before the adoption of the resolution to issue the permit.”*

3.3 Environmental Considerations

Given the minor scale and intensity of the proposed accessory storage structures staff do not foresee any negative environmental impacts.

3.4 Social Considerations:

No social considerations are anticipated from this TUP application.

3.5 Economic Considerations:

No economic considerations are anticipated from this TUP applications.

3.6 Communication Considerations:

In accordance with the LGA and the RDCK's *Planning Procedures and Fees Bylaw No. 2457, 2015* a sign describing the proposal was posted on the subject property shortly after the TUP application was submitted, and notices were mailed to surrounding neighbours within a 100 metre radius of the subject site on November 8, 2021. A *"notice of Board resolution"* for this TUP will be advertised in the local newspaper on January 13, 2022. To date, no correspondence has been received in response to the above notification notices. Should any correspondence be received related to the newspaper advertisement staff will provide a verbal update to the Board.

Planning staff referred the application to all relevant government agencies, First Nations, internal RDCK departments and the Director for Electoral Area 'F' for review. The following comments were received:

The Ministry of Transportation and Infrastructure (MOTI)

The MOTI has *"no concerns"*.

Nelson Hydro

The utility has *"no concerns"*.

Interior Health (IH)

"No health impacts associated with this proposal have been identified. As such, [IH's] interests are unaffected by this proposal. With that being said, the applicant must ensure that proper waste disposal methods are utilized for any waste water generated in the use of the travel trailer on the lot".

Ministry of Forest Land and Natural Resource Operations (MFLNRORD)

The MFLNRORD's Terrestrial Resource Management Division reviewed this TUP referral and has determined that this project should not impact the Resource Management Division's legislated responsibilities.

Vegetation clearing should adhere to the least risk timing windows for nesting birds (i.e. construction activities should occur only during least risk period). Nesting birds and some nests are protected by the Provincial *Wildlife Act* Sec.34 and *Federal Migratory Bird Act*. Nesting periods can be identified by a qualified professional. General least risk windows for bird species are designed to avoid the nesting period. If nests are present at this site or

adjacent to it and will be impacted by the works, the following work windows apply:

Species	Least Risk Window
Raptors (eagles, hawks, falcons, & owls)	Aug 15 – Jan 30
Hérons	Aug 15 – Jan 30
Other Birds	Aug 1 – March 31

Building Department

A Stop Work Order has been issued for the unauthorized steel storage structure, and the applicant is working with the area Building Inspector to address the related building code requirements.

North Shore Fire Department

The Fire Department has *“no problem with this proposal and TUP”*.

3.7 Staffing/Departmental Workplace Considerations:

Should the Board support the requested TUP, staff would issue the Permit and register a Notice of Permit on the property’s Title. A Building Permit would then be required for the construction of both accessory structures.

3.8 Board Strategic Plan/Priorities Considerations:

This application falls under the operational role of Planning Services.

SECTION 4: OPTIONS & PROS / CONS

Planning Discussion

Staff have reviewed this TUP application, and conducted a site visit.

The Planning Department supports the requested TUP application, since:

- The ability to issue temporary use permits can allow for flexibility in the zoning regulations on a temporary basis and with conditions aimed at addressing any potential negative impacts on the community, the neighbourhood, or the environment.
- This TUP application would allow the owners to establish accessory uses and related structures on the lot, which would be considered customarily incidental, subordinate and exclusively devoted to a future principal residential use on the same parcel.
- Staff do not anticipate any negative social, environmental and or neighbourhood impacts related to the issuance of this TUP.
- The accessory structures would be sited in accordance with the Zoning Bylaw’s setbacks, height and maximum gross floor area land use regulations and no variances are requested.
- The draft TUP requires the owners to establish a residential use onsite within a three year timeframe.
- Issuance of the TUP, including the three year timeframe would allow the applicant’s the opportunity to design a residence, while still permitting the use of the accessory structures on site.
- Should the owners not construct a residence on the subject property within three years, an application to renew the permit prior to the expiry date could be submitted for the Board’s consideration. Under Section 497 (2) under the LGA, a TUP may only be renewed once. Upon consideration of such a *“renewal,”* the RDCK may impose additional conditions, including conditions that were not imposed in the original term, including receipt of a security deposit to demolish and remove a building or structure

and restore land to a condition specified in the permit by a particular date.

It is for the above reasons that staff recommend that the Board approve issuance of this TUP.

OPTIONS

Option 1: That the Board APPROVE the issuance of Temporary Use Permit T2104F-07783.380 application by Mike Allan and Lindsay Hewson for the property located at 1953 Highway 3A, and legally described as LOT C PLAN EPP72601 DISTRICT LOT 4780 KOOTENAY LAND DISTRICT (PID: 030-351-626) for a period of three years to permit two accessory structures prior to a principal residential use being established onsite.

Option 2: That NO FURTHER ACTION be taken regarding the issuance of Temporary Use Permit T2104F-07783.380 application by Mike Allan and Lindsay Hewson for the property located at 1953 Highway 3A, and legally described as LOT C PLAN EPP72601 DISTRICT LOT 4780 KOOTENAY LAND DISTRICT (PID: 030-351-626) to permit two accessory structures prior to a principal residential use being established onsite.

SECTION 5: RECOMMENDATIONS

That the Board APPROVE the issuance of Temporary Use Permit T2104F-07783.380 application by Mike Allan and Lindsay Hewson for the property located at 1953 Highway 3A, and legally described as LOT C PLAN EPP72601 DISTRICT LOT 4780 KOOTENAY LAND DISTRICT (PID: 030-351-626) for a period of three years to permit two accessory structures prior to a principal residential use being established onsite.

Respectfully submitted,

"Submitted electronically"

Stephanie Johnson

CONCURRENCE

Planning Manager – Nelson Wight

Approved

General Manager of Development Services – Sangita Sudan

Approved

Chief Administrative Officer – Stuart Horn

Approved

ATTACHMENTS:

Attachment A – Draft Temporary Use Permit



REGIONAL DISTRICT OF CENTRAL KOOTENAY
TEMPORARY USE PERMIT
Planning File No. (T2104F)

Date:

Issued pursuant to Section 492 of the *Local Government Act*

TO: Michael Allan and Lindsay Hewson

ADMINISTRATION

1. This Temporary Use Permit (TUP) is issued subject to compliance with all of the bylaws of the Regional District of Central Kootenay (RDCK) applicable thereto, except as specifically authorized by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this Temporary Use Permit (TUP), and any plans and specifications attached to this Permit that shall form a part thereof.
3. This Temporary Use Permit (TUP) is not a Building Permit.

APPLICABILITY

4. This TUP is issued for the following purpose: to permit the use of an existing unauthorized partially constructed accessory storage structure to remain and construction of an accessory structure to provide cover over a recreation vehicle prior to a principal residential use being established.
5. This TUP applies to and only to those lands within the RDCK described below, and any and all buildings, structures and other development thereon, substantially in accordance with Schedules '1' and '2':

Address: 1953 Highway 3A

Legal: LOT C PLAN EPP72601 DISTRICT LOT 4780 KOOTENAY LAND DISTRICT

PID: (PID: 030-351-626)

CONDITIONS

6. This TUP authorizes the following use of the above mentioned lands for a period not to exceed three (3) years from the date of issuance or at the date of expiry, and i subject to the following conditions:

- a. The temporary use shall be limited to two accessory structures on the subject parcel, prior to the construction and establishment of the principal residential use and building on the subject property.
- b. The temporary accessory structures shall not contain a dwelling unit.
- c. It is understood and agreed that the Regional District of Central Kootenay has made no representations, covenants, warranties, guarantees, promises, or agreements (verbal or otherwise) with the Permittee other than those contained in this Permit.
- d. Notice shall be filed in the Land Title Office that the land described herein is subject to this Permit.
- e. It is understood and agreed that this Permit does not imply approval for future rezoning of the subject property for the specified use.
- f. This Permit shall expire three (3) years from the date of issuance.

Authorized resolution [*enter resolution number*] passed by the RDCK Board on the day of _____, 20_____.

The Corporate Seal of
THE REGIONAL DISTRICT OF CENTRAL KOOTENAY
was hereunto affixed in the presence of:

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

Schedule 1: Subject Property



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatabyrdnet.



REGIONAL DISTRICT OF CENTRAL KOOTENAY
 Box 590, 202 Lakeside Drive,
 Nelson, BC V1L 5R4
 Phone: 1-800-268-7325 www.rdck.bc.ca
 maps@rdck.bc.ca

Legend

- Electoral Areas
- RDCK Roads
- Cadastre
- Civic Address

Map Scale:

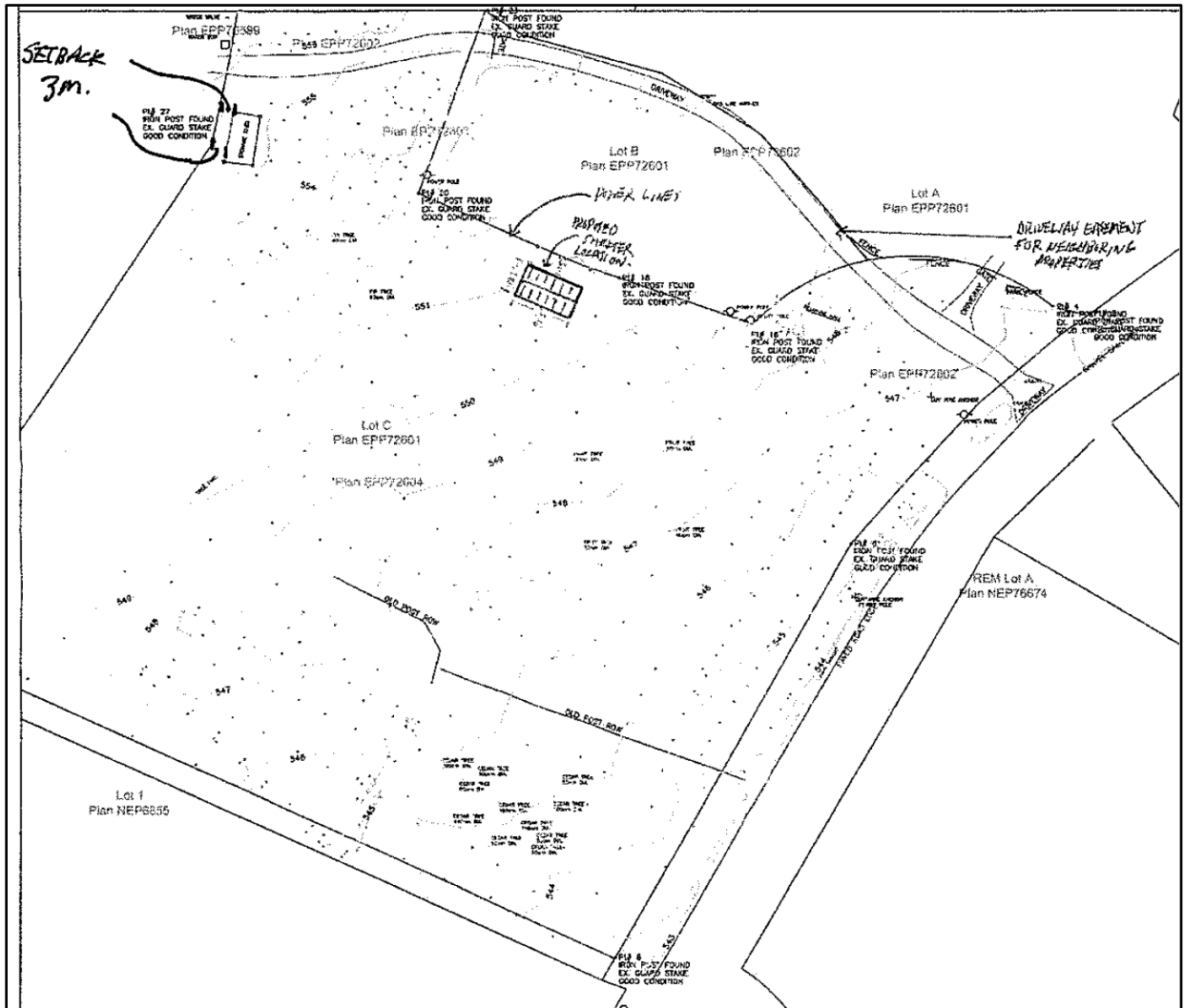
1:4,514



Date: September 23, 2021

The mapping information shown are approximate representations and should only be used for reference purposes. The Regional District of Central Kootenay is not responsible for any errors or omissions on this map.

Schedule 2: Site Plan





Board Report

Date of Report: January 7, 2022
Date & Type of Meeting: January 20, 2022 Open Board Meeting
Author: Stephane Coutu, Emergency Program Coordinator
Subject: UBCM CEPF EMERGENCY OPERATIONS CENTRE & TRAINING
File: 14-7610-01
Electoral Area/Municipality: All

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek Board direction to submit an application for the 2022 stream of the UBCM Community Emergency Preparedness Fund (CEPF) to purchase Emergency Operations Centre (EOC) IT equipment and furniture. The aim is to address improvement items in the EOC facility and to keep building emergency response capacity.

SECTION 2: BACKGROUND/ANALYSIS

Under the Emergency Program Act, regional districts are responsible for responding to emergencies in their jurisdiction. A critical component of this response is the EOC.

Following the initial development of the EOC Facility in 2018, ongoing evaluation has occurred through the Emergency Program. The facility and the equipment was tested during both exercises and live events, with feedback coming directly from the EOC staff and the local authorities being supported. This 2022 project aims at addressing identified feedback items and would result in the purchase of IT equipment and other furniture towards improving the EOC facility and enhancing its resiliency.

It is important to note that the EOC was activated for many large-scale emergencies in 2020 and 2021 and that considering climate change and the recent emergency events that shook BC in 2021, it is critical to ensure that the RDCK EOC remains operational and that staff are given the appropriate tools to coordinate the response to emergencies.

This grant offers an opportunity to maintain a critical asset with grant funding.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: Yes No **Financial Plan Amendment:** Yes No
Debt Bylaw Required: Yes No **Public/Gov't Approvals Required:** Yes No

The total budget for his project is \$25,000 and will be 100% funded by UBCM. The project will be run out of Service A101.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

[Indicate Legislative Considerations]

3.3 Environmental Considerations

None

3.4 Social Considerations:

Our environment is changing in ways that will challenge us, and it is important to ensure the resilience of our communities. Emergencies can strike at any time. In the RDCK, the three most likely emergencies to occur are forest fires, floods, and hazardous materials spills. In 2020 and 2021, the RDCK EOC team has responded to many large-scale emergencies involving region wide floods and extremely large wildfires. This project with the new EOC equipment will provide the necessary tools for staff to rapidly assess and track evolving emergencies and make decisions towards protecting public safety.

3.5 Economic Considerations:

This equipment will be purchased via local contracts.

3.6 Communication Considerations:

None

3.7 Staffing/Departmental Workplace Considerations:

This project will involve some time investment by resources in the Emergency Program and IT department to research and manage the grant process. The new equipment will be installed by RDCK staff.

3.8 Board Strategic Plan/Priorities Considerations:

2. To manage our assets and operations in a fiscally responsible manner
4. To adapt to our changing climate and mitigate greenhouse gas emissions

SECTION 4: OPTIONS & PROS / CONS

Option 1:

That the Board direct staff to apply to the UBCM Community Emergency Preparedness Fund for up to \$25,000 to purchase IT equipment and furniture for the EOC facility and that the project be run through Service A101.

Pro: The equipment purchased would greatly enhance efficiencies and situational awareness in the EOC.

Pro: The new equipment would also enhance the resiliency of the RDCK.

Con: The initial investment is covered by UBCM, however the EM Program will have to maintain the equipment.

Con: The purchase of this equipment would involve a time investment for the selection, purchasing process and installation.

Option 2:

That the Board direct staff not to apply to the UBCM Community Emergency Preparedness Fund.

Pro: Emergency Management staff would keep using the equipment already available to strengthen systems and procedures.

Con: Many improvement items would not be addressed and this project would have to be re-visited in the near future.

SECTION 5: RECOMMENDATIONS

That the Board direct staff to apply to the 2022 UBCM Community Emergency Preparedness Fund for up to \$25,000 to purchase IT equipment and furniture for the Emergency Operations Centre facility and that the project grant be received through Emergency Consolidated Service A101.

Respectfully submitted,
Stephane Coutu, Emergency Program Coordinator

CONCURRENCE

Manager of Community Sustainability – Chris Johnson	Approved
GM of Development & Community Sustainability – Sangita Sudan	Approved
CAO – Stuart Horn	Approved



Board Report

Date of Report: January 11, 2022
Date & Type of Meeting: January 20, 2022 Board Meeting
Author: Paul Faulkner, Senior Energy Specialist
Paris Marshall Smith, Sustainability Planner
Subject: Better Corporate Building Policy
File: 10\5200\20\CAS
Electoral Area/Municipality: RDCK

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to present the Better Corporate Building Policy and Procedures for RDCK Buildings for adoption. The Better Corporate Building Policy and supporting Procedures lay out the principles and methods around responsible and sustainable procurement, development, maintenance, and repair of all RDCK new and existing buildings, including the building envelope, mechanical systems and any substantial building systems.

Staff recommend adoption of the Better Corporate Building Policy and accompanying Procedures.

SECTION 2: BACKGROUND/ANALYSIS

Following the Board's direction in 2019 to *update the RDCK Policy Framework to incorporate a climate action lens*, the Community Sustainability Team worked directly with staff from Community Services, Development Services Environmental Services and the Senior Management to develop the Better Corporate Building Policy and integrate a climate action lens into the RDCK policy framework.

As part of the RDCK's ongoing commitment to reducing greenhouse gas (GHG) emissions, the RDCK must work to reduce energy and GHGs both in the community and within the corporate portfolio.

The Better Corporate Building Policy (ATTACH01) demonstrates the Regional District's commitment to environmental, economic and social stewardship by promoting high performance building features and lifecycle costing as priorities rather than additional extras outside of project budgets within the RDCK building portfolio. This aligns directly with RDCK's commitment to 100% renewable energy by 2050 and responds to the climate action imperative of 2019.

Adherence to the policy will produce more resilient climate adaptive buildings. The Better Corporate Building Policy not only aligns with commitments to reduce consumption but also will perform more efficiently thus saving operational costs. Staff will apply this policy to all new building projects as well as to all upgrades to existing building infrastructure which will yield long-term cost savings to RDCK taxpayers due to savings in life-cycle performance and reduced life-cycle costs for Regional District facilities.

When combined with the asset management planning, this Policy will likely make RDCK capital projects both eligible and more attractive for a greater range of public funding opportunities.

Application of this Policy

The RDCK Corporate Better Buildings Policy will be applied to all RDCK building assets of all size and uses. The Policy is designed to be flexible to allow for projects of all size, impact and budgets to work towards energy efficiency without compromising the ability to carry out projects.

The RDCK Corporate Assets, summing over 100 assets through the region will all be covered by the Corporate Better Buildings Policy. Please note that this approximate number of assets is taken from a list of assets which have had a previous Building Condition Assessment. A full asset assessment, review and planning program to create a detailed database and develop our understanding and management of RDCK assets is part of an Asset Management project which will be proposed in 2022.

Procedures

The Corporate Better Buildings Policy Procedures (ATTACH 02) have been designed to be flexible enough to not confine the RDCK to a specific accreditation or metric and can be applied to all projects within the RDCK, from major renovations, upgrades and new builds, to minor system changes, with enough guidance and boundaries to ensure that the key values and GHG commitments are hit. The Policy outlines key principles, certifications and approaches used in high performance building to empower all RDCK Board and staff to make decisions that support the 100% renewables commitment and provide financial and environmental benefits over the short, medium and long term.

The Corporate Better Building ethos, policy and procedures have been tested through collaboration between RDCK Project Managers, Asset Managers, Sustainability Planner and Senior Energy Specialist during the Castlegar Childcare Centre project, and is ongoing as part of the Lakeside Drive Roof / Rooftop Heating and Cooling Replacement project. These projects have been through their various phases of assessment, design and implementation with a much higher consideration for life cycle costs and environmental impact as well as the usual capital cost, functionality, comfort and time considerations.

Alignment with RDCK Climate Action Strategy

In order to reach the RDCK's 2050 goals, we must make responsible decisions today and take actions which will affect the long term energy use and GHG emissions of the RDCK corporate portfolio. Without policies and actions which guide and align with the principles laid out in the State of Climate Action (SoCA), 100% Renewable Energy by 2050 commitment and Strategic Community Energy and Emissions Plans (SCEEP), the RDCK will not reach our targets.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: Yes No **Financial Plan Amendment:** Yes No
Debt Bylaw Required: Yes No **Public/Gov't Approvals Required:** Yes No

None at this time

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

This Policy supports the implementation of the BC Energy Step Code. Aligns with the purchasing policy and will align with the Asset Management Plan.

3.3 Environmental Considerations

The Better Corporate Building Policy demonstrates the Regional District's commitment to environmental stewardship by promoting high performance building features and lifecycle costing as priorities rather than additional extras outside of project budgets.

3.4 Social Considerations:

The Better Corporate Building Policy demonstrates the Regional District's commitment to social stewardship by promoting high performance building features and lifecycle costing as priorities rather than additional extras outside of project budgets.

3.5 Economic Considerations:

The Better Corporate Building Policy demonstrates the Regional District's commitment to economic stewardship by promoting high performance building features and lifecycle costing as priorities rather than additional extras outside of project budgets.

3.6 Communication Considerations:

This policy and accompanying procedures have been developed with staff from Community, Development & Community Sustainability, Environmental Services, and Senior Management. Collaborative communication will continue following adoption of the policy.

3.7 Staffing/Departmental Workplace Considerations:

Implementation of this policy will require on-going communication between RDCK Project Managers, Asset Managers and Community Sustainability team to continue to understand how to make informed, evidence based decisions. Project Managers have stated that ideally there will be additional lead time available on capital projects to allow for the necessary planning to do the system thinking and analysis necessary for the efficiency gains. This policy will align with RDCK Asset Management Plan.

3.8 Board Strategic Plan/Priorities Considerations:

This aligns directly with RDCK's commitment to 100% renewable energy by 2050 and responds to the climate action imperative of 2019.

SECTION 4: OPTIONS & PROS / CONS

The Better Corporate Building Policy and procedures were developed and tested with Project Managers, Asset Managers and Sustainability team with positive feedback from all staff involved. In addition, Senior Management have requested this policy and Board direction to demonstrate the RDCK's commitment to high efficiency, low carbon building practices.

Option 1 – ADOPT

That the Board adopt Policy 200-01-17 Better Corporate Building Policy and accompanying Procedures effective January 20, 2022.

Pro: Staff are able to implement the policy now without further delay while also knowing that it may evolve as it is put into practice.

Con: The policy will require changes to business as usual procurement and infrastructure projects.

Option 2 – NO FURTHER ACTION AT THIS TIME

That the Board defer action on Policy 200-01-17 Better Building Policy and accompanying Procedures.

Pro: There is no pro at this time.

Con: The RDCK continues with business as usual and delays producing more resilient climate adaptive Regional District buildings in the interest of saving on initial investment but with the potential for increased costs in the future.

SECTION 5: RECOMMENDATIONS

That the Board adopt Policy 200-01-17 Better Building Policy and accompanying Procedures effective January 20, 2022.

Respectfully submitted,
Paul Faulkner – Senior Energy Specialist
Paris Marshall Smith – Sustainability Planner

CONCURRENCE

Chief Administrative Officer	Stuart Horn	Approved
General Manager of Development and Community Sustainability Services	Sangita Sudan	Approved
Manager of Community Sustainability Services	Chris Johnson	Approved

- ATTACHMENTS:**
Attachment A – Better Corporate Building Policy ATTACH 01
Attachment B – Better Corporate Building Procedures ATTACH 02



Number: 200-01-17
REGIONAL DISTRICT OF CENTRAL KOOTENAY
Policy Manual

Chapter: 200 Administration

Section: 200-01 Corporate Services

Subject: Better Corporate Building Policy

Board Resolution:	[Board resolution number]	Established Date:	Revised Date:
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POLICY:

PURPOSE:

This RDCK Better Corporate Building policy supports the procurement, development, maintenance, and repair of all RDCK new and existing buildings, including the building envelope, mechanical systems and any substantial building systems. This policy demonstrates the Regional District's commitment to environmental, economic and social stewardship.

The Better Corporate Building Policy adds the requirement of high performance building principals for all RDCK asset changes, upgrades and new building/additions as a critical decision factor. Adherence to the policy will produce more resilient climate adaptive Regional District buildings, with long-term cost savings to RDCK taxpayers through life-cycle performance and reduced life-cycle costs. In addition to advancing RDCK internal building practices, this policy demonstrates how RDCK embodies its commitment to high efficiency, low carbon building practices and can be used as an exemplar for building within our communities.

SCOPE:

The policy applies to all RDCK owned buildings and facilities both new and existing, including the building envelope, mechanical systems and any substantial building systems.

DEFINITIONS:

RDCK Assets

RDCK Assets referred to in this policy include all buildings, facilities or land parcels owned or managed by the RDCK and the major building, mechanical or structural elements contained within. Such elements include, but are not limited to, HVAC systems, fenestration, insulation, envelope construction (roof and walls) and mechanical units (such as washers, driers, solar panels and major IT infrastructure).



Procurement Lead

RDCK staff member leading the procurement of the materials, equipment or overall project for the RDCK Asset

Asset Owner

Person or persons that owns the asset or is/are responsible for making or approving financial decisions on the asset

Asset Manager

RDCK staff member responsible for the management, maintenance or running of the asset.

There are numerous bodies, accreditations, certifications and approaches used within the world of high performance building. As a leader and independent body focussed on realising the best possible outcomes for our residents, the RDCK considers all available options when deciding on the optimal route for RDCK projects, renovations and retrofits. A list of the primary terminology and bodies within these fields are explained in **Appendix A**.

POLICY:

Better Buildings Policy

The Regional District of Central Kootenay (RDCK) shall ensure that all development of RDCK assets, including any projects, major renovations, replacement upgrades and retrofits to new or existing RDCK assets¹ undergo a design and development process (reflective of budget) that integrates robust life-cycle cost analysis and exemplary environmental, economic and social standards in its project evaluation.

The RDCK will demonstrate better building design by incorporating high performance, low carbon, enduring building (new and renovating) practices into Regional District assets of all sizes that are developed, owned or managed by the RDCK.

The responsibility for adhering to this policy sits with all of the parties included in the project, including but not limited to; the Project Manager, the Procurement Lead², the Asset Owner³, the Asset Manager⁴ and the General Manager responsible for the portfolio in which the asset sits.

¹ See RDCK Asset definition
² See definition of Procurement Lead
³ See definition of Asset Owner
⁴ See definition of Asset Manager



RELATED LEGISLATION:

RDCK Building Bylaw 2200, 2010

BC Energy Step Code

APPENDIX A – HIGH PERFORMANCE BUILDING DEFINITIONS:

***ASHRAE** - (American Society of Heating, Refrigerating, and Air-Conditioning Engineers) develops standards for both its members and others professionally concerned with refrigeration processes and the design and maintenance of indoor environments.

***BC Energy Step Code** – The Province of BC is committed to taking incremental steps in the BC Building Code to make buildings net zero energy ready by 2032. The Energy Step Code was enacted as part of the building code in 2017 in order to provide a path towards this goal. The Energy Step Code provides an incremental and consistent approach to energy performance beyond the base requirements of the building code. The RDCK will stay consistent with the Provincial requirements for Step Code on Part 3 buildings.

Canada Green Building Council (CaGBC) – A not-for-profit national organization founded in 2002 to advance green building and sustainable community development practices in Canada. CaGBC is the license holder for LEED® in Canada and recently launched the Zero Carbon Building Initiative.

District Energy (DE) Ready Buildings – are buildings which are constructed in such a way as to be easily connected to future planned district energy systems. This is achieved by using either hydronic heat (preferred) or warm-air heating systems and by avoiding the use of electronic heat sources. It is helpful to locate mechanical heating and cooling equipment on the street side of the building, where piping lines are likely to be brought in.

***Embodied Emissions** – The most common definition of embodied emissions is the greenhouse gas emissions released during the extraction, manufacturing, transporting, installing, maintaining, and disposing of construction materials and products.

Green Building – integrates building materials and methods that promote environmental, economic and social benefit through the design, construction and operation of the built environment. Green Building design encompasses the following areas: strategic site location, appropriate management of land, efficient use of energy and water resources, management of materials and waste, protection of environmental quality, and protection of occupant health/wellness and indoor air quality. Other terms used to describe green buildings include sustainable buildings and high-performance buildings.



Number: 200-01-17
REGIONAL DISTRICT OF CENTRAL KOOTENAY
Policy Manual

Integrated Design – is a whole-building design approach. It uses a multi-disciplinary team of building professionals who work together from the pre-design phase through to post-occupancy to optimize the building’s environmental sustainability, performance and cost savings. This design approach recognizes that a successful green building is best achieved by planning the site, structure, components and systems as interdependent parts.

LEED® Green Building Rating System – Leadership in Energy and Environmental Design (LEED) is a highly recognized, voluntary rating system for developing high-performance, sustainable buildings. LEED v4 is the current version of the framework and includes several rating systems, including: Building Design and Construction, Interior Design and Construction, Building Operations and Maintenance, and Neighbourhood Development. Projects achieve credits in several categories: sustainable sites, water efficiency, energy and atmosphere, materials and resources, and indoor environmental quality. In Canada, LEED certification is granted by the CaGBC.

Life-Cycle Costing Analysis (LCC) – is an evaluation tool that assesses the total cost of facility ownership. It takes into account all costs of acquiring, owning, and disposing of a building or building system, including the design, construction, and operational costs of a building. It can also include qualitative measures such as the health and productivity of occupants, cost of environmental impacts and costs of social impacts.

Life-Cycle Assessment (LCA) – is an evaluation tool focussed on assessing the potential environmental impacts of materials, products or services from cradle to grave.

Living Building Challenge – A living building is a building or facility that generates all of its own energy through clean, renewable resources; captures and treats its own water through ecologically sound techniques; incorporates only nontoxic, appropriately sourced materials and operates efficiently and for maximum beauty. Buildings can be certified as living buildings through the Living Future Institute.

***Low Carbon Resilience (LCR)** – refers to a lens that coordinates adaptation and mitigation strategies in planning, policy, and implementation processes. LCR strategies can have co-benefits for health, equity, biodiversity and community livability.

Net Zero Energy – refers to a building that is designed and constructed so that the building produces all the energy required, for the needs and comfort of all its occupants, from renewable resources available at the building site. It has the objective of good indoor air quality, resource conservation, protection of the natural environment and affordability. A Net Zero Energy Building produces as much energy from



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Policy Manual

renewable energy as it uses. Buildings can be certified as Zero Energy Buildings through the Living Future Institute.

Passive House or PassivHaus Construction – refers to a rigorous, voluntary standard for producing high performance buildings that require very little energy for space heating or cooling. Passive House buildings provide a high level of occupant comfort. The heat losses of the building are reduced through high levels of air-tightness and high levels of insulation and passive heat sources like the sun, occupants, household appliances used in conjunction with heat recovery ventilation systems to achieve heating demand. Buildings can be certified through Passivehaus Institute in Germany or the US.

Positive Energy – refers to buildings that are efficient enough to produce more energy than they consume, leaving extra energy to use in other ways such as powering mobile devices, power tools or even electric car. A building can be designed and built as a positive energy home from the start, or an existing zero energy building can be transformed into a positive energy home.

***Energy Star Portfolio Manager (ESPM)** – Following a 2021 RDCK project, the majority of the RDCK buildings were set up on ESPM. Portfolio Manager is an interactive resource management tool which serves as the national benchmarking tool in Canada and enables the energy use of any type of building to be benchmarked and compared to other similar buildings across the USA and Canada.

***Existing Building Recommissioning (EBCx/RCx)** – a systematic process to improve existing building performance through identification and improvement of system integration, operation and behavioural issues.

Triple Bottom Line – means the economics of the project (both short- and long-term) are taken into consideration with social and environmental costs and benefits. Environmental objectives include consuming fewer natural resources and generating less waste. Strategies include strategic site location, appropriate management of land, efficient use of energy and water resources, protection of environmental quality, and management of materials and waste. Social objectives relate to the protection of occupant health and wellness, and maintaining high indoor air quality.

Zero Carbon Building – Similar in concept to a net-zero energy building, however the key measure is carbon emissions instead of energy. A Zero Carbon Building is a highly energy efficient building that produces onsite, or procures, carbon free renewable energy in an amount sufficient to offset the annual carbon emissions associated with operations. The CaGBC administers the new Zero Carbon Building Standard.

*Currently active in the RDCK building process



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Better Corporate Building Guidelines

Development & Community Sustainability Services

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Related Documents.....Error! Bookmark not defined.

Purpose

The Better Building Guidelines outline the terms and conditions for the procurement, maintenance, and repair of Regional District of Central Kootenay (RDCK) new and existing buildings, in accordance with Policy Number: 200-01-17, RDCK Better Corporate Building policy . The Better Building Guidelines lay out the procedures for responsible buildings, prioritising the need for whole life financial and environmental procurement assessment, considering high performance features as core to all RDCK buildings, in alignment with the corporate climate goals. Adherence to the Guidelines will produce more resilient climate adaptive buildings which offer whole life cost and environmental efficiency.

Objectives

To refine and standardize the procurement, development, maintenance, and repair of all Regional District Buildings, including the building envelope, mechanical systems and any substantial building systems in alignment with the objectives stated in RDCK Better Corporate Building policy 200-01-17.

Scope

These guidelines apply to Project Managers, Asset Managers, Asset Owners, Facility Managers, Procurement Leads and any staff involved in the management and operations of RDCK owned buildings and facilities.

Definitions

Definitions within this guideline are as per Regional District Better Corporate Building policy 200-01-17.

Responsibilities

Responsibilities within this guideline are as per Regional District Better Corporate Building policy 200-01-17.

Low Carbon Construction Overview

The RDCK will consider whole life carbon emissions through analysis of both material embodied emissions as well as building operational emissions to achieve total building emission reductions.

The carbon emissions associated with a typical new building can be associated almost evenly to

two types of emissions: **operational emissions** (performance) and **embodied emissions** (materials and processes).

Operational Emissions

Emissions tied to the running of the building throughout its life including, but not limited to:

- Heating
- Cooling
- Lighting,
- Ventilation
- Other mechanical/electrical building operation systems
- Plug loads from electrical equipment, appliances etc.

Embodied Emissions

Emissions from the materials and products used in the creation of the building and its content. These include: extraction, processing, transportation, construction and end-of-life phases of the building materials themselves.

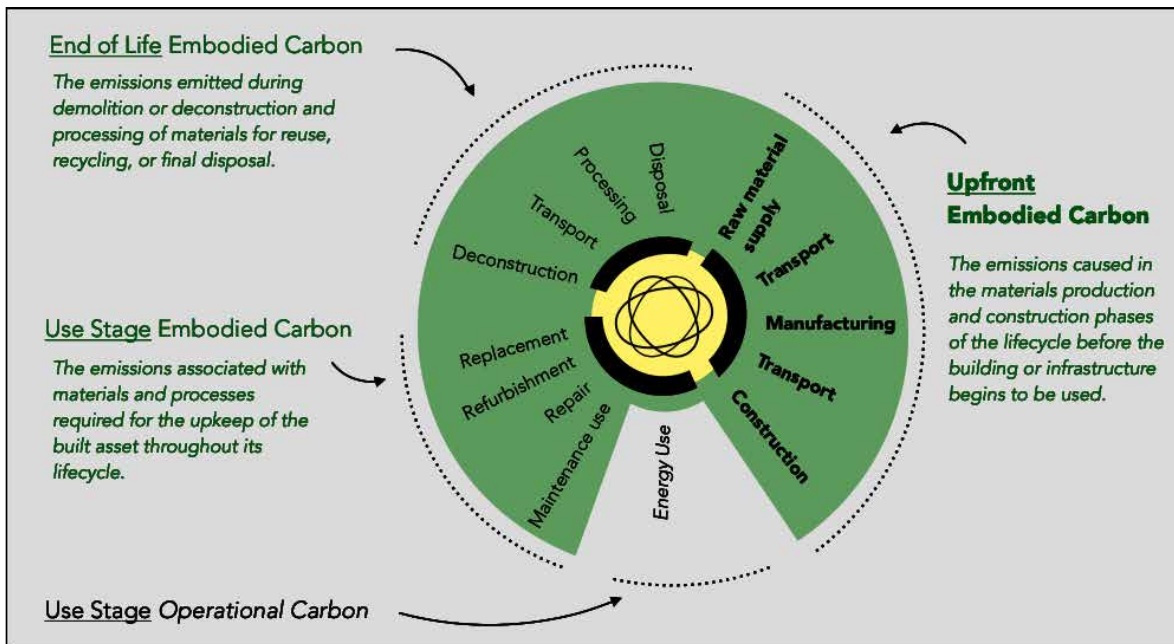


Figure 1 - Lifecycle diagram showing how embodied (sections with green background) and operational carbon are most commonly conceptualized. This diagram was created in the City of Nelson & City of Castlegar Embodied Carbon project as an adaptation from the World Green Building Council 2019 "Bringing Embodied Carbon upfront" report (page 18).

High Performance Construction

Through high performance design and construction wherever practicable, energy performance will be maximized for every building, with an envelope-first approach supported by low carbon resilient building features and certifications on a case-by-case basis. Unique buildings and facilities with specific duties will prioritize optimizing efficiency of performance processes over typical building performance metrics (*i.e. water plants, pump houses and server buildings*).

Project budgets will determine level of analysis or assessment to be completed to understand and optimize options for the renovation:

- a. \$0 - \$5000 – requires simple decision matrix table (see end of document)
- b. \$5000 - \$20000 – more significant Life Cycle Assessment (LCA)
- c. \$20,000 - \$200,000 - full Life Cycle Assessment (LCA) and critical review
- d. >\$200,000 – HOT2000 Energy Modelling (with blower door testing and air leakage allowance)

For all new buildings, the RDCK will align with the BC Energy Step Code as a minimum standard to establish appropriate energy performance targets and metrics yet will endeavor to reach the highest step possible. All new buildings will undergo energy modelling and airtightness testing to achieve performance metrics for building envelope, mechanical systems and airtightness. If the building type is not currently represented in the Energy Step Code, the RDCK will still take performance-based approach and use the metrics within the Energy Step Code.

Green building certifications and the application of renewable energy, resource and energy recovery, and other innovative technologies will be assessed and considered on a case by case basis.

The RDCK will strive to incorporate cost of carbon in financial calculations and demonstrate consideration of opportunities to reduce energy and greenhouse gas emissions in all new and renovated buildings.

Low Embodied Carbon Materials and Processes

In order to minimize embodied carbon within RDCK projects and demonstrate the RDCK commitment to a low carbon future, all RDCK projects must follow the following procedures for procurement, design and supply chain unless justifiably impractical.

- Life Cycle Assessment (LCA) of the project
- Prioritization of materials and products with:
 - Low embodied carbon
 - High recycled content

- Sustainable sourcing – particularly with sustainable accreditation

Renewable Energy Sources

All RDCK new construction, major renovations and major equipment replacement will include a technical and financial evaluation of renewable energy integration. Including:

- Solar hot water;
- Solar electricity;
- Wind energy;
- Heat recovery from refrigeration, ventilation and other waste heat sources (e.g. ice chillers);
- Geo-exchange using heat pumps and water circulated through an earth pump system to drive heating or cooling systems;
- Heat recovery from neighboring facilities or high heat areas (i.e. server rooms, ICT hubs, swimming pools etc.);
- District energy opportunities with concentration of community services;
- Local renewable natural gas
- Local renewable biomass; and or,
- Other local low or zero-emission sources.

Wood First Resolution¹

The RDCK supports a wood first resolution for the structural and architectural features of RDCK facilities providing the wood is; sustainably sourced, locally sourced where possible, appropriate for the use case, cost comparative. When promoting the increased use of wood it is also important to consider sustainable sourcing of this wood as forest carbon stocks must increase as timber use increases to be able to value biomass as meaningful carbon storage.

Local Material Sourcing

To reduce transportation emissions, the RDCK will strive to include 20% of materials² (by cost) manufactured within 800km by road, 2,400km by rail or water, into projects (excluding mechanical, electrical and specialty construction products).

Material Waste Recycling During Construction

The RDCK will maximize diversion of waste construction materials from landfills for all waste in alignment with the waste hierarchy including recycled items accepted at RDCK and other local product stewardship waste and recycling facilities: wood, yard and garden waste, cardboard, metal, refundable drink containers. And waste construction materials produced from

¹ <https://www2.gov.bc.ca/gov/content/industry/forestry/supporting-innovation/wood-first-initiative>

² [LEED certification guidelines](#)

demolition/deconstruction, new construction, and retrofitting activities.

Durable, Resilient Building

Design and construct buildings so that they have a service life in alignment with, and where possible exceeding the durability limits within Building CSA S478-95, by:

- Choosing materials and products that have a long life expectancy and are durable and serviceable;
- Conduct, as able, a Life Cycle Analysis;
- Designing building envelopes with climate resilient, all season design (warming and cooling); and,
- Designing buildings to be flexible and adaptable for future alternative usage.

Public and Active Transportation

Consider providing infrastructure to encourage active transportation. Including: bike racks, sidewalks, pedestrian linkages to nearby bus stops, trails and non-motorized connectivity routes. Ensure that buildings are Electric Vehicle ready with EV charging stations pre planned or available.

Inclusive and Just Building

RDCK will consider of all relevant social, economic and environmental implications of each development and strive to build spaces that inclusive of racial, gender, income, religious, ability and cultural diversity.

Water Efficiency

Reduce water usage in building and site, using low flow plumbing fixtures, drought-resistant landscaping (xeriscaping is preferred but if not must use low flow drip irrigation), reducing carbon output related to the supply and treatment of water.

Continued Improvement

All RDCK buildings, elements and systems must be accompanied by a comprehensive maintenance and renewal schedule. In addition to these, the RDCK will pursue continual improvement of its facilities and buildings to create and maintain energy efficient and low impact buildings through building retrofit and efficient building maintenance.

Using rational life cycle cost analysis, existing facilities and equipment will be recommissioned and or upgraded to higher efficiencies as budgets and circumstance allow.

Systems and equipment will be monitored and regularly maintained to ensure high energy-efficient standards are sustained.

Each building within the RDCK asset portfolio is to be set up and continually monitored on building energy performance through Energy Star® Portfolio Manager to identify inefficiencies and/or opportunities for savings.

Better Building Best Practices

There is a large number of one-off facilities (eg. warming huts for waste educators, landfill attendant shacks, water plants and even volunteer fire halls). A “best practices” document that gives guidance on outlining typical capital vs operating paybacks will be created. This guidance would ideally provide cost-effective, low carbon and efficient recommendations enabling Departments to upgrade their smaller remote facilities until the structures are replaced in their entirety.

Awareness

The RDCK fosters awareness and innovation for staff and the public through a continuous effort in transparency of resource efficiency procedures and practices. All RDCK employees are encouraged to suggest and initiate projects that will save energy and optimize efficiencies in other resource areas.

Decision making requirements

One time decisions by departments -

- Complete decision matrix for all:
 - New Builds
 - Major Renovations
 - Additions
 - Upgrades/Maintenance changes of
 - Envelope
 - Fenestrations
 - Insulation
 - Mechanical Systems
 - Major Appliances
 - Major Lighting
- Consult with the RDCK Senior Energy Specialist or Sustainability Planner to discuss
 - Options
 - Technologies
 - Rebates
 - Alignment with corporate climate action goals
- Follow procurement process with climate action lens
- Submit decision matrix to Procurement Lead for review

- Use decision matrix to judge RFPs

Capital projects –

- Utilize a consultant who is given the Better Corporate Building policy and Procedures and the design is done in accordance with those under guidance of the RDCK Project Management Team.

Review and Amendment

These Procedures are subject to review every year initially and then after 3 years, every 3 years. They may be modified or amended at any time.

Related Documents

- RDCK Better Building Best Practices (in development)
- RDCK Better Building Decision Making Matrix (in development)



Board Report

Date of Report:	November 17, 2021
Date & Type of Meeting:	December , 2021 Open Board Meeting
Author:	Sangita Sudan, General Manager Development & Community Sustainability
Subject:	Geospatial Fees and Charges Policy
File:	NA
Electoral Area/Municipality:	A, B, C, D, E, F, G, H, I, J, K, Creston, Kaslo, Nakusp, Nelson, New Denver, Salmo, Silverton, and Slocan

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to respond to the Regional District of Central Kootenay (RDCK) Board Resolutions passed at the February 2021 Board meeting:

146/21 That the Board direct staff to prepare an amendment bylaw for Geospatial Information Service Establishment Bylaw No 2136, 2010 to increase the maximum annual allowable requisition for the service.

147/21 That the Board direct staff to prepare a Geospatial Fees and Charges Bylaw to establish the charge out fees for Geospatial Services to reflect full cost accounting.

148/21 That the Board direct staff to develop a Geospatial Fees and Charges Policy to establish charge out fees for Regional District Departments that reflect full cost accounting.

Staff are not recommending an increase to the annual allowable requisition at this time as per resolution 146/21 and Resolution 147/21 will be actioned in 2022. As a first step, staff recommends proceeding with resolution 148/21, which is to develop a Geospatial Information Systems (GIS) Fees and Charges Policy applicable to Internal Users which includes RDCK departments and participating municipalities. The GIS Fees and Charges Policy will enable the full cost recovery for GIS staff time applicable to department allocations and municipal projects. In addition, Staff will discuss what are core GIS services supported through requisition and what would prompt a requisition increase in the future.

SECTION 2: BACKGROUND/ANALYSIS

BACKGROUND

The Geospatial Information System (GIS) Service provides an important function that supports all business areas of the RDCK departments, participating municipalities and the public. Since the adoption of the Geospatial Information Systems Establishment Service Bylaw No. 2136, 2010, the Service and its capacity to support the organization and public has evolved. However, the requisition has remained the same with a tax rate of

\$0.0315/\$1000. The requisition amount required to sustain the service has exceeded maximum annual allowable requisition in 2021. However, due to the performance of the service in 2021 a requisition increase is not needed and Staff is not recommending an increase in 2022. Staff is recommending that full cost recovery of GIS staff time be enabled through the adoption of the GIS Fees and Charges Policy applicable to department and participating municipalities where GIS staff time supports municipal project needs.

Any recommendation for increases to requisition will be brought forward in the future as core GIS services increase in cost or the demand for the service exceeds present capacity. In addition, Staff will bring forward a GIS Procedures, Fees and Charges Bylaw in 2022 which will inform the public on procedures for addressing and identify fees for GIS services currently in the Planning Procedures, Fees and Charges Bylaw No. 2457, 2015 and on the RDCK website.

Core Services

GIS is heavily reliant on technology which needs ongoing upgrades to the newest version in order for it to be functional. Staff also requires time to be trained to utilize the software. ESRI the ArcGIS software provider supports this process, however a significant amount of work rests with GIS staff and upgrades to the platform need to be completed every two years. The link between the Tempest module Lands used to create and maintain the property record, accessible through the Prospero module for the 55,000+ land property information, has greatly improved how the RDCK stores and catalogues land use data for decision making that supports permit applications informed by data acquired from regional projects such as National Disaster Mitigation Program (NDMP) for hazard area, Community Wildfire Protection Plans, Agriculture Land Use Inventory, Water infrastructure and OCP and zoning to name a few. Both Prospero and Lands are also connected to the RDCK Financial System Agresso/Unit4. With the ongoing increase in growth in the region, Staff have been busy with issuing civic addressing and providing value add to the organization through this process which informs billing for water services, establishment of service area boundaries, supporting fire services for dispatch information and the Emergency Operations Centre (EOC) to ensure residents are informed in case of an evacuation alert or order.

These all make up the function of core services which have been further defined in Table 1. Core services are primarily supported by requisition and the staff time needed to complete these important tasks. Core services make up 70% of GIS staff time for all four full time staff and is a task assigned to each staff person to complete. It includes responding to public inquiries via phone, email and at the counter, maintaining the cadastral fabric of the regional district and participating municipalities which includes property details, zoning and OCP information, hazard mapping, imagery, and updating webmaps with new information. As new webmaps and story maps are developed through department allocations and municipal projects the percentage of staff time spent on core services also increases.

Table 1: Core GIS Service

Base Mapping Maintenance
<ul style="list-style-type: none"> • Cadastre – Digitization of property lines • Property details – upload of BC Assessment information in our Land records system • Civic Addressing – intake and assignment for rural areas. Input as advised by municipalities • Zoning and OCP – creation and map presentation for rural areas. Update as advised by participating municipalities

<ul style="list-style-type: none"> • Hazard mapping –display risk and hazard mapping layers on internal web map, accessible to participating municipalities • Imagery –access to view aerial photography inventory for rural and participating municipalities on internal web map • Water Services – display RDCK Water services and some provincial data as a static layer¹ • Asset Inventory – display RDCK Asset Inventory as a static layer²
Managing the GIS System
<ul style="list-style-type: none"> • support and configuration of software (joint effort with IT resources, Tempest Lands, ESRI suite, AutoCAD, GPS software) • Management and maintenance of GIS data (perform admin duties, create new schemas, manage access, update third-party datasets, share data with regular partners) • Management and maintenance of internal and external core web map services offering (configurations, troubleshooting and applying enhancements) • Management and maintenance of geospatial hardware (GPS hardware tools, GPR hardware, SPOT device)
Public Inquires
<ul style="list-style-type: none"> • respond to emails and phone calls seeking geospatial or mapping information • prepare advice and instruction on how to use web mapping tools or access GIS services

In addition the acquisition and processing of imagery and LiDAR data will be an ongoing core service for the department as new information is gathered and layered in webmap.

The new GIS Fees and Charges Policy

The GIS Service is moving towards a consultancy model as a means to counter increases in taxation while continuing to provide core services and innovative solutions to support regional initiatives, economic development and decision making for a variety of users. The GIS Fees and Charges Policy, if adopted will be applicable to internal users such as RDCK departments and participating Municipal.

The GIS Fees and Charges Policy is being recommended to support the full cost recovery of GIS staff time to support other departments through allocations and municipalities for projects. To date, staff time for allocations has primarily been through the recovery of salary and benefits only, which does not consider ongoing increases in the service budget to pay for software licenses, training, common costs, IT and general administration fees. This leaves very little room for other expenses such as acquisition of new imagery or LiDAR processing, an essential tool for land use analysis. The core services defined in Table 1 increase over time when new webmaps or application are developed for departments of municipalities.

For departments, allocation of staff time will be based on the required Full Time Equivalent (FTE) converted to hours, to which a fee is applied. The fee provided in this report is an average of salary, benefits and expenses as noted in **Attachment B** for the four full time staff in GIS Service including the Supervisor based on the 2021 budget. The determination of this fee considered that although one staff position is allocated to the department the work that the whole team does to support core services along with supervision of staff also need to be

¹ & ² Core services includes the maintenance of data and provides updates to new data when provided.

accounted for. An averaging of the full costs of GIS staff time was considered to be a fair estimate of fees and is \$60 per hour. Staff will recalculate the fee yearly to recover 100% full costs as per the Policy and for 2022 will provide a fee to department and municipalities for consideration in their budgets.

Summary on Policy application

In 2021, the GIS/CADD Technician a 1.0 FTE (1820 hours/year) was allocated out to Environmental Services for 0.5 FTE (910 hours/year). Staff time recovered was based on salary and benefits for a total of \$45,133. If the Policy is approved this will enable the recovery of full costs for this position which includes salary and benefits, software licensing, training, common costs, IT and general administration fees as show in **Attachment B**. The full cost recovery has been estimated at a total average charge out of \$60 per hour when applied to the 0.5 FTE or 910 hours of the GIS/CADD position will be \$54,600 in the 2022 budget.

GIS staff also support participating municipalities for project work. The GIS Fees and Charges Policy would also be applicable to municipalities. In advance of project implementation GIS staff will meet with municipal staff to evaluate and scope out the GIS project. A municipal service agreement will be drafted with a scope of work provided in schedule A and a task and fee table in schedule B. Once both parties are satisfied, the agreement will be signed and staff will proceed with the work based on estimated time multiplied by the fee of \$60 per hour.

Staff are seeking the endorsement of the Board to establish GIS Fees and Charges Policy that provides direction to internal users – departments and municipalities on the fees and charges for GIS staff time that is equitable based on full cost and has the potential to offset the need for requisition increases. Future increases to the tax rate would be informed by the need for additional staff to meet the demand and support core services.

The application of this Policy will establish Geospatial Service to function similar to a consultancy at a lower cost in comparison to industry charge out rates. The Policy will also encourage advance project planning, consideration of GIS resources in grant applications and budgets. The fees are to ensure RDCK services are paying for what they use, and that municipalities are paying for GIS services that are outside the core taxation model.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: Yes No **Financial Plan Amendment:** Yes No
Debt Bylaw Required: Yes No **Public/Gov’t Approvals Required:** Yes No

Charge out rates for GIS services in the GIS Fees and Charges Policy is based on 100% full cost recovery per FTE including salary and benefits, software license, training, common costs, IT and general administration fees for a total average charge out rate of \$60.00. If the Policy is approved GIS staff will meet with departments with allocations and municipalities for projects to discuss GIS staff time needs and apply the charge out rate. This rate will have to be reviewed annually for any adjustments.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

If the Policy 400-04-012 to establish GIS Fees and Charges is adopted it will be a reference to internal and users on the applicable fees and charges for GIS staff time.

3.3 Environmental Considerations

None at this time.

3.4 Social Considerations:

Over the years the GIS budget has been strained because full cost recovery was not in place. With the implementation of the Policy GIS staff time will have more flexibility in the budget to support training, upgrades to the software, acquire new imagery and hire students when needed for specific projects.

GIS also supports addressing which is used to inform dispatch for fire response and during an active EOC. Without this tool evacuation alerts and orders would not be efficiently and immediately carried out causing confusion in the public.

3.5 Economic Considerations:

GIS is an economic development tool that supports a variety of RDCK departments and participating municipalities for a variety of purposes related to land development, asset management, analysis of demographics and other statistics. It is a key decision making tool that if not available could be acquired at a higher cost.

3.6 Communication Considerations:

If the Policy is approved the charge out for the department allocations and municipal projects will be enabled for the 2022 budget.

3.7 Staffing/Departmental Workplace Considerations:

The administration of the GIS Fees and Charges Policy would be the responsibility of the GIS Supervisor.

3.8 Board Strategic Plan/Priorities Considerations:

- GIS is a core regional district service that has evolved to support the whole organization. It aligns with the Board's strategic objective to excel in governance and service delivery by:
being innovative in how we provide information to our constituents (multiple sources of information)
- Modernize the RDCK policy framework

SECTION 4: OPTIONS & PROS / CONS

Discussion

Resolution 148/21 only addressed department allocations but also needed to address the project work GIS staff do to support participating municipalities. The GIS Fees and Charges Policy therefore will be applicable to the municipalities for future project needs.

Option 1:

That the Board adopt Policy 400-04-01 Geospatial Fees and Charges Policy effective March 31, 2022.

Pros:

- The fees are to ensure RDCK services are paying for what they use, and that municipalities are paying for GIS services that are outside the core taxation model.
- The policy provides transparency on how much GIS time is utilized by departments

- The cost of GIS services provided to internal users is at a lower cost than industry standards for GIS consultant.

Cons:

- The policy will increase the previous amounts budgeted through allocations by services who budget for GIS staff time.

Option 2:

That the Board not adopt Policy 400-04-01 the Geospatial Fees and Charges Policy.

Pro:

- There will be no increases to the allocations beyond salary and benefits by other services.
- The one service participant not a part of GIS will continue to benefit from GIS staff time without fully compensating the service for full costs as well as requisition into the service.

Cons:

- The service may need taxation increases to support the work in 2023
- The service will not be able to sustain itself as demand increases
- The service and staffing capacity will diminish over time as new systems and webmaps are built that dominate core services that require ongoing maintenance.

SECTION 5: RECOMMENDATIONS

That the Board adopt Policy 400-04-01 Geospatial Fees and Charges Policy effective March 31, 2022.

Respectfully submitted,
Sangita Sudan, General Manager of Development and Community Sustainability

CONCURRENCE

Chief Administrative Officer – Stuart Horn

Approved

ATTACHMENTS:

Attachment A – 400-04-01 Geospatial Information Systems (GIS) Fees and Charges Policy

Attachment B – Financial Accounting of GIS Fees and Charges



Chapter: 400 Development Services

Section: Geospatial Services (GIS)

Subject: GIS Fees and Charges Policy

Board Resolution:	147/21	Established Date:	September 22, 2021	Revised Date:	
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POLICY:

PURPOSE:

The RDCK Geospatial Service Fees and Charges Policy supports the centralized provision of the assembly of property and land management information for all RDCK services, Municipal Partners and the general public. Beyond tangible projects the service provides the most cost effective and low barrier means of achieving shared geospatial information, transparency and community engagement available to the organization.

This Policy outlines how the Service is evolving to a consultancy type model as a means to counter increases in tax rate while continuing to provide core services and innovative solutions to support regional initiatives, economic development and decision making for a variety of users.

SCOPE:

This policy applies to:

Internal Users:

- GIS staff time allocated to RDCK departments
- Municipal and RDCK projects where GIS staff time is required
- Requests by Municipalities where the operation of the Global Positioning System (GPS) and/or Ground Penetrating Radar (GPR) are required

Out of scope

- This policy does not apply to Core Geospatial Services.
- This policy does not apply to External Users



DEFINITIONS:

Allocations refers to the method by which Geospatial staff time is accounted for in budgets by other services based on a portion of their full time equivalent (FTE).

Cadastre refers to an official register of the quantity, value and ownership of real estate used in apportioning taxes.

Core GIS Services refers to the following:

Base Mapping Maintenance
<ul style="list-style-type: none">• Cadastre – Digitization of property lines• Property details – upload of BC Assessment information in our Land records system• Civic Addressing – intake and assignment for rural areas. Input as advised by municipalities• Zoning and OCP – creation and map presentation for rural areas. Update as advised by participating municipalities• Hazard mapping –display risk and hazard mapping layers on internal web map, accessible to participating municipalities• Imagery –access to view aerial photography inventory for rural and participating municipalities on internal web map• Water Services – display RDCK Water services and some provincial data as a static layer¹• Asset Inventory – display RDCK Asset Inventory as a static layer²
Managing the GIS System
<ul style="list-style-type: none">• Support and configuration of software (joint effort with IT resources, Tempest Lands, ESRI suite, AutoCAD, GPS software)• Management and maintenance of GIS data (perform admin duties, create new schemas, manage access, update third-party datasets, share data with regular partners)• Management and maintenance of internal and external core web map services offering (configurations, troubleshooting and applying enhancements)• Management and maintenance of geospatial hardware (GPS hardware tools, GPR hardware, SPOT device)
Public Inquires
<ul style="list-style-type: none">• respond to emails and phone calls seeking geospatial or mapping information• prepare advice and instruction on how to use web mapping tools or access GIS services

Full Costs refers to the recovery of costs associated with Geospatial Services which includes staff salary and benefits, common costs, software licensing fees, training, IT and General Administration fees.

¹ & ² Core services includes the maintenance of data and provides updates to new data when provided.



GIS Users refers to both internal users such as RDCK departments and municipal users such as service participants and the public

Internal Users refers to RDCK departments and Municipal Partners in the service.

External User refers to the General Public, Qualified Professionals, Realtors, Ministry of Transportation, Canada Post, and Not-for-Profits.

Projects refers to GIS projects that let you visualize, question, analyze, interpret and understand data to reveal spatial relationships patterns and trends which in turn help to inform organizational policy and decision making.

POLICY:

The fundamental basis for fees and charges decision-making is a determination of the full cost of a service and who benefits from the service. The approach taken to estimate fees and charges, considered the full cost of GIS staff time including salary and benefits, training, software licensing fees, common costs, general administration and IT fees. The GIS staff time is then recovered from the users into the Geospatial Service budget.

For **Internal Users** projects and allocations will be recovered at 100% of full cost.

Figure 1: Recovery Percentages for Calculating Fees and Charges

GIS Services Uses	
Internal Users	
Projects	100%
Allocations	100%

There are two methods of estimating Staff resources. For RDCK departments, the first step is to determine the allocation based on the FTE required. The fees and charges are then applied and recovered through transfers into the Geospatial Service budget. For Municipalities, a Municipal Service Agreement is prepared after a project evaluation is completed which includes a schedule A outlining the scope of work and a schedule B providing a task and fees table. Advance planning by Services and Municipalities is encouraged during the budgeting process.

RELATED LEGISLATION:

Geospatial Information Service Establishment Bylaw No. 2136, 2010

Attachment B

Employee Cost Recovery - Full						
	Supervisor	GIS Analyst	GIS/CADD Tech	GIS DB Admin		
Salaries	81,365	65,627	70,111	63,237		
Overtime						
Benefits	23,596	19,032	20,332	18,339		
Employee Health & Safety	250	250	250			
Travel						
Education & Training	875	875	875	875		
Memberships, Dues & Subscriptions						
Admin, Office Supplies & Postage	1,517	1,517	1,517	1,517		
Communication	317	317	317	317		
Advertising						
Insurance						
Licence & Permits	258	258	258	258		
Repairs & Maintenance	840	840	840	840		
Equipment						
Utilities	408	408	408	408		
Vehicles						
Rentals	619	619	619	619		
Contribution to Reserve	-	-	-	-		
Transfer to Other Service						
General Admin. Fee	7,077	7,077	7,077	7,077		
IT Fee	7,105	7,105	7,105	7,105		
	124,227	103,926	109,709	100,592		
	Hourly Rates					
Salary & Benefits only	57.67	46.52	49.69	44.82	AVG	49.68
Salary with Common Costs	60.46	49.31	52.49	47.48	AVG	52.43
Full Cost Recovery	68.26	57.10	60.28	55.27	AVG	60.23



Board Report

Date of Report: November 13, 2021
Date & Type of Meeting: January 20, 2022 Open Board Meeting
Author: Paris Marshall Smith, Sustainability Planner
Subject: IMPLEMENTATION PLAN OF THE DRAFT REGIONAL INVASIVE SPECIES STRATEGY
File: 10-5200-20-CKISS
Electoral Area/Municipality: RDCK - whole

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to:

1. Propose a phased regional invasive species implementation plan development; and,
2. Recommend proceeding with Phase 1 with focus on inventorying of RDCK lands.

SECTION 2: BACKGROUND/ANALYSIS

BACKGROUND

In 2020, the Board requested a Regional Invasive Species Strategy from the Central Kootenay Invasive Species Society (CKISS) that addresses the following objectives:

1. Invasive species management that is efficient, region-wide and continues over the long-term
2. Prevention and Early Detection and Rapid Response: Control invasive species in the most cost-efficient manner through education, management and outreach.
3. Multi-jurisdictional coordinated planning and treatment

In response, a draft strategy was written outlining 4 goals for both RDCK and private lands:

1. Improve regional organizational capacity
2. Implement prevention and management
3. Develop a legal and policy framework
4. Improve awareness and community engagement

In June 2021, the Board directed Development and Community Sustainability staff to coordinate with RDCK departments to create a proposal for an implementation plan of the draft Regional Invasive Species Strategy.

PROPOSAL FOR IMPLEMENTATION PLANNING

Staff have met and worked with Central Kootenay Invasive Species Society (CKISS) to prepare the following proposal of an implementation plan.

1. **SCOPE** - The RDCK invasive species response will focus first on control and management (Goal 2) on regional district owned and long term leased lands.
2. **INVENTORY**- An inventory and assessment of RDCK properties is critical to determining the extent of the problem. Proposed activities for 2022 include invasive plant inventory on all RDCK-owned or leased properties (those that do not have current data), in order to inform future management plans (this will also be coordinated with asset management planning process).
3. **IMPLEMENTATION PLAN DEVELOPMENT** – The inventory will inform the Regional Invasive Species Implementation Plan that will address the additional goals of the strategy (Goals 1, 3 and 4) and continue with control and management (Goal 2). The proposal includes budget for CKISS senior staff to work with RDCK staff on developing the Plan.
4. **IMPLEMENTATION** - 2023 and beyond would include control, monitoring and education as well as and policy development to guide on-going management of invasive species on RDCK properties. Inventorying is an ongoing task that is critical to any plan.
5. **ON-GOING REVIEW** – The Implementation Plan should be reviewed annually and adjusted to address emerging needs and issues, and measure progress toward achieving the plan’s outcomes.

Phase	Year	Regional Invasive Species Strategy Goal	Activity	Cost
1	2022	Goal 2 – prevention & management Respond to goals 1, 3 and 4 with Implementation Plan	1. Inventory, training, control in already inventoried sites (parks) 2. Development of Regional Invasive Species Implementation Plan	1. Estimated \$36,000 – see attached proposal (ATTACH 01) for specific area costs 2. Estimated \$8,500 for Plan development - see attached proposal (ATTACH 01) for more information
2	2023		Focus on control, education and training. Continued inventory + adjustment as needed.	To be determined
3	2024 and beyond		Continued inventory, control and education.	To be determined

NEXT STEPS

The Weed Control Act requires the RDCK as landholder to “...control noxious weeds growing or located on land and premises, and on any other property located on land and premises, occupied by that person”. Across RDCK departments invasive species management is inconsistent year to year. Departmental staff have requested clear organizational policy and guidelines that would enable consistent funding and activity.

It is therefore recommended that action be taken in 2022 to inventory our properties/lands to understand the full scope of and develop a **Regional Invasive Species Implementation Plan** to ensure the RDCK is keeping within the bounds of provincial legislation concerning invasive species.

Thereafter the plan should be reviewed annually and adjusted to address emerging needs and issues, and to measure progress toward achieving the plan’s outcomes.

TIMEFRAME	TASK	PERSON/GROUP RESPONSIBLE TO COMPLETE
Spring 2021	Receipt of draft Strategy and review by staff	Completed
June 2021	Delivery of draft Strategy to the Board and proposal to create an implementation plan	Completed
Summer 2021	Development of proposal to create an implementation plan with small working group	Completed
December 2021	Board consideration of staff proposal to create a Regional Invasive Species Implementation Plan	RDCK Board – current
Winter 2022	Develop a Regional Invasive Species Implementation Plan with associated schedule and budget focussed on RDCK facilities and properties	CKISS & RDCK staff
Winter 2022	Review and approve Implementation Plan and associated Budget items	RDCK Board
Spring 2022	Begin inventory work	RDCK staff with support from CKISS staff

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: Yes No Financial Plan Amendment: Yes No
 Debt Bylaw Required: Yes No Public/Gov’t Approvals Required: Yes No

\$44,472.82 is budgeted to inventory RDCK lands (\$35,972.82) and develop a Regional Invasive Species Implementation Plan (\$8,500). Please see the attached proposal for more details – ATTACH01.

INVENTORY - Costs to inventory RDCK lands have been divided according to the service area – administration, water, fire, recreation and parks. Travel time and mileage have been estimated based on efficiencies achieved by combining sites and planning works based on location, not departments.

There are 93 properties to be inventoried which works out to an average of \$386 per location, a relatively small impact on each budget. Parks holds the largest slice of budget (\$19,502.80) because of the scale of lands to be inventoried. Beyond Parks, the other services are budgeted for less than half that. All managers have been consulted and are comfortable with including the costs in their budgets.

REGIONAL INVASIVE SPECIES IMPLEMENTATION PLAN DEVELOPMENT - In addition to the inventory costs, there is the cost for developing the Regional Invasive Species Implementation Plan - \$8,500. Staff suggest that this could be a general cost paid through S100 – General Admin.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

[Weed Control Act](#) - In accordance with the regulations, an occupier must control noxious weeds growing or located on land and premises, and on any other property located on land and premises, occupied by that person.

3.3 Social Considerations

Invasive species can affect the social potential of RDCK's communities particularly related to cultural preservation, tourism, and recreation.

3.4 Environmental Considerations:

Invasive species also have a significant impact on ecosystem health, and the International Union for the Conservation of Nature (IUCN) considers them one of the greatest threats to biodiversity globally.

3.5 Economic Considerations:

Invasive species can affect the economic and environmental potential of RDCK's communities. Tourism, recreation, agriculture, energy infrastructure and property values are all vulnerable to the impacts of invasive species. For example, zebra and quagga mussels have created great monetary and functional losses for hydroelectric facilities in eastern Canada. Knotweed has the potential to damage infrastructure and lower property values. Crop losses due to invasive plants, like knapweed, cost BC farmers and ranchers over \$50 million annually.

3.6 Communication Considerations:

This report has been developed in collaboration with staff from Community, Community Sustainability, Environmental and Fire Services. If the proposal is supported by the Board, Sustainability staff will continue to coordinate communication with individual area leads and with the group as a whole.

3.7 Staffing/Departmental Workplace Considerations:

While most of the work will be managed by CKISS staff, leads from Parks, Water Services, Fire Services and Facilities will be required to work with CKISS on the inventory and implementation plan development. Inventory support proposed for 2022 may require up to 6-8 hours per month. Regional Invasive Species Implementation Plan development will happen over the winter months and will require 2-3 total hours from each lead.

3.8 Board Strategic Plan/Priorities Considerations:

Developing a regional invasive species strategy aligns with the RDCK's Board priorities of Coordinated Service Delivery; Economic Development; and Water Protection & Advocacy.

SECTION 4: OPTIONS & PROS / CONS

It is recommended that action be taken in 2022 to inventory the full scope of the issue on RDCK properties/lands and develop a Regional Invasive Species Implementation Plan to ensure the RDCK is keeping within the bounds of provincial legislation concerning invasive species.

Thereafter the plan should be reviewed annually and adjusted to address emerging needs and issues, and to measure progress toward achieving the plan's outcomes. To support on-going work, staff responsible for RDCK lands/properties request Board direction on invasive species management.

Option 1 – APPROVE

That the Board direct staff to complete an invasive plant inventory on all RDCK-owned or leased properties in order to inform future management plans. AND further, that the Board direct RDCK staff to work with CKISS to develop a more detailed Regional Invasive Species Implementation Plan that will address all four Goals of the Regional Invasive Species Strategy:

1. Improve regional organizational capacity
2. Implement prevention and management
3. Develop a legal and policy framework
4. Improve awareness and community engagement

Pro: RDCK will be taking action towards understanding and responding to invasive species on owned and leased lands on the path to meeting legislated requirements. This regional directive is requested by staff to provide consistent action from year to year.

Con: Proceeding with an inventory and plan development will require funding and staff time that could be used elsewhere.

Option 2 – INVENTORY ONLY

That the Board direct staff to ONLY complete an invasive plant inventory on all RDCK-owned or leased properties in order to inform future management plans.

Pro: RDCK will still take action towards understanding and responding to invasive species on owned and leased lands but will not require as much funding or staff time at this time.

Con: Proceeding with an inventory ONLY will still require funding and staff time that could be used elsewhere and further action will still require planning.

Option 3 – IMPLEMENTATION PLANNING ONLY

That the Board direct RDCK staff to work with CKISS to ONLY develop a Regional Invasive Species Implementation Plan that will address all four Goals of the Regional Invasive Species Strategy.

Pro: RDCK will still take action towards understanding and responding to invasive species on owned and leased lands but will not require as much funding or staff time at this time.

Con: Proceeding with plan development ONLY will still require funding and staff time that could be used elsewhere and the inventory will still be required.

Option 4 – NO FURTHER ACTION AT THIS TIME

Pro: Deferring action on an inventory and Regional Invasive Species Implementation Plan can allow for funding and staff time to be used elsewhere.

Con: RDCK will defer responsibility of taking action towards understanding and responding to invasive species on owned and leased lands. The inconsistency that currently defines response to invasive species will continue.

SECTION 5: RECOMMENDATIONS

That the Board direct staff to negotiate and enter into a sole-source agreement with the Central Kootenay Invasive Species Society for an invasive plant inventory on RDCK-owned or leased properties and development of a detailed implementation plan of the Regional Invasive Species Strategy for an amount not to exceed \$44,472 exclusive of GST;

AND FURTHER, that the costs for the inventory be paid from the services responsible for the lands and buildings sites identified and the costs for the Regional Invasive Species Implementation Plan be paid from General Administration Service S100.

Respectfully submitted,
Paris Marshall Smith, Sustainability Planner

CONCURRENCE

Chief Administrative Officer – Stuart Horn	Approved	
General Manager of Development and Community Sustainability Services – Sangita Sudan		Approved
Manager of Community Sustainability Services – Chris Johnson	Approved	

ATTACHMENTS:
Attachment A – BRD-Invasive Species-ATTACH01



Invasive Species Management Proposal

Regional District of Central Kootenay

2022 Implementation of Invasive Species Strategy

Overview of Planned Activities

The RDCK has requested CKISS to provide a proposal to assist with implementing initial steps of the Regional District Invasive Species Strategy, for Board review.

Planned activities for 2022 include invasive plant inventory on all RDCK-owned or leased properties (those that do not have current data), in order to inform future management plans. In addition, the proposal includes budget for CKISS senior staff to work with RDCK staff on developing a more detailed implementation plan that will address all four Goals of the Strategy.

A summary report will be provided to RDCK, detailing work completed, recommendations and budget for future management. All data will be entered in the Provincial invasive species database and provided to RDCK along with the final report.

CKISS will work closely with RDCK staff to develop the project scope and associated work plans as needed.

Proposed Budget

The following budget is estimated based on the location (and size, where known) of 93 properties included in the list of assets provided by RDCK staff. Travel time and mileage have been estimated based on efficiencies achieved by combining sites and planning works based on location, not departments. Detailed breakdowns of these estimates have been provided to RDCK staff as part of the planning process for this proposal.

All costs should be considered rough estimates based on limited information; as such, CKISS does not guarantee that all planned works will be completed within the budget shown below. There is also a possibility that the full budget amount may not be required.

Central Kootenay Invasive Species Society

www.ckiss.ca | info@ckiss.ca | 1-844-352-1160 | 19-622 Front Street, Nelson BC, V1L 4B7

Working Together to Reduce the Impacts of Invasive Species

Table 1: Proposed Budget for 2022 Invasive Species Strategy initial implementation

Department	2022 Proposed Activities	Proposed Budget
Administration	Inventory of 4 properties, includes mileage, labour and all associated costs	\$726.40
Fire	Inventory of 19 properties, includes mileage, labour and all associated costs	\$3,153.72
Community - Parks	Inventory of 27 properties, includes mileage, labour and all associated costs	\$19,502.80
Community – Rec Centres	Inventory of 11 properties, includes mileage, labour and all associated costs	\$2,624.65
Environment-Water	Inventory of 32 properties, includes mileage, labour and all associated costs	\$9,965.25
General	Implementation planning and strategic development, approximately 18 days of senior staff labour and associated expenses.	\$8,500.00
Total Proposed Cost (not including GST)		\$ 44,472.82

Project Contacts

Project proposal, oversight and invoicing	Erin Bates , Executive Director, B.Sc., P.Ag
Project coordination and delivery	Kalenna Olynyk , Field Program Manager, B.Sc., A.Ag



Board Report

Date of Report: January 6, 2022
Date & Type of Meeting: January 20, 2022
Author: Chris Johnson, Manager of Community Sustainability
Subject: EMERGENCY PREPAREDNESS COORDINATOR SERVICE AGREEMENT NAKUSP & RDCK
File: 14-7610-01
Electoral Area/Municipality: All

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval to sign the Service Agreement between the RDCK and the Village of Nakusp to provide an Emergency Program Coordinator (EPC) for 14 hours over a bi-weekly period for 2022 to the RDCK Emergency Program.

This Agreement represents a continuation of a partnership between the Village and the RDCK whereby the Nakusp Fire Chief provides EPC support for Areas H North and K, and the Villages of Slocan, Silverton, New Denver, and Nakusp. This support is designed to provide emergency response services and the coordination and facilitation of the Emergency Preparedness Committee meetings in Nakusp and Slocan quarterly.

SECTION 2: BACKGROUND/ANALYSIS

This report seeks Board approval to sign an agreement to maintain basic response capacity for Areas K, H North, Slocan, Silverton, New Denver, and Nakusp for 2022.

This position played a significant role in 2021, including investigating possible debris flood/flow and flooding in the Whatshan area and supporting the initial and sustained response to the wildfires near Edgewood and Fauquier.

In BC, local governments are required to respond to emergencies. In the RDCK, achieving this is complicated by the size and the geography of our region. Due to this, it can take many hours to reach the site of an emergency. Having a resource in Nakusp provides response capacity for the northwest portion of our region, including west of the Columbia. Without this contract in place our nearest resource would be a 2.5 – 3 hour drive away from large areas of our region.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Financial Plan Amendment:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Debt Bylaw Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Public/Gov't Approvals Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

The funding associated with this agreement is included in the 2022 Financial Plan within service A101.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

None

3.3 Environmental Considerations

None

3.4 Social Considerations:

Having an EPC resource in this sub-region of the RDCK allows for faster response times and leverages existing relationships among responders in the area.

3.5 Economic Considerations:

The addition of the 14 hours bi-weekly funding has an additional economic benefit for the position of Fire Chief in Nakusp.

3.6 Communication Considerations:

None.

3.7 Staffing/Departmental Workplace Considerations:

This agreement enables ongoing, sub-regional coordination and support for the emergency program in the area.

3.8 Board Strategic Plan/Priorities Considerations:

To Mitigate Climate Impacts and Adapt to our Changing Climate

- Excel in community emergency preparedness programs.
 - o Fire and emergency response throughout the RDCK is rapid, well-staffed and professionally trained.

SECTION 4: OPTIONS & PROS / CONS

That the Board direct Staff to sign the Emergency Services Agreement – 2022 between the Village of Nakusp and the RDCK to allow the Nakusp Fire Chief to provide 14 hours bi-weekly to the RDCK Emergency Program.

PROS

- Provides sub-regional coverage for quicker responses in Areas H and K and the municipalities in those areas
- Leverages local knowledge and experience in local hazard areas
- Leverages existing relationships the Fire Chief has and maintains with responding agencies
- Provides additional support to the RDCK Emergency Program Duty Officer roster

CONS

- Fire Chief position may be filled by someone less qualified/experienced in emergency response than current Chief

Staff did explore an option to not extend this contract, however the risk to the local area would be at an unacceptable level with the resulting increased response times.

SECTION 5: RECOMMENDATIONS

That the Board approve the RDCK enter into a Emergency Services Agreement – 2022 with the Village of Nakusp to allow the Nakusp Fire Chief to fill the role of the Emergency Preparedness Coordinator for Areas H, K, and the municipalities in those Areas for the period January 1, 2022 to December 31, 2022, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

Respectfully submitted,
Chris Johnson, Manager of Community Sustainability

CONCURRENCE

CAO – Stuart Horn **Approved**
GMDCS – Sangita Sudan **Approved**

ATTACHMENTS:

Attachment A – VoN Emergency Services Contract



File #: 2022-005-EMG NAK 2022-12-31

THIS AGREEMENT is dated for reference: January 1st, 2022 – December 31st, 2022.

BETWEEN:

REGIONAL DISTRICT OF CENTRAL KOOTENAY, a duly incorporated Regional District under the laws of the Province of British Columbia, having an office at 202 Lakeside Drive, P.O. Box 590, Nelson, British Columbia, V1L 5R4 (hereinafter called the "RDCK")

OF THE FIRST PART:

AND:

THE VILLAGE OF NAKUSP,
91 1st Street NW
Box 280
Nakusp, BC V0G 1R0
(hereinafter called the "Village")

OF THE SECOND PART:

VILLAGE OF NAKUSP EMERGENCY SERVICES AGREEMENT

WHEREAS:

- A. Under section 23 of the *Community Charter*, the Village may make agreements with a public authority respecting the undertaking, provision and operation of activities, works and services within the powers of a party to the agreement;
- B. Under section 263(1)(b) of the *Local Government Act*, the RDCK may make agreements with a public authority respecting the undertaking, provision and operation of activities, works and services within the powers of a party to the agreement;
- C. The RDCK has requested that the Village share the Fire Chief as an employee providing Emergency Program Coordinator services within the Fire and Emergency Services Department of the RDCK and the Village has agreed to do so on the terms and conditions set out in this Agreement.

NOW THEREFORE, in consideration of the mutual promises herein contained and for other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto and agree as follows:

1.0 DEFINITIONS

1.1 In this Agreement, unless the context otherwise requires:

- (a) **"Fire and Emergency Services"** means the Village of Nakusp's Fire and Emergency Services Department;
- (b) **"Emergency Program Coordinator"** means the Emergency Program Coordinator appointed, employed or contracted by the Village of Nakusp or the RDCK;

2.0 TERM

3.1 This Agreement shall be in effect for a term of twelve (12) months commencing on January 1, 2022 and expiring on December 31, 2022, unless otherwise amended by mutual agreement with the sum set out in Clause 4.1 subject to renegotiation.

3.0 FEE FOR SERVICE

4.1 The RDCK covenants to pay the Village, for the term as per this agreement as follows:

- (a) Reimbursement of 14 hours per bi-weekly pay period times an hourly rate to be determined by the RDCK (based upon the rate the RDCK pays to Emergency Program Coordinators in their employ); plus
- (b) Twenty (20) percent of the employer's portion of Canada Pension Plan, Employment Insurance, BC Municipal Pension Plan, BC Medical Services Plan, Pacific Blue Cross benefits including extended health, dental, short term disability insurance, life insurance and accidental death and dismemberment insurance premiums.

4.2 The Village shall invoice the RDCK for the services thirteen (13) times per year for the hourly pay and premiums for two bi-weekly pay periods. The RDCK shall pay said invoices within thirty days of receipt of the invoice.

4.3 The Village and the RDCK agree that the hourly rate for the 2022 calendar year is \$35.35.

5.0 EMERGENCY SERVICES SERVICE LEVELS

5.1 The Village shall provide Emergency Program Coordinator services to the RDCK carried out by the Fire Chief of the Village on a weekly schedule for a total average of 7.0 hours per week (representing 20% of a full time position) from the Village offices located at 300 – 8th Avenue NW, utilizing the Village's equipment and personnel.

5.2 The Emergency Program Manager at the RDCK or his delegate shall determine the type of personnel and equipment required for Emergency Program Coordinator services within the

Emergency Services area. The determination of the Emergency Program Manager at the RDCK or his delegate shall be made in accordance with the requirements of the position.

- 5.3 The Village shall provide the Emergency Program Coordinator services in accordance with:
- (a) the requirements of the *Workers Compensation Act* and the *Occupational Health and Safety Regulations* thereunder.

6.0 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

- 6.1 The Village and the RDCK both acknowledge and agree that the printed, electronic and other records produced and maintained by the RDCK for the purpose of, or in connection with the provision of Emergency Program Coordination services are records that for the purpose of the *Freedom of Information and Protection of Privacy Act ("FIPPA")* are under the custody and control of the RDCK, and that the RDCK shall be responsible to process any requests for access to those records that are received from third parties by the Village or the RDCK.

7.0 WORKSAFE BC

- 7.1 The Emergency Program Coordinator will be considered an employee of the RDCK for the purposes of WorkSafe BC and all related safety legislation while providing Emergency Program Coordinator services on behalf of the RDCK. The RDCK will remit all relevant premiums for the Village Emergency Program Coordinator, as an employee of the RDCK to WorkSafe BC and will be responsible to the Emergency Program Coordinator to meet the obligations of the employer in accordance with legislation. Any injuries that occur now or in the future, resulting from the Emergency Program Coordinator's employment with the RDCK, are wholly the responsibility of the RDCK in accordance with legislation.

8.0 INDEMNIFICATION

- 8.1 The RDCK shall indemnify and hold harmless the Village of Nakusp from and against any and all claims, actions, causes of action, claims, demands, or suits of any kind arising from the RDCK's provision of the Emergency Program Coordinator services under this Agreement, including but not limited to any such claims, actions, causes of action, claims, demands, or suits that arise as a result of constraints on the Emergency Program Coordinator services provided due to limits on the availability of personnel within the service Area, but in any event excluding any claims, actions, causes of action, claims, demands, or suits that arise from the negligence of the RDCK or its employees, servants, agents, volunteers and contractors.

9.0 TERMINATION OF THE AGREEMENT

9.1 The RDCK or the Village of Nakusp may terminate this Agreement by giving notice to the other party to this agreement in writing no less than 2 months in advance of its intention to do so.

10.0 GENERAL

Time

10.1 Time shall be of the essence of this Agreement.

Assignment

10.2 This Agreement shall not be assigned by any of the parties hereto except with the prior written consent of the others which consent shall not be unreasonably withheld.

Interpretation

10.3 Nothing in this Agreement shall be interpreted as creating an agency, partnership or joint venture among or between the parties hereto.

Binding Effect

10.4 This Agreement will endure to the benefit of and be binding upon the parties hereto and their respective heirs, administrators, executors, successors, and permitted assignees.

Waiver

10.5 The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

Headings

10.6 The headings in this Agreement are inserted for convenience and reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.

Language

10.7 Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

Cumulative Remedies

10.8 No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.

Law Applicable

10.9 This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

Severability

11.0 If any part of this Agreement is found by a Court of competent jurisdiction to be unlawful or unenforceable, such part shall be severed from this Agreement and the remaining provisions of this Agreement shall continue to bind the parties.

IN WITNESS WHEREOF the parties hereto have set their hands and seals as of the day and year first above written.

THE CORPORATE SEAL OF THE REGIONAL DISTRICT OF CENTRAL KOOTENAY was affixed in the presence of its duly authorized officers, this ____ day of _____, 20__.

Corporate Officer

THE CORPORATE SEAL OF THE VILLAGE OF NAKUSP was affixed in the presence of its duly authorized officers, this ____ day of _____, 20__.

Chief Administrative Officer



Board Report

Date of Report:	January 6, 2022
Date & Type of Meeting:	January 20, 2022
Author:	Chris Johnson, Manager of Community Sustainability
Subject:	Assessment of Becoming a Diking Authority
File:	14-7610-01
Electoral Area/Municipality:	All

SECTION 1: EXECUTIVE SUMMARY

This purpose of this report is to update the Board on the National Disaster Mitigation Program (NDMP) Stream 3 project and the Creston Valley Flood Management Partnership (CVFMP).

In June of 2021 staff submitted a report to Board in response to a request to investigate the possibility of a flood mitigation service in the Salmo River area (Attachment A). In that report staff committed to providing an update on the NDMP 3 progress in Q4 of 2021.

In addition, this report will provide an update on the work of the Creston Valley Flood Management Partnership.

SECTION 2: BACKGROUND/ANALYSIS

The topic of becoming a diking authority is not a new one at the Board table. It is however, one that is gaining more clarity as the depth of understanding of the problem increases as internal and external reports and studies are completed. The current NDMP project – that set out to provide preliminary structural mitigation designs for a number of high priority sites within the region – is one such report.

In the June report staff noted that the NDMP 3 project would provide a good opportunity for Board to discuss becoming a diking authority due to the detailed investigation into what capital and operating costs might be for structural mitigation at our highest priority areas. While the project is not complete, three areas have been identified for preliminary designs. These are Duhamel Creek, Eagle Creek, and Salmo River (inclusive of the confluence of Erie). These sites were selected for two main reasons:

1. Priority based on risk. Salmo and Duhamel have the potential to have a significant impact to a large number of residences and infrastructure. As such these were identified as candidates to have preliminary mitigation designs completed that would enable the RDCK to pursue capital construction funding should it become available and the Board decided to become a diking authority.
2. To provide a range of projects. Structural mitigations for Salmo River and Duhamel Creek are likely to be complex with multiple components making up the overall mitigation systems for each waterbody, meaning these projects will be large, complex, and expensive. To provide Board with a broader understanding of possible mitigation structures, Eagle Creek was identified as a location that would have a more simple mitigation solution, consisting of a single piece of infrastructure that still provides protection to a number of residences and infrastructure.

The project has a hard deadline of March 31, 2022 from the funders. At project completion the RDCK will receive mitigation designs developed to a level of detail that will provide information regarding operations and maintenance costs of the design, and allow application to grant streams that require 'shovel-ready' projects. This will enable staff to complete a more accurate service case analysis of a flood mitigation service to provide Board with the information required to make an informed decision regarding becoming a diking authority.

Creston Valley Flood Management Partnership (CVFMP)

In June of 2021 Board directed staff to “... continue working with the Creston Valley Flood Management Partnership on a memorandum of understanding and terms of reference for the group and update the Board on progress.”.

As a reminder, the CVFMP is a recently developed (2020) group that is seeking to address funding issues regarding maintaining dikes in the Creston Valley that protect farm land, infrastructure and highways. In short, the Province no longer provides funding to diking authorities unless the authority is a First Nation or a local government.

In mid-2021 the Town of Creston applied to UBCM and Columbia Basin Trust for funding to:

1. Hire a project coordinator that could facilitate the further development of a partnership including an MOU and Terms of Reference, and outline a job description for a coordinator for the CVFMP; and
2. Project manage a detailed risk assessment of the Creston Valley as a whole.

Both applications were successful and John Cathro and Avery DeBoer-Smith were hired to complete the aforementioned tasks. The funding for the detailed risk assessment has a hard deadline from the funder of September 2022.

The next meeting for the CVFMP is January 17, 2022.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Financial Plan Amendment:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Debt Bylaw Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Public/Gov’t Approvals Required:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Not applicable at this time.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

The Dike Maintenance Act
 Water Sustainability Act
 Department of Fisheries and Oceans
 Applicable RDCK Bylaws

3.3 Environmental Considerations

Dikes have the potential to provide positive and negative environmental impacts on the surrounding areas. A negative example would be removing flood plain and the benefits to the ecosystem that riparian area/flood plain provides. A positive would be the opportunity to incorporate ecosystem restoration aspects in a given

project, such as building additional spawning channels where they were historically negatively affected by rerouting (straightening) of the channel.

3.4 Social Considerations:

Residents currently protected by orphan dikes have a basic understanding that the structure is there and they trust it to perform. However this trust may be misplaced if the structure has not been receiving regular maintenance and attention.

The regulations associated with diking authorities will ensure structures are in place and can be relied upon to provide the stated protection.

Additionally, historical actions in stream often included regular dredging to ensure the channel itself maintained capacity. This practice has become more heavily regulated over the last couple of decades, resulting in a buildup of sediment and bedload in channels and reduced capacity. As this channel capacity is lost, dredging and or diking are options to protect existing development.

3.5 Economic Considerations:

Dikes are used in a number of regional districts to allow for new or increased development.

3.6 Communication Considerations:

Communication with affected residents would be critical to the success of any proposed action to become a diking authority.

3.7 Staffing/Departmental Workplace Considerations:

Not applicable at this time.

3.8 Board Strategic Plan/Priorities Considerations:

[Indicate if this aligns with Board strategic priority]

SECTION 4: OPTIONS & PROS / CONS

This report is for information.

SECTION 5: RECOMMENDATIONS

This report is for information.

Respectfully submitted,
Chris Johnson, Manager of Community Sustainability

CONCURRENCE

CAO – Stuart Horn
GMDCS – Sangita Sudan

Approved
Approved

ATTACHMENTS:

Attachment A – June 2021 Board Report – Diking Authority Assessment



Board Report

Date of Report: 06-02-2021
Date & Type of Meeting: 06-17-2021 Open Board Meeting
Author: Chris Johnson, Manager of Community Sustainability
Subject: Assessment of Becoming a Diking Authority
File: 14-7610-01
Electoral Area/Municipality: All

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to provide the Board with information about the requirements of acting as a diking authority to support communities with flood protection.

At the March 2021 Board meeting a resolution was passed directing staff to investigate the feasibility of creating a service for flood prevention for areas of Erie Creek and Salmo River. An additional resolution was passed at the April 2021 Board meeting which directed staff to complete an assessment detailing the responsibilities and liability associated with the RDCK becoming a diking authority, and provide a report to the Board detailing the findings.

SECTION 2: BACKGROUND/ANALYSIS

Flood protection can mean a number of things, but two of the primary flood protection measures are erosion protection works and diking.

Erosion protection works are unregulated unless they directly protect a dike or form part of a larger diking system. The primary purpose of these structures is to reduce loss of land rather than protect from overland flooding. Erosion protection works of this sort are not regulated per se, but the construction is still subject to applicable legislation and bylaws. This report will not discuss erosion protection works and will focus on diking.

Dikes are defined in the Dike Maintenance Act (Attachment A), for the purposes of regulated flood protection as “an embankment, wall, fill, piling, pump, gate, floodbox, pipe, sluice, culvert, canal, ditch, drain, or any other thing that is constructed, assembled or installed to prevent the flooding of land.”¹

Many dikes exist in the RDCK, few of which are formally recognized as regulated dikes. These regulated dikes are in the Creston Valley, and have been part of the provincial program for decades, meaning they follow the list of requirements below and are managed by an improvement district. However, there are a large number of unregulated orphaned dikes in the region, and more areas that will need flood mitigation structures as the impacts of our changing climate become manifest and pressures from development continue to increase². It

¹ Dike Maintenance Act [RSBC 1996] Chapter 95

² Changes in the climate are forecast to increase severity and frequency of extreme weather events. This means we can expect to see high flow rates more frequently, which will result not only in erosion of existing banks and flooding in areas not accustomed to it, but also more frequent changes in stream channels, including the deposition and buildup of sediment.

should be noted that the RDCK is not required by the Province to take on orphan dikes or build additional structures for flood protection. Rather, the catalyst for taking action in either of these situations would be providing reliable, formal protection to residents in areas currently exposed to risk from flooding.

For many years the Province has not issued new letters patent for dike improvement districts, rather requiring through policy, that the local governments (LGs) become the diking authority for any new flood protection structures. This report is intended to provide insight into the responsibilities of acting as a diking authority and presumes that the structures are already built, and therefore does not provide detail on the capital project process aside from points 1 & 2 below which provide critical context to overall understanding.

Responsibilities of a Diking Authority

Any construction of new flood protection dikes, or upgrading of orphan dikes, requires approval under the Dike Maintenance Act (DMA) as well as any additional approvals under relevant legislation or bylaws (*Fisheries Act, Water Sustainability Act, etc...*). The list below provides a breakdown of those requirements and additional pieces as identified by other regional districts (RDs) that staff have been in contact with.

1. Acquiring and Maintaining Full Legal Access to Dike
 - The diking authority must demonstrate full legal and physical access to the dike to allow for effective operations and maintenance of the dike
 - This can be via permanent right-of-ways or land purchase
2. Design and Construction
 - Design and construction must be approved by the Deputy Inspector of Dikes and should follow the *Dike Design & Construction Guide: Best Management Practices*.
3. Operations & Maintenance
 - This includes all actions required in the operations manual developed during the design & construction of the structure including removal of vegetation, seasonal maintenance, etc...
4. Inspections
 - Regular and annual inspections of the structure completed by trained personnel.
5. Reporting
 - Required annual reporting under the Dike Maintenance Act that is submitted to the Province.
6. Emergency Planning and Monitoring
 - Plans developed to address possible emergency scenarios.
 - Monitoring plans during times of elevated risk (freshet, flows exceed a given flow rate, etc...).
7. Capital Maintenance & Replacements
 - Regularly scheduled work to maintain the structure and eventual replacement when it reaches the end of its service life.
8. Post-event maintenance
 - Removing accumulated bed load and/or debris to ensure structure performs as designed.
 - Enhanced repairs due to impacts from higher than normal flows.

Required Resources

In order to manage a dike and ensure the requirements of the DMA are being met, resources will be required. Resources required to manage a dike could vary greatly depending on existing condition of the dike. As the majority of existing unregulated dikes are orphaned structures built by the Province, it is recommended that if the RDCK decides to act as a diking authority that any dike be brought to standard, or be ready to be brought to standard (funding/plans/approvals in place) prior to the transfer of responsibility to the RDCK occurs.

To project approximate resources required to comply with the DMA this section will presume a single dike is being managed, that dike is up to current standards as per the DMA, and personnel include a staff member and a consulting qualified professional.

Staff Resource: 0.10 – 0.30 FTE (3.5 – 10.5 hours/week)

In discussions with other RDs, the time commitment from staff was variable. In a year when there was little damage or maintenance required, the process to ensure plans are in place, monitoring is being completed, inspections are done, and reporting submitted was very manageable. However, if damage was incurred during a high-water event, or there was a need to remove debris, the time investment was increased, sometimes significantly. There was recognition that efficiencies were evident when managing more than one structure, so it would not be accurate to multiply the approximated staff time to understand resourcing requirements for additional structures.

Qualified Professional Resource: \$3,000 - \$6,000/year

Annual inspection and reporting is best completed by a third party consultant. For a single structure during a standard year (no or very little damage) this would require 2 to 3 days depending on the size of the structure. This would include initial desktop review, field inspections, and final reporting. Again, if additional dikes were added there would be efficiencies.

Annual Maintenance & Repairs: \$0 - \$3000/year

All infrastructure requires varying degrees of regular maintenance, and dikes are no exception. Much depends on the design of the structure and any associated components, but examples of annual maintenance include annual vegetation management, access maintenance, and any small repairs before they grow into problems.

Post-Event Repairs & Maintenance: Unknown

Event driven damages requiring maintenance or repair is the true wildcard in terms of financial costs, as every dike and possibly every event will be different, and financial support from the Province is not guaranteed. Existing Provincial regulation allows for two potential funding scenarios that could be used to address repair/maintenance works required due to a flooding event: response and recovery funding.

Funding to recover eligible response costs from the Province requires an active emergency to be present or imminent. In the case of event-specific damage to a structure requiring maintenance or repairs this would mean either understanding, planning and completing required repairs during an emergency, or waiting until the next emergency is imminent to be eligible for funding. One of the main challenges of meeting the response eligibility criteria is event-specific damage is often not identified until waters have sufficiently receded and an inspection by qualified professionals is completed. This typically falls outside of an active emergency, leaving the option of waiting for the next 'imminent' emergency before the costs of repairs might be eligible, when many factors could be present that would inhibit the completion of the work.

The other option is recovery funding through the Provincial Disaster Financial Assistance (DFA) program. This program provides 80% of eligible recovery costs, but must be associated with the Province declaring an event a disaster. Declaring an event a disaster does not have defined qualifiers, but rather focuses on scope and scale of the event, and more importantly in the case of mitigation structures, the extent of the damage caused. Using the example referenced previously of a structure designed to mitigate a 200-year event experiencing a 100-year event, a disaster is unlikely to be declared. However that 100-year event could have caused damage to the structure, or changes to the stream channel that would require works to repair or amend, costing the service directly, with no prospect of reimbursement from DFA.

Overall, the added financial burden of a local service area on residents would be dependent on numbers involved in the service, the design of the dike, and the targeted reserve total, making estimations difficult without designs in hand. However, in other RDs annual costs range from \$15/property to over \$300/property.

Liability of Becoming a Diking Authority

Expectations of a diking authority are clearly delineated in the existing legislation. The Dike Maintenance Act (Attachment A) provides information regarding Orders and Offences in sections 2 through 6. Suffice it to say, if a diking authority is in compliance, or showing consistent progress towards compliance with the Act there should be limited liability to the authority.

Orphan Dikes

In the case of ‘adopting’ orphan dikes that are in disrepair, it is recommended that the RDCK not apply to act as a diking authority until plans, funding, and approvals are in place to bring the dike to current standards. In short, plans would be in place to ensure the dike will be to standard by the following freshet. This would limit the amount of time the RDCK would be responsible for a dike that is below standard.

Cost Variability

It should be understood that there is risk of a repair or maintenance being required that exceeds the reserve funding available. In the event this occurred there are possible solutions, including the Province supporting the repairs through emergency flood works immediately prior to freshet, however it does present the potential for additional liability.

Service Case Analysis

In order to develop a service case analysis for an area to receive flood protection as a service a number of details would need to be better understood. These include location, size of area proposed to be protected, grant opportunities, and a general understanding of the structure design to allow estimated operations & maintenance costs to be developed.

There is currently work being completed via the National Disaster Mitigation Program (NDMP) Stream 3 to better understand options for flood protection in certain areas and provide conceptual designs. When completed the conceptual designs could be used as a proxy for approximate costs associated with a flood protection work, and how the requisition would affect a given population.

Staff will report back to the Board with an update on NDMP Stream 3 in the fall of 2021 to provide further information that may assist in the Board’s decision on this matter.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: Yes No **Financial Plan Amendment:** Yes No
Debt Bylaw Required: Yes No **Public/Gov’t Approvals Required:** Yes No

Not applicable at this time.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

- The Dike Maintenance Act
- Water Sustainability Act
- Department of Fisheries and Oceans

3.3 Environmental Considerations

Dikes have the potential to provide positive and negative environmental impacts on the surrounding areas. A negative example would be removing flood plain and the benefits to the ecosystem that riparian area/flood plain provides. A positive would be the opportunity to incorporate ecosystem restoration aspects in a given project, such as building additional spawning channels where they were historically negatively affected by rerouting (straightening) of the channel.

3.4 Social Considerations:

Residents currently protected by orphan dikes have a basic understanding that the structure is there and they trust it to perform. However this trust may be misplaced if the structure has not been receiving regular maintenance and attention.

The regulations associated with diking authorities will ensure structures are in place and can be relied upon to provide the stated protection.

Additionally, historical actions in stream often included regular dredging to ensure the channel itself maintained capacity. This practice has become more heavily regulated over the last couple of decades, resulting in a buildup of sediment and bedload in channels and reduced capacity. As this channel capacity is lost, dredging and or diking are options to protect existing development.

3.5 Economic Considerations:

Dikes are used in a number of regional districts to allow for new or increased development.

3.6 Communication Considerations:

Communication with affected residents would be critical to the success of any proposed action to become a diking authority.

3.7 Staffing/Departmental Workplace Considerations:

Not applicable at this time.

3.8 Board Strategic Plan/Priorities Considerations:

[Indicate if this aligns with Board strategic priority]

SECTION 4: OPTIONS & PROS / CONS

This report is for information.

SECTION 5: RECOMMENDATIONS

This report is for information.

Respectfully submitted,
Chris Johnson, Manager of Community Sustainability

CONCURRENCE

CAO – Stuart Horn

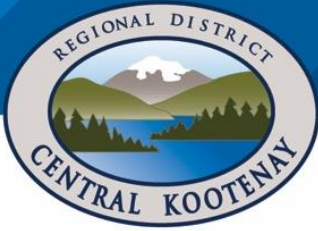
Approved

GMDCSS – Sangita Sudan

Approved

ATTACHMENTS:

Attachment A – Dike Maintenance Act



Board Report

Date of Report:	November 11, 2021
Date & Type of Meeting:	January 20, 2022 Open Board Meeting
Author:	Alex Leffelaar, Climate Action Intern Paris Marshall Smith, Sustainability Planner
Subject:	Update on the Revised State of Climate Action (SoCA) Framework
File:	10-5200-20-CAS-SOCA-2021
Electoral Area/Municipality:	RDCK

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to provide

1. the 2021 State of Climate Action Report for receipt;
2. an update on progress made towards developing and implementing a new State of Climate Action (SoCA) tracking and reporting framework; and,
3. a reminder of the Climate Action Strategy as the framework that guides RDCK climate action.

SECTION 2: BACKGROUND/ANALYSIS

1. 2021 STATE OF CLIMATE ACTION (SOCA) REPORT

The 2021 State of Climate Action (SOCA) Report is now complete and ready for distribution. Following the request from the Board in 2020, staff have prepared the SoCA in time for budget discussions as an articulation of the climate action work that is underway in the Regional District.

The SoCA is arranged into 2 broad groups:

- i. Climate Mitigation – reducing carbon based pollution (greenhouse house gas (GHG) emissions) and developing policy and regulation to mitigate flood, geohazard and wildfire risks and preserve the landscape.
- ii. Climate Adaptation – building community resilience to the changing climate.

These are further divided into 10 pathways with associated goals, objectives, targets and indicators.

New format - The 2021 SoCA is designed in levels

- Level 1 (pages 2 and 7) is a quick snapshot of pathways, goals and the average score for each of the 10 pathways.
- Level 2 (pages 3-6 & 8-12) goes into more detail with objectives, indicators, whether the RDCK has control or influence over the item, and an update. This update may explain the level of change for 2021 or why an indicator hasn't changed.

- Level 3 (to come) will provide links for more information and ways to get involved. This will be included in the online version.

Scoring: For the first time, a score has been applied to the level of progress. The evaluation was based on whether progress was being made in total (green), partly (yellow), not at all (red). The update section provides an important explanation of why progress may be either partial or not at all, as it is often as result of other issues emerging as priority or lack of funding, not necessarily lack of will. Values (green-2; yellow-1; red-0) from all indicators in a given pathway are summed and divided by total of indicators to get the average for each pathway (pages 2 and 7).

Why so red for 2021? While the RDCK is ambitious in its climate action, many of the actions will take years to show progress – they are complex and often multi-year Initiatives. Some indicators may not change for several years depending on what the work is. There is information in the SoCA that speaks to this, and the updated Climate Action Strategy (early 2022) will also provide more clarity on when efforts are planned/recommended for longer term initiatives.

2. AN UPDATE ON NEW SOCA TRACKING AND REPORTING FRAMEWORK

In August, 2021, the RDCK Board endorsed updating State of Climate Action (SoCA) tracking and reporting framework. Staff note the following progress on the SoCA 2021 reporting:

- While still a static pdf for online or printed distribution, the SoCA 2021 is formatted based on an online dashboard template (with some differences due to differences in online and printed document readability concerns).
- The 2021 SoCA update will be used to guide the development of the online dashboard as the RDCK’s new website is created. The 2021 SoCA update will also allow the current elected officials to showcase RDCK’s climate action during their time in office.

The key components of this updated framework include:

- Annual reporting
 - an online dashboard that tracks progress on regional climate action annually and will be included on the RDCK’s new homepage
- 4 year reporting
 - comprehensive climate action report looking back on the 4 years of the Board’s term
 - update GHG reduction progress from baselines established through SCEEP (2016) and then in 100% Renewable Energy Plan (2020), next update will be in 2023.

Integrating the Climate Action Strategy into RDCK Board’s Strategic Planning - In order to optimize the ability of the comprehensive 4-year climate action report to evaluate the RDCK Board’s term in office, baseline commitments and plans should be determined at the beginning of the term. It is recommended that the Board integrate the Climate Action Strategy into their 4-year planning and work with staff to consider the priorities and actions necessary to achieve the 2030 and 2050 targets identified by the Intergovernmental Planning on Climate Change (IPCC) and the Board’s commitment to move towards 100% Renewable Energy by 2050.

Staff will provide more guidance on this in the forthcoming Climate Action Strategy (CAS) update. For now, please see below for an outline of the CAS, a reminder of how the SoCA fits and what the Board can anticipate in the next months and years.

3. RDCK CLIMATE ACTION STRATEGY – the framework that guides RDCK climate action

1. INFORM ACTION – *ensuring active and accurate monitoring & transparent reporting*

Current

1. **State of Climate Action (SoCA):** 2021 Annual update of indicators

Upcoming

1. **RAC:** 100% Renewable Energy Plan recommendations – will be brought forward in early 2022
2. **BOARD:** Review recommendations from RAC on 100% RE Plan
3. **STAFF:** SoCA Dashboard development for 2022
4. **STAFF:** Update the SCEEP or another GHG monitoring framework (every 4 years) – next update in 2023

2. GUIDE ACTION – *updating the RDCK Policy & Procedures framework to incorporate a climate action lens*

Current

1. **STAFF:** Fuel reporting & low carbon vehicles – in process
2. **BOARD:** Better Building Policy – review/consider adoption of policy focused on ensuring future investments in RDCK buildings has incorporated sustainable practices
3. **STAFF:** Climate Action & Low Carbon Lens Guidelines – overarching framework to set direction and guide decision making by prioritizing integration of low carbon action and resilience into all corporate activities. These guidelines become a reference for operational policy in the areas of land use planning, mobility, buildings, energy, resource recovery and administration – in process
4. **STAFF:** Procurement – developing a proposal for low carbon ethical and just practices (include Internal Corporate Carbon Pricing Policy) – in process

Upcoming

1. **SMT & BOARD:** review policy revision proposals throughout 2022: Climate Action & Low Carbon Lens Guidelines and Low carbon ethical and just practices (include Internal Corporate Carbon Pricing Policy)
2. **STAFF:** Review Vehicles and Green Fleet Policy to integrate stronger guidance for transitioning fleet zero emissions vehicles – 2023

3. TAKE ACTION – *supporting continuous bold advancement in climate action*

Current

1. **Integrate 100% carbon neutral by 2050:** 50% reduction of carbon based emissions from 2007 levels by 2030, 100% by 2050. In an effort to align RDCK action with IPCC guidelines, staff will be bringing recommendations for these targets to the Board in 2022.
2. **Finance:** support the implementation of a carbon pricing tool & establish a low carbon climate lens for budget process. This discussion is currently included in the climate action lens policy development.

3. **Administration (Project Management):** support the continued creation of an asset management plan that includes natural assets. This goal is currently held within the Watershed Governance Initiative and is waiting for the development of the RDCK Asset Management Plan to proceed.
4. **Administration (HR):** a business continuity plan and a post-disaster recovery plan, currently in discussion with Human Resources and Emergency Response.

Upcoming

1. **RAC:** Consider 100% Renewable Energy Plan recommendations based on outcomes of workshop
2. **BOARD:** Review RAC’s recommendations for adopting carbon based (GHG) emissions targets + update of Climate Action Strategy

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: Yes No **Financial Plan Amendment:** Yes No
Debt Bylaw Required: Yes No **Public/Gov’t Approvals Required:** Yes No

Currently the development of an online dashboard is being discussed with several web designers to evaluate what will work best for RDCK needs and to determine a more accurate estimate of involved costs.

SOCA FRAMEWORK REDEVELOPMENT BUDGETARY REQUIREMENTS

Deliverable	Budget	Frequency
Annual SoCA Update	\$5,000 per year	On-going annual cost
Dashboard Development (2022)	\$10,000-20,000	One time development cost
4-year Comprehensive Report (with carbon emissions reporting)	\$15,000	On-going every 4-year cost
SoCA Total Cost Over Next 4 Year Period (2021-2025)	\$40,000 – 55,000	2021-2025 (first 4-year cycle)
SoCA Total On-going Cost Over Subsequent 4-Year Periods	\$35,000	2025 and beyond for every 4 years

*These costs include staff time, design work, and printing or website updates.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

None at this time.

3.3 Environmental Considerations

By developing a more efficient and effective climate action reporting system, the RDCK will improve its ability to evaluate and improve on its climate action efforts and will also improve public understanding and engagement of/with its climate action initiatives. This will also provide opportunities to identify opportunities to achieve co-benefits between separate initiatives and opportunities for collaboration. As such, the SoCA framework will serve as a key component in the RDCK’s response to the global climate crisis.

3.4 Social Considerations:

An improved climate action reporting system will help to educate, inform, and involve a wider public audience about the RDCK's climate action initiatives. This will encourage wider acceptance, understanding, and support for these initiatives. Furthermore, as a key component of the District's response to the global climate crisis, the SoCA framework will likely play a key role in helping to mitigate and adapt to social impacts of climate change.

3.5 Economic Considerations:

An improved climate action reporting framework will aid the development of the local low-carbon economy by providing businesses and entrepreneurs with information on current and upcoming climate action initiatives and information on how to get involved with these.

3.6 Communication Considerations:

An improved climate action reporting framework will improve internal and external communications on the progress of climate action efforts in the region.

3.7 Staffing/Departmental Workplace Considerations:

The revised State of Climate Action reporting framework requires involvement from all departments, but by including all of these groups in the development of the framework, the system will be optimized to minimize time and resource requirements of the efforts. The annual requirements from each of the various departments will vary slightly, but will generally include: an initial meeting between involved staff from a given department and the sustainability/SoCA update team; data compilation/updating of the SoCA tracking spreadsheet (estimated at 4 hours per pathway); potentially follow-up meetings or conversations to clarify data requirements or include additional staff in the process.

3.8 Board Strategic Plan/Priorities Considerations:

In an effort to assess the level of alignment of the RDCK's climate action efforts with the Board's Strategic priorities it was found that nearly all of the Strategic Priorities were addressed by at least one of the climate action initiatives/indicators included in the SoCA. A column was added to the 2021 SoCA tracking spreadsheet to list each of the Strategic Priorities supported by a given climate initiative/indicator. The following list provides a number of examples of the Strategic Priorities that directly relate to existing and planned actions:

- Consider climate adaptation and mitigation impacts in decisions the RDCK makes
- Commit to progressive greenhouse gas reduction targets
- Educate and inform the public about waste reduction as a way to partner with them
- Devise climate sustainability initiatives for RDCK facilities
- Draft policies that support ongoing asset management
- Modernize the RDCK policy framework
- Be innovative in how we provide information to our constituents (multiple sources of information)
- Keep pace with technology to allow choice in access to the RDCK
- Seek opportunities for partnerships with local communities
- Mitigate natural hazards
- Support projects that community groups are working on
- Create plans for low carbon transportation that focusses beyond personal vehicles
- Update the RDCK Resource Recovery Plan
- Educate and inform the public about waste reduction as a way to partner with them
- Implement Step 3 of the BC Building Code

Currently the possibility to combine some level of climate action reporting with existing efforts of quarterly reporting to the board is being explored. Alignment of climate action initiatives with the Board’s Strategic Priorities will likely play a role in this integration. The combination of the SoCA reporting framework and the Quarterly Reporting will help to track progress towards the recently adopted GHG emission reduction targets (50% below 2007 levels by 2030 and 100% by 2050), as well as other RDCK climate action-related targets (organic waste diversion, 100% renewable energy by 2050, etc.).

SECTION 4: OPTIONS & PROS / CONS

None at this time.

SECTION 5: RECOMMENDATIONS

This report is for information.

Respectfully submitted,
Alex Leffelaar – Climate Action Intern
Paris Marshall Smith – Sustainability Planner

CONCURRENCE

Chief Administrative Officer – Stuart Horn	Approved	
General Manager of Development and Community Sustainability Services – Sangita Sudan		Approved
Manager of Community Sustainability Services – Chris Johnson	Approved	

ATTACHMENTS:

Attachment A – SoCA 2021 Update-ATTACH01



State of Climate Action in the RDCK 2021 Update

The State of Climate Action (SoCA) is a reporting framework that aims to:

- ▶ Help the RDCK track the progress towards its climate action objectives and targets;
- ▶ Evaluate and improve its climate action initiatives and efforts;
- ▶ Maintain public transparency on these processes; and,
- ▶ Demonstrate climate action leadership.

By tracking and reporting on climate action, the RDCK will also be able to find ways to streamline its efforts, achieve co-benefits through integration and collaboration between projects and initiatives, and optimize the use of time and resources.

The region`s climate action goals, objectives, targets and indicators are grouped into 10 pathways. These pathways fall under two overarching categories:

1 Reducing Risks of Climate Change (Climate Mitigation)

- LAND USE & PLANNING
- TRANSPORTATION & MOBILITY
- ENERGY
- BUILDINGS
- RESOURCE RECOVERY

2 Building Climate Resilient Communities (Climate Adaptation)

- WATER SUPPLY
- FOOD SUPPLY & AGRICULTURE
- FLOODING & GEOHAZARDS
- WILDFIRE
- CORPORATE ADMINISTRATION

HOW TO READ THIS DOCUMENT

The new State of Climate Action format is designed as levels –

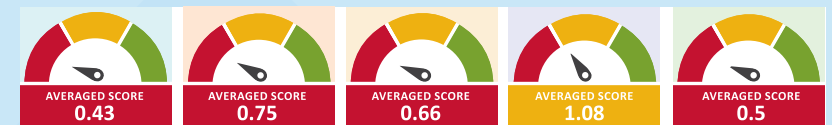
Level 1 (page 1 and 7) is a quick snapshot of pathways, goals and the average score for each of the 10 pathways.

Level 2 (pages 3-6 & 8-12) provides more detail with objectives, indicators, whether the RDCK has controls or influence and an update. This update may explain the level of change for 2021 or why an indicator hasn't changed.

Level 3 (to come) will provide links for more information and ways to get involved. This will be included in the online version.

How did we get the score?

First we looked at each indicator and determined whether there was progress (green - 2), limited progress (yellow - 1), or no progress (red - 0). Once all indicators within a given pathway were scored an average was taken to provide the overall score for that pathway.



Why so red for 2021?











While the RDCK is ambitious in its climate action, many of the actions will take years to show progress – they are complex and often multi-year initiatives. Some indicators may not change for several years depending on what the work is. Read through the pages to get a sense of how progress is being made and where efforts may be taking longer.

GOAL 1

100% Renewable Energy¹ and Carbon Neutrality² by 2050.
Mid Point - 50% reduction of GHG's by 2030.

GOAL 2

Develop sustainable land use patterns through robust planning policy and regulation to mitigate flood, geohazard and wildfire risks and preserve the landscape.

PATHWAY	 LAND USE & PLANNING	 TRANSPORTATION & MOBILITY	 ENERGY	 BUILDINGS	 RESOURCE RECOVERY
GOALS	<p>Achieving a sustainable land use pattern that supports the RDCK's goals while preserving the integrity of the landscape done through land use/planning policy and regulation to better prepare for and reduce flood, geohazard and wildfire risk.</p>	<p>A seamless regional transportation network to connect communities throughout the region through:</p> <ul style="list-style-type: none"> • active transport lanes • zero emission vehicles • low carbon personal transportation • low carbon public transportation 	<p>Transition from a high carbon energy dependent region to reach a low carbon dependent future through 100% renewable and clean energy technologies and strategies by 2050.</p>	<p>Accelerate improvements to existing buildings to increase energy efficiency and reduce greenhouse gas emissions. Newly adopted Step Code standards will support the process of the region in becoming 100% renewable by 2050.</p> <p>Designing buildings with lifetime materials, energy efficiency and whole-systems thinking in mind will reduce greenhouse gas emissions.</p>	<p>Improve the health of our natural ecosystem by assessing and diverting waste from RDCK landfills while simultaneously advancing the recovery of waste through improved waste management and new technologies.</p>
SCORE	 AVERAGED SCORE 0.43	 AVERAGED SCORE 0.75	 AVERAGED SCORE 0.66	 AVERAGED SCORE 1.08	 AVERAGED SCORE 0.5

¹net energy from renewable sources (like water, hydro, wind, and biofuel power) ²the amount of emissions produced equals the amount of emissions sequestered



PATHWAY: LAND USE & PLANNING

OBJECTIVE	INDICATOR	CONTROL or INFLUENCE	UPDATE
Update planning policies and bylaws to decrease urban sprawl while supporting active transportation and complete communities.	Number of Official Community Plans (OCPs) over 10 years old.	Control	<ul style="list-style-type: none"> • 4/10 older than 10 years. • Area I OCP will be completed 2021/2022, areas H and J in the cue
Integration of the Community Wildfire Protection Plan (CWPP) and floodplain mapping into OCP's.	Number of OCPs with updated policy framework for hazards (flood, fire, erosion).	Control	<ul style="list-style-type: none"> • To be done in upcoming OCPs • Plans to update Floodplain Bylaw with new mapping considerations
Guide future development to create sustainable and complete communities where the risk threshold is reduced.	Number of OCPs with a hazard Development Permit Areas (DPAs).	Control	<ul style="list-style-type: none"> • 0 - None in 2021, however meetings have been held in 2 electoral areas • Project for 2022 to develop wildfire DPAs
	Number of Industrial Commercial & Resort Commercial & Residential Cluster Development Permits.	Control	<ul style="list-style-type: none"> • 3
	Number of Environmentally Sensitive & Watercourse Development Permits issued.	Control	<ul style="list-style-type: none"> • 11



PATHWAY: TRANSPORTATION & MOBILITY

OBJECTIVES	INDICATOR	CONTROL or INFLUENCE	UPDATE
By 2040, plan to shift all new cars to be zero emission vehicles (ZEV), which aligns with the provincial CleanBC goal, while making the transition from diesel large sized vehicles to run on low-carbon fuels.	Number of Zero Emission Vehicles (ZEVs) purchased by the RDCK.	Control	<ul style="list-style-type: none"> • 0
Monitor transportation GHG emissions and transportation greenhouse gas (GHG) emissions/capita (tCO ₂ e every 2 years).	Level of community transportation GHG emissions (use from the fuel usage data).	Influence	<ul style="list-style-type: none"> • The RDCK plans to develop a new fleet management system, but has not began this process yet
Promote and support mobility for residents with a focus on vulnerable communities.	Annual public transit ridership.	Influence	<ul style="list-style-type: none"> • Ridership increase in 2021 and a new transit plan was created by BC Transit and endorsed by the RDCK Board



PATHWAY: ENERGY

OBJECTIVES	INDICATOR	CONTROL or INFLUENCE	UPDATE
Lower total workplace GHG emissions and energy consumption in both corporate and RDCK controlled community building structures/facilities.	Total corporate GHG emissions (tCO ₂ e).	Control	<ul style="list-style-type: none"> • Waiting for reports from Portfolio Manager
	Total corporate energy consumption.	Control	<ul style="list-style-type: none"> • 71.8 GJ heavy fuel oil • 9,070 L propane • 48,655 GJ natural gas • 86.2 GJ diesel/bio-diesel • 16,533 L diesel standard • 48,109 L gasoline
Support regional implementation of the West Kootenay 100% Renewable Energy Plan.	Adoption of 100% Renewable Energy Plan.	Influence	<ul style="list-style-type: none"> • Board committed to 100% renewable energy by 2050 (carbon neutrality) • Rural Affairs Committee met to review proposed actions and consider how to proceed with 100% renewable energy plan so that it supports the unique needs of the rural landscape.



PATHWAY: BUILDINGS

	OBJECTIVES	INDICATOR	CONTROL or INFLUENCE	UPDATE
COMMUNITY	COMMUNITY BUILDINGS & PART 3 - Align with provincial Step Code timeline for Part 3 buildings, encouraging community organizations to push for Net Zero Ready for all new builds by 2030.	Number of buildings achieving Step Code 3/4.	Control (up to mandated Step)	<ul style="list-style-type: none"> Step 1 adopted in all of RDCK but Creston as of Q1 2021
	RESIDENTIAL BUILDINGS & PART 9 - Align with provincial Step Code timeline for Part 9 buildings, encouraging residents to push for Net Zero Ready for all new builds by 2030.	Number of buildings achieving Step Code 3/4/5.	Control (up to mandated Step)	<ul style="list-style-type: none"> Step 3: 20% more efficient – 34 Step 4: 40% more efficient – 19 Step 5: Net zero ready – 2
	Encourage residents and businesses to retrofit existing buildings to meet 20-30% energy efficiency improvements.	Number of homes signed up to the Regional Energy Efficiency Program (REEP).	Influence	<ul style="list-style-type: none"> 617 registered as of September 3rd, 2021 REEP progress slowed due to COVID REEP 1.0 Now complete REEP 2.0 will continue the support for residents under REEP to drive to target
		Number of businesses that have commercial energy audits.	Influence	<ul style="list-style-type: none"> 60
		Reduction of GHG emissions from REEP housing stock.	Influence	<ul style="list-style-type: none"> 223.9 tCO2e (target of 309 tCO2e)
	CORPORATE	Align with Provincial Government's Step Code and have all new corporate buildings be net-zero ready by 2030, 2 years ahead of Province's goal (aligns with 100% Renewables Kootenays goal).	Number of buildings achieving Step Code 3/4.	Control
Corporate structures will adhere to the Better Building Policy for RDCK Facilities to ensure that all existing buildings continue to improve its energy efficiency.		Number of RDCK's existing facilities retrofitted to high performance attributes.	Control	<ul style="list-style-type: none"> Board review of Better Buildings Policy & Procedures drafts in winter 2021 Lakeside improvements using Better Building policy for guidance 3 Rec Centres using recommissioning to improve performance Arrow Creek Water facility feasibility study propane to natural gas
Monitor energy efficiency for all RDCK buildings.		Drop in energy consumption of corporate buildings.	Control	<ul style="list-style-type: none"> RDCK buildings profile on Portfolio Manager is being developed (some buildings left to set up)













PATHWAY: RESOURCE RECOVERY

OBJECTIVES	INDICATOR	CONTROL or INFLUENCE	UPDATE
Align with CleanBC and aim to divert 95% of organic waste (food waste only) from landfills.	Degree of implementation of the updated Resource Recovery Plan.	Control	<ul style="list-style-type: none"> • RDCK Resource Recovery Plan has now complete • Creston compost facility construction underway with intent to start composting spring 2022 • Central compost facility construction will start spring 2022 with composting to start fall 2022 • Construction of organics transfer infrastructure at Ootischenia Landfill and Grohman Narrows Transfer Station planned for 2022
Achieve the provincial target of a disposal rate of 350 kg per person per year.	Change in the composition of the landfills from baseline results from the Waste Composition Study: Compostable organics, plastics, and other materials.	Influence	<ul style="list-style-type: none"> • Dependent on completion of a waste composition study • Planned increases in curbside recycling collection services • Investigation of rural curbside organics collection service for area near facilities to continue in 2022
Transition landfills to capture or treat (using flares or biofilters) methane.	Reduction in GHG emissions through methane capture or treatment.	Control	<ul style="list-style-type: none"> • The opportunity to integrate compost into landfill cover systems to passively treat landfill gas emissions is being explored as a more cost-feasible approach to landfill GHG reductions or at least as a transitional solution
Complete a waste composition study to create a baseline for the RDCK and measure effectiveness of Resource Recovery Plan and Organic Waste Diversion Strategy.		Control	<ul style="list-style-type: none"> • Development of an RDCK-specific waste composition study

GOAL 1

Develop climate adaptation strategies and programs which inform and empower residents, business owners and local governments to create climate resilient communities.

PATHWAY	 WATER SUPPLY	 FOOD SUPPLY & AGRICULTURE	 FLOODING & GEOHAZARDS	 WILDFIRE	 CORPORATE ADMINISTRATION
GOALS	<p>Strengthen watershed governance and implement strategies to protect drinking water.</p> <p>Provide opportunities for residents to reduce water consumption.</p> <p>Upgrade capital infrastructure.</p> <p>Development, approval and implementation of a Leak Detection Strategy (LDS) and Metering Implementation Strategy (MIS).</p>	<p>Empower communities to build secure & sustainable food systems through climate adapted agricultural strategies.</p>	<p>Reduce community vulnerability through flood risk assessments and assess infrastructure for adaptation opportunities against increased flooding and geohazard events.</p>	<p>Reduce fire risk around the wildland - urban interface of communities and within each community of the region while adapting to more frequent and intense fires.</p>	<p>Incorporate a climate lens for all decision making and policies through the RDCK Board, to demonstrate that the RDCK prioritizes integrating climate action and adaptation into corporate actions and assets.</p>
SCORE	 AVERAGED SCORE 1.0	 AVERAGED SCORE 1.33	 AVERAGED SCORE 1.0	 AVERAGED SCORE 1.2	 AVERAGED SCORE 0.6



PATHWAY: WATER SUPPLY

	OBJECTIVES	INDICATOR	CONTROL or INFLUENCE	UPDATE
COMMUNITY	Advocate and empower communities in managing their water systems.	Funding accessed for small water system users to support resilience planning.	Influence	<ul style="list-style-type: none"> Limited funding available
	Focus on water protection as well as watershed landscape planning.	Implementation of the WGI.	Control	<ul style="list-style-type: none"> Phase 2 complete, developing phase 3
	Educate residents on ways they can substantially reduce outdoor water consumption.	Number of residents in RDCK water systems signing up for irrigation assessments or attending Xeriscape Demonstration Garden tours.	Influence	<ul style="list-style-type: none"> No irrigation assessments were completed due to COVID and lack of funding Formal WaterSmart program was not run, but tours and educational exercises happened in the demonstration xeriscape gardens
	Undertake and complete capital infrastructure upgrades to address system leakage, storage capacity, or water quality concerns.	Reduced number of mainline breaks and system leakage.	Control	
Reduction in water consumption after metering installation.		Influence	<ul style="list-style-type: none"> Consumption reports for the year not yet completed 	
CORPORATE	Continue management of our own systems.	Level of monitoring our systems.	Control	<ul style="list-style-type: none"> Phase 3 of the WGI will determine feasibility of establishing monitoring stations in RDCK water systems
	Proactive leak detection; the LDS is a planning tool to ensure due diligence in cost-effective allocation of resources in determining which systems are the best candidates for investing in leak detection interventions & potential capital upgrades.	Level of development and implementation of a LDS.	Control	<ul style="list-style-type: none"> Strategy now approved by Board. Passed a Leak Detection Strategy
	High level guidance and evaluative tool for water managers to utilize in their efforts to prioritize which systems to meter, and when.	Level of development and implementation of a MIS.	Control	<ul style="list-style-type: none"> Strategy now approved by Board. Passed a Metering Implementation Strategy



PATHWAY: AGRICULTURE & FOOD SUPPLY

OBJECTIVES	INDICATOR	CONTROL or INFLUENCE	UPDATE
Establish adapted water management techniques that respond to climate variability – flood and drought conditions and support consistent production (Align with the Kootenay and Boundary Adaptation Strategies for Agriculture plan).	Degree of implementation of the Kootenay and Boundary Adaptation Strategies for Agriculture Plan.	Influence	<ul style="list-style-type: none"> As a result of the KBFA Adaptation Strategies for Agriculture Plan, a number of projects were developed under the Climate Agriculture Initiative (CAI) Completed Projects: On-Farm Flood Planning and Preparedness project; Weather Monitoring Assessment project; Enabling On-Farm Research project On-going/future projects: The Irrigation Optimization project (nearing completion); Collaboration for Floodplain Restoration project; Soil Management Practices for Vegetable Production project
Support producers in their farm practices as shifting temperature and precipitation patterns result in food systems variability and overall resilience (align with the Kootenay and Boundary Adaptation Strategies plan).	Overall increase in agriculture production: number of acres in production (farmland use).	Influence	Awaiting 2021 Census results, 2016 results: <ul style="list-style-type: none"> 127,129 ha \$90,878,389 1,157 farms
	Overall increase in agriculture production: (gross farm receipts).	Influence	<ul style="list-style-type: none"> Agricultural production metrics may not be representative of a support for farmers in a given year as there can be droughts and other circumstances out of our control
	Overall increase in agriculture production: number of new farms.	Influence	<ul style="list-style-type: none"> Conclusions drawn from Census Canada Agriculture data for the Kootenays can be skewed as around 95% of the produce is cherries from Creston
	Number of ALR exemptions (ALC applications).	Control	<ul style="list-style-type: none"> 16 ALC applications (non-adhering residential use, non-farm use, subdivision applications) Changes to ALR exclusion requirements made in 2020 – must request through OCP or similar policy project, or as block request (5+ properties or >5 hectare areas) to apply
Maintain the agricultural extension service through the KBFA in the RDCK.	Continuation of agricultural extension service in RDCK through KBFA.	Control	<ul style="list-style-type: none"> Extension service maintained Food security Action Plan - spent 335,000 leveraged 1.6 million



PATHWAY: FLOODING & GEOHAZARDS

OBJECTIVES	INDICATOR	CONTROL or INFLUENCE	UPDATE
Consider flood and geohazard risk within the RDCK when making land use decisions.	Number of Site-Specific Floodplain Exemptions.	Control	<ul style="list-style-type: none"> • 5 (1 cancelled)
Develop the flood risk maps for high risk areas and continue to pursue funding for maps of other high hazard areas.	Have updated flood/geohazard maps for identified high risk areas and being available for the public.	Control	<ul style="list-style-type: none"> • Currently in Stream 3 of the Natural Disaster Mitigation Program (NDMP) • Short list to be created from 16 high priority hazard areas identified in Stream 2 • Mitigation concept designs to be developed for shortlisted areas, and options analyses with costs and recommendations on preferred options to be brought to the Board
Support communities in developing resilience to flood and geohazard risk.	Develop risk tolerance working group of the Board and staff to identify acceptable risk tolerance.	Influence	<ul style="list-style-type: none"> • Currently challenging a denied grant application to acquire a tool suitable for the development of risk tolerances in the RDCK
Create risk reduction strategies for identified high risk areas.	Development of risk reduction strategies for identified high risk areas.	Control	<ul style="list-style-type: none"> • Once developed can create a land-use map that considers these risk reduction strategies
Establish acceptable risk tolerance threshold for all areas in the RDCK.	Incorporate risk tolerance and risk reduction into zoning and OCP's.	Control	<ul style="list-style-type: none"> • Future OCP's will include risk reduction strategies for identified high risk areas
Increase the preparedness and resilience of neighbourhoods in cases of emergency.	Implementation of the Neighborhood Emergency Preparedness Plan (NEPP) (number of NEPPs developed or updated)	Influence	<ul style="list-style-type: none"> • NEPP handbook/guide completed in 2021 and 8 communities have begun this process (Silverton, Argenta/Johnson's Landing, 6-Mile, Bonaventure Trailer Park, Burton, Riondel, 4-Mile, Sproule). • Currently a template for NEPP is being finalized



PATHWAY: WILDFIRE

OBJECTIVES	INDICATOR	CONTROL or INFLUENCE	UPDATE
Increase the number of FireSmart Neighbourhoods that participate in the FireSmart Community Recognition Program.	Number of FireSmart Neighbourhoods recognized as FireSmart Communities.	Influence	<ul style="list-style-type: none"> • 14 (22 established FireSmart neighbourhoods currently pursuing recognition)
Increase the number of FireSmart Home Partners Home Assessments.	Number of FireSmart Home Partners Home Assessments completed annually.	Influence	<ul style="list-style-type: none"> • 326
Increase the number of FireSmart Home Partners certifications given.	Number of homeowners received FireSmart Home Partners certification.	Influence	<ul style="list-style-type: none"> • 3
Incorporate wildfire adaptation measures through building and land planning management to reduce wildfire risk.	Development of policies to support wildfire adaptation measures through building and land planning management.	Control	<ul style="list-style-type: none"> • Acquired a Community Resilience Investment (CRI) grant for the inclusion of urban wildfire interface areas in development permit areas (DPAs), and currently drafting a Request For Proposal for Wildfire Hazard DPAs
Mitigate and adapt to wildfire risk by creating fuel-breaks around at-risk communities.	Number of hectares treated (or number of dollars spent).	Control/ Influence	<ul style="list-style-type: none"> • Landscape-level fuel mitigation is funded through a variety of funding sources, so accurate and consistent data is currently hard to collect



PATHWAY: CORPORATE ADMINISTRATION

OBJECTIVES	INDICATOR	CONTROL or INFLUENCE	UPDATE
Align decision making with the RDCK's GHG reduction targets in all areas (ie. land use/ planning, building construction, project management).	Update and implement new policies.	Control	<ul style="list-style-type: none"> A Better Building Policy has been drafted and will be brought to the RDCK Board winter of 2021
	Carry out a carbon budgeting tool.	Control	<ul style="list-style-type: none"> An internal carbon pricing tool has been drafted and will be brought to the RDCK Board for review
Develop an asset management plan for climate adaptation starting with an asset inventory while incorporating region specific climate projections and impacts.	Create an Asset Management Plan and inventory.	Control	<ul style="list-style-type: none"> Asset Management Planning is being brought to the Board in winter of 2021
Maintain robust GHG emissions data collection to accurately inform decision makers and to track direct impacts and improvements.	Incorporating region specific climate projections and impacts.	Control	<ul style="list-style-type: none"> Plan to update on 4-year cycle



Board Report

Date of Report: January 4, 2022
Date & Type of Meeting: January 20, 2022 Board Meeting
Author: AJ Evenson, Senior Project Manager Regional Asset Management
Subject:
File:
Electoral Area/Municipality: ALL

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to request direction regarding sustainable funding for asset management within the Regional District of Central Kootenay over the next 18 months.

SECTION 2: BACKGROUND/ANALYSIS

The RDCK has undertaken approximately 14 building and site condition assessments by a consultant since 2019 on a few of its larger assets such as recreation centers, administration building and transfer stations. These condition assessments have enabled the RDCK to better understand current condition, address asset components in poor condition and prepare multi-year budgets to ensure these assets are kept in good working condition on a sustainable basis.

The RDCK would like to undertake building and site condition assessments for all of its remaining building and land-based assets which will form the basis of asset management plans for these assets. At present all senior levels of grant funding from the Federal Government and Province of BC are contingent on Regional District's having functional asset management plans, or demonstrating progress in asset management. The lack of asset management plans for the majority of the RDCK infrastructure may be a limiting factor in obtaining future grants.

The RDCK has undertaken some initial research and the data indicates that there are approximately 50 sites that require some combination of building and/or site inventory and condition assessment. The RDCK is proposing that an external consultant be brought in to assess all the remaining building and site assets and related components in 2022 to create a comprehensive asset inventory. At this time vehicles, equipment or attractive assets will not be included due to requiring a different inventory methodology and skill set for the assessors and is better suited for RDCK staff to complete. The Environmental Services Department Water Program has previously created asset management plans for all 19 of its water systems so they are not included within the scope of this project.

All asset and component data collected during the assessments will be stored within an asset management database and RDCK webmap to be completed as a separate initiative. The database will be built using Federation of Canadian Municipality – Municipal Asset Management Program (FCM-MAMP) and Community Works funds approved in 2020. FCM-MAMP is contributing \$38,280 with a contribution of \$1,500 from each of the 11 electoral areas Community Works funds .

This proposed project will focus on the following major tasks/outcomes:

1. Undertake a building and site inventory complete with condition assessments to identify and track RDCK assets over \$2,500 (not including vehicles or equipment). A brief breakdown is presented below:

Site	Cost per Site	# of Sites	Total Cost
Fire Halls and Sites	\$ 2,700.00	18	\$ 48,600.00
Bus Stops and Sites	\$ 550.00	10	\$ 5,500.00
Transfer Station Sites and Buildings	\$ 1,500.00	12	\$ 18,000.00
Regional Park	\$ 1,500.00	10	\$ 15,000.00
Additional Sites (Estimate)	\$ 1,500.00	10	\$ 15,000.00
Small Buildings (Estimate)	\$ 550.00	20	\$ 11,000.00
Travel Disbursement Budget			\$ 25,000.00
Subtotal			\$ 138,100.00
Contingency (10%)			\$ 13,810.00
Total			\$ 151,910.00

2. Populate the newly built database with the inventory data collected. Additional enhancements to the RDCK’s webmap will be required to visually present the data and be able to store photos, reports and other related information for each asset. This new webmap will be structured so that users can see (on a map) all assets that belong to their Department and drill down into a particular site and see what assets are on a given site.

3. Work with Finance and GIS to create a new Policy/Procedure to add new assets as they are built and annually verify/remove assets as they are sent for surplus or taken out of service.

It is important to note that this project will not create an organizational Asset Management Program or the policies and procedures to sustain it; rather it will provide a solid foundation to assist the RDCK in understanding the next steps required to develop those items.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: Yes No Financial Plan Amendment: Yes No
 Debt Bylaw Required: Yes No Public/Gov’t Approvals Required: Yes No

Detailed Project Scope and Costs are as follows:

1. Hire consultant to undertake a building and site inventory and condition assessments to identify and track RDCK assets over \$2,500 (not including vehicles or equipment).

Site	Cost per Site	# of Sites	Total Cost
Fire Halls and Sites	\$ 2,700.00	18	\$ 48,600.00
Bus Stops and Sites	\$ 550.00	10	\$ 5,500.00
Transfer Station Sites and Buildings	\$ 1,500.00	12	\$ 18,000.00
Regional Park	\$ 1,500.00	10	\$ 15,000.00
Additional Sites (Estimate)	\$ 1,500.00	10	\$ 15,000.00
Small Buildings (Estimate)	\$ 550.00	20	\$ 11,000.00
Travel Disbursement Budget			\$ 25,000.00
Subtotal			\$ 138,100.00
Contingency (10%)			\$ 13,810.00
Total			\$ 151,910.00

- Hire a contractor to populate the RDCK database with all inventory data collected and create a webmap to visually present the data and be able to store photographs, reports and other related information for each asset. This new webmap will be structured so that users can see on a map all assets that belong to a Department and drill down into a particular site and see what assets are on a given site.

Includes digitizing of previous building and site condition assessments undertaken by FCAPX in 2019-2021 (approx 14 reports/sites). 120hrs *\$90/hr (+10% contingency) = \$12,000

- Data Entry for Excel spreadsheet into GIS
- 0.5 hour effort for each table. The excel files are imported into GIS as independent or related tables with a date stamp. That way the system can support future years of condition assessment data into the system. The front end of the map product would show the details of the current condition assessment data to the asset.
- QA check with field worker of excel file
- We will need the staff that captured the details in the excel file to verify all data entry was performed correctly.
- 25 hours for approx. 120 assets digitized by interpretation from paper mark-up maps
- 95 hours remaining for import of spreadsheet condition assessments and verification work

- Manage consultants, work with Finance and GIS to create a new Policy/Procedure to add new assets as they are built and annually verify/remove assets as they are taken out of service (internal staff time). Estimated at 10% of the total project (\$164,000) split between the project management and GIS programs. \$16,400

The total upset budget proposed for this project is estimated at \$180,000.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Not applicable.

3.3 Environmental Considerations

Not applicable.

3.4 Social Considerations:

Managing assets in a fiscally responsible manner minimizes costly service interruptions.

3.5 Economic Considerations:

Asset Management is one of the Board's Strategic Priorities and demonstrating progress with Asset Management is now a requirement for all provincial and federal grant applications.

3.6 Communication Considerations:

Not applicable.

3.7 Staffing/Departmental Workplace Considerations:

This proposed project is a priority for the RDCK and is included in the workplan for the Project Management program.

3.8 Board Strategic Plan/Priorities Considerations:

Aligns with Strategic Priority 5.2 "To Manage our Assets and Operations in a Fiscally Responsible Manner"

SECTION 4: OPTIONS & PROS / CONS

1. Do Nothing

Pros: Lowest cost option.

Cons: Does not align with the Board's Strategic Priority for asset management.

2. Fund the building and site condition assessments from the Services where the work is undertaken.

Pros: All costs associated with this project are paid for by the respective service.

Cons: Some of the services have insufficient reserves to be able to contribute to this project and may be unable to participate or participating may put off necessary operational or maintenance upgrades.

3. Fund the building and site condition assessments using Community Works Funds split evenly between the 11 electoral areas A, B, C, D, E, F, G, H, I, J, K.

Pros: All costs associated with this project are born by the respective electoral area. Enables Services with insufficient reserves to have their assets assessed and start preparing sustainable multi-year budgets.

Cons: Municipalities are not contributing to the assessment of assets that their residents use heavily. Internal staff time is not eligible under Community Works and would need to be funded proportionately by each of the services under a separate arrangement.

4. Fund the building and site condition assessments using Community Works Funds split evenly between the 11 electoral areas A, B, C, D, E, F, G, H, I, J, K and being reimbursed a portion from the Municipalities benefitting from the Service.

Pros: All costs associated with this project are born by the respective electoral area and the municipalities that use those assets. Enables Services with insufficient reserves to have their assets assessed and start preparing sustainable multi-year budgets.

Cons: Internal staff time is not eligible under Community Works and would need to be funded proportionately by each of the services under a separate arrangement. Relatively high amount of staff time required to calculate, invoice and collect the municipal contribution portions for this project.

SECTION 5: RECOMMENDATIONS

That the Board direct staff to fund the building and site condition assessments and related work in the amount of up to \$180,000 funded proportionately by each of the services based on asset distribution; AND FURTHER, that the costs be included in the 2022 Financial Plan for each Service.

Respectfully submitted,
AJ Evenson – Senior Project Manager

CONCURRENCE

Uli Wolf – General Manager of Environmental Services	Approved
Sangita Sudan – General Manager Development and Community Sustainability	Approved
Stuart Horn – Chief Administrative Officer	Approved



Board Report

Date of Report: December 2, 2021
Date & Type of Meeting: January 20, 2022 Open Board Meeting
Author: Paige Lefranc, Environmental Services Administrative Assistant
Subject: Wood STOVE EXCHANGE PROGRAM
File: 12-6240-20/WSE
Electoral Area/Municipality: RDCK

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to inform the Board of Directors about the continuation of the agreement with the BC Lung Association for the 2022 Provincial Wood Stove Exchange Program grant in the amount of \$17,000; and further that, staff allocate funds to the Environmental Services budget in the amount of \$5,700 for the Wood Stove Exchange Program, for a maximum of 37 rebates in the RDCK and for a portion of the advertisement and education costs.

SECTION 2: BACKGROUND/ANALYSIS

In an attempt to contribute to local air quality improvement efforts, the RDCK coordinated a regional wood stove exchange program in 2009. The RDCK staff proposes to continue this program in 2022. This includes advertising through social media, face-to-face community engagement at public events, printed ads and educational materials, and the issuance of rebate incentives for the replacement of non-EPA Certified heating appliances.

OVERVIEW OF PREVIOUS FUNDING

2009/2010

The RDCK received \$27,000 from the BC Lung Association as part of the Provincial Wood Stove Exchange Program. \$25,250 of this amount was dispersed as \$250 rebates for 101 stoves. An additional \$1,750 was spent on program advertising and a Burn It Smart Workshop.

2010/2011

The RDCK received \$27,500 from the Provincial Wood Stove Exchange Program. \$25,000 of this amount was dispersed as \$250 rebates for 100 stoves. In total \$1,500 was spent on advertising.

2011/2012

The RDCK received \$27,500 from the Provincial Wood Stove Exchange Program. \$25,000 of this amount was dispersed as \$250 rebates for 100 stoves. The RDCK staff presented at four community events (Nelson, Castlegar, Nakusp & Creston) to promote the wood stove exchange program. In total \$2,500 was spent on advertising and public education.

2012/2013

The RDCK received \$15,750 from the Provincial Wood Stove Exchange Program. \$12,500 of this amount was dispersed as \$250 rebates for 50 stoves and \$3,250 for public education and advertising.

2014/2015

The RDCK received \$20,000 from the Provincial Wood Stove Exchange Program. \$17,500 to pay for 70 exchange incentives (rebates) of \$250 each, \$2500 to support public education on clean burning and advertising of the program. A total of 70 stoves were replaced.

2015/2016

The RDCK received \$18,500 from the Provincial Wood Stove Exchange Program. \$16,500 to pay for 66 exchange incentives (rebates) of \$250 each, \$2000 to support public education on clean burning and advertising of the program. A total of 66 rebates were distributed.

2016-2018

The carry-over from 2016 was combined with \$15,500 from the Province. This allowed the Regional District to award 48 rebates. Three thousand dollars was expended on advertising and education. By the middle of November, 2018, all funds were exhausted.

2018-2019

The 2019 Provincial Woodstove Exchange Program Project Proposal was submitted to the Ministry of Environment (MOE) in mid-September, requesting grant funding for the next fiscal year. Confirmation was received November 20th that the MOE and BC Lung Association would like to offer the Regional District of Central Kootenay funding of \$14,000 (\$11,500 to support exchange incentives; \$1,000 to support education; and \$1,500 to support advertising). This will enable the continuance of the Woodstove Exchange Program, providing for approximately 45 rebates (depending on the type i.e. wood/gas).

2019-2020

All of the grant money for 2019 was expended in 2019 producing no carryover into 2020. Grant money for 2020 from the MOE and BC Lung Association was received in the amount of \$15,000 (\$12,500 to support exchange initiatives; \$1,000 to support education; and \$1,500 to support advertising). During 2020 we granted 25 rebates with a carryover of \$6,250. We anticipate to issue these remaining rebates by April 2021. Advertising and educational budgets were exhausted in 2020.

2020-2021

We had a \$6,100 carryover balance leftover from 2020. Grant money for 2021 from the MOE and BC Lung Association was received in the amount of \$15,000 (\$12,500 to support exchange initiatives; \$750 to support education; and \$1,750 to support advertising). During 2021 we granted 38 rebates as of December 2, 2021, exhausting the \$6,100 carryover from 2020 and leaving us with a remaining balance of \$7,350 in 2021 that will be carried over into 2022. The Ministry of Environment, Climate Change Strategy, and BC Lung Foundation has approved \$17,000.00 in funding for the RDCK for 2022. These funds are intended to be allocated as follows: \$9,000.00 for Exchanges, \$750.00 for education, and \$2,000.00 for advertising. The remaining amount of \$5,250.00 has been granted specifically to Indigenous Communities or for heat pumps which we are happy to announce is a new part of this program. Moving into 2022, the Lower Kootenay Band may therefore be a potential participant in the Wood Stove Program. Staff has reached out to LKB administration and is awaiting a response.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: Yes No Financial Plan Amendment: Yes No
 Debt Bylaw Required: Yes No Public/Gov't Approvals Required: Yes No

Municipalities were contacted prior to funding being allocated, to determine their participation commitment in the program. All municipalities within the RDCK agreed to participate, as follows:

Municipality	# of \$100 rebates
Castlegar	10
Creston	20
Kaslo	5
Nakusp	10
Nelson	No Limit Given
New Denver	5
Salmo	2
Silverton	3
Slocan	3
Lower Kootenay Band	Waiting for response

Estimated Program Costs

The proposed project budget is detailed below

Project Costs		Funding Source	
Expenses	Total	Provincial Government	RDCK & Municipalities and potentially LKB
Advertising and promotion	\$3,000	\$2,000	\$1,000
Workshops and education	\$1,750	\$750	\$1,000
30 x \$300 rebates	\$12,000	\$9,000	\$3,000
7 x \$750 heat pump/indigenous rebates	\$5,950	\$5,250	\$700
Total	\$22,700	\$17,000	\$5,700

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

N/A

3.3 Environmental Considerations

Air quality problems attributable to wood smoke are a persistent issue in the RDCK. Wood smoke is considered more harmful to human health than smog.

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

The program works directly with local wood stove retailers. The grants are an incentive to owners of old, non-EPA wood stoves to upgrade to a new EPA certified stove.

3.6 Communication Considerations:

Staff will prepare a media release to announce the continuation of the program.

3.7 Staffing/Departmental Workplace Considerations:

The program will primarily be managed by the RDCK Environmental Services Department. Supervision will be provided by the General Manager of Environmental Services. The Environmental Services Administrative Assistant will act as the primary point of contact for the program; this position will also coordinate the rebate application, approval and issuance process. The Financial Services Manager will oversee the program grant and Finance staff will be responsible for processing cheque requisitions for program rebates.

3.8 Board Strategic Plan/Priorities Considerations:

N/A

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

Report for information only.

Respectfully submitted,
Paige Lefranc, Environmental Services Administrative Asst.

CONCURRENCE

General Manager of Environmental Services – Uli Wolf	Approved
Chief Administrative Officer – Stuart Horn	Approved

ATTACHMENTS:

Attachment A – 2021 Provincial Woodstove Exchange Program Project Proposal



CITY OF NELSON

September 13, 2021

Attention: Abby Fedorak
Administration Assistant Environmental Services
Regional District of Central Kootenay
PO Box 590
202 Lakeside Drive
Nelson BC V1L 5R4

Sent via email: afedorak@rdck.bc.ca

Dear Ms. Fedorak,

**Re: Participation with Regional District of Central Kootenay
in the 2021 Woodstove Exchange Program**

Please be advised that the City of Nelson wishes to participate in the 2022 Woodstove Exchange Program and supports the program's primary goal of improving air quality and reducing health issues attributable to wood burning.

The City of Nelson shall advertise the Woodstove Exchange Program on its municipal website and will contribute a \$100.00 rebate for each stove exchanged within the City of Nelson.

The City of Nelson looks forward to working in continued cooperation with the Regional District of Central Kootenay on this important environmental initiative.

Yours truly,

Kevin Cormack
City Manager

Village of Kaslo

Incorporated 1893

2021.09.22

Abby Fedorak
Administrative Assistant, Environmental Services
Regional District of Central Kootenay
Box 590, 202 Lakeside Drive
Nelson, BC V1L 5R4

Re. Letter of Support for 2022 Wood Stove Program

Attention: Abby Fedorak

At the Regular Meeting on September 21, 2021 it was approved that the municipality continue to support the Wood Stove Exchange Program.

Resolution #269/2021 states: *THAT the Village of Kaslo participate in the 2022 Regional District of Central Kootenay Woodstove Exchange Program, and provide \$100 in funding per stove, to a maximum of five.*

On behalf of Council, I wish to thank you for the opportunity to continue with this joint initiative.

Yours sincerely,



Ian Dunlop
Chief Administrative Officer

Box 576, Kaslo, British Columbia V0G 1M0

Tel. 250-353-2311 Fax. 250-353-7767
E-mail: admin@kaslo.ca
<http://www.kaslo.ca>





THE VILLAGE OF
NAKUSP

September 29, 2021

Regional District of Central Kootenay
Box 590
202 Lakeside Drive
Nelson, BC V1L 5R4

Attention: Abby Fedorak
Administrative Assistant, Environmental Services

Dear Abby:

2022 Woodstove Program Participation

The following is the resolution adopted by Council at their September 27, 2021 meeting:

THAT the Village of Nakusp participate in the Regional District of Central Kootenay (RDCK) Woodstove exchange program in 2022, and further that the Village of Nakusp fund up to ten (10) woodstoves for a maximum of \$1,000

Regards,

Mark Tennant
Director of Finance/Deputy CAO



The Corporation of the Village of Salmo

P.O. Box 1000
Salmo, BC V0G 1Z0
www.salmo.ca

Phone: (250) 357-9433
Fax: (250) 357-9633
Email: info@salmo.ca

October 8, 2021

VIA EMAIL

Regional District of Central Kootenay
PO Box 590, 202 Lakeside Drive
Nelson, BC V1L 5R4

RE: Woodstove Exchange Program

Dear Sir/Madam,

I am pleased to report that at the Regular Council Meeting of September 28, 2021, the following resolution #20-16-21 was passed:

"Moved and seconded, that Council partner with the Regional District of Central Kootenay (RDCK) to offer Village of Salmo residents who replace old, inefficient woodstoves with new, efficient and certified heating appliances a rebate, of which \$100 per applicant is to be paid for by the Village, to a maximum of two rebates totalling \$200".

The Village of Salmo has been a participant in the Woodstove Exchange Program for many years and we are pleased to continue to support this initiative in 2022.

Regards,

Anne Williams
Chief Administrative Officer



The Corporation of the Village of New Denver

P.O. Box 40, New Denver, BC V0G 1S0 • office@newdenver.ca

PHONE (250) 358-2316 • FAX (250) 358-7251

October 14, 2021

Reginal District of Central Kootenay
Box 590
Nelson BC V1L 5R4

Sent via email: afedorak@rdck.bc.ca

Attention: Abby Fedorak, Administration Assistant, Environmental Service

Dear Ms. Fedorak:

RE: 2022 Woodstove Exchange Program

Please be advised that at the regular meeting of Council held Tuesday, October 12, 2021 the following resolution was passed:

Moved by Councillor Fyke and seconded that the Village of New Denver participate in the 2022 Woodstove Exchange Program, and provide \$100.00 in funding per stove, to a maximum of five.

Yours truly,

Lisa Scott
Chief Administrative Officer



The Corporation of the Village of Silverton
421 Lake Avenue
Silverton, BC | V0G 2B0
Phone: 250-358-2472
Website: <http://www.silverton.ca>
Email: helliott@silverton.ca

October 14, 2021

Letter of Support RE: RDCK 2022 Wood Stove Exchange Program

At the Village of Silverton Regular Council meeting held on October 13, 2021 the following resolution was passed in support of the RDCK 2022 Wood Stove Exchange Program:

That the Village of Silverton Council agrees to participate in the RDCK Woodstove Exchange Program in 2022;

AND FURTHER that the Village of Silverton allocates up to \$300 to contribute up to three (3) \$100 rebates for the stove exchange within the Village of Silverton.

This initiative continues to be an important program that Silverton Council has supported for the past several years; supporting the Village's desire to encourage actions that help provide good air quality for residents. We greatly appreciate this program being available to Silverton residents.

Sincerely,

A handwritten signature in black ink, appearing to read "Hillary Elliott", with a long horizontal line extending to the right.

Hillary Elliott
Chief Administrative Officer
Village of Silverton



THE CORPORATION OF THE VILLAGE OF SLOCAN

P.O. BOX 50, SLOCAN, B.C. V0G 2C0

TELEPHONE (250) 355-2277

FAX (250) 355-2666

cao@villageofslocan.ca

October 14, 2021

RE: WOODSTOVE EXCHANGE PROGRAM 2021/22

Please be advised that the Village of Slokan wishes to express its support for participation in the 2021/22 RDCK Woodstove Exchange Program.

The Village has participated in this program since 2009, and will once again agree to provide a \$100 rebate to qualified applicants, to a combined maximum of \$300 for this program season.

If you have any questions or require anything further, please don't hesitate to contact me directly.

Regards,

Michelle Gordon
Chief Administrative Officer

cc: Slokan Council

Corporate Services

CASTLEGAR

460 Columbia Avenue
Castlegar, BC V1N 1G7

T 250 365 7227
F 250 365 4810

corpserv@castlegar.ca
castlegar.ca

October 19, 2021

Abby Fedorak
Regional District of Central Kootenay
Box 590, 202 Lakeside Drive
Nelson, B.C., Canada
V1L 5R4

Attention: Abby Fedorak

Dear Ms. Fedorak:

RE: Provincial Wood Stove Exchange Program Grant Application

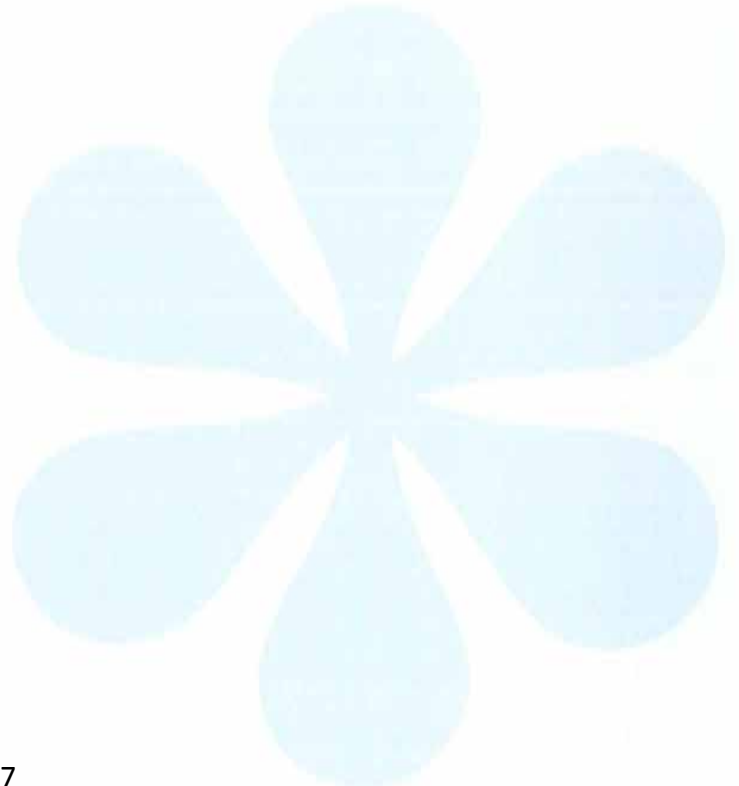
I am writing on behalf of the City of Castlegar to confirm the City's participation in the Wood Stove Exchange Program for 2022, and that the City's contribution is limited to 10 rebates of \$100 each.

The City of Castlegar has participated in the Wood Stove Exchange Program since 2010 and a key air quality policy in the City's Official Community Plan is to continue to participate in wood stove exchange programs to replace inefficient wood burning appliances.

Sincerely,



Chris Barlow
Chief Administrative Officer
City of Castlegar





TOWN OF CRESTON

PO Box 1339, 238-10th Avenue North, Creston, BC V0B 1G0

Phone: 250-428-2214 * Fax: 250-428-9164

email: info@creston.ca



File: 5820-02

October 27, 2021

Via Email: afedorak@rdck.bc.ca

Abby Fedorak, Administration Assistant Environmental Services
Regional District of Central Kootenay
PO Box 590
Nelson, BC V1L 5R4

Dear Ms. Fedorak:

Re: Woodstove Exchange Program

Please note that Council, at their Regular Meeting of October 26, 2021, passed the following resolution with respect to the Town of Creston's participation in the Woodstove Exchange Program for 2022:

Resolution #: 378-21:

THAT Council COMMITS to participate in the Woodstove Exchange Program for 2022 with the Regional District of Central Kootenay, to provide a \$100.00 per stove rebate for Town of Creston Residents or property owners, to a maximum of twenty stoves.

MOTION CARRIED

We look forward to participating in this program in the coming year. If you require additional information, please do not hesitate to be in touch.

Sincerely,

Kirsten Dunbar
Corporate Officer

TRANSIT *future*

▶ *service plan*

Creston Valley

2021



Territorial Acknowledgement

We acknowledge with respect that BC Transit carries out its work on the traditional territories of indigenous nations throughout British Columbia.

Here in the Creston Valley we are located on the unceded traditional territory of the Yaqan Nukiy within the Ktunaxa Nations.

We thank them for allowing us to live, work, and play on their lands.



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01	Creston Valley Transit Vision	06	Transit System Performance	11	Beyond 2026 Service Priorities
02	Shaping Your Transit Future	07	COVID-19 Response Plan	12	Custom Transit
03	BC Transit Future Initiatives	08	Community Engagement	13	Moving forward monitoring and implementation
04	Creston Valley Transit Today	09	Service Priorities 2021-2026	14	Acknowledgements
05	Transit Need	10	Other Transit Priorities		

01 Transit Vision

Transit is the preferred choice for residents and visitors, attracting customers through comfortable, safe, accessible and convenient service.

Transit Future Service Plan upholds community goals and objectives contained in Official Community Plans and works to strengthen the link between transportation and land-use in support of sustainable growth. The Plan also serves to inform any future local or regional transportation plans.

[Town of Creston Official Community Plan](#)

[Area A Official Community Plan](#)

[Area B Official Community Plan](#)

[Area C Official Community Plan](#)



Transportation and Land Use to reduce emissions and traffic noise



Coordinated approach to make transit the preferred choice



Transit-supportive land use policies



Development of transit to integrate with active modes



Transit links to villages, schools, medical services and appropriate facilities at transit stops

03 Shaping Your Transit Future

The role of the Transit Future Service Plan is to:

Build on existing planning and add service and infrastructure priorities for the community

Review what has changed for the community

Inform both the planning and operational activities

Drive a range of objectives and actions that will deliver a fit for purpose network across the community

Guide decision making to procure and deliver the desired network

Engage with the community



02 BC Transit Future Initiatives

Over the next five years Creston Valley will continue to push for the electrification of their transit fleet, the better integration of their transit service with active modes of transportation and getting more riders into buses.

BC Transit's Strategic Plan provides the blue print for how we will facilitate the transformation and pursue our common vision of the future to create responsive and reliable services, improving integration with other mobility providers, introducing electronic fares, building more transit supportive infrastructure and transitioning to greener fleets.

For more information, please visit:

<https://www.bctransit.com/transforming-your-journey>

Low Carbon Fleet Program

<https://www.bctransit.com/low-carbon-fleet-program>

Digital On Demand

Electronic Fare Strategy

NextRide

BC Transit Development Referral Program

<https://www.bctransit.com/development-referral-program>

BC Transit Future Initiatives

Low Carbon Fleet Program

First deployment of electric buses will happen in the Victoria Regional Transit System in 2022.

BC Hydro will help determine the readiness of the electricity infrastructure to support electric fleets across the province.

BC Transit will work with the Ministry of Transportation and Infrastructure to refine the anticipated funding requirements, for buses and new operation and maintenance facilities.

Electronic Fare Strategy

Smart ticketing providing new ways to pay. BC Transit is working to not only improve rider convenience but also enable mobility partnerships and create new data collection opportunities. Systems will also accommodate a mix of fare products, including cash fares. The system will also be able to operate in areas with low-cell phone coverage/service.

Digital On Demand

Digital On Demand Transit uses technology to dynamically dispatch a bus, van or fleet of vehicles dictated by riders. BC Transit is currently completing a feasibility study to determine how and where digital on demand transit may be delivered in communities across BC. The feasibility study findings are expected to be shared in early 2022.

Next Ride

Door to door journey planning . Provides bus location information to customers via transit apps, enhances operations control and route information for the operator.

Development Referral Program

Local governments or developers can send any referrals and supporting information to BC Transit to review and provide comments to the local government or developer about how the proposal may effect current of future transit service and infrastructure and how the application or plan could be changed to better support current or future transit service and infrastructure.



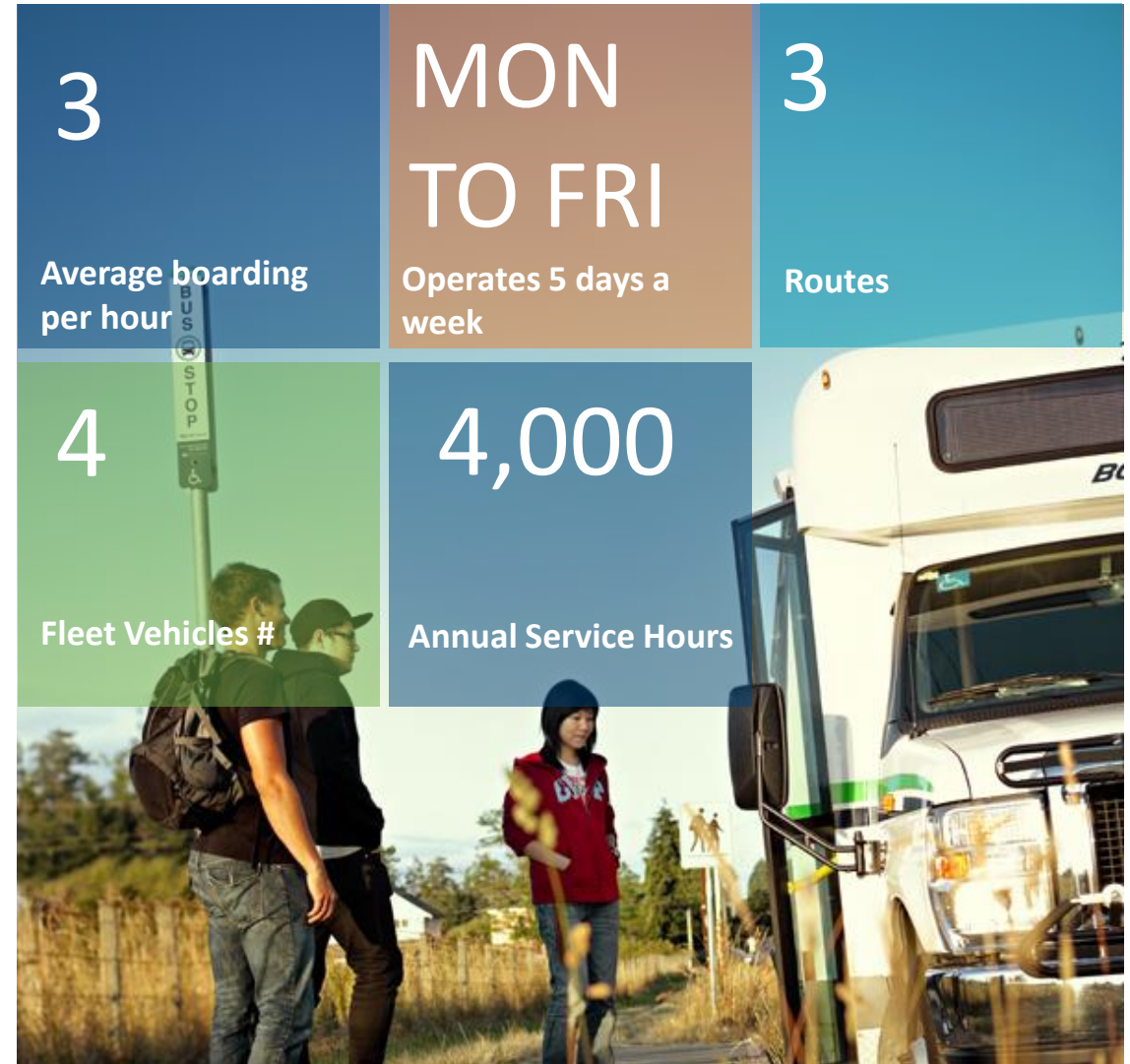
04 Transit Today

Creston Valley Transit Provides an Essential Service

The system is delivered through BC Transit’s innovative cost sharing model and in coordination with the Regional District of Central Kootenay (RDCK). Final decision on fares, routes and service levels are made by the RDCK.

Recent Changes to the System include:

- Adding scheduled service the Creston & District Community Complex
- Transitioning West Creston route into by-request service



04 Transit Today

Creston Valley Transit Network

The Creston Valley Transit network is comprised of the following services:

Fixed Route:

- 1 Town Shuttle/Erickson*
- 4 Wynndel

Health Connections:

- 6 Creston – Cranbrook Connector, funded by Interior Health Authority

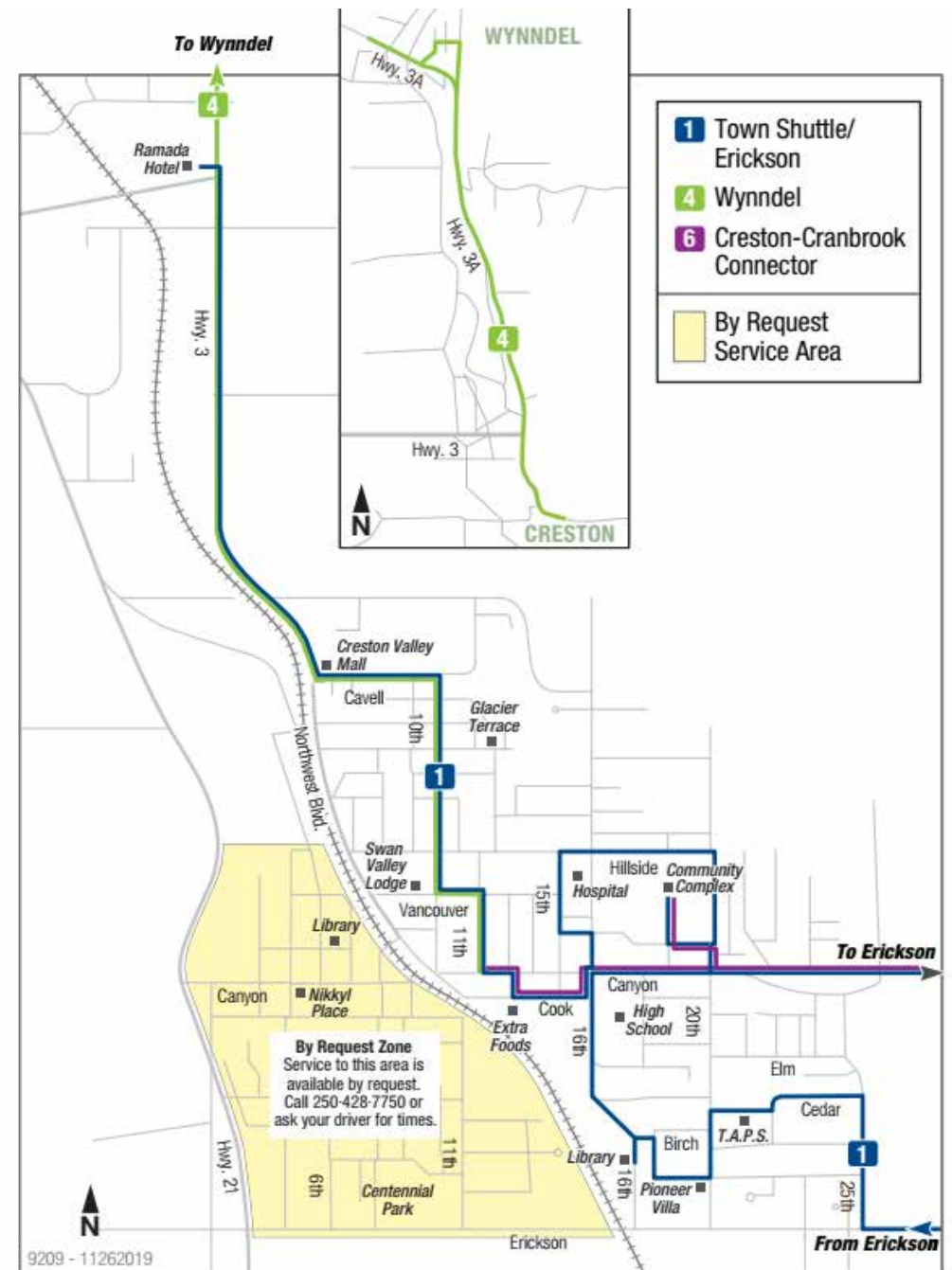
By-Request Service:

- Available Mondays (8:50-9:30 a.m., 3:10-3:45 p.m.) and Thursdays (8:00-9:30 a.m., 3:20-3:45 p.m.)

handyDART

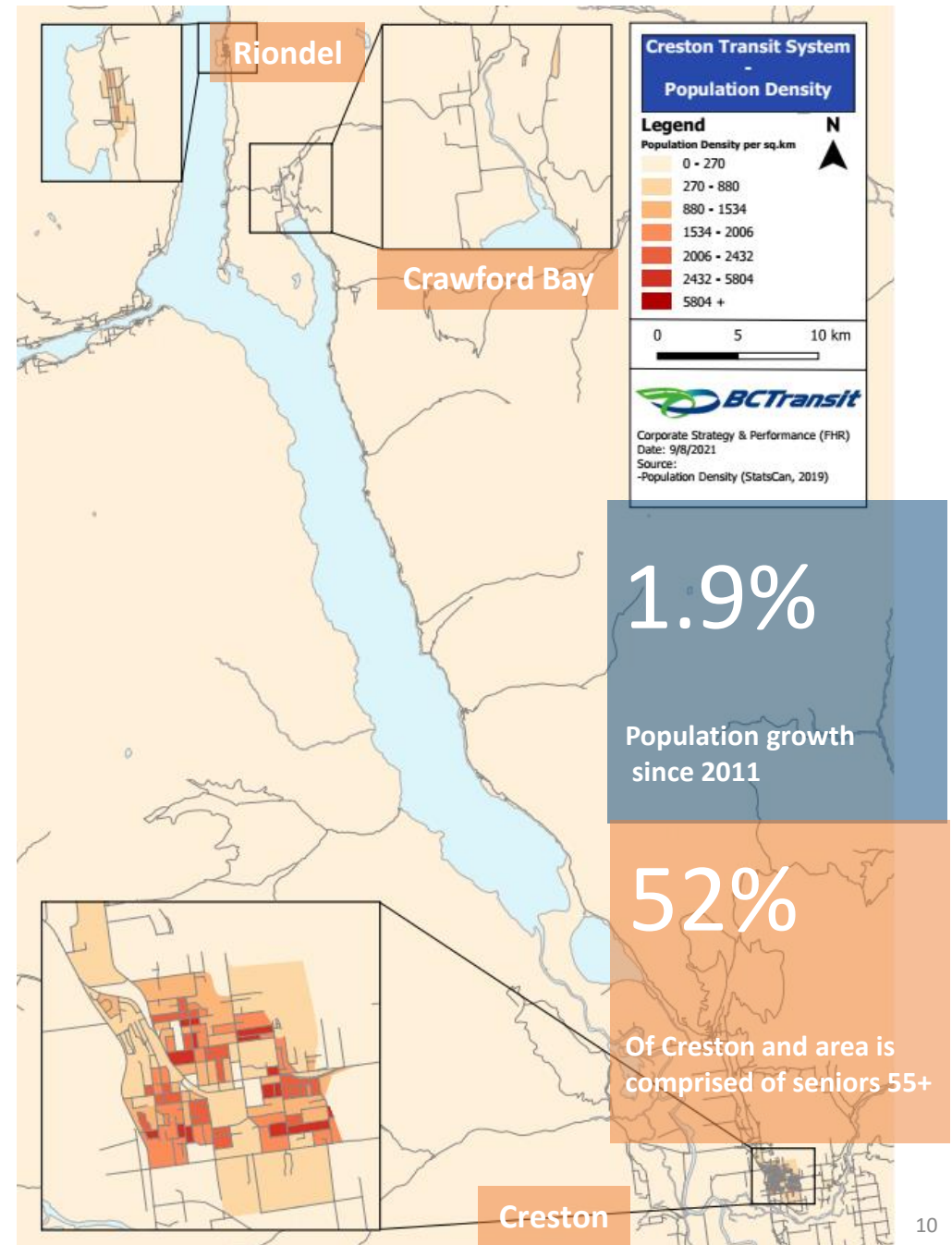
- Available Monday to Friday, 7:30 a.m. to 3:30 p.m.

*Route 1 also offers by-request service to the Centennial Park area on select trips



05 Transit Need

The population in the Creston Valley and surrounding areas (Areas A, B and C) increased from 2011 to 2016 by 1.9%. Over half of the population in the area is aged 55+. With senior populations continuing to increase in the area, providing access to services for this population will continue to be a priority in this area.



06 System Performance

Ridership over the last five years has remained steady, until the decrease due to the onset of the pandemic.

Key Takeaways

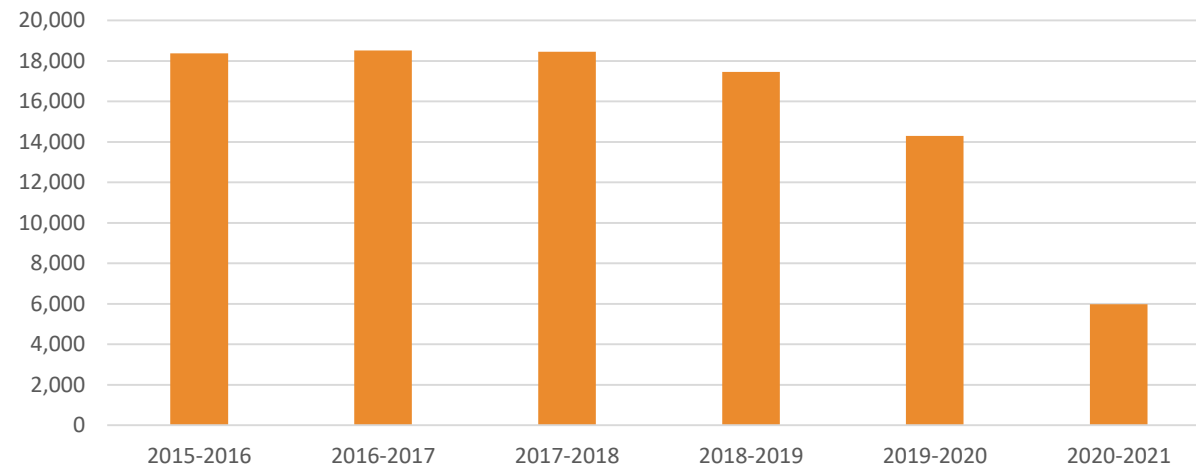
handyDART is working well to service a population that is unable to take fixed route transit.

Fixed route service provides an essential service in the community.

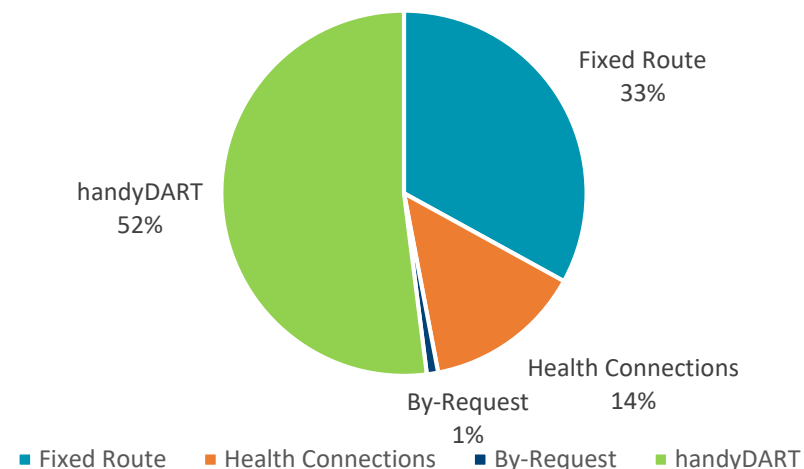
Health Connections provides a vital link to Cranbrook for those needing to access medical services.

By-Request Service has an opportunity to grow, by providing an additional flexible service that does not have eligibility requirements.

Total Annual Ridership



Percentage of Ridership by Service Type (2019-2020)



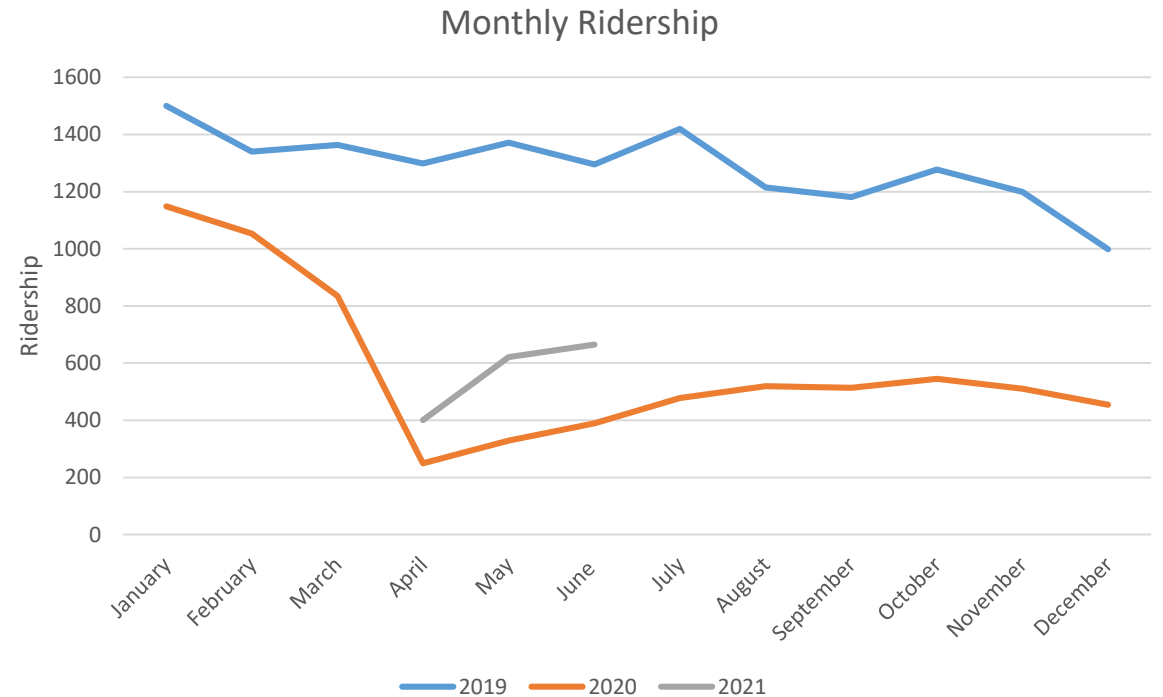
06 System Performance

COVID-19 Impacts

As expected, given the British Columbia's Public Health Officer's advice to limit non-essential travel, transit ridership in the Creston Valley was impacted. As with other transit systems across BC, ridership dropped significantly during March 2020, decreasing by 81% (comparing April 2020 to April 2019). Since then, ridership has slowly recovered, and as of June 2021 has recovered to 51% of August 2019 ridership.

Key Takeaways

- Ridership return has remained relatively steady, indicating that customers rely on transit as an essential service.



81% ↓

Ridership low point

49% ↓

Ridership in August 2021 compared to 2019 levels

3% ↑

Average rate of ridership recovery

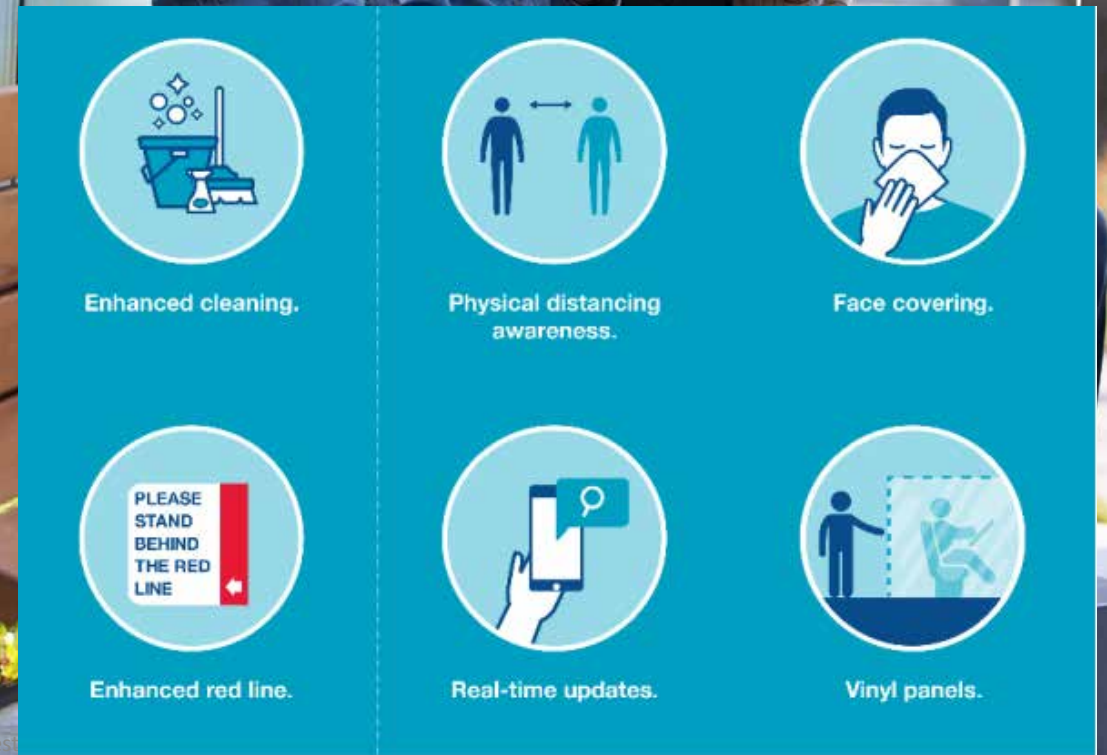
07 COVID-19 Response Plan

BC Transit's top priority is the safety of our passengers and operators.

Following the guidance of the Provincial Health Office and WorkSafeBC, and drawing on the best practices of the transit industry worldwide, BC Transit has implemented measures on our buses to respond to COVID-19, and have put a plan together to align with BC's Restart Plan. The key measures are summarized in Figure 1, but the full strategy and details can be found at <https://bctransit.com/COVID19>.

To support ridership return, the Province of British Columbia has provided restart funding to the Local Government sponsors to ensure the continued effective delivery of transit across your transit system.

The **Free Transit for Children 12 and Under Program** was introduced in September 2021 and will be instrumental in boosting ridership and rebuilding confidence in our post pandemic recovery. This program also aligns with BC Transit's commitment to delivering initiatives to drive new and effective measures to improve the transit experience. The program will help grow young ridership, create life-long transit users and further reduce congestion on our roads.



08 Engagement

How we Engaged with the community

As part of BC Transit’s commitment to public engagement, outreach was carried out to identify draft service priorities through workshops, conversations with key stakeholders.

Public engagement was launched online from April 6, 2021 to May 4, 2021. BC Transit also worked with the RDCK to deliver paper surveys in response to community feedback. Marketing to the community was facilitated through a variety of tools including a project website, posters, internal bus ads and social media advertisements.

30 per cent of those accessing the engagement website were “engaged”, meaning they contributed to a tool available on the website. This exceeds a best practice target of 12 per cent.



8 Key Stakeholder Representatives



293 Total Comments



35 Pins Added to Map



214 Online Survey Respondents

Stay engaged!

Check out the engagement summary and register for future updates
engage.bctransit.com/creston2021

08 Who we heard from

Key Findings:

- Though transit use stayed the same for some throughout the pandemic, 62% have used transit less since the onset of the COVID-19 pandemic
- Of those who use transit, 58% use Route 6 Creston-Cranbrook Connector
- Most transit riders use transit for shopping, errands, and medical appointments

33%

Live in Creston

24%

Live in Kootenay Bay,
Crawford Bay and
Riondel

37%

Use transit for
shopping and errands

35%

Use transit for
medical purposes

60%

Are age 60+

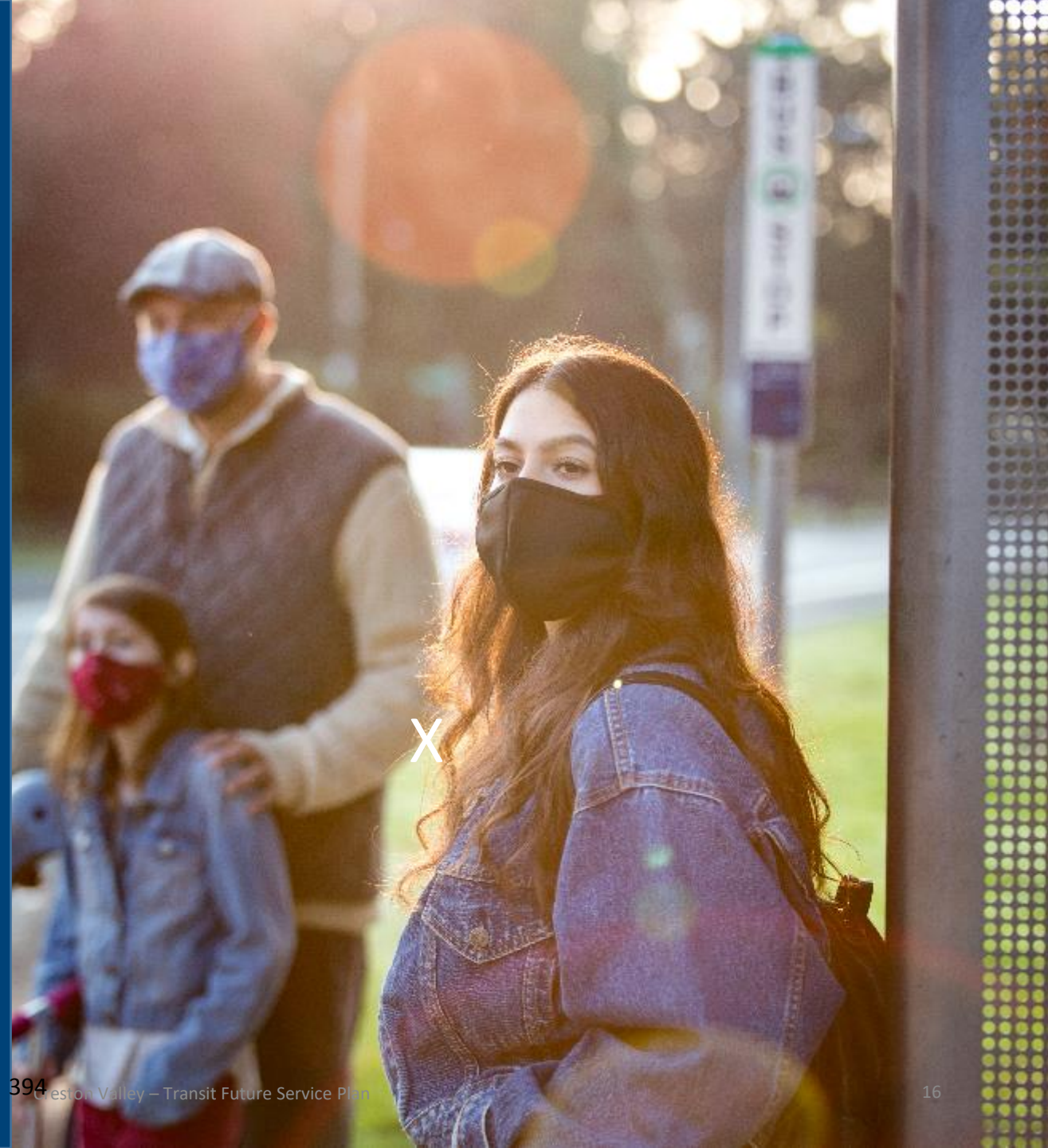
33%

Transit use stayed the
Same during COVID



08 What we heard

- Strong support for East Shore service
- Desire for more by-request service and information on how to use the service
- Health Connections to Cranbrook is important, and service should support connections to this route
- The availability of different services on different days creates confusion



09 Service Priorities 2022-2026

Priority	Description	Expansion Resources*
Introduce service between the East Shore and Creston	Introduce a new route that provides service between Riondel, Kootenay Bay, Crawford Bay and Creston on Thursdays to connect with route 6 Creston – Cranbrook Connector	700 service hours, 1 bus
Extend service span on 1 Town Shuttle/Erickson	Add 8:50 a.m. trip and 3:20 p.m. trip that currently operate Wednesdays only Monday through Friday	200 hours, 1 bus
Monday through Friday by-request service	Operate by-request service Monday through Friday, with a trip window in the morning 8:00 – 10:00 a.m. and trip window in the afternoon 2:00 – 4:00 p.m.	1,000 hours, 1 bus
Additional service days for route 4 Wynndel	Add service on Monday, Wednesday and Thursday (Friday service levels)	300 service hours, 1 bus

*vehicle resources are calculated separately for each priority, and may change as other priorities are implemented

East Shore/Creston

This proposal looks introduce service to the East Shore, including Crawford Bay, Kootenay Bay and Riondel. This new would operate one day per week as an introductory service, on Thursdays, with 3 round trips per day. It would connect to route 6 Creston – Cranbrook connector, and would also provide additional service to Wynndel.

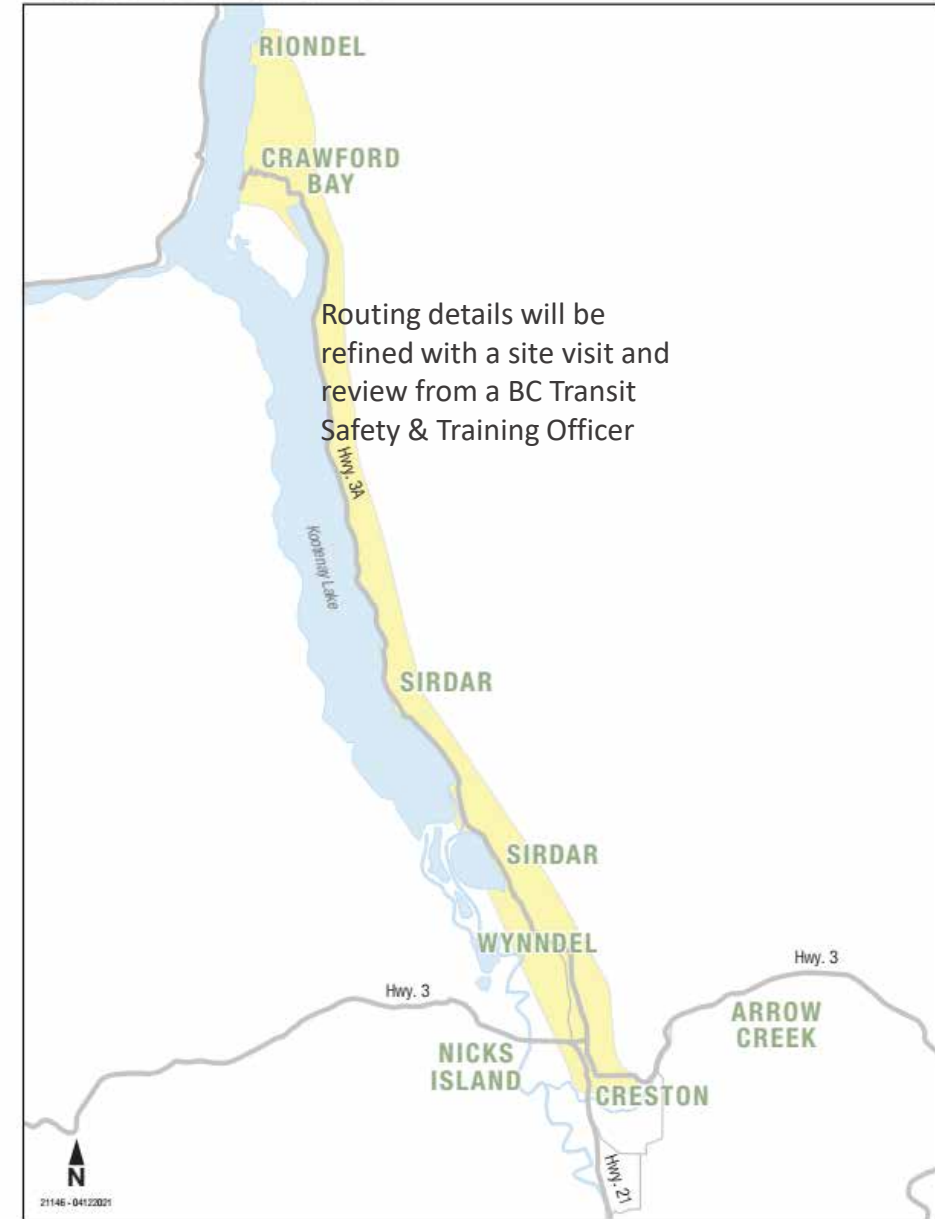
700

Annual service hours

1

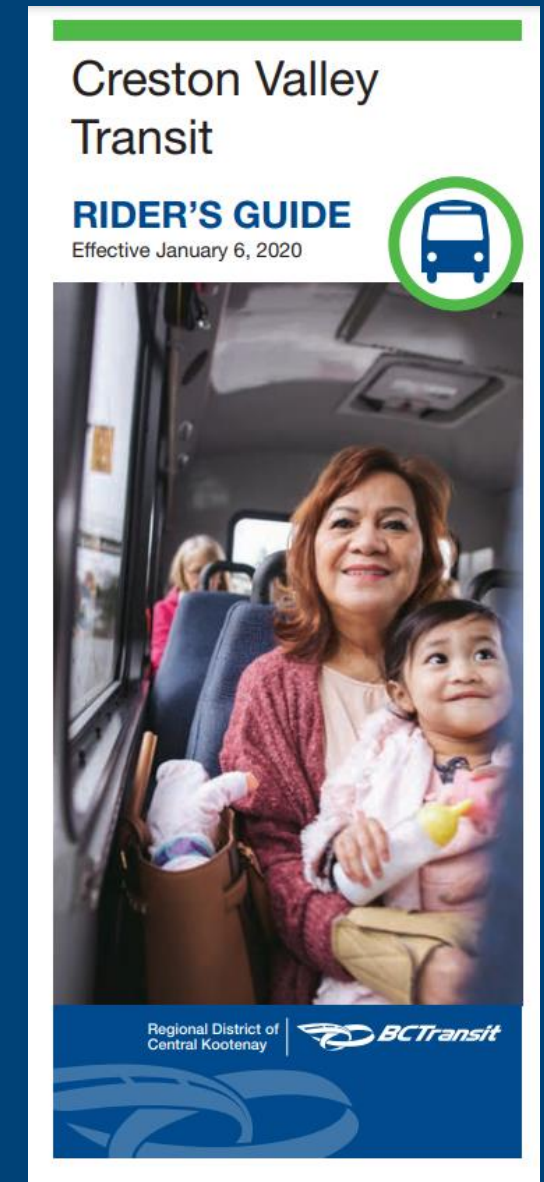
Light-duty vehicle

Proposed East Shore Service



10 Other Transit Priorities 2022-2026

Priority	Description	Resources / Partners
Improve information and promote the transit system	Add additional information in the Rider's Guide about by request service, promote travel training within the community	BC Transit, Regional District of Central Kootenay
Invest in bus stop infrastructure	<p>Improve accessibility, safety and provide additional amenities</p> <ul style="list-style-type: none"> • Seek investment in shelters through the BC Transit Shelter Program • Seek investment through RDCK capital planning • Minor betterments funding 	BC Transit, Regional District of Central Kootenay, Ministry of Transportation and Infrastructure



11 Beyond 2026 Service Priorities

Priority	Description	Estimated Resources
Additional service day – East Shore/Creston	Add service on Tuesdays to connect with route 6 Creston – Cranbrook Connector	700 service hours
Earlier weekday service on 1 Town Shuttle/Erickson	Add an additional trip before 8:50 a.m.	200 service hours
Earlier weekday service on 4 Wynndel	Add 8:14 a.m. trip that currently operates Tuesdays only to all weekdays	100 service hours
Later weekday service on 4 Wynndel	Add 4:50 p.m. trip that currently operates Tuesdays only to all weekdays	100 service hours
Later weekday service on 1 Town Shuttle/Erickson	Add an additional trip to extend service span to approximately 5:00 p.m.	200 service hours

12 Custom Transit

Custom Transit

Custom transit is a very important component of the Creston Valley Transit System, providing 52% of ridership in 2019-2020.

As conventional services expand in the transit system, it is important to ensure that a similar service span is offered on the custom transit system.



13 Moving Forward

Monitoring + Implementation

Performance of the transit system is monitored on an annual basis, which is typical for transit systems of this size. Performance may be monitored more closely after a significant service change to evaluate the change.

Service improvements will be integrated into the Three Year Transit Improvement Process (TIP), which is updated on an annual basis. Infrastructure improvements will be incorporated into BC Transit's Capital Plan. Prior to implementation of service changes, BC Transit planning staff will work with staff at the Regional District of Central Kootenay to ensure service improvements appropriately reflect local needs. Additional targeted engagement may be conducted.



14 Acknowledgments

Thank you

The development of this Service Plan provides the planning overview for the development of the Creston Valley transit system.

This plan was made possible by participation from provincial and local governments, key stakeholders and the public. BC Transit would like to thank staff from:

- Regional District of Central Kootenay
- Arrow and Slokan Lakes Community Services
- NextGen Transit





Quarterly Report

Q4 2021

Corporate Administration

rdck.ca

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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
Engage Yaqan Nukiy Staff to discuss Opportunities for Partnership	2020-10-19	GM Development and Community Sustainability	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2022-12-08	This is a standing item that will be directed by the Senior Management Team. Steps taken to date are: CAO and GMDCS met with Senior Staff at Yaqan Nukiy; Discussed Protocol Agreement and next year elections; Arrived at a decision to prepare an MOU as a first step to lay the foundation for the Protocol Agreement.
Dog Control - Area A, B, C with options of adding Town of Creston	2020-10-10	GM Development and Community Sustainability	Part of RDCK Core Services	Area A,Area B,Area C,Town of Creston	1% to 20% complete	2022-12-09	RCMP has advised if a dog control service were to be put in place then they may enforce it if there are not other pressing issues under criminal code or domestic violence which would be the priority. Due to current staffing issues and backlog of priority items Research Analyst and RDCK Bylaw Enforcement Staff will bring this item forward to RAC late 2022.
Review Geospatial Service Delivery	2020-09-17	GM Development and Community Sustainability	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	2022-02-01	The GiS Fees and Charges Bylaw was referred by Board until January 2022. Upon approval staff will proceed with implementation. In the 2022 budget.
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	1% to 20% complete	2022-12-20	Areas F and H have notified staff they wish to proceed with a referendum during elections in 2022 to seek voters assent to expand the local conservation service in their areas. Areas C and G have notified staff they wish to proceed by way of Alternative Approval Process and staff is recommending engaging in this process in 2023 post elections. The Kootenay Conservation Program, the contractor who supports the service delivery, will be coordinating public engagement for Areas F and H in April of 2022.
Kootenay Boundary Farm Advisory	2017-03-31	GM Development and Community Sustainability	Food security and Agriculture	Entire RDCK,Multi Regional	80%- 99% complete	2023-06-01	The KBFA program has supported 29 farmers one on one, provided expertise to 5 and conducted 6 farm visits over fall months. A new General Advisor was hired by contractor Keefer Ecological who has been allocated to KBFA to support the team. Several new events are scheduled for December, January and February.
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	60%- 80% complete	2022-04-30	Assistant Building Manager has been hired and a training program is under development.

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
				Nakusp,Village of Silverton,Village of New Denver,All Electoral Areas			Assistant Building Manager position remains vacant as the department continues to staff front line BO roles, including Creston
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. Fall 2021 meetings planned with RDCK GM D&CS, MB and Village CAO's.
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	1% to 20% complete	2022-04-30	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.
Building Services Policy Review	2018-01-01	Mgr. Building	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2021-12-31	Policy review on hold until staffing capacity is increased.
Emergency Management Plan Revision	2018-01-10	Mgr. Community Sustainability	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2022-12-17	Current Status: Province released paper on "What We Heard" from EPA review process. New EPA legislation is expected to be released Fall '22. Possible Barriers: Significant changes to the requirements of an emergency plan are expected through the new legislation. Next Milestone(s): Complete review to include proposed changes to the EPA. Approval from stakeholders and EPEC; Presentation to Board; Approval of Board
2021 Response Season Debrief	2021-09-01	Mgr. Community Sustainability	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2021-10-31	Current Status: Debrief sessions with staff engaged during response season are complete. Final report in preparation. Possible Barriers: none anticipated. Report may include recommendations for further initiatives. Next Milestone(s): Complete draft of the After Action Report. Approvals from stakeholders.
2022 Emergency Operations Centre Preparedness	2021-10-04	Mgr. Community Sustainability	Part of RDCK Core Services	Town of Creston,Village of Salmo,Village of	1% to 20% complete	2022-05-01	Annual preparedness activities for the EOC include: EOC training and exercises, EOC rostering, EOC facility preparedness, Emergency Notifications training. Current Status: Data gathering and planning. Next Milestone: Complete needs

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
				Kaslo, Village of Slovan, Village of Nakusp, Village of Silverton, Village of New Denver, All Electoral Areas			assessment. Build plan for training and exercise/s. Review & Approval. Execution. Possible Barriers: Availability of EOC personnel deployed from other departments. Budget.
2022 Community Preparedness	2021-10-04	Mgr. Community Sustainability	Part of RDCK Core Services	Town of Creston, Village of Salmo, Village of Kaslo, Village of Slovan, Village of Nakusp, Village of Silverton, Village of New Denver, All Electoral Areas	1% to 20% complete	2022-05-01	Annual community preparedness activities include: <ul style="list-style-type: none"> - Communications calendar for weekly publications - Emergency Support Services updates - Site-specific emergency plans - Regional sandbag coordination After 2021 wildfires there are a number of areas that require attention. Residents are keen to develop their preparedness for future events. Typically this results in added workload as compared to years not adjacent to a major event. EMBC is continuing ESS modernization. Current Status: Planning. Next Milestones: Implement plan. Possible Barriers: Delay to ESS modernization from EMBC
Recruiting Wildfire Mitigation Supervisor	2021-08-10	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	20% to 40% complete	2022-01-11	Recruitment process to replace previous Wildfire Mitigation Supervisor who resigned from the position. Current Status: Second interviews stage. Next Step: Offer to successful candidate - Hoping to have them start mid to late Feb.
Operational Fuel Treatments	2016-08-01	Mgr. Community Sustainability	Wildfire Management	All Electoral Areas	40% to 60% complete	2022-01-10	Current status: <ul style="list-style-type: none"> - Selous: 5 ha of hand treatment to be completed this fall. Remainder in '22 - QB North: CCC coordinating post harvest clean up - QB South: New revelations with Fortis work caused delays in treatment. Spring '22 for completion - Woodbury: Mechanical Harvesting Next Milestones: Tender/project completion pre-snow. Confirm of funding ext from FESBC. Possible Barriers: Forestry economics, funding from FESBC
NDMP 3 - Mitigation Options Assessment	2021-02-18	Mgr. Community Sustainability	Not aligned with a Strategic Priority	All Electoral Areas	1% to 20% complete	2022-04-30	Current - 3 sites have been selected: Salmo, Duhamel, and Eagle Creek. Next - Project must be completed by end of March. High level work plan is below P1 - Review of 16 high risk areas from S2 NDMP.

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Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							P2 - Shortlist sites based on viable options P3 - Mitigation concept development P4 - Mitigation Options Analyses - stakeholder engagement P5 - Prelim design and costing - project complete
Wildfire Risk Reduction Group Pilot Project - CBT Grant Funded	2019-04-11	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	1% to 20% complete	2022-12-31	Current Status: Staff are looking to refine the project to focus on developing best practices for engaging the public during fuel mitigation work. With lumber prices down and stumpage rates high, licensees are not moving quickly to work on fuel mitigation projects. Next Milestone: Refine scope with CBT. Procure a PM for project. Possible Barriers: CBT does not agree with new scope
FireSmart 2021 - Neighbourhood Recognition	2020-11-19	Mgr. Community Sustainability	Wildfire Management	Town of Creston, Village of Salmo, Village of Kaslo, City of Castlegar, Village of Nakusp, All Electoral Areas	80%- 99% complete	2022-02-01	Current Status: A neighbourhood has to become established (pending), then apply for recognition. This results in 3 phases of the process: Pending; Established; and Recognized. Currently there are 11 Pending; 21 Established; and 14 Recognized. Extra staff has been funded via CRI S3 to support these neighbourhoods in the process until Dec 31. Next Milestone: Recognition application deadline was Dec '21. We'll see how many are recognized.
Crown Land Wildfire Fuel Mitigation - Impacts of the Province taking over	2020-02-20	Mgr. Community Sustainability	Wildfire Management	All Electoral Areas	60%- 80% complete	2021-07-01	Current Status: Board workshop #2 with BCWS has been further delayed due to wildfires and RDCK WMS leaving. With experience it is becoming more clear that it is unclear where LG fits into the new WRR process between Licensees and BCWS/FLNRORD. Next Milestone: Solidifying the date of the presentation and ensuring all required/necessary parties can be in attendance. Send out invitation to stakeholders for participation. Possible Barriers: Post wildfire debriefs etc... may limit availability of BCWS staff.
ERIE Creek Flood Prevention - Service Investigation	2021-03-18	Mgr. Community Sustainability	Not aligned with a Strategic Priority	Area G	Not Started	2021-12-31	Current - A report updating Board on NDMP S3 progress is going to January Board. Next - Once NDMP S3 is complete staff will be able to provide a more accurate picture of what a flood mitigation service would look like.

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Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
RDCK State of Climate Action (SoCA)	2019-08-08	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2030-05-04	Current Status: SoCA 2021 is complete and will be distributed in January 2022. Staff are working towards a digital dashboard for 2022 Next Steps: SoCA 2021 and updated Board recommendations regarding more ambitious climate action will be brought to the Board in February 2022 Possible Barriers: None at this time
RDCK Climate Action Strategy	2019-08-08	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	20% to 40% complete	2022-12-17	Current Status: Better Building Policy being reviewed by Board with adoption on the agenda in January Next Steps: Bring Purchasing Policy and development of Climate Action Guidelines as well as more ambitious climate action targets in February 2022 Possible Barriers: None at this time
Regional Food Security Strategy	2020-06-15	Mgr. Community Sustainability	Food security and Agriculture	Entire RDCK	80%- 99% complete	2022-10-19	Current Status – Regional Food Security Action Plan has been received and reviewed by staff. In December the Board directed staff to work with Central Kootenay Food Policy Council to proceed with the proposed actions of the Regional Food Security Action Plan: <ul style="list-style-type: none"> • Recommendation 3.3 - Support annual Farm & Food Directory via paid advertisements and • Recommendation 3.7 - Develop full inventory of food assets in the Central Kootenay with costs of no more than \$3575 to be paid from Service 105 Community Sustainable Living Service. Next Milestone/Steps – Work with CKFPC to implement
100% Renewable Energy Plan	2019-04-04	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	2022-02-26	Current Status: A report will be presented to RAC for consideration and possible recommendation to the Board in February 2022. Will included proposed integration into the Climate Action Strategy. Next Steps: Waiting direction from the Board. Possible Barriers: None at this time
Regional Invasive Species Strategy proposal for implementation	2021-06-14	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2022-09-10	Current Status – A proposal to conduct inventory on RDCK properties and develop an implementation plan for the Regional Invasive Species Strategy will go to the Board in January Next Milestone/Steps – Waiting Board's direction Possible Barriers – None at this time

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
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Watershed Governance Initiative	2018-12-13	Mgr. Community Sustainability	Water Protection and Advocacy	Entire RDCK	20% to 40% complete	2022-10-07	Current Status: Phase 3 underway with focus on continued relationship building, mapping, and water monitoring. Board direction in December 2021: 852/21 That the Board direct staff, Community Sustainable Living Advisory Committee Chair and Board Chair to work with MLA Anderson to develop a relationship with Forest Lands Natural Resource Operations and Rural Development and host community forums focused on watershed governance and stewardship in 2022. Next Steps: Deliver community forums beginning with Creston agriculture community water forum in February Possible Barriers: None at this time
Rural Development Institute Climate Adaptation Indicators	2019-03-21	Mgr. Community Sustainability	Coordinated Service Delivery	Multi Regional	80%- 99% complete	2021-10-12	Current Status: This project is now officially complete. The last 2 projects - asset management and climate adaptation & social media for climate action have come to a close both are linked with the RDCK's Climate Action Strategy & State of Climate Action work. Next Steps: None at this time Possible Barriers: None at this time
SES - Green Transportation	2020-08-20	Mgr. Community Sustainability	Not aligned with a Strategic Priority	Entire RDCK	1% to 20% complete	2022-08-31	Current: -Collected Fleet data for EV Assessment -Providing advice to BC Hydro and KCET for EV chargers - ID'd location in Fauquier Ferry Terminal Next: -Create guidelines and practices for RDCK internal fleet -Work with Kootenay Clean Energy Transition and CEA EV program to support and advise -Apply for CleanBC EV funding for RDCK Fleet evaluation Barriers: -Capacity of RDCK Research Analyst. Limited authority regarding public transit (BC Transit) -Rudimentary tracking system currently in place limits available data on fleet
SES - Demand Management -	2020-08-20	Mgr. Community Sustainability	Not aligned with a	Entire RDCK	40% to 60% complete	2022-08-31	Current: - REEP 2.0 application being refined after comments from FCM - Support ongoing for REEP 1.0 residents with many rebate programs available >700

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
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Community - REEP Existing Homes			Strategic Priority				residents to date - Working with CEA and REEP partners Nelson Hydro to align with Kootenay Clean Energy Transition - Working with provincial, utility and federal bodies to inform and guide best approaches for new rebate programs - Educating builders on Preferred Registered Contractor requirements and the need to register to be eligible - rebates - Working to support retrofit building code plan Next: - Submit REEP 2.0 application
SES - Demand Management - Community - REEP New Construction	2020-08-20	Mgr. Community Sustainability	Not aligned with a Strategic Priority	Entire RDCK	60%- 80% complete	2022-08-31	Current: - Step Code Step 1 adoption throughout RDCK feedback continues to be positive - Developed Built Better proposal with RDKB for 2022 - first draft submitted to Fortis for review - Working with BC Step Code subcommittee to ensure semi/rural areas are being considered - REEP 2. 0 application almost complete to support New Builds - List of case studies and scope developed - RFQ issued to contractors Next: - Complete Step Code case studies - Submit REEP 2.0 application to FCM - Finalize Built Better funding and submit to Board for approval Barriers:
SES - Demand Management - Corporate	2020-08-20	Mgr. Community Sustainability	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2022-08-31	Current: - Signed up additional 3x Fire Halls for Fortis free energy assessments - Lakeside RTUs mechanical & roof design RFQ issued - Better Buildings Policy submitted to Board - Developed efficient Fire Hall template design proposal to Fortis for funding with RDKB, RDCO & RDOS Next:

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							<ul style="list-style-type: none"> - Lakeside RTU & roof design contract award & options analysis - Portfolio Manager (Fortis Info Permitting) - Fire Hall Template design development Barriers: <ul style="list-style-type: none"> - Time & staff capacity - No RDCK Asset Manager - No ESPM auto upload of FBC & NH da
Neighbourhood Emergency Preparedness Program	2021-02-01	Mgr. Community Sustainability	Part of RDCK Core Services	Town of Creston, Village of Salmo, Village of Kaslo, Village of Slocan, Village of Nakusp, Village of Silverton, Village of New Denver, All Electoral Areas	40% to 60% complete	2022-05-01	NEPP further extends work done to promote household preparedness. Builds resilience in communities. Mitigates Response cost & effort. Guided by wise practice as part of Emergency Management cycle. Current Status: Template for community/neighbourhood emergency plan developed. Continuing with promotion and rollout. Arranging in-person facilitation sessions. Possible Barriers: Expectations for support or capital that exceed current resources
Subdivision Servicing Bylaw Review	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2022-07-29	369/20 That the Board DIRECT staff to undertake the RDCK Subdivision Bylaw Review as described in the Committee Report – RDCK Subdivision Bylaw Review dated April 28, 2020. Next steps: summarize progress to date to accompany work plan, and initiate internal engagement. Review of staff resources currently required to confirm Subdivision Bylaw requirements with applicants.
Kootenay Lake Watercourse DPA Project	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area A, Area D, Area E, Area F	60%- 80% complete	2022-03-31	On April 16, 2020, the Board directed staff to undertake the Kootenay Lake Development Permit Review (Resolution #314/20), and approved the Review's Project Charter. Coordinating engagement activities with Kaslo to align with their OCP Review (awaiting response from Kaslo) Kootenay Lake buffer analysis underway with GIS staff. Proceed with Phase 3/3 of public engagement (DPA Drafting & stakeholder input).

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Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							December 2021 - Kootenay Lake analysis complete. Results summary being compiled to be presented to Directors in early 2022.
Area E OCP Expansion	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Area E	1% to 20% complete	2022-07-01	375/20 That the Board direct planning staff to expand the Electoral Area E Official Community Plan to include the south border of the City of Nelson to Ymir Road. Preliminary meeting with Area Director and confirming actual land uses with GIS Next steps: explore interest in this initiative through the "Area E Open House on Land Use" initiative planned for 2021. December 2021: Staff will evaluate options based on feedback from the "Community Conversations" Survey (Area E Open Houses initiative).
Area E Open House on Land Use	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Area E	80%- 99% complete	2022-08-31	376/20 That the Board direct planning staff to plan public open houses in Area E (Harrop/Procter and Balfour) in 2020 to allow residents to ask questions and find out the regulations applicable with zoning. Open Houses held in June/July 2021 with Director and Planning Staff. Questionnaire survey active from November 1 - December 10, 2021. Staff are analysing the survey data from 400+ responses to create a community summary report.
Grohman Creek Dock Service Feasibility Study	2021-06-15	Mgr. Planning	Not aligned with a Strategic Priority	Area F	1% to 20% complete	2021-12-31	Contract agreement signed with Urban Systems Limited (USL) to complete the work. No proposals received from RFP process. Staff worked with USL to amend the scope of work to reflect a manageable work plan for the budget. USL working to establish a high-level cost estimate for the construction of docking facilities and will meet with the Grohman Creek Docking Society (GCDS) and RDCK staff in late-January/early-February 2022.
OCP & ZBL Amendments Re: Accessory Buildings and TUP's	2020-09-17	Mgr. Planning	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2022-02-18	OCP's have been adopted except Area I & J which is deferred to Jan. CLUBs for A, B, C, D, & G on Jan Board agenda for adoption. ZB for FIJK Public Hearing waived consideration of 3rd reading in Jan.
Housing Action Plan	2021-05-20	Mgr. Planning	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2022-06-01	That the Board direct staff to undertake the following Recommended Next Steps as described in the Housing Action Plan Options Report to Board date May 6, 2021: i. Zone and incentivize infill; ii. Support not for profit housing providers;

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							iii. Facilitate non-market development on underutilized and vacant land; iv. Create a housing action plan; and, v. Investigate housing authorities. Staff have initiated action for items i, iv & v. Staff investigating grant opportunities for hiring a consultant or incorporating into 2022 budget
Agricultural Policy Review - Phase 2	2019-03-25	Mgr. Planning	Food security and Agriculture	Entire RDCK	40% to 60% complete	2022-03-31	Updated work plan approved by Board at Sept meeting to include new ALC changes to secondary residences. Engagement completed including interviews, focus groups and survey. Engagement results will be presented to RAC & CVAAC.
Area D Open Houses on Land Use	2020-02-20	Mgr. Planning	Part of RDCK Core Services	Area D	100% complete	2021-10-25	20-Feb-20 159/20 That the Board direct planning staff to plan public open houses in Area D in 2020 to allow residents to ask questions and find out the regulations applicable with zoning and other land use regulations. 4 meetings hosted through March and April, and followed up by a survey. Results have been compiled. Met with APC Oct 25th.
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	20% to 40% complete	2022-09-30	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 renewed community engagement in 2022.
Playmor Junction Zoning Bylaw	2020-02-20	Mgr. Planning	Part of RDCK Core Services	Area H	Not Started	2022-07-01	20-Feb-20 121/20 That the Board direct staff to include the development of a zoning bylaw for Playmor Junction Area to their work plan. Next steps: staff working with Area Director to plan public engagement activities
Area H North OCP Review	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area H	Not Started	2022-07-01	16-Apr-20 279/20 That the Board direct 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. Next steps: Staff to work with Area Director to plan public engagement activities.
Campground Bylaw Review	2018-04-19	Mgr. Planning	Not aligned with a	All Electoral Areas	Not Started	2022-08-18	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

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
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			Strategic Priority				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.
Kootenay Lakes Partnership	2011-03-03	Mgr. Planning	Water Protection and Advocacy	Area A,Area D,Area E,Area F,Area H,Village of Kaslo, City of Nelson	60%- 80% complete	2021-12-31	This is an on-going initiative or partnership with key stakeholders. Updating DPA's for EA's around Kootenay Lake key contribution of RDCK to this partnership. Staff has completed a "Resource for Kootenay Lakeshore Living", which is a guide to promote stewardship best practices.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Arrow Creek/Erickson Reservoir site - drainage issues	2017-06-01	GM Environmental Services	Coordinated Service Delivery	Area B,Area C,Town of Creston	40% to 60% complete	2022-08-27	In discussion with our consultant and staff about possible solutions the approach has changed and the feasibility and design for adding a mechanical valve as additional safety is being assessed and evaluated. This approach appears to carry less risk and lower cost. The design has been held up by our consultant delaying completion well into 2022.
Transfer of Denver Siding Water System to New Denver	2019-03-21	GM Environmental Services	Coordinated Service Delivery	Area H,Village of New Denver	80%- 99% complete	2022-02-28	The Denver Siding water system has been transferred to the Village of New Denver as of January 01, 2022. The required asset transfer agreements have been signed. Only outstanding issues are now the formal transfer of remaining funds after outstanding liabilities like remediation of intakes and return of water licenses have been completed.
Organics program development	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	20% to 40% complete	2022-12-31	Creston compost operations contract procurement is underway (closes Jan 25), with facility to be completed in Q1. Central and OOT/GRO facilities to proceed in Q2 or later. Organics Implementation Plan under development in Q4/Q1 to guide full program over coming years (facility design & construction; facility and transfer operations; municipal service delivery partnerships; regional service delivery

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							including Phase 2 of possible rural collection; ICI communications; program administration), with new staffing development underway in Q1.
Resource Recovery Bylaw Revisions & Updates	2021-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2022-12-31	Developing definitions, procedures, and pricing in Q1 to support organics diversion programs. On-going review of bylaw and associated pricing structures to support services and budget preparations (significant staff time required in Q4 & Q1 annually).
Creston Landfill Phase 1E Closure Planning	2021-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2022-12-31	In Q4 received Board approval to proceed with Sperling Hansen Associates to complete Phase 1 E closure planning. Staff meeting with SHA in early January. Design to occur in Q1 with intention for closure works to following in 2022.
Creston Hydrogeological Assessment	2021-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2022-12-31	RFP for hydrogeological assessment to be issued in Q1. Project to support RRP intention to request liner exemption.
CBT Climate Resiliency Grant application	2021-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2022-01-31	In Q4 Staff prepared 2 Project Ideas for CBT funding: curbside collection bear proofing improvements and organics program communication & education. Participated in 2 workshops to present Project Ideas. Invited to submit grant applications on both Ideas, deadline Jan 25, will bring to January JRRC.
Rural curbside service investigation and consultation	2021-09-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2022-12-31	Phase 2 planning & assessment to be initiated in Q3 with consultation to occur in Q4/Q1 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	2022-12-31	No development in Q4. Expected to proceed under new RFSO for Eng Services in 2022.
Nelson Landfill Closure	2017-02-16	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	1% to 20% complete	2022-12-31	Staff met with City in December to discuss 2022 scope and schedule. Groundwater monitoring was completed in early Dec, awaiting results. Draft DSI will be updated in Q1. Consultants are reviewing data from CP with summary expected in Q1.

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EPR program consultation	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK, Multi Regional	20% to 40% complete	2022-12-31	Federal single use plastics proposed regulation review to occur in Q1. On-going efforts to continue to improve extended producer responsibility (EPR) programs in the RDCK and other rural areas in BC. Staff will engage in plan consultations and communicate with BCPSC, stewards, and/or the province regarding service levels and program issues in the RDCK.
RR Facility washroom installation project	2018-12-12	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	40% to 60% complete	2023-12-31	Central septic system installed, awaiting connection to new building. Rosebery completed in Q4. Slocan deferred to align with TS upgrades. No actions expected in Q1. Remaining sites to be assessed and plans/schedule will be updated.
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.
Central TS Washroom/Change room/Lunchroom	2021-03-18	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	1% to 20% complete	2022-06-30	Quotes for building option received in Q4, with recommendation to expand and update current building. Expect installation in 2022 depending on HB works schedule.
Landfilling diversion initiatives - mattresses and C&D	2021-03-18	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	Not Started	2022-09-30	No updates. New Recycling Regulation action plan calls for inclusion of mattresses in an EPR program. Staff recommend aligning mattresses acceptance planning with new stewardship groups requirements set for 2023 roll out. C&D diversion is under consideration as part of Wood Waste assessment investigating sources of clean wood feedstock needs for composting.
Balfour Wood Chip Pile Relocation	2020-05-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	1% to 20% complete	2022-03-31	No change in Q4. Awaiting storage area to be available & accessible at Central (with HB works on pause will proceed once conditions allow).
Creston Septage Facility	2018-06-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2022-12-31	No change in Q4. In Q1 will engage with Town regarding reinstating MOU until new agreement and review draft agreement (legal required once details are confirmed). Awaiting RRP approval for Long Term borrowing for works to proceed. Engage with Corp Admin to prepare for borrowing bylaw process.

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COVID-19 operational response	2020-03-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2021-06-30	New vaccination policy and procedures initiated in Q4. COVID procedures continue to evolve to meet PHO, WSBC, and RDCK requirements to protect staff and site users. Training and communication remain a focus and require revisiting if concerns are expressed by staff or site users.
Creston Eco-Depot	2018-10-10	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2022-06-30	RFP has been updated, Corporate Admin review completed with release expected in Q1. Will return results to ERRC ASAP.
Environmental Management Act Changes - assessment and solutions	2021-03-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	100% complete	2021-12-31	Completed.
Nakusp Landfill fill plan to closure	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	West RR Subregion	80%- 99% complete	2022-05-31	Draft plan reviewed by staff in Q4, returned with comments. Revision expected in Q1. Site contractor and RR staff education to follow.
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. Part of suggested scope for RFSO for Engineering Services which will be selected in early 2022. Landfill assessments to be initiated in 2022 on priority sites, RRP identifies 10 sites in total.
Asbestos Waste management area at Creston Landfill	2019-12-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2022-06-30	No update in Q4. 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.
Septage Management Options for Central and West subregions	2019-06-19	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	80%- 99% complete	2022-06-30	Pending update from City of Castlegar. No change in Q4.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Ootischenia landfill lands acquisition	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	2022-09-30	No change in Q4. Land acquisition is on hold while LKB opposition in place.
Kaslo area used oil collection	2018-12-05	Mgr. Resource Recovery	Waste Management and Alternatives	Area D, Village of Kaslo, Central RR Subregion	1% to 20% complete	2022-09-30	No updates in Q4.
Regional RR Facility surveillance upgrades	2018-03-15	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	40% to 60% complete	2022-09-30	BAL, CEN and CRA were installations were completed in 2021. Remaining camera to be installed at both Crawford Bay and Central during upcoming site upgrades (septic or bin walls) to reduce earthworks cost. Rosebery surveillance proposed to proceed in 2022 along with other TS upgrades. Comprehensive program for surveillance monitoring and maintenance required in 2022.
HB Tailings Facility Remediation and Closure	2016-08-18	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Central RR Subregion	60%- 80% complete	2022-12-31	Q4 rainy weather conditions challenged construction schedule and required additional monitoring/assessment. Some construction deferred to 2022, including surface water channels. Teck Landform work to continue in 2022. Monitoring and reporting to continue.
RR Field Staff Scheduling App Assessment	2020-11-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	40% to 60% complete	2022-03-31	RR Ops staff investigated new options for comparison. New RROS preparing to develop and roll out in early 2022.
Collaboration with City of Nelson on organics program	2019-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	City of Nelson	80%- 99% complete	2022-09-30	Nelson and RDCK staff met in Q4 to update each other on programs. GRO transfer facility are on hold pending further information.
Asbestos Screening	2019-02-21	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2022-12-31	On-going staff training and resident education. No change in Q4.
Resource Recovery Plan update	2018-01-01	Mgr. Resource Recovery	Waste Management	Entire RDCK	100% complete	2021-10-31	RRP submitted in Q4 to province.

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			and Alternatives				
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	2022-03-31	No progress this period. Policy to be submitted to the Board in early 2022.
Sanca Water Longterm Boil Risk Management Plan	2018-10-01	Mgr. Utilities	Part of RDCK Core Services	Area A	60%- 80% complete	2022-03-31	No progress this period. Policy to be submitted to the Board by spring 2022.
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	2022-03-31	Restoration work has been completed by the Town of Creston. Direction has been provided by the Arrow Creek Water Treatment and Supply Commission at their 24 Nov 2021 meeting to draft an asset transfer agreement to transfer the lands from the Regional District to the Town. Subsequent direction will be sought from the Board.
Woodland Water Well Failure	2021-03-15	Mgr. Utilities	Part of RDCK Core Services	Area F	1% to 20% complete	2022-05-31	A consultant has been commissioned. A public meeting was held in Dec 2021. New well development is planned for spring 2022.
Burton, Fauquier and Edgewood Water Maintenance Contract Renewal	2021-03-30	Mgr. Utilities	Part of RDCK Core Services	Area K	1% to 20% complete	2022-03-31	Requests for Expressions of Interest were sought on BC Bid for contractors who were interested in potentially operating the Burton, Fauquier, Edgewood and Rosebury (optional) water systems with the requirement that certified operators need to reside in the area. Five responses were received. Staff will follow up with invitations for request for proposals to these interested contractors early in 2022.
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	2022-06-30	Direction for a revised Cross Connection Control program was provided by the Erickson Water Distribution Commission at their 27 Oct 2021 meeting and was subsequently adopted by the Board at their 09 December meeting. Applicable bylaw changes, policies and financial plans regarding the Cross Connection Control Program revision will be presented to the Board starting in spring 2023.
Erickson 2022 ICI&Ag Metering Project	2021-10-27	Mgr. Utilities	Part of RDCK Core Services	Area A,Area B	1% to 20% complete	2022-12-31	The Erickson Water Distribution Commission provided the following resolution at their 27 Oct 2021 meeting that was subsequently adopted by the Board: 841/21 "That the Board direct staff to determine the capital costs for the metering of all industrial, commercial, institutional properties and all properties of 5 acres or more

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							with an agriculture land charge for the Water Utility - Area B & C (Erickson) Service S250. Updated cost estimates were provided at the 24 November Commission meeting and the project has been added to the 2022 draft financial plan, funded by Community Works and reserves.
Central SCADA Implementation	2013-10-01	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	100% complete	2022-04-30	Ymir to be completed under separate controls upgrade project. South Slovan integration cancelled due to lack of additional required funding.
Denver Siding Boundary Extension	2020-01-01	Mgr. Utilities	Water Protection and Advocacy	Area H	80%- 99% complete	2022-03-31	The RDCK Board provided approval to enter into an Asset Transfer Agreement with the Village of New Denver and the Denver Siding service establishment bylaw was repealed at the 09 Dec 2021 Board meeting. The Village will take over ownership, operation and maintenance as of 31 Dec 2021. The water system will continue to be supplied from the existing springs until the Village works are completed by spring 2022. At that time, the intakes will be abandoned by the Regional District. A small 2022 service budget will be required to cover the costs of the asset transfer agreement and intake abandonment.
RDCK Asset Management	2018-01-31	Sr. Project Mgr.	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2022-12-31	Assisted Resource Recovery with hiring a consultant to complete assessments and inventories at several sites in early 2021. Currently working to undertake site and building condition assessments for the NDCC, CDCC, North Shore Hall and Creston Library. A grant application under FCM submitted in September 2020 to fund asset mgmt. throughout the RDCK was approved as of December 2021. Work to commence in January 2022 on the GIS database to prepare for inventory inspections.
Linear Infrastructure Construction Crew Planning	2020-01-16	Utilities Operations Manager	Part of RDCK Core Services	Entire RDCK	100% complete	2021-10-29	- Project planning, determine and prioritize which systems based on funding, and asset renewal needs. October 15 2020 - Complete -Equipment RFQ submissions and selection - Complete. -Supervisory Job posting, posted - Complete. -2 Full-time seasonal Jo

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Recreation Commission #4 Review	2019-06-19	GM Community Services	Recreation , Parks and Trails	Area K,Village of Nakusp	40% to 60% complete	2022-02-28	RDCK Administrative staff working on an updated governance bylaw. Staff needs to meet with the local Directors to understand their goals. Review of scope and mandate of Recreation Commission #4
Removing Reverter Clause on Old School House Property	2018-09-01	GM Community Services	Recreation , Parks and Trails	Area H	80%- 99% complete	2022-05-31	Staff understood that this process was completed. But upon search of property records the reverter is still showing. Staff is still investigating. No change: School District #8 Board has approved. Awaiting provincial approval.
Ice Allocation Policy	2017-01-01	GM Community Services	Recreation , Parks and Trails	Multi Regional	60%- 80% complete	2022-03-31	Project delayed by COVID-19 work plan changes Project overseen by GM of Community Services and Creston Manager of Recreation Fees and Charges report approved by board. This will lead to integration of language into the allocation policy. Significant public consultation at each of the complexes. Draft ice allocation policy completed. Integrating policy with fees and charges review.
Water Safety Ambassador Program	2021-12-01	GM Community Services	Recreation , Parks and Trails	Entire RDCK	100% complete	2021-09-30	The Water Safety Ambassador Program will be delivered to waterfront locations across the RDCK. The Aquatic Community of Practice group is currently identifying staffing needs and preferred locations for program. This is now part of the regular work plan.
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	2022-06-30	The Board's recent work with LKB is helping with this process. The project is focused on evaluating one site. A project initiation meeting has taken place. The Trails for Creston Valley has withdrawn their Agricultural Land Reserve Application that was in conflict with Lower Kootenay Band. R This will involve continued collaboration with LKB and TCVS.
Fees & Charges Bylaw	2020-06-20	GM Community Services	Recreation , Parks and Trails	All Electoral Areas	40% to 60% complete	2022-02-28	Admission Fees approved in August 2021. Work is ongoing on rental fees application.

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Facilitating Purchase of additional property around Cottonwood Lake	2019-03-21	GM Community Services	Recreation , Parks and Trails	Area E,Area F,Area G,Village of Salmo,City of Nelson	80%- 99% complete	2022-02-28	Final phases including transfer of property to non profit. Cottonwood Lake Preservation Society needs to meet fundraising goals. At the March 2021 Board meeting the majority of funding was received. RDCK approved MOU with conservation group and Cottonwood Lake Preservation Society for land purchase and transfer. Starting the final processes for purchase.
Campbell Fields	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	2022-02-01	3rd phase of research is set to have public consultation end in early January. Report on this phase expected by the end of January. Expect a meeting of the partners for mid February to mid March 2022. 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	1% to 20% complete	2022-04-01	As the RDCK offices have not moved to the Creston Ed Centre, we are working on basic changes to the lease agreement. Dependent on RDCK staff moving from Creston Education Centre. The RDCK is preparing for discussions on the move. The RDCK owns the building in which Creston Valley Library Services are located and RDCK Building, Water and Emergency Services administrative offices. When these services complete their plan to move to the Creston Education Centre, the potential exists for the RDCK to consider highest and best use of the vacated office space in the Creston Valley Library.
RDCK Community Services - COVID Response / Post COVID Re-Opening	2020-03-17	GM Community Services	Coordinated Service Delivery	Entire RDCK	40% to 60% complete	2022-09-01	Community Services continues below normal services levels. Continue to deal with operational conditions that are changing. Planning for return to pre pandemic services levels in the Spring 2022. Some services have significant staffing shortages this is projected to continue until fall 2022. Budget planning is very difficult as we lack historical performance data.
Investigating New Service Model Nelson Salmo EFG Regional Parks Services	2021-03-08	GM Community Services	Recreation , Parks and Trails	Area E,Area F,Area G,Village of Salmo,City of Nelson	1% to 20% complete	2022-01-31	Report Options to Commission in January 2022 or closest meeting

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Arena Floor Replacement Project	2021-11-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	1% to 20% complete	2023-10-01	Commission received report of brine leaks repaired during the summer and staff was directed to investigate long term solutions. A Leak reappeared in season. Commission received report from Strong Refrigeration that the floor is at the end of its life expectancy. Commission is in discussions on how to proceed with the project, consider funding options and timing of the project. There will be financial and social impacts to community for this project. It is projected to take 5-6 month to complete.
Seniors Centre Air Handling Unit (AHU)	2021-09-09	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	1% to 20% complete	2022-06-18	Senior Center AHU failed at the end of the heating season of 2021. Unit is at the end of its serviceable life. Commission approved replacement project to proceed in September 2021. with funds from Area I and J Community Works.
CDRD Condition Assessment and Lifecycle Report - Asset Management Process	2019-06-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	80%- 99% complete	2021-10-30	As part of the Asset Management process, a Building Condition Assessment and Lifecycle study was completed on the Castlegar and District Community Complex. First draft has been received and Commission is determining funding levels. This is the first step in the development of an asset management plan for the facility and the District.
Castlegar & District Community Complex Facility Enhancement Project	2018-03-15	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	Not Started	2022-03-31	Infrastructure Grant application was unsuccessful. Project put on hold. Commission discussing options.
Child Care Project - Partnership with Kootenay Family Place	2018-12-13	Mgr. Castlegar Rec	Coordinated Service Delivery	Area I,Area J,City of Castlegar	80%- 99% complete	2022-04-30	Project construction began in April of 2021. Project received building occupancy November 23rd and substantial completion certificate December 10th, 2021. Remaining landscaping work is required to be completed in the spring of 2022. Child Care operation by Kootenay Family Place began in January of 2022.
Fitness Center Air Handling Unit (AHU)	2020-01-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	1% to 20% complete	2022-06-18	Fitness Center AHU at end of current serviceable life. Project included in 2021 Financial Plan. Project on hold as fitness centre was subject of new infrastructure application for second intake. Grant unsuccessful. Commission approved project to proceed in September 2021. with funds from S227 reserve

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Covid-19 Response	2020-03-06	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	60%- 80% complete	2022-05-31	Ongoing response to changing PHO requirements. Aquatic Centre, Arena and Fitness Centre all still being impacted by PHO restrictions and are operating as PHO orders allow. Continuously working on opening program offerings as opportunities arise. Facility is still operating with reservations due to staff shortages.
Castlegar Hockey Society (Rebels) Contract Renewal	2020-05-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	100% complete	2021-07-30	Draft Agreement with Castlegar Rebels for review. New contract to be implemented for 2021/2022 season. Will investigate a 5-yr agreement.
Skate Park Washroom Upgrades	2021-01-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	100% complete	2021-08-15	In conjunction with the Child Care project, it was determined it was necessary to relocate the doors of the washroom and capture the covered area as part of the project. With changing the door locations, it was prudent to update the washrooms, replace all fixtures and partitions, paint, replace fascia and soffits etc.
Exterior Door Replacements	2021-01-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	1% to 20% complete	2022-08-21	Many of the Complex exterior doors require replacement and have been identified in the Condition assessment as such. Staff developing a replacement plan and will begin replacing doors by assessed need.
Creston Community Park - Opening Event	2019-09-01	Mgr. Creston Rec	Recreation , Parks and Trails	Area A,Area B,Area C,Town of Creston	40% to 60% complete	2022-07-01	Planning on going - Committee will be reviewing the proposed date (June 20) of the event in light of Covid 19 pandemic
Covid 19 - Response	2020-03-06	Mgr. Creston Rec	Recreation , Parks and Trails	Area A,Area B,Area C,Town of Creston	80%- 99% complete	2021-07-31	We have added significant amount of forward facing information including protocols, safety plans etc. Most services available to a reduced/restricted level. All outdoor parks, facilities are open with user guidance and following BCRPA, WorkSafe BC, viaSport and Public Health recommendations. Services will not return to normal operations until Public Health recommends that it is safe to do so. Direct impact services to the public and staff.
Creston & District Community Complex - Master Plan Implementation Strategy	2021-01-01	Mgr. Creston Rec	Recreation , Parks and Trails	Area A,Area B,Area C,Town of Creston	80%- 99% complete	2021-12-31	Staff are developing implementation strategy. Recommendations from Master Plan are being considered as feasible and are being prioritized. Staff presented the plan to Creston Valley Services Committee at November meeting.

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Creston & District Community Complex - Creston Room Ramp/Dressing Room Project	2018-03-15	Mgr. Creston Rec	Recreation , Parks and Trails	Area A,Area B,Area C,Town of Creston	100% complete	2021-09-30	Grant application infrastructure program submitted Jan, 2021. Grant application - Infrastructure program - not successful - March 2020. Pending funding decision. Project design, specifications and costing 90% complete - October 1, 2018. 06/21 Grant application denied. 06/21 Financial Plan amendment to allocate taxation up to \$500,000.
Creston & District Community Complex - Pavilion Project	2021-01-01	Mgr. Creston Rec	Recreation , Parks and Trails	Area A,Area B,Area C,Town of Creston	20% to 40% complete	2022-03-01	Valley Community Services proposed construction of the pavilion adjacent to the Rotacrest Hall. They have raised funds up to \$45,000 to construct the pavilion. RDCK will prepare the site up to \$25,000. VCS contractor available late 2021 to finalize plans. Construction initiated late Dec 2021 due to funding conditions.
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	1% to 20% complete	2021-08-01	Will include, but not be limited to, the roles and responsibilities of the Commission as it pertains to recreation service delivery in the Area and how new initiatives are received and reviewed by the Commission. Initial discussion to begin January 27, 2021 as part of regular Nelson and Area Commission meeting. Follow up workshop expected to occur in May 2021. Review of Nelson and Area Masterplan has been completed as of March 10. Next step to develop Terms of Reference.
RDCK Inclusion and Access Task Force	2019-09-18	Mgr. Nelson Rec	Recreation , Parks and Trails	Entire RDCK	20% to 40% complete	2021-12-31	Initiative restarted in January 2021. Staff currently working through 3-phase restart initiative with up date to All Recreation Committee on March 31, 2021. Update presented to All Recreation Committee in June 2021. RDCK Leisure Access Program has been revised to simplify application process and make program more inclusive. Summer camp support framework developed and implemented in 2021. Currently reviewing process for reintroduction in 2022.
Nelson and District Recreation Facilities Task Force Review	2017-10-17	Mgr. Nelson Rec	Recreation , Parks and Trails	Area E,Area F,City of Nelson	60%- 80% complete	2021-06-30	Task Force recommendations update report distributed to Nelson and District Recreation Commission. Outstanding items to be reviewed during Service Review. All recommendations have been reviewed s part of Service Review.
Nelson Curling Club Operations Request	2018-10-16	Mgr. Nelson Rec	Recreation , Parks and Trails	Area E,Area F,City of Nelson	80%- 99% complete	2019-09-30	The Nelson Curling Club requested the RDCK take over the operations of the Nelson Curling Club refrigeration system. The Curling Club is a City of Nelson owned building that is currently being operated by the Nelson Curling Club. The Nelson Curling Club operated independently during the 2019/2020 season. Nelson and District Recreation Commission reviewed request. No further requests have been

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							received. No further action on this item until completion of Nelson and Area Service Review.
NDCC Air Handler Unit Replacement	2021-04-01	Mgr. Nelson Rec	Recreation , Parks and Trails	Area E,Area F,City of Nelson	1% to 20% complete	2022-05-31	Rooftop air handler that provides heating, ventilation and air conditioning for NDCC administration area, lobby and multipurpose room is at the end of life. Working with RDCK Purchasing Agent on new procurement process. Project funded in 2021/2022 Financial Plan.
Covid-19 Response	2020-03-06	Mgr. Nelson Rec	Recreation , Parks and Trails	Area E,Area F,City of Nelson	40% to 60% complete	2021-07-31	Ongoing to response to changing PHO requirements. Aquatic Centre, Arena and Fitness centre all currently operating at a reduced capacity. Continuously working on opening program offerings as opportunities arise. Working on staffing plans and required training to position Service to be ready to fully reopen as restrictions are lifted. Continuous updates to business operations.
NDCC Aquatic Centre Lighting Upgrade	2021-02-24	Mgr. Nelson Rec	Recreation , Parks and Trails	Area E,Area F,City of Nelson	1% to 20% complete	2021-09-30	Community Works Funding has been approved for project. Project will include the replacement of pendant lighting in the aquatic centre. Project will reduce electrical consumption and will create safer environment as lights will no longer contain glass. One fixture has been removed with work being done to explore update components to LED and remove all glass from fixture. Light fixture may require CSA certification before upgrades made to all fixtures.
Nelson Civic Arena Operations Contract 2021/2022 Ice Season	2021-03-26	Mgr. Nelson Rec	Recreation , Parks and Trails	Area E,Area F,City of Nelson	80%- 99% complete	2021-07-31	Renewing contract with service provider for the day-to-day operation of Civic Arena. Service agreement includes ice maintenance, minor demand maintenance and custodial services.
NDCC Exterior Sign Policy Development	2018-03-13	Mgr. Nelson Rec	Recreation , Parks and Trails	Area E,Area F,City of Nelson	40% to 60% complete	2021-12-31	A Policy may not be able to cover all potential sign projects. Reviewing initial request at the Nelson and District Recreation Commission to see if initiative is still required. RDCK signage guidelines have been created and nearing completion.
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	2022-06-30	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.

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Balfour Beach Regional Park - Heron Protection/Mitigation	2017-10-01	Mgr. Parks	Recreation , Parks and Trails	Area E,Area F,Area G,Village of Salmo,City of Nelson	60%- 80% complete	2022-10-31	Consultant Report due early January 2019. On the ground work to start in Spring 2019. Received report 2019. Working on signage and planting for 2020. Split rail fencing built along shoreline and signage and notification on site. Work included in the 2021 financial plan. Work beginning Summer 2021. Park Signage design completed ready for production and installation fall 2021. This may be delayed due to archeological protocol when digging. This will be coordinated with washroom installation. Working with Community Services Communications for proper wording
Crawford Bay Regional Park Development	2018-10-02	Mgr. Parks	Recreation , Parks and Trails	Area A	60%- 80% complete	2022-12-31	Biophysical Assessment completed. Open House completed October 28, 2019. MIA Risk Assessment conducted and report forthcoming. Repairs done to bridge crossing and some signage to be installed at beach area. 2021 work will be completion of some projects including signage and Park Boundary Posts. Washroom to be completed in spring 2022 by KASA through Kootenay Tourism Grant. 2021/2022 working on Cultural Values Assessment. New road completed and have heard a great number of complements! Working on Cultural Values Assessment with LKB for early 2022
Sunshine Bay Regional Park - Field Replacement/Improvements	2017-03-01	Mgr. Parks	Recreation , Parks and Trails	Area E,Area F,Area G,Village of Salmo,City of Nelson	80%- 99% complete	2022-09-30	Final field construction amendments should be finished by September 2020. Working with Selkirk Irrigation. Final phase of project. Work on irrigation system to be completed by September 2021. Baseball backstop replacement and final stages of field work Summer 2021. Backstop replacement planned for fall 2021 - company hired to replace. Backstop started with contractor, questions on location, on hold until spring 2022.
Regional Parks Design Standards	2017-09-01	Mgr. Parks	Recreation , Parks and Trails	All Electoral Areas	80%- 99% complete	2022-12-31	Working on structural standards. Memorial Bench standard complete and now online. Working in conjunction with Parks & Trails Inventory, staff adopting park facility standards. Signage Standards almost complete. 99% completed and signage is now being implemented and installed!! 2021/2022 installation is ongoing. Will be working with new community services communications for signage in the future.
Crescent Valley Beach Regional Park - Management Plan	2017-01-01	Mgr. Parks	Recreation , Parks and Trails	Area H,Village of Slocan,Village of Silverton,Village of New Denver	80%- 99% complete	2022-10-30	Landscaping should be completed by Summer 2021. Historical signage complete, First Nation's signage to come. Signage 80% complete with landscaping being provided by RDCK employee Genevieve Bergeron completion in fall 2021 - xeroscape gardening.

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Implementation - Park Construction							Most park amenities are installed. Working on landscaping. Final year of funding , finalizing horticultural work and xeroscape gardening. Almost completed - small details to finish in 2022.
Pass Creek Regional Park Governance Review	2017-06-01	Mgr. Parks	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	80%- 99% complete	2022-05-31	Working on RFP Spring 2020. Looking into Governance of Pass Creek Campground and Pass Creek Exhibition Society. Information has been provided to consultant for further review. Expecting contract to be written by Nov. Completion date spring 2021. Review Draft Received - internal review of document. Final Report was provided Dec 15th working on minor changes should have report to commission in Feb or March.
Pass Creek Regional Park - Baseball Diamond Parking Area Design	2018-01-01	Mgr. Parks	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	1% to 20% complete	2022-12-27	Current phase on hold until late 2020. Safety concerns with current access to Pass Creek Ball Diamond. Will initiate after Service Review completed. Service review draft received - looking at contracting design in fall 2021. Potential contract with Engineer to look at parking lot design. Planned visit fall 2021. Due to capacity engineer planned for spring 2022
Glade Legacy Project	2017-07-01	Mgr. Parks	Recreation , Parks and Trails	Area I	20% to 40% complete	2022-10-31	Area is in Agricultural Land Reserve, working on permissions. New Planning priority to enhance total Park area - Mark Crowe now leading project. Mark Crowe to apply for ACL, Mark to start community engagement. Now fully funded in the 2021 Financial Plan. Contract has been awarded to Cover Architecture for Park Design - conversations with CPC also in place. Draft design is done with Cover, internal meeting to review fall 2021. Staff has reviewed draft options and sent back to consultant, meeting set for early January.
Lardeau Regional Park MP Construction	2021-04-15	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	60%- 80% complete	2022-10-22	Construction phase of MP started in April 2021. Public consultation with ongoing work. Road and Parking area built with minor adjustments to happen in 2021 fall if possible. Washroom tank and concrete installation happened in 2021. Kiosk built and installed. Parking area adjustments happened with contractor Dec 2021. Washroom builder contract in place with washroom being built over the winter ready for spring install.
Great Northern Trail - Bollard Construction	2017-08-01	Mgr. Parks	Recreation , Parks and Trails	Area E,Area F,Area G,Village of Salmo,City of Nelson	80%- 99% complete	2022-10-31	Meeting with Salmo ATV Club in early 2022. Ongoing due to public vandalism. Discussions with Salmo Senior ATV Club Stewardship on what has worked and what has not. Winter bollard removal. Replacement of some damaged Bollards for Spring 2021/2022. Staff is re-examining how to provide protection on the trail to both

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							pedestrians and ORV users, public vandalism of bollards has been a problem. Some issues revolve around current size of ATV's and traditional size and use. Some ATV's are the size of small trucks and will not accommodate bollards. Will look at liability issues in 2022.
Waterloo Eddy Regional Park Management Plan Implementation	2018-03-01	Mgr. Parks	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	40% to 60% complete	2022-11-30	Property acquisition complete. Site design 2020. Property acquisition January 22, 2019 enables consideration of park planning and capital improvements as identified in the Management Plan. Road access to boat launch - construction to begin in spring 2021 access for motorized use (other than boat launch road) to be closed down in 2021. Construction of the access road into the boat launch is now complete. Access to park with motorized vehicles is being restricted. signage installed. Signage and kiosk installed with access trail in as well as picnic bench at beach site. Further amenities 2022.
Summit Lake to Roseberry Rail Trail - Expansion	2019-03-21	Mgr. Parks	Recreation , Parks and Trails	Area H,Area K,Village of Slocan,Village of Nakusp,Village of Silverton,Village of New Denver	80%- 99% complete	2022-07-31	Provincial public announcement on trail status January 2020. Provincial Referral is in final stages. Waiting for outcome. Waiting on final Provincial approvals before Commission and Service Area approvals. Seeking partnership opportunities to facilitate ownership and management of trail to one body. Planning a meeting with BC Rec Sites and Trails Spring 2021. RSTBC is running into ALC issues - application for Rec use in agr land was denied, further consultation happening. Looking at potential of North Slocan Trail Society managing the trail, nothing new
Area A 5 Lake Access Areas	2017-12-30	Mgr. Parks	Recreation , Parks and Trails	Area A	1% to 20% complete	2022-10-31	Work to commence after completion of the Crawford Bay Regional Park Management Plan and upgrades. Further consultation with community and First Nations needed. Project on hold due to capacity. Currently on hold as per above Oct 2021. On hold continued.
McDonals Landing Access to Water MP (formally Pulpit Rock & Lions Bluff Lake Access Management Plan (incl. 5 & 6 Mile))	2018-01-01	Mgr. Parks	Recreation , Parks and Trails	Area E,Area F,Area G,Village of Salmo,City of Nelson	20% to 40% complete	2022-12-31	Internal delays. Working with Pulpit Rock Society, Pulpit Rock Society has completed a management plan and acquired a LoO with MoTI. Area F Director has submitted 5 and 6 mile Beach as a priority. Staff is working towards RFP for Management Plan. Staff discussions at NSEFG Commission Meeting on moving forward - staff gathering information on sites including pedestrian counters to understand uses. Staff has collected counter numbers and presented to the NSEFG Commission Meeting Sept 29th. Moving to next steps 2021/2022

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Galena Trail Cable Car Restoration Project	2020-06-26	Mgr. Parks	Recreation , Parks and Trails	Area H,Village of Slocan,Village of Silverton,Village of New Denver	1% to 20% complete	2022-07-15	Cable car and cable car platforms need to be replaced and engineered for safety purposes. DFA funding and CERIP Grants are funding contributors. RFP closes on October 7th 2021. Project completion date is July 15th 2022. Contractor work commenced on October 22nd 2021 after Board contract approval. Contractor has completed some work and will be preparing over the winter for spring work.
Glacier Creek Regional Park - Emergency Access Road	2018-01-01	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	20% to 40% complete	2023-12-31	This Project is on hold for 2021, looking for funding as provincial fuel treatment for Glacier was cancelled. Working on a phased approach to begin access road out of the campground. Have contractor lined up for phase 1 ground work. Budget funding requested in 2022. Project dependent on funding
Regional Parks & Trails Master Plan/Strategy	2017-05-17	Mgr. Parks	Recreation , Parks and Trails	Entire RDCK	20% to 40% complete	2022-11-30	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 will report at All Recreation Meeting - working on revised 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	2023-06-03	Consulting on design and engineering. Once deign concept complete archeological consultation will be needed. Archeological work do be done during any construction. Full funding for construction will be required. Staff meetings with Engineer on parking area design - Nov 2021 - Draft report received December. Staff second meeting early January 2022.
Crawford Bay Regional Park Management Plan	2018-03-01	Mgr. Parks	Recreation , Parks and Trails	Area A	1% to 20% complete	2023-11-29	In financial plan for 2020. Open House conducted October 28, 2019. Biophysical RFP Addendum 1 posted early October. In consultation with First Nations and further funding required for Management Plan. Biophysical completed. Final drafts sent to staff, final comments sent back to consultant February 2020. Initial needs assessment is to further develop First Nations consultation and Governance (Commission or Select Project Committee?) This direction will guide Management Plan preparation starting April 2020. Next steps for MP are a Cultural Values Assessment completed in 2021/2022.

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Pass Creek Regional Park - Management Plan Implementation	2017-01-01	Mgr. Parks	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	40% to 60% complete	2022-12-31	As this is a phased implementation project plan it is ongoing. Pass Creek Regional Park Service Review started in fall 2020 - completed spring 2021. Bridge connecting campgrounds and exhibition grounds still in investigation phase. Pass Creek Bank stabilization project through DFA will be completed in spring/summer. DFA project team met June 21st - works need to be done under Section 11 permit rules - work will be completed in August.

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Service S128 Riondel Fire Protection	2020-08-20	Regional Fire Chief	Part of RDCK Core Services	Area A	40% to 60% complete	2022-02-28	This work has started with considerable support from Corp Admin and Finance. Work is being completed to support a more proportional share in the service for First Responder. Completion of this work has been delayed by staff absences and the 2021 Wildfire Season.
2170 Fire Service Bylaw Update	2020-04-01	Regional Fire Chief	Part of RDCK Core Services	All Electoral Areas	40% to 60% complete	2022-02-28	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. Corporate Admin is providing considerable support to this update; it is anticipated to be complete by end Feb 2022.
Municipal Contract Template	2020-04-01	Regional Fire Chief	Part of RDCK Core Services	All Electoral Areas	80%- 99% complete	2022-03-31	RDCK fire protection contracts with municipal partners are generally on old templates and require updating. Corporate Admin and Fire Services are developing a template to current legal / contractual standards that can used on a go forward

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							basis. Corporate Admin is contributing considerable staff time to help complete this. Salmo and Nakusp are going to RDCK Board in January 2021. New Denver and Castlegar are pending for Board; currently with each Muni for review. New Denver and Castlegar are being held as contract and bylaw language is determined.
Crawford Bay Fire Service feasibility study	2016-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A	60%- 80% complete	2022-04-30	The Research Analyst has completed an options review, which was then provided to the Area Director for review. The report is pending for the Board Agenda.
Firefighter training center feasibility study	2019-01-17	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	Not Started	2022-03-31	The Regional Deputy Fire Chief Training is working with Selkirk College to determine if the Fire Training Center there can meet the needs of the RDCK Fire Service. Staff are waiting for a contract from Selkirk College to present to the Board. Should this contract not meet the needs of the RDCK Fire Service, staff will provide the Board with options through a feasibility study.
Health & Wellness program for firefighters	2018-09-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2022-02-28	Longer term project. Resources required to establish. Some support available to Firefighters under the EFAP and CISM programs. Update - full staffing in place as of September 2020, to investigate this project. 2021 Staff will be reviewing available supports and potential new initiatives for implementation in 2022. The Resilient Minds Program will be offered in 2022 to firefighters.
Fire safety inspections database	2018-12-13	Regional Fire Chief	Not aligned with a Strategic Priority	All Electoral Areas	60%- 80% complete	2022-12-31	The Province of BC has yet to determine if a regular course of inspections will be required by Regional Districts. Preliminary work is now complete to identify the number of occupancies that would require inspection in the RDCK. The Province has indicated there will be no changes to the requirement for inspections before 2022. This project is on hold until the province proceeds with a decision.
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	2022-02-28	Contract for Wynndel Lakeview Fire Department to be managed by Creston Fire & Rescue was approved at August Board. Update - Canyon Lister Fire Contract is currently undergoing legal review, once complete will be submitted to Board. This contract is receiving considerable support from Corp admin. The Town of Creston and RDCK are still finalizing the contract for Canyon Lister. Update - a consultant has been retained to help with completion for Feb 2022.
Dispatch infrastructure maintenance plan	2018-10-01	Regional Fire Chief	Not aligned with a	Entire RDCK	60%- 80% complete	2022-12-31	Update - Maintenance plan in place. Consultant has been retained to inform repeater coverage and radio over IP upgrades to maintain minimum industry standard and regulatory requirements. Update - Repeater Coverage mapping

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			Strategic Priority				starting July 2020 with completion for the winter of 2020. / Prelim work complete to inform Radio over IP. Radio over IP will be completed in 2021. Repeater coverage mapping to be completed May of 2021. Update - Radio over IP will be deferred to 2022 as the RDCK evaluates who the ongoing dispatch provider will be. This impacts the Radio over IP work.
Standard Operating Guidelines	2016-01-10	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2022-02-28	Operational Guideline Section 1: Safety is being released at the end of September both digitally and in hardcopy to all fire services staff and volunteers. Operations has been finalized released Jan 2021. Remaining sections of the Operational Guidelines (Admin and Training) will be completed by end February 2022
Regional Preplans	2020-03-01	Regional Fire Chief	Part of RDCK Core Services	Area A,Area B,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Village of Kaslo,Village of Slocan	20% to 40% complete	2022-06-30	To meet Office of the Fire Commissioner Playbook compliance for complex non single family occupancies, the Regional Assistant Fire Chief is developing preplans together with each of the Fire Chiefs, and training firefighters on the inherent hazards of those structures. Update - as of January 2021 full regional fire service staffing is allowing the Regional Assistant Chief to now move ahead with this project; the most at risk structures are being completed first in each fire protection area. Anticipated completion is June 2022.
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	2022-06-01	Update - Current BCEMA Licensing does not allow first responders to work outside of their scope of practice. - Delayed due to Covid. Update - staff are working with the RDCK Medical Director on an alternate approach to increasing the scope of practice of First Responders. Update - Medical Direction was successful in setting baseline standards for the pre hospital care services RDCK Firefighters provide. Update - BCEMA Licensing has announced new scope of practice options for First Responders; staff are waiting for further details
Mutual aid and collaboration with other regional districts	2018-09-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2022-06-01	Work is ongoing through the Zone 4 Fire Chiefs Association to further develop collaboration. Mutual aid agreements with municipal departments are scheduled for review once the Regional Deputy positions have been filled. Update - Mutual Aid Agreements and the Automatic Aid bylaw will be reviewed in the first half of 2021, with reporting and recommendation to Board in this term. Delayed due to the 2021 wildfire season.
Fire Department Group Purchasing	2016-01-10	Regional Fire Chief	Not aligned with a	Entire RDCK	80%- 99% complete	2022-06-01	This is an ongoing priority; once staff capacity is increased this can be addressed in a fulsome manner. To date 2020 group purchase items include: purchase of

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			Strategic Priority				compressors, SCBA, Turnout Gear and wildland boots. Update: Two Regional Deputy Fire Chiefs have started with the RDCK in September of 2020. Update: Group purchasing continues in RDCK Fire Services; this initiative is being built out throughout 2021. 2021 Group purchases include 4 water tenders. The new purchasing agent will assist with this initiative.
Area H Hills Service Case Analysis	2021-09-23	Regional Fire Chief	Part of RDCK Core Services	Area H	Not Started	2022-06-01	Corporate admin providing substantive support to this initiative.
Lease Agreement with the Ootischenia Community Society	2021-09-23	Regional Fire Chief	Recreation , Parks and Trails	Area J	Not Started	2022-03-31	Board has directed staff to negotiate a Lease Agreement with the Ootischenia Community Society for the Society's use of a portion of the RDCK's Ootischenia Fire Hall property for the purpose of developing and operating a community park.
CEPF Grant Funding for RDCK Fire Services	2019-11-15	Deputy Fire Chief -Training	Part of RDCK Core Services	Area A,Area B,Area D,Area E,Area F,Area H,Area I,Area J	60%- 80% complete	2022-01-31	The UBCM provided the RDCK Fire Services with grant funding through the Volunteer & Composite Fire Departments Equipment & Training stream as part of the Community Emergency Preparedness Fund (CEPF). This funding supported the RDCK fire services training program and development of basic training props to meet playbook requirements for firefighters and officers. Due to COVID the deadline for the grant has been extended until January 31, 2021, at which time the final summary report will be delivered to UBCM.
Playbook training requirements	2016-01-10	Deputy Fire Chief -Training	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2022-12-31	Each fire hall is at a different progression level. A detailed report was made In Camera at the May 2021 Board Meeting. Training has progressed through 2021 despite challenges related to COVID and departmental turnover. The two temporary, full-time regional training officer positions funded through a Union of British Columbia Municipalities grant are no longer in place, and we will revert to calling upon As and When trainers to fill this gap . Officer development training will be completed this month (January, 2022) with upwards of 30 members completing Regionally held courses.
Fire training grounds upgrade	2018-09-01	Deputy Fire Chief -Training	Part of RDCK Core Services	Entire RDCK	Not Started	2023-08-01	Currently fire fighters are using the live fire training center at Selkirk College. The Selkirk College space does not come with classroom/washroom access. Both can be rented from Selkirk College at a significant expense.

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							Reg Deputy Training is still working with Selkirk College on a License of Occupation; The Regional Deputy Chief of Training continues to follow up with Selkirk College to finalize the agreement. The lack of an agreement has not impacted RDCK Fire Service's use of the facility for training thus far.
Rapid response flood trailer	2018-09-14	Deputy Fire Chief-Operations	Water Protection and Advocacy	Entire RDCK	80%- 99% complete	2021-12-31	Training for 52 firefighters completed 23,24 March, 2019. Flood response trailer (FRU) is ready for deployment. Still requires racking work which is unlikely to be completed before freshet season 2020 due to Covid-19. Update - racking work will be completed in 2022. Training will occur on an as needed basis due to Covid. Staff to report to Board on this in early 2022.
Firehall extraction systems - Diesel particulates	2017-04-01	Deputy Fire Chief-Operations	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2021-12-31	Fire Services staff and the RDCK Safety advisor are working to inform how WorkSafe compliance can be met for 2020. Update - This was deferred by Board due to Covid-19 budget implications. Update - The Board will be provided a report for October 2020 outlining how this project could proceed and be funded. An RFQ was issued for this project in December of 2020; the results were not favourable. Update - The RFQ will be reissued in 2021. Update - RFQ went to publication , only received one bid , due to COVID. Update - Completion anticipated for end 2022. Continued delays due to Covid.
Firehall and equipment Asset Management	2017-10-01	Deputy Fire Chief-Operations	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2022-05-01	Fire Services staff will be working with the RDCK Project Managers in 2020 to determine feasibility of conducting building condition assessments for our fire stations. Software for the inventory and management of assets to be determined. Update - this has been deferred to 2021 - The Regional Deputy Operations will be able to focus on this project in the second half of 2021, though Target Solution check it function will allow for asset management of all apparatus and contents, and is now coming online. By end of 2021 all apparatus will be online. Three fire departments in the test phase.
Firehall equipment inventory	2018-04-01	Deputy Fire Chief-Operations	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2021-12-31	The Regional Deputy Operations and Fire Services Admin Coordinator will be starting this project in the fall of 2021. This is being done in conjunction with Target solutions, where the Fire Chiefs are inputting their inventory. Three departments are in process of setting up the tracking through Target Solutions Check it projection to have the remaining departments completed this year 2022.

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Intuitive Firefighter training records system	2018-12-13	Deputy Fire Chief-Operations	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,Village of Kaslo,Village of Slocan	20% to 40% complete	2021-12-31	Hiring a temporary staff member to complete this project; Matt Carmichael (finance) has been seconded to facilitate this. All fire fighter records of training from College of the Rockies are now in a centralized database. Staff will be implementing the Target Solutions System in 2021 to meet the operational and training records of the RDCK Fire Service. Update: Target Solutions is now in the implementation phase. All records are expected to be online by the end of 2021. Update : Target Solutions is in full operation with all departments using the platform
Fire department HAZMAT response	2018-12-13	Deputy Fire Chief-Operations	Part of RDCK Core Services	Entire RDCK	Not Started	2021-12-31	This initiative would support a regional hazmat team staffed by RDCK volunteer firefighters. This service would ensure that collectively the RDCK Fire Service can safely and effectively enact a response to a HAZMAT event. The Regional Deputy Chief Operations together with support from the Regional Deputy Training = will bring a recommendation to Board at the end of 2021 for the establishment of a regional hazmat team. No progress made in 2021 for a regional hazmat team due to training constraints with COVID effecting training for all departments
Establish Service contract - fire trucks	2016-04-01	Deputy Fire Chief-Operations	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2022-02-28	Pump and ladder servicing was tendered in 2020. These will again be tendered in 2021. Staff are now working on a fleet maintenance contract or proposal to reduce the costs of fleet maintenance. Contract will be issued for 2022, report to Board early 2022 with details on the successful bidder.
Superior Water Tanker Shuttle service	2017-10-01	Deputy Fire Chief-Operations	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2022-09-30	Staff will include training for tanker shuttle accreditation in the 2019 UBCM fire Department Grant. Training to commence Spring/Summer 2020, with accreditation taking place in the fall of 2020 or spring of 2021. Update - Training was funded for 2020 through UBCM, however has been placed on hold due to Covid-19. As of Jan 2021 training is scheduled for April/May, with potential accreditation in the Fall of 2021 for the first RDCK Fire Departments. Training continually on hold due to COVID, pre theory training may be a consideration while physical training on hold .

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Conference Report and Policy	2019-04-01	CAO	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2022-06-30	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 aiming for post budget 2022, after the Director Remuneration Bylaw is completed to have this done.
Service Review - Nelson, Area F and Defined Area E Recreation	2019-09-19	CAO	Recreation , Parks and Trails	Multi Regional	60%- 80% complete	2022-07-31	The Commission has met regarding the Master Plan recommendation. The remaining recommendations are being addressed and staff will also be preparing a report to the Ministry to update on the progress of the review. The final two recommendations are going to be presented to the commission as a combined effort to put terms of reference for the commission into a bylaw.
Director Remuneration Bylaw Update	2020-01-01	CAO	Not aligned with a Strategic Priority	Entire RDCK	80%- 99% complete	2022-03-31	In June 2021 the Board received a 2nd draft of the bylaw. This was debated and then referred to a select committee, which will be struck at the July 2021 Board meeting. The select committee met and the Board passed 5 recommendations for inclusion in the bylaw. Further feedback from the Board was requested and the Select Committee will meet again on those matters, with further recommendations coming in Nov. Bylaw adopted December 2021. Child care expenses and Maternity/Parental leave referred back to committee.
COVID Response and Planning	2020-03-01	CAO	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2022-07-31	Involves all departments. The state of emergency has been lifted but restrictions very much remain, with significant work and complications in the implementation of the vaccine passports. The office return will attempt to manage with the space available by implementing a hybrid work from home/office system. Staff have appreciated the ability to work from home and be in the office when required. We have not seen any work issues with staff being at home. Vaccine passport system is in effect until at least January 2022, with likely little change in restrictions until then.
Economic Development Support	2018-01-01	CAO	Not aligned with a Strategic Priority	Multi Regional	40% to 60% complete	2022-10-31	With no staff responsible for Economic Development at the RDCK, this has fallen to the CAO. Current initiatives include responsibilities for both the Kaslo/D Economic Development Commission and the Slocan Valley Economic Development Plan implementation and support in Kootenay Lake/Creston Valley. CERIP approval for Kaslo/D has led to further work in that area. Upcoming work to develop an agreement to continue contracting work in Kootenay Lake/Creston Valley.

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Support on Cannabis	2021-06-17	CAO	Food security and Agriculture	All Electoral Areas	1% to 20% complete	2022-09-30	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.
District Municipality Status for Area E	2017-03-01	CAO	Part of RDCK Core Services	Area E	1% to 20% complete	2022-12-31	This project was requested by the Area Director and is on hold for the time being. Work has been done by the Area Director on service needs in Area E and some initial investigation with the Ministry has been done. Staff will meet with the Director to determine next steps, if any.
Office Space Selection	2019-10-17	CAO	Not aligned with a Strategic Priority	Entire RDCK	Not Started	2021-06-19	Delayed to 2021. Committee to develop scope of work to be convened in January, 2020.
Area D First Responder Service Case Analysis	2020-02-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area D, Village of Kaslo	20% to 40% complete	2022-06-30	Q4 update - as work to update the fire regulatory bylaws proceeds staff have determined that a more in depth analysis of how first responder and road rescue services are structured throughout the RDCK is necessary. Overhauling the fire services regulatory bylaw (Bylaw 2170) is a necessary first step and this will be received by the Board in Q1 2022. An overview report specific to First Responder issues will follow, requesting Board direction for staff to evaluate options for changes to the current arrangements.
Riondel Commission Bylaw Update	2012-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Area A	60%- 80% complete	2022-03-31	This project is a full overhaul of the Commission bylaw to reflect the current best practices for authorities delegated to Commissions. Q4 update - the draft bylaw has been reviewed by the Commission and staff will considering these comments within a final version for Board consideration.
Salmo and Area G Library Service Case Analysis	2021-12-14	Mgr. Corporate Admin	Coordinated Service Delivery	Area G, Village of Salmo	Not Started	2022-04-21	The service case analysis will describe the implications of expanding service area to include all of Electoral Area G and for all participants to pay the same rate for the Salmo and Portion of Electoral Area G Library Financial Aid Service .
External Appointments Policy	2021-12-14	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	2022-09-30	This policy will establish the Board's requirements for appointees to external committees and agencies to report back to the Board.

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Evaluate Area E Contribution Service to Fund Nelson Public Library	2021-02-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area E,City of Nelson	1% to 20% complete	2022-03-31	Staff will research the costs, options, processes and the public communications plan for establishing a contribution service in Electoral Area E to provide funding to the Nelson Public Library. Q4 update- the CAO is confirming a proposed contribution for Area E proportional to the amounts contributed by Areas E and H under an new long term agreement with the City. The service case analysis will come forward to the Board in Q1` 2022.
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	2021-03-31	No progress in Q4 2021 due to competing project priorities. Expected completion is Q3 2022.
West Creston Fire Service Sustainability Plan	2019-09-19	Mgr. Corporate Admin	Coordinated Service Delivery	Area C	1% to 20% complete	2022-06-30	This project will evaluate service options, capital project feasibility and costing, and financial projections in order to develop a long term plan for sustainability of this service. Q4 update- internal Project Management time has now been allocated to the initial stages of this project. Completion of the project is a pre -requisite to the fire hall borrowing referendum directed at the May 2021 Board meeting.
Transit Service Funding Review	2019-07-18	Mgr. Corporate Admin	Part of RDCK Core Services	Central RR Subregion,West RR Subregion	80%- 99% complete	2022-03-17	Q4 2021 update - The Castlegar area service establishment bylaw amendment was adopted at the December 2021 Board meeting. The Kootenay Lake West service establishment bylaw amendment received third reading and is awaiting Ministry approval. 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 Q1 2022 regarding weighting of the cost apportionment criteria for this bylaw.
Creston and Area Transit Service Review	2019-01-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area A,Area B,Area C,Town of Creston	80%- 99% complete	2022-01-20	Q4 2021 update - A final plan was received at the December CVSC meeting and endorsed by that Committee . It will be on the agenda for adoption at the January 2022 RDCK Board meeting.
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	40% to 60% complete	2022-01-31	This project follows from the 2020 Water Governance Review Q4 2021 update - the Water Services Committee establishment bylaw will be recommended for adoption in Q1 2022. If the Committee bylaw is adopted the rescinding and amending of existing Commission bylaws will occur in Q1 and Q2 2022

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
				J,Area K,Town of Creston			
Playmor Junction Transit Hub Feasibility Study	2019-03-18	Mgr. Corporate Admin	Coordinated Service Delivery	Area E,Area H,Area I,Area J,Area K,City of Castlegar,City of Nelson	40% to 60% complete	2023-09-30	RDCK participation in BC Transit project to evaluate establishing a transit hub and washrooms at Playmor junction. Q4 2021 update - BC Transit did not make substantial progress on this project in 2021. It is considered 'on hold 'pending assignment of BC Transit resources.
Special Event Permit Regulatory Bylaw	2017-10-01	Mgr. Corporate Admin	Part of RDCK Core Services	Area H	80%- 99% complete	2021-12-16	Q4 2021 update - the bylaw and report will be on the January agenda for implementation prior to the 2022 summer event season. At present, the bylaw is proposed to only be applicable in Area H .
WKBHRD Policy Manual	2020-10-25	Mgr. Corporate Admin	Part of RDCK Core Services	Multi Regional	40% to 60% complete	2022-10-26	At the October 2020 meeting the WKBHRD Board directed staff to develop 4 new policies. Q4 2021 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 WKBHRD Board consideration in 2022.
Phase 2 Evaluation of Records Management Software	2019-01-01	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2022-04-21	Staff review of current records system is complete and has determined that significant pre-work must occur before the RDCK can effectively implement an electronic records software system. Q4 2021 update - Phase Two - (Detailed Evaluation) is underway with Administration and IT determining applicability to specific work group issues. This is a non -critical project therefore progress is impacted by higher priorities for IT resources.
Invasive Species Bylaw Feasibility Study	2018-07-19	Mgr. Corporate Admin	Food security and Agriculture	Entire RDCK	Not Started	2022-12-31	In December 2019 the Board directed that an Invasive Species Strategy be developed with the Central Kootenay Invasive Species Society, with project oversight provided by RDCK sustainability group staff . The bylaw feasibility study will remain on hold pending completion of the implementation strategy directed by the Board in Q2 2021. Q4 Update- no progress to report in Q4 as the strategy has not yet been completed.
Review Policies re: Alcohol Consumption on RDCK Property	2018-04-24	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	Not Started	2022-06-16	Review and recommend updates to policy. No progress made on this initiative in Q4 2021. Targeted completion may be delayed by competing project priorities .

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
RDCK website improvements-Phase Two	2020-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	20% to 40% complete	2022-06-30	This project will deliver a major upgrade to the RDCK website. Q4 update - The project discovery phase with contractor was initiated in September and the active phase of website development is underway. The expected project completion is late Q2 or early Q3 2022
Referendum Support Policy	2018-06-21	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	2022-10-31	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. No progress made in Q4 2021. This policy will be prioritized in the context of policy work included in the 2022 work plan.
Delegation of Authority Bylaw	2018-01-01	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2022-03-31	The Bylaw will identify complete list of authority delegated to staff. No progress made in Q4 2021 due to competing project priorities. Draft bylaw is targeted to be received for Board consideration in Q1 2022.
Water Services Committee Terms of Reference	2020-11-19	Mgr. Corporate Admin	Water Protection and Advocacy	Entire RDCK	80%- 99% complete	2022-02-18	Following from the Water Governance Report received in Nov 2020, Board directed staff to prepare a draft Term of Reference and prioritized work plan for implementing governance changes for RDCK water systems. Q4 2021 update- Draft bylaw was received at Oct 2021 Board meeting, with revisions determined at the December Board meeting. A final bylaw will come forward pending determination of the governance direction for the Arrow Creek service.
Fireworks bylaw feasibility report	2020-11-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area E	Not Started	2022-05-31	Board has directed that staff prepare a report outlining the feasibility of developing and implementing a fireworks bylaw. Q4 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	2022-12-31	Service case analysis will be prepared based on estimated contract service costs. Q4 update - This project has been stalled through 2021 due to high workload and higher priorities for bylaw enforcement staff. The project is targeted for completion in 2022.
WKBRHD Administrative Services Procurement	2021-06-26	Mgr. Corporate Admin	Coordinated Service Delivery	Area A,Central RR Subregion,West RR Subregion	100% complete	2021-10-31	An administrative services agreement between the WKBRHD and RDCK was approved the October RDCK 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
Recreation Commission #6-Slocan Lake Bylaw Review	2020-10-15	Mgr. Corporate Admin	Coordinated Service Delivery	Area H,Village of Silverton,Village of New Denver	40% to 60% complete	2022-03-31	Review and propose updates to the Commission bylaw for Board consideration. Consultation with elected officials will be the first step. Q4 2021 update - draft bylaw is awaiting review by senior managers
Project Costing Module	2018-04-15	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2022-12-31	Finance will continue inventory of the District Tangible Capital Assets and Fixed Asset module. This will involve coordinated work with the Senior Project Manager to componentize assets listed in our inventory as needed. A reassessment of the coding categories will be evaluated. Exploration of the "Main" project umbrella are in development.
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. Finance and Payroll have had a good year in 2021 in development and will continue this work through the 2022 year.
Implementation of Purchase Order Module	2018-03-14	Mgr. Finance	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	2022-12-31	The Purchase Order module is functioning. While we have experienced success within the Live system we continue to learn best from the system when unanticipated questions arise. In addition there are still the processes to develop along side of the Module and the compliance with the new Purchasing Policy, whether the Purchase Orders are manual or through the system. Training and utilization will be continue to be a focus for the Accounts Payable and Finance Team.
Fire Services Safety Management System	2019-04-08	Mgr. HR	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2020-11-28	The focus has shifted to significant COVID19 support. However, we continue to additionally focus on Fire Services Safety program implementation to ensure their alignment with the RDCK safety management system including the development and implementation of: safe work procedures, inspections, reporting processes & systems, PPE inventory, respiratory program, leader training (BC Municipal Safety Association).
SCADA Software system	2021-01-06	Mgr. IT	Water Protection and Advocacy	Entire RDCK	40% to 60% complete	2022-12-01	The water service requires support to implement the SCADA system for monitoring water systems.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Information Technology Infrastructure Replacement	2021-04-01	Mgr. IT	Part of RDCK Core Services	Multi Regional	60%- 80% complete	2021-11-17	This project is required to replace end of life IT equipment that is part of the core technology infrastructure.

CAPITAL PROJECTS							
Project Name	Project Manager	Plan Start	Plan Duration	Plan End	Actual Progress	Status	Status – Next Steps
Asset Management	AJ Evenson	1-Jul-2020	600	18-Oct-22	18%	In Progress	Grant funds received. Working on database /GIS coordination in January 2022.
Central Region - Compost Facility	AJ Evenson	1-Jan-2021	520	29-Dec-22	15%	In Progress	Opportunity out for Tender in January 2022.
Grohman Transfer Station - Compost Upgrades	AJ Evenson	1-Jan-2021	520	29-Dec-22	0%	Not Started	Significant delays with receiving Tetrattech's design
Ootischenia Landfill - Compost Upgrades	AJ Evenson	1-Jan-2021	520	29-Dec-22	0%	Not Started	Opportunity out for Tender in January 2022.
Creston Landfill - Compost Facility	AJ Evenson	1-Jan-2021	350	5-May-22	75%	In Progress	Site ready for commissioning in the spring once Fortis hooks up power.
HB Tailings Facility Closure	AJ Evenson	1-Jan-2021	415	4-Aug-22	88%	In Progress	Project is on hold during winter months. Completion in either spring or summer 2022.
Woodbury Water System Upgrades	AJ Evenson	1-Jan-2021	380	15-Jun-22	50%	In Progress	Delays in equipment delivery and permitting. Construction in spring 2022 during low reservoir levels
Slocan Fire Hall Expansion	Shari Imada	1-Aug-2021	165	17-Mar-22	25%	In Progress	In construction. Foundations poured and backfilled. SIPS in transit.
East Shore Connectivity Project	AJ Evenson	1-Jan-2021	1000	31-Oct-24	15%	In Progress	Design Build RFP out in BCBid closing in January 2022.
Castlegar Rec Centre - Childcare Expansion	Shari Imada	1-Jan-2021	350	5-May-22	95%	In Progress	Substantial completion achieved in 2nd week of December. Minor landscaping in spring 2022.
Exhaust Gas Extraction Systems	Shari Imada	1-Jan-2021			0%	Cancelled	Project cancelled and split into 4 new Community Works application-related projects.
Fire Hall Residing	Shari Imada	1-Jan-2021			0%	Cancelled	Project cancelled and split into 4 new Community Works application-related projects.

CAPITAL PROJECTS							
Project Name	Project Manager	Plan Start	Plan Duration	Plan End	Actual Progress	Status	Status – Next Steps
NDMP Stream 3	AJ Evenson	1-Jun-2021	260	30-May-22	25%	In Progress	Refining scope with BGC. March 31, 2022 completion still achievable.
Slocan Schoolhouse Demolition	Shari Imada	1-Jan-2021	520	29-Dec-22	5%	In Progress	Waiting on commission review of Cover options and direction forward.
Lakeside Office RTU & Roof Replacement	Shari Imada	1-Jan-2021	520	29-Dec-22	20%	In Progress	HVAC proposals being evaluated for GHA unit design. Tender in March 2022. Architectural study from Cover underway.
Resource Recovery Intrusion Alarms	AJ Evenson	15-May-2021	150	9-Dec-21	100%	Completed-Qtr	
Central Transfer Station Washroom/Septic	AJ Evenson	1-Aug-2021	260	28-Jul-22	25%	In Progress	Septic complete, working on design-build options for attendant shack.
Fire Hall Compound Fencing	Shari Imada	15-Jun-2021	120	29-Nov-21	100%	Completed-Qtr	Balfour and Ootischenia complete. Yahk to be done in 2022.
Slocan Washroom and Septic	Shari Imada	1-Jul-2021			0%	Cancelled	Work to be completed in 2022/2023 based on remainder of proposed TS upgrades.
Rosebery Washroom and Septic	Shari Imada	1-Jan-2021	260	30-Dec-21	100%	Completed-Qtr	Construction is substantially complete as of October 31.
Asset Inspections for NDCC, CDCC, NSH	AJ Evenson	1-Jan-2021	315	17-Mar-22	95%	In Progress	All draft reports received in December 2021.
Kaslo TS Recycling Relocation	AJ Evenson	1-Jan-2021	260	30-Dec-21	100%	Completed-Qtr	Substantially complete as of October 31.
East McDermid Dam Decommissioning	AJ Evenson	15-Oct-2021	260	13-Oct-22	10%	In Progress	Working with the KID to finalize design and get regulatory submissions in for 2022 fall construction.
West Creston Hall	AJ Evenson	15-Oct-2021	260	13-Oct-22	5%	In Progress	Working with area Director and Regional Fire Chief to reduce cost and evaluate options.
CDCC East Stairwell	Unallocated	1-Jan-2022	260	29-Dec-22	0%	Not Started	2022 Project. Waiting on formal project request
Nakusp Recycling Upgrades	Shari Imada	1-Nov-2021	45	31-Dec-21	75%	In Progress	Completion in December/January 2022
Ootischenia + Robson FH Community Works Application	Shari Imada	1-Jan-2022	260	29-Dec-22	5%	In Progress	Application under Community work for 2022 implementation. Application completed and reviewed in December.
Blewett and Balfour FH Community Works Application	Shari Imada	1-Jan-2022	260	29-Dec-22	5%	In Progress	Application under Community work for 2022 implementation. Application completed and reviewed in December.
Beasley and North Shore FH Community Works Application	Shari Imada	1-Jan-2022	260	29-Dec-22	0%	In Progress	Application under Community work for 2022 implementation.
Slocan, Passmore, Winlaw FH Community Works Application	Shari Imada	1-Jan-2022	260	29-Dec-22	0%	In Progress	Application under Community work for 2022 implementation.

CAPITAL PROJECTS							
Project Name	Project Manager	Plan Start	Plan Duration	Plan End	Actual Progress	Status	Status – Next Steps
Erickson Metering	Unallocated	1-Mar-2022	250	13-Feb-23	0%	Not Started	2022 Project. Waiting on formal project request
North Shore Fire Hall Fencing and Renovations	Shari Imada	1-Jan-2022	100	19-May-22	0%	Not Started	Application under Community work for 2022 implementation.
Pass Creek and Tarry's	Shari Imada	1-Jan-2022	100	19-May-22	0%	Not Started	Application under Community work for 2022 implementation.
Yahk and Canyon/List FH Community Works App	Shari Imada	1-Jan-2022	100	19-May-22	0%	Not Started	Application under Community work for 2022 implementation.
Rosebery TS Site Upgrades and CCTV	Shari Imada	1-Jan-2022	250	15-Dec-22	0%	Not Started	2022 Project. Waiting on formal project request
Salmo Pool Upgrade	Shari Imada	1-Apr-2022	350	3-Aug-23	0%	Not Started	2022 Project. Waiting on formal project request

PROJECTS COMPLETED IN Q3 2021 REMOVED FROM QUARTERLY REPORT

Project/Initiative Name	Responsible Manager
Allocation Service Summary for Board	CAO
FireSmart 2021 - Home Partners	Mgr. Community Sustainability
Valley Community Services - Agreement Renewal	Mgr. Creston Rec
Skatepark Host Program	Mgr. Creston Rec
Service Building	Mgr. Creston Rec
Edgewood / Burton site improvements	Mgr. Resource Recovery
RBC Depots Launch and Operation	Mgr. Resource Recovery
Asset Inventory for RRP financial plan	Mgr. Resource Recovery
Regional curbside compost collection feasibility study	Mgr. Resource Recovery
West Kootenay Transit 5 Year Plan	Mgr. Corporate Admin
Nelson Leafs Contract Renewal	Mgr. Nelson Rec
NDCC Arena Lighting Upgrade	Mgr. Nelson Rec
Lardeau Regional Park Management Plan	Mgr. Parks

PROJECTS COMPLETED IN Q4 2021

Project/Initiative Name	Responsible Manager
Linear Infrastructure Construction Crew Planning	Utilities Operations Manager
Castlegar Hockey Society (Rebels) Contract Renewal	Mgr. Castlegar Rec
Skate Park Washroom Upgrades	Mgr. Castlegar Rec
Creston & District Community Complex - Creston Room Ramp/Dressing Room Project	Mgr. Creston Rec
Environmental Management Act Changes - assessment and solutions	Mgr. Resource Recovery
Water Safety Ambassador Program	GM Community Services
Resource Recovery Plan update	Mgr. Resource Recovery
WKBHRD Administrative Services Procurement	Mgr. Corporate Admin
Central SCADA Implementation	Mgr. Utilities
Area D Open Houses on Land Use	Mgr. Planning



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Board Report

Date of Report: January 4, 2022
Date & Type of Meeting: January 20, 2022 Open Regular Board Meeting
Author: André Noël, Safety Advisor
Subject: RDCK OCCUPATIONAL HEALTH & SAFETY ANNUAL REPORT
File: [FILE NO.].

SECTION 1: EXECUTIVE SUMMARY

The Regional District Central Kootenay (RDCK) is responsible for, and committed to, providing a safe work environment for all its employees, contractors and volunteers. Promotion of safe working conditions, continual improvement and compliance to the BC Occupational Health & Safety Regulations are key components of the Safety Management System (SMS).

A comprehensive Occupational Health & Safety Program and SMS ensures compliance to regulations as prescribed by the WorkSafeBC (WSBC), Technical Safety BC, and the Interior Health Authorities.

This past year was challenging as the impacts of global pandemic continued to cause disruption to supply chain and services in 2021, requiring significant adjustments to how we deliver service in all areas of our business. Along with the increasing demands of meeting legislative requirements, COVID-19 created additional work demands on all managers and supervisors, with increased requirements for safe work planning, training, worker health checks, and absenteeism due to the COVID-19 restrictions.

Not only was the organization impacted by increased workloads on managers and supervisors, all employees felt the impact from COVID-19 to their mental health. The pandemic highlighted the need for increased support for wellness initiatives, particularly in the area of mental health. This has been a priority in 2021 and remains a focus area for 2022.

Increases in stress leave claims were seen throughout the business. Critical incident claims for first responders and senior fire fighters has increased significantly for Fire Services. Resource Recovery has seen an increase of claim cost associated with the new recycling depots. Overall, this has resulted in an increase in WorkSafeBC premiums by 1.2% for 2022, and can be attributed in large part to the impact of 2020 claims.

Raising awareness in Psychological Health and Safety will be a major priority for HR in 2022. All managers received the Working Mind training in 2021, and all employees will have that training in 2022. Heightening the awareness around Critical Incident Stress and Post Traumatic Stress Disorder for Fire fighters, and getting employees into treatment early on, is critical to reducing the impact on our employees and to having them return to pre-incident fitness. This will remain critical for the business in the coming years.

Additionally, as the SMS continues to mature, improving formal documented processes are required to ensure a consistent approach to safety management across all departments. In 2022, we will continue

to mature the safety management system including developing and implementing standardized processes.

SECTION 2: BACKGROUND / ANALYSIS

2021 Accomplishments

Safety Management System Updates

The Safety Management System (SMS) was established to develop the foundation of the safety management policy, programs and procedures, forms and records to ensure the RDCK has a due diligence system to manage safety documentation throughout the business to be compliant to the BC Occupational Health and Safety (OHS) Regulations.

An electronic Safety Manual directory was developed to allow employees on the RDCK network to access the most up to date Regional District Safety Management System programs, procedures, risk assessments, guidelines, templates and forms. Work on the SMS was deferred to 2022 due to the impact of changes from the pandemic.

2021 Updates

COVID-19

The global pandemic continues to create significant OHS challenges for the RDCK, including trying to decipher multiple orders from IHA or PO, meeting regularly with the WorkSafeBC prevention officers to anticipate the changes and their impacts to the operations. COVID-19 safety plans and HR guidelines had to be constantly updated to the order.

Early at the start of the global pandemic, shortages in PPE were felt throughout Canada. The RDCK EOC was activated to find and secure a supply of personal protective equipment and cleaners. The EOC continues to act as a supply chain providing RDCK departments and even some member communities with a consistent supply of COVID-19 personal protective equipment and cleaners.

As per Step 3 of the BC Government reopening plan, a Communicable Disease Program (CDP) was developed to replace the many site specific COVID-19 safety plans. The CDP is focused on reducing the risk of communicable disease transmission in the workplace, including but not limited to the risk of transmission of COVID-19. The intention was to create a long term plan that would cover all communicable diseases, such as COVID-19, influenza, and tuberculosis.

Utilities (Construction Services)

Using the Safety Management System, Safety Management Plans (SMP) were developed for the new construction services team that was hired to replace asbestos containing water lines in Fauquier. The SMP included the project occupational health & safety risk assessments, job hazard assessments, confined space hazard assessments, tool box talks, pre-work meeting forms, electrical limits of approach, lockout and tag out program, fall protection plans.

In coordination with Utilities team , the Safety Advisor developed an excavation standard for the Regional District to follow when completing any open ground excavations. A five (5) year variance was

received from WorkSafeBC for not having to submit the Notice of Project every time the RDCK has to cut or disturb Asbestos containing material throughout the business.

The Safety Advisor participated in worksite inspections and assisted the Construction supervisor with work planning to ensure compliance to the trenching, confined spaces, isolation/lockout, asbestos and silica abatement regulations. No orders were received from WorkSafeBC in 2021.

Finding employees fully qualified and experienced in Asbestos work was not an option for RDCK during hiring. The Safety Advisor arranged for the team to get hands on Asbestos handling training in-house from the RDCK Erickson water treatment plant team. Allowing the new team to observe and then participate in cutting and handling concrete pipe that contain asbestos was a success. The team was also able to practice responding to emergency spills, first aid, ½ mask respirator fit test and a review of the transportation of dangerous goods requires for hauling asbestos the landfill.

Fire Services

Fire Services has completely migrated and has fully integrated in the RDCK Safety Management System. Health and Safety is included in the HR orientation that's provided to fire fighters and first responders. 85% of Chief's completed supervisor training through the BC Municipal Safety Council in Due diligence for supervisors, Hazard ID and risk assessment, worksite inspections and accident investigations.

Since Fire Services has integrated in the SMS we have seen a significant increases of near miss reporting and reversing incidents in 2021. The Fire Services Health & Safety Committee and Chiefs are taking a proactive approach to stop this trend.

Fire services key activities included:

- Completed 285 fit test for Self Contained Breathing Apparatus.
- Completed 320 N-95 fit test for fire responders and fire fighters.
- Implementing risk assessments for first responders, young and new worker orientations, confined space awareness and hazardous material training.

We have seen increases in claims cost in 2021 for Critical Incident Stress (CIS) and Post-Traumatic Stress Disorder (PTSD) claims through WorkSafeBC. The trend is showing that more of our senior first responders and firefighters are requesting for assistance with CIS & PTSD. 10 fire services employees have complete the Train the Trainer program in Resilient Minds.

In 2022 the Fire Services mental health strategy is to ensure first responders and fire fighters have access to time sensitive trauma inferred counseling. Resilient minds training will be provided to all new members. The Fire Services Health & Safety Committee and station Chiefs will take an active role to champion Mental Health and Awareness in their departments.

Resource Recovery

Resource Recovery continues to feel the effects from the launch of the recycling program. In early 2021 due to the ongoing restrictions from the global pandemic regarding face to face training, a decision was

made to provide the annual safety training to staff using Webex. In total 67 resource recovery employees participated in the sessions. Training topics included asbestos, silica, radioactive material, hazardous spills, Bylaws and COVID-19.

An evaluation of the money handling practice in 2020 identified opportunities for improvement at Landfills and Transfer Stations. With the assistance of the Finance Manager a Money Handling & Transportation Guideline was established to provide consistency throughout the organization.

By the end of 2021 major improvements noted were

- Installation of a safe at each site,
- Added outdoor lighting,
- Added or improved video recording systems,
- Lead hands making deposits for smaller sites and;
- BNL armored car pick up at larger sites

With the launch of the recycling, Resource Recovery has seen an increase of WorkSafeBC claims cost at recycling worksites throughout the Regional District. The summer heat dome and smokey skies effected the new recycling depot site(s) that we designed without power and/or air conditioning throughout the summer months. Power at permanent recycling sites are under consideration. Airborne silica continues to be an ongoing issue in the summer months at all unpaved sites that must be treated with water or calcium brined.

Community Services

Recreational facilities continued to be heavily impacted by PHO orders over the COVID-19 global pandemic. Programming was redesigned to meet the orders. COVID-19 Safety plans and risk assessments were designed for preregistered participants only. Receiving multiple changes to the orders in a week meant that risk assessments and safety plans were always being reviewed and updated, which required further staff training. The regular changes to the PHO orders were exhausting for staff, particularly on the Managers and Supervisors who had to execute the changes.

The Safety Advisor supported the Parks in 2021 by completing high level risk assessments and developing Safety Management Plans for the upgrades and expansion of the Waterloo Eddie and Crawford bay park properties.

Community Services key Health & Safety activities included:

- Keeping the recreational facilities open while complying with the PHO & IH orders.
- Merging NDCC, CDRD and CDCC Health & Safety Committees into 1 Regional Recreation Health & Safety Committee; reducing meetings from 36 to 12.
- Building strength in the Regional Recreational safety committee meetings by sharing successes and challenges with COVID-19 techniques.

Mental Health Strategy

In 2021 Senior Management approved a Mental Health Strategy that could take up to three years to fully execute.

- Psychological Health and Safety was added to the scope of the health and safety policy;
- The Board approved the development of a Violence in the Workplace bylaw, which will be presented to the Board early in 2022. Its implementation and support for staff (training, etc) will be a focus in 2022.
- The Mental Health Strategy was implemented with the Working Minds - Manager training delivered to 56 leaders and to Board members. Beginning in fall 2021, and throughout 2022 employees will take the Working Minds training, and this will become standard training for all new employees and leaders.

In 2021 all new hires participated in the Employee and Family Assistance Program (EFAP) orientation.

2022 Goals and Targets

OHS objectives will focus on employee's mental health and wellness, while continuing to provide support to Resource Recovery ,Community Services, and Fire Services in reducing workplace accidents and liabilities from public injuries.

While the RDCK continues to mature its SMS, the organization will benefit from further work on flow charts and processes to ensure consistency across the organization, and to reduce redundancies.

This will include creating a template SMS that can be made fit-for-purpose across the organization. For example, a first aid procedure template can be used across the business. Such a template will ensure that the RDCK standard is met through "fixed" language, while allowing fit-for-purpose tweaking specific to the facility.

Other work plan activities for 2022 include:

- Continued implementation of the Mental Health strategy, including
 - Conducting a psychological Risk Assessment to the CSA standard.
 - Continuing to train all employees in Working Minds while Fire Services will train all fire fighters and fire responders in Resilient Minds.
 - Adding health and wellness to Joint Occupational Health & Safety committees' agendas to ensure that this aspect of OHS is not overlooked.
 - Updating the Violence Prevention program to provide policies, procedures and information to support a physically and psychologically healthy and safe workplace and to facilitate the prevention and management of workplace Violence. The updated program includes dealing with mental illness and will provide de-escalation training to those in public-facing role.
 - Implementing the bylaw, once approved, including providing employees with training and developing processes as required.
- Developing processes as job aids for departments to use regarding the safety management system (eg, incident reporting).

- Conduct a recreational facilities risk assessment & safety management plan.
- Supporting projects in the construction of the new Composter then moving into operations possibly with RDCK employees in Creston & Central.

SECTION 3: DETAILED ANALYSIS

a. Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: <input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Financial Plan Amendment: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Debt Bylaw Required: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Public/Gov't Approvals req'd: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

2022 Premium Rate

Payroll rates (premiums) are dependent on the classification unit to which a business is assigned, which, for the RDCK, is *Local Government and Related Operations*. WorkSafeBC announced 2022 premium base rate for the RDCK will be increasing from 1.90 % to 2.92% and the discount on premium rate was dissolved due to the increase of claims. The increase in claims cost that will be felt in 2022 was in large part associated with stress leave, critical incident stress, and post-traumatic stress disorder claims.

The Certificate of Recognition (COR®) is a voluntary incentive program through WorkSafeBC that recognizes companies who develop and implement health and safety and injury management systems that meets industry standard. Significant savings are possible for the RDCK; in Q1 2022 a gap analysis will be completed to assess the readiness of the RDCK Safety Management System to the COR standard.

Financial commitments for the RDCK safety include:

- Annual respirator fit testing for employees who are required to use a tight-fitting respirator to conduct job tasks safely. Estimated cost is \$45 to \$75 per person depending on the mask, with some employees requiring three fit test for three different style of mask; approximately \$33,750 to \$56,260 per year
- Annual hearing test for employees who are exposed to noise that exceeds noise exposure limits. Estimated cost is \$50 per person; approximately \$35,550 per year.
- Annual session (8 hours) for safety training for Supervisors and Managers regulatory requirements (accident investigation, work refusal and worksite inspections).
- New supervisors are required to attend a 2 day BCMSA course, at \$315.00 per person.

ADDITIONAL TRAINING BASED ON JOB ROLE (NOT APPLICABLE TO ALL EMPLOYEES):

- WHMIS 2015: \$15 per person
- Confined Spaces: \$135 per person
- Fall Protection: \$145 per person
- Transportation of Dangerous Goods; \$85 per person
- Occupational First Aid: \$149 per person

Note that these amounts are provided as information only, and any financial impact is included in 2022 budgets for affected services.

b. Legislative Considerations (Applicable Policies and/or Bylaws):

- *BC Occupational Health & Safety Regulations*
- *Interior Health Regulations*
- *Technical Safety Regulations*
- *Transportation of Dangerous Goods Regulations*
- *Canadian Safety Association (CSA)*

c. Environmental Considerations:

Airborne silica regulations changed in 2018/19, with Silica recognized as requiring the same level of diligence as with Asbestos.

- Employers are required to sample employees' exposure levels to Silica to determine if exposure control plans are required to reduce levels to an acceptable limit. Failure to do so exposes employers to fines and employees or the public to poor air quality which could lead to illnesses in those areas.

d. Social Considerations:

In the event of a major incident such as a serious injury or death of an employee, a major structural failure or release of a hazardous substance the RDCK exposes itself to serious social considerations:

- Criminal charges to managers, supervisors, directors
- Large fines and punitive damages
- A negative public reputation
- Less desirable place to work

e. Economic Considerations:

A major incident could result in large financial implications

- The RDCK can be exposed to large financial fines, from daily citations of \$500-\$1000 to administrative fees starting at \$65,000 which will double each time if orders are not remediated.
- Potential for increased WCB Premiums if claim costs increase as a result of increased injuries or a serious injury.

f. Communication Considerations:

Updates and changes to the occupational Health and safety program will be communicated to staff, in particular the roles and responsibilities of each staff member as it pertains to the Safety Management System and Internal Responsibility System.

g. Staffing/Departmental Workplan Considerations:

There are increasing demands on Supervisors and Manager to be familiar and in compliance to the BC Occupational Health & Safety Regulations.

Senior Management must continue to improve, implement and promote Health and Safety as a value in the workplace, including:

- Providing adequate resources such as personal protective equipment, tools and machinery to complete jobs tasks safely.
- Providing financial resources & allocating time for employee training
 - Regulatory training requirements (annual respiratory fit tests and hearing tests, annual 8-hours JOHS training; WHMIS training, new or young employee safety orientation, including WHMIS training and others applicable to the job task).
 - Recommended training (Mental Health Awareness, Prevention of Workplace Violence, Workplace Inspections, Hazard Identification & Risk Assessment, Incident Investigation)
- Providing staff with time to develop job hazard assessments, safe working procedures, workplace inspections, health and safety training, and adequate on-the-job-training.
- Addressing the multiple demands of the pandemic on operations.

h. Board Strategic Plan/Priorities Considerations:

Implementing the Safety Management System into the Board’s strategic plan for all departments including Fire Services, Emergency Services, Wildfire Management, Resource Recovery, Food Security and Agriculture, Recreation, Parks & Trails, coordinated service delivery, water protection and advocacy will protect employee safety, provide necessary employee training and a safe work environment to achieve organizational goals and commitments.

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATION(S)

N/A. As information to the Board.

Respectfully submitted,
Andre Noel

CONCURRENCE **Initials:**

General Manager of Human Resources
Chief Administrative Officer

Digitally approved by Connie Saari-Heckley
Digitally approved by Stuart Horn



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: 2022 LVR Graduation Committee	Date of Application: 01/06/2022
Contact Name: Kathleen Comstock	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality: Nelson
Mailing Address: 4643 Carlson Road Nelson BC V1L 6X3	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 354-7565	Email: kathleen.comstock@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Graduation activities for the 2022 graduating class including photographs, cap and gown rentals, decorations, and meal (if permitted with COVID restrictions)

Grant Application:

Total Grant Requested: \$ 1,000.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
---------------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
Fundraising: Save On grocery cards, bottle drive, Finley's Burger and Beer night, LVR talent show - unknown values at this time

Grants: RBC Area E, NDCU - Requesting \$1,000 each

Previous Discretionary Grants Received - Year and Amount: 2021 - \$750 I believe there has been other years as well

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2022-01-06 07:54:06

Signature

Kathleen Comstock

Print Name

Authorization

Signature of Area Director <i>Ramona Faust</i>	Total Grant Approved \$ 1000
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: <i>BEALBY POINT LIGHTING COM.</i>	Date of Application: <i>SEPT. 23/21</i>
Contact Name: <i>RON CUTLER</i>	RDCK Electoral Area/Member Municipality: <input checked="" type="checkbox"/> RDCK Electoral Area: <input type="checkbox"/> Municipality:
Mailing Address: <i>2137 BEALBY POINT NELSON B.C.</i>	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque <i>NELSON H</i>
Phone #: <i>250-352-9883</i>	Email: <i>rec1@telus.net</i>

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.

*TO COVER ELECTRICAL COST OF STREET LIGHT
AT BEALBY POINT NELSON*

Grant Application:

Total Grant Requested: \$ <i>400.00</i>	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Discretionary Grants Received – Year and Amount:

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

<i>[Signature]</i> Signature	<i>RON CUTLER</i> Print Name
---------------------------------	---------------------------------

Authorization

Signature of Area Director Signed by Email	Total Grant Approved \$ 400.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: LVR Grad 2022	Date of Application: 01/06/2022
Contact Name: Kathleen Comstock	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: F <input type="checkbox"/> Municipality: Nelson
Mailing Address: 4643 Carlson Road Nelson BC V1L 6X3	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 354-7565	Email: kathleen.comstock@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Graduation activities for the 2022 graduating class including photographs, cap and gown rentals, decorations, and meal (if permitted with COVID restrictions)

Grant Application:

Total Grant Requested: \$ 1,000.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
---------------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
Fundraising: Save On Grocery Cards, bottle drive, Finley's Burger and Beer night and LVR talent show -unknown values at this time

Grants: RBC Area E, NDCU - requesting \$1,000 each
Previous Discretionary Grants Received – Year and Amount: 2021 \$1,000 - I believe there has been other years as well

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2022-01-06 07:38:47

Signature

Kathleen Comstock

Print Name

Authorization

Signature of Area Director Signed by Email	Total Grant Approved \$ 1,000.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Nelson and District Museum, Archives, Art Gallery and	Date of Application: 12/29/2021
Contact Name: Astrid Heyerdahl	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: F <input type="checkbox"/> Municipality:
Mailing Address: 502 VERNON ST NELSON BRITISH COLUMBIA V1L 4E7	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 352-9813	Email: director@touchstonesnelson.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Nelson and District Museum maintains the archives and history/heritage artefact collection from Nelson and Area, with the majority of objects and archival material outside of Nelson coming from Areas E and F. The ongoing preservation and growth of the archives and artefact collection, as well as the decolonization of the museum space, educational programs, and exhibitions are crucial to the cultural fabric of this community. The support of the RDCK is vital in our work.

Grant Application:

Total Grant Requested: \$ 3500	Which funding criterial objective does this project meet? <input type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
--------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
City of Nelson

BC Arts Council...
Previous Discretionary Grants Received – Year and Amount:

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2021-12-29 16:55:29

Signature

Astrid Heyerdahl

Print Name

Authorization

Signature of Area Director Signed by Email	Total Grant Approved \$ 3,500.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: New Denver Hospice Society	Date of Application: 01/09/1202
Contact Name: Katrina Sumrall	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: Electoral Area H <input type="checkbox"/> Municipality:
Mailing Address: 401 Galena Ave. Box 217 New Denver BC V0G1S0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 265-8648	Email: Katrinarae.sumrall@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Spark in the Dark
The creation of this event came from a group of people who want to build community spirit. Spark in the Dark allows for everyone to participate and yet recognizes the importance of observing public health safety regulations. Throughout the month of January there will be workshops to teach adults and children to build lanterns. Lucerne School will have three workshops devoted to helping ensure that all students have an opportunity to build a lantern. New Denver Nursery School and the Distance Learning students will also have workshops. It is planned that there will be workshops that accommodate individuals that are vaccinated and those who are not. This is to join the community together in an inclusive way that allows for differences and celebrates the whole. The event starts on the 30th with neighbourhood and houses lighting their lanterns. On the 31st there will be a public parade. The group will ...

Grant Application:

Total Grant Requested: \$ \$1000.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Village of New Denver.....\$1000.00 Anonymous Donaton.....\$1500.00	
Previous Discretionary Grants Received – Year and Amount: 2020 - \$3000.00	

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

 Signed at: 2022-01-09 18:26:31	Katrina Sumrall
Signature	Print Name

Authorization

Signature of Area Director Walter Popoff	Digitally signed by Walter Popoff DN: cn=Walter Popoff, o=RDCK, ou=Area H, email=wpopoff@rdck.bc.ca, c=CA Date: 2022.01.09 16:54:41 -0800'	Total Grant Approved \$ 1,000
Board Approved Date:		Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Fields Forward Society	Date of Application: 12/29/2021
Contact Name: Elizabeth Quinn	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
Mailing Address: 924 25th St. S Creston BC V0B 1G1	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (778) 235-0850	Email: eq@fieldsforward.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

Purchasing a Freeze Dryer to be used at the Food Hub. To promote food security and provide opportunity to preserve fruits and vegetables for future use in product development.

Grant Application:

Total Grant Requested: \$ 25000.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental
------------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 CBT, Ministry of Agriculture and Fields Forward Society

Previous Community Development Grants Received – Year and Amount:

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at: 2021-12-29 11:15:43 Elizabeth Quinn
 Signature _____ Print Name _____

Authorization

Signature of Area Director	Total Grant Approved \$ 25000.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: West Creston Community Hall Society	Date of Application: 01/12/2022
Contact Name: Maura Schadeli	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: C <input type="checkbox"/> Municipality:
Mailing Address: West Creston Creston BC v0b1g0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 428-3555	Email: mschadeli@hotmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

Annual Bursary

Grant Application:

Total Grant Requested: \$ 2000	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
--------------------------------	--

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Community Development Grants Received – Year and Amount:

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

_____ Signature	Filled by Director _____ Print Name
--------------------	---

Authorization

Signature of Area Director Signed By Director	Total Grant Approved \$ 2,000.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Argenta Community Association	Date of Application: 12/08/2021
Contact Name: Chelsey Jones	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: D <input type="checkbox"/> Municipality:
Mailing Address: General Delivery Argenta BC V0G 1B0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 366-0075	Email: argentaboard@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements.)

Accessibility: Improvements to upstairs bathroom to make it accessible to those with mobility concerns.
 Safety: Protect playground from sports field stray balls by installing a net behind soccer goal. Containing outdoor fires to mitigate wildfire risk through mobile fire pit construction. Emergency phone service.
 Health: Improve ventilation and air purification in the face of prolonged wildfire smoke exposure with HVAC system with filtration.
 Installation of UV water purification system in hall.
 Funds from this grant will be a portion of critical matching funds for our CBT Community Readiness Grant

Grant Application:

Total Grant Requested: \$ \$7900	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
---	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 Accessibility: \$3900 for outbuilding accessibility - RDCK Rec 2
 Safety: \$900 in-kind internet for VOIP line from Argenta Library/KIN
 Health: Ventilation/air purification - \$60,000 - CBT Community Readiness.....

Previous Community Development Grants Received – Year and Amount:
 \$6000 in 2020

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at: 2021-12-08 13:00:10	Chelsey Jones
Signature	Print Name

Authorization

Signature of Area Director Signed by Email	Total Grant Approved \$ 7,900.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Kutenai Art Therapy Institute Association	Date of Application: 11/22/2021
Contact Name: Lisa Heisler	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality: Neslon
Mailing Address: 191 Baker St., 2nd Floor Nelson British Columbia V1L 4H1	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 352-2264	Email: lheisler@kutenaiarttherapy.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

This project brings people together in celebration of art, nature, and community. The Polka Dot Dragon Lantern Festival has been happening since 2014, and growing in size and popularity each year. The festival creates an accessible platform for community arts through a combination of offering lantern making workshops and hiring local performers and artists to make installations at the festival.

Grant Application:

Total Grant Requested: \$ 700	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Columbia Basin Trust Community Initiatives and Affected Areas Program Funding (CIP/AAP) \$2200 Area F Discretionary Grant- \$1000 (pending) NDCU community investment program \$500 (pending)	
Previous Community Development Grants Received – Year and Amount: 2019, 2020--\$1000	

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:
2021-11-22 13:19:41

Signature

Lisa Heisler

Print Name

Authorization

Signature of Area Director Signed by Email	Total Grant Approved \$ 700.00
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Nelson Community Food Centre	Date of Application: 12/28/2021
Contact Name: Andrew Creighton	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality: Nelson
Mailing Address: 602 Silica Street Nelson BC V1L 4N1	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 551-0305	Email: andrew@nelsoncfc.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Nelson Community Food Centre runs the highest volume food bank in the area. The funds from this grant would go to support the Good Food Bank program. Higher program participant numbers, coupled with higher food costs, mean that our program delivery costs are higher than ever. The Good Food Bank touches on all three of the critical objectives mentioned above. Providing healthful food to approx 400 people a week improves their physical and mental health and enables them to be active members of our community, economically and socially.

Grant Application:

Total Grant Requested: \$3,000	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: This is an ongoing program with various funders providing support off and on. Our two most significant funders are Community ...	
Previous Discretionary Grants Received – Year and Amount: 2020 - 2,000, 2019 - 1,000, 2018 - 1,000	

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2021-12-28 14:01:00

Signature

Andrew Creighton

Print Name

Authorization

Signature of Area Director Signed by Email	Total Grant Approved \$ 3,000.00
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Nelson and District Museum, Archives, Art Gallery and Historical Society	Date of Application: 12/29/2021
Contact Name: Astrid Heyerdahl	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality:
Mailing Address: 502 Vernon Street Nelson BC V1L4E7	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 352-9813	Email: director@touchstonesnelson.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Nelson and District Museum holds the artefact and history collection, as well as the archives, of Nelson and Area - with the most amount of items outside of Nelson coming from Areas E and F. It is our responsibility to ensure the longevity of the collection for the purposes of education, posterity, social justice, and cultural connection. Maintaining, growing and preserving the history collection and archives of Nelson and Area requires:

- Organization and Financial Management, etc. - Executive Director (FT staff)
- Collections and archival management, conservation/preservation, growth (1 FT staff, 2 PT, staff and many volunteers)
- Educational Programming for schools and the general public (2 PT staff)
- Curatorial staff to promote history and heritage, alongside contemporary art (FT staff = curator)...

Grant Application:

Total Grant Requested: \$ 5000	Which funding criterial objective does this project meet? <input type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
--------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 City of Nelson - \$227,000+

BC Arts Council - \$30,000+
 Previous Discretionary Grants Received – Year and Amount: 5000 (2020)

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2021-12-29 15:15:40

Signature

Astrid Heyerdahl

Print Name

Authorization

Signature of Area Director 	Total Grant Approved \$ 5,000.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Internal transfer Nelson Salmo E,F,G Parks Commission	Date of Application: 01/10/2022
Contact Name: Cary Gaynor	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: Area E <input type="checkbox"/> Municipality:
Mailing Address: Box 590 202 Lakeside Drive Nelson BC V1L594	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 352-1574	Email: cgaynor@rdck.bc.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

Art in the Park. Deposit on purchase of the Granite Dragon from Sculpture Walk.

The sculpture will be placed in Taghum Beach Regional Park when the sculpture returns to the artist from display in Castlegar. Total Price \$8,000 includes a maintenance contract.

Grant Application:

Total Grant Requested: \$ 4000.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: N/A	
Previous Community Development Grants Received – Year and Amount: N/A	

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:
2022-01-11 01:59:11

Ramona Faust

Signature

Print Name

Authorization

Signature of Area Director Signed by Email	Total Grant Approved \$ 4,000.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Salmo Watershed Streamkeepers Society	Date of Application: 01/07/2022
Contact Name: Brian Cusack	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: G <input type="checkbox"/> Municipality: Hall Siding
Mailing Address: 220 Bethel Road Nelson BC V1L 6N2	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 354-4629	Email: brianCUSACK7@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

The funds will be used to purchase 800 MCH double bubbles from Synergy Semiochemicals in Vancouver. The bubbles exude a pheromone that is a de-tractant, that discourages Douglas Fir beetles (*Dendroctonus Pseudotsuga*) from infesting the trees and killing them. The project was funded by local land owners in 2020 and by the RDCK and local land owners in 2021. Last year over 700 MCH bubbles were installed on private and public land, (including the rail-trail), surrounding Hall Siding. So far a successful result has been observed, whereas infestations have been observed on Porto Rico road, in Barrett Creek, Qua and Clearwater Creeks. These infestations, locations and numbers, have been verified by Dean Christianson at Forestry in Castlegar and Marny Duffy-Holt a provincial entomologist in Cranbrook. Hall Siding installed a centrally located beetle trap and during the flight period last summer recorded weekly beetle numbers over 5000 and one week ...

Grant Application:

Total Grant Requested: \$ 2650.00	Which funding criterial objective does this project meet? <input type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 No other funding requested.

Previous Community Development Grants Received – Year and Amount:

2021 file #1865, \$1800.

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.


 Signed at: 2022-01-07 17:09:56
 Signature

Brian Cusack
 Print Name

Authorization

Signature of Area Director Signed by Email	Total Grant Approved \$ 2,650.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: W.E. Graham Community S	Date of Application: Dec. 7/2021
Contact Name: Miryam Bishop, ED	RDCK Electoral Area/Member Municipality: <input checked="" type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality:
Mailing Address: PO Box 10 Slocan BC V0G 2C0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: 250-355-2484	Email: coordinator@wegcss.org

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

- Upgrade our outdated computer systems to graphics computers which can run the software needed to render and produce 3D images.
- Increase the number of computer systems from 6 to 8.
- Purchase 2 year subscription to Autodesk Fusion 360 for each computer to allow users access to 3D design software.
- Purchase stand-alone computer workstations to allow social distancing and healthy alignment with light, both natural and artificial.
- Upgrade flooring from carpet to vinyl laminate, improve access to power for the computers and change to dimmable LED lighting.
- Increase program and tech support hrs.

Grant Application:

Total Grant Requested: \$ \$1500	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental
--	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 See attached budget.

Previous Community Development Grants Received – Year and Amount:

2019, \$1500

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Miryam Bishop Digitally signed by Miryam Bishop
Date: 2021.12.07 09:32:52 -08'00'

 Signature

Miryam Bishop

 Print Name

Authorization

Signature of Area Director Walter Popoff <small>Digitally signed by Walter Popoff DN: cn=Walter Popoff, o=RDCK, ou=Area H, email=wpopoff@rdckbc.ca, c=CA Date: 2021.12.15 16:02:45 -08'00'</small>	Total Grant Approved \$ 1,500
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Castlegar & District Hospital Foundation	Date of Application: 12/03/2021
Contact Name: Joleen Kinakin	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: Area J <input type="checkbox"/> Municipality: Castlegar
Mailing Address: 709 10th Street Castlegar BC V1N 2H7	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 304-1209	Email: Joleen.Kinakin@interiorhealth.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

Light Up the Health Care Centre

Thank you for your support in purchasing the Hematology Analyzer for the Castlegar Health Centre Lab! The purchase price of this equipment exceeds \$40,000.00 plus installation etc.

Grant Application:

Total Grant Requested: \$ 2500.00	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
-----------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
Various community and business donations have been contributed to date. We have already recieved donations and pledges that have exceeded \$26,000.00.

Previous Community Development Grants Received – Year and Amount:

unsure

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:
2021-12-10 17:28:28

Joleen Kinakin

Signature

Print Name

Authorization

Signature of Area Director	Total Grant Approved \$ 2500.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Kootenay Gallery of Art, His	Date of Application: December 23, 2021
Contact Name: Val Field	RDCK Electoral Area/Member Municipality: <input checked="" type="checkbox"/> RDCK Electoral Area: Area J <input type="checkbox"/> Municipality:
Mailing Address: 120 Heritage Way Castlegar, BC V1N 4M5	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: 250-365-3337	Email: kootenaygallery@telus.net

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

The Kootenay Gallery is organizing a fundraiser, Soup for the Cultured Soul, to be held on February 26th 2022. The event, intended to support the exciting relocation project, is a collaboration between the gallery, local restaurants, businesses and regional artists. 20 potters contribute bowls, 7 local chefs donate gourmet soups, and approximately 225 people attend. We are aware that COVID restrictions may not allow us to hold the event in February but organizing the event takes several months so with preparations in place we can then hold the event on short notice as restrictions allow.

Grant Application:

Total Grant Requested: \$ 2000	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental
---------------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
CBT \$400 pending, Area I \$1000 pending

Previous Community Development Grants Received – Year and Amount:
February 2020- \$2000

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

 <hr style="width: 80%; margin: 0 auto;"/> Signature	Valentine Field <hr style="width: 80%; margin: 0 auto;"/> Print Name
---	--

Authorization

Signature of Area Director	Total Grant Approved \$
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Ootischia Improvement District	Date of Application: 12/20/2021
Contact Name: Lisa Repko	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: Area J <input type="checkbox"/> Municipality:
Mailing Address: 123 Ootischia Rd Castlegar British Columbia V1N4L7	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 365-6996	Email: oidwater@ootischia.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

WSP will review available background information, historical, recent, source water wells, performance and regional aquifer information. The feasibility study will determine if new wells are required to meet the proposed increase in water supply needs and will determine potential locations for new wells in coordination with the project team.

Grant Application:

Total Grant Requested: \$ 49,878.00	Which funding critical objective does this project meet? <input type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental
-------------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Community Development Grants Received – Year and Amount:

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Repko Signed at:
2021-12-20 11:52:54

Signature

Lisa Repko

Print Name

Authorization

Signature of Area Director <i>Richard Smith</i>	Total Grant Approved \$ 49,878.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Ootischia Improvement District	Date of Application: 12/20/2021
Contact Name: Lisa Repko	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: Area J <input type="checkbox"/> Municipality:
Mailing Address: 123 Ootischia Rd Castlegar British Columbia V1N4L7	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 365-6996	Email: oidwater@ootischia.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

The purpose of the VFD at well #5 is to control the well pump. This will also eliminate the need of having to pinch back the manual valve to restrict flow. The pump speed can then be adjusted to control the flow. Simultaneously the existing solenoid operated valve that has failed can be removed and replaced with a spool piece.

Grant Application:

Total Grant Requested: \$ 19,640.00	Which funding critical objective does this project meet? <input type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental
-------------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Community Development Grants Received – Year and Amount:

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:
2021-12-20 11:35:09

Signature

Lisa Repko

Print Name

Authorization

Signature of Area Director

Total Grant Approved \$ 19,640.00

Board Approved Date:

Resolution #



Community Development Grant

Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Nakusp and Area Development Board	Date of Application: 01/05/2022
Contact Name: Corinne Tessier	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: K <input type="checkbox"/> Municipality: Nakusp
Mailing Address: PO Box 15 Nakusp British Columbia V0G 1R0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 265-8764	Email: nakuspareadevelopment@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)

Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

Through recent engagement with local organizations (Nakusp Village Council, RDCK Area K) and a recent food security study by the Old Firehall Collective here in Nakusp, the Nakusp and Area Development Board (NADB) has identified supporting local agriculture and regional food security as top local priorities. We intend to engage with local stakeholders, both directly and indirectly involved in agriculture (farms, value-added manufacturers, retailers, and restaurants), to develop an easily identifiable, regional Arrow Lakes brand through which local producers can improve and expand their markets. This will be supported by an educational and marketing campaign, which will also drive the development of agri-tourism products. Ultimately, we would like to develop a year-round central food hub for this region, which will increase sales for local producers, connect residents with locally produced food, and help address the food security ...

Grant Application:

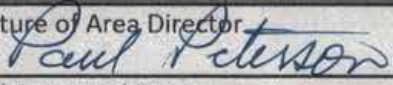
Total Grant Requested: \$ 3000	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: ETSI-BC, received \$15,000	
Previous Community Development Grants Received – Year and Amount: 2021, \$10,000	

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signature 

Print Name _____

Authorization

Signature of Area Director 	Total Grant Approved \$ 3,000
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Summit Lake Racers	Date of Application: 12/03/2021
Contact Name: Tawny Sidwell	RDCK Electoral Area/Member Municipality: <input checked="" type="checkbox"/> RDCK Electoral Area: K <input type="checkbox"/> Municipality:
Mailing Address: 367 Nakusp East Rd Nakusp BC V0G 1R1	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 265-1531	Email: istawny@gmail.com

Project/Service Description

We are gearing up for our 2022 Ski racing season with many new faces joining our club! Numbers are up from previous years, so we need to get some new coaches trained to keep these little racers on the slopes. Most of our coaches are parent volunteers but we also have some local, 20ish year olds, that went through the same program as kids and they are now trained coaches. We would like to keep these coaches around and have decided to start paying them for their coaching time and commitment. Another incentive for all volunteers is to have Summit Lake Ski Hill punch passes available so that they don't need to worry about those fees on practice or race days. At the end of the season we host a race day at our hill, the most exciting day for our little club and racers! The kids race hard and at the end get medals and trophies for all their work, so we are also requesting some funds to go towards these medals and trophy engraving. Here is a list of our requested funds and thank you for considering the SUMMIT LAKE RACERS 2022 Racing Season!
 Entry Level BC Alpine Coach Training (just the course, travel and accommodations not included) \$425 per coach x 3 = \$1275
 Summit Lake Ski Hill Punch passes \$196 x 5= \$980
 Annual Club Race Medals = \$475
 Wages for paid ski coaches = 15 sessions @ \$25 per hr for 6 hours = \$2250
Total Requested Funds is \$4980

Grant Application:

Total Grant Requested: \$ \$ 4980	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
---	---

Other Funding Sources - Identify all sources of project funding and amounts both funds requested and received:
None

Previous Community Development Grants Received – Year and Amount:
?

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at: 2021-12-03 12:25:09 _____ Signature	Tawny Sidwell _____ Print Name
---	--------------------------------------

Authorization

Signature of Area Director Board Approved Date:	Total Grant Approved \$ 4,980 Resolution #
--	---



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Salmo Community Resource Society	Date of Application: 12/09/2021
Contact Name: Maureen Berk	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: G Director D. Lockwood <input type="checkbox"/> Municipality: Salmo
Mailing Address: 301 Railway Avenue Salmo BC V0G 1Z0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 357-2277	Email: maureen@scrs.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

2 Senior Meal and Soup/Meat Pie Deliveries April 2022 - December 31, 2022.

Cost \$5000

Spring/Summer Meal (150 + meals) and Christmas Dinner (150+) - accompanied with a soup and meat pie.

Addressing the ongoing food needs for many of our seniors by supplying and delivering nutritious homecooked meals.

If we are able we would consider sit down in person meals rather than deliveries.

Grant Application:

Total Grant Requested: \$ 500.00

Which funding critical objective does this project meet?

Social Economic Environmental

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Columbia Power \$1000 Received

BC Gaming Food Security Program \$500 Received

Community Response Network - \$2000 Requested..

Previous Community Development Grants Received – Year and Amount:

2019 Age Friendly \$2500

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Maureen Berk

Signed at:
2021-12-09 17:15:27

Maureen Berk

Signature

Print Name

Authorization

Signature of Area Director
Signed by Email

Total Grant Approved \$ 500.00

Board Approved Date:

Resolution #



Regional District of Central Kootenay

RURAL AFFAIRS COMMITTEE MEETING

Open Meeting Minutes

The first Open Meeting of the Rural Affairs Committee for 2022 was held on Wednesday, January 19, 2022 at 9:00 a.m. by remote meeting due to Novel Coronavirus 2019 (COVID-19).

COMMITTEE

MEMBERS PRESENT

Chair A. Casemore	Electoral Area C
Director G. Jackman	Electoral Area A
Director T. Wall	Electoral Area B
Director A. Watson	Electoral Area D
Director R. Faust	Electoral Area E
Director T. Newell	Electoral Area F
Director H. Cunningham	Electoral Area G
Director W. Popoff	Electoral Area H
Director A. Davidoff	Electoral Area I
Director R. Smith	Electoral Area J
Director P. Peterson	Electoral Area K

GUEST PRESENT

Director L. Main	Village of Silverton
------------------	----------------------

STAFF PRESENT

S. Horn	Chief Administrative Officer
S. Sudan	General Manager of Development and Community Sustainability Initiatives
C. Gainham	Building Manager
N. Wight	Planning Manager
D. Hawkins	Planner
C. Hopkyns	Corporate Administration Coordinator

1. CALL TO ORDER

Chair Casemore called the meeting to order at 9:03 a.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

3. ADOPTION OF THE AGENDA

Moved and seconded,
And Resolved:

Directors Main have freedom of the floor.

Carried

Moved and seconded,
And resolved:

The agenda for the January 19, 2022 Rural Affairs Committee meeting be adopted as circulated.

Carried

4. DELEGATIONS

No delegations.

5. PLANNING & BUILDING

5.1. CANCEL - BUILDING BYLAW CONTRAVENTION - PAQUETTE

File No.: D-786.03380.000 BP026837

A-1720 Zwicky Rd.

(Marie L Paquette)

Electoral Area D

The Committee Report dated January 6, 2022 from Chris Gainham, Building Manager, re: Cancel - Building Bylaw Contravention - Paquette, has been received.

In accordance with Section 57 of the *Community Charter*, opportunity to be heard:

- Delegations not present.
- Chris Gainham, Building Manager, shared the property owner is in compliance.
- Chair Casemore thanked staff and referred the recommendation to Committee for consideration.

Moved and seconded,
And resolved that it be recommended to the Board

That the Corporate Officer be authorized to remove the Notice on Title relating to A-1720 Zwicky Rd. Rural Kaslo BC , Electoral Area D, currently owned by Marie L Paquette, property legally described as LOT 9, DISTRICT LOT 875, KOOTENAY DISTRICT, PLAN 1326, except part included in Plan 9184, the RDCK Building Department has confirmed that the building permit has been obtained and the deficiencies associated with the construction has been rectified.

Carried

5.2 SITE SPECIFIC FLOODPLAIN SETBACK EXEMPTION - LEATHERMAN

File No.: F2105E-02256.134-LEATHERMAN-FLD00061

373 Park Avenue

(Sandra and Charles Leatherman)

Electoral Area E

The Committee Report dated January 6, 2022 from Stephanie Johnson, Planner, re: Site Specific Floodplain Setback Exemption - Leatherman, has been received.

NOTE: During the presentation of this report, staff will be walking through Figure 3 of the report to ensure the Committee has a clear understanding of the site.

Nelson Wight, Planning Manager, provided an overview to the Committee regarding the applicants request for a relaxation to the floodplain setback to develop the foreshore.

Moved and seconded,
And resolved that it be recommended to the Board:

That the Board NOT APPROVE a Site Specific Exemption to reduce the required setback to Kootenay Lake from 15 metres from the natural boundary to 9 metres from the natural boundary in accordance with the Engineering Report prepared by Deverney Engineering Services Ltd. for property located at 373 Park Avenue, Proctor, Electoral Area E and legally described as STRATA LOT 34, PLAN NES3286, DISTRICT LOT 873, KOOTENAY LAND DISTRICT, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V (027-785-092); AND FURTHER, that staff work with the applicant on an alternative location, if the applicant so chooses and that any other application fees be waived.

Carried

5.3 AFFORDABLE HOUSING ACTION PLAN GRANT APPLICATION

File No.: 10\5200\20\HAP Housing Action Plan

All Electoral Areas

The Committee Report dated January 5, 2022 from Dana Hawkins, Planner, re: Affordable Housing Action Plan Grant Application, has been received.

Dana Hawkins, Planner, shared with the Committee the purpose of the report is to recommend that the Board support a funding application to UBCM Poverty Reduction Planning and Action Program Stream 1 for an Affordable Housing Action Plan. The proposed project will build on previous work such as the Regional Housing Needs Assessment to create an Affordable Housing Action Plan for all Electoral Areas.

Moved and seconded,

And resolved that it be recommended to the Board:

That the Board direct staff to apply to UBCM as part of the Poverty Reduction Planning & Action Program Stream 1 in the amount of \$25,000; AND FURTHER, that the RDCK share of \$10,000 be included in the S104 Planning and Land Use 2022 Financial Plan.

Carried

5.4 FOR INFORMATION: AGRICULTURE POLICY REVIEW

File No.: 10\5200\20\AG AGRICULTURAL POLICY REVIEW\PHASE2-2019

All Electoral Areas

The Committee Report dated January 6, 2022 from Dana Hawkins, Planner, re: Agriculture Policy Review, has been received.

Dana Hawkins, Planner, presented to the Committee the intent of the project is to consider current legislation, existing plans and best management documents, as well as receive input from farmers, technical advisors and the public to amend Official Community Plans and Zoning Bylaws. Dana answered the Director's questions.

5.5. FOR INFORMATION: TEMPORARY USE PERMITS

File No.: 10/5110/20/ACCESSORY BUILDINGS AND TUP'S

All Electoral Areas

The Committee Report dated January 6, 2022 from Nelson Wight, Planning Manager, re: Temporary Use Permits, has been received.

Nelson Wight, Planning Manager, was available to answer the Director's questions.

5.6. FOR INFORMATION: PLANNING SERVICES YEAR END REPORT – JANUARY TO DECEMBER 2021

File No.:10\4720\01

All Electoral Areas

The Memorandum from Zachari Giacomazzo, Planning Assistant, re: Planning Services Year End Report - January to December 2021, has been received for information.

Chair Casemore requested a reconsideration of the motion for Item 5.2.

5.2 SITE SPECIFIC FLOODPLAIN SETBACK EXEMPTION - LEATHERMAN

File No.: F2105E-02256.134-LEATHERMAN-FLD00061

373 Park Avenue

(Sandra and Charles Leatherman)

Electoral Area E

Staff identified concerns with the motion as it does not give clear direction on how to work with the property owners differently.

Moved and seconded,

And Resolved:

RECONSIDERATION OF THE MOTION

That the foregoing motion being:

That the Board NOT APPROVE a Site Specific Exemption to reduce the required setback to Kootenay Lake from 15 metres from the natural boundary to 9 metres from the natural boundary in accordance with the Engineering Report prepared by Deverney Engineering Services Ltd. for property located at 373 Park Avenue, Proctor, Electoral Area E and legally described as STRATA LOT 34, PLAN NES3286, DISTRICT LOT 873, KOOTENAY LAND DISTRICT, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V (027-785-092) and further that staff work with the applicant on an alternative location, if the applicant so chooses and that any further application fees be waived;

BE RECONSIDERED.

Carried

Staff request a referral on the existing application. This would to allow staff time to talk to the property owner about alternative locations.

Moved and seconded,

And Resolved:

MAIN MOTION

That the following recommendation **BE REFERRED** to the February 16, 2022 Rural Affairs Committee meeting:

That the Board NOT APPROVE a Site Specific Exemption to reduce the required setback to Kootenay Lake from 15 metres from the natural boundary to 9 metres from the natural boundary in accordance with the Engineering Report prepared by Deverney Engineering Services Ltd. for property located at 373 Park Avenue, Proctor, Electoral Area E and legally described as STRATA LOT 34, PLAN NES3286, DISTRICT LOT 873, KOOTENAY LAND DISTRICT, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V (027-785-092).

Carried

6. ENVIRONMENTAL SERVICES

**6.1. FOR INFORMATION: SUMMARY OF ADVERSE WATER SAMPLE RESULTS FROM OCTOBER 1, 2021 TO DECEMBER 31, 2021
File No.: 5700-02**

The Memorandum dated January 5, 2022 from Alexandra Divlakovski, Environmental Coordinator - Utility Services, has been received for information.

8. RURAL ADMINISTRATION

No items.

9. PUBLIC TIME

The Chair will call for questions from the public and members of the media at 10:58 a.m.

Media was present.

10. ADJOURNMENT

Moved and seconded,
And resolved:

The meeting be adjourned at 10:59 a.m.

Carried

Digitally approved by

Adam Casemore, Chair