



Regional District of Central Kootenay
REGULAR BOARD MEETING
Open Meeting Revised

Date: Thursday, April 21, 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. WEBEX REMOTE MEETING INFO

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=mc415cba74bfca779b94fa871ab4db564>

Join by Phone:

1-844-426-4405 Canada Toll Free
+1-604-449-3026 Canada Toll (Vancouver)

Meeting Number (access code): 2454 601 0996

Meeting Password: 3xRsCvRt3B6

2. CALL TO ORDER & WELCOME

2.1. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

2.2. ADOPTION OF THE AGENDA

RECOMMENDATION:
(ALL VOTE)

The agenda for the April 21, 2022 Regular Open Board meeting be adopted with the following:

- inclusion of Item 9.2.5 Goods and Services Agreement: Selous Creek Cable Reserves Manual Treatments;
- removal of Item 4.2.3 Recreation Commission No. 6 - Slocan Lake: minutes April 5, 2022; and
- with the addition of the addendum

before circulation.

2.3. ADOPTION OF THE MINUTES

24 - 45

RECOMMENDATION:

(ALL VOTE)

The minutes from the March 17, 2022 Regular Open Board meeting be adopted as circulated.

2.4. INTRODUCTION

CAO Horn will introduce the following new staff:

- Yev Malloff the new General Manager of Finance, Information Technology and Economic Development;
- Leanne Proft the new Fire Services Administrative Coordinator who is replacing Matt Carmichael;
- Nicole Soltys the new Community Sustainability Administrative Assistant who is replacing Merissa Bakos;
- Zachari Giacomazzo a new Planning Assistant;
- Andrea Onofrio a new Auxiliary Administration Assistant;
- Alayne Hamilton who is transitioning from HB Tailings Facility Technologist to Environmental Projects Lead; and
- Matt Morrison the new Organics Coordinator.

2.5. DELEGATION

2.5.1. Brittny Anderson - Nelson-Creston Member of Legislative Assembly

3. BUSINESS ARISING OUT OF THE MINUTES

3.1. Select Committee: Remuneration

3.1.1. Bylaw 2838: Chair, Directors and Alternate Directors Remuneration Amendment

46 - 47

RECOMMENDATION:

(ALL VOTE)

1. That the *Chair, Directors and Alternate Directors Remuneration Amendment Bylaw No. 2838, 2022* be read a FIRST, SECOND, and THIRD time by content.

RECOMMENDATION:

(ALL VOTE)

2. That the *Chair, Directors and Alternate Directors Remuneration Amendment Bylaw No. 2838, 2022* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

3.1.2. Dissolution: Remuneration Select Committee

RECOMMENDATION:

(ALL VOTE)

That the Board approve the dissolution of the Select Committee on Remuneration as of April 21, 2022.

4. COMMITTEES & COMMISSIONS

4.1. FOR INFORMATION

- | | |
|--|---------|
| 4.1.1. Recreation Commission No. 7 - Salmo and Area G: minutes February 7, 2022 | 48 - 50 |
| 4.1.2. Castlegar and District Recreation Commission: minutes March 1, 2022 The recommendation from the March 1, 2022 meeting was addressed at the March 17, 2022 Board meeting and the minutes brought forward in April. | 51 - 55 |
| 4.1.3. Rosebery Parklands and Trails Commission: minutes March 3, 2022 | 56 - 59 |
| 4.1.4. Kaslo and Area D Economic Development: minutes March 14, 2022 Staff has received the recommendation regarding Factor 5 applying on behalf of the RDCK to the Columbia Basin Trust for the North Kootenay Lake Community Economic Development Capacity Building project. | 60 - 62 |
| 4.1.5. Winlaw Regional & Nature Park Commission: minutes March 29, 2022 | 63 - 68 |
| 4.1.6. Riondel Commission of Management: minutes April 5, 2022 | 69 - 72 |
| 4.1.7. Erickson Water Distribution Commission: minutes April 13, 2022 | 73 - 75 |

4.1.8. Creston Valley Services Committee: minutes April 14, 2022

76 - 79

4.2. WITH RECOMMENDATIONS

4.2.1. Recreation Commission No. 4: minutes March 10, 2022

80 - 82

RECOMMENDATION:

(ALL VOTE)

That the Board approve the payment of the following grants from the Recreation Commission No. 4-Nakusp and Area K Service 228, 2022 budget:

School District 20, Nakusp Secondary School \$2,000

RECOMMENDATION:

(ALL VOTE)

That the Board approve the payment of the following grants from the Recreation Commission No. 4-Nakusp and Area K Service 228, 2022 budget:

West Kootenay Football Club \$1,500

4.2.2. All Recreation Committee: minutes March 30, 2022

83 - 115

RECOMMENDATION:

(ALL VOTE)

STAFF RECOMMENDATION

That the Board adopt the Regional Recreation Allocation Policy No. 500-01-09, effective immediately.

4.2.3. Recreation Commission No. 6 - Slokan Lake - minutes April 5, 2022

Removed item.

4.2.4. Community Sustainable Living Committee: minutes April 19, 2022

116 - 119

No recommendations.

4.2.5. Joint Resource Recovery Committee: minutes April 20, 2022

120 - 137

RECOMMENDATION:

(ALL VOTE)

1. That the Board direct staff to modify the Goods and Services Agreement with GFL Environmental Inc. for Industrial, Commercial and Institutional Recycling Services for the period June 1, 2022 to May 31, 2023 with the provision added that the commercial recycling roll-off bin collection service at the Crescent Valley depot

be replaced with a front-load bin service and the roll-off bin repurposed for residential use before signing as previously approved.

RECOMMENDATION:

(ALL VOTE)

2. That the *Regional District of Central Kootenay Resource Recovery Facilities Regulatory Amendment Bylaw No. 2826, 2022* be read a FIRST, SECOND and THIRD time by content.

RECOMMENDATION:

(ALL VOTE)

3. That *Regional District of Central Kootenay Resource Recovery Facilities Regulatory Amendment Bylaw No. 2826, 2022* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

RECOMMENDATION:

(ALL VOTE)

4. The Board direct staff to request more information from the City of Nelson regarding their participation in the RDCK's organics diversion program specifically as it relates to the recently announced joint "Organics Diversion Research Project" between the Selkirk College and the City of Nelson on options for local use of municipal curbside collected organic material and that the City of Nelson provide a date on which their participation in the RDCK's program would be solidified.

4.3. MEMBERSHIP

4.3.1. Ymir Water Commission of Management

RECOMMENDATION:

(ALL VOTE)

That the Board send a letter to the family of Martha Hazel thanking them for the many years of volunteer service Martha contributed to the Ymir Water Commission of Management.

4.4. DIRECTORS' REPORTS

Each Director will be given the opportunity to provide a brief summary of the work they have been doing within their communities.

4.4.1. Director Jackman: TSA/CBRAC/RCC/EA & LGLA Forum

138 - 139

4.4.2. Director Watson

| | | |
|---|--|-----------|
| 4.4.2.1. | Columbia River Treaty - March 15, 2022 | 140 - 145 |
| 4.4.2.2. | Columbia River Treaty - April 11, 2022 | 146 - 151 |
| 4.4.2.3. | Letter of Support - Village of Kaslo Arena | 152 |
| 4.4.3. | Director Popoff: Electoral Area (EA) & Local Government Leadership Academy(LGLA) Forum | 153 |
| 4.4.4. | Director Main: Local Government Leadership Academy | 154 |
| 4.4.5. | Director Peterson: Letter of Support - Mount Abriel to Nakusp | 155 |
| 5. | CORRESPONDENCE | |
| 5.1. | Helicopter Noise Pollution | |
| 5.1.1. | The email dated April 4, 2022 from Rayn Butt-Grau requesting the RDCK follow-up with M.P. Canning regarding helicopter noise pollution. | 156 |
| 5.1.2. | The letter dated July 27, 2021 from Aimee Watson, RDCK, to MP Cannings and Morrison regarding helicopter noise pollution. | 157 - 167 |
| 5.2. | The letter dated February 15, 2022 from Lorena Tegart, Shuswap Indian Band, notifying the RDCK of the Shuswap Band's interest in engaging with the RDCK on activities and decisions within the District. CAO Horn will provide a verbal report regarding the Shuswap Indian Band's request to engage with the RDCK. | 168 - 171 |
| <p>RECOMMENDATION: (ALL VOTE)</p> <p>That the Board direct staff to send a letter in response to the Shuswap Indian Band request to engage with the RDCK and coordinate a meeting.</p> | | |
| 6. | COMMUNICATIONS | |
| 6.1. | The letter dated February 2, 2022 from Lisa Helps, City of Victoria, providing a resolution to continue to support the legal challenge of the Government of Quebec - Bill 21. | 172 - 175 |
| 6.2. | The letter dated February 16, 2022 from Lorraine Michette, Village of Pouce Coupe, supporting the District of Lillooet in their petition for necessary changes to protect BC forests. | 176 |
| 6.3. | The letter dated March 10, 2022 from Henry Braun, City of Abbotsford, | 177 |

providing the UBCM resolution to recovering municipal costs through Build Back Better Funding for critical infrastructure.

- 6.4. The letter dated March 14, 2022 from Leonard Casley, Village of New Denver, seeking for local governments, provincial and federal leaders stand together against Russia's invasion of the Ukraine. 178
- 6.5. The email dated March 14, 2022 from Alisa Thompson, City of Terrace, providing the resolution to be considered at the North Central Local Government convention regarding BC Prosecution Service. 179 - 181
- 6.6. The letter dated March 15, 2022 from Dean McKerracher, Elkford, requesting the Province reconsider the deposit-fund system for milk containers. 182
- 6.7. The letter dated March 22, 2022 from Jessica Brooks, Province of BC, thanking the Chairs and Mayors for attending the March 2022 Regional Meeting with the Ministers. 183 - 187
- 6.8. The letter dated April 7, 2022 from Bonnie McCue, Fort St. John, providing a resolution to UBCM requesting extended hour child care for shift workers. 188 - 189
7. ACCOUNTS PAYABLE 190 - 207

RECOMMENDATION:
(ALL VOTE)

The Accounts Payable Summary for March 2022 in the amount of \$1,760,821 be approved.

8. BYLAWS

- 8.1. **Bylaw 2743: Regional District of Central Kootenay Defined Area J (Fairview) Fire Service Regulation** 208 - 222
- The Board Report dated April 13, 2022 from Tom Dool, Research Analyst, seeking the Board adopt Bylaw No. 2743 for the provisions of fire protection services within a defined portion of Electoral Area J (Fairview), has been received.

RECOMMENDATION:
(ALL VOTE)

1. That Regional District of Central Kootenay Defined Area J (Fairview) Fire Service Regulation Bylaw No. 2743, 2022 be given FIRST, SECOND, AND THIRD reading by content.

RECOMMENDATION:
(ALL VOTE)

2. That Regional District of Central Kootenay Defined Area J (Fairview) Fire Service Regulation Bylaw No. 2743, 2022 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

8.2. Bylaw 2791: Recreation Commission No. 6 – Slocan Lake

223 - 229

RECOMMENDATION:

(ALL VOTE)

1. That the *Recreation Commission No. 6 - Slocan Lake Bylaw No. 2791, 2022* be read a first, second and third time by content to repeal and replace *Slocan Lake Recreation Commission No. 6 Bylaw No. 1273, 1997*.

RECOMMENDATION:

(ALL VOTE)

2. That the *Recreation Commission No. 6 - Slocan Lake Bylaw No. 2791, 2022* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

8.3. Bylaw 2822: Slocan Valley Fire Protection Service Establishment Amendment

230 - 232

RECOMMENDATION:

(ALL VOTE)

That the *Slocan Valley Fire Protection Service Establishment Amendment Bylaw No. 2822, 2022* be read a FIRST, SECOND, and THIRD time by content.

8.4. Bylaw 2823: Regional District of Central Kootenay Election and Assent Voting

233 - 245

The Board Report dated April 15, 2022 from Tom Dool, Chief Elections Officer, seeking the Board adopt Bylaw No. 2823 for the election and assent voting process, has been received.

RECOMMENDATION:

(ALL VOTE)

1. That the *Regional District of Central Kootenay Election and Assent Voting Bylaw 2823, 2022* be read a FIRST, SECOND, and THIRD time by content to repeal and replace the *Local Government Elections & Other Voting Conduct Bylaw 998, 1993*.

RECOMMENDATION:

(ALL VOTE)

2. That the *Regional District of Central Kootenay Election and Assent Voting Bylaw 2823, 2022* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

246 - 310

8.5. Bylaw 2824: Regional District of Central Kootenay Water

The Board Report dated April 7, 2022 from Jason McDiarmid, Utility Services Manager, seeking the Board adopt Bylaw No. 2824 to determine which water from the RDCK may be supplied, used and regulated, has been received.

RECOMMENDATION:

(ALL VOTE)

1. That the *Regional District of Central Kootenay Water Bylaw No. 2824, 2022* is hereby read the FIRST, SECOND, and THIRD time by content to repeal and replace *Regional District of Central Kootenay Water Bylaw No. 2766, 2021*.

RECOMMENDATION:

(ALL VOTE)

2. That the *Regional District of Central Kootenay Water Bylaw No. 2824, 2022* is hereby ADOPTED and the Chair and Secretary are authorized to sign same.

8.6. Bylaw 2825: Regional District of Central Kootenay Utilities Rates, Fees, and Charges

311 - 378

The Board Report dated April 7, 2022 from Jason McDiarmid, Utility Services Manager, seeking the Board adopt Bylaw No. 2825 to regulate the rates, fees and charges for the RDCK owed utilities, has been received.

RECOMMENDATION:

(ALL VOTE)

1. That the *Regional District of Central Kootenay Water Utility Rates, Fees and Charges Bylaw No. 2825, 2022* is hereby read the FIRST, SECOND, and THIRD time by content to repeal and replace *Regional District of Central Kootenay Utilities Rates, Fees, and Charges Bylaw No. 2767, 2021*.

RECOMMENDATION:

(ALL VOTE)

2. That the *Regional District of Central Kootenay Utility Rates, Fees and Charges Bylaw No. 2825, 2022* is hereby ADOPTED and the Chair and Secretary are authorized to sign same.

8.7. Bylaw 2829: Riondel Recreation Land and Parks Specified Service Area Repeal

379 - 380

RECOMMENDATION:

(ALL VOTE)

That the *Riondel Recreation Land and Parks Specified Service Area Repeal Bylaw No. 2829, 2022* is hereby read the FIRST, SECOND, and THIRD time

by content to repeal *Riondel Recreation Land and Parks Specified Service Area Bylaw No. 119, 1972.*

- 8.8. Bylaw 2837: Salmo and Electoral Area G Library Financial Aid Service** 381 - 389
The Board Report dated April 13, 2022 from Tom Dool, Research Analyst, seeking the Board give three readings to Bylaw No. 2837 to expand the service area to include all of Electoral Area G, has been received.

RECOMMENDATION:
(ALL VOTE)

That the *Salmo and Electoral Area G Library Financial Aid Service Bylaw No. 2837, 2022* be read a FIRST, SECOND, and THIRD time by content to repeal the *Salmo and Portion of Electoral Area G Library Financial Aid Service Bylaw No. 791, 1990.*

- 8.9. Permissive Tax Exemption: Boswell Historical Society** 390 - 398

RECOMMENDATION:
(ALL VOTE)

That the Board direct staff to include Boswell Historical Society on the Permissive Tax Exemption Bylaw for 2023.

9. NEW BUSINESS

9.1. COMMUNITY SERVICES

- 9.1.1. Contribution Agreement: Columbia Basin Trust - Riondel Community Centre Upgrade Planning Support** 399 - 402

RECOMMENDATION:
(ALL VOTE WGT)

That the Board approve the RDCK enter into a Contribution Agreement with Columbia Basin Trust for Riondel Community Centre upgrade planning support commencing April 12, 2022, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

9.2. DEVELOPMENT AND COMMUNITY SUSTAINABILITY

- 9.2.1. *Temporary Use Permit: Porcupine Wood Products (Area G)*** 403 - 435
The Board Report dated April 7, 2022 from Eileen Senyk, Planner, seeking Board approval for the Temporary Use Permit - Porcupine Wood Products (Area G), has been received.

NOTE: Staff has requested the application be brought back to the referral stage and the recommendation has been removed.

Eileen Senyk, Planner will provide a verbal update.

9.2.2. Watershed Security Strategy & Fund Response: Request for a Water Sustainability Plan 436 - 440

The Board Report dated February 28, 2022 from Paris Marshall Smith, Sustainability Planner, and Tanji Zumpano, Water Services Liaison, seeking the Board formally request the Province order a Water Sustainability Plan for the Creston Valley, and that it be developed in partnership with the RDCK and Yaqaan Nukiy, has been received.

RECOMMENDATION:
(ALL VOTE)

That the RDCK Board direct staff to send a request to Yaqaan Nukiy Chief and Council for their participation on developing a Water Sustainability Plan for the Creston Valley; AND FURTHER, request that the Province order a Water Sustainability Plan be developed in the Creston Valley in partnership with RDCK and Yaqaan Nukiy.

9.2.3. RDCK Climate Action Planning Budget 441 - 447

The Board Report dated March 15, 2022 from Paris Marshall Smith, Sustainability Planner, seeking Board approval for the development of the 2023-2026 Climate Action Plan and Community Engagement Strategy, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

That the RDCK Board approve the budget of up to \$80,000 for the development of the 2023-26 Climate Action Plan and associated four (4) year Communication and Engagement Strategy, and that these funds be drawn from the Climate Action Revenue Incentive Program (CARIP) reserve in General Administration Service S100.

9.2.4. Dog Control Contract: Electoral Areas E and F 448 - 487

The Board Report dated March 11, 2022 from Grace Allen, Team Leader - Bylaw Enforcement, seeing Board approval to award the Dog Control Officer contract, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

1. That the Board award the Dog Control Officer contract for Electoral Areas E and F to Bill Hitchon for the period of May 1, 2022 to May 31, 2025, and that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, all associated costs be paid from Animal Control - Areas E and F Service S183.

RECOMMENDATION:

(ALL VOTE)

2. That the Regional Board appoints Bill Hitchon and his alternate Dr. John Dale as Dog Control Officers for enforcement of the Electoral Areas E and F Dog Regulatory Bylaw No. 2387, 2014.

9.2.5. Goods and Services Agreement: Selous Creek Cable Reserves Manual Treatments

488 - 509

The Board Report dated April 20, 2022 from Chris Johnson, Manager of Community Sustainability, seeking Board approval to award the contract for the Selous Creek Cable Reserves Manual Treatments, has been received.

RECOMMENDATION:

(ALL VOTE WGT)

That the Board award the contract for Selous Creek Cable Reserves Manual Treatments to Firestorm Inc., and that the Chair and the Corporate Officer be authorized to sign the necessary documents to a maximum value of \$93,750, to be paid from Service A101 Emergency Planning.

9.3. ENVIRONMENTAL SERVICES

9.3.1. For Information: 2021 Progress Report - Utilities Construction Crew

510 - 513

The Board Report dated February 15, 2022 from Steve Ethier, Water Operations Manager, providing the Board with a 2021 progress update for the newly formed utilities construction crew, has been received for information.

9.4. FINANCE & ADMINISTRATION

9.4.1. Purchasing Replacement for Wireless and Firewalls

514 - 517

The Board Report dated April 4, 2022 from David Oosthuizen, Information Technology Manager, seeking Board approval to purchase the replacement equipment for the Firewall & Wireless hardware used by the RDCK or by RDCK operated sites, has been received.

RECOMMENDATION:

(ALL VOTE WGT)

That the Board approve the purchase of firewalls and wireless access points as part of the five year Information Technology asset management plan for a total amount not to exceed transfer of \$125,462 plus GST; AND FURTHER, that the 2022 Financial Plan for S100 General Administration be amended to add Capital Expenditures of \$125,462 and increase Contribution from Reserve

by \$125,462.

9.4.2. Policy 200-04-02: Proof of Vaccination

518 - 521

RECOMMENDATION:

(ALL VOTE)

EXECUTIVE COMMITTEE RECOMMENDATION

That the Board direct staff to rescind the Proof of Vaccination Policy No. 200-04-02, effective immediately.

9.4.3. Request for Quote: Lakeside Drive Office HVAC Rooftop Unit and Roofing Replacement - Alfred Horie Construction Company Ltd.

522 - 525

The Board Report dated April 7, 2022 from Shari Imada, Project Manager, seeking Board approval to award the construction services for the Lakeside Drive Office HVAC Rooftop Units and Roofing Replacement project, has been received.

RECOMMENDATION:

(ALL VOTE WGT)

1. That the Board award the construction services for the Lakeside Drive Office HVAC RTUs and Roofing Replacement Project to Alfred Horie Construction Company Limited, and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$449,281; AND FURTHER, that the cost be included in the 2022 Financial Plan for S100 General Administration.

RECOMMENDATION:

(ALL VOTE WGT)

2. That the Board of the Regional District of Central Kootenay authorizes up to \$165,000 be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority, for the purpose of the construction services for the Lakeside Drive Office HVAC Rooftop Units and Roofing Replacement Project; and that the loan be repaid within five (5) years, with no rights of renewal.

RECOMMENDATION:

(ALL VOTE WGT)

3. That the Board approve an amendment to the 2022 Financial Plan from S100 General Administration Service to include Capital Costs of \$541,648, short-term borrowing proceeds in the amount of \$165,000, a contribution from the CARIP reserve of \$50,000, a contribution from building reserves of \$267,756 and grant revenue of \$48,892 for the purpose of the construction services for the Lakeside Drive Office HVAC Rooftop Units and Roofing

Replacement Project.

9.4.4. Request for Proposal: Property Insurance Services

RECOMMENDATION:

(ALL VOTE)

That the Board approve staff issuing a Request for Proposal for property insurance services, and that staff bring back the evaluation to the Board for approval with a policy date of August 1, 2022.

9.4.5. For Information: 2022 RDCK Quarterly Report (Q1)

526 - 574

The 2022 RDCK Quarterly Report (Q1) from Mike Morrison, Corporate Officer, has been received for information.

9.5. FIRE SERVICES

9.5.1. Agreement: 911 Call Answer and Fire/Rescue Dispatch Service Amendment

575 - 584

The Board Report dated April 5, 2022 dated Nora Hannon, Regional Fire Chief, seeking Board approval for an amended 911 Call Answer and Fire/Rescue Dispatch Service Agreement, has been received.

RECOMMENDATION:

(ALL VOTE WGT)

1. That the Board approve the Regional District Central Kootenay enter into the amended 9-1-1 Call Answer And Fire/Rescue Dispatch Service Amendment Agreement with the Regional District Fraser Fort George for 2022; AND FURTHER that the Board direct staff to amend the 2022 Financial Plan for S156 Emergency Communications 911 for \$80,000 to be transferred from reserves for Radio over Internet Protocol and dispatch equipment upgrades.

RECOMMENDATION:

(ALL VOTE WGT)

2. That the Board of the Regional District Central Kootenay authorizes up to \$330,000 to be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority – short term financing program, for the purpose of Radio over Internet Protocol and dispatch equipment upgrades; and that the loan be repaid within five (5) years from S156 Emergency Communications 911, with no rights of renewal.

9.5.2. Replacement Self Contained Breathing Apparatus

585 - 586

The Board Report dated April 10, 2022 from Nora Hannon,

Regional Fire Chief, seeking Board approval for the procurement of MSA G1 Self Contained Breathing Apparatus and associated compressor for the Tarrys Volunteer Fire Department, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board direct staff to proceed with the purchase of G1 Self Contained Breathing Apparatus (SCBA) and a compressor from Rocky Mountain Phoenix in the amount of \$145,340.84 for Tarrys / S137Fire Protection-Area I (Tarrys, Pass Creek); AND FURTHER that the Board of the Regional District Central Kootenay authorizes up to \$137,000 to be borrowed, under Section 403 of the Local Government Act, from the Municipal Finance Authority – equipment financing program, for the purpose of SCBA and Compressor upgrades; and that the loan be repaid within five (5) years from S137 Fire Protection-Area I (Tarrys, Pass Creek), with no rights of renewal.

9.5.3. Request for Proposal: West Creston Fire Hall

587 - 590

The Board Report dated April 4, 2022 from AJ Evenson, Senior Project Manager, seeking Board approve the award the West Creston Fire Hall construction, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board award the contract for the West Creston Fire Hall Construction to ZKO Construction Ltd, and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$580,000 SUBJECT TO the receipt of \$90,000 from the West Creston Fire Protection Society; AND FURTHER, that the 2022 Financial Plan for S291 Fire Protection – West Creston be amended to include Capital Expenditures of \$580,0000 and Grant Revenue of \$580,000; AND FURTHER, that staff be directed to prepare an application to secure the Community Works funds.

9.6. GRANTS

9.6.1. Discretionary

591 - 604

RECOMMENDATION:
(ALL VOTE)

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

| | | |
|--|---|----------|
| <u>Area A</u> | | |
| BC Senior Games Society Zone 7 | 55+BC Games | \$400 |
| <u>Area B</u> | | |
| BC Senior Games Society Zone 7 | 55+BC Games | \$400 |
| Cowboy Mounted Shooters Association of BC | Purchase Equine Gaming Equipment | \$1,000 |
| Iron Maiden Ladies Golf Tournament | 2022 Iron Maiden | \$600 |
| Rick Clark Memorial Society | Rick Clark Memorial Golf Tournament | \$500 |
| <u>Area C</u> | | |
| Iron Maiden Ladies Golf Tournament | 2022 Iron Maiden | \$600 |
| Rick Clark Memorial Society | Rick Clark Memorial Golf Tournament | \$500 |
| West Creston Community Hall Society | Tree Remediation and Renewal - Phase 2 | \$1,500 |
| <u>Area D</u> | | |
| RDCK – General Admin | Pennywise Advertising - Food and Farm Guide | \$325.50 |
| <u>Area F</u> | | |
| BC Senior Games Society Zone 7 | 55+BC Games | \$400 |
| Nelson Italian Canadian Society | Lakeside Park Bocce Courts Redevelopment | \$2,000 |
| Nelson Reflections Artistic Swimming Club | BC Summer Games | \$750 |
| <u>Area G</u> | | |
| Nelson Nordic Ski Club | Salmo Riverbank Stabilization and Bull Trout Habitat Enhancement | \$4,000 |
| <u>Area H</u> | | |
| Slocan Lake Early Learning | New Denver Nursery School | \$2,225 |

9.6.2. **Community Development**

605 - 627

RECOMMENDATION:
(ALL VOTE)

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

Area B

| | | |
|-----------------|---------------------------|-------|
| Town of Creston | Farmers Market Relocation | \$800 |
|-----------------|---------------------------|-------|

Area D

| | | |
|---------------------------------|--------------------------|-------|
| BC Senior Games Society, Zone 7 | 55+BC Games | \$400 |
| Kaslo Logger Sports | Kaslo Logger Sports 2022 | \$500 |

Area E

| | | |
|---|---------------------------------|----------|
| BC Senior Games Society, Zone 7 | 55+BC Games | \$400 |
| Capitol Theatre Restoration Society | Capitol Theatre Live | \$5,000 |
| Nelson Public Library | Library Services | \$15,800 |
| Nelson Community Food Centre | Phase Three: Kitchen Renovation | \$4,000 |
| Nelson Evangelical Covenant Church- Balfour | Living Garden | \$1,000 |

Area F

| | | |
|----------------------------|-------------------------------------|---------|
| Six Mile Water Users Group | SMWUG Main Waterline Repair | \$7,500 |
| Taghum Community Society | Storage Improvements at Taghum Hall | \$2,700 |

Area G

| | | |
|------------------------------|----------------------|---------|
| Salmo and District Golf Club | Clubhouse Upgrades | \$7,500 |
| Salmo Valley Trail Society | 2022 Trail Expansion | \$5,000 |
| Ymir Community Association | Roof Repair | \$5,000 |

Area H

| | | |
|--|---|----------|
| RDCK Service 104 – Planning | North OCP Survey Costs | \$856.66 |
| Union of Spiritual Communities of Christ | USCC Children's Orchard Childcare Project | \$3,000 |

Area I

| | | |
|--|---|---------|
| Castlegar & District Public Library | Indigenous Collection Development | \$2,500 |
| Union of Spiritual Communities of Christ | USCC Children's Orchard Childcare Project | \$5,000 |

| | | |
|--|---|---------|
| <u>Area J</u> | | |
| Union of Spiritual Communities of Christ | USCC Children's Orchard Childcare Project | \$5,000 |
| <u>Area K</u> | | |
| Rotary Club of Nakusp | Nakusp Natural Adventure Park phase 2 | \$5,000 |
| <u>Slocan</u> | | |
| Village of Slocan | Slocan Asset Management Project Phase 3 | \$500 |
| Village of Slocan | WE Graham Technology Upgrades | \$1,500 |

9.7. CHAIR/CAO REPORTS

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

10. RURAL AFFAIRS COMMITTEE

628 - 639

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 6.7
Zoning Bylaw Amendment - Wright
Area F**

1. That the Board take no further action in regard to Regional District of Central Kootenay Zoning Amendment Bylaw No. 2827, 2022.

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 6.1
Cancel - Building Bylaw Contravention - Van Asperen
Area I**

2. That the Corporate Officer be authorized to remove the Notice on Title relating to 2261 Highway 3A, Electoral Area I, currently owned by Neil Van Asperen, property legally described as LOT A, DISTRICT LOT 302A, KOOTENAY DISTRICT, PLAN NEP20055, the RDCK Building Department has confirmed that a building permit has been obtained and the deficiencies associated with the construction have been rectified.

RECOMMENDATION:

(ALL VOTE)

Rural Affairs Committee - Item 6.2

**Cancel - Building Bylaw Contravention - Madden
Area K**

3. That the Corporate Officer be authorized to remove the Notice on Title relating to 715Crescent Bay Rd., Electoral Area K, currently owned by John Alexander Madden and Susan Bayly Clift (Madden), property legally described as PARCEL A (SEE L20165), LOT 150, DISTRICT LOT 398, KOOTENAY DISTRICT PLAN 959, the RDCK Building Department has confirmed that a building permit has been obtained and the deficiencies associated with the construction have been rectified.

RECOMMENDATION:
(ALL VOTE)

**Rural Affairs Committee - Item 6.3
Building Bylaw Contravention - Janzen
Area K**

4. 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 540 Kangaroo Trail, Electoral Area K, legally described as LOT 82, PLAN NEP959, DISTRICT LOT 398, KOOTENAY LAND DISTRICT EXCEPT PLAN SRW14274, & EXC PL 11667., 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.

RECOMMENDATION:
(ALL VOTE)

**Rural Affairs Committee - Item 6.4
Building Bylaw Contravention - West Kootenay Adventures Ltd. Inc. No.
BC1213523
Area K**

5. 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 289 Browns Rd, Electoral Area K, legally described as LOT 17 PLAN NEP959 DISTRICT LOT 398 KOOTENAY LAND DISTRICT EXCEPT PLAN 10513., 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.

RECOMMENDATION:
(ALL VOTE)

Rural Affairs Committee - Item 6.5

**Development Variance Permit - Whitehead
Area J**

6. That the Board APPROVE the issuance of Development Variance Permit V2114J-01477.400 to Martin and Taya Whitehead for the property located at 3195 Upper Levels Road, Electoral Area J and legally described as LOT A, DISTRICT LOT 301A, KOOTENAY DISTRICT PLAN 14092, EXCEPT PART INCLUDED IN PLAN 16758 (PID: 009-150-251) to vary Sections 605.1, 701.7 and 701.8 of Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 as follows:

1. increase the maximum height of a proposed workshop accessory building from 6.0 metres to 6.7 metres;
2. increase the maximum gross floor area from 100 m² to 186 m² to permit the construction of a proposed workshop accessory building; and,
3. reduce the internal side setback from 2.5 metres to 1.5 metres for the proposed workshop accessory building.

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 6.6
Non-Adhering Residential Use - Parsons
Area G**

7. That the Board SUPPORT application A2121G for the purposes of a Non-Adhering Residential Use as proposed by Brendan Parsons for the property located at 204 Curwen Road, Electoral Area G and legally described as LOT 7, PLAN NEP1997, DISTRICT LOT 206, LAND DISTRICT 26, EXCEPT PLAN NEP9815 & DISTRICT LOT 206A, MANUFACTURED HOME REG. #3983 (PID 013-994-450) to permit an additional residence within the Agricultural Land Reserve.

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 7.1
Community Works Fund Application - Slocan Valley Fire Halls Infrastructure
Upgrade Project
Area H**

8. That the RDCK Community Works Fund application submitted for the Slocan Valley Fire Halls Infrastructure Upgrade Project in the total amount of \$195,096 be approved and that the funds be disbursed from Area H Community Works Funds and allocated to Slocan Valley Fire – Service S142.

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 7.2
Community Works Fund Application - Doukhobor Archives and Research Centre
Project
Area I & J**

9. That the Community Works Fund application submitted by the Kootenay Doukhobor Historical Society for the Doukhobor Archives and Research Centre Project in the total amount of \$200,000 be approved and that funds be disbursed from the following Community Works Funds:

Electoral Area I in the amount of \$150,000

Electoral Area J in the amount of \$50,000.

RECOMMENDATION:

(ALL VOTE)

Rural Affairs Committee - Item 7.3

Community Works Fund Application - Nakusp Marina Breakwater Replacement Project

Area K

10. That the Community Works Fund application submitted by the Village of Nakusp for the Nakusp Marina Breakwater Replacement Project in the total amount of \$15,000 be approved and that the funds be disbursed from Community Works Funds allocated to Electoral Area K.

RECOMMENDATION:

(ALL VOTE)

Rural Affairs Committee - Item 6.8

Forestry Referral - BC Timber Sales

Area B, D, E and F

11. That the Board direct staff to respond to BC Timber Sales regarding Draft Forest Stewardship Plan #914 2022-2027 as described in the Committee Report – Forestry Referral R2215BDEF dated April 7, 2022; And that due to the significant scale of the proposed area, the Regional District respectfully requests the opportunity to provide comments at the site plan scale – relative to proposed cutblocks and road locations prior to future cutting or road permits being issued.

11. DIRECTORS' MOTIONS

11.1. Discussion: 2022 UBCM Resolutions

The Board will have a discussion regarding the 2022 UBCM Resolutions.

11.1.1. Director Faust: UBCM Resolution - Pricing Policy for Community Forests.

640 - 642

RECOMMENDATION:

(ALL VOTE)

WHEREAS the tabular stumpage rate system that currently applies to community forest agreements provides the means through which community forests innovate, operate in contentious areas, invest in long-term forest stewardship and provide jobs and other benefits to their communities;

AND WHEREAS the ability of community forests to innovate and invest in community priorities including climate change adaptation, wildfire risk reduction, ecosystem restoration, old growth management, recreational infrastructure development, and community economic development relies upon the current stumpage rates;

AND WHEREAS any change in the current tabular stumpage policy that results in an increased stumpage rates and additional administrative burden for community forest tenures will greatly reduce and undermine the capacity of community forests to provide key socio-economic benefits to the communities that they support. The tabular stumpage policy enables community forest agreement holders to implement modernized forest policies and to meet the full range of community objectives while operating viable businesses;

THEREFORE BE IT RESOLVED that the Province of British Columbia maintain the tabular rate structure for community forest agreements.

11.2. Director Jackman: Crawford Bay Hall Restoration Project

RECOMMENDATION:

(ALL VOTE)

That the Board approve the RDCK applying to the Clean BC Communities Fund May 2022 grant stream on behalf of the Crawford Bay and District Hall and Parks Association for the Crawford Bay Hall restoration project.

12. PUBLIC TIME

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

13. IN CAMERA

13.1. 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;
(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
(n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

13.2. 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.

14. MATTERS ARISING FROM IN CAMERA MEETING

15. ADJOURNMENT

RECOMMENDATION:

(ALL VOTE)

That the meeting adjourn at ___ p.m.



**Regional District of Central Kootenay
REGULAR BOARD MEETING
Open Meeting Minutes**

The **third** meeting of the Board of the Regional District of Central Kootenay in 2022 was held on Thursday, March 17, at 9:00 a.m. by remote meeting due to Novel Coronavirus 2019 (COVID-19).

ELECTED OFFICIALS**PRESENT**

| | |
|------------------------|-----------------------|
| Chair W. Popoff | Electoral Area H |
| 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 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 J. Hughes | 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**

| | |
|-----------------|------------------|
| Chair A. Watson | Electoral Area D |
|-----------------|------------------|

STAFF PRESENT

| | |
|-------------------|--|
| S. Horn | Chief Administrative Officer |
| 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 |
| S. Johnson | Planner |
| D. Hawkins | Planner |
| P. Marshall Smith | Sustainability Planner |
| M. Friesen | Financial Analyst |
| T. Dool | Research Analyst |
| L. Rein | Grants Coordinator |

1. WEBEX REMOTE MEETING INFO**Join by Video:**

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m4a08429d0b6fa7f829a1a6dc842b1e>

Join by Phone:

1-844-426-4405 Canada Toll Free

OR

1-604-449-3026 Canada Toll (Vancouver)

Meeting Number (access code): 2457 198 8397**Meeting Password:** 3FvPx2DJ2Hc**2. CALL TO ORDER & WELCOME**

Chair Popoff took a moment of silence in honour of those who have died and who are suffering as a result of the current conflict in the Ukraine.

2.1 TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

2.2 ADOPTION OF THE AGENDA

Moved and seconded,

And Resolved:

161/22

The agenda for the March 17, 2022 Regular Open Board meeting be adopted with the following:

- Item 4.2.8 Castlegar and District Recreation Commission: Resolution West Kootenay Cycling Coalition;
- Item 9.1.3 Contribution Agreement: Columbia Basin Trust (CBT) - Salmo Outdoor Pool Rebuild;
- Item 11.3 Director Jackman: Kootenay Lake East Shore Men's Shed Society;
- Item 11.4 Director Davidoff: Canadian Red Cross - Ukraine;
- Item 11.5 Director Main: Federation of Canadian Municipalities;
- Item 11.6 Director Hewat: Federation of Canadian Municipalities; and
- with the addition of the addendum

before circulation.

Carried**2.3 ADOPTION OF THE MINUTES**

Moved and seconded,

And Resolved:

162/22

The minutes from the February 17, 2022 Regular Open Board meeting be adopted as circulated.

Carried

Moved and seconded,

And Resolved:

163/22

The minutes from the February 18, 2022 Special Budget Open Board meeting be adopted as circulated.

Carried**2.4 INTRODUCTIONS**

CAO Horn introduced Patrick Droste, GIS, who joins the RDCK for a one year term to help fill staffing gaps.

2.5 DELEGATION

2.5.1 Selkirk College - Regional Innovation Chair Position

Sarah-Patricia Breen

Regional Innovation Chair in Rural Economic Development

Sarah-Patricia Breen introduced herself and gave a presentation to the Board regarding her roles and responsibilities as the new Regional Innovation Chair (RIC) in Rural Economic Development working out of the Selkirk College.

Ms. Breen discussed the changes in the structure at Selkirk College and how the RIC collaborates with the different departments. She indicated when preparing for her interview she created a research plan to support rural resiliency and her main objectives were on Technology and Innovation, Infrastructure and Services, and Human Capacity.

Ms. Breen went over the highlights from year one and discussed the work and research she has completed, including co-writing the State of Rural Canada 2021 document, assisting with over a hundred advisory and support requests, working with 34 collaborating partners, providing training to multiple university and colleges students as well as hosting and attending events and conferences.

When reflecting on the year and impacts of her role as the RIC. Ms. Breen identified her knowledge base has grown specifically in rural areas and she is using this knowledge to help design policy and programs. She has been asked to participate in decision making processes and continues building on human capacity.

In conclusion, she encouraged local governments to reach out to her if they require data or information regarding rural economic development and was available to answer the Board's questions.

Chair Popoff thanked Sarah Breen for her presentation.

3. BUSINESS ARISING OUT OF THE MINUTES

3.1 Bylaw 2810: Regional District of Central Kootenay Local Conservation Fund Service Establishment Amendment (Area F) Board Meeting February 17, 2022 - RES 120/22

Moved and seconded,
And Resolved:

164/22

That the *Regional District of Central Kootenay Local Conservation Fund Service Establishment Amendment (Area F) Bylaw No. 2810, 2022* be read a FIRST and SECOND time by content; AND FURTHER, third reading be considered no earlier than January, 2023.

Carried

3.2 Bylaw 2811: Regional District of Central Kootenay Local Conservation Fund Service Establishment Amendment (Area H) Board Meeting February 17, 2022 - RES 121/22

Moved and seconded,
And Resolved:

165/22 That the *Regional District of Central Kootenay Local Conservation Fund Service Establishment Amendment (Area H) Bylaw No. 2811, 2022* be read a FIRST, SECOND, and THIRD time by content.

Carried

**3.3 Select Committee: Remuneration
Board Meeting
February 17, 2022 - RES 133/22**

Moved and seconded,
And Resolved:

166/22 That the following recommendation **BE REFERRED** to the April 21, 2022 Board meeting.

That the Board approve the dissolution of the Select Committee on Remuneration as of April 21, 2022.

Carried

**3.4 Rural Affairs Committee
Board Meeting
February 17, 2022 - RES 141/22
Rural Affairs Committee - Item 5.2
Site Specific Floodplain Setback Exemption - Leatherman Area E**

Staff indicated the full recommendation for the Site Specific Floodplain Setback Exemption - Leatherman Area E was not included and requests an amendment to the motion.

Moved and seconded,
And Resolved:

167/22 That the foregoing motion (RES 141/22), being:

That the Board 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);

be amended to include "SUBJECT to preparation by Sandra and Charles Leatherman of a restrictive covenant under Section 219 of the Land Title Act and Section 56 of the Community Charter in favour of the Regional District of Central Kootenay" after (027-785-092), thus reading:

*That the Board 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); **SUBJECT to preparation by Sandra and Charles Leatherman of a restrictive covenant under Section 219 of***

the Land Title Act and Section 56 of the Community Charter in favour of the Regional District of Central Kootenay.

Carried

4. COMMITTEES & COMMISSIONS

4.1 FOR INFORMATION

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

4.1.1 Riondel Commission of Management: minutes February 1, 2022

4.1.2 North Kootenay Lake Services Committee: minutes February 7, 2022

4.1.3 Kaslo and Area D Economic Development Commission: minutes February 14, 2022

4.1.4 Area I Advisory Planning Commission: minutes February 3, 2022

Staff has received the recommendation requesting that Application No. Z2108I be forwarded to public hearing.

4.1.5 Nelson and District Recreation Commission No. 5: minutes February 23, 2022

4.1.6 West Kootenay Transit Committee: minutes March 1, 2022

4.2 WITH RECOMMENDATIONS

4.2.1 Nelson and District Recreation Commission No. 5: minutes February 14, 2022

Moved and seconded,
And Resolved:

168/22

That the Board direct staff to initiate a feasibility study on the expansion of the Nelson & District Community Complex ice plant's capacity to provide service to the adjacent Nelson Curling Club, with feasibility study funding to come in the amount of \$2,500 from the Nelson Curling Club and \$2,500 from the City of Nelson; AND FURTHER that the operational and emissions costs of the addition of the Nelson Curling Club to the Nelson & District Community Complex ice plant be assessed.

Carried

4.2.2 Recreation Commission No. 9 - Electoral Area A: minutes March 1, 2022

Dee Gilbertson has been appointed to Recreation Commission No. 9 at the January 20, 2022 Board meeting.

Moved and seconded,
And Resolved:

169/22

That the Board send a letter to outgoing member Simon Lazarchuk thanking him for his service to Recreation Commission No. 9 - Electoral Area A.

Carried

4.2.3 Riondel Commission of Management: minutes March 1, 2022

Moved and seconded,
And Resolved:

170/22

That the Board appoint the following individual to the Riondel Commission of Management for a term to end December 31, 2022:

Jim Donald (Riondel)

Carried

4.2.4 Area A Economic Development Commission: minutes March 2, 2022

Moved and seconded,
 And Resolved:

171/22

That the Board approve the funds requested in the Grant Application from the Kootenay Geothermal Project for the amount of \$5,000 to be paid from the Economic Development - Area A Service S107 2022 Budget.

Carried

4.2.5 Creston Valley Services Committee: minutes March 10, 2022

Moved and seconded,
 And Resolved:

172/22

That the Board direct staff to implement regular increases to the rental rates for Creston and District Community Complex outdoor facility rentals from 2022 until 2024, and that by 2024 the rates are commensurate with Community Services Fees and Charges Policy No. 500-01-08; AND FURTHER, the following schedule of Fees and Charges for Creston and District Community Complex Rentals be implemented effective March 31, 2022:

| SOCCER | RC+PERC | 2022 | 2023 | 2024 |
|-----------------|-----------|---------|---------|---------|
| | | RDCK | RDCK | RDCK |
| Commercial 125% | \$ 53.75 | \$30.00 | \$44.69 | \$59.38 |
| Private 100% | \$ 43.00 | \$24.00 | \$35.75 | \$47.50 |
| Adult 75% | \$ 32.25 | \$18.00 | \$26.81 | \$35.63 |
| Youth 50% | \$ 21.50 | \$12.00 | \$17.88 | \$23.75 |
| BASEBALL | | | | |
| BASEBALL | RC+PERC | 2022 | 2023 | 2024 |
| | | RDCK | RDCK | RDCK |
| Commercial 125% | \$ 147.50 | \$30.00 | \$44.69 | \$59.38 |
| Private 100% | \$ 118.00 | \$24.00 | \$35.75 | \$47.50 |
| Adult 75% | \$ 88.50 | \$18.00 | \$26.81 | \$35.63 |
| Youth 50% | \$ 59.00 | \$12.00 | \$17.88 | \$23.75 |

| COMMUNITY PARK (Rates/hr) | Private (100%) | Adult (75%) | Youth (50%) | Commercial (125%) |
|------------------------------|-------------------|----------------|----------------|----------------------|
| Pickleball Courts | \$ 15.00 | \$ 11.25 | \$ 7.50 | \$ 18.75 |
| Sport Court | \$ 15.00 | \$ 11.25 | \$ 7.50 | \$ 18.75 |
| Volleyball Court | \$ 15.00 | \$ 11.25 | \$ 7.50 | \$ 18.75 |
| Pavillion | \$ 20.00 | \$ 15.00 | \$ 10.00 | \$ 25.00 |

AND FURTHER, the schedule of Fees and Charges for the rental of the other RDCK owned and operated outdoor facilities, be implemented effective March 31, 2023.

Carried**4.2.6 Water Services Committee: minutes March 11, 2022**

Staff has received the recommendations regarding the meeting schedule for 2022 and 2023 and has included the Water Services budget on the 2022-2026 Financial Plan.

Moved and seconded,
And Resolved:

173/22

That the Board direct staff to prepare repeal bylaws for the following water commissions:

- Erickson Water Distribution Commission Establishment Bylaw No. 2542, 2016;
- Lister Water Distribution Service Commission Bylaw No. 2544, 2017; and
- Sanca Park Commission of Management Bylaw No. 364, 1981

AND FURTHER, that staff prepare documentation to establish Community Advisory Committees, where appropriate, for the water systems.

Carried

Moved and seconded,
And Resolved:

174/22

That the Board direct staff to prepare repeal and replace the *Riondel Commission of Management Bylaw No. 607, 1986* to effect the removal of the local water service from Commission oversight; AND FURTHER, that staff prepare documentation to establish Community Advisory Committee for water and drainage.

Carried

Moved and seconded,
And Resolved:

175/22

That the Board direct staff to prepare an amending bylaw for the *South Slocan Commission of Management Bylaw No. 358, 1981* to effect the removal of the local water service from Commission oversight; AND FURTHER, that staff prepare documentation to establish Community Advisory Committee for the water system.

Carried**4.2.7 Joint Resource Recovery Committee: minutes March 16, 2022**

Moved and seconded,
And Resolved:

176/22

That the Board direct staff to amend *Resource Recovery Facilities Regulatory Bylaw No. 2803, 2021*, as directed by the Joint Resource Recovery Committee, and the amended bylaw be brought back to the April Joint Resource Recovery meeting.

Carried

Moved and seconded,
And Resolved:

177/22 That the Board direct staff to Issue a Request for Proposal (RFP) for the procurement of up to five (5) Roll-Off Bins for the collection of organic waste at the Ootischenia Landfill and Grohman Transfer Station and up to four (4) on-site organic waste collection bins for the Creston Landfill and Central Transfer station, and bring back the results to the Joint Resource Recovery Committee for direction to award a contract for purchase of the bins.

Carried

4.2.8 Castlegar and District Recreation Commission: Resolution West Kootenay Cycling Coalition

The Castlegar and District Recreation Commission (CDRC) - minutes March 1, 2022 will be brought to the April 21, 2022 Board meeting. The following resolution from the CDRC meeting minutes will be considered at this time.

Moved and seconded,
And Resolved:

178/22 That the Board apply on behalf of the West Kootenay Cycling Coalition to the Infrastructure Canada Active Transportation Fund for a "Planning Project" to assess the feasibility of an active transportation link from Nelson to Castlegar.

Carried

4.3 MEMBERSHIP

4.3.1 Kaslo and Area D Economic Development Commission

Moved and seconded,
And Resolved:

179/22 That the Board appoint the following individual to the Kaslo and Area D Economic Development Commission for a term to end December 31, 2023:

Chelsey Jones (Area D)

AND FURTHER, Jeff Davie become an appointed commission member of the Village of Kaslo instead of Electoral Area D.

Carried

4.4 DIRECTORS' REPORTS

4.4.1 Director Watson

4.4.1.1 Letter of Support: Campbell Creek South Dock User Group

4.4.1.2 Letter of Support: Touchstone Nelson Museum of Art and History

4.4.2 Director Newell: Duhamel Creek

4.4.3 Director Hewat: Federation of Canadian Municipalities (FCM)

4.4.4 Director Lockwood: Southern Interior Community Relations 2021 Annual Report

5. CORRESPONDENCE

5.1 Call to Action: BC Wildfire Petition

5.1.1 District of Lillooet: December 15, 2021

5.1.2 Village of Chase: February 1, 2022

5.1.3 Town of Oliver: February 22, 2022

6. COMMUNICATIONS

- 6.1** The letter dated February 10, 2022 from Lisa Beare, Ministry of Citizens' Services, responding to the RDCK's interest in the Broadband Internet Service Speed Study conducted in 2021.
- 6.2** The email dated February 14, 2022 from Ingrid Strauss, Columbia River Treaty, inviting the RDCK to provide comments on the Columbia River Treaty Agriculture Discussion Paper.
- 6.3** The letter dated February 14, 2022 from Sasha Prynn, UBCM, thanking the RDCK for the final report for the 2020 Age-Friendly Communities Program and providing the final payment in the amount of \$7,075.09.
- 6.4** The letter dated February 28, 2022 from Mike Morden, Maple Ridge, requesting the Ministry of Health lift restrictions on recreation facilities to promote positive mental health.
- 6.5** The email dated March 3, 2022 from Justice Nitya Iyer, BC Electoral Boundaries Commission, inviting the RDCK to provide feedback on the province's current electoral district boundaries.
- 6.6** The letter dated March 3, 2022 from Councillor Laurey-Anne Roodenburg, UBCM, responding to the RDCK's UBCM 2021 resolution regarding issuance of water licenses.
Moved and seconded,
And Resolved:

180/22 That the letter dated March 3, 2022 from Councillor Laurey-Anne Roodenburg, UBCM, responding to the RDCK's UBCM 2021 resolution regarding issuance of water licenses **BE REFERRED** to the April 20, 2022 Rural Affairs Committee meeting.

Carried

7. ACCOUNTS PAYABLE

Moved and seconded,
And Resolved:

181/22 The Accounts Payable Summary for February, 2022 in the amount of \$2,248,364 be approved.

Carried

8. BYLAWS**8.1 Bylaw 2757: RDCK Zoning Amendment**

Moved and seconded,
And Resolved:

182/22 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 ADOPTED; AND FURTHER, that the Chair and Corporate Officer be authorized to sign the same.

Carried

8.2 Bylaw 2807: City of Castlegar Economic Development Service Establishment

Moved and seconded,
And Resolved:

183/22 That the *City of Castlegar Economic Development Service Establishment Bylaw No. 2807, 2022* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

- 8.3 Bylaw 2808: Community Sustainable Living Service Establishment Amendment (Salmo)**
Moved and seconded,
And Resolved:

184/22

That the *Community Sustainable Living Service Establishment Amendment Bylaw No. 2808, 2022* be read a FIRST, SECOND, and THIRD time by content.

Carried

- 8.4 Bylaw 2813: Tarrys and Pass Creek Service Establishment Amendment (Fire Protection)**
Moved and seconded,
And Resolved:

185/22

That the *Tarrys and Pass Creek Service Establishment Amendment Bylaw No. 2813, 2022* (Fire Protection) be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

- 8.5 Bylaw 2819: Recreation Commission No. 10 – Portion of Electoral Area E Service Establishment**
Moved and seconded,
And Resolved:

186/22

That the *Recreation Commission No. 10 – Portion of Electoral Area E Service Establishment Bylaw No. 2819, 2022* be read a FIRST, SECOND and THIRD time by content to repeal and replace *Portion of Electoral Area E (Rec #10) Recreational Program Bylaw No. 787, 1990*.

Carried

**RECESS/
RECONVENED**

The meeting recess at 10:13 a.m. for a break and reconvene at 10:22 a.m.

- 8.6 Bylaw 2820: Regional District of Central Kootenay Five-Year Financial Plan (2022-2026)**
Moved and seconded,
And Resolved:

187/22

That the draft Regional District of Central Kootenay Five-Year Financial Plan Bylaw No. 2820, 2022, be amended by adding a "Community Development Grant - Specified" line item in the "Income" section of S137 Fire Protection-Area I (Tarrys, Pass Creek) with an amount of \$10,000 to be charged to Area I Community Development Funds and that the Requisitions line item be reduced by \$10,000.

Carried

Moved and seconded,
And Resolved:

188/22

That the *Regional District of Central Kootenay Five-Year Financial Plan Bylaw No. 2820, 2022* be read a FIRST, SECOND and THIRD time as amended.

Carried

Moved and seconded,
And Resolved:

- 189/22 That the *Regional District of Central Kootenay Five-Year Financial Plan Bylaw No. 2820, 2022* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

9. NEW BUSINESS

9.1 COMMUNITY SERVICES

9.1.1 Cottonwood Lake: Phase 2

The Board Report dated March 1, 2022 from Mark Crowe, Park Planner, providing the Board with the next steps for the Cottonwood Lake conservation project, has been received.

Moved and seconded,
And Resolved:

- 190/22 That the Board authorize the Chief Administrative Officer and Corporate Officer to sign the necessary documents to facilitate the transfer of 49 hectare of land legally described as THAT PART OF DISTRICT LOT 8221 KOOTENAY DISTRICT, EXCEPT (1) PART INCLUDED IN PLAN 89806I AND (2) PART INCLUDED IN PLAN 2833 (3) AND PLAN EPP96815, AS SHOWN ON PLAN EPP109678 (PID 031-564-828) to the Nature Conservancy of Canada to be held for conservation purposes.

Carried

9.1.2 Agreement: Kootenay Adaptive Sports Association - Cottonwood Lake Accessibility Project

The Board Report dated February 27, 2022 from Cary Gaynor, Regional Parks Manager, seeking Board approval to enter into an agreement for the Cottonwood Lake Accessibility project, has been received.

Moved and seconded,
And Resolved:

- 191/22 That the Board approve entering into a Partnership Agreement with the Kootenay Adaptive Sports Association (KASA) for the completion of the Cottonwood Lake Accessibility Project in the amount of \$425,000 with a maximum of \$225,000 from the Nelson, Salmo, Areas E, F, and G Regional Parks Service S202 and \$200,000 from KASA for the period March 18, 2022 to December 31, 2022, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

Carried

9.1.3 Contribution Agreement: Columbia Basin Trust (CBT) - Salmo Outdoor Pool Rebuild

Moved and seconded,
And Resolved:

- 192/22 That the Board approve the RDCK enter into a Contribution Agreement with Columbia Basin Trust for the rebuild of the Salmo outdoor pool for the period February 24, 2022 to December 31, 2022, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

Carried

9.2 DEVELOPMENT AND COMMUNITY SUSTAINABILITY**9.2.1 Emergency Operations Centre (EOC) Consultants: Reducing Minimum Levels of Insurance**

The Board Report dated February 22, 2022 from Stephane Coutu, Emergency Program Coordinator, seeking Board approval for decreasing the insurance requirements for consultants of the high-risk service category when entering into an agreement with the EOC, has been received.

Moved and seconded,
And Resolved:

193/22

That the Board authorize the Chief Administrative Officer to reduce the professional liability insurance requirements outlined in the Minimum Required Amounts of Insurance for Contracts Policy No. 300-03-04 from \$5 million per occurrence and \$10 million aggregate to \$2 million per occurrence and \$2 million aggregate for professional service providers entering into standing offer agreements with the RDCK to assist the Emergency Operations Centre.

Carried**9.2.2 For Information: Watershed Security Strategy and Fund Discussion Paper - RDCK Response**

The Board Report dated February 28, 2022 from Paris Marshall Smith, Sustainability Planner, and Tanji Zumpano, Water Services Liaison, providing the Board with the final RDCK Watershed Security Strategy and Fund response, has been received for information.

9.3 FINANCE & ADMINISTRATION**9.3.1 Area E Library Contribution Service**

The Board Report dated February 23, 2022 from Tom Dool, Research Analyst, providing the Board with the requirements to establish a contribution service in Electoral Area E for the Nelson Public Library, has been received.

Moved and seconded,
And Resolved:

194/22

That the Board direct staff to prepare a service establishment bylaw for the Electoral Area E Library Contribution Service SUBJECT TO staff conducting a public consultation process; and that voter approval, for the bylaw, be undertaken by means of Alternative Approval Process.

Carried**9.3.2 Salmo and Area G Public Library (Service S195)**

The Board Report dated March 1, 2022 from Tom Dool, Research Analyst, providing the Board with the impact of expanding the service area to include all of Electoral Area G for the Salmo and Area G Public Library service, has been received.

Moved and seconded,
And Resolved:

195/22

That the Board direct staff to repeal the *Salmo and Portion of Electoral Area G Library Financial Aid Service Bylaw No. 791, 1990*; AND FURTHER, to prepare a service establishment bylaw for the Salmo and Electoral Area G Library Financial Aid Service SUBJECT TO staff conducting a public consultation process; and that voter approval, for the bylaw, be undertaken by means of Alternative Approval Process.

Carried

9.3.3 Agreement: Columbia Basin Trust - Community Initiatives and Affected Areas Program

Moved and seconded,
 And Resolved:

196/22

That the Board approve the RDCK enter into a Contribution Agreement with Columbia Basin Trust for the Community Initiatives Program and Affect Areas Program commencing March 9, 2022, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

Carried

9.4 FIRE SERVICES

9.4.1 Ootischenia Fire Hall Expansion and Improvements Project: Design and Construction Services Procurement

The Board Report dated March 3, 2022 from Shari Imada, Project Manager, seeking Board approval to award the contract for Design and Construction Services for the Ootischenia Fire Hall Vehicle Bay Expansion and Improvement project, has been received.

Moved and seconded,
 And Resolved:

197/22

That the Board award the design and construction services for the Ootischenia Fire Hall Vehicle Bay Expansion and Improvements Project to NDB Construction Limited, and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$212,429; AND FURTHER, that the cost be included in the 2022 Financial Plan for S145 Fire Protection – Def J – Ootischenia.

Carried

9.5 GRANTS

9.5.1 Discretionary

9.5.1.1 March Grants

Moved and seconded,
 And Resolved:

198/22

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

AREA A

| | | |
|--|----------------------------|---------|
| Friends of Kootenay Lake Stewardship Society | Voices of the Lake Podcast | \$1,000 |
| Gray Creek Hall Society | Sump Pump Repairs | \$1,000 |

AREA F

| | | |
|--|--|---------|
| Friends of Kootenay Lake Stewardship Society | Voices of the Lake Podcast | \$1,000 |
| Friends of Kootenay Lake Stewardship Society | Kootenay Lake Watershed Monitoring Project | \$1,500 |
| Nelson & District Arts Council | Summer Programming | \$2,500 |

| | | |
|------------------------|--|---------|
| Nelson Nordic Ski Club | Salmo Riverbank Stabilization & Bull Trout Habitat Enhancement | \$1,500 |
|------------------------|--|---------|

AREA H

| | | |
|---|---|---------|
| Columbia Basin Alliance for Literacy | Literacy Programs in the Slocan Valley | \$2,000 |
| Nelson Community Food Centre | Phase Three: Kitchen Renovation | \$3,000 |

AREA J

| | | |
|----------------------------------|---------------------------|---------|
| Ootischenia Fire Department | Service Awards | \$5,000 |
| Robson Fire & Rescue Society | Training Tablets | \$4,300 |
| Kidney Foundation, BC & Yukon | Kidney Walk Kootenay West | \$500 |

SLOCAN

| | | |
|-------------------|-----------------|-------|
| Village of Slocan | Easter Egg Hunt | \$100 |
|-------------------|-----------------|-------|

Carried**9.5.1.2 RES 57/22: LV Rogers Graduating Class - Areas E and F**

Moved and seconded,
And Resolved:

199/22

That Resolution 57/22, being the allocation of Discretionary funds, be amended by changing:

AREA E

| | |
|----------------------------|---------|
| LV Rogers Graduating Class | \$1,000 |
|----------------------------|---------|

AREA F

| | |
|----------------------------|---------|
| LV Rogers Graduating Class | \$1,000 |
|----------------------------|---------|

To

AREA E

| | |
|----------------------------|---------|
| LV Rogers Secondary School | \$1,000 |
|----------------------------|---------|

AREA F

| | |
|----------------------------|---------|
| LV Rogers Secondary School | \$1,000 |
|----------------------------|---------|

Carried**9.5.2 Community Development**

Moved and seconded,
And Resolved:

200/22

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

AREA D

| | | |
|--|---|----------|
| Kaslo Outdoor Recreation & Trails Society | Mt Buchanan Downhill Bike Trail | \$5,000 |
| Kaslo Search and Rescue | SAR Hall Future Building Project | \$25,000 |
| Schroeder Creek Water Society | Groundwater at Risk Pathogens Assessment (GARP) | \$7,000 |
| <u>AREA E</u> | | |
| Friends of Kootenay Lake Stewardship Society | Kootenay Lake Watershed Monitoring Project | \$1,500 |
| Friends of Kootenay Lake Stewardship Society | Voices of the Lake Podcast | \$1,000 |
| West Kootenay EcoSociety | Healthy Watersheds Community in Nature | \$12,500 |
| <u>AREA F</u> | | |
| Nelson Public Library | Strategic Planning | \$1,800 |
| Nelson Community Food Centre Society | Phase Three: Kitchen Renovation | \$4,000 |
| <u>AREA G</u> | | |
| Nelson Community Food Centre Society | Phase Three: Kitchen Renovation | \$4,000 |
| <u>AREA H</u> | | |
| Nelson Public Library | Strategic Planning | \$1,800 |
| <u>AREA I</u> | | |
| Nelson Community Food Centre Society | Phase Three: Kitchen Renovation | \$2,000 |
| <u>AREA J</u> | | |
| Castlegar & District Chamber of Commerce | West Kootenay Trade Show | \$2,000 |
| <u>AREA K</u> | | |
| Arrow and Slocan Lakes Community Services | Burton Food Access and Recovery | \$5,000 |
| Nakusp Secondary School | 2022 Ski and Snowboard Provincials | \$1,500 |
| <u>KASLO</u> | | |
| Village of Kaslo | Kaslo Seniors Hall Building Upgrades | \$10,000 |
| <u>SALMO</u> | | |
| Village of Salmo | Firehall Upgrades | \$30,000 |

Carried

9.6 CHAIR/CAO REPORTS

Chair Popoff has no report.

CAO Horn has no report.

10. RURAL AFFAIRS COMMITTEE

Moved and seconded,
And Resolved:

201/22 That the Corporate Officer be authorized to remove the Notice on Title relating to 2714 Lily, Electoral Area H, currently owned by Richard Hlookoff, property legally described as LOT A, DISTRICT LOT 303, KOOTENAY DISTRICT PLAN NEP 22458, the RDCK Building Department has confirmed that a building permit has been obtained and the deficiencies associated with the construction have been rectified.

Carried

Moved and seconded,
And Resolved:

202/22 That the Board APPROVE the issuance of Development Variance Permit to Larry and Susan Eirikson for the property located at 13606 Mountain Shores Rd. Boswell, BC, Electoral Area A and legally described as LOT 22, PLAN NEP89395, DISTRICT LOT 4595, KOOTENAY LAND DISTRICT (PID 027-976-220) to vary Section 18.17 of Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013: FROM 2.5 metres from any other lot line TO 2 metres from any other lot line.

Carried

Moved and seconded,
And Resolved:

203/22 That the Board direct staff to provide notification of the Boards intention to consider Temporary Use Permit T210FG-05626.040 application by Porcupine Wood Products for the property located at 8564 Highway 6 Rural Salmo BC, Electoral Area G and legally described as LOT 1, PLAN NEP4415, DISTRICT LOT 1237, KOOTENAY LAND DISTRICT SUBSIDY LOT 71 (PID 010-362-134) at the next available opportunity.

Carried

Moved and seconded,
And Resolved:

204/22 That the Board NOT SUPPORT regarding application A2119Hs for the purposes of subdivision in the Agricultural Land Reserve proposed by Hango Land Surveying Ltd. for the property located at 4434 Passmore Upper Road, Electoral Area H and legally described as LOT 1, PLAN NEP23567, DISTRICT LOT 12304, KOOTENAY LAND DISTRICT FOR MHR #87042, SEE 707-22219.016 (PID: 023--633-557).

Carried

Moved and seconded,
And Resolved:

205/22 That the Board SUPPORT application A2121A for Non-Farm Uses as proposed by the Kokanee Springs Resort for the property located at 163082 Woolgar Road, Electoral Area A and legally

described as BLOCK A, DISTRICT LOT 5022, KOOTENAY DISTRICT PLAN 757, EXCEPT PARTS INCLUDED IN PLANS 6520 & NEP21263 (PID: 011-090-987) to permit the construction of an irrigation water storage reservoir.

Carried

Moved and seconded,
And Resolved:

- 206/22 That *Kootenay Columbia Rivers Official Community Plan Amendment Bylaw No. 2801, 2022* being a bylaw to amend the *Kootenay Columbia Rivers Official Community Plan Bylaw No. 1157, 1996* is hereby given FIRST and SECOND reading by content and referred to a PUBLIC HEARING.

Carried

Moved and seconded,
And Resolved:

- 207/22 That *Regional District of Central Kootenay Zoning Amendment Bylaw No.2802, 2022* being a bylaw to amend the *Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004* is hereby given FIRST and SECOND reading by content and referred to a PUBLIC HEARING, and that prior to the scheduling of Public Hearing a compliance inspection report to be completed by an Authorized Person BC Sewerage System Regulation (B.C. Reg. 326/2004) to assess the current state of both sewerage systems is required to be submitted prior to the PUBLIC HEARING.

Carried

Moved and seconded,
And Resolved:

- 208/22 That in accordance with the *Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015*, Electoral Area J Director Rick Smith is hereby delegated the authority to chair the PUBLIC HEARING on behalf of the Regional District Board.

Carried

Moved and seconded,
And Resolved:

- 209/22 That the RDCK Community Works Fund application submitted for the RDCK Asset Management Inventory Project in the total amount of \$16,500 be approved and that the funds be disbursed from the following Community Works Funds and allocated to Service A112 - Project Management:

Electoral Area A in the amount of \$1,500;
Electoral Area B in the amount of \$1,500;
Electoral Area C in the amount of \$1,500;
Electoral Area D in the amount of \$1,500;
Electoral Area E in the amount of \$1,500;
Electoral Area F in the amount of \$1,500;
Electoral Area G in the amount of \$1,500;
Electoral Area H in the amount of \$1,500;
Electoral Area I in the amount of \$1,500;
Electoral Area J in the amount of \$1,500;
Electoral Area K in the amount of \$1,500.

Carried

Director Davidoff recorded opposed.

Moved and seconded,
And Resolved:

- 210/22 That the Community Works Fund application submitted by Fields Forward Society for the Weather Stations & Climate Change Decision Management Tool Project in the total amount of \$40,000 be approved and that the funds be disbursed from Community Works Funds allocated to Electoral Area B SUBJECT TO submission of the required five year long term land lease agreements between property owners and the Fields Forward Society and SUBJECT TO confirmation of the balance of project funding required.

Carried

Moved and seconded,
And Resolved:

- 211/22 That the RDCK Community Works Fund application submitted for the Harrop Fire Hall Infrastructure Upgrade Project in the total amount of \$68,760 be approved and that the funds be disbursed from Area E Community Works Funds and allocated to Fire Protection – Def E – Balfour/Harrop - Service 141.

Carried

Moved and seconded,
And Resolved:

- 212/22 That the RDCK Community Works Fund application submitted by the Krestova Improvement District for the Krestova Improvement District New Source Well Infrastructure Project in the total amount of \$56,671 be approved and that the funds be disbursed from Community Works Funds allocated to Electoral Area H.

Carried

Moved and seconded,
And Resolved:

- 213/22 That the RDCK Community Works Fund application submitted for the Pass Creek & Tarrys Fire Halls Infrastructure Upgrade Project in the total amount of \$366,150 be approved and that the funds be disbursed from Area I Community Works Funds and allocated to Fire Protection Def Area I – Service 137.

Carried

11. DIRECTORS' MOTIONS

11.1 Director Peterson: Community Sustainable Living Service

The letter date March 9, 2022 from Director Paul Peterson requesting to withdraw from the Community Sustainable Living Service, has been received.

Moved and seconded,
And Resolved:

- 214/22 That the Board receive the letter dated March 9, 2022 from Director Paul Peterson (Area K) as an official request to withdraw from the Community Sustainable Living Service; AND FURTHER, staff be directed to prepare an amendment to *Community Sustainable Living Service Establishment Bylaw No. 2135, 2010* for March, 2024 to adhere to the 24 months notice identified in the bylaw.

Carried

11.2 Director Cunningham and Lockwood: CBT Community Initiatives Program and Affect Areas Program - In-Person Meeting

Moved and seconded,
And Resolved:

215/22

That the Board authorize that an in –person meeting to receive community input on the Columbia Basin Trust Community Initiatives Program and Affected Areas Program grant awards for Salmo and Electoral Area G be held in April 2022.

Carried

11.3 Director Jackman: Kootenay Lake East Shore Men's Shed Society

Moved and seconded,
And Resolved:

216/22

That the RDCK agree to receive and manage a grant SUBJECT TO the documentation received by staff in the amount of \$20,000 from the United Way of British Columbia to the Kootenay Lake East Shore Men’s Shed Society, and that staff be authorized to prepare and sign the necessary documents.

Carried

11.4 Director Davidoff: Canadian Red Cross - Ukraine

Moved and seconded,
MAIN MOTION

That the RDCK contribute \$5,000 to the Canadian Red Cross Ukraine Humanitarian Crisis Appeal to assist Ukrainian children and its citizens impacted by the ongoing conflict in the Ukraine; AND FURTHER, the amount be paid from S100 General Administration.

ORDER OF AGENDA CHANGED

That the Order of Business was changed to address public time, with Item 12 – Public Time considered at this time.

12. PUBLIC TIME

The Chair called for questions from the public and members of the media at 11:51 a.m.

The media requested the areas holding in –person meetings to receive community input on the Columbia Basin Trust Community Initiatives Program and Affected Areas Program grant awards. CAO Horn indicated that the Village of Salmo and Electoral Area G are holding an in-person meeting.

The media requested more information on the Water Services Committee. CAO Horn indicated staff can provide the Board Report to the media by email.

ORDER OF AGENDA RESUMED

Item 11.4 – Director Davidoff: Canadian Red Cross – Ukraine discuss continued.

Moved and seconded,
And Resolved:

AMENDMENT TO THE MOTION

217/22

That the foregoing motion being:

That the RDCK contribute \$5,000 to the Canadian Red Cross Ukraine Humanitarian Crisis Appeal to assist Ukrainian children and its citizens impacted

by the ongoing conflict in the Ukraine, and that the amount be paid from S100 General Administration;

Be amended to replace “impacted by the ongoing conflict in the Ukraine,” with “impacted by the action by Russia against Ukraine,” and include at the end “AND FURTHER, that the RDCK Board send a message to the Embassy of the Russian Federation in Canada requesting President Putin and Russia to immediately end its “special military operation” in Ukraine, in the best interests of all humanity”, thus reading:

*That the RDCK contribute \$5,000 to the Canadian Red Cross Ukraine Humanitarian Crisis Appeal to assist Ukrainian children and its citizens **impacted by the unprovoked attack by Russia against Ukraine**, and that the amount be paid from General Administration Service S100; **AND FURTHER, that the RDCK Board send a message to the Embassy of the Russian Federation in Canada requesting President Putin and Russia to immediately end its “special military operation” in Ukraine, in the best interests of all humanity.***

Defeated

Moved and seconded,

And Resolved:

MAIN MOTION

218/22

That the RDCK contribute \$5,000 to the Canadian Red Cross Ukraine Humanitarian Crisis Appeal to assist Ukrainian children and its citizens impacted by the ongoing conflict in the Ukraine; AND FURTHER, the amount be paid from S100 General Administration.

Carried

Moved and seconded,

And Resolved:

219/22

That the RDCK Board send a message to the Embassy of the Russian Federation in Canada requesting President Putin and Russia to immediately end its “special military operation” in Ukraine, in the best interests of all humanity.

Carried

11.5 Director Main: Federation of Canadian Municipalities

Moved and seconded,

And Resolved:

220/22

WHEREAS the Federation of Canadian Municipalities (FCM) represents the interests of member municipalities on policy and program matters that fall within federal jurisdiction;

WHEREAS FCM’s Board of Directors is comprised of elected municipal officials from all regions and sizes of communities to form a broad base of support and provide FCM with the united voice required to carry the municipal message to the federal government; AND WHEREAS FCM’s hybrid Annual Conference and Trade Show will be held June 3 to 5, 2022, during which time the Annual General Meeting will be held, followed by the election of FCM’s Board of Directors;

BE IT RESOLVED that Board of the Regional District of Central Kootenay (RDCK) endorse Leah Main to stand for election on FCM’s Board of Directors for the period starting in June 2022 and ending June 2023; and

BE IT FURTHER RESOLVED that RDCK Board assumes all costs associated with Leah Main attending FCM's Board of Directors meetings.

Carried

Moved and seconded,
And Resolved:

221/22 That the Board contribute up to \$500 toward Director Leah Main's campaign for the Federation of Canadian Municipalities' Board of Directors, with funds to come from the General Administration Service S100.

Carried

Director Lockwood and Morrison recorded opposed.

11.6 Director Hewat: Federation of Canadian Municipalities

Moved and seconded,
And Resolved:

222/22 That the Board endorse Director Suzan Hewat to apply to the Federation of Canadian Municipalities (FCM) Standing Committees for the period starting June 2022 and ending May 2023; AND FURTHER, that all costs associated with Director Suzan Hewat attending FCM's Standing Committee meetings will be paid from the General Administration Service S100.

Carried

Chair Popoff recognized Andrea Peet, Creston and District Community Complex who has retired from the RDCK.

13. IN CAMERA

13.1 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:

223/22 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:

- (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);

Carried

13.2 RESOLUTION - RECESS OF OPEN MEETING

Moved and seconded,
And Resolved:

224/22 The Open Meeting be recessed at 12:29 p.m. in order to conduct the *In Camera* Board meeting and reconvened at 1:26 p.m.

Carried

**RECESS/
RECONVENED** The meeting recessed at 12:30 p.m. for a break and reconvened at 12:45 p.m.
In Camera.

14. MATTERS ARISING FROM IN CAMERA MEETING
No items.

15. ADJOURNMENT
Moved and seconded,
And Resolved:

225/22 That the meeting adjourn at 1:26 p.m.

Carried

Walter Popoff, Acting RDCK Board Chair

Angela Lund, Deputy Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2838

A Bylaw to amend *Chair, Directors and Alternate Directors Remuneration Bylaw No. 2710, 2021* to include new sections in the bylaw for child care expenses and parental leave.

WHEREAS the Board of the Regional District of Central Kootenay adopted the *Chair, Directors and Alternate Directors Remuneration Bylaw No. 2710, 2021* to make payment of remuneration to the Chair, Vice Chair, Directors and Alternate Directors and to members of Committees of the Board for each regularly constituted meeting attended;

AND WHEREAS by resolution of the Board, the Board deemed it appropriate to amend Bylaw No. 2710 to include new sections in the bylaw for child care expenses and parental leave;

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

DEFINITIONS

- 1 Section 2 the following definition be amended:
 - 2 **Director** unless specifically referred to elsewhere in this bylaw, means a Municipal Director, Electoral Area Director and the Alternate Director, when the Alternate Director is acting on behalf of the Municipal or Electoral Area Director.

ASSIGNMENT OF NEW SECTIONS

- 2 Section 10 – CITATION and Section 11 – REPEAL of the bylaw be assigned new sections and be amended to read Section 12 – CITATION and Section 13 – REPEAL.

CHILD CARE EXPENSES

- 3 Section 10 be added as follows:
 - 10 (1) A Director shall received reimbursement for child care expenses through an allowance of \$80 per month in order to facilitate the attendance of a Director at in-person meetings.

PARENTAL LEAVE

4 Section 11 be added as follows:

- 11** (1) A Director shall be provided leave from their position as Director for the purpose of parental leave for a period of up to six (6) months, with continued payment of their regular stipend.

- (2) Section 11 (1) parental leave does not apply to Alternate Directors.

CITATION

5 This Bylaw may be cited as **“Chair, Directors and Alternate Directors Remuneration Amendment Bylaw No. 2838, 2022”**.

READ A FIRST TIME this 21st day of April, 2022.

READ A SECOND TIME this 21st day of April, 2022.

READ A THIRD TIME this 21st day of April, 2022.

ADOPTED by an affirmative vote of at least 2/3 of the votes cast this 21st day of April, 2022.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer



REGIONAL DISTRICT OF CENTRAL KOOTENAY

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

7:00 pm

Monday, February 7, 2022

Virtual Meeting:

Webex: <https://nelsonho.webex.com/nelsonho/j.php?MTID=m72e8d068e6a4b3cde8cbe379ddc88c6e>

Meeting number (access code): 245 145 75187

Meeting password: AsF63kqYfK8

COMMISSION MEMBERS

| | |
|----------------------------|----------------------------|
| Commissioner Lockwood | Village of Salmo |
| Commissioner J. Huser | Village of Salmo |
| Commissioner M. MacDonald | Village of Salmo (7:12 pm) |
| Commissioner H. Cunningham | Area G |
| Commissioner I. McInnes | Area G |
| Commissioner C Hango | Area G (7:08 pm) |

MEMBERS ABSENT

| | |
|----------------------|---------|
| Commissioner S. Chew | Trustee |
|----------------------|---------|

STAFF

| | |
|---------------|------------------------------|
| Ryan Ricalton | Programmer, Salmo Recreation |
|---------------|------------------------------|

1. CALL TO ORDER

Ryan Ricalton called the meeting to order at 7:02 p.m.

2. ELECTION OF CHAIR

CALL FOR NOMINATIONS (3 Times)

Ryan Ricalton, Programmer called for nominations. Commissioner Huser nominated Director Lockwood.

Ryan Ricalton, Programmer called for nominations a second and third time, with no others being nominated.

Ryan Ricalton, programmer ratifies the appointed Commissioner Lockwood as Chair for the Salmo and Area G Recreation Commission.

Chair Lockwood resumes position of Chair and continues the meeting.

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the February 7, 2022 Salmo & Area G Recreation Commission meeting be adopted with the amendments to item 5.2 to read “That the Salmo and Area G Recreation Commission support the 2022 Financial Plan for the Service Swimming Pool-Salmo and Area G S225 and for the Service Recreation Commission No.7-Salmo and Area G S230.”

Carried

4. RECEIPT OF MINUTES

The January 17, 2022 Salmo & Area G Recreation Commission minutes, have been received.

5. STAFF REPORTS

5.1 Programmer Report

Ryan Ricalton, Programmer, provided the Commission with a verbal update in regards to the Commission Report dated February 7, 2022.

5.2 S230 2022 DRAFT BUDGET REPORT

Ryan Ricalton, Programmer, provided the Commission with an overview of the 2022 Draft Financial Report dated February 7, 2022.

MOVED and seconded,
AND Resolved:

That the Salmo and Area G Recreation Commission support the 2022 Financial Plan for the Service Swimming Pool-Salmo and Area G S225 and for the Service Recreation Commission No.7-Salmo and Area G S230.”

Carried

6. SALMO POOL – Planning for 2021/2022

Ryan Ricalton, Programmer, updated the commission that we are still waiting to hear back from Columbia Basin Trust (CBT) for our application to the Outdoor Active Recreation grant.

7. GRANTS

The grant application was reviewed at the January 13, 2022 meeting. The Grant Application was received and submitted a School District 8 staff member. Grant applications must come from not for profits or societies. A Commission member communicated to the applicant to have the PAC apply.

8. PUBLIC TIME

The Chair will call for questions from the public at 7:27 p.m.

9. MEETING SCHEDULE

Our next meeting will be held on Monday, May 15, 2022.

10. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Salmo Area G Recreation Commission meeting be adjourned at 7:27 p.m.

Carried

Approved by

Chair, Diana Lockwood



Regional District of Central Kootenay
CASTLEGAR & DISTRICT RECREATION COMMISSION
Open Meeting Minutes

Tuesday, March 1, 2022

4:00 pm

RDCK Remote Meeting

The meeting is held remotely due to COVID-19

**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 |
| C. Gaynor | Regional Parks Manager |
| M. Crowe | Parks Planner |
| H. Anderson | Recreation & Cultural Programmer |
| A. Polovnikoff | Recreation & Cultural Programmer |
| J. Chapman | Meeting Coordinator |

GUESTS

Stuart Horn

1. CALL TO ORDER

Chair Rye called the meeting to order at 4:02 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 March 1, 2022 Castlegar & District Recreation Commission meeting be adopted with the inclusion of item 6.4 Brilliant Bridge Update.

Carried

4. RECEIPT OF MINUTES

The February 1, 2022, Castlegar and District Community Complex and Recreation Commission minutes, have been received.

5. DELEGATE

5.1 Trish Dehnel, Registered Professional Planner with Dehnel Planning

Trish Dehnel, Registered Professional Planner with Dehnel Planning, provided the Commission with a verbal overview and a presentation in regards to coordination of a “Planning Project” application to the Infrastructure Canada Active Transportation Fund for a year round, inclusive, accessible and active transportation route that links Castlegar to Nelson and could be used as a safe commuter route and for recreation.

MOVED and seconded,

And resolved **that it be recommended to the Board:**

That the Board apply on behalf of the West Kootenay Coalition to the Infrastructure Canada Active Transportation Fund for a “Planning Project” to assess the feasibility of an active transportation link from Nelson to Castlegar.

Carried

6. STAFF REPORTS

6.1 CDRD Staff Report

The Commission Report dated February 28, 2022, from Heather Anderson, Recreation & Cultural Programmer, re: CDRD Staff Report, has been received.

GUEST ABSENT: Delegates left the meeting at 4:29 pm

Heather Anderson, Recreation & Cultural Programmer briefed the Commission on the key points of the Staff Report.

Commission Davidoff ask staff about the Air Handler Units including, I have not seen the Community Works Grant as of yet, is this in the works? Manager Crockett responded by letting the Commission know the application was in process and that staff just did the tender. Commission Davidoff and Commissioner Smith committed \$25,000.00 each to this project.

Commissioner Davidoff asked staff question about the mural at the Aquatics Centre, have we done anything to preserve the mural? Manager Crockett explained a few years back we did do

some repair work, there was some bubbling but it was fixed, but we can look into doing a clear coat on it.

STAFF DIRECTION: To reach out to the artist and investigate to see what they can come up with.

6.2 COVID-19 Update

Jim Crockett, Manager of Recreation, provided the Commission with a verbal update regarding COVID-19 impacts.

6.3 Strategic Planning Session Update

Jim Crockett, Manager of Recreation, provide the Commission with a verbal update regarding a Strategic Planning Session. The Commission discussed the different options which Urban Systems provided and what the best option would be for the Strategic Planning Session.

MOVED and seconded,
AND Resolved:

That the Commission approve External Option 1 with Urban Systems for the Strategic Planning Session, with a cost of \$20,900 + GST.

Carried

6.4 Brilliant Bridge Update

Commission Davidoff requested from staff an update regarding the Brilliant Bridge lighting. The staff is currently looking for lighting to install.

7. OLD BUSINESS

7.1 2022 Draft Financial Plan

February 1, 2022 - **BE REFERRED** to the March 1, 2022 Commission meeting:
The 2022 Draft Financial Plan from Jim Crockett, Manager of Recreation, has been received.

Commissioner Davidoff made the following proposal to the Commission;
that Area I and Area J would each provide a contribution of \$250,000 from Community Works to Service S222 Arena (Castlegar Complex) - Castlegar and Areas I and J for Capital Works, and requested the City of Castlegar match the contribution, and further, that \$250,000 be contributed from S222 reserves to be used to lower the taxation rate in the service for 2022, as a one time, COVID related tax break for residents.

Commission Duff explained to the Commission that they took Commissioner Davidoff and Commissioner Smiths proposal to the city council as a discussion. The end result is that the City will not be able to do this, the reason is that we already as a City have already engaged with the city and we are committed to transparent budget. The council

TABLED ITEM: That item 7.1 be Tabled for further discussion after the In Camera Meeting.

8. PUBLIC TIME

The Chair will call for questions from the public and members of the media at 5:10 p.m. There were no members of the public present.

9. IN CAMERA

9.1 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. (2)A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:

(b)the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;

Carried

9.2 Recess of Open Meeting

MOVED and seconded,
And Resolved:

The Open Meeting be recessed at 5:23 pm in order to conduct the Closed In Camera meeting.

Carried

TABLED ITEM

CONSIDERED:

That Item 7.1 2022 Draft Financial Plan be considered at this time. Commissioner Davidoff would like an amendment to the Draft 2022 Financial Plan with the following recommendation:

To change the increase of 3% increase to 2% in S222 and S227.

Commissioner Duff does not support this amendment. The reasoning for the amendment would be the shift in assessment has increased 5% Area I and J.

MOVED and seconded,
AND Resolved:

That the Castlegar and District Community Complex & Recreation Commission approve the draft 2022 Financial Plan for Service No. S222 Arena (Castlegar Complex) - Castlegar and Areas I and J.

Defeated.

Joe Chirico, General Manager of Community Services briefed that Commission that they should not use reserves for the operational budget.

STAFF ABSENT:

Stuart Horn left the meeting at 6:04pm

Commissioner Davidoff provided the Commission with a statement that he will be withdrawing the Area I \$75,000.00 of Community Works Funds Commitment to Glade Regional Park.

MOVED and seconded,
And resolved:

That the Castlegar & District Recreation Commission utilize \$75,000.00 from reserve to offset the Community Works funding which has been withdrawn for the Glade Regional Park.

Carried.

MOVED and seconded,
And resolved:

That the Castlegar and District Community Complex & Recreation Commission approve the draft 2022 Financial Plan for Service No. S222 Arena (Castlegar Complex) - Castlegar and Areas I and J. as presented.

Carried.

10. NEXT MEETING

The next Castlegar and District Community Complex and Recreation Commission meeting is scheduled for April 5, 2022, at 4:00p.m.

11. ADJOURNMENT

MOVED and seconded,
And resolved:

The Castlegar and District Community Complex and Recreation Commission meeting be adjourned at 7:21 pm

Carried

DIGITALLY APPROVED

Dan Rye, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Rosebery Parklands and Trails Commission
OPEN MEETING MINUTES**

7:00 p.m.

Thursday, March 3, 2022

COMMISSION MEMBERS

| | |
|---------------------------------|---------------------------------|
| Commissioner G. McRae | Area H |
| Commissioner H. Hastings | Silverton |
| Commissioner G. Wagner | New Denver |
| Commissioner M. Koolen | Slocan |
| Commissioner S. Johnson | Rosebery Parklands Society Rep. |
| Alternate Chair Director Popoff | Electoral Area H |
| Director Main | Village of Silverton |

MEMBERS ABSENT

| | |
|-------------------------------|-----------------------|
| Commissioner R. Allin (Chair) | Area H |
| Commissioner R. Reitmeier | Area H |
| Commissioner P. Schwartz | Area H |
| Commissioner S. Kipkie | Area H |
| Director Fyke | Village of New Denver |
| Director Lunn | Village of Slocan |

STAFF

| | |
|---------------|--------------------------------------|
| Jeff Phillips | Regional Parks Operations Supervisor |
| Jenna Chapman | Meeting Coordinator |

1. ELECTION OF CHAIR

Director Popoff called for nominations.

CALL FOR NOMINATIONS (3 Times)

Director Wagner nominated Commissioner Allin.

Commissioner R. Allin was not present but had approved the nomination.

Director Popoff called for nominations a second and third time, with no others being nominated.

CALL FOR NOMINATIONS (3 Times)

Director Popoff ratifies the appointed Commissioner Allin as Chair for the Rosebery Parklands and Trails Commission for 2022.

Director Popoff was nominated as the Alternate Chair in Commissioner R. Allin’s absence, for the March 3, 2022 Rosebery Parklands and Trails Commission.

2. CALL TO ORDER

MOVED and seconded,
AND Resolved:

Director Popoff appointed as Alternate Chair in Commissioner R. Allin’s absence, for the March 3, 2022 Rosebery Parklands and Trails Commission.

Carried

Alternate Chair Popoff called the meeting to order at 7:06 p.m.

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the March 3, 2022 Rosebery Parklands and Trails Commission meeting, be adopted as circulated. With the inclusion of item 7.2 Rosebery Parklands Sign Donation, item 7.3 Discussion of Lot 5 and the inclusion of item 7.4 Landowner adjacent to the Trail.

Carried

4. RECEIPT OF MINUTES

The November 4, 2021 Rosebery Parklands and Trails Commission minutes, have been received.

5. DELEGATE

There are no delegates scheduled for this meeting.

6. STAFF REPORTS

6.1 Galena Trail & Rosebery Parklands Operations Update

Jeff Phillips, Parks and Trails Supervisor provided the Commission with a verbal update in regard to the Galena Trail and Rosebery Parklands operations update, including everyone worked very well together. Commissioner Hastings really likes the work that has been completed.

6.2 Galena Trail Project Update

Jeff Phillips, Parks and Trails Supervisor provided the Commission with a verbal update in regards to the Galena Trail Cable Car Project, including we are forecasting this to be completed for June.

6.3 Financial Reports

Jeff Phillips, Parks and Trails Supervisor provided the Commission with a verbal overview in regard to the April 2021 Financial Report.

Alternate Chair Popoff commented that the requisition for taxation was quite substantial; the site reduction with the new outhouse was deferred till next year. Director Main made a suggestion to pay the requisition from reserve to lower taxation.

7. NEW BUSINESS

7.1 Rosebery Parklands Kiosk Sign

Commissioner Koolen provided the Commission with a discussion topic about removing the Rosebery Parkland Kiosk sign, within the discussion the Commission wanted to see what the sign would look like without the logo and what it would look like with the new logo put on. The RDCK would like the wording on the sign to be changed to “Supported By”. This change is currently in progress.

7.2 Rosebery Parklands Sign Donation

Commissioner Johnson provided a brief overview of the Rosebery Parklands Sign Donation including, Rosebery Parklands Development Society is a charity and has to make a charitable donation every year to maintain its charitable status. The number of motorboats has increased congesting the beach making it less enjoyable for pedestrians. The Rosebery Parklands Development Society would like to donate signage to help with the congestion.

STAFF DIRECTION: Jeff Phillips to work with Commissioner Johnson on the sign for the wording AND Further, that Commission direct staff to investigate a no motorized swimming area in front of the Parklands Beach.

7.3 Discussion Regarding Lot: Five (5)

Commissioner Johnson including provided the Commission with a verbal overview of the Discussion Regarding Lot: Five (5) including, we have had issues with how they have been using the Parklands as a whole, I feel that this issue has been dropped and it has not been addressed fully.

Jeff Phillips, Parks and Trails Supervisor let the commission know that at this point this person was trespassing on private property. RDCK has been monitoring but if we are missing anything, please provide staff pictures.

Director Main has pictures that they have removed vegetation.

STAFF DIRECTION: To consult with Lot: Five (5) on further development.

7.4 Landowner adjacent to the Trail

Commissioner Koolen provided the Commission with a verbal discussion regarding the Landowner adjacent to the Trail including, the owner would like to take out a License of Occupancy, which will also include the land in Parklands.

Alternate Chair Popoff suggested the Landowner would have to go through the proper process for this.

Commissioner Koolen will follow up with the Landowner.

8 PUBLIC TIME

The Chair called for questions from the public and the media at 7:48 p.m. There were no members of the public or media present at this Commission Meeting.

9 NEXT MEETING

The next Rosebery Parklands and Trails Commission meeting is scheduled for June 2, 2022 at 7:00 p.m.

10 ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Rosebery Parklands and Trails Commission meeting be adjourned at 7:50 p.m.

Carried

DIGITALLY APPROVED

A/Chair, Walter Popoff



REGIONAL DISTRICT OF CENTRAL KOOTENAY

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

1:00pm

Monday, March 14, 2022

Village of Kaslo Council Chambers

COMMISSION MEMBERS

| | |
|----------------------|------------------|
| Commissioner Hewat | Village of Kaslo |
| Commissioner Gazzard | Area D |
| Commissioner Lang | Village of Kaslo |
| Commissioner Brown | Area D |
| Commissioner Davie | Area D |

MEMBERS ABSENT

| | |
|----------------------|--------|
| Commissioner Watson | Area D |
| Commissioner Johnson | Area D |

STAFF

| | |
|-------------------|----------------------|
| Catherine Allaway | CO, Village of Kaslo |
|-------------------|----------------------|

GUESTS

| | |
|-------------------|--|
| Sarah Sinclair | Factor 5 |
| Richard Toperczer | Ministry of Forests, Lands and Natural Resource Operations |
| Chelsey Jones | LINKS & Argenta Community Association |

1. CALL TO ORDER

The Chair will call the meeting to order at 1:04 p.m.

2. LATE ITEMS

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

That the Agenda for the March 14, 2022, Kaslo & Area D Economic Development Commission S109 meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

That the February 14, 2022, Kaslo & Area D Economic Development Commission S109 minutes, have been received.

5. FREEDOM OF THE FLOOR

Chelsey Jones be given Freedom of the Floor (Chelsey's appointment will be made at the March 17th RDCK Board Meeting).

MOVED and seconded,
AND Resolved:

THAT Chelsey Jones be given Freedom of the Floor.

Carried

6. DELEGATE

7. STAFF/COORDINATOR REPORTS

7.1 North Kootenay Lake Economic Development Commission Coordination Report Mar2022

7.2 Chamber Recovery Advisor Report - February 2022

7.3 Community Economic Recovery Infrastructure Program Grant Reporting - Update January 2022

7.4 North Kootenay Lake Recovery Community Economic Recovery Infrastructure Program Interim Financial Report

Sarah Sinclair gave a summary of the North Kootenay Lake EDC Coordination Report and the Chamber Recovery Advisor Report.

Chelsy Jones gave a verbale report on the projects she has been working on with North Kootenay Lake LINKS.

MOVED and seconded,
AND Resolved:

That the reports be received.

Carried

8. BUSINESS ARISING

8.1 North Kootenay Lake Community Economic Development Capacity Building Project

MOVED and seconded,
AND Resolved:

THAT the Kaslo and Area D Economic Development commission support Factor 5 applying on behalf of the RDCK to the Columbia Basin Trust for the North Kootenay Lake Community Economic Development Capacity Building Project.

Carried

9. NEW BUSINESS

10. PUBLIC TIME

The Chair called for questions from the public at 1:31 p.m.

Richard Toperczer gave a brief update of future changes with the Ministry.

11. NEXT MEETING

The next for the Kaslo & Area D Economic Development Commission S109 meeting is scheduled for April 11, 2022 at 1:00pm.

12. ADJOURNMENT

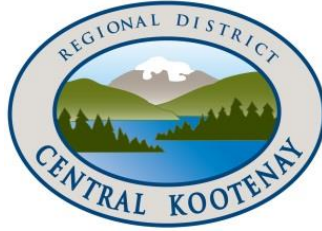
MOVED and seconded,
AND Resolved:

The Kaslo & Area D Economic Development Commission S109 March 14, 2022 meeting be adjourned at 1:34 p.m.

Carried

Approved by

Suzan Hewat, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Winlaw Regional & Nature Park Commission
OPEN MEETING MINUTES**

7:00 p.m.
Tuesday, March 29, 2022
Remote via Webex

Toll Free Number: 1.844.426.4405
Attendee Access Code: 245 911 62622

COMMISSION MEMBERS

| | |
|----------------------------------|------------------|
| Commissioner C. Lawrence (Chair) | Area H |
| Commissioner L. Lawrence | Area H |
| Commissioner V. Carleton | Area H |
| Commissioner J. Chatten | Area H |
| Commissioner K. Ellis | Area H |
| Commissioner H. Sebelius | Area H |
| Director Popoff | Electoral Area H |

COMMISSIONS ABSENT

| | |
|--------------------------|-----------------------|
| Commissioner A. Rochette | Area H |
| Director Main | Village of Silverton |
| Director Moss | Village of New Denver |
| Director Lunn | Village of Slocan |

STAFF

| | |
|-----------------|--------------------------------------|
| Jeff Phillips | Regional Parks Operations Supervisor |
| Ashley Chadwick | Acting Meeting Coordinator |

1. CALL TO ORDER
Director Popoff called the meeting to order at 7:05 p.m.

2. ELECTION OF CHAIR
CALL FOR NOMINATIONS (3 Times)
Director Popoff called for nominations.

Commissioner Chatten nominated Commissioner C. Lawrence.

DECLARATION OF ACCLAIMED CHAIR

There being no further nominations, Director Popoff ratified the appointed Commissioner C. Lawrence as Chair of the Winlaw Regional & Nature Parks Commission for 2022.

COMMISSIONER PRESENT: Commissioner V. Carleton joined the meeting at 7:09 p.m.

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

That the Agenda for the March 29, 2022 Winlaw Regional & Nature Park Commission meeting, be adopted with the inclusion of Item 8.3 Volunteer Report before circulation.

Carried

4. RECEIPT OF MINUTES

The November 23, 2021 Winlaw Regional & Nature Park Commission minutes, have been received.

5. DELEGATE

No delegates are scheduled for this Commission meeting.

6. STAFF REPORTS

6.1 Operations Update

Jeff Phillips, Regional Parks Operations Supervisor provided a verbal report to the Commission regarding Operations Update.

- People counter counted 30-40 park visitors per day in winter
- Addressed a number of dog issues during winter
- Kootenay Adaptive Sports Association (KASA) came to finish of deficiencies on boardwalks, outhouse facility and signage
- Yan has a little more work to do to widen areas of the trail
- One sign needs to be moved to the other side of the trail
- Plant identification signage to be installed as plants come out during spring/summer

Direction to Staff:

That staff work with Commissioners to identify plants when installing plant identification signage in park.

6.2 2022 Budget Update

Jeff Phillips, Regional Parks Operations Supervisor provided a verbal report to the Commission regarding Budget Update.

The approved Service S203 OPR290 Winlaw Nature Park 2022 Financial Plan was provided after the meeting for inclusion in the minutes.

Direction to Staff:

That staff contact Yellowhead Road & Bridge (YRB) about Winlaw Regional & Nature Park driveway entrance maintenance.

7. OLD BUSINESS

7.1 Bat House Building Update

Jeff Phillips, Regional Parks Operations Supervisor provided a verbal report to the Commission regarding bat house building construction, including the location of the building.

- Ben was able to get 16 foot leg posts for bat houses but will need plywood which has not been budgeted for (will cost about \$1,000)
- Posts will be treated so they can withstand water
- Possible installation location south of where KASA's Sea-Can's used to be

Direction to Staff:

That staff work with Commissioners to determine the preferred location for the bat house building installation at Winlaw Regional & Nature Park.

8. NEW BUSINESS

8.1 Beach Erosion/Second Beach

Jeff Phillips, Regional Parks Operations Supervisor provided a verbal report to the Commission regarding beach erosion at the Winlaw Regional & Nature Park beach and the possibility of creating a second beach.

- Existing beach has been eroding over time and is continuing to see increased use
- Could create a safe second beach location for public to use
- Steep drop-off from grass area to beach would mean you could not see children on beach
- Slope at second beach will develop naturally over time from repeated use/walking as it did with existing beach
- Will continue monitoring situation

8.2 Dog Difficulties

Jeff Phillips, Regional Parks Operations Supervisor provided a verbal report to the Commission, regarding dog difficulties at the Winlaw Regional & Nature Park.

- Increase in dog waste noted throughout park particularly in winter and early spring when snow melts
- Dog waste bags and bear proof disposal bins are an option and could be considered in a future budget year
 - Historically garbage bins attract house hold waste dumping

Direction to Staff:

That staff create signage for Winlaw Regional & Nature Park asking people to keep the park clean and for dog owners to pick-up after their dogs.

8.3 Volunteer Report

- Exposed cedar stump with birch tree growing in it
 - Considering adding a little artistic hobbit door
- Looking forward to resuming in-person Commission meetings, hopefully soon

9. PUBLIC TIME

No public were present at the meeting.

10. NEXT MEETING

The next Winlaw Regional & Nature Park Commission meeting is scheduled for June 7, 2022 at 7 p.m.

11. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Winlaw Regional & Nature Park Commission meeting be adjourned at 8:25 p.m.

Carried

DIGITALLY APPROVED

Chair, Craig Lawrence

2022 Winlaw Regional and Nature Park Budget

S203 Regional Parks-New Denver, Silverton, Slocan and Areas H

OPR290 WIN Winlaw Nature Park

INCOME

| Account | Description | 2021 To Date | 2021 Budget | 2022 Budget | Note |
|---------------------|-----------------------------------|------------------|-----------------|-------------|------|
| 43025 | Grants - Specified | 15,000.00 | 0.00 | 0.00 | |
| 43030 | Community Works Grants (Internal) | 0.00 | 0.00 | 0.00 | |
| 49100 | Prior Year Surplus | 7,531.99 | 7,531.00 | 0.00 | |
| Total Income | | 22,531.99 | 7,531.00 | 0.00 | |

EXPENSES

| Account | Description | 2021 To Date | 2021 Budget | 2022 Budget | Note |
|-----------------------|-----------------------|------------------|-----------------|------------------|--|
| 51010 | Salaries | 1,465.36 | 750.00 | 2,000.00 | Extra work by Summer employees in shoulder season (Bat Condo install) |
| 51020 | Overtime | 89.76 | 0.00 | 0.00 | |
| 51030 | Benefits | 176.15 | 150.00 | 400.00 | employee benefits |
| 53040 | Advertising | 320.00 | 320.00 | 323.20 | Money for advertisement in the papers |
| 54030 | Contracted Services | 505.86 | 3,000.00 | 3,500.00 | Park Maintenance Contract |
| 55010 | Repairs & Maintenance | 1,677.56 | 3,000.00 | 4,800.00 | Parking lot maintenace, pumping of toilets, signage, Bat Condo install |
| 55020 | Operating Supplies | 184.16 | 1,300.00 | 1,300.00 | dust control, TP Cleaning supplies, |
| 55040 | Utilities | 297.00 | 0.00 | 0.00 | |
| 57010 | Grants | 15,000.00 | 0.00 | 0.00 | |
| Total Expenses | | 19,715.85 | 8,520.00 | 12,323.20 | |

| | | | |
|----------------------|-----------------|----------------|-------------------|
| Total Service | 2,816.14 | -989.00 | -12,323.20 |
|----------------------|-----------------|----------------|-------------------|

From: [craig and lois lawrence](#)
To: [Jenna Chapman](#)
Cc: [craig Lawrence](#)
Subject: Re: PLEASE APPROVE - WIN Meeting Minutes
Date: April 1, 2022 5:05:40 PM

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

Thanks Jenna. Ashley did a good job with the minutes. Works for me.

Craig

On Fri, Apr 1, 2022 at 1:48 PM Jenna Chapman <JChapman@rdck.bc.ca> wrote:

Good Afternoon Chair Lawrence,

I hope you are doing well, please find attached the March 29, 2022 Meeting Minutes for your review and approval.

Thank you,

Jenna Chapman | Administrative Coordinator – Community Services

Regional District of Central Kootenay

Phone: 250.352.8195 |

rdck.ca

The Agenda for the April 5, 2022 Riondel Commission of Management meeting, be adopted with the inclusion of items 8.4 Silt for the Ball Field, 8.5 Request for Camping Space and 8.6 Replacement Trees for Playground.

Carried

4. RECEIPT OF MINUTES

The March 1, 2022 Riondel Commission of Management minutes, have been received.

5. DELEGATE

No Delegate.

6. PUBLIC TIME

No Public.

7. OLD BUSINESS

7.1 Update on Health Regulations at Riondel Community Centre

Chair Panio provided the Commission with a verbal update on the recent changes to the public health mandates affecting the Riondel Community Centre, including that the requirement for vaccinations to enter the building is still scheduled to be lifted on April 8, 2022, those directions have yet to be received from Regional District of Central Kootenay (RDCK) staff.

7.2 Air Scrubbers at the Community Centre

Chair Panio provided the Commission with a verbal update on the use of air scrubbers in the Riondel Community Centre, including that there are three available for use, one air scrubber has been moved into the Art Room, one is in the Commission office and one has yet to be unpacked.

7.3 New Town Sign

Chair Panio provided the Commission with a verbal update on his meeting with Evan Salmon, Maintenance Assistant, about the development of a new town sign, including that Evan is interested. Chair Panio will draft a public message to put on the cable channel and seniors page to find other interested individuals.

7.4 Commercial Kitchen Upgrade

Chair Panio provided the Commission with a verbal report regarding his meeting with the Interior Health Authority Health Inspector about commercial kitchen upgrades, including that the Health Inspector did not see any issues with upgrading the facilities. Director Jackman will walk through the Community Centre with Chair Panio and develop a list of questions and points of concern relating to building codes and direct them to building officials.

8. NEW BUSINESS

8.1 Roof Plans for Community Centre

Chair Panio provided the Commission with a verbal report regarding reconsideration of the roof renovation plans based on recent leaking due to heavy rainfall, including that plans to only renovate a portion of the roof is leaving the building vulnerable near the south entry where the roof has leaked and caused major damage. It may be necessary to add on to the

roofing plans and reinforce this area to maintain the viability of the building. Chair Panio will contact Studio 9 Architects and notify them of the proposed change.

8.2 Outdoor Pickle Ball Court

Chair Panio provided the Commission with a verbal report regarding assembling a group of interested people to help in revitalizing the outdoor court, including that permission is needed from RDCK staff and Lions Club members might be interested in getting involved physically and financially.

8.3 Restarting Marquee Monday

Chair Panio provided the Commission with a verbal report with regards to plans to start Marquee Mondays again in the Riondel Community Centre, including that Chair Panio is currently undecided as to whether to start and when due to Covid case data coming out of other countries.

8.4 Silt for the Ballfield

Chair Panio provided the Commission with a verbal report with regards to free silt available for the ball field, including that the RDCK has amassed a large volume of silt in Crawford Bay and are willing to deliver it and the Riondel Golf Course can supply a machine for leveling, if needed. Chair Panio will arrange with staff for the delivery of the silt.

8.5 Request for Camping Space

Chair Panio provided the Commission with a verbal report regarding a request from Enzo Salviulo to use the land behind the curling club as additional camping space for the baseball tournament, including that liability concerns and questions about responsibility exist. Commissioner Wilkinson will contact Enzo and Cary Gaynor, Regional Parks Manager, to determine what concerns they may have in allowing camping in that space. Issues of sanitation and access to water would need to be addressed.

8.6 Replacement Trees for Playground

Chair Panio provided the Commission with a verbal report regarding trees to replace those that died in the playground, including that Evan Salmon, Maintenance Assistant, has submitted three varieties for consideration, further consideration should be given to suitable native species, and the playground equipment should be looked at. Chair Panio will contact James Linn to remove the dead cottonwood tree.

9. CORRESPONDENCE

The email from Shirleen Smith, March 21, 2022, regarding a drainage issue at 1503 Campbell Ave. has been received. A discussion followed, including that there are many jurisdictions involved in this area including Yellowhead Road & Bridge (YRB), RDCK, and private property. Local residents have been working to clear out the culvert and inspect the culvert to determine if it needs to be replaced.

10. AREA A DIRECTOR'S REPORT

Director Jackman provided the Commission with a verbal report, including that Director Jackman is currently meeting with other Area Directors from around the province and Parks and Recreation items are of higher priority.

11. FINANCIAL REPORTS

Chair Panio provided the Commission with a verbal report on Commission expenses and revenues for March 2022. There was a request from a lady to play pickle ball with her grandchildren in the auditorium and standard auditorium rental rates are unreasonable for such endeavors, a suitable rental fee may be similar to the room rental fee of \$50 or have an ‘Open’ time scheduled for the auditorium with a small drop-in fee.

12. PUBLIC TIME

No Public.

13. NEXT MEETING

The next Riondel Commission of Management meeting is scheduled for May 3, 2022 at 7:00 pm.

14. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Riondel Commission of Management meeting be adjourned at 8:06 pm.

Carried

Digitally Approved via Email

Gerald Panio, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. *Nil.*

STAFF DIRECTION

1. *Nil.*

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. *Improving the playground equipment?*



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Erickson Water Distribution Commission OPEN MEETING MINUTES

An Erickson Water Distribution Commission meeting was held on Wednesday, April 13, 2022 at 9:00 am by remote meeting due to Novel Coronavirus 2019 (COVID-19).

COMMISSION MEMBERS

| | |
|-----------------------|-----------------|
| Commissioner D. Low | Chair |
| Commissioner T. Wall | Director Area B |
| Commissioner E. Quinn | Area B |
| Commissioner R. Walsh | Area C |

MEMBERS ABSENT

| | |
|-----------------------------|-----------------|
| Commissioner A. Casemore | Director Area C |
| Commissioner R. Lichtenfeld | Area B |

STAFF

| | |
|------------------|---|
| Uli Wolf | General Manager Environmental Services |
| Jason McDiarmid | Utility Services Manager |
| Allan Richardson | Water Operations Supervisor-Erickson |
| Alex Divlakovski | Environmental Coordinator, Utility Services |
| Shanna Eckman | Meeting Coordinator/Recording Secretary |

1. WEBEX REMOTE MEETING INFO

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=me9c6d5c52b86951328ea18f465ca829f>

Join by Phone:

1-844-426-4405 Canada Toll Free

+1-604-449-3026 Canada Toll (Vancouver)

Meeting Number (access code): 2452 325 7377

Meeting Password: X9MpqEbFE98

2. CALL TO ORDER

Commissioner Low assumed the chair and called the meeting to order at 9:06 am.

2.1 TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

2.2 ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The agenda for the April 13, 2022 Erickson Water Distribution Commission meeting, be adopted with the inclusion of the following:

- Agenda Item #4.2 - Water Services Committee Establishment Bylaw No. 2798, 2022 and Erickson Water Distribution Commission Establishment Bylaw No. 2542
- Agenda Item #4.3 – Water Service Application –Lot 3602 Masuch Subdivision

before circulation.

Carried

2.3 RECEIPT OF MINUTES

The November 24, 2021 Erickson Water Distribution Commission minutes, have been received.

3. OLD BUSINESS

3.1 ERICKSON METERING AND INCREASED SOURCE WATER SUPPLY

The April 7, 2022 Commission Report from Jason McDiarmid, Utility Services Manager providing information on the implementation of water metering for Industrial, Commercial, Institutional and Agricultural properties of 5 acres or greater is included in the 2022 Erickson water service Board approved financial plan has been received.

MOVED and seconded,
AND Resolved that it be recommended to the Board:

That the Erickson Water Distribution Commission recommends that the Board direct staff to postpone the Erickson Metering project to 2023 to re-evaluate options;

AND FURTHER, that the Board approve an amendment of the 2022 to 2026 Financial Plan for Service 5250 Water Utility-Area B & C (Erickson) to move the following expenses and revenue from 2022 to 2023:

- \$1,200,000 Capital expenses for Account 60000;
- \$20,000 Project Manager expenses for Account S9500 Transfer to Other Service;
- \$750,000 revenue for Account 43030 Community Works Grants (Internal); and
- \$470,000 revenue for Account 45000 Transfer from Reserves.

Defeated

4. NEW BUSINESS

4.1 FINANCIAL STATEMENTS

The following Financial Statements have been received:

- a. 2021 Unaudited Service Statement: Service S251 Water Utility-Area B (Arrow Creek)
- b. 2021 Unaudited Service Statement: Service S250 Water Utility-Area B (Erickson)
- c. 2022-2026 Financial Plan: Service S251 Water Utility-Area B (Arrow Creek)
- d. 2022-2026 Financial Plan: Service S250 Water Utility-Area B (Erickson)

4.2 WATER SERVICES COMMITTEE ESTABLISHMENT BYLAW NO. 2798, 2022 & ERICKSON WATER DISTRIBUTION COMMISSION ESTABLISHMENT BYLAW NO. 2542

Uli Wolf, General Manager of Environmental Services and Jason McDiarmid, Utility Services Manager, provided a verbal report on the new Bylaw No. 2798 adopted establishing the Water Services Committee, summarized below.

- *The Regional District of Central Kootenay adopted Bylaw No. 2798, 2021 being a Bylaw to establish the Water Services Committee as the forum for the consideration of water system issues within the Regional District of Central Kootenay.*
- *The Erickson Water Distribution Commission Establishment Bylaw No. 2542 will be repealed.*
- *The Erickson Water Distribution Commission could be replaced with a Water Community Advisory Commission.*

Action Item: Staff will distribute the Terms of Reference for the Water Community Advisory Commission.

4.3 DISCUSSION ITEM: WATER SERVICE APPLICATION – LOT 3602 MASUCH SUBDIVISION

Commission discussed the water service application submitted to service vacant Lot 3602 in the Masuch subdivision. The issue is to connect the service to the back of the lot and the connection line contains asbestos. Staff is directed to discuss the issue with the property owners prior to any action being taken.

5. PUBLIC TIME

The Chair called for questions from the public at 10:40 am.

6. NEXT MEETING

The next Erickson Water Distribution Commission meeting will be determined by the Commission.

7. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The April 13, 2022 Erickson Water Distribution Commission meeting adjourned at 10:43 am.

CERTIFIED CORRECT

Approved by

Commission D. Low
Chair, Erickson Water Distribution Commission



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

Thursday, March 10, 2022

12:02 pm

RDCK Remote Meeting

The meeting is held remotely due to COVID-19

COMMISSION MEMBERS PRESENT

| | |
|----------------------------|------------------|
| Director Jen Comer (CHAIR) | 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 - RDCK |
| M. Moore | Chief Administrative Officer - Creston |
| Craig Stanley | Manager of Recreation - Creston and District Community Complex |
| J. Jackson | Emergency Program Coordinator (Creston) |
| J. Riel | Fire Chief - Creston Fire Rescue |
| C. Gaynor | Regional Parks Manager |
| M. Crowe | Planner |
| C. Hopkyns | Meeting Coordinator |

GUESTS PRESENT

| | |
|------------|--------------------------|
| S. Itkonen | Creston Library Director |
|------------|--------------------------|

1. WEBEX REMOTE MEETING INFO

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=mca6be9aa45762430f6df02af7f559f2a>

Join by Phone:

1-844-426-4405 Canada Toll Free
 +1-604-449-3026 Canada Toll (Vancouver)
Meeting Number (access code): 2463 196 8171
Meeting Password: VCwGSkh7y43

2. CALL TO ORDER

Chair Comer called the meeting to order at 9:04 a.m. MST

3. ADOPTION OF AGENDA

Moved and seconded,
 And resolved:

The agenda for the April 14, 2022 Creston Valley Services Committee meeting be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The March 10, 2022 Creston Valley Services Committee minutes, have been received.

5. DELEGATE

The Be The Change Committee, from Canyon-Lister Elementary School presented a proposal for a small food pantry at the back of the Creston Valley Public Library to the Commission. The students shared background on the The Be The Change Committee. They sharing stats on food vulnerability in the area and gave an overview of their proposal for food pantry project.

Moved and seconded,
 And resolved:

That the Creston Valley Services Committee support the Canyon-Lister Elementary School Food Cupboard at the Creston Valley Public Library.

Carried

6. STAFF REPORTS

6.1 Emergency Services - First Quarter Work Report

The Committee Report dated March 2022 from Jon Jackson, Emergency Program Coordinator, has been received.

Jon Jackson, Emergency Program Coordinator provided an overview to the Committee regarding Emergency Services first quarter review.

6.2 Creston Valley Fire Service - First Quarter Review

The Committee Report and Presentation dated January 1 - March 31, 2022 from Jared Riel, Fire Chief, re: Creston Valley Fire Service - First Quarter Review, has been received.

Jared Riel, Riel, provided a presentation to the Committee regarding the Creston Valley Fire Service first quarter review.

6.3 Creston & District Community Complex

Craig Stanley, Manager of Recreation, will provide a presentation to the Commission regarding the Quarter 1 Recreation Report.

Craig Stanley, Manager of Recreation, provided an overview to the Committee regarding the Creston and District Community Complex first quarter review.

7. NEW BUSINESS

7.1 Creston Valley Public Library Update

The Committee Report dated February 2022 from Saara Itkonen, Library Director, re: Creston Valley Public Library (CVPL) Finance Report, Operations Report, and Library Usage Report, have been received.

Saara Itkonen, Library Director, was available to answer director's questions.

8. IN CAMERA

8.1 Meeting Closed to the Public

Moved and seconded,
And resolved:

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:

- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

Carried

8.2 Recess of Open Meeting

Moved and seconded,
And resolved:

The Open Meeting be recessed at 10:38 am in order to conduct the Closed In Camera meeting

Carried

9. PUBLIC TIME

The Chair will call for questions from the public and members of the media at 10:38 a.m.

10. NEXT MEETING

The next Creston Valley Services Committee meeting is scheduled for May 5, 2022 at 9:00 a.m. MST.

The Committee has rescheduled the June Creston Valley Services Committee meeting to Wednesday, June 1, 2022.

11. ADJOURNMENT

Moved and seconded,
And resolved:

The Creston Valley Services Committee meeting be adjourned at 11:48 a.m.

Carried

Approved by

Jen Comer, Chair

Signed by

Christine Hopkyns, Secretary



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Recreation Commission No. 4
OPEN MEETING MINUTES**

6:30pm

Tuesday March 8, 2022

COMMISSION MEMBERS

| | |
|--------------------------------|-------------------|
| Commissioner C. Hughes (Chair) | Village of Nakusp |
| Commissioner K. Miller | Village of Nakusp |
| Commissioner S. Sanders | Area K |
| Commissioner M. Scott | Area K |
| Commissioner K. Lario | Area K |

STAFF PRESENT

| | |
|---------------|---------------------|
| Jenna Chapman | Meeting Coordinator |
|---------------|---------------------|

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 March 8, 2022 Recreation Commission No. 4 meeting, be adopted with the inclusion of 7.2 Grant Application.

Carried

3. RECEIPT OF MINUTES

The January 25, 2022 Recreation Commission No. 4 minutes, have been received.

4. DELEGATE

There are no delegates scheduled for this Commission meeting.

5. COMMISSION APPOINTMENT – Referred

Commissioner Hughes spoke to the Commission in regards to Haley Jones being appointed as a new Commission Member, as well as acting as the Meeting Coordinator for future meetings. Hayley Jones as not returned any messages, we do have another interested party, Naomi McKay and she

will be moving here in the spring. Chair Hughes will reach out to Hayley Jones to see if she is still interested.

MOVED and seconded,
AND Resolved:

That the following motion **BE REFERRED** to the May 11, 2022 Recreation Commission No. 4 meeting:

That the Board appoint the following individual to the Area K & Village of Nakusp Recreation Commission No. 4 for a term to end December 31, 2025:

Hayley Jones Area K

Carried

6. OLD BUSINESS

6.1 Village of Nakusp Update

Commissioner Miller provided the Commission with a verbal update in regards to the Village of Nakusp Update, including the position for the Rec Coordinator has been posted and we have ten (10) applicants apply, also, The Village of Nakusp is currently working on the New Bylaw.

7. NEW BUSINESS

7.1 Recreation Grant Application

The Capital Project Grant from Brandon Ypma, re: Wrestling mats for a Martial Arts Program in Nakusp has been received.

The Recreation Commission No. 4 denies the Grant application from Brandon Ypma for the amount of \$2000.00, as the application is applied for by an individual and not an organization.

7.2 Recreation Grant Application

The Capital Project Grant from Peter Dubinsky and Dorian Boswell with the School District 10 – Nakusp Secondary School, re: Archery Equipment Replacement and Upgrade has been received.

MOVED and seconded,
AND Resolved that it be recommended to the Board:

That the Board approve the payment of the following grants from the Recreation Commission No. 4-Nakusp and Area K Service 228, 2022 budget:

School District 20, Nakusp Secondary School \$2,000.00

Carried

7.3 Recreation Grant Application

The Operational Project Grant from Matthew Wood and Angela Beebe with the West Kootenay Football Club, re: First Aid training, adult size nets, lighting including stands and battery packs, and a new field-marking machine. The Commission briefly summarized what the West Kootenay Football Club does and they would like the grant money to go towards the exterior lights.

MOVED and seconded,
AND Resolved that it be recommended to the Board:

That the Board approve the payment of the following grants from the Recreation Commission No. 4-Nakusp and Area K Service 228, 2022 budget:

West Kootenay Football Club \$1,500.00

Carried

8. PUBLIC TIME

The Chair will call for questions from the public at 7:07 p.m.

9. NEXT MEETING

The next Recreation Commission No. 4 meeting is scheduled for May 11, 2022 at 6:30 p.m. with an additional meeting Thursday March 10, 2022 evening at 6:30pm

10. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Recreation Commission No. 4 meeting be adjourned at 7:11 p.m.

Carried

DIGITALLY APPROVED

Carlee Hughes, Chair



Regional District of Central Kootenay

ALL RECREATION COMMITTEE

Open Meeting Minutes

Wednesday, March 30, 2022

9:00 am

COMMISSION MEMBERS

PRESENT

| | |
|-------------------------|-----------------------|
| Director R. Faust | Electoral Area E |
| Director G. Jackman | Electoral Area A |
| Director T. Wall | Electoral Area B |
| Director A. Casemore | Electoral Area C |
| Chair A. Watson | Electoral Area D |
| 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 J. Hughes | Village of Nakusp |
| Acting Director K. Page | City of Nelson |
| Acting Director J. Fyke | Village of New Denver |
| Director D. Lockwood | Village of Salmo |
| Director L. Main | Village of Silverton |
| Director J. Lunn | Village of Slocan |

STAFF PRESENT

| | |
|-------------|---------------------------------------|
| J. Chirico | General Manager of Community Services |
| S. Horn | Chief Administrative Officer |
| C. Gaynor | Regional Parks Manager |
| J. Crockett | CDRC - Manager of Recreation |
| M. Benson | NDCC - Manager of Recreation |

C. Stanley
 M. Crowe
 Jenna Chapman
 C. Saari-Heckley
 A. Maxwell Polovnikoff
 H. Anderson

Manager of Recreation - Creston
 Parks Planner
 Meeting Coordinator
 Human Resources Manager
 CDRD Recreation Services Coordinator
 CDRD Recreation & Cultural
 Programmer

1. CALL TO ORDER

Director Faust called the meeting to order at 9:03 a.m.

2. ELECTION OF CHAIR

Joe Chirico, General Manager of Community Services Staff called for nominations.

CALL FOR NOMINATIONS (3 Times)

Director Newell nominated Director Faust nominated.

Joe Chirico, General Manager of Community Services called for nominations a second and third time, with no others being nominated.

DIRECTOR PRESENT: Director Peterson Joined the Meeting at 9:10 a.m.

DECLARATION OF ELECTED OR ACCLAIMED CHAIR

Joe Chirico, General Manager of Community Services ratifies the appointed Director Faust as Chair for the All Rec Committee for 2022.

Chair Faust, proceeded to thank the Committee, staff members and any members of the public who were present.

4. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

5. ADOPTION OF AGENDA

Moved and seconded,
 And resolved:

The agenda for the March 30, 2022 All Recreation Committee meeting be adopted as circulated.

Carried

6. RECEIPT OF MINUTES

The September 29, 2021 All Recreation Committee minutes, have been received.

7. DELEGATE

There are no Delegates for this Committee meeting.

8. STAFF REPORTS

8.1 Regional Recreation Allocation Policy and the Draft Allocation Procedures

Craig Stanley, Creston & District Community Complex Manager of Recreation, Tia Wayling, Creston & District Community Complex Recreation Services Coordinator, and Audrey Polovnikoff, Castlegar & District Community Complex Recreation Coordinator, provided the Committee with a presentation and overview of the Commission Report dated March 07, 2022, the Regional Recreation Allocation Policy and the Draft Allocation Procedures.

Moved and seconded,

And resolved that it be recommended to the Board:

That the Board adopt the Regional Recreation Allocation Policy, Policy# 500-01-09 as presented.

Carried

9. OLD BUSINESS

9.1 Parks, Trails and Water Access Strategy System Listing

Mark Crowe, Regional Parks Planner provided the Committee with a brief verbal presentation on the most recent updates which have been done on the Parks, Trails and Water Access Strategy System listing document dated March 2022 for the Committee to review and provide comments.

RECESS/RECONVENE: The meeting recessed at 10:22am for a bathroom break and reconvened at 10:32am

10. NEW BUSINESS

10.1 Notice of Motion - Youth Non-Profit Rental Rates

Director Tom Newell gave a notice of motion at the Feb. 23, 2022 Nelson & District Recreation Commission meeting for the April 27, 2022 meeting. He asked that it go to All Recreation in March as information to other Commissions.

NOTICE OF MOTION – YOUTH NON-PROFIT RENTAL RATES

Commissioner Newell requested a motion be brought to the April 27, 2022 Nelson & District Recreation Commission meeting regarding youth non-profit rental rates.

Director Newell requested no further action on this item.

11. PUBLIC TIME

Chair Faust called for questions from the public and members of the media at 10:42a.m, there were no members of the public or members of the media present at this meeting.

12. IN CAMERA

12.1 Meeting Closed to the Public

Moved and seconded,

And resolved:

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:

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

Carried

12.2 Recess of Open Meeting

Moved and seconded,
And resolved:

The Open Meeting be recessed at 10:43 am in order to conduct the Closed In Camera meeting.

Carried

The Open meeting resumed at 12:36 p.m.

13. NEXT MEETING

The next All Recreation Committee meeting is scheduled for June 29, 2022 at 9:00 a.m.

14. ADJOURNMENT

Moved and seconded,
And resolved:

The All Recreation Committee meeting be adjourned at 12:36

Carried



Chair Ramona Faust



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Commission Report

Date of Report: March 7, 2022
Date & Type of Meeting: March 30, 2022 All Recreation Committee
Author: **Craig Stanley, Jodi Vousden, Tia Wayling, Audrey Polovnikoff**
Subject: REGIONAL RECREATION ALLOCATION POLICY
File: 01-0515-20

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to update the All Recreation Committee on the progress of the Regional Recreation Allocation Policy and to recommend the policy be adopted by the RDCK Board.

SECTION 2: BACKGROUND / ANALYSIS

At the All-Recreation Committee (the Committee) meetings in March 2021 and June 2021, staff presented reports outlining a proposed new regional policy related to recreation facility allocation. Since then staff have worked to align business practices with the proposed policy language and design procedures related to allocation along the benefits continuum.

The following concepts were presented to the Committee in 2021:

Philosophy

The philosophical base for allocation decisions for rentals follows with the benefits-based approach in the fees and charges policy.

The main principle, that public benefit is greater than private benefit, is applied to allocation decision making by prioritizing those groups that provide greater public benefit opportunity to use spaces.

Benefit Continuum & Indicators of Public Good

The benefits continuum and indicators of public good provide the criteria by which public benefit will be evaluated.

It is important to note that the benefits based approach to allocation is consistent with and supports the general direction laid down in the National Recreation Framework; a national policy document which describes the basic tenets of public recreation in Canada.

Benefits Continuum

Policy Vs. Procedures

This draft policy focusses on the high level framework that will be used to determine allocation decisions across the Regional District.

Staff will draft procedures for each service location, taking into considering the unique makeup of each community and the types, sizes, and intentions of the user groups. There will be standardized, regional language in each procedure but also specific language depending on the local circumstances. Procedures will ensure process clarity.

Method

Staff reviewed prior ice allocation work as well as the existing Fees and Charges Policy in order to draft the allocation policy.

RC Strategies and PERC were consulted and provided support and feedback on the draft policy.

RDCK recreation management reviewed the draft policy and provided feedback.

Definitions

Definitions were included from the Benefits Based Fees and Charges Policy to ensure consistency and compatibility, the previous DRAFT Ice Allocation Policy and modified or added to suite the needs of the document.

Allocation: Refers to the amount of time that is given to groups or individuals for the use of recreation and cultural facilities and spaces and/or portions thereof.

Categories of User Groups Vs. Categories of Usage

The policy is written to allow evaluation of both user group and usage categories to factor in to allocation decisions.

This creates consistency and structure, but allows the required flexibility for staff to evaluate both categories when determining allocation.

The Model

The fundamental basis for allocation decision-making is a determination of a justified need or demand for a service and who benefits from the service. However, it is recognized that allocation decisions may be influenced by practical considerations, including length of the rental season, number of users, user group size, revenue, and total capacity for use; i.e. rentable hours.

The Criteria for Evaluation

The criteria helps provide the structure and framework for staff to be able to consistently and equitably evaluate the justified need and distribution of available hours.

Staff will develop this evaluation matrix and communicate this to the users and integrate this into the procedures.

Priority

The public benefits that will potentially accrue from facility usage are listed in the indicators of public good.

In general, where a group has been identified as higher priority it is because there will be more public benefit delivered to the community on account of that usage.

Generally, the higher priority categories of use/user meet more of our service objectives (public benefit) than those at the lower levels.

Staff intended to have this policy submitted for adoption before the end of Q3, 2021. Workload and the complexity of the work and regional approach, led to staff taking more time to ensure this policy was refined and relevant. The results of that work include:

- Engaged staff, from across the RDCK in the creation of the policy
- Established criteria for determining benefit – public or private
- Established clear allocation priority for users of all facilities
- Aligning the language and principals of the allocation policy to the Community Service Fees and Charges policy #500-01-08.
- Gained understanding of the similarities and differences across the region, and in each facility, related to user group numbers, size, make up and evaluating public good of each
- Created procedures, specific to each facility and aligned with the policy, that consider the existing and potential future business model
- Analysed the potential impacts of the policy to existing user groups and renters

The policy will apply to all facility rentals including but not limited to arenas, pools, fitness studios, sports fields, meeting/multi-purpose rooms and rentable outdoor spaces owned and operated by the RDCK. Facilities outside of this scope are those that are owned by other local government and covered by an existing allocation policy; i.e. City of Nelson Sports Field User Policy determines allocation of City-owned sports fields.

The revised draft Regional Recreation Allocation Policy (Attachment A) is presented for Committee consideration and once adopted will not be revised or amended with out Committee or Board resolution.

The accompanying Allocation Procedures (Attachment B) are administrative procedures, adopted by senior management that may be amended from time to time, with senior management approval.

SECTION 3: DETAILED ANALYSIS

a. 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 req’d: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |

There is no immediate impact to financial sustainability.

b. Legislative Considerations (Applicable Policies and/or Bylaws):

This policy will align with the principles of the fees and charges policy.

c. Environmental Considerations:

Enacting this policy will not have any significant impact on the environment.

d. Social Considerations:

The concept of public good is worthwhile to explore as a principal for allocation and other initiatives.

e. Economic Considerations:

The allocation policy will have no significant impact on local economies.

f. Communication Considerations:

A media release will drafted for public dissemination outlining the new policy.

Staff will communicate the policy, and the external aspects of the relevant procedures, to the user groups affected and then to the greater regional community.

g. Staffing/Departmental Workplan Considerations:

A working group with representatives from NDCC, CDCC, and CDRD were involved in researching and drafting this policy and developing the procedures. The draft policy was vetted by management and other Community Services staff.

The procedures will be evaluated seasonally for their effectiveness and relevance and adjusted as required to ensure fair and beneficial use of the facilities.

The policy will be reviewed semi-annually and recommended changes brought back to the Committee for consideration.

h. Board Strategic Plan/Priorities Considerations:

Strengthen our relationships with community partners.

Manage our assets and operations in a fiscally responsible manner.

Excellence in service delivery and governance.

SECTION 4: OPTIONS & PROS / CONS

Pros

The creation and implementation of this policy will remedy existing issues with allocation including helping to determine need versus demand or wants.

Priority will be given to those groups who provide greatest public benefit.

In-turn, some groups could change their business model to provide greater benefit in order to receive higher allocation priority.

Cons

There could be some feedback from user groups who may or may not receive the same share of available hours, or preferred hours that they have in the past. This could include groups that only provide private benefits.

Providing priority, and potentially more opportunity for use to groups that are charged lower fees could have an impact on revenue.

SECTION 5: RECOMMENDATION(S)

That the Board approve and implement the Regional Recreation Allocation Policy as presented.

Respectfully submitted,



Signature:

Name: Craig Stanley, Manager of Recreation, CDCC

CONCURRENCE

Initials:



General Manager of Community Services

ATTACHMENTS:

Attachment A – Draft Regional Recreation Allocation Policy

Attachment B – Regional Allocation Procedures



Chapter: Community Services

Section: Parks & Recreation

Subject: Community Services Recreation Allocation

Board

Resolution:

Established

Date:

Revised

Date:

POLICY:

PURPOSE:

The recommended allocation system must be philosophically sound, thereby easy to defend, and practically based, as well as easy to implement. The philosophical grounding being applied to allocation, which is also applied in determining fees and charges, is based on an assessment of public benefits. The following statement forms the core of the allocation policy.

Evaluation of who benefits from the usage will determine the level of allocation priority and ensure fair and equitable allocation of RDCK Facilities

If all, or substantially all, of the benefits accrue to the community as a whole, the user should have a high allocation priority. If all, or substantially all, of the benefits accrue to the individual or group, without any greater public benefit, the user should have a low priority.

Where the benefits accrue to the community and also to a specific user, the allocation priority will be determined on the basis of proportionate benefit. The higher the benefit to the community, the more the community asset and resources should be allocated for those uses and purposes.

SCOPE:

This Policy applies to allocation of RDCK owned and operated facility spaces for the Community Services Department of the Regional District of Central Kootenay.

This policy may be applied to other facility allocation processes that the RDCK only operates or books but does not own with the explicit understanding and written permission of the property owner.

DEFINITIONS:

Allocation: Refers to the amount of time that is given to groups or individuals for the use of recreation and cultural facilities and spaces and/or portions thereof.

Benefit: Refers to anything contributing to an improvement in condition or advantage and can be a direct benefit to a user or indirect benefit to a non-user.

Private Benefit: Any benefit that the RDCK does not recognize as a benefit to the community as a whole is a private benefit. Private benefits accrue directly to those who consume a good or service and only to those who consume it.



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Public Benefit: In general, refers to anything which increases the welfare of the community, is of value to the community as a whole, or responds to a need of the general public. For the purposes of fees and allocation for parks and recreation services in the RDCK, the public benefits are summarized as 22 Indicators of Public Good on page 5.

Public Goods and Services: Are those which result in Public Benefits.

Private Goods and Services: Are those which result in Private Benefits.

Merit Goods and Services: Are those with mixed benefits. In other words, while some of the benefits will accrue directly to consumers or users, the community as a whole, including nonusers, also benefit. The general location on the benefits continuum will vary depending on the proportion of public benefit in relation to private benefit.

Benefits Continuum: Is a continuum of benefits with public benefits at one end, private benefits at the other, and mixed benefits in between.

Total Capacity for Use: Of a recreation space is defined as all hours each year where it is reasonably possible to use the space within the current operating/staffing format and the current budget.

Total Use: Of a recreation space is defined as the amount of use the space actually receives. It can be expressed as a percentage of total capacity and is never more than 100% of total capacity.

Prime Time: Each facility will have its own definition of prime time that is determined by staff and ratified by the operating authority. The definition of prime time may vary by season in some facilities. Typically, prime time is the period during which demand is most concentrated and the space is most used.

Non-Prime Time: Will automatically be determined by subtracting prime time from Total Capacity for Use. This is the period that is typically in low demand and for which a price incentive may be needed to shift some activity from prime time.

Historic Booking: A User group's past usage spanning the previous two years.

LTAD: The Canadian Sport for Life's Long Term Athlete Development Framework (LTAD) is a national philosophy for promoting lifelong engagement in sport and physical activity from infancy through all phases of adulthood. It includes guidelines for multi-stage training, competition, and recovery based on principles of human development and maturation.

Umbrella Organization: An established Community Group that acts as parent organization to help new groups of a similar nature become established by providing resources and services while under its responsibility.

Categories of Potential Users: There are two subcategories of users; namely individuals and user groups. Each category of user may justify a different level of allocation because servicing each category might result in a different ratio of public benefit to private benefit.



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Seasonal Commitment/Use: Groups, individuals or organizations requesting regular (reoccurring) use will be required to meet seasonal commitments as per the RDCK Allocation Procedures.

Categories of User Groups

Non Profit Community Group: is any club, society, or association that's organized and operated solely for any other purpose except profit. All non profit community groups wishing to be considered for facility allocation must provide activities and programming that is consistent with the goals, objectives, and values of the RDCK.

- **Youth Group:** A non profit sport, culture and recreation group dedicated to primarily serving minors (those 18 years of age and younger). Groups must have a minimum of 80% of participants 18 years of age and younger.
- **Adult Group:** A non profit sport, culture and recreation group that offers activities and whose members are 19 years old and older. Groups with more than 20% that are 19 years old and older are considered adult groups.
- **Representative Community Group:** A non profit elite sport team who represents an area or institution. These teams must be endorsed and play in a nationally recognized league within the sport's national development model.

Unless a joint use agreement with a School District supersedes this Allocation Policy, the following definitions will apply:

- **School Academies:** A non-profit educational institution located within the boundaries of SD#8 and SD#20 and SD#10 and SD#93 that offers sports as part of the annual school program on a recurring basis. These groups generally are more specialized and must meet the seasonal commitments as outlined in the RDCK Allocation Procedures.
- **School Group:** A non-profit educational institution located within the boundaries of SD#8 and SD#20 and SD#10 and SD#93 that offers recreational opportunities within the school day.

Commercial Group: A group or individual or organization who/which is engaged in a for profit business.

Private Renter: Any person, group or company that is booking a private event such as a private gathering limited to members and guests of members of a family, organization, club, or business where the event is not open to the general public or is a non profit fundraising event.

Categories of Facility Use

There are two modes of facility use as follows

- **Public Uses:**
 - a. **Drop In Use:** A use characterized by a person or group of persons deciding on a use by use basis to attend a public session where the public or a subset of the public is welcome to attend.

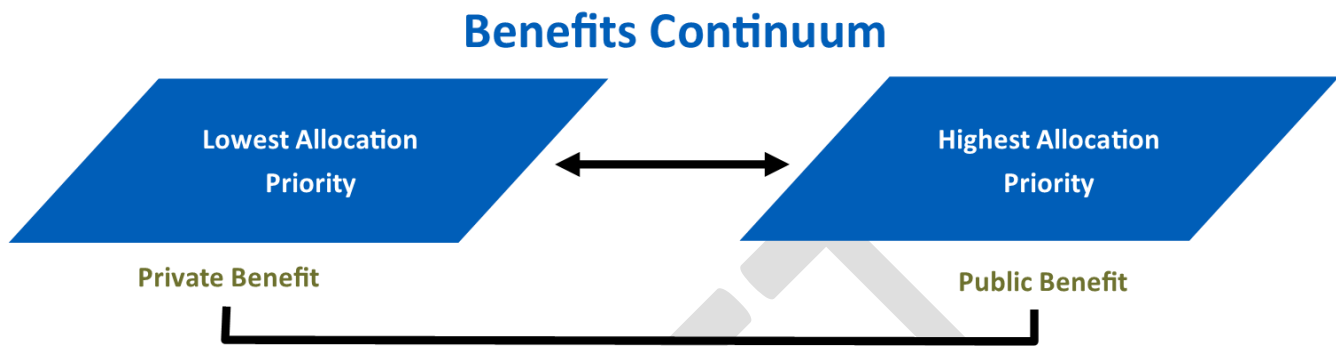


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- b. **RDCK Programs:** Uses where an individual or group of individuals pre-commits to a series of uses through a registration process. The program is typically characterized by having a leader, or instructor who teaches or leads. Sometimes they are called courses. These programs are offered to the general public and seek to meet the needs of the community. RDCK recreation programs include but are not limited to all registered programs, drop in programs, and events.
- **Rental Uses:** A group rents a space through a rental contract and therefore controls the uses and the users of that space during the period of rental. There are several subcategories of rental uses and each may have its own allocation priority.
 - a. **Regular (recurring) Use:** usual or normal methodical use by a community group occurring at fixed intervals and confirmed in a seasonal contract (e.g. sport group renting space for league games and practices).
 - b. **Casual Use:** unscheduled, irregular, or occasional use of spaces including outdoor sport fields and sport courts, by individuals or groups. This type of use requires a rental agreement but is not included in the allocation process.
 - c. **Community/Special Event:** A special event can be considered one that is local, provincial, national, and international and/or provides significant athletic (tournament and competition including representative games), social, cultural, and/or economic benefits to the community.
 - d. **Commercial Use:** Engaged in commerce; an organization engaged in the trade of goods and/or services for the sole purpose of making a profit to benefit their owners and shareholders.



Benefits Continuum



Indicators of Public Benefit

Indicators of Public Benefit

| Growth of Individual | Growth of Community |
|--|------------------------------------|
| Fitness and Well Being | Special Events |
| Preschool Recreation Opportunities | Support for Local Community Groups |
| Basic Skills for School Aged Children | Spectator Sport |
| Advanced Skills for School Aged Children | Exposure to the Arts |
| Social Opportunities for Teens | Social Functions |
| Basic Skills for Adults | Protecting Natural Resources |
| Advanced Skills for Adults | Beautify the Community |
| Recreation Opportunities for Seniors | Opportunities for Family Units |
| Interpreting the Environment | Mixing Generations and Subgroups |
| Reflection/Escape | Support for Volunteerism |
| Leisure Education | |
| Communication System | |

It is important to note that the benefits based approach to allocation described above is consistent with and supports the general direction laid down in the National Recreation Framework; a national policy document which describes the basic tenets of public recreation in Canada.

An Allocation Model

The fundamental basis for allocation decision-making is a determination of a justified need of a service and who benefits from the service. However, it is recognized that allocation decisions may be influenced by other practical considerations.



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Therefore, the approach to allocation decision-making as set out in this policy can be regarded as “two-pronged”. Decisions should be based first and foremost on an assessment of where the benefits of provision accrue. The benefits analysis is the first “prong” of the two-pronged approach and ensures that allocation decisions are rooted in a philosophical base. The second “prong” allows for the influence of other considerations for practical reasons. It ensures the philosophical base can be implemented.

1. The use of public recreation areas and facilities by commercial groups or private renters should be considered secondary to general public usage or use by non-profit organizations and community groups. Only under exceptional circumstances should such private use hamper the ongoing publicly sponsored programs, drop-in opportunities, and recreation rentals. One such exceptional circumstance is when excess capacity exists in a space once the demand for public goods and services has been met. In this case, uses that result in private good and services can be encouraged.
2. Like education, health or safety, recreation is a basic human need and should be available to all. The RDCK should ensure that opportunities exist for all citizens to access recreation.

Eligibility

To understand who is using RDCK facilities and for planning purposes, all non profit organizations and community groups looking to book facilities are required to submit core registration data from the previous year. The RDCK requires data for the total number of participants for each birth year, by gender and area of residence. If registration data is not submitted to the RDCK, the organization’s allocation may be forfeited. Previous year’s registration data must be submitted on time and in the provided RDCK format. The RDCK will use this information for recreation program planning decisions only.

Process for determining Allocation

Allocated hours will be reviewed annually and all community groups will be notified of the number of allocated hours prior to the allocation community meetings. If times are still available after all community groups have been provided their allocated hours, the remaining time will be offered to community groups based on their priority level.

The method of determining justified need and distribution of available hours will be determined through RDCK staff evaluation based on a scoring matrix using the following criteria:

- Standards of play through Provincial/National governing body
- Seasonal commitment
- Program requirements
- Total capacity for use
- Suitability and appropriateness to time of day (youth and adult)
- Historical booking
- Eligibility
- Allocation priority

Allocation authority shall reside with the Manager of Recreation or designate. In the event that a Community Group is dissatisfied with an allocation, the group should seek resolution by consulting, in order, with the



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Manager of Recreation, then the GM of Community Services, and, finally the appropriate RDCK Recreation Commission or Committee. In the event that new times become available and all other programming priorities are being met, as described in facility allocation priority consideration should be given to improving times of existing community groups before advertising for new groups.

No Allocation will be considered for a community group(s) with outstanding balances on account.

Procedures

The RDCK will develop allocation procedures specific to each facility to provide information and guidance for the users on how each facility is to be booked. The allocation procedures will follow the allocation policy but include more detailed information including facility inventory, seasonal dates, hours of operation, deadlines to submit requests for use, and schedule for annual user group allocation meetings.

The RDCK retains the right to make exceptions at its sole discretion.

Where applicable, the RDCK reserves the right to manage the ratio of bookings between two “like” facilities.

Special/Community Events

Organizers of special events must inform RDCK staff in writing of their intention through an application process.

Rules and Regulations

All facility community groups will comply with all rules, regulations, and guidelines of the facility posted, supplied or otherwise. The RDCK shall inform and supply to all potential renters all rules and regulations as per general regulations as contained in the Terms and Conditions form and facility rental contract.

New Organization or Emerging Sport

Based on guiding principles, values, vision of the RDCK the support of new organizations or emerging sports can be accommodated to help satisfy an unmet need in the community. Where possible, partnerships should be formed and encouraged through either the RDCK and community groups or the formation of Umbrella organizations. A set number of hours will be allocated by the RDCK each year for new programming.

Monitoring Process/Review

The RDCK will monitor and review the following: need and appropriateness of initiatives and special events, community groups utilization, cancellations/no-shows, standards of play, registration numbers, team rosters and residency factors, school usage, facility hours, regional facilities (new and existing) and regional league adjustments, opportunities for growth, and non-traditional usage of the arena.

In the event of drastic changes in registration trends, RDCK reserves the right to alter the schedule mid-season. This shall be arranged in consultation with community groups.

Facility Allocation Priority

The public benefits that will potentially accrue from facility usage indicated above are listed in the Indicators of Public Benefit. In general, where a group has been identified as higher priority it is because there will be more public benefit delivered to the community.



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- Priority 1 - RDCK programs and services for family or youth
- Priority 2 - Special Events/Community events and Representative Groups Games
- Priority 3 - Youth Non Profit Community Groups Regular Use
- Priority 4 - Representative Community Group Regular Use
- Priority 5 - RDCK programs and services for adults
- Priority 6 - Adult Non Profit Community Groups Regular Use
- Priority 7 - Private Renter
- Priority 8 - Commercial Renter

Generally, the higher priority categories of use/user meet more of the Service Objectives (i.e. deliver more public good) than those at the lower levels. Some additional justification of the allocation priority is provided below:

- Serving youth has more public value than serving adults, and therefore a higher priority can be justified. Children and teens involved in positive and engaging recreation activities are more likely to continue with a healthy and active lifestyle.
- Families are a building block of community growth, so community-wide special events and RDCK programs and services provide an incentive for families to recreate together as a unit and foster a sense of community identity, spirit and culture.
- Private groups may or may not bring any social value to a community associated with their activities, so consuming public resources might better be used to deliver public good.
- Public facilities should be first and foremost used for realizing public good. The only time they should be used for a commercial purpose is when they aren't required to realize a public good. The private sector should not profit at the public expense.
- Commercial users may at times receive higher allocation priority if financial gain (revenue generated) can be demonstrated to provide significant public good.

RELATED LEGISLATION:

Local Government Act, s.397 – Imposition of fees and charges



RDCK Allocation Procedures

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PURPOSE

The purpose of this procedural document is to inform staff on how to allocate facilities, accompany RDCK's Facility Allocation Policy, maximize facility usage, and where possible, ensure fair and equitable use and allocation of RDCK owned and operated facilities to all community residents.

DEFINITIONS

Allocation: Refers to the amount of time that is given to groups or individuals for the use of recreation and cultural facilities and spaces and/or portions thereof.

Total Capacity for Use: Of a recreation space is defined as all hours each year where it is reasonably possible to use the space within the current operating/staffing format and the current budget.

Prime Time: Each facility will have its own definition of prime time that is determined by staff. The definition of prime time may vary by season in some facilities. Typically, prime time is the period during which demand is most concentrated and the space is most used.

Non-Prime Time: Will automatically be determined by subtracting prime time from Total Capacity for Use. This is the period that is typically in low demand and for which a price incentive may be needed to shift some activity from prime time.

Historic Booking: A User group's past usage spanning the previous two years.

LTAD: The Canadian Sport for Life's Long Term Athlete Development Framework (LTAD) is a national philosophy for promoting lifelong engagement in sport and physical activity from infancy through all phases of adulthood. It includes guidelines for multi-stage training, competition, and recovery based on principles of human development and maturation.

Categories of Potential Users: There are two subcategories of users; namely individuals and user groups. Each category of user may justify a different level of allocation because servicing each category might result in a different ratio of public benefit to private benefit.

Seasonal Commitment/Use: Groups, individuals or organizations requesting regular (reoccurring) use will be required to meet seasonal commitments as per the RDCK Allocation Procedures.

Categories of Facility Use

There are two modes of facility use as follows:

- **Public Uses:**
 - a. **Drop In Use:** A use characterized by a person or group of persons deciding on a use by use basis to attend a public session where the public or a subset of the public is welcome to attend.
 - b. **RDCK Programs:** Uses where an individual or group of individuals pre-commits to a series of uses through a registration process. The program is typically characterized by having a leader, or instructor

who teaches or leads. Sometimes they are called courses. These programs are offered to the general public and seek to meet the needs of the community. RDCK recreation programs include but are not limited to all registered programs, drop in programs, and events.

- **Rental Uses:** A group rents a space through a rental contract and therefore controls the uses and the users of that space during the period of rental. There are several subcategories of rental uses and each may have its own allocation priority.
 - c. **Regular (recurring) Use:** usual or normal methodical use by a community group occurring at fixed intervals and confirmed in a seasonal contract (e.g. sport group renting space for league games and practices).
 - d. **Casual Use:** unscheduled, irregular, or occasional use of spaces including outdoor sport fields and sport courts, by individuals or groups. This type of use requires a rental agreement but is not included in the allocation process.
 - e. **Community/Special Event:** A special event can be considered one that is local, provincial, national, and international and/or provides significant athletic (tournament and competition including representative games), social, cultural, and/or economic benefits to the community.

Commercial Use: Engaged in commerce; an organization engaged in the trade of goods and/or services for the sole purpose of making a profit to benefit their owners and shareholders.

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GENERAL INFORMATION

Seasonal Commitment

User groups that request regular (reoccurring) use will be notified of the number of allocated hours prior to allocation meetings. These groups are required to uphold a seasonal commitment with the RDCK:

- Following all rules, regulations, and guidelines of the facility posted, supplied or otherwise
- Attending annual Allocation Meetings and providing the appropriate information according to the Allocation Timelines
- Committing to the bookings as provided in the Facility Rental Agreement. Any cancellations must follow RDCK Cancellations Policy
- Payment of fees according to the payment schedule outlined in the Facility Rental Agreement

Failure to comply with the seasonal commitment may result in the user group status being revoked.

Community event, special event, play offs, and casual “one off” bookings are not included in this seasonal commitment. Special circumstances may occur and should be communicated to the Manager of Recreation.

Representative group play-off time and practices needed during playoffs are not included in the seasonal commitment.

Annual Allocation Meetings

The RDCK will host annual allocation meetings for various facilities prior to regular seasons. The purpose of said meetings are to discuss core programming needs, tentative schedules, share important information, and resolve any conflicts. It is the responsibility of each organization to send up to two representatives to attend allocation meetings who are authorized to adjust schedules and solve conflicts when needed. The meetings will be advertised to the community, and all community groups/users that have submitted their request for use will be notified of the date at a minimum of 1 month in advance.

Prior to allocation meetings, all groups are required to submit core registration data from the previous year to allow the RDCK to evaluate allocation. The required information is submitted by each user group using [RDCK's User Group Registration Data Form](#). The RDCK will provide each group with their number of allocated hours for the upcoming season before the request submission deadline. Refer to each facility's allocation procedure for specific allocation timelines.

No Allocation will be considered for a community group(s) with outstanding balances on account.

CONFLICT RESOLUTION PROCEDURE

Allocation authority shall reside with the Manager of Recreation or designate. In the event that a Community Group is dissatisfied with an allocation, the group should seek resolution in writing by consulting with the Manager of Recreation, then the GM of Community Services, and, finally the appropriate RDCK Recreation Commission or Committee.

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COMMUNITY/SPECIAL EVENTS APPLICATION PROCEDURE

Organizers of special events must inform RDCK staff of their intention through the provided [application process](#).

Community events are times booked in addition to community groups' allocated hours and will impact other community groups' regular bookings. Refer to each facility's Community/Special Event heading for specific allowances.

Community and Special Event Booking Requests must be submitted by the seasonal submission deadline to be considered. Refer to each facility's Allocation Timeline heading for submission deadlines.

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ICE ALLOCATION PROCEDURES

Season

Ice allocation will be divided into two seasons annually as follows:

Regular Season: Tuesday after Labour Day – March 31

Summer Season: April 1 – Labour Day

Operating Hours

Prime time

Monday – Friday: 3:00pm- 11:00pm (ice is available after 11:00 upon request)

Saturday, Sunday, and Statutory Holidays: All open hours

Non-Prime time

Monday – Friday: All other hours of operation

Annual Ice Allocation Meetings

The RDCK will host an annual ice allocation meeting as per the schedule below. All groups that wish to be considered in the allocation process must submit according to the schedule outlined below.

Allocation Timeline

Regular Season

| | |
|------------------|--|
| March 31 | Submit season's core registration data |
| May 31 | Deadline for submission of requests |
| June 30 | RDCK deadline for hosting annual Ice Allocation Meeting |
| July 15 | RDCK to confirm schedules with ice users |
| August 1 | RDCK deadline to provide contracts |
| August 15 | Deadline for users to submit signed contracts to RDCK for regular season |

Summer Season

| | |
|--------------------|--|
| August 31 | Submit Summer Season's prior years' core registration data |
| December 31 | Deadline for submission of requests |
| February 15 | RDCK to confirm schedules with ice users |

- March 1** RDCK deadline to provide contracts
- March 15** Deadline for users to submit signed contracts to RDCK for the summer season

Post-Allocation

All requests submitted after the submission deadline as outlined above will be received and considered on a first come first served basis dependent on availability.

In the event that new times become available and all other programming priorities are being met, as described in facility allocation priority consideration should be given to improving times of existing community groups before advertising for new groups.

Community/Special Events

- All youth community groups can request a maximum of ten (10) per season
- All Adult community groups can request a maximum of one (1) per season

RDCK public programs such as public skating, drop in, or registered programming will not be cancelled unless the request is approved by the Manager of Recreation or designate in each facility.

Determining Allocation

- Once requests are received we will use registration data, eligibility, LTAD formulas and a policy based weighted allocation decision matrix to determine allocation hours
- Requests must include space, time and day.
- Determine LTAD allotments for user groups using previous season's registration data to complete the provided spreadsheet.
- Mock up a draft schedule to determine allocation hours and to identify where requests cannot be satisfied or conflicting requests exist
- Where multiple groups have the same request determine who has higher eligibility using the provided spreadsheet
- Use the scoring matrix to evaluate which group should receive the allocation when there are multiple asks for the same time and space

AQUATIC CENTRE ALLOCATION PROCEDURES

Season

Pool allocation will be divided into two seasons annually as follows:

Regular Season: Tuesday after Labour Day to April 30

Summer Season: May 1 to Labour Day

Operating Hours

| Prime Time | Non Prime Time |
|--|---|
| Monday – Friday 3:00pm – close Saturday, Sunday and all open Statutory Holidays – All open hours | Monday – Friday: all hours of operation not listed in prime time |

Bi-Annual Pool Allocation Meetings

The RDCK will host bi-annual pool allocation meetings as per the schedule below. All groups that wish to be considered in the allocation process must submit according to the schedule outlined below.

Allocation Timeline

Regular Season

- April 30** Submit Regular Season's prior years' core registration data
- May 31** Deadline for submission of pool space requests for the Regular Season
- June 30** RDCK deadline for hosting bi-annual Pool Allocation Meeting
- July 15** RDCK to confirm schedules with pool users
- August 1** RDCK deadline to provide contracts
- August 15** Deadline for users to submit signed contracts to RDCK for the Regular Season

Summer Season

- August 31** Submit Summer Season's prior years' core registration data
- January 31** Deadline for submission of pool space requests for the Summer Season
- February 28** RDCK deadline for hosting bi-annual Pool Allocation Meeting
- March 15** RDCK to confirm schedules with pool users
- April 1** RDCK deadline to provide contracts
- April 15** Deadline for users to submit signed contracts to RDCK for the Summer Season

Post-Allocation

All requests submitted after the submission deadline as outlined above will be received and considered on a first come first served basis dependent on availability.

In the event that new times become available and all other programming priorities are being met, as described in facility allocation, priority consideration should be given to improving times of existing community groups before advertising for new groups.

Community/Special Events

- All youth community groups can request a maximum of two (2) full pool multi-day booking per season
- Special circumstances will be considered

Any allocation requiring cancellation of RDCK public programs such as public swim, drop in, or registered programing must be approved by the Manager of Recreation in each facility.

Determining Allocation

- Once requests are received we will use registration data, eligibility, LTAD formulas and a policy based weighted allocation decision matrix to determine allocation hours
- Requests must include space, time and day.
- Any requests for full facility will be considered for allocation first followed by requests for portions of the facility.
- Lanes can be allocated as full length, or two half lanes deep or shallow dependent on needs and based on requests
- Determine LTAD allotments for user groups using previous season's registration data to complete the provided spreadsheet.
- Mock up a draft schedule to determine allocation hours and to identify where requests cannot be satisfied or conflicting requests exist
- Where multiple groups have the same request determine who has higher eligibility using the provided spreadsheet
- Use the scoring matrix to evaluate which group should receive the allocation when there are multiple asks for the same time and space

SPORTS FIELDS & COURTS ALLOCATION PROCEDURES

Season

Mid-April to October 31 (or as weather and field conditions permit)

Operating Hours

7 days per week, dawn until dusk

Annual Allocation Meetings

The RDCK will host an annual field and court allocation meeting as per the schedule below. All groups that wish to be considered in the allocation process must submit according to the schedule outlined below.

Allocation Timeline

| | |
|--------------------|---|
| October 31 | Submit previous season's core registration data |
| January 15 | Deadline for submission of space requests |
| February 15 | RDCK deadline for hosting annual Allocation Meeting |
| March 1 | RDCK to confirm schedules with users |
| March 15 | RDCK deadline to provide regular season contracts |
| April 1 | Deadline for users to submit signed contracts |

Post-Allocation

All requests submitted after the submission deadline as outlined above will be received and considered on a first come first served basis dependent on availability.

In the event that new times become available and all other programming priorities are being met, as described in facility allocation, priority consideration should be given to improving times of existing community groups before advertising for new groups.

Community/Special Events

- All youth community groups can request a maximum of six (6) per season
- All Adult community groups can request a maximum of two (2) per season

RDCK public or registered programs will not be cancelled unless the request is approved by the Manager of Recreation in each facility.

Determining Allocation

- Once requests are received we will use registration data, eligibility, LTAD formulas and a policy based weighted allocation decision matrix to determine allocation hours
- Requests must include space, time and day.
- Any requests for full facility will be considered for allocation first followed by requests for portions of the facility.
- Soccer Fields may be allocated as whole, halves, or quarters dependent on needs and based on requests
- Determine LTAD allotments for user groups using previous season's registration data to complete the provided spreadsheet
- Mock up a draft schedule to determine allocation hours and to identify where requests cannot be satisfied or conflicting requests exist
- Where multiple groups have the same request, determine who has higher eligibility using the provided spreadsheet
- Use the scoring matrix to evaluate which group should receive the allocation when there are multiple asks for the same time and space

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BANQUET/MULTI-PURPOSE ROOM ALLOCATION PROCEDURES

Season

Requests for smaller RDCK meeting rooms will take place seasonally. Requests for RDCK Banquet and larger Multi-Purpose Rooms can be made year round, up to one year in advance.

Operating Hours

RDCK facility hours for Banquet/Multi-Purpose rooms vary for each facility. Hours of operation for each facility found here (link).

Requests for additional time outside regular hours of operation may be considered.

Annual Banquet/Multi – Purpose Allocation Timeline

Meeting rooms will be allocated January 1st and July 1st of each year for RDCK programming. All other applications will be considered as requested. Special consideration may be given to historical annual bookings.

January 1 Submit schedules for April 1 – August 31 for RDCK programming

July 1 Submit schedules for September 1 – March 31 for RDCK programming

In the event that new times become available and all other programming priorities are being met, as described in facility allocation priority consideration should be given to improving times of existing community groups before advertising for new groups.

Community/Special Events

RDCK Banquet/Multi-Purpose Room requests will be made through the [RDCK Facility Booking Request Form](#), phone or in person on a first come, first serve basis.

Determining Allocation

If more than one (1) request for Banquet/Multi-Purpose rooms occur for the same date/time, the RDCK will refer to the Allocation Policy to determine priority of usage.



Regional District of Central Kootenay
COMMUNITY SUSTAINABLE LIVING ADVISORY COMMITTEE
Open Meeting Minutes

Tuesday, April 19, 2022 at 1:00 pm

RDCK Remote Meeting

The meeting is held remotely due to COVID-19

COMMISSION MEMBERS PRESENT

| | |
|------------------------|----------------------|
| Chair L. Main | Village of Silverton |
| Director G. Jackman | Electoral Area A |
| 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 P. Peterson | Electoral Area K |
| Director S. Hewat | Village of Kaslo |
| Director D. Lockwood | Village of Salmo |

COMMISSION MEMBERS ABSENT

| | |
|----------------------|------------------|
| Director T. Wall | Electoral Area B |
| Director A. Casemore | Electoral Area C |
| Director R. Smith | Electoral Area J |

STAFF PRESENT

| | |
|-------------------|---|
| S. Horn | Chief Administrative Officer |
| S. Sudan | General Manager of Development and Community Sustainability Services |
| C. Johnson | Manager of Community Sustainability |
| P. Marshall-Smith | Sustainability Planner |
| S. Kindred | Administrative Assistant, Development & Community Sustainability Services |

WEBEX REMOTE MEETING INFO

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m5f05eb8799b59d8547c6933db29973a8>

Join by Phone:

1-844-426-4405 Canada Toll Free

+1-604-449-3026 Canada Toll (Vancouver)

Meeting Number (access code): 2453 608 1353

Meeting Password: PPgibu6wR22

2. CALL TO ORDER

Chair Main called the meeting to order at 1:02 a.m.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

4. ADOPTION OF AGENDA

Moved and seconded,

And Resolved:

The Agenda for the April 19, 2022 Community Sustainable Living Advisory Committee meeting be adopted as circulated.

Carried

5. RECEIPT OF MINUTES

The February 15, 2022 Community Sustainable Living Advisory Committee minutes, have been received.

6. STAFF REPORTS

6.1 UPDATE ON SUSTAINABILITY SERVICE PROJECTS

The Committee Report dated April 19, 2022 from Paris Marshall Smith, Sustainability Planner, has been received.

7. NEW BUSINESS

7.1 FOR INFORMATION: CSLAC WORKSHOP

The Committee Report dated March 28, 2022 from Paris Marshall Smith, Sustainability Planner, has been received.

Workshop Agenda:

1. Community Sustainability Department and CSLAC:
 - Clarify the relationship
Presented by Chris Johnson, Manager of Community Sustainability
2. Function for research and Development:
 - Driving Sustainability through policy
Presented by Abra Brynne
3. Project and programs:
 - What is the impact?
Presented by Paris Marshall Smith, Sustainability Planner

DIRECTORS

ABSENT

Directors Watson and Lockwood left the meeting at 3:00 p.m.

4. Project ideas for 2023 work plan
 - What is possible?
Presented by Paris Marshall Smith, Sustainability Planner

8. NEXT MEETING

The next Community Sustainable Living Advisory Committee meeting is scheduled for June 14, 2022 at 1:00 pm.

9. ADJOURNMENT

Moved and seconded,
And Resolved:

The Community Sustainable Living Advisory Committee meeting be adjourned at 3:25 pm.

Carried

Approved by

Leah Main, Chair

Signed by

Shelly Kindred, Secretary



Regional District of Central Kootenay
JOINT RESOURCE RECOVERY COMMITTEE MEETING
Open Meeting Minutes

A Joint Resource Recovery Committee meeting was held on Wednesday, April 20, 2022 at 1:00 pm by remote meeting due to Novel Coronavirus 2019 (COVID-19).

**ELECTED OFFICIALS
PRESENT**

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
 Alt. Director J. Hughes
 Director J. Morrison
 Director C. Moss
 Director D. Lockwood
 Director L. Main
 Director J. Lunn

Electoral Area H *(Chair, April 20, 2022 meeting)*
 Electoral Area A
 Electoral Area B
 Electoral Area C *(joined the meeting @ 1:15 pm)*
 Electoral Area D
 Electoral Area E
 Electoral Area F
 Electoral Area G
 Electoral Area I
 Electoral Area J
 Electoral 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 Silverton
 Village of Slocan

GUESTS PRESENT

Emily Mask

Organic Waste Diversion Coordinator, City of Nelson

STAFF PRESENT

S. Horn
 U. Wolf
 A. Wilson
 K. Leedham
 T. Barrington
 T. Johnston
 A. Hamilton
 M. Morrison
 S. Eckman

Chief Administrative Officer
 General Manager of Environmental Services
 Resource Recovery Manager
 Environmental Coordinator, Resource Recovery
 Resource Recovery Technician
 Environmental Coordinator
 Environmental Services Project Lead
 Organics Coordinator
 Meeting Coordinator

1. WEBEX REMOTE MEETING INFO

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m6a960a067cf16a2d7e794b27834656ff>

Join by Phone:

1-844-426-4405 Canada Toll Free

+1-604-449-3026 Canada Toll (Vancouver)

Meeting Number (access code): 2453 047 3625

Meeting Password: cJ2bU32iYny

2. CALL TO ORDER & WELCOME & NEW STAFF INTRODUCTIONS

Director Popoff assumed the chair and called the meeting to order at 1:03 pm. Matt Morrison, Organics Coordinator for the RDCK was introduced to the Committee members.

2.1 TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

2.2 ADOPTION OF THE AGENDA

Moved and Seconded,
And Resolved:

The Agenda for the April 20, 2022 Joint Resource Recovery Committee meeting be adopted with the inclusion of the following:

- Agenda Item #8 – Freedom of the Floor

before circulation.

Carried

2.3 RECEIPT OF MINUTES

The March 16, 2022 Joint Resource Recovery Committee Minutes have been received.

3. CRESTON LANDFILL PHASE 1E CLOSURE WORKS PRELIMINARY DESIGN AND INTENT TO TENDER

The April 6, 2022 Committee Report from Kellie Leedham, Environmental Coordinator, Resource Recovery, providing information on the preliminary scope and design, proposed costs and tentative timelines for the Creston Landfill Phase 1E Closure Construction Project, has been received.

4. RECYCLING DEPOT LEASE AGREEMENTS UPDATE

The April 12, 2022 Committee Report from Travis Barrington, Resource Recovery Technician, providing an update on the status of the lease agreements to host recycling depots across the RDCK, has been received.

5. CRESCENT VALLEY RECYCLING DEPOT ICI SERVICE

The April 12, 2022 Committee Report from Travis Barrington, Resource Recovery Technician, presenting several options for utilizing the roll off container currently placed at the Crescent Valley recycling depot to collect Industrial, Commercial and Institutional (ICI) old corrugated cardboard (OCC), has been received.

Moved and Seconded,

And Resolved that it be recommended to the Board:

That the Board direct Staff to modify the Goods and Services Agreement with GFL Environmental Inc. for Industrial, Commercial and Institutional Recycling Services for the period June 1, 2022 to May 31, 2023 with the provision added that the commercial recycling roll-off bin collection service at the Crescent Valley depot be replaced with a front-load bin service and the roll-off bin repurposed for residential use before signing as previously approved.

Carried

6. RESOURCE RECOVERY FACILITIES REGULATORY BYLAW AMENDMENT

The April 11, 2022 Committee Report from Todd Johnston, Environmental Coordinator, presenting an updated draft of the Resource Recovery Facilities Regulatory Amendment Bylaw No. 2826, 2022, amending Resource Recovery Facilities Regulatory Bylaw No. 2803, in support of the Regional Organic Implementation Strategy, has been received.

Moved and Seconded,

And Resolved that it be recommended to the Board:

That the Regional District of Central Kootenay *Resource Recovery Facilities Regulatory Amendment Bylaw No. 2826, 2022* be read a FIRST, SECOND and THIRD time by content.

That Regional District of Central Kootenay *Resource Recovery Facilities Regulatory Amendment Bylaw No. 2826, 2022* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

7. ORGANICS PROGRAM UPDATE

Alayne Hamilton, Environmental Services Project Lead, and Todd Johnston, Environmental Coordinator, provided a verbal update on the Organics Program including facility construction, Creston program launch, communications plan and the ICI stakeholder engagement.

8. FREEDOM OF THE FLOOR

Moved and Seconded,

And Resolved:

That Emily Mask, Organic Waste Diversion Coordinator, City of Nelson have freedom of the floor.

Carried

9. DISCUSSION ITEM – CITY OF NELSON’S ORGANICS PROGRAM

RDCK staff requested more information from the City of Nelson in regards to their participation in the RDCK organics diversion program specifically as it relates to a recently announced joint “Organics Diversion Research Project” between the Selkirk College and the City of Nelson with emphasis on “options for local use of municipal curbside collected organic material”.

Moved and Seconded,
And Resolved and **recommended** to the Board that:

The Board direct staff to request more information from the City of Nelson regarding their participation in the RDCK’s organics diversion program specifically as it relates to the recently announced joint “Organics Diversion Research Project” between the Selkirk College and the City of Nelson on options for local use of municipal curbside collected organic material and that the City of Nelson provide a date on which their participation in the RDCK’s program would be solidified.

Carried

10. CORRESPONDENCE FOR RECEIPT: HB TAILINGS FACILITY INSPECTION REPORT

The March 22, 2022 Report of Inspector of Mines - Geotechnical issued pursuant to Section 15 of the *Mines Act* for the HB Tailings Facility 0500032 prepared by Mark Smith, Inspector, Ministry of Energy, Mines and Low Carbon Innovation, has been received.

11. PUBLIC TIME

The Chair called for questions from the public and members of the media at 3:21 pm.

12. IN CAMERA

12.1 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:

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:

(e) the acquisitions, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

Carried

12.2 RECESS OF OPEN MEETING

Moved and Seconded,
And Resolved:

The April 20, 2021 Joint Resource Recovery Committee Open meeting be recessed at 3:22 pm in order to conduct the Closed In-Camera meeting.

13. ADJOURNMENT

Moved and Seconded,
And Resolved:

The April 20, 2022 Joint Resource Recovery Committee meeting adjourn at 3:44 pm.

Carried

CERTIFIED CORRECT

Approved by

Director W. Popoff
Chair, April 20, 2022 Joint Resource Recovery Committee meeting

BOARD RESOLUTIONS AS ADOPTED AT THE APRIL 20, 2022 JOINT RESOURCE RECOVERY COMMITTEE MEETING

RECOMMENDATION #1

That the Board direct Staff to modify the Goods and Services Agreement with GFL Environmental Inc. for Industrial, Commercial and Institutional Recycling Services for the period June 1, 2022 to May 31, 2023 with the provision added that the commercial recycling roll-off bin collection service at the Crescent Valley depot be replaced with a front-load bin service and the roll-off bin repurposed for residential use before signing as previously approved.

RECOMMENDATION #2

That the Regional District of Central Kootenay *Resource Recovery Facilities Regulatory Amendment Bylaw No. 2826, 2022* be read a FIRST, SECOND and THIRD time by content.

That Regional District of Central Kootenay *Resource Recovery Facilities Regulatory Amendment Bylaw No. 2826, 2022* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

RECOMMENDATION #3

The Board direct staff to request more information from the City of Nelson regarding their participation in the RDCK's organics diversion program specifically as it relates to the recently announced joint "Organics Diversion Research Project" between the Selkirk College and the City of Nelson on options for local use of municipal curbside collected organic material and that the City of Nelson provide a date on which their participation in the RDCK's program would be solidified.

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2826

A Bylaw to amend the “Regional District of Central Kootenay Resource Recovery Facilities Regulatory Bylaw No. 2803, 2021”

WHEREAS the Board of the Regional District of Central Kootenay has enacted Bylaw No. 2803, being the “Regional District of Central Kootenay Resource Recovery Facilities Regulatory Bylaw No. 2803, 2021” for the purpose of adopting regulations and to establish fees and charges for the use of Regional District Resource Recovery Facilities;

AND WHEREAS it is deemed appropriate and expedient to amend Bylaw No. 2803 to add definitions, change the fee structure as required, and add Schedules for both accepted and prohibited materials in support of the Regional Organic Diversion Program;

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

DEFINITIONS

1 Section 2.1 the following definitions be included or amended:

2.1 Biodegradable Plastics means materials such as, but not limited to, bags, plates, cutlery, cups, or straws manufactured from plant or petroleum-based feedstocks, and that can be broken down by fungi, bacteria or microbes, but without a specified time frame, and which can leave behind toxic residue that does not enhance soil quality.

Butchery Waste means waste products limited to meat, fat, skin, and bones arising from the operation of a licensed butchery that would otherwise have been destined for sale as food.

Compostable Plastics means materials such as, but not limited to, packaging, containers, bags, plates, cutlery, cups, or straws, manufactured from plant-based feedstocks, and designed to be broken down by naturally occurring microorganisms into natural substances, such as organic materials, carbon dioxide and water, and when fully broken down, results in a material that meets the Organic Matter Recycling Regulation requirements.

Kitchen Waste means organic, compostable plant and animal derived food waste material including raw and cooked food waste from a commercial or residential premise and includes but is not limited to:

- fruits and vegetables (with stickers removed)
- meat, fish, shellfish, poultry and bones thereof
- dairy products
- bread, pasta and baked goods
- tea bags (paper filters only), coffee grounds and filters

- soiled paper towels and napkins
- soiled parchment paper
- food soiled cardboard and paper
- egg shells

Kitchen Waste can be broken down by naturally occurring microorganisms into natural substances, such as organic materials, carbon dioxide and water, within eight weeks in an open aerated windrow composting system, and when fully broken down, results in a material that meets the Organic Matter Recycling Regulation requirements.

Organic Matter Recycling Regulation means B.C. Reg. 18/2002 (O.C. 84/2002), deposited and effective February 5, 2002, which is made under the *Environmental Management Act*, S.B.C. 2003, c. 53, ss. 21 and 138, and the Public Health Act, S.B.C. 2008, c. 28, s. 115. The Organic Matter Recycling Regulation (OMRR) governs the construction and operation of compost facilities and the production, distribution, storage, sale and use of biosolids and compost. It provides guidance for local governments and compost and biosolids producers, on how to use organic material while protecting soil quality and drinking water sources.

Organics Processing Facility means a facility for accepting Organic Waste and applying a commercial processing process, such as open aerated windrow composting, for the purpose of diverting Organic Waste from landfilling and creating a beneficial compost end product in conformance with the Organic Matter Recycling Regulations.

Organic Waste means any plant and/or animal matter, originating in commercial or residential sources which can be processed within eight weeks in an open aerated composting to produce a useable soil amendment product, as specified in Schedule H.

Resource Recovery Facility means a Landfill, Transfer Station, Organics Processing Facility, or Recycling Depot leased, owned, or operated by the Regional District that is used for receiving Municipal Solid Waste for Disposal or Deposit.

SCHEDULES

2 Section 2.2 INCLUDE the following schedules:

- 2.2 **Schedule H** Materials Accepted for Disposal at RDCK Organic Waste Processing Facilities
Schedule I Materials Prohibited for Disposal at RDCK Organic Waste Processing Facilities

- 3 That Schedule “A-3” attached to Bylaw No. 2803 be deleted in its entirety and the attached Schedule “A-3” to Amendment Bylaw No. 2826 – “Resource Recovery Facilities Regulatory Bylaw” be substituted therefor.
- 4 That Schedule “C” attached to Bylaw No. 2803 be deleted in its entirety and the attached Schedule “C” to Amendment Bylaw No. 2826 – “Resource Recovery Facilities Regulatory Bylaw” be substituted therefor.
- 5 That Schedule “E” attached to Bylaw No. 2803 be deleted in its entirety and the attached Schedule “E” to Amendment Bylaw No. 2826 – “Resource Recovery Facilities Regulatory Bylaw” be substituted therefor.

- 6 That Schedule “F” attached to Bylaw No. 2803 be deleted in its entirety and the attached Schedule “F” to Amendment Bylaw No. 2826 – “Resource Recovery Facilities Regulatory Bylaw” be substituted therefor.
- 7 That this Bylaw shall come into effect on **May 1, 2022**.
- 8 This Bylaw may be cited as **“Regional District of Central Kootenay Resource Recovery Facilities Regulatory Amendment Bylaw No. 2826, 2022”**.

READ A FIRST TIME this 21st day of April, 2022.

READ A SECOND TIME this 21st day of April, 2022.

READ A THIRD TIME this 21st day of April, 2022.

ADOPTED this 21st day of April, 2022.

Aimee Watson, Board Chair

Mike Morrison Corporate Officer

SCHEDULE "A-3" TO AMENDMENT BYLAW NO. 2826: USER FEES – EAST SUB-REGION

| Municipal Solid Waste | ⁽¹⁾Weight-based fee | ⁽²⁾Volume based fee |
|---|---------------------------------------|---------------------------------------|
| Mixed Waste – Per Container (applies to first four Containers) | \$3.00 ea | \$3.00 ea |
| Mixed Waste – Minimum charge for all weighed loads larger than four Containers. | \$12.50 | \$12.50 |
| Mixed Waste | \$125.00/tonne | \$30.00/m ³ |
| Mixed Waste (compacted) | \$125.00/tonne | \$40.00/m ³ |
| Construction, Demolition and Renovation Waste | \$200.00/tonne | \$50.00/m ³ |
| Land Clearing Debris including tree stumps | \$200.00/tonne | \$50.00/m ³ |
| Organic Waste – Per Container (applies to first four Containers) | \$2.00 ea | Not Accepted |
| Controlled Waste (See Bylaw Schedule C) | | |
| Controlled Waste specified in Schedule C that is not otherwise specified in this Schedule A-3 | \$125.00/tonne | ⁽³⁾ \$30.00/m ³ |
| Asbestos | \$250.00/tonne | Not Accepted |
| Bulky Waste | \$220.00/tonne | Not Accepted |
| Municipal Wastewater Biosolids | \$50.00/tonne | Not Accepted |
| Noxious Weeds (Source Separated) | No Charge | No Charge |
| Noxious Weeds (not Source Separated) | \$125.00/tonne | \$30.00/m ³ |
| Rubble | \$44.00/tonne | \$66.00/m ³ |
| Waste Soil | \$40.00/tonne | \$60.00/m ³ |
| Uncontaminated Soil | \$18.00/tonne | \$27.00/m ³ |
| Organic Waste | \$110/tonne | Not Accepted |
| Recyclable Materials | | |
| Excluded ODS-Containing Products | \$15.00 ea | \$15.00 ea |
| ODS-Containing Products | No Charge | No Charge |
| Non-ODS Containing Products | No Charge | No Charge |
| Propane Tanks | No Charge | No Charge |
| Reusable Products | \$125.00/tonne | \$30.00/m ³ |
| Scrap Metal | \$40.00/tonne | \$20.00/m ³ |
| Wood Waste | \$65.00/tonne | \$26.00/m ³ |
| Clean Wood Waste | \$20.00/tonne | \$8.00/m ³ |

| | | |
|--|--|---|
| Yard & Garden Waste – Per container (applies to first two containers) | \$2.00 ea | \$2.00 ea |
| Yard & Garden Waste – Loads ≤ 2.5 m ³ | ⁽⁴⁾ \$5.00/load | ⁽⁴⁾ \$5.00/load |
| Yard & Garden Waste – Loads > 2.5 m ³ | ⁽⁴⁾ \$50.00/tonne | ⁽⁴⁾ \$10.00/m ³ |
| Chipped Yard & Garden Waste – Loads > 2.5 m ³ | ⁽⁴⁾ ⁽⁵⁾ \$20.00/tonne | ⁽⁴⁾ ⁽⁵⁾ \$4.00/m ³ |
| Tires off rim | \$3.00 ea | \$3.00 ea |
| Tires on rim (inner diameter of 16” or smaller or marked P, LT or T) | \$15.00 ea | \$15.00 ea |
| Tires on rim (inner diameter larger than 16” and not marked P, LT or T) | \$55.00 ea | \$55.00 ea |
| Tires on rim marked LS | \$120.00 ea | \$120.00 ea |
| Other Fees | Fee | |
| Charge to weigh a Vehicle for a person not Disposing of or Depositing Municipal Solid Waste | \$5.00 | |
| Application fee for Waste Soil | \$100.00 | |
| Questionnaire fee for Waste Soil | \$50.00 | |
| Special handling fees (subject to Schedule ‘C’) for Asbestos – Friable, Asbestos – Non Friable, Bulky Waste, Condemned Foods, Dead Animals and Parts, Food Processing Waste | Rate for quantities less than 1.5 m ³ = \$25 Rates for all other quantities will be estimated in advance by the Manager and will reflect actual labour and equipment costs expected to be incurred by the RDCK plus a 20% administration fee | |
| Charge for Mixed Waste loads containing more than 10% Recyclable Materials which are not otherwise considered Prohibited Waste. | Double applicable user fee (subject to section 3.4.2) | |
| Charge for Unsecured Loads | Double applicable user fee (subject to section 3.4.2) | |
| Charge for Loads of Source Separated Waste that are Contaminated | Double applicable user fee (subject to section 3.4.2) | |
| Charge for a container larger than the maximum size | Double applicable user fee (subject to section 3.4.3) | |
| Asbestos Disposal Cancellation Fee for less than 12 hours notice | \$50 | |
| <p>(1) Applicable at Resource Recovery Facilities equipped with a weigh scale.</p> <p>(2) Applicable at Resource Recovery Facilities not equipped with a weigh scale.</p> <p>(3) Fee applies only to categories of Controlled Waste that are accepted at Transfer Stations. Refer to Schedule C for Controlled Waste acceptance at Transfer Stations.</p> <p>(4) Fee to dispose of up to a single Load per day of Yard & Garden Waste is waived during the months of April & October.</p> <p>(5) Fee to dispose of Chipped Yard & Garden Waste is waived year round at the Creston Landfill.</p> | | |
| Minimum Charge for any material with a weight-based fee. | The equivalent of 100kg of material to be applied at both scaled and volume-based facilities, with a minimum charge of \$5.00 and maximum charge of \$12.50. | |

SCHEDULE C TO AMENDMENT BYLAW NO. 2826: CONTROLLED WASTE

| Material Type | Specifications / Restrictions | Accepted for Disposal at: |
|--|--------------------------------------|--|
| Animal Feces | 2 | Landfills and Transfer Stations Only |
| Asbestos- Friable | 1, 4, 5, 6, 8 | Landfills Only |
| Asbestos- Non friable | 1, 5, 6, 8 | Landfills Only |
| Municipal Wastewater Biosolids | 5, 6, 7, 18 | Landfills Only |
| Municipal Wastewater Residuals | 5, 6, 7, 8, 18 | Landfills Only |
| Buckets | 3 | Landfills and Transfer Stations Only |
| Bulky Waste | 5, 6, 7, 8 | Landfills Only |
| Clean Wood Waste | 22 | Creston Landfill and Central Transfer Station Only |
| Condemned Foods | 1, 6, 23 | Landfills and Organic Waste Processing Facilities Only |
| Dead Animals and Parts [quantities less than 1 container sized 81 cm by 102 cm (32" by 40") or 121 L (27 imperial gallons)] | 2, 20 | Landfills and Transfer Stations Only |
| Dead Animals and Parts [quantities greater than 1 container sized 81 cm by 102 cm (32" by 40") or 121 L (27 imperial gallons)] | 5, 6, 8, 10, 20 | Landfills Only |
| Dusty Material | 2 | Landfills and Transfer Stations Only |
| Food Processing Waste (quantities greater than 1.5 m ³) | 5, 8, 15 | Landfills Only |
| Fuel Tanks | 9 | Landfills and Transfer Stations Only |
| Industrial Waste | 5, 7, 10 | Landfills Only |
| Infested Vegetation | 2, 6 | Landfills Only |
| Land Clearing Debris (quantities greater than 1.5 m ³) | 5, 8 | Landfills Only |
| Large Load | 10, 12 | Landfills Only |
| Noxious Weeds | 13, 17 | Landfills and Transfer Stations Only |
| Rubble | 11, 14 | Landfills and Transfer Stations Only |
| Tight-Head Barrels | 3 | Landfills and Transfer Stations Only |
| Tires | 19 | Landfills and Transfer Stations Only |
| Waste Soil | 7, 16, 17, 18 | Landfills and Transfer Stations Only |
| Yard & Garden Waste | 21 | Landfills and Transfer Stations Only |

Specifications and Restrictions

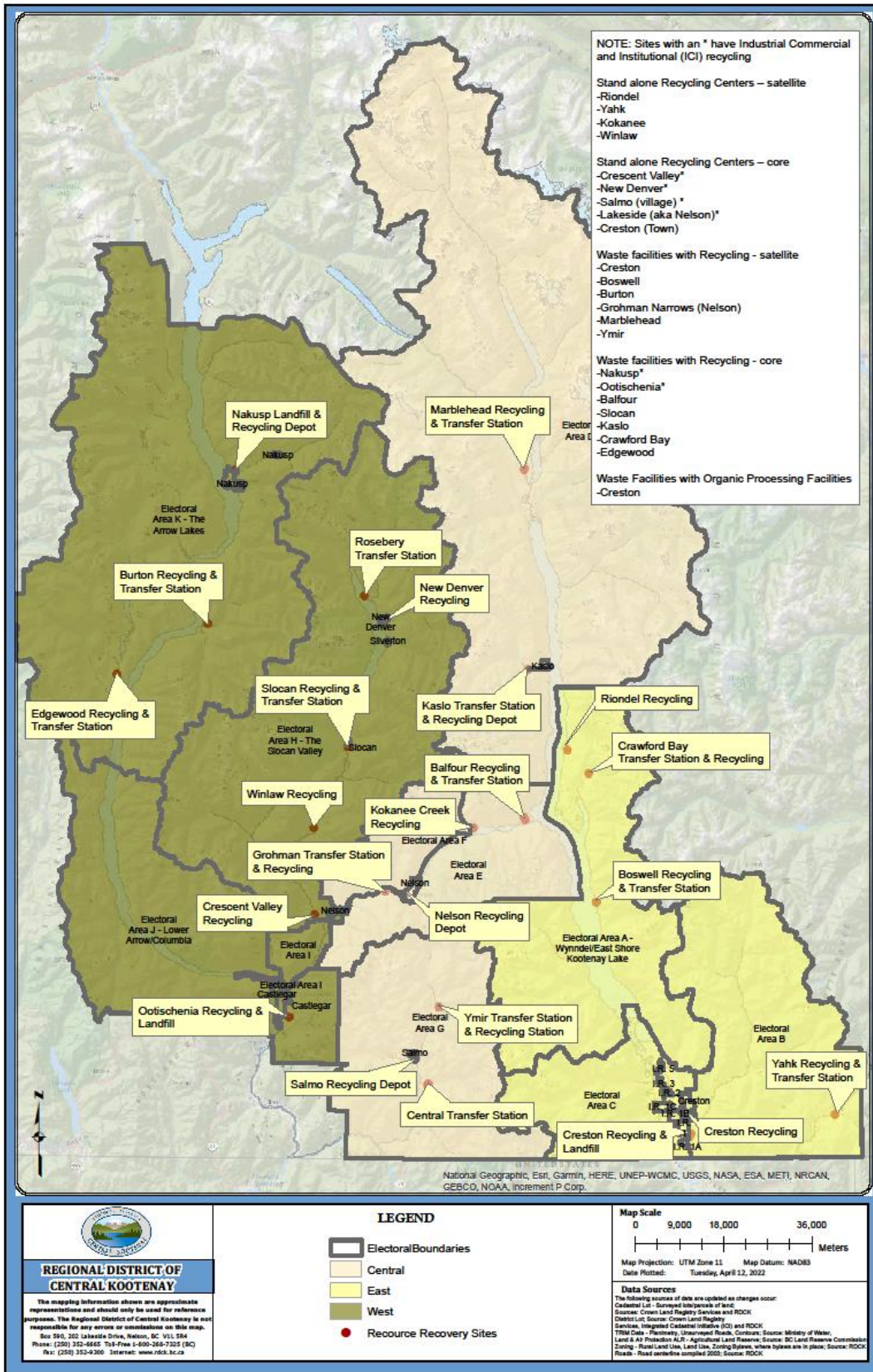
1. Material must be double-bagged in 6mil Poly Bags.
2. Material must be double-bagged (any thickness bag).
3. Lids must be removed so that the Attendant may inspect for liquids. Container must not have contained any hazardous materials at any time.
4. Material must be manifested or documented as required by the Regional District and by the British Columbia Ministry of Environment.
5. Forty-eight (48) hours advance notice must be given to the Regional District prior to Disposal. (The Manager may at his/her discretion permit Disposal with less than 48 hours notice.)
6. Materials must be disposed of at a time designated by the RDCK.
7. Advance written approval required from the Manager prior to Disposal.
8. Special handling fees apply. Quantities in excess of 1.5 m³ require advance estimate of special handling fees by the Manager.
9. Tank must be cut open so that the Site Operator or Attendant may inspect for liquids.
10. Material may be accepted at Transfer Stations at the discretion of the Manager with advance notice.
11. Accepted at Transfer Stations in quantities less than 1.5 m³. Individual pieces must be smaller than 30 cm³. Maximum three loads per day.
12. Compact/crushed material may be accepted at Transfer Stations with written approval of the Manager.
13. Material must be bagged in transparent bags. Materials must be sealed and contained in a manner which prevents the ripping of bags. Alternative containment methods for large quantities may be approved in advance by the Manager.
14. Rebar must not project from the surface of Concrete by more than 30 cm.
15. Must not contain Dead Animals and Parts.
16. Prior to Disposal, a Waste Soil Disposal Application must be submitted to, and approved by, the Manager. An application fee of \$100 is required for each Disposal request. The application must be accompanied by documents that meet the requirements of the Regional District's Soil Acceptance Policy, including soil analysis information and assurances from a qualified professional. Loads less than 1.5 m³ may be exempt from these restrictions if no signs of contamination are present. The Regional District reserves the right to refuse Disposal of any load of Waste Soil.
17. Accepted at Transfer Stations in quantities less than 1.5 m³. Maximum one load per day per customer.
18. Laboratory results must be submitted to the Manager, as requested. The laboratory results must be accompanied by a tabulated document that clearly identifies the material as meeting the required Provincial and Federal limits for safe disposal at a landfill.
19. Inside and/or rims of Tires must be free of any foreign material such as soil, debris or organic matter.
20. Disposal of Dead Animals and Parts must be done in accordance with the most recent Operational Certificate for the Landfill designated for final disposal; requirements and restrictions governing this disposal can vary between Operational Certificates.
21. Loads of Yard & Garden Waste >2.5 m³, during periods when tipping fees have been waived, are accepted for disposal at landfills only and are limited a maximum daily disposal of one load per customer.
22. Loads of Clean Wood Waste must be verified by a Site Operator or Attendant as meeting the definition of Clean Wood Waste prior to disposal.
23. Waste materials disposed at RDCK Organic Processing Facilities do not require specification #1, as cited in Schedule C.

SCHEDULE E TO AMENDMENT BYLAW NO. 2826: RESOURCE RECOVERY FACILITIES

| Name & Civic Address | Legal Description |
|--|---|
| Balfour Transfer Station and Core Recycling Depot 821 Heyland Road | Lot 15 Plan NEP762 District Lot 192 Kootenay Land District Lease #27254. |
| Boswell Transfer Station and Satellite Recycling Depot 12575 Hephher Road | Lot 1 Plan NEP84075 District Lot 5027 Kootenay Land District. |
| Burton Transfer Station and Satellite Recycling Depot 248 Caribou Creek Road | Lot 1 Plan NEP6834 District Lot 7700 Kootenay Land District. |
| Central Transfer Station and Compost Facility 550 Emerald Road | Lot A Plan NEP14234 District Lot 1236 Kootenay Land District. |
| Crawford Bay Transfer Station and Core Recycling Depot 16798 Crawford Creek Road | Portions of Lot 8 and 9 Plan NEP1316 District Lot 4595 Kootenay Land District Subsidy Lot 26, exc Area Outlined on License 401486. |
| Crescent Valley Core Recycling Depot 1385 Hwy 6 | District Lot 303 Kootenay Land District Parcel A, Ref PI 90583i Of Pcl 2. |
| Creston Landfill, Compost Facility, and Satellite Recycling Depot 1501 Mallory Road | Section 13 and Section 24 Township 7 Kootenay Land District Exc Blk A and B. |
| Creston Core Recycling Depot 412 Helen Street | Lot 1 Plan Nep79844 District Lot 892 Kootenay Land District |
| Edgewood Transfer Station and Core Recycling Depot 8855 Highway 6 | Lot 6 Block 6 and Lot 7 Plan NEP1214 District Lot 7892 Kootenay Land District Except Plan 8062. |
| Grohman Transfer Station and Satellite Recycling Depot 1201 Insight Drive | Lot A Plan NEP16929 District Lot 8370 Kootenay Land District Except Plan NEP82204. |
| Kaslo Transfer Station and Core Recycling Depot 1302 Kaslo West Road | Sublot 1, District Lot 819, Kootenay District, Plan X77. |
| Kokanee Park Marina Satellite Recycling Depot 5110 Highway 3A | Plan Nep8876 District Lot 789 Kootenay Land District Parcel A, (See Xb26846), Manufactured Home Reg. # B13553. |
| Marblehead Transfer Station and Satellite Recycling Depot 13825 Highway 31 | District Lot 826 Kootenay Land District Except Plan RW PI 674P 458I 6456. |
| Nakusp Landfill and Core Recycling Depot 1420 Hot Springs Road | District Lot 863 Kootenay Land District Exc (1) Blk A-C (2) PI 9020. |
| Nelson Core Recycling Depot 70 Lakeside Drive | Lot A Plan NEP11613 District Lot 2627 Kootenay Land District Except Plan 18679. |
| Ootischenia Landfill and Core Recycling Depot 671 Columbia Road | Lot 1 Plan NEP6599 District Lot 4598 Kootenay Land District Lease/Permit/Licence # 340791, (2ndly) Pt Sublot 23 PI X34 for Disposal of Refuse Purposes. |

| | |
|--|--|
| New Denver Core Recycling Depot 602 Slocan Avenue | Not Applicable. |
| Riondel Satellite Recycling Depot 232 Fowler Street | Not Applicable. |
| Rosebery Transfer Station 5250 Highway 6 | District Lot 8422 Kootenay Land District Except Plan NEP20747. |
| Salmo Core Recycling Depot 1003 Glendale Avenue | Not Applicable. |
| Slocan Transfer Station and Core Recycling Depot 8875 Harold Street | Lot 2 and 3 Plan NEP76640 District Lot 395 Kootenay Land District. |
| Winlaw Satellite Recycling Depot 5700 Highway 6 | Not Applicable. |
| Yahk Transfer Station and Satellite Recycling Depot 8790 Railway Ave | District Lot 4683 Kootenay Land District Parcel 1, (See 184985I). |
| Ymir Transfer Station and Satellite Recycling Depot 190 Oscar Bear Road | Lots 7 and 8 and Portions of Lots 5, 6, 10 and 11 and Lane, Block H, District Lot 1242, Kootenay District, Plan 640. |

SCHEDULE F TO AMENDMENT BYLAW NO. 2826: REGIONAL MAP



**SCHEDULE H TO AMENDMENT BYLAW NO. 2826: MATERIALS ACCEPTED FOR DISPOSAL AT
RDCK ORGANIC WASTE PROCESSING FACILITIES**

The following items are accepted for Disposal at RDCK Organic Waste Processing Facilities.

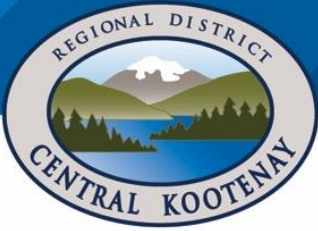
1. Animal bedding
2. Brewery waste/winery waste
3. Butchery Waste
4. Condemned Foods
5. Fish wastes
6. Kitchen Waste
7. Grass
8. Livestock Manure
9. Leaves
10. Milk processing waste
11. Plant matter derived from processing plants
12. Small twigs less than 2" in diameter and 12" in length
13. Whey

Note: Disposal of Organic Wastes at Organic Waste Processing Facilities in quantities greater than 1.5 m³ must first obtain permission Forty-eight (48) hours in advance from the Regional District prior to Disposal. (The Manager may at his/her discretion permit Disposal with less than 48 hours notice.)

**SCHEDULE I TO AMENDMENT BYLAW NO. 2826: MATERIALS PROHIBITED FOR DISPOSAL AT
RDCK ORGANIC WASTE PROCESSING FACILITIES**

The following items are not accepted for Disposal at RDCK Organic Waste Processing Facilities.

1. Animal Bones greater than 2" in diameter
2. Any Materials identified in Schedule H containing more than 5% Free Liquids
3. Biodegradable Plastics
4. Cattle waste from abattoirs
5. Compostable Plastics
6. Cooking oil or used cooking oil, except as a residual in cooked or prepared foods or other Kitchen Wastes and comprising less than 5% of the total volume
7. Dead Animals and Parts
8. Diatomaceous earth, or any other natural/organic filtering product from brewing operations
9. Domestic septic tank sludge
10. Food Processing Waste
11. Fruit and Vegetable stickers
12. Grease Trap Waste
13. Kitty litter and pet feces
14. Infested Vegetation
15. Municipal Wastewater Biosolids
16. Non-organics wastes, or waste containing any of the following:
 - a. Asbestos or asbestos-containing materials
 - b. Biomedical waste
 - c. Hazardous waste
 - d. Car wash sump waste
 - e. Sulfur-containing waste materials
 - f. Drywall waste
 - g. Construction and demolition waste
17. Noxious/Invasive weeds
18. Pet hair or human hair
19. Specific Risk Materials



Director's Report

Garry Jackman – Area A – Wynndel/East Shore
Kootenay Lake

Report Date: 11 April 2022

Kootenay Timber Supply Area (TSA) Collaborative Steering Committee

The collaborative initiative is more than two years old now in response to the letter from Premier Horgan to Don Kayne, Canfor CEO. The steering committee set up two working groups which developed a series of proposals, vetted through government technical then policy experts, then put back to the large group in September 2021 for consensus to forward to the Premier.

As previously reported, we presented 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. We have now had a response to the proposals from government. The steering committee plans to meet on the afternoon of April 21st (which may conflict in part with the Board meeting) to discuss next steps. A general information piece needs to go out to the larger collaborative group soon.

Columbia Basin Regional Advisory Committee (CBRAC)

I continue to attend CBRAC sessions to review the socio-economic performance measures at various locations around the basin. These reviews will have concluded by the April RDCK Board meeting. Next step is to go out for broad public review and input.

Regional Connectivity Committee (RCC)

The RCC continues to meet regularly. Since my last report we met on February 11th and March 11th plus presented to ADM Stanford, Citizen Services, March 9th to outline our plans for next phases of connectivity projects following our anticipated funding through the Universal Broadband Fund. Following that we met again on March 14th to debrief on the ADM discussion plus review the provinces response to UBCM resolutions, hear an update on BC wide speed test studies and discuss bring RCC updates to each of our regional bards in the near future.

Electoral Area (EA) Director Forum and Local Government Leadership Academy (LGLA) 2022

For more information

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

Over the 3 day period I managed to attend all 6 of the EA Director sessions (plus the open mike discussions) as well as the 13 LGLA sessions, the sponsor presentations, the evening conversation and the address by Minister Cullen to the LGLA. I will not try to comment on each (unless you want to talk in detail over coffee) but here are a very few points that stood out for me:

- Address from Dr. Bonnie Henry – it was interesting and refreshing to hear about her experience around the world on health crisis management and to understand how the full spectrum of outcomes are considered when making population health decisions
- We need to hold our ears close to the ground to track changes to the Emergency Management Legislation, the main change perhaps being a new stage after “state of emergency” to grant local government powers to specifically aid during recovery
- Significant changes to rural recycling could well take another 2 or 3 years (my personal interpretation from the presentations)
- I am optimistic that reconciliation and new inter government relationships will evolve more smoothly in the future than in the past. I sense an openness in government to look at governance from many viewpoints and not the traditional (and colonial) concept of treaties. The new ADM is an experienced senior negotiator, so will have a wealth of first hand knowledge of conditions in communities
- Some very powerful and personal comments around the impacts of racism were shared – we have a lot of work ahead of us
- The session on cyber security stressed putting more resources (spending money) on ways to secure personal data and even outlined how to obtain insurance to cover claims arising from data breaches. I shared my thoughts that our first effort should be on reducing or scrubbing the amount of sensitive personal information that local government holds and to understand what minimum data we need to ask for to begin with. We can start by deleting any personal medical information we may have collected by scanning vaccine cards.



Columbia River Treaty Monthly Update for the Local Governments' Committee - February 2022

Issued March 15, 2022

Highlights

- CRT Panel at Northwest Hydroelectric Association Annual Conference
- CRT Virtual Public Events
- Agriculture Summary Report Call for Additional Feedback

Canada-U.S. Treaty Negotiations

Canada-U.S. Negotiations

- There are no new updates regarding Canada-U.S. Columbia River Treaty negotiations.
- Canada, B.C. and the Ktunaxa, Secwepemc and *Syilx* Okanagan Nations continue to advance work that is informing Canadian negotiating positions. This includes efforts to model and examine scenarios for how the Canadian CRT dams could be operated differently to meet Basin interests, accounting for factors such as ecosystems, Indigenous cultural values, flood-risk management, hydro power, and other social and economic objectives.

Exploring Domestic Governance Options

- Pacific Resolutions, the contractor hired by B.C. under direction of the Negotiations Advisory Team to explore potential domestic CRT governance options, facilitated a virtual session with the LGC on March 8 from 9 – 10:30am PT.
- A similar session will be held with CBRAC on March 16 from 12 – 1:30pm PT.
- The public will be consulted once more concrete options are formed.

U.S. Outreach

- The Columbia River Treaty was key topic of discussion at the [Northwest Hydroelectric Association Annual Conference](#) on February 23, 2022 in Portland, Oregon.
- Sylvain Fabi, Canada's Chief Negotiator for the CRT, delivered the keynote address, highlighting Canada's priorities for a modernized Treaty: to address ecosystem function along with flood risk management and power generation, and seek more flexibility for Canadian operations in order to meet domestic Basin interests. He also emphasized Canada's willingness to consider some form of post-2024 assured flood risk management and coordinated power operation, as these continue to be



important Treaty provisions to both countries. That conversation is continuing between Canada and the U.S. as part of CRT negotiations.

- Sylvain then joined a panel titled “Why you Need to Know About the Renegotiation of the Columbia River Treaty”. Co-panelists include Kathy Eichenberger (B.C.), Nathan Matthew (Secwepemc Nation), Hub Adams (Bonneville Power Administration, U.S. negotiating team) and Rick Agnew (Van Ness Feldman LLP, representing the Power Group). Sylvain, Kathy and Nathan attended virtually while the moderator, Matt Love, Hub and Rick attended in person.
- Hub and Kathy started the session with a ‘CRT 101’ presentation, explaining what the Treaty is, why it was formed and what its key provisions are. This was followed by panelists’ opening remarks.
- Kathy’s remarks focused on all that has changed since the 1960s: Basin Indigenous Nations are now fully involved in the modernization process alongside Canada and B.C, the Province engages in a deep and meaningful way with Basin local governments and communities, and the interests of those in the Basin are reflected in Canada’s negotiating positions. Some of those interests include creating a Treaty that enables healthy ecosystems, exploring reintroducing salmon to the Upper Columbia, and factoring in the need to adapt to future unknowns, such as the effects of climate change, rapidly changing technology and evolving societal values.
- After opening remarks, panelists answered questions on the importance of continuing the Treaty, Indigenous Nations’ and U.S. Tribes’ involvement in future decision making, and external factors that are important to consider when exploring a modernized Treaty.

Public Engagement

Columbia Basin Regional Advisory Committee

- The Columbia Basin Regional Advisory Committee (CBRAC) will hold its first in-person meeting since the fall of 2019 in Valemount, on May 3 and 4, 2022, with an option for members to attend virtually. The agenda is in development and themes will be shared in the next LGC monthly update.

CRT Virtual Public Events

- Plans are underway for a series of virtual public events about the CRT.
- The first event will be held on May 16 from 6 – 8pm Pacific Time and will feature an update on CRT negotiations by members of the Canadian negotiating delegation, and provide insight into the decision-making process for a modernized CRT in both Canada and the U.S. The second event will focus on ecosystem studies being conducted by the Negotiations Advisory Team’s Ecosystem Function Subcommittee. A third, youth-focused event is planned for the fall.



- The B.C. CRT Team met with LGC Executive to seek their input on the event plan and will continue to stay connected as the sessions develop.
- The virtual events will be announced in mid-April and will be promoted via the B.C. CRT website, Facebook, Twitter, local publications, the B.C. CRT newsletter, posters in communities and emails to key stakeholders. The LGC will be sent details to share through their channels.

Ongoing Communication

- 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

- A summary report of community feedback on the CRT Agriculture Discussion Paper as well as input from B.C. agriculture experts is now available on the [B.C. Columbia River Treaty website](#). The summary report has also been shared on the B.C. CRT [Facebook](#) and [Twitter](#) channels and in the February 2022 [edition](#) of the CRT newsletter.
- The public is invited to provide comments on both the summary report and the discussion paper. There is no time limit for submissions.
- An agriculture industry expert recommended soliciting feedback by directly contacting Columbia Basin organizations with links to agriculture. In response, the B.C. CRT team sent over 40 emails to individuals at a variety of food and agriculture organizations as well as to representatives of regional and Indigenous governments. The emails introduced the discussion paper and summary report, invited feedback and encouraged recipients to share the report with others involved in Columbia Basin agriculture.
- The B.C. CRT Team also sent emails to individuals at relevant ministries and agencies and is following up with telephone calls. The team is conducting telephone interviews with Basin residents if and when requested.
- The initial feedback on the summary report is that the information is clearly presented and easy to read.



Columbia River Treaty Heritage Project

- The CRT Heritage Project's application to Heritage BC's 150 Time Immemorial Grant Program was unsuccessful. However, Heritage BC's Heritage Legacy Fund opens for intakes March 7 to April 29, 2022 and an application is expected to be made. Other funding opportunities are also being explored.
- The CRT Heritage Project received a \$25,000 grant from Kootenay Rockies Tourism Association.
- The CRT Heritage Project Steering Committee met on February 28, 2022. Suggestions on the initial website layout and URL name - uncoverytour.ca - were forwarded to Denise Cook Design.

Duncan Dam Fish Passage

- In June 2021 a presentation was made by BC Hydro to the Duncan Dam Fish Weir First Nations Technical Committee. The presentation indicated design and procurement planning for a two-step fish weir replacement would be completed by fall 2021 and procurement contracts awarded in early 2022; however, these dates are now expected to be pushed back due to permitting delays.
- Construction is expected to start in June 2023 and take place during an approximately seven week window in 2023 and in summer 2024.
- The next Duncan Dam Fish Weir First Nations Technical Committee meeting is expected to be in early 2022.

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.
- Signs, posts and rivets have been purchased and delivered to Recreation Sites and Trails BC's Cranbrook office.

Valemount Air Quality Project

- Village of Valemount staff has indicated an interest in restarting discussions with the B.C. CRT Team and air quality staff from the Ministry of Environment and Climate Change Strategy on a proposal from Hemmera Envirochem Inc. The proposal is a follow-up to Hemmera's June 2021 air quality data review report on dust events in Valemount. https://valemount.ca/uploads/210618_Final_Valemount-Air-Quality-Data-Review_Final_v2.0.pdf



Projects Being Monitored

Connectivity/Broadband

- No new updates since February 2022.
- A working group has been formed to provide a forum for improved collaboration between infrastructure owners, government, and telecommunications service providers to remove barriers and facilitate the deployment of broadband internet service to all businesses and residences in B.C. Columbia Basin Trust is a member of this working group.

Creston Valley Dikes Management

- No new updates since February 2022.
- In December 2021, a coordinator was hired on a one-year contract to assist the Creston Valley Flood Management Partnership in advancing their interests including managing a technical studies initiative for the Partnership.
- The B.C. CRT Team is no longer directly involved with the Creston Valley Flood Management Partnership but is available to support the Partnership when needed.

Ecosystem Enhancement – Spatial Mapping Products

- No new updates since February 2022.
- 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.
- The CRT Portal project is awaiting the signing of agreements with Indigenous Nations.

Kinbasket Recreational Opportunities

- No new updates since November 2021.
- The Town of Golden will be organizing a call with the B.C. CRT Team and key stakeholders.

Koocanusa Debris Management

- No new updates since July 2021.
- Unexpectedly high reservoir levels in the summer of 2021, 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.

Lardeau Valley

- No new updates since November 2021.
- Columbia Basin Trust's Community Readiness Program was suggested as a source of funding to support the purchase of emergency readiness equipment for community wide benefit for the Lardeau Valley.

Nakusp Marina and Breakwater Repairs

- No new updates since September 2021.
- 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.

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.

Projects on Pause

- **Grants in Lieu of Taxes** – Standing by to receive questions from the LGC.



Columbia River Treaty Monthly Update for the Local Governments' Committee - March 2022

Issued April 11, 2022

Highlights

- Columbia River Treaty Virtual Public Event Announcement Coming Soon
- Bringing the Salmon Home Festival Streaming in May
- Columbia River Treaty Uncovery Tour Website Under Development

Canada-U.S. Treaty Negotiations

Canada-U.S. Negotiations

- There are no new updates regarding Canada-U.S. Columbia River Treaty negotiations.
- Canada, B.C. and the Ktunaxa, Secwepemc and *Syilx* Okanagan Nations continue to advance work that is informing Canadian negotiating positions. This includes efforts to model and examine scenarios for how the Canadian CRT dams could be operated differently to meet Basin interests, accounting for factors such as ecosystems, Indigenous cultural values, flood-risk management, hydro power, and other social and economic objectives.
- The LGC has been leading research to aid in the development of socio-economic performance measures that will contribute to the modelling process. The research team has been engaging with LGC and CBRAC members through a series of virtual sessions to seek input on socio-economic interests related to specific river areas or reservoirs. The group convened on March 30 for a focused discussion about Arrow Lakes Reservoir.

Exploring Domestic Governance Options

- Pacific Resolutions, the contractor hired by B.C. under direction of the Negotiations Advisory Team to explore potential domestic CRT governance options, facilitated a virtual session with CBRAC on March 16. This followed the LGC session which was held on March 8.
- The public will be consulted once more concrete options are formed.



Public Engagement

CRT Virtual Public Events

- The B.C. CRT Team will announce two virtual public events in mid-April.
- The first event will be held May 16 from 6 – 8pm Pacific Time / 7 – 9pm Mountain Time and will feature an update on CRT negotiations by members of the Canadian negotiating delegation, and provide insight into the process for modernizing the CRT in both Canada and the U.S. Questions will be answered throughout the meeting. The public will be invited to email questions in advance to columbiarivertreaty@gov.bc.ca.
- The second event will be held in June (date TBC) and will focus on ecosystem studies being conducted by the Canadian Negotiations Advisory Team’s Ecosystem Function Subcommittee, which is being led by Columbia Basin Indigenous Nations in collaboration with provincial and federal agencies and consultants.
- A third, youth-focused event is intended for the fall. Details will be shared closer to the date.
- The virtual events will be promoted via the B.C. CRT website, Facebook, Twitter, local publications, the B.C. CRT newsletter, posters in communities and emails to key stakeholders. The LGC will be sent details to share through their channels.

Bringing the Salmon Home Festival

- The Columbia River Salmon Reintroduction Initiative announced a [two-day virtual festival](#) to be held on May 3 – 4, 2022. Agenda and further details are to come.
- The Columbia River Salmon Reintroduction Initiative is an Indigenous-led collaboration of the *Syilx* Okanagan Nation, Ktunaxa Nation, Secwépemc Nation, Canada and British Columbia to explore reintroducing salmon to the Upper Columbia River. The long-term vision is to return salmon stocks for Indigenous food, social and ceremonial needs, and to benefit the region’s residents and ecosystems as a whole.

Columbia Basin Regional Advisory Committee

- The Columbia Basin Regional Advisory Committee (CBRAC) had scheduled a meeting in Valemount on May 3 and 4, 2022. However, due to the conflict in dates with the Bringing the Salmon Home Festival, the meeting will be rescheduled for later in May.
- The CBRAC Steering Committee agreed on this adjustment out of respect for Indigenous members, for whom salmon is of great significance, and other CBRAC members who are interested in the important initiative to explore reintroducing salmon to the Upper Columbia River.



Ongoing Communication

- 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.

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- In February 2022, a summary report of feedback from community and industry experts on the CRT Agriculture Discussion Paper was posted on the [B.C. Columbia River Treaty website](#) and shared on the B.C. CRT [Facebook](#) and [Twitter](#) channels and in the February 2022 [edition](#) of the CRT newsletter. In addition, over 40 emails were sent to individuals at relevant ministries, Columbia Basin agriculture-related organizations, local governments and Indigenous Nations.
- No detailed feedback has been received on the content of the summary report, although there have been positive comments regarding the report in general. One individual noted the community portion of the summary report was based on a very small and narrow interest group.
- To date, the team has conducted a small number of telephone interviews with individuals at relevant ministries and Columbia Basin organizations and identified areas for further research.
- The B.C. CRT Team continues to welcome feedback on the summary report and discussion paper. There is no time limit for submissions.

Columbia River Treaty Heritage Project

- The CRT Heritage Project Steering Committee met on March 29, 2022. The agenda included reviewing an early draft of a protocol for community projects. Steering Committee members have until April 14, 2022 to provide further feedback.
- Project funders will be recognized on the Columbia River Treaty Uncovery Tour's website, currently under development. Organization logos are being provided by Community Futures East Kootenay, Kootenay Rockies Tourism Association, Columbia Basin Trust and Province of B.C.



Creston Valley Dikes Management

- A new coordinator team hired in December 2021 continues to further the goals of the Creston Valley Flood Management Partnership, including finalizing a terms of reference and memorandum of understanding.
- Due to the volume of work underway throughout the province assessing and repairing November 2021 flood damage, recruitment of an engineering firm for a Creston Valley flood risk assessment project has been delayed.
- Although no longer directly involved with the Creston Valley Flood Management Partnership, the B.C. CRT Team continues to monitor Partnership progress.

Valemount Air Quality Project

- The Valemount Clean Air Task Force is developing an Air Quality Management Plan, which will set priority action items over the next five years aimed at improving air quality in Valemount. Once completed, the plan will be submitted to council.
- Members of the Clean Air Task Force participated in Hemmera Envirochem Inc.'s June 2021 presentation on their air quality data review report about dust events in Valemount. They are aware that dust events from Kinbasket Reservoir occur infrequently, and other sources are driving poor air quality in Valemount.
- The Clean Air Task Force is expected to recommend initiatives to identify and address other contributions to Valemount's poor air quality, ensuring the most effective use of remaining funds from the Ministry of Energy, Mines and Low-Carbon Innovation.
- While the Clean Air Task Force has not excluded taking a more detailed look at the dust in general, this is currently a lower priority relative to other actions for improving air quality.

Projects Being Monitored

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- A working group has been formed to provide a forum for improved collaboration between infrastructure owners, government, and telecommunications service providers to remove barriers and facilitate the deployment of broadband internet service to all businesses and residences in B.C. Columbia Basin Trust is a member of this working group.



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Projects on Pause

- **Grants in Lieu of Taxes** – Standing by to receive questions from the LGC.



Aimee Watson

RDCK Board Chair/Director of Electoral Area D

April 5, 2022

Village of Kaslo
Box 576, 413 Fourth Street
Kaslo, BC
VOG 1M0

Dear Council:

RE: Use of Arena Reserve

As Area Director, I am writing to provide consent to the use of funds from the Kaslo and Area Arena reserve fund for the following projects:

2021: \$12,742.80 for the scoreboard

2022: \$66,047.93 for the purchase of two replacement compressors and one de-humidifier unit

I look forward to a conversation in the near future that outlines longer term plans for the arena and the financial supports that will be needed to meet the future need.

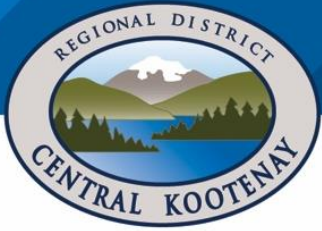
Its always a pleasure to work together for our communities in North Kootenay Lake.

Sincerely,

A handwritten signature in blue ink, appearing to read "Aimee Watson".

Aimee Watson
Area D Director

AW/AW



Director's Report

Walter Popoff – Area H

April 10, 2022

2022 Electoral Area (EA) Directors Forum and Local Government Leadership Academy (LGLA) Forum in Richmond BC.

EA Directors forum was great some of the key items we touched on were Recycling in BC with plans for Industrial, Commercial & Institutional, Emergency Management Legislation and Disaster Financial Assistance. We were told detailed info would be posted on the UBCM website.

The LGLA forum was also interesting with Keynote speaker Bonnie Henry. Some of the key items that were of interest to me were Indigenous Relationships, how to participate/or not in Social Media. Detailed information on the forum will be posted on the UBCM website. We also had an informal presentation by Nathan Cullen Minister for Municipal Affairs, and a very informative Q and A afterward.

Overall, it was great to reconnect with former colleagues and rekindle relationships, with Municipal and EA elected officials.

In my humble opinion, both forums were among the better ones I attended during my term in office.

For more information

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



Director's Report

Director Main – Village of Silverton

Report Date: April 2022

Sessions I attended during my 5 days at Local Government Leadership Academy in Vancouver April 5-8:

- Keynote Address by Dr. Bonnie Henry;
- Elections Education (some changes to Elections legislation that we need to be aware of);
- Indigenous realities;
- Challenges and Trends in Insurance, Finance and Assessment;
- Social Media challenges and policies;
- Working toward a Responsible Conduct Code;
- Economic Recovery;
- Emergency Management in the face of Climate Change;
- Asset Management;
- Equity, Diversity and Inclusion;
- Cyber Security;
- Decision-Making Under Financial Pressures;
- Keynotes by BC Greens Leader Sonia Furstenow and BC Minister of Municipal Affairs Nathan Cullen.

We worked hard! Learned lots. Got simultaneously energised and exhausted 😊

For more information

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



Paul Peterson
Director of Electoral Area K

March 23, 2022

This is a letter of support for the project to link the Mount Abriel to Nakusp by way of a corridor to the village of Nakusp.

The project will be a great benefit to my constituency and the region. This corridor will be an active transportation trail which protects users from potential conflicts on the highway. It will also allow for people to walk, ride and jog from Mt. Abriel to Nakusp in a safe natural setting. In the winter it can be used as an X/C snow and ski route and will hopefully be linked into the wider West Kootenay trail network in the future.

It is my sincerest hope that you can see the great opportunity this project would benefit the physical and mental well being to the thousands of people, tourist and locals alike.

Sincerely yours

Paul Peterson
Director Area K (Arrow Lakes)
Regional District of Central Kootenay.

Angela Lund

Subject: Letter to RDCK Noise Bylaw

RDCK Board

Nelson Office: Box 590, 202 Lakeside Drive, Nelson, BC. V1L 5R4

Phone: 250.352.6665 | Toll Free: 1.800.268.7325 (BC) | Email: info@rdck.ca | Fax: 250.352.9300

2022/04/04

RE: File No. 0385-20-OPR, HELICOPTER NOISE POLLUTION IN THE REGIONAL DISTRICT OF CENTRAL KOOTENAY

Dear Board of the RDCK,

As you may recall, the Board of the RDCK wrote a letter on July 27, 2021, to M.P. Cannings, M.P. Morrison, and Transport Canada with the following request;

"The RDCK would like to request and support the development of noise abatement requirements for helicopter operations as well as a process by which local governments are notified of operations within its jurisdiction."

I, and several other residents of the New Denver and Electoral Area H have been in correspondence with Transport Canada and our federally elected officials to try and come to an agreeable resolution. I fear that without a leadership role from the RDCK this task is monumental.

Therefore, I ask the Board of the RDCK to consider;

1. Following up on your request to M.P.'s for the development of noise abatement legislation due to industrial helicopter use in the vicinity of residential areas.
2. Requesting Transport Canada to meet with RDCK staff and/or Directors to initiate discussions on how to proceed to make amendments to the Civil Aviation Regulations so as to include helicopter logging noise abatement procedures.

Finding an agreeable solution with Transport Canada would strengthen your ability to regulate excessive noise and add more credibility to the Noise Control Bylaw No. 2440.

Respectfully,

Rayn Butt-Grau



July 27, 2021

Honourable Richard Cannings, M.P.
301 MAIN STREET, SUITE 202
Penticton, BC V2A 5B7
richard.cannings@parl.gc.ca

Honourable Rob Morrison, M.P.
800C BAKER STREET
Cranbrook, BC V1C 1A2
Rob.Morrison@parl.gc.ca

Dear M.P. Cannings and Morrison,

RE: HELICOPTER NOISE POLLUTION IN THE REGIONAL DISTRICT OF CENTRAL KOOTENAY

The attached letter from residents of Electoral Area H in the Regional District of Central Kootenay outlines a concern that spans the entire RDCK.

Helicopter noise, and the safety of the work being done, has been raised by our residents and our elected officials for a number of years now. Of particular concern is the ability for heli-logging operations to operate outside daytime hours and over built up areas. The RDCK has a number of densely populated rural communities that neighbour actively logged areas.

If local government were required to be made aware of these operations in advance, and have the ability to access safety plans, we would ensure our emergency program team was aware and that we had information available to the public when concerns are raised with noise and with logs being carried over their community.

The RDCK would like to request and support the development of noise abatement requirements for helicopter operations as well as a process by which local governments are notified of operations within its jurisdiction.

Sincerely,

A handwritten signature in blue ink, appearing to read "Aimee Watson".

Aimee Watson
RDCK Board Chair

Encl: Letter from RDCK Residents to RDCK Board.

Rayn Butt-Grau

[REDACTED]
[REDACTED]
[REDACTED]

31 May 2021

Directors of the Regional District of Central Kootenay
Box 590
202 Lakeside Drive
Nelson, BC V1L 5R4

Re: Noise Pollution in the RDCK

Dear Board of Directors of the RDCK,

I write to you due to an unfortunate experience that I, my family, neighbours, and residents of the Village of New Denver had during a continuous span of 14 days, which included two weekends and a statutory holiday. The noise from a helicopter logging operation, located 2km South East from my residence and 3.5Km East from the centre of the Village of New Denver (please see attached maps), started every day, during that period, at an average time of 6:30 a.m. and continued all day for approximately 12 hours (please refer to the chart, attached).

This constant and intermittent “Thump, Thump, Thump” of the helicopter blades under high load would wake me and my family up every morning as it could be heard inside our home. If we ventured outside, we could feel the vibrations in our chest, and at times verbal communication was difficult (please, read attached neighbours complaint email to the RDCK).

My action for the first 5 days was to wait it out. But after the May-Day Long Weekend it became obvious that this was not going to stop on its own. Therefore, I initiated a complaint with the RDCK Bylaw office and contacted Director Walter Popoff.

After enduring another week of noise, including another weekend, it became clear that there were no regulations that would limit the amount, type, and level of noise pollution emitted by such an operation.

I am under the understanding that aircraft noise is not the jurisdiction of the Regional District. But in the interests of your constituents, I would implore you to contact the government agency or branch responsible so that they may make the changes necessary on your behalf.

Noise abatement procedures are commonly used to reduce aircraft noise pollution. For example, National and Provincial Parks commonly have minimum fly over altitudes Above Ground Level (AGL) flight restrictions to mitigate noise disruption to wildlife and persons on the ground.

My recommendations for your consideration are as follows:

1. Review Advisory Circular (AC) No. 302-002 and exchange any instance of “airport” with “township” (please see attached document)
2. Contact the Federation of Canadian Municipalities for support.
3. Request that Transport Canada to include Noise Abatement Procedures for Helicopter Logging within 5 Nautical Miles (NM) of any residence.
4. If within 5 NM of a township, provide Public Notification to residents, that includes the location of work being performed, and length of time work will be performed.
5. Limit working hours and therefore noise pollution to 8 hours a day.
6. Limit start times to something reasonable, like 8 am on weekdays and 10 am on Saturdays.
7. No helicopter logging on Sundays or Statutory Holidays within 5 NM of a township.
8. Provide information on the RDCK website on whom to contact in the event that there is unlawful activity that is not covered by your jurisdiction.
9. Amend the Noise Control Bylaw, 2440, 2015 to include Industrial Activity, such as logging, mining, rock crushing, etc... And the Noise Information Sheet required for the complaint.

One final request, if staff would be so kind as to play the attached sound file provided with this letter, at a low speaking volume while you discuss this issue, it may help put this issue into context for you. Or just have someone make helicopter noises while you are speaking; it should yield the same result. Please notify me of any actions taken on this matter at your convenience.

With kind regards,

Rayn Butt-Grau

Andrea Kosling

Ria Kosling

Xari Kosling

Chart 1**NOISE INFORMATION SHEET** (as per the RDCK)

My peace and quiet was disturbed by a loud Thump, Thump, Thump, of a helicopter blade vibrating all the air around my property and house starting at 6am and lasting for 8 days so far.

At the time of the noise, I was at [REDACTED] Highway 31A, New Denver, BC

The noise came from Google Coordinates 49.98489, - 117.31968

NOISE DISTURBED MY PEACE AND QUIET

| | | |
|---------------------|-------------------|--|
| FROM: 6:30am | TO: 6:00pm | DATE: 17, MAY, 2021 |
| FROM: 6:30am | TO: 6:00pm | DATE: 18, MAY, 2021 |
| FROM: 6:30am | TO: 6:00pm | DATE: 19, MAY, 2021 |
| FROM: 6:30am | TO: 6:00pm | DATE: 20, MAY, 2021 |
| FROM: 6:05am | TO: 5:56pm | DATE: 21, MAY, 2021* |
| FROM: 6:30am | TO: 6:00pm | DATE: 22, MAY, 2021(SATURDAY) |
| FROM: 6:30am | TO: 6:00pm | DATE: 23, MAY, 2021 (SUNDAY) |
| FROM: 6:30am | TO: 6:00pm | DATE: 24, MAY, 2021(STAT HOLIDAY) |
| FROM: 6:30am | TO: 6:00pm | DATE: 25, MAY, 2021 |
| FROM: 7:00am | TO: 4:00pm | DATE: 26, MAY, 2021 |
| FROM: 7:00am | TO: 5:00pm | DATE: 27, MAY, 2021 |
| FROM: 6:23am | TO: 6:44pm | DATE: 28, MAY, 2021* |
| FROM: 6:11am | TO: 6:25pm | DATE: 29, MAY, 2021(SATURDAY)* |
| FROM: 6:25am | TO: 5:30pm | DATE: 30, MAY, 2021(SUNDAY)* |

*Denotes; Accurate to the minute.

Email Complaint from neighbours to R.D.C.K.

Hello Pam,

My wife and I are retired Senior Citizens, and are sending this email in regards to the constant noise of a helicopter in our area. This constant noise starting just after 6:00 A.M. and goes on sometimes to around 6:00 P.M. We enjoy working in our yard during the day, however, we find the noise too much to put up with. We cannot understand each other speaking in a normal voice, and sometimes have to shout at each other to have a normal conversation. This helicopter noise has been going on daily for well over a week. Can you please do something that will give us back the peace and quiet, so we can enjoy working in our yard again.

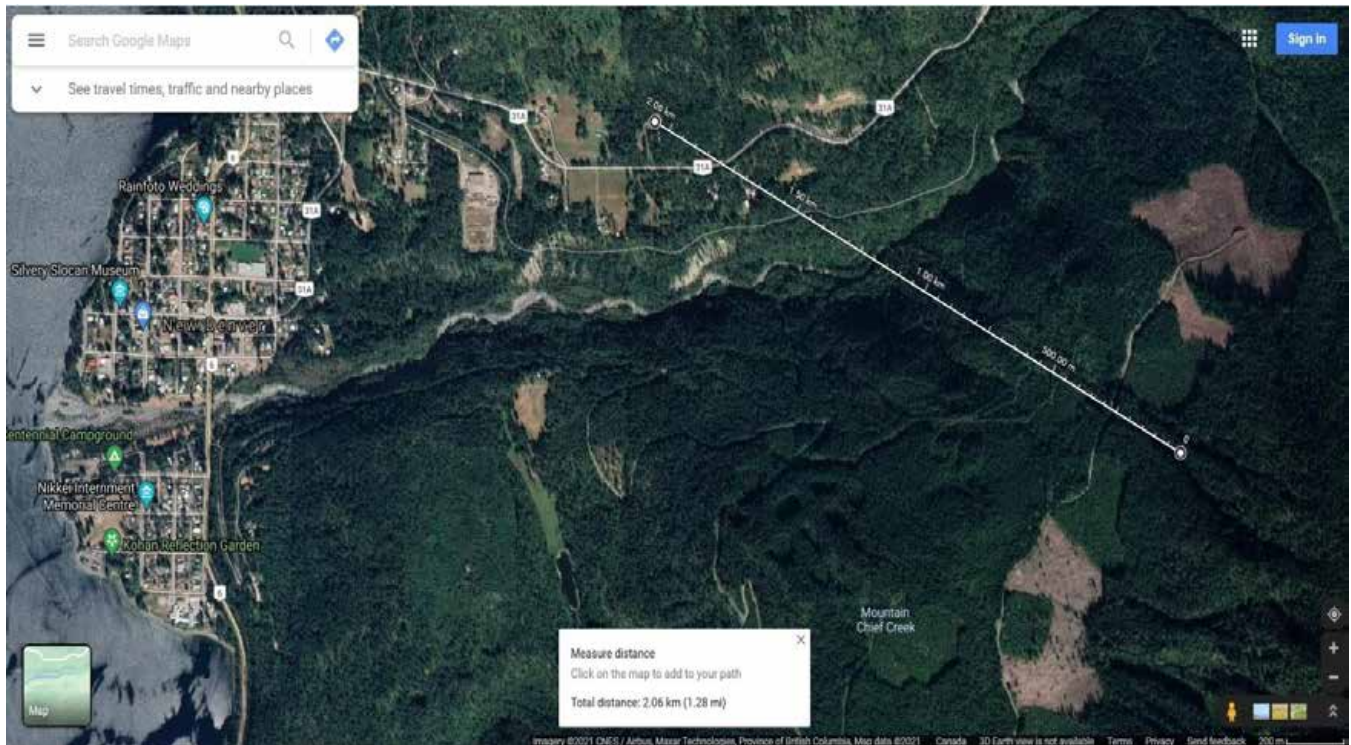
Regards,

Wayne

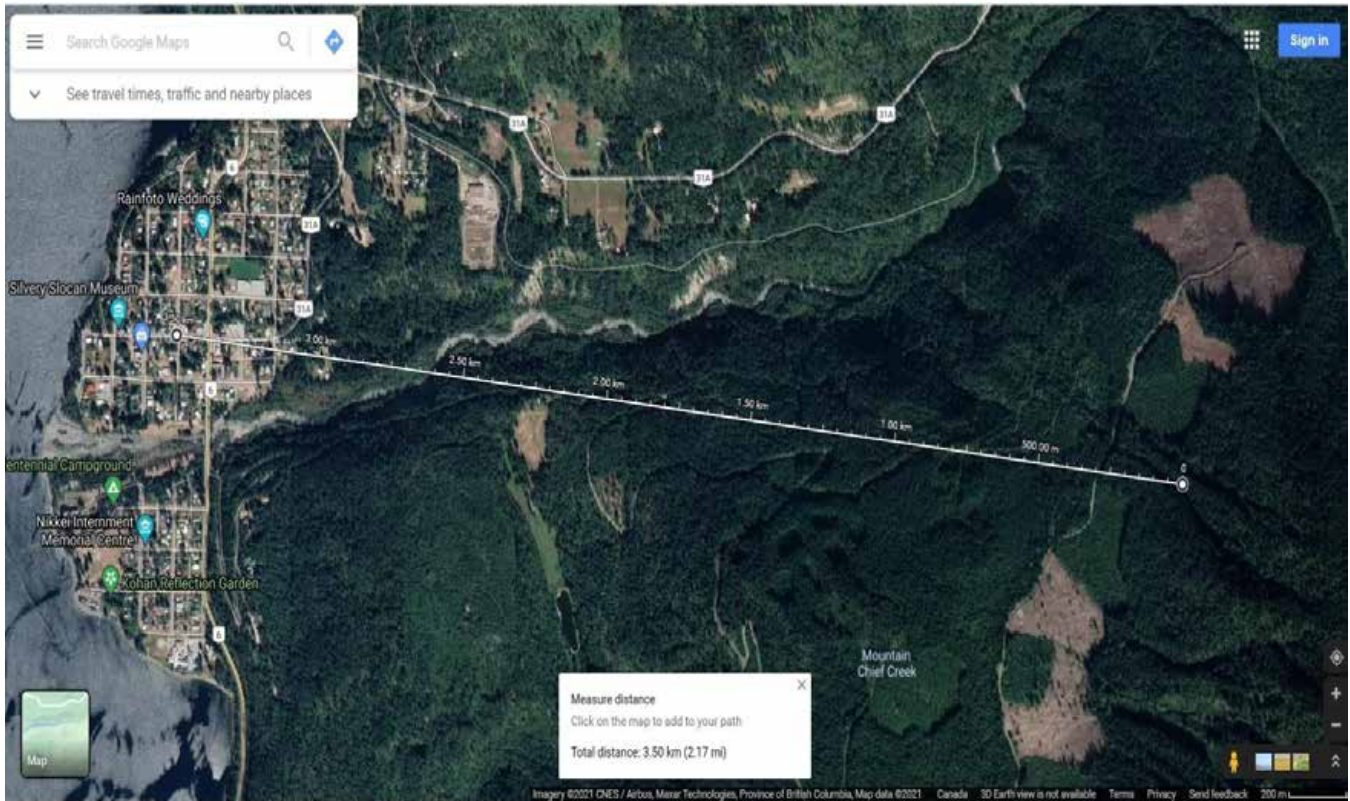
Wayne and Elaine Butler



Map 1



Map 2



Advisory Circular (AC) No. 302-002

From: [Transport Canada](#)

•

Implementation of New or Amended Noise Abatement Procedures

Issuing Office: Standards

Activity Area: Oversight **AC No.:** 302-002

File No.: A 5140-14 **Issue No.:** 01

RDIMS No.: 4340985v6 **Effective Date:** 2008-10-15

- **1.0 INTRODUCTION**
 - [1.1 Purpose](#)
 - [1.2 Applicability](#)
 - [1.3 Description of Changes](#)
- **2.0 REFERENCES AND REQUIREMENTS**
 - [2.1 Reference Documents](#)
 - [2.2 Cancelled Documents](#)
 - [2.3 Definitions and Abbreviations](#)
- **3.0 BACKGROUND**
- **4.0 INFORMATION**
 - [4.1 Precedence](#)
 - [4.2 Process](#)
 - [4.3 Summary](#)
- **5.0 CONTACT OFFICE**
- **APPENDIX A - NOISE ABATEMENT PROCEDURES & RESTRICTIONS IMPLEMENTATION PROCESS**
- **APPENDIX B - TRANSPORT CANADA REGIONAL OFFICES**

1.0 INTRODUCTION

This Advisory Circular (AC) is provided for information and guidance purposes. It may describe an example of an acceptable means, but not the only means of demonstrating compliance with regulations and standards. This AC on its own does not change, create, amend or permit deviations from regulatory requirements nor does it establish minimum standards.

1.1 Purpose

1. The purpose of this Advisory Circular (AC) is to introduce the new *Noise Abatement Procedures and Restrictions Implementation Process*, the completion of which is now required to implement new or amended noise abatement procedures and noise control measures made pursuant to [CAR 602.105](#), at airports and aerodromes.

1.2 Applicability

1. This document is applicable to all Transport Canada Civil Aviation (TCCA) employees, to Canadian airport and aerodrome operators, air operators, ATS personnel, and is also available to the aviation industry for information purposes.

1.3 Description of Changes

1. This document, formerly Aerodrome Safety Circular (ASC) 2002-018, Issue 1, has been reissued as Advisory Circular (AC) 302-001. With the exception of minor editorial changes and updated references, the content is unaltered.

2.0 REFERENCES AND REQUIREMENTS

2.1 Reference Documents

1. It is intended that the following reference materials be used in conjunction with this document:
 1. Part VI subpart 02 of the Canadian Aviation Regulations (CARs) – *Operating and Flight Rules*;
 2. CAR 602.105 - *Noise Operating Criteria*;
 3. TP 14371 – *Transport Canada – Aeronautical Information Manual (TC-AIM)*;

2.2 Cancelled Documents

1. As of the effective date of this document, the following documents are cancelled:
 1. Aerodrome Safety Circular (ASC) 2002-018, Issue 1, dated 2002-11-26—
Implementation of New or Amended Noise Abatement Procedures.

2.3 Definitions and Abbreviations

The following definitions and abbreviations are used in this document:

1. **CARC** means the Civil Aviation Regulatory Committee;
2. **ANEC** means the *Aircraft Noise and Emissions Committee*;

3.0 BACKGROUND

1. In response to concerns expressed over the application of the *Noise Abatement Checklist* contained in Section RAC 4.1.2 of the TC-AIM (TP 14371), a multi-disciplinary working group composed of representation from Federal government departments, NAV CANADA, the Air Transport Association of Canada (ATAC), the Canadian Business Aircraft Association (CBAA), the Federation of Canadian Municipalities, the Canadian Airports Council (CAC) and individual airport operators was formed to review the entire noise abatement procedure implementation process.
2. This Working Group, operating under the aegis of the Aircraft Noise and Emissions Committee (ANEC), developed and agreed to a revised process that will ensure full consultation with all stakeholders, that all necessary information is collected and that decisions are made in an informed, fair, participative and transparent manner prior to the implementation of new or changes to the noise abatement procedures at an airport or aerodrome.

4.0 INFORMATION

4.1 Precedence

1. The moratorium, instituted on September 15, 2000, on the implementation new or changes to an airport or aerodrome's noise abatement procedures is now rescinded.

4.2 Process

1. This AC covers new or amended noise abatement procedures made pursuant to the *Canadian Aviation Regulation 602.105* authority. The process described in the attached document shall be applied in all cases to enable publication of new or amended noise abatement procedures.
2. Proposals for new or amended noise abatement procedures shall be submitted to the Regional Aerodrome and Air Navigation office of Transport Canada and must be completed as outlined in the attached process description.
3. This information will be contained in the TC-AIM publication.

4.3 Summary

1. Implementation of new or amendments to noise abatement procedures made pursuant to *Canadian Aviation Regulation 602.105* must be the subject of consultation with all affected parties.
2. Appendix A defines the process, the consultation subjects, and participants in the implementation of noise abatement procedures.

5.0 CONTACT OFFICE

For more information please contact the appropriate TC Regional Office – *Aerodromes and Air Navigation*, (Appendix B).

Suggestions for amendment to this document are invited, and should be submitted via the Transport Canada Civil Aviation Issues Reporting System (CAIRS) at the following Internet address:

<https://tc.canada.ca/en/aviation/civil-aviation/civil-aviation-issues-reporting-system-cairs>

or by e-mail at: CAIRS_NCR@tc.gc.ca

New and amended Advisory Circulars (ACs) and/or Staff Instructions (SIs) can be viewed on the Transport Canada website at <https://tc.canada.ca/en/aviation/reference-centre>.

D.B. Sherritt
 Director, Standards
 Civil Aviation

APPENDIX A - NOISE ABATEMENT PROCEDURES & RESTRICTIONS IMPLEMENTATION PROCESS

Aircraft noise concerns at airports are local in nature. Certain airports have an obligation to manage local noise issues associated with activity at airports. Measures to address these concerns inevitably have impacts that reach beyond the local area. In order to deal fairly with the concerns of all affected parties and yet achieve effective and enforceable measures that address noise issues, Transport Canada has made revisions to the process for implementing or modifying noise abatement procedures and restrictions which will require the exercise of Transport Canada's regulatory authority. The information to be considered as part of the process has been defined by an industry/government working group reporting to Transport Canada's Aircraft Noise and Emissions Committee.

The process is one that originates at the airport level and proceeds from the site to the Transport Canada regional office and eventually makes its way to the national regulatory process centred in Ottawa. The various stages are designed to ensure that equity and fairness are observed and that consultation with the affected parties is completed. Integral to the implementation/modification of noise abatement procedures and restrictions is the assurance that the process has been followed.

The individual steps in the process are:

1. The noise issue is clearly identified by the proponent. Supporting documentation shall consider (where applicable) but not limited to the following, where applicable:
 1. Description of the problem;
 2. Proposed solution (including exceptions);
 3. Alternatives (such as alternative procedures or land uses in the community);
 4. Costs (such as revenue impact, direct and indirect costs to the community, airport operator and airport users);
 5. Noise impacts of the proposed solution;
 6. Effects on aircraft emissions;
 7. Effect on current and future airport capacity;
 8. Implications of not proceeding with the proposal;
 9. Implementation issues (e.g.; aircraft technology; availability of replacement aircraft; ground facilities);
 10. Impact on the Aviation System;
 11. Safety implications;
 12. Air traffic management;
 13. Fleet impact.
2. The proponent conducts consultation on the proposal with all affected parties to include the following:
 1. Airport management/operator;
 2. Noise management committee (where applicable);
 3. Community representatives;
 4. NAV CANADA;
 5. Air transport Association of Canada (ATAC)(secretarially or by delegate);
 6. Canadian Business Aircraft Association (CBAA)(secretarially or by delegate);
 7. Canadian Owners and Pilots Association (COPA)(secretarially or by delegate);
 8. All scheduled Operators who operate at the airport;
 9. Transport Canada;
 10. All Fixed Base operators on the airport.
3. The proponent:
 1. Fully and clearly explains the impacts to all parties, documenting this consultation and the information produced by this process such that it is clear what has been transmitted to whom and any reactions received.
 2. Where all parties agree with the proposal, the airport operator shall submit a description of the proposal and the consultation process. Included in the package will be a signoff indicating agreement of the participants
 3. The consultation process will include descriptions of what information was considered and an explicit indication of agreement to not consider particular items.

4. Where there is no consensus, the proponent shall document the consultation in the same manner as b) above, include any dissenting views, and will forward this information to the airport operator for onward transmission to Transport Canada. Dissents should contain all reasons for the position taken.
5. Regional Aerodrome and Air Navigation Division reviews the documentation and the proposal to ensure that the consultation process has been followed and that the report is complete and accurate, and then refers it to the Director, Civil Aviation Standards (AART) with its recommendation. This report shall include the Regional concurrence or disagreement with the proposal, along with supporting rationale.
6. The Director, Civil Aviation Standards (AART) reviews the submission and obtains headquarters Office of Technical Interest signoff to ensure that the proposal meets the national policy and verifies the national airport system effects, if applicable.
7. Where there is consensus, the proposal will be sent for publication.
8. If there is no agreement, the Director, Civil Aviation Standards (AART) prepares briefing explanatory notes for forwarding to the Aircraft Noise and Emissions Committee (ANEC) members.
9. The Director, Civil Aviation Standards (AART) will call a meeting of the ANEC to schedule a proposal review.
10. Where dissents have been forwarded, the Director, Civil Aviation Standards (AART) prepares notes and forwards an issue paper to the Secretariat of the Civil Aviation Regulatory Committee (CARC) for inclusion on a CARC meeting agenda.
11. If no dissents or CARC has rendered a decision, the Director, Civil Aviation Standards (AART) arranges with the region to publish procedure or restriction.

APPENDIX B - TRANSPORT CANADA REGIONAL OFFICES

1) Pacific Region

Aerodromes and Air Navigation
 820-800 Burrard St.
 Vancouver, B.C.
 V6Z 2J8
 Phone (604) 666-2103
 Fax (604) 666-1175

Angela Lund

To: Info
Subject: RE: Shuswap Band Notification of Interests in the Regional District of Central Kootenay

From: Erin McWillis <erin.mcwillis@landmarkrm.com>

Sent: March 2, 2022 1:28 PM

To: Info <Info@rdck.bc.ca>

Cc: Barb Cote <bcote@shuswapband.ca>; 'Lorena Tegart (ltgart@shuswapband.ca)' <ltgart@shuswapband.ca>; Mark Thomas <mthomas@shuswapband.ca>; 'teugene@shuswapband.ca' <teugene@shuswapband.ca>; Rob Diaz <Rob.Diaz@landmarkrm.com>; Adam Neil <adam@envis.ca>; Brooke Barber <brooke@landmarkrm.com>

Subject: Shuswap Band Notification of Interests in the Regional District of Central Kootenay

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

Good afternoon Aimee Watson,

Please see attached notification of interest from Shuswap Band regarding the Regional District of Central Kootenay. Shuswap Band is looking to engage on activities and decisions within the RDCK and is interested in initiating a relationship with respect to the administration of the District.

We have also included a draft Memorandum of Understanding (MOU), which follows Shuswap Band's preferred, standard process for creating a collaborative relationship, as a starting point for discussion.

Please advise of your availability for a virtual meeting to initiate relationship building and engagement with respect to the RDCK.

Best,



Erin McWillis
Researcher
Landmark Resource Management

 [1 250 880 0820](tel:12508800820)  erin.mcwillis@landmarkrm.com

 <http://landmarkrm.com>

 [201 - 45 Bastion Square Victoria, BC V8W 1J1](#)





Shuswap Band
RR#2, 3A-492 Arrow Road
Invermere BC
VOA 1K2
250.341.3678

February 15, 2022

Attention: Aimee Watson, Chair
Regional District of Central Kootenay
202 Lakeside Drive
Nelson BC V1L 6B9

Via E-Mail: info@rdck.bc.ca

Re: Shuswap Band – Notification of Interests in Regional District of Central Kootenay

The intent of this letter is to notify the Regional District of Central Kootenay (RDCK) of Shuswap Band's interests in engaging with the RDCK on activities and decisions within the District, and to initiate a relationship of collaboration with respect to the administration of the District.

The RDCK encompasses lands which are located within Shuswap Band's Traditional Territory and core area of Caretaker Responsibility. This Area of Caretaker Responsibility includes the lands on which major municipalities – including Nelson, Castlegar, and Creston – are situated. As the ongoing stewards of this land, Shuswap Band is seeking to form a relationship with the RDCK, to collaborate with the RDCK on decisions regarding the management of the District.

Canada (Bill C15) and the Province (Bill 49) have committed to engaging in free, prior, and informed consent which respects the rights and interests asserted by Indigenous communities, as described in the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP). Further, as a signatory to the Letter of Commitment (2019) between the Qwelmintec Secwepemc and the Province of British Columbia, Shuswap Band expects to be engaged on all decisions and efforts related to the management of the lands and resources within its Caretaker Area, in a collaborative manner.

Therefore, Shuswap Band looks forward to engaging with the RDCK on the path to reconciliation and co-management of the lands within our Caretaker Area. Included with this letter is a Memorandum of Understanding, which outlines the goals of Shuswap Band's collaboration with the RDCK, and acts as a first step toward a cooperative relationship.

Please contact me directly to identify a meeting date to discuss engagement between the RDCK and Shuswap Band, and next steps.

Kukwstsetsemc,

Lorena Tegart, Director of Territorial Operations

- cc. Barb Cote, Shuswap Band Chief
- Mark Thomas, Shuswap Band Council
- Tim Eugene, Shuswap Band Council
- Rob Diaz, Advisor to Shuswap Band
- Adam Neil, Advisor to Shuswap Band
- Brooke Barber, Technical Lead

THIS Memorandum of Understanding made on and effective from the ___ day of _____, 20__.

Memorandum of Understanding

Between

Shuswap Band
RR#2-3A 492 Arrow Road
Invermere, BC, V0A 1K2

and

Regional District of Central Kootenay
202 Lakeside Drive
Nelson, B.C., V1L 6B9

(collectively referred to herein as the “Parties”)

BACKGROUND

- A. Shuswap Band is a governing group of the Secwépemc Nation whose traditional territory and area of caretaker responsibility extends from the north near Valemount, to the B.C./USA border to the south, the Monashee Mountain range to the west, and the eastern foothills of the Rocky Mountains in Alberta.
- B. Shuswap Band’s rights to its traditional territory have been affirmed by the UN Declaration on the Rights of Indigenous Peoples (UNDRIP), which has been ratified in British Columbia and Canadian law.
- C. As continuing stewards of their traditional territory, Shuswap Band has the right and responsibility to the administration and decision-making with respect to its traditional territory.
- D. The administrative boundaries of the Regional District of Central Kootenay, which includes the municipalities of Nelson, Castlegar and Creston, includes lands which fall in Shuswap Band’s area of caretaker responsibility.

- E. The Parties recognize the interrelationship between the environment, socio-cultural well-being and economic development, the importance of sustainable land management, and have a shared desire to preserve, protect and enhance cultural heritage and environmental resources.

- F. The Parties recognize the Secwépemc concept of “walking on two legs”, which symbolizes upholding both western laws and science as well as Secwépemc oral history and traditional knowledge, as a productive path forward towards collaboration and reconciliation.

THEREFORE, THE PARTIES HAVE THE FOLLOWING UNDERSTANDING:

In the spirit of collaboration, cooperation, and reconciliation, the Parties wish to engage with each other with respect to the administration of, activities in, and decision-making regarding the Regional District of Central Kootenay. The Parties will work together with the mutual aim of preserving, protecting, and enhancing the various values and resources which the Regional District of Central Kootenay holds, including heritage, cultural, economic, and spiritual. The Parties move forward to co-manage and collaborate under the mutual goal of pursuing the well-being of Shuswap Band members, residents of the Regional District of Central Kootenay, and the natural environment.

SIGNED BY THE PARTIES ON THE DATES SET OUT BELOW

Signature: _____ Date: _____
 Lorena Tegart, Director of Territorial Operations
 Shuswap Band

Signature: _____ Date: _____
 Aimee Watson, Chair
 Regional District of Central Kootenay



February 2, 2022

To whom it may concern,

I am writing on behalf of Victoria City Council, requesting favourable consideration and resolutions of support for the current legal challenge against the discrimination of freedom of religion in Quebec's Bill 21 - An Act respecting the laicity of the State.

In July 2019, Victoria joined Brampton, Ontario in condemning Quebec's ban of religious symbols at work, and many Canadian municipalities to support the National Council of Canadian Muslims (NCCM), the World Sikh Organization of Canada (WSO) and the Canadian Civil Liberties Association (CCLA) in their legal challenge against Bill 21 in Quebec.

Since then, cities across Canada have been demonstrating leadership with the cities of Brampton and Toronto each pledging \$100,000 to support the legal challenges brought forward by the NCCM, WSO, and CCLA. The cities of Calgary, London, Mississauga and Winnipeg have opposed Bill 21 and are considering financial aid as well. Brampton's Mayor Patrick Brown has also issued an appeal to 100 Canadian Mayors to join the Brampton City Council in the fight against Quebec's Bill 21.

Victoria Council values the Charter of Rights and Freedoms; and believes we cannot allow the defense of the Charter and the foundational value of religious freedom to be on the backs of racialized communities against the Province of Quebec with unlimited legal resources. Additionally, a Supreme Court decision allowing the infringement of religious freedom would have negative consequences for Victorians and all Canadians.

Therefore, Victoria City Council has authorized funding of \$9500, based on a contribution of 10 cents per capita from the 2022 contingency, to the joint legal challenges of Bill 21 by National Council of Canadian Muslims (NCCM), the World Sikh Organization of Canada (WSO) and the Canadian Civil Liberties Association (CCLA).

.../2

"The City of Victoria recognizes the Songhees and Esquimalt Nations in whose traditional territories we live and work "Hay swx qa"



Please see the attached Appendix for a copy of the Council Member Motion which was approved on January 6, 2022 Council. We invite all those copied to share this letter with their members and to support the legal challenge.

Sincerely,

Lisa Helps
Victoria Mayor

Cc: Union of British Columbia Municipalities
Federation of Canadian Municipalities
Association of Vancouver Island and Coastal Communities
Capital Regional District
Members of Parliament that represent British Columbia
Members of the Legislative Assembly of British Columbia

“The City of Victoria recognizes the Songhees and Esquimalt Nations in whose traditional territories we live and work “Hay swx qa”

RECOMMENDATIONS

Therefore Be It Resolved:

1. That the City of Victoria support the current legal challenge against the discrimination of freedom of religion in Quebec's Bill 21 - An Act respecting the laicity of the State; and
2. That the Council of the Corporation of the City of Victoria authorize funding of up to \$50,000 from the 2022 Contingency to the joint legal challenges of Bill 21 by National Council of Canadian Muslims (NCCM), the World Sikh Organization of Canada (WSO) and the Canadian Civil Liberties Association (CCLA), with staff identifying the appropriate funding source; and
3. That a copy of this Resolution be sent to:
 - a. the Union of British Columbia Municipalities, the Federation of Canadian Municipalities (FCM) and the Association of Vancouver Island and Coastal Communities requesting they share with all their members inviting municipal and local authorities to support the legal challenge; and
 - b. the Capital Regional District and all Members of Parliament-House of Commons that represent British Columbia, and all Members of the legislative assembly of British Columbia.

Respectfully submitted,



Sharmarke Dubow



CORPORATION OF THE VILLAGE OF POUCE COUPE

PO Box 190, Pouce Coupe, B.C. V0C 2C0
Telephone: (250) 786-5794 Fax: (250) 786-5257
www.poucecoupe.ca

February 16, 2022

Via email:brad.vis@parl.gc.ca

Brad Vis, MP for Mission-Matsqui-Fraser Canyon
House of Commons
Ottawa, Ontario K1A 0A6

To Brad Vis:

RE: BC Wildfires Petition

The Village of Pouce Coupe, Mayor and Council resolves to support the District of Lillooet in their address to the necessary changes required to protect BC forests and all living creatures which inhabit the biomes in BC.

We support the District of Lillooet in their call upon the Provincial and Federal Governments to provide better forest management and wildfire protection in the management practices of the forests. Current policies, practices and guidelines should be assessed and re-evaluated with changes that will better manage and protect these resources.

Yours-truly,

Mayor of Pouce Coupe
Lorraine Michetti

Cc: All UBCM Member Local Governments
Mike Bernier, MLA for Peace River South
Bob Zimmer, MP for Peace River South

Councillors

Les Barkman
Sandy Blue
Kelly Chahal
Brenda Falk



CITY OF ABBOTSFORD Mayor, Henry Braun

Councillors

Dave Loewen
Patricia Ross
Dave Sidhu
Ross Siemens

March 10, 2022

File: 0530-03

Via email

UBCM Member Municipalities

Dear UBCM Members:

Re: Support for Resolution

I am writing on behalf of Abbotsford City Council, requesting favourable consideration and resolutions of support for recovering municipal costs through Build Back Better Funding for critical infrastructure for inclusion at the upcoming LMLGA Convention, in advance of the UBCM Convention this fall.

At the February 28, 2022 Council Meeting, City Council approved the following resolution:

WHEREAS the Province of BC completed a Preliminary Strategic Climate Risk Assessment for B.C. in 2019 that found that extreme weather events will continue to worsen across the province in coming years including heat waves and severe river flooding, with extreme precipitation events continuing to increase toward 1 in 20 year events becoming 1 in 10 year events or lower;

AND WHEREAS the Minister for Public Safety and Solicitor General and Emergency Management BC have been working closely with the UBCM Flood and Wildfire Advisory Committee and local governments since mid-2019 to modernize Emergency Program Act (EPA) to support local governments in responding and planning for disaster mitigation through phased-in legislative updates beginning in 2022:

THEREFORE be it resolved that the provincial government, as part of the process of modernizing the EPA legislation, include robust and sustainable 'building back better' funding at 100 per cent as part of the first phase of the updated EPA legislation in 2022; and additionally consider enhancing the Community Resiliency Investment Program to include funding programs for flood related infrastructure improvement.

We look forward to, and appreciate your support on this matter.

Yours truly,

A handwritten signature in black ink, appearing to read 'Henry Braun'.

Henry Braun
Mayor

c. Council members
Peter Sparanese, City Manager



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

March 14, 2022

To whom it may concern:

I am writing this letter on behalf of the Village of New Denver Council, asking that all levels of Canadian government join us in condemning the recent actions taken by Russia in its invasion and attacks on the sovereign nation of Ukraine.

At the regular meeting of Council held March 8, 2022 the following resolution was passed:

"That the Village of New Denver opposes in the strongest terms Russia's invasion of the Ukraine nation and demands the immediate removal of Vladimir Putin as Russian leader."

We ask that fellow local government, provincial and federal leaders stand together with a united voice stating that we will not allow the tyranny and terrorism on the Ukraine nation at the hands of Russia to continue.

Sincerely,

Leonard Casley
Mayor

Cc: Members of Parliament that represent British Columbia
Members of the Legislative Assemble of British Columbia
All forms British Columbia Regional Districts, Local Governments & Municipalities

Angela Lund

To: Info
Subject: RE: Resolution for all UBCM members

From: Alisa Thompson <athompson@terrace.ca>
Sent: March 14, 2022 1:32 PM
To: Alisa Thompson <athompson@terrace.ca>
Subject: Resolution for all UBCM members

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

Terrace City Council has submitted the attached resolution for consideration at the NCLGA convention. Please forward to your councils/boards. Thank you.

Alisa Thompson (she/her)
Corporate Administrator/Deputy CAO
City of Terrace

Acknowledging that it is an honour to live and work on the Laxyuubm Tsimshian, Kitsumkalum and Kitselas, toyaxsuut.

The City of Terrace is committed to doing our part to help slow the spread of COVID-19. All facilities are now open to the public; however, please be aware certain timelines or processes may be adjusted in order to maintain physical distancing and protect staff and the public. Find guidelines for visiting our facilities and more at <https://www.terrace.ca/covid19>. Thank you for your understanding.

NCLGA RESOLUTION –BC PROSECUTION SERVICE AND THE PUBLIC INTEREST

WHEREAS *prolific offenders in British Columbia are routinely released without consequences or meaningful conditions imposed upon them;*

AND WHEREAS *the BC Prosecution Service’s vision statement guides them to make impartial charge assessment decisions that promote public safety, justice, and respect for the rule of law and the BC Prosecution Service often determines not to recommend charges be pursued for criminal offences that are referred by the RCMP, as charges are not in the public interest;*

THEREFORE BE IT RESOLVED *that the NCLGA lobby the Provincial Government to ensure the BC Prosecution Service (Crown Counsel) live up to its vision, mission, and value statements and consider public safety and fairness when dealing with prolific offenders, and furthermore that guidelines be developed as to what constitutes “the public interest” with respect to pursuing charges for criminal offences.*

BACKGROUND:

The Crown Counsel Act¹ entrusts the Criminal Justice Branch with the responsibility to approve and conduct all prosecutions of offenses in British Columbia. The Assistant Deputy Attorney General is charged with the Administration of that Branch, and with carrying out its functions and responsibilities.

In British Columbia it has been the practice of Crown Counsel to release offenders of crimes without charges or conditions, citing charges are not in the public interest. Repeat offenders are free to recommit crimes without consequences as a result. A disproportionate amount of crime, particularly property crime, is committed by a minority of habitual offenders². Unfortunately, communities, local business owners and workers, the economy, as well as the public feel the impacts of repeat offenders who commit property crimes and thefts repeatedly and without consequence. For example, in Terrace in 2021 there were 423 failure to appear in court warrants, but only two people were charged. Two individuals in Terrace failed to appear in court 26 and 21 times each from February 2021 to February 2022. Neither have been charged with Fail to Appear. There was an average of six failure to appear warrants each week which is a burden on the RCMP to administer and ultimately is fruitless as there are no consequences for not appearing in court.

The revolving door of crime, apprehension by the authorities, and then the subsequent release of these habitual offenders erodes public confidence in our legal system. Police and law enforcement agencies as well as victim services are also burdened by repeat

calls and reports of crime. Regarding youth, it has been estimated that averting a 14-year old from a path of criminality would save society \$3 to \$5 million.³

There have been numerous police-based initiatives in British Columbia as well as other jurisdictions to try to manage prolific offenders. While there are different approaches to prolific offender management, they all require the cooperation of multiple agencies to implement. For example, “Polibation” is an approach to deal with prolific offenders that involves targeted and intensive surveillance from the police and probation programs. They involve a team of service providers that deliver interventions that are specific to the individual, including substance use and mental health treatment. Any subsequent criminal activity or breaches of the sentence conditions by the individual are dealt with by prompt apprehension and conviction.⁴ Programs like these are only possible when the Crown is willing to participate, and charge repeat offenders. When the Crown is unwilling to charge offenders, they are creating a burden on others such as the public, businesses, and law enforcement agencies. The BC Prosecution Service’s own vision is to be an independent prosecution service that people respect and trust. Public trust has been eroded by the Crown’s reticence to press charges on prolific offenders.

Sources:

1. Crown Counsel Act
https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/00_96087_01
2. Croisdale, T.E. (2007). The Persistent Offender: A longitudinal analysis. PhD Dissertation, School of Criminology, Simon Fraser University.
3. Cohen, M.A., and Piquero, A. (2009) “The Monetary Value of Saving a High Risk Youth”, *Journal of Quantitative Criminology*, 14: 5-33
4. Rezansoff, S., Moniruzzaman, A., Somers, J. (2008) An Initiative to Improve Outcomes Among Prolific and Priority Offenders in Six British Columbia Communities: Preliminary Analysis of Recidivism Faculty of Health Sciences, Simon Fraser University <https://www2.gov.bc.ca/assets/gov/law-crime-and-justice/about-bc-justice-system/justice-reform-initiatives/ppom.pdf>



Wild at heart.

District of Elkford

P.O. Box 340 Elkford, B.C. V0B 1H0

P. 250.865.4000 • F. 250.865.4001 • info@elkford.ca • www.elkford.ca

March 15, 2022

Honourable George Heyman
Ministry of Environment and Climate Change Strategy
P.O. Box 9047 Stn Prov Govt
Victoria, B.C. V8W 9E2

Dear Minister Heyman:

Re: Milk Container Recycling in British Columbia

This letter is regarding the recently implemented 10-cent deposit on milk and plant-based beverages which came into effect on February 1, 2022 as part of the CleanBC Plastic Action Plan.

The District of Elkford understands the need for this deposit and the action plan to prevent plastic waste, keep more waste out of the landfills and reduce greenhouse gas emissions to create a cleaner, better future. Additionally, the District has long been an advocate for initiatives to accomplish the same goals.

Unfortunately, the nearest location for Elkford residents to recycle milk containers is a 65 km drive to the City of Fernie, resulting in a 130 km round trip for a resident of the District of Elkford to the nearest return-in centre to receive their refund on these containers. Commuting this distance for the refund is not only an inadequate solution but is counterintuitive to our collective efforts to reduce greenhouse gas emissions.

While we recognize that residents of Elkford still have the option of placing these containers through the existing RecycleBC Depot at our local transfer station, we do not feel that it is equitable for the residents of Elkford to have this as the only reasonable option after paying the deposit at the time of purchase.

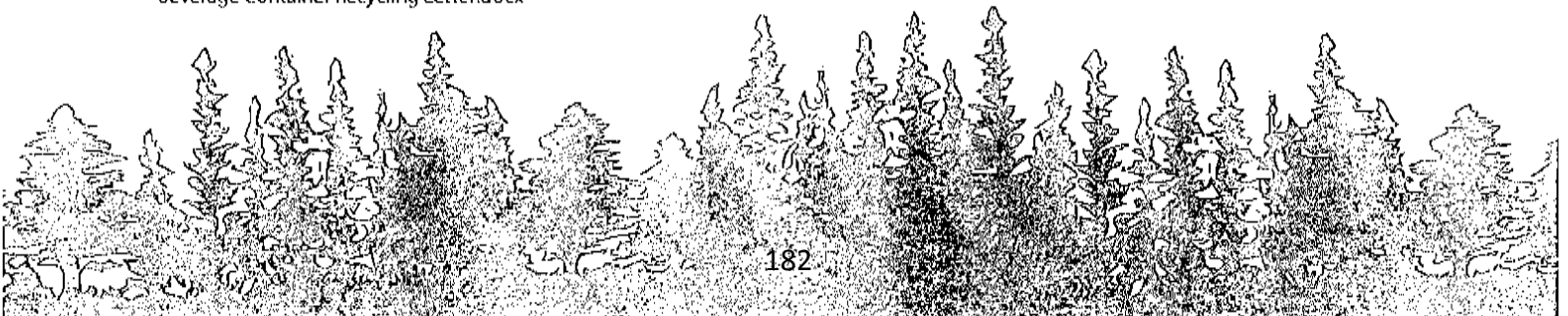
We would like the Province to reconsider this deposit-refund system to ensure that it is equitable to all residents of British Columbia while still encouraging the reduction of waste in landfills and ensuring viable solutions to continue to reduce greenhouse gas emissions.

Sincerely,

Dean McKerracher
Mayor

Cc: MLA Tom Shypltka, Kootenay East
All UBCM Member Local Governments

G:\0100 - 0699 Administration\0400 Cooperation and Liaison\01 BC Government\20 British Columbia Government\Milk and Milk Substitute Beverage Container Recycling Letter.docx





March 22, 2022

Ref: 269899

Mayors and Regional District Chairs

Attendees of the March 2022 Regional Meetings with Minister Nathan Cullen, Minister Lisa Beare, and Minister Josie Osborne

Dear Mayors and RD Chairs:

Thank you for taking the time to join Minister Nathan Cullen, Minister Lisa Beare, and Minister Josie Osborne for the March 2022 regional meetings. As Minister Cullen indicated when he affirmed his desire to continue these meetings, they have proven to be a great opportunity to hear about key issues and initiatives in your communities and for you to hear from each other and share your experiences.

The timing of these meetings could not have been planned better for the hand-off from Minister Osborne to the new Minister of Municipal Affairs, Honourable Nathan Cullen, who took the helm of Municipal Affairs on February 25th.

Minister Cullen is committed to continuing to meet with local elected leaders on a regular basis. **If there are particular topics or themes you would like to have covered in future meetings, please share these via email to MUNI.Minister@gov.bc.ca by Friday, April 15, 2022.**

On behalf of Minister Osborne, I would like to thank all of you for your support during her time as Minister of Municipal Affairs, and I know that she is looking forward to working with you in her new role as Minister of Land, Water, and Resource Stewardship and Minister Responsible for Fisheries. Many of you shared with Minister Cullen that he has big shoes to fill, and he very much looks forward to connecting with you individually and collectively in the weeks and months ahead.

The March 2022 meetings were focused on connectivity. Our government recognizes that access to reliable high-speed internet and cellular connectivity for British Columbians is more important than ever before. Minister Beare gave feedback on some initiatives that had been requested as well as pointing to new funding announced on March 8th.

Connectivity Information and Updates

As promised in the calls, here are links to information provided by Minister Beare related to connectivity. This includes new [resources for local governments](#), [planning tools](#) and an [interactive map](#) that shows announced projects funded in part by the Province.

In addition, we are pleased to share the announcement of a [federal and provincial joint funding agreement of \\$830 million](#) to connect the remaining underserved rural and Indigenous communities in B.C. by 2027, including the \$289 million announced as part of Budget 2022. This funding partnership is great news for these households that will be able to look forward to connectivity projects in their community. Work on the new program has started with the Request to Participate available on [BC Bid](#) (Number 13183). We would encourage those in underserved rural and Indigenous communities to have a look and to consider providing feedback.

We will also hold information sessions on the Request to Participate process for local government:

- The Regional Connectivity Knowledge Network will host a technical session with CAOs and staff on March 30th. Look for information on the session in [UBCM's The Compass](#).
- Elected officials will be invited to join Minister Beare on April 8th to discuss the announcement and opportunities under the new Connecting Communities BC program. Invitations will be sent directly via email.

If you have any questions about any of these sessions, please email the [Connectivity team](#) at the Ministry of Citizens' Services.

COVID-19 Update

[Changes to Provincial Restrictions](#)

Provincial Health Officer Dr. Bonnie Henry recently announced changes to provincial COVID-19 restrictions because of B.C.'s lowered hospitalization and transmission rates. Masks are no longer required in public indoor settings by public health. Wearing a mask is a personal choice.

Masks are encouraged on public transit and BC Ferries, but not required. Individual businesses and event organizers can choose to continue requiring masks on their premises. Masks are still required for [federally regulated travel, like air travel](#). There are no restrictions on worship service capacity and overnight camps for children and youth are allowed. There are no visitor limits at long-term care and seniors' assisted living facilities.

When K-12 schools return from [spring break](#), masks will no longer be required for students, staff, and visitors.

On April 8, 2022, at 12:01 am, further restrictions will be lifted:

[Proof of vaccination](#) will no longer be required to access businesses, events, and services. Individual businesses and event organizers can choose to continue requiring proof of vaccination for entry. Proof of vaccination is still required for [federally regulated travel, like air travel](#).

Businesses will no longer need a COVID-19 safety plan. They must follow communicable disease guidance from WorkSafeBC. Proof of vaccination will no longer be required for post-secondary student housing.

Budget 2022 Highlights

On February 22, 2022, Finance Minister Selina Robison tabled the 2022 provincial budget in the Legislature. Budget 2022 makes the choices needed to build a stronger BC and make life better for people by investing in our economic, environmental, and social strengths.

The Ministry of Municipal Affairs has three objectives coming out of Budget 2022 as included in our Service Plan:

- Strong, sustainably governed communities
- Economic recovery beyond the COVID-19 pandemic
- Vibrant, inclusive communities that are welcoming to newcomers

Budget 2022 includes significant new funding commitments of interest to local governments including emergency preparedness and disaster recovery, climate action, homelessness, and connectivity. More information can also be found on the [UBCM website](#).

- **Emergency Preparedness & Recovery** - investments to improve operations at EMBC and the River Forecast Centre as well as a proactive, year-round service model for BC Wildfire Services that will boost emergency preparedness, and support flood recovery in affected communities. This includes:
 - funds to help communities build critical infrastructure back better after the disastrous weather events in 2021,
 - new funding to the Community Emergency Preparedness Fund to support emergency management and preparedness, and
 - \$90 million allocated in 2021/2022 to complete FireSmart initiatives.
- **Climate Action** - investing \$1 billion in new funding for implementing the province's climate action strategies, CleanBC and the Roadmap to 2030. This includes:
 - establishing a new \$76 million Local Government Climate Action Program, administered by the Climate Action Secretariat at the Ministry of Environment to help local governments take action to reduce emissions and prepare for and adapt to climate change.
 - The Local Government Climate Action Program will be operational in Spring of 2022. More information on program specifics will be released in the coming weeks.
 - \$30 million in grants to local governments to improve active transportation infrastructure.
- **Homelessness** - investing \$633 million over three years to expand homelessness services and wrap around support services, including:
 - complex care housing to over 20 sites that will support up to 500 people with severe mental health, substance abuse issues, or traumatic and acquired brain injuries.
- **Housing** – investing an additional \$166 million over three years to accelerate progress towards building 114,000 affordable housing units in communities across BC.

- Budget 2022 also included significant investments in forestry, mental health and substance abuse, reconciliation, tourism, and childcare.

Funding Opportunities

CleanBC Communities Fund

The third intake for the **ICIP CleanBC Communities Fund** is now open for applications **until May 25, 2022, at 3:00 pm PST**. This intake supports projects starting in 2023 and must be completed by March 2027. Program information can be found [here](#).

The CleanBC Communities Fund is a collaboration between the BC Ministry of Environment and Climate Change Strategy and the Ministry of Municipal Affairs in close partnership with Infrastructure Canada. Please email infra@gov.bc.ca to get connected to a program team member who can respond to your questions.

Strengthening Communities' Services Program

The second intake for the **Strengthening Communities' Services Program** is open and **will accept applications until April 22, 2022**. This means that communities can continue to respond to peoples' unique needs, especially those who are most vulnerable.

The fund is open to all local governments and modern Treaty Nations to support unsheltered homeless populations and address community impacts caused by COVID-19. For the second intake, the program guidelines have been updated to clarify that supports to address extreme weather events, such as temporary warming and cooling centers, are eligible for funding. Although these services were eligible during the program's first intake, the guidelines did not specifically mention them. UBCM is administering the program on behalf of the Province. For more information visit the [UBCM website](#).

Community to Community Forums (C2C)

[Community to Community Forum funding](#) is again available this year for First Nations and local governments to gather for dialogue to build on opportunities, support reconciliation efforts, resolve issues of common responsibility, interest or concern, and advance tangible outcomes.

Since 1999, the Ministry of Municipal Affairs and Indigenous Services Canada have provided funding for the C2C program. In this time, more than 680 C2C Forums have been held in communities across the province. Funding permitting, the C2C program can contribute a maximum of 100% of the cost of eligible activities – to a maximum of \$5,000.00. Communities can apply to more than one intake and a “forum” doesn't have to be one stand-alone event. For example, a forum can be a re-occurring series of meetings.

Application Deadlines:

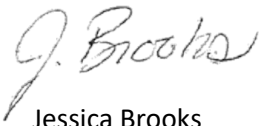
April 8, 2022, for events between April 22, 2022, and March 31, 2023

September 2, 2022, for events between September 26, 2022, and March 31, 2023

December 2, 2022, for events between January 1 and March 31, 2023

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 will be in May, and Minister's Office staff will be in contact with you about the date, time, and meeting information.

Sincerely,



Jessica Brooks
A/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

April 7, 2022

File # 0400-20

Via email: EDUC.Minister@gov.bc.ca

Ministry of Education and Child Care
PO Box 9045 Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister Whiteside:

Re: Extended Hour Child Care for Shift Workers

At the March 28, 2022 Regular Council Meeting, the City of Fort St. John Council passed the following resolution:

“WHEREAS, provisions in the Community Care and Assisted Living Act - Child Care Licensing Regulation state that a licensee must not provide care for more than 13 hours each day to each child;

AND WHEREAS, there is a need for extended shift workers to access child care beyond the current 13 hours per day per child;

THEREFORE, be it resolved that NCLGA and UBCM lobby the Provincial Government to amend the Child Care Licensing Regulation to accommodate extended hour child care to support shift workers and their families.

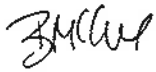
AND THAT, the resolution also be sent to the Ministry of Education, MLA Dan Davies, and copied to all UBCM member municipalities.”

Northern Health, YMCA of Northern BC and School District 60 have partnered to pilot an extended care and learning centre in our community. The 13-hour day of care per child limitation places an additional stress on the licensee to meet that metric when the target population for the pilot program consists of the extended work day healthcare shift worker.

With the limited extended hour child care options for families of shift workers we ask for an amendment to the Child Care Licensing Regulation to accommodate a variety of work schedules.

....2

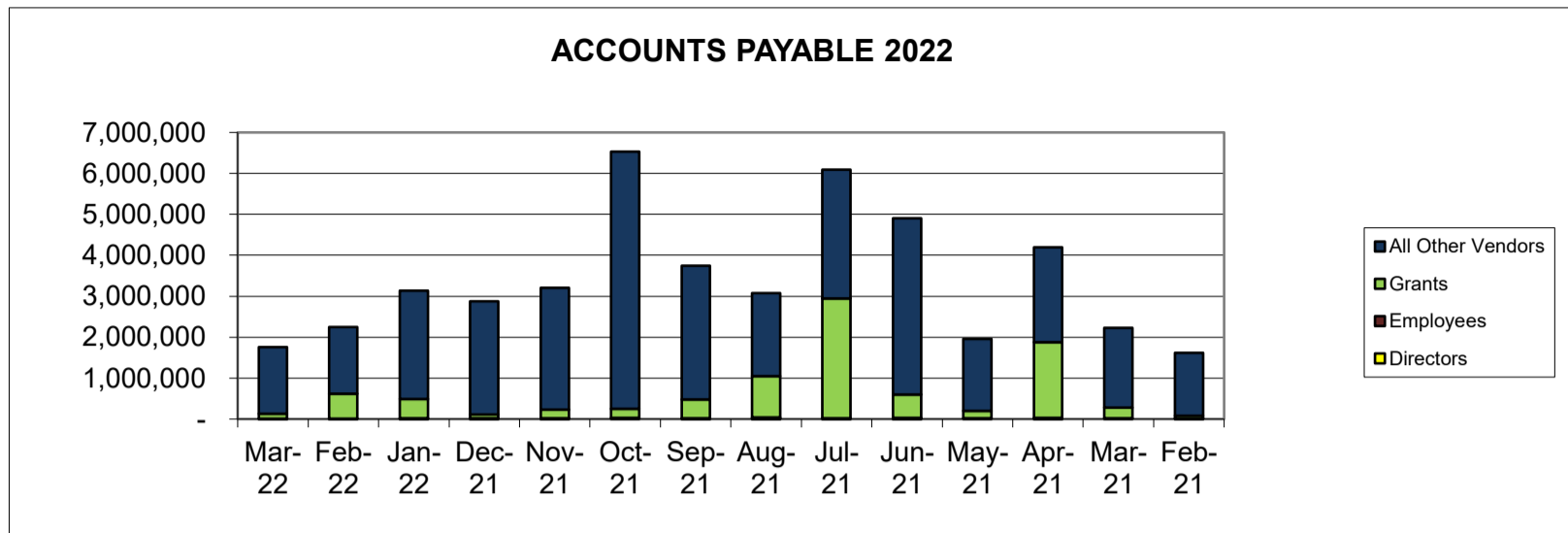
Sincerely,



Bonnie McCue
Corporate Officer

cc MLA Dan Davies, Peace River North
Dan.Davies.MLA@leg.bc.ca
Union of BC Municipalities

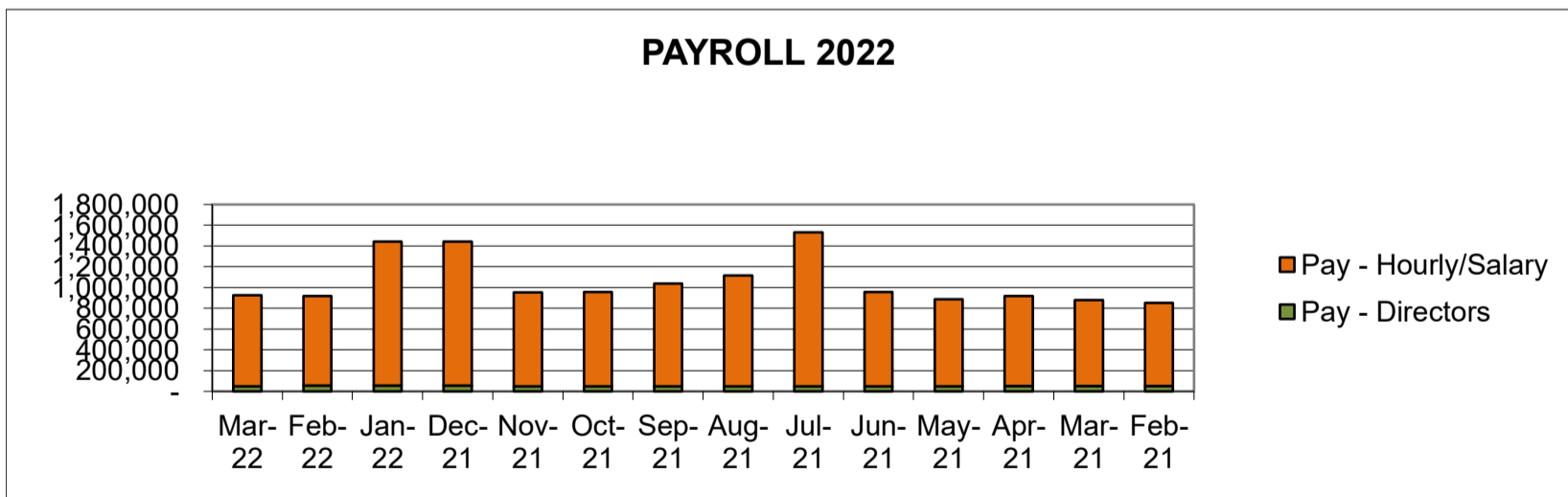
Financial Expenditure Report for March 2022



| | Number of Payments | Value | % of Total |
|---|--------------------|--------------------|-------------|
| | 1,085 | \$1,760,821 | |
| Top 80% of payments by value | 148 | 1,409,139 | 80% |
| Remaining 20% of payments by value | 937 | 351,681 | 20% |
| Total | | \$1,760,821 | 100% |

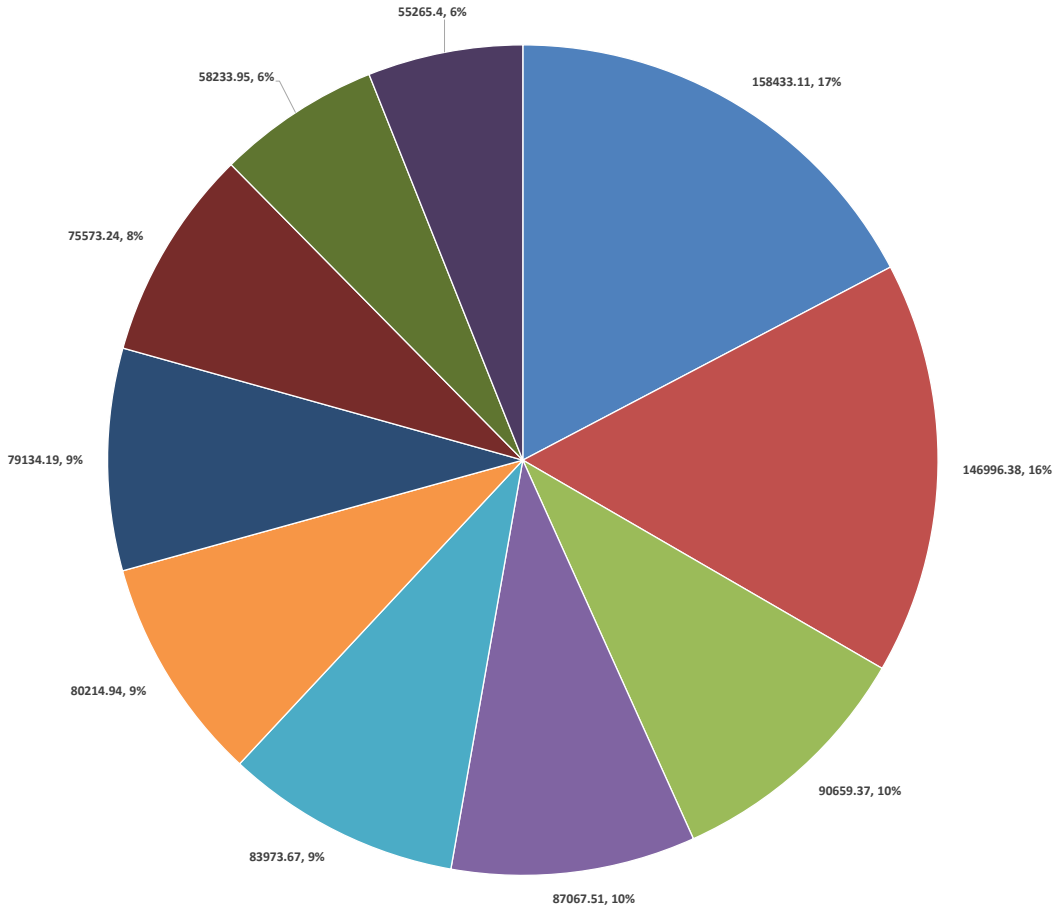
| | Number of Payments | Value | % of Total |
|---|--------------------|--------------------|--------------|
| | 1,085 | \$1,760,821 | |
| Payments to Directors | 1 | 38 | 0.0% |
| Payments to Employees | 39 | 12,665 | 0.7% |
| Subtotal | | 12,703 | 0.7% |
| Discretionary and Community Development Grants | 43 | 114,179 | 6.5% |
| Other Vendors | 1,002 | 1,633,939 | 92.8% |
| Subtotal | | 1,748,118 | 99.3% |
| Total | | \$1,760,821 | 100% |

| Payment Method | Direct Deposit | % of Total | Cheques | % of Total |
|----------------|----------------|------------|---------|------------|
| | 928 | 86% | 157 | 14% |



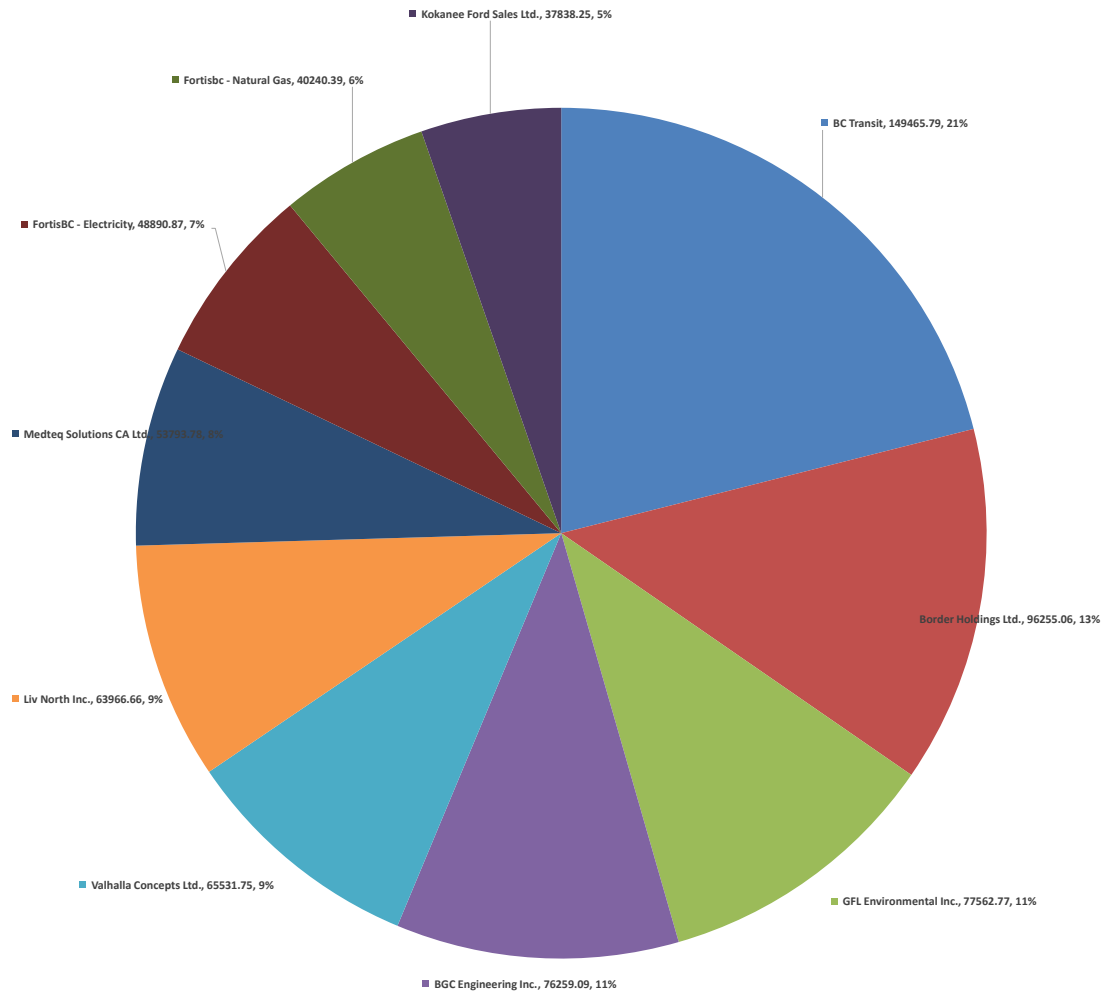
| | Number of Payments | Value | % of Total |
|---------------|--------------------|-----------|------------|
| | | \$927,422 | 100% |
| Directors | | 49,394 | 5.3% |
| Hourly/Salary | | 878,028 | 94.7% |

Top 10 Services by Amount Spent



- Recreation Facility-Creston and Areas B, C and Area A
- Refuse Disposal (East Subregion)-Creston and Areas A, B and C
- Fire Protection-Areas H and I (Slocan Valley)
- Refuse Disposal (West Subregion)-Castlegar, New Denver, Slocan and Area H, I, J, and K
- Refuse Disposal (Central Subregion)-Nelson, Kaslo, Salmo and Areas D, E, F, and G
- General Administration
- Recreation Facility-Nelson and Areas F and Defined E
- Development Services
- Arena (Castlegar Complex)-Castlegar and Areas I and J
- Rural Administration

Top 10 Vendors by Value



Accounts Payable Top 80% of Payments for March 2022

| Top 80% of payments by value | Number of Payments | Value |
|--|---------------------------|---------------------|
| | 148 | \$ 1,409,139 |
| 1022117 Alberta Ltd. | 4 | \$ 19,267.10 |
| 1583343 Ontario Inc. O/A Swiss Print International | 1 | \$ 3,431.68 |
| A&G Supply Ltd | 1 | \$ 2,076.17 |
| Akokli Construction LTD. | 2 | \$ 7,743.75 |
| Andex Equipment Rentals | 1 | \$ 2,503.74 |
| Arrow & Slocan Lakes Community Services (ASLCS) | 1 | \$ 5,000.00 |
| Arrow Lakes Aggregates | 1 | \$ 17,944.82 |
| Arrow Mountain Carwash & Mini Storage Ltd | 2 | \$ 6,392.41 |
| Arrow Slocan Lakes Community Service | 1 | \$ 2,000.00 |
| Associated Fire Safety Equipment | 1 | \$ 3,144.75 |
| BC Transit | 5 | \$ 149,465.79 |
| BGC Engineering Inc. | 2 | \$ 76,259.09 |
| Bi Purewater | 1 | \$ 7,355.26 |
| Border Holdings Ltd. | 1 | \$ 96,255.06 |
| Brenton Industries Ltd | 1 | \$ 16,128.00 |
| Canadian Red Cross Society | 1 | \$ 5,000.00 |
| CanGas Propane Inc. | 3 | \$ 12,031.89 |
| Carey McIver & Associates Ltd. | 2 | \$ 10,868.81 |
| CDW Canada Corp | 2 | \$ 34,402.33 |
| Central Kootenay Food Policy Council | 1 | \$ 15,000.00 |
| Central Kootenay Garbage Club | 1 | \$ 9,817.50 |
| Cleartech Industries Inc | 2 | \$ 4,911.21 |
| Columbia Basin Alliance for Literacy | 1 | \$ 2,000.00 |
| Comfort Welding Ltd | 2 | \$ 18,878.33 |
| Cover Architectural Collaborative Inc. | 1 | \$ 4,590.60 |
| Creston Valley Chamber Of Commerce | 1 | \$ 2,651.25 |
| Creston, Town Of | 1 | \$ 28,647.48 |
| Cupe Local 2262 | 4 | \$ 8,457.75 |
| Dave Heath Photography | 1 | \$ 5,250.00 |
| Dave's Plumbing Ltd | 2 | \$ 4,921.88 |
| Emco Corporation | 1 | \$ 9,923.73 |
| Factor 5 Group Inc | 1 | \$ 7,717.50 |
| Federation of Canadian Municipalities | 1 | \$ 13,854.29 |
| FortisBC - Electricity | 7 | \$ 48,890.87 |
| Fortisbc - Natural Gas | 2 | \$ 40,240.39 |
| Friends of Kootenay Lake Stewardship Soc. | 1 | \$ 2,000.00 |
| Friends of the Lardeau River | 1 | \$ 2,200.00 |
| Frozen Solutions Inc. dba Frozen Refrigeration | 1 | \$ 2,768.49 |
| GFL Environmental Inc. | 7 | \$ 77,562.77 |
| Goat Mountain Enterprises Ltd | 2 | \$ 5,638.50 |
| Guille, Pam | 2 | \$ 4,200.00 |
| Hellman Canoes and Kayaks | 1 | \$ 2,464.00 |
| HomePlus Products | 1 | \$ 16,769.62 |
| Hywood Truck & Equipment Ltd | 1 | \$ 3,771.62 |
| I.T. Blueprint Solutions Consulting Inc. | 1 | \$ 5,054.56 |
| IDEXX Laboratories Canada LP | 1 | \$ 3,403.14 |
| IronTek Land Developments | 1 | \$ 3,941.70 |
| Kaslo Outdoor Rec Society (KORS) | 1 | \$ 5,000.00 |
| KBRH Health Foundation | 1 | \$ 2,083.30 |
| Kelly's Maintenance and Services | 1 | \$ 2,625.00 |
| KEM Services | 1 | \$ 5,831.61 |
| Kendrick Equipment (2003) Ltd | 1 | \$ 2,105.60 |
| Klines Motors Ltd. | 2 | \$ 17,905.13 |
| Kokanee Fire & Safety Ltd. | 1 | \$ 2,232.60 |
| Kokanee Ford Sales Ltd. | 2 | \$ 37,838.25 |
| Kokanee Park Marine Ltd | 1 | \$ 3,150.00 |
| Kokanee Peaks Interiors | 1 | \$ 3,963.75 |
| Kootenay Employment Services Society | 1 | \$ 33,353.51 |
| Lesperance Mendes | 1 | \$ 4,026.40 |
| Liv North Inc. | 2 | \$ 63,966.66 |
| Mayday Electric Ltd | 1 | \$ 2,281.10 |
| Medteq Solutions CA Ltd. | 1 | \$ 53,793.78 |
| Mega Technical Holdings Ltd | 1 | \$ 4,647.66 |
| Mills Bros Construction Ltd | 1 | \$ 3,502.10 |
| Minister of Finance | 1 | \$ 6,757.38 |
| Nelson & District Arts Council | 1 | \$ 2,500.00 |
| Nelson Food Cupboard | 4 | \$ 13,000.00 |
| Nelson Hydro | 1 | \$ 25,342.88 |
| Nelson Leafs Hockey Society | 1 | \$ 4,473.00 |

| Top 80% of payments by value | Number of Payments | | Value |
|--|--------------------|----|-----------|
| | 148 | \$ | 1,409,139 |
| Orion Fire Distribution Ltd. | 1 | \$ | 3,696.50 |
| Prism Engineering | 1 | \$ | 2,761.50 |
| Reliance Office Services Ltd | 1 | \$ | 2,415.00 |
| ResQtech Systems Inc | 1 | \$ | 3,507.20 |
| Riverside Farm | 1 | \$ | 7,078.89 |
| Robson Community Memorial Church | 1 | \$ | 9,000.00 |
| Robson Fire & Rescue Society | 1 | \$ | 4,300.00 |
| Robson-Raspberry Improvement District | 1 | \$ | 3,186.00 |
| Rocky Mountain Agencies | 5 | \$ | 15,908.78 |
| Rocky Mountain Phoenix | 1 | \$ | 4,399.50 |
| Rocky Point Engineering Ltd. | 1 | \$ | 7,695.85 |
| Rotary Club of Nelson Daybreak | 1 | \$ | 14,500.00 |
| Selkirk College (Castlegar) | 1 | \$ | 17,879.40 |
| Sfj Inc | 1 | \$ | 2,517.43 |
| Silver Ridge Earthworks and Snow Removal | 1 | \$ | 2,667.70 |
| Slocan Volunteer Fire Department Social Club | 1 | \$ | 2,000.00 |
| SLR Consulting (Canada) Ltd. | 1 | \$ | 4,919.91 |
| SNT Geotechnical Ltd. | 1 | \$ | 3,633.00 |
| Spartan Controls Ltd | 1 | \$ | 4,666.20 |
| Stafford Welding | 2 | \$ | 11,749.50 |
| Stewart Mcdannold Stuart | 1 | \$ | 2,016.00 |
| Telus Communications Inc | 1 | \$ | 5,108.16 |
| Telus Mobility | 2 | \$ | 14,285.80 |
| Tremlock Properties Ltd | 1 | \$ | 2,878.33 |
| Trobak, Dan | 1 | \$ | 4,504.50 |
| Troy Life & Fire Safety Ltd | 1 | \$ | 3,025.05 |
| Twin Rivers Controls Ltd | 1 | \$ | 3,215.10 |
| Valhalla Concepts Ltd. | 1 | \$ | 65,531.75 |
| Wasteline Containers Ltd. | 1 | \$ | 25,414.62 |
| Wildland Recreation Solutions | 1 | \$ | 14,700.00 |
| Wildlife Conservation Society of Canada | 1 | \$ | 2,800.00 |
| Ymir Volunteer Fire Social Fund | 1 | \$ | 4,000.00 |

Accounts Payable Bottom 20% of Payments for March 2022

| Remaining 20% of payments by value | Number of Payments | | Value |
|--|--------------------|----|----------------|
| | 937 | \$ | |
| | | | 351,681 |
| 1022117 Alberta Ltd. | 6 | \$ | 6,323.88 |
| 1162587 AB Ltd. | 1 | \$ | 1,470.00 |
| 2 Pump Paul's Gas and Snacks | 1 | \$ | 242.65 |
| 4Imprint Inc | 1 | \$ | 1,010.71 |
| 547839 BC Ltd. | 1 | \$ | 837.38 |
| ACE Courier Services | 12 | \$ | 645.71 |
| Acklands-Grainger Inc | 4 | \$ | 494.15 |
| Air Liquide Canada Inc | 4 | \$ | 539.29 |
| Akokli Construction LTD. | 1 | \$ | 942.90 |
| Alberta Fire Chiefs Association | 1 | \$ | 338.12 |
| All Elements Industries Ltd. | 1 | \$ | 105.00 |
| Ancron Medical Centre | 1 | \$ | 45.00 |
| Anderson, Penny | 1 | \$ | 380.00 |
| Andex Equipment Rentals | 2 | \$ | 826.39 |
| Andrew Sheret Ltd | 12 | \$ | 4,000.78 |
| Aquam Inc | 2 | \$ | 465.09 |
| Arnold Contracting & Bobcat Service | 1 | \$ | 590.63 |
| Arrow Lakes Aggregates | 2 | \$ | 1,939.00 |
| Associated Fire Safety Equipment | 1 | \$ | 1,914.76 |
| Atkins, Brook | 1 | \$ | 901.94 |
| Atomic Crayon | 1 | \$ | 745.34 |
| Authorized Security Ltd. | 1 | \$ | 252.00 |
| Baker Street Mens Wear | 1 | \$ | 594.72 |
| Balfour Gill And Gift | 1 | \$ | 658.86 |
| Barnhouse, Greg | 1 | \$ | 384.21 |
| BC Air Filter Ltd | 1 | \$ | 928.41 |
| BC Hydro & Power Authority | 5 | \$ | 4,759.01 |
| Beerens, Kurt | 1 | \$ | 328.75 |
| Bencor Industries Ltd. | 1 | \$ | 453.60 |
| Bi Purewater | 2 | \$ | 686.26 |
| Bill's Heavy Duty Enterprises (2004) Ltd. | 4 | \$ | 2,428.62 |
| Black Press Group Ltd | 1 | \$ | 1,827.39 |
| Boundary Electric (1985) Ltd. | 1 | \$ | 571.20 |
| Brandt Tractor Ltd | 2 | \$ | 649.93 |
| Bruller Corporation | 1 | \$ | 757.19 |
| Burton Internet Society | 1 | \$ | 39.20 |
| C.A. Fischer Lumber Co. Ltd. | 10 | \$ | 438.77 |
| Canadian Centre for Occupational Health and Safety | 6 | \$ | 225.00 |
| Canadian Linen & Uniform | 5 | \$ | 352.54 |
| Canadian Playground Safety Institute | 1 | \$ | 1,139.25 |
| CanGas Propane Inc. | 9 | \$ | 2,466.72 |
| Canyon Country Store | 5 | \$ | 100.43 |
| Carey McIver & Associates Ltd. | 1 | \$ | 1,470.00 |
| Cascade Lock & Safe | 1 | \$ | 33.60 |
| Castle Fuels (2008) Inc | 1 | \$ | 689.05 |
| Castlegar & District Chamber of Commerce | 1 | \$ | 2,000.00 |
| Castlegar Home Hardware | 1 | \$ | 591.93 |
| Castlegar Medical Associates | 1 | \$ | 46.40 |
| CDW Canada Corp | 6 | \$ | 4,351.26 |
| Central Kootenay Invasive Species Society | 1 | \$ | 1,000.00 |
| Chmara, Deb | 2 | \$ | 167.91 |
| Cintas Canada Ltd Location 889 | 2 | \$ | 263.80 |
| Classic Glass & Trim | 1 | \$ | 18.00 |
| Cleartech Industries Inc | 2 | \$ | 1,729.00 |
| Cloverdale Paint Inc | 3 | \$ | 735.97 |
| Coca-Cola Bottling Company | 1 | \$ | 446.49 |
| Columbia Basin Broadband Corporation | 4 | \$ | 2,788.80 |
| Columbia Wireless Inc | 6 | \$ | 492.80 |
| Comfort Welding Ltd | 8 | \$ | 377.08 |
| Connect Hearing | 1 | \$ | 548.10 |
| Cowan's Office Supplies | 32 | \$ | 7,657.77 |
| Cranbrook Water Conditioning Ltd. | 8 | \$ | 229.16 |
| Crawford Bay & District Hall & Parks Association | 1 | \$ | 515.60 |

| Remaining 20% of payments by value | Number of Payments | | Value |
|---|--------------------|----|-----------|
| | 937 | \$ | 351,681 |
| Crawford Bay Store | 3 | \$ | 179.90 |
| Creston Card & Stationery | 4 | \$ | 268.86 |
| Creston Valley Tourism Society | 1 | \$ | 945.00 |
| Creston, Town Of | 1 | \$ | 584.87 |
| CT Automotive | 1 | \$ | 250.02 |
| Cupe Local 748 | 4 | \$ | 3,274.83 |
| Dave's Plumbing Ltd | 1 | \$ | 1,421.88 |
| DB Perks & Associates Ltd | 5 | \$ | 4,518.40 |
| Dewar, Janna | 1 | \$ | 95.00 |
| DHC Communications Inc | 3 | \$ | 1,800.52 |
| Dickieson, Nicole | 2 | \$ | 795.20 |
| Distributel Communications Limited | 1 | \$ | 325.78 |
| Downtown Automotive | 2 | \$ | 669.58 |
| Dye, Cindy | 1 | \$ | 375.00 |
| East Shore Internet Society | 2 | \$ | 112.00 |
| East Shore Mainstreet | 2 | \$ | 530.25 |
| Eclipse Inspection and Welding Services | 1 | \$ | 1,050.00 |
| EECOL Electric Corp. | 1 | \$ | 909.71 |
| Emco Corporation | 4 | \$ | 2,601.24 |
| Entandem | 10 | \$ | 3,065.88 |
| Environmental Operators Certification Program | 2 | \$ | 315.00 |
| Ethier, Steve | 1 | \$ | 268.79 |
| Expresslane Deliveries | 1 | \$ | 302.40 |
| Fabco Plastics Western BC Ltd. | 1 | \$ | 1,351.01 |
| Federated Co-Operatives Ltd | 8 | \$ | 1,421.21 |
| Fehr, Carol | 2 | \$ | 1,265.45 |
| Feit, Joseph | 1 | \$ | 230.99 |
| Fernie, Stevie | 1 | \$ | 50.00 |
| FortisBC - Electricity | 35 | \$ | 16,537.73 |
| Fortisbc - Natural Gas | 2 | \$ | 78.16 |
| Four Star Communications Inc | 1 | \$ | 99.75 |
| Fraser Valley Building Supplies Inc. | 4 | \$ | 102.73 |
| Friends of Kootenay Lake Stewardship Soc. | 5 | \$ | 6,000.00 |
| Friesen, Matthew | 1 | \$ | 997.50 |
| Gazzard, Kristi A | 1 | \$ | 71.37 |
| GFL Environmental Inc. | 15 | \$ | 12,390.08 |
| Gilbert Parts Depot | 1 | \$ | 21.11 |
| Graham Marine Construction | 1 | \$ | 210.00 |
| Grant, Rick | 1 | \$ | 360.00 |
| Gray Creek Hall Society | 1 | \$ | 1,000.00 |
| Gray Creek Store | 1 | \$ | 4.47 |
| Gray's Contracting | 3 | \$ | 1,001.42 |
| Greene, Gregory | 5 | \$ | 1,874.36 |
| Greep, Wes | 5 | \$ | 260.00 |
| Guille, Pam | 2 | \$ | 2,730.00 |
| Guillevin International Inc | 4 | \$ | 823.93 |
| Hach Sales and Service Canada Ltd | 3 | \$ | 1,363.80 |
| Hall Printing | 8 | \$ | 4,152.97 |
| Hanam, Kevin | 1 | \$ | 253.76 |
| Harlan Fairbanks Co Ltd | 2 | \$ | 752.03 |
| Hewgill, Mathew | 1 | \$ | 125.00 |
| Hipperson Hardware | 1 | \$ | 65.25 |
| Hi-Way 9 Express Ltd | 2 | \$ | 228.61 |
| HomePlus Products | 2 | \$ | 2,331.89 |
| Hopkyns, John (Chris) | 1 | \$ | 36.60 |
| Hufty's Leasing Ltd | 1 | \$ | 497.88 |
| Hull, Conor | 1 | \$ | 175.68 |
| Hume Hotel | 2 | \$ | 353.20 |
| HuskyPro | 1 | \$ | 1,879.52 |
| Hywood Truck & Equipment Ltd | 3 | \$ | 1,050.70 |
| I.T. Blueprint Solutions Consulting Inc. | 1 | \$ | 367.50 |
| Imperial Oil WEX Canada Ltd | 1 | \$ | 1,287.59 |
| In the Air Networks | 1 | \$ | 78.40 |
| Industrial Alliance Insurance and Financial Services Inc. | 1 | \$ | 808.31 |
| Infosat Communications | 2 | \$ | 485.26 |
| Inland Allcare | 19 | \$ | 4,972.04 |
| Inland Kenworth (Castlegar) | 2 | \$ | 1,826.27 |
| Insight Canada Inc. | 2 | \$ | 325.02 |

| Remaining 20% of payments by value | Number of Payments | | Value |
|---|--------------------|----|----------|
| | 937 | \$ | 351,681 |
| Interior Health Authority - Environmental Health | 2 | \$ | 276.00 |
| Iron Mountain | 1 | \$ | 21.00 |
| Ironhorse Holding | 1 | \$ | 262.50 |
| Jakubow Enterprises Ltd o/a Canadian Tire Castlegar (492) | 18 | \$ | 2,506.93 |
| Jennifer Wickwire | 2 | \$ | 600.00 |
| Johnson, Javan | 1 | \$ | 350.00 |
| Justice Institute Of Bc | 3 | \$ | 1,943.94 |
| JVW Property Maintenance | 1 | \$ | 320.25 |
| Kal Tire (Nelson) | 2 | \$ | 256.05 |
| Kaslo Building Maintenance | 1 | \$ | 535.50 |
| Kaslo Infonet Society | 1 | \$ | 72.69 |
| Kaslo, Village Of | 2 | \$ | 240.33 |
| Kathy Gordon's Cleaning Services | 5 | \$ | 517.00 |
| Kel Print | 1 | \$ | 59.98 |
| KEM Services | 1 | \$ | 225.75 |
| Kemlee Equipment Ltd | 5 | \$ | 1,167.02 |
| Kendrick Equipment (2003) Ltd | 1 | \$ | 191.48 |
| KGC Fire Rescue Inc | 4 | \$ | 3,701.65 |
| Kidney Foundation of BC & Yukon | 1 | \$ | 500.00 |
| Kilburn, Jackie | 1 | \$ | 1,650.00 |
| Knight Road Repairs | 2 | \$ | 551.25 |
| Kokanee Fire & Safety Ltd. | 4 | \$ | 1,932.23 |
| Kokanee Ford Sales Ltd. | 1 | \$ | 765.40 |
| Kokanee Rural Internet | 1 | \$ | 89.60 |
| Kone Inc | 1 | \$ | 1,355.73 |
| Kootenay Carshare Cooperative | 2 | \$ | 45.92 |
| Kootenay Communications Ltd | 1 | \$ | 920.63 |
| Kootenay Consulting & Testing Services | 1 | \$ | 640.50 |
| Kootenay Glass & Mirror Ltd | 1 | \$ | 428.35 |
| Kootenay Industrial Supply Ltd | 13 | \$ | 1,645.83 |
| Kootenay Literary Society | 1 | \$ | 650.00 |
| Kootenay Native Plant Society | 1 | \$ | 1,500.00 |
| Kootenay Valley Water & Spas | 3 | \$ | 89.50 |
| Lane, Harvey | 2 | \$ | 268.40 |
| Lasko, Carolyn | 1 | \$ | 100.00 |
| Lectric Ave Electronics | 1 | \$ | 36.96 |
| Lidstone & Company | 1 | \$ | 238.56 |
| Lifesaving Society | 11 | \$ | 3,722.23 |
| Little h Design Works | 2 | \$ | 173.25 |
| Living Lakes Canada | 1 | \$ | 1,500.00 |
| Lo-Cost Propane | 2 | \$ | 2,285.61 |
| LogMeIn Ireland Limited | 2 | \$ | 47.04 |
| Lordco Parts Ltd | 9 | \$ | 448.49 |
| Luck, Kalen | 1 | \$ | 175.00 |
| LV Rogers Secondary School | 2 | \$ | 2,000.00 |
| Mallard's Source for Sports | 2 | \$ | 345.24 |
| Marino Wholesale Ltd | 5 | \$ | 1,328.52 |
| Martech Electrical Systems Ltd | 1 | \$ | 623.35 |
| Masse Enviromental Consultants Ltd. | 3 | \$ | 2,169.21 |
| Mike Jones Enterprises Ltd | 1 | \$ | 315.00 |
| Mills Bros Construction Ltd | 1 | \$ | 756.00 |
| Minister of Finance | 1 | \$ | 7.98 |
| Minister Of Finance - Product Distribution Centre | 2 | \$ | 210.23 |
| Mitchell Supply Ltd | 2 | \$ | 158.73 |
| Mountain Logic Solutions Inc. | 3 | \$ | 2,976.12 |
| Mountain Transport Institute Ltd | 2 | \$ | 900.00 |
| Nakusp & Area Development Board | 1 | \$ | 1,000.00 |
| Nakusp Secondary School | 1 | \$ | 1,500.00 |
| Nakusp Ski Club Association | 1 | \$ | 730.00 |
| Nanaimo, City of | 20 | \$ | 8,705.55 |
| Napa Auto Parts (Nelson) | 1 | \$ | 75.08 |
| Nasmyth Morrow & Bogusz (In Trust) | 1 | \$ | 1,041.16 |
| Navigata Communications Limited | 2 | \$ | 57.27 |
| Nelson & District Rod & Gun Club | 1 | \$ | 1,200.00 |
| Nelson Building Centre Ltd | 20 | \$ | 1,780.62 |
| Nelson Farmers Supply Ltd | 10 | \$ | 478.77 |
| Nelson Hydro | 13 | \$ | 5,456.80 |
| Nelson Nordic Ski Club | 1 | \$ | 1,500.00 |

| Remaining 20% of payments by value | Number of Payments | | Value |
|---|--------------------|----|----------|
| | 937 | \$ | 351,681 |
| Nelson Public Library | 2 | \$ | 3,600.00 |
| Nelson Toyota | 2 | \$ | 889.02 |
| Nelson, City Of | 3 | \$ | 3,367.50 |
| Newcomen, Jennifer | 1 | \$ | 300.00 |
| Northtown Rental & Sales | 1 | \$ | 15.63 |
| Oliver, Christopher | 1 | \$ | 317.20 |
| Omega Communications Ltd. | 1 | \$ | 245.85 |
| Orkin Canada Corporation | 2 | \$ | 298.20 |
| Overland West Freight Lines Ltd | 3 | \$ | 3,232.13 |
| Parslow Lock & Safe Ltd. | 1 | \$ | 716.80 |
| Passmore Laboratory Ltd | 5 | \$ | 950.00 |
| Pennywise | 3 | \$ | 2,447.14 |
| Phoenix Computers | 1 | \$ | 44.69 |
| Pictometry Canada Corp. | 1 | \$ | 831.44 |
| Pitbull Contracting Ltd | 2 | \$ | 2,335.20 |
| Pitney Bowes | 4 | \$ | 1,409.79 |
| Popoff, Walter A | 1 | \$ | 37.82 |
| Prestige Lakeside Resort | 1 | \$ | 136.85 |
| Procter General Store | 1 | \$ | 283.53 |
| Purolator Inc | 4 | \$ | 561.24 |
| Pyramid Building Supplies | 5 | \$ | 559.88 |
| Ralcomm Ltd. | 1 | \$ | 62.72 |
| Recycling Council of BC | 1 | \$ | 1,934.00 |
| Rfs Canada | 10 | \$ | 1,099.22 |
| Ricoh Canada Inc | 4 | \$ | 284.53 |
| Riondel Cable Society | 2 | \$ | 80.00 |
| Riverside Farm | 8 | \$ | 4,378.50 |
| Roadpost Inc. T46274 | 2 | \$ | 515.72 |
| Rocky Mountain Agencies | 1 | \$ | 67.95 |
| Rocky Mountain Phoenix | 5 | \$ | 3,714.40 |
| Rye, Kristine | 1 | \$ | 50.00 |
| Saari-Heckley, Connie | 1 | \$ | 628.68 |
| Safeway Castlegar | 1 | \$ | 129.11 |
| Salmo Valley Newsletter | 1 | \$ | 45.00 |
| Salmo Valley Youth & Community Centre | 1 | \$ | 866.67 |
| Santos, Wanda | 1 | \$ | 150.00 |
| Save-On-Foods (Creston) | 1 | \$ | 11.27 |
| Schiffke, Jen | 1 | \$ | 365.10 |
| Scott, Brent | 2 | \$ | 29.77 |
| Secure By Design | 1 | \$ | 61.60 |
| Selkirk College (Castlegar) | 1 | \$ | 40.73 |
| Shaw Buisness A division of Shaw Telecom G.P. | 1 | \$ | 1,165.99 |
| Shaw Cable | 23 | \$ | 3,190.64 |
| Simon's Garage Door Services | 2 | \$ | 603.75 |
| Sk Electronics Ltd | 16 | \$ | 4,592.41 |
| Slocan Park Community Hall Society | 2 | \$ | 726.37 |
| Slocan Valley Home Hardware | 6 | \$ | 362.54 |
| Slocan, Village of | 1 | \$ | 100.00 |
| SLR Consulting (Canada) Ltd. | 1 | \$ | 752.37 |
| Spartan Controls Ltd | 2 | \$ | 2,370.56 |
| Speedpro Signs | 10 | \$ | 5,678.27 |
| Spencer, Monica | 1 | \$ | 317.29 |
| Stafford Welding | 5 | \$ | 2,084.26 |
| Stankevich, Wendy | 1 | \$ | 186.05 |
| Stanley, Craig | 1 | \$ | 79.00 |
| Sterling Backcheck Canada Corp. | 1 | \$ | 124.24 |
| Stewart Mcdannold Stuart | 2 | \$ | 1,964.48 |
| Strong Refrigeration Consultants Inc | 1 | \$ | 800.10 |
| Summit Valve & Controls (BC) Inc. | 1 | \$ | 1,097.60 |
| Sun Life Assurance Company of Canada | 2 | \$ | 1,379.71 |
| Sundry Vendor | 20 | \$ | 3,539.74 |
| Swift Internet | 2 | \$ | 156.80 |
| Taghum Shell (1997) | 3 | \$ | 261.31 |
| Teale'S Water Utility Services | 1 | \$ | 1,115.66 |
| Team Aquatic Supplies | 1 | \$ | 347.55 |
| Telus Communications Inc | 4 | \$ | 1,884.59 |
| Tenaquip Industrial Distribution | 1 | \$ | 408.44 |
| Tetra Tech Canada Inc. | 1 | \$ | 153.04 |

| Remaining 20% of payments by value | Number of Payments | | Value |
|--|--------------------|----|----------|
| | 937 | \$ | 351,681 |
| The BC Conservation Foundation | 1 | \$ | 1,000.00 |
| The Rural Alternatives Research and Training Society | 1 | \$ | 100.00 |
| The Trainer's Box | 3 | \$ | 495.00 |
| Thomas & Company Locksmithing Ltd. | 2 | \$ | 1,584.14 |
| Thurber Engineering Ltd. | 2 | \$ | 1,227.19 |
| Tip-it Waste Solutions Inc. | 3 | \$ | 899.80 |
| Tratech Mechanical Ltd | 2 | \$ | 2,856.75 |
| Tremlock Properties Ltd | 2 | \$ | 957.71 |
| Trowalex Equipment Rentals And Sales | 4 | \$ | 1,074.48 |
| Troy Life & Fire Safety Ltd | 1 | \$ | 1,617.00 |
| Tu-Dor Lock & Safe Ltd | 6 | \$ | 404.94 |
| Twin Rivers Controls Ltd | 1 | \$ | 231.00 |
| Uline Canada Corporation | 1 | \$ | 880.85 |
| Unit4 Business Software Corporation | 1 | \$ | 1,386.00 |
| Univar Canada Ltd | 1 | \$ | 929.04 |
| Valhalla Concepts Ltd. | 1 | \$ | 1,365.00 |
| Valhalla Wilderness Society | 1 | \$ | 1,200.00 |
| Valley Voice Ltd | 9 | \$ | 1,592.22 |
| Van Eyk, Aldo | 1 | \$ | 317.20 |
| Van Houtte Coffee Services | 1 | \$ | 248.83 |
| Van Kam Freightways Ltd | 5 | \$ | 1,801.92 |
| VandeWerve, Robert | 1 | \$ | 150.00 |
| Versa-Task Services | 1 | \$ | 180.00 |
| VH Sporte Canada | 1 | \$ | 144.26 |
| Vista Radio Ltd | 1 | \$ | 126.00 |
| Vitalaire Canada Inc | 3 | \$ | 105.28 |
| W.H. Excavating | 1 | \$ | 771.76 |
| Waste Management | 12 | \$ | 5,246.96 |
| WE Graham Community Service Society | 1 | \$ | 500.00 |
| Wesco Distribution-Canada Inc | 2 | \$ | 9.52 |
| Western Auto Wreckers (1974) Ltd | 1 | \$ | 332.50 |
| Wetter, Jesse | 1 | \$ | 880.36 |
| WFR Wholesale Fire & Rescue Ltd | 5 | \$ | 1,313.97 |
| Wilkinson, James | 2 | \$ | 1,461.66 |
| Winlaw Mini-Mart | 1 | \$ | 204.88 |
| Wood Wyant Inc | 7 | \$ | 1,330.17 |
| Wood, Graeme | 2 | \$ | 250.00 |
| WSP Canada Inc. | 1 | \$ | 273.00 |
| Wylee Works Inc. | 1 | \$ | 1,050.00 |
| Xplornet Communications Inc | 2 | \$ | 217.28 |
| Yahk-Kingsgate Recreation Society | 2 | \$ | 2,000.00 |
| Yellow Pages Group | 2 | \$ | 193.95 |
| Yellowhead Road & Bridge | 1 | \$ | 362.25 |
| Zarikoff Developments Inc. | 1 | \$ | 840.00 |
| Zayac, Daniel B | 1 | \$ | 61.00 |
| Zone West Enterprises Ltd | 2 | \$ | 733.60 |

Employees and Directors March 2022

| Directors | Number of Payments | | Value |
|-----------------------|---------------------------|-----------|---------------|
| | 1 | \$ | 37.82 |
| Popoff, Walter | 1 | \$ | 37.82 |
| Employees | Number of Payments | | Value |
| | 39 | \$ | 12,665 |
| Atkins, Brook | 1 | \$ | 901.94 |
| Barnhouse, Greg | 1 | \$ | 384.21 |
| Beerens, Kurt | 1 | \$ | 328.75 |
| Dewar, Janna | 1 | \$ | 95.00 |
| Dickieson, Nicole | 2 | \$ | 795.20 |
| Ethier, Steve | 1 | \$ | 268.79 |
| Fehr, Carol | 2 | \$ | 1,265.45 |
| Feit, Joseph | 1 | \$ | 230.99 |
| Fernie, Stevie | 1 | \$ | 50.00 |
| Friesen, Matthew | 1 | \$ | 997.50 |
| Gazzard, Kristi A | 1 | \$ | 71.37 |
| Greene, Gregory | 5 | \$ | 1,874.36 |
| Hanam, Kevin | 1 | \$ | 253.76 |
| Hopkyns, John (Chris) | 1 | \$ | 36.60 |
| Hull, Conor | 1 | \$ | 175.68 |
| Lane, Harvey | 2 | \$ | 268.40 |
| Lasko, Carolyn | 1 | \$ | 100.00 |
| Luck, Kalen | 1 | \$ | 175.00 |
| Oliver, Christopher | 1 | \$ | 317.20 |
| Rye, Kristine | 1 | \$ | 50.00 |
| Saari-Heckley, Connie | 1 | \$ | 628.68 |
| Scott, Brent | 2 | \$ | 29.77 |
| Spencer, Monica | 1 | \$ | 317.29 |
| Stanley, Craig | 1 | \$ | 79.00 |
| Van Eyk, Aldo | 1 | \$ | 317.20 |
| Wetter, Jesse | 1 | \$ | 880.36 |
| Wilkinson, James | 2 | \$ | 1,461.66 |
| Wood, Graeme | 2 | \$ | 250.00 |
| Zayac, Daniel B | 1 | \$ | 61.00 |

Accounts Payable for March 2022 Breakdown by Type of Payment

| Discretionary, Community Development, and Other Grants | Number of Payments | | |
|--|--------------------|----|-----------|
| | 43 | \$ | 114,179 |
| Arrow & Slocan Lakes Community Services (ASLCS) | 1 | \$ | 5,000.00 |
| Arrow Slocan Lakes Community Service | 1 | \$ | 2,000.00 |
| Canadian Red Cross Society | 1 | \$ | 5,000.00 |
| Castlegar & District Chamber of Commerce | 1 | \$ | 2,000.00 |
| Central Kootenay Food Policy Council | 1 | \$ | 15,000.00 |
| Central Kootenay Invasive Species Society | 1 | \$ | 1,000.00 |
| Columbia Basin Alliance for Literacy | 1 | \$ | 2,000.00 |
| Crawford Bay & District Hall & Parks Association | 1 | \$ | 515.60 |
| Friends of Kootenay Lake Stewardship Soc. | 6 | \$ | 8,000.00 |
| Friends of the Lardeau River | 1 | \$ | 2,200.00 |
| Gray Creek Hall Society | 1 | \$ | 1,000.00 |
| Kaslo Outdoor Rec Society (KORS) | 1 | \$ | 5,000.00 |
| KBRH Health Foundation | 1 | \$ | 2,083.30 |
| Kidney Foundation of BC & Yukon | 1 | \$ | 500.00 |
| Kootenay Literary Society | 1 | \$ | 650.00 |
| Kootenay Native Plant Society | 1 | \$ | 1,500.00 |
| Living Lakes Canada | 1 | \$ | 1,500.00 |
| LV Rogers Secondary School | 2 | \$ | 2,000.00 |
| Nakusp & Area Development Board | 1 | \$ | 1,000.00 |
| Nakusp Secondary School | 1 | \$ | 1,500.00 |
| Nakusp Ski Club Association | 1 | \$ | 730.00 |
| Nelson & District Arts Council | 1 | \$ | 2,500.00 |
| Nelson Food Cupboard | 4 | \$ | 13,000.00 |
| Nelson Nordic Ski Club | 1 | \$ | 1,500.00 |
| Nelson Public Library | 2 | \$ | 3,600.00 |
| Robson Community Memorial Church | 1 | \$ | 9,000.00 |
| Robson Fire & Rescue Society | 1 | \$ | 4,300.00 |
| Rotary Club of Nelson Daybreak | 1 | \$ | 14,500.00 |
| Slocan, Village of | 1 | \$ | 100.00 |
| The BC Conservation Foundation | 1 | \$ | 1,000.00 |
| Valhalla Wilderness Society | 1 | \$ | 1,200.00 |
| WE Graham Community Service Society | 1 | \$ | 500.00 |
| Wildlife Conservation Society of Canada | 1 | \$ | 2,800.00 |

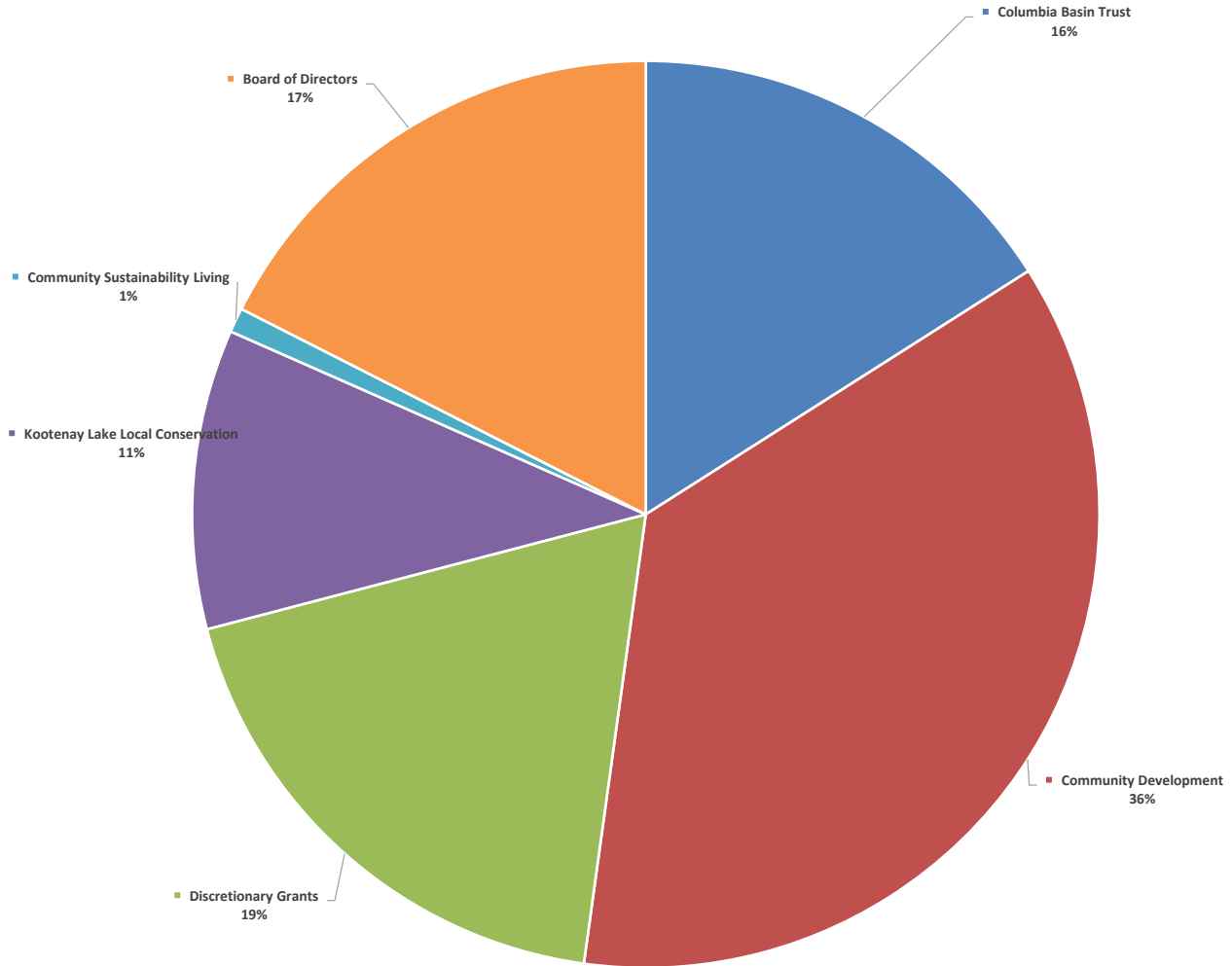
| All Other Vendors | Number of Payments | | Value |
|--|--------------------|----|------------|
| | 1,002 | \$ | 1,633,939 |
| 1022117 Alberta Ltd. | 10 | \$ | 25,590.98 |
| 1162587 AB Ltd. | 1 | \$ | 1,470.00 |
| 1583343 Ontario Inc. O/A Swiss Print International | 1 | \$ | 3,431.68 |
| 2 Pump Paul's Gas and Snacks | 1 | \$ | 242.65 |
| 4Imprint Inc | 1 | \$ | 1,010.71 |
| 547839 BC Ltd. | 1 | \$ | 837.38 |
| A&G Supply Ltd | 1 | \$ | 2,076.17 |
| ACE Courier Services | 12 | \$ | 645.71 |
| Acklands-Grainger Inc | 4 | \$ | 494.15 |
| Air Liquide Canada Inc | 4 | \$ | 539.29 |
| Akokli Construction LTD. | 3 | \$ | 8,686.65 |
| Alberta Fire Chiefs Association | 1 | \$ | 338.12 |
| All Elements Industries Ltd. | 1 | \$ | 105.00 |
| Ancron Medical Centre | 1 | \$ | 45.00 |
| Anderson, Penny | 1 | \$ | 380.00 |
| Andex Equipment Rentals | 3 | \$ | 3,330.13 |
| Andrew Sheret Ltd | 12 | \$ | 4,000.78 |
| Aquam Inc | 2 | \$ | 465.09 |
| Arnold Contracting & Bobcat Service | 1 | \$ | 590.63 |
| Arrow Lakes Aggregates | 3 | \$ | 19,883.82 |
| Arrow Mountain Carwash & Mini Storage Ltd | 2 | \$ | 6,392.41 |
| Associated Fire Safety Equipment | 2 | \$ | 5,059.51 |
| Atomic Crayon | 1 | \$ | 745.34 |
| Authorized Security Ltd. | 1 | \$ | 252.00 |
| Baker Street Mens Wear | 1 | \$ | 594.72 |
| Balfour Gill And Gift | 1 | \$ | 658.86 |
| BC Air Filter Ltd | 1 | \$ | 928.41 |
| BC Hydro & Power Authority | 5 | \$ | 4,759.01 |
| BC Transit | 5 | \$ | 149,465.79 |
| Bencor Industries Ltd. | 1 | \$ | 453.60 |
| BGC Engineering Inc. | 2 | \$ | 76,259.09 |
| Bi Purewater | 3 | \$ | 8,041.52 |
| Bill's Heavy Duty Enterprises (2004) Ltd. | 4 | \$ | 2,428.62 |
| Black Press Group Ltd | 1 | \$ | 1,827.39 |
| Border Holdings Ltd. | 1 | \$ | 96,255.06 |
| Boundary Electric (1985) Ltd. | 1 | \$ | 571.20 |
| Brandt Tractor Ltd | 2 | \$ | 649.93 |
| Brenton Industries Ltd | 1 | \$ | 16,128.00 |
| Bruller Corporation | 1 | \$ | 757.19 |
| Burton Internet Society | 1 | \$ | 39.20 |
| C.A. Fischer Lumber Co. Ltd. | 10 | \$ | 438.77 |
| Canadian Centre for Occupational Health and Safety | 6 | \$ | 225.00 |
| Canadian Linen & Uniform | 5 | \$ | 352.54 |
| Canadian Playground Safety Institute | 1 | \$ | 1,139.25 |
| CanGas Propane Inc. | 12 | \$ | 14,498.61 |
| Canyon Country Store | 5 | \$ | 100.43 |
| Carey McIver & Associates Ltd. | 3 | \$ | 12,338.81 |
| Cascade Lock & Safe | 1 | \$ | 33.60 |
| Castle Fuels (2008) Inc | 1 | \$ | 689.05 |

| All Other Vendors | Number of Payments | | Value |
|---|--------------------|----|-----------|
| | 1,002 | \$ | 1,633,939 |
| Castlegar Home Hardware | 1 | \$ | 591.93 |
| Castlegar Medical Associates | 1 | \$ | 46.40 |
| CDW Canada Corp | 8 | \$ | 38,753.59 |
| Central Kootenay Garbage Club | 1 | \$ | 9,817.50 |
| Chmara, Deb | 2 | \$ | 167.91 |
| Cintas Canada Ltd Location 889 | 2 | \$ | 263.80 |
| Classic Glass & Trim | 1 | \$ | 18.00 |
| Cleartech Industries Inc | 4 | \$ | 6,640.21 |
| Cloverdale Paint Inc | 3 | \$ | 735.97 |
| Coca-Cola Bottling Company | 1 | \$ | 446.49 |
| Columbia Basin Broadband Corporation | 4 | \$ | 2,788.80 |
| Columbia Wireless Inc | 6 | \$ | 492.80 |
| Comfort Welding Ltd | 10 | \$ | 19,255.41 |
| Connect Hearing | 1 | \$ | 548.10 |
| Cover Architectural Collaborative Inc. | 1 | \$ | 4,590.60 |
| Cowan's Office Supplies | 32 | \$ | 7,657.77 |
| Cranbrook Water Conditioning Ltd. | 8 | \$ | 229.16 |
| Crawford Bay Store | 3 | \$ | 179.90 |
| Creston Card & Stationery | 4 | \$ | 268.86 |
| Creston Valley Chamber Of Commerce | 1 | \$ | 2,651.25 |
| Creston Valley Tourism Society | 1 | \$ | 945.00 |
| Creston, Town Of | 2 | \$ | 29,232.35 |
| CT Automotive | 1 | \$ | 250.02 |
| Cupe Local 2262 | 4 | \$ | 8,457.75 |
| Cupe Local 748 | 4 | \$ | 3,274.83 |
| Dave Heath Photography | 1 | \$ | 5,250.00 |
| Dave's Plumbing Ltd | 3 | \$ | 6,343.76 |
| DB Perks & Associates Ltd | 5 | \$ | 4,518.40 |
| DHC Communications Inc | 3 | \$ | 1,800.52 |
| Distributel Communications Limited | 1 | \$ | 325.78 |
| Downtown Automotive | 2 | \$ | 669.58 |
| Dye, Cindy | 1 | \$ | 375.00 |
| East Shore Internet Society | 2 | \$ | 112.00 |
| East Shore Mainstreet | 2 | \$ | 530.25 |
| Eclipse Inspection and Welding Services | 1 | \$ | 1,050.00 |
| EECOL Electric Corp. | 1 | \$ | 909.71 |
| Emco Corporation | 5 | \$ | 12,524.97 |
| Entandem | 10 | \$ | 3,065.88 |
| Environmental Operators Certification Program | 2 | \$ | 315.00 |
| Expresslane Deliveries | 1 | \$ | 302.40 |
| Fabco Plastics Western BC Ltd. | 1 | \$ | 1,351.01 |
| Factor 5 Group Inc | 1 | \$ | 7,717.50 |
| Federated Co-Operatives Ltd | 8 | \$ | 1,421.21 |
| Federation of Canadian Municipalities | 1 | \$ | 13,854.29 |
| FortisBC - Electricity | 42 | \$ | 65,428.60 |
| Fortisbc - Natural Gas | 4 | \$ | 40,318.55 |
| Four Star Communications Inc | 1 | \$ | 99.75 |
| Fraser Valley Building Supplies Inc. | 4 | \$ | 102.73 |
| Frozen Solutions Inc. dba Frozen Refrigeration | 1 | \$ | 2,768.49 |
| GFL Environmental Inc. | 22 | \$ | 89,952.85 |
| Gilbert Parts Depot | 1 | \$ | 21.11 |
| Goat Mountain Enterprises Ltd | 2 | \$ | 5,638.50 |
| Graham Marine Construction | 1 | \$ | 210.00 |
| Grant, Rick | 1 | \$ | 360.00 |
| Gray Creek Store | 1 | \$ | 4.47 |
| Gray's Contracting | 3 | \$ | 1,001.42 |
| Greep, Wes | 5 | \$ | 260.00 |
| Guille, Pam | 4 | \$ | 6,930.00 |
| Guillevin International Inc | 4 | \$ | 823.93 |
| Hach Sales and Service Canada Ltd | 3 | \$ | 1,363.80 |
| Hall Printing | 8 | \$ | 4,152.97 |
| Harlan Fairbanks Co Ltd | 2 | \$ | 752.03 |
| Hellman Canoes and Kayaks | 1 | \$ | 2,464.00 |
| Hewgill, Mathew | 1 | \$ | 125.00 |
| Hipperson Hardware | 1 | \$ | 65.25 |
| Hi-Way 9 Express Ltd | 2 | \$ | 228.61 |
| HomePlus Products | 3 | \$ | 19,101.51 |
| Hufty's Leasing Ltd | 1 | \$ | 497.88 |
| Hume Hotel | 2 | \$ | 353.20 |
| HuskyPro | 1 | \$ | 1,879.52 |
| Hywood Truck & Equipment Ltd | 4 | \$ | 4,822.32 |
| I.T. Blueprint Solutions Consulting Inc. | 2 | \$ | 5,422.06 |
| IDEXX Laboratories Canada LP | 1 | \$ | 3,403.14 |
| Imperial Oil WEX Canada Ltd | 1 | \$ | 1,287.59 |
| In the Air Networks | 1 | \$ | 78.40 |
| Industrial Alliance Insurance and Financial Services Inc. | 1 | \$ | 808.31 |
| Infosat Communications | 2 | \$ | 485.26 |
| Inland Allcare | 19 | \$ | 4,972.04 |
| Inland Kenworth (Castlegar) | 2 | \$ | 1,826.27 |
| Insight Canada Inc. | 2 | \$ | 325.02 |
| Interior Health Authority - Environmental Health | 2 | \$ | 276.00 |
| Iron Mountain | 1 | \$ | 21.00 |
| Ironhorse Holding | 1 | \$ | 262.50 |
| IronTek Land Developments | 1 | \$ | 3,941.70 |
| Jakubow Enterprises Ltd o/a Canadian Tire Castlegar (492) | 18 | \$ | 2,506.93 |
| Jennifer Wickwire | 2 | \$ | 600.00 |
| Johnson, Javan | 1 | \$ | 350.00 |
| Justice Institute Of Bc | 3 | \$ | 1,943.94 |
| JVW Property Maintenance | 1 | \$ | 320.25 |
| Kal Tire (Nelson) | 2 | \$ | 256.05 |
| Kaslo Building Maintenance | 1 | \$ | 535.50 |
| Kaslo Infonet Society | 1 | \$ | 72.69 |
| Kaslo, Village Of | 2 | \$ | 240.33 |
| Kathy Gordon's Cleaning Services | 5 | \$ | 517.00 |

| All Other Vendors | Number of Payments | | Value |
|---|--------------------|----|-----------|
| | 1,002 | \$ | 1,633,939 |
| Kel Print | 1 | \$ | 59.98 |
| Kelly's Maintenance and Services | 1 | \$ | 2,625.00 |
| KEM Services | 2 | \$ | 6,057.36 |
| Kemlee Equipment Ltd | 5 | \$ | 1,167.02 |
| Kendrick Equipment (2003) Ltd | 2 | \$ | 2,297.08 |
| KGC Fire Rescue Inc | 4 | \$ | 3,701.65 |
| Kilburn, Jackie | 1 | \$ | 1,650.00 |
| Klines Motors Ltd. | 2 | \$ | 17,905.13 |
| Knight Road Repairs | 2 | \$ | 551.25 |
| Kokanee Fire & Safety Ltd. | 5 | \$ | 4,164.83 |
| Kokanee Ford Sales Ltd. | 3 | \$ | 38,603.65 |
| Kokanee Park Marine Ltd | 1 | \$ | 3,150.00 |
| Kokanee Peaks Interiors | 1 | \$ | 3,963.75 |
| Kokanee Rural Internet | 1 | \$ | 89.60 |
| Kone Inc | 1 | \$ | 1,355.73 |
| Kootenay Carshare Cooperative | 2 | \$ | 45.92 |
| Kootenay Communications Ltd | 1 | \$ | 920.63 |
| Kootenay Consulting & Testing Services | 1 | \$ | 640.50 |
| Kootenay Employment Services Society | 1 | \$ | 33,353.51 |
| Kootenay Glass & Mirror Ltd | 1 | \$ | 428.35 |
| Kootenay Industrial Supply Ltd | 13 | \$ | 1,645.83 |
| Kootenay Valley Water & Spas | 3 | \$ | 89.50 |
| Lectric Ave Electronics | 1 | \$ | 36.96 |
| Lesperance Mendes | 1 | \$ | 4,026.40 |
| Lidstone & Company | 1 | \$ | 238.56 |
| Lifesaving Society | 11 | \$ | 3,722.23 |
| Little h Design Works | 2 | \$ | 173.25 |
| Liv North Inc. | 2 | \$ | 63,966.66 |
| Lo-Cost Propane | 2 | \$ | 2,285.61 |
| LogMeIn Ireland Limited | 2 | \$ | 47.04 |
| Lordco Parts Ltd | 9 | \$ | 448.49 |
| Mallard's Source for Sports | 2 | \$ | 345.24 |
| Marino Wholesale Ltd | 5 | \$ | 1,328.52 |
| Martech Electrical Systems Ltd | 1 | \$ | 623.35 |
| Masse Enviromental Consultants Ltd. | 3 | \$ | 2,169.21 |
| Mayday Electric Ltd | 1 | \$ | 2,281.10 |
| Medteq Solutions CA Ltd. | 1 | \$ | 53,793.78 |
| Mega Technical Holdings Ltd | 1 | \$ | 4,647.66 |
| Mike Jones Enterprises Ltd | 1 | \$ | 315.00 |
| Mills Bros Construction Ltd | 2 | \$ | 4,258.10 |
| Minister of Finance | 2 | \$ | 6,765.36 |
| Minister Of Finance - Product Distribution Centre | 2 | \$ | 210.23 |
| Mitchell Supply Ltd | 2 | \$ | 158.73 |
| Mountain Logic Solutions Inc. | 3 | \$ | 2,976.12 |
| Mountain Transport Institute ltd | 2 | \$ | 900.00 |
| Nanaimo, City of | 20 | \$ | 8,705.55 |
| Napa Auto Parts (Nelson) | 1 | \$ | 75.08 |
| Nasmyth Morrow & Bogusz (In Trust) | 1 | \$ | 1,041.16 |
| Navigata Communications Limited | 2 | \$ | 57.27 |
| Nelson & District Rod & Gun Club | 1 | \$ | 1,200.00 |
| Nelson Building Centre Ltd | 20 | \$ | 1,780.62 |
| Nelson Farmers Supply Ltd | 10 | \$ | 478.77 |
| Nelson Hydro | 14 | \$ | 30,799.68 |
| Nelson Leafs Hockey Society | 1 | \$ | 4,473.00 |
| Nelson Toyota | 2 | \$ | 889.02 |
| Nelson, City Of | 3 | \$ | 3,367.50 |
| Newcomen, Jennifer | 1 | \$ | 300.00 |
| Northtown Rental & Sales | 1 | \$ | 15.63 |
| Omega Communications Ltd. | 1 | \$ | 245.85 |
| Orion Fire Distribution Ltd. | 1 | \$ | 3,696.50 |
| Orkin Canada Corporation | 2 | \$ | 298.20 |
| Overland West Freight Lines Ltd | 3 | \$ | 3,232.13 |
| Parslow Lock & Safe Ltd. | 1 | \$ | 716.80 |
| Passmore Laboratory Ltd | 5 | \$ | 950.00 |
| Pennywise | 3 | \$ | 2,447.14 |
| Phoenix Computers | 1 | \$ | 44.69 |
| Pictometry Canada Corp. | 1 | \$ | 831.44 |
| Pitbull Contracting ltd | 2 | \$ | 2,335.20 |
| Pitney Bowes | 4 | \$ | 1,409.79 |
| Prestige Lakeside Resort | 1 | \$ | 136.85 |
| Prism Engineering | 1 | \$ | 2,761.50 |
| Procter General Store | 1 | \$ | 283.53 |
| Purolator Inc | 4 | \$ | 561.24 |
| Pyramid Building Supplies | 5 | \$ | 559.88 |
| Ralcomm Ltd. | 1 | \$ | 62.72 |
| Recycling Council of BC | 1 | \$ | 1,934.00 |
| Reliance Office Services Ltd | 1 | \$ | 2,415.00 |
| ResQtech Systems Inc | 1 | \$ | 3,507.20 |
| Rfs Canada | 10 | \$ | 1,099.22 |
| Ricoh Canada Inc | 4 | \$ | 284.53 |
| Riondel Cable Society | 2 | \$ | 80.00 |
| Riverside Farm | 9 | \$ | 11,457.39 |
| Roadpost Inc. T46274 | 2 | \$ | 515.72 |
| Robson-Raspberry Improvement District | 1 | \$ | 3,186.00 |
| Rocky Mountain Agencies | 6 | \$ | 15,976.73 |
| Rocky Mountain Phoenix | 6 | \$ | 8,113.90 |
| Rocky Point Engineering Ltd. | 1 | \$ | 7,695.85 |
| Safeway Castlegar | 1 | \$ | 129.11 |
| Salmo Valley Newsletter | 1 | \$ | 45.00 |
| Salmo Valley Youth & Community Centre | 1 | \$ | 866.67 |
| Santos, Wanda | 1 | \$ | 150.00 |
| Save-On-Foods (Creston) | 1 | \$ | 11.27 |
| Schiffke, Jen | 1 | \$ | 365.10 |
| Secure By Design | 1 | \$ | 61.60 |

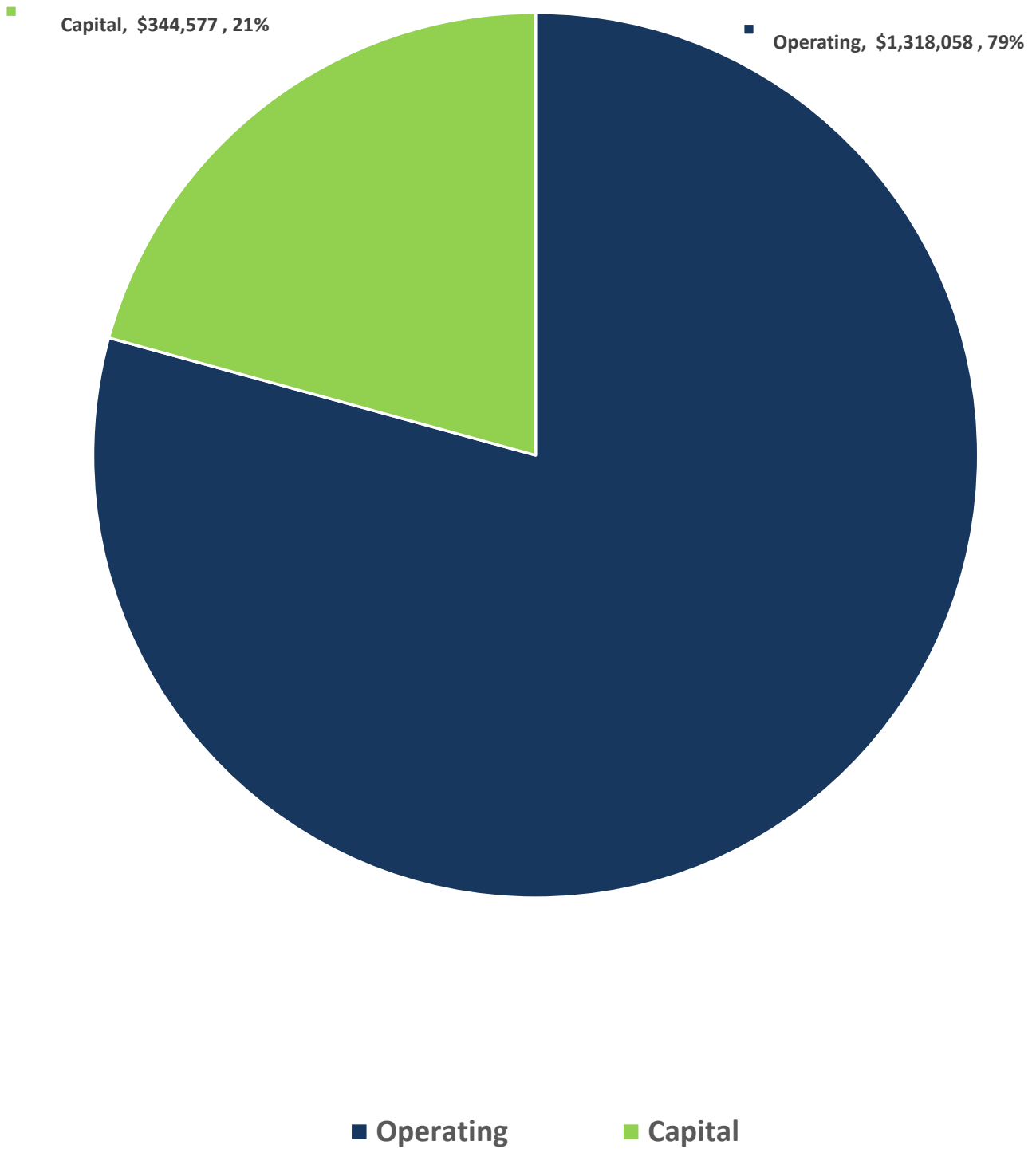
| All Other Vendors | Number of Payments | | Value |
|--|--------------------|----|-----------|
| | 1,002 | \$ | 1,633,939 |
| Selkirk College (Castlegar) | 2 | \$ | 17,920.13 |
| Sfj Inc | 1 | \$ | 2,517.43 |
| Shaw Buisness A division of Shaw Telecom G.P. | 1 | \$ | 1,165.99 |
| Shaw Cable | 23 | \$ | 3,190.64 |
| Silver Ridge Earthworks and Snow Removal | 1 | \$ | 2,667.70 |
| Simon's Garage Door Services | 2 | \$ | 603.75 |
| Sk Electronics Ltd | 16 | \$ | 4,592.41 |
| Slocan Park Community Hall Society | 2 | \$ | 726.37 |
| Slocan Valley Home Hardware | 6 | \$ | 362.54 |
| Slocan Volunteer Fire Department Social Club | 1 | \$ | 2,000.00 |
| SLR Consulting (Canada) Ltd. | 2 | \$ | 5,672.28 |
| SNT Geotechnical Ltd. | 1 | \$ | 3,633.00 |
| Spartan Controls Ltd | 3 | \$ | 7,036.76 |
| Speedpro Signs | 10 | \$ | 5,678.27 |
| Stafford Welding | 7 | \$ | 13,833.76 |
| Stankevich, Wendy | 1 | \$ | 186.05 |
| Sterling Backcheck Canada Corp. | 1 | \$ | 124.24 |
| Stewart Mcdannold Stuart | 3 | \$ | 3,980.48 |
| Strong Refrigeration Consultants Inc | 1 | \$ | 800.10 |
| Summit Valve & Controls (BC) Inc. | 1 | \$ | 1,097.60 |
| Sun Life Assurance Company of Canada | 2 | \$ | 1,379.71 |
| Sundry Vendor | 20 | \$ | 3,539.74 |
| Swift Internet | 2 | \$ | 156.80 |
| Taghum Shell (1997) | 3 | \$ | 261.31 |
| Teale'S Water Utility Services | 1 | \$ | 1,115.66 |
| Team Aquatic Supplies | 1 | \$ | 347.55 |
| Telus Communications Inc | 5 | \$ | 6,992.75 |
| Telus Mobility | 2 | \$ | 14,285.80 |
| Tenaquip Industrial Distribution | 1 | \$ | 408.44 |
| Tetra Tech Canada Inc. | 1 | \$ | 153.04 |
| The Rural Alternatives Research and Training Society | 1 | \$ | 100.00 |
| The Trainer's Box | 3 | \$ | 495.00 |
| Thomas & Company Locksmithing Ltd. | 2 | \$ | 1,584.14 |
| Thurber Engineering Ltd. | 2 | \$ | 1,227.19 |
| Tip-it Waste Solutions Inc. | 3 | \$ | 899.80 |
| Tratech Mechanical Ltd | 2 | \$ | 2,856.75 |
| Tremlock Properties Ltd | 3 | \$ | 3,836.04 |
| Trobak, Dan | 1 | \$ | 4,504.50 |
| Trowelex Equipment Rentals And Sales | 4 | \$ | 1,074.48 |
| Troy Life & Fire Safety Ltd | 2 | \$ | 4,642.05 |
| Tu-Dor Lock & Safe Ltd | 6 | \$ | 404.94 |
| Twin Rivers Controls Ltd | 2 | \$ | 3,446.10 |
| Uline Canada Corporation | 1 | \$ | 880.85 |
| Unit4 Business Software Corporation | 1 | \$ | 1,386.00 |
| Univar Canada Ltd | 1 | \$ | 929.04 |
| Valhalla Concepts Ltd. | 2 | \$ | 66,896.75 |
| Valley Voice Ltd | 9 | \$ | 1,592.22 |
| Van Houtte Coffee Services | 1 | \$ | 248.83 |
| Van Kam Freightways Ltd | 5 | \$ | 1,801.92 |
| VandeWerve, Robert | 1 | \$ | 150.00 |
| Versa-Task Services | 1 | \$ | 180.00 |
| VH Spote Canada | 1 | \$ | 144.26 |
| Vista Radio Ltd | 1 | \$ | 126.00 |
| Vitalaire Canada Inc | 3 | \$ | 105.28 |
| W.H. Excavating | 1 | \$ | 771.76 |
| Waste Management | 12 | \$ | 5,246.96 |
| Wasteline Containers Ltd. | 1 | \$ | 25,414.62 |
| Wesco Distribution-Canada Inc | 2 | \$ | 9.52 |
| Western Auto Wreckers (1974) Ltd | 1 | \$ | 332.50 |
| WFR Wholesale Fire & Rescue Ltd | 5 | \$ | 1,313.97 |
| Wildland Recreation Solutions | 1 | \$ | 14,700.00 |
| Winlaw Mini-Mart | 1 | \$ | 204.88 |
| Wood Wyant Inc | 7 | \$ | 1,330.17 |
| WSP Canada Inc. | 1 | \$ | 273.00 |
| Wylee Works Inc. | 1 | \$ | 1,050.00 |
| Xplornet Communications Inc | 2 | \$ | 217.28 |
| Yahk-Kingsgate Recreation Society | 2 | \$ | 2,000.00 |
| Yellow Pages Group | 2 | \$ | 193.95 |
| Yellowhead Road & Bridge | 1 | \$ | 362.25 |
| Ymir Volunteer Fire Social Fund | 1 | \$ | 4,000.00 |
| Zarikoff Developments Inc. | 1 | \$ | 840.00 |
| Zone West Enterprises Ltd | 2 | \$ | 733.60 |

Grants by Type

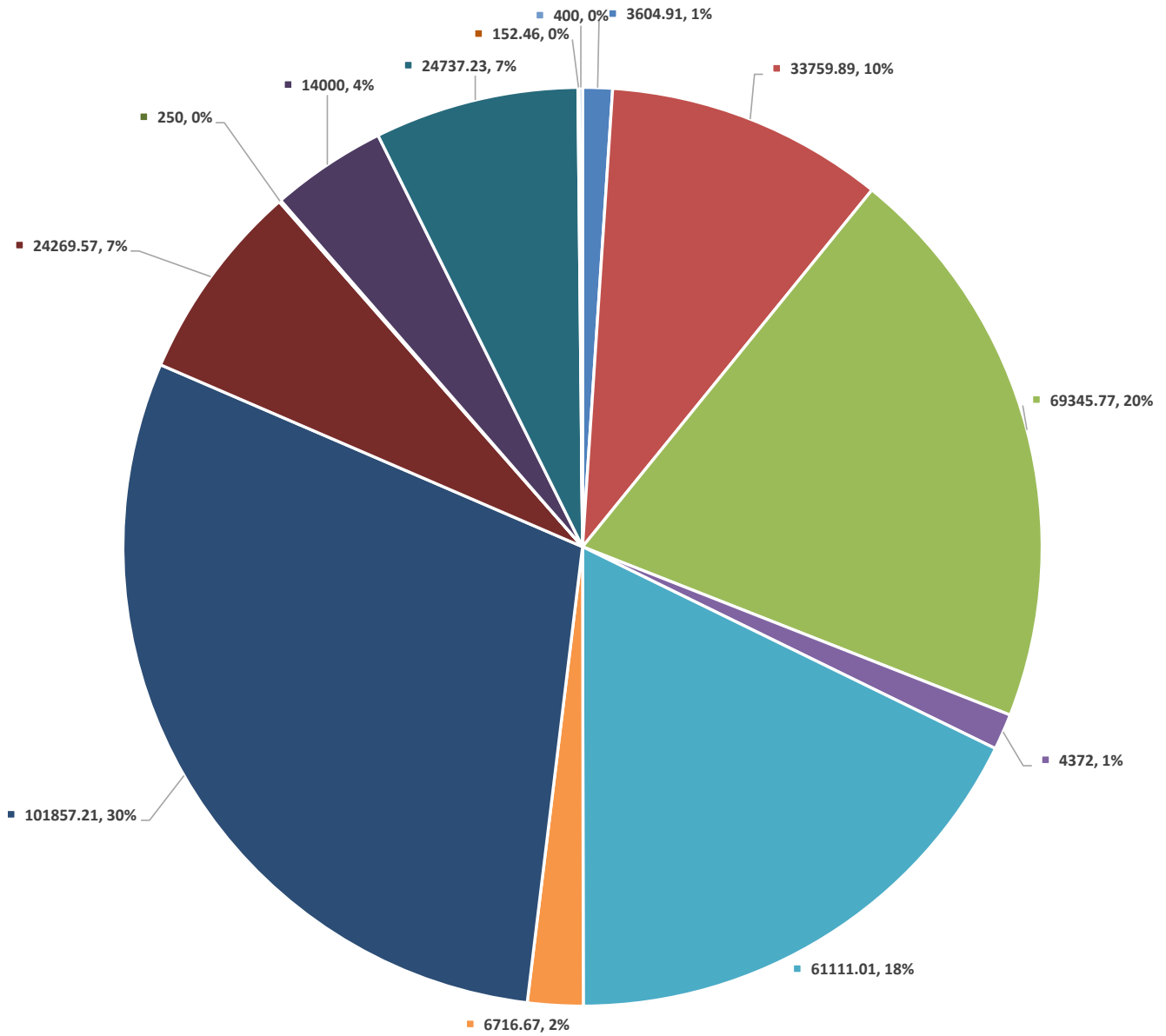


- Columbia Basin Trust
- Community Development
- Discretionary Grants
- Kootenay Lake Local Conservation
- Community Sustainability Living
- Board of Directors

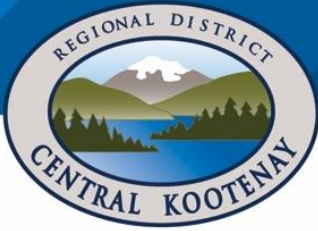
March 2022 Capital VS Operating Expenditures



March 2022 Capital by Service



- Arena (Castlegar Complex)-Castlegar and Areas I and J
- Fire Protection-Area B (Canyon Lister)
- Fire Protection-Areas H and I (Slocan Valley)
- Recreation Facility-Area H (South Slocan)
- 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-Nelson, Salmo and Areas E, F and G
- Regional Parks-New Denver, Silverton, Slocan and Areas H
- Water Utility-Area B (Arrow Creek)
- Water Utility-Area D (Woodbury)
- Water Utility-Area K (Fauquier)



Board Report

Date of Report: April 13, 2022
Date & Type of Meeting: April 21, 2022 Open Board Meeting
Author: Tom Dool, Research Analyst
Subject: Fire Service Regulation Bylaw No. 2743
File: 14\7750\20
Electoral Area/Municipality: Area J

SECTION 1: EXECUTIVE SUMMARY

This report provides the Board consideration regarding the Defined Area J (Fairview) Fire Service Regulation Bylaw No. 2743, 2022. This bylaw proposes a regulatory framework for the provision of fire protection services, within a defined portion of Electoral Area J, provided by the Castlegar Municipal Fire Department.

This report recommends that Regional District of Central Kootenay Defined Area J (Fairview) Fire Service Regulation Bylaw No. 2743, 2022 be given FIRST, SECOND, AND THIRD reading by content; And further that Regional District of Central Kootenay Defined Area J (Fairview) Fire Service Regulation Bylaw No. 2743, 2022 be adopted and the Chair and Corporate Officer be authorized to sign the same.

SECTION 2: BACKGROUND/ANALYSIS

At the July 2020 Open Board Meeting the Board passed resolution 461/20

That the Board direct staff to amend Regional District of Central Kootenay Fire Services Bylaw No. 2170, 2010 to incorporate the level of service declarations for RDCK fire departments, per the resolution passed at the July 16, 2020 Board meeting; AND FURTHER, that staff consolidate Bylaw No. 2170 and update the bylaw as required

During the bylaw update process three methods of service provision for fire protection and associated services were identified.

1. Regional District Volunteer Fire Departments (VFD) serving rural electoral areas;
2. Regional District Volunteer Fire Departments serving rural electoral areas and municipalities;
3. Municipal Fire Departments serving rural electoral areas through contract;

Regional District of Central Kootenay Fire Services Bylaw No. 2170, as amended, was written to regulate the provision of service by Regional District VFD's to Local Government Services Areas in Rural Electoral Areas. It does not regulate the provision of fire protection services by a municipality to a Rural Electoral Area. Municipal bylaws cannot be enforced outside municipal boundaries by referencing the bylaw within an agreement or contract. Currently the Defined Area J (Fairview) Fire Service Area does not have a bylaw regulating the provision of fire services by the Castlegar Municipal Fire Department.

The contractual arrangement between the Regional District and the City of Castlegar for the provision of fire protection and associated services requires that the Regional District adopt a separate regulatory bylaw to address the specific authorities granted to a municipal fire department by the Regional District.

The contract between the City of Castlegar and the RDCK for the provision of fire services is expired. An updated contract is still being developed by the respective staffs. As has occurred recently with RDCK fire contract areas serviced by the Village of Salmo and the Village of Nakusp, the updated contract and the bylaw would normally come forward for Board approval concurrently. In this case, staff recommend the bylaw be adopted before the contract is finalized, which is expected later in 2022.

Development of the proposed regulatory bylaw was guided by 3 principles

1. **Protect the health and safety of responders.** Ensure responders can do the job as safely as possible by giving them the authority required to prevent and respond to fires;
2. **Encourage residents to be Fire Smart.** Regulate to encourage responsible behavior and minimize the threat of fire;
3. **Control costs.** Reduce expenses by reducing the number of call outs. When a response is needed because people have made poor decisions, create a method of recovering those costs.

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 type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

There are no budgetary impacts associated with the proposed bylaw.

Cost Recovery

The current regulatory framework does not allow for cost recovery regarding incident response in rural areas. The proposed bylaw grants consideration to the municipality for the recovery of costs from a property owner associated with

- Demolition or removal of unsafe structures and materials at an incident or response;
- Traffic control at an incident or response;
- Hired private security at an incident or response;
- Decontamination or replacement fire department equipment damaged by hazardous materials at an incident or response;
- Removal of hazardous material or fire hazards;

The use of cost recovery is intended as a deterrent and tool to be used in egregious situations, it is not intended as a revenue stream for municipal fire service budgets. In the event that a municipal fire department accrues exceptional costs as a result of a response or incident within the fire service area the municipality would be authorized to seek cost recovery from the property owner.

Fees For Service

The current regulatory framework does not allow the municipal department to charge fees for services in rural areas. The Proposed bylaw grants consideration to the Municipal Fire Chief to charge fees for services in situations where the fire department is required to stand-by or attend an event as a public safety measure. Where possible these fees should be negotiated in advance.

Additionally, the department may charge a fee for attendance or incident response as result of an act indictable offence under the Criminal Code of Canada. A complete list of fees for service can be found within the proposed bylaws.

Penalties

The proposed bylaws cite both the RDCK Municipal Ticketing Information (MTI) Bylaw and RDCK Bylaw Enforcement Notice and Dispute Adjudication System (ENDAS) Bylaw. Subject to the approval of the proposed bylaws both the MTI and ENDAS would require amendment to reflect the penalties described within the proposed bylaws.

The Municipal Fire Chief is authorized to act as a Bylaw Enforcement Officer for the Regional District in matters related to the proposed bylaws. In the event that a fine is required the Municipal Fire Chief would first consult the Regional Fire Chief to in order to ensure the appropriate Regional District processes and procedures were followed.

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

The Regional District and the municipalities providing contract fire services must have stand alone regulatory fire bylaws for their respective jurisdictions. However, those bylaws must be in agreement regarding the regulation of the service and the granting of authority.

A detailed review of the relevant municipal fire department bylaws informed the development of the proposed bylaws. The proposed Regional District bylaws are substantively aligned with the corresponding municipal bylaws on matters relevant to rural fire protection. These matters are largely focused on granting authority and often use the same language.

Figure 1. The Designation of Authority

| Authority | Role | Requirements |
|----------------------|---|--|
| Regional Fire Chief | Administrative authority in the rural area. | <ul style="list-style-type: none">• Contract Management• Budget Development• Advise the Board• Appoint Municipal Chief LAFC• Advise regarding relevant RDCK policy |
| Municipal Fire Chief | Operational authority in the rural area. | <ul style="list-style-type: none">• Management of the Department• Contract Management• Advise Council• LAFC• Authorized RD Bylaw Enforcement Officer |

Adoption of the proposed bylaw would require subsequent amendment to the RDCK Municipal Ticketing Information Bylaw and RDCK Bylaw Enforcement Notice and Dispute Adjudication System Bylaw. Currently these bylaws do not contain schedules detailing the criteria and amounts for penalties associated with prohibited behaviour related to fire in the rural areas.

3.3 Environmental Considerations

None.

3.4 Social Considerations:

Cultural Factors

Fire is a tool that is widely used in rural areas for agriculture, forestry, land development, fuel mitigation and various cultural practices. The proposed bylaw balances the long standing traditional use of fire in rural communities with newly emergent responsibilities that are a result of increasing population, our changing climate, and the availability of fire protection resources.

Addressing

The proposed bylaw requires compliance with RDCK Civic Addressing Bylaw 2391, 2014. The expectation of response to an emergency should be predicated on responders being able to find the location.

3.5 Economic Considerations:

None.

3.6 Communication Considerations:

None.

3.7 Staffing/Departmental Workplace Considerations:

Subject to Board approval staff will use the format and content of the proposed bylaw to continue to develop regulatory bylaws for municipal contract fire services. As the Regional District renews the contracts for these service staff will present the Board with updated regulatory bylaws for consideration.

3.8 Board Strategic Plan/Priorities Considerations:

Strengthen our Relationships with our Community Partners

The proposed bylaw, in conjunction with an updated contract, will ensure that our municipal partners have the authority required to provide fire services in rural areas while ensuring the health and safety of rural residents and first responders.

The Bylaw has been reviewed and approved by both Castlegar Municipal Fire Services and City of Castlegar Corporate Services.

SECTION 4: OPTIONS & PROS / CONS

Option 1. That the Board adopt the proposed Fire Service Regulatory Bylaw.

Pros

- Improves upon public safety and the safety of first responders.

- Substantive alignment between Regional District and Municipal regulatory fire bylaws.
- Addresses the deficiencies within Regional Fire Service Regulatory Bylaw 2170, as amended.
- Allows for implementation of renewed contacts with municipalities.
- Creates a consistent regulatory framework for the provision of fire services within the Regional District

Cons

- There are rural residents that will falsely perceive this as an imposition on their rights in matters related to the bylaw.

Option 2. That the Board direct staff to further review the matter.

Pros

- Allows for changes to the proposed bylaw if required by the Board.

Cons

- Delays the signing of agreements for the provision of fire services
- The current regulatory framework does not meet the requirements of the Local Government Act or the Community Charter
- The current framework does not give municipal fire services the authority to act in a proactive fashion in matters related to fire.

SECTION 5: RECOMMENDATIONS

1. That Regional District of Central Kootenay Defined Area J (Fairview) Fire Service Regulation Bylaw No. 2743, 2022 be given FIRST, SECOND, AND THIRD reading by content.
2. That Regional District of Central Kootenay Defined Area J (Fairview) Fire Service Regulation Bylaw No. 2743, 2022 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Respectfully submitted,
Tom Dool, Research Analyst

CONCURRENCE

Corporate Officer – Mike Morrison
Chief Administrative Officer – Stuart Horn

ATTACHMENTS:

Attachment A – Kootenay Defined Area J (Fairview) Fire Service Regulation Bylaw No. 2743, 2022

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2743

A Bylaw to regulate Fire Protection, Assistance Response and Associated Services in within a defined portion of Electoral Area J (Fairview).

WHEREAS the Board of the Regional District of Central Kootenay, by separate bylaw, has established a Fire Protection Service Area to provide Fire Protection, Assistance Response, and Associated Services in a defined portions of Electoral Areas J;

AND WHEREAS the Board of the Regional District of Central Kootenay deems it expedient to regulate Fire Protection, Assistance Response, and Associated Services in a defined a portion of Electoral Areas J;

AND WHEREAS the City of Castlegar has established a fire department known as the Castlegar Fire Department for the purpose of providing Fire Protection, Assistance Response and Associated Services;

AND WHEREAS the Board of the Regional District of Central Kootenay has entered into an agreement with the City of Castlegar to provide Fire Protection, Assistance Response, and Associated Services in a defined portions of Electoral Area J;

NOW THEREFORE the Board of the Regional District of Central Kootenay in open meeting assembled enacts the following:

DEFINITIONS

1 In this bylaw:

Apparatus means any vehicle provided with machinery, devices, equipment or materials designed or intended for use in Fire Protection, Assistance Response, and other approved Associated Services including vehicles used to transport fire fighters and supplies.

Assistance Response means the initial response and emergency aid, other than Fire Protection, provided by the Fire Department at an Incident (as defined in this bylaw).

Associated Services means fire response, auto extrication, first responder, and rescue services.

Authority Having Jurisdiction means the Municipal Fire Chief or a designate authorized to exercise some or all of a LAFC's power.

Board means the Board of the Regional District of Central Kootenay;

Bylaw Notice means a notice issued under this bylaw to a person that has failed to comply with the regulations, prohibitions and requirements of this bylaw and that the person must comply within a certain period of time and meet certain conditions.

Complex Building means a commercial, industrial, agriculture, institutional or multi-tenant residential building, of a sufficient size and unique construction, that prior knowledge of the building and its safety systems would be required to safely enter the building in the event of an emergency.

Costs in the context of costs recovered by the Fire Department under this bylaw, means costs as defined in the Regional District of Central Kootenay Municipal Ticketing Information Bylaw.

Council means the elected Council of the City of Castlegar.

Exposure Fire means a fire that:

- (a) is the result of heat radiation, heat convection or direct flame contact from a fire that is proximate to the Exposure Fire; and
- (b) affects a person, object, thing or structure.

Fee(s) means the Fees and charges prescribed in Schedule A of the bylaw.

Fire Alarm System(s) means one or more devices and other interconnecting parts of a system installed on or in real property and designed to warn Protective Services of a fire by activating an audible alarm signal and / or alerting a monitoring facility, but does not include an alarm system that is intended to alert only the occupants of the dwelling unit in which it is installed.

Fire Department means the Castlegar Fire & Rescue Service, a department of the City of Castlegar.

Fire Department Equipment means any tools, contrivances, devices, hoses, or materials used by the Fire Department.

Fire Protection means all aspects of fire safety and includes:

- (a) fire prevention;
- (b) fire fighting;
- (c) fire suppression;
- (d) BC Fire Code, fire hazard and fire safety inspections, including inspections required by the *Fire Services Act* and this bylaw;
- (e) pre-fire planning;
- (f) fire investigation;
- (g) inspecting, monitoring and advising on Hazardous Materials storage and handling;
- (h) public education and information in relation to fire safety and prevention; or
- (i) training, advising and other development of Members in relation to the activities listed as (a) to (i) in this definition.

Fire Protection Equipment means but is not limited to Fire Alarm Systems, automatic sprinkler systems, special fire extinguishing systems, portable fire extinguishers, standpipe and hose systems, fixed pipe fire suppression systems in commercial kitchen exhaust systems, and emergency lighting and power installations.

Fire Protection Service Area means the area of the jurisdiction of the Fire Department as defined in Section 4 of this bylaw.

Hazardous Materials has the same meaning as “dangerous goods”, as defined in the *Transportation of Dangerous Goods Act (Canada)*, i.e. “a product, substance or organism included by its nature or by the regulations in any of the classes listed in the schedule to that Act”.

Incident means:

- (a) a fire or explosion or a situation in which a fire, explosion or life threatening condition is imminent, and
- (b) any event or situation in which harm to persons or property may arise to which the Fire Department has or would ordinarily respond, including:
 - i. an accident involving a motor vehicle, train or other form of public or private conveyance;
 - ii. a medical emergency;
 - iii. an event on land or water requiring a rescue operation;
 - iv. a danger arising from hazardous situations or escape of Hazardous Materials;
 - v. a natural disaster; and
 - vi. an act or threatened act of terrorism;

Member means any person appointed by the Municipal Fire Chief as an employee or volunteer of the Fire Department, and includes the Municipal Fire Chief.

Municipal Fire Chief means a person appointed by Council to serve as Chief of the Fire Department or their designate.

L AFC means Local Assistant to the Fire Commissioner as defined in the *Fire Services Act*.

Occupier includes an Owner, tenant, lessee, agent, and any other person who has the care, control and the right of access to real property or a building.

Officer means a Member of the Fire Department appointed by the Municipal Fire Chief and given specific authority to assist the Municipal Fire Chief in their duties.

Order means taking a remedial action, giving an approval, making a decision or a determination or exercising a discretion under this bylaw and/or the BC Fire Code by the Authority Having Jurisdiction .

Peace Officer means, for the purposes of this bylaw only, a person employed as the Municipal Fire Chief or appointed as a L AFC for the Regional District, any person employed or appointed by the Regional District as a Bylaw Enforcement Officer, a Member of the Royal Canadian Mounted Police or any municipal police officer.

Pre-Incident Plan means a document developed by gathering general and detailed data that is used by responding personnel in effectively managing emergencies for the protection of occupants, responding personnel, property, and the environment;

Premises means Public Building, private building or real property.

Public Building means a factory, warehouse, store, mill, school, hospital, theatre, public hall, office building and any building other than a private dwelling house.

Regional District means the Regional District of Central Kootenay.

Regional Fire Chief means the person appointed by the Board to oversee Regional District Fire Services.

SEVERABILITY

- 2 If a portion of This Bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of This Bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause, or phrase.

SCOPE OF SERVICES

- 3 The Fire Department is authorized to provide Fire Protection and Assistance Response within the Fire Protection Service Area

LIMITS OF JURISDICTION

- 4 The geographic limits of the jurisdiction of the Fire Department for Fire Protection and Associated Services is defined by the Regional District service establishment bylaw, as amended, for the service area which the Fire Department has been contracted to provide service.

REGIONAL FIRE CHIEF'S AUTHORITY AND RESPONSIBILITIES

- 5 The Regional Fire Chief is authorized to:
 - (a) Administer and enforce the agreements and contractual arrangements required for the provision of service;
 - (b) Appoint the Municipal Fire Chief the L AFC for the service area; and

- (c) Review and make recommendation to the Board regarding proposed budgets submitted for the provision of Fire Protection, Assistance Response and Associated Services.

MUNICIPAL FIRE CHIEF'S AUTHORITY AND RESPONSIBILITIES

- 6 (1) The Municipal Fire Chief is the authority for Fire Protection, Assistance Response and other Associated Services within the area specified by this bylaw.
- (2) The Municipal Fire Chief is the head of the Fire Department and responsible for the management of the Fire Department and the condition of buildings, Apparatus and Fire Department Equipment.
- (3) The Municipal Fire Chief is authorized to:
 - (a) administer This Bylaw;
 - (b) exercise the powers of the Fire Commissioner under section 25 of the *Fire Services Act*, and for these purposes that section applies;
 - (c) enter on property and inspect Premises for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire;
 - (d) make provisions for Fire Protection and Assistance Response by the Municipal Fire Department as permitted under This Bylaw;
 - (e) enforce Regional District bylaws, rules, Orders and regulations respecting fire prevention and suppression and the protection of life and property and take measures to prevent and suppress fires;
 - (f) fulfill the requirements of a Local Assistant to the Fire Commissioner in accordance with section 6(1) of the *Fire Services Act*, including the Local Assistant's responsibilities under sections 9 and 13 of that Act;
 - (g) inquire into, investigate and record the causes of fires in the Fire Protection Service Area;
 - (h) collect and disseminate information in regard to fires in the Fire Protection Service Area;
 - (i) organize or authorize programs and policies designed to inform the public or specified classes of the public on matters regarding fire safety, use of flammable/combustible materials, prevention, containment, or suppression of fires or other emergencies and escape from fires or other emergencies;
 - (j) provide advice and make recommendations to the Regional Fire Chief, as appropriate, in relation to the provision of adequate water supply and pressure in relation to firefighting.
- (4) The Municipal Fire Chief or their designate has the authority at all times, by day or night, without notice, to enter onto any Premises, motor vehicle, vessel or railway rolling stock where an Incident has occurred, and, if necessary, those adjoining or near the Incident, to investigate in a general way the cause, origin and circumstances of each Incident occurring in the Fire Protection Service Area.
- (5) The Municipal Fire Chief or their designate, on complaint or, if believed advisable, has the authority at all reasonable hours, by day or night, without notice, to enter onto any Premises, motor vehicle, vessel or railway rolling stock to ascertain whether:
 - (a) they are in such a state of disrepair that a fire starting in them might spread rapidly to endanger life or other property;

- (b) the use or occupancy of them would create a fire that would endanger life or property;
 - (c) combustible or explosive material is kept or other flammable conditions exist on them so as to endanger life or property; or
 - (d) a fire hazard exists in or about them.
- (6) The Municipal Fire Chief or their designate, is empowered to cause a building, structure or thing to be pulled down, demolished or otherwise removed if he or she deems it necessary to prevent the spread of fire to other buildings, structures or things and the Municipality may recover the Costs of doing so.
 - (7) The Municipal Fire Chief or their designate, during an Assistance Response is empowered to commandeer privately owned equipment, which he or she considers necessary to deal with an Incident and the Municipality may recover its Costs from the Occupier of the Premises where the Incident occurred.
 - (8) The Municipal Fire Chief or their designate is authorized to engage the services of a Fire Protection service company to repair, inspect or maintain a building's Fire Protection Equipment and the actual cost to the Municipality of doing so may be recovered from the Occupier.
 - (9) The Municipal Fire Chief or their designate has the authority, at all times, by day or night, to hire or engage the services of a traffic control provider to provide barricades, flagging personnel, pylons and other traffic control equipment to manage traffic on public and private roadways during an Assistance Response and the actual cost to the Municipality of doing so may be recovered from the Occupier.
 - (10) The Municipal Fire Chief or their designate has the authority, at all times, by day or night, to hire or engage the services of a security company, security person or provide Members at an Incident to maintain a building fire watch until the Occupier of the building is contacted or investigation is completed and the Costs to the Municipality of doing so may be recovered from the Occupier. The Occupier of a Public Building must provide the Fire Department Chief, upon request, the fire emergency procedures.
 - (11) The Fire Department Chief is authorized to determine whether or not a Premises should be designated a Complex Building.
 - (12) The Fire Department Chief is authorized to perform Inspections of Complex Buildings for the purpose of Pre-Incident Planning.
 - (13) The Fire Department Chief is authorized to perform Inspections of Complex Buildings for the purpose of Pre-Incident Planning.

AUTHORITY OF THE DEPARTMENT

- 7** (1) Any Member has the authority at all times, by day or night, without notice, to enter onto a Premises, motor vehicle, vessel or railway rolling stock where an Incident has occurred, and, if necessary, those adjoining or near the Incident, for the purpose of an Assistance Response and providing Fire Protection or Associated Services at any Incident the Fire Department attends.
- (2) Any Member has the authority at all times, by day or night, without notice, to enter onto a Premises, motor vehicle, vessel or railway rolling stock where a Fire Alarm System, automatic fire sprinkler system, or other fire or life safety system has activated and, if necessary, those adjoining or near, to investigate in a general way the cause, origin and circumstances of the activation of each Fire Alarm System, automatic fire sprinkler system or other fire or life safety system.
- (3) The Member in charge shall have control, direction and management of all Apparatus, equipment or Members assigned to an Incident and, where a Member is in charge, he or she shall continue to act until relieved by a senior Officer or the Municipal Fire Chief.

- (4) The Member in charge, while carrying out the duties in Sections 7(3) of this bylaw, is authorized to cause any Apparatus or equipment of the Fire Department to enter a Premises, motor vehicle, vessel or railway rolling stock, as he or she deems necessary.
- (5) The Member in charge is empowered during the Incident to enter, pass through or over buildings or property adjacent to an Incident and to cause Members of the Fire Department and the Apparatus and equipment of the Fire Department to enter or pass through or over buildings or property, where he or she deems it necessary to gain access to the Incident or to protect any person or property.
- (6) The Member in charge in charge of an Incident may request persons who are not Members to assist in whatever manner he considers necessary to deal with an Assistance Response, including removing furniture, goods and merchandise from any building on fire or in danger thereof and in guarding and securing the same and in demolishing a building or structure at or near the fire or other Incident.
- (7) The Member in charge in charge at an Assistance Response may at his or her discretion establish boundaries or limits around the Incident area and keep persons from entering the area within those established boundaries or limits.
- (8) The Member in charge at an Incident may request police to enforce restrictions on persons entering within the boundaries or limits established under Sections 7(7) of this bylaw.
- (9) Notwithstanding the list of Fire Protection and Assistance Response services or any service level authorized in accordance with the Provincial Training Standards, in relation to any particular Incident response, the Fire Department shall undertake only those emergency response activities for which its responding Members are properly trained and equipped.
- (10) The Member in charge may, at his or her sole discretion, restrict or terminate emergency response activities in any circumstances where the Incident is considered to exceed the training or capabilities of the responding Members, or Apparatus available to them.

REGULATIONS & PROHIBITION

- 8** (1) No persons shall enter the boundaries or limits of an area prescribed in accordance with Section 7(7) of this bylaw unless they have been authorized to enter by the Fire Chief or Member in charge.
- (2) No person at an Incident shall impeded, obstruct or hinder a Member of the Fire Department or other person assisting or acting under the direction of the Regional Fire Chief, Municipal Fire Chief, or the Member in charge.
- (3) No person shall damage or obstruct Fire Department Apparatus or Fire Department Equipment.
- (4) No person at an Incident shall drive a vehicle over any equipment without permission of the Member in charge.
- (5) No person shall falsely represent themselves as a Fire Department Member.
- (6) No person shall obstruct or otherwise interfere with access roads or streets or other approaches to any fire Incident, fire hydrant, cistern or body of water designated for fire fighting purposes.
- (7) No person shall knowingly make a false report of an emergency.
- (8) No person shall place any object in such a manner that will obstruct the use of a fire hydrant, standpipe or sprinkler connection.

VACANT AND FIRE DAMAGED BUILDINGS

- 9** (1) The owner of a vacant building must, at all time, keep all openings in such building securely

closed and fastened so as to prevent entry by unauthorized persons.

- (2) The Occupier of a fire damaged building must, at all times, ensure that the building is guarded or keep all openings in the building securely closed and fastened so as to prevent entry by unauthorized persons.
- (3) The Municipality may secure any vacant building or fire damaged building if the building's Occupier does not comply with Sections 9(1) or 9(2) of this bylaw, and may recover the Municipality's cost of doing so from the Occupier.

ADDRESSES

- 10** An Occupier must place an individual street address number on the front of every new or existing building in accordance with Regional District of Central Kootenay Civic Addressing Bylaw 2391, 2014 as amended from time to time.

FIRE DEPARTMENT ACCESS

- 11** (1) Occupiers must maintain and keep all street, yards, and private roadways provided for Fire Department access ready for use at all times.
- (2) Occupiers must maintain Fire Department access in compliance with the applicable codes and standards for such access, including Regional District bylaws.

FEES FOR SERVICES

- 12** (1) Fees for services, including Fire Department Equipment and Members, are prescribed in Schedule A of this bylaw.
- (2) Additional Fees may be collected in relation to;
 - (a) fees imposed, under this Act or the Local Government Act, for work done or services provided to land or improvements;
 - (b) fees imposed under the Community Charter related to fire and security alarm systems;
 - (c) amounts that a municipality is entitled to recover for work done or services provided to land or improvements.
- (3) Fees referred to in subsection (1) and (2);
 - (a) may be collected in the same manner and with the same remedies as property taxes; and
 - (b) if due and payable by December 31 and unpaid on that date, is deemed to be taxes in arrear.
- (4) The Municipality will promptly notify the Surveyor of Taxes of the amount unpaid on December 31st and request that the amount be added to the taxes payable on the property.

ENFORCEMENT OF BYLAW

- 13** (1) If a Peace Officer finds any of the following circumstances in relation to real property, he or she may make an Order to ensure full and proper compliance with this bylaw:
 - (a) a provision of this bylaw has been contravened or has not be complied with, or has been complied with improperly or only in part, or
 - (b) conditions exist in or about a building or property to which this bylaw applies, which constitute a fire hazard or otherwise constitute a hazard to life or property or both.
- (2) In particular, but without limiting the generality of Section 13 (1) of this bylaw, a Peace Officer may:

- (a) make the Orders to the Occupier s of the Premises or to any person responsible for the actions which created the contravention;
 - (b) make recommendations to the Occupier of the Premises about how to correct the contravention, ensure compliance with this bylaw or remove the conditions creating the hazards referred to in the Order; or
 - (c) issue a Bylaw Notice.
- (3) If the Occupier or does not comply with an Order issued in respect of a condition referred to in Section 13 (1) of this bylaw, the Municipal Fire Chief may take appropriate action to mitigate the hazard and the Municipality may recover the Costs of doing so, in accordance with the Community Charter, from the Occupier or person responsible for the contravention.
 - (4) An Order made under Section 13 (1) of this bylaw, shall be in writing in the form of either a fire inspection report or other written report and shall be directed to the Occupier of a Premises in respect of which the written Order is made.
 - (5) An Order made under this bylaw, whether a fire inspection report or written report, shall be served by delivering it or causing it to be delivered to the person to whom it is directed. A copy of the Order will provided to Regional Fire Chief at that time.
 - (6) An Occupier, after receipt of a fire inspection report, written report, or Bylaw Notice, shall comply with it.
 - (7) The Municipal Fire Chief may, after the examination of any work referred to in section 14(1), issue a written rejection of the work and the rejection shall have the same force and effect as an Order issued under Section 13 (1) of this bylaw.
 - (8) The Municipality may recover from an Occupier, its Costs of doing work or providing services on behalf of or in default of the Occupier doing the work or providing the services, the Costs may be recovered in accordance with applicable provisions of the Community Charter.

PENALTY AND OFFENCE

- 14** (1) Any person who violates bylaw provisions may, on summary conviction, be liable to a minimum penalty of not less than one hundred dollars (\$100.00) and no more than ten thousand dollars (\$10,000), plus the cost of prosecution, pursuant to the *Offence Act of British Columbia*.
- (2) Penalties will double upon the number of offences past the 1st offence.
- (3) The penalties imposed under this section are a supplement and not a substitute for any other remedy to an infraction of this bylaw.
- (4) Penalties are subject to the conditions of any applicable RDCK Municipal Ticketing Information Bylaw and RDCK Bylaw Enforcement Notice and Dispute Adjudication System Bylaw as amended or replaced from time to time.
- (5) Each day's continuance of an offence under this bylaw constitutes a new and distinct offence.

EFFECTIVE DATE

- 15** This Bylaw shall take effect upon adoption.

CITATION

- 16** This Bylaw may be cited for all purposes as the **"Regional District of Central Kootenay Defined Area J (Fairview) Fire Service Regulation Bylaw No. 2743, 2022"**.

READ A FIRST TIME this 21st day of April, 2022.

READ A SECOND TIME this 21st day of April, 2022.

READ A THIRD TIME this 21st day of April, 2022.

ADOPTED this 21st day of April, 2022.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

SCHEDULE A – Fees For Services

| Service | Fee |
|---|--|
| Onsite standby where Hazardous Materials are released, creating a life safety risk/hazard or fire/explosion risk at or near any premise, public land or public roadways. | \$50.00/hr per Member \$200/hr per piece of Apparatus |
| Assistance Response as a result of the presence of a hazardous substance or dangerous good on a Premises. | \$50.00/hr per Member \$200/hr per piece of Apparatus |
| Fire suppression or Assistance Response where the fire is willfully set and must be brought under control by the Fire Department; | \$50.00/hr per Member \$200/hr per piece of Apparatus |
| An Assistance Response that arises as a result of or in connection with the commission of an indictable offence under the Criminal Code of Canada, that must be brought under control by the Fire Department | \$50.00/hr per Member \$200/hr per piece of Apparatus |
| Assistance Response, fire watch, security and traffic control of a Premises, including attendance at Exposure Fire(s) that occur as a result of the use or modification of a Premises that does not comply with the requirements of the BC Building Code, the BC Fire Code, the Canadian Electrical Code, or any applicable bylaw of the Regional District. | \$50.00/hr per Member \$200/hr per piece of Apparatus |
| Attendance at an event where Members are required to conduct inspections, provide standby time, and Fire Department Equipment because of the special event, whether before, after or during the special event; | \$50.00/hr per Member \$200/hr per piece of Apparatus |
| Traffic control, fire watch and security arising from an Assistance Response until such time the property is returned to the Occupier's control, including additional actual Costs for materials for providing the service. | \$50.00/hr per Member \$200/hr per piece of Apparatus |

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2791

A bylaw to establish a commission to make recommendations on the Villages of New Denver and Silverton, and a portion of Electoral Area H Recreational Program Local Service.

WHEREAS a regional district may, pursuant to the *Local Government Act*, establish a commission to advise and bring recommendations to the Board on the operations of a regional district service;

AND WHEREAS a regional district may by bylaw, pursuant to the *Local Government Act*, delegate certain administrative duties and authorities to a commission;

AND WHEREAS the Regional Board adopted “Villages of New Denver and Silverton and Portion of Electoral Area H (Rec #6) Recreational Program Bylaw No. 783, 1990”, as amended, which established an recreation service on behalf of New Denver, Silverton and a portion of Electoral Area H;

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

COMMISSION ESTABLISHMENT

- 1 Recreation Commission No. 6 – Slocan Lake (New Denver, Silverton and a portion of Electoral Area H) is hereby established.

DEFINITIONS

- 2 In this bylaw:

Board means the Board of the Regional District of Central Kootenay.

Commission means the Recreation Commission No. 6 established by this bylaw.

Meeting Coordinator means the person who is responsible for the preparations of the Commission meetings including the agendas and minutes as established by this bylaw.

Primary Residence means the dwelling where a person usually lives. A person may have only one primary residence at any given time and is used for legal purposes such as determining where a person votes or pays taxes.

Regional District means the Regional District of Central Kootenay.

Service Area means the Recreation Commission No. 6 Service Area which includes Villages of New Denver and Silverton, and a portion of Electoral Area H.

COMMISSION PURPOSE

- 3 The purpose of the Commission, as delegated by the Board, is to:
- (1) enhance the quality of life of participants in the Service Area by providing grant funds to recreation and service providers in Villages of New Denver and Silverton, and a portion of Electoral Area H;
 - (2) consider and make recommendations to the Board on improvements and program delivery taking place at the recreational facility within the Service Area;
 - (3) consider and make recommendations to the Board on the acquisition and development of recreational facilities and program delivery in the Service Area;
 - (4) review the financial performance of the service relative to the annual budget approved by the Board;
 - (5) consider and make recommendations to the Board on the budget for review; and
 - (6) to act as two-way conduit of information and communications between the Regional District staff and the Board, and the communities within the Service Area, on Regional District matters affecting the community;

MEMBERSHIP

- 4 (1) The Commission shall consist of:
- (a) the Directors representing:
 - (i) the Village of New Denver
 - (ii) the Village of Silverton
 - (iii) Electoral Area H;
 - (b) a maximum of four (4) and a minimum of three (3) members-at-large whose Primary Residence is in the Service Area;
 - (i) two (2) members-at-large from a portion of Electoral Area H;
 - (ii) one (1) member-at-large from the community of the Village of New Denver;
 - (iii) one (1) member-at-large from the community of the Village of Silverton;
 - (c) the Councilors representing:
 - (i) one (1) councilor appointed by the Village of New Denver Council;
 - (ii) one (1) councilor appointed by the Village of Silverton Council; and
 - (d) one (1) member of staff and one (1) member from student council from the Lucerne School may participate as voting members.

Directors have full voting rights on the Commission. In the absence of the Directors, the Alternate Directors for New Denver, Silverton and Electoral Area H may take the place of, vote and generally act in all matters on behalf of the absent director they represent.

In the absence of the members-at-large, an appointed Alternate may take the place of, vote and generally act in all matters on behalf of the absent member-at-large they represent.

MEMBERSHIP APPOINTMENTS

- 5
- (1) The Regional District of Central Kootenay shall place advertisements in publications which serve the Service Area to notify the public about any vacant positions on the Commission.
 - (2) The Director and the members-at-large, whose term has not expired, shall review all applications and recommend to the Board of Directors the names of candidates for appointment to the Commission. In the event, the Commission does not meet quorum, the Director shall make the appointment recommendation to the Board of Directors.
 - (3) All nominations shall be submitted to the Board for consideration each year no later than ten (10) days prior to the December Board meeting to assure membership is established for the next year and quorum is met.
 - (4) All members-at-large shall be appointed to the Commission by resolution of the Board.
 - (5) Members-at-large may be reappointed at the discretion of the Board.
 - (6) The Board may, at any time, by an affirmative vote of not less than two-thirds (2/3) of the members present at the Board meeting, terminate the appointment of any or all members-at-large of the Commission.

MEMBERSHIP TERM

- 6
- (1) Members-at-large shall be appointed up to a two (2) year term or a minimum of a one (1) year term depending on the Commission's requirements.
 - (2) Terms shall vary, with half of the members-at-large terms expiring a year prior to the other half.
 - (3) Members are expected to commit to attending meetings as required. Substitute members will not be permitted unless they are appointed as an alternate.
 - (4) A member of the Commission who misses three (3) consecutive meetings without the approval of the Chair or without reason satisfactory to the Commission shall be deemed to have resigned, at which time the Commission shall notify the Board in writing in order to appoint a new member.
 - (5) In the event of the death, resignation or disqualification of a member of the Commission, the Board may appoint a new member.
 - (6) Should a member-at-large cease having a Primary Residence in the area they represents, they will be deemed to have resigned from the Commission.

REMUNERATION

- 7
- Members of the Commission shall serve without remuneration.

STRUCTURE

- 8 (1) The Commission at its first meeting of each year shall elect the Chair for the next year from among the members of the Commission. The election of the Chair shall be in accordance with the sections from the Regional District of Central Kootenay (RDCK) Procedure Bylaw - Election of the Board Chair and Tie Vote.
- (2) The Commission may choose a Meeting Coordinator from within its membership in accordance with Section 7 of this bylaw.
- (3) As an alternative to a Meeting Coordinator selected from within the Commission membership the Commission may request that the Regional District employ a Meeting Coordinator with the cost of remuneration to be paid from the applicable Service Area.
- (4) The Meeting Coordinator shall be responsible for recording all Commission minutes, in accordance with Section 10 (1) – (3) of this bylaw.

MEETINGS

- 9 (1) A meeting may not be closed to the public unless authorized in accordance with Section 90 of the *Community Charter* and a RDCK manager is present at the meeting. Only the Board can move items from a Closed meeting into an Open meeting.
- (2) All meetings of the Commission shall be held within the local Service Area.
- (3) The Commission shall hold minimum of three (3) regularly scheduled meetings per year, with the first meeting normally held in January. The Commission shall approve the meeting schedule at its January meeting and provide the schedule and the location of the meetings to the Corporate Administration department to add to the RDCK website.
- (4) Prior to each Commission meeting, the Meeting Coordinator shall prepare an agenda, which shall be circulated to the Commission members and the public at least 48 hours in advance. The Commission may waive the requirement for advance notice of the agenda in emergency situations requiring a special meeting.
- (5) Unless a rule of procedure is specifically outlined in this bylaw, the rule contained in the current RDCK Procedures Bylaw, as amended, shall apply. The order of precedence for conducting all meetings of the Commission shall follow:
 - (a) the rules of procedure set out in this bylaw;
 - (b) the rules of procedure within the RDCK Procedure Bylaw; and
 - (c) the current edition of *Robert's Rules of Order*.
- (6) The Commission shall refer to the RDCK Procedures Bylaw on any procedural matters including, but not limited to, the following:
 - Notice of Special meetings
 - Closed (In Camera) Meetings

- Electronic participation meetings
 - Attendance of public at meetings
 - Resolutions
 - Delegations and Presentations
 - Keeping Order
 - Debate and Conduct
 - Motions
 - Notice of Motion
 - Voting
 - Commissions
- (7) All business of the Commission shall be conducted through the forum of a duly constituted meeting. The Commission is not permitted to delegate their duties to sub- committees.
- (8) The quorum for the Commission is the majority of the Commission members. No meeting may proceed without quorum or the Chair/Acting Chair. If there is no quorum of the Commission within 30 minutes of the scheduled time for the meeting, the meeting must be postponed to the next meeting or rescheduled.
- (9) The Chair, if present, shall preside at the meeting. In the absence of the Chair, but where quorum is achieved the members present shall appoint a member to act as Acting Chair for that meeting or until the elected Chair arrives.
- (10) No act or other proceeding of the Commission shall be valid unless it is authorized by resolution adopted at a duly constituted meeting of the Commission or a resolution of the Board.
- (11) All questions before the Commission shall be decided by a majority vote, and each member of the Commission shall have one vote.

AGENDAS AND MINUTES

- 10** (1) Agendas and minutes shall be prepared by the Meeting Coordinator of the Commission and will adhere to the templates and other guidelines from the Regional District.
- (2) Minutes shall be kept of all meetings of the Commission. They must record all those present at the meetings, as well as all staff actions and resolutions. The minutes shall be certified as correct by the Meeting Coordinator and approved by the Chair.
- (3) The minutes shall be forwarded to the Regional District Corporate Officer within fourteen (14) days of the meeting.

DUTIES AND RESPONSIBILITIES

- 11** (1) The function of the Commission is to advise and provide recommendations to the Board.
- (2) The Commission must recommend any grant allocations to the Board for review and approval by resolution.

- (3) The Commission must undertake other matters assigned by resolution of the Board and shall provide reports as required by the Board.
- (4) The Commission must adhere to the Regional District's bylaws and policies.
- (5) For certainty the Commission, or individual Commission members, shall not do any of the following unless the authority to do so is expressly delegated by the RDCK Board of Directors:
 - (a) enter into agreements and contracts on behalf of the RDCK;
 - (b) commit or purport to commit to the expenditure of any funds unless approved in the RDCK financial plan or by resolution of the RDCK Board;
 - (c) influence the hiring, management, and disciplinary processes of RDCK employees;
 - (d) seek legal advice related to the business of the Commission; and
 - (e) issue media releases and communications

RIGHTS OF THE BOARD

- 12** (1) The powers delegated to the Commission shall not extend to or include any of the powers of the Board of Directors which are exercised by bylaw only.
- (2) The Board retains the right to have staff review recommendations from the Commission to confirm RDCK standards and regulations are being met and staff time will be incorporated into the Service Area's budget.
- (3) The Board must approve any policies with respect to the approval, distribution, and accountability of financial contributions from the Commission to persons or groups providing recreational and cultural services on behalf of the Commission.
- (4) The Regional District shall have final authority on all decisions relating to the planning, financing, operation and maintenance of the service.
- (5) The Regional Board reserves unto itself all of its powers with respect to entering into contracts and agreements.
- (6) The Board reserves unto itself all of its powers with respect to staffing and personnel management.
- (7) The powers delegated to the Commission are subject to the limitations in accordance with Section 229 [*Delegation of board authority*] of the *Local Government Act*.

SEVERABILITY

- 13** If any section, clause, sub-clause or phrase of this bylaw is for any reason held to be invalid by the decision of the court of competent jurisdiction, such decision shall not affect the validity of the remaining portion of this bylaw.

REPEAL

14 Slocan Lake Recreation Commission No. 6 Bylaw No. 1273, 1997 and amendments hereto, are hereby REPEALED.

CITATION

15 This Bylaw may be cited as **Recreation Commission No. 6 – Slocan Lake Bylaw No. 2791, 2021.**

READ A FIRST TIME this 21st day of April, 2022.

READ A SECOND TIME this [21st day of April, 2022.

READ A THIRD TIME this 21st day of April, 2022.

ADOPTED this 21st day of April, 2022.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2822

A bylaw to amend Slocan Valley Fire Protection Local Service Area Establishment Bylaw No. 892, 1991 for the purpose of expanding the service area.

WHEREAS a regional district may, by bylaw, establish and operate a service under the provisions of the Local Government Act;

AND WHEREAS the Board of the Regional District of Central Kootenay established a service for the purpose of fire protection for a portion of Electoral Areas F, H, I and Village of Slocan by adopting Slocan Valley Fire Protection Local Service Area Establishment Bylaw No. 892, 1991;

AND WHEREAS pursuant to the Regional District Establishing Bylaw Approval Exemption Regulation, a regional district may amend the service area boundary if the parcel owner submits a petition to the regional district in accordance with requirements;

AND WHEREAS pursuant to the Local Government Act and the Regional District Establishing Bylaw Approval Exemption Regulation, participating area approval has been given by Electoral Areas F, H, I and the Village of Slocan;

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

- 1 The Slocan Valley Fire Protection Local Service Area Establishment Bylaw No. 892, 1991 as amended, is hereby further amended as follows:
(2) By deleting the Schedule 'A' attached to Bylaw No. 892, 1991 and replacing it with the attached Schedule 'A'.
2 This Bylaw may be cited as "Slocan Valley Fire Protection Service Establishment Amendment Bylaw No. 2822, 2022".

READ A FIRST TIME this 21st day of April, 2022.
READ A SECOND TIME this 21st day of April, 2022.
READ A THIRD TIME this 21st day of April, 2022.

I hereby certify that this is a true and correct copy of the Slocan Valley Fire Protection Service Establishment Amendment Bylaw No. 2822, 2022 as read a third time by the Regional District of Central Kootenay Board on the day of April, 2022.

Mike Morrison, Corporate Officer

ASSENT RECEIVED as per the *Local Government Act – Consent on behalf of participating area.*

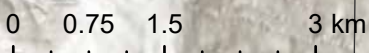
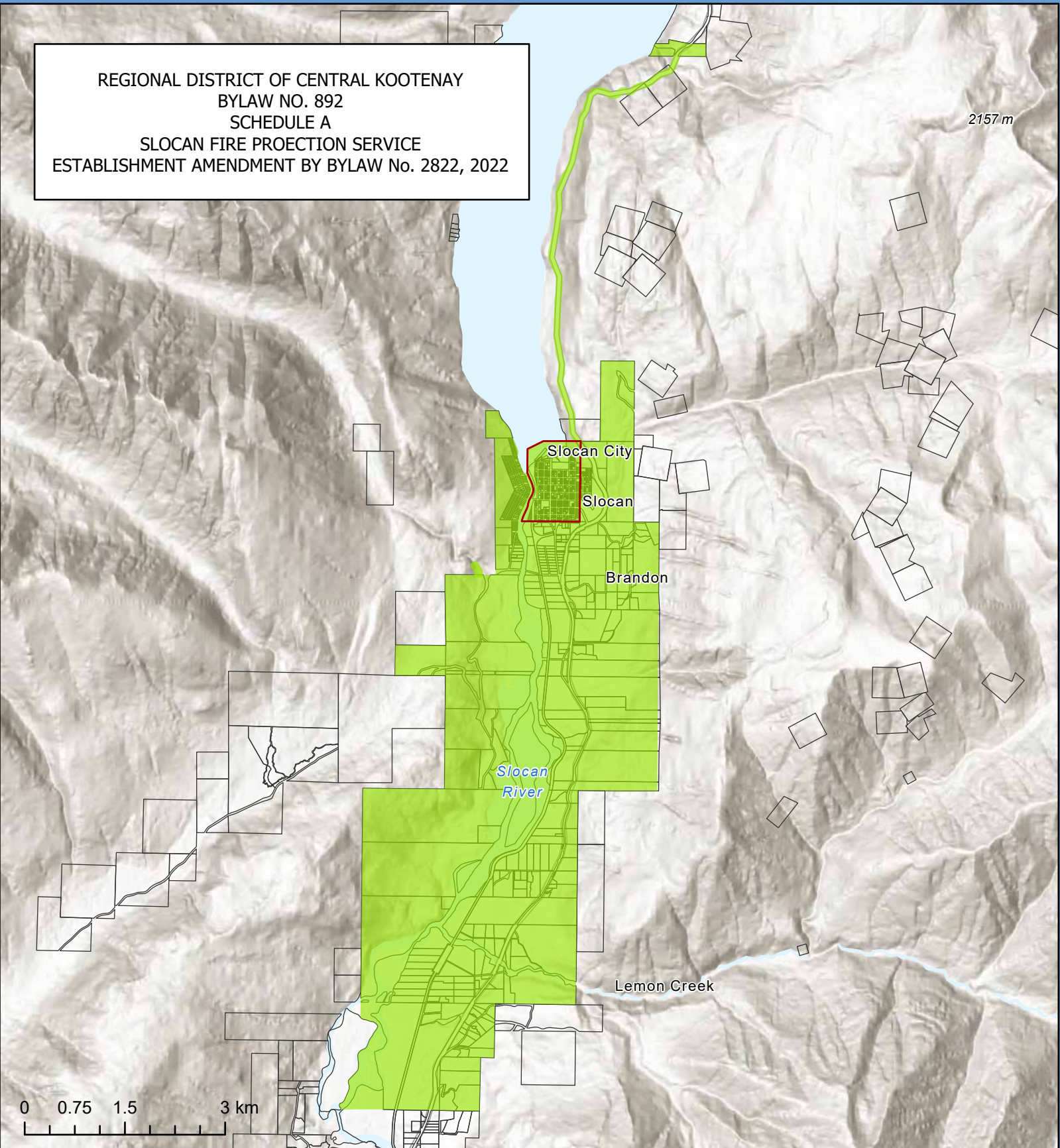
ADOPTED this day of , 2022.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY
 BYLAW NO. 892
 SCHEDULE A
 SLOCAN FIRE PROTECTION SERVICE
 ESTABLISHMENT AMENDMENT BY BYLAW No. 2822, 2022

2157 m



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

- Slocan Fire Service Area
- Electoral Boundaries
- Legal Parcels

Scale:
 1:75,000



Date: Thursday, April 7, 2022

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.



Board Report

Date of Report: April 15, 2022
Date & Type of Meeting: April 15, 2022 Open Board Meeting
Author: Tom Dool, Chief Elections Officer
Subject: Elections Bylaw
File: \08\3200\10
Electoral Area/Municipality: All Rural Electoral Areas

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to recommend to the Board that the Local Government Elections & Other Voting Conduct Bylaw 998, 1993 as amended be repealed and replaced with the Regional District of Central Kootenay Election and Assent Voting Bylaw 2823, 2022.

SECTION 2: BACKGROUND/ANALYSIS

General Local Elections will be held on October 15, 2022. In preparation for the elections the Chief Elections Officer and Deputy Elections Officer have reviewed the Regional Districts election bylaw, Local Government Elections & Other Voting Conduct Bylaw 998, 1993 as amended, and have identified a number of issues that should be addressed prior to the next Election. In accordance with Section 56 the Local Government Act (LGA) if it is the Board intention to adopt a new Elections and Assent Voting Bylaw it must be adopted at least 56 days before the first day of the nomination period of the general local election, which would require adoption no later than the June 2022 Open Board Meeting.

Issues to be resolved in Local Government Elections & Other Voting Conduct Bylaw 998, 1993 as amended include:

- The current bylaw references outdated legislation throughout
- Several definitions are incorrect
- Does not authorize the use of mail in ballots
- Is too restrictive in terms of voter registration, allowing only for voting day registration and not including provincial voters lists
- Restricts required additional advanced voting opportunities
- Does not authorize, by bylaw, the Chief Election Officer to perform a number of tasks required to execute an election.

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 type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

There are no financial considerations associated with the proposed repeal of the Local Government Elections & Other Voting Conduct Bylaw 998, 1993 as amended and replacement with the Regional District of Central Kootenay Election and Assent Voting Bylaw 2823, 2022.

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

The proposed Regional District of Central Kootenay Election and Assent Voting Bylaw 2823, 2022 is based on a template provided by the Local Government Management Association of British Columbia. The content has been vetted by subject matter experts to ensure it complies with relevant regulation and achieves best practices in terms of the processes and criteria required of a local government election or assent voting opportunity.

The proposed bylaw references current legislation where required and includes up to date definitions and concise language.

Authorizing the use of mail in ballots, as per S110 of the LGA, addresses potential restrictions on gatherings and other barriers to the ability to vote in a local election. As noted in Section 5 of the bylaw, Mail Ballot Voting, resident and non-resident electors are entitled to register and vote by mail.

Authorizing the use of the provincial voters list, as per S76 of the LGA, ensures that elections officials have access to an up to date list of potential voters, reduces time required to maintain our own voter lists, and simplifies the work required of election workers at the polls. Resident electors whose names appear on the provincial voters list are registered and are not required to register at the time of polling to receive a ballot and vote in a local election. A person whose name does not appear on the provincial voters list is required to show two pieces of identification (or sign a solemn declaration) before being issued a ballot by the presiding election official.

In accordance with LGA S107 Local governments with populations greater than 5,000 are required to hold at least two advance voting opportunities. In the 2016 census no Electoral Area exceeded this threshold. As of 2021, Area H has 5041. The proposed bylaw authorizes additional advanced voting opportunities in accordance with the LGA.

As requirement of the LGA, in addition to the authorities discussed above, the proposed bylaw authorizes the Chief Election Officer to:

- Establish a primary advanced voting opportunity;
- Establish times and locations for additional voting opportunities within the limits described in the LGA;
- Establish time limits for voting by mail ballot; and
- Delegate authority as required to achieve the objectives of this bylaw.

These authorities must be assigned by bylaw and are required to execute an election.

The proposed bylaw does not require the approval of the Local Government Inspector. If the Board decides to proceed with the adoption of the bylaw it may do by repealing the Local Government Elections & Other Voting Conduct Bylaw 998, 1993 as amended and giving three readings and adoption to the Regional District of Central Kootenay Election and Assent Voting Bylaw 2823, 2022.

3.3 Environmental Considerations

None.

3.4 Social Considerations:

By adopting an updated and less restrictive legislative framework for local government elections in Rural Electoral Areas the Board is encouraging voter turnout and participation in local government elections.

3.5 Economic Considerations:

None.

3.6 Communication Considerations:

Should the Board choose to adopt the proposed bylaw staff would prepare a communications release intended to inform the public of increased voting opportunities in the upcoming election.

3.7 Staffing/Departmental Workplace Considerations:

The proposed bylaw enables the Chief and Deputy Elections Officers to deliver a more efficient, transparent, and accessible election process to the residents of the Regional District.

3.8 Board Strategic Plan/Priorities Considerations:

Excellence in governance starts with an efficient, transparent, and well subscribed elections process.

SECTION 4: OPTIONS & PROS / CONS

Option 1. The Local Government Elections & Other Voting Conduct Bylaw 998, 1993 as amended be repealed and replaced with the Election and Assent Voting Bylaw 2823, 2022.

Pros

- Brings the legislative framework for Elections and Assent Voting in the Regional District into compliance with the Local Government Act
- Increased voter opportunities through more options for voter registration, mail in ballots, and additional advanced polls
- Improves the efficiency of the election process

Cons

- None

Option 2. Staff take no further action on the matter.

Pros

- None

Cons

- Mail in Ballots not allowed
- The use of the provincial voters list not allowed
- Non-compliance with the Local Government Act
- No provision for required advanced voting opportunities

SECTION 5: RECOMMENDATIONS

1. That the *Regional District of Central Kootenay Election and Assent Voting Bylaw 2823, 2022* be read a FIRST, SECOND, and THIRD time by content to repeal and replace the Local Government Elections & Other Voting Conduct Bylaw 998, 1993.

2. That the *Regional District of Central Kootenay Election and Assent Voting Bylaw 2823, 2022* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Respectfully submitted,
Tom Dool, Chief Elections Officer

CONCURRENCE

| | |
|--|----------|
| Corporate Officer – Mike Morrison | Approved |
| Chief Administrative Officer – Stuart Horn | Approved |

ATTACHMENTS:

- Attachment A – Election and Assent Voting Bylaw 2823, 2022
- Attachment B – Local Government Elections & Other Voting Conduct Bylaw 998, 1993
- Attachment C – Local Government Elections & Other Voting Conduct Amendment Bylaw No. 1179, 1996

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2823

A bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting.

WHEREAS in accordance to the *Local Government Act*, a regional district may, by bylaw, determine various procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS the Board wishes to establish voting procedures and requirements under that authority;

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

DEFINITIONS

1 In this Bylaw:

Act means the Local Government Act, R.S.B.C. 2015, c.1, as may be amended from time to time.

Applicant means an Elector who wants to vote by mail and make a request for a mail ballot.

Chief Election Officer means the person appointed by the Regional District Board to carry out the duties under this bylaw and the *Act* and includes a delegation to the person who is appointed by the Regional District Board as the Deputy Election Officer.

Elector means a resident elector or a non-resident property elector of an electoral area of the Regional District as defined in the *Act*.

Election means a formal and organized choice by vote for the number of persons required to fill a Regional District office.

General Voting Day means:

- (a) the date set by the Province of British Columbia for general local elections;
- (b) the date set for a by-election;
- (c) the date set for an election under a Minister's order;
- (d) the date set for a runoff election in the event of a tie after a judicial recount; or
- (e) the date set for Other Voting.

Other Voting means voting on a bylaw or a matter for which assent of the Electors is authorized or required and on voting on a referendum.

Regional District means the Regional District of Central Kootenay.

AUTHORITY OF THE CHIEF ELECTION OFFICER

- 2** The Chief Elections Officer is authorized to:
- (a) establish additional voting opportunities for General Voting Day;
 - (b) provide one advance voting opportunity on the 10th day prior to the General Voting Day for electoral areas with populations of less than 5,000 residents;
 - (c) provide a second advance voting opportunity on the Wednesday immediately proceeding General Voting Day;
 - (d) designate the voting places and set the voting hours for these opportunities;
 - (e) designate the voting places and set the voting hours within the limits set out in the *Act* for additional general voting opportunities;
 - (f) establish time limits in relation to voting by mail ballot; and
 - (g) delegate authority as required to achieve the objectives of this bylaw.

NOMINATIONS AND ENDORSEMENTS

- 3**
- (1) The minimum number of qualified nominators required to make a nomination for office as an electoral area director shall be 2.
 - (2) A person who wishes to be nominated for electoral area director in an Election must pay a nomination deposit in the amount of \$50.
 - (3) The Chief Election Officer must give public access to nomination documents by internet or other electronic means from the time of delivery until 30 days after the release of the Election results.
 - (4) The Chief Election Officer must give public access to Elector organization endorsement documents by Internet or other electronic means from the time of delivery until 30 days after the release of Election results.

ELECTOR REGISTRATON

- 4** The most current available Provincial list of voters prepared under the *Election Act* shall form the register of resident Electors and shall become the register of Electors no later than the 52nd day prior to General Voting Day.

MAIL BALLOT VOTING

- 5**
- (1) Voting and Elector registration for resident and non-resident Electors for each Election or Other Voting may be done by mail.
 - (2) As provided in the *Act*, to be counted, a mail ballot must be received by the Chief Election Officer before the close of voting on General Voting Day.
 - (3) Procedures for mail ballot voting and registration are in accordance to *Schedule A – Mail*

Ballot Voting Procedures of this bylaw.

REMUNERATION

6 The remuneration of Elections Officials shall be in accordance with *Schedule B – Election Official Remuneration* of this bylaw.

BALLOTS

7 (1) The order of names of candidates on the ballot will be determined by lot.

REPEAL

8 “**Local Government Elections & Other Voting Conduct Bylaw 998, 1993**”, and amendments hereto, are hereby repealed.

CITATION

9 This Bylaw may be cited as the “**Regional District of Central Kootenay Election and Assent Voting Bylaw No. 2823, 2022**”.

READ A FIRST TIME this 21st day of April, 2022.

READ A SECOND TIME this 21st day of April, 2022.

READ A THIRD TIME this 21st day of April, 2022.

ADOPTED this 21st day of April, 2022.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

ELECTION AND ASSENT VOTING BYLAW NO. 2823, 2022

SCHEDULE A – MAIL BALLOT VOTING PROCEDURES

APPLICATION PROCEDURE

- 1** (1) An Elector wishing to vote by mail ballot shall apply by giving their name and address to the Chief Election Officer or their delegate, during the period commencing 1 month before General Voting Day and ending at 4:00 pm 2 days before general voting day.
- (2) Upon receipt of a request for a mail ballot, the Chief Election Officer or designate shall, between the first day of advanced voting and 5 days before General Voting Day:
 - (a) make available to the Applicant, a mail ballot package as specified in Section 110 of the *Act*; and
 - (b) immediately record (and, upon request, make available for inspection) the name and address of the Elector to whom the mail ballot package was issued.

VOTING PROCEDURE

- 2** (1) To vote using a mail ballot, the Elector shall mark the ballot in accordance with the instructions contained in the mail ballot package provided by the Chief Election Officer.
- (2) After marking the ballot, the Elector shall:
 - (a) place the ballot in the secrecy envelope provided and seal the secrecy envelope;
 - (b) place the secrecy envelope in the certification envelope, and complete and sign the certification printed on such envelope, and then seal the certification envelope;
 - (c) place the certification envelope, together with a completed Elector registration application, in the outer envelope, and then seal the outer envelope;
 - (d) mail, or have delivered, the outer envelope and its contents to the Chief Election Officer at the address specified so that it is received no later than the close of voting on General Voting Day.

BALLOT ACCEPTANCE OR REJECTION

- 3** (1) Until 4:00 pm. on General Voting Day, upon receipt of the outer envelope and its contents, the Chief Election Officer or designate shall immediately record the date of such receipt and shall then open the outer envelope and remove and examine the certification envelope and the completed Elector registration application, and if satisfied as to:
 - (a) The identity and entitlement to vote of the Elector whose ballot is enclosed;
 - (b) The completeness of the certification; and
 - (c) The fulfilment of the requirements of Section 70 of the *Act* in the case of a person who is registering as a new Elector;

The Chief Election Officer or designate shall mark the certification envelope as “accepted”, and shall retain in his or her custody all such certification envelopes in order to deal with any challenges made in accordance with the *Act*.

- (2) The unopened certification envelopes shall remain in the custody of the Chief Election Officer or designate until General Voting Day, at which time the certification envelopes containing the secrecy envelopes shall be opened in the presence of at least one other person.
- (3) On the General Voting Day, the Chief Election Officer or designate shall place all secrecy envelopes received up until that time into a ballot box specified for such purpose, where such secrecy envelopes were received from persons whose right to vote using a mail ballot has not been challenged, or where such challenge has been resolved and the challenged person permitted to vote.
- (4) Where an outer envelope and its contents are received by the Chief Election Officer or designate between 4:01 p.m. on General Voting Day and the close of voting on General Voting Day, the provisions of Section 3 (1) of this Schedule A with regard to ballot acceptance shall apply and the Chief Election Officer or designate shall retain such envelopes in his or her possession until the close of voting and at that time shall open such certification envelopes in the presence of at least one other person, and place the secrecy envelope containing the ballot into the ballot box containing the other unopened secrecy envelopes.
- (5) As soon as possible after all of the secrecy envelopes have been placed in the ballot box designated for that purpose, the ballot box shall be opened under the supervision of the Chief Election Officer or designate, and in the presence of at least one other person, the secrecy envelopes shall be opened and the ballots contained therein counted in accordance with the provisions of the Act.
- (6) Where:
 - (a) upon receipt of an outer envelope and its contents, the Chief Election Officer is not satisfied as to the identity of the Elector whose ballot is enclosed; or
 - (b) in the case of a person required to complete an application for registration as an Elector, such application has not been completed in accordance with Section 70 of the Act; or
 - (c) the outer envelope is received by the Chief Election Officer or designate after the close of voting on General Voting Day

the certification envelope shall remain unopened and the Chief Election Officer shall mark such envelope as "rejected", and shall note the reasons therefor, and the ballot contained therein shall not be counted in the Election.

- (7) Any certification envelopes and their contents rejected in accordance with Section 3 (6) of this Schedule A shall remain unopened and shall be subject to the provisions of Section 160 of the Act with regard to their destruction.

ELECTION AND ASSENT VOTING BYLAW NO. 2823, 2022
SCHEDULE B – ELECTION OFFICIAL REMUNERATION

ELECTION OFFICIAL REMUNERATION

- 1**
- (1) Officials will be remunerated on a per polling day basis including Advanced Voting Days, Additional Advanced Voting Days, General Voting Days, and Assent Voting Days.
 - (2) Remuneration will be done at the following rates for Advanced Voting Days, Additional Advanced Voting Days, General Voting Days, and Assent Voting Days in the 2022 calendar year.
 - (a) Chief Elections Officer \$1430.00
 - (b) Deputy Chief Elections Officer \$1210.00
 - (c) Polling Officer \$385.00
 - (d) Assistant Polling Officer \$308.00
 - (3) The rates described in Schedule B Section 1(2) of this bylaw shall establish a base rate. Rates will be adjusted annually based on the British Columbia Consumer Price Index (all goods), as calculated by Statistics Canada, applied from January of the previous year to January of the current year.
 - (4) Polling Officers and Assistant Polling Officers will be remunerated \$30.00 for each election training day attending.
 - (5) At the direction of the Chief Election Officer or their delegate an Elections Official may be remunerated \$10/day for the use of their personal cell phone for elections business.
 - (6) At the direction of the Chief Election Officer or their delegate an Elections Official may be remunerated \$0.61/Km for the use of a personal vehicle for elections business.

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 998

A bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting.

WHEREAS the Municipal Act authorizes the Regional District Board, by bylaw to establish various procedures and requirements to be applied in the conduct of local government elections and other voting.

AND WHEREAS the Regional District Board wishes to establish various procedures and requirements under that authority.

NOW THEREFORE the Regional District of Central Kootenay Board in open meeting assembled enacts as follows.

1. DEFINITIONS:

In this bylaw:

"Elector" means a resident elector or property elector of the jurisdiction as defined under the Municipal Act;

"Election" means an election for the number of persons required to fill a local government office;

"General local election" means the elections held for the electoral area directors of the regional district which must be held in the year 1993 and in every 3rd year after that;

"General Voting day" means

- a) for a general local election, the 3rd Saturday of November in the year of the election
- b) for other elections, the date set by the Municipal Act, and
- c) for other voting, the date set by the Municipal Act;

"Jurisdiction" means, in relation to an election, the regional district electoral area for which it is held;

"Local government" means the Regional District Board;

"Other voting" means voting on a bylaw, a referendum or other matter as allowed under the Municipal Act

2. APPLICATION

This bylaw applies to all elections or other voting conducted by the Regional District of Central Kootenay.

3. ADVANCE VOTING OPPORTUNITIES

- a) The following advance voting opportunities are established to be held in advance of general voting days for each election or other voting held within the Regional District of Central Kootenay
 - i) Advance voting opportunities will be held on the 10th day before general voting day from 8:00 A.M. to 8:00 P.M. (local time) as required by the Municipal Act [subsection 97(2)(a)].
 - ii) As each of the Regional District Jurisdictions (Electoral Areas A - K) has a population of 5000 or less, no additional advance voting opportunity referred to in subsection 97(2)(b) shall be held [Municipal Act Subsection 97(3)].

- b) The Chief Election officer is hereby authorized to designate the voting places for the advance voting opportunities established above.

- 4. The Regional District Of Central Kootenay Advance Poll Bylaw No. 145, and amendments thereto, are rescinded effective October 1, 1993.

- 5. This Bylaw may be cited as "Local Government Elections & Other Voting Conduct Bylaw No. 998, 1993."

READ A FIRST TIME this 11th day of September , 1993.

READ A SECOND TIME this 11th day of September , 1993.

READ A THIRD TIME this 11th day of September , 1993.

RECONSIDERED AND ADOPTED this 11th day of September , 1993.


Chairperson


Secretary

I hereby certify the foregoing to be a true and correct copy of the **Local Government Elections & Other Voting Conduct Bylaw No. 998, 1993.**

DATED this day of , 19 .

Secretary

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 1179

A Bylaw to amend "Local Government Elections & Other Voting Conduct Bylaw No. 998, 1993" to establish Voting Day Registration Only.

WHEREAS the Regional District Board wishes to establish a Poll Book Registration process as authorized by Section 55 of the Municipal Act;

NOW THEREFORE THE BOARD OF THE REGIONAL DISTRICT OF CENTRAL KOOTENAY IN OPEN MEETING ASSEMBLED, ENACTS AS FOLLOWS:


1. "Local Government Elections & Other Voting Conduct Bylaw No. 998, 1993" is hereby amended as follows:
 - a) clause 5 is renumbered to become clause 6;
 - b) clause 4 is renumbered to become clause 5;
 - c) a new clause 4 is added as follows:
 4. Voting Day Registration Only
 - i) As authorized under Section 55 of the Municipal Act, at each election or other voting, electors who wish to vote at such elections or other voting are required to register at the time of voting;
 - ii) Registration for an elector under paragraph (i) is effective only for the election or other voting for which the voting is being conducted at that time.
2. This Bylaw may be cited for all purposes as the "Local Government Elections & Other Voting Conduct Amendment Bylaw No. 1179, 1996".

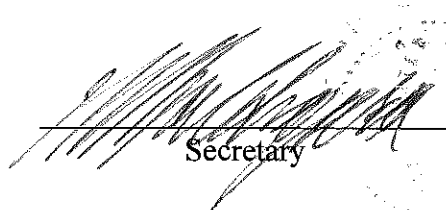
READ A FIRST TIME this 27th day of April, 1996.

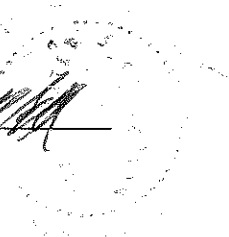
READ A SECOND TIME this 27th day of April, 1996.

READ A THIRD TIME this 27th day of April, 1996.

ADOPTED this 27th day of April, 1996.


Chairperson


Secretary



I hereby certify that this is a true and correct copy of "Local Government Elections & Other Voting Conduct Amendment Bylaw No. 1179, 1996".

DATED this day of , 1996.

Secretary



Board Report

Date of Report: April 07, 2022
Date & Type of Meeting: April 21, 2022 Board Meeting
Author: Jason McDiarmid, Utility Service Manager
Subject: Regional District Of Central Kootenay Water Bylaw No. 2824, 2022
File: 08-3200-10-2824
Electoral Area/Municipality: A, B, C, D, E, F, G, H, J & K

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for Regional District of Central Kootenay Water Bylaw No. 2824, which repeals and replaces the existing Regional District of Central Kootenay Water Bylaw No. 2766, 2021.

SECTION 2: BACKGROUND/ANALYSIS

A commentary on proposed bylaw clause changes has been provided attached. Most proposed changes simply provide better clarification on existing requirements.

Proposed bylaw change highlights include:

- 1) Added that large developments with water supply from the Regional District require Board approval.
- 2) Cross Connection Control program improvement.
- 3) Better clarity on when Water Conservation measure can be issued.

Proposed Bylaw No. 2824 was sent to all Water Commission Chairs, and Water Service Committee members for review and feedback. No comments or questions were received.

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

Water Bylaw requirements do not result in direct Financial Plan budgetary items. Water Bylaw requirements do result in considerations for staff time and future metering and cross connection control projects.

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

Water Bylaw No. 2824 is subject to requirements of the Local Government Act, Community Charter, Building Act and other Acts and Regulations. The proposed Water Bylaw 2824 is closely related to the proposed Utilities Rates, Fees, and Charges Bylaw No. 2825, and both bylaws need to be considered when making any changes.

3.3 Environmental Considerations

None.

3.4 Social Considerations:

The Bylaw restricts water usage and regulates water related development requirements in Regional District water services.

3.5 Economic Considerations:

The Bylaw impacts water related developer costs.

3.6 Communication Considerations:

The proposed Bylaw 2824 was provided to Water Commission Chairs and the Water Service Committee members for feedback.

3.7 Staffing/Departmental Workplace Considerations:

Proposed bylaw clause changes that provide better clarity should result in reduced staff time required for bylaw interpretation and customer correspondence.

3.8 Board Strategic Plan/Priorities Considerations:

This bylaw aligns with the BoD's strategic objectives of "To Excel in Governance and Service Delivery" and "To Manage our Assets and Operations in a fiscally responsible Manner".

SECTION 4: OPTIONS & PROS / CONS

1. That the Regional District of Central Kootenay Water Bylaw No. 2824, 2022 be given three readings and be adopted.

Pros

- Cross Connection Control Program improvement.
- Clarification on when Water Conservation measures can be issued.
- Clarifications on existing Water Bylaw requirements.

Cons

- None.

2. That the Regional District of Central Kootenay Water Bylaw No. 2824, 2022 be rejected.

Pros

- None.

Cons

- Loss of Pros identified above.

SECTION 5: RECOMMENDATIONS

1. THAT the Regional District of Central Kootenay Water Bylaw No. 2824, 2022 is hereby read the FIRST, SECOND, and THIRD time by content to repeal and replace Regional District of Central Kootenay Water Bylaw No. 2766, 2021.

2. THAT the Regional District of Central Kootenay Water Bylaw No. 2824, 2022 is hereby ADOPTED and the Chair and Secretary are authorized to sign same.

Respectfully submitted,
Jason McDiarmid, Utility Service Manager

CONCURRENCE

Chief Administrative Officer – Stuart Horn

Approved

General Manager of Environmental Services – Uli Wolf

Approved

ATTACHMENTS:

Attachment A – Commentary of Proposed Changes in Water Bylaw No. 2824.

Attachment B – Regional District of Central Kootenay Water Bylaw No. 2824, 2022 – REDLINE.

Attachment C – Regional District of Central Kootenay Water Bylaw No. 2824, 2022.

Commentary of Proposed Changes in Water Bylaw No. 2824

The following provides a commentary for proposed Water Bylaw No. 2824 changes (excluding minor edits). Existing clauses are from Bylaw 2766 and proposed clauses are included in proposed Bylaw 2824.

5. Interpretation (Definitions)

| Existing Clause | |
|---|---|
| None | |
| Proposed Clause | |
| Boil Water Notice | is issued by the Regional District or Interior Health when water provided by a Water System or portion of a Water System is considered non-potable due to potential health risk. |
| Commentary | |
| Definition added as needed for new cross connection control clause. | |

| Existing Clause | |
|---|---|
| Meter Idler | is a second of pipe with meter couplings used to take the place of a meter. |
| Proposed Clause | |
| None | |
| Commentary | |
| Definition no longer required in Bylaw. Should have been removed in previous version. | |

| Existing Clause | |
|---------------------------|--|
| Premise Isolation | means Cross Connection protection provided at the entrance to a Property, building or facility. |
| Proposed Clause | |
| Property Isolation | means Cross Connection protection provided at the entrance to a Property on the Regional District Water Connection. |
| Commentary | |

Replaces Premise Isolation in the Bylaw with Property Isolation. We are not permitted by the BC Building Act to require Cross Connection on private property outside of BC Plumbing Code.

| | |
|--|---|
| Existing Clause | |
| None | |
| Proposed Clause | |
| Provincial Drought Level | means drought levels defined and issued by the Province of British Columbia. |
| Commentary | |
| Definition added as needed for new water conservation measures clause. | |

| | |
|--|--|
| Existing Clause | |
| None | |
| Proposed Clause | |
| Reduced Pressure Principle Backflow Preventer | is a Backflow Prevention device meeting Canadian Standards CSA B64.4. |
| Commentary | |
| Definition added as need for a proposed new Cross Connection control clause. | |

| | |
|------------------------|---|
| Existing Clause | |
| None | |
| Proposed Clause | |
| 9 (5) | New Water Connections, changes to existing Water Connections, temporary water usage, and Account changes require Manager Approval. |

| Commentary | |
|--|--|
| Clause added to clarify existing practice that the Board is delegating authority to the Manager for approval. Existing clauses only stated that Applications are to be submitted to the Manager. | |

| Existing Clause | |
|---|--|
| None | |
| Proposed Clause | |
| 9 (6) | New Developments, including phased Developments, and Redevelopments with Regional District water servicing greater than 10 Units, have potential water demands greater than equivalent to 10 Single Family Dwellings, add 2.0 hectares (5 acres) or more of Irrigation, increase number of connections or Customers by 10% or more, or have the potential to increase water system demand by 10% or more, shall require Regional District Board approval. |
| Commentary | |
| Clause added to require Board approval for provision of water service to larger developments. | |

| Existing Clause | |
|---|---|
| None | |
| Proposed Clause | |
| 11.1 (14) | Water connections that pass through private property and service any other private property without looping back to a Regional District Water Main, and without Statutory Right of Way, shall be considered an Owner Water Connection. |
| Commentary | |
| Clause added to clarify existing practice for ownership of customer water connections passing through private property. | |

| Existing Clause | |
|-----------------|--|
| 12.2 (1) | Temporary water usage may only be approved by the Manager for such things as construction, road maintenance, and events. |

| Proposed Clause | |
|--|--|
| 12.2 (1) | Temporary water usage may only be approved by the Manager for such things as construction, road maintenance, emergency water supply to other organizations, and community events, such as, but not limited to concerts, festivals and markets. |
| Commentary | |
| <p>Adds emergency water supply to others. Clarifies “events”. The intent is that we would supply temporary water to community events but not to other commercial enterprises. Provision of temporary water needs to provide a community benefit as it takes a lot of staff time to address water quality safety, water quantification and billing.</p> <p>Staff will consider providing temporary water to a other groups in the future.</p> | |

| Existing Clause | |
|--|---|
| 12.3 (2) | The Manager may at any time introduce further Stages of water conservation and upon receiving due notice of such restriction, no person shall use water for the purposes prohibited by, or in excess of the limits imposed by such restrictions. |
| Proposed Clause | |
| 12.3 (2) | <p>The Manager may at any time introduce further Stages of water conservation based on the following criteria and upon receiving due notice of such restriction, no person shall use water for the purposes prohibited by, or in excess of the limits imposed by such restrictions:</p> <ul style="list-style-type: none"> (a) For planned maintance of pumping and treatment equipment; (b) For emergency operating conditions including Water Main breaks, pumping failure, treatment failure, or emergency maintance activities; (c) When emergency water storage levels cannot be maintained; (d) For Provincial Drought Level 2 or higher; (e) When water demand reaches or is reasonably expected to reach rated Water System capacity. |
| Commentary | |
| <p>The Board cannot delegate regulatory authority to staff for decisions without providing criteria for decision making. The proposed changes add conditions under which water conservation measures beyond Stage One might be introduced.</p> | |

| Existing Clause | |
|-----------------|--|
| 12.3 (3) | Due notice of Water Conservation Measures shall be given either by publication in a newspaper circulating within the Regional District or by mail. |

| | |
|--|---|
| Proposed Clause | |
| 12.3 (3) | Due notice of Water Conservation Measures shall be given either by publication in a newspaper circulating within the Regional District, or by mail, or by automated email, voice message or mobile device messaging service. |
| Commentary | |
| Water Conservation Measures are typically issued now by Voyent Alert. Erickson is still also issued by newspaper ad. | |

| | |
|---|---|
| Existing Clause | |
| 13.1 (9) | A Developer or Owner who is required to replace or extend Water System infrastructure may qualify for a future rebate in accordance with Section 939 of the Local Government Act. |
| Proposed Clause | |
| 13.1 (9) | A Developer or Owner who is required to replace or extend Water System infrastructure may qualify for a future rebate in accordance with Section 939 of the Local Government Act for a period of 10 years from Water System infrastructure activation. |
| Commentary | |
| Adds a time limit of up to 10 years for latecomer payments. The Local Government Act permits up to 15 years but 15 years is too long a time to manage. In addition, asset depreciation might have to be considered for longer periods making any late comer payment calculation more complicated. This is of particular concern for larger more complicated developments. | |

| | |
|------------------------|---|
| Existing Clause | |
| None | |
| Proposed Clause | |
| 13.1 (8) & 13.2 (4) | New Water Mains shall have a minimum pressure rating of 1,379 kPa (200 psi) unless otherwise approved by a Professional Engineer or Qualified Person, and the Manager. |
| Commentary | |

Adds a minimum pipe pressure rating to our Bylaw for new water lines. This was not a concern in the past when all water lines were designed and constructed under the direction of staff. We now permit private development design and construction of water infrastructure. Higher pressure rated pipe is more durable and less likely to fail due to vehicle loading, soft bedding or frost heave and is worth the typically minor extra cost.

| Existing Clause | |
|--|---|
| 13.3 (3) | The Manager may require the Owner to upgrade any existing Regional District Water Connection due to age, to meet current standards or to improve capacity as a condition of Subdivision or as a condition of adding a water serviced addition to a Unit or additional water serviced Units to a Property. |
| Proposed Clause | |
| 13.3 (3) | The Manager may require the Owner to upgrade any existing Regional District Water Connection due to age, to meet current standards or to improve capacity as a condition of Subdivision or as a condition of adding a water serviced addition to a Unit or additional water serviced Units to a Property. |
| 13.3 (4) | There shall only be one Regional District Water Connection per Parcel for Redevelopments, unless a dedicated non-Cross Connected fire service is also required, or unless deemed beneficial to the Water System by the Manager to have more than one connection. |
| Commentary | |
| <p>Existing Clause 13.3 (3) provides for the requirement to renew of existing water connections to meet current standards during redevelopments. This has included the requirement to reservice existing multiple connection properties to one connection. Adding new Clause 13.3 (4) provides better clarity for this requirement.</p> <p>The intent of the new Clause 13.3 (4) is to eliminate multiple connections to properties to reduced eventual replacement costs, reduced potential additional leakage risk, and to reduce the number of meters required during any future metering program. In practice during recent developments it was determined that some multiple connections in Erickson could not practicably be reserviced to one connection due to capacity concerns or physical constraints such as creeks.</p> | |

| | |
|---|--|
| Existing Clause | |
| 13.3 (5) | If a Parcel, when originally subdivided, was not subject to some form of Regional District Capital Infrastructure Charge and a Regional District Water Connection was not provided, the Parcel is subject to a Capital Infrastructure Charge if a later Application is made and Approved for a new Regional District Water Connection to the Parcel. |
| Proposed Clause | |
| Deleted | |
| Commentary | |
| Clause moved to Utilities Rates, Fees, and Charges Bylaw. | |

| | |
|---|---|
| Existing Clause | |
| 13.3 (6) | When a Parcel is added to a Water Service Area, any further Subdivision or addition of Units is subject to Capital Infrastructure Charges at a rate equivalent to the rate for addition of a new Parcel to the Water Service Area, for a period of ten (10) years following the addition of the Parcel to the Water Service Area. |
| Proposed Clause | |
| Deleted | |
| Commentary | |
| Clause moved to Utilities Rates, Fees, and Charges Bylaw. | |

| | |
|------------------------|--|
| Existing Clause | |
| 13.5 (1) | Existing Water Mains and service connections that cross private Property to service another Property shall be relocated in road right of ways or Parcels Titled to the Regional District during new Developments or Redevelopments, unless otherwise approved by the Manager, and a Statutory Right of Way or Easement Agreement is provided for existing Water Mains and service connections. |
| Proposed Clause | |

| | |
|--|--|
| 13.5 (1) | Existing Water Mains and service connections that cross private Property to service another Property shall be relocated in road right of ways or Parcels Titled to the Regional District during new Developments, Redevelopments or property line boundary adjustments , unless otherwise approved by the Manager, and a Statutory Right of Way or Easement Agreement is provided for existing Water Mains and service connections. |
| Commentary | |
| Clause change clarifies that any property line boundary adjustments resulting in existing water connections crossing private property to service another property are not permitted and need to be reserviced. | |

| | |
|---|---|
| Existing Clause | |
| None | |
| Proposed Clause | |
| 13.6 (3)(c) | The cost of all work required to repair any defects or deficiencies shall be at the expense of the Developer during the warranty period. |
| Commentary | |
| Clarifies that Developer pays for repairs during warrant period of water infrastructure installed by the Developer. | |

| | |
|---|--|
| Existing Clause | |
| None | |
| Proposed Clause | |
| 14.1 (3) | the public side of a Water Connection only at the following times: (a) During Developments or Redevelopments, at the Owner’s expense; (b) When an Owner does not mitigate a Severe Hazard, at the Owner’s expense; (c) When metering in a meter pit is required; or (d) During Water System metering implementation programs. |
| (4) | All new meter pits shall include Dual Check Valves for all Single Family Dwelling properties, Multiple Dwelling properties and Minor Cross Connection Hazard properties. |
| (5) | All new Regional District owned meter pits shall have Double Check Valve Assemblies for Moderate Cross Connection Hazard properties and potential Severe Cross Connection Hazard properties. |
| (6) | Property Owners with a Severe Cross Connection Hazard not protected by a Reduced Pressure Principle Backflow Preventer or Air Gap, approved by a Qualified Person, shall immediately eliminate the Severe Cross Connection Control Hazard or be subject to immediate water Turn Off by the Regional District. |
| Commentary | |
| A Cross Connection program review was brought to the Erickson Water Commission in fall 2021. Erickson is the largest Regional District water service and has more much more cross connection control risk than other water systems. Program changes were recommended by the Erickson Commission and subsequently recommended by the Board. These new clauses represent the recommended changes. | |

| | |
|---|--|
| Existing Clause | |
| None | |
| Proposed Clause | |
| 14.1 (7) | Backflow Prevention is not required in Water Systems under long-term Boil Water Notice. |
| Commentary | |
| Clause added because backflow prevention is not required when the water is already considered non-potable. This would currently only apply to the Sanca water system. | |

| | |
|--|---|
| Existing Clause | |
| 14.1 (15) | All new Regional District Water Connections with meter pits shall have Backflow Prevention installed as specified by a Qualified Person and as Approved by the Manager. |
| Proposed Clause | |
| Deleted | |
| Commentary | |
| Clause deleted as replaced with proposed Clause 14.1(3)(c) | |

| | |
|--|---|
| Existing Clause | |
| 14.1 (16) | If a Property Owner or their representatives connects portable equipment to the water system that creates a Moderate or Severe Cross Connection Hazard, Premise Isolation Backflow Prevention is required, as specified by a Qualified Person and as Approved by the Manager. |
| Proposed Clause | |
| Deleted | |
| Commentary | |
| Clause deleted as replaced by proposed Clauses 14.1(3) to (6). | |

| | |
|---|---|
| Existing Clause | |
| None | |
| Proposed Clause | |
| 15.4 (4) | The Regional District shall be responsible for Water Meter maintenance, repair and replacement due to normal wear and tear, and life expectancy. |
| Commentary | |
| Clause added as clarification of existing practice. | |

| Existing Clause | |
|--|--|
| SCHEDULE A – WATER CONSERVATION MEASURES | Watering of gardens, trees and shrubs (excluding watering of commercial agricultural products on Agricultural Land) |
| Proposed Clause | |
| SCHEDULE A – WATER CONSERVATION MEASURES | Watering of gardens, trees and shrubs (excluding watering of commercial agricultural products on Agricultural Land) |
| Commentary | |
| <p>Added “on Agricultural Land” for clarification due to a couple of customers feeling they should be permitted to water their lawn during water conservation measures because their lawn has some fruit trees. The intent of the exclusion is that water conservation measures do not apply to commercial growers due to the potential for significant economic loss.</p> | |



**REGIONAL DISTRICT OF CENTRAL KOOTENAY
WATER BYLAW NO. ~~27662824~~, 20212022**

ADOPTED April ~~1521~~, 20212022

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SCHEDULES

SCHEDULE A – WATER CONSERVATION MEASURES

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. ~~2766~~2824

A Bylaw to regulate the terms and conditions under which water from the Regional District of Central Kootenay Water Systems may be supplied, used and regulated.

THE BOARD OF THE REGIONAL DISTRICT OF CENTRAL KOOTENAY IN OPEN MEETING
ASSEMBLED ENACTS AS FOLLOWS:

1. BYLAW TITLE

This Bylaw may be cited as “Regional District of Central Kootenay Water Bylaw No. ~~2766~~2824, ~~2021~~2022”.

2. APPLICATION OF BYLAW

This Bylaw applies to all Water Service Areas of the Regional District of Central Kootenay.

3. REPEAL

This Bylaw repeals the “Regional District of Central Kootenay Water Bylaw No. ~~2712~~2766, ~~2020~~2021”.

4. SEVERABILITY

If any portion of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, that portion may be severed from the Bylaw and such decision shall not affect the validity of the remaining portions of the Bylaw.

5. INTERPRETATION

In this Bylaw each term set out in the left hand column of the table that follows has the meaning set out in the right hand column of the same row.

| | |
|-------------------|---|
| Account | is a formal arrangement under this Bylaw for the provision of water services to a Property. |
| Account Holder | is the person, organization, agent or representative that holds the water Account with the Regional District of Central Kootenay. |
| Account Type | describes the predominate usage of the Account such as but not limited to: Single Family Dwelling, Multiple Dwelling Property, Commercial, Industrial, Institutional, Agricultural, and Recreational. |
| Agricultural Land | is land where agricultural irrigation privileges have been assigned by the Manager. |

| | |
|---------------------------------------|---|
| Air Gap | means the unobstructed vertical distance through air between the lowest point of a water fixture and the flood level rim of the fixture or device into which the outlet discharges. |
| Approved/ <u>Approval</u> | means approved by the Manager. |
| Auxiliary Building or Dependent Suite | means a secondary or supplementary building or Unit that does not include all of cooking, eating, living, sleeping and sanitary facilities. An Auxiliary Building or Dependent Suite intended for habitation would be reliant on the main Dwelling. |
| Backflow | means the flowing back or reversal of the normal direction of flow. |
| Backflow Prevention / Preventer | is a method or device used to prevent Backflow that is selected and installed in accordance with the Plumbing Code, and CSA B64.10-11. |
| <u>Boil Water Notice</u> | <u>is issued by the Regional District or Interior Health when water provided by a Water System or portion of a Water System is considered non-potable due to potential health risk.</u> |
| Board | means the Regional District of Central Kootenay Board of Directors. |
| Capital Infrastructure Charge | is a fee levied that is placed into reserves as a contribution to the cost of existing water infrastructure, upgrades and long term asset renewal. |
| Carwash | means a building or structure containing facilities for washing motor vehicles, including but not limited to tunnel car washes, coin operated automatic car washes and coin operated self service car washes. |
| Certificate of Total Performance | means a certificate issued by the Regional District indicating that water infrastructure has been designed, installed, tested, and commissioned to the satisfaction of the Regional District. |
| Commercial | means any Unit for which the use is the provision for the selling of goods and services, for the servicing and repair of goods or for commercial office functions, including but not limited to retail sales, wholesaling incidental to retail sales, commercial education and entertainment services, household services and all associated repairs, other personal and non-personal services and administrative, commercial and professional offices. |
| Commercial Carwash | means a Carwash used or operated by a Commercial or Industrial business. |
| Cross Connection | means any physical arrangement whereby the Water System is connected, directly or indirectly, with any potable, non-potable or un-Approved private water supply system, sewer drain, conduit, well, pool, irrigation system, storage reservoir, plumbing fixture, or any other device which contains, or may contain, contaminated water, liquid, gases, sewage, or other wastes, or unknown or unsafe water quality which may be capable of imparting contamination to the water supply as a result of Backflow. |

| | |
|-----------------------------|---|
| CSA B64.10-11 | means Canadian Standards CSA B64.10-11, Selection and Installation of Backflow Preventers, November 2011, or the latest version thereof. |
| Curb Stop Valve | means the valve owned by the Regional District generally placed on the water service at the Property Line to control the flow of water to a lot. |
| Curb Stop Box | means the hollow metal tube that runs from the Curb Stop Valve to the cap. The Curb Stop Box includes the operating stem and the box cap. |
| Customer | means the Owner or occupant of any Property to which water is supplied or made available from the Regional District. |
| Designated Officer | means an employee of the Regional District or an authorized representative as designated in writing by the Manager. |
| Developer | means the Owner of a Development. |
| Development | means the Subdivision of land, new construction of buildings, structures, utilities or any use that requires the issuance of a building permit, plumbing permit, development permit, or Interior Health construction permit issued in accordance with the <i>Drinking Water Protection Act</i> , or the development of irrigated land. |
| Disconnection | means physically turning off the water to a Owner's Property and adjusting the Owner's Account accordingly. |
| Drip Irrigation | is an irrigation method that saves water by allowing water to drip slowly to the roots of plants, either onto the soil surface or directly onto the root zone, and uses less than 7.6 liters per hour (2 United States gallons per hour) at less than 138 kPa (20 psi). This does not include soaker hoses, weeper hoses or micro-sprayers. |
| Double Check Valve Assembly | is a Backflow Prevention device meeting Canadian Standards CSA B64.5. |
| Dual Check Valve | is a Backflow Prevention device meeting Canadian Standards CSA B64.6. |
| Dwelling | means any living quarters used or has the potential to be used by one or more persons which contains cooking, eating, living, sleeping and sanitary facilities. |
| Easement | is a right to the use of land, or a right to restrict the use of land. See also Statutory Right of Way. |
| Fees and Charges | means the fees and charges set out in the <i>Fees and Charges Bylaw</i> . |
| Fees and Charges Bylaw | means the Utilities Rates, Fees, and Charges Bylaw No. 2471 <u>2825</u> , 2015 <u>2022</u> , as may be amended or replaced from time to time. |
| Folio | is a land identification number assigned by British Columbia Assessment and is used for Property tax purposes. Folio is synonymous with Assessment Roll Number. A Folio in this Bylaw may describe one or more Parcels grouped under one British Columbia Assessment Folio. |

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| Free Flow Bleeder | is a Freeze Protection Device that allows the discharge of bleed water continuously. |
| Freeze Protection Device | means any Approved device to prevent the freezing of the water service. |
| Illegal Water Connection | means any water connection that was made without the Manager's A approval under the Bylaw or other legal authority. |
| Industrial | means businesses including but not limited to airports, aggregate processing, asphalt plants, bulk fuel storage, concrete plants, fabrication plants, manufacturing, processing, sawmills, and truck terminals. |
| Institutional | means activities focusing on non-profit services in the public's interest. For example, schools, hospitals, group foster homes, and buildings used for religious worship. |
| Irrigation | means the distribution of water to the surface or subsurface of lawns, gardens, vineyards and orchards, greenhouses by pipes, hoses, sprinklers or any other method. |
| Manager | in this Bylaw, unless the context otherwise requires, means the Regional District of Central Kootenay General Manager of Environmental Services, the Water Operations Manager, Utility Services Manager or designate. |
| Manufactured Home | means any structure, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another by being towed or carried, and that is used as a Dwelling. |
| Meter | means water meters, remote reading device, wire and other equipment or instruments used by the Regional District or authorized by the Regional District to be used to calculate the amount of water consumed, and other related appurtenances. |
| Meter Idler | is a section of pipe with meter couplings used to take the place of a meter. |
| Mobile Housing Unit | is any type of living accommodation that has been produced to be transported or is a mobile unit such as a ship, boat, recreational vehicle, Manufactured Home and so on, and occupied as living quarters. |
| Minor Cross Connection Hazard | means any type of Cross Connection or potential cross-connection that involves a substance that constitutes only a nuisance and that results in a reduction in only the aesthetic qualities of the water. |
| Moderate Cross Connection Hazard | means any Minor Cross Connection Hazard that has a low probability of becoming a Severe Cross Connection Hazard. |
| Multiple Dwelling Property | means any Property containing more than one Dwelling Unit on one Folio |
| Occupancy Permit | means a permit issued by the Regional District indicating a building or structure is in compliance with applicable building codes and is suitable for occupancy. |

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| Once Through Cooling Equipment | means cooling, air conditioning or refrigeration systems in buildings, building systems and equipment, which rely upon the temperature of the water for cooling purposes and deliver water to a drain or other discharge facility without having recycled that water. |
| Owner | has the same meaning as in the British Columbia <i>Land Title Act</i> and <i>Manufactured Home Act</i> . |
| Owner Water Connection | means the Owner's water lines and appurtenances downstream of the Regional District Water Connection. |
| Parcel | means the unit lot, block or other area in which land is registered under the British Columbia <i>Land Title Act</i> . |
| Plumbing Code | means the British Columbia <i>Plumbing Code</i> , 2012, as it may be amended or replaced from time to time. |
| Premise Isolation | means Cross Connection protection provided at the entrance to a Property, building or facility. |
| Property | means land and improvements. |
| <u>Property Isolation</u> | <u>means Cross Connection protection provided at the entrance to a Property on the Regional District Water Connection.</u> |
| Property Line | means a line which defines, in the British Columbia Land Title Office, the perimeter of a Parcel. |
| <u>Provincial Drought Level</u> | <u>means drought levels defined and issued by the Province of British Columbia.</u> |
| Qualified Person | means a person who has a recognized degree, certificate, or professional standing related to subject matter. |
| Recreational | is land primarily used for public recreation and includes but is not limited to not for profit: golf courses, parks, sports fields, gymnasiums, playgrounds, parks, green areas, beaches and camping sites. |
| Reconnection | means physically turning on the water and reestablishing or adjusting an Account as required. |
| Redevelopment | means the alteration or extension of existing buildings, structures, utilities or any use that results in a significant change in water usage and requires the issuance of a building permit, plumbing permit, development permit or Interior Health construction permit, or the redevelopment irrigated land. |
| <u>Reduced Pressure Principle Backflow Preventer</u> | <u>is a Backflow Prevention device meeting Canadian Standards CSA B64.4.</u> |
| Regional District of Central Kootenay or Regional District or District | means the Regional District of Central Kootenay, as described under the British Columbia <i>Local Government Act</i> with offices located at 202 Lakeside Drive, Nelson, BC V1L 5R4 Phone: 250-352-6665 or toll free number 1-800-268-7325 and Fax: 250-352-9300. |

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| Regional District Water Connection | means the water line extending from the Water Main to the Curb Stop Valve, generally near the Property Line and shall include any immediate downstream Meter installation, or Backflow Preventer. |
| Severe Cross Connection Hazard | means any type of Cross Connection or potential Cross Connection involving water that has additives or substances that can create a danger to health. |
| Single Family Dwelling | means a building or structure that contains only one Dwelling. |
| Statutory Right of Way | the grant of a right of way under Section 218 of the British Columbia <i>Land Title Act</i> . |
| Subdivision | means a subdivision as defined in the British Columbia <i>Land Title Act</i> , and a subdivision under the British Columbia <i>Strata Property Act</i> . |
| Subdivision Bylaw | means the <i>Subdivision Bylaw No. 2159</i> as it may be amended or replaced from time to time. |
| Swimming Pool | is any permanent or semi-permanent artificial pool for swimming in. |
| Title (Land Title) | refers to the registration of land ownership in accordance with the British Columbia <i>Land Title Act</i> . |
| Turn On/Off | means a temporary interruption in or discontinuance of the supply of water authorized by the Regional District. |
| Unit | means any Dwelling, Commercial, Industrial, or Institutional space. |
| Water Conservation Measures | any measures implemented by the Manager to restrict water usage. |
| Water Main | means any water pipe under the control of the District which is intended for public use. |
| Water Meter | see Meter. |
| Water Service Area | means the area defined by the Water System service area establishment bylaw. |
| Water Service Area Extension | is the extension of the Water Service Area boundary by bylaw to include one or more additional parcels of land. |
| Water System | means all Regional District owned assets like Water Mains, water treatment facilities, pump stations, reservoirs, wells, water intakes and all associated appurtenances used in the provision of Water Services. |
| Water Servicing Plan | is a plan that details the proposed Development or Subdivision as it relates to water servicing. |
| Work | means construction, maintenance, inspection or testing services provided for an Owner. |

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| Work Order | is a written order on an Approved form providing agreement by a Owner to proceed with Work identified on the form for which the Owner will be responsible for costs incurred by the Regional District in accordance with the Utilities Rates, Fees and Charges Bylaw. |
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6. ADMINISTRATION

- (1) The Manager is hereby authorized and directed to have general supervision over the Regional District of Central Kootenay Water Systems and to see that the provisions of this Bylaw are carried out.
- (2) The Manager shall have the power to appoint Designated Officers for the purpose of effectually carrying out the provisions of this Bylaw, and wherever the Manager is authorized or directed to perform any act or duty under this Bylaw, such act or duty may be performed by any Designated Officer authorized by the Manager to perform such act or duty.

7. LIABILITY

- (1) Nothing contained in this Bylaw shall be construed to impose any liability on the Regional District to service any person or Property or to give a continuous supply of water to any person or Property.
- (2) The Regional District shall not be liable for the failure of the water supply in consequence of any accident or damage to the Water System, or to excessive pressure or lack of pressure, or any interruption of service.
- (3) The Regional District does not guarantee provision of minimum or maximum service pressures or minimum flow rates.
- (4) The Regional District shall not be liable for deposition of sediment, mineral build up, staining or corrosion in the Owner Water Connection or Owner’s water system.

8. OPERATION OF THE WATER SYSTEM

- (1) No person, except a Designated Officer, or authorized contractor of the Regional District, or a member of a Regional District fire department shall operate any hydrant, standpipe or valve that forms part of the Water System or use any water therefrom, without written Approval of the Manager.
- (2) No person shall destroy, injure or tamper with any hydrant, or other fixture of the Water System and no person shall in any manner interfere or meddle with the Regional District Water Connection or Water System, or make any additions or alterations to the Water System or any Regional District Water Connection, or Turn On or Turn Off any Curb Stop, service valve or gate valve that forms part of the Water System without written Approval of the Manager.

9. APPLICATIONS

- (1) A request for a new Owner Water Connection, Account, Disconnection or Reconnection shall be made on the application form provided by the Manager.
- (2) A request for change of Account Type shall be made on the application form provided by the Manager.

- (3) Application for new Owner Water Connections or Account, or change of water use will only be accepted from the Owner.
- (4) An application in writing is required to the Manager for temporary water usage for such things as construction, road maintenance, and events.
- (5) New Water Connections, changes to existing Water Connections, temporary water usage, and Account changes require Manager Approval.
- (4)(6) New Developments, including phased Developments, and Redevelopments with Regional District water servicing greater than 10 Units, have potential water demands greater than equivalent to 10 Single Family Dwellings, add 2.0 hectares (5 acres) or more of Irrigation, increase number of connections or Customers by 10% or more, or have the potential to increase water system demand by 10% or more, shall require Regional District Board approval.

10. DISCONNECTION AND WATER SHUT OFF

10.1 Water Turn Off

- (1) An Owner may apply for water Turn Off.
- (2) The Regional District may Turn Off or Disconnect the water service to any Property, group of Properties or Water Service Area for any of the following reasons, and the Regional District shall not be liable for damages by reason of discontinuing water service:
 - (a) Unnecessary or wasteful use of water, or violation of regulations concerning watering or sprinkling;
 - (b) Non-payment of Fees and Charges, repair charges or other miscellaneous charges;
 - (c) Failure to replace or repair defective pipes, fittings, valves, tanks or appliances which are leaking or are otherwise not in a good state of repair and which are or may become a cause of waste of water;
 - (d) Failure to allow access for inspection of any reasonably assumed contravention of this Bylaw;
 - (e) Failure to allow access for a Meter installation, Work, inspection, testing or reading;
 - (f) Failure to allow access for Backflow Preventer installation, inspection, or testing;
 - (g) Water System maintenance or repairs;
 - (h) Inadequate source water supply or disruption;
 - (i) Concerns with water quality;
 - (j) For violation of any of the provisions of this Bylaw.
- (3) Except under emergency situations, reasonable notice is required before Shut Off or Disconnection of the Regional District Water Connection. Reasonable notice shall consist of at least 48 hours' notice.

10.2 Application to Leave a Water Service Area

- (1) Any request for a Parcel to be removed from a Water Service Area shall be submitted in writing to the Manager.
- (2) Parcels may only be removed from the Water Service Area if removal benefits the

Water System or the Parcel cannot be feasibly serviced from the Water System.

- (3) If a future application is made for the Parcel to re-join the Water Service Area, the Parcel is subject to all conditions of this Bylaw and Fees and Charges as identified in the *Utilities Rates, Fees and Charges Bylaw*. No credit shall be given for past contributions to the Water Service Area.
- (4) After a Parcel is removed from a Water Service Area, no rebates for any past Fees and Charges or taxes shall be paid to the Owner, except proration of the current year's Fees and Charges.
- (5) If permission is granted for a Parcel to be removed from the Water Service Area, the Regional District Water Connection shall be removed at the Owner's expense.

11. OWNERSHIP, RESPONSIBILITY, AND ACCESS

11.1 Owner Water Connections

- (1) The Owner is responsible for the supply and installation of Owner Water Connections.
- (2) Joining of the Regional District Water Connection and the Owner Water Connection during construction shall be the responsibility of the Owner. The joint shall be inspected by a Designated Officer prior to backfilling the Owner Water Connection. A minimum notice of two working days is required before inspection.
- (3) The Owner shall ensure that all pipe, fixtures and appurtenances connected to the Owner's water system are in good working order.
- (4) All new Regional District Water Connections shall have a properly placed Curb Stop Valve and Curb Stop Box for Regional District Water Connections up to 50 mm in diameter or a shut off valve conforming to *AWWA C509* for Regional District Water Connections of 100 mm diameter or larger.
- (5) All new Regional District Water Connection Curb Stop Valves or shut off valves shall be generally located immediately on the roadway side of the Parcel Property Line.
- (6) The Regional District shall own and be responsible for any maintenance or replacement of the Curb Stop Box and Curb Stop Valve with the exception of the connection point with the Owner Water Connection which is the responsibility of the Owner.
- (7) The Regional District does not guarantee the proper function of Curb Stop Valves.
- (8) The property Owner is responsible for any damage to the Curb Stop Box and Curb Stop Valve caused by the Owner or the Owner's contractors or representatives.
- (9) If it becomes necessary to do repairs on the Owner Water Connection, any costs incurred shall be the responsibility of the Owner. No work is permitted on the Regional District Water Connection without prior approval from the Manager.
- (10) If the source of the leakage, freezing or other condition which causes the interruption of the supply of water cannot be determined, the Owner shall sign a Work Order for investigative Work. If it is determined that the source of the problem is within the Regional District Water Connection or other part of the Regional District Water System, then the Owner will not be charged for the Work. If it is determined that the source of the problem is within the Owner Water Connection then the Owner will be responsible for the investigative Work and any other repairs.
- (11) If potential high pressures are a concern, the Owner shall be responsible to provide

and maintain any required pressure-reducing valves and pressure relief valves.

- (12) The Owner shall permit access by the Designated Officer upon reasonable notice for inspection of the Owner Water Connection, Meters, Backflow Preventers, fixtures or appurtenances, if the Designated Officer has reasonable reason to believe water is being wasted, there is a leak, there is a Cross Connection or any other contravention of this Bylaw.

(13) Owner Water Connections may not be extended to service other Properties.

(13)(14) Water connections that pass through private property and service any other private property without looping back to a Regional District Water Main, and without Statutory Right of Way, shall be considered an Owner Water Connection.

11.2 Access to the Water System on Public Lands

- (1) No person shall enter into any utility structure forming part of a Water Service whether underground or above ground or any utility compound whether it is fenced or not.
- (2) No person shall obstruct at any time or in any manner the access to any hydrant, valve, Curb Stop or other fixture connected with the Water System or Regional District Water Connection.
- (3) No person shall obstruct or prevent the Manager or any person authorized by the Manager from carrying out any or all of the provisions of this Bylaw, nor shall any person refuse to grant the Manager or any person authorized by the Manager, permission to inspect any Owner Water Connection at any reasonable time.

11.3 Water System Access on Private Lands

- (1) Regional District access to the Water System located on private lands shall be done in accordance with *Local Government Act* Clause 311 (1), Clause 312, Clause 314.1, and *Community Charter* Section 16 (1) to (5).

11.4 Fire Hydrants and Standpipes

- (1) All fire hydrants and standpipes directly connected to Regional District Water Mains are the property of the Regional District.
- (2) All fire hydrants and standpipes connected to Owner Water Connections are the property of the Owner unless otherwise agreed in writing between the Manager and Owner.

12. WATER USAGE

12.1 General Water Usage

- (1) No person shall irrigate land unless irrigation privileges have been assigned by this Bylaw or by the Manager, regardless if Metered.
- (2) No Owner shall cause or allow Regional District supplied water to be conveyed to any other Property.
- (3) No person shall commercially sell water from a Regional District of Central Kootenay Water System unless otherwise Approved by the Manager or unless the sale or distribution of water is by a landlord to a tenant or by a condominium corporation to a member and the charge to the tenant or member for water use shall not exceed the amount charged by the Regional District.

- (4) No change or addition to the number or type of fixtures on a Property, for the purpose of expanding the number of Dwellings, installation of a Swimming Pool, or Commercial or Industrial enterprise, shall be made until an Application is made to the Manager and written permission thereof obtained.
- (5) No pumps shall be connected to the Water System without Approval of the Manager. Any Owner pumps connected to the Water System shall be subject to conditions imposed by the Manager which may include but is not limited to:
 - (a) Pump capacity limitations;
 - (b) Pump discharge pressure limitations;
 - (c) Pump low suction pressure monitoring and lock out;
 - (d) Minimum service size;
 - (e) Placement of a Restrictive Covenant on Title, in accordance with Section 219 of the British Columbia Land Title Act;
 - (f) Existing pumps may only be replaced with a pump of the same make, model, impeller and speed. Approval of the Manager is required for any changes;
 - (g) Approval from other applicable regulatory agencies.
- (6) Free Flow Bleeders for frost protection or any other purpose are not permitted after December 31, 2016 unless Approved in writing by the Manager.

12.2 Temporary Water Usage

- (1) Temporary water usage may only be approved by the Manager for such things as construction, road maintenance, emergency water supply to other organizations, and community events, such as, but not limited to concerts, festivals and markets.
- (2) Temporary water users are not required to open an Account but Approval is required from the Manager for water usage.
- (3) Temporary water users shall provide tamper protection, Backflow Prevention, and or Metering, if required by the Manager.
- (4) Temporary water usage is subject to Fees and Charges as identified in the *Utilities Rates, Fees and Charges Bylaw*.
- (5) A deposit amount payable to the Regional District may be set out in the *Utilities Rates, Fees and Charges Bylaw* and the deposit may be used to recover any damages to the Water System.
- (6) Temporary water usage is limited to the water service area when required by the water system's provincially issued water licence.

12.3 Water Conservation

- (1) All Water Systems are subject to seasonal Stage One water conservations measures as identified in Schedule A.
- (2) The Manager may ~~at any time~~ introduce further Stages of water conservation based on the following criteria and upon receiving due notice of such restriction, no person shall use water for the purposes prohibited by, or in excess of the limits imposed by such restrictions:-
 - (a) For planned maintance of pumping and treatment equipment;
 - (b) For emergency operating conditions including Water Main breaks, pumping

- failure, treatment failure, or emergency maintenance activities;
 - (c) When emergency water storage levels cannot be maintained;
 - (d) For Provincial Drought Level 2 or higher;
 - (e) When water demand reaches or is reasonably expected to reach rated Water System capacity.
- (3) Due notice of Water Conservation Measures shall be given either by publication in a newspaper circulating within the Regional District, ~~or~~ by mail, or by automated email, voice message or mobile device messaging service.
- (4) No person shall:
- (a) Use water for sprinkling in excess of reasonable requirements;
 - (b) Irrigate more than 0.40 Hectares (1 acre) of land per non-Metered Account unless the Account has been classified as Agricultural Land, Golf Course, Institutional or Recreational, and assigned irrigation privileges by the Manager;
 - (c) Irrigate more land area than has been assigned irrigation privileges by the Manager;
 - (d) Use water at a rate greater than 0.70 litres per second per hectare (0.28 litres per second per acre or 4.5 United States gallons per minute per acre) on Agricultural Land, or for unmetered irrigation on Single Family Dwelling or Multiple Dwelling Properties;
 - (e) Use an unattended open pipe or hose for sprinkling purposes.

12.4 Once Through Cooling Equipment

- (1) Once Through Cooling Equipment is not to be permitted to be connected to the Water System after December 31, 2016, unless otherwise Approved in writing by the Manager.

12.5 Car Washes

- (1) Commercial Carwashes connected to a Regional District Water System shall comply with the following:
- (a) Maximum of 151 liters (40 United States gallons) of Potable Water per average automated Carwash;
 - (b) Maintain high pressure wash nozzles and pump systems that use less than 0.19 liters per second (3 United States Gallons per minute).
- (2) Commercial Carwashes may use recycled water to augment water volume and flow limits.

12.6 Water Wastage

- (1) No Customer shall allow Regional Districted supplied water to be wasted.
- (2) Notwithstanding the prohibitions in this Section, the Manager may authorize in writing the discharge of Regional District supplied water for the purposes of:
- (a) health and safety;
 - (b) the installation and maintenance of infrastructure, including the flushing of Water Mains, hydrant leads and water service connections;

- (c) preventing the freezing of Water Mains, hydrant leads and water service connections;
- (d) conducting water flow tests;
- (e) installation and testing of permanently installed irrigation systems;
- (f) training programs for fire fighters.

12.7 Illegal Water Connections

- (1) No person shall make or cause to be made a connection to the Water System without the express written ~~a~~Approval of the Manager.
- (2) Any Illegal Water Connections shall be removed from the Water System within a reasonable time frame given by the Manager at the expense of the Owner, or the Owner shall make an Application for a Regional District Water Connection and the Owner is subject to all conditions of a new Regional District Water Connection.
- (3) An Owner is responsible for all Fees and Charges that would have been levied from the time of installation.

13. NEW SERVICING AND DEVELOPMENT

13.1 New Regional District Water Connections

- (1) New Regional District Water Connections are subject to Fees and Charges identified in the *Utilities Rates, Fees and Charges Bylaw*.
- (2) There shall only be one Regional District Water Connection per Parcel for new Developments, unless a dedicated non-Cross Connected fire service is also required.
- (3) Given limitations on the availability or pressure of water within some Water Systems, a new Regional District Water Connection may not be permitted if normal operating pressures are anticipated to be below 280 kPa (40.6 psi) or above 700 kPa (101.5 psi) as might be measured at the living floor elevation. The Manager may approve pressures outside this range and impose specific conditions in writing.
- (4) Regional District Water Connections, Owner Water Connections or Water Mains may not pass through a private Property to service another Property. Exceptions may be made at the discretion of the Manager as follows:
 - (a) if the benefiting Property is an existing landlocked Parcel and an Easement Agreement is executed between the properties with the Easement Agreement including the requirement for Regional District ~~a~~Approval for Easement Agreement discharge;
 - (b) if Water Mains and Water Connections are located within a Provincially approved access common lot and all Water Mains and Water Connections within the access common lot are owned by the Property Owners, not the Regional District.
- (5) Owners are responsible for all costs associated with provision of the Regional District Water Connection including but not limited to:
 - (a) Water System assessment to confirm adequate capacity and pressures;
 - (b) Extension of Water Mains;
 - (c) Roadway and surface restoration costs.

(6) Provision of a new Regional District Water Connection is not guaranteed by the Regional District and an Application may be rejected by the Manager for any reasonable reason, such as but not limited to, inadequate water pressures, inadequate capacity, Water System under boil water notice, geological hazards, unpaid water bills or taxes, zoning or development conditions, or if the connection is not economically feasible.

~~(7)~~ New Regional District Water Connections shall not run parallel with roadways; rather a new Water Main extension is required. New Water Mains shall be a minimum of 100 millimeter diameter in Water Service Areas without fire protection and 150 millimeter diameter in Water Service Areas with existing or planned fire protection. Water Mains may be larger or smaller in diameter subject to an engineering assessment and Approval by the Manager.

~~(8)~~ New Water Mains shall have a minimum pressure rating of 1,379 kPa (200 psi) unless otherwise approved by a Professional Engineer or Qualified Person, and the Manager.

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~~(8)~~~~(9)~~ Allowance for new Regional District Water Connections to substandard Water Mains is at the discretion of the Manager and the Manager may require that substandard Water Mains be replaced at the Owners expense.

~~(9)~~~~(10)~~ A Developer or Owner who is required to replace or extend Water System infrastructure may qualify for a future rebate in accordance with Section 939 of the *Local Government Act* for a period of 10 years from Water System infrastructure activation.

13.2 Water Service Area Extension

(1) Inclusion of one or more new Parcels into a Water Service Area is subject to Fees and Charges identified in the *Utilities Rates, Fees and Charges Bylaw*.

(2) Owners are responsible for all costs associated with Water Service Area extension including but not limited to:

- (a) Water System assessment to confirm adequate capacity and pressures;
- (b) Extension of Water Mains;
- (c) Upgrade of treatment, pumping and storage facilities;
- (d) Roadway and surface restoration costs.

~~(3)~~ (3) New Water Mains shall be a minimum of 100 millimeter diameter in Water Service Areas without fire protection and 150 millimeter diameter in Water Service Areas with existing or planned fire protection. Water Mains may be required to be larger or smaller diameter as determined by an engineering assessment and Approved by the Manager.

~~(3)~~~~(4)~~ New Water Mains shall have a minimum pressure rating of 1,379 kPa (200 psi) unless otherwise approved by a Professional Engineer or Qualified Person, and the Manager.

~~(4)~~~~(5)~~ All new Water System infrastructure shall be located in road right of ways or Parcels Titled to the Regional District. Location of new Water System infrastructure in Easements or Statutory Right of Ways may only be permitted under special circumstance and requires ~~a~~Approval of the Manager.

13.3 Subdivision of a Parcel, ~~or~~ Creation of Additional Units, or Changes to Irrigation on an

Existing Property

- (1) Any Subdivision or addition of Units to a Property within a Water Service Area may be subject to a Capital Infrastructure Charge as defined in the *Utilities Rates, Fees and Charges* Bylaw.
- (2) Applications for a new Regional District Water Connection as part of a Subdivision process shall include submission of a Water Servicing Plan to the Manager. The Water Servicing Plan shall include property lines, existing legal lot, block and plan numbers, proposed lot numbers, building location(s), driveways or hard surfaces, sanitary systems and service offsets, other utilities, road names, and the requested location of the water connection(s). Neat sketches may be acceptable from the Owner for small Developments or Subdivisions but the Manager may require drawings issued by a Professional Engineer or Qualified Person for larger Developments or Subdivisions.
- ~~(3)~~ The Manager may require the Owner to upgrade any existing Regional District Water Connection due to age, to meet current standards or to improve capacity as a condition of Subdivision or as a condition of adding a water serviced addition to a Unit or additional water serviced Units to a Property.
- ~~(3)~~(4) There shall only be one Regional District Water Connection per Parcel for Redevelopments, unless a dedicated non-Cross Connected fire service is also required, or unless deemed beneficial to the Water System by the Manager to have more than one connection.
- ~~(4)~~(5) If the Owner does not initiate construction of the required Water System within one year after the date of the subdivision approval, the Regional District may enter upon the subdivided lands to complete the installation of the required Water System at the expense of the Owner.
- ~~(5)~~ ~~If a Parcel, when originally subdivided, was not subject to some form of Regional District Capital Infrastructure Charge and a Regional District Water Connection was not provided, the Parcel is subject to a Capital Infrastructure Charge if a later Application is made and Approved for a new Regional District Water Connection to the Parcel.~~
- ~~(6)~~ ~~When a Parcel is added to a Water Service Area, any further Subdivision or addition of Units is subject to Capital Infrastructure Charges at a rate equivalent to the rate for addition of a new Parcel to the Water Service Area, for a period of ten (10) years following the addition of the Parcel to the Water Service Area.~~

13.4 Multiple Dwelling Property Developments

- (1) Owners of a proposed Multiple Dwelling Property Development wishing to connect to a Regional District Water Service shall, prior to the start of any construction, submit a Water Servicing Plan to the Manager for Approval. The Water Servicing Plan shall include property lines, existing legal lot, block and plan numbers, proposed lot numbers, building location(s), driveways or hard surfaces, sanitary systems and service offsets, other utilities, road names, and the requested location of the water connection(s). Neat sketches may be acceptable from the Owner for small Developments or Subdivisions but the Manager may require drawings issued by a Professional Engineer or Qualified Person.
- (2) The Manager may require the Owner to upgrade any existing Regional District Water Connections due to age, to meet current standards or to improve capacity as a condition of Development.

13.5 Existing Water Mains and Service Connections on Private Land

- (1) Existing Water Mains and service connections that cross private Property to service another Property shall be relocated in road right of ways or Parcels Titled to the Regional District during new Developments, ~~or~~ Redevelopments or property line boundary adjustments, unless otherwise approved by the Manager, and a Statutory Right of Way or Easement Agreement is provided for existing Water Mains and service connections.

13.6 Work Completed by Others

- (1) Work on Regional District Water Systems or installation of water infrastructure that is to become part of a Regional District Water System shall be completed by the Regional District or the Regional District's contractor unless done under written agreement between the Regional District and Developer.
- (2) The Developer is responsible for but not limited to the following when any infrastructure installed by the Developer is to be owned by the Regional District:
 - (a) Securing all required permits, including but not limited to an Interior Health Issued Construction Permit, Ministry of Transportation and Infrastructure Provincial Public Highway Permit, Development Permits, Building Permits, and Plumbing Permits;
 - (b) Provision of "issued for construction drawings" and "plan of record drawings" provided by a Professional Engineer or Qualified Person;
 - (c) Provision of project costs and contract documents required to determine any potential future rebate to the Developer in accordance with Section 939 of the Local Government Act;
 - (d) All materials shall meet applicable American Water and Wastewater Association standards, Canadian Standards Association standards, NSF standards, and designs and construction standards shall meet the satisfaction of the Regional District and applicable Regulatory agencies.
 - (e) Provision of a deposit with the Regional District in the form of an unconditional, irrevocable letter of credit, a bank draft drawn on a chartered bank in Canada, or cash in the value of 20% of the estimated cost of the water infrastructure, and for a term to the time of not less than to the issuance of a Certificate of Total Performance by the Regional District; and
 - (f) Securing and maintaining commercial general liability insurance against claims for bodily injury, death or property damage arising out of this Agreement or the construction of the water infrastructure in a form acceptable to the Chief Financial Officer of the Regional District, in the amount of \$5,000,000 per occurrence.
- (3) The Developer shall provide the following warranty on any infrastructure installed by a Developer that is to be owned by the Regional District:
 - (a) One year from the time of issuance of a Certificate of Total Performance by the Regional District for any water infrastructure.
 - (b) Two years from the time of issuance of a Certificate of Total Performance by the Regional District for any landscaping.

- (c) The cost of all work required to repair any defects or deficiencies shall be at the expense of the Developer during the warranty period.

14. CROSS CONNECTION CONTROL AND BACKFLOW PREVENTION

14.1 Cross Connection Control Requirement and Classification

- (1) As a condition of ~~a~~Approval of service:
 - (a) the property owner must have a cross connection control device already installed as part of the plumbing system on their property in accordance with and when required by the Plumbing Code; or
 - (b) where a cross connection control device is not part of the owner's plumbing system, a cross connection control device must be installed outside of the property line on the Regional District Water Connection when require by the Manager.
- (2) No person shall cause or permit to continue a Cross Connection to a Regional District Water system or a connection between a Regional District Water System and another source of water.
- (3) When required by this Bylaw, Backflow Prevention shall be required to be installed on the public side of a Water Connection only at the following times:
 - (a) During Developments or Redevelopments, at the Owner's expense;
 - (b) When an Owner does not mitigate a Severe Hazard, at the Owner's expense;
 - (c) When metering in a meter pit is required; or
 - (d) During Water System metering implementation programs.
- (4) All new meter pits shall include Dual Check Valves for all Single Family Dwelling properties, Multiple Dwelling properties and Minor Cross Connection Hazard properties.
- (5) All new Regional District owned meter pits shall have Double Check Valve Assemblies for Moderate Cross Connection Hazard properties and potential Severe Cross Connection Hazard properties.
- (6) Property Owners with a Severe Cross Connection Hazard not protected by a Reduced Pressure Principle Backflow Preventer or Air Gap, approved by a Qualified Person, shall immediately eliminate the Severe Cross Connection Control Hazard or be subject to immediate water Turn Off by the Regional District.
- (7) Backflow Prevention is not required in Water Systems under long-term Boil Water Notice.
- ~~(7)~~(8) Backflow Prevention, when required, shall be selected and installed by a Qualified Person in accordance with CSA B64.10-11.
- ~~(8)~~(9) No person shall remove or modify a Backflow Preventer unless a Qualified Person.
- ~~(9)~~(10) Buildings or facilities in a Regional District Water System may be classified as being a Minor, Moderate or Severe Cross Connection Hazard ~~for Cross Connection~~ by the Manager in accordance with CSA B64.10-11.
- ~~(10)~~(11) All new Regional District Water Connections or Redevelopments servicing four or more Units, including Dwellings, shall be considered at least a Minor Cross

Connection Hazard.

~~(11) Premise Isolation Backflow Prevention shall be provided as follows:~~

- (12) All new Regional District Water Connections or Redevelopments in potable Water Systems with no residual disinfection protection and with a building or facility identified as being a Minor Cross Connection Hazard shall have a Premise-Property Isolation Dual Check Valve or Double Check Valve Assembly as Approved by the Manager.
- (13) All new Regional District Water Connections or Redevelopments in all Water Systems with a building or facility identified as being a Moderate or Severe Cross Connection Hazard shall have Premise-Property Isolation Backflow Prevention as specified by a Qualified Person and as Approved by the Manager.
- (14) All new Regional District Water Connections on parcels of land 0.40 hectares (1 Acre) or larger, when also required to be metered, shall have Property Isolation Backflow Prevention ~~installed on the Regional District Water Connection~~, as specified by a Qualified Person and as Approved by the Manager.

~~(15) All new Regional District Water Connections with meter pits shall have Backflow Prevention installed as specified by a Qualified Person and as Approved by the Manager.~~

~~(16) If a Property Owner or their representatives connects portable equipment to the water system that creates a Moderate or Severe Cross Connection Hazard, Premise Isolation Backflow Prevention is required, as specified by a Qualified Person and as Approved by the Manager.~~

14.2 Owner Responsibilities

- (1) When an Owner's Premises Isolation Backflow Preventer protecting a Moderate or Severe Cross Connection Control Hazard is found to not be in proper working condition, the condition shall be reported to the Regional District by the Customer or Owner and the Backflow Preventer shall be repaired or replaced by the Owner within 5 working days.
- (2) When an Owner's Premises Isolation Backflow Preventer protecting a Minor Cross Connection Control Hazard is found to not be in proper working condition, the condition shall be reported to the Regional District by the Customer or Owner and the Backflow Preventer shall be repaired or replaced by the Owner within 30 days.

14.3 Backflow Preventer Ownership

- (1) Backflow Preventers installed on the Owner's Property shall be owned by the Property Owner and shall be installed, maintained and tested at the Owner's expense.
- (2) Backflow Preventers when required to be installed on a Regional District Water Connection for new Regional District Water Connections or Redevelopments shall be installed at the Owner's expense.
- (3) Backflow Preventers when required to be installed on a Regional District Water Connection due to Cross Connections created by portable equipment connected to the water system by a Property Owner or their representatives shall be installed at the Owner's expense.
- (4) Backflow Preventers installed on the Regional District Water Connection shall be owned by the Regional District and shall be maintained and tested by the Regional

District.

14.4 Backflow Preventer Testing and Inspection

- (1) Backflow Preventers that are owned by the Owner and that are protecting against Moderate or Severe Cross Connection Hazards shall be tested by a British Columbia Water and Wastewater Association certified Cross Connection Control Tester as follows:
 - (a) Upon installation;
 - (b) When cleaned, repaired, or overhauled;
 - (c) When relocated; and
 - (d) Every three years.
- (2) Owners shall maintain a record of Backflow Preventer Inspection and testing results on the Property and shall provide a copy of these records to the Regional District upon request.
- (3) Testable Backflow Preventers shall have an Approved testing tag affixed to the device by a British Columbia Water and Wastewater certified Cross Connection Control Tester.

15. WATER METERS

15.1 Water Meter Requirement

- (1) Any new Regional District Water Connections or Redevelopment with Regional District Water Connection greater than 25 mm shall have an Approved Meter installed by the Owner, unless otherwise identified in a Board approved metering plan.
- (2) All new Regional District Water Connections or Redevelopments servicing, Commercial properties, Industrial properties, Institutional properties, golf courses, Agricultural Land, and recreation facilities, excluding home based businesses, shall have an Approved Meter installed by the Owner, unless otherwise identified in a Board approved metering plan.
- (3) All new Regional District Water Connections or Redevelopments servicing four or more Units, including Dwellings, shall have an Approved Meter installed by the Owner, unless otherwise identified in a Board approved metering plan.
- (4) All Regional District Water Connections in the Lucas Road, Balfour Water System, Grandview Water System and Rosebery Water System shall be Metered.
- (5) All existing Properties with Approved Free Flow Bleeders shall be Metered, unless otherwise identified in a Board approved metering plan.
- (6) Owner Water Connections that cross a privately owned Property to service another Property unless otherwise exempted by the Manager in writing, shall have a Meter installed by the Owner, unless otherwise identified in a Board approved metering plan.
- (7) All existing Multiple Dwelling Properties, Commercial properties, Industrial properties, Institutional properties, golf courses, Agricultural Land, and recreation facilities shall have a Meter installed by the Owner by **December 31, 2023**, unless otherwise identified in a Board Approved metering plan.
- (8) The Manager may at any time require that a Meter be installed by the Owner on

Water Connections where there is reasonable cause to suspect a high water demand or where water usage cannot be easily determined.

- (9) No un-Metered water may be used on a Metered Property without the written Approval of the Manager.
- (10) The following Water Connections shall not require a Water Meter:
 - (a) Fire water connections which are not used for any other purpose; and
 - (b) Such other connections where, in the opinion of the Manager, it is impractical to install a Water Meter.
- (11) If an Owner requests and the Manager Approves an increase or decrease to the amount of irrigation privileges assigned or an increase or decrease to the assessed Agricultural Land Charge, a water meter will be required and the Owner shall be responsible for the installation costs of a Water Meter and related appurtenances, if the amount of assessed assigned irrigation privileges or assessed Agricultural Land Charge results in more than one acre and less all the lands.

15.2 Metering Equipment

- (1) Water Meters and equipment shall be selected and installed in accordance with requirements identified by the Manager.
- (2) All new Meter installations shall be located at Property Line and shall be installed in an Approved Meter Pit at the Owner's expense, unless otherwise identified in a Board approved metering plan.
- (3) The size of all Meters installed shall be Approved by the Designated Officer and will not necessarily conform to the size of the service pipe installed but will be based on the estimated rate of consumption.
- (4) All Water Meters with a bypass shall have a seal on the bypass.
- (5) If a Property Owner fails to provide access to an existing Meter, a new Meter may be installed on the Regional District Water Connection at the Owner's expense.

15.3 Customer Responsibility and Notification Requirements

- (1) The Customer shall protect any Water Meter, valves, or pipes located on the Property from freezing, excessive heat, overheating of water, external or internal damage of any kind, or any other thing which may affect the operation of the Water Meter or Meters.
- (2) If a bypass seal is broken, the Customer shall notify the Designated Officer within twenty-four (24) hours of knowledge of the broken seal.
- (3) If a Water Meter is damaged, the Customer shall notify the Designated Officer within twenty-four (24) hours of knowledge of the damaged meter.
- (4) No Person shall:
 - (a) Interfere with or tamper with the operation of any Water Meter or remote reading device; nor
 - (b) Open a bypass valve on a Water Meter or metering installation except in the case of an emergency.

15.4 Water Meter Costs and Ownership

- (1) Water Meters ~~or a remote reading device~~ located on Owner Water Connections shall be installed at the Owner's expense, unless installed as part of a Regional District metering program, and shall be the property of the Regional District.
- (2) If a Water Meter ~~or remote reading device~~ is removed or stolen, the Owner shall be responsible for the cost of replacing the Water Meter including installation.
- ~~(3)~~ If a Water Meter ~~or remote reading device or related equipment~~ is damaged or tampered with, the Owner shall be responsible for the cost of repairs or replacement.
- ~~(3)~~(4) The Regional District shall be responsible for Water Meter maintenance, repair and replacement due to normal wear and tear, and life expectancy.
- ~~(4)~~(5) If a Water Meter ~~or remote reading device~~ is required by the Owner to be relocated, all costs associated with the Meter relocation shall be the responsibility of the Owner.

15.5 Meter Testing

- (1) The Owner may request that a Water Meter be tested for accuracy, and the cost of any such test shall be at the expense of the Regional District if the Water Meter is found to be inaccurate in excess of two (2%) percent of actual flow. The test shall be at the Owner's expense if the Water Meter is found to be accurate within two (2%) percent of actual flow.
- (2) The Manager may require a water meter to be tested for accuracy, and the cost of any such test shall be the expense of the Regional District.

15.6 Meter Readings

- (1) The Manager shall establish the frequency of regular Meter reading.
- (2) The Manager may require that a Meter be read at any time.
- (3) Customers shall provide Meter reading(s) when requested by the Manager.

16. OFFENCES AND PENALTIES

- (1) Any person who contravenes this Bylaw or other requirements made or imposed under this Bylaw or amendments thereto is guilty of an offence and is liable to a fine not exceeding \$2,000.
- (2) Where an offence is committed or continues for more than one day, a person shall be deemed to have committed separate offences for each day on or during which an offence occurs or continues, and separate fines, each not exceeding \$2,000, may be imposed for each day on or during which an offence occurs or continues.
- (3) Nothing in this Bylaw shall restrict the Regional District of Central Kootenay from utilizing any other remedy that would otherwise be available to the Regional District of Central Kootenay at law.

17. ADOPTION OF BYLAW

This Bylaw shall take force and effect upon the date of its adoption and supersedes all existing bylaws.

READ A FIRST TIME this ~~15th~~21st day of April, ~~2021~~2022.

READ A SECOND TIME this ~~15th~~21st day of April, ~~2021~~2022.

READ A THIRD TIME this ~~15th~~21st day of April, ~~2021~~2022.

~~ADOPTED by an affirmative vote of at least 2/3 of the votes cast this 15th day of April, 2021. ADOPTED this 15th day of April, 2021.~~
ADOPTED by an affirmative vote of at least 2/3 of the votes cast this 21st day of April, 2022.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

**REGIONAL DISTRICT OF CENTRAL KOOTENAY
SCHEDULE A – WATER CONSERVATION MEASURES**

to

BYLAW NO. 27662824

Stage 1 Water Conservation Measures go into effect every year regardless of seasonal weather patterns. These measures are in effect from June 1st to September 30th. The Regional District may, upon notification, impose further water conservation measures (Stages 2-4) as necessary.

| Activity | Mandatory Restrictions | | | |
|---|---|--|--|---|
| | Stage 1 | Stage 2 | Stage 3 | Stage 4 |
| Watering of lawns | ONLY between the hours 7 pm - 10 am | ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm | Prohibited | Prohibited |
| Watering of new lawns (seed within 45 days and sod within 21 days of installation) | ONLY between the hours 7 pm - 10 am | ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm | ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm | Prohibited (Except where permitted by the Manager) |
| Watering of gardens, trees and shrubs (excluding watering of commercial agricultural products, on Agricultural Land) | ONLY between the hours 7 pm - 10 am | ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm | ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm | Prohibited |
| | <i>Watering using drip irrigation, a watering can, and or hand held hose, which eliminates over-spray is permitted at any time.</i> | | | |
| Outdoor water usage during power outages greater than 1 hour | Prohibited | Prohibited | Prohibited | Prohibited |
| Watering of Commercial Agricultural Products (production and sales) | Permitted | Permitted | Permitted | Permitted (Voluntary Conservation) |
| Wash down (sidewalks, walkways, driveways, exterior building surfaces, window, vehicles or other outdoor surface) | Permitted | ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm | Prohibited (Except where critical for health and safety, and business operations) | Prohibited (Except where critical for health and safety) |
| Filling of fountains or other decorative features | Permitted | Prohibited (Except where permitted by the Manager) | Prohibited | Prohibited |
| Filling of outdoor hot tubs and/or wading pools. | Permitted | Permitted | Prohibited | Prohibited |
| Filling of swimming pools | ONLY between the hours 8 pm - 7 am | Prohibited (Except where permitted by the Manager) | Prohibited | Prohibited |
| Dwelling water consuming appliances such as washing machines and dishwashers | Permitted | Permitted | Permitted (Voluntary Conservation) | Permitted (Voluntary Conservation) |
| Large commercial water use such as laundromats, washers, carwashes, etc. | Permitted | Permitted | Permitted (Voluntary Conservation) | Permitted (Voluntary Conservation) |



**REGIONAL DISTRICT OF CENTRAL KOOTENAY
WATER BYLAW NO. 2824, 2022**

ADOPTED April 21, 2022

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SCHEDULES

SCHEDULE A – WATER CONSERVATION MEASURES

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 2824

A Bylaw to regulate the terms and conditions under which water from the Regional District of Central Kootenay Water Systems may be supplied, used and regulated.

THE BOARD OF THE REGIONAL DISTRICT OF CENTRAL KOOTENAY IN OPEN MEETING
ASSEMBLED ENACTS AS FOLLOWS:

1. BYLAW TITLE

This Bylaw may be cited as “**Regional District of Central Kootenay Water Bylaw No. 2824, 2022**”.

2. APPLICATION OF BYLAW

This Bylaw applies to all Water Service Areas of the Regional District of Central Kootenay.

3. REPEAL

This Bylaw repeals the “**Regional District of Central Kootenay Water Bylaw No. 2766, 2021**”.

4. SEVERABILITY

If any portion of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, that portion may be severed from the Bylaw and such decision shall not affect the validity of the remaining portions of the Bylaw.

5. INTERPRETATION

In this Bylaw each term set out in the left hand column of the table that follows has the meaning set out in the right hand column of the same row.

| | |
|-------------------|---|
| Account | is a formal arrangement under this Bylaw for the provision of water services to a Property. |
| Account Holder | is the person, organization, agent or representative that holds the water Account with the Regional District of Central Kootenay. |
| Account Type | describes the predominate usage of the Account such as but not limited to: Single Family Dwelling, Multiple Dwelling Property, Commercial, Industrial, Institutional, Agricultural, and Recreational. |
| Agricultural Land | is land where agricultural irrigation privileges have been assigned by the Manager. |
| Air Gap | means the unobstructed vertical distance through air between the lowest point of a water fixture and the flood level rim of the fixture or device into which the outlet discharges. |
| Approved/Approval | means approved by the Manager. |

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| Auxiliary Building or Dependent Suite | means a secondary or supplementary building or Unit that does not include all of cooking, eating, living, sleeping and sanitary facilities. An Auxiliary Building or Dependent Suite intended for habitation would be reliant on the main Dwelling. |
| Backflow | means the flowing back or reversal of the normal direction of flow. |
| Backflow Prevention / Preventer | is a method or device used to prevent Backflow that is selected and installed in accordance with the Plumbing Code, and CSA B64.10-11. |
| Boil Water Notice | is issued by the Regional District or Interior Health when water provided by a Water System or portion of a Water System is considered non-potable due to potential health risk. |
| Board | means the Regional District of Central Kootenay Board of Directors. |
| Capital Infrastructure Charge | is a fee levied that is placed into reserves as a contribution to the cost of existing water infrastructure, upgrades and long term asset renewal. |
| Carwash | means a building or structure containing facilities for washing motor vehicles, including but not limited to tunnel car washes, coin operated automatic car washes and coin operated self service car washes. |
| Certificate of Total Performance | means a certificate issued by the Regional District indicating that water infrastructure has been designed, installed, tested, and commissioned to the satisfaction of the Regional District. |
| Commercial | means any Unit for which the use is the provision for the selling of goods and services, for the servicing and repair of goods or for commercial office functions, including but not limited to retail sales, wholesaling incidental to retail sales, commercial education and entertainment services, household services and all associated repairs, other personal and non-personal services and administrative, commercial and professional offices. |
| Commercial Carwash | means a Carwash used or operated by a Commercial or Industrial business. |
| Cross Connection | means any physical arrangement whereby the Water System is connected, directly or indirectly, with any potable, non-potable or un-Approved private water supply system, sewer drain, conduit, well, pool, irrigation system, storage reservoir, plumbing fixture, or any other device which contains, or may contain, contaminated water, liquid, gases, sewage, or other wastes, or unknown or unsafe water quality which may be capable of imparting contamination to the water supply as a result of Backflow. |
| CSA B64.10-11 | means Canadian Standards CSA B64.10-11, Selection and Installation of Backflow Preventers, November 2011, or the latest version thereof. |

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| Curb Stop Valve | means the valve owned by the Regional District generally placed on the water service at the Property Line to control the flow of water to a lot. |
| Curb Stop Box | means the hollow metal tube that runs from the Curb Stop Valve to the cap. The Curb Stop Box includes the operating stem and the box cap. |
| Customer | means the Owner or occupant of any Property to which water is supplied or made available from the Regional District. |
| Designated Officer | means an employee of the Regional District or an authorized representative as designated in writing by the Manager. |
| Developer | means the Owner of a Development. |
| Development | means the Subdivision of land, new construction of buildings, structures, utilities or any use that requires the issuance of a building permit, plumbing permit, development permit, or Interior Health construction permit issued in accordance with the <i>Drinking Water Protection Act</i> , or the development of irrigated land. |
| Disconnection | means physically turning off the water to a Owner's Property and adjusting the Owner's Account accordingly. |
| Drip Irrigation | is an irrigation method that saves water by allowing water to drip slowly to the roots of plants, either onto the soil surface or directly onto the root zone, and uses less than 7.6 liters per hour (2 United States gallons per hour) at less than 138 kPa (20 psi). This does not include soaker hoses, weeper hoses or micro-sprayers. |
| Double Check Valve Assembly | is a Backflow Prevention device meeting Canadian Standards CSA B64.5. |
| Dual Check Valve | is a Backflow Prevention device meeting Canadian Standards CSA B64.6. |
| Dwelling | means any living quarters used or has the potential to be used by one or more persons which contains cooking, eating, living, sleeping and sanitary facilities. |
| Easement | is a right to the use of land, or a right to restrict the use of land. See also Statutory Right of Way. |
| Fees and Charges | means the fees and charges set out in the <i>Fees and Charges Bylaw</i> . |
| Fees and Charges Bylaw | means the Utilities Rates, Fees, and Charges Bylaw No. 2825, 2022, as may be amended or replaced from time to time. |
| Folio | is a land identification number assigned by British Columbia Assessment and is used for Property tax purposes. Folio is synonymous with Assessment Roll Number. A Folio in this Bylaw may describe one or more Parcels grouped under one British Columbia Assessment Folio. |
| Free Flow Bleeder | is a Freeze Protection Device that allows the discharge of bleed water continuously. |

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| Freeze Protection Device | means any Approved device to prevent the freezing of the water service. |
| Illegal Water Connection | means any water connection that was made without the Manager's Approval under the Bylaw or other legal authority. |
| Industrial | means businesses including but not limited to airports, aggregate processing, asphalt plants, bulk fuel storage, concrete plants, fabrication plants, manufacturing, processing, sawmills, and truck terminals. |
| Institutional | means activities focusing on non-profit services in the public's interest. For example, schools, hospitals, group foster homes, and buildings used for religious worship. |
| Irrigation | means the distribution of water to the surface or subsurface of lawns, gardens, vineyards and orchards, greenhouses by pipes, hoses, sprinklers or any other method. |
| Manager | in this Bylaw, unless the context otherwise requires, means the Regional District of Central Kootenay General Manager of Environmental Services, the Water Operations Manager, Utility Services Manager or designate. |
| Manufactured Home | means any structure, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another by being towed or carried, and that is used as a Dwelling. |
| Meter | means water meters, remote reading device, wire and other equipment or instruments used by the Regional District or authorized by the Regional District to be used to calculate the amount of water consumed, and other related appurtenances. |
| Mobile Housing Unit | is any type of living accommodation that has been produced to be transported or is a mobile unit such as a ship, boat, recreational vehicle, Manufactured Home and so on, and occupied as living quarters. |
| Minor Cross Connection Hazard | means any type of Cross Connection or potential cross-connection that involves a substance that constitutes only a nuisance and that results in a reduction in only the aesthetic qualities of the water. |
| Moderate Cross Connection Hazard | means any Minor Cross Connection Hazard that has a low probability of becoming a Severe Cross Connection Hazard. |
| Multiple Dwelling Property | means any Property containing more than one Dwelling Unit on one Folio |
| Occupancy Permit | means a permit issued by the Regional District indicating a building or structure is in compliance with applicable building codes and is suitable for occupancy. |

| | |
|--|--|
| Once Through Cooling Equipment | means cooling, air conditioning or refrigeration systems in buildings, building systems and equipment, which rely upon the temperature of the water for cooling purposes and deliver water to a drain or other discharge facility without having recycled that water. |
| Owner | has the same meaning as in the British Columbia <i>Land Title Act</i> and <i>Manufactured Home Act</i> . |
| Owner Water Connection | means the Owner's water lines and appurtenances downstream of the Regional District Water Connection. |
| Parcel | means the unit lot, block or other area in which land is registered under the British Columbia <i>Land Title Act</i> . |
| Plumbing Code | means the British Columbia <i>Plumbing Code, 2012</i> , as it may be amended or replaced from time to time. |
| Property | means land and improvements. |
| Property Isolation | means Cross Connection protection provided at the entrance to a Property on the Regional District Water Connection. |
| Property Line | means a line which defines, in the British Columbia Land Title Office, the perimeter of a Parcel. |
| Provincial Drought Level | means drought levels defined and issued by the Province of British Columbia. |
| Qualified Person | means a person who has a recognized degree, certificate, or professional standing related to subject matter. |
| Recreational | is land primarily used for public recreation and includes but is not limited to not for profit: golf courses, parks, sports fields, gymnasiums, playgrounds, parks, green areas, beaches and camping sites. |
| Reconnection | means physically turning on the water and reestablishing or adjusting an Account as required. |
| Redevelopment | means the alteration or extension of existing buildings, structures, utilities or any use that results in a significant change in water usage and requires the issuance of a building permit, plumbing permit, development permit or Interior Health construction permit, or the redevelopment irrigated land. |
| Reduced Pressure Principle Backflow Preventer | is a Backflow Prevention device meeting Canadian Standards CSA B64.4. |
| Regional District of Central Kootenay or Regional District or District | means the Regional District of Central Kootenay, as described under the British Columbia <i>Local Government Act</i> with offices located at 202 Lakeside Drive, Nelson, BC V1L 5R4 Phone: 250-352-6665 or toll free number 1-800-268-7325 and Fax: 250-352-9300. |

| | |
|------------------------------------|--|
| Regional District Water Connection | means the water line extending from the Water Main to the Curb Stop Valve, generally near the Property Line and shall include any immediate downstream Meter installation, or Backflow Preventer. |
| Severe Cross Connection Hazard | means any type of Cross Connection or potential Cross Connection involving water that has additives or substances that can create a danger to health. |
| Single Family Dwelling | means a building or structure that contains only one Dwelling. |
| Statutory Right of Way | the grant of a right of way under Section 218 of the British Columbia <i>Land Title Act</i> . |
| Subdivision | means a subdivision as defined in the British Columbia <i>Land Title Act</i> , and a subdivision under the British Columbia <i>Strata Property Act</i> . |
| Subdivision Bylaw | means the <i>Subdivision Bylaw No. 2159</i> as it may be amended or replaced from time to time. |
| Swimming Pool | is any permanent or semi-permanent artificial pool for swimming in. |
| Title (Land Title) | refers to the registration of land ownership in accordance with the British Columbia <i>Land Title Act</i> . |
| Turn On/Off | means a temporary interruption in or discontinuance of the supply of water authorized by the Regional District. |
| Unit | means any Dwelling, Commercial, Industrial, or Institutional space. |
| Water Conservation Measures | any measures implemented by the Manager to restrict water usage. |
| Water Main | means any water pipe under the control of the District which is intended for public use. |
| Water Meter | see Meter. |
| Water Service Area | means the area defined by the Water System service area establishment bylaw. |
| Water Service Area Extension | is the extension of the Water Service Area boundary by bylaw to include one or more additional parcels of land. |
| Water System | means all Regional District owned assets like Water Mains, water treatment facilities, pump stations, reservoirs, wells, water intakes and all associated appurtenances used in the provision of Water Services. |
| Water Servicing Plan | is a plan that details the proposed Development or Subdivision as it relates to water servicing. |
| Work | means construction, maintenance, inspection or testing services provided for an Owner. |

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| Work Order | is a written order on an Approved form providing agreement by a Owner to proceed with Work identified on the form for which the Owner will be responsible for costs incurred by the Regional District in accordance with the Utilities Rates, Fees and Charges Bylaw. |
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6. ADMINISTRATION

- (1) The Manager is hereby authorized and directed to have general supervision over the Regional District of Central Kootenay Water Systems and to see that the provisions of this Bylaw are carried out.
- (2) The Manager shall have the power to appoint Designated Officers for the purpose of effectually carrying out the provisions of this Bylaw, and wherever the Manager is authorized or directed to perform any act or duty under this Bylaw, such act or duty may be performed by any Designated Officer authorized by the Manager to perform such act or duty.

7. LIABILITY

- (1) Nothing contained in this Bylaw shall be construed to impose any liability on the Regional District to service any person or Property or to give a continuous supply of water to any person or Property.
- (2) The Regional District shall not be liable for the failure of the water supply in consequence of any accident or damage to the Water System, or to excessive pressure or lack of pressure, or any interruption of service.
- (3) The Regional District does not guarantee provision of minimum or maximum service pressures or minimum flow rates.
- (4) The Regional District shall not be liable for deposition of sediment, mineral build up, staining or corrosion in the Owner Water Connection or Owner’s water system.

8. OPERATION OF THE WATER SYSTEM

- (1) No person, except a Designated Officer, or authorized contractor of the Regional District, or a member of a Regional District fire department shall operate any hydrant, standpipe or valve that forms part of the Water System or use any water therefrom, without written Approval of the Manager.
- (2) No person shall destroy, injure or tamper with any hydrant, or other fixture of the Water System and no person shall in any manner interfere or meddle with the Regional District Water Connection or Water System, or make any additions or alterations to the Water System or any Regional District Water Connection, or Turn On or Turn Off any Curb Stop, service valve or gate valve that forms part of the Water System without written Approval of the Manager.

9. APPLICATIONS

- (1) A request for a new Owner Water Connection, Account, Disconnection or Reconnection shall be made on the application form provided by the Manager.
- (2) A request for change of Account Type shall be made on the application form provided by the Manager.

- (3) Application for new Owner Water Connections or Account, or change of water use will only be accepted from the Owner.
- (4) An application in writing is required to the Manager for temporary water usage for such things as construction, road maintenance, and events.
- (5) New Water Connections, changes to existing Water Connections, temporary water usage, and Account changes require Manager Approval.
- (6) New Developments, including phased Developments, and Redevelopments with Regional District water servicing greater than 10 Units, have potential water demands greater than equivalent to 10 Single Family Dwellings, add 2.0 hectares (5 acres) or more of Irrigation, increase number of connections or Customers by 10% or more, or have the potential to increase water system demand by 10% or more, shall require Regional District Board approval.

10. DISCONNECTION AND WATER SHUT OFF

10.1 Water Turn Off

- (1) An Owner may apply for water Turn Off.
- (2) The Regional District may Turn Off or Disconnect the water service to any Property, group of Properties or Water Service Area for any of the following reasons, and the Regional District shall not be liable for damages by reason of discontinuing water service:
 - (a) Unnecessary or wasteful use of water, or violation of regulations concerning watering or sprinkling;
 - (b) Non-payment of Fees and Charges, repair charges or other miscellaneous charges;
 - (c) Failure to replace or repair defective pipes, fittings, valves, tanks or appliances which are leaking or are otherwise not in a good state of repair and which are or may become a cause of waste of water;
 - (d) Failure to allow access for inspection of any reasonably assumed contravention of this Bylaw;
 - (e) Failure to allow access for a Meter installation, Work, inspection, testing or reading;
 - (f) Failure to allow access for Backflow Preventer installation, inspection, or testing;
 - (g) Water System maintenance or repairs;
 - (h) Inadequate source water supply or disruption;
 - (i) Concerns with water quality;
 - (j) For violation of any of the provisions of this Bylaw.
- (3) Except under emergency situations, reasonable notice is required before Shut Off or Disconnection of the Regional District Water Connection. Reasonable notice shall consist of at least 48 hours' notice.

10.2 Application to Leave a Water Service Area

- (1) Any request for a Parcel to be removed from a Water Service Area shall be submitted in writing to the Manager.
- (2) Parcels may only be removed from the Water Service Area if removal benefits the

Water System or the Parcel cannot be feasibly serviced from the Water System.

- (3) If a future application is made for the Parcel to re-join the Water Service Area, the Parcel is subject to all conditions of this Bylaw and Fees and Charges as identified in the *Utilities Rates, Fees and Charges Bylaw*. No credit shall be given for past contributions to the Water Service Area.
- (4) After a Parcel is removed from a Water Service Area, no rebates for any past Fees and Charges or taxes shall be paid to the Owner, except proration of the current year's Fees and Charges.
- (5) If permission is granted for a Parcel to be removed from the Water Service Area, the Regional District Water Connection shall be removed at the Owner's expense.

11. OWNERSHIP, RESPONSIBILITY, AND ACCESS

11.1 Owner Water Connections

- (1) The Owner is responsible for the supply and installation of Owner Water Connections.
- (2) Joining of the Regional District Water Connection and the Owner Water Connection during construction shall be the responsibility of the Owner. The joint shall be inspected by a Designated Officer prior to backfilling the Owner Water Connection. A minimum notice of two working days is required before inspection.
- (3) The Owner shall ensure that all pipe, fixtures and appurtenances connected to the Owner's water system are in good working order.
- (4) All new Regional District Water Connections shall have a properly placed Curb Stop Valve and Curb Stop Box for Regional District Water Connections up to 50 mm in diameter or a shut off valve conforming to *AWWA C509* for Regional District Water Connections of 100 mm diameter or larger.
- (5) All new Regional District Water Connection Curb Stop Valves or shut off valves shall be generally located immediately on the roadway side of the Parcel Property Line.
- (6) The Regional District shall own and be responsible for any maintenance or replacement of the Curb Stop Box and Curb Stop Valve with the exception of the connection point with the Owner Water Connection which is the responsibility of the Owner.
- (7) The Regional District does not guarantee the proper function of Curb Stop Valves.
- (8) The property Owner is responsible for any damage to the Curb Stop Box and Curb Stop Valve caused by the Owner or the Owner's contractors or representatives.
- (9) If it becomes necessary to do repairs on the Owner Water Connection, any costs incurred shall be the responsibility of the Owner. No work is permitted on the Regional District Water Connection without prior Approval from the Manager.
- (10) If the source of the leakage, freezing or other condition which causes the interruption of the supply of water cannot be determined, the Owner shall sign a Work Order for investigative Work. If it is determined that the source of the problem is within the Regional District Water Connection or other part of the Regional District Water System, then the Owner will not be charged for the Work. If it is determined that the source of the problem is within the Owner Water Connection then the Owner will be responsible for the investigative Work and any other repairs.
- (11) If potential high pressures are a concern, the Owner shall be responsible to provide

and maintain any required pressure-reducing valves and pressure relief valves.

- (12) The Owner shall permit access by the Designated Officer upon reasonable notice for inspection of the Owner Water Connection, Meters, Backflow Preventers, fixtures or appurtenances, if the Designated Officer has reasonable reason to believe water is being wasted, there is a leak, there is a Cross Connection or any other contravention of this Bylaw.
- (13) Owner Water Connections may not be extended to service other Properties.
- (14) Water connections that pass through private property and service any other private property without looping back to a Regional District Water Main, and without Statutory Right of Way, shall be considered an Owner Water Connection.

11.2 Access to the Water System on Public Lands

- (1) No person shall enter into any utility structure forming part of a Water Service whether underground or above ground or any utility compound whether it is fenced or not.
- (2) No person shall obstruct at any time or in any manner the access to any hydrant, valve, Curb Stop or other fixture connected with the Water System or Regional District Water Connection.
- (3) No person shall obstruct or prevent the Manager or any person authorized by the Manager from carrying out any or all of the provisions of this Bylaw, nor shall any person refuse to grant the Manager or any person authorized by the Manager, permission to inspect any Owner Water Connection at any reasonable time.

11.3 Water System Access on Private Lands

- (1) Regional District access to the Water System located on private lands shall be done in accordance with *Local Government Act* Clause 311 (1), Clause 312, Clause 314.1, and *Community Charter* Section 16 (1) to (5).

11.4 Fire Hydrants and Standpipes

- (1) All fire hydrants and standpipes directly connected to Regional District Water Mains are the property of the Regional District.
- (2) All fire hydrants and standpipes connected to Owner Water Connections are the property of the Owner unless otherwise agreed in writing between the Manager and Owner.

12. WATER USAGE

12.1 General Water Usage

- (1) No person shall irrigate land unless irrigation privileges have been assigned by this Bylaw or by the Manager, regardless if Metered.
- (2) No Owner shall cause or allow Regional District supplied water to be conveyed to any other Property.
- (3) No person shall commercially sell water from a Regional District of Central Kootenay Water System unless otherwise Approved by the Manager or unless the sale or distribution of water is by a landlord to a tenant or by a condominium corporation to a member and the charge to the tenant or member for water use shall not exceed the amount charged by the Regional District.

- (4) No change or addition to the number or type of fixtures on a Property, for the purpose of expanding the number of Dwellings, installation of a Swimming Pool, or Commercial or Industrial enterprise, shall be made until an Application is made to the Manager and written permission thereof obtained.
- (5) No pumps shall be connected to the Water System without Approval of the Manager. Any Owner pumps connected to the Water System shall be subject to conditions imposed by the Manager which may include but is not limited to:
 - (a) Pump capacity limitations;
 - (b) Pump discharge pressure limitations;
 - (c) Pump low suction pressure monitoring and lock out;
 - (d) Minimum service size;
 - (e) Placement of a Restrictive Covenant on Title, in accordance with Section 219 of the British Columbia Land Title Act;
 - (f) Existing pumps may only be replaced with a pump of the same make, model, impeller and speed. Approval of the Manager is required for any changes;
 - (g) Approval from other applicable regulatory agencies.
- (6) Free Flow Bleeders for frost protection or any other purpose are not permitted after December 31, 2016 unless Approved in writing by the Manager.

12.2 Temporary Water Usage

- (1) Temporary water usage may only be approved by the Manager for construction, road maintenance, emergency water supply to other organizations, and community events, such as, but not limited to concerts, festivals and markets.
- (2) Temporary water users are not required to open an Account but Approval is required from the Manager for water usage.
- (3) Temporary water users shall provide tamper protection, Backflow Prevention, and or Metering, if required by the Manager.
- (4) Temporary water usage is subject to Fees and Charges as identified in the *Utilities Rates, Fees and Charges Bylaw*.
- (5) A deposit amount payable to the Regional District may be set out in the *Utilities Rates, Fees and Charges Bylaw* and the deposit may be used to recover any damages to the Water System.
- (6) Temporary water usage is limited to the water service area when required by the water system's provincially issued water licence.

12.3 Water Conservation

- (1) All Water Systems are subject to seasonal Stage One water conservations measures as identified in Schedule A.
- (2) The Manager may introduce further Stages of water conservation based on the following criteria and upon receiving due notice of such restriction, no person shall use water for the purposes prohibited by, or in excess of the limits imposed by such restrictions:
 - (a) For planned maintance of pumping and treatment equipment;
 - (b) For emergency operating conditions including Water Main breaks, pumping

- failure, treatment failure, or emergency maintenance activities;
 - (c) When emergency water storage levels cannot be maintained;
 - (d) For Provincial Drought Level 2 or higher;
 - (e) When water demand reaches or is reasonably expected to reach rated Water System capacity.
- (3) Due notice of Water Conservation Measures shall be given either by publication in a newspaper circulating within the Regional District, by mail, or by automated email, voice message or mobile device messaging service.
- (4) No person shall:
- (a) Use water for sprinkling in excess of reasonable requirements;
 - (b) Irrigate more than 0.40 Hectares (1 acre) of land per non-Metered Account unless the Account has been classified as Agricultural Land, Golf Course, Institutional or Recreational, and assigned irrigation privileges by the Manager;
 - (c) Irrigate more land area than has been assigned irrigation privileges by the Manager;
 - (d) Use water at a rate greater than 0.70 litres per second per hectare (0.28 litres per second per acre or 4.5 United States gallons per minute per acre) on Agricultural Land, or for unmetered irrigation on Single Family Dwelling or Multiple Dwelling Properties;
 - (e) Use an unattended open pipe or hose for sprinkling purposes.

12.4 Once Through Cooling Equipment

- (1) Once Through Cooling Equipment is not to be permitted to be connected to the Water System after December 31, 2016, unless otherwise Approved in writing by the Manager.

12.5 Car Washes

- (1) Commercial Carwashes connected to a Regional District Water System shall comply with the following:
- (a) Maximum of 151 liters (40 United States gallons) of Potable Water per average automated Carwash;
 - (b) Maintain high pressure wash nozzles and pump systems that use less than 0.19 liters per second (3 United States Gallons per minute).
- (2) Commercial Carwashes may use recycled water to augment water volume and flow limits.

12.6 Water Wastage

- (1) No Customer shall allow Regional Districted supplied water to be wasted.
- (2) Notwithstanding the prohibitions in this Section, the Manager may authorize in writing the discharge of Regional District supplied water for the purposes of:
- (a) health and safety;
 - (b) the installation and maintenance of infrastructure, including the flushing of Water Mains, hydrant leads and water service connections;

- (c) preventing the freezing of Water Mains, hydrant leads and water service connections;
- (d) conducting water flow tests;
- (e) installation and testing of permanently installed irrigation systems;
- (f) training programs for fire fighters.

12.7 Illegal Water Connections

- (1) No person shall make or cause to be made a connection to the Water System without the express written Approval of the Manager.
- (2) Any Illegal Water Connections shall be removed from the Water System within a reasonable time frame given by the Manager at the expense of the Owner, or the Owner shall make an Application for a Regional District Water Connection and the Owner is subject to all conditions of a new Regional District Water Connection.
- (3) An Owner is responsible for all Fees and Charges that would have been levied from the time of installation.

13. NEW SERVICING AND DEVELOPMENT

13.1 New Regional District Water Connections

- (1) New Regional District Water Connections are subject to Fees and Charges identified in the *Utilities Rates, Fees and Charges Bylaw*.
- (2) There shall only be one Regional District Water Connection per Parcel for new Developments, unless a dedicated non-Cross Connected fire service is also required.
- (3) Given limitations on the availability or pressure of water within some Water Systems, a new Regional District Water Connection may not be permitted if normal operating pressures are anticipated to be below 280 kPa (40.6 psi) or above 700 kPa (101.5 psi) as might be measured at the living floor elevation. The Manager may approve pressures outside this range and impose specific conditions in writing.
- (4) Regional District Water Connections, Owner Water Connections or Water Mains may not pass through a private Property to service another Property. Exceptions may be made at the discretion of the Manager as follows:
 - (a) if the benefiting Property is an existing landlocked Parcel and an Easement Agreement is executed between the properties with the Easement Agreement including the requirement for Regional District Approval for Easement Agreement discharge;
 - (b) if Water Mains and Water Connections are located within a Provincially approved access common lot and all Water Mains and Water Connections within the access common lot are owned by the Property Owners, not the Regional District.
- (5) Owners are responsible for all costs associated with provision of the Regional District Water Connection including but not limited to:
 - (a) Water System assessment to confirm adequate capacity and pressures;
 - (b) Extension of Water Mains;
 - (c) Roadway and surface restoration costs.

- (6) Provision of a new Regional District Water Connection is not guaranteed by the Regional District and an Application may be rejected by the Manager for any reasonable reason, such as but not limited to, inadequate water pressures, inadequate capacity, Water System under boil water notice, geological hazards, unpaid water bills or taxes, zoning or development conditions, or if the connection is not economically feasible.
- (7) New Regional District Water Connections shall not run parallel with roadways; rather a new Water Main extension is required. New Water Mains shall be a minimum of 100 millimeter diameter in Water Service Areas without fire protection and 150 millimeter diameter in Water Service Areas with existing or planned fire protection. Water Mains may be larger or smaller in diameter subject to an engineering assessment and Approval by the Manager.
- (8) New Water Mains shall have a minimum pressure rating of 1,379 kPa (200 psi) unless otherwise approved by a Professional Engineer or Qualified Person, and the Manager.
- (9) Allowance for new Regional District Water Connections to substandard Water Mains is at the discretion of the Manager and the Manager may require that substandard Water Mains be replaced at the Owners expense.
- (10) A Developer or Owner who is required to replace or extend Water System infrastructure may qualify for a future rebate in accordance with Section 939 of the *Local Government Act* for a period of 10 years from Water System infrastructure activation.

13.2 Water Service Area Extension

- (1) Inclusion of one or more new Parcels into a Water Service Area is subject to Fees and Charges identified in the *Utilities Rates, Fees and Charges Bylaw*.
- (2) Owners are responsible for all costs associated with Water Service Area extension including but not limited to:
 - (a) Water System assessment to confirm adequate capacity and pressures;
 - (b) Extension of Water Mains;
 - (c) Upgrade of treatment, pumping and storage facilities;
 - (d) Roadway and surface restoration costs.
- (3) New Water Mains shall be a minimum of 100 millimeter diameter in Water Service Areas without fire protection and 150 millimeter diameter in Water Service Areas with existing or planned fire protection. Water Mains may be required to be larger or smaller diameter as determined by an engineering assessment and Approved by the Manager.
- (4) New Water Mains shall have a minimum pressure rating of 1,379 kPa (200 psi) unless otherwise approved by a Professional Engineer or Qualified Person, and the Manager.
- (5) All new Water System infrastructure shall be located in road right of ways or Parcels Titled to the Regional District. Location of new Water System infrastructure in Easements or Statutory Right of Ways may only be permitted under special circumstance and requires Approval of the Manager.

13.3 Subdivision of a Parcel, Creation of Additional Units, or Changes to Irrigation on an Existing Property

- (1) Any Subdivision or addition of Units to a Property within a Water Service Area may be

subject to a Capital Infrastructure Charge as defined in the *Utilities Rates, Fees and Charges* Bylaw.

- (2) Applications for a new Regional District Water Connection as part of a Subdivision process shall include submission of a Water Servicing Plan to the Manager. The Water Servicing Plan shall include property lines, existing legal lot, block and plan numbers, proposed lot numbers, building location(s), driveways or hard surfaces, sanitary systems and service offsets, other utilities, road names, and the requested location of the water connection(s). Neat sketches may be acceptable from the Owner for small Developments or Subdivisions but the Manager may require drawings issued by a Professional Engineer or Qualified Person for larger Developments or Subdivisions.
- (3) The Manager may require the Owner to upgrade any existing Regional District Water Connection due to age, to meet current standards or to improve capacity as a condition of Subdivision or as a condition of adding a water serviced addition to a Unit or additional water serviced Units to a Property.
- (4) There shall only be one Regional District Water Connection per Parcel for Redevelopments, unless a dedicated non-Cross Connected fire service is also required, or unless deemed beneficial to the Water System by the Manager to have more than one connection.
- (5) If the Owner does not initiate construction of the required Water System within one year after the date of the subdivision approval, the Regional District may enter upon the subdivided lands to complete the installation of the required Water System at the expense of the Owner.

13.4 Multiple Dwelling Property Developments

- (1) Owners of a proposed Multiple Dwelling Property Development wishing to connect to a Regional District Water Service shall, prior to the start of any construction, submit a Water Servicing Plan to the Manager for Approval. The Water Servicing Plan shall include property lines, existing legal lot, block and plan numbers, proposed lot numbers, building location(s), driveways or hard surfaces, sanitary systems and service offsets, other utilities, road names, and the requested location of the water connection(s). Neat sketches may be acceptable from the Owner for small Developments or Subdivisions but the Manager may require drawings issued by a Professional Engineer or Qualified Person.
- (2) The Manager may require the Owner to upgrade any existing Regional District Water Connections due to age, to meet current standards or to improve capacity as a condition of Development.

13.5 Existing Water Mains and Service Connections on Private Land

- (1) Existing Water Mains and service connections that cross private Property to service another Property shall be relocated in road right of ways or Parcels Titled to the Regional District during new Developments, Redevelopments or property line boundary adjustments, unless otherwise approved by the Manager, and a Statutory Right of Way or Easement Agreement is provided for existing Water Mains and service connections.

13.6 Work Completed by Others

- (1) Work on Regional District Water Systems or installation of water infrastructure that is to become part of a Regional District Water System shall be completed by the

Regional District or the Regional District's contractor unless done under written agreement between the Regional District and Developer.

- (2) The Developer is responsible for but not limited to the following when any infrastructure installed by the Developer is to be owned by the Regional District:
 - (a) Securing all required permits, including but not limited to an Interior Health Issued Construction Permit, Ministry of Transportation and Infrastructure Provincial Public Highway Permit, Development Permits, Building Permits, and Plumbing Permits;
 - (b) Provision of "issued for construction drawings" and "plan of record drawings" provided by a Professional Engineer or Qualified Person;
 - (c) Provision of project costs and contract documents required to determine any potential future rebate to the Developer in accordance with Section 939 of the Local Government Act;
 - (d) All materials shall meet applicable American Water and Wastewater Association standards, Canadian Standards Association standards, NSF standards, and designs and construction standards shall meet the satisfaction of the Regional District and applicable Regulatory agencies.
 - (e) Provision of a deposit with the Regional District in the form of an unconditional, irrevocable letter of credit, a bank draft drawn on a chartered bank in Canada, or cash in the value of 20% of the estimated cost of the water infrastructure, and for a term to the time of not less than to the issuance of a Certificate of Total Performance by the Regional District; and
 - (f) Securing and maintaining commercial general liability insurance against claims for bodily injury, death or property damage arising out of this Agreement or the construction of the water infrastructure in a form acceptable to the Chief Financial Officer of the Regional District, in the amount of \$5,000,000 per occurrence.
- (3) The Developer shall provide the following warranty on any infrastructure installed by a Developer that is to be owned by the Regional District:
 - (a) One year from the time of issuance of a Certificate of Total Performance by the Regional District for any water infrastructure.
 - (b) Two years from the time of issuance of a Certificate of Total Performance by the Regional District for any landscaping.
 - (c) The cost of all work required to repair any defects or deficiencies shall be at the expense of the Developer during the warranty period.

14. CROSS CONNECTION CONTROL AND BACKFLOW PREVENTION

14.1 Cross Connection Control Requirement and Classification

- (1) As a condition of Approval of service:
 - (a) The property owner must have a cross connection control device already installed as part of the plumbing system on their property in accordance with and when required by the Plumbing Code; or

- (b) Where a cross connection control device is not part of the owner's plumbing system, a cross connection control device must be installed outside of the property line on the Regional District Water Connection when require by the Manager.
- (2) No person shall cause or permit to continue a Cross Connection to a Regional District Water system or a connection between a Regional District Water System and another source of water.
- (3) When required by this Bylaw, Backflow Prevention shall be required to be installed on the public side of a Water Connection only at the following times:
 - (a) During Developments or Redevelopments, at the Owner's expense;
 - (b) When an Owner does not mitigate a Severe Hazard, at the Owner's expense;
 - (c) When metering in a meter pit is required; or
 - (d) During Water System metering implementation programs.
- (4) All new meter pits shall include Dual Check Valves for all Single Family Dwelling properties, Multiple Dwelling properties and Minor Cross Connection Hazard properties.
- (5) All new Regional District owned meter pits shall have Double Check Valve Assemblies for Moderate Cross Connection Hazard properties and potential Severe Cross Connection Hazard properties.
- (6) Property Owners with a Severe Cross Connection Hazard not protected by a Reduced Pressure Principle Backflow Preventer or Air Gap, approved by a Qualified Person, shall immediately eliminate the Severe Cross Connection Control Hazard or be subject to immediate water Turn Off by the Regional District.
- (7) Backflow Prevention is not required in Water Systems under long-term Boil Water Notice.
- (8) Backflow Prevention, when required, shall be selected and installed by a Qualified Person in accordance with CSA B64.10-11.
- (9) No person shall remove or modify a Backflow Preventer unless a Qualified Person.
- (10) Buildings or facilities in a Regional District Water System may be classified as being a Minor, Moderate or Severe Cross Connection Hazard by the Manager in accordance with CSA B64.10-11.
- (11) All new Regional District Water Connections or Redevelopments servicing four or more Units, including Dwellings, shall be considered at least a Minor Cross Connection Hazard.
- (12) All new Regional District Water Connections or Redevelopments in potable Water Systems with no residual disinfection protection and with a building or facility identified as being a Minor Cross Connection Hazard shall have a Property Isolation Dual Check Valve or Double Check Valve Assembly as Approved by the Manager.
- (13) All new Regional District Water Connections or Redevelopments in all Water Systems with a building or facility identified as being a Moderate or Severe Cross Connection Hazard shall have Property Isolation Backflow Prevention as specified by a Qualified Person and as Approved by the Manager.
- (14) All new Regional District Water Connections on parcels of land 0.40 hectares (1 Acre)

or larger, when also required to be metered, shall have Property Isolation Backflow Prevention, as specified by a Qualified Person and as Approved by the Manager.

14.2 Owner Responsibilities

- (1) When an Owner's Premises Isolation Backflow Preventer protecting a Moderate or Severe Cross Connection Control Hazard is found to not be in proper working condition, the condition shall be reported to the Regional District by the Customer or Owner and the Backflow Preventer shall be repaired or replaced by the Owner within 5 working days.
- (2) When an Owner's Premises Isolation Backflow Preventer protecting a Minor Cross Connection Control Hazard is found to not be in proper working condition, the condition shall be reported to the Regional District by the Customer or Owner and the Backflow Preventer shall be repaired or replaced by the Owner within 30 days.

14.3 Backflow Preventer Ownership

- (1) Backflow Preventers installed on the Owner's Property shall be owned by the Property Owner and shall be installed, maintained and tested at the Owner's expense.
- (2) Backflow Preventers when required to be installed on a Regional District Water Connection for new Regional District Water Connections or Redevelopments shall be installed at the Owner's expense.
- (3) Backflow Preventers when required to be installed on a Regional District Water Connection due to Cross Connections created by portable equipment connected to the water system by a Property Owner or their representatives shall be installed at the Owner's expense.
- (4) Backflow Preventers installed on the Regional District Water Connection shall be owned by the Regional District and shall be maintained and tested by the Regional District.

14.4 Backflow Preventer Testing and Inspection

- (1) Backflow Preventers that are owned by the Owner and that are protecting against Moderate or Severe Cross Connection Hazards shall be tested by a British Columbia Water and Wastewater Association certified Cross Connection Control Tester as follows:
 - (a) Upon installation;
 - (b) When cleaned, repaired, or overhauled;
 - (c) When relocated; and
 - (d) Every three years.
- (2) Owners shall maintain a record of Backflow Preventer Inspection and testing results on the Property and shall provide a copy of these records to the Regional District upon request.
- (3) Testable Backflow Preventers shall have an Approved testing tag affixed to the device by a British Columbia Water and Wastewater certified Cross Connection Control Tester.

15. WATER METERS

15.1 Water Meter Requirement

- (1) Any new Regional District Water Connections or Redevelopment with Regional District Water Connection greater than 25 mm shall have an Approved Meter installed by the Owner, unless otherwise identified in a Board approved metering plan.
- (2) All new Regional District Water Connections or Redevelopments servicing, Commercial properties, Industrial properties, Institutional properties, golf courses, Agricultural Land, and recreation facilities, excluding home based businesses, shall have an Approved Meter installed by the Owner, unless otherwise identified in a Board approved metering plan.
- (3) All new Regional District Water Connections or Redevelopments servicing four or more Units, including Dwellings, shall have an Approved Meter installed by the Owner, unless otherwise identified in a Board approved metering plan.
- (4) All Regional District Water Connections in the Lucas Road, Balfour Water System, Grandview Water System and Rosebery Water System shall be Metered.
- (5) All existing Properties with Approved Free Flow Bleeders shall be Metered, unless otherwise identified in a Board approved metering plan.
- (6) Owner Water Connections that cross a privately owned Property to service another Property unless otherwise exempted by the Manager in writing, shall have a Meter installed by the Owner, unless otherwise identified in a Board approved metering plan.
- (7) All existing Multiple Dwelling Properties, Commercial properties, Industrial properties, Institutional properties, golf courses, Agricultural Land, and recreation facilities shall have a Meter installed by the Owner by **December 31, 2023**, unless otherwise identified in a Board Approved metering plan.
- (8) The Manager may at any time require that a Meter be installed by the Owner on Water Connections where there is reasonable cause to suspect a high water demand or where water usage cannot be easily determined.
- (9) No un-Metered water may be used on a Metered Property without the written Approval of the Manager.
- (10) The following Water Connections shall not require a Water Meter:
 - (a) Fire water connections which are not used for any other purpose; and
 - (b) Such other connections where, in the opinion of the Manager, it is impractical to install a Water Meter.
- (11) If an Owner requests and the Manager Approves an increase or decrease to the amount of irrigation privileges assigned or an increase or decrease to the assessed Agricultural Land Charge, a water meter will be required and the Owner shall be responsible for the installation costs of a Water Meter and related appurtenances, if the amount of assessed assigned irrigation privileges or assessed Agricultural Land Charge results in more than one acre and less all the lands.

15.2 Metering Equipment

- (1) Water Meters and equipment shall be selected and installed in accordance with requirements identified by the Manager.

- (2) All new Meter installations shall be located at Property Line and shall be installed in an Approved Meter Pit at the Owner's expense, unless otherwise identified in a Board approved metering plan.
- (3) The size of all Meters installed shall be Approved by the Designated Officer and will not necessarily conform to the size of the service pipe installed but will be based on the estimated rate of consumption.
- (4) All Water Meters with a bypass shall have a seal on the bypass.
- (5) If a Property Owner fails to provide access to an existing Meter, a new Meter may be installed on the Regional District Water Connection at the Owner's expense.

15.3 Customer Responsibility and Notification Requirements

- (1) The Customer shall protect any Water Meter, valves, or pipes located on the Property from freezing, excessive heat, overheating of water, external or internal damage of any kind, or any other thing which may affect the operation of the Water Meter or Meters.
- (2) If a bypass seal is broken, the Customer shall notify the Designated Officer within twenty-four (24) hours of knowledge of the broken seal.
- (3) If a Water Meter is damaged, the Customer shall notify the Designated Officer within twenty-four (24) hours of knowledge of the damaged meter.
- (4) No Person shall:
 - (a) Interfere with or tamper with the operation of any Water Meter or remote reading device; nor
 - (b) Open a bypass valve on a Water Meter or metering installation except in the case of an emergency.

15.4 Water Meter Costs and Ownership

- (1) Water Meters located on Owner Water Connections shall be installed at the Owner's expense, unless installed as part of a Regional District metering program, and shall be the property of the Regional District.
- (2) If a Water Meter is removed or stolen, the Owner shall be responsible for the cost of replacing the Water Meter including installation.
- (3) If a Water Meter is damaged or tampered with, the Owner shall be responsible for the cost of repairs or replacement.
- (4) The Regional District shall be responsible for Water Meter maintenance, repair and replacement due to normal wear and tear, and life expectancy.
- (5) If a Water Meter is required by the Owner to be relocated, all costs associated with the Meter relocation shall be the responsibility of the Owner.

15.5 Meter Testing

- (1) The Owner may request that a Water Meter be tested for accuracy, and the cost of any such test shall be at the expense of the Regional District if the Water Meter is found to be inaccurate in excess of two (2%) percent of actual flow. The test shall be at the Owner's expense if the Water Meter is found to be accurate within two (2%) percent of actual flow.
- (2) The Manager may require a water meter to be tested for accuracy, and the cost of any

such test shall be the expense of the Regional District.

15.6 Meter Readings

- (1) The Manager shall establish the frequency of regular Meter reading.
- (2) The Manager may require that a Meter be read at any time.
- (3) Customers shall provide Meter reading(s) when requested by the Manager.

16. OFFENCES AND PENALTIES

- (1) Any person who contravenes this Bylaw or other requirements made or imposed under this Bylaw or amendments thereto is guilty of an offence and is liable to a fine not exceeding \$2,000.
- (2) Where an offence is committed or continues for more than one day, a person shall be deemed to have committed separate offences for each day on or during which an offence occurs or continues, and separate fines, each not exceeding \$2,000, may be imposed for each day on or during which an offence occurs or continues.
- (3) Nothing in this Bylaw shall restrict the Regional District of Central Kootenay from utilizing any other remedy that would otherwise be available to the Regional District of Central Kootenay at law.

17. ADOPTION OF BYLAW

This Bylaw shall take force and effect upon the date of its adoption and supersedes all existing bylaws.

READ A FIRST TIME this 21st day of April, 2022.

READ A SECOND TIME this 21st day of April, 2022.

READ A THIRD TIME this 21st day of April, 2022.

ADOPTED by an affirmative vote of at least 2/3 of the votes cast this 21st day of April, 2022.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

**REGIONAL DISTRICT OF CENTRAL KOOTENAY
SCHEDULE A – WATER CONSERVATION MEASURES**

**to
BYLAW NO. 2824**

Stage 1 Water Conservation Measures go into effect every year regardless of seasonal weather patterns. These measures are in effect from June 1st to September 30th. The Regional District may, upon notification, impose further water conservation measures (Stages 2-4) as necessary.

| Activity | Mandatory Restrictions | | | |
|---|---|--|--|---|
| | Stage 1 | Stage 2 | Stage 3 | Stage 4 |
| Watering of lawns | ONLY between the hours 7 pm - 10 am | ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm | Prohibited | Prohibited |
| Watering of new lawns (seed within 45 days and sod within 21 days of installation) | ONLY between the hours 7 pm - 10 am | ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm | ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm | Prohibited (Except where permitted by the Manager) |
| Watering of gardens, trees and shrubs (excluding watering of commercial agricultural products on Agricultural Land) | ONLY between the hours 7 pm - 10 am | ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm | ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm | Prohibited |
| | <i>Watering using drip irrigation, a watering can, and or hand held hose, which eliminates over-spray is permitted at any time.</i> | | | |
| Outdoor water usage during power outages greater than 1 hour | Prohibited | Prohibited | Prohibited | Prohibited |
| Watering of Commercial Agricultural Products (production and sales) | Permitted | Permitted | Permitted | Permitted (Voluntary Conservation) |
| Wash down (sidewalks, walkways, driveways, exterior building surfaces, window, vehicles or other outdoor surface) | Permitted | ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm | Prohibited (Except where critical for health and safety, and business operations) | Prohibited (Except where critical for health and safety) |
| Filling of fountains or other decorative features | Permitted | Prohibited (Except where permitted by the Manager) | Prohibited | Prohibited |
| Filling of outdoor hot tubs and/or wading pools. | Permitted | Permitted | Prohibited | Prohibited |
| Filling of swimming pools | ONLY between the hours 8 pm - 7 am | Prohibited (Except where permitted by the Manager) | Prohibited | Prohibited |
| Dwelling water consuming appliances such as washing machines and dishwashers | Permitted | Permitted | Permitted (Voluntary Conservation) | Permitted (Voluntary Conservation) |
| Large commercial water use such as laundromats, washers, carwashes, etc. | Permitted | Permitted | Permitted (Voluntary Conservation) | Permitted (Voluntary Conservation) |



Board Report

Date of Report: April 07, 2022
Date & Type of Meeting: April 21, 2022 Board Meeting
Author: Jason McDiarmid, Utility Service Manager
Subject: Regional District Of Central Kootenay Utilities Rates, Fees, and Charges Bylaw No. 2825, 2022
File: 08-3200-10-2825
Electoral Area/Municipality: A, B, C, D, E, F, G, H, J & K

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for Regional District of Central Kootenay Utilities Rates, Fees, and Charges Bylaw No. 2825, which repeals and replaces the existing Regional District of Central Kootenay Utilities Rates, Fees, and Charges Bylaw No. 2766, 2021.

SECTION 2: BACKGROUND/ANALYSIS

The Board approved 2022 water service Financial Plans results in the following Regional District water systems user fee changes:

- Arrow Creek: Town of Creston 2.7% increase; Erickson 2.8% decrease
- Balfour: 6.0% increase
- Burton: 24.9% increase
- Denver Siding: 12.0% increase
- Duhamel: 15.1% increase
- Edgewood: 5.0% increase
- Erickson: 20.0% increase
- Fauquier: 15.1% increase
- Grandview Properties: 1.9% increase
- Lister: 10.1% increase
- Lucas Road: 2.0% increase
- McDonald Creek: User rates and fees are set by the Village of Kaslo
- Riondel: 5.0% increase
- Rosebery Highlands: 5.0% increase
- Sanca Park: 14.9% decrease
- South Slocan: 10.0% increase
- West Robson: 4.9% increase
- Woodbury: 20.1% increase
- Woodland Heights: 76.0% increase
- Ymir: 4.0% increase

Rate increase letters have been sent to water system customers with proposed increases of 10% or more.

A commentary on proposed bylaw clause changes has been provided attached. Most proposed changes simply provide better clarification on existing requirements.

Proposed Bylaw change highlights include:

- 1) Removal of Denver Siding rates because it is no longer a Regional District service.
- 2) Introduction of Development or Redevelopment Administrative Cost Recovery Charges.
- 3) Addition of an Approved Non-Profit water volumetric rate for Balfour.

Proposed Bylaw No. 2825 was sent to all Water Commission Chairs, and Water Service Committee members for review and feedback. One suggestion was received to clarify that the Bylaw does not apply to the Town of Creston with the exception of the Town of Creston rate provided for the Arrow Creek water service. This has been added to the Bylaw. In addition, Labour charge out rates are required for the Arrow Creek Financial Plan Environmental Services Fee calculation. The proposed Labour rate changes in this Bylaw were established based on the Arrow Environmental Service Fee calculation.

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 user fee changes as outlined in Schedule B of the Bylaw are required to support the Board approved 2022 water Financial Plans.

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

Utilities Rates, Fees, and Charges Bylaw No. 2825 is subject to requirements of the Local Government Act, Community Charter, Building Act and other Acts and Regulations. The proposed Utilities Rates, Fees, and Charges Bylaw 2825 is closely related to the proposed Water Bylaw No. 2824, and both bylaws need to be considered when making any changes.

3.3 Environmental Considerations

None.

3.4 Social Considerations:

Substantial user fee increases can cause hardships for low or fixed income residents or families.

3.5 Economic Considerations:

The user fee changes as outlined in Schedule B of the Bylaw are required to support the Board approved 2022 water Financial Plans.

3.6 Communication Considerations:

Rate increase letters were sent to water system customers with user fee increases of 10% or more and information billing inserts will be mailed to all property owners with their annual water bill.

Budget meetings have been held with all the respective water Commissions of Management and water Community Advisory Committees. However many budgets have changed after review with Commissions and Advisory Committees in large part based on redistribution of the administrative cost in form of the

“Environmental Services Fee”. Proposed Bylaw No. 2825 was sent to all Water Commission Chairs, and the Water Services Advisory Committee members for review and feedback.

3.7 Staffing/Departmental Workplace Considerations:

Subject to approval, staff will make the necessary adjustments to the utility billing and account maintenance.

3.8 Board Strategic Plan/Priorities Considerations:

This bylaw is aligned with the Board’s overarching strategic priority of “Coordinated Service Delivery” and further, our objective to support and “provide sustainable services”.

SECTION 4: OPTIONS & PROS / CONS

1. That the Regional District of Central Kootenay Utility Rates, Fees and Charges Bylaw No. 2825, 2022 be given three readings and be adopted.

Pros

- Provides revenue for the Board approved 2022 water Financial Plans.
- Makes improvements to Bylaw clauses

Cons

- None.

2. That the Regional District of Central Kootenay Water Utility Rates, Fees and Charges Bylaw No. 2825, 2022 be rejected.

Pros

- None.

Cons

- Loss of Pros identified above.

SECTION 5: RECOMMENDATIONS

1. THAT the Regional District of Central Kootenay Water Utility Rates, Fees and Charges Bylaw No. 2825, 2022 is hereby read the FIRST, SECOND, and THIRD time by content to repeal and replace Regional District of Central Kootenay Utilities Rates, Fees, and Charges Bylaw No. 2767, 2021.

2. THAT the Regional District of Central Kootenay Utility Rates, Fees and Charges Bylaw No. 2825, 2022 is hereby ADOPTED and the Chair and Secretary are authorized to sign same.

Respectfully submitted,

Jason McDiarmid, Utility Service Manager

CONCURRENCE

Chief Administrative Officer – Stuart Horn

Approved

General Manager of Environmental Services – Uli Wolf

Approved

ATTACHMENTS:

Attachment A – Commentary of Proposed Changes in Utility Rates, Fees and Charges Bylaw No. 2825.

Attachment B – RDCK Utility Rates Summary

Attachment C – Regional District of Central Kootenay Utility Rates, Fees and Charges Bylaw No. 2825, 2022 – REDLINE.

Commentary of Proposed Changes in Utilities Rates, Fees and Charges Bylaw No. 2825

The following provides a commentary for proposed Utilities Rates, Fees and Charges Bylaw No. 2825 changes (excluding minor edits). Existing clauses are from Bylaw 2767 and proposed clauses are included in proposed Bylaw 2825.

| Existing Clause | |
|---|--|
| None | |
| Proposed Clause | |
| Reserve Account | means a financial account maintained by the Regional District to fund Water System infrastructure improvements, renewal, replacements, major repairs, study, assessments, plans and project management. |
| Commentary | |
| Definition needed for new Clause 6 (7). | |

| Existing Clause | |
|--|---|
| None | |
| Proposed Clause | |
| 5 (6) (b) | the date stamped by Canada Post on mailed payments; or |
| Commentary | |
| This Clause is being added back to the Bylaw as it was accidentally deleted and replaced with a repetition of the Clause 5(5)(a) in a past version of the Bylaw. | |

| Existing Clause | |
|-----------------|--|
| 5 (16) (c) | if a reduction in the Agricultural Land Charge is approved by the Manager, the Owner shall be responsible for the installation costs of a Water Meter and related appurtenances, and the Account will be switched to a Metered Rate Based Account. |
| Proposed Clause | |

| | |
|---|--|
| 5 (16) (c) | if a reduction in the Agricultural Land Charge is approved by the Manager, the Owner shall be responsible for the installation costs of a Water Meter and related appurtenances, and the Account will may be switched to a Metered Rate Based Account. |
| Commentary | |
| Removing the Agricultural Land Charge by switching to metered based billing has the potential to significantly reduce revenue in the Erickson water service. To date there are only two accounts (two mobile home parks) that have been switched to meter based billing in Erickson. Phased metering is planned for Erickson and a metered based rate structure will need to be established in the future with public consultation. | |

| | |
|---|--|
| Existing Clause | |
| None | |
| Proposed Clause | |
| 6 (2) | Changes to Flat Use Water Rate Based Accounts based on Customer Application, resulting in a reduction in water billing shall be prorated to the date of Application, unless an error in billing provided for in 5 (17). |
| Commentary | |
| This Clause added to clarify an existing practice. The Clause places the responsibility on Customers to notify the Regional District in a timely manner about changes to their water usage. Credit can be applied to accounts for past billing under Clause 5(17) when deemed a Regional District error in billing, in other words, when we ought to have known the account billing should have been changed. | |

| | |
|------------------------|--|
| Existing Clause | |
| None | |
| Proposed Clause | |
| 6 (2) | When a specific Flat Use Water Rate has not been identified by this bylaw and a usage rate is required, an equivalent rate may be applied by the Manager and the equivalent rate chosen shall consider fair consumption and operational cost equivalency. |
| Commentary | |

This Clause has been added to clarify an existing practice. When new development resulted in a new billing category not identified in the water service rates, typically an equivalent water usage rate, often Single Family Dwelling, was applied until a new Bylaw could be adopted.

| Existing Clause | |
|--|---|
| 6 (4) | The Capital Reserve Fund Contribution shall apply to all Folios in a Service Area for which the rate is identified for the Service Area. |
| Proposed Clause | |
| 6 (7) | The Capital Reserve Fund Contribution shall apply to all land Folios in a Service Area for which the a rate is identified for the Service Area. |
| Commentary | |
| <p>Erickson and Lister have a Capital Reserve Fund Contributions (CRFC) as an alternative to Water parcel tax that is applied in other water systems. These charges generally represent asset renewal funding requirements.</p> <p>Clause change adds clarification that the general Capital Reserve Fund Contribution applies to land Folios only as properties can also have improvements folios such as individual mobile home park dwellings and other structures. It would be simpler to apply the charge to all parcels but the term Parcels cannot be used in the Regional District Bylaw because BC Assessment permits multiple Parcels of land to be grouped under one folio for taxation purposes rather than requiring a lot line cancellation.</p> | |

| Existing Clause | |
|-----------------|---|
| None | |
| Proposed Clause | |
| 6 (7) | The Capital Reserve Fund Contribution shall apply to all specific types of improvements in a Service Area for which a specific Capital Reserve Fund Contribution is identified for the Service Area. |
| Commentary | |

Historically the Capital Reserve Fund Contribution (CRFC) was applied to every water account, including mobile home park dwellings in Erickson, and all unserviced properties within the service area.

Two mobile home parks in Erickson that were switched to one metered based account with one CRFC in recent years. Direction was later provided by the Erickson Water Commission, and subsequently by the Board, to reassess the CRFC to each mobile home park dwelling in these two metered mobile home parks. This was done in 2021 billing. This clause clarifies that the CRFC also applies to Mobile Home Park Dwellings in Erickson.

| Existing Clause | |
|---|---|
| 7 (4) | A Water Meter reading may be estimated for billing by the Manager based on either previous consumption patterns or a daily average consumption for the Customer Service Connection, if: |
| Proposed Clause | |
| 7 (4) | A Water Meter reading may be estimated for billing by the Manager based on either previous consumption patterns or a daily average consumption for the Customer Service Connection, or an Unmetered Building Construction rate might be used for billing if: |
| Commentary | |
| Balfour and Grandview which have universal metered billing have an unmetered building construction rate to make provision to charge for any construction water usage before a meter can be installed. The rate is based on the former Single Family Dwelling flat rate with annual rate increases applied. The addition to this Clause provides another option for billing if a water meter fails and the customer is not in agreement with an estimated water usage. | |

| Existing Clause | |
|---|--|
| None | |
| Proposed Clause | |
| 8 (2) | Capital Infrastructure Charges collected shall be deposited to the Water Service's Reserve Account. |
| Commentary | |
| Bylaw clarification for an existing practice that development related Capital Infrastructure Charges collected are to be deposited to the water system's reserve account for asset renewal. | |

| | |
|--|---|
| Existing Clause | |
| None | |
| Proposed Clause | |
| 8 (3) | Capital Infrastructure Charges shall not be assessed for temporary Mobile Housing Units but shall be assessed for Commercial Mobile Housing Unit parking sites. |
| Commentary | |
| Bylaw clarification for an existing practice that development related Capital Infrastructure Charges do not apply to temporary RVs but do apply to Commercial RV parking sites. The clarification is also required because an RV can be considered a Dwelling under the Bylaw for water usage billing. | |

| | |
|--|---|
| Existing Clause | |
| None | |
| Proposed Clause | |
| 8 (4) | If a Parcel, when originally subdivided, was not subject to some form of Regional District Capital Infrastructure Charge and a Regional District Water Connection was not provided, the Parcel is subject to a Capital Infrastructure Charge if a later Application is made and Approved for a new Regional District Water Connection to the Parcel. |
| (5) | When a Parcel is added to a Water Service Area, any further Subdivision or addition of Units is subject to Capital Infrastructure Charges at a rate equivalent to the rate for addition of a new Parcel to the Water Service Area, for a period of ten (10) years following the addition of the Parcel to the Water Service Area. |
| Commentary | |
| Existing Clauses moved from the Water Bylaw to the Utilities Rates, Fees and Charges Bylaw because they are Charges related. | |

| | |
|------------------------|---|
| Existing Clause | |
| 9 (5) | Any invoices not paid within 60 days from the date of invoice will be subject to a 10% penalty. |
| Proposed Clause | |

| | |
|---|--|
| Deleted | |
| Commentary | |
| Clause deleted because in practice 10% penalties have not been applied to late invoices for water system customer work. Unpaid invoiced are rolled onto property taxes. | |

SCHEDULE A TO BYLAW NO. 2825

GENERAL RATES, FEES, AND CHARGES

| Existing Clause | | | |
|--|---|-------------|-------------|
| No. | Item | Rate | Unit |
| 1 | Labour | | |
| 1.1 | Manager | \$104 | hour |
| 1.2 | Utilities Supervisor | \$80 | hour |
| 1.3 | Water Services Liaison | \$73 | hour |
| 1.4 | Environmental Services Technologist/Coordinator | \$67 | hour |
| 1.5 | Lead Hand | \$67 | hour |
| 1.6 | Utility Tech 2 | \$55 | hour |
| 1.7 | Utility Tech 1 or Maintenance Person | \$49 | hour |
| Proposed Clause | | | |
| No. | Item | Rate | Unit |
| 1 | Labour | | |
| 1.1 | Manager | \$104 | hour |
| 1.2 | Utilities Supervisor | \$95 | hour |
| 1.3 | Water Services Liaison | \$82 | hour |
| 1.4 | Environmental Services Technologist/Coordinator | \$75 | hour |
| 1.5 | Lead Hand | \$75 | hour |
| 1.6 | Utility Tech 2 | \$76 | hour |
| 1.7 | Utility Tech 1 or Maintenance Person | \$67 | hour |
| Commentary | | | |
| Charge out rates for customer work has been updated based on recent rates established for the Environmental Service Fee calculation for the Arrow Water Service. The rates reflect actual salaries, benefits and overhead costs. | | | |

| Existing Clause | | | |
|------------------------|---|-------------|-------------|
| No. | Item | Rate | Unit |
| 2.1 | Service Truck – Greater of the following: | | |
| a) | Half Daily Rate | \$50 | ½ day |
| b) | Mileage Kilometer Rate | \$0.75 | km |
| 2.2 | Vehicle – Greater of the following: | | |
| a) | Half Daily Rate | \$50 | ½ day |
| b) | Mileage Kilometer Rate | \$0.60 | km |
| Proposed Clause | | | |
| No. | Item | Rate | Unit |

| | | | |
|--|---|---------------|-------|
| 2.1 | Service Truck – Greater of the following: | | |
| a) | Half Daily Rate | \$50 | ½ day |
| b) | Mileage Kilometer Rate | \$0.80 | km |
| 2.2 | Vehicle – Greater of the following: | | |
| a) | Half Daily Rate | \$50 | ½ day |
| b) | Mileage Kilometer Rate | \$0.65 | km |
| Commentary | | | |
| Kilometer rates updated for inflation. | | | |

| Existing Clause | | | |
|------------------------|---|--------------|-------------|
| No. | Item | Rate | Unit |
| 4 | Customer Account Administration | | |
| 4.1 | Change of Property Ownerships | No Charge | each |
| 4.2 | Water Application from Within an Existing Water Service Area | | |
| a) | Owner Initiated Change in Water Usage | No Charge | each |
| b) | Staff Initiated Change in Water Usage | \$100 | each |
| c) | For New Connection | \$200 | each |
| 4.3 | Water Application from Outside of a Water Service Area | \$500 | each |
| Proposed Clause | | | |
| No. | Item | Rate | Unit |
| 4 | Customer Account Administration & Development Administrative Charges | | |
| 4.1 | Change of Property Ownerships | No Charge | each |
| 4.2 | Water Application from Within an Existing Water Service Area | | |
| a) | Owner Initiated Change in Water Usage | No Charge | each |
| b) | Staff Initiated Change in Water Usage | \$100 | each |
| c) | For New Connection | \$300 | each |
| 4.3 | Water Application from Outside of a Water Service Area | \$800 | each |
| 4.4 | Development or Redevelopment Administrative Cost Recovery Charge | | |
| a) | Per First 1 to 10 Capital Infrastructure Charges Assessed | \$500 | each |
| b) | Per Additional 11 or More Capital Infrastructure Charges Assessed | \$200 | each |

| Commentary | |
|--|--|
| <p>Rate for 4.2 c) increased as time to process new water connection applications including provision of cost estimates, capacity & pressure review, and bylaw requirements review, cost more than the rate rates provided. If the work proceeds there is an additional administrative costs recovery though 20% mark up on materials and equipment.</p> | |
| <p>Rate for 4.3 increased as applications from outside an existing service area take more time to processes than the rate provided. Service area establishment bylaw amendments are required if applications are approved.</p> | |
| <p>Rates proposed under new Clause 4.4 are to help recover Administrative costs associated with development. Particularly larger developments take a lot of staff time. Although development typically benefits water systems in terms of development related Capital Infrastructure Charges deposited to water system reserves and eventual new rate paying customers, there is no current charges to recover immediate Administrative costs. As an example, under the proposed rates, the Regional District would recover \$500 in administrative costs for one lot created by subdivision, \$5,000 for 10 lots and \$7,000 for 20 lots.</p> | |

| Existing Clause | | | |
|---|--|--|--|
| No. | Item | | |
| 7.1 | Capital Infrastructure Charge for addition of a new Parcel to a Service Area, and bringing land into a Water Service Area by lot line cancellation or lot boundary adjustment | | |
| Proposed Clause | | | |
| 7.1 | Capital Infrastructure Charge for addition of a new Parcel to a Service Area, and bringing land into a Water Service Area by lot line cancellation or lot boundary adjustment | | |
| Commentary | | | |
| <p>Clause modified to include land brought into a service area by lot line cancellation or lot boundary adjustment. Land brought into a service area can result in additional irrigation. Land brought into a service area might also be later subdivided created more water system demand.</p> | | | |

SCHEDULE B TO BYLAW NO. 2825

Water System Specific Rates, Fees and Charges

Proposed changes in Water System Specific Rates, Fees and Charges represent the water billing revenue required to support the Board adopted 2022 to 2026 Financial Plan. A summary of rate increases is provided attached for information and is not part of the Bylaw. Specific items of note for individual water systems are as follows:

Balfour

The Balfour Community Advisory Committee has requested a metered rate for non-profit originations that would result in a 40 to 50 percent savings for them. Under the proposed changes non-profit organizations would be billed the same metered base rate as other customers as the metered base rate represent fixed water system costs. Non-profit organizations would be billed a single (non-block) volumetric rate that does not increase with volume used. The proposed non-profit volumetric rate

added to Balfour was established based on the Balfour Recreation Commission sports field water consumption and would result in a potential 51% savings. The Recreation Commission has however increased their meter size from ¾" to 2" to accommodate new washrooms and their base charge will increase, resulting in a potential savings of about 43%.

The proposed non-profit volumetric rate was added in the Bylaw but an application and approval policy or process still needs to be adopted that might include that the non-profit needs to demonstrate that they have a significant amount of outdoor water consumption that benefits the community, such as, for a sports field or food production before their application is approved.

Denver Siding Water

Denver Siding rates removed as Denver Siding is no longer a Regional District service.

Erickson

Separate Capital Reserve Fund Contributions (CRFCs) for Per Parcel of Land, and Per Manufactured Home Park Dwelling added for clarification that the CRFCs are applied to both.

RDCK Utility Rates Summary

| System | 2022 Rates | | 2022 Percent Change | |
|------------------------------|---------------------------------------|--------|-----------------------|---------------|
| | Single Family Dwelling | Parcel | Change in Water Rates | Change in Tax |
| Balfour | | | | |
| Metered Rate Base Charge | 578 | 351 | 6.0% | 0.0% |
| First Block (up to 100 cu m) | 1.16 | | | |
| Second Block (over 100 cu m) | 1.73 | | | |
| Burton | 1,323 | 497 | 24.9% | |
| Denver Siding | No longer a Regional District Service | | | |
| Duhamel | 655 | 200 | 15.1% | 0.0% |
| Edgewood | 1,480 | 495 | 5.0% | 0.0% |
| Erickson | | | | |
| Single Family Dwelling | 1,073 | | 20.0% | 19.9% |
| Mobile Home | 738 | | | |
| Fauquier | 1,284 | 545 | 15.1% | 10.1% |
| Grandview | | | | |
| Metered Rate Base Charge | 630 | 185 | 1.9% | 0.0% |
| First Block (up to 50 cu m) | 1.10 | | | |
| Second Block (over 50 cu m) | 2.74 | | | |
| Lister | 554 | 0 | 10.1% | 24.8% |
| Lucas Road | | | | |
| Metered Rate Base Charge | 1,010 | 600 | 2.0% | 0.0% |
| Volumetric Charge/m3 | 1.91 | | | |
| McDonald Creek | | | | |
| Parcel Tax | | | | 0.0% |
| Property Tax | | | | 0.0% |
| Riondel Drainage | Total Requisitions | | | 5.0% |
| Riondel Water | 798 | | 5.0% | |
| Frontage Tax | Total Frontage Tax Revenue | | | 0.0% |
| Rosebery Highlands | 1,187 | 314 | 10.0% | 0.0% |
| Sanca | 723 | 495 | -14.9% | 0.0% |
| South Slokan | 1,797 | 292 | 10.0% | 0.0% |
| Woodland Heights | 1,690 | 207 | 76.0% | 0.0% |
| Woodbury Village | 873 | 426 | 20.1% | 0.0% |
| West Robson | | | | |
| Single Family Dwelling | 709 | 123 | 4.9% | 10.8% |
| Mobile Park Dwelling | 531 | 95 | 4.9% | 9.2% |
| Ymir | 604 | | 4.0% | |
| Frontage Tax | Total Frontage Tax Revenue | | | 0.0% |

The RDCK Utility Rates Summary table provides a summary of Regional District water system single family dwelling rates and water taxation.

Water rate increase letters will be sent to customers in water systems with rate increases of 10% or greater in late March. Water bills are issued in late April following the Board adoption of the annual Utilities Rates, Fees and Charges Bylaw in April.

Balfour, Grandview and Lucas Road have metered based rates that include a metered base charge plus volumetric consumption. Balfour and Grandview have inclined block rates where the rate increases with larger volumes of water consumed. Metered based accounts are billed quarterly. All other water systems are billed annually at flat rates. McDonald Creek is owned by the Regional District but operated and billed by the Village of Kaslo.

Most water systems have a parcel tax that is collected by BC Assessment. The parcel tax rate generally represents asset renewal costs. Riondel and Ymir alternately have a frontage tax. Erickson and Lister alternately have a Capital Reserve Fund Contribution assessed per parcel included in water billing. McDonald Creek has both a water parcel tax and an assessment tax.

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 27672825

A Bylaw to regulate utility rates, fees, and charges for the Regional District of Central Kootenay owned utilities.

WHEREAS the Regional District of Central Kootenay wishes to regulate utility rates, fees, and charges for the Regional District of Central Kootenay owned utilities.

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

APPLICATION

- 1 (1) This Bylaw is applicable to all Water Service Areas of the Regional District of Central Kootenay.
- (2) When a Regional District water system is supplied with water from an adjacent local government, the bylaws of that local government and agreement conditions may apply.
- (3) Schedule A Labour rates and Schedule B Arrow Creek Water Treatment and Supply Service Area rates of this Bylaw only shall apply to the Town of Creston.

DEFINITIONS

2 In this bylaw:

Account means a formal arrangement under this Bylaw for the provision of water services to a Property.

Account Holder means the person, organization, agent or representative that holds the water Account with the Regional District of Central Kootenay.

Account Type means the predominate usage of the Account such as but not limited to: Single Family Dwelling, Multiple Dwelling Property, Commercial, Industrial, Institutional, Agricultural, and Recreational.

Agricultural Land means land where agricultural irrigation privileges have been assigned by the Manager.

Auxiliary Building or Dependent Suite means a secondary or supplementary building or Unit that does not include all of cooking, eating, living, sleeping and sanitary facilities. An Auxiliary Building or Dependent Suite intended for habitation would be reliant on the main Dwelling.

Board means the Regional District of Central Kootenay Board of Directors.

Capital Infrastructure Charge means a fee levied during Development that is placed into reserves as a contribution to the cost of existing water infrastructure, upgrades and long term asset renewal.

Capital Reserve Fund Contribution means a fee levied that is placed into reserves as a contribution to the cost of water infrastructure upgrades and long term asset renewal.

Carwash means a building or structure containing facilities for washing motor vehicles, including tunnel car washes, coin operated automatic car washes and coin operated self service car washes.

Commercial means any Unit for which the use is the provision for the selling of goods and services, for the servicing and repair of goods or for commercial office functions, including but not limited to retail sales, wholesaling incidental to retail sales, commercial education and entertainment services, household services and all associated repairs, other personal and non-personal services and administrative, commercial and professional offices.

Commercial Carwash means a Carwash used or operated by a Commercial or Industrial business.

Customer means the Owner or occupant of any Property to which water is supplied or made available from the Regional District.

Development means the construction, alteration, or extension of buildings, structures, utilities or any use that requires the issuance of a building permit, plumbing permit, or Interior Health construction permit issued in accordance with the *Drinking Water Protection Act*.

Disconnection means physically turning off the water to a Owner's Property and adjusting the Owner's Account accordingly.

Dwelling means any living quarters used or has ~~the~~ potential to be used by one or more persons which contains cooking, eating, living, sleeping and sanitary facilities.

Flat Use Water Rates means water use rates that are independent of the water quantity used.

Folio means a land identification number assigned by British Columbia Assessment and is used for Property tax purposes. Folio is synonymous with Assessment Roll Number. A Folio in this Bylaw may describe one or more Parcels grouped under one British Columbia Assessment Folio.

Guest Room means a room or structure with sleeping facilities provided for guests.

Industrial means businesses such as but not limited to airports, aggregate processing, asphalt plants, bulk fuel storage, concrete plants, fabrication plants, manufacturing, processing, sawmills, and truck terminals.

Institutional means activities focusing on non-profit services in the public's interest. For example, schools, hospitals, group foster homes, and buildings used for religious worship.

Irrigation means the distribution of water to the surface or subsurface of lawns, gardens, orchards greenhouses by pipes, hoses, sprinklers or any other method.

Manager in this Bylaw, unless the context otherwise requires, means the Regional District of Central Kootenay General Manager of Environmental Services, the Water Operations Manager, Utility Services Manager or designate.

Manufactured Home means any structure, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another by being towed or carried, and that is used as a Dwelling.

Meter means meters and other equipment or instruments used by the Regional District or authorized by the Regional District to be used to calculate the amount of water consumed.

Metered Base Charge is a fixed fee charged for water associated with metered based accounts. Base rates help ensure the financial stability of the water service by guaranteeing a certain minimum payment from all customers regardless of water consumption. Base rates generally represent fixed water service costs and not variable costs related to the volume of water treated and distributed.

Metered Rate Based Accounts are Accounts that include a water billing rate based on volumetric metered consumption.

Metered Rate Consumption is a charge that varies with the volume of water delivered to the property.

Mobile Housing Unit is any type of living accommodation that has been produced to be transported or is a mobile unit such as a ship, boat, recreational vehicle, Manufactured Home and so on, and occupied as living quarters.

Multiple Dwelling Property means any Property containing more than one Dwelling Units on one Folio.

Owner has the same meaning as in the *British Columbia Land Title Act* and *Manufactured Home Act*.

Owner Water Connection means the Owner's water lines and appurtenances downstream of the Regional District Water Connection.

Parcel means the unit lot, block or other area in which land is registered under the *British Columbia Land Title Act*.

Property means land and improvements.

Property Line means a line which defines, in the British Columbia Land Title Office, the perimeter of a Parcel.

Recreational is land primarily used for public recreation and includes but is not limited to parks, sports fields, playgrounds, green areas, beaches and public camping sites.

Reconnection means physically turning on the water and re-establishing or adjusting an Account as required.

Regional District of Central Kootenay or Regional District or District means the Regional District of Central Kootenay, as described under the British Columbia Local Government Act with offices located at 202 Lakeside Drive, Nelson, BC V1L 5R4 Phone: 250-352-6665 or toll-free number 1-800-268-7325 and Fax: 250-352-9300.

Regional District Water Connection means the water line extending from the Water Main to the Curb Stop Valve, generally near the Property Line and shall include any immediate downstream Meter installation, or Backflow Preventer.

Reserve Account means a financial account maintained by the Regional District to fund Water System infrastructure improvements, renewal, replacements, major repairs, study, assessments, plans and project management.

Seasonal Service means a service that is turned on for 8 months or less. The Seasonal Service rate only applies if identified in the Fees and Charges Bylaw.

Secondary Suite means an additional Dwelling attached to the principle Dwelling that is used or has the potential to be used as a living quarters by one or more persons. A Secondary Suite contains cooking, eating, living, sleeping and sanitary facilities.

Short-Term Accommodation Rental means a Dwelling, Secondary Suite, or Guest Room wherein accommodation is offered for rent to the public on a temporary basis of 31 days or less.

Single Family Dwelling means building or structure that contains only one Dwelling.

Subdivision means a subdivision as defined in the *British Columbia Land Title Act*, and a subdivision under the *British Columbia Strata Property Act*.

Subdivision Bylaw means the Subdivision Bylaw No. 2159 as it may be amended or replaced from time to time.

Surveyor of Taxes is responsible for collection of taxes for British Columbia rural areas.

Swimming Pool is any permanent or semi-permanent artificial pool for swimming in.

Title (Land Title) refers to the registration of land ownership in accordance with the *British Columbia Land Titles Act*.

Turn On/Off means a temporary interruption in or discontinuance of the supply of water authorized by the Regional District.

Undeveloped Parcel is a Parcel of land within a Regional District Water System where the water has not yet been turned on and where water has been made available.

Unit means any Dwelling, Commercial, Industrial, or Institutional space.

Water Conservation Measures any measures implemented by the Manager to restrict water usage.

Water Main means any water pipe under the control of the District which is intended for public use.

Water Main Extension is the extension or construction of a new water main to provide servicing to a new Water Connection(s).

Water Meter see Meter.

Water Service Area means the area defined by the Water System service area establishment bylaw.

Water Service Area Extension is the extension of the Water Service Area boundary by bylaw to include one or more additional parcels of land.

Water System means all Regional District owned assets like Water Mains, water treatment facilities, pump stations, reservoirs, wells, water intakes and all associated appurtenances.

Water Tax is a tax levied that contributes to the funding for a Water System.

Work means construction, maintenance, inspection or testing services provided for an Owner.

Work Order is a written order on an Approved form providing agreement by a Owner to proceed with Work identified on the form for which the Owner will be responsible for costs incurred by the Regional District in accordance with this Bylaw.

SEVERABILITY

- 3 If any portion of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, that portion may be severed from the Bylaw and such decision shall not affect the validity of the remaining portions of the Bylaw.

ADMINISTRATION

- 4 (1) The Manager is hereby authorized and directed to have general supervision over the Regional District of Central Kootenay Water Systems and to see that the provisions of this Bylaw are carried out.
- (2) The Manager shall have the power to appoint Designated Officers for the purpose of effectually carrying out the provisions of this Bylaw, and wherever the Manager is authorized or directed to perform any act or duty under this Bylaw, such act or duty may be performed by any Designated Officer authorized by the Manager to perform such act or duty.

RATES AND ACCOUNT BILLING GENERAL

- 5
- (1) The Manager shall classify Accounts into Account Types and apply service charge rates as set out in this Bylaw.
 - (2) Accounts may include a mix of service charge fees.
 - (3) The Account Holder must pay all fees and charges for water supplied to the Account Holder's Property, as set out in this Bylaw.
 - (4) The Regional District's ~~annual standard~~ billing cycle will be from January 1st to December 31st.
 - (5) When a property changes ownership, the new Owner is responsible to apply for a New Account and the old Owner is responsible to close their Account. If an Application is not made, the Account Holder will be changed when British Columbia Assessment provides the new Property Owner information to the Regional District.
 - (6) Payments will be deemed to have been received on:
 - (a) the date payment is ~~made-received~~ in person at locations identified on Regional District utility bills;
 - (b) ~~the date payment is made in person at locations identified on Regional District utility bills; the date stamped by Canada Post on mailed payments; or~~
 - (c) the confirmed date the funds were transferred from the Customer's Account to the Regional District when payment was made through an approved financial institution.
 - (7) Any outstanding Account balances or Work invoices of more than 65 days on December 31st shall be deemed to be taxes in arrears in respect to the Property and the outstanding balance will be sent to the Surveyor of Taxes in accordance with Section 363.2(2) of the *Local Government Act*.
 - (8) Seasonal Service and Golf Course rates shall include one (1) annual Turn On and Turn Off.
 - (9) Seasonal Service, Public Campgrounds, Golf Course and Irrigation rates shall apply for the entire billing cycle regardless of whether or not the water has been Turned Off for a portion of the billing cycle.
 - (10) If an Auxiliary Building is used as the only Dwelling on a Property it is considered a Single Family Dwelling.
 - (11) Auxiliary Buildings and Dependent Suites are not subject to Dwelling Unit charges unless specifically identified in this Bylaw.
 - (12) If the Dwelling is occupied for more than 30 days of the calendar year, it is subject to assessment under this Bylaw.

- (13) Mobile Housing Units set up for long-term occupancy greater than 90 days per calendar year or used as the only Dwelling, or Mobile Housing Units used for Commercial purposes shall be subject to service charges.
- (14) Agricultural Land Charge shall be assessed in increments of 0.1 acres, rounded down.
- (15) The Agricultural Land Charge assessed shall exclude the first acre when the property is also assessed other charge(s) that includes up to 1 acre of irrigation privileges.
- (16) If an Owner requests a reduction in the amount of Agricultural Land Charge assessed area the following shall apply:
- (a) an assessment of the suitability of the lands for agricultural production shall be completed by Qualified Person and paid for by the Owner;
 - (b) only those lands identified by the Qualified Person as not suitable for agricultural production might be considered by the Manager for removal from assessment of the Agricultural Land Charge; and
 - (c) if a reduction in the Agricultural Land Charge is approved by the Manager, the Owner shall be responsible for the installation costs of a Water Meter and related appurtenances, and the Account ~~will~~ may be switched to a Metered Rate Based Account.
- (17) Where an error is found to have been made in the amount invoiced or billed to an Account, the amount either under-billed or over-billed shall be debited from or credited to Account and shown on the next invoice subject to the following:
- (a) The adjustment period is limited to the time that the current Owner is on Title;
 - (b) The adjustment period(s) for under-billing are to a maximum of 1 year where the error can reasonably be said to have been the fault of the Regional District;
 - (c) Where an under-billing is found to have been made in the amount invoiced or billed to an Account as a result of unauthorized use of a water service, or can reasonably be said to be a result of fraud, theft, tampering with a Meter or other equipment, or any other similar act, the following may be charged to the Customer Account:
 - (i) the amount of the under-billing, up to 5 years,
 - (ii) any direct administrative costs incurred by the Regional District in investigating the circumstances, and
 - (iii) interest and penalties at the rate normally charged on unpaid Accounts receivable by the Regional District;
 - (d) The adjustment period(s) for over-billing are to a maximum of 5 years or when the current Owner came on title for the property, whichever is less;
 - (e) Where the exact amount of under-billing or over-billing cannot be determined, the Regional District may make a reasonable and fair estimate of the amount, using its own records or those of the Customer, and in keeping with amounts billed to other Customers in similar premises, being used in a similar manner, over the same time period; and
 - (f) Where an amount has been under-billed, and where the error can reasonably be said to have been the fault of the Regional District, the Regional District may offer the Customer reasonable terms of repayment, and may be interest and penalty free.

FLAT USE WATER RATES AND ACCOUNT BILLING

- 6 (1) Flat Use Water Rates may be prorated to the 15th or the end of each month for changes to Flat Use Water Rate Based Accounts.
- (2) Changes to Flat Use Water Rate Based Accounts based on Customer Application, resulting in a reduction in water billing shall be prorated to the date of Application, unless an error in billing provided for in 5 (17).
- (3) When a specific Flat Use Water Rate has not been identified by this bylaw and a usage rate is required, an equivalent rate may be applied by the Manager and the equivalent rate chosen shall consider fair consumption and operational cost equivalency.
- (24) For Flat Use Water Rate Based Accounts, a penalty of 10% will be imposed on any outstanding Account balances as of the end of the first business day following July 4th or 65 days following the date the utility bill is issued by the Regional District, whichever is later.
- (35) Clause ~~76~~(24) does not apply to Account Holders enrolled in the Voluntary Pre-Authorized Payment Plan.
- (46) The Capital Reserve Fund Contribution shall apply to all land Folios in a Service Area for which ~~the a~~ rate is identified for the Service Area.
- (7) The Capital Reserve Fund Contribution shall apply to all specific types of improvements in a Service Area for which a specific Capital Reserve Fund Contribution is identified for the Service Area.

METERED RATE BASED ACCOUNT BILLING

- 7 (1) For Metered Rate Based Accounts, the Account Holder is responsible to request a Meter reading when ownership changes.
- (2) For Metered Rate Based Accounts, Meters shall be read as near as reasonably possible to the date of any ownership change. Water usage shall be estimated for any difference in time between meter reading and date of ownership change.
- (3) Metered Base Charge fees may be prorated to the 15th or the end of each month for changes to Metered Rate Based Accounts, and Meter Base Charge will not be assessed if an Owner Water Connection is disconnected.
- (4) A Water Meter reading may be estimated for billing by the Manager based on either previous consumption patterns or a daily average consumption for the Customer Service Connection, or an Unmetered Building Construction rate might be used for billing if:
 - (a) the Regional District is unable to obtain a Water Meter reading;
 - (b) a Water Meter fails to properly register the amount of water consumed.

- (5) If a Customer experiences abnormal water consumption, the Manager may adjust the Account Holder's bill taking into consideration any or all of the following factors:
 - (a) the cause or nature of the abnormal water consumption;
 - (b) any evidence of action taken by the Customer to abate the abnormal consumption;
 - (c) Flat Use Water Rates established for the water service; and
 - (d) any other factors that might be relevant.
- (6) The Manager shall establish a Meter reading and billing schedule for Metered Rate Based Accounts.
- (7) For Metered Rate Based Accounts a penalty of 10% will be imposed as of the end of the first business day, following 65 days from the date the utility bill is issued by the Regional District on any outstanding Account balances.

SUBDIVISION AND DEVELOPMENT

- 8 (1) The Regional District may waive or modify the Capital Infrastructure Charge requirements identified in this Bylaw for large Developments, if addressed by separate agreement with the Developer and the Regional District, in accordance with Section 937.1 of the *Local Government Act*.
- (2) Capital Infrastructure Charges collected shall be deposited to the Water Service's Reserve Account.
- (3) Capital Infrastructure Charges shall not be assessed for temporary Mobile Housing Units but shall be assessed for Commercial Mobile Housing Unit parking sites.
- (4) If a Parcel, when originally subdivided, was not subject to some form of Regional District Capital Infrastructure Charge and a Regional District Water Connection was not provided, the Parcel is subject to a Capital Infrastructure Charge if a later Application is made and Approved for a new Regional District Water Connection to the Parcel.
- (5) When a Parcel is added to a Water Service Area, any further Subdivision or addition of Units is subject to Capital Infrastructure Charges at a rate equivalent to the rate for addition of a new Parcel to the Water Service Area, for a period of ten (10) years following the addition of the Parcel to the Water Service Area.

SERVICE WORK BY THE REGIONAL DISTRICT

- 9 (1) A Customer is required to sign a Work Order or invoice cost estimate to provide an agreement to do the Work before the Regional District can do any non-emergency Work for a Customer.
- (2) Prior to commencing Work, the Regional District must provide a cost estimate quotation in writing.
- (3) The Designated Officer may require a deposit in the amount of the cost estimate prior to starting the Work.

- (4) Customers will be invoiced for Actual Cost Work as follows:
 - (a) at Labour and Equipment rates provided in this bylaw;
 - (b) at actual Labour rates plus 20% for Administration for all Regional District employees not identified in this Bylaw;
 - (c) at actual contract Labour rates plus 20%;
 - (d) at actual cost plus 20% for all other Equipment and Materials.

~~(5) Any invoices not paid within 60 days from the date of invoice will be subject to a 10% penalty.~~

VOLUNTARY PRE-AUTHORIZED PAYMENT PLAN

- 10 (1) The Manager shall establish and maintain a Pre-Authorized Payment Plan.
- (2) Account Holders wishing to participate in the Pre-Authorized Payment Plan, are required to sign an agreement provided by the Manager.
- (3) Participation in the Pre-Authorized Payment Plan program is voluntary. Customers who choose not to participate in the program will be required to pay their water bill in full by the end of the first business day following July 4th or 65 days following the date the utility bill is issued by the Regional District, whichever is later.
- (4) Participation in the Pre-Authorized Payment Plan is subject to cancellation at the discretion of the Chief Financial Officer.
- (5) Those who sign up after the end of the first business day following July 4th, in any year, will be subject to a 10% penalty on the outstanding Account Balance for that year. The new outstanding Account Balance will then be divided by the number of months remaining from the time the Customer Account information has been added to the PAWS (Pre-Authorized Withdrawals) system, starting no sooner than July 15th.
- (6) Customers must sign up by November 30th in order for monthly payment plans to start in January of the following year. If customers sign up after November 30th, payments may begin in later months.
- (7) For all years where payments begin on January 15th, payment amounts will be determined by dividing the previous year's annual water bill by 12.
- (8) Returned payments (NSF) result in a \$25.00 fee, charged to the Customer Account.
- (9) Any outstanding balance on the Customer Account as of December 31st of each year due to returned payments (NSF) will be subject to a 10% penalty.
- (10) Customer Accounts may be adjusted at any time due to Regional District Board approved water rate changes or changes in water usage, as required. The outstanding balance will be recalculated and the equal withdrawal payment amounts will be adjusted accordingly for the remainder of the year.

(11) The Pre-Authorized Payment Plan is not available for Metered based Customer Accounts.

CITATION

11 This Bylaw may be cited as “**Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. ~~27672825~~, ~~20202022~~.**”

REPEAL

12 “**Regional District of Central Kootenay Utilities Rates, Fees, and Charges Bylaw No. ~~27132767~~, ~~20202021~~**”, and amendments thereto, are hereby repealed.

READ A FIRST TIME this ~~15th~~21st day of April, ~~2021~~2022.

READ A SECOND TIME this ~~15th~~21st day of April, ~~2021~~2022.

READ A THIRD TIME this ~~15th~~21st day of April, ~~2021~~2022.

ADOPTED by an affirmative vote of at least 2/3 of the votes cast this ~~21st~~15th day of April, ~~2021~~2022.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

**SCHEDULE A TO BYLAW NO. 27672825
GENERAL RATES, FEES, AND CHARGES**

General Rates and Fees and Charges are as follows:

1 GENERAL

| No. | Item | Rate | Unit |
|----------|---|------------------------|-------------|
| 1 | Labour | | |
| 1.1 | Manager | | |
| a) | Utility Services Manager | \$104132.15 | hour |
| b) | Water Operations Manager | \$120.08 | hour |
| 1.2 | Utilities Supervisor | | |
| a) | Operations, Maintenance, Installations & Repairs | \$8094.80 | hour |
| b) | Projects & Administration | \$110.23 | hour |
| 1.3 | Water Services Liaison | \$73110.23 | hour |
| 1.4 | Environmental Services Technologist/Coordinator | \$67103.25 | hour |
| 1.5 | Lead Hand | \$67103.25 | hour |
| 1.6 | Utility Tech 2 | \$5576.52 | hour |
| 1.7 | Utility Tech 1 or Maintenance Person | \$4966.97 | hour |
| 2 | Equipment (excluding operator) | | |
| 2.1 | Service Truck – Greater of the following: | | |
| a) | Half Daily Rate | \$50 | ½ day |
| b) | Mileage-Kilometer Rate | \$0.7580 | km |
| 2.2 | Vehicle – Greater of the following: | | |
| a) | Half Daily Rate | \$50 | ½ day |
| b) | Mileage-Kilometer Rate | \$0.6065 | km |
| 2.3 | Backhoe | \$80 | hour |
| 2.4 | Tractor | \$30 | hour |
| 2.5 | Leak Noise Correlator | \$30 | hour |
| 3 | Temporary Water Usage | | |
| 3.1 | Damage Deposit for Connection to Standpipe or Hydrant | \$100 | lump sum |
| 3.2 | Temporary Water Usage (\$100 minimum) | \$5.00 | cubic meter |
| 4 | Customer Account Administration & Development Administrative Charges | | |
| 4.1 | Change of Property Ownerships | No Charge | each |
| 4.2 | Water Application from Within an Existing Water Service Area | | |
| a) | Owner Initiated Change in Water Usage | No Charge | each |
| b) | Staff Initiated Change in Water Usage | \$100 | each |
| c) | For New Connection | \$200300 | each |
| 4.3 | Water Application from Outside of a Water Service Area | \$500800 | each |
| 4.4 | <u>Development or Redevelopment Administrative Cost Recovery Charge</u> | | |
| a) | <u>Per First 1 to 10 Capital Infrastructure Charges Assessed</u> | <u>\$500</u> | <u>each</u> |
| b) | <u>Per Additional 11 or More Capital Infrastructure Charges Assessed</u> | <u>\$200</u> | <u>each</u> |
| 4.45 | Disconnection | \$100 | each |

Schedule A: Page 2 of 5

| No. | Item | Rate | Unit |
|------|---------------------|-----------|------|
| 4.56 | Reconnection | | |
| a) | No Ownership Change | \$100 | each |
| b) | On Ownership Change | No Charge | each |

| 5 Customer Connection Maintenance | | | |
|-----------------------------------|--|--------------------|-----------------|
| 5.1 | Temporary Turn Off and Turn On (includes both Turn Off and Turn On, if required) | | |
| a) | Pre-scheduled during business hours | \$50 | each |
| b) | Outside regular business hours or not pre-scheduled | \$100 | each |
| 5.1 | Temporary Turn Off and Turn On (includes both Turn Off and Turn On, if required) | | |
| a) | Pre-scheduled during business hours | \$50 | each |
| b) | Outside regular business hours or not pre-scheduled | \$100 | each |
| 5.2 | Seasonal Rate based Account Turn Off and On | | |
| a) | Pre-scheduled during business hours | No Charge | each |
| b) | Outside regular business hours or not pre-scheduled | \$100 | each |
| 6 Subdivision and Development | | | |
| 6.1 | Capital Infrastructure Charge for creation of a new Serviced Parcel by Subdivision, and Capital Infrastructure Charge for creation of a Serviced Parcel with separate Folio from a group of two or more Parcels with one Folio | | |
| a) | Balfour Water System | \$3,000 | each |
| b) | Burton Water System | \$5,000 | each |
| c) | Denver Siding Water System | \$5,000 | each |
| d) | Duhamel Water System | \$2,000 | each |
| e) | Edgewood Water System | \$4,000 | each |
| f) | Erickson Water System | \$3,000 | each |
| g) | Fauquier Water System | \$5,000 | each |
| h) | Grandview Properties Water System | \$5,000 | each |
| i) | Lister Water System | \$5,000 | each |
| j) | Lucas Road Water System | \$3,000 | each |
| k) | McDonald Creek Water System | \$2,000 | each |
| l) | Riondel Water System | \$2,000 | each |
| m) | Rosebery Highlands Water System | \$5,000 | each |
| n) | Sanca Water System | \$2,000 | each |
| o) | South Slocan Water System | \$5,000 | each |
| p) | West Robson Water System | \$4,000 | each |
| q) | Woodbury Water System | \$4,000 | each |
| r) | Woodlands Heights Water System | \$3,000 | each |
| s) | Ymir Water System | \$2,000 | each |

Schedule A: Page 3 of 5

| No. | Item | Rate | Unit |
|-----|---|------------------|-----------------|
| 6.2 | Capital Infrastructure Charge for creation of Serviced Dwelling Units in a Multiple Dwelling Parcel Development after the initial Dwelling Unit, and Capital Infrastructure Charge for creation of Serviced Commercial, Industrial or Institutional Unit after the initial Unit | | |
| a) | Balfour Water System | | |
| b) | Burton Water System | 1,500 | each |
| c) | Denver Siding Water System | 2,500 | each |
| d) | Duhamel Water System | 2,500 | each |
| e) | Edgewood Water System | 1,000 | each |
| f) | Erickson Water System | 2,000 | each |
| g) | Fauquier Water System | 1,500 | each |
| h) | Grandview Properties Water System | 2,500 | each |
| i) | Lister Water System | 2,500 | each |
| j) | Lucas Road Water System | 2,500 | each |
| k) | McDonald Creek Water System | 1,500 | each |
| l) | Riondel Water System | 1,000 | each |
| m) | Rosebery Highlands Water System | 1,000 | each |
| n) | Sanca Water System | 2,500 | each |
| o) | South Slocan Water System | 1,000 | each |
| p) | West Robson Water System | 2,500 | each |
| q) | Woodbury Water System | 2,000 | each |
| r) | Woodlands Heights Water System | 2,000 | each |
| s) | Ymir Water System | 1,500 | each |
| | | 1,000 | each |
| 6.3 | Capital Infrastructure Charge for new irrigation privileges on Agricultural Land | \$5,000 | per acre |
| 6.4 | Water Main Extension and Improvements | Actual Cost | |
| 6.5 | Water Connection Charges | Actual Cost | |
| a) | Installation | Actual Cost | |
| b) | Capital Infrastructure Charge for existing Parcels within a Water System Service Area not currently paying a Water Tax, Capital Reserve Fund Contribution or Undeveloped Parcel Fee | \$10,000 | |

| 7 | Water Service Area Boundary Extension | | |
|-----|---|-------------------|-----------------|
| 7.1 | Capital Infrastructure Charge for addition of a new Parcel to a Service Area, <u>and bringing land into a Water Service Area by lot line cancellation or lot boundary adjustment</u> | | |
| a) | Balfour Water System | 25,000 | each |
| b) | Burton Water System | 25,000 | each |
| c) | Denver Siding Water System | 25,000 | each |
| d) | Duhamel Water System | 18,000 | each |
| e) | Edgewood Water System | 25,000 | each |
| f) | Erickson Water System | 25,000 | each |
| g) | Fauquier Water System | 25,000 | each |
| h) | Grandview Properties Water System | 25,000 | each |
| i) | Lister Water System | 25,000 | each |
| j) | Lucas Road Water System | 25,000 | each |
| k) | McDonald Creek Water System | 17,000 | each |
| l) | Riondel Water System | 20,000 | each |
| m) | Rosebery Highlands Water System | 25,000 | each |
| n) | Sanca Water System | 20,000 | each |
| o) | South Slocan Water System | 25,000 | each |
| p) | West Robson Water System | 25,000 | each |
| q) | Woodbury Water System | 25,000 | each |
| r) | Woodlands Heights Water System | 25,000 | each |
| s) | Ymir Water System | 22,000 | each |
| 7.2 | Capital Infrastructure Charge for each additional Serviced Dwelling Unit in a Multiple Dwelling Parcel development after the initial Dwelling Unit and Capital Infrastructure Charge for each additional Serviced Commercial, Industrial or Institutional Unit after the initial Unit | | |
| a) | Balfour Water System | 12,500 | each |
| b) | Burton Water System | 12,500 | each |
| c) | Denver Siding Water System | 12,500 | each |
| d) | Duhamel Water System | 9,000 | each |
| e) | Edgewood Water System | 12,500 | each |
| f) | Erickson Water System | 12,500 | each |
| g) | Fauquier Water System | 12,500 | each |
| h) | Grandview Properties Water System | 12,500 | each |
| i) | Lister Water System | 12,500 | each |
| j) | Lucas Road Water System | 12,500 | each |
| k) | McDonald Creek Water System | 8,500 | each |
| l) | Riondel Water System | 10,000 | each |
| m) | Rosebery Highlands Water System | 12,500 | each |
| n) | Sanca Water System | 10,000 | each |
| o) | South Slocan Water System | 12,500 | each |
| p) | West Robson Water System | 12,500 | each |
| q) | Woodbury Water System | 12,500 | each |
| r) | Woodlands Heights Water System | 12,500 | each |
| s) | Ymir Water System | 11,000 | each |

Schedule A: Page 5 of 5

| | | | |
|----------|--|-------------|----------|
| 7.3 | Capital Infrastructure Charge for irrigation privileges on Agricultural Land | \$25,000 | per acre |
| 7.5 | Water Main Extension and Improvements | Actual Cost | |
| 7.6 | Water Connection Installation | Actual Cost | |
| 7.7 | Abandonment of Water Connection | Actual Cost | |
| 8 | Alternate Meter Read | | |
| 8.1 | Manual Meter Read – when read during scheduled automated readings | \$50 | annual |
| 8.2 | Manual Meter Read – unscheduled trip | \$50 | each |

**SCHEDULE B TO BYLAW NO. 27672825
WATER SYSTEM SPECIFIC RATES, FEES AND CHARGES**

21 ARROW CREEK WATER TREATMENT AND SUPPLY SERVICE AREA

| No. | Item | Rate | Unit |
|-----|--|--|----------|
| 1 | Town of Creston (Operations and Maintenance) | \$702,824.00 <u>\$722,973.00</u> | annually |
| 2 | Erickson Water Distribution Service (Operations and Maintenance) | \$588,367.00 <u>\$572,800.00</u> | annually |

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32 BALFOUR WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|--|--|--|
| 1 | Metered Rate | | |
| a) | Base Charge – 3/4” meter | \$136.00 <u>\$145.00</u> | quarterly |
| b) | Base Charge – 1” meter | \$170.00 <u>\$180.00</u> | quarterly |
| c) | Base Charge – 1 1/2” meter | \$213.00 <u>\$226.00</u> | quarterly |
| d) | Base Charge – 2” meter | \$266.00 <u>\$282.00</u> | quarterly |
| e) | Metered Consumption - First Block (Up to 100 cubic meters) | \$1.09 <u>\$1.16</u> | per cubic meter quarterly |
| f) | Metered Consumption - Second Block (Over 100 cubic meters) | \$1.64 <u>\$1.73</u> | per cubic meter quarterly |
| g) | <u>Metered Consumption – Approved Non Profit (Per cubic meter)</u> | <u>\$0.75</u> | <u>per cubic meter</u> <u>quarterly</u> |
| 2 | Unmetered Building Construction | \$763.00 <u>\$809.00</u> | annually |

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43 BURTON WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|--|--|----------|
| 1 | Commercial - Campground (includes washrooms, serviced campsites and standpipe fill stations) | \$1,603.00 <u>\$2,004.00</u> | annually |
| 2 | Commercial – Business | \$1,059.00 <u>\$1,323.00</u> | annually |
| 3 | Commercial – Food and Beverage Service | \$1,059.00 <u>\$1,323.00</u> | annually |
| 4 | Commercial – Orchard | \$1,059.00 <u>\$1,323.00</u> | annually |

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Schedule B: Page 2 of 9

| | | | |
|----|---|--|------------------------------|
| 5 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$1,059.00 <u>\$1,323.00</u> | annually |
| b) | Additional Dwelling | \$531.00 <u>\$663.00</u> | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$531.00 <u>\$663.00</u> | annually |
| 6 | Dwelling - Single Family | \$1,059.00 <u>\$1,323.00</u> | annually |
| 7 | Institutional - Church | \$964.00 <u>\$1,205.00</u> | annually |
| 8 | Institutional - Community Hall | \$964.00 <u>\$1,205.00</u> | annually |
| 9 | Institutional - School | \$1,603.00 <u>\$2,004.00</u> | annually |
| 10 | Metered Rate | | |
| a) | Base Charge | \$106.60 <u>\$133.00</u> | quarterly |
| b) | Metered Consumption | \$1.80 <u>\$2.25</u> | per cubic meter quarterly |

5 DENVER SIDING WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|------------------------------------|-----------------------|----------|
| 1 | Dwelling - Single Family | \$1,064.00 | annually |
| 2 | Industrial - Road Maintenance Yard | \$3,409.00 | annually |
| 3 | Capital Reserve Fund Contribution | \$0.00 | annually |

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64 DUHAMEL WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|--|------------------------------|
| 1 | Commercial - Short-Term Accommodation Rentals | \$569.00 \$655.00 | annually |
| 2 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$569.00 \$655.00 | annually |
| b) | Additional Dwelling | \$569.00 \$655.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$569.00 \$655.00 | annually |
| 3 | Dwelling - Single Family | \$569.00 \$655.00 | annually |
| 4 | Metered Rate | | |
| a) | Base Charge | \$57.50 \$66.00 | quarterly |
| b) | Metered Consumption | \$0.86 \$0.99 | per cubic meter quarterly |

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75 EDGEWOOD WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|--|--|----------|
| 1 | Commercial - Business (Includes store, bank, post office, office & small business) | \$821.00 \$862.00 | annually |
| 2 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$1,410.00 \$1,480.00 | annually |
| b) | Additional Dwelling | \$706.00 \$742.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$706.00 \$742.00 | annually |
| 3 | Dwelling - Single Family | \$1,410.00 \$1,480.00 | annually |
| 4 | Industrial - Road Maintenance Yard | \$2,459.00 \$2,582.00 | annually |
| 5 | Institutional - Church | \$1,232.00 \$1,293.00 | annually |
| 6 | Institutional - Community Hall | \$1,232.00 \$1,293.00 | annually |

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Schedule B: Page 4 of 9

| No. | Item | Rate | Unit |
|-----|---|--|------------------------------|
| 7 | Institutional - Health Facility | \$616.00 <u>\$647.00</u> | annually |
| 8 | Institutional – Fire Hall | \$1,410.00 <u>\$1,480.00</u> | annually |
| 9 | Institutional - School | \$2,046.00 <u>\$2,149.00</u> | annually |
| 10 | Recreational (includes park & field Irrigation and Restroom Facilities) | \$2,046.00 <u>\$2,149.00</u> | annually |
| 11 | Metered Rate | | |
| a) | Base Charge | \$140.97 <u>\$148.00</u> | quarterly |
| b) | Metered Consumption | \$1.78 <u>\$1.87</u> | per cubic meter quarterly |

86 ERICKSON WATER SYSTEM

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| No. | Item | Rate | Unit |
|-----|---|--|-----------------------------|
| 1 | Agricultural - Land Charge (Per acre, excluding first acre) | \$278.00 <u>\$333.00</u> | annually |
| 2 | Agricultural - Greenhouse (for each square foot over 2,000) | \$0.10 <u>\$0.12</u> | per square foot annually |
| 3 | Commercial - Short-Term Accommodation Rentals | | |
| a) | Base Rate | \$894.00 <u>\$1,073.00</u> | annually |
| b) | Rate per additional Rental Room | \$149.00 <u>\$179.00</u> | annually |
| 4 | Commercial - Business (Includes store, bank, post office, office & small business) | \$920.00 <u>\$1,105.00</u> | annually |
| 5 | Commercial - Campground | | |
| a) | Base Rate (for Retail/Business /Dwelling) | \$920.00 <u>\$1,105.00</u> | annually |
| b) | Per Camp Site | \$66.00 <u>\$79.00</u> | annually |
| 6 | Commercial - Food & Beverage Services (Including restaurant, fruit stand, food stand, bakery, coffee shop, lounge, beverage room/stand) | \$920.00 <u>\$1,105.00</u> | annually |
| 7 | Commercial - Food & Beverage Process & Storage | \$4,529.00 <u>\$5,435.00</u> | annually |
| 8 | Commercial - Hotel/Motel | | |
| a) | Base Rate | \$0.00 | annually |
| b) | Per Room Rate | \$484.00 <u>\$580.00</u> | annually |
| c) | Restaurant | \$920.00 <u>\$1,105.00</u> | annually |
| d) | Lounge | \$920.00 <u>\$1,105.00</u> | annually |
| e) | Swimming Pool | \$469.00 <u>\$563.00</u> | annually |
| 9 | Commercial - Manufactured Home Park (Conforming to <i>Manufactured Home Park Bylaw</i> No. 1082, 1995 with all Dwellings under one Account) | | |
| a) | Base Rate | \$920.00 <u>\$1,105.00</u> | annually |
| b) | Per Dwelling | \$615.00 <u>\$738.00</u> | annually |

| No. | Item | Rate | Unit |
|-----|--|--|---------------------------|
| 10 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$894.00 <u>\$1,073.00</u> | annually |
| b) | Additional Dwelling | \$894.00 <u>\$1,073.00</u> | annually |
| c) | Secondary Suite | \$615.00 <u>\$738.00</u> | annually |
| d) | Additional Mobile Housing Unit Dwelling | \$894.00 <u>\$1,073.00</u> | annually |
| e) | Swimming Pool (greater than 5,000 Litres) | \$219.00 <u>\$263.00</u> | annually |
| 11 | Dwelling - Single Family Dwelling | \$894.00 <u>\$1,073.00</u> | annually |
| b) | Swimming Pool (greater than 5,000 Litres) | \$219.00 <u>\$263.00</u> | annually |
| 12 | Industrial - Small Business (Includes office and yard) | \$920.00 <u>\$1,105.00</u> | annually |
| 13 | Industrial - Saw Mill | \$5,643.00 <u>\$6,771.00</u> | annually |
| 14 | Institutional - Church | \$846.00 <u>\$1,017.00</u> | annually |
| 15 | Institutional - Community Hall | \$847.00 <u>\$1,017.00</u> | annually |
| 16 | Institutional - School (per classroom) | \$789.00 <u>\$947.00</u> | annually |
| 17 | Water Usage with No Development | \$278.00 <u>\$333.00</u> | annually |
| 18 | Metered Rate | | |
| a) | Base Charge | \$89.70 <u>\$108.00</u> | quarterly |
| b) | Metered Consumption | \$0.69 <u>\$0.83</u> | per cubic meter quarterly |
| 19 | Capital Reserve Fund Contribution | | |
| a) | <u>Per Parcel of Land</u> | \$300.00 <u>\$360.00</u> | annually |
| b) | <u>Per Manufactured Home Park Dwelling</u> | \$360.00 <u>\$360.00</u> | annually |

97 FAUQUIER WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|--|--|----------|
| 1 | Commercial - Business (Includes store & laundromat) | \$2,095.00 <u>\$2,410.00</u> | annually |
| 2 | Commercial – Concession Stand | \$1,116.00 <u>\$1,284.00</u> | annually |

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| No. | Item | Rate | Unit |
|-----|---|--|------------------------------|
| 3 | Commercial - Food & Beverage Services | \$2,521.00 <u>\$2,899.00</u> | annually |
| 4 | Commercial - Golf Course (Includes club house, irrigation and campsites) | \$4,331.00 <u>\$4,981.00</u> | annually |
| 5 | Commercial - Hotel/Motel | \$1,539.00 <u>\$1,770.00</u> | annually |
| 6 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$1,116.00 <u>\$1,284.00</u> | annually |
| b) | Additional Dwelling | \$559.00 <u>\$643.00</u> | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$559.00 <u>\$643.00</u> | annually |
| 7 | Dwelling - Single Family | \$1,116.00 <u>\$1,284.00</u> | annually |
| 8 | Institutional - Church | \$981.00 <u>\$1,129.00</u> | annually |
| 9 | Institutional - Community Hall | \$981.00 <u>\$1,129.00</u> | annually |
| 10 | Institutional - Public Restrooms (Transportation) | \$792.00 <u>\$911.00</u> | annually |
| 11 | Institutional - Utility Restrooms | \$792.00 <u>\$911.00</u> | annually |
| 12 | Recreational (Includes Park & Field Irrigation and Restroom Facilities) | \$1,282.00 <u>\$1,474.00</u> | annually |
| 13 | Metered Rate | | |
| a) | Base Charge | \$111.30 <u>\$128.00</u> | quarterly |
| b) | Metered Consumption | \$0.84 <u>\$0.97</u> | per cubic meter quarterly |

108 GRANDVIEW PROPERTIES WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|--|------------------------------|
| 1 | Metered Rate | | |
| a) | Base Charge | \$154.00 <u>\$158.00</u> | quarterly |
| b) | Metered Consumption - First Block (Up to 50 cubic meters) | \$1.08 <u>\$1.10</u> | per cubic meter quarterly |
| c) | Metered Consumption - Second Block (Over 50 cubic meters) | \$2.69 <u>\$2.74</u> | per cubic meter quarterly |
| 2 | Undeveloped Parcel | \$618.00 <u>\$630.00</u> | annually |
| 3 | Unmetered Building Construction | \$1,117.00 <u>\$1,139.00</u> | annually |

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119 LISTER WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|--|---------------------------|
| 1 | Commercial - Business (Includes store, bank, post office, office & small business) | \$796.00 \$875.00 | annually |
| 2 | Commercial - Food & Beverage Services (Including restaurant, fruit stand, food stand, bakery, coffee shop, lounge, beverage room/stand) | \$796.00 \$875.00 | annually |
| 3 | Commercial – Food Processing | \$796.00 \$875.00 | annually |
| 4 | Commercial - Golf Course (Does not include irrigation) | \$3,481.00 \$3,829.00 | annually |
| 5 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$503.00 \$554.00 | annually |
| b) | Additional Dwelling | \$503.00 \$554.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$503.00 \$554.00 | annually |
| d) | Swimming Pool (greater than 5,000 Liters) | \$344.00 \$554.00 | annually |
| 6 | Dwelling - Single Family | | |
| a) | Dwelling | \$503.00 \$554.00 | annually |
| b) | Swimming Pool (greater than 5,000 Liters) | \$344.00 \$378.00 | annually |
| 7 | Institutional – Fire Hall | \$503.00 \$554.00 | annually |
| 8 | Institutional – Community Hall/Park | \$503.00 \$554.00 | annually |
| 9 | Metered Rate | | |
| a) | Base Charge | \$50.60 \$56.00 | quarterly |
| b) | Metered Consumption | \$0.45 \$0.50 | per cubic meter quarterly |
| 10 | Capital Reserve Fund Contribution | \$319.00 \$398.00 | annually |

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1210 LUCAS ROAD WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---------------------|--|---------------------------|
| 1 | Metered Rate | | |
| a) | Base Charge | \$248.00 \$252.00 | quarterly |
| b) | Metered Consumption | \$1.87 \$1.91 | per cubic meter quarterly |

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1311 MCDONALD CREEK WATER SYSTEM

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- (1) Rates and fees for the McDonald Creek Water System are in accordance with the agreement between the Regional District and the Village of Kaslo.
- (2) McDonald Creek Customer Account Administration and Water Connection Maintenance is subject to Village of Kaslo fees and charges.

4412 RIONDEL WATER SYSTEM

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| No. | Item | Rate | Unit |
|-----|---|--|---------------------------|
| 1 | Commercial - Business (Includes store, bank, post office, office & small business) | \$760.00 \$789.00 | annually |
| 2 | Commercial - Recreational Rentals Seasonal (per unit) | \$471.00 \$495.00 | annually |
| 3 | Commercial - Food & Beverage Services (Including restaurant, fruit stand, food stand, bakery, coffee shop, lounge, beverage room/stand) | \$1,321.00 \$1,387.00 | annually |
| 4 | Commercial - Golf Course (includes irrigation) | \$14,127.00 \$14,833.00 | annually |
| 5 | Commercial - Campground (includes washrooms, serviced campsites and standpipe fill stations) | \$3,775.00 \$3,964.00 | annually |
| 6 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$760.00 \$798.00 | annually |
| b) | Additional Dwelling | \$760.00 \$798.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$760.00 \$798.00 | annually |
| 7 | Dwelling - Single Family | \$760.00 \$798.00 | annually |
| 8 | Institutional - Ambulance Station | \$1,128.00 \$1,184.00 | annually |
| 9 | Institutional - Church | \$760.00 \$798.00 | annually |
| 10 | Institutional - Church Seasonal | \$471.00 \$495.00 | annually |
| 11 | Institutional - Regional District Community Building | \$0.00 | annually |
| 12 | Institutional - Regional District Community Center | \$0.00 | annually |
| 13 | Institutional - Regional District Recreational Center | \$0.00 | annually |
| 14 | Institutional - Regional District Fire Hall | \$0.00 | annually |
| 15 | Recreational - Regional District Recreational Center | \$0.00 | Annually |
| 16 | Metered Rate | | |
| a) | Base Charge | \$76.00 \$80.00 | quarterly |
| b) | Metered Consumption | \$1.16 \$1.21 | per cubic meter quarterly |

1513 ROSEBERY HIGHLANDS WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|--|---------------------------|
| 1 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$1,079.00 <u>\$1,187.00</u> | annually |
| b) | Additional Dwelling | \$1,079.00 <u>\$1,187.00</u> | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$1,079.00 <u>\$1,187.00</u> | annually |
| 2 | Dwelling - Single Family | \$1,079.00 <u>\$1,187.00</u> | annually |
| 3 | Undeveloped Parcel | \$755.00 <u>\$830.00</u> | annually |
| 4 | Metered Rate | | |
| a) | Base Charge | \$189.00 <u>\$208.00</u> | quarterly |
| b) | Metered Consumption | \$2.10 <u>\$2.31</u> | per cubic meter quarterly |

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1614 SANCA WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|--|----------|
| 1 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$850.00 <u>\$723.00</u> | annually |
| b) | Additional Dwelling | \$850.00 <u>\$723.00</u> | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$850.00 <u>\$723.00</u> | annually |
| 2 | Dwelling - Single Family | \$850.00 <u>\$723.00</u> | annually |

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1715 SOUTH SLOCAN WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|--|----------|
| 1 | Commercial - Business (Includes store, bank, office & small business) | \$1,634.00 <u>\$1,797.00</u> | annually |
| 2 | Commercial - Food & Beverage Services (Including restaurant, fruit stand, food stand, bakery, coffee shop, lounge, beverage room/stand) | \$4,197.00 <u>\$4,617.00</u> | annually |

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| | | | |
|----|--|--|------------------------------|
| 3 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$1,634.00 <u>\$1,797.00</u> | annually |
| b) | Additional Dwelling | \$1,634.00 <u>\$1,797.00</u> | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$1,634.00 <u>\$1,797.00</u> | annually |
| d) | Secondary Suite | \$1,142.00 <u>\$1,256.00</u> | annually |
| 4 | Dwelling - Single Family | \$1,634.00 <u>\$1,797.00</u> | annually |
| 5 | Industrial - Small Business (Includes office, shop and yard) | \$1,634.00 <u>\$1,797.00</u> | annually |
| 6 | Institutional - Regional District Community Building | \$1,634.00 <u>\$1,797.00</u> | annually |
| 7 | Metered Rate | | |
| a) | Base Charge | \$163.90 <u>\$180.00</u> | quarterly |
| b) | Metered Consumption | \$1.87 <u>\$2.06</u> | per cubic meter quarterly |

1816 WEST ROBSON WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|--|------------------------------|
| 1 | Commercial - Manufactured Home Park (Conforming to <i>Manufactured Home Park Bylaw</i> No. 1082, 1995 with all Dwellings under one Account) | | |
| a) | Per Dwelling | \$506.00 <u>\$531.00</u> | annually |
| b) | Capital Reserve Fund Contribution per Dwelling | \$87.00 <u>\$95.00</u> | annually |
| 2 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$676.00 <u>\$709.00</u> | annually |
| b) | Additional Dwelling | \$337.00 <u>\$354.00</u> | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$337.00 <u>\$354.00</u> | annually |
| 3 | Dwelling - Single Family | \$676.00 <u>\$709.00</u> | annually |
| 4 | Metered Rate | | |
| a) | Base Charge | \$67.20 <u>\$71.00</u> | quarterly |
| b) | Metered Consumption | \$1.16 <u>\$1.22</u> | per cubic meter quarterly |

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1917 WOODBURY WATER SYSTEM

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| No. | Item | Rate | Unit |
|-----|---|--|------------------------------|
| 1 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$727.00 \$873.00 | annually |
| b) | Additional Dwelling | \$382.00 \$458.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$382.00 \$458.00 | annually |
| d) | Secondary Suite | \$382.00 \$458.00 | annually |
| 2 | Dwelling - Single Family | \$727.00 \$873.00 | annually |
| 3 | Undeveloped Parcel | \$377.00 | annually |
| 4 | Metered Rate | | |
| a) | Base Charge | \$103.40 \$124.00 | quarterly |
| b) | Metered Consumption | \$2.97 \$3.56 | per cubic meter quarterly |

2018 WOODLAND HEIGHTS WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|--------------------------|--|------------------------------|
| 1 | Dwelling - Single Family | \$960 1,690.00 0 | annually |
| 2 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$960.00 \$1,690.00 | annually |
| b) | Additional Dwelling | \$960.00 \$1,690.00 | annually |
| c) | Secondary Suite | \$576.00 \$1,014.00 | annually |
| 3 | Metered Rate | | |
| a) | Base Charge | \$95.70 \$168.00 | quarterly |
| b) | Metered Consumption | \$1.32 \$2.32 | per cubic meter quarterly |

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2019 YMIR WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|--|----------|
| 1 | Commercial - Short-Term Accommodation Rentals | | |
| a) | Base Rate (Including Dwelling) | \$581.00 \$604.00 | annually |
| b) | Rate per Rental Room | \$88.00 \$92.00 | annually |

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| No. | Item | Rate | Unit |
|-----|--|--|---------------------------|
| 2 | Commercial - Business (Includes store, bank, post office, office, food stand, food counter, bakery, coffee service & small business) | \$581.00 <u>\$604.00</u> | annually |
| 3 | Commercial - Food & Beverage Services (Including restaurant, lounge, & beverage room) | \$872.00 <u>\$907.00</u> | annually |
| 4 | Commercial - Hotel/Motel | | |
| a) | Base Rate | \$2,783.00 <u>\$2,894.00</u> | annually |
| b) | Per Room Rate | \$88.00 <u>\$92.00</u> | annually |
| c) | Restaurant | \$629.00 <u>\$655.00</u> | annually |
| d) | Lounge/Beverage Room | \$452.00 <u>\$471.00</u> | annually |
| e) | Laundry | \$2,783.00 <u>\$2,894.00</u> | annually |
| f) | Coffee shop | \$629.00 <u>\$655.00</u> | annually |
| 5 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$581.00 <u>\$604.00</u> | annually |
| b) | Additional Dwelling | \$581.00 <u>\$604.00</u> | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$581.00 <u>\$604.00</u> | annually |
| 6 | Dwelling - Single Family | \$581.00 <u>\$604.00</u> | annually |
| 7 | Institutional - Community Association | \$0.00 | annually |
| 8 | Institutional – Arts & Museum Society | \$0.00 | annually |
| 9 | Institutional - Fire Hall | \$0.00 | annually |
| 10 | Metered Rate | | |
| a) | Base Charge | \$57.68 <u>\$60.00</u> | quarterly |
| b) | Metered Consumption | \$2.37 <u>\$2.46</u> | per cubic meter quarterly |

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2825

A Bylaw to regulate utility rates, fees, and charges for the Regional District of Central Kootenay owned utilities.

WHEREAS the Regional District of Central Kootenay wishes to regulate utility rates, fees, and charges for the Regional District of Central Kootenay owned utilities.

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

APPLICATION

- 1 (1) This Bylaw is applicable to all Water Service Areas of the Regional District of Central Kootenay.
- (2) When a Regional District water system is supplied with water from an adjacent local government, the bylaws of that local government and agreement conditions may apply.
- (3) Schedule A Labour rates and Schedule B Arrow Creek Water Treatment and Supply Service Area rates of this Bylaw only shall apply to the Town of Creston.

DEFINITIONS

- 2 In this bylaw:

Account means a formal arrangement under this Bylaw for the provision of water services to a Property.

Account Holder means the person, organization, agent or representative that holds the water Account with the Regional District of Central Kootenay.

Account Type means the predominate usage of the Account such as but not limited to: Single Family Dwelling, Multiple Dwelling Property, Commercial, Industrial, Institutional, Agricultural, and Recreational.

Agricultural Land means land where agricultural irrigation privileges have been assigned by the Manager.

Auxiliary Building or Dependent Suite means a secondary or supplementary building or Unit that does not include all of cooking, eating, living, sleeping and sanitary facilities. An Auxiliary Building or Dependent Suite intended for habitation would be reliant on the main Dwelling.

Board means the Regional District of Central Kootenay Board of Directors.

Capital Infrastructure Charge means a fee levied during Development that is placed into reserves as a contribution to the cost of existing water infrastructure, upgrades and long term asset renewal.

Capital Reserve Fund Contribution means a fee levied that is placed into reserves as a contribution to the cost of water infrastructure upgrades and long term asset renewal.

Carwash means a building or structure containing facilities for washing motor vehicles, including tunnel car washes, coin operated automatic car washes and coin operated self service car washes.

Commercial means any Unit for which the use is the provision for the selling of goods and services, for the servicing and repair of goods or for commercial office functions, including but not limited to retail sales, wholesaling incidental to retail sales, commercial education and entertainment services, household services and all associated repairs, other personal and non-personal services and administrative, commercial and professional offices.

Commercial Carwash means a Carwash used or operated by a Commercial or Industrial business.

Customer means the Owner or occupant of any Property to which water is supplied or made available from the Regional District.

Development means the construction, alteration, or extension of buildings, structures, utilities or any use that requires the issuance of a building permit, plumbing permit, or Interior Health construction permit issued in accordance with the *Drinking Water Protection Act*.

Disconnection means physically turning off the water to a Owner's Property and adjusting the Owner's Account accordingly.

Dwelling means any living quarters used or has the potential to be used by one or more persons which contains cooking, eating, living, sleeping and sanitary facilities.

Flat Use Water Rates means water use rates that are independent of the water quantity used.

Folio means a land identification number assigned by British Columbia Assessment and is used for Property tax purposes. Folio is synonymous with Assessment Roll Number. A Folio in this Bylaw may describe one or more Parcels grouped under one British Columbia Assessment Folio.

Guest Room means a room or structure with sleeping facilities provided for guests.

Industrial means businesses such as but not limited to airports, aggregate processing, asphalt plants, bulk fuel storage, concrete plants, fabrication plants, manufacturing, processing, sawmills, and truck terminals.

Institutional means activities focusing on non-profit services in the public's interest. For example, schools, hospitals, group foster homes, and buildings used for religious worship.

Irrigation means the distribution of water to the surface or subsurface of lawns, gardens, orchards greenhouses by pipes, hoses, sprinklers or any other method.

Manager in this Bylaw, unless the context otherwise requires, means the Regional District of Central Kootenay General Manager of Environmental Services, the Water Operations Manager, Utility Services Manager or designate.

Manufactured Home means any structure, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another by being towed or carried, and that is used as a Dwelling.

Meter means meters and other equipment or instruments used by the Regional District or authorized by the Regional District to be used to calculate the amount of water consumed.

Metered Base Charge is a fixed fee charged for water associated with metered based accounts. Base rates help ensure the financial stability of the water service by guaranteeing a certain minimum payment from all customers regardless of water consumption. Base rates generally represent fixed water service costs and not variable costs related to the volume of water treated and distributed.

Metered Rate Based Accounts are Accounts that include a water billing rate based on volumetric metered consumption.

Metered Rate Consumption is a charge that varies with the volume of water delivered to the property.

Mobile Housing Unit is any type of living accommodation that has been produced to be transported or is a mobile unit such as a ship, boat, recreational vehicle, Manufactured Home and so on, and occupied as living quarters.

Multiple Dwelling Property means any Property containing more than one Dwelling Units on one Folio.

Owner has the same meaning as in the *British Columbia Land Title Act* and *Manufactured Home Act*.

Owner Water Connection means the Owner's water lines and appurtenances downstream of the Regional District Water Connection.

Parcel means the unit lot, block or other area in which land is registered under the *British Columbia Land Title Act*.

Property means land and improvements.

Property Line means a line which defines, in the British Columbia Land Title Office, the perimeter of a Parcel.

Recreational is land primarily used for public recreation and includes but is not limited to parks, sports fields, playgrounds, green areas, beaches and public camping sites.

Reconnection means physically turning on the water and re-establishing or adjusting an Account as required.

Regional District of Central Kootenay or Regional District or District means the Regional District of Central Kootenay, as described under the British Columbia Local Government Act with offices located at 202 Lakeside Drive, Nelson, BC V1L 5R4 Phone: 250-352-6665 or toll-free number 1-800-268-7325 and Fax: 250-352-9300.

Regional District Water Connection means the water line extending from the Water Main to the Curb Stop Valve, generally near the Property Line and shall include any immediate downstream Meter installation, or Backflow Preventer.

Reserve Account means a financial account maintained by the Regional District to fund Water System infrastructure improvements, renewal, replacements, major repairs, study, assessments, plans and project management.

Seasonal Service means a service that is turned on for 8 months or less. The Seasonal Service rate only applies if identified in the Fees and Charges Bylaw.

Secondary Suite means an additional Dwelling attached to the principle Dwelling that is used or has the potential to be used as a living quarters by one or more persons. A Secondary Suite contains cooking, eating, living, sleeping and sanitary facilities.

Short-Term Accommodation Rental means a Dwelling, Secondary Suite, or Guest Room wherein accommodation is offered for rent to the public on a temporary basis of 31 days or less.

Single Family Dwelling means building or structure that contains only one Dwelling.

Subdivision means a subdivision as defined in the *British Columbia Land Title Act*, and a subdivision under the *British Columbia Strata Property Act*.

Subdivision Bylaw means the Subdivision Bylaw No. 2159 as it may be amended or replaced from time to time.

Surveyor of Taxes is responsible for collection of taxes for British Columbia rural areas.

Swimming Pool is any permanent or semi-permanent artificial pool for swimming in.

Title (Land Title) refers to the registration of land ownership in accordance with the *British Columbia Land Titles Act*.

Turn On/Off means a temporary interruption in or discontinuance of the supply of water authorized by the Regional District.

Undeveloped Parcel is a Parcel of land within a Regional District Water System where the water has not yet been turned on and where water has been made available.

Unit means any Dwelling, Commercial, Industrial, or Institutional space.

Water Conservation Measures any measures implemented by the Manager to restrict water usage.

Water Main means any water pipe under the control of the District which is intended for public use.

Water Main Extension is the extension or construction of a new water main to provide servicing to a new Water Connection(s).

Water Meter see Meter.

Water Service Area means the area defined by the Water System service area establishment bylaw.

Water Service Area Extension is the extension of the Water Service Area boundary by bylaw to include one or more additional parcels of land.

Water System means all Regional District owned assets like Water Mains, water treatment facilities, pump stations, reservoirs, wells, water intakes and all associated appurtenances.

Water Tax is a tax levied that contributes to the funding for a Water System.

Work means construction, maintenance, inspection or testing services provided for an Owner.

Work Order is a written order on an Approved form providing agreement by a Owner to proceed with Work identified on the form for which the Owner will be responsible for costs incurred by the Regional District in accordance with this Bylaw.

SEVERABILITY

- 3** If any portion of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, that portion may be severed from the Bylaw and such decision shall not affect the validity of the remaining portions of the Bylaw.

ADMINISTRATION

- 4** (1) The Manager is hereby authorized and directed to have general supervision over the Regional District of Central Kootenay Water Systems and to see that the provisions of this Bylaw are carried out.
- (2) The Manager shall have the power to appoint Designated Officers for the purpose of effectually carrying out the provisions of this Bylaw, and wherever the Manager is authorized or directed to perform any act or duty under this Bylaw, such act or duty may be performed by any Designated Officer authorized by the Manager to perform such act or duty.

RATES AND ACCOUNT BILLING GENERAL

- 5
- (1) The Manager shall classify Accounts into Account Types and apply service charge rates as set out in this Bylaw.
 - (2) Accounts may include a mix of service charge fees.
 - (3) The Account Holder must pay all fees and charges for water supplied to the Account Holder's Property, as set out in this Bylaw.
 - (4) The Regional District's annual billing cycle will be from January 1st to December 31st.
 - (5) When a property changes ownership, the new Owner is responsible to apply for a New Account and the old Owner is responsible to close their Account. If an Application is not made, the Account Holder will be changed when British Columbia Assessment provides the new Property Owner information to the Regional District.
 - (6) Payments will be deemed to have been received on:
 - (a) the date payment is received in person at locations identified on Regional District utility bills;
 - (b) the date stamped by Canada Post on mailed payments; or
 - (c) the confirmed date the funds were transferred from the Customer's Account to the Regional District when payment was made through an approved financial institution.
 - (7) Any outstanding Account balances or Work invoices of more than 65 days on December 31st shall be deemed to be taxes in arrears in respect to the Property and the outstanding balance will be sent to the Surveyor of Taxes in accordance with Section 363.2(2) of the *Local Government Act*.
 - (8) Seasonal Service and Golf Course rates shall include one (1) annual Turn On and Turn Off.
 - (9) Seasonal Service, Public Campgrounds, Golf Course and Irrigation rates shall apply for the entire billing cycle regardless of whether or not the water has been Turned Off for a portion of the billing cycle.
 - (10) If an Auxiliary Building is used as the only Dwelling on a Property it is considered a Single Family Dwelling.
 - (11) Auxiliary Buildings and Dependent Suites are not subject to Dwelling Unit charges unless specifically identified in this Bylaw.
 - (12) If the Dwelling is occupied for more than 30 days of the calendar year, it is subject to assessment under this Bylaw.
 - (13) Mobile Housing Units set up for long-term occupancy greater than 90 days per calendar year or used as the only Dwelling, or Mobile Housing Units used for Commercial purposes shall be subject to service charges.

- (14) Agricultural Land Charge shall be assessed in increments of 0.1 acres, rounded down.
- (15) The Agricultural Land Charge assessed shall exclude the first acre when the property is also assessed other charge(s) that includes up to 1 acre of irrigation privileges.
- (16) If an Owner requests a reduction in the amount of Agricultural Land Charge assessed area the following shall apply:
 - (a) an assessment of the suitability of the lands for agricultural production shall be completed by Qualified Person and paid for by the Owner;
 - (b) only those lands identified by the Qualified Person as not suitable for agricultural production might be considered by the Manager for removal from assessment of the Agricultural Land Charge; and
 - (c) if a reduction in the Agricultural Land Charge is approved by the Manager, the Owner shall be responsible for the installation costs of a Water Meter and related appurtenances, and the Account may be switched to a Metered Rate Based Account.
- (17) Where an error is found to have been made in the amount invoiced or billed to an Account, the amount either under-billed or over-billed shall be debited from or credited to Account and shown on the next invoice subject to the following:
 - (a) The adjustment period is limited to the time that the current Owner is on Title;
 - (b) The adjustment period(s) for under-billing are to a maximum of 1 year where the error can reasonably be said to have been the fault of the Regional District;
 - (c) Where an under-billing is found to have been made in the amount invoiced or billed to an Account as a result of unauthorized use of a water service, or can reasonably be said to be a result of fraud, theft, tampering with a Meter or other equipment, or any other similar act, the following may be charged to the Customer Account:
 - (i) the amount of the under-billing, up to 5 years,
 - (ii) any direct administrative costs incurred by the Regional District in investigating the circumstances, and
 - (iii) interest and penalties at the rate normally charged on unpaid Accounts receivable by the Regional District;
 - (d) The adjustment period(s) for over-billing are to a maximum of 5 years or when the current Owner came on title for the property, whichever is less;
 - (e) Where the exact amount of under-billing or over-billing cannot be determined, the Regional District may make a reasonable and fair estimate of the amount, using its own records or those of the Customer, and in keeping with amounts billed to other Customers in similar premises, being used in a similar manner, over the same time period; and
 - (f) Where an amount has been under-billed, and where the error can reasonably be said to have been the fault of the Regional District, the Regional District may offer the Customer reasonable terms of repayment, and may be interest and penalty free.

FLAT USE WATER RATES AND ACCOUNT BILLING

- 6 (1) Flat Use Water Rates may be prorated to the 15th or the end of each month for changes to Flat Use Water Rate Based Accounts.

- (2) Changes to Flat Use Water Rate Based Accounts based on Customer Application, resulting in a reduction in water billing shall be prorated to the date of Application, unless an error in billing provided for in 5 (17).
- (3) When a specific Flat Use Water Rate has not been identified by this bylaw and a usage rate is required, an equivalent rate may be applied by the Manager and the equivalent rate chosen shall consider fair consumption and operational cost equivalency.
- (4) For Flat Use Water Rate Based Accounts, a penalty of 10% will be imposed on any outstanding Account balances as of the end of the first business day following July 4th or 65 days following the date the utility bill is issued by the Regional District, whichever is later.
- (5) Clause 6(4) does not apply to Account Holders enrolled in the Voluntary Pre-Authorized Payment Plan.
- (6) The Capital Reserve Fund Contribution shall apply to all land Folios in a Service Area for which a rate is identified for the Service Area.
- (7) The Capital Reserve Fund Contribution shall apply to all specific types of improvements in a Service Area for which a specific Capital Reserve Fund Contribution is identified for the Service Area.

METERED RATE BASED ACCOUNT BILLING

- 7** (1) For Metered Rate Based Accounts, the Account Holder is responsible to request a Meter reading when ownership changes.
- (2) For Metered Rate Based Accounts, Meters shall be read as near as reasonably possible to the date of any ownership change. Water usage shall be estimated for any difference in time between meter reading and date of ownership change.
- (3) Metered Base Charge fees may be prorated to the 15th or the end of each month for changes to Metered Rate Based Accounts, and Meter Base Charge will not be assessed if an Owner Water Connection is disconnected.
- (4) A Water Meter reading may be estimated for billing by the Manager based on either previous consumption patterns or a daily average consumption for the Customer Service Connection, or an Unmetered Building Construction rate might be used for billing if:
 - (a) the Regional District is unable to obtain a Water Meter reading;
 - (b) a Water Meter fails to properly register the amount of water consumed.
- (5) If a Customer experiences abnormal water consumption, the Manager may adjust the Account Holder's bill taking into consideration any or all of the following factors:
 - (a) the cause or nature of the abnormal water consumption;
 - (b) any evidence of action taken by the Customer to abate the abnormal consumption;
 - (c) Flat Use Water Rates established for the water service; and
 - (d) any other factors that might be relevant.

- (6) The Manager shall establish a Meter reading and billing schedule for Metered Rate Based Accounts.
- (7) For Metered Rate Based Accounts a penalty of 10% will be imposed as of the end of the first business day, following 65 days from the date the utility bill is issued by the Regional District on any outstanding Account balances.

SUBDIVISION AND DEVELOPMENT

- 8 (1) The Regional District may waive or modify the Capital Infrastructure Charge requirements identified in this Bylaw for large Developments, if addressed by separate agreement with the Developer and the Regional District, in accordance with Section 937.1 of the *Local Government Act*.
- (2) Capital Infrastructure Charges collected shall be deposited to the Water Service's Reserve Account.
- (3) Capital Infrastructure Charges shall not be assessed for temporary Mobile Housing Units but shall be assessed for Commercial Mobile Housing Unit parking sites.
- (4) If a Parcel, when originally subdivided, was not subject to some form of Regional District Capital Infrastructure Charge and a Regional District Water Connection was not provided, the Parcel is subject to a Capital Infrastructure Charge if a later Application is made and Approved for a new Regional District Water Connection to the Parcel.
- (5) When a Parcel is added to a Water Service Area, any further Subdivision or addition of Units is subject to Capital Infrastructure Charges at a rate equivalent to the rate for addition of a new Parcel to the Water Service Area, for a period of ten (10) years following the addition of the Parcel to the Water Service Area.

SERVICE WORK BY THE REGIONAL DISTRICT

- 9 (1) A Customer is required to sign a Work Order or cost estimate to provide an agreement to do the Work before the Regional District can do any non-emergency Work for a Customer.
- (2) Prior to commencing Work, the Regional District must provide a cost estimate in writing.
- (3) The Designated Officer may require a deposit in the amount of the cost estimate prior to starting the Work.
- (4) Customers will be invoiced for Actual Cost Work as follows:
 - (a) at Labour and Equipment rates provided in this bylaw;
 - (b) at actual Labour rates plus 20% for Administration for all Regional District employees not identified in this Bylaw;
 - (c) at actual contract Labour rates plus 20%;
 - (d) at actual cost plus 20% for all other Equipment and Materials.

VOLUNTARY PRE-AUTHORIZED PAYMENT PLAN

- 10** (1) The Manager shall establish and maintain a Pre-Authorized Payment Plan.
- (2) Account Holders wishing to participate in the Pre-Authorized Payment Plan, are required to sign an agreement provided by the Manager.
- (3) Participation in the Pre-Authorized Payment Plan program is voluntary. Customers who choose not to participate in the program will be required to pay their water bill in full by the end of the first business day following July 4th or 65 days following the date the utility bill is issued by the Regional District, whichever is later.
- (4) Participation in the Pre-Authorized Payment Plan is subject to cancellation at the discretion of the Chief Financial Officer.
- (5) Those who sign up after the end of the first business day following July 4th, in any year, will be subject to a 10% penalty on the outstanding Account Balance for that year. The new outstanding Account Balance will then be divided by the number of months remaining from the time the Customer Account information has been added to the PAWS (Pre-Authorized Withdrawals) system, starting no sooner than July 15th.
- (6) Customers must sign up by November 30th in order for monthly payment plans to start in January of the following year. If customers sign up after November 30th, payments may begin in later months.
- (7) For all years where payments begin on January 15th, payment amounts will be determined by dividing the previous year's annual water bill by 12.
- (8) Returned payments (NSF) result in a \$25.00 fee, charged to the Customer Account.
- (9) Any outstanding balance on the Customer Account as of December 31st of each year due to returned payments (NSF) will be subject to a 10% penalty.
- (10) Customer Accounts may be adjusted at any time due to Regional District Board approved water rate changes or changes in water usage, as required. The outstanding balance will be recalculated and the equal withdrawal payment amounts will be adjusted accordingly for the remainder of the year.
- (11) The Pre-Authorized Payment Plan is not available for Metered based Customer Accounts.

CITATION

- 11** This Bylaw may be cited as "**Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. 2825, 2022.**"

REPEAL

12 “Regional District of Central Kootenay Utilities Rates, Fees, and Charges Bylaw No. 2767, 2021”, and amendments thereto, are hereby repealed.

READ A FIRST TIME this 21st day of April, 2022.

READ A SECOND TIME this 21st day of April, 2022.

READ A THIRD TIME this 21st day of April, 2022.

ADOPTED by an affirmative vote of at least 2/3 of the votes cast this 21st day of April, 2022.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

**SCHEDULE A TO BYLAW NO. 2825
GENERAL RATES, FEES, AND CHARGES**

General Rates and Fees and Charges are as follows:

1 GENERAL

| No. | Item | Rate | Unit |
|----------|---|-----------|-------------|
| 1 | Labour | | |
| 1.1 | Manager | | |
| a) | Utility Services Manager | \$132.15 | hour |
| b) | Water Operations Manager | \$120.08 | hour |
| 1.2 | Utilities Supervisor | | |
| a) | Operations, Maintenance, Installations & Repairs | \$94.80 | hour |
| b) | Projects & Administration | \$110.23 | hour |
| 1.3 | Water Services Liaison | \$110.23 | hour |
| 1.4 | Environmental Services Technologist/Coordinator | \$103.25 | hour |
| 1.5 | Lead Hand | \$103.25 | hour |
| 1.6 | Utility Tech 2 | \$76.52 | hour |
| 1.7 | Utility Tech 1 or Maintenance Person | \$66.97 | hour |
| 2 | Equipment (excluding operator) | | |
| 2.1 | Service Truck – Greater of the following: | | |
| a) | Half Daily Rate | \$50 | ½ day |
| b) | Kilometer Rate | \$0.80 | km |
| 2.2 | Vehicle – Greater of the following: | | |
| a) | Half Daily Rate | \$50 | ½ day |
| b) | Kilometer Rate | \$0.65 | km |
| 2.3 | Backhoe | \$80 | hour |
| 2.4 | Tractor | \$30 | hour |
| 2.5 | Leak Noise Correlator | \$30 | hour |
| 3 | Temporary Water Usage | | |
| 3.1 | Damage Deposit for Connection to Standpipe or Hydrant | \$100 | lump sum |
| 3.2 | Temporary Water Usage (\$100 minimum) | \$5.00 | cubic meter |
| 4 | Customer Account Administration & Development Administrative Charges | | |
| 4.1 | Change of Property Ownerships | No Charge | each |
| 4.2 | Water Application from Within an Existing Water Service Area | | |
| a) | Owner Initiated Change in Water Usage | No Charge | each |
| b) | Staff Initiated Change in Water Usage | \$100 | each |
| c) | For New Connection | \$300 | each |
| 4.3 | Water Application from Outside of a Water Service Area | \$800 | each |
| 4.4 | Development or Redevelopment Administrative Cost Recovery Charge | | |
| a) | Per First 1 to 10 Capital Infrastructure Charges Assessed | \$500 | each |
| b) | Per Additional 11 or More Capital Infrastructure Charges Assessed | \$200 | each |
| 4.5 | Disconnection | \$100 | each |

| No. | Item | Rate | Unit |
|----------|--|-----------|------|
| 4.6 | Reconnection | | |
| a) | No Ownership Change | \$100 | each |
| b) | On Ownership Change | No Charge | each |
| 5 | Customer Connection Maintenance | | |
| 5.1 | Temporary Turn Off and Turn On (includes both Turn Off and Turn On, if required) | | |
| a) | Pre-scheduled during business hours | \$50 | each |
| b) | Outside regular business hours or not pre-scheduled | \$100 | each |
| 5.1 | Temporary Turn Off and Turn On (includes both Turn Off and Turn On, if required) | | |
| a) | Pre-scheduled during business hours | \$50 | each |
| b) | Outside regular business hours or not pre-scheduled | \$100 | each |
| 5.2 | Seasonal Rate based Account Turn Off and On | | |
| a) | Pre-scheduled during business hours | No Charge | each |
| b) | Outside regular business hours or not pre-scheduled | \$100 | each |
| 6 | Subdivision and Development | | |
| 6.1 | Capital Infrastructure Charge for creation of a new Serviced Parcel by Subdivision, and Capital Infrastructure Charge for creation of a Serviced Parcel with separate Folio from a group of two or more Parcels with one Folio | | |
| a) | Balfour Water System | \$3,000 | each |
| b) | Burton Water System | \$5,000 | each |
| c) | Duhamel Water System | \$2,000 | each |
| d) | Edgewood Water System | \$4,000 | each |
| e) | Erickson Water System | \$3,000 | each |
| f) | Fauquier Water System | \$5,000 | each |
| g) | Grandview Properties Water System | \$5,000 | each |
| h) | Lister Water System | \$5,000 | each |
| i) | Lucas Road Water System | \$3,000 | each |
| j) | McDonald Creek Water System | \$2,000 | each |
| k) | Riondel Water System | \$2,000 | each |
| l) | Rosebery Highlands Water System | \$5,000 | each |
| m) | Sanca Water System | \$2,000 | each |
| n) | South Slocan Water System | \$5,000 | each |
| o) | West Robson Water System | \$4,000 | each |
| p) | Woodbury Water System | \$4,000 | each |
| q) | Woodlands Heights Water System | \$3,000 | each |
| r) | Ymir Water System | \$2,000 | each |

| No. | Item | Rate | Unit |
|-----|---|--|--|
| 6.2 | Capital Infrastructure Charge for creation of Serviced Dwelling Units in a Multiple Dwelling Parcel Development after the initial Dwelling Unit, and Capital Infrastructure Charge for creation of Serviced Commercial, Industrial or Institutional Unit after the initial Unit a) Balfour Water System b) Burton Water System c) Duhamel Water System d) Edgewood Water System e) Erickson Water System f) Fauquier Water System g) Grandview Properties Water System h) Lister Water System i) Lucas Road Water System j) McDonald Creek Water System k) Riondel Water System l) Rosebery Highlands Water System m) Sanca Water System n) South Slovan Water System o) West Robson Water System p) Woodbury Water System q) Woodlands Heights Water System r) Ymir Water System | 1,500 2,500 1,000 2,000 1,500 2,500 2,500 2,500 1,500 1,000 1,000 2,500 1,000 2,500 2,000 2,000 1,500 1,000 | each each each each each each each each each each each each each each each each each each each |
| 6.3 | Capital Infrastructure Charge for new irrigation privileges on Agricultural Land | \$5,000 | per acre |
| 6.4 | Water Main Extension and Improvements | Actual Cost | |
| 6.5 | Water Connection Charges a) Installation b) Capital Infrastructure Charge for existing Parcels within a Water System Service Area not currently paying a Water Tax, Capital Reserve Fund Contribution or Undeveloped Parcel Fee | Actual Cost \$10,000 | |

| 7 | Water Service Area Boundary Extension | | |
|-----|---|-------------|----------|
| 7.1 | Capital Infrastructure Charge for addition of a new Parcel to a Service Area, and bringing land into a Water Service Area by lot line cancellation or lot boundary adjustment | | |
| a) | Balfour Water System | 25,000 | each |
| b) | Burton Water System | 25,000 | each |
| c) | Duhamel Water System | 18,000 | each |
| d) | Edgewood Water System | 25,000 | each |
| e) | Erickson Water System | 25,000 | each |
| f) | Fauquier Water System | 25,000 | each |
| g) | Grandview Properties Water System | 25,000 | each |
| h) | Lister Water System | 25,000 | each |
| i) | Lucas Road Water System | 25,000 | each |
| j) | McDonald Creek Water System | 17,000 | each |
| k) | Riondel Water System | 20,000 | each |
| l) | Rosebery Highlands Water System | 25,000 | each |
| m) | Sanca Water System | 20,000 | each |
| n) | South Slocan Water System | 25,000 | each |
| o) | West Robson Water System | 25,000 | each |
| p) | Woodbury Water System | 25,000 | each |
| q) | Woodlands Heights Water System | 25,000 | each |
| r) | Ymir Water System | 22,000 | each |
| 7.2 | Capital Infrastructure Charge for each additional Serviced Dwelling Unit in a Multiple Dwelling Parcel development after the initial Dwelling Unit and Capital Infrastructure Charge for each additional Serviced Commercial, Industrial or Institutional Unit after the initial Unit | | |
| a) | Balfour Water System | 12,500 | each |
| b) | Burton Water System | 12,500 | each |
| c) | Duhamel Water System | 9,000 | each |
| d) | Edgewood Water System | 12,500 | each |
| e) | Erickson Water System | 12,500 | each |
| f) | Fauquier Water System | 12,500 | each |
| g) | Grandview Properties Water System | 12,500 | each |
| h) | Lister Water System | 12,500 | each |
| i) | Lucas Road Water System | 12,500 | each |
| j) | McDonald Creek Water System | 8,500 | each |
| k) | Riondel Water System | 10,000 | each |
| l) | Rosebery Highlands Water System | 12,500 | each |
| m) | Sanca Water System | 10,000 | each |
| n) | South Slocan Water System | 12,500 | each |
| o) | West Robson Water System | 12,500 | each |
| p) | Woodbury Water System | 12,500 | each |
| q) | Woodlands Heights Water System | 12,500 | each |
| r) | Ymir Water System | 11,000 | each |
| 7.3 | Capital Infrastructure Charge for irrigation privileges on Agricultural Land | \$25,000 | per acre |
| 7.5 | Water Main Extension and Improvements | Actual Cost | |

| | | | |
|----------|---|-------------|--------|
| 7.6 | Water Connection Installation | Actual Cost | |
| 7.7 | Abandonment of Water Connection | Actual Cost | |
| 8 | Alternate Meter Read | | |
| 8.1 | Manual Meter Read – when read during scheduled automated readings | \$50 | annual |
| 8.2 | Manual Meter Read – unscheduled trip | \$50 | each |

**SCHEDULE B TO BYLAW NO. 2825
WATER SYSTEM SPECIFIC RATES, FEES AND CHARGES**

1 ARROW CREEK WATER TREATMENT AND SUPPLY SERVICE AREA

| No. | Item | Rate | Unit |
|-----|--|--------------|----------|
| 1 | Town of Creston (Operations and Maintenance) | \$722,973.00 | annually |
| 2 | Erickson Water Distribution Service (Operations and Maintenance) | \$572,800.00 | annually |

2 BALFOUR WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|----------|---------------------------|
| 1 | Metered Rate | | |
| a) | Base Charge – 3/4" meter | \$145.00 | quarterly |
| b) | Base Charge – 1" meter | \$180.00 | quarterly |
| c) | Base Charge – 1 1/2" meter | \$226.00 | quarterly |
| d) | Base Charge – 2" meter | \$282.00 | quarterly |
| e) | Metered Consumption - First Block (Up to 100 cubic meters) | \$1.16 | per cubic meter quarterly |
| f) | Metered Consumption - Second Block (Over 100 cubic meters) | \$1.73 | per cubic meter quarterly |
| g) | Metered Consumption – Approved Non Profit (Per cubic meter) | \$0.75 | per cubic meter quarterly |
| 2 | Unmetered Building Construction | \$809.00 | annually |

3 BURTON WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|--|------------|---------------------------|
| 1 | Commercial - Campground (includes washrooms, serviced campsites and standpipe fill stations) | \$2,004.00 | annually |
| 2 | Commercial – Business | \$1,323.00 | annually |
| 3 | Commercial – Food and Beverage Service | \$1,323.00 | annually |
| 4 | Commercial – Orchard | \$1,323.00 | annually |
| 5 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$1,323.00 | annually |
| b) | Additional Dwelling | \$663.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$663.00 | annually |
| 6 | Dwelling - Single Family | \$1,323.00 | annually |
| 7 | Institutional - Church | \$1,205.00 | annually |
| 8 | Institutional - Community Hall | \$1,205.00 | annually |
| 9 | Institutional - School | \$2,004.00 | annually |
| 10 | Metered Rate | | |
| a) | Base Charge | \$133.00 | quarterly |
| b) | Metered Consumption | \$2.25 | per cubic meter quarterly |

4 DUHAMEL WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|----------|------------------------------|
| 1 | Commercial – Short-Term Accommodation Rentals | \$655.00 | annually |
| 2 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$655.00 | annually |
| b) | Additional Dwelling | \$655.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$655.00 | annually |
| 3 | Dwelling - Single Family | \$655.00 | annually |
| 4 | Metered Rate | | |
| a) | Base Charge | \$66.00 | quarterly |
| b) | Metered Consumption | \$0.99 | per cubic meter quarterly |

5 EDGEWOOD WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|--|------------|------------------------------|
| 1 | Commercial - Business (Includes store, bank, post office, office & small business) | \$862.00 | annually |
| 2 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$1,480.00 | annually |
| b) | Additional Dwelling | \$742.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$742.00 | annually |
| 3 | Dwelling - Single Family | \$1,480.00 | annually |
| 4 | Industrial - Road Maintenance Yard | \$2,582.00 | annually |
| 5 | Institutional – Church | \$1,293.00 | annually |
| 6 | Institutional - Community Hall | \$1,293.00 | annually |
| 7 | Institutional - Health Facility | \$647.00 | annually |
| 8 | Institutional – Fire Hall | \$1,480.00 | annually |
| 9 | Institutional - School | \$2,149.00 | annually |
| 10 | Recreational (includes park & field Irrigation and Restroom Facilities) | \$2,149.00 | annually |
| 11 | Metered Rate | | |
| a) | Base Charge | \$148.00 | quarterly |
| b) | Metered Consumption | \$1.87 | per cubic meter quarterly |

6 ERICKSON WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|------------|-----------------------------|
| 1 | Agricultural - Land Charge (Per acre, excluding first acre) | \$333.00 | annually |
| 2 | Agricultural - Greenhouse (for each square foot over 2,000) | \$0.12 | per square foot annually |
| 3 | Commercial - Short-Term Accommodation Rentals | | |
| a) | Base Rate | \$1,073.00 | annually |
| b) | Rate per additional Rental Room | \$179.00 | annually |
| 4 | Commercial - Business (Includes store, bank, post office, office & small business) | \$1,105.00 | annually |
| 5 | Commercial - Campground | | |
| a) | Base Rate (for Retail/Business /Dwelling) | \$1,105.00 | annually |
| b) | Per Camp Site | \$79.00 | annually |
| 6 | Commercial - Food & Beverage Services (Including restaurant, fruit stand, food stand, bakery, coffee shop, lounge, beverage room/stand) | \$1,105.00 | annually |
| 7 | Commercial - Food & Beverage Process & Storage | \$5,435.00 | annually |
| 8 | Commercial - Hotel/Motel | | |
| a) | Base Rate | \$0.00 | annually |
| b) | Per Room Rate | \$580.00 | annually |
| c) | Restaurant | \$1,105.00 | annually |
| d) | Lounge | \$1,105.00 | annually |
| e) | Swimming Pool | \$563.00 | annually |
| 9 | Commercial - Manufactured Home Park (Conforming to <i>Manufactured Home Park Bylaw</i> No. 1082, 1995 with all Dwellings under one Account) | | |
| a) | Base Rate | \$1,105.00 | annually |
| b) | Per Dwelling | \$738.00 | annually |
| 10 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$1,073.00 | annually |
| b) | Additional Dwelling | \$1,073.00 | annually |
| c) | Secondary Suite | \$738.00 | annually |
| d) | Additional Mobile Housing Unit Dwelling | \$1,073.00 | annually |
| e) | Swimming Pool (greater than 5,000 Litres) | \$263.00 | annually |
| 11 | Dwelling - Single Family | | |
| a) | Dwelling | \$1,073.00 | annually |
| b) | Swimming Pool (greater than 5,000 Litres) | \$263.00 | annually |
| 12 | Industrial - Small Business (Includes office and yard) | \$1,105.00 | annually |
| 13 | Industrial - Saw Mill | \$6,771.00 | annually |
| 14 | Institutional - Church | \$1,017.00 | annually |
| 15 | Institutional - Community Hall | \$1,017.00 | annually |
| 16 | Institutional - School (per classroom) | \$947.00 | annually |
| 17 | Water Usage with No Development | \$333.00 | annually |

| No. | Item | Rate | Unit |
|-----|-------------------------------------|----------|---------------------------|
| 18 | Metered Rate | | |
| a) | Base Charge | \$108.00 | quarterly |
| b) | Metered Consumption | \$0.83 | per cubic meter quarterly |
| 19 | Capital Reserve Fund Contribution | | |
| a) | Per Parcel of Land | \$360.00 | annually |
| b) | Per Manufactured Home Park Dwelling | \$360.00 | annually |

7 FAUQUIER WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|------------|---------------------------|
| 1 | Commercial - Business (Includes store & laundromat) | \$2,410.00 | annually |
| 2 | Commercial – Concession Stand | \$1,284.00 | annually |
| 3 | Commercial - Food & Beverage Services | \$2,899.00 | annually |
| 4 | Commercial - Golf Course (Includes club house, irrigation and campsites) | \$4,981.00 | annually |
| 5 | Commercial - Hotel/Motel | \$1,770.00 | annually |
| 6 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$1,284.00 | annually |
| b) | Additional Dwelling | \$643.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$643.00 | annually |
| 7 | Dwelling - Single Family | \$1,284.00 | annually |
| 8 | Institutional - Church | \$1,129.00 | annually |
| 9 | Institutional - Community Hall | \$1,129.00 | annually |
| 10 | Institutional - Public Restrooms (Transportation) | \$911.00 | annually |
| 11 | Institutional - Utility Restrooms | \$911.00 | annually |
| 12 | Recreational (Includes Park & Field Irrigation and Restroom Facilities) | \$1,474.00 | annually |
| 13 | Metered Rate | | |
| a) | Base Charge | \$128.00 | quarterly |
| b) | Metered Consumption | \$0.97 | per cubic meter quarterly |

8 GRANDVIEW PROPERTIES WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|------------|---------------------------|
| 1 | Metered Rate | | |
| a) | Base Charge | \$158.00 | quarterly |
| b) | Metered Consumption - First Block (Up to 50 cubic meters) | \$1.10 | per cubic meter quarterly |
| c) | Metered Consumption - Second Block (Over 50 cubic meters) | \$2.74 | per cubic meter quarterly |
| 2 | Undeveloped Parcel | \$630.00 | annually |
| 3 | Unmetered Building Construction | \$1,139.00 | annually |

9 LISTER WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|------------|---------------------------|
| 1 | Commercial - Business (Includes store, bank, post office, office & small business) | \$875.00 | annually |
| 2 | Commercial - Food & Beverage Services (Including restaurant, fruit stand, food stand, bakery, coffee shop, lounge, beverage room/stand) | \$875.00 | annually |
| 3 | Commercial – Food Processing | \$875.00 | annually |
| 4 | Commercial - Golf Course (Does not include irrigation) | \$3,829.00 | annually |
| 5 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$554.00 | annually |
| b) | Additional Dwelling | \$554.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$554.00 | annually |
| d) | Swimming Pool (greater than 5,000 Liters) | \$554.00 | annually |
| 6 | Dwelling - Single Family | | |
| a) | Dwelling | \$554.00 | annually |
| b) | Swimming Pool (greater than 5,000 Liters) | \$378.00 | annually |
| 7 | Institutional – Fire Hall | \$554.00 | annually |
| 8 | Institutional – Community Hall/Park | \$554.00 | annually |
| 9 | Metered Rate | | |
| a) | Base Charge | \$56.00 | quarterly |
| b) | Metered Consumption | \$0.50 | per cubic meter quarterly |
| 10 | Capital Reserve Fund Contribution | \$398.00 | annually |

10 LUCAS ROAD WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---------------------|----------|---------------------------|
| 1 | Metered Rate | | |
| a) | Base Charge | \$252.00 | quarterly |
| b) | Metered Consumption | \$1.91 | per cubic meter quarterly |

11 MCDONALD CREEK WATER SYSTEM

- (1) Rates and fees for the McDonald Creek Water System are in accordance with the agreement between the Regional District and the Village of Kaslo.
- (2) McDonald Creek Customer Account Administration and Water Connection Maintenance is subject to Village of Kaslo fees and charges.

12 RIONDEL WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|-------------|---------------------------|
| 1 | Commercial - Business (Includes store, bank, post office, office & small business) | \$789.00 | annually |
| 2 | Commercial - Recreational Rentals Seasonal (per unit) | \$495.00 | annually |
| 3 | Commercial - Food & Beverage Services (Including restaurant, fruit stand, food stand, bakery, coffee shop, lounge, beverage room/stand) | \$1,387.00 | annually |
| 4 | Commercial - Golf Course (includes irrigation) | \$14,833.00 | annually |
| 5 | Commercial - Campground (includes washrooms, serviced campsites and standpipe fill stations) | \$3,964.00 | annually |
| 6 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$798.00 | annually |
| b) | Additional Dwelling | \$798.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$798.00 | annually |
| 7 | Dwelling - Single Family | \$798.00 | annually |
| 8 | Institutional - Ambulance Station | \$1,184.00 | annually |
| 9 | Institutional - Church | \$798.00 | annually |
| 10 | Institutional - Church Seasonal | \$495.00 | annually |
| 11 | Institutional - Regional District Community Building | \$0.00 | annually |
| 12 | Institutional - Regional District Community Center | \$0.00 | annually |
| 13 | Institutional - Regional District Recreational Center | \$0.00 | annually |
| 14 | Institutional – Regional District Fire Hall | \$0.00 | annually |
| 15 | Recreational - Regional District Recreational Center | \$0.00 | Annually |
| 16 | Metered Rate | | |
| a) | Base Charge | \$80.00 | quarterly |
| b) | Metered Consumption | \$1.21 | per cubic meter quarterly |

13 ROSEBERY HIGHLANDS WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|------------|---------------------------|
| 1 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$1,187.00 | annually |
| b) | Additional Dwelling | \$1,187.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$1,187.00 | annually |
| 2 | Dwelling - Single Family | \$1,187.00 | annually |
| 3 | Undeveloped Parcel | \$830.00 | annually |
| 4 | Metered Rate | | |
| a) | Base Charge | \$208.00 | quarterly |
| b) | Metered Consumption | \$2.31 | per cubic meter quarterly |

14 SANCA WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|----------|----------|
| 1 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$723.00 | annually |
| b) | Additional Dwelling | \$723.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$723.00 | annually |
| 2 | Dwelling - Single Family | \$723.00 | annually |

15 SOUTH SLOCAN WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|--|------------|---------------------------|
| 1 | Commercial - Business (Includes store, bank, office & small business) | \$1,797.00 | annually |
| 2 | Commercial - Food & Beverage Services (Including restaurant, fruit stand, food stand, bakery, coffee shop, lounge, beverage room/stand) | \$4,617.00 | annually |
| 3 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$1,797.00 | annually |
| b) | Additional Dwelling | \$1,797.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$1,797.00 | annually |
| d) | Secondary Suite | \$1,256.00 | annually |
| 4 | Dwelling - Single Family | \$1,797.00 | annually |
| 5 | Industrial - Small Business (Includes office, shop and yard) | \$1,797.00 | annually |
| 6 | Institutional - Regional District Community Building | \$1,797.00 | annually |
| 7 | Metered Rate | | |
| a) | Base Charge | \$180.00 | quarterly |
| b) | Metered Consumption | \$2.06 | per cubic meter quarterly |

16 WEST ROBSON WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|--|----------|---------------------------|
| 1 | Commercial - Manufactured Home Park (Conforming to <i>Manufactured Home Park Bylaw</i> No. 1082, 1995 with all Dwellings under one Account) | | |
| a) | Per Dwelling | \$531.00 | annually |
| b) | Capital Reserve Fund Contribution per Dwelling | \$95.00 | annually |
| 2 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$709.00 | annually |
| b) | Additional Dwelling | \$354.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$354.00 | annually |
| 3 | Dwelling - Single Family | \$709.00 | annually |
| 4 | Metered Rate | | |
| a) | Base Charge | \$71.00 | quarterly |
| b) | Metered Consumption | \$1.22 | per cubic meter quarterly |

17 WOODBURY WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|---|----------|---------------------------|
| 1 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$873.00 | annually |
| b) | Additional Dwelling | \$458.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$458.00 | annually |
| d) | Secondary Suite | \$458.00 | annually |
| 2 | Dwelling - Single Family | \$873.00 | annually |
| 3 | Undeveloped Parcel | \$377.00 | annually |
| 4 | Metered Rate | | |
| a) | Base Charge | \$124.00 | quarterly |
| b) | Metered Consumption | \$3.56 | per cubic meter quarterly |

18 WOODLAND HEIGHTS WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|--------------------------|------------|---------------------------|
| 1 | Dwelling - Single Family | \$1,690.00 | annually |
| 2 | Dwelling – Multi Family | | |
| a) | First Dwelling | \$1,690.00 | annually |
| b) | Additional Dwelling | \$1,690.00 | annually |
| c) | Secondary Suite | \$1,014.00 | annually |
| 3 | Metered Rate | | |
| a) | Base Charge | \$168.00 | quarterly |
| b) | Metered Consumption | \$2.32 | per cubic meter quarterly |

19 YMIR WATER SYSTEM

| No. | Item | Rate | Unit |
|-----|--|------------|----------|
| 1 | Commercial - Short-Term Accommodation Rentals | | |
| a) | Base Rate (Including Dwelling) | \$604.00 | annually |
| b) | Rate per Rental Room | \$92.00 | annually |
| 2 | Commercial - Business (Includes store, bank, post office, office, food stand, food counter, bakery, coffee service & small business) | \$604.00 | annually |
| 3 | Commercial - Food & Beverage Services (Including restaurant, lounge, & beverage room) | \$907.00 | annually |
| 4 | Commercial - Hotel/Motel | | |
| a) | Base Rate | \$2,894.00 | annually |
| b) | Per Room Rate | \$92.00 | annually |
| c) | Restaurant | \$655.00 | annually |
| d) | Lounge/Beverage Room | \$471.00 | annually |
| e) | Laundry | \$2,894.00 | annually |
| f) | Coffee shop | \$655.00 | annually |

| No. | Item | Rate | Unit |
|-----|---|----------|------------------------------|
| 5 | Dwelling - Multi Family | | |
| a) | First Dwelling | \$604.00 | annually |
| b) | Additional Dwelling | \$604.00 | annually |
| c) | Additional Mobile Housing Unit Dwelling | \$604.00 | annually |
| 6 | Dwelling - Single Family | \$604.00 | annually |
| 7 | Institutional - Community Association | \$0.00 | annually |
| 8 | Institutional – Arts & Museum Society | \$0.00 | annually |
| 9 | Institutional - Fire Hall | \$0.00 | annually |
| 10 | Metered Rate | | |
| a) | Base Charge | \$60.00 | quarterly |
| b) | Metered Consumption | \$2.46 | per cubic meter quarterly |

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2829

A Bylaw to repeal the Riondel Recreation Land and Parks Specified Service Area Bylaw No. 119, 1972.

WHEREAS the Board of Directors of the Regional District of Central Kootenay (RDCK) adopted the Riondel Recreation Land and Parks Specified Service Area Bylaw No. 119, 1972 for the purpose of providing recreational lands and parks for the Riondel Recreation Land and Parks Specified Service Area;

AND WHEREAS the RDCK owns the lands identified in Bylaw No. 119 and no longer leases the lands from Cominco Limited;

AND WHEREAS the Board deemed it advisable to dissolve the Riondel Recreation Land and Parks Specified 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 A (previously known as Electoral Area D);

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

REPEAL

- 1 "Riondel Recreation Land and Parks Specified Service Area Bylaw No. 119, 1972", and amendments hereto, are hereby repealed.

CITATION

- 2 This Bylaw may be cited as Riondel Recreation Land and Parks Specified Service Area Repeal Bylaw No. 2829, 2022."

READ A FIRST TIME this 21st day of April, 2022.

READ A SECOND TIME this 21st day of April, 2022.

READ A THIRD TIME this 21st day of April, 2022.

I hereby certify that this a true and correct copy of the Riondel Recreation Land and Parks Specified Service Area Repeal Bylaw No. 2829, 2022 as read a third time by the Regional District of Central Kootenay Board on day of , 2022.

Mike Morrison, Corporate Officer

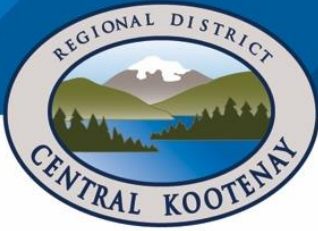
ASSENT RECEIVED as per the *Local Government Act – consent on behalf of electoral participating area.*

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



Board Report

Date of Report: April 13, 2022
Date & Type of Meeting: April 21, 2022 General Open Board Meeting
Author: Tom Dool, Research Analyst
Subject: Salmo & G Library Contribution Service
File: RDCK\13\6950\
Electoral Area/Municipality: Electoral Area G and Salmo

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to provide the Board consideration regarding the repeal of Salmo and Portion of the Electoral Area G Library Financial Aid Service Bylaw No. 791, 1999 and first, second, and third reading of the Salmo and Electoral Area G Library Financial Aid Service Bylaw No. 2837, 2022.

This report provides a timeline, subject to the Boards approval, regarding the process for adoption of the Salmo and Electoral Area G Library Financial Aid Service Bylaw No. 2837, 2022.

The recommendation is that the Salmo and Electoral Area G Library Financial Aid Service Bylaw No. 2837, 2022 be read a first, second, and third time by content.

SECTION 2: BACKGROUND/ANALYSIS

At the December 9th, 2021 Open Board meeting the Board resolved that (912/21)

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

At the March 17, 2022 Open Board meeting staff presented a report to the Board regarding options and implications of either amending the existing bylaw or repealing and replacing with a bylaw to accomplish the Boards intentions. As per the accompanying recommendation the Board resolved (195/22)

That the Board direct staff to repeal the Salmo and Portion of Electoral Area G Library Financial Aid Service Bylaw No. 791, 1990; AND FURTHER, to prepare a service establishment bylaw for the Salmo and Electoral Area G Library Financial Aid Service SUBJECT TO staff conducting a public consultation process; and that voter approval, for the bylaw, be undertaken by means of Alternative Approval Process.

The Salmo and Electoral Area G Library Financial Aid Service Bylaw No. 2837, 2022 (Attachment A), provides the Board with consideration for a new service establishment bylaw that incorporates all of Area G into the service, ensures both service participants pay the same rate, and addresses previously identified shortcomings in the Salmo and Portion of the Electoral Area G Library Financial Aid Service Bylaw No. 791, 1999 (Attachment B).

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

Maximum Annual Allowable Requisition

The maximum amount to be requisitioned annually for the service shall be the greater of \$112,109 or a rate of \$0.199/\$1000 of the net taxable assessed value of land and improvements.

Apportionment

Service participants shall pay the same rate per thousand of the net taxable assessed value of land and improvements.

Cost Recovery

The annual cost of providing the service shall be recovered by one or more of the following:

1. Property value taxes;
2. Fees and charges;
3. Revenues raised by other means; or
4. Revenues received by way of agreement, enterprise, grant, or otherwise.

Current Annual Requisition

Figure 1 describes annual requisitions and rates for service participants based on funding the Salmo Valley Public Library to the degree identified in the 2021-2025 Financial Plan.

Figure 1. Rates and Requisitions

| Value | 2022 | 2023 | 2024 | 2025 | 2025 | Max |
|------------------|-------------|-------------|-------------|-------------|-------------|---------------|
| Requisition | \$91,766.00 | \$92,516.00 | \$92,537.00 | \$92,559.00 | \$92,581.74 | \$ 112,109.00 |
| Actual Rate | \$0.16 | \$0.16 | \$0.16 | \$0.16 | \$0.16 | \$ 0.199 |
| Residential Rate | \$0.13 | \$0.13 | \$0.13 | \$0.13 | \$0.13 | \$ 0.153 |
| Area G | \$63,576.86 | \$64,096.47 | \$64,111.02 | \$64,126.26 | \$64,142.01 | \$ 77,670.79 |
| Salmo | \$28,189.14 | \$28,419.53 | \$28,425.98 | \$28,432.74 | \$28,439.73 | \$ 34,438.21 |
| Total | \$91,766.00 | \$92,516.00 | \$92,537.00 | \$92,559.00 | \$92,581.74 | \$112,109.00 |

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

Despite the current service being established by the Salmo and Portion of the Electoral Area G Library Financial Aid Service Bylaw No. 791, 1999, prior to the August 30, 2000 transition date specified in the Local Government Act (LGA) the Board is required to adopt a new service establishment bylaw and seek the approval of the Local Government Inspect. As stated in LGA S241(4) the Board must adopt a bylaw in relation to a continued service if changes are made to any of the following

1. The service area;
2. The method of cost recover;
3. The apportionment of costs in relation to the service.

As per S339 of the Local Government (LGA) Act The Salmo and Electoral Area G Library Financial Aid Service Bylaw No. 2837, 2022 specifies:

1. The nature of the service;
2. The boundaries of the service area;

3. The participating areas for the service;
4. The method of cost recovery for the service;
5. The maximum amount that may be requisitioned for the service.

In accordance with S340 of the LGA the bylaw sets out the method of apportionment as both service participants paying the same rate. Because this is specified in the bylaw the General Rule of Apportionment, as defined in LGA S380(2)(a), does not apply to this service.

It should be noted that this is Financial Aid Service and not a Regional Library Service. In this regard the exceptions specified in LGA S339(2)(i) do not apply. Additionally, Part 3 of the Library Act does not apply to the bylaw.

If it is the Boards intention to give 3 readings to the proposed bylaw the Board should anticipate the bylaw will be submitted to the Local Government Inspector for approval (6 to 8 weeks). Upon receiving approval staff will present the Board with a subsequent recommendation seeking approval to proceed with the previously directed Alternative Approval Process. The recommendation would include a schedule for

- Public Consultation
- First Notice
- Second Notice
- The AAP Submission Period
- Certification of Results
- Approval by the Board

The subsequent recommendation would also seek approval of the question submitted on the AAP form.

3.3 Environmental Considerations

None.

3.4 Social Considerations:

Sustainable funding for library services contributes to the overall literacy of the community and ensure access to information resources that may not be available to some members of the community otherwise.

3.5 Economic Considerations:

None.

3.6 Communication Considerations:

If it is the Boards intention to give three readings to the proposed bylaw staff will begin to work with the Salmo Valley Public Library regarding a public engagement campaign regarding expansion to the library financial aid service area expansion.

3.7 Staffing/Departmental Workplace Considerations:

None.

3.8 Board Strategic Plan/Priorities Considerations:

The Board may consider strengthening the relationships between community partners by improving the funding model for the library in Salmo. The library is an important gathering point within the community and a significant information resource for residents of the Village and the Regional District.

SECTION 4: OPTIONS & PROS / CONS

Option 1. That the Salmo and Electoral Area G Library Financial Aid Service Bylaw No. 2837, 2022 be read a FIRST, SECOND, and THIRD time by content.

Pros

- Provides for a clear Local Government Act compliant bylaw
- Simplifies administration of the service
- Provides for a more sustainable funding model for the Salmo Library
- Reduces taxation for current rate payers

Cons

- Increases taxation for those incorporated into the service area

Option 2. That Board resolution 195/22 be rescinded and staff be directed to take no further action on the mater.

Pros

None.

Cons

The current service establishment bylaw, Salmo and Portion of the Electoral Area G Library Financial Aid Service Bylaw No. 791, 1999, is not in compliance with the requirements of the Local Government Act.

SECTION 5: RECOMMENDATIONS

That the Salmo and Electoral Area G Library Financial Aid Service Bylaw No. 2837, 2022 be read a FIRST, SECOND, and THIRD time by content.

Respectfully submitted,
Tom Dool, Research Analyst

CONCURRENCE

Corporate Officer – Mike Morrison

Approved

Chief Administrative Officer – Stuart Horn

Approved

ATTACHMENTS:

Attachment A – The Salmo and Electoral Area G Library Financial Aid Service Bylaw No. 2837, 2022

Attachment B – The Salmo and Portion of the Electoral Area G Library Financial Aid Service Bylaw No. 791, 1999

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2837

A Bylaw to establish a local service within the Village of Salmo and Electoral Area G to provide a financial contribution to the Village of Salmo for the operation of the Salmo Valley Public Library.

WHEREAS the Board of Directors of the Regional District of Central Kootenay adopted “Salmo and Portion of Electoral Area G Library Financial Aid Service Bylaw No. 791, 1999” to establish the Local Service for Library Financial Aid for the Village of Salmo and a portion of Electoral Area G;

AND WHEREAS the Board desires to extend the service area to include all of Electoral Area G and the Village of Salmo;

AND WHEREAS the Board recognizes the requirements of service establishment bylaw compliance with the *Local Government Act*;

AND WHEREAS the Board desires the repeal and replacement of “Salmo and Portion of Electoral Area G Library Financial Aid Service Bylaw No. 791, 1999”.

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

DECLARATION

- 1 The Regional District hereby establishes a service within the boundaries of Electoral Area G and the Village of Salmo to be known as the Salmo and Electoral Area G Library Financial Aid Service for the purpose of providing a financial contribution towards the costs of operating the Salmo Valley Public Library.

SERVICE AREA

- 2 The boundaries of the service area shall include the Village of Salmo and Electoral Area G. The service area shall be known as the Salmo and Electoral Area G Library Financial Aid Service Area.

PARTICIPANTS

- 3 Participants of the service shall include the Village of Salmo and Electoral Area G.

COST RECOVERY

- 4 The annual cost of providing the service shall be recovered by one or more of the following:
- (1) Property value taxes;
 - (2) Fees and charges;
 - (3) Revenues raised by other means; or
 - (4) Revenues received by way of agreement, enterprise, grant, or otherwise.

MAXIMUM ANNUAL REQUISITION

- 5 The maximum amount to be requisitioned annually for the service shall be the greater of \$112,109 or a rate of \$0.199/\$1000 of the net taxable assessed value of land and improvements.

APPORTIONMENT

- 6 Service participants shall pay the same rate per thousand of the net taxable assessed value of land and improvements.

REPEAL

- 7 **“Salmo and Portion of Electoral Area G Library Financial Aid Service Bylaw No. 791, 1999”**, and amendments hereto, are hereby repealed.

CITATION

- 8 This Bylaw may be cited as **“Salmo and Electoral Area G Library Financial Aid Service Bylaw No. 2837, 2022”**.

READ A FIRST TIME this 21st day of April, 2022.

READ A SECOND TIME this 21st day of April, 2022.

READ A THIRD TIME this 21st day of April, 2022.

ADOPTED by an affirmative vote of at least 2/3 of the votes cast this [Date] day of [Month], 20XX.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 791

A Bylaw to convert the "Public Library Service" function to a local service within the Village of Salmo and Portion of Electoral Area G.

WHEREAS under Section 767(4) of the Municipal Act, a regional district exercising a power to provide a service other than a general service, shall adopt a bylaw respecting that service which:

- (a) meets the requirements of Section 794 for an establishing bylaw, and
- (b) is adopted in accordance with the requirements of Section 802 as if it were a bylaw amending an establishing bylaw.

AND WHEREAS the Regional Board of the Regional District of Central Kootenay was granted by way of supplementary Letters Patent dated October 20, 1980 and amendments thereto, the function of "Public Library Service" for the participants of the Village of Salmo and Portion of Electoral Area G;

AND WHEREAS the Regional Board of the Regional District of Central Kootenay wishes to convert the aforesaid "Public Library Service" function to a local service;

NOW THEREFORE, THE REGIONAL BOARD OF THE REGIONAL DISTRICT OF CENTRAL KOOTENAY IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

1. The "Public Library Service" function as established by way of supplementary Letters Patent dated October 29, 1980 and amendments thereto is hereby established as a local service with the Regional Board authorized to grant financial aid to an organization responsible for the operation and maintenance of a public library service.
2. The boundaries of the local service area as established above shall include the Village of Salmo and Portion of Electoral Area G as set out in the map attached which shall be the participating areas for the service and shall be known as "Salmo and Portion of Electoral Area G Library Financial Aid Service".
3. For the purpose of this local service, the Regional Board may by bylaw enter into an agreement or agreements with the Ministry of Provincial Secretary and Government Services and such agreements would be subject to the provisions of Section 40 of the Library Act.
4. The maximum amount that may be granted annually as financial aid for the service shall be Twenty-Three Thousand ((\$23,000.00) Dollars.
5. The annual financial aid shall be apportioned 57% to the Village of Salmo and 43% to Portion of Electoral Area G.
6. The annual financial aid costs for this local service shall be recovered by the requisition of money under Sections 809 and 809.1 of the Municipal Act to be collected by a property value tax apportioned by the method set out in Section 808(2) of the Municipal Act.

7. This Bylaw may be cited as "Salmo and Portion of Electoral Area G Library Financial Aid Service Bylaw No. 791, 1990".

READ A FIRST TIME this 27th day of January, 1990.

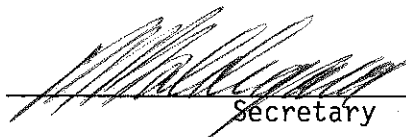
READ A SECOND TIME this 27th day of January, 1990.

READ A THIRD TIME this 27th day of January, 1990.

APPROVED by the Inspector of Municipalities on the 21st day of March, 1990.

RECONSIDERED AND ADOPTED this 23rd day of March, 1990.


Chairperson


Secretary

I hereby certify that this is a true and correct copy of "Salmo and Portion of Electoral Area G Library Financial Aid Service Bylaw No. 791, 1990" as read a third time by the Regional District of Central Kootenay Board on the _____ day of _____, 1990.

DATED this _____ day of _____, 1990.

Secretary

I hereby certify that this is a true and correct copy of "Salmo and Portion of Electoral Area G Library Financial Aid Service Bylaw No. 791, 1990".


DATED this _____ day of _____, 1990.

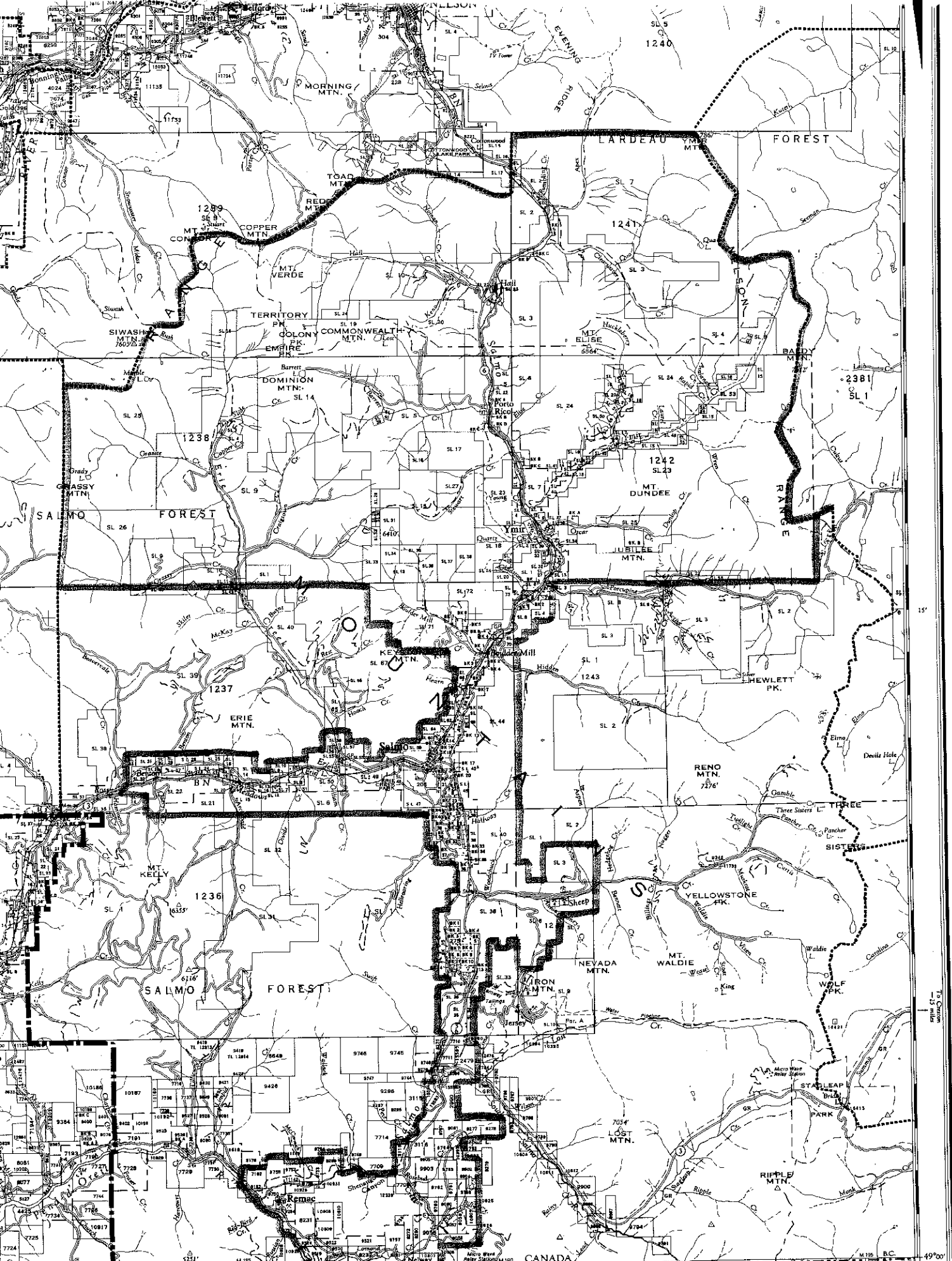
Secretary

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 791

(Portion Electoral Area 6)

- BOUNDARY - 
- LAND DISTRICT - Kootenay
- LAND TITLE OFFICE - Nelson
- SCALE - 1 : 160,000



Angela Lund

From: Crossley, Margaret <margaret.crossley@usask.ca>
Sent: April 6, 2022 10:42 AM
To: Garry Jackman
Cc: Angela Lund
Subject: Application for a Permissive Property Tax Exemption
Attachments: BHS to RDCK 2022 04 06 Applctn for Permissive Tax Exemption.docx

Categories: BOARD

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

Dear Garry,

I am attaching an application for a "Permissive Property Tax Exemption for the St. Anselm's Church property. This has been completed with the assistance of Colin Heggie, who serves as a volunteer land manager for the Anglican Diocese. As you will know, the Boswell Historical Society has now reached an agreement with the Diocese to purchase St. Anselm's church and property with a long-term financing agreement in place until our legal lease ends in mid-October 2022. We anticipate that transfer of land title to the Boswell Historical Society will occur no later than the end of November 2022.

Please let me know if there is anything more that is required to secure the tax exemption for 2023 and beyond.

Best wishes,
Margaret Crossley, Chair
Boswell Historical Society

Margaret Crossley, Chair
Boswell Historical Society
12637 Hephher Rd,
Boswell, BC V0B 1A4
Margaret.crossley@usask.ca
250-223-8455
April 6th, 2022

Garry Jackman, Director – Area A
Regional District of Central Kootenay
Box 590, Nelson, BC V1L 5R4
gjackman@rdck.bc.ca

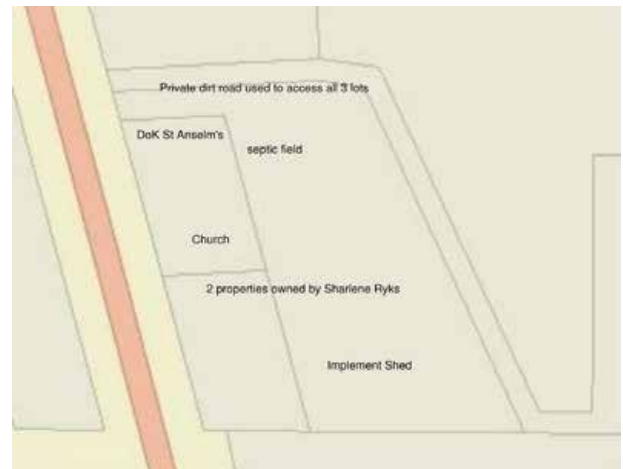
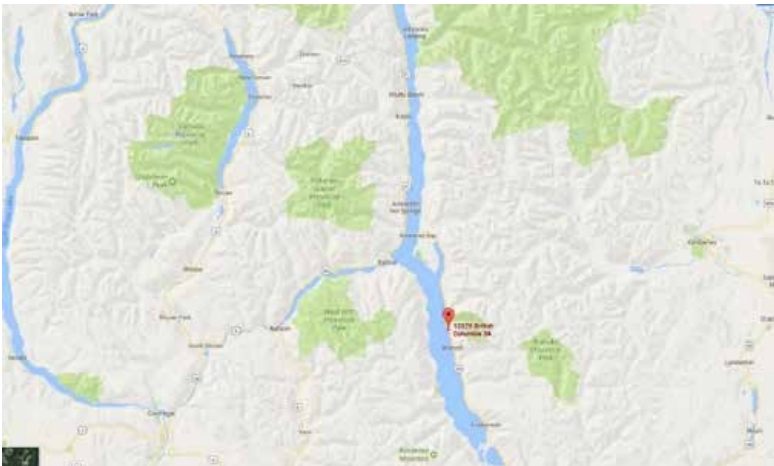
cc. **Angela Lund**, Deputy Corporate Officer, RDCK
alund@rdck.bc.ca

APPLICATION for a PERMISSIVE PROPERTY TAX EXEMPTION

Dear Mr Jackman & Ms Lund,

On behalf of the Boswell Historical Society, I wish to apply for a permissive property tax exemption for the property at:

12676 Highway 3A, Boswell, BC, Assessment Roll # 21-786-05506.000, PID 014-787-806
Lot 1, Plan NEP4803, DL 5027, LD 26
Commonly referred to as “St Anselm’s Church”



Location on the east side of Kootenay Lake; extract of BC Assessment's online map, with labels

The property is 0.18 acres, or 7,841sf; the building is 566sf, with no plumbing.

This application is requested in respect of the **TAXATION (RURAL AREA) ACT** (RSBC 1996) Chapter 448, Part 2, 15 (1) (q), which may be found at [Taxation \(Rural Area\) Act \(gov.bc.ca\)](http://gov.bc.ca)

The Boswell Historical Society (BHS) has been the occupant of the church since before October 12th, 2016, at which time a lease (follows) was arranged between BHS and the property owner, the (Anglican Church) Synod of the Diocese of Kootenay. This lease terminates in October 2022, subject to renewal. However, the BHS intends to complete a purchase of the property around that date. Up to 2021, the property received a statutory property tax exemption from BC Assessment, in recognition of church ownership and use. For 2022, BC Assessment removed the exemption, believing the primary use was no longer worship. Going forward, it is unlikely worship services will be held, so the BHS is asking for a permissive exemption, in recognition of their activities and use of the building as a “demonstrable benefit” to the Boswell and surrounding community.



View from NNW



Closer view from NNW



View from WSW



View from NNE; basement entry in foreground; pit toilet to left

Boswell - St. Anselm
12676 Hwy 3A

IMPORTANT INFORMATION FOR PROPERTY IDENTIFICATION

Area: 21-Nelson/Trail
Jurisdiction: 786-Creston Rural
Roll: 05506.000

Bulk Mail: 109S
School District: 08-Kootenay Lake
Neighbourhood: 010

CONFIDENTIAL PIN: 003366151

BC ASSESSMENT

2022 PROPERTY ASSESSMENT NOTICE

Property Location & Description

12676 HIGHWAY 3A
LOT 1, PLAN NEP4803, DISTRICT LOT 5027, KOOTENAY LAND DISTRICT
PID: 014-787-806

2022 Assessment – represents your property value as of **July 1, 2021**

| Assessed Value | Value | Class |
|----------------------------|------------------|-----------------------|
| Land | 63,300 | |
| Buildings | 74,900 | |
| 2022 Assessed Value | \$138,200 | Rec/Non Profit |
| 2022 Taxable Value | \$138,200 | |

Important messages about your 2022 Assessment

- The tax exemptions applied to your property value have changed from last year. This may result in a change to your property taxes in 2022.
- Due to the specialized nature of your property, it is not displayed on Assessment Search (bcassessment.ca). Please contact us if you require additional information.
- 2022 tax rates will be set in May. For tax information, please go to gov.bc.ca/ruralpropertytax
- If you own land for the benefit of a corporation, a trust or legal partnership, you must check if you need to file with the Land Owner Transparency Registry. See landtransparency.ca for more information.

The Assessment Office for this property is:

Nelson Assessment Office
176-333 Victoria St
Nelson BC V1L 4K3
21-08-786-05506.000

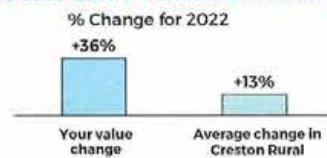
The Owner/Lessee of this property is:

SYNOD OF THE DIOCESE OF KOOTENAY
201-380 LEATHEAD RD
KELOWNA BC V1X 2H8

This is **not** a tax notice. Tax notices are issued by local governments and taxing authorities.

This notice contains important information about your property. Please review and keep for your records. No action is required unless you disagree with your assessment.

YOUR PROPERTY VALUE CHANGE



The graph above shows average change for multiple property types and is for informational purposes only.

Visit bcassessment.ca/marketmovement for information on individual property types.

YOUR PROPERTY VALUE HISTORY

| | | |
|------|------|-----------|
| 2022 | +36% | \$138,200 |
| 2021 | -2% | \$101,300 |
| 2020 | -2% | \$103,100 |
| 2019 | -3% | \$105,500 |

IMPORTANT DATES

- July 1, 2021**
Assessed value is the property's market value as of this date.
 - October 31, 2021**
Assessed value reflects property's physical condition and permitted use as of this date.
 - JAN 31**
THE DEADLINE FOR FILING A NOTICE OF COMPLAINT (APPEAL) IS JANUARY 31, 2022
- Important information about the complaint process can be found on the back page.

CONTACT US

For more information about your Assessment Notice go to bcassessment.ca

From our website you can search for your property, compare your assessment and update your mailing address.

Call us at **1-866-valueBC** (1-866-825-8322) or 604-739-8588.

Before using information in this Notice for non-assessment purposes, please verify records with your Land Title Office. Wherever words or expressions used in this Notice differ from wording of the legislation, the legislation shall prevail. This information is current as of printing deadline.

Follow us on social media: We Value BC, Facebook, Twitter, LinkedIn, YouTube

The 2022 Assessment was amended by the Property Assessment Review Panel to Land 50,000, plus Buildings 55,000, for a revised total of 105,000. (Notice of this decision should be available mid-April.)

A Brief Introduction to the Boswell Historical Society

The Boswell Historical Society (BHS) was founded in August 2015 and incorporated under the BC Society Act in February 2016. The Society's **mission** is to discover, celebrate, preserve, and share the history of Boswell and the surrounding districts along the East Shore of the South Kootenay Lake. In keeping with the mission, the **purposes** of the Society are:

- a. To discover and preserve archival documents and artifacts related to Boswell and district, and to secure and maintain a physical location/museum for display and storage.
- b. To conduct and encourage historical research on Boswell and district.
- c. To communicate about and stimulate interest in Boswell history through written documentation and oral presentation.
- d. To promote the celebration and preservation of historical sites and natural features of Boswell and district.

A little of our history.

From its inception, the Boswell Historical Society entered into a formal partnership with the Anglican Diocese of the Kootenay which permits the Society to use **St. Anselm's Church** in Boswell for meetings, special events, and lectures sponsored by the Society. In return, the Boswell Historical Society is committed to raising funds (i.e., through membership drives, annual community events, grant applications) to cover the annual Fortis Bill and other general maintenance costs associated with St. Anselm's Church. Our members provide janitorial service, keep the church and grounds in good repair and, as resources permit, take on improvements to the structure of the building. In the Spring of 2016, **Neil Arrowsmith**, a local craftsman and finishing carpenter, completed a much-needed repair to the cross and belfry of St. Anselm's. Neil led a group of BHS members and community residents in re-painting the wooden siding and repairing and sprucing up the steps and entrance-way to the Church. In July, 2016, the **public launch** of the Boswell Historical Society with an inaugural **Art Fair** promoted the Society, supported over 20 local artists, and shared the historical features of St. Anselm's Church with almost 300 members of the broader community. In August 2018, the Society added new plantings of ornamental grasses and lavender to the Church grounds, and organized a **Summer Concert and Traditional Tea** with **Horizon Ridge**, a group of Calgary musicians and regular summer visitors. This event served as the major fundraiser to support the maintenance of St. Anselm's Church and other needs of the emerging Society.

An important annual event, hosted by the Boswell Historical Society is an invited **Public Lecture** by a notable local historian. In **2016**, the late **Joan Lang**, Balfour resident and author of "**Lost Orchards: Vanishing Fruit Farms of the West Kootenay**" presented the inaugural lecture at St. Anselm's Church. In **2017** the Public Lecture was delivered by **Jean-Philippe Stienne**, Archivist and Collections Manager, Touchstones Nelson, Museum of Art and History and entitled, "**Documentation and proper storage of archival materials and objects entering the collection of the Boswell Historical Society**". In **2018**, **Greg Nesteroff**, well-known journalist and local historian, provided an oral summary of the "**Life and Times of Sundown Slim**", a notorious, larger-than-life Kootenay character from the community of Lardeau. Greg also led a discussion on Kootenay place names, including Boswell. Our most recent public lecture, in **2019**, was delivered by **Michael Cone**, a local historian and author from Harrop, who gave a fascinating presentation on "**The History of the Kootenay Lake Ferry Service: 1921-1963**".

In **2019**, **Tammy Bradford**, Creston Museum's manager, curator, archivist and historian led a well-attended and successful workshop entitled "**Bringing Local History to Life**", during which she described the best practices and effective strategies to discover, document, and share the formative stories of our community. Our Annual General Meetings also provide a forum for historical presentations. In 2017,

Tom Lybery provided a special AGM presentation on “**Honeymoon Harris**”, a fraudster/landowner who, during the early period of the last century, enticed immigrants from Europe (mostly English) with outrageous claims of productive land along the East Shore of the Kootenay Lake, including “ranch land” north of Riondel. Tom brought along copies of *The Kootenay Magazine*, fascinating promotional publications created by Harris in the years prior to WWI to entice prospective customers. At our AGM in 2019, **Gail Conrad** gave us a special presentation on “**Genealogical Research as a Complement to Local History**”.

In keeping with one of our Society’s main objectives (“to promote the celebration and preservation of historical sites and natural features of Boswell and district”), the **Historical Signage** Committee was formed in 2017. In partnership with the **Boswell Farmers’ Institute**, the Society has created new historical signage at the **Boswell Cemetery** and at the **Boswell Boat Launch**. We are currently working together with the Farmers’ Institute to supplement and complete the boat launch signage and to upgrade and add historic signage to our public beach (**Mackie Park**).

At the 2019 AGM, the Boswell Historical Society set as its main priority the goal of reprinting “**Boswell Beginnings**”, the foundational document published in 1986 by the Boswell Ladies Club that describes the early history of Boswell to approximately 1950. In addition to reprinting the original text as a “collector's edition”, the Society decided to include an addendum of newly submitted personalized family stories, additional research and a description of noteworthy events and organizations from contemporary Boswell. This compilation, originally referred to as “**Where the Hell is Boswell?**” (to recognize Mary Cumming’s spontaneous quip) evolved into the current publication, “**Boswell Beginnings and Beyond**”, completed in the fall of 2021 and circulated for sale throughout the Kootenay.

RECEIVED
NOV 22 2016

The Synod of the Diocese of Kootenay
201 – 380 Leathead Rd.
Kelowna BC
778-478-8310
admin@kootenay.info

The Boswell Historical Society
Boswell PO Box #7, 12680 Hwy 3a,
Boswell, BC V0B 1A0
250-223-8455
margaret.crossley@usask.ca

October 12, 2016

An agreement between the Synod of the Diocese of Kootenay and the Boswell Historical Society.

In view of the particular needs of the Boswell Historical Society and the Synod of the Diocese of Kootenay, we agree to share use of St. Anselm's Anglican Church, Boswell. This agreement does not entail a change of ownership or imply any potential change in ownership at any time in the future. The building and property belong solely to the Synod of the Diocese of Kootenay.

This will be a lease agreement between the Synod of the Diocese of Kootenay and the Boswell Historical Society at a rate of \$12 per year. It will be a year long lease that automatically renews unless either party gives the other 60 days' notice. In the event that either party wishes to terminate the agreement at another time 6 months' notice will be given.

The Synod of the Diocese of Kootenay agrees that the Boswell Historical Society will have access to St. Anselm's Boswell for use as a space for meetings, educational events, guest speakers, and occasional public gatherings. These gatherings will serve the aims and purposes of the Boswell Historical Society and/or share the historical significance and features of St. Anselm's Boswell. Further uses of the building will be considered in consultation between the Diocese and Historical Society but may include the storage of archival material.

The Boswell Historical Society agrees to cover any cost of their use of the building, such as the cost of heating or electricity. Further, the Historical Society agrees to do regular maintenance and upkeep and preserve the shape of the building in its current layout, design, and contents, and to cover the expected costs thereof. Unexpected maintenance or major repairs will be done in consultation with the Synod of the Diocese of Kootenay and by qualified tradespeople if necessary.

Further, the Boswell Historical Society agrees to obtain any and all necessary insurance for public events and to provide copies of said insurance if requested.

Regardless of the forgoing agreement St. Anselm's Boswell remains a worship space and regular services of worship may be initiated by the Synod of the Diocese at any time.

It is the expectation of both parties that any change in use, including additional uses, will be made in consultation between the Synod of the Diocese of Kootenay and the Boswell Historical Society. It is further expected that there will be regular communication between representatives of both parties.



A handwritten signature in black ink, appearing to read "John Privett", with a small cross symbol above the first letter. The signature is written over a horizontal line.

Archbishop John Privett

Synod of the Diocese of Kootenay



A handwritten signature in black ink, appearing to read "Margaret Crossley", written over a horizontal line.

Margaret Crossley
Member, Board of Directors
Boswell Historical Society

CONTRIBUTION AGREEMENT

REGIONAL DISTRICT OF CENTRAL KOOTENAY

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

('Recipient')

COLUMBIA BASIN TRUST

Suite 300, 445 – 13th Avenue
Castlegar, BC V1N 1G1

('Trust')

WHEREAS in accordance with the Trust's purposes as set out in the *Columbia Basin Trust Act*, the Trust wishes to provide a grant for the project described in Schedule 'A' (Project) to be carried out by the Recipient and the Recipient has the capacity to carry out the Project.

NOW THEREFORE this Agreement witnesses that, in consideration of the mutual covenants herein contained, the parties agree as follows:

1. TERMS OF THE AGREEMENT

- 1.1 This Agreement will commence on April 12, 2022 and will, subject to Section 6 hereof, terminate on receipt and the Trust's approval of the Recipient's Final Report (as described in Schedule A hereto).
- 1.2 The obligations set out in Sections 9, 11 and 18.5 continue after the end of this Agreement.

2. PROJECT

- 2.1 The Recipient will undertake the Project described in Schedule A hereto in accordance with the terms of this Agreement.
- 2.2 The Recipient will not make any material changes to the Project without the prior written consent of the Trust.
- 2.3 Information used to support this Agreement that has been provided by the Recipient, either through an application process, funding request, or other submission, will be relied upon and considered accurate. The Recipient will immediately notify the Trust of any changes to any information provided to the Trust that relates to this Agreement.

3. GRANT

- 3.1 The Trust will provide a grant to the Recipient in the amount of \$10,000 (the 'Grant'), such Grant to be payable in the amounts and at the times described in Schedule A hereto.
- 3.2 The Recipient will use the Grant only for the purpose of carrying out the Project.
- 3.3 If the Project is cancelled subsequent to the commencement of this Agreement, the Recipient will immediately thereafter return the Grant to the Trust, or in the event a portion of the Grant has been expended, the amount then remaining, along with an accounting of all expenditures.
- 3.4 If, at the conclusion of the Project, a portion of the Grant remains unexpended, the Trust may agree that the unexpended portion be used for other projects of the Recipient. If the Trust does not so agree, then:
 - a. if the Trust is the sole contributor to the Project, the Recipient will return the

unexpended portion of the Grant to the Trust; or
b. if the Trust is one of a number of contributors to the Project, the Recipient will return the Trust's proportionate share of the unexpended portion of the total contributions to the Project to the Trust.

- 3.5 An obligation on the Trust to make a payment under this Agreement is dependent on budget approval of funds by the Trust for the fiscal year in which the payment is to be made, regardless of any other provision in this Agreement.

4. REPORTING

- 4.1 The Recipient will report to the Trust regarding the Project as described in Schedule A.

5. ACKNOWLEDGEMENT OF THE TRUST CONTRIBUTION

- 5.1 The Recipient will use its best efforts to acknowledge the Trust's financial contribution to the Project by including the Trust's name and logo on Project-related materials.

6. EARLY TERMINATION

- 6.1 If a material provision of this Agreement is breached by the Recipient, the Trust may terminate this Agreement immediately on written notice to the Recipient.
- 6.2 In the event of a termination described in Section 6.1, the Trust will pay only such portion of the Grant not then advanced pursuant to Schedule A for Project costs up to the effective date of termination, which costs will not exceed the amount of the Grant.

7. ASSIGNMENT OF GRANT

- 7.1 The Recipient will not assign this Agreement or the Grant or any part thereof without the prior written consent of the Trust.

8. RECIPIENT'S REPRESENTATIONS AND WARRANTIES

- 8.1 The Recipient represents and warrants that:
 - a. If it is a corporation or other statutory entity duly incorporated or created under its

- applicable corporate legislation it is in good standing under the laws of each jurisdiction in which it is required to be registered and will maintain its corporate existence in good standing during the term of this Agreement;
- b. it has the power and authority to enter into this Agreement; and
 - c. it has the power, authority and capacity to carry out the Project.
- 9. INDEMNITY**
- 9.1 The Recipient will indemnify and save harmless the Trust, its officers, directors, employees, servants and agents from and against any and all claims and demands, including personal injury or death, arising from the Recipient's implementation of the Project except to the extent that such loss is caused or contributed to by the negligence of the Trust.
- 10. FURTHER ASSURANCES**
- 10.1 The parties agree to do or cause to be done all acts or things necessary to implement and carry into effect the Agreement to its full extent.
- 11. FINANCIAL MANAGEMENT AND AUDIT**
- 11.1 The Recipient agrees to maintain accurate financial records with supporting receipts for the Project and will provide the same to the Trust on request.
 - 11.2 The Recipient agrees to permit the Trust, its agents and/or its auditors to inspect, and obtain copies on request, at all reasonable times, including subsequent to the termination of this Agreement, all records related to the Project.
- 12. SEVERABILITY OF PROVISIONS**
- 12.1 The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement and any invalid provision will be deemed to be severed.
- 13. CIRCUMSTANCES BEYOND THE CONTROL OF EITHER PARTY**
- 13.1 A failure to perform any obligation under the Agreement that results from any matter beyond the control of the parties, including strike, lockout or any other action arising from a labour dispute, fire, flood, act of God, war, riot or other insurrection, lawful act of public authority, or delay or default caused by a common carrier which cannot be reasonably foreseen or provided against or from, will not be considered to be a breach of any term of the Agreement.
- 14. NOTICES**
- 14.1 Any notice or communication required to be given under the Agreement will be in writing and will be delivered personally or by courier, electronic mail or facsimile addressed to the other party at the address provided above or at such other address as either party will later designate to the other in writing.
- 15. DISPUTE RESOLUTION**
- 15.1 If a dispute should arise regarding this Agreement, the parties agree to attempt to resolve such dispute by discussion.
 - 15.2 Any dispute which cannot be resolved within thirty (30) days pursuant to Section 15.1 will be resolved by mediation. The Trust and the Recipient will agree on the choice of mediator and will share the cost equally.
- 16. AMENDMENT AND INTERPRETATION**
- 16.1 No amendment of this Agreement will be valid unless it is agreed to in writing and signed by the parties hereto. The Trust may, in its sole discretion, waive one or more terms of the Agreement and any such waiver must be in writing.
 - 16.2 In the event of a conflict or inconsistency in any provision in any Schedule or other attachment to this Agreement and the main body of this Agreement, the main body of this Agreement will prevail.
- 17. INSURANCE**
- 17.1 The Recipient will maintain insurance coverage for all risks arising from the Project in such amounts and with such insurers as are appropriate having regard to the nature of the Project and the risks associated therewith.
- 18. GENERAL**
- 18.1 This Agreement and the rights, obligations and relations of the parties hereto will be governed by and construed in accordance with the laws of the Province of British Columbia.
 - 18.2 This Agreement constitutes the entire agreement between the parties pertaining to the matters contemplated hereby.
 - 18.3 Nothing contained in this Agreement will be construed to place the parties in the relationship of agent and principal, master and servant, settlor and trustee, partners or joint ventures and neither party will have any right to obligate or bind the other party in any manner.
 - 18.4 Time is of the essence hereof.
 - 18.5 The Recipient acknowledges that the Trust is a public body with duties and obligations under the *Freedom of Information and Protection of Privacy Act* and that the Trust may be required by law to disclose information relating to the Recipient, this Agreement, the Project, any associated reporting, and the Grant. The Recipient consents to the release of such information and acknowledges that this consent is made pursuant to Section 33.1(1) of the *Freedom of Information and Protection of*

Privacy Act. The Recipient agrees that the Trust may disclose the Recipient's name, location and the amount and nature of any related funding to the public, individuals or any other entity in furtherance of the Trust's public purposes.

18.6 This Agreement may be executed in any number of counterparts, each of which will be

deemed an original, but all of which together will constitute one and the same instrument.
18.7 All parties agree that participation in this project is without prejudice to the aboriginal title and rights of any First Nation, Band or members thereof.

This Agreement has been executed on behalf of the Trust and the Recipient as of the dates indicated below:

REGIONAL DISTRICT OF CENTRAL KOOTENAY

COLUMBIA BASIN TRUST

Signed by:

Signed by:



Name: _____

Name: Will Nixon

Title: _____

Title: Senior Manager, Delivery of Benefits

Date: _____

Date: April 12, 2022

SCHEDULE A

Project: Riondel Community Centre Upgrade planning support

A. Project Description

The purpose of the Project is in furtherance of the public purpose of the Trust and is specifically to support the Regional District of Central Kootenay (RDCK) and the Riondel Commission of Management, to hire a consultant to deliver an Energy Audit, develop a long-term renovation strategy and provide constructions documents for roof repairs urgently needed by the Riondel Community Centre.

B. Duties and Deliverables

The Recipient will be responsible for all aspects of the supervision and administration of the Project, including:

1. carrying out the Project in accordance with the email requesting support dated March 2, 2022 and subsequently approved by the Trust;
2. ensuring that all adults involved in the Project who will have contact with vulnerable populations, including minors, have passed a criminal record check conducted through the RCMP or the BC Criminal Records Review Program;
3. ensuring all necessary regulatory permits and approvals are acquired for the Project and adhered to; and
4. paying for a minimum of 58% of the final Project costs using funding sources other than the Grant.

C. Reporting Schedule

The Recipient will provide a Final Report to the Trust on or before October 31, 2022, which must include, but is not limited to, a completed Final Report on the template provided by the Trust.

D. Payment Schedule

The Trust will pay the Recipient \$10,000 within 20 business days upon receipt of this fully signed Agreement.



Board Report

Date of Report: April 7, 2022
Date & Type of Meeting: April 21, 2022, Regular Open Board
Author: Eileen Senyk, Planner
Subject: TEMPORARY USE PERMIT
File: T2105G
Electoral Area/Municipality: Electoral Area 'G'

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is for the Rural Affairs Committee and Regional Board to consider authorizing a Temporary Use Permit for aggregate (sand and gravel) extraction and processing on property zoned Medium Industrial (M2) in Electoral Area 'G'. Expected timing is from late April to late July 2022.

Issuance of the Temporary Industrial Use Permit (TUP) will authorize the proponent to undertake a four (4) month time-limited project involving the crushing and screening of aggregate from an authorized sand and gravel extraction area on site currently under an active Mines Act Permit. Staff recommend that the Board approve the Temporary Use Permit.

SECTION 2: BACKGROUND/ANALYSIS

GENERAL INFORMATION

Property Owner: Porcupine Wood Products

Property Location: 8564 Highway 6, Rural Salmo BC

Legal Description: LOT 1 PLAN NEP4415 DISTRICT LOT 1237 KOOTENAY LAND DISTRICT SUBSIDY LOT 71 (PID 010-362-134)

Property Size:

Total property size: 49.7 ha (122.9 acres)

Area of the property affected: 6.2 hectares (15.31 acres)

Zoning Class: Medium Industrial (M2)

OCP Designation: Industrial (M)

SURROUNDING LAND USES

North: Residential & Environmental Reserve

South: Parks and Recreation (Province of BC)

East: Residential & Environmental Reserve, Highway 6, Rail Trail, Industrial and Salmo River

West: Environmental Reserve

The subject property is located approximately 5 km north of the Village of Salmo. It is an active sawmill with the Boulder Creek Pit Mine No. 1630637 on site. Porcupine Wood Products has intermittently processed small volumes of aggregate into gravel products over the decade to facilitate the requirement for base material within

the log yard facility. Aggregate extraction from the upper bench of the property is required to create a single elevation log yard. Presently, approximately half of the log yard is at the desired elevation, with the remaining on a higher, sloped elevation due to the existing topography. Developing this one larger leveled log yard will create better efficiencies in operations and safety of personnel operating equipment on site. In short, extracting the aggregate will level the slope and add level space to the log yard. Particularly, a machine called the 'Wardner' (see Figure 4) moves large amounts of logs around the log yard, and this machine cannot operate on a slope.

While aggregate extraction is regulated through the Mines Act, processing and screening of aggregate are regulated through zoning. These activities are not a permitted use in the Medium Industrial (M2) zone. At the Boulder Creek Pit Mine, screening and processing of aggregate occurs for a few weeks at a time, every few years.

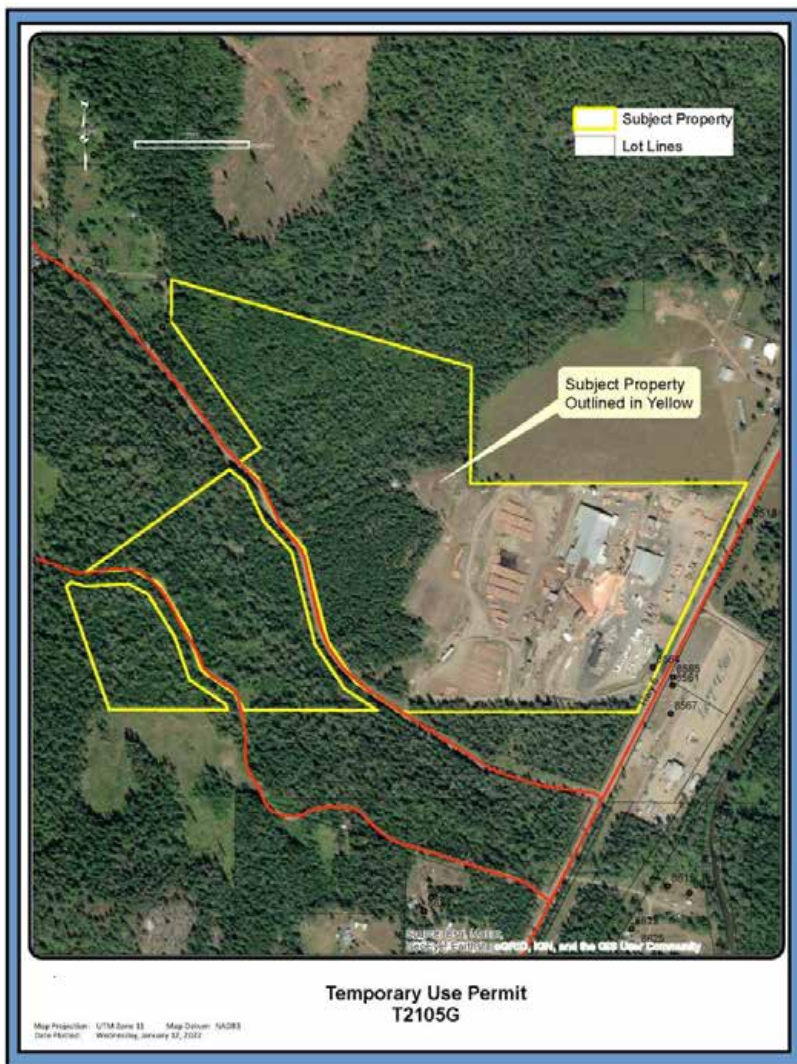


Figure 1: Overview Map

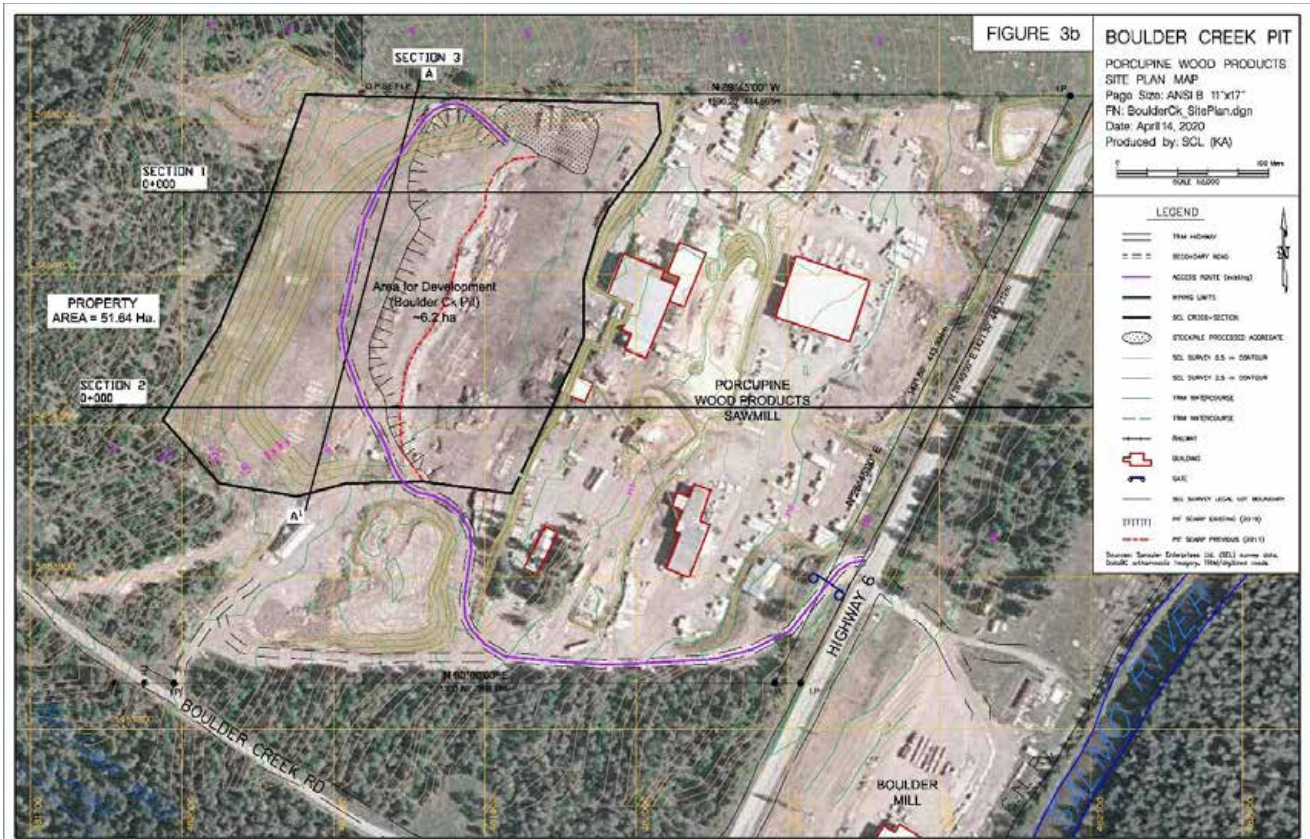


Figure 2: Site Plan

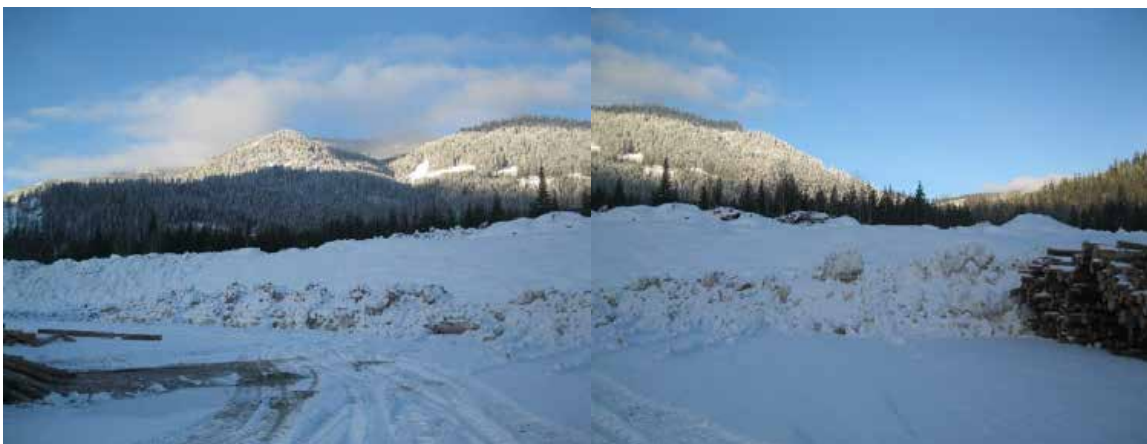


Figure 3: Face of Aggregate Mine – Mines Permit No. G-5-307



Figure 4: 'The Wardner' (left-most machine)- This machine cannot operate on a slope



Figure 5: Log Yard Area Levelled to Date



Figure 6: The last of the existing aggregate, extracted in 2017

Planning Policy

Electoral Area 'G' Land Use Bylaw No. 2452, 2018

Section 9 – Aggregate and Mineral Resources Policies:

The Regional Board:

8. Anticipates that recoverable deposits of sand and gravel will be accommodated within existing quarry or industrial designated properties as indicated on Schedule A.1 mapping and that any new proposals will be subject to application for a land use amendment or temporary use permit.

9. Will consider land use designation amendment applications for the processing of aggregate or mineral resources on the basis of a variety of criteria; including but not limited to the:

- a. extent of visual screening, and other mitigation works proposed;*
- b. type of processing proposed;*
- c. potential for noise and dust nuisance for nearby properties;*
- d. compatibility with adjacent land uses;*
- e. potential for light pollution;*
- f. potential for vibration from blasting of materials;*
- g. environmental sensitivity of the lot and adjacent land;*
- h. accessibility;*
- i. and the characteristics of the aggregate deposit and groundwater resources.*

10. Encourages full utilization of recoverable deposits prior to development in areas where recoverable deposits are located.

11. Recognizes that much of the aggregate managed by the Ministry of Transportation

and Infrastructure has been exhausted, but that such properties still serve an important role for the staging of equipment and materials during highway improvement projects.

12. Recognizes that the terms or conditions of this Bylaw cannot restrict or conflict with any mineral or mining management activity relating to the exploration or production of minerals, sand, gravel, coal or quarries that is classified as a mineral or a mine under Provincial Acts and Statutes, so long as the Province manages the activities and land for that purpose.

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

Some of the aggregate is used on site, but at times market conditions are such that there is demand for the aggregate and it is sold to buyers such as utility companies.

The fee for the Temporary Use Permit was paid in full pursuant to the Planning Fees and Procedures 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.

Section 37.1 of Electoral Area 'G' Land Use Bylaw No. 2452, 2018 directs that the Regional Board will consider issuing temporary use permits on lands that are not designated for the proposed land use as indicated on Schedule B.1.

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,*
- (d) the time and date when and, if applicable, the place where the resolution will be considered, and*
- (e) if the meeting at which the resolution will be considered is conducted by means of electronic or other communication facilities, the way in which the meeting is to be conducted by those means.*

3.3 Environmental Considerations

The proposal includes lands already developed for industrial purposes. The expansion of industrial activity from sand and gravel operations will include: additional portable equipment on site, potential increases to noise and increased traffic on an intermittent basis. Boulder Creek flows past the subject property but is not near the mine

site. The gravel pit excavation, at its closest border, is approximately 150 m to the centre line of Boulder Creek Road, and from this centre line to the closest stream bank of Boulder Creek is another 60 meters to the south. Therefore impact to sources of domestic and irrigation water supplies was assessed by the proponent to be low due to the siting of proposed operations.

A management plan titled **Updated Mine Plan for Boulder Creek Pit Mine Development Period 2020 to 2025** has been provided by the proponent and is attached to this report as Attachment B

3.4 Social Considerations:

The proposal is located behind an active sawmill operation that has been in the area since the 1980s and as such, has a long established relationship with its neighbours and within the community. When a Temporary Use Permit was considered by the community in 2017, concerns with noise, dust, traffic and visibility were cited. The permit was issued and operations completed at that time. During the referral period for the current application, 47 land owners received a letter informing them of the proposal, and no responses were received from the public.

3.5 Economic Considerations:

None anticipated.

3.6 Communication Considerations:

Pursuant to Section 494 of the Local Government Act, a Notice of Permit must be circulated in a news publication and mailed to neighboring land owners when a permit is approved by resolution. The Notice of Permit was circulated for two weeks in the Pennywise, and letters were sent to 47 neighboring land owners with the Notice of Permit attached. No responses were received during that time.

The original application was referred to 47 neighboring land owners as well as relevant government agencies. No responses were received from the public. The following responses were received from government agencies:

Ministry of Energy and Mines – Senior Permitting Inspector – January 14, 2022

‘Thank you for the opportunity to comment on this application. The proponent currently holds a Mines Act permit that allows for sand and gravel extraction until 2025. There are no outstanding orders or requirements from an October 2021 inspection. The Ministry has no objection to the approval of the application.

Ministry of Forests Lands Natural Resource Operations and Rural Development – Habitat Biologist – Jan 17, 2022

The Ministry of Forests, Lands, Natural Resources and Rural Development – Terrestrial Resource Management Division reviewed this referral on January 17, 2022 and provides the following comments/recommendations:

- *Any stored material, soil or overburden must be kept a minimum of 15m from all streams, ponds, lakes, wetlands and/or watercourses.*
- *All structures should be constructed a minimum of 30m from any creek in order to protect the ecological integrity of the system. If this distance will be compromised, an environmental assessment completed by qualified environmental consultant should be completed to determine if the project will have impacts to the creek system.*

- All motorized vehicles should be checked thoroughly for invasive plants prior to entering the area. The transport of invasive weeds should be avoided at all times and inspections of all machinery should be completed routinely to ensure that invasive species are not transported to new areas.
- Ensure that all possible efforts are made during the reclamation to seed area immediately, with a native vegetation mix, in order to minimize the spread of invasive plants.
- There may be avian listed species within the project area that may be directly impacted by this project.
- A Wildlife/Danger Tree Assessment should be completed and important wildlife trees and snags should be retained where ever possible.
- 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 |

Ministry of Transportation and Infrastructure – Development Officer - January 24, 2022

During the 2012 review of the similar request on this property, MOTI responded with the following:

"Additional industrial traffic at an existing industrial access driveway onto Controlled Access Highway #6. No history of an industrial access permit has been presented by applicant or found during search by reviewer. A new permit application for the industrial access for both lumber milling operations and the proposed sand and gravel operation will be required. Dependent upon traffic volumes experienced and expected the applicant may be required to provide traffic impact study for the site. Any impact study would be for the purposes of identifying safety concerns related to traffic volumes and types and would be expected to identify and define any needs for off site improvement to the highway. Seasonal load restrictions may impact the operations, existing and proposed. Monitoring impacts and compliance are required to protect infrastructure from damage and to ensure public roads remain safe for all users."

These comments are still valid. An updated industrial access permit is required on this controlled access highway for the new and continued uses of the existing access. It does not appear that the applicant made application for this permit in 2012. We would like to ensure there is follow through this time.

To my knowledge we have not yet received an access permit application for review as requested. We are requesting the applicant submit one. Additionally, seasonal load restrictions on Boulder Creek Rd and Hwy 6 may affect hauling associated with the operation, depending on timing. Restrictions are typically in place from February to late May depending on the weather.

Ministry of Transportation and Infrastructure – Development Officer – February 2, 2022

Just wanting to give you an update. I spoke to [the applicant] on the phone after your site meeting and he has since submitted his access permit application for my review.

Ymir Fire Department (RDCK) – Fire Chief – January 25, 2022

The Ymir fire hall has read the temporary use permit requested by porcupine mill and does not have any issue with them receiving the permit.

Interior Health Authority – Community Health Facilitator – February 11, 2022

In addition to ensuring compliance with the Mines Act and other pertinent legislation intended to protect workers and the public, we encourage the implementation of proactive operational measures that will keep the impact on the environment and the exposure and disturbance to humans (dust, pollution, noise, etc.) to a minimum.

Interior Health recommends that consideration is given to the product end use such as road grit or concrete mix. It is understood that it would be difficult for the RDCK to implement provisions upon a private operation of this nature. However, if for example this renewal is intended to accommodate the local area with winter road traction material, it would be pertinent to ensure that the pit contains material suitable for road grit so as to not result in a community PM 10 Dust Advisory.

Pages 6 and 7 in the Ministry of Environment Best Management Practices to Mitigate Road Dust from Winter Traction Materials provides information in this regard -

<https://www.for.gov.bc.ca/hfd/library/documents/bib95657.pdf>

3.7 Staffing/Departmental Workplace Considerations:

Should the Regional Board resolve to provide the public with a 'Notice of Permit' staff will prepare the notification and publish it in the Salmo edition of the Pennywise, pursuant to Section 494 of the Local Government Act as cited in Section 3.2 of this report.

3.8 Board Strategic Plan/Priorities Considerations:

Not applicable.

SECTION 4: OPTIONS & PROS / CONS

Planning Discussion:

Staff have reviewed the Temporary Use Permit application and conducted a site visit. Staff recommend that the Board approve the permit for the following reasons:

- The applicant has provided a detailed management plan which considers the potential social and environmental impacts of the application and outlines strategies to mitigate them.
- The site visit revealed that the land to be mined has already been cleared and prepared for aggregate extraction (see Figure 3).
- The site visit also revealed that Boulder Creek is a significant distance away from the mine site and that Boulder Creek road acts as a berm between the mine site and the creek.

- During the site visit machinery was operating on site and staff can appreciate that such large machinery can not transport large volumes of timber on a slope, therefore it is understandable how levelling more area will increase efficiency of operations and safety on site.
- Section 9 of Electoral Area 'G' Official Community Plan notes the importance of aggregate extraction in the area and supports the use subject to environmental and social sensitivity of the operations.
- The site is located well away from residences, and is naturally buffered by the forested area upslope.
- No public feedback was received during the referral period indicating that the operations permitted by the TUP issued in 2017 were conducted in an environmentally and socially responsible manner.
- The permit limits hours of operation.
- The operational period is limited to four (4) months.
- There were no responses received from the public following the Notice of Permit.

OPTIONS

Option 1: That the Board approve Temporary Use Permit T210FG-05626.040 application by Porcupine Wood Products for the property located at 8564 Highway 6, Rural Salmo BC and legally described as LOT 1 PLAN NEP4415 DISTRICT LOT 1237 KOOTENAY LAND DISTRICT SUBSIDY LOT 71 (PID 010-362-134).

Option 2: That NO FURTHER ACTION be taken regarding the issuance of Temporary Use Permit T210FG-05626.040 application by Porcupine Wood Products for the property located at 8564 Highway 6, Rural Salmo BC and legally described as LOT 1 PLAN NEP4415 DISTRICT LOT 1237 KOOTENAY LAND DISTRICT SUBSIDY LOT 71 (PID 010-362-134).

SECTION 5: RECOMMENDATIONS

That the Board approve Temporary Use Permit T210FG-05626.040 application by Porcupine Wood Products for the property located at 8564 Highway 6, Rural Salmo BC and legally described as LOT 1 PLAN NEP4415 DISTRICT LOT 1237 KOOTENAY LAND DISTRICT SUBSIDY LOT 71 (PID 010-362-134).

Respectfully submitted,
Eileen Senyk

CONCURRENCE

Planning Manager – Nelson Wight

Approved

General Manager Development and Community Sustainability Services – Sangita Sudan

Approved

Chief Administrative Officer – Stuart Horn

Approved

ATTACHMENTS:

Attachment A – Draft Permit

Attachment B – Mines Management Plan



REGIONAL DISTRICT OF CENTRAL KOOTENAY
TEMPORARY USE PERMIT
Planning File No. T2105G-05626.040

Date: April 7, 2022

Issued pursuant to Section 492 of the *Local Government Act*

TO: Porcupine Wood Products

AGENT: Craig Upper

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: sand and gravel aggregate extraction, screening and processing (crushing and screening of materials) and accessory uses associated with this purpose, subject to the conditions outlined below.
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: 8564 Highway 6, Rural Salmo BC

Legal: LOT 1 PLAN NEP4415 DISTRICT LOT 1237 KOOTENAY LAND DISTRICT
SUBSIDY LOT 71 PID (010-362-134)

CONDITIONS

6. This TUP authorizes the following use of the above mentioned lands for a period not to exceed four (4) months from the date of issuance or at the date of expiry;
7. This TUP is issued subject to the following conditions:
 - a. The operation shall not include the construction of any permanent buildings or structures;

- b. The operation will be restricted to aggregate (sand and gravel) extraction and processing (limited to crushing and screening of materials) as per Mines Act Permit G-5-307 and as outlined in this permit;
- c. That all work shall be done in accordance with the management plan entitled: Updated Mine Plan for Boulder Creek Pit Mine Development Period 2020 to 2025
- d. Hours of operation will be between 6:00 am and 6:00 p.m., six days a week (excluding Sundays and holidays), from April 22, 2022 to July 31, 2022;
- e. is understood that this is a limited time period for the purposes of internal improvements on the subject property and that another Temporary Use Permit may be issued at a later date upon completion of works by the proponent;
- f. It is understood and agreed that this Permit does not imply approval for future rezoning of the subject land for the specified industrial use.
- g. The temporary industrial use shall comply with all applicable Regional District of Central Kootenay bylaws except as specifically varied by the terms and conditions of this Permit.
- h. Notice shall be filed in the Land Title Office that the land described herein is subject to this Permit.
- i. The terms of this Permit or any amendment to it are binding on all persons who acquire an interest in the land affected by the Permit.
- j. This Permit does not constitute a business licence.
- k. This Permit shall come into force and take effect upon Board resolution;
- l. This Permit shall expire five (4) months from the date of issuance and is only applicable from the dates of April 22nd , 2022 to July 31, 2021.

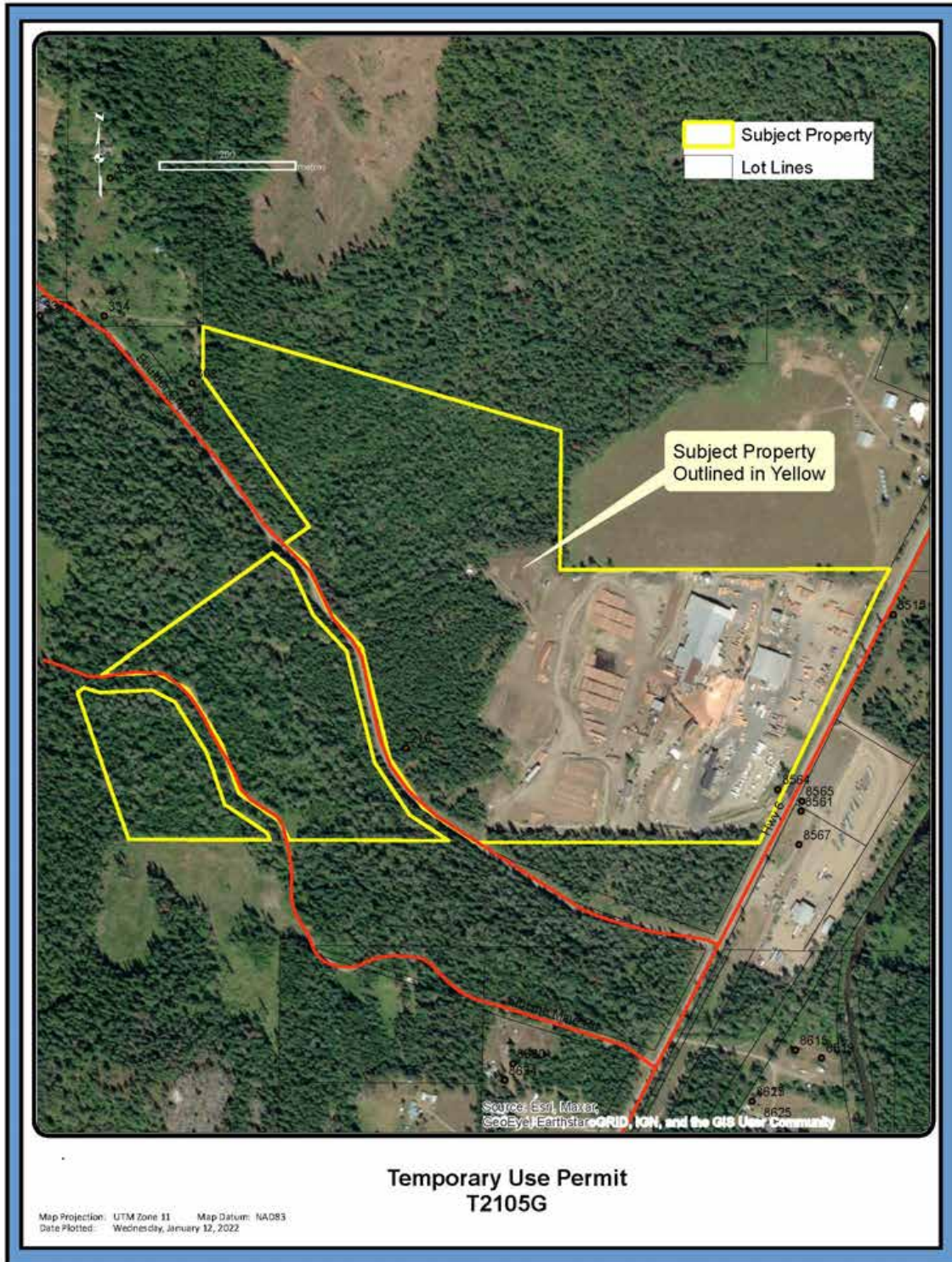
Authorized resolution [*enter resolution number*] passed by the RDCK Board on the day of _____, 20____.

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



Schedule 2: Site Plan



Updated Mine Plan for Boulder Creek Pit Mine Development Period 2020 to 2025



Mine No. 1630637

Permit No. G-5-307

May 2020



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Boulder Creek Pit – Updated Mine Plan

For Operating Period 2020 to 2025

1. Introduction

This updated Mine Plan is being submitted by Porcupine Wood Products Ltd. as a requirement of the *Mines Act [RSBC 1996] Chapter 293* and the *Health, Safety and Reclamation Code for Mines in BC, 2017* (HSRC) for the ongoing operations at Boulder Creek Pit, Mine No. 1630637 located near Salmo, B.C. This updated Mine Plan is for the operating period between 2020 to 2025.

Boulder Creek Pit is owned and operated by Porcupine Wood Products for the production of aggregate (sand and gravel) within the privately owned log yard and sawmill operation. It is a smaller pit operation within the existing saw mill and log yard operation, and is managed by Craig Upper, General Manager (contact information is provided at the end of this document).

2. Project Overview

To date, the company has intermittently processed small volumes of aggregate into gravel products over the decade to facilitate the requirement for base material within the log yard facility. Aggregate extraction from the upper bench of the property is required to create a single elevation log yard; presently, approximately half of the log yard is at the desired elevation (aka the middle bench), with the remaining on a higher, sloped elevation due to the existing topography. Developing this one larger leveled log yard will create better efficiencies in operations and safety of personnel operating equipment on site.

At present, the company's internal requirements for aggregate products are minimal; therefore the aggregate volume to be extracted to create a single level log yard needs to be moved offsite. Local supplies of aggregate have become diminished due to limited access to, and lack of remaining viable deposits in the area (e.g. the nearby Ministry of Transportation & Infrastructure's pit [Rotter's Pit no. 0785] located across the highway is exhausted). The source at Boulder Creek Pit can supply the local market with a range of products & material required for various projects in the Salmo and surrounding area for up to 20 years.



3. Location

Boulder Creek Pit is located approximately 4.4 km northeast of Salmo, BC, accessed directly off Highway 6 (just past Boulder Creek Road); refer to Figure 1 - Location Map. It is situated at the toe of a forested slope on the north side of Boulder Creek within a cleared log yard (owned & operated by Porcupine Wood Products).

Legal Description: Lot 1, District Lot 1237, Kootenay District, Plan 4415, PID 010-362-134 containing 52 hectares more or less (for log yard and saw mill operations). The gravel pit operation will be approximately 6.2 hectares more or less within the larger property boundary.

Geographic: 49°14'21"N, 117°14'54" W
49.23916°, -117.242483°
UTM Zone 11 481944m N, 5454051m E

4. Present State of Land & Zoning

- Current Land Use:** An operating log yard/ wood processing plant; refer to Figures 2 and 4.
- Topography:** The site is mainly a benched, low angle abandoned fluvial gravel terrace associated with the Salmo River, sloping from NW to SE, on the west side of the river valley.
- Watercourses:** No watercourses within the operational area. Boulder Creek is beyond the property to the south, on the opposite side of Boulder Creek Road. Drainage from the site is not directed towards Boulder Creek. Refer to Figure 5.
- Vegetation:** Site is located within a saw mill and log yard which has been cleared, grubbed, and stripped. Upper perimeter of development area is adjacent to forested slope.
- Soil Texture:** There are no remaining organics overlying the gravel deposit (stockpiled separately for future reclamation of the site). The remaining substrate is a coarse sandy gravel with some fines and significant oversize.
- Zoning:** The pit operates under a Temporary Industrial / Commercial Use Permit with the Regional District of Central Kootenay. The lot is zoned as M2 (medium industrial). Refer to Figure 4.



5. Project Description

Boulder Creek Pit operates seasonally on a supply-&-demand basis due to varying demands for local aggregate, so production varies from year to year. The overall development area is approximately 6.2 ha, which includes the operating pit area for production, area required for storing aggregate products, housing the crusher, and to maintain the working pit face and access roads. Refer to Figures 3.

The following production plan will be followed:

- The production is sand and gravel extraction and processing (excavation of pit run, mechanical screening & crushing), within an existing lumber yard operation.
- The total area of disturbance is approximately 6.2 hectares, while the mining area is smaller due to required working pit faces and reclaimed slopes.
- The site has already been cleared, grubbed and stripped. Topsoil has been stockpiled separately along the upper boundary for future reclamation.
- The pit is in operation on a limited basis during the operating season (typically mid-March to end of November per annum), and only as per supply demands.
- Crushing only occurs every ~4 years based on supply and demand, and takes place over a 3-6 week period (i.e. limited) typically in the late spring (between April to mid-June). Crushing hours of operations are typically between 7:00 am and 7:00 pm, with an 8 day on/4 day off rotation when in operation. Intermittent mechanical screening is done on the property, but no washing occurs on site.
- Since issuance of permit, the crusher has been on site three times (2009, 2013, and 2017) for a total of ~81,000 metric tonnes (~42,190 m³) of processed aggregate. A remaining +/-466,240 metric tonnes (~242,830 m³) of aggregate likely remains across the upper bench (from the original ~285,020 m³ or ~547,240 metric tonnes estimated during the 2011 SEL survey). Refer to Figures 3 and 6.
- An estimated ~20,000 to 50,000 metric tonnes (10,500 m³ to 26,000 m³) of aggregate (sand and gravel) may be processed every four years (each time the crusher is on site, on a supply-&-demand basis). This is an average annual extraction/production volume of 5,000 to 12,500 metric tonnes (~2,600 m³ to 6,500 m³ or ave. 4,550 m³) per year, which fluctuates depending on market supply demands.
- Processed aggregate is stockpiled within the excavated area, mostly along the northern perimeter. Product stockpiles should be sloped at 2:1 in compliance with the Mines Act & HSRC, 2017. For proper stockpile management and safety,



space is required for a range of products and to operate the crusher. Stockpiles may be moved as development progresses within the operating area.

- The height and slope of the working pit face will be in compliance with the Mines Act & HSRC, 2017.
- Prior to transporting the crusher into the site, the equipment will be cleaned.
- Equipment will be selected on its noise output, exhaust configuration, and compatibility with other equipment on site.
- The pit floor will be in-sloped with a 2% grade (away from the log yard buildings downslope) to manage surface runoff from upslope. Where possible, in-pit drainage will be diverted around active work areas. No pit runoff shall be allowed free access to any surface water, as per Ministry of Environment guidelines.
- Fuel will not be stored on site. Any chemical spills will be cleaned up immediately and all contaminated materials disposed of in an appropriate manner. An emergency spill response kit will be on-site during the course of operation.
- Reclamation will occur when excavated areas are no longer required, as per the Mines Act & HSRC, 2017. The end land use is industrial (log yard).

6. Dust Control and Management Plan

It is the company's responsibility to ensure their workforce is not subjected to airborne contaminant levels that exceed specifications within the HSRC 2017 for Mines in BC. The purpose of the Boulder Creek Pit Dust Control Plan is to identify, implement and monitor the application of Best Management Practices (BMPs) to help reduce the fugitive dust and small particle dust related to the industrial activities at Boulder Ck Pit and the potential impacts on the neighbouring residential areas.

The plan includes activity-specific dust control criteria and dust suppression procedures. BMPs will be implemented throughout the industrial operations on an as-needed basis; this depends on the activity and the agency oversight.

6.1 Best Management Practices

Proactive controls will be instituted at Boulder Ck Pit to reduce the amount of dust generation during any site activities. The following Boulder Ck Pit process, operations or equipment have the potential to emit dust (refer to Figure 3 - Site Plan):

1. Haul roads (vehicle traffic)
2. Stockpile area(s)



3. Transfer points (drops)
4. Processing (crushing, screening, etc.)
5. Extraction (process)
6. Disturbed areas (though these are not a concern with regards to exposed fines or sands due to the coarse nature of the aggregate deposit, as well as the operational lumber yard utilizing cleared areas for log storage, etc.)

Best Management Practices (BMPs) represent the current 'state of practice' approach to manage dust impacts and effects, and at Boulder Ck Pit include, but are not limited to:

- Limit surface areas disturbed, limit work in the wind thresholds greater than 20 km/hour, apply suppressant as needed, and clean up spills immediately;
- Reduce speed limits;
- All trucks leaving the site will be covered by a tarp;
- Placement of the crusher will be in the bottom of the pit;
- Crushers will be equipped with effective water sprays;
- Areas not being mined or used for stockpiling are part of the operational lumber yard and used for log storage, etc.;
- A maximum material drop height is not to exceed 1 meter, minimize where possible and should use chutes;
- In cases of a wind event or extreme heat and should the referenced measures be inadequate, operations will stop until the dust is managed effectively. This is described in Section 6.4.3;
- All personnel will be notified of the Dust Control Plan.

Refer to Table 1 in Section 6.2 for recommended BMPs specific to Boulder Ck Pit.



6.2 Site Specific Mitigation and Control Methods

In order to achieve an effective operational dust control plan at Boulder Ck Pit, site specific mitigation measures and BMPs have been prescribed to address specific dust generating sources and activities.

Table 1 - Monitoring, Mitigation & Control Methods

| Source | Monitoring | Methods for Management & Mitigation (based on BMPs) | Materials & Equipment Needed |
|--|---|--|---|
| Vehicle Traffic (access / haul roads within Boulder Ck Pit) | Visual inspection for dusty conditions shall occur at a minimum of twice daily. | <ul style="list-style-type: none"> • Water roads when conditions warrant. • Wheel washer. • Wash down trucks. • Pave high use areas, where possible. • Speed within mine site to be less than 30 km/hr. • Post km/hr signage indicating dust control. • Limit work on windy days. | <ul style="list-style-type: none"> • Water truck. • Signage. |
| Stockpile areas (aggregate, topsoil/overburden) | Visual inspections shall be carried out during crushing operations or hauling. | <ul style="list-style-type: none"> • Treat stockpiles. Note: overburden stockpiles (stripped years ago) have been seeded with local native grass mix to reduce dust and prevent noxious weeds. • Minimized stockpiling. | <ul style="list-style-type: none"> • Local native grass seed mix. |
| Drops (at transfer stations) | Should be monitored hourly when there is dry weather and winds are anticipated to be blowing towards residential areas (north). | <ul style="list-style-type: none"> • Limit work on windy days. • Install chutes at drop points~. • Maximum dump heights not to exceed 1 m, minimize where possible and could use chutes~. • Enclosing transfer points along conveying circuits where dust may be created and apply sprays. | <ul style="list-style-type: none"> • Chutes; ~only to be used if they do not impede view for the tower and loader operators to view (for safety and efficiency reasons). |
| Processing (feeds and discharges for conveyors, crushers, screens, etc.) | Should be monitored hourly when there is dry weather and winds are anticipated to be blowing towards residential areas | <ul style="list-style-type: none"> • Spray bars on crushers and conveyors (wet dust suppression system); watering rate set as needed. • Screenings (limited high-fine materials at this site): terminal stacking conveyor appropriate for | <ul style="list-style-type: none"> • *Spray bars with nozzles on critical areas of the crusher • Terminal stacking conveyor |

| | | | |
|--|---|---|---|
| | (east). | this site, to be kept as close to the ground (~4 to 5 m so the loader can access the surge pile to fill the bucket and transport to the stockpile) or tops of stockpiles (drop height of 1 m or less). | |
| Excavation (working pit face, berm construction, rehabilitation) | Should be monitored hourly when there is dry weather and winds are anticipated to be blowing towards residential areas (north). | <ul style="list-style-type: none"> • Avoid berm construction during dry months. • Passive dust suppression - no operations on hot, windy days. • Progressive reclamation; re-sloping mined out pit faces (end use is industrial so re-vegetation or cover is not applicable at this site). | <ul style="list-style-type: none"> • Weather forecast. • Visual monitoring. |
| Weather and dust events | Refer to text below [^] . | | |

⁺Water sprays:

1. Adjust nozzles so that the spray is directed to dust generating areas to provide complete coverage.
2. Locate nozzles upstream of dust generation points and close enough so that the spray is not carried away by wind.
3. Ensure the volume and size of droplets are adequate to sufficiently wet the material (optimal droplet size is 10-150 µm).
4. Time water spray application to ensure the materials are still damp when they are disturbed
5. Dust suppressants (other than water) are not required at this site due to <low fines content.

[^]Weather and dust events create significant hazards to the control of dust management, and it may be that these events superseded the normal dust control methods in Table 1. At certain thresholds (including those climatic conditions listed in Section 4.3), pit activities that are producing visible dust and impacting neighbours should be halted or ceased (with a plan to ensure stockpiles are protected), especially when mitigation techniques are no longer appropriate or effective. Dust events and the required actions are to be recorded (as per Table 2 in Section 4.4).



The Mine Manager must ensure that wherever practicable, water sprays or other dust suppression means and devices are used at every dusty place where work is carried out and where it is impracticable to do so, personal protective equipment shall be supplied and worn by all persons working in that location, as per the HSRC 2017 for Mining, Section 6.24.2.

All personnel will be trained on procedures to reduce dust within this operation.

6.3 Prevention

Prevention or reduction of the amount of dust generation during site activities can be achieved through proactive controls including, but not limited to:

- Limiting surface disturbance;
- Enforcement of low speed limits for vehicle traffic;
- Decontamination of trucks leaving work areas;
- Covering of truck loads leaving the facility;
- Height limits for gravel stockpiles;
- Wetting active areas;
- Spraying conveyors and stockpiles;
- Minimizing drop heights;
- Minimizing or ceasing dust generating activity during periods of high wind;
- Wetting unpaved areas;
- Application of dust suppressants;
- Establishing/maintaining vegetative or other groundcover.

6.4 DUST CONTROL PLAN IMPLEMENTATION

6.4.1 Roles and Responsibilities

While not all site personnel will be directly involved in implementation of the plan, all site personnel should be aware that the plan exists and to contact the Mine Manager in the event that they observe a potential dust concern during the course of their regular activities. Training in this regard should occur to introduce new employees and contractors to the plan and to refresh all employees/contractors regularly.

The Mine Manager will delegate staff to be responsible for the monitoring and management of the dust control. The Mine Manager will determine the frequency of monitoring procedures to be put in place based on triggers for potential dust sources: such as seasonal (e.g. dry) or operational (e.g. crusher on site) conditions, and using BMPs as a guide.

The Mine Manager is responsible for reviewing this DCP on a seasonal basis for consistency and relevancy, if there is a significant operational change, or if reviews or inspections indicate that dust management practices do not meet requirements.

6.4.2 Monitoring

Monitoring will be on the onus of the Mine Manager and should include:

- Visual inspection for dusty conditions shall occur at a minimum of twice daily;
- Visual inspections shall be carried out hourly during berm construction or rehabilitation;
- Inspection of dust controls functioning properly, such as watering and if chutes are effective;
- Excavation and loading operations should be monitored hourly when there is dry weather and winds are anticipated to be blowing towards residential areas;
- Site manager or delegate will be responsible for monitoring current conditions and weather forecasts from Environment Canada, to subsequently help plan for current and next day watering needs and other measures;
- Records regarding when and how dust control measures are implemented must be kept on site. These records must include and not be limited to: watering on roads, visible dust observed, meteorological conditions for that day.

6.4.3 Triggers for Dust Management Mitigation

Visual cues will be the primary trigger for mitigation action to be taken. Typical triggers of employing dust control measures would be:

- If material handling activities are occurring that may impact air quality beyond the property boundary;
- If visible dust is being generated beyond the property boundary by material handling activities, and/or stockpiles;
- If the weather forecast indicates dry conditions and strong winds are likely.

In addition to specific site features which may generate fugitive dust, consideration should also be given to specific climatic conditions which cause dust. These conditions or unusual weather or dust events can include, but not be limited to:

- Temperatures over 30 degrees Celsius;
- Consistent wind speeds over 30 km/hour;
- Temperature inversions and/or cloud cover creating poor air quality.

6.4.4 Record Keeping

The following tables are to be used for record keeping and include a record of dust events and responses (Table 2), and a complaint tracking tool (Table 3).



Table 2 - Dust Events and Response:

| Date | Name (staff member responsible) | Dust Event (details; time, source, weather, etc.) | Mitigation and Response (details) |
|------|------------------------------------|--|--------------------------------------|
| | | | |
| | | | |
| | | | |

Table 3 - Complaint Tracking Tool:

| Date | Source of complaint (name, organization, contact details, etc.) | Complaint specifics (who took the complaint, what was the issue, what was done, follow up, etc.) |
|------|--|---|
| | | |
| | | |
| | | |

7. Noise Management Plan

It is the company’s responsibility to ensure their workforce is not subjected to noise levels that exceed specifications within the Health, Safety & Reclamation Code for Mines in BC.

The following noise control plan will be followed:

- Well maintained access roads;
- 30 km/hr speed limit within the pit area;
- Placement of the crusher in the bottom of the pit;
- Hours of pit operations will be between 7 am and 7 pm, seven days a week (as part of the lumber yard operations), from mid-April to late November per



- annum; the pit is in only in operation on a limited basis during the operating season and only as per supply demands.
- Crusher will only be brought on site intermittently (every ~4 years based on supply and demand, over a 3-6 week period typically in the late spring (between April to mid-June). Crushing hours of operations are typically between 7:00 am and 7:00 pm, with an 8 day on/4 day off rotation.
 - A maximum drop height of 2 meters for loading trucks;
 - Equipment will be selected on its noise output, exhaust configuration, and compatibility with other equipment on site;
 - All equipment used on the site will have functional mufflers that are in good working order and muffle noise to their full capacity.
 - Operation will abide by any applicable additional guidelines outlined in the BC Aggregate Operators Best Management Practices Handbook.

All personnel will be trained on procedures to reduce noise within this operation.

8. Transportation of Aggregate to Market

The following Transportation Plan will be followed:

- Well maintained access roads;
- 30 km/hr speed limit will be maintained within the pit area;
- All trucks leaving the site will be covered with a tarp;
- Hours of operations will be between 7 am and 7 pm, seven days a week (as part of the lumber yard operations), from mid-April to late November per annum; the pit is in operation on a limited basis during the operating season and only as per supply demands.
- Crusher will only be brought on site intermittently (every ~4 years based on supply and demand, over a 3-6 week period typically in the late spring (between April to mid-June). Crushing hours of operations are typically between 7:00 am and 7:00 pm, with an 8 day on/4 day off rotation.
- Equipment will be selected on its noise output, exhaust configuration, and compatibility with other equipment on site;
- All drivers will be qualified and experienced;
- All trucks and equipment will undergo frequent safety inspections and be in good working conditions;
- No overloaded trucks will be allowed to leave the operation;
- All trucks will abide by all traffic regulations;



- Truck drivers who are repeat offenders of these guidelines will have their access to the pit denied.

All personnel will be trained on procedures of the Transportation Plan within this operation and to the end aggregate user.

9. Water & Environment

No existing watercourses run through or directly adjacent to the site. The gravel pit excavation, at its closest border, is approximately 150 m to the centre line of Boulder Creek Road, and from this centre line to the closest stream bank of Boulder Creek is another 60 meters to the south (refer to Figures 1 and 5). Boulder Creek, tributary to Salmo Creek, has been classified as fish bearing with a mapped fish point near the culvert crossing under Highway 6 (on the west side, source: iMapBC 1995 observation); however, this section of the creek is known to run dry during the peak summer months (Craig Uppers, pers. comm. Spring 2012). The creek is classified as S3 with a stream length of 5.49 km (source: Habitat Wizard), and the creek channel at the elevation of the area of development can be described as a mountain stream with little to no vegetation in the channel, generally steep banks, trees and brush along banks are submerged at high stage of flow, and the creek channel has a bottom of gravel, cobbles, and few boulders.

Drainage from the site does not flow towards Boulder Creek, and seasonal surface runoff occurring above the pit will be collected at the base of the pit face which will be in-sloped with a 2% grade (away from the log yard buildings down slope). Similar drainage has been in place within the middle bench of the log yard for many years; during the spring runoff pooling water is collected here with natural drainage into the underlying substrate of sand & gravel, otherwise conditions become dry for the remainder of the operating season. Where possible, in-pit drainage will be diverted around active work areas.

Groundwater was not encountered during July 2012 test pit sampling of the upper bench intended for gravel extraction, following the wettest month in recorded history in the Kootenays. Based on local well logs, the average depth to groundwater is approximately 30 feet (refer to Figure 5).

The gravel pit excavation will take place within the existing cleared land of the operating log yard; the footprint of development will not be increased by the development.

Water quality & consumption

At present, Porcupine Wood Products has an existing water licence (#C123777) drawn from Boulder Creek via a point-of-diversion (PD28606), which allows a



consumption rate of 37,800 gallons per day per annum (refer to Figures 5). The existing wood processing facilities uses approximately 5,000 gallons per day for the peak operating periods (i.e. the summer months), which drops down to approximately 2,000 gallons per day during the winter months. The excess volume of water not used by the operation remains in the Boulder Creek watercourse. The use of water in the screening process of aggregate, as needed for Boulder Creek Pit, is minimal and only required for dust control measures. Therefore, the aggregate pit operation will not be a large draw on water consumption, and in combination with the wood processing usage, the company is still far from their daily allowance.

A second water intake from Boulder Creek (PD 28608, licence #C070639) is situated above the mining area, and runs above the site towards the north, heading downslope towards the neighbouring property for irrigation purposes. This water source and associated water works would not be disturbed by any of the pit operations, as it is situated upslope and/or beyond the natural flow of any surface runoff from the gravel pit operation. The same applies to the surrounding domestic water wells at similar elevations (shown on Figure 5).

One licenced domestic well is located below the highway (tag no. 90289) downslope of the Porcupine Wood Products log yard. An existing ditch on the uphill side of the highway captures any surface drainage from the lower log yard, carrying it to the nearest low point (Boulder Creek Rd. – which runs underneath the highway to the Salmo River via a concrete cross drain; note: this crossing runs dry by mid-summer). Based on the well logs database (ministry of Environment, Wells database), the static level of water in this 57 foot deep well is approximately 37 feet depth which would indicate it draws from the Salmo River. Based on these factors, and the pit drainage in place for surface runoff, the gravel pit operation is not expected to contribute any additional surface runoff to the lower operating area, and therefore this domestic water source quality should be maintained.

Boulder Creek is deemed not suitable for consumption by Interior Health, and has been on a boil water advisory since year 2000. Presently, the company uses a bottled water dispensing system throughout the entire facility where all employees require drinking water. This policy has been adopted for the gravel pit operations.

No pit runoff shall be allowed free access to any surface water, as per Ministry of Environment guidelines.

10. Reclamation Plan

The aggregate operation on this site is a temporary activity (5 to 20 years), to create one larger leveled log yard for the Porcupine Wood Products operations. Therefore, reclamation is not scheduled to occur upon completion of the aggregate extraction, but will be done in accordance with the log yard operations. The pit faces will be



reclaimed as per Ministry of Natural Resource Operations – Mining & Minerals regulations.

a. End Land Use

- The surface of the land will be used as an operational log yard.

b. Productivity

- The level of land productivity on the reclaimed area will not be less than what existed prior to mining, and will actually increase the efficiencies of the log yard operations as well as the safety of personnel operating heavy equipment on site.

c. Re-vegetation

- At the completion of mining, all slopes shall be trimmed to a consistent, slope of 2:1, or the natural slope angle with native granular material.
- Topsoil and overburden from the previously cleared site has been stockpiled for future reclamation purposes (to be spread evenly over the disturbed areas, and the land will be re-vegetated to a self-sustaining state using appropriate plant species).

d. Watercourses

- No existing watercourses run through the site, and will therefore not be disturbed during production. (Refer to section above.)
- No pit runoff shall be allowed free access to any surface water, as per Ministry of Environment guidelines.
- Surface drainage will be restored to the back of the new pit floor (in sloped at ~2% grade) and will be managed as needed.

e. Roads

- All internal roads will be maintained or reclaimed in accordance with the land use objectives (log yard operations).

11. Safety

Operations will be in compliance with the Mines Act & HSRC, 2017 including proper signage, sloping, gate, berms, and Personal Protective Equipment (PPE). The manager requires that persons wear effective PPE in any situation where control at the source is impractical. The mine manager shall ensure no material or equipment shall be placed, stacked, or stored as to constitute a hazard to persons.



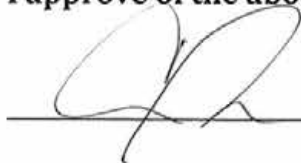
A Mine Emergency Response Plan for Boulder Pit has been written to fulfill the requirements of the HSRC 2017 (refer to Appendix B). It provides key officials, contractors, and employees within the mining operation with a general guideline to the initial response to an emergency, and an overview of their responsibilities during an emergency.

An effective and comprehensive safety program is in place for the saw mill and log yard operation for any staff, contractors and operators on site (refer to PWP Emergency Procedures Appendix C), with an additional form for gravel pit operation activities. There is a designated first aid building on site (Reman building; refer to Site Plan in MERP), and first aid info and a site map are posted at the Weigh Scale Building near the saw mill entrance, and are handed out to workers entering the gravel pit.

There are gates at the two entrances to the saw mill operating area (off Highway 6 and Boulder Creek Road), with private internal road and appropriate signage warning the public of industrial activities including “No Unauthorized Persons Allowed On Site”.

12. CLOSURE

I approve of the above written procedures and updated Mine Plan.



Date: MAY 18, 2020

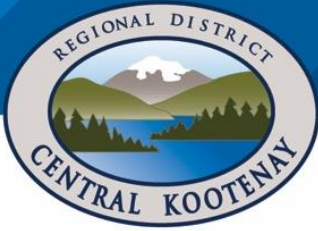
Craig Upper, Mine Manager of Boulder Pit
General Manager of Porcupine Wood Products, Salmo, B.C.
Email: craigupper@porcupinewood.com
Phone: 250-357-9479 extension 206
Cell: 250-354-9233



13. REFERENCES

- Regional District of Central Kootenay Planning Department Bylaws (Electoral Area G);
- Ministry of Environment’s Habitat Wizard mapping application;
- GoogleEarth orthomosaic imagery;
- iMapBC web mapping application;
- Ministry of Energy and Mines BC Geological Survey Digital Geology Map;
- Ministry of Energy and Mines *Aggregate Operators Best Management Practices Handbook for British Columbia*, Volume II, April 2002;
- Ministry of Energy & Mines, *Health, Safety and Reclamation Code for Mines in British Columbia*, 2017;
- Ministry of Environment Water Stewardship Division Wells Database;
- Ministry of Environment Water Licenses Query.





Board Report

Date of Report: February 28, 2022
Date & Type of Meeting: April 21, 2022 Open Board Meeting
Author: Paris Marshall Smith, Sustainability Planner
Tanji Zumpano, Water Services Liaison
Subject: WATERSHED SECURITY STRATEGY AND FUND RESPONSE &
REQUEST FOR A WATER SUSTAINABILITY PLAN
File: 10-5200-20-WGI-WSSF
Electoral Area/Municipality: All

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to recommend the Board formally request that the Province order a Water Sustainability Plan for the Creston Valley, and that it be developed in partnership with the RDCK and Yaqan Nukiy.

SECTION 2: BACKGROUND/ANALYSIS

The Province has committed to developing and implementing a Watershed Security Strategy and Fund to strengthen the security of watersheds, and increase the role of Indigenous peoples, local governments, and community in watershed governance.¹ A response to the Watershed Security Strategy and Fund Discussion Paper published on January 25th 2022 was submitted from the RDCK on March 18th 2022, following Board direction.

A key message included in the response was that the RDCK requests that the Province order a Water Sustainability Plan (WSP) be developed in partnership with the RDCK and Yaqan Nukiy for the Creston Valley. Although the Water Sustainability Act states that the Province does not need a local government request to order a WSP, staff understand that if a local government does make a request, it is more likely that the Province will consider the request. This request has not been formally made.

WHAT IS A WATER SUSTAINABILITY PLAN?

Under the provincial Water Sustainability Act, Water Sustainability Plans (WSP`s) are a tool that can support water management and watershed governance within a specific area. ``WSPs are intended to be long-term documents. Advancing a thorough understanding of the local context and the key actors in the community is critical to ensuring not only a good plan but a well-supported vision for the watershed that will drive implementation and meaningful change in water management and ongoing governance.”² WSPs are intended to guide government-to-government relationships with First Nations to support shared governance of water

¹ https://engage.gov.bc.ca/app/uploads/sites/722/2022/01/Watershed-Security-Strategy-Discussion-Paper_04.pdf

² [Polis Project – Water Sustainability Plans](#)

systems and watersheds.³ A WSP must be ordered by the Province who designates an area and process for a WSP if one or more of the following conditions exist:

- Conflicts between water users.
- Risks to water quality.
- Risks to aquatic ecosystem health.
- Restoration measures in relation to a damaged aquatic ecosystem⁴.

The RDCK can request that the Province order a Water Sustainability Plan.

WHY REQUEST A WATER SUSTAINABILITY PLAN NOW?

Since 2018, the RDCK Watershed Governance Initiative (WGI) has been creating the conditions for collaborative decision making regarding drinking water and watershed protection. Relationship building, data collection and information sharing has been integral to this work. With the continued impact of 2021's drought and flood season, the success of the WGI web and story mapping, and the reality of the RDCK's limited jurisdiction to influence activities in our watersheds, there is an urgency to support residents and come up with a unified plan to ensure watershed security for all.

The recent launch of the new Ministry of Land, Water and Resource Stewardship and the development the Watershed Security Strategy and Fund, signal a change in how the Province is managing drinking water and watershed protection. The success of the WGI and the increasing pressures of industry, climate crisis and development make this a favourable time for the RDCK to advocate for a Water Sustainability Plan.

WHY START WITH THE CRESTON VALLEY?

The WGI has helped reveal the sheer number of drinking water watersheds in the RDCK and the diversity of pressures and challenges affecting them. However, the Creston Valley represents a breadth of pressures (agriculture, development, industry, governance, drought, geo-hazard), a depth of understanding (RDCK managed Erickson-Arrow Creek, agricultural water demand modeling, and several Improvement Districts) and maturity of relationships that provide a strong foundation from which to pursue such a novel/new approach.

Over the last few years the Creston Valley has been severely impacted by extreme weather events including but not limited to:

- Extreme drought causing irrigation water restrictions and dry drinking water wells;
- Extreme heat events (Heat Domes) causing water system source shortages and crop destruction;
- Extreme rainfall events causing overland flooding; and
- Mild winters causing shifting pest phonologies and distributions.

A critical relationship in this area is with Yaqaan Nukiy, and working together to develop a WSP presents an important opportunity for the RDCK to deepen that relationship and understand new-to-us methods for drinking water and watershed protection. Lasting and meaningful reconciliation is a priority for the RDCK and working in in partnership with Yaqaan Nukiy and Ktunaxa Nation Council provides a space to explore shared management of land and water systems.

³[Okanagan Water Board – Water Use Plans vs, Water Sustainability Plans](#)

⁴[Water Sustainability Act – Part 3 Division 4 Sections 65 & 66](#)

Staff view Water Sustainability Plans as the best avenue to gain more influence in the management of watersheds in our region. Understanding that the RDCK has many watersheds that are at immediate risk, choosing a single one to pilot this process is difficult. However, while there are only a handful of WSPs in process in the Province, prioritized areas are characterized by existing relationships with key stakeholders and First Nations, similar to those the RDCK has in the Creston Valley.

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 type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

None at this time

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

The proposed Watershed Security Strategy and Fund proposes to provide guidance [on the Declaration on the Rights of Indigenous People Act](#) and the [Water Sustainability Act](#) which includes Water Sustainability Plans.

3.3 Environmental Considerations

Water Sustainability Plans support a water first approach that prioritizes whole watershed-system protection. This could provide communities with information to more accurately prepare for the impacts of climate change, industry, recreational, natural hazards, development and also the compounded and unknown and enable communities to prepare for the anticipated events related to climate change: wildfire, drought, flooding, debris flows.

3.4 Social Considerations:

Water Sustainability Plans must consider all those who value and have interest in the watershed. "Affected Indigenous nations and other local groups will want to be involved in establishing the terms of reference for a WSP since the terms of reference guide the entire WSP process, both in content and procedures. Terms of reference could include acknowledgement of the inherent authority of Indigenous nations and aboriginal rights and title to water, reference government-to-government agreements, emphasize the development of co-governance processes, and prioritize the need to protect environmental flows."⁵

3.5 Economic Considerations:

Water Sustainability Plans could provide a model of economic development that places water protection and intact watersheds at the forefront to support sustainable regional growth. Prioritizing watershed health could support long term economic planning related to industries such as recreation, forestry, fishing, mining, agriculture, tourism, and the health and wellness industry.

3.6 Communication Considerations:

Staff will coordinate communication with Board members and staff, and with First Nations and the Province.

3.7 Staffing/Departmental Workplace Considerations:

The current actions are included in staff work plans: Sustainability Planner, General Manager of Development and Community Sustainability Services, Community Sustainability Manager and Water Services Liaison to support the project.

⁵ [Polis Project – Water Sustainability Plans](#)

As mentioned, there are few examples of Water Sustainability Plans in process. If a WSP were to be ordered for the Creston Valley the required staff time and resources is unknown.

3.8 Board Strategic Plan/Priorities Considerations:

Participating in the Watershed Security Strategy and Fund engagement process aligns with the following Board priorities:

1. **Seek opportunities for partnerships with local communities:**
 - Moving towards reconciliation with First Nations through respectful interactions and exploring partnerships
 - Achieve better coordination between the RDCK and local municipalities on common strategic priorities
2. **Protect our water sources**
 - Develop comprehensive watershed management plan with all stakeholders and include them in OCP
 - Crown land logging and private land logging have limited impact on the quality and quantity of water available to RD residents for drinking and recreation
3. **Establish a governance model for watershed management in the RDCK**
 - The RDCK determines what available tools it has to protect watersheds

SECTION 4: OPTIONS & PROS / CONS

Staff recommend that the RDCK Board request that the Province order a Water Sustainability Plan be developed in the Creston Valley in partnership with the RDCK and Yaqaan Nukiy (Lower Kootenay Band).

Option 1 – APPROVE

That the RDCK Board request that the Province order a Water Sustainability Plan be developed in the Creston Valley in partnership with the RDCK and Yaqaan Nukiy (Lower Kootenay Band).

Pro

- Recognizes the significance and strength of relationship with Yaqaan Nukiy
- Responds to the urgency being experienced by Creston Valley residents regarding their water systems
- Recognizes the compounding pressures of industry, agriculture, development, and climate change on Creston Valley water systems

Con

- Making a request does not guarantee that the Province will issue an order
- If a WSP is ordered, it will require significant staff time to develop a Plan
- A WSP is not an immediate solution to the pressures faced by residents

Option 2 – NO FURTHER ACTION AT THIS TIME

That the RDCK Board direct staff to take no further action regarding Water Sustainability Plans at this time.

Pro

- Allows staff to consider another approach
- Staff times can be directed elsewhere

Con

- Staff feel the launch of the new Ministry of Land, Water and Resource Stewardship and the development the Watershed Security Strategy and Fund suggest changes that could respond to RDCK's desire for more equitable and sustainable watershed governance and that to act now (rather than wait) would be beneficial

SECTION 5: RECOMMENDATIONS

That the RDCK Board direct staff to send a request to Yaqaan Nukiy Chief and Council for their participation on developing a Water Sustainability Plan for the Creston Valley; AND FURTHER, request that the Province order a Water Sustainability Plan be developed in the Creston Valley in partnership with RDCK and Yaqaan Nukiy.

Respectfully submitted,
Paris Marshall Smith and Tanji Zumpano

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 |



Board Report

Date of Report: March 15, 2022
Date & Type of Meeting: April 21, 2022 Open Board Meeting
Author: Paris Marshall Smith, Sustainability Planner
Subject: RDCK Climate Action Planning Budget
File: 10-5200-20-CAS-2022
Electoral Area/Municipality: RDCK

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to present the budget for the development of the 2023-2026 climate action plan and community engagement strategy. In addition to immediate engagement, the climate action community engagement strategy will inform the 4-year implementation of the plan. Staff are recommending that all costs be paid from the CARIP funds.

SECTION 2: BACKGROUND/ANALYSIS

In February the Board directed staff to prepare 4-year climate action plans starting in 2023 as a pathway to climate action targets to reduce carbon pollution (greenhouse gas emissions) 50% below 2018 levels by 2030, and 100% by 2050.

Staff are now bringing forward a budget to fund development of the 2023-2026 climate action plan and a communication & engagement strategy that will support the participation required to develop the plan, and provide a strategy for ongoing communication and engagement for the 4-year term of the plan. Staff are recommending that all costs be paid from the CARIP funds.

CLIMATE ACTION PLAN DEVELOPMENT

The RDCK is developing a Climate Action Plan (Plan) that will focus on community and corporate low carbon resilience. This approach supports communities in advancing towards a strong and adaptable future by bringing together reduction of carbon pollution (climate mitigation), community resilience (climate adaptation) and other local government priorities.

The Climate Action Plan for 2023-2026 will fill a key gap in the RDCK's climate action portfolio by clearly identifying actions that will be taken in pursuit of carbon pollution reduction goals. An annual review (State of Climate Action) and a 4-year development cycle creates a responsive framework that can integrate emerging technology and capabilities. As well, the Plan will identify barriers that currently limit climate action progress and more clearly illustrate when they will be addressed. The Plan follows the same structure as the 10 pathways of State of Climate Action and will identify actions across:

- Corporate climate mitigation, conservation and energy efficiency

- Community (RDCK) climate mitigation, conservation and energy efficiency
- Climate adaptation, preparedness and resilience
- Climate action culture

Community Sustainability staff will work with staff from Resource Recovery, Parks, Transportation, Water, Planning, Fire and Emergency Preparedness to refine the actions and build a framework for implementation.

OVERVIEW OF KEY PLAN DEVELOPMENT ACTIVITIES

- **Project background research, planning and inventory development** *February to April 2022*
This includes background research, greenhouse gas emissions inventory review and refinement.
- **Climate action community engagement** *May 2022 to December 2026*
May 2022 – September 2022
The development of the Climate Action Plan will be guided by engagement with staff, stakeholders, and community.
October 2022 – May 2023
The Climate Action Plan development process itself (between now and September) will launch the multi-year climate action culture development program as a key action of parallel to the Climate Action Plan.
Consultants will be hired to develop the plan and implement it over a year.
January 2023 – December 2026
The 4 years of the first Climate Action Plan will be active with building regional climate culture. Actions will be tested, ideas explored, think tanks organized to continuously refine and adapt the Climate Action Plan so that it reflects the RDCK's rural regional reality. (*Note – new actions identified that require budget will be brought to Board for approval*)
- **Plan Development** *February to September 2022*
Engagement with staff and stakeholders will involve discussion and analysis of challenges and opportunities of proposed Climate Action Plan actions, determining implementation timelines and identifying gaps where there is missing technology or regulation.
- **Draft Plan** *October 2022*
The draft Climate Action Plan will be presented to the Board in October.
- **Implementation, review & refinement** *October 2022 to March 2026*
Following adoption of the Plan, staff will continue community engagement, support implementation, and review and refine actions in preparation for next 4-year plan development (late 2026). Additionally, staff recommend the Plan be a foundational document during the development of the new Board Strategic Plan.

CLIMATE ACTION COMMUNITY ENGAGEMENT - building climate action culture

Ideally, the RDCK Climate Action Plan will reflect the opportunities and challenges perceived by rural and small communities, RDCK residents, elected officials and staff. To achieve this goal, the Plan must engage and invite participation from rural and small communities, RDCK residents, elected officials and staff. As well, community

engagement will support the development of the Plan and contribute to building regional climate action culture. This engagement will continue throughout the life of the Plan (4 years).

The intent of this on-going climate action community engagement is twofold. First, to create an internally embedded RDCK climate action culture that prioritizes low carbon and adaptive measures in all decision making. Second, to create an external climate action culture where residents see the RDCK as partner in climate action, a place for information, accountability and coordinated action, with the overall goal of RDCK residents, institutions, and industry having a greater motivation for climate action and commitment to 2030 science based targets.

The climate action community engagement multi-year process will involve a broad group of stakeholders and consider all aspects of RDCK services. Depending on the audience and the timeline, the Climate Action Plan will include a range of tactics to inform, collaborate, support change, and make decisions.

To create an effective climate action community engagement process, staff are seeking external expertise in the form of communication, engagement and design consultants. See the proposed budget below.

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

Staff are recommending that the \$80,000 Climate Action Plan budget be paid from the CARIP funds.

| Area of focus | Description | Deliverables | Cost |
|--|---|--|----------|
| DATA – inform and reporting action | Work with carbon pollution experts like Community Energy Association to gather and analyze data to identify <ul style="list-style-type: none"> • Gaps: what we cannot do as local government because of either technology or jurisdiction; • Areas of influence: what we can affect; and, • Areas of control: what we are directly responsible for. | Using 2018 baseline data, staff will refine the 2023 and 2026 actions to reflect the impact they will have on carbon pollution and identify gaps that will limit our ability to meet the desired target for 2030. | \$5,000 |
| BUILDING CLIMATE CULTURE – communication & engagement | Work with consultants to develop climate culture through effective communication, engagement and relationship building. Will focus on stakeholders and partners | An innovative process for stakeholder and community engagement to <ol style="list-style-type: none"> engage parties in the development of the Plan; and design a strategy to span the 4-year Plan to build climate culture internally and externally | \$65,000 |

| | | | |
|-----------------------------------|---|--|----------------------|
| | <ul style="list-style-type: none"> internally: elected officials, senior management team, staff and consultants and external: rural and small communities, funding recipients, project partners | <p>Tools to support the system changes include:</p> <ul style="list-style-type: none"> Guidelines (policy, decision making matrices, regulation, incentives, informal and formal discussions, Formal and informal corporate leadership messaging (on job descriptions, report templates, performance reviews etc.) and, Social media campaigns (videos, animation, postings, website updates etc), Innovation spaces - think tanks, hubs, pilots etc... | |
| TAKING ACTION | <p>Review of existing RDCK plans, policies, strategies and projects to align action items.</p> <p>Bring together the RDCK's existing and developing energy and climate initiatives and plans.</p> | <ul style="list-style-type: none"> Define the corporate and community's climate challenges and opportunities in meeting the carbon pollution and energy reduction targets based on 4-year timeframe. Align actions within the 10 Pathways Organize actions by prioritization, timeframes, estimated costs, funding sources and responsibility for implementation of actions Link with SoCA indicators that measure progress and levels of success for implementing the Plan for each Pathway. Provide a framework for next steps to guide decision making within the RDCK | Staff time + \$5,000 |
| PLAN DESIGN AND PRODUCTION | Work with consultants to produce an accessible, easy to understand public climate action plan | <ul style="list-style-type: none"> The RDCK 2023-2026 Climate Action Plan | \$5,000 |
| TOTAL | | | \$80,000 |

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

None at this time, though it is worth noting that the Climate Action Plan will highlight areas where provincial or federal policy or program changes are needed. As well, building climate culture will embed climate action into all RDCK policies and programs either through standalone policies, additions to existing policy, or by applying a climate action lens to decision making.

3.3 Environmental Considerations

In developing the first 4-year Climate Action Plan, the RDCK will improve its ability to take advantage of evolving technologies and understanding. This will also co-benefits between separate initiatives which include initiatives with municipalities and opportunities for collaboration. As such, the Climate Action Plan will serve as a key component in the RDCK's response to the global climate crisis.

3.4 Social Considerations:

Progressive science based targets that consider equity are a reasonable response to the climate crisis. Planning in 4 year increments leading to the 2030 deadline allows for staff to work with community and other orders of government and respond as needed.

The proposed climate action community engagement program will build climate action culture on the principals of equity and justice.

3.5 Economic Considerations:

It is understood that there is a significant gap between what can be currently accomplished and the targets proposed, primarily in resource recovery, fossil gas combustion, and commercial vehicles. This is consistent with all local governments around the world, no one has determined how to achieve the targets. Advances in technology will help eliminate some or all of the shortfall as will changes in political and personal will.

3.6 Communication Considerations:

An improved climate action planning framework will improve internal and external communications. The proposed climate action community engagement program will support community involvement, feedback and transparency.

3.7 Staffing/Departmental Workplace Considerations:

Like with the SOCA reporting, the RDCK Climate Action requirements will vary across the organisation. The Climate Action Planning and State of Climate Action (SoCA) processes will require regular staff time from all departments and senior management to plan, adjust, and report on our climate actions. Broadly, this is anticipated to include initial planning for the 4-year CAP, 1-2 times per year update meetings, and annual SoCA reporting meetings.

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 Climate Action Strategy. Given the priority of climate action identified by the Board, staff see it is critical to integrate this work into all operations and clearly communicate

the commitment to the public.

SECTION 4: OPTIONS & PROS / CONS

Staff are recommending that the RDCK Board approve the budget of up to \$80,000 for the development of the 2023-26 Climate Action Plan and associated 4-year Communication and Engagement Strategy, and that these funds be drawn from the Climate Action Revenue Incentive Program (CARIP) reserve in S100.

Option 1 – APPROVE

That the RDCK Board approve the budget of up to \$80,000 for the development of the 2023-26 Climate Action Plan and associated 4-year Communication and Engagement Strategy, and that these funds be drawn from the Climate Action Revenue Incentive Program (CARIP) reserve in S100.

Pro:

- The Board has directed staff to prepare a 4-year Climate Action Plan and staff have prepared a budget to meet the short and longer term goals of that process
- The Climate Action Revenue Incentive Program (CARIP) reserve is intended to support this type of work. The proposed \$80,000 does not significantly deplete the reserve. There will be money for additional climate actions and with the new provincial climate action funding anticipated, the reserve will receive more funding.
- The most significant cost in the budget is community engagement which will produce a stronger more relevant action plan.
- The budget leverages previous and existing investment of funds and staff time from the 100% renewable energy planning, Senior Energy Specialist and the State of Climate Action

Con:

- These funds and staff time could be used elsewhere

Option 2 – DO NOT APPROVE

That the RDCK Board DOES NOT APPROVE the budget of \$80,000 for the development of the 2023-26 Climate Action Plan and associated 4-year Communication and Engagement Strategy, and that these funds be drawn from the Climate Action Revenue Incentive Program (CARIP) reserve in A108.

Pro:

- These funds and staff time could be used elsewhere

Con:

- Staff will be unable to prepare an effective, reflective Climate Action Plan; and,
- Engagement with community and other stakeholders will be limited

SECTION 5: RECOMMENDATIONS

That the RDCK Board approve the budget of up to \$80,000 for the development of the 2023-26 Climate Action Plan and associated 4-year Communication and Engagement Strategy, and that these funds be drawn from the Climate Action Revenue Incentive Program (CARIP) reserve in 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 | |



Board Report

Date of Report: March 11, 2022
Date & Type of Meeting: April 21, 2022 Board Meeting
Author: Grace Allen, Team Leader, Bylaw Enforcement
Subject: ELECTORAL AREAS E & F DOG CONTROL CONTRACT
File: 2330-30-E&F DOG CONTROL
Electoral Area/Municipality: E&F

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek Board approval to award the Dog Control Officer contract for enforcement of the Dog Control Service Bylaw No. 2387, 2014 for Electoral Areas E & F to Mr. William Hitchon.

SECTION 2: BACKGROUND/ANALYSIS

At the Board meeting on March 2020, the Regional District of Central Kootenay (RDCK) approved awarding the Dog Control Contract to Ms. Pamela Guille for investigating and enforcing the provisions of the Dog Control Service Bylaw No. 2387, 2014 for a period of three years including an option to extend the contract by an additional two years for a total of five years.

On April 30, 2021, Ms. Guille submitted her resignation letter to stop enforcing the Dog Control Service Bylaw No. 2378, 2014. She continued to provide her services until a new Dog Control Contractor could be selected.

The Dog Control Service Request for Proposal was advertised on the RDCK website and on BC Bids for a period of one month.

The RDCK received one completed bid package from Mr. William Hitchon by closing time. Mr. Hitchon's bid was over the budgeted amount in the service. Staff have been negotiating costs with Mr. Hitchon to align with current requisition and to add patrols which were not part of the previous contract. Since 2018, contractor costs for the service have been approximately \$29,000 yearly. By adding patrols at the request of the participating Directors, Mr. Hitchon proposes the following charges for the service:

- Base rate per calendar month which includes patrols and complaint investigation and attendance at \$2,600.00 for a total of \$31,200 for the calendar year (previously \$29,000/year).
- In addition to the base rate items that are not included and charged separately if incurred while providing the service is maintenance and substance at \$30.00 per day per dog, Dead dog pickup at \$75.00 per carcass, Court attendance at \$100.00 per hour, Emergency call out at \$ 150.00 per call.

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 base rate per month is \$2600 which includes investigations, call outs and patrols that were not part of the previous contract for a total of \$31,200 per year. This does not include all the additional charges which may if incurred total \$200 to over \$10,000 if court attendance is required.

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

The dog control service is governed by the Electoral Areas E and F Dog Control Bylaw No. 2387, 2014.

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

Nuisance dogs and dog's at large issues are a concern for Area E and F. The Dog Control Service provides a resource to dog owners and those impacted by dogs at large a resource for education and enforcement.

3.5 Economic Considerations:

N/A

3.6 Communication Considerations:

N/A

3.7 Staffing/Departmental Workplace Considerations:

No impact on Bylaw staff as this is a contracted position and assistance from Bylaw will be required from time to time in addressing dangerous dogs.

3.8 Board Strategic Plan/Priorities Considerations:

To Excel in Governance and Service Delivery

SECTION 4: OPTIONS & PROS / CONS

Option 1. That the Board approve the Dog Control Services contract to Bill Hitchon for Areas E and F to commence on May 1, 2022 to May 31, 2025 with the option to extend the contract by an additional two years for a total of five years.

Pros:

- To issue the contract will not disrupt or delay dog control services.
- Mr. Hitchon's is able to provide patrols at this cost to the service area.

Con:

- This new contract, depending on the amount of variable time spent by the contractor, could push the service into a deficit in 2022. Staff will monitor the costs as the year progresses.

Option 2. That the Board direct staff to repost the Request for Proposal.

Pro:

- Staff would seek to find another potential contractor to provide this service.

Con:

- Should this position be reposted, the RDCK may not receive new proposals based on the lack of responses in the past indicating there are not many who can provide this service in areas E and F.
- There may be a service disruption.
- If there is no contractor the Bylaw Enforcement Officers (based in Nelson) will be responding to the complaints until a contractor is in place.

SECTION 5: RECOMMENDATIONS

1. That the Board award the Dog Control Officer contract for Electoral Areas E and F to Bill Hitchon for the period of May 1, 2022 to May 31, 2025, and that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, all associated costs be paid from Animal Control - Areas E and F Service S183.
2. That the Regional Board appoints Bill Hitchon and his alternate Dr. John Dale as Dog Control Officers for enforcement of the Electoral Areas E and F Dog Regulatory Bylaw No. 2387, 2014.

Respectfully submitted,

Digitally approved by Grace Allen.

Grace Allen, Senior Bylaw Enforcement

CONCURRENCE

CAO – Digitally approved by Stuart Horn.

General Manager of Development and Community Sustainability – Digitally approved Sangita Sudan

ATTACHMENTS:

Attachment A – Draft Dog Control Service Agreement with Mr. William Hitchon.



Goods and Services Agreement

Contract #: 2022-073-DEV_5GEAR
Project: Dog Control Services for Electoral Areas E & F
GL Code: J-S181 and I-S180

THIS AGREEMENT executed and dated for reference the:

___ day of _____, _____
(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

AND

WILLIAM HITCHON dba 5th GEAR
(hereinafter called the "Recipient")
at the following address:
2221 Annable Road
Nelson, BC V1L 6K5

Agreement Administrator: Sangita Sudan
Telephone #: 250-352-8257
Email: ssudan@rdck.bc.ca

Agreement Administrator: William Hitchon
Telephone: 604-244-7666ag
Email: 5thgear@mindless.com

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 Schedule "A" of this Agreement (the "Services").
- (b) **TERM:** Notwithstanding the date of execution of this Agreement the Contractor shall provide the Services described in Schedule A hereof commencing on **May 1, 2022** and ending on **May 31, 2025** (the "Term").
- (c) **LOCATION AND SERVICE AREA:** The location for delivery of the Services shall be the Dog Control Service area established under the Regional District of Central Kootenay Bylaw No. 2387;
- (d) **CONTRACT PRICE/RATE:** \$2,600.00 (excluding GST) and on the terms set out in Schedule B.
- (e) **BILLING DATE:** Monthly.
- (f) Schedules A and B are incorporated into, and form part of this Agreement.
- (g) **"ANIMAL"** where used in this Agreement, and unless the context requires otherwise, means a dog,

being a member of the species *canis lupus familiaris*, or other domesticated member of the Canine family, or such other animals as may from time to time be the subject of regulation under the Dog Control Bylaws; Attachment A

- (h) **“DOG CONTROL OFFICER”** has the same meaning as Animal Control Officer under section 49 of the *Community Charter*;
- (i) **“DOG CONTROL BYLAWS”** means the Defined Area of Electoral Areas E & F Dog Control Bylaw No. 2387, 2014, as amended or replaced from time to time (See Appendix A for a copy of the Bylaws).
- (j) **“DOG CONTROL SERVICES”** means the dog control and pound keeper services to be provided by the Dog Control Officer under this agreement, as set out and described in Part B of this Agreement;
- (k) **“EMERGENCY CALL OUT”** means immediate response required;
- (l) **“EQUIPMENT”** means catch pole, bite gloves, transportation crate and any other equipment as required;
- (m) 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 Schedule 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 time records and 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, and if applicable professional liability insurance or environmental impairment 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 **\$5,000,000** 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; Attachment A
- (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 Schedule 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 Schedule 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. Attachment A

- 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:
 - (a) be the exclusive property of the RDCK; and
 - (b) be delivered by the Contractor to the RDCK immediately upon the RDCK giving notice of such request to the Contractor.
- 16 The copyright in the Material belongs to the RDCK.
- 17 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.
- 18 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.
- 19 Where the Contractor is a partnership, all partners are to execute this Agreement.
- 20 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.
- 21 Parts 2, 3 and 4 of the Request for Proposals of the RDCK dated February 5, 2021 and the Contractor’s Proposal provided in response are hereby incorporated into and forms part of this Agreement.
- 22 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 | WILLIAM HITCHON dba 5 th GEAR |
|---|--|
| <hr/> (Signature of Authorized Signatory) <hr/> (Name and Title of Authorized Signatory) <hr/> (Signature of Authorized Signatory) <hr/> (Name and Title of Authorized Signatory) | <p style="text-align: right; color: red;">Attachment A</p> <hr/> (Signature of Authorized Signatory) <hr/> (Name and Title of Authorized Signatory) <hr/> (Signature of Authorized Signatory) <hr/> (Name and Title of Authorized Signatory) |

PROPOSAL FORM



REQUEST FOR PROPOSALS

DOG CONTROL SERVICES FOR ELECTORAL AREAS E AND F
CLOSING DATE & TIME: 2:00 PM, March 8, 2021

COMPANY NAME: 5th GRAB (BILL HITCHCOCK)
ADDRESS: 2221 ADAMABLE Rd.
CITY/POSTAL CODE: NELSON
EMAIL: 5thgear@mindless.com
DATED: MAR 22/21

TO: Regional District of Central Kootenay
Box 590, 202 Lakeside Drive
Nelson, BC V1L 5R4

The Proponent has carefully examined the Site where the Services will be supplied or used and the Contract Documents for the Dog Control Services for Electoral Areas E and F.

The undersigned Proponent understands the conditions under which the Services are to be supplied and offers to provide all necessary labour, machinery, tools, equipment, apparatus and other means of construction and do all work and furnish all materials called for by the Contract Documents in the manner prescribed herein and in accordance with the Regional District's requirements, for the rates Proposed in Schedule 2-Pricing Schedules and in accordance with the other Schedules of this Proposal.

The immediately following schedules, entitled Schedules 1 to 7, shall be read with and form part of this Proposal as if embodied herein. The Proposal includes all addenda numbers ___ to ___ inclusive.

TENDER/PROPOSAL RECEIVED

DATE RECEIVED: march 23, 2021

TIME RECEIVED: 3:00

INITIALS: KM

The Proponent understands and agrees that:

- a) the proposed rates specified in Schedule 2-Pricing Schedules include all taxes, duties and all other additional charges on any materials, equipment and labour, except the GST which shall be charged separately;
- b) payment will be made only for the supply of Services specified in the Contract. Payment will be made according to the rates proposed in Schedule 2-Pricing Schedules;
- c) The lowest or any Proposal will not necessarily be accepted. The RDCK reserves the right in its absolute discretion to: accept the Proposal which it deems most advantageous and favorable in the interests of the RDCK; and waive informalities in, or reject any or all Proposals, in each case without giving any notice. In no event will the RDCK be responsible for the costs of preparation or submission of a Proposal;

If there is only one compliant Proposal received by the Closing Time, the RDCK reserves the right to accept the Proposal or cancel the Proposal process with no further consideration for the sole Proposal. This includes the right to cancel this RFP at any time prior to entering into the Contract with the Contractor. The RDCK reserves the right to cancel at any time before award of the Contract without being obliged to any Proponent – not just where there is only one compliant Proposal; and

- d) The RDCK reserves the right, at its sole discretion to waive irregularities and informalities in any Proposal and to seek clarification or additional information on any area of any Proposal when it is in the best interest of the RDCK to do so. The RDCK, however, may at its sole discretion reject or retain for consideration Proposals which are non-conforming because they do not contain the content or form required by these Instructions to Proponents or because they have not complied with the process for submission set out herein.

The Proponent agrees as follows:

- a) If the undersigned is notified in writing of the acceptance of their Proposal, it agrees that it will enter into negotiations with the RDCK within fifteen (15) days of the date of the Notice of Acceptance for a Contract;
- b) Guarantees completion of the Contract in accordance with the Contract Documents;
- c) Within fifteen (15) days from the date of the Notice of Acceptance of this Proposal, to furnish to the RDCK, the specified insurance and WorkSafe BC clearance letter for the performance of the Contract;
- d) To begin supply of the Services on the date specified in the Notice to Proceed;
- e) Except as expressly and specifically permitted in these Instructions to Proponents, no Proponent shall have any claim for any compensation of any kind whatsoever, as a result of participating in this RFP, and by submitting a Proposal each Proponent shall be deemed to have agreed that it has no claim; and

PROPOSAL FORM



REQUEST FOR PROPOSALS

DOG CONTROL SERVICES FOR ELECTORAL AREAS E AND F
CLOSING DATE & TIME: 2:00 PM, March 8, 2021

COMPANY NAME: 5th GEAR
ADDRESS: 2221 ANNABLE Rd NELSON
CITY/POSTAL CODE: NELSON V1L 6K5
EMAIL: 5thgear@mindless.com
DATED: MAR 08 / 2021

**TO: Regional District of Central Kootenay
Box 590, 202 Lakeside Drive
Nelson, BC V1L 5R4**

The Proponent has carefully examined the Site where the Services will be supplied or used and the Contract Documents for the Dog Control Services for Electoral Areas E and F.

The undersigned Proponent understands the conditions under which the Services are to be supplied and offers to provide all necessary labour, machinery, tools, equipment, apparatus and other means of construction and do all work and furnish all materials called for by the Contract Documents in the manner prescribed herein and in accordance with the Regional District's requirements, for the rates Proposed in Schedule 2-Pricing Schedules and in accordance with the other Schedules of this Proposal.

The immediately following schedules, entitled Schedules 1 to 7, shall be read with and form part of this Proposal as if embodied herein. The Proposal includes all addenda numbers ___ to ___ inclusive.

GA KM

The Proponent understands and agrees that:

- a) the proposed rates specified in Schedule 2-Pricing Schedules include all taxes, duties and all other additional charges on any materials, equipment and labour, except the GST which shall be charged separately;
- b) payment will be made only for the supply of Services specified in the Contract. Payment will be made according to the rates proposed in Schedule 2-Pricing Schedules;
- c) The lowest or any Proposal will not necessarily be accepted. The RDCK reserves the right in its absolute discretion to: accept the Proposal which it deems most advantageous and favorable in the interests of the RDCK; and waive informalities in, or reject any or all Proposals, in each case without giving any notice. In no event will the RDCK be responsible for the costs of preparation or submission of a Proposal;

If there is only one compliant Proposal received by the Closing Time, the RDCK reserves the right to accept the Proposal or cancel the Proposal process with no further consideration for the sole Proposal. This includes the right to cancel this RFP at any time prior to entering into the Contract with the Contractor. The RDCK reserves the right to cancel at any time before award of the Contract without being obliged to any Proponent – not just where there is only one compliant Proposal; and

- d) The RDCK reserves the right, at its sole discretion to waive irregularities and informalities in any Proposal and to seek clarification or additional information on any area of any Proposal when it is in the best interest of the RDCK to do so. The RDCK, however, may at its sole discretion reject or retain for consideration Proposals which are non-conforming because they do not contain the content or form required by these Instructions to Proponents or because they have not complied with the process for submission set out herein.

The Proponent agrees as follows:

- a) If the undersigned is notified in writing of the acceptance of their Proposal, it agrees that it will enter into negotiations with the RDCK within fifteen (15) days of the date of the Notice of Acceptance for a Contract;
- b) Guarantees completion of the Contract in accordance with the Contract Documents;
- c) Within fifteen (15) days from the date of the Notice of Acceptance of this Proposal, to furnish to the RDCK, the specified insurance and WorkSafe BC clearance letter for the performance of the Contract;
- d) To begin supply of the Services on the date specified in the Notice to Proceed;
- e) Except as expressly and specifically permitted in these Instructions to Proponents, no Proponent shall have any claim for any compensation of any kind whatsoever, as a result of participating in this RFP, and by submitting a Proposal each Proponent shall be deemed to have agreed that it has no claim; and

- f) The RDCK reserves the right, at its discretion, to negotiate with any Proponent that the RDCK believes has the most advantageous Proposal or with any other Proponent or Proponents concurrently. In no event will the RDCK be required to offer any modified terms to any other Proponent prior to entering into the Contract with the successful Proponent, and the RDCK shall incur no liability to any other Proponent as a result of such negotiations or modifications.



Signature of Proponent

GA KM

Authorization

I/we hereby certify that the prices and dates and other information contained in this Proposal are correct, and that the signatures below are those of duly authorized officers of our company having the power necessary to make such a Proposal.

It is hereby agreed that once the Proposals for the Contract have been opened, this Proposal and the offer constituted thereby shall not be revoked before EITHER acceptance thereof by the Regional District OR the expiration of ninety (90) calendar days after the opening of Proposals for the Contract, whichever shall first occur.

SIGNED, SEALED AND DELIVERED by:

5th GEAR

Name of Proponent (Company)

In the presence of:

WILLIAM HITCHON

Name (printed)

Holly Suggitt

Witness Name (printed)

[Signature]

Authorized Signature

[Signature]

Witness Signature

2221 AUNABLE RD

Address (printed)

2954 6 Mile Lakes Rd

Address (printed)

Address (printed)

Nelson, BC

Address (printed)

Telephone

Fax

(604) 313-9268

Telephone

Fax

DATED at 2021 this 02 day of MARCH, 2021.

GA KW

SCHEDULE 1 – DESCRIPTION OF SERVICES AND SPECIFICATIONS

A. DOG CONTROL SERVICES

- i. The Contractor, in providing the Dog Control Services, shall work within the provisions of the Dog Control Bylaw and all applicable statutes and regulations and shall receive, accept and carry out such instructions and directions provided by the Team Leader of Bylaw Enforcement or as provided by other persons as may be appointed by the Board for that purpose.
- ii. The Contractor shall provide Dog Control Services to the Regional District within the service area, with that degree of skill, care and diligence normally provided by contractors having similar qualifications in the performance of duties of a similar nature to those contemplated under this Agreement.
- iii. The Contractor shall prominently display magnetic vehicle door signs that identify the Contractor as “Dog Control Officer – Contractor for the RDCK” on each vehicle to be used in the performance of the Contract. The magnetic signs are supplied by the RDCK. The magnetic signs are the property of the RDCK and must be returned immediately upon request
- iv. Act as the Regional District’s pound keeper for the service area.
- v. The Contractor shall respond to and investigate all complaints received by the Contractor or the Regional District in respect to alleged violations of the Dog Control Bylaw and shall document such complaints and subsequent action taken, and report the results of such investigation on a monthly basis. If further required, the Contractor shall present evidence at any judicial hearings should charges be disputed.
- vi. Provide investigation and enforcement services in relation to public complaints concerning alleged violations of the dog control bylaw.
- vii. Provide patrol and other services as required. Patrols will constitute driving along the streets and roads of Harrop/Proctor and Blewett in area E and on side roads on the North shore of area F. The patrols will alternate weekly between these areas for a maximum of 1.5 hours each at unscheduled times to avoid the establishment of a patten or in consultation with the RDCK.
- viii. During each patrol, the Contractor is expected to impound and/or provide warnings and/or fines to the owners of dogs found running at large within the service area.
- ix. At all times the Contractor shall carry a cell phone, provided by the Regional District, for the purposes of responding to emergency complaints. The Contractor shall respond to all complaints and be available on a 24 hour basis to respond to all emergency calls including but not limited to dogs in distress, persons bitten or a dog which poses a threat to persons or domestic animals. The cell phone is the property of the RDCK and must be returned immediately upon request.

SCHEDULES

- Schedule 1 - Description of Services
- Schedule 2 - Pricing Schedules
- Schedule 3 - Equipment List
- Schedule 4 - Proposed Sub-Contractors
- Schedule 5 - List of Previous Experience (Contracts)
- Schedule 6 - Schedule of Addenda

B. REPLACEMENT OFFICER IN THE EVENT OF ABSENCE

The Dog Control Officer shall, in the event of his/her absence, be responsible for employing a replacement person(s) acceptable to the Regional District to provide Dog Control Services. The Dog Control Officer shall be responsible for reimbursing said replacement person(s) at the Dog Control Officer's sole cost and expense.

C. POUND FACILITY AND VEHICLE

- i. The Dog Control Officer shall supply and maintain kennels and a dog holding area, to SPCA standards, to serve the Regional District's pound, at a location that is approved by the Regional District (the "Pound Facility"). The Pound Facility must meet all applicable licensing requirements and be approved by the Regional District of Central Kootenay.
- ii. The Dog Control Officer shall supply a vehicle acceptable to the Regional District and necessary equipment to be used by him/herself or his/her replacement person(s) in providing the Dog Control Services.

D. CARE OF IMPOUNDED DOGS

The Dog Control Officer shall:

- i. Take reasonable care of all impounded dogs;
- ii. Furnish all impounded dogs with all necessary and proper food and water;
- iii. Within 24 hours after impounding, verbally or otherwise inform the impounded dog's owner, if known;
- iv. Sell, give away or have euthanized by a veterinarian a dog for which the fees required under the applicable Dog Control Bylaw have not been paid within 168 hours (7 days) after the dog's impounding;
- v. Cause to be euthanized any dog which a qualified veterinarian states is suffering from an infectious or contagious disease or where the Dog Control Officer is satisfied that the dog has been seriously injured that its death is imminent.

E. APPOINTMENT AS BYLAW ENFORCEMENT OFFICER

- i. The Dog Control Officer agrees to be appointed by the Regional District Board as a bylaw enforcement officer of the Regional District as per Section 49 of the Community Charter, for the purposes of enforcing the Dog Control Bylaws as directed by and in consultation with the Regional District. This includes the impounding of dogs, and issuing tickets in accordance the Regional District's Municipal

Ticketing Information Bylaw and the Regional District's Bylaw Enforcement Notice and Dispute Adjudication System Bylaw.

- ii. The Dog Control Officer is an independent contractor and is not an employee, servant or agent of the Regional District.
- iii. The Dog Control Officer shall carry such identification and wear such uniform as the Regional District may from time to time require.

F. RECORD KEEPING AND CONFIDENTIALITY

- i. The Dog Control Officer shall maintain records to a standard of record keeping of a local government in the provisions of Dog Control Services, including but not limited to:
 - A record of all complaints received from members of the public;
 - A record of all actions taken in investigating and responding to a complaint;
 - A record of all patrols;
 - A record of all dogs impounded including information concerning each dog's release, adoption or euthanasia;
 - A record of all fines, fees, or other charges collected by the Dog Control Officer.
- ii. The records maintained by the Dog Control Officer shall be open for audit and inspection by the Regional District upon 24 hour notice and the Regional District may take copies and extracts from these records.
- iii. The Dog Control officer acknowledges that during the term he or she shall be required to collect and make use of personal information (as defined under the *Freedom of Information and Protection of Privacy Act*) in connection with the provisions of the Dog Control Services. The Dog Control Officer agrees that such personal information shall be maintained by the Dog Control Officer in strict confidence and in accordance with the requirements of the *Freedom of Information and Protection of Privacy Act* and that the personal information shall not be released to any person except:
 - Where the Regional District has approved such release; or
 - Where the release of that information is required by Court order or by the order of the Information and privacy Commissioner of British Columbia.

G. SAFETY REQUIREMENTS

The Dog Control Officer shall perform all services under this Agreement in accordance with the requirements of the *Workers Compensation Act*, the Regulations under that Act, and all statutes governing occupational health and safety.

SCHEDULE 2 – PRICING SCHEDULES

This section shall be read with and shall form part of the Contract Form. The Proponent hereby proposes the following prices to provide all materials, supervision, labour, equipment and all else necessary for the proper supply of the Services. Costs of a general nature that do not pertain to any one item shall be pro-rated among all items. No claim for extra payment on the grounds that the Services supplied could not be properly charged to items within the Description of Services will be considered.

| SERVICE | RATE |
|--|---------------------------------------|
| Base Rate per Calendar Month for Dog Control Services as defined in Schedule 1 includes: investigations, ticketing, dealing with ticket disputes, responding to all complaints by phone, email and in person, patrols 1.5 hours/week as identified in clause vii and responding to dangerous dog issues. | \$ 2600 |
| Maintenance and Substance*** (Per dog for a maximum of 7 days) | \$ 30 DAY |
| Euthanasia (veterinarian fee) | Actual cost as billed by veterinarian |
| Landfill Fee (Burial of dead dogs) | Actual cost as billed by RDCK |
| Dead Dog Pick up and Disposal (per dog) | \$ 75 |
| Hourly Fee for Court Appearances | \$ 100 |
| Per Call Fee for Responding to Emergency Call Out (Immediate response required) | \$ 150 |
| ***Charged to owner of dog if claimed, otherwise charged to District along with euthanasia fee | |


Signature of Proponent

SCHEDULE 3 – EQUIPMENT LIST

The Proponent proposes to use the equipment listed below in supplying the Services covered by the Contract (list only the major pieces of equipment to be used):

| NUMBER OF UNITS | BRIEF DESCRIPTION OF EQUIPMENT (STATE ITS USE, MAKE, AGE AND GENERAL CONDITION) | CHECK WHETHER | |
|-----------------|---|--------------------|------------------|
| | | OWNED BY PROPONENT | RENTED OR LEASED |
| 2 | CATCH POLES (NEW) | ✓ | |
| 12 | DOG TREATS | ✓ | |
| 1 | FOOD/WATER/BOWLS (NEW) | ✓ | |
| 2 | HEAVY GLOVES (NEW) | ✓ | |
| 1 | 2013 FORD F150 | ✓ | |
| 1 | 2011 SPRINGER VAN | ✓ | |
| 2 | PORTABLE KENNELS | ✓ | |
| 1 | ACRE OF FENCED Paddock | ✓ | |
| 2 | FIRST AID KITS (NEW) | ✓ | |
| 1 | NIGHT VISION GOGGLES (5 years) | ✓ | |

The Proponent must provide a brief description of the contingency plan in the event of equipment unavailability, failure or breakdown, or in the event that greater than anticipated volumes of material are generated by the RDCK.

I-LL HAVE 2 VEHICLES EQUIPPED TO GO OUT AT ANYTIME.

CURRENTLY IN THE DEVELOPMENT APPLICATION PROCESS TO REZONE PROPERTY TO R4 FOR A VETERINARY CLINIC & ANIMAL REHABILITATION. WE HAVE 18 ACRES WITH BARN / KENNELS / HORSESTALLS CONVERTED FOR DOGS. WE CAN HANDLE A LOT OF DOGS

IN PICTURE PROPERTY IS 2221 ANNABLE RD.



 Signature of Proponent

GM

SCHEDULE 4 – PROPOSED SUB-CONTRACTORS

The Proponent shall provide the name and address of the Sub-Contractor that the Proponent intends to employ on each item of work specified below.

Any changes or additions to this list must be submitted to the Manager for approval before sub-contracting the supply of the Services.

| ITEM OF WORK TO BE SUB-CONTRACTED | NAME, ADDRESS AND TELEPHONE NUMBER OF PROPOSED SUB-CONTRACTOR |
|-----------------------------------|---|
| - DOG CATCHER | Jonathan James 250 619-8992 |
| - DOG CONTROL OFFICER | 2284 Crystal Springs Rd VIC 624 |
| | |
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| | |

(If additional space is required use reverse side of this page.)



 Signature of Proponent

GA KM

SCHEDULE 5 – LIST OF PREVIOUS EXPERIENCE (CONTRACTS)

Attachment A

The Proponent shall fill in details below of the most recent contracts they have undertaken with the supply of Services of a nature similar to this proposed Contract.

It is the intention of Regional District of Central Kootenay to use the information given below to assess the experience of the Proponent in the appropriate supply of Services. The RDCK may contact the references given below before awarding the Contract.

Proponent's Experience on Projects of a Similar Nature

Project: FARMER Value: _____

Owner: FARRELL FARMS (DARREN) Phone Number: 613 403 4488

Description: PORK FARM, FEED LOOKED AFTER ANIMALS, CROPS, FAMILY FARM: FROM BIRTH UNTIL 1997

Project: SECUR SECURITY = INVESTIGATION Value: _____

Owner: KONSTANTIN WENKARTEN Phone Number: 902 201 3449

Description: PART TIME DOG HANDLER & PITT MEADOWS AIRPORT. (GERMAN SHEPHERD)

Project: _____ Value: _____

Owner: _____ Phone Number: _____

Description: _____



Signature of Proponent

GA VM

SCHEDULE 6 - ADDENDA

It is herewith acknowledged that the following Addenda have been received and form part of the Proposal.

ADDENDUM NO. _____ DATED MAR 08 / 2021
ADDENDUM NO. _____ DATED _____
ADDENDUM NO. _____ DATED _____
ADDENDUM NO. _____ DATED _____
ADDENDUM NO. _____ DATED _____



Signature of Proponent

GA
EM

Regional District of Central Kootenay

Bylaw No. 2387

A Bylaw to regulate the keeping of dogs within Electoral Areas E and F

WHEREAS the Board of the Regional District of Central Kootenay has, under the "Electoral Areas E and F Dog Control Services Establishment Bylaw No. 2079, 2009" established a service area within Electoral Areas E and F for the purpose of providing an animal control service;

WHEREAS pursuant to the *Local Government Act*, the Board may, by bylaw, provide for the control of animals;

AND WHEREAS it is deemed expedient to regulate the keeping of dogs in Electoral Areas E and F;

NOW THEREFORE the Board of the Regional District, in open meeting assembled, hereby enacts as follows:

PART 1 – GENERAL

1. This Bylaw may be cited for all purposes as the "*Electoral Areas E and F Dog Regulatory Bylaw No. 2387, 2014*".
2. The Board may enter into agreement with one or more qualified person(s) to act as the Regional District's agent and to carry out the duties of a Dog Control Officer within the Control Area.
3. In this Bylaw:

DOG CONTROL OFFICER means any person appointed by the Board as a Dog Control Officer and/or Animal Control Officer and also includes a Bylaw Enforcement Officer and a Peace Officer.

BOARD means the Board of the Regional District of Central Kootenay.

DANGEROUS DOG means a dog that:

- a. Killed or injured a person, domestic or farm animal, or has pursued or harassed a person;
- b. Any dog with a known propensity, tendency or disposition to attack without provocation other animals or humans;
- c. Is specifically bred or trained for fighting purposes;

DOG shall include both the male and the female of the species over six (6) months of age.

GUIDE DOG means a dog for which a valid and subsisting certificate has been issued under the *GUIDE DOG ACT*.

PLACE STAMP HERE



Owner's Certificate of Insurance and Vehicle Licence

Transaction Timestamp 20220215142645

Owner's BC Driver's Licence Number ****924

Owner
HITCHON WILLIAM EUGENE
2170-21000 WESTMINSTER HWY
RICHMOND BC V6V 2S9

Certificate Number 83 KVL
Effective Date 15Feb2022
Expiry Date 14Feb2023
Registration Number 10273579
Licence Plate Number RY3346
Decal Number 51599729
VIN 3B7MF33D1VM519398
NSC Number NOT*REQD
Transaction Type NEW
Agency Number 55371
Document Number 36G9VPPY



Proof of Insurance
The owner and/or the operator of the vehicle described herein is insured against liability for bodily injury and property damage by reason of the operation of such vehicle. The coverage provided by this certificate also satisfies the minimum limits set out by the respective legislation governing vehicle insurance in any area of Canada and the USA.
This document is to be signed and carried in the insured vehicle as proof of insurance.

Vehicle Use Vehicle driven to or from or part way to or from work or school a maximum one way distance of 15km. use beyond 15km, business use or commercial use under 5001 kgs gvw allowed on not more than 6 days in a calendar month. vehicle also used for pleasure.

Declaration of Principal Driver will be WILLIAM HITCHON, with BC driver's licence number ****924

Conditional Factor

By signing here, you:
 • apply for a Vehicle Licence and Registration under the Motor Vehicle Act or Commercial Transport Act, or for Registration under the Off-Road Vehicle Act;
 • apply for an Owner's Certificate of Insurance under the Insurance (Vehicle) Act (the Act) and regulations pursuant to the Act (the Regulations);
 • apply for optional insurance for which a premium is shown, in accordance with the terms and conditions of the ICBC Autoplan Optional Policy (the Optional Policy);
 • if optional insurance is purchased, accept delivery of a copy of the Optional Policy by viewing it at www.icbc.com/optionalpolicy, or acknowledge receipt of a copy of the Optional Policy;
 • certify that the driver is correct for all new plate, renewal transactions, and for adding or removing drivers;
 • certify that coverage, use, territory and where applicable, location address are correct;
 • acknowledge that the description of vehicle use set out is a summary of permitted uses in the indicated rate class and that complete details are available to you from your Autoplan agent or ICBC;
 • certify that the vehicle is not currently required to be registered and licensed in another jurisdiction;
 • certify that you, if under 18 years of age, have the consent of a parent or (legal) guardian to license and register this vehicle;
 • certify that you, if under 18 years of age, have the consent of a parent or (legal) guardian to license and register this vehicle;
 • certify that all information on all pages of this form is true and agree that you are responsible for any inaccuracies on any page or pages of this form.
 Under section 75 of the Insurance (Vehicle) Act, your claim is invalid if at any time you fail to provide complete and accurate information, violate a term or condition of your policy or commit fraud. This is a summary. For full information, see section 75 of the Insurance (Vehicle) Act.
 If the lessee signs this form, the lessee agrees to be jointly and severally liable with the lessor for all premium or premium-related debt.

NOT VALID UNLESS STAMPED BY AUTHORIZED ISSUING OFFICE

Customer Copy
Signature(s) Not Required

Customer Copy
Signature(s) Not Required

SIGNATURE OF OWNER

SIGNATURE OF OWNER

55371
FEB 15 2022



Registered Owner
HITCHON WILLIAM EUGENE
2170-21000 WESTMINSTER HWY
RICHMOND BC V6V 2S9

Number of Owners 1

This Certificate must be carried in the vehicle. This Certificate must be signed by the owner as seller if the vehicle is sold.

When you sell the vehicle, the buyer must take the Registration and submit it with an application for transfer within 10 days of the purchase. Contact your Autoplan agent for details.

Vehicle Registration

Certificate Number 83 KVL
Registration Number 10273579
Licence Plate Number RY3346
Year 1997
Make Dodge/ram
Model 3500
Body Style Pick Up
VIC YDRAD6
Colour Green
VIN 3B7MF33D1VM519398
Fuel Type Diesel
Net Weight (kg) 2,694
GWV (kg)/Disp. (cc) 5,000
Seating Capacity
Vehicle Type COMMERCIAL
Anti-Theft Device
Vehicle Status REBUILT
Import Code
Right-Hand Drive NO
ORV NO

SIGNATURE OF OWNER

SIGNATURE OF OWNER



Insurance Corporation
of British Columbia
(the Corporation)

Owner's Certificate of Insurance and Vehicle Licence Attachment A

Transaction Timestamp 20220215142645

Owner HITCHON WILLIAM EUGENE

Certificate No. 83 KVVJ
Plate No. RY1346

Effective Date 15Feb2022
Expiry Date 14Feb2023

Location Address 2221 ANNABLE RD, NELSON, BC V1L 6K5

Location address means the place where a vehicle is kept when not in use. Your location address is used to determine your territory and premiums. Complete details about your territory are available from your Autoplan agent or ICBC.

Coverages, Fees and Premiums

| Coverages | Territory N Rate Class 003 | Combined Driver Factor (CDF)* 0.698 | Your Cost |
|---|-------------------------------|-------------------------------------|-----------|
| Basic As per the Act and the Regulations | | | \$717 |
| The following is included in your Basic premium | | | |
| • Unlisted Driver Protection | Included | | |
| Third Party Liability (Insurance (Vehicle) Regulation, Part 6) (Optional Policy, Division 4) | Limit \$5,000,000 | | \$76 |
| Comprehensive (Optional Policy, Division 5) | Deductible \$300** | | \$236 |
| Annual Insurance Total | | | \$1,029 |

* The calculation of the premiums for this APV250 have applied Individual Driver Factors (IDFs) and Combined Driver Factors (CDFs) that may have had up to six decimal places. The IDFs and CDFs displayed on this APV250 have been rounded to three decimal places for illustrative purposes only.
** Comprehensive coverage with a \$300 deductible includes a \$200 deductible for any claim for windshield damage caused by missiles or flying objects.

Customer Copy Signature(s) Not Required
SIGNATURE OF CUSTOMER

Customer Copy Signature(s) Not Required
SIGNATURE OF CUSTOMER

Customer Copy Signature(s) Not Required
SIGNATURE OF AGENT

Agent Comments
conf cov use po decl coll conf list driver

| | |
|-----------------------------|------------|
| Annual Licence Fee | \$173.00 |
| New Plate Fee | \$18.00 |
| Payment Plan Enrollment Fee | \$15.00 |
| Total Amount Due | \$1,235.00 |
| Total Paid | \$109.00 |
| Amount Financed | \$1,235.00 |

Dealer/ICBC Approval Number 30915

List of Drivers
Drivers weighted in Basic CDF

| Name | Principal Driver | Driver's Licence No. | Household Member/ Employee | Weighting in Basic CDF | Senior Driver Factor Applied |
|-------------------------|------------------|----------------------|----------------------------|------------------------|------------------------------|
| HITCHON, WILLIAM EUGENE | Principal Driver | ****924 | --- | 100% | No |

Additional drivers

| Name | Driver's Licence No. | Household Member/ Employee |
|-----------------|----------------------|----------------------------|
| ZRAL, LISA DAWN | ****211 | No |

Non-Insurance Costs

Note: Your Basic insurance premium includes the following non-insurance costs.
The Non-insurance costs for the Road safety and Driver services categories represent average dollar amounts paid by each Basic policy holder.

| | |
|--|---------|
| Road safety including enhanced law enforcement | \$11.24 |
| Driver and vehicle licensing, vehicle registration, and other services | \$44.73 |
| Premium tax (4.4%) | \$31.55 |



Owner's Certificate of Insurance and Vehicle Licence

Transaction Timestamp 20220215142645

Owner's BC Driver's Licence Number ****924

Owner
HITCHON WILLIAM EUGENE
2170-21000 WESTMINSTER HWY
RICHMOND BC V6V 2S9

Certificate Number 83.KVU
Effective Date 15Feb2022
Expiry Date 14Feb2023
Registration Number 10273579
Licence Plate Number RY3346
Decal Number 51599729
VIN 3B7MF33D1VM519398
NSC Number NOT*REQD
Transaction Type NEW
Agency Number 55371
Document Number 3669VPPY



Proof of Insurance
The owner and/or the operator of the vehicle described herein is insured against liability for bodily injury and property damage by reason of the operation of such vehicle. The coverage provided by this certificate also satisfies the minimum limits set out by the respective legislation governing vehicle insurance in any area of Canada and the USA.
This document is to be signed and carried in the insured vehicle as proof of insurance.

Vehicle Use Vehicle driven to or from or part way to or from work or school a maximum one way distance of 15km. use beyond 15km, business use or commercial use under 5001 kgs gvwt allowed on not more than 6 days in a calendar month. vehicle also used for pleasure.

Declaration of Principal Driver will be WILLIAM HITCHON, with BC driver's licence number ****924

Conditional Factor

- By signing here, you:
- apply for a Vehicle Licence and Registration under the Motor Vehicle Act or Commercial Transport Act, or for Registration under the Off-Road Vehicle Act
 - apply for an Owner's Certificate of Insurance under the Insurance (Vehicle) Act (the Act) and regulations pursuant to the Act (the Regulations).
 - apply for optional insurance for which a premium is shown, in accordance with the terms and conditions of the ICBC Autoplan Optional Policy (the Optional Policy).
 - if optional insurance is purchased, accept delivery of a copy of the Optional Policy by viewing it at www.icbc.ca/optionalpolicy, or acknowledge receipt of a copy of the Optional Policy.
 - certify that the driver is correct for all new plate, renewal transactions, and for adding or removing drivers.
 - certify that coverage, use, territory and where applicable, location address are correct.
 - acknowledge that the description of vehicle use set out is a summary of permitted uses in the indicated rate class and that complete details are available to you from your Autoplan agent or ICBC.
 - certify that the vehicle is not currently required to be registered and licensed in another jurisdiction.
 - certify that you, if under 18 years of age, have the consent of a parent or (legal) guardian to license and register this vehicle.
 - certify that all information on all pages of this form is true and agree that you are responsible for any inaccuracies on any page or pages of this form.

Under section 75 of the Insurance (Vehicle) Act, your claim is invalid if at any time you fail to provide complete and accurate information, violate a term or condition of your policy or commit fraud. This is a summary. For full information, see section 75 of the Insurance (Vehicle) Act.
If the lessee signs this form, the lessee agrees to be jointly and severally liable with the lessor for all premium or premium-related debt.

NOT VALID UNLESS STAMPED BY AUTHORIZED ISSUING OFFICE

Customer Copy
Signature(s) Not Required

Customer Copy
Signature(s) Not Required

SIGNATURE OF OWNER

SIGNATURE OF OWNER

55371
FEB 15 2022



Vehicle Registration

Registered Owner
HITCHON WILLIAM EUGENE
2170-21000 WESTMINSTER HWY
RICHMOND BC V6V 2S9

Certificate Number 83.KVU
Registration Number 10273579
Licence Plate Number RY3346
Year 1997
Make Dodge/ram
Model 3500
Body Style Pick Up
VIC YD8AD6
Colour Green
VIN 3B7MF33D1VM519398
Fuel Type Diesel
Net Weight (kg) 2,694
GVW (kg)/Disp. (cc) 5,000
Seating Capacity
Vehicle Type COMMERCIAL
Anti-Theft Device
Vehicle Status REBUILT
Import Code
Right-Hand Drive NO
ORV NO

Number of Owners 1

This Certificate must be carried in the vehicle. This Certificate must be signed by the owner as seller if the vehicle is sold.

When you sell the vehicle, the buyer must take the Registration and submit it with an application for transfer within 10 days of the purchase. Contact your Autoplan agent for details.

SIGNATURE OF OWNER

SIGNATURE OF OWNER



Insurance Corporation
of British Columbia
(the Corporation)

Owner's Certificate of Insurance and Vehicle Licence Attachment A

Transaction Timestamp 20220215142645

Owner HITCHON WILLIAM EUGENE

Certificate No. 83 K V U J
Plate No. RY3346

Effective Date 15Feb2022
Expiry Date 14Feb2023

Location Address 2221 ANNABLE RD, NELSON, BC V1L 6K5

Location address means the place where a vehicle is kept when not in use. Your location address is used to determine your territory and premiums. Complete details about your territory are available from your Autoplan agent or ICBC.

Coverages, Fees and Premiums

| Coverages | | Combined Driver Factor (CDF)* 0.698 | Your Cost |
|---|-------------------------------|-------------------------------------|-----------|
| Basic As per the Act and the Regulations | Territory N Rate Class 003 | | \$717 |
| The following is included in your Basic premium | | | |
| • Unlisted Driver Protection | Included | | |
| Third Party Liability (Insurance (Vehicle) Regulation, Part 6) (Optional Policy, Division 4) | Limit \$5,000,000 | | \$76 |
| Comprehensive (Optional Policy, Division 5) | Deductible \$300** | | \$236 |
| Annual Insurance Total | | | \$1,029 |

* The calculation of the premiums for this APV250 have applied Individual Driver Factors (IDFs) and Combined Driver Factors (CDFs) that may have had up to six decimal places. The IDFs and CDFs displayed on this APV250 have been rounded to three decimal places for illustrative purposes only.

** Comprehensive coverage with a \$300 deductible includes a \$200 deductible for any claim for windshield damage caused by missiles or flying objects.

| | | |
|--|--|--|
| Customer Copy Signature(s) Not Required | Customer Copy Signature(s) Not Required | Customer Copy Signature(s) Not Required |
| SIGNATURE OF CUSTOMER | SIGNATURE OF CUSTOMER | SIGNATURE OF AGENT |

Agent Comments
conf cov use po decl coll conf list driver

| | |
|------------------------------------|------------|
| Annual Licence Fee | \$173.00 |
| New Plate Fee | \$18.00 |
| Payment Plan Enrollment Fee | \$15.00 |
| Total Amount Due | \$1,235.00 |
| Total Paid | \$109.00 |
| Amount Financed | \$1,235.00 |

Dealer/ICBC Approval Number 30915

List of Drivers
Drivers weighted in Basic CDF

| Name | Driver's Licence No. | Household Member/ Employee | Weighting in Basic CDF | Senior Driver Factor Applied |
|-------------------------|----------------------|----------------------------|------------------------|------------------------------|
| HITCHON, WILLIAM EUGENE | ****924 | Principal Driver | 100% | No |

| Name | Driver's Licence No. | Household Member/ Employee |
|-----------------|----------------------|----------------------------|
| ZRAL, LISA DAWN | ****211 | No |

Non-Insurance Costs

Note: Your Basic insurance premium includes the following non-insurance costs. The Non-insurance costs for the Road safety and Driver services categories represent average dollar amounts paid by each Basic policy holder.

| | |
|--|---------|
| Road safety including enhanced law enforcement | \$11.24 |
| Driver and vehicle licensing, vehicle registration, and other services | \$44.73 |
| Premium tax (4.4%) | \$31.55 |

SCHEDULE B: CONTRACT PAYMENT TERMS

- 1 The following contract number must be quoted on the invoices(s): **2022-073-DEV_5GEAR**. Attachment A
- 2 This agreement may be extended for an additional 2 years for a total of 5 years upon mutual agreement of both parties.
- 3 The charges specified for dog control service in Areas E and F are as follows:

| SERVICE | RATE |
|--|---------------------------------------|
| Base Rate per Calendar Month for Dog Control Services as defined in Schedule 1 includes: investigations, ticketing, dealing with ticket disputes, responding to all complaints by phone, email and in person, patrols 1.5 hours/week as identified in clause vii and responding to dangerous dog issues. | \$2,600.00 |
| Maintenance and Substance *** | \$30.00 |
| Euthanasia (veterinarian fee) | Actual cost as billed by veterinarian |
| Landfill Fee (Burial of dead dogs) | Actual cost as billed by RDCK |
| Dead Dog pick up and Disposal (per dog) | \$75.00 |
| Hourly Fee for Court Appearances | \$100.00 |
| Per Call Fee for Responding to Emergency Call Out (Immediate response required) | \$150.00 |
| *** Charged to owner of dog if claimed, otherwise charged to District along with euthanasia fee | |

- 4 Invoices to be paid on net 30 day term.
- 5 GST (if applicable) shall be listed as a separate line item on all invoices.



Regional District of Central Kootenay

Bylaw No. 2387, 2014

**A Bylaw to regulate the keeping of dogs
within Electoral Areas E and F**

**CONSOLIDATED FOR CONVENIENCE ONLY
AND HAS NO LEGAL SANCTION**

REGIONAL DISTRICT OF CENTRAL KOOTENAY
BYLAW NO. 2387, 2014
A Bylaw to Regulate the keeping of dogs within Electoral
Areas E and F

**THIS CONSOLIDATED COPY IS FOR CONVENIENCE ONLY AND HAS NO LEGAL
SANCTION**

**LIST OF AMENDMENTS TO REGIONAL DISTRICT OF CENTRAL KOOTENAY BYLAW NO. 2387,
2014 UP TO (see date at bottom of last page of amendments) WHICH ARE INCLUDED IN
THIS CONSOLIDATED VERSION OF THE BYLAW**

| Bylaw No. | Adopted | Amendment | Purpose |
|------------------|-------------------|--|----------------|
| 2393 | March 20, 2014 | <ul style="list-style-type: none"> The "Regional District of Central Kootenay Electoral Areas E and F Dog Regulatory Bylaw No. 2387, 2014" is hereby Amended by deleting Schedule A and replacing it with Schedule A attached to and forming part of this bylaw. | |
| 2588 | February 15, 2018 | <ul style="list-style-type: none"> The "Regional District of Central Kootenay Electoral Areas E and F Dog Regulatory Bylaw No. 2387, 2014" is hereby amended PART V-RIGHT OF ENTRY Number 1. to "Electoral Areas E and F" attached to and forming part of this bylaw. | |

Updated – February 20, 2018

Regional District of Central Kootenay

Bylaw No. 2387

A Bylaw to regulate the keeping of dogs within Electoral Areas E and F

WHEREAS the Board of the Regional District of Central Kootenay has, under the "Electoral Areas E and F Dog Control Services Establishment Bylaw No. 2079, 2009" established a service area within Electoral Areas E and F for the purpose of providing an animal control service;

WHEREAS pursuant to the *Local Government Act*, the Board may, by bylaw, provide for the control of animals;

AND WHEREAS it is deemed expedient to regulate the keeping of dogs in Electoral Areas E and F;

NOW THEREFORE the Board of the Regional District, in open meeting assembled, hereby enacts as follows:

PART 1 – GENERAL

1. This Bylaw may be cited for all purposes as the "*Electoral Areas E and F Dog Regulatory Bylaw No. 2387, 2014*".
2. The Board may enter into agreement with one or more qualified person(s) to act as the Regional District's agent and to carry out the duties of a Dog Control Officer within the Control Area.
3. In this Bylaw:

DOG CONTROL OFFICER means any person appointed by the Board as a Dog Control Officer and/or Animal Control Officer and also includes a Bylaw Enforcement Officer and a Peace Officer.

BOARD means the Board of the Regional District of Central Kootenay.

DANGEROUS DOG means a dog that:

- a. Killed or injured a person, domestic or farm animal, or has pursued or harassed a person;
- b. Any dog with a known propensity, tendency or disposition to attack without provocation other animals or humans;
- c. Is specifically bred or trained for fighting purposes;

DOG shall include both the male and the female of the species over six (6) months of age.

GUIDE DOG means a dog for which a valid and subsisting certificate has been issued under the *GUIDE DOG ACT*.

INCURABLE DISEASE includes rabies and injuries that will result in death.

LEASH means a line, thong or chain used for the purpose of restraining a dog and which does not exceed 183 centimeters in length and which is made of material of sufficient strength that the dog can not break it.

NUISANCE DOG means a dog deemed to be a nuisance, upon receipt of two written warnings, stating the dog disturbs the quiet, peace, enjoyment or comfort of the surrounding neighbourhood, through acts of persistent barking or howling.

DOG AT LARGE means being elsewhere than on the property of the owner while not in the immediate and effective control of a responsible person.

POUND shall mean any building or enclosure or place established for impounding dogs.

OWNER means a person:

- a. who owns, is in possession of, or has the care and control of an animal;
- b. who harbours, shelters, permits or allows an animal to remain on or about that persons premises, or
- c. who is the custodial parent or legal guardian of a child under the age of 18 years who owns, is in possession of, or has the care or control of an animal.

PART II - CONTROL OF DOGS

1. Every owner of a dog:
 - a. Shall keep the dog under immediate and effective control while not on the owner's property;
 - b. Shall keep the dog on a leash while it is not on the owner's property;
 - c. Shall keep the dog confined so it cannot escape while it is on the owner's property;
 - d. Shall keep all dogs carried in the rear of an open vehicle on a leash or harness so that the dog is securely kept in the vehicle and unable to reach beyond the sides of the vehicle; and
 - e. Shall keep the dog from straying or trespassing onto property other than property owned or occupied by the owner.
2. Every owner of a dog must ensure that:
 - a. The dog does not pursue or harass a person; and
 - b. The dog does not kill or injure a person or domestic animal.
3. Every owner of a dangerous dog:
 - a. Shall keep the dog muzzled and effectively secured on a leash no more than 2 meters in length while not on the owner's property;
 - b. Shall keep the dog securely confined either indoors or in an enclosed pen or other structure capable of preventing the entry of young children and adequately constructed to prevent the dog from escaping while the dog is on the owner's property; and

- c. Shall prominently display a sign stating "Beware of Dog" at the front and rear entrances to the owner's property. Said sign to be at least 12 inches x 12 inches in size, yellow in colour with large bold black lettering.
4. Every owner of a dog that has bitten a person or domestic animal shall keep the dog muzzled while not on the owner's property.
5. The owner of a dog that is in heat:
 - a. Must keep the dog securely confined indoors or within a building or enclosure that will prevent the escape of the dog or entry of other dogs when the dog is on private property; and
 - b. Must keep the dog on a leash when it is in a public place.
6. No owner may allow a dog or dogs to call, cry or bark, continuously or sporadically in such a way that the noise is audible outside of the parcel where the dog or dogs are kept as such noise is objectionable and liable to disturb the peace, rest, enjoyment, comfort or convenience of the surrounding neighbourhood, or of persons residing in the vicinity.
7. The owner of a dog that is declared a nuisance must take such actions as may be deemed necessary to ensure the bylaw is not further contravened.

PART III – POUND OPERATION

1. The Dog Control Officer, alone or with others, may seize, impound or detain any dog found to be running at large in the area serviced under this bylaw.
2. If a dog is impounded under this Bylaw, the Dog Control Officer must, if the owner is known, notify the owner by mail or telephone that the dog has been impounded and advise of the fee required, contained herein, for the release of the dog. If the owner, so notified, does not contact the Dog Control Officer to arrange for the release of the dog or appear at the pound within seven (7) days and release the dog so impounded by payment of the fees and expenses chargeable under this Bylaw, the Dog Control Officer may sell or destroy the dog.
3. If a dog is impounded under this Bylaw and the owner is not known by the Dog Control Officer and the owner does not contact the Dog Control Officer or appear at the pound to release the dog so impounded by payment of the fees and expenses chargeable under this Bylaw, after seven (7) days the Dog Control Officer may sell or destroy the dog.
4. The Dog Control Officer shall record in a book kept for that purpose or through electronic means, the following information:
 - a. The number and description of each dog impounded.
 - b. The name of the person who brought or caused the animal to be impounded.
 - c. The date and time on which the animal was received, redeemed, sold or destroyed.
 - d. The fees paid by the redeeming party.
 - e. The amount of the proceeds of the sale, if any.

PART IV – IMPOUNDMENT

1. The owner of a dog that has been impounded pursuant to this Bylaw may recover the dog from the Dog Control Officer by providing the Dog Control Officer with proof of ownership and by paying the fees prescribed in Schedule "A" of this Bylaw, in accordance with the number of days the dog was impounded and the number of times the animal has been impounded.
2. The owner of a dangerous dog who wants to reclaim a dangerous dog that has been impounded must pay, in addition to the regular impound fees, the surcharge and other charges stated in Schedule "A" for the handling and care of a dangerous dog, and must read, complete and sign the release attached as Schedule "B" of this Bylaw.
3. The Dog Control Officer may sell, dispose of, or humanely destroy a dog after the expiration of *168 hours (7 days)* from the date of impoundment, or with the consent of the owner.
4. The proceeds of the sale of any impounded dog sold under the provisions of this Bylaw, less the cost of impounding, sustenance fees and attending the sale, shall be turned over to the Regional District of Central Kootenay at least once each month.
5. The owner of a dog shall pay the maintenance and other applicable fees set out in Schedule "A" of this Bylaw, even if the owner does not reclaim the dog.
6. The Dog Control Officer may destroy a dog that is suffering from an incurable disease.
7. No person shall rescue, attempt to rescue or release any dog in the pound or in the custody of the Dog Control Officer pursuant to this Bylaw.
8. The Dog Control Officer may, where necessary employ the use of lures, baits, nets, tranquilizer gun, sonic and mechanical devices or any other means of apprehending dogs provided always that such methods are applied humanely.

PART V – RIGHT OF ENTRY

1. The Dog Control Officer is hereby authorized to enter, at all reasonable times, upon any property within Electoral Areas E and F in order to ascertain whether the provisions of this Bylaw are being obeyed.
2. No person shall hinder, delay or obstruct the Dog Control Officer or any person lawfully engaged in the execution of his or her duties under this Bylaw.

PART VI – SCHEDULES

1. Schedules "A" and "B" of this Bylaw form a part of this Bylaw and are enforceable in the same manner as this Bylaw.

PART VII – PENALTIES

1. Any person who contravenes this Bylaw or other requirements made or imposed under this Bylaw or amendments thereto is guilty of an offence and is liable to a fine not exceeding \$500.00.
2. Where an offence is committed or continues for more than one day, a person shall be deemed to have committed separate offences for each day on or during which an offence occurs or continues, and separate fines, each not exceeding \$500.00, may be imposed for each day on or during which an offence occurs or continues.
3. Nothing in this Bylaw shall restrict the Regional District of Central Kootenay from utilizing any other remedy that would otherwise be available to the Regional District of Central Kootenay at law.

PART VIII – EXCEPTION

1. Nothing in this Bylaw shall apply to a Guide Dog.

PART IX – REPEAL

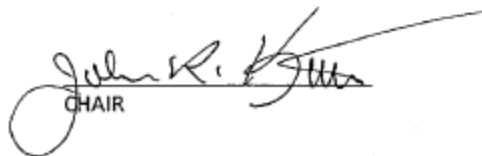
Bylaw No. 2095, the "Electoral Areas E and F Dog Regulatory Bylaw No. 2095, 2009" and all amendments thereto are hereby repealed.

READ A FIRST TIME this 13th day of February, 2014.

READ A SECOND TIME this 13th day of February, 2014.

READ A THIRD TIME this 13th day of February, 2014.

ADOPTED by an affirmative vote of at least two-thirds of the votes cast this
13th day of February, 2014.


CHAIR


SECRETARY

**SCHEDULE A
BYLAW NO. 2387, 2014**

Attachment A

IMPOUND FEES

For each impoundment for which there was no previous impoundment within the previous three (3) months:

- \$50.00 for unspayed female dogs, unneutered male dogs, dogs in excess of two (2) per property
- \$35.00 for all other dogs

For each impoundment within three (3) months of the first:

- \$100.00 for unspayed female dogs, unneutered male dogs, dogs in excess of two (2) per property
- \$70.00 for all other dogs

For the third and subsequent impoundment within three (3) months of the first:

- \$200.00 for all dogs

Dangerous dog surcharge:

- \$350.00 for all dogs defined in Part 2 of the Bylaw upon completion of Schedule "B"

OTHER FEES

Actual cost Euthanasia fee
Actual cost Veterinary fee

In addition to the foregoing, a fee in the amount of \$25.00 per day shall be charged in each case for the care and feeding of dogs during impoundment.

Page 8 of 10

SCHEDULE B
BYLAW NO. 2387, 2014

Attachment A

DANGEROUS DOG REGISTRATION

1. I, _____ of
(name of owner)

(address of owner)

Hereby apply for the release of:

Dog's name: _____

Breed: _____

Colour: _____ Sex: _____ Age: _____

2. I am the owner of the dog.
3. I am aware and have been informed that the Dog is a dangerous dog within the meaning of *Bylaw No. 2387, 2014* and I am aware of the responsibility and potential liability which rest with me in keeping or harbouring the Dog, and state the Dog will be kept at:
-
4. I hereby acknowledge, covenant and agree with the Regional District of Central Kootenay:
- a. That I will, at all times when the Dog is not kept on a leash and muzzle and under the control of a person who is competent to control the Dog, keep the Dog in a dwelling or accessory building, or within a securely locked enclosure complying with the requirements of *Bylaw No. 2387, 2014*, and
 - b. That I save harmless and indemnify the Regional District of Central Kootenay, its Dog Control Officer, and any of its officers, employees, agents or elected officials from and against any and all actions, causes of action, proceedings, claims, demands, losses, damages, cost or expense whatsoever and by whomever brought in any way arising from or caused by the release of the Dog to me or the keeping or harbouring of any dog by me and, without limiting the generality of the foregoing,

Page 9 of 10

for any personal injury or death inflicted on or any other animal or any person by the Dog or any damages to property caused by the Dog.

- c. That, if the Dog Control Officer has reasonable grounds, the officer may apply to the Provincial Court for an order that the Dog be destroyed in the manner specified in the order and that a dog that has been seized under this section may not be impounded and detained for more than twenty-one (21) days unless court proceedings for a destruction order are commenced within that time (Section 49 of the *Community Charter*).

- 5. I submit herewith the sum of \$_____ in payment of all fees payable by me pursuant to Bylaw No. _____.

(signature of dog owner)

(date)

(print name of dog owner)

(signature of witness)

(date)

(print name of witness)



Board Report

Date of Report: April 20, 2022
Date & Type of Meeting: April 21, 2022 Open Regular Board Meeting
Author: Chris Johnson, Mgr of Community Sustainability
Subject: RFQ FOR SELOUS CREEK CABLE RESERVES MANUAL TREATMENTS
File: 14-7625-60
Electoral Area/Municipality: All

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to update the Board on the status of the wildfire fuel mitigation project at Selous Creek, and to request that the contract for fuel mitigation be awarded to Firestorm Inc., as determined by the project team through the evaluation of quotations.

SECTION 2: BACKGROUND/ANALYSIS

The RDCK issued a Request for Quote (RFQ) for Selous Creek Cable Reserves Manual Treatments work on March 17, 2022. The scope of work is for 7.5 hectares (ha) of cable retention areas (patches of forest remaining after cable logging has been completed) and will complete over 60 ha of treatments by Kalesnikoff and the RDCK via Forest Enhancement Society BC (FESBC) funding.

The RDCK has been working with Kalesnikoff, FESBC, and others since 2018 to complete this fuel mitigation project in Area E immediately south of the City of Nelson. This portion of the project is 100% funded by FESBC, including the RDCK project management costs.

Four proponents submitted bids, with successful proponent, Firestorm Inc. being selected based on a combination of price, references provided, and familiarity of this kind of public-facing work. The final proposed contract price is: \$93,750.00 plus GST.

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 |

This project is 100% funded by FESBC and run through OPR505-115 in Service A101.

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

Construction services were competitively procured in accordance with the terms of the RDCK Purchasing Policy using the RFQ procurement process.

3.3 Environmental Considerations

Wildfire fuel mitigation is a key piece of climate adaptation in our region. This focuses on retaining larger fire resistant trees which opens up the canopy, while still maintaining the biodiversity of species in the area.

3.4 Social Considerations:

This work is being completed adjacent to the popular Rail Trail. The project team has engaged with the appropriate authorities and colleagues at RDCK Parks to limit disruption to trail users.

3.5 Economic Considerations:

n/a

3.6 Communication Considerations:

This project has maintained a significant public information campaign to residents of the area. This included an open house in 2019 presenting the work and plans that was well attended by the public.

3.7 Staffing/Departmental Workplace Considerations:

This project is included in the workplan of the Wildfire Mitigation Supervisor.

3.8 Board Strategic Plan/Priorities Considerations:

- To Excel in Governance and Service Delivery
- To Adapt to our Changing Climate and Mitigate Greenhouse Gas Emissions

SECTION 4: OPTIONS & PROS / CONS

Option 1: That the Board award the contract for Selous Creek Cable Reserves Manual Treatments to Firestorm Inc., and that the Chair and the Corporate Officer be authorized to sign the necessary documents to a maximum value of \$93,750.00, to be paid from Service A101 Emergency Planning.

Pros

- The area will be more resilient to wildfires
- This is completely grant funded
- This will leverage the last of the FESBC funding available to local governments for this type of project
- When completed, this project will act as a demonstration for residents to see the outcome of fuel mitigation that includes mechanical harvesting adjacent to communities.

Cons

- Temporary disruption to typical Rail Trail use

Option 2: That the Board not award the contract for Selous Creek Cable Reserves Manual Treatments to the successful proponent.

Cons

- The FESBC funding window has already been extended on account of Covid-19 and conditions pertaining to the forestry industry and is expected to close by the end of summer 2022. Delays could be detrimental to the RDCK receiving funding.

SECTION 5: RECOMMENDATIONS

That the Board award the contract for Selous Creek Cable Reserves Manual Treatments to Firestorm Inc., and that the Chair and the Corporate Officer be authorized to sign the necessary documents to a maximum value of \$93,750.00, to be paid from Service A101 Emergency Planning.

Respectfully submitted,
Chris Johnson, Manager of Community Sustainability

CONCURRENCE

Sangita Sudan, GM of Development & Community Sustainability **Approved**
Stuart Horn, Chief Administrative Officer **Approved**

Attachments:
Attachment A - Goods and Services Agreement - Selous Creek Cable Reserves



Goods and Services Agreement

Contract #: 2022-078-WF_FIRESTORM_ENTERPRISES_LTD
Project: Selous Creek Cable Reserves Manual Treatments
GL Code: OPR505-115

THIS AGREEMENT executed and dated for reference the:

(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: Nicole Soltys

Telephone #: 250-352-1580

Email: NSoltys@rdck.bc.ca

AND

FIRESTORM ENTERPRISES LTD.

(hereinafter called the "Recipient")

at the following address:

12455 North Fork Rd

Grand Forks, BC, V0W 1W1

Agreement Administrator: Dave Madore

Telephone: 250-551-8570

Email: dave@spiedr.com

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 Schedule "A" of this Agreement (the "Services").
- (b) **TERM:** Notwithstanding the date of execution of this Agreement the Contractor shall provide the Services described in Schedule A hereof commencing on **April 27, 2022** and ending on **December 31, 2022** (the "Term").
- (c) **LOCATION:** The location for delivery of the Services shall be North Selous Creek near Nelson BC.
- (d) **CONTRACT PRICE/RATE:** \$93,750 (excluding GST) and on the terms set out in Schedule B.
- (e) **BILLING DATE:** Upon completion of the Project.
- (f) Schedules 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 Schedule 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 time records and 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, ~~and if applicable professional liability insurance or environmental impairment 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 **\$5,000,000** 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 is Schedule 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 Schedule 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:
 - (a) be the exclusive property of the RDCK; and
 - (b) be delivered by the Contractor to the RDCK immediately upon the RDCK giving notice of such request to the Contractor.
- 16 The copyright in the Material belongs to the RDCK.
- 17 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.
- 18 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.
- 19 Where the Contractor is a partnership, all partners are to execute this Agreement.
- 20 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.
- 21 Schedule A of the Request for Quote of the RDCK dated March 30, 2022 and the Contractor’s Quote provided in response are hereby incorporated into and forms part of this Agreement.
- 22 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 | FIRESTORM ENTERPRISES LTD |
|---|---|
| <hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> (Signature of Authorized Signatory) | <hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> (Signature of Authorized Signatory) |
| <hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> (Name and Title of Authorized Signatory) | <hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> (Name and Title of Authorized Signatory) |
| <hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> (Signature of Authorized Signatory) | <hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> (Signature of Authorized Signatory) |
| <hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> (Name and Title of Authorized Signatory) | <hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> (Name and Title of Authorized Signatory) |

SCHEDULE A: SERVICES

1. Period of Contract

The Contract to be awarded as a result of this Request for Quote shall commence on April 27, 2022.

The aforesaid Contract shall terminate on December 31, 2022.

2. Services Required

The Services to be supplied to the RDCK consist of the following:

General Considerations

Proponent shall:

- Provide the RDCK with a copy of the Contractor Safety Program or the Project Site Safe Work Plan including the first aid and project risk assessments for review seven (7) days prior to the start of onsite activities;
- Be assigned as the Prime Contractor for the works under the Workers Compensation Act, not limited to supplying the first aid attendant, supplies and emergency transportation vehicle, when required;
- Obtain a Notice of Project (NOP). The NOP is to be posted at the worksite;
- Protect the public when felling near publically accessible trails: closure signs and barricades;
- Provide proof of BC Forest Safety Council Safe Certification;
- Prior to commencing work maintain Forest Fire Fighting expense coverage in the amount of \$1 million and naming the RDCK as additional insured;
- Weekly meetings with RDCK (or designate) throughout the term of the project to meet the project objectives and ensure public safety;
- Prior to commencing work will be required to carry out an assessment of trees within and in reach of the work area by a certified Wildlife Danger Tree Assessor in order to determine if there are any danger trees or trees with wildlife value and provide a copy of the completed Wildlife Danger Tree Assessment and map to the RDCK (or designate) for review/approval;
- If slash is to be burned, burning must take place as soon as venting indices for air quality are met (see [Open Burning Smoke Control Regulation](#)) prior to term completion;
- Rehabilitate any soil disturbance associated with operations;
- Submit a final project report before the end of the term.

Cutting Specifications:

- Identify and reserve from treatment sensitive sites such as water courses, seep areas, riparian areas adjacent to creeks, wetlands, dry rocky knobs, wildlife trees and other important habitat features;
- Selectively remove smaller understory coniferous trees <17.5 cm diameter, starting with dead and dying trees;

- Target for removal lodgepole pine, western red cedar and western Hemlock;
- Retain fire resistant Douglas fir, western larch, ponderosa pine and deciduous trees;
- Retain all western yew trees;
- Retain wildlife trees, as identified through wildlife tree assessments;
- On average, space retained trees to 5 m to 10 m meters between trees;
- Retain 75-150 pieces / ha of coarse woody debris greater than 7.5 cm diameter and greater than 3m in length of all species, ensuring these pieces are not elevated but rather are touching the ground;
- Retain patches (approximately 5m x 5 m, up to 4 patches / ha) of healthy young coniferous trees to maintain visual buffers;
- Retained coniferous trees to be pruned to 3 m or to maintain 40% of live crown for smaller trees;
- Dispose of small diameter surface fuel (less than 7.5 cm) diameter by burning or chipping;
- Burn piles shall be 2 x 2 m in diameter and be hot fed. This means small fire is started and material is fed on the pile continually, limiting then amount of smoke;
- For chipping, ensure that chips are hauled off site or distributed to less than 5 cm in depth and more than 30m from the infrastructure.

Restrictions:

- The Contractor shall not cause excessive (>10% of retained trees) damage or scarring to any leave tree;
- Do not burn piles on or within 3 m of trails;
- The Contractor must not cause damage to property, or any structures and features, including roads, and other improvements or property; and
- The Contractor must not cut marked boundary trees unless otherwise authorized in writing by the RDCK (or designate).

SCHEDULE B: CONTRACT PAYMENT TERMS

- 1 Total budget shall not exceed \$93,750 (excluding GST).
- 2 Invoices to be submitted upon completion of the Project.

The following contract number **must** be quoted on the invoice(s): **2022-078-WF_FIRESTORM_ENTERPRISES_LTD**

- 3 Invoices to be paid on net 30 day term.
- 4 GST (if applicable) shall be listed as a separate line item on all invoices.

Appendix B: Contractor Quote Form

QUOTE FORM



REQUEST FOR QUOTE

Selous Creek Cable Reserves Manual Treatments

CLOSING DATE & TIME: 3:00 PM, MONDAY APRIL 11, 2022

COMPANY NAME: FIRESTORM ENTERPRISES LTD.

MAILING ADDRESS: 12455 NORTH FORK RD.

CITY/POSTAL CODE: GRAND FORKS B.C. V0H 1H1

EMAIL ADDRESS: dave@spiedr.com

DATED: APRIL 11/2022

TO: Regional District of Central Kootenay
Box 590, 202 Lakeside Drive
Nelson, BC V1L 5R4

The Bidder has carefully examined the Site(s) where the Services will be supplied or used and the Contract Documents for the **Selous Creek Cable Reserves Manual Treatments**.

The undersigned Bidder understands the conditions under which the Services are to be supplied and offers to provide all necessary labour, machinery, tools, equipment, apparatus and other means of construction and do all work and furnish all materials called for by the Contract Documents in the manner prescribed herein and in accordance with the Regional District's requirements, for the rates quoted in Schedule 2- Pricing Schedules and in accordance with the other Schedules of this Quote.

The immediately following schedules, entitled Schedules 1 to 6, shall be read with and form part of this Quote as if embodied herein.

The Bidder understands and agrees that:

- a) The proposed rates specified in Schedule 2-Pricing Schedules include all taxes, duties and all other additional charges on any materials, equipment and labour, except the GST which shall be charged separately;
- b) Payment will be made only for the supply of Services specified in the Contract. Payment will be made according to the rates proposed in Schedule 2-Pricing Schedules;
- c) The lowest or any Quote will not necessarily be accepted. The RDCK reserves the right in its absolute discretion to: accept the Quote which it deems most advantageous and favorable in the interests of the RDCK; and waive informalities in, or reject any or all Quotes, in each case without giving any notice. In no event will the RDCK be responsible for the costs of preparation or submission of a Quote;

If there is only one compliant Quote received by the Closing Time, the RDCK reserves the right to accept the Quote or cancel the Quote process with no further consideration for the sole Quote. This includes the right to cancel this Request for Quote at any time prior to entering into the Contract with the Contractor. The RDCK reserves the right to cancel at any time before award of the Contract without being obliged to any Bidder – not just where there is only one compliant Quote; and

- d) The RDCK reserves the right, at its sole discretion to waive irregularities and informalities in any Quote and to seek clarification or additional information on any area of any Quote when it is in the best interest of the RDCK to do so. The RDCK, however, may at its sole discretion reject or retain for consideration Quotes which are non-conforming because they do not contain the content or form required by these Instructions to Bidders or because they have not complied with the process for submission set out herein.

The Bidder agrees as follows:

- a) If the undersigned is notified in writing of the acceptance of their Quote, it agrees that within fifteen (15) days of the date of the Notice of Award they will enter into an Agreement and execute the Contract for the supply of the Services and guarantees completion of the Contract in accordance with the Contract Documents;
- b) Within fifteen (15) days from the date of the Notice of Award of this Quote, to furnish to the Regional District, the specified insurance and WorkSafe BC clearance letter for the performance of the Contract;
- c) To begin supply of the Services on the date specified in the Notice to Proceed;
- d) Except as expressly and specifically permitted in these Instructions to Bidders, no Bidder shall have any claim for any compensation of any kind whatsoever, as a result of participating in this Request for

Quote, and by submitting a Quote each Bidder shall be deemed to have agreed that it has no claim; and

- e) The RDCK reserves the right, at its discretion, to negotiate with any Bidder that the RDCK believes has the most advantageous Quote or with any other Bidder or Bidders concurrently. In no event will the RDCK be required to offer any modified terms to any other Bidder prior to entering into the Contract with the successful Bidder, and the RDCK shall incur no liability to any other Bidder as a result of such negotiations or modifications.



Signature of Bidder

Authorization

I/we hereby certify that the prices and dates and other information contained in this Quote are correct, and that the signatures below are those of duly authorized officers of our company having the power necessary to make such a Quote.

It is hereby agreed that once the Quotes for the Contract have been opened, this Quote and the offer constituted thereby shall not be revoked before EITHER acceptance thereof by the Regional District OR the expiration of ninety (90) calendar days after the opening of Quotes for the Contract, whichever shall first occur.

SIGNED, SEALED AND DELIVERED by:

FIRESTORM ENTERPRISES LTD.
Name of Bidder (Company)

DATED at KAMLOOPS B.C. this 11 day of APRIL, 2022.

SCHEDULE 2 – PRICING SCHEDULES

This section shall be read with and shall form part of the Contract Form. The Bidder hereby proposes the following prices to provide all materials, supervision, labour, equipment and all else necessary for the proper supply of the Services. Costs of a general nature that do not pertain to any one item shall be pro-rated among all items. No claim for extra payment on the grounds that the Services supplied could not be properly charged to items within the Description of Services will be considered.

| Treatment Units | Size (ha) | Total Price (\$) |
|-----------------|-----------|------------------|
| Reserve Areas | 7.5 | \$93,750.00 |

Price does not include GST.


Signature of Bidder


SCHEDULE 4 – PROPOSED SUB-CONTRACTORS

The Bidder shall provide the name and address of the Sub-Contractor that the Bidder intends to employ on each item of work specified below.

Any changes or additions to this list must be submitted to the Manager for approval before sub-contracting the supply of the Services.

| ITEM OF WORK TO BE SUB-CONTRACTED | NAME, ADDRESS AND TELEPHONE NUMBER OF PROPOSED SUB-CONTRACTOR |
|-----------------------------------|---|
| NONE | |
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(If additional space is required use reverse side of this page.)


Signature of Bidder

SCHEDULE 5 – LIST OF PREVIOUS EXPERIENCE (CONTRACTS)

The Bidder shall fill in details below of the most recent contracts they have undertaken with the supply of Services of a nature similar to this proposed Contract.

It is the intention of Regional District of Central Kootenay to use the information given below to assess the experience of the Bidder in the appropriate supply of Services. The RDCK may contact the references given below before awarding the Contract.

Bidder's Experience on Projects of a Similar Nature

Project: GRANBY RESTORATION Value: \$ 90,000.00
Owner: NATALIE JO SMOLIUSKI Phone Number: 604-786-4692
Description: 16.1 HA, FALLING, BRUSHING, THINNING, 250 PILLS
BURN, UNDERSTORY RESTORATION BURN

Project: PROYBAN LOG LTD. Value: \$ 27,000.00
Owner: DAVE MERRY Phone Number: 250-735-0421
Description: LOGGING SLEASH CLEAN UP 23 HA
300+ PILLS BURN

Project: BOOTHROYD INDIAN BAND Value: \$ 18,000.00
Owner: GEORGE CAMPBELL Phone Number: 604-869-8043
Description: 6 HA BRUSHING, LIMBING, BURN 100+ PILLS
UNDERSTORY BURN


Signature of Bidder

SCHEDULE 6 - ADDENDA

It is herewith acknowledged that the following Addenda have been received and form part of the Quote.

ADDENDUM NO. _____ DATED _____

ADDENDUM NO. _____ DATED _____

ADDENDUM NO. _____ DATED _____

ADDENDUM NO. _____ DATED _____

ADDENDUM NO. _____ DATED _____


Signature of Bidder



Board Report

Date of Report: February 15, 2022
Date & Type of Meeting: April 21, 2022 Board meeting
Author: Steve Ethier, Water Operations Manager
Subject: Utilities Construction Crew 2021 Progress Report
File: 5700-20-28
Electoral Area/Municipality: RDCK

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to provide a progress update for the newly formed utilities construction crew in 2021.

SECTION 2: BACKGROUND/ANALYSIS

In 2020 staff was directed to investigate and compare costs of operating an “in-house” construction crew vs. contracting linear infrastructure replacement. In the analysis it was determined there is a high likelihood of savings in capital cost by creating a construction crew, and from there, the board directed staff to create the construction crew in 2021 and report back to the board annually of its progress over the next three years (2022,2023,2024).

Between January and March 2021, staff hired two seasonal positions and one full-time supervisor, issued equipment RFQ’s, secured a consultant for the Fauquier 2021 project design, issued an RFQ for the project materials, and trained staff on RDCK health and safety and administrative tasks. The original budget amount for all the equipment was \$355,100; once all the required equipment was purchased, the actual equipment cost came in under budget at an amount of \$310,817.

When developing the original daily rate for the construction crew assumptions were made about staff hourly wages, equipment maintenance cost, and an annual equipment replacement cost. The original daily rate calculation for the construction crew was \$1,968.31. Once we were able to work one full year with the crew we realized a savings in all categories bringing the daily rate down from \$1,968.31 to \$1,722.00. The daily rate includes equipment maintenance cost, fuel, annual contribution to equipment reserves, short term borrowing, overhead, and a portion of the Water Operation Manager’s salary.

Based on past projects, a typical contracted per meter cost for pipe replacement is between \$800 - \$1,450. The range in per meter cost is dependent on material cost and the complexity of the project. The 2021 project in Fauquier is considered medium in complexity due to the work being done in a remote area, the unidentified sewer system location, the need for removal and disposal of asbestos pipe, and the number of paved road crossings. Currently the project with the in-house construction crew is trending at \$733/meter.

Below is a breakdown of the existing 2018 Balfour (contracted) project and the Fauquier (Water Construction Crew) project as a comparison. Both projects are similar in scope with a few differences in challenges. The Fauquier project’s main challenge is the remoteness of the site in regards to access to materials, staff housing,

and the lack of BC Hydro sewer system location mapping. The Balfour project's challenges were the amount of traffic along Highway 3A and sections of steep grade for the pipe install.

Balfour 2018 Highway 3A Distribution Mainline Upgrade. (Contracted)

A 1000 meter section of asbestos cement pipe was upgraded with 200 mm (8") C900 PVC pipe along a portion of highway 3A.

Cost considerations

1000 meters of 200 mm (8") C900 PVC

20 customer water service reconnects (note: service connections across the highway not yet completed)

4 mainline junction tie-ins to existing parts of the distribution system.

4 hydrant installs.

Traffic control in sections due to highway 3A being a high traffic area.

95 meter directional drill under a portion of the ferry parking area.

The removal of portions of the old asbestos mainline

Total cost: \$1,331,995
Per meter cost \$1,331,995/1032 meters = \$1290/meter

Erickson 2019 -2021 Tooze Road Distribution Mainline Upgrade. (Contracted)

A 400 meter section of pipe was upgraded with 200 mm (8") C900 PVC pipe along a portion of highway Tooze Road, along with a rail road crossing.

Cost considerations

400 meters of 200 mm (8") C900 PVC

3 customer water service reconnects

2 mainline junction tie-ins to existing parts of the distribution system.

0 hydrant installs.

Traffic control in sections due to work being done within paved road way.

95 meters of rail road infrastructure crossing

Total cost: \$563,145
Per meter cost \$563,145/400 meters = \$1408/meter

Major cost consideration beyond what is listed above are the amount of paving required, and the rail road infrastructure crossing. Both required significant project management.

Fauquier 2021- 2022 Willow Rd and Oak Street Distribution Mainline Upgrade (utilities construction crew)

600 meters of 200 mm (8"), 600 meters of 150 mm (6"), total length 1200 meters.

24 service connections

5 mainline junction tie-ins to existing parts of the distribution system.

8 hydrant installs

Traffic control as required in sections of the project.
2 x 25 meter directional drill
The removal of the entire old asbestos pipe.

Remote area hotel cost, food, travel. \$67,000 projected, \$33,000 in 2021, does not include staff time traveling or fuel.

The crew ran into several delaying factors in 2021: COVID, wildfire, heat exhaustion, and being a newly formed crew requiring a higher amount of orientation and training. COVID caused the crew to shut down production twice over the season. The wildfire evacuation caused an approximate 30-day shutdown. The “heat dome” caused a one week shut down due to the risk of heat exhaustion and an overall slowdown in production.

Total projected cost: \$880,000

Per meter cost \$880,000/1200 meters = \$733/meter

A detailed cost evaluation will be provided in the Utilities Construction Crew 2022 Progress Report

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

| | | | |
|-----------------------------|--|----------------------------------|--|
| Included in Financial Plan: | <input type="checkbox"/> Yes <input type="checkbox"/> No | Financial Plan Amendment: | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Debt Bylaw Required: | <input type="checkbox"/> Yes <input type="checkbox"/> No | Public/Gov’t Approvals Required: | <input type="checkbox"/> Yes <input type="checkbox"/> No |

The initial equipment purchase budget was set at \$355,100, the actual amount spent was \$310,817, providing a savings of \$44,283.

The initial daily crew rate was expected to be \$1,968.31, the actual amount in 2021 was \$1722.00.

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

N/A

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

Staff were continually in contact with local residents affected by water main shut downs. The general anecdotal feeling within the community seems to be positive and thankful for the work being done, knowing the system requires several watermain upgrades throughout the system.

3.5 Economic Considerations:

After a full year of construction, and taking into consideration the delays caused by wildfire, heat dome, and COVID, the costs appear to be 60% of previously contracted cost. Work has also been provided 100% by local employment, equipment purchased by local suppliers, and equipment maintenance completed by local service providers. An immediate benefit to the local service area is the accommodations provided by the Arrow Lakes Motel in Fauquier.

3.6 Communication Considerations:

Through the 2021 portion of the Fauquier watermain upgrade project, water service had been interrupted. Staff notified customers using both our Voyant notification system and delivered notices door to door as required. As mentioned above; the general anecdotal feeling within the community seems to be positive and thankful for the work being done, knowing the system requires several watermain upgrades throughout the system.

3.7 Staffing/Departmental Workplace Considerations:

25% of the Water Operations Manager's time has been allocated to the Construction Crew's A113 budget. This cost is included in the per meter cost covered in this report above.

3.8 Board Strategic Plan/Priorities Considerations:

The formation of the crew has allowed the Utilities department some flexibility and aligns with the board priority of Water Protection, Advocacy, and Coordinated Service Delivery.

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

N/A. Report is provided for information only.

Respectfully submitted,
Steve Ethier – Water Operations Manager

CONCURRENCE

| | |
|--|----------|
| General Manager of Environmental Services – Uli Wolf | Approved |
| Chief Administrative Officer – Stuart Horn | Approved |



Board Report

Date of Report: April 4, 2022
Date & Type of Meeting: April 21, 2022 Open Regular Board Meeting
Author: David Oosthuizen, IT Manager
Subject: Purchasing replacement for wireless and firewalls end of life equipment
File:
Electoral Area/Municipality:

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to make recommendations for the purchase of Information Technology equipment in accordance with the IT infrastructure asset management plan regarding the planned replacement of Firewall & Wireless hardware used by the RDCK or by RDCK operated sites that are at the end of life.

Industry leading practices indicate a 5 year replacement cycle for network hardware, however the RDCK has generally been able to extend this cycle out further in order to facilitate cost savings. At this time, however, we are at the end of what is reasonable for extending hardware life and failure rates are increasing. The following proposal will outline steps to bring our organization to current standards with wireless and firewall hardware.

SECTION 2: BACKGROUND/ANALYSIS

Over the past 8 years, wireless connectivity in the RDCK has been adopted as a business requirement. As a result, most sites offer some type of wireless access, whether it be for staff, consultants/contractors/Directors, or the public. Larger offices and recreation sites require multiple wireless access points in order to create a seamless wireless experience for users moving throughout the building. Areas with a high density of users and devices need additional access points or those capable of higher capacities.

The RDCK uses Fortinet wireless hardware because it integrates well with our current network infrastructure and wireless controllers and is Enterprise grade which has higher mean time to failure rates and excellent support resources. There are wireless access points currently in place that have been there since 2012. While this is well beyond industry leading practice, in some cases we can extend hardware life by many years to save tax-payer money. At this time, we are seeing higher failure rates on older devices and areas in need of updated wireless planning to address weak signal strength and low bandwidth. More importantly, firmware upgrades on some firewall/wireless controllers cannot be performed due to incompatibilities with older wireless hardware. These

firmware upgrades are required to maintain an optimum network security posture for the organization. Identified below is a list of wireless hardware currently in place as well as options and reasoning for hardware replacement.

This is the costs for the required hardware:

| Type | Model | Total Qty | Price |
|----------------|-----------------|-----------|----------------------------|
| FortiAP | 231F | 13 | \$7399.70 |
| FortiAP | 234F | 4 | \$4231.55 |
| FortiAP | 431F | 14 | \$15947.30 |
| FortiAP | 432F | 7 | \$13216.40 |
| FortiAntenna | 06ACAX-8509-D-N | 8 | \$9288.00 |
| FortiAP | 23JF | 6 | \$2398.20 |
| | | 23 | \$20113.80 |
| FortiWifi | 40F | | Waste alloc. = (\$6996.10) |
| FortiGate | 40F | 3 | \$2391.75 |
| FortiGate | 60F | 1 | \$1119.05 |
| FortiGate | 80F | 1 | \$1660.45 |
| FortiGate | 100F | 3 | \$12151.45 |
| FortiManager | VM10 | 5 | \$6723.00 |
| | | | \$96,641 |
| Main Firewalls | | | \$28,821 |
| TOTAL | | | <u>\$125,462</u> |

| Year | Item | Amount | Funding |
|------|---|---------------------------|---|
| 2022 | Site firewalls and access points | \$96,641 | Transfer from reserve amount |
| 2022 | Main firewalls | \$28,821 | Transfer from reserve amount |
| 2023 | Phase 3 core and data centre switch replacement 2021 estimate \$152,000 plus potential cost escalation of ~ 10% | Estimate \$167,000 | Transfer from reserve amount + \$22,000 |
| 2024 | no major replacement planned | | |
| 2025 | no major replacements planned | | |
| 2026 | no major replacements planned - | | |
| 2027 | Cycle repeats for core infrastructure replacement from 2020/2021. | \$470,000 (2022 estimate) | 4 years of reserve |

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 \$135,000 that the Board has committed to IT Asset Management will be sufficient to cover all replacements from 2022 – 2027 with the exception of 2023, where based on current budgets the contribution is approximately \$16,000 short. Staff will bring back a proposal as part of the 2023 budget discussions on how to deal with that shortfall, when prices will be known.

The IT reserve was depleted in 2022 for the major capital upgrades required for servers and switches. After 2022, should the Board approve these purchases, there will be approximately \$10,000 in the reserve. That will put the RD \$22,000 short based on current pricing for required 2023 upgrades.

In 2027, when the major upgrades are once again required, staff estimates we will have approximately \$540,000 available based on current reserve contributions in the five year plan. This should be sufficient for those purchases, even when considering cost escalations.

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

None

3.3 Environmental Considerations

None at this time.

3.4 Social Considerations:

A cyber breach would be extremely costly to the reputation of the RDCK and financially impact taxpayers. The security upgrades will mitigate this risk.

3.5 Economic Considerations:

None at this time.

3.6 Communication Considerations:

None at this time.

3.7 Staffing/Departmental Workplace Considerations:

Included in the IT workplan.

3.8 Board Strategic Plan/Priorities Considerations:

Aligns with the Board priority of managing our assets and operations in a fiscally responsible manner.

SECTION 4: OPTIONS & PROS / CONS

PROS: avoid failure of current required wireless network

PROS: security will be maintained

SECTION 5: RECOMMENDATIONS

That the Board approve the purchase of firewalls and wireless access points as part of the five year IT asset management plan for a total amount not to exceed transfer of \$125,462 plus GST AND FURTHER, that the 2022 Financial Plan for S100 General Administration be amended to add Capital Expenditures of \$125,462 and increase Contribution from Reserve by \$125,462.

Respectfully submitted,
David Oosthuizen
IT Manager

CONCURRENCE

Chief Administrative Officer – Stuart Horn

Approved



Number:200-04-02
REGIONAL DISTRICT OF CENTRAL KOOTENAY
Policy Manual

Chapter: Administration

Section: Occupational Health and Safety

Subject: Covid-19 Vaccination

Board Resolution: 809/21

Established Date: November 18, 2021

Revised Date:

POLICY:

PURPOSE:

The purpose of this policy is to state the expectations the Regional District of Central Kootenay (the “Regional District”) has for employees regarding COVID-19 vaccinations.

The Regional District is committed to ensuring the health and safety of its employees, volunteers, and members of the public. The Regional District follows the advice of the Government of BC, the BC Center for Disease Control, and the Provincial Health Officer (the “Regulatory Bodies”) that recognizes the COVID-19 vaccine as an effective way of preventing or reducing the risk of infection with COVID-19. The Regional District also recognizes that unvaccinated employees are at a higher risk than vaccinated employees of being infected with COVID-19 and transmitting COVID-19 to others.

This policy is not intended to limit any duty of care or the rights and remedies available to the RDCK under the law. This policy may be amended by the Regional District at any time to comply with orders of the Provincial Health Officer or to otherwise meet its obligations to provide a safe workplace for its employees.

SCOPE:

This policy applies to all employees of the Regional District, including volunteer members of the Regional District fire service.

DEFINITIONS:

For the purpose of this policy,

| | |
|------------------|---|
| Employee: | For the purpose of this policy, employee includes all Regional District employees, whether full-time, part-time, permanent, temporary, contract, or a volunteer in the Fire Services. |
| Employer: | The Regional District of Central Kootenay (the “Regional District” or the “RDCK”). |
| Leader: | A person who instructs, directs and controls Individuals in the performance or their duties, including a Manager, Supervisor or a Lead/Lead Hand. |



| | |
|-------------------|--|
| Vaccinated | Fully vaccinated as defined by the BC Centre for Disease Control. |
| Vaccine: | A COVID-19 vaccine that is authorized by the Government of Canada. |
| Worksite: | A place at which an Employee performs work for the Regional District |

POLICY:

Responsibilities

EMPLOYER shall

- Provide reasonable accommodation as required by law;
- Maintain the confidentiality of an Individual's medical and accommodation information in accordance with this Policy; and
- Ensure that Individuals and supervisors are provided with adequate training and awareness regarding the COVID-19 Vaccination Policy.

LEADERS shall

- Be aware of, understand, and comply, with the RDCK's COVID-19 Vaccination Policy;
- Maintain the confidentiality of and Individual's medical and accommodation information in accordance with this Policy; and
- Implement any reasonable accommodation deemed appropriate and necessary.

ALL EMPLOYEES/INDIVIDUALS shall

- Read, understand and comply with the RDCK's COVID-19 Vaccination Policy;
- Follow all health and safety protocols established by the Employer;
- When requesting an accommodation, provide detailed documentation such as a doctor's note outlining the Individual's vaccination status and any limitations affecting their ability to attend at work or perform their regular duties.

General Requirements

Regional District Employees are required to be fully vaccinated for COVID-19, except as noted within this Policy. Proof of vaccination status must be provided to the Regional District by December 3, 2021, or upon commencement of employment.

All employees are required to adhere to Regional District policies and protocols, as may be established or amended from time to time, which may include but are not limited to requirements to:

- wear masks, including the type of mask which may be worn,
- maintain distancing,
- practice hand hygiene.



Vaccination Status Disclosure

All employees must report their vaccination status to the Regional District by the dates established within this Policy and in accordance with the process that may be established by the Regional District, the PHO, or Worksafe BC. If employees are unable to provide proof of vaccination, they must confirm this in writing to the Regional District.

Employees who are not vaccinated

Employees who cannot provide proof of vaccination will be required to wear a mask at all times while indoors at any Regional District worksite. This includes while working alone at a workstation or in any space where another employee may enter, regardless of whether physical distancing can be maintained.

The Regional District may determine that certain programs cannot be safely delivered while wearing a mask (such as those recreation programs requiring vaccinations by participants, identified in Public Health Orders). Those employees who cannot provide proof of vaccination will not be scheduled to teach such classes until they provide proof that they are fully vaccinated, the requirement is lifted by the local or provincial health authorities, or the Regional District has determined that the program can otherwise be safely delivered.

The determination of where a mask can or cannot be reasonably worn is at the sole discretion of the Regional District, and will, where practical, be based on medical direction as appropriate or as determined by local or provincial health authorities.

Fire Services

Fire Services employees, including volunteers, may be subject to additional requirements that may be imposed under medical direction to ensure service delivery and the safety of firefighters. Medical direction may come from the Health Authorities, or the Regional District medical advisor.

Accommodation

The Regional District recognizes some employees cannot be vaccinated for reasons related to a protected ground in the Human Rights Code, R.S.B.C. 1996, c. 210. Employees requesting accommodation from the Regional District must provide written proof of the need for an accommodation, such as a medical note from the employee's attending physician. The Regional District will consider accommodation requests in accordance with its obligations under the Human Rights Code.

Accommodation will normally consider:

- Is it operationally possible or reasonable for the employee to work from home?



Number:200-04-02
REGIONAL DISTRICT OF CENTRAL KOOTENAY
Policy Manual

- Where employees are not vaccinated for reasons related to a prohibited ground AND cannot reasonably work from home, can additional measures be put into place? Additional measures may include,
 - o Requiring employees who work in close proximity to them, or who are attending meetings with them, to wear a mask;
 - o Providing the employee with a workspace that is not in close proximity to other workers; and/or
 - o Any other measures that may be reasonable to protect the health and safety of the employee, their coworkers, and the public.

Employees have a duty to cooperate with the Regional District in the accommodation process. The duty to cooperate requires employees to provide the supporting documentation reasonably requested by the Regional District in order to determine any accommodations needed based on the specific restrictions and/or limitations they have.

Failure to Comply with this Policy

Employees who fail to comply with this COVID-19 Vaccination Policy or any requirements imposed by the Regional District pursuant to the COVID-19 Vaccination Policy may be subject to discipline, up to and including termination.

RELATED LEGISLATION:



Board Report

Date of Report: April 7, 2022
Date & Type of Meeting: April 21, 2022 Open Regular Board Meeting
Author: Shari Imada, Project Manager
Subject: Lakeside Drive Office HVAC Rooftop Units and Roofing Replacement – Construction Services Award
File: 01-0600-20 2021 PROJECTS
Electoral Area/Municipality: All

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to update the Board on the status of the Lakeside Drive Office HVAC Rooftop Units and Roofing Replacement project, and to request that the contract for Construction Services be awarded to Alfred Horie Construction (AHC) Company Limited, as determined by the project team through the evaluation of quotations.

SECTION 2: BACKGROUND/ANALYSIS

The RDCK issued a Request for Quote for construction services for the Lakeside Drive Office HVAC and Roof Replacement Project on March 25, 2022. The scope of work includes replacing the end-of-life rooftop HVAC units, and provide minor HVAC system adjustments. Additionally, a SBS roofing system will be replaced on the northern portion of the building roof.

Staff considers this roofing and HVAC replacement project to be urgent because the existing roofing system has been failing for the last 2 years. Leaks have developed in a few areas, leading to loss of work space and minor damage to building components. It is expected that if the roof is not replaced soon, further leaks will develop, and increase damage to the building (i.e., insulation, development of mould, etc.). As well, there is a risk of total loss of the end-of-life HVAC units during extreme temperatures.

To address the IT server room overheating issue and to provide redundancy, two additional heat pumps / cooling systems are proposed for the IT server room, which has been sized to counteract the heating load of the existing IT equipment. The design team also looked into heat transfer into the adjacent spaces, however, because of the complexities involved, it did not make financial sense to go forward with this component.

Staff also included the removal of the hot water solar panels located on the roof and hot water pre-heater located in the staff room as optional work. This was a pilot project initiated in the mid-2000s with grant funding. Currently, this system is not functional, and a contractor has not been found to service the system. It has been determined by staff that the system has minimal benefit to the RDCK office. Therefore, it is proposed that the system be removed and re-allocated to another facility or put up for sale to the public for better use elsewhere.

It should be noted that the RDCK was a part of a FortisBC pilot project to consider Gas Absorption Heat Pumps (GAHPs) as the replacement system for the HVAC rooftop units. Upon analysis, the mechanical consultant concluded that the GAHPs would not make sense to implement for this building, because they rely on hydronic heating, and the requirement to provide separate air handling units proved to be too expensive.

In response to the RFQ 4 quotations were submitted on the closing date of April 12, 2022. The results of the RFQ were as follows:

| Proponent Name | Cost | Ranking |
|--|--------------------------------|----------------|
| <i>Alfred Horie Construction Co. Ltd.</i> | \$448,131 | 1 |
| <i>North Mountain Construction Ltd.</i> | \$473,690 | 2 |
| <i>Trainor Mechanical Contractors Ltd.</i> | \$563,156 | 3 |
| <i>Venture Mechanical Systems Ltd.</i> | Disqualified (late submission) | n/a |

The final proposed contract price from the successful proponent, including removal of the solar panels and associated water heater is: \$449,281 plus GST.

The recommended project timeline includes: a project start of April 25, 2022, roofing replacement in June 2022, and HVAC rooftop unit replacement and associated duct work in November 2022. Note that the HVAC work is contingent on the supply timeline. Currently, the supplier is indicating a 25 week lead time for HVAC rooftop units.

A standard 10% contingency has been applied to this project. Note that there are a couple of risks that have been identified:

- If the HVAC rooftop units do not arrive until mid-winter, then snow on the roof may be an issue, leading to possible extra costs or a delay until spring
- As the roof has been actively leaking, there may be damage to the roof plywood and ceiling insulation that will need to be replaced

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 checked="" type="checkbox"/> Yes | <input 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 proposed financing for the project (total project cost of \$541,648) includes:

- \$100,000 from the General Administration S100 budget for Lakeside Drive office Asset Management Plan (AMP) work in 2022
- \$20,892 from a previous pooled Community Works Agreement
- \$50,000 from CARIP funding
- \$20,000 from FortisBC GAHP pilot project
- \$18,000 from CleanBC grant
- \$165,000 from short term borrowing (over 5 years with payment of \$33,000 principal in following years plus interest)
- Remainder (up to \$167,756) to be financed from Building Reserves

An alternative option to the above is to apply \$165,000 to a Community Works grant (\$15,000 per rural Director).

Note that it has been determined that at least \$334,000 of the overall project cost qualifies to be financed through the Community Works grant program.

The current Building Reserves sit at approximately \$343,000; after the project in this scenario there would be \$175,244 remaining. It is not recommended to completely utilize the Building Reserves for this project, to allow for some funds for ongoing and emergency maintenance.

Note that FortisBC has subsidized the HVAC design for this project (\$20,000) as part of the Gas Absorption Heat Pump pilot project. Furthermore, the project has provisionally been granted \$18,000 from CleanBC regarding the use of high efficiency HVAC units, pending review of mechanical calculations.

The annual cost savings realized due to the high efficiency units is expected to be \$1,774.

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

Construction services were competitively procured in accordance with the terms of the RDCK Purchasing Policy using the RFQ procurement process. The project team will apply for all required permits to perform the scope of work.

3.3 Environmental Considerations

The replacement HVAC rooftop units will be high efficiency dual fuel heat pump RTUs, which will reduce annual GHG emissions by 18.3 tCO₂e, and aid the RDCK in realizing \$1,774 in energy cost savings annually. The payback period for these upgraded units given the annual energy cost savings is 9.7 years.

3.4 Social Considerations:

n/a

3.5 Economic Considerations:

n/a

3.6 Communication Considerations:

n/a

3.7 Staffing/Departmental Workplace Considerations:

This project will benefit all staff currently working in the Lakeside Drive Office, by eliminating current and future issues arising from roof water leakage, non-optimized ventilation, and end of life heating and cooling system. The project is in the work plan for the corporate administration and project management staff.

3.8 Board Strategic Plan/Priorities Considerations:

- To Excel in Governance and Service Delivery
- To Manage our Assets and Operations in a Fiscally Responsible Manner
- To Adapt to our Changing Climate and Mitigate Greenhouse Gas Emissions

SECTION 4: OPTIONS & PROS / CONS

Option 1: That the Board direct staff to award the contract to Alfred Horie Construction Company Limited for construction services; partially funded (\$165,000) from short term borrowing (over 5 years with payment of \$33,000 principal in following years plus interest)

Pros:

- Work can start in a timely manner and project will be completed prior to November 30, 2022 (pending delivery time of HVAC rooftop units).

Cons:

- Financing for the project will be extended to future years.

Option 2: That the Board direct staff award the contract to Alfred Horie Construction Company Limited for construction services; partially funded (\$165,000) from a Community Works grant (\$15,000 per rural director)

Pros:

- Roofing system will be completed in summer 2022.

Cons:

- Municipalities will not participate in the funding of this project.
- Extra time required for preparation and approval of Community Works grant application may cause the HVAC units replacement to be delayed until 2023 due to volatile construction industry, leaving the office at risk for a HVAC unit failure.

Option 3: That the Board direct staff to delay the project until 2023.

Pros:

- None.

Cons:

- Damage may ensue from more roofing system leakage and/or HVAC unit failures.
- Delays may result in higher pricing.

SECTION 5: RECOMMENDATIONS

1. That the Board award the construction services for the Lakeside Drive Office HVAC RTUs and Roofing Replacement Project to Alfred Horie Construction Company Limited, and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$449,281; AND FURTHER, that the cost be included in the 2022 Financial Plan for S100 General Administration.
2. That the Board of the Regional District of Central Kootenay authorizes up to \$165,000 be borrowed, under Section 403 of the Local Government Act, from the Municipal Finance Authority, for the purpose of the construction services for the Lakeside Drive Office HVAC RTUs and Roofing Replacement Project; and that the loan be repaid within 5 years, with no rights of renewal.
3. That the Board approve an amendment to the 2022 Financial Plan from S100 General Administration Service to include Capital Costs of \$541,648, short-term borrowing proceeds in the amount of \$165,000, a contribution from the CARIP reserve of \$50,000, a contribution from building reserves of \$267,756 and grant revenue of \$48,892 for the purpose of the construction services for the Lakeside Drive Office HVAC RTUs and Roofing Replacement Project.

Respectfully submitted,
Shari Imada, Project Manager

CONCURRENCE

Stuart Horn, Chief Administrative Officer

Approved



Quarterly Report

Q1 2022

Corporate Administration

rdck.ca

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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 |
| Engage Yaqaan 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 Yaqaan 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 deliver 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 farmer 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. |
| First Nations Engagement Policy | 2017-01-01 | GM Development Services | Not aligned with a Strategic Priority | Entire RDCK | 1% to 20% complete | 2018-10-19 | Development Services to develop a guidance document for staff to use in referring land use matter to First Nations |

| DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY) | | | | | | | |
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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 |
| Building Services Policy Review | 2018-01-01 | Mgr. Building | Part of RDCK Core Services | Entire RDCK | 20% to 40% complete | 2022-08-31 | Some progress made on policy update and creation, however full policy review is delayed until staffing capacity is increased. |
| Converting Historical Building Permits to Digital format | 2018-03-31 | Mgr. Building | Part of RDCK Core Services | Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area K | 40% to 60% complete | 2022-08-31 | Seek to find funding to digitize all microfiche building records. Accessing a microfiche at a reasonable cost is proving to be a challenge. June 2021 - Continue search for grant funding and/or temporary staffing (KCDS or similar) to implement planned project. |
| Building Officials Training Program | 2018-11-15 | Mgr. Building | Part of RDCK Core Services | Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,Village of New Denver,All Electoral Areas | 60%- 80% complete | 2022-04-30 | Assistant Building Manager has been hired and a training program is under development. Assistant Building Manager position remains vacant as the department continues to staff front line BO roles, including Creston. Senior Building Official - Training and Development hired in Q1 2022 and training plans being developed for staff |
| Update Building Bylaw 2200 | 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,All Electoral Areas | 20% to 40% complete | 2022-10-31 | RDCK Building bylaw requires updating to reflect recent changes to the Building Act and align with the model bylaw created by the Municipal Insurance Agency of BC. Project is on hold pending recruitment of additional building inspectors. |
| 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. Summer 2022 meetings planned with RDCK GM D&CS, MB and Village CAO's. |

| DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY) | | | | | | | |
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| 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 - NDMP3 is progressing with mitigation options for the Salmo/Erie systems. The project funding has been extended by 1 year, however reports are anticipated this summer. 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. |
| 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: New WMS is working with BCWS and MoF to understand where there are gaps in the current WRR model, with a focus on resident engagement. Staff plan to bring a report to Board in June to discuss options, and provide a recommendation for next steps. Next Milestone: Board Report in June. Possible Barriers: none. |
| 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: After discussions with CBT this project was cancelled due to reduced applicability for the grant stream and changing landscape with the provincial wildfire risk reduction program. |
| NDMP 3 - Mitigation Options Assessment | 2021-02-18 | Mgr. Community Sustainability | Not aligned with a Strategic Priority | All Electoral Areas | 40% to 60% complete | 2022-04-30 | Due to events in Fall '21 this project funding has been extended to spring 2023. 3 sites have been selected: Salmo, Duhamel, and Eagle Creek. Current - P3. Next - P4. High level work plan is below: P1 - Review of 16 high risk areas from S2 NDMP; P2 - Shortlist sites based on viable options; P3 - Mitigation concept development; P4 - Mitigation Options Analyses - stakeholder engagement; P5 - Prelim design and costing - project complete. |
| 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 Slocan,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: Communications calendar for weekly publications; Emergency Support Services updates; Site-specific emergency plans; Regional sandbag coordination. Current Status: ESS Trg complete; Comms calendar updated and ready for deployment; NEPP mtgs progressing. Next Milestones: Response season. Possible Barriers: Delay to ESS modernization from EMBC. |

| DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY) | | | | | | | |
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| 2022 Emergency Operations Centre Preparedness | 2021-10-04 | 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 | 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: template review completed; staffing completed; procurement prepped Next Milestone: EOC Exercise; Board Presentation Possible Barriers: Early flood season |
| 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 |
| 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: In-person facilitation sessions have commenced and neighbourhood teams are developing customized emergency response plans. Possible Barriers: Expectations for support or capital that exceed current resources |
| Recruiting Wildfire Mitigation Supervisor | 2021-08-10 | Mgr. Community Sustainability | Wildfire Management | Entire RDCK | 100% complete | 2022-01-11 | Angela French was hired middle of February 2022. |
| Operational Fuel Treatments | 2016-08-01 | Mgr. Community Sustainability | Wildfire Management | All Electoral Areas | 40% to 60% complete | 2022-01-10 | Current status: - Selous: 2/4 blks mechanical harvest completed, rest in progress. 13 ha hand treatment completed by fall '22. Prescribed burns for 65 ha planned fall '22. - QB North: Post harvest clean up completed. - QB South: 4.1 ha of hand treatments to be |

| DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY) | | | | | | | |
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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 |
| | | | | | | | completed by fall '22. - Woodbury: 6.6 ha hand treatment completed. 90% completion 6.5 ha mechanical harvest, post harvest clean up planned by fall '22. WRR managed. Next Milestones: Prescribe burn plans in Selous. Possible Barriers: Completion of projects by fall burn window. |
| 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: 2021 intake: 13 Recognized neighbourhoods approved with 5 more applications awaiting approval, 6 of these are newly Established in 2021. 6 more newly Established in 2021 are not applying for Recognition. 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 15 Pending; 14 Established; and 19 Recognized. Next Milestone: Final Reporting to UBCM CRI 2021. |
| Community FireSmart Resiliency Committees | 2022-03-15 | Mgr. Community Sustainability | Wildfire Management | Entire RDCK | 1% to 20% complete | 2022-01-31 | The purpose of the CFRC is to strengthen collaboration between key partners including local communities and provincial agency staff (EMBC, FLNRORD) with stakeholders to coordinate, plan and share information on how to successfully implement the seven FireSmart disciplines. Current Status: Contacting stakeholders to determine uptake in subregions. Will be building off momentum from FireSmart Neighbourhood recognition. Next Steps: Acquiring facilitator. |
| Regional wildfire mitigation multi-agency planning table | 2022-03-15 | Mgr. Community Sustainability | Wildfire Management | Multi Regional | 1% to 20% complete | 2022-01-31 | The purpose of this table is to discuss/coordinate region-wide issues/objectives as they pertain to landscape level wildfire mitigation. Current Status: Assessing vision for tables, collating stakeholder contacts. Next Steps: Acquiring facilitator to manage the tables. Barriers: None anticipated. |
| 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 and updated Board recommendations regarding more ambitious climate action were brought to the Board in February 2022. Staff are working towards a digital dashboard for 2022. Next Steps: Hiring for completion of SoCA for 2022. Possible Barriers: Suitable candidates available |
| Slocan Lake and River Collaborative | 2022-02-17 | Mgr. Community Sustainability | Water Protection and Advocacy | Area H, Village of Slocan, Village of Silverton, Village of New Denver | 1% to 20% complete | 2021-10-12 | Current Status: Staff are defining project initiation steps. Next Steps: to be determined Possible Barriers: None at this time |

| DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY) | | | | | | | |
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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 |
| 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: Supported BC Hydro with Fauquier Ferry Terminal EV charger. Supported FortisBC with Kootenay Bay EV charger. Worked on East Kootenay Transportation Society EV bus project. Creating proposal for regional green transport. Working with Parks team to support Parks & trails strategy. Support WCCC project. Next: Guidelines & practices for RDCK internal fleet. Apply for CleanBC EV funding for RDCK Fleet evaluation. Barriers: Capacity of RDCK Research Analyst. Limited authority regarding public transit. Limited data and tracking of vehicles. Technology options. |
| 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: Developed Built Better proposal with RDKB for 2022 - refined and developed with Fortis. REEP 2.0 will support New Builds and embodied carbon. Case Studies project procured, locations selected and interview plan created. Winter Trades Training Series in process - 3/6 sessions complete. Next: Complete Step Code case studies. Submit REEP 2.0 application to FCM. Finalize Built Better funding and submit to Board for approval. Step Code Step 3 will become mandatory in BC in Dec 2022. |
| SES - Demand Management - Community - REEP Existing Homes | 2020-08-20 | Mgr. Community Sustainability | Not aligned with a Strategic Priority | 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 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 - Corporate | 2020-08-20 | Mgr. Community Sustainability | Part of RDCK Core Services | Entire RDCK | 40% to 60% complete | 2022-08-31 | Current: 3 more Fire Halls had Fortis free energy assessments. 2 more Fire Halls had energy assessments by SES & RDCK PM. Lakeside RTUs mechanical & roof design completed and RFQ provided to contractors. Better Buildings Policy approved. Fire Hall best practice document priced and submitted to Fortis with RDKB, RDCO & RDOS. Fire Halls now available to use CWF - Shari leading multiple Next: Portfolio Manager (Fortis Info Permitting). Fire Hall Template design development. |

| DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY) | | | | | | | |
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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 |
| | | | | | | | Barriers: Time & staff capacity. No RDCK Asset Manager. Lack of Sustainability Culture |
| Phase 2 - Geothermal GIS Study | 2022-02-17 | Mgr. Community Sustainability | Not aligned with a Strategic Priority | Area A, Entire RDCK | 20% to 40% complete | 2022-11-12 | Current Status: Contracts issued, funding disbursed Next Steps: Review final report in September 2022 Possible Barriers: None at this time |
| 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. Designing water talks, hiring WGI intern, working with Watershed Sustainability and Security Strategy + Fund. Next Steps: Pursuing next round of story mapping, meeting with new Water Ministry staff. 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 approved 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 – Inventory is the first step, staff will be organizing kick off meetings in April between CKISS and Parks, Water Services, and Community Services. Possible Barriers – None at this time. |
| 100% Renewable Energy Plan | 2019-04-04 | Mgr. Community Sustainability | Coordinated Service Delivery | Entire RDCK | 100% complete | 2022-02-26 | Current Status: Report of workshop notes and work plan alignment presented to RAC for consideration in February 2022. Outlined integration into the Climate Action Strategy. Next Steps: Alignment of 100% RE recommendation and action into Climate Action Plan, focus on designing for rural context. 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 – Staff working with CKFPC to produce annual Farm & Food Directory advertisements and develop full inventory of food assets in the Central Kootenay Next Milestone/Steps – Review food asset inventory. 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 adopted in January, as well as more ambitious climate action targets in February 2022. Currently preparing budget for plan development for Board approval. Next Steps: Develop Climate Action Plan - Issue RFP for Climate Action Engagement Plan, hire Climate Action Assistant to support Plan development. Possible Barriers: Budget requires approval from Board, tight time frame to produce Plan by October 2022. |

| DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY) | | | | | | | |
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| 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 | 100% complete | 2022-12-31 | This is an on-going initiative or partnership with key stakeholders, so ignore "anticipated completion date" and "project completion status" fields. 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. |
| Campground Bylaw Review | 2018-04-19 | Mgr. Planning | Not aligned with a Strategic Priority | 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 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. |
| Flood Hazard Policy/Regulations Update | 2020-11-01 | Mgr. Planning | Part of RDCK Core Services | All Electoral Areas | 1% to 20% complete | 2022-12-31 | Next steps: Bring to Board for consideration of amendments to mapping in the floodplain management bylaw for those clearwater flood areas that were most recently updated. Develop a workplan to be brought to RAC/Board for consideration to address other insight from the RDCK Floodplain and Steep Creek Study. |
| Playmor Junction Zoning Bylaw | 2020-02-20 | Mgr. Planning | Part of RDCK Core Services | Area H | Not Started | 2023-07-28 | 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. Awaiting direction from Area Director prior to commencing this project. |
| 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. |
| OCP & ZBL Amendments Re: Accessory Buildings and TUP's | 2020-09-17 | Mgr. Planning | Part of RDCK Core Services | Entire RDCK | 100% complete | 2022-03-17 | Bylaws adopted and amendments made to consolidated bylaws. |
| Area I OCP Review | 2016-01-26 | Mgr. Planning | Part of RDCK Core Services | Area I | 40% to 60% complete | 2022-09-30 | Staff have met with Area I Director and APC to determine updates needed to draft OCP and amended workplan. Updates to draft plan being made in advance of renewed community engagement in June 2022. |

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| Agricultural Policy Review - Phase 2 | 2019-03-25 | Mgr. Planning | Food security and Agriculture | Entire RDCK | 40% to 60% complete | 2022-07-21 | 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. Options presented to Area A, B & C Directors & CVAAC. Bylaws being prepared and referred out as of April 4, 2022. |
| Housing Action Plan | 2021-05-20 | Mgr. Planning | Part of RDCK Core Services | Entire RDCK | 1% to 20% complete | 2023-05-31 | 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; iii. Facilitate non-market development on underutilized and vacant land; iv. Create a housing action plan; and, v. Investigate housing authorities. UBCM grant application submitted February, 2022. Staff awaiting grant funding decision from UBCM for Housing Action Plan. |
| Subdivision Servicing Bylaw Review | 2020-05-21 | Mgr. Planning | Part of RDCK Core Services | Entire RDCK | 20% to 40% complete | 2022-03-31 | 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 | 2022-11-17 | 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. December, 2021 - Kootenay Lake analysis complete. February, 2022 - DPA area of application being researched further; exploring feasibility of aligning with 2021 FIMP work. March, 2022 - Draft DPA created. Proceed with Phase 3/3 of public engagement (focus groups and public consultation). Engagement summary report and draft DPA anticipated for June RAC meeting. |
| Area E Open House on Land Use | 2020-05-21 | Mgr. Planning | Part of RDCK Core Services | Area E | 100% complete | 2022-01-07 | 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. |

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| Grohman Creek Dock Service Feasibility Study | 2021-06-15 | Mgr. Planning | Not aligned with a Strategic Priority | Area F | 80%- 99% complete | 2022-04-30 | 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. February 2022 - meet with GCDS and USL to discuss high-level costing, site options, and partnership opportunities. March 2022 - partnership opportunity discussions. |
| Area H North OCP Review | 2020-04-16 | Mgr. Planning | Part of RDCK Core Services | Area H | 1% to 20% complete | 2023-07-28 | 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. March, 2022 - Staff to work with Area Director to plan land use planning open houses as first step in review. |
| Area E OCP Expansion | 2020-05-21 | Mgr. Planning | Part of RDCK Core Services | Area E | 20% to 40% complete | 2022-12-31 | 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 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. |

| ENVIRONMENTAL SERVICES | | | | | | | |
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| Town of Creston objection to Environmental Service Fee Distribution - ACK | 2022-01-20 | GM Environmental Services | Part of RDCK Core Services | Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area J,Town of Creston | 60%- 80% complete | 2022-03-31 | Board Resolution 36/22 directed staff to address concerns by the Town of Creston regarding Environmental Services fee cost allocation to the Arrow Creek Water Supply Service. The possibility of a second service review for this service was considered. Staff introduced an alternative cost distribution model based on feedback provided by Directors at special budget meeting. This model was adopted |

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| | | | | | | | and incorporated into the 2022 FP. Staff is awaiting feedback from the ToC to see if all concerns in their letter are addressed. |
| Drone survey equipment & landfill software | 2022-01-01 | Mgr. Resource Recovery | Waste Management and Alternatives | Entire RDCK | 1% to 20% complete | 2022-08-31 | RR to purchase drone equipment and landfill software to replace aerial surveys of landfills and in-house RTK measurement of wood chip piles for grinding contract. GIS is getting trained and licensed to operate drone and RR staff will support landfill software analysis for airspace consumption, etc. New process will be more efficient and economical than previous. |
| Scale Software upgrade | 2022-01-01 | Mgr. Resource Recovery | Waste Management and Alternatives | Entire RDCK | 1% to 20% complete | 2022-12-31 | Collaboration with IT, Finance and RR to develop RFP for new scale software. Current software is very outdated and has no software support. |
| Asbestos Screening | 2019-02-21 | Mgr. Resource Recovery | Waste Management and Alternatives | Entire RDCK | 80%- 99% complete | 2022-12-31 | On-going staff training and resident education. Additional program communications and tools have been on hold. Staff start participating in provincial C&D working group in Q2 and intend to determine next steps in 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 continue to meet semi monthly to share information on diversion program advancement. GRO transfer infrastructure draft design received in April. City appears to be investigating options for end product, staff recommend formally requesting intentions to allow for program development. |
| RR Field Staff Scheduling App Assessment | 2020-11-01 | Mgr. Resource Recovery | Waste Management and Alternatives | Entire RDCK | 40% to 60% complete | 2022-06-30 | Further investigation of options and privacy considerations. Expect roll out in Q2. |
| 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 | Mines inspector visit occurred in March, with 3 minor items requesting timelines for updated OMS and EPR plans (to be submitted in Q2). Ongoing monitoring and reporting during Q1 has increased as we move into freshet. Late March environmental monitoring demonstrated compliance. Staff and contractors installing variety of sediment control measures. Construction to continue in Q2 once conditions allow. |

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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 |
| Regional RR Facility surveillance upgrades | 2018-03-15 | Mgr. Resource Recovery | Waste Management and Alternatives | Entire RDCK | 60%- 80% complete | 2022-09-30 | No change in Q1. 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. |
| 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 Q1. |
| 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 | Staff will be engaging with the Ministry on preparing a land application in Q2. |
| 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 | No change in Q1. No movement from Castlegar, staff assessing alternative options if Castlegar Lagoons is no longer an option. |
| 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 | 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. |
| 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 Q1. Landfill assessments to be initiated in 2022 on priority sites, RRP identifies 10 sites in total. |
| Nakusp Landfill fill plan to closure | 2018-01-01 | Mgr. Resource Recovery | Waste Management and Alternatives | West RR Subregion | 100% complete | 2022-05-31 | Plan completed and reviewed with Contractor. Staff met with contractor on site in March to review plan. |

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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 |
| Creston Eco-Depot | 2018-10-10 | Mgr. Resource Recovery | Waste Management and Alternatives | East RR Subregion | 1% to 20% complete | 2022-06-30 | Corporate Admin recommended an Expression of Interest to initiate the process and gauge interest/costs before proceeding with RFP. RFEOI under development. To be issued in Q2. |
| COVID-19 operational response | 2020-03-01 | Mgr. Resource Recovery | Waste Management and Alternatives | Entire RDCK | 100% complete | 2021-06-30 | No change in Q1. Continue to evolve to meet PHO, WSBC, and RDCK requirements to protect staff and site users. |
| Creston Septage Facility | 2018-06-01 | Mgr. Resource Recovery | Waste Management and Alternatives | East RR Subregion | 1% to 20% complete | 2022-12-31 | Initiated request for MOU extension with the Town. Awaiting RRP approval for Long Term borrowing for works to proceed. |
| Balfour Wood Chip Pile Relocation | 2020-05-01 | Mgr. Resource Recovery | Waste Management and Alternatives | Central RR Subregion | 1% to 20% complete | 2022-06-30 | Internal fleet has initiated transport of chips as conditions at Central/HB allow. Will continue in Q2 until HB construction impedes access. |
| 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. |
| Central TS Washroom/Change room/Lunchroom | 2021-03-18 | Mgr. Resource Recovery | Waste Management and Alternatives | Central RR Subregion | 1% to 20% complete | 2022-09-30 | Bids received for Central building. Construction to proceed in Q2/Q3. |
| RR Facility washroom installation project | 2018-12-12 | Mgr. Resource Recovery | Waste Management and Alternatives | Entire RDCK | 40% to 60% complete | 2023-12-31 | No change in Q1. |

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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 |
| Creston Landfill Phase 1C/D, Berm | 2017-10-18 | Mgr. Resource Recovery | Waste Management and Alternatives | East RR Subregion | 1% to 20% complete | 2023-10-31 | ON HOLD. Due to delay in LKB land transfer. Budgeted to complete design in 2022 and construction in 2023. |
| Ootischenia Landfill Design and Operation plan update | 2017-04-13 | Mgr. Resource Recovery | Waste Management and Alternatives | Central RR Subregion, West RR Subregion | 1% to 20% complete | 2022-12-31 | No development in Q1. Next step is to pursue lands application. Expected to proceed under new RFSO for Eng Services in late 2022. |
| EPR program consultation | 2018-01-01 | Mgr. Resource Recovery | Waste Management and Alternatives | Entire RDCK, Multi Regional | 20% to 40% complete | 2022-12-31 | Staff participated in Provincial EPR Emobility consultation at end of March and will be submitting feedback on Federal landfill methane regulation consultation in April. 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. |
| 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. |
| CBT Climate Resiliency Grant application | 2021-10-01 | Mgr. Resource Recovery | Waste Management and Alternatives | Entire RDCK | 100% complete | 2022-03-31 | Successful for partial funding for both projects curbside collection bear proofing improvements and organics program communication & education. |
| Creston Hydrogeological Assessment | 2021-10-01 | Mgr. Resource Recovery | Waste Management and Alternatives | East RR Subregion | 1% to 20% complete | 2022-12-31 | Staff met with Ministry staff to discuss scope and exemptions in Q1. RFP to be issued in Q2. |
| Creston Landfill Phase 1E Closure Planning | 2021-10-01 | Mgr. Resource Recovery | Waste Management and Alternatives | East RR Subregion | 60%- 80% complete | 2022-12-31 | Draft design received. Tendering to follow in Q2 with construction to proceed in Q3. |

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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 |
| Resource Recovery Bylaw Revisions & Updates | 2021-10-01 | Mgr. Resource Recovery | Waste Management and Alternatives | Entire RDCK | 40% to 60% complete | 2022-12-31 | Draft bylaw for organics definitions and East pricing presented in Q1, final to be presented at April JRRC. Further amendment to be proposed in Q2/Q3 for Central/West pricing. On-going review of bylaw and associated pricing structures to support services and budget preparations (significant staff time required in Q4 & Q1 annually). |
| 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 awarded to GFL, awaiting Fortis installation for final construction items with facility to start in June. Central compost construction kick off meeting April 6th, with OOT/GRO transfer facilities construction to proceed in Q2/Q3. New Organics Coordinator to start April 19. Organics Implementation Plan completed and communications plan under development. |
| 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. |
| Burton, Fauquier and Edgewood Water Maintenance Contract Renewal | 2021-03-30 | Mgr. Utilities | Part of RDCK Core Services | Area K | 1% to 20% complete | 2022-06-30 | Request for Proposals to be issued to Requests for Expressions of Interest respondents. Project delayed due to other staff priorities. Contract might be renewed starting July 1st 2022. |
| Woodland Water Well Failure | 2021-03-15 | Mgr. Utilities | Part of RDCK Core Services | Area F | 1% to 20% complete | 2022-06-30 | Spring construction delayed due to road bans and spring melt potentially causing more site disturbance. |
| 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 | Cross Connection Control Program changes made to draft Water Bylaw 2824 being presented to the Board in April 2022. Program procedures and guidelines update to follow. |
| 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 | Project approved in 2022 draft financial plan for first phase of metering, funded by Community Works and reserves. |

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| Denver Siding Boundary Extension | 2020-01-01 | Mgr. Utilities | Water Protection and Advocacy | Area H | 80%- 99% complete | 2022-05-31 | Final transfer of holdback funds delayed to complete 2021 RDCK year end financials. |
| Conversion of Water Commissions to Community Advisory Committees | 2022-03-28 | Mgr. Utilities | Part of RDCK Core Services | Area A,Area B,Area D,Area H | Not Started | 2022-08-31 | Staff have been directed by the Board by Resolution 173/22 to prepare repeal bylaws for the Erickson, Lister and Sanca Water Commissions; prepare a replacement bylaw to remove water from the Riondel Commission oversight by Resolution 174/22; and to prepare an amending bylaw to remove water from the South Slocan Commission oversight by Resolution 175/22. If approved by the Area Directors, the creation of Water Community Advisory Committees will be offered in these water systems. |
| 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 | 2022-06-30 | Statutory right of way required for Erickson water line at edge of property and asset transfer agreement to be drafted. |
| Sanca Water Longterm Boil Risk Management Plan | 2018-10-01 | Mgr. Utilities | Part of RDCK Core Services | Area A | 60%- 80% complete | 2022-06-30 | No progress this period. Policy to be submitted to the Board by June 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 | 2022-06-30 | Request for Proposals to be issued to Requests for Expressions of Interest respondents. Project delayed due to other staff priorities. Contract might be renewed starting July 1st 2022. |
| 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 | 2022-06-30 | No progress this period. Policy to be submitted to the Board by June 2022. |

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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 Asset Management | 2018-01-31 | Sr. Project Mgr. | Part of RDCK Core Services | Entire RDCK | 1% to 20% complete | 2022-12-31 | FCM MAMP grant funds (\$38,500) received. Community Works grant funds (\$16,500) received. Initiated the GIS database development process with GIS staff. Received comprehensive excel data and photos of previous inspections from Consultant to input into GIS system when available. Working through layers and data in existence and determining the best "source of truth". Inventory inspection scope of work sent to Consultant for pricing. |

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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 |
| Riondel Community Centre | 2021-01-01 | GM Community Services | Recreation , Parks and Trails | Area A | 1% to 20% complete | 2022-07-31 | Studio Nine Hired Roof Replacement |
| Old School House Redevelopment | 2020-01-01 | GM Community Services | Recreation , Parks and Trails | Area H | 1% to 20% complete | 2023-04-29 | Cover Architecture - hired Initial drawings and estimates - redeveloping to reduce costs Require Grant writer |
| 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 | 2022-05-31 | 3rd phase of research is finished. Conceptual drawing complete. 3rd phase Report being compiled. Reviewing Report with School District is the Next Step. Expect a meeting of the partners for late May 2022. https://www.rdck.ca/EN/main/services/rdck-recreation-master-plans/campbell-field.html |
| RDCK Community Services - COVID Response / Post COVID Re-Opening | 2020-03-17 | GM Community Services | Coordinated Service Delivery | Entire RDCK | 60%- 80% complete | 2022-09-01 | Community Services continues below normal services levels. All PHO restrictions off April 8, 2022. Planning for return to pre pandemic services levels in the September 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. |

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| 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 | 20% to 40% complete | 2022-05-31 | Report to Commission by June 2022 |
| 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 | 100% 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. |
| Fees & Charges Bylaw | 2020-06-20 | GM Community Services | Recreation , Parks and Trails | All Electoral Areas | 40% to 60% complete | 2022-06-16 | Admission Fees approved in August 2021. Work is ongoing on rental fees application. |
| Ice Allocation Policy | 2017-01-01 | GM Community Services | Recreation , Parks and Trails | Multi Regional | 80%- 99% complete | 2022-04-21 | Project delayed by COVID-19 workplan 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. |
| Recreation Commission #4 Review | 2019-06-19 | GM Community Services | Recreation , Parks and Trails | Area K,Village of Nakusp | 80%- 99% complete | 2022-04-30 | 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. |
| RDCK Asset Management | 2018-01-31 | Sr. Project Mgr. | Part of RDCK Core Services | Entire RDCK | 1% to 20% complete | 2022-12-31 | FCM MAMP grant funds (\$38,500) received. Community Works grant funds (\$16,500) received. Initiated the GIS database development process with GIS staff. Received comprehensive excel data and photos of previous inspections from Consultant to input into GIS system when available. Working through layers and data in existence and determining the best "source of truth". Inventory inspection scope of work sent to Consultant for pricing. |
| 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. |

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| Kaslo and Area D Recreation and Parks Master Plan | 2019-03-21 | GM Community Services | Recreation , Parks and Trails | Area D,Village of Kaslo | Not Started | 2022-12-31 | Need to be put on a Shared Service Agenda to check on Goals for the service area. |
| 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. This will involve continued collaboration with LKB and TCVS. |
| 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. |
| Spine Bike repalcements for Fitness Centre | 2022-01-01 | Mgr. Castlegar Rec | Recreation , Parks and Trails | Area I,Area J,City of Castlegar | 1% to 20% complete | 2022-10-31 | Current Spin Bikes are outdated and in need of replacement. Spin is an important part of our fitness program delivery. |
| Surveillance Camera Upgrade | 2022-01-01 | Mgr. Castlegar Rec | Recreation , Parks and Trails | Area I,Area J,City of Castlegar | 1% to 20% complete | 2022-10-31 | Current Cameras are outdated and in need of replacement |
| 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. |

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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 |
| 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 | 2022-08-31 | Senior Center AHU failed at the end of the summer 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. Supply chain issues are creating significant delays in procurement and significant price increase. Tender cancelled. Ordering direct from supplier. Staff to act as GC and coordinate installation. Estimated completion pushed back to end of August 2022. Cooling of seniors centre a concern over summer. |
| 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 | 2022-08-31 | Fitness Center AHU at end of current serviceable life. Commission approved project to proceed in September 2021. With funds from S227 reserve. Project included in 2022 Financial Plan. Project was tendered but price was significantly over budget. Staff looking to purchase direct from supplier and act as GC, coordinating trades for installation. Supply chain issues will delay installation as it is 18 week delivery of AHU. |
| 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 | 2022-06-30 | 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/summer of 2022. Child Care operation by Kootenay Family Place began in January of 2022. |
| 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. Staff developing a replacement plan and will begin replacing doors by assessed need. |
| 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. |
| 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 | 2022-06-30 | As part of the Asset Management process, a Building Condition Assessment and Lifecycle study was completed on the Castlegar and District Community Complex. Commission hired consultant to lead a Strategic Planning session in part to determine how to fund the asset management going forward. This is schedule for May 3rd. |

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| RDCK Asset Management | 2018-01-31 | Sr. Project Mgr. | Part of RDCK Core Services | Entire RDCK | 1% to 20% complete | 2022-12-31 | FCM MAMP grant funds (\$38,500) received. Community Works grant funds (\$16,500) received. Initiated the GIS database development process with GIS staff. Received comprehensive excel data and photos of previous inspections from Consultant to input into GIS system when available. Working through layers and data in existence and determining the best "source of truth". Inventory inspection scope of work sent to Consultant for pricing. |
| 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 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 |
| 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 | 40% to 60% complete | 2022-05-31 | 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. Ground work prep and structure completed. Concrete pad and retaining wall remaining as of April 3, 2022. |
| 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. |
| Civic Arena Agreement: City of Nelson/RDCK | 2021-01-01 | Mgr. Nelson Rec | Recreation , Parks and Trails | Area E,Area F,City of Nelson | 60%- 80% complete | 2022-08-31 | Formalizing agreement between the City of Nelson and the RDCK regarding the day-to-day operations of Civic Arena. Contract is currently being negotiated in preparation of 2022/2023 ice season. |

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| North Shore Hall Sound System Installation | 2021-09-01 | Mgr. Nelson Rec | Recreation , Parks and Trails | Area F | 80%- 99% complete | 2022-05-31 | Installation of equipment is nearing completion. Expect to have sound system available to public in May. |
| Nelson Sports Collection Agreement: NDCC Arena | 2022-01-01 | Mgr. Nelson Rec | Recreation , Parks and Trails | Area E,Area F,City of Nelson | 80%- 99% complete | 2022-07-31 | Formalizing agreement between Touchstone Museum and the RDCK for the operations of the Nelson Sports Collection in the NDCC Arena Concourse. |
| 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. |
| 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 | 100% complete | 2022-07-01 | 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 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 | 2022-09-30 | 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. |
| Covid-19 Response | 2020-03-06 | Mgr. Nelson Rec | Recreation , Parks and Trails | Area E,Area F,City of Nelson | 60%- 80% complete | 2021-07-31 | Ongoing to response to changing PHO requirements. Aquatic Centre, Arena and Fitness centre all currently operating. Continuous updates to business operations. Opportunities for participation continue to expand. Staffing remains a barrier preventing the further expansion of services. |
| 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 | 2022-08-31 | Rooftop air handler that provides heating, ventilation and air conditioning for NDCC administration area, lobby and multipurpose room is at the end of life. Project funded in 2022 Financial Plan. NDCC staff are currently developing RFP process. |

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| 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 | 2022-07-31 | 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 received. No further action on this item until completion of Nelson and Area Service Review. Feasibility Studying being conducted to explore options for Curling Facility refrigeration to be provided |
| 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 | 2022-12-31 | 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 as part of Service Review. |
| 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. |
| 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 | 2022-08-31 | 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. Workshop expected to occur in May 2022. Review of Nelson and Area Masterplan has been completed as of March 10. Next step to develop Terms of Reference. |
| 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. DFA project could not be competed due to constraints will be completed in 2022 |

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| Crawford Bay Regional Park Management Plan | 2018-03-01 | Mgr. Parks | Recreation , Parks and Trails | Area A | 1% to 20% complete | 2023-11-29 | 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?). Next steps for MP are a Cultural Values Assessment completed in 2022/2023. RDCK has hired Lower Kootenay Band to come up with a terms of reference and work on cultural values of CCRP |
| 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. Staff to have site review once snow is gone at the Park. |
| Regional Parks & Trails Master Plan/Strategy | 2017-05-17 | Mgr. Parks | Recreation , Parks and Trails | Entire RDCK | 20% to 40% complete | 2023-11-30 | Working Group meeting on October 10, 2019. Board appointed Directors Popoff, Anderson and Jackman to the working group assisting staff with the review of the Parks & Trails Masterplan RFP at the June 20, 2019 meeting. Staff working on Regional Parks & Trails Inventory is complete to a standard that allows us to proceed to RFP development. Anticipate a RFP award in September 2019. Working group met Feb 27 2020 to discuss RFP information. RFP working group has met several times for final RFP assessment. Mark reported at March 2022 All Recreation Meeting - final stages of RFP. |
| 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. Some CWF (\$32,000) has been provided by the Area D Director for the start of the project. The RDCK has been informed of Arch sites in the area and some assessments may be necessary prior to any work being conducted. |

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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 | 20% to 40% 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. New Cable car and towers have been fabricated and off for galvanizing. On schedule for summer opening. |
| 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 in 2022. |
| Area A 5 Lake Access Areas | 2017-12-30 | Mgr. Parks | Recreation , Parks and Trails | Area A | 1% to 20% complete | 2023-05-31 | 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. There may be some movement on Martel Beach in the coming months |
| 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 | 100% 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. Looking at potential of North Slocan Trail Society managing the trail. A new society has been formed to manage trail with BC Rec Sites and Trails. |

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| Waterloo Eddy Regional Park Management Plan Implementation | 2018-03-01 | Mgr. Parks | Recreation , Parks and Trails | Area I,Area J,City of Castlegar | 60%- 80% 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 boatlaunch road) to be closed down in 2021. Construction of the access road into the boatlaunch 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. |
| 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 spring/summer 2022. Ongoing due to public vandalism. Replacement of some damaged Bollards for Spring 2021/2022. Staff is re-examining how to provide protection on the trail to both 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 |
| 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. Washroom construction completed ready for install. |
| Glade Legacy Project | 2017-07-01 | Mgr. Parks | Recreation , Parks and Trails | Area I | 20% to 40% complete | 2023-10-31 | 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 May. |

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| 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 late spring 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 | 2022-07-01 | 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 2022. Review Draft Received - internal review of document. Final Report was provided Dec 15th working on minor changes should have report to Commission in May or June. |
| Crescent Valley Beach Regional Park - Management Plan Implementation - Park Construction | 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. Most park amenities are installed. Working on landscaping. Final year of funding, finalizing horticultural work and xeroscape gardening, and easier access road down to beach area and shelter. |
| 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. |
| 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 - Commission to hold site meeting spring 2022. |

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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 |
| 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. 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. Area A Director \$80,000 CWF for capital works in CCRP for 2022. |
| 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 - Final signage stage. |
| Glacier Creek Park and Commisison Bylaw No.1306 amendment | 2021-12-09 | Mgr. Parks | Recreation , Parks and Trails | Area D,Village of Kaslo | Not Started | 2022-07-31 | 726/21 That staff amend the Glacier Creek Park Commission Bylaw No. 1306, 1998 to reduce the membership from nine members to five members with the resulting quorum. |

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| Transition to Fraser Fort George Dispatch for all fire departments | 2022-01-01 | Regional Fire Chief | Part of RDCK Core Services | Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area | 20% to 40% complete | 2022-12-31 | Staff are negotiating the Fire Dispatch contract with Fraser Fort George for 2023 onwards. Staff are working with stakeholders on the preparation for transition for the implementation phase of the project |

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| | | | | K,Town of Creston,Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,Village of New Denver | | | |
| Standard Operating Guidelines | 2016-01-10 | Regional Fire Chief | Part of RDCK Core Services | Entire RDCK | 80%- 99% complete | 2022-12-31 | 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) continue to be issued in the form of individual guidelines with a end 2022 completion. |
| Dispatch infrastructure maintenance plan | 2018-10-01 | Regional Fire Chief | Not aligned with a Strategic Priority | 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 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 implemented 2022; the Board directed staff to negotiate a contract with Fraser Fort George, this report will go to Board in April. |
| 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 | 2022-05-31 | 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 May 2022. |

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| Health & Wellness program for firefighters | 2018-09-01 | Regional Fire Chief | Part of RDCK Core Services | Entire RDCK | 40% to 60% complete | 2022-09-30 | 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. |
| Municipal Contract Template | 2020-04-01 | Regional Fire Chief | Part of RDCK Core Services | All Electoral Areas | 80%- 99% complete | 2022-05-31 | 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 be used on a go forward basis. Corporate Admin is contributing considerable staff time to help complete this. Salmo and Nakusp went 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. Hudon is currently being renewed with RDKB. |
| 2170 Fire Service Bylaw Update | 2020-04-01 | Regional Fire Chief | Part of RDCK Core Services | All Electoral Areas | 40% to 60% complete | 2022-05-31 | This comprehensive bylaw update will consolidate previous bylaw amendments, address service level declarations under the playbook, update the schedules for delivered services and provide appropriate authority to municipalities for fire service contract areas. This has been delayed to the end of 2021 due to staff absences and the 2021 Wildfire Season. Corporate Admin is providing considerable support to this update; it is anticipated to be complete by end May 2022. |
| Service S128 Riondel Fire Protection | 2020-08-20 | Regional Fire Chief | Part of RDCK Core Services | Area A | 40% to 60% complete | 2022-06-30 | 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 and Road Rescue with a review of S152. |
| 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. |

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| 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. |
| 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 | 2022-12-31 | 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 December 2022. |
| 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. Update April 5th 2022. |
| 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. |
| Fire Department Group Purchasing | 2016-01-10 | Regional Fire Chief | Not aligned with a Strategic Priority | 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 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. Update - waiting for a replacement purchasing agent. |

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| 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. This is project remains in the queue for completion. |
| Lease Agreement with the Ootischenia Community Society | 2021-09-23 | Regional Fire Chief | Recreation , Parks and Trails | Area J | 60%- 80% complete | 2022-05-31 | 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. This is being completed with substantive help from Corporate Admin, and will likely go to Board in May. |
| 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 | 100% 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. 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. |

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| 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 COV. 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. |

| FIRE SERVICES | | | | | | | |
|--|---------------|------------------------------|----------------------------|---|---------------------------|-----------------------------|---|
| Project/Initiative Name | Date Assigned | Responsible Manager | Board Strategic Priority | Applicable Areas of RDCK | Project Completion Status | Anticipated Completion Date | Board Notes |
| 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 . |

| CORPORATE SERVICES | | | | | | | |
|--|---------------|---------------------|---------------------------------------|--------------------------|---------------------------|-----------------------------|---|
| Project/Initiative Name | Date Assigned | Responsible Manager | Board Strategic Priority | Applicable Areas of RDCK | Project Completion Status | Anticipated Completion Date | Board Notes |
| 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 - this project launched in a more formal manner on April 1 with an in person strategic planning session. |
| 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 policy implemented by the Board. As we see restrictions lifting time spend on this file is increasing. |
| 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. Amending Bylaw is being brought to the April meeting. |
| 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 were presented to the commission as a combined effort to put terms of reference for the commission into a bylaw. We are planning a facilitated workshop in order to complete this action. |

| CORPORATE SERVICES | | | | | | | |
|--|---------------|----------------------|---------------------------------------|--|---------------------------|-----------------------------|---|
| Project/Initiative Name | Date Assigned | Responsible Manager | Board Strategic Priority | Applicable Areas of RDCK | Project Completion Status | Anticipated Completion Date | Board Notes |
| Conference Report and Policy | 2019-04-01 | CAO | Part of RDCK Core Services | Entire RDCK | 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. |
| 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. |
| Permissive Tax Exemption Policy | 2022-02-17 | Mgr. Corporate Admin | Part of RDCK Core Services | All Electoral Areas | Not Started | 2023-02-16 | A report to the Board will be prepared which explains the legal eligibility criteria for receiving a permissive exemption and that proposes criteria for the Board to consider when exercising its discretion to award these exemptions. A draft policy will be included. |
| 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 | 2022-06-30 | Review and propose updates to the Commission bylaw for Board consideration. Q1 2022 update - draft bylaw is awaiting review by senior managers. |
| 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 Silverton,Village of New Denver | 80%- 99% complete | 2022-12-31 | Service case analysis will be prepared based on estimated contract service costs. Q1 update- no progress to report on this. This project was stalled through 2021 due to high workload and higher priorities for bylaw enforcement staff. The project is targeted for completion in 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 |
| Fireworks bylaw feasibility report | 2020-11-15 | Mgr. Corporate Admin | Not aligned with a Strategic Priority | Area E | Not Started | 2022-12-31 | Board has directed that staff prepare a report outlining the feasibility of developing and implementing a fireworks bylaw. Q1 2022 update- this project has not advanced due to competing project priorities. |
| Delegation of Authority Bylaw | 2018-01-01 | Mgr. Corporate Admin | Part of RDCK Core Services | Entire RDCK | 20% to 40% complete | 2022-06-30 | The Bylaw will identify complete list of authority delegated to staff. No progress made in Q1 2022 due to competing project priorities. Draft bylaw is targeted to be received for Board consideration in Q2 2022. |
| Referendum Support Policy | 2018-06-21 | Mgr. Corporate Admin | Not aligned with a Strategic Priority | Entire RDCK | Not Started | 2022-12-31 | Board directed that staff develop a policy to guide Board decision making in response to requests for RDCK support for groups taking specific positions on RDCK referenda. This is considered a low priority item and no progress made in Q1 2022. This policy will be prioritized in the context of policy work included in the 2022 work plan. |
| RDCK website improvements-Phase Two | 2020-01-01 | Mgr. Corporate Admin | Coordinated Service Delivery | Entire RDCK | 20% to 40% complete | 2022-11-30 | This project will deliver a major upgrade to the RDCK website. Q1 2022 update- The active phase of website development is underway. Website elements have been selected and wireframe layout was received for RDCK review in March. The expected project completion is mid- Q3 2022 |
| 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 Q1 2022. As this has been an outstanding work item since 2018 with no progress made this will be removed from future quarterly reporting and considered within overall priorities for policy development |
| 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. Q1 2022 update- no progress to report in Q1 as the strategy has not yet been completed. |

| CORPORATE SERVICES | | | | | | | |
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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 |
| 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. Q1 2022 update - Phase Two is underway with Administration and IT staff currently using a trial license of Laserfiche software. Progress is limited by the required resources being assigned to higher priority work items |
| 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. Q1 2022 update-This is considered a low priority item and has not progressed due to competing project priorities. Draft policies are expected to come forward for WKBHRD Board consideration in 2022. |
| Special Event Permit Regulatory Bylaw | 2017-10-01 | Mgr. Corporate Admin | Part of RDCK Core Services | Area H | 80%- 99% complete | 2022-05-19 | Q1 2022 update - the bylaw was adopted at the January Board meeting . Intake form and public communications are pending work items . |
| 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. Q1 2022 update- BC Transit did not make substantial progress on this project in 2021. It is considered 'on hold ' pending assignment of BC Transit resources. |
| Water Services Committee Terms of Reference | 2020-11-19 | Mgr. Corporate Admin | Water Protection and Advocacy | Entire RDCK | 100% 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. Q1 2022 update- the Committee bylaw was adopted at the February Board meeting and the Committee met in March |
| Water Service Bylaw Review | 2018-05-02 | Mgr. Corporate Admin | Water Protection and Advocacy | Area A,Area B,Area D,Area E,Area G,Area H,Area J,Area K,Town of Creston | 80%- 99% complete | 2022-06-16 | This project follows from the 2020 Water Governance Review Q1 2022 update - the Water Services Committee has been established and met for the first time in March. As directed by the Board bylaws are being prepared to rescind the Lister, Erickson, and Sanca Commission bylaws and amend the Riondel and South Slokan Commission bylaws. These will be brought forward for Board consideration in 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 |
| 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 | 100% complete | 2022-01-20 | Q1 2022 update - The plan was adopted at the January 2022 RDCK 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 | 2022-08-25 | Q1 2022 update - The Kootenay Lake West service establishment bylaw amendment was adopted in Q1. 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 2022 regarding weighting of the cost apportionment criteria for this bylaw. |
| 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. Q1 update- Project Managers are working with the Fire Services group on a plan for the fire hall . Completion of the project is a pre -requisite to the fire hall borrowing referendum directed at the May 2021 Board meeting. |
| 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 | 2021-12-16 | No progress in Q1 2022 due to competing project priorities. Expected completion is Q4 2022. |
| 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. Q1 update - no progress due to competing project priorities. |
| 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 | 40% to 60% complete | 2022-09-15 | 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 . A report was considered Q1 update-at the March Board meeting staff were directed to prepare a service establishment bylaw and conduct a public consultation process and that voter approval for the bylaw be undertaken by means of Alternative Approval Process, to occur later in 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 |
| Riondel Commission Bylaw Update | 2012-01-01 | Mgr. Corporate Admin | Coordinated Service Delivery | Area A | 60%- 80% complete | 2022-05-19 | This project is a full overhaul of the Commission bylaw to reflect the current best practices for authorities delegated to Commissions. Q1 update - Commission review comments have been considered within a final draft currently awaiting review by the Area Director. |
| 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 | 2022-12-15 | Q1 update - 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 Q2 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. |
| Salmo and Area G Library Service Case Analysis | 2021-12-14 | Mgr. Corporate Admin | Coordinated Service Delivery | Area G,Village of Salmo | 40% to 60% complete | 2022-07-21 | The service case analysis for the Salmo and Portion of Electoral Area G Library Financial Aid Service was received at the March 2022 Board meeting. Staff have been directed to prepare a service establishment bylaw subject to staff conducting a public consultation process and that voter approval for the bylaw be undertaken by means of Alternative Approval Process. |
| West Kootenay Transit Services Governance Review | 2022-02-17 | Mgr. Corporate Admin | Coordinated Service Delivery | Central RR Subregion,West RR Subregion | 1% to 20% complete | 2022-12-15 | This project will evaluate options for enhancing the governance and decision making for the West Kootenay Transit system (Castlegar and area, North Shore, Slocan Valley and Kootenay Lake West to support implementation of West Kootenay Transit Future Service Plan and consider the apportionment of costs . |
| Establish City of Castlegar Economic Development Service | 2022-01-20 | Mgr. Corporate Admin | Not aligned with a Strategic Priority | City of Castlegar | 100% complete | 2022-03-18 | The service was established at the March Board meeting and funds will be requisitioned for this service in 2022 |
| Payslips 101 | 2020-06-01 | Mgr. Finance | Coordinated Service Delivery | All Electoral Areas | 100% complete | 2022-12-31 | In an effort to develop efficient processes that will provide timely information for the employees of the RDCK, we can also save on postage costs. 2021 saw the completion of Payslips being provided electronically for all Departments and Staff groups. Some tweaking and maintenance is required. Focus can now shift to enhancing the information provided on the Payslip itself. |

| CORPORATE SERVICES | | | | | | | |
|--|---------------|---------------------|------------------------------|--------------------------|---------------------------|-----------------------------|--|
| Project/Initiative Name | Date Assigned | Responsible Manager | Board Strategic Priority | Applicable Areas of RDCK | Project Completion Status | Anticipated Completion Date | Board Notes |
| 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. |
| Benefits Review | 2020-01-01 | Mgr. HR | Part of RDCK Core Services | Entire RDCK | Not Started | 2020-03-28 | To ensure best service for the RDCK; RFP & evaluation/selection of benefits broker, followed by review of current benefits & development of benefits strategy, RFP & evaluation/ selection of benefits provider. |
| 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). |
| Safety Management System: Prime Contractor Safety Program | 2019-04-08 | Mgr. HR | Part of RDCK Core Services | Entire RDCK | Not Started | 2019-11-30 | Develop an RDCK wide prime contractor program/ package |

| CORPORATE SERVICES | | | | | | | |
|---|---------------|---------------------|-------------------------------|--------------------------|---------------------------|-----------------------------|---|
| Project/Initiative Name | Date Assigned | Responsible Manager | Board Strategic Priority | Applicable Areas of RDCK | Project Completion Status | Anticipated Completion Date | Board Notes |
| Firefighter Remuneration | 2019-05-01 | Mgr. HR | Part of RDCK Core Services | Entire RDCK | Not Started | 2020-03-28 | Develop the framework for a single RDCK Fire Services Remuneration Program for intended implementation January 1, 2020. HR to develop framework that factors in relevant legislation, OHS and labor code requirements. Provide recommendations ready for budget review in Q4 2019. |
| Performance Management implementation | 2019-01-01 | Mgr. HR | Part of RDCK Core Services | Entire RDCK | 80%- 99% complete | 2019-12-14 | Implementation of RDCK performance management process & systems. |
| Leader development: Onboarding | 2019-01-01 | Mgr. HR | Part of RDCK Core Services | Entire RDCK | 1% to 20% complete | 2019-11-30 | Develop leader onboarding program to integrate new leaders/supervisors into the RDCK, their function & team. |
| Succession Planning: Payroll | 2019-03-15 | Mgr. HR | Part of RDCK Core Services | Entire RDCK | Not Started | 2019-11-30 | Enabling transfer of knowledge under a succession plan: - Perform an efficiency assessment for current Payroll process and develop new role. - Payroll processes will be improved, documented and streamlined. - New job description developed, transfer of knowledge plan in place. |
| Recreation Wage Review | 2018-09-01 | Mgr. HR | Part of RDCK Core Services | Entire RDCK | 80%- 99% complete | 2019-11-30 | Objective is to develop a wage system for evaluating non-union recreation positions that are not included in the Hay wage groups. |
| Leader Development: Boards & Commissions | 2019-02-01 | Mgr. HR | Part of RDCK Core Services | Entire RDCK | 1% to 20% complete | 2019-12-20 | to develop leaders such that they understand commissions & the Board, their role, and the role of elected officials, the parameters under which commissions work; how to present information to Board & Commissions. |
| PerfectMIND contract negotiation | 2022-02-04 | Mgr. IT | Recreation , Parks and Trails | All Electoral Areas | 20% to 40% complete | 2022-11-10 | Reviewing and collaborating with other local governments to negotiate a contract that is in the best interest of the RDCK. |
| Weigh Scale Software Upgrade | 2020-01-05 | Mgr. IT | Part of RDCK Core Services | Entire RDCK | 1% to 20% complete | 2022-11-15 | The software used at transfer stations and landfills. Current version is end of life. |
| Information Technology Infrastructure Replacement - Wireless Firewalls | 2022-04-01 | Mgr. IT | Part of RDCK Core Services | Multi Regional | 60%- 80% complete | 2022-11-15 | This project is required to replace firewalls and wifi routers that are at end of life. |

| CORPORATE SERVICES | | | | | | | |
|---|---------------|---------------------|----------------------------|--------------------------|---------------------------|-----------------------------|--|
| Project/Initiative Name | Date Assigned | Responsible Manager | Board Strategic Priority | Applicable Areas of RDCK | Project Completion Status | Anticipated Completion Date | Board Notes |
| Unit4 Business World Upgrade | 2021-01-05 | Mgr. IT | Part of RDCK Core Services | Entire RDCK | 1% to 20% complete | 2022-11-28 | Upgrading the base financial system to the recommended level. This is a yearly project that requires coordination between IT and Finance |
| Electronic Records Management Software Implementation | 2020-01-05 | Mgr. IT | Part of RDCK Core Services | All Electoral Areas | 1% to 20% complete | 2024-11-01 | Large volumes of electronic information require appropriate software to manage the knowledge with privacy, retention and disposition and efficiency brought by automation. |

| CAPITAL PROJECTS TO MARCH 31, 2022 | | | | | | | | |
|---|------------|------------|-----------|---|-------------|-------------------|-----------------|---|
| ACTIVE PROJECTS BEING MANAGED: 33 | | | | TOTAL BUDGET BEING MANAGED: \$8,065,000 | | | | |
| Project Name | PM | Start Date | End Date | % Complete | Status | Project Type | Project Phase | Status – Next Steps |
| Asset Management | AJ Evenson | 1-Jul-2020 | 27-Dec-22 | 25% | In Progress | Other | Concept Design | Grant funds received. Working on database /GIS coordination in the spring of 2022. Assessments in summer of 2022. |
| Central Transfer Station - Compost Facility | AJ Evenson | 1-Jan-2021 | 17-Nov-22 | 15% | In Progress | Resource Recovery | Construction | Contract awarded to Border Holdings. Construction to commence in May 2022. |
| Grohman Transfer Station - Compost Upgrades | AJ Evenson | 1-Jan-2021 | 20-Apr-23 | 0% | In Progress | Resource Recovery | Detailed Design | Design in progress with work scheduled for spring 2023. |
| Ootischenia Landfill - Compost Upgrades | AJ Evenson | 1-Jan-2021 | 5-May-22 | 15% | In Progress | Resource Recovery | Construction | Contract awarded to Dynamic Landscaping. Construction underway with completion in April 2022. |
| Creston Landfill - Compost Facility | AJ Evenson | 1-Jan-2021 | 26-May-22 | 85% | In Progress | Resource Recovery | Construction | Site ready for commissioning in the spring once Fortis hooks up power. Mixer and conveyor scheduled for delivery and installation once power is hooked up in May. |
| HB Tailings Facility Closure | AJ Evenson | 1-Jan-2021 | 4-Aug-22 | 88% | In Progress | Civil | Construction | Project is on hold during winter months. Completion in July 2022. Conveyance channels and seeding remaining. |
| Woodbury Water System Upgrades | AJ Evenson | 1-Jan-2021 | 7-Jul-22 | 50% | In Progress | Utilities | Detailed Design | Delays in permitting. Waiting on IH permit to construct. All materials ordered in August 2021, pumps back ordered until June 2022. |

CAPITAL PROJECTS TO MARCH 31, 2022

| ACTIVE PROJECTS BEING MANAGED: 33 | | | | TOTAL BUDGET BEING MANAGED: \$8,065,000 | | | | |
|--|-------------|-------------|-----------|---|-------------|--------------|-----------------|--|
| Project Name | PM | Start Date | End Date | % Complete | Status | Project Type | Project Phase | Status – Next Steps |
| Slocan Fire Hall Expansion | Shari Imada | 1-Aug-2021 | 5-May-22 | 50% | In Progress | Buildings | Construction | Construction underway. Completion in mid April. |
| East Shore Connectivity Project | AJ Evenson | 1-Jan-2021 | 31-Oct-24 | 15% | In Progress | Utilities | Procurement | Design-Build RFP closed and working with proponents to evaluate alternatives to meet scope and budget. |
| Castlegar Rec Centre - Childcare Expansion | Shari Imada | 1-Jan-2021 | 5-May-22 | 95% | In Progress | Buildings | Construction | Substantial completion achieved in 2nd week of December. Minor landscaping in spring 2022. |
| NDMP Stream 3 | AJ Evenson | 1-Jun-2021 | 11-Jul-22 | 50% | In Progress | Other | Detailed Design | Extension received to March 31, 2023. Completion of deliverables in spring/summer of 2022. |
| Slocan Schoolhouse Demolition | Shari Imada | 1-Jan-2021 | 27-Jul-23 | 5% | In Progress | Buildings | Concept Design | Revising design and budgetary pricing, needed to look at funding options. |
| Lakeside Office RTU & Roof Replacement | Shari Imada | 1-Jan-2021 | 27-Oct-22 | 25% | In Progress | Buildings | Procurement | HVAC and roofing replacement out on BCBid with close in April 12 2022 . Architectural study from Cover on hold until staff are back in the office. |
| Central TS Washroom | AJ Evenson | 1-Aug-2021 | 28-Jul-22 | 25% | In Progress | Buildings | Procurement | Design-Build RFP closed on March 30, evaluating responses. |
| Asset Inspections for NDCC, CDCC, NSH | AJ Evenson | 1-Jan-2021 | 7-Apr-22 | 95% | In Progress | Other | Close Out | Final comments to be received by April 1 so reports can be finalized. |
| East McDermid Dam Decommissioning | AJ Evenson | 15-Oct-2021 | 13-Oct-22 | 10% | In Progress | Other | Detailed Design | Working with the KID to finalize design and get regulatory submissions in for 2022 fall construction. |
| West Creston Fire Hall | AJ Evenson | 15-Oct-2021 | 1-Dec-22 | 5% | In Progress | Buildings | Procurement | Design-Build RFP closed and is being evaluated currently. |
| CDCC East Stairwell | AJ Evenson | 1-Jan-2022 | 29-Dec-22 | 1% | In Progress | Buildings | Concept Design | Project being scoped by CDCC staff and will be implemented in spring 2022. |
| Robson Fire Hall Renovations | Shari Imada | 1-Jan-2022 | 14-Dec-23 | 5% | In Progress | Buildings | Procurement | Funded under Community works for 2022/2023 implementation. |
| Balfour Fire Hall Renovations | Shari Imada | 1-Jan-2022 | 14-Dec-23 | 5% | In Progress | Buildings | Procurement | Funded under Community works for 2022/2023 implementation. |

CAPITAL PROJECTS TO MARCH 31, 2022

| ACTIVE PROJECTS BEING MANAGED: 33 | | | | TOTAL BUDGET BEING MANAGED: \$8,065,000 | | | | |
|--|-------------|------------|-----------|---|-------------|-------------------|-----------------|---|
| Project Name | PM | Start Date | End Date | % Complete | Status | Project Type | Project Phase | Status – Next Steps |
| Beasley Fire Hall Renovations | Shari Imada | 1-Feb-2022 | 18-Dec-23 | 0% | In Progress | Buildings | Procurement | Working on finalizing the contract for the siding with construction in 2022. |
| Slocan, Passmore, Winlaw and CV Fire Hall Upgrades | Shari Imada | 1-Feb-2022 | 18-Dec-23 | 0% | In Progress | Buildings | Initiation | Application under Community Works for 2023 implementation in progress, to go to April 2022 Board meeting. |
| Erickson Metering | Unallocated | 1-Apr-2022 | 5-Jan-23 | 0% | Not Started | Utilities | Initiation | Will assist Utilities Program on an as-required basis. |
| North Shore Fire Hall Fencing and Renovations | Shari Imada | 1-Mar-2022 | 18-Dec-23 | 0% | Not Started | Civil | Initiation | Estimates received from Contractors for new training building and fence. Fence construction in 2022, funding options to be explored for new building. |
| Pass Creek and Tarry's Fire Hall Upgrades | Shari Imada | 1-Mar-2022 | 18-Dec-23 | 0% | In Progress | Buildings | Procurement | Funded under Community works for 2022/2023 implementation. |
| Yahk and Canyon/Lister Fire Hall Upgrades | Shari Imada | 1-Mar-2022 | 18-Dec-23 | 0% | Not Started | Buildings | Initiation | Application in progress under Community Works for 2022/2023 implementation. |
| Rosebery TS Site Upgrades and CCTV | Unallocated | 1-Jan-2022 | 15-Dec-22 | 0% | Not Started | Resource Recovery | Initiation | Waiting on confirmation of project scope/cost/schedule. |
| Salmo Pool Upgrade | Unallocated | 1-Apr-2022 | 3-Aug-23 | 0% | Not Started | Buildings | Initiation | Have received scope of work for the project and related grant. |
| Ootischenia Fire Hall Expansion | Shari Imada | 1-Jan-2022 | 18-Oct-22 | 5% | In Progress | Buildings | Detailed Design | Finalizing Contract award, then working on BP application. Construction scheduled for summer/fall of 2022. |
| Blewett Fire Hall Upgrades | Shari Imada | 1-Jan-2022 | 14-Dec-23 | 0% | In Progress | Buildings | Procurement | Funded under Community work for 2022/2023 implementation. |
| Ymir Fire Hall Upgrades | Shari Imada | 1-Mar-2022 | 18-Dec-23 | 0% | Not Started | Buildings | Initiation | Application under Community work for 2022/2023 implementation in progress. |
| Harrop Exhaust Extraction System | Shari Imada | 1-Apr-2022 | 16-Mar-23 | 0% | Not Started | Buildings | Procurement | Funded under Community Works for 2022 implementation. |

PROJECTS COMPLETED IN Q4 2021 REMOVED FROM QUARTERLY REPORT

| 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 |
| WKBRHD Administrative Services Procurement | Mgr. Corporate Admin |
| Central SCADA Implementation | Mgr. Utilities |
| Area D Open Houses on Land Use | Mgr. Planning |

PROJECTS COMPLETED IN Q1 2022

| Project/Initiative Name | Responsible Manager |
|---|-------------------------------|
| Kootenay Lakes Partnership | Mgr. Planning |
| Nakusp Landfill fill plan to closure | Mgr. Resource Recovery |
| COVID-19 operational response | Mgr. Resource Recovery |
| CBT Climate Resiliency Grant application | Mgr. Resource Recovery |
| Water Services Committee Terms of Reference | Mgr. Corporate Admin |
| Creston and Area Transit Service Review | Mgr. Corporate Admin |
| CEPF Grant Funding for RDCK Fire Services | Deputy Fire Chief -Training |
| Summit Lake to Roseberry Rail Trail - Expansion | Mgr. Parks |
| Facilitating Purchase of additional property around Cottonwood Lake | GM Community Services |
| Nelson Civic Arena Operations Contract 2021/2022 Ice Season | Mgr. Nelson Rec |
| Recruiting Wildfire Mitigation Supervisor | Mgr. Community Sustainability |
| Establish City of Castlegar Economic Development Service | Mgr. Corporate Admin |
| 100% Renewable Energy Plan | Mgr. Community Sustainability |
| Area D Open Houses on Land Use | Mgr. Planning |
| OCP & ZBL Amendments Re: Accessory Buildings and TUP's | Mgr. Planning |
| Area E Open House on Land Use | Mgr. Planning |
| Payslips 101 | Mgr. Finance |



Board Report

Date of Report: April 5, 2022
Date & Type of Meeting: April 21, 2022 Regular Open Board Meeting
Author: Nora Hannon, Regional Fire Chief
Subject: Fire Dispatch Contract Amendment and Radio over IP
File: 14/7755/01
Electoral Area/Municipality: Area A Area B Area C Area D Area E Area F Area G Area H Area I Area J
Area K Nakusp New Denver Silverton Kaslo Salmo Creston

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek Board approval for an amended 9-1-1 CALL ANSWER AND FIRE/RESCUE DISPATCH SERVICE AMENDMENT AGREEMENT with the Regional District of Fraser Fort George Fire Dispatch for 2022 to address the implementation of Radio over Internet Protocol (IP) and the transition to Fraser Fort George for Fire Dispatch for all participants in the S156 service for fire dispatch.

SECTION 2: BACKGROUND/ANALYSIS

The 9-1-1 CALL ANSWER AND FIRE/RESCUE DISPATCH SERVICE AMENDMENT AGREEMENT with the Regional District Fraser Fort George is before the Board for the implementation of radio over IP (ROIP) and the transition and migration of dispatch infrastructure from Kelowna Fire Dispatch to Fraser Fort George Fire Dispatch for 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 and for Radio over IP for Creston, Wynndel Lakeview, Yahk and Canyon Lister.

At the December, 2021 Board Meeting, the Board resolved:

“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.”

The 2021 S156 Emergency Communications 911 budget for Capital Expenditures included \$400,000 for the upgrade to Radio over IP to align with industry standards and end of life upgrades to repeater and radio systems. This expenditure was deferred to 2022 as it is tied to the fire dispatch provider; it is included in the 2022 financial plan for S156.

This amended agreement will cover all dispatch activities required for 2022 with the Regional District Fraser Fort George. Staff will be providing another agreement to the Board for Fire Dispatch with the Regional District Fraser Fort George for 2023 onwards. This agreement will be on the Board agenda in May or June of 2022.

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

A breakdown of estimated costs provided by Fraser Fort George:

| IMPLEMENTATION COSTS (ESTIMATED) | |
|---|---------------------|
| Item | Price |
| Radio Implementation Fees | |
| • Labour | \$25,000.00 |
| • Omega Communications Ltd. estimate for 17 halls | \$162,050.00 |
| • RDIFFG estimate for firewalls, ROIP units and transponders for 17 halls | \$137,462.00 |
| Project Management Fees | \$11,000.00 |
| CAD Implementation for 20 departments | |
| • Gather, review and import GIS data | \$25,000.00 |
| • Review and update MSAG | |
| • Gather department information | |
| • Gather response matrices | |
| • Program CAD with department and response information | |
| FDM Workspace Setup | |
| • Creation of RMS workspaces by Central Square | \$6,860.00 |
| TELUS ESZ Migration | |
| • Change Telus programming for each ESZ | \$3,000.00 |
| TOTAL ESTIMATED IMPLEMENTATION COSTS | \$370,372.00 |

It is recommended given current inflationary increases and market volatility that the Board approve a 10% contingency for cost increases during this transition phase.

Total estimated implementation costs from S156 Emergency Communications 911: **\$370,372.00**
 Contingency at 10% from S156 Emergency Communications 911: **\$37,037.20**

Total cost funded through S156: \$407,409.20

The 2022 budget for S156 Emergency Communications 911 allocated \$400,000 from borrowing for this project. Staff recommend a financial plan amendment be approved for S156 to allow for some of the proceeds to come from Capital Reserves, and the remainder from Municipal Financing, reducing the impact of the loan repayment to the service over the next years:

S156 Capital Reserves \$80,000
 S156 Municipal Financing Short Term Financing \$327,409.20

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

N/A

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

N/A

3.6 Communication Considerations:

All participating fire departments will be engaged in this process

3.7 Staffing/Departmental Workplace Considerations:

This project is within the staff workplan

3.8 Board Strategic Plan/Priorities Considerations:

911 Fire Dispatch form part of the core service delivery for the RDCK

SECTION 4: OPTIONS & PROS / CONS

Pros:

Proceeding with this project will ensure fire departments transition from one fire dispatch provider to another with the required technology in place to proceed smoothly. Upgrading to Radio over IP aligns with industry standards; most other regional district have either transitioned to ROIP or are in the process of transitioning.

Cons:

Not proceeding with this project would see a cost savings, however it would compromise the transition to a new dispatch provider and leave the RDCK behind in meeting industry standards for fire dispatch.

SECTION 5: RECOMMENDATIONS

1. That the Board approve the Regional District Central Kootenay enter into the amended 9-1-1 Call Answer And Fire/Rescue Dispatch Service Amendment Agreement with the Regional District Fraser Fort George for 2022; AND FURTHER that the Board direct staff to amend the 2022 Financial Plan for S156 Emergency Communications 911 for \$80,000 to be transferred from reserves for Radio over Internet Protocol and dispatch equipment upgrades.
2. That the Board of the Regional District Central Kootenay authorizes up to \$330,000 to be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority – short term financing program, for the purpose of Radio over Internet Protocol and dispatch equipment upgrades; and that the loan be repaid within five (5) years from S156 Emergency Communications 911, with no rights of renewal.

Respectfully submitted,
Nora Hannon – Regional Fire Chief

CONCURRENCE

Chief Administrative Officer – Stuart Horn

Approved

ATTACHMENTS:

Attachment A – 9-1-1 CALL ANSWER AND FIRE/RESCUE DISPATCH SERVICE AMENDMENT AGREEMENT

Attachment B – Regional District Fraser Fort George quote for implementation

**9-1-1 CALL ANSWER AND
FIRE/RESCUE DISPATCH SERVICE AMENDMENT AGREEMENT**

THIS AGREEMENT (the “**AMENDMENT AGREEMENT**”) is made as of the ____ day of March 2022.

BETWEEN:

THE REGIONAL DISTRICT OF FRASER-FORT GEORGE,
a local government incorporated pursuant to the *Local Government Act*
and having its business office located at:
155 George Street
Prince George, British Columbia V2L 1P8

(hereinafter referred to as the “RDFFG”)

OF THE FIRST PART

AND:

REGIONAL DISTRICT OF CENTRAL KOOTENAY
a local government incorporated pursuant to the *Local Government Act*
and having its business office located at:
202 Lakeside Drive, PO Box 590
Nelson, British Columbia V1L 5R4

(hereinafter referred to as the “RDCK”)

OF THE SECOND PART

WHEREAS:

- A. the RDFFG and the RDCK entered into a 9-1-1 Call Answer and Fire/Rescue Dispatch Service Agreement dated May 1, 2018, (the “Agreement”);
- B. either party has the option to amend the Agreement by agreement in writing by both parties. Any amendment(s) will be attached to and form an integral part of the original Agreement; and
- C. subsequent to the party’s exercise of right of amendment, the parties have reached mutual agreement to amend the Agreement to include twenty more fire/rescue agencies from the RDCK region.

NOW THEREFORE THIS AGREEMENT WITNESSES THAT, in consideration of the premises, covenants, and promises of each party herein contained, the parties agree as follows:

- 1.1 The Agreement is amended for the term commencing January 1, 2022 and ending December 31, 2022 (the “Agreement Term”).
- 1.2 During the Agreement Term, the parties will negotiate in good faith the terms of a new 9-1-1 call answer fire/rescue dispatch service agreement (the “New Agreement”).
- 1.3 The 9-1-1 Call Answer and Fire/Rescue Dispatch Service Agreement Fee for implementing the twenty agencies to the Agreement Term shall be \$370,372. Appendix “B” Regional District of Central Kootenay Service Area is hereby deleted and replaced with the replacement Appendix “B”. Regional District of Central Kootenay, Appendix “C” Fire/Rescue Emergency Response Agencies is hereby deleted and replaced with the replacement Appendix “C” Fire/Rescue Emergency Response Agencies, attached hereto.
- 1.4 The terms of this Amendment Agreement are expressly made part of the Agreement to the same extent as if incorporated therein, and both RDFFG and RDCK agree that all agreements, covenants, conditions and provisos contained in the Agreement, except as amended or altered by this Amendment Agreement, shall be and remain unaltered and in full force and effect during the Agreement Term.

RDFFG and RDCK both acknowledge and agree to perform and observe, respectively, the obligations of RDFFG and RDCK under the Agreement as amended and modified hereby. RDFFG and RDCK hereby confirm and ratify the Agreement as hereby amended.

1.5 All terms capitalized herein and not otherwise defined in this Amendment Agreement shall have the same meaning as the Agreement.

1.6 The provisions of this Amendment Agreement shall enure to the benefit and be binding upon the parties' respective successors and permitted assigns.

IN WITNESS WHEREOF this Amendment Agreement has been executed and delivered by the parties as of the day and year first above written.

SIGNED ON BEHALF OF THE
REGIONAL DISTRICT OF FRASER-FORT GEORGE

Signature

Date

Name and Title (Please print)

SIGNED ON BEHALF OF THE
REGIONAL DISTRICT OF CENTRAL KOOTENAY

Signature

Date

Name and Title (Please print)

APPENDIX B

Regional District of Central Kootenay Service Area

DRAFT

APPENDIX C

FIRE/RESCUE EMERGENCY RESPONSE AGENCIES

- (a) Creston
- (b) Wynndel Lakeview
- (c) Yahk
- (d) Canyon Lister
- (e) Salmo
- (f) New Denver Service Area
- (g) Nakusp
- (h) Beasley
- (i) Blewett
- (j) Balfour Harrop
- (k) Kaslo
- (l) Riondel
- (m) North Shore
- (n) Crescent Valley
- (o) Passmore
- (p) Winlaw
- (q) Slocan
- (r) Pass Creek
- (s) Tarrys
- (t) Ootischenia
- (u) Ymir
- (v) Robson
- (w) Kaslo Search and Rescue
- (x) Boswell First Responder

I confirm that the above list of Agencies is accurate and complete:

Signature of Authorized Signatory for the Regional District of Central Kootenay

Name (printed)



REGIONAL DISTRICT of Fraser-Fort George

Head Office:
155 George Street
Prince George, BC
V2L 1P8

Telephone:
(250) 960-4400
Long Distance
from within
the Regional District:
1-800-667-1959

Fax: (250) 563-7520

<http://www.rdffg.bc.ca>

Municipalities:

McBride
Mackenzie
Prince George
Valemount

Electoral Areas:

Chilako River-
Nechako
Crooked River-
Parsnip
Robson Valley-
Canoe
Salmon River-Lakes
Tabor Lake-Stone
Creek
Willow River-Upper
Fraser
Woodpecker-Hixon

March 24, 2022

Stuart Horn, CAO, Regional District of Central Kootenay
202 Lakeside Drive, PO Box 590
Nelson BC V1L 5R4

RE: Fire Dispatch Services for Twenty Departments

Dear Mr. Horn,

Further to our estimate provided on 10 November 2021, this letter is to confirm cost estimate details for implementation and annual maintenance for Fire Dispatch services for new departments not already included in the Regional District of Fraser-Fort George service area. Taxes are not included.

- 1. Implementation Costs:** Estimated one-time costs associated with implementing dispatch services.

| IMPLEMENTATION COSTS (ESTIMATED) | |
|---|---|
| Item | Price |
| Radio Implementation Fees <ul style="list-style-type: none"> • Labour • Omega Communications Ltd. estimate for 17 halls • RDIFFG estimate for firewalls, ROIP units and transponders for 17 halls | \$25,000.00 \$162,050.00 \$137,462.00 |
| Project Management Fees | \$11,000.00 |
| CAD Implementation for 20 departments <ul style="list-style-type: none"> • Gather, review and import GIS data • Review and update MSAG • Gather department information • Gather response matrices • Program CAD with department and response information | \$25,000.00 |
| FDM Workspace Setup <ul style="list-style-type: none"> • Creation of RMS workspaces by Central Square | \$6,860.00 |
| TELUS ESZ Migration <ul style="list-style-type: none"> • Change Telus programming for each ESZ | \$3,000.00 |
| TOTAL ESTIMATED IMPLEMENTATION COSTS | \$370,372.00 |

The implementation costs are based on prices reflected for the current date, the RDIFFG is not responsible for costs inflation of any of the necessary equipment or 3rd party increases for installation purposes.

- 2. Annual Maintenance:** RDCK's estimated share of total costs for New Departments.

| ANNUAL MAINTENANCE FEES (ESTIMATED) | |
|--|---------------------|
| Item | Price |
| Annual Fire Dispatch Fees – ESTIMATE | \$187,774.90 |
| FDM Workspace Licenses – ESTIMATE | \$2,000.00 |
| TOTAL ESTIMATED ANNUAL MAINTENANCE FEES | \$189,774.90 |

Total fire dispatch fees are shared between all RDFFG partners according to each partner's percentage of calls per year. Estimates are calculated using 2022 contract values and 2020 call volume. RDCK's fire dispatch costs for New Agencies in 2022 have been estimated as per the calculation below.

3. Annual total dispatch fees:

| <u>Item</u> | <u>Cost</u> |
|---|---------------------|
| Fire Dispatch 2022 Fees Estimate | \$1,861,000.00 |
| Estimated share of calls for New Departments | 10.09% |
| Estimate share of fees for New Departments | \$187,774.90 |

The shared cost amounts listed in these tables are ESTIMATES only and invoicing will be based on actual figures as they are determined through E-Comm costs and actual call volumes. The estimates provided in this letter do not necessarily represent the final cost. The Regional District of Central Kootenay will be responsible for all final costs including those any third-party costs associated with changes to the estimates. Any increased costs above the estimates contained in this letter, or any additional or incremental costs will be provided to the RDCK for consideration under a change order to allow for consultation and confirmation of cost.

If you are in agreement with process outlined in this letter for carrying out the amendment agreement, please sign this letter and return it along with the executed amendment agreement. Two copies of the amendment agreement are enclosed for consideration and execution. Once executed please return both copies to the RDFFG for execution. A fully signed copy, including a copy of this letter, will be provided to you in due course.

Sincerely,



Michael Higgins
General Manager of Community Services

MH:bs

Encls:

- Copy of letter for signature
- 2 copies of Amendment Agreement

The RDCK agrees to the process outlined in this letter for carrying out the amendment agreement:

Name/Title: _____

Signature: _____

Date: _____



Board Report

Date of Report: April 10, 2022
Date & Type of Meeting: April 21, 2022 Regular Open Board Meeting
Author: Nora Hannon, Regional Fire Chief
Subject: Replacement of SCBA for Tarrys fire Department
File: 14/7750/01
Electoral Area/Municipality: Area I

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek Board approval for the procurement of MSA G1 Self Contained Breathing Apparatus and associated compressor for the Tarrys Volunteer Fire Department.

SECTION 2: BACKGROUND/ANALYSIS

Regional District Central Kootenay Tarrys Fire Department requires the replacement of their Self Contained Breathing Apparatus (SCBA) and associated compressor equipment in 2022 in order to maintain compliance with the NFPA standard and Worksafe.

Staff have previously determined that for regional interoperability the MSA G1 4500 PSI Self Contained Breathing Apparatus will be used. There is only one authorized supplier for the MSA G1 SCBA in British Columbia, Rocky Mountain Phoenix.

Staff have followed the RDCK procurement policy to determine an Irwin Air compressor replacement through Rocky Mountain Phoenix.

2022 capital replacement of SCBA and compressor has been included in the financial plan for S137 Fire Protection Area I (Tarrys, Pass Creek).

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

Self Contained Breathing Apparatus replacement and Compressor replacement have been included under 60000 Capital Expenditures in the 2022 financial plan for:

Tarrys S137 Fire Protection Area I (Tarrys, Pass Creek) with a total budget of \$160,000

Cost of the SCBA is: \$111,594 (\$117,173.70 inclusive of GST)

Cost of the compressor is \$25,149.24 (\$28,167.14 inclusive of GST)

Total: \$136,743.24 (\$145,340.84 inclusive of GST) with proceeds for the SCBA and compressor coming from the Municipal Financing Authority (MFA) through equipment financing borrowing to be repaid over a 5 year term.

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

Not applicable

3.3 Environmental Considerations

Not applicable

3.4 Social Considerations:

Not applicable

3.5 Economic Considerations:

Not applicable

3.6 Communication Considerations:

Not applicable

3.7 Staffing/Departmental Workplace Considerations:

This project fits within the department workplan

3.8 Board Strategic Plan/Priorities Considerations:

Core Service Delivery

SECTION 4: OPTIONS & PROS / CONS

Pros:

By proceeding with the purchase of Self Contained Breathing Apparatus, Regional District Central Kootenay Fire Departments will remain compliant with the SCBA being used.

Cons:

By not proceeding with the purchase of Self Contained Breathing Apparatus, Regional District Central Kootenay Fire Departments would become non-compliant in meeting the NFPA requirements for SCBA.

SECTION 5: RECOMMENDATIONS

That the Board direct staff to proceed with the purchase of G1 Self Contained Breathing Apparatus (SCBA) and a compressor from Rocky Mountain Phoenix in the amount of \$145,340.84 for Tarrys / S137 Fire Protection-Area I (Tarrys, Pass Creek); AND FURTHER that the Board of the Regional District Central Kootenay authorizes up to \$137,000 to be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority – equipment financing program, for the purpose of SCBA and Compressor upgrades; and that the loan be repaid within five (5) years from S137 Fire Protection-Area I (Tarrys, Pass Creek), with no rights of renewal.

Respectfully submitted,
Nora Hannon – Regional Fire Chief

CONCURRENCE

Chief Administrative Officer – Stuart Horn

Approved



Board Report

Date of Report: April 4, 2022
Date & Type of Meeting: April 21, 2022 Open Regular Board Meeting
Author: AJ Evenson, Senior Project Manager
Subject: West Creston Fire Hall RFP – Contract Award
File: 01\0600\20\2021 Projects\2021 West Creston Fire Hall\RFP
Electoral Area/Municipality: Area C

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to update the Board on the status of the West Creston Fire Hall Construction project, and to request that the contract for partial construction in 2022 be awarded to ZKO Construction Ltd. as determined by the project team through the evaluation of proposals.

SECTION 2: BACKGROUND/ANALYSIS

Detailed design of the West Creston Fire Hall under the 2012 Building Code was commenced but not fully completed in the summer of 2017. Construction on the civil aspects of the project was started in early fall of 2017 with the architectural design expected to be completed in early 2018. Construction completed in 2017 consisted of pouring and placing the footings and walls and insulation, underground plumbing, radon system components and sanitary piping. All utilities have been stubbed up to the building including the future water well connection and the sanitary pipe to the tank and field. The project was halted late in the fall of 2017 due to lack of funding and has not seen any construction activity to the present date.

The RDCK issued a Request for Proposal for construction services for the West Creston Fire Hall Construction on February 23, 2022. The scope of work includes the completion of the fire hall from the current state of completion and stated the following relative to the scope of work:

“The RDCK, its partners and stakeholders have secured up to \$700,000.00 in funding by the fall of 2022 and are seeking proposals for construction for the remainder of the West Creston Fire Hall. Construction may be undertaken in a phased approach based on the successful proponents recommendations to ensure that apparatus can be stored in the building starting in the winter of 2022. If the \$700,000 budget cannot complete the building, the phase priorities based on available budget would be as follows:

- a. Building Lockup complete with Roofing and Siding*
- b. Mechanical, Electrical and Plumbing Installation*
- c. Minimal Interior Finishing*
- d. Well Drilling and Development and Septic System Installation*
- e. Entrance Road Gravels and Final Landscaping (minimal)*

The RDCK is seeking proposals to identify what modifications may be made to the existing design to reduce construction costs while still achieving Occupancy in the fall/winter of 2022. All modifications proposed by the Proponent will reviewed by the RDCK consulting/design team to ensure Code compliance.”

The preliminary budget for the project is approximately \$580,000 which included funding from the following sources:

- Area C Community Works - \$390,000 (as of January 30, 2022)
- Area C Community Development Grant - \$40,000 (As of December 31, 2021)
- Area C Discretionary Grant - \$60,000 (As of December 31, 2021)
- West Creston Fire Protection Society Contribution- \$90,000 (pending receipt of funds)
- Total = \$580,000

An additional \$60,000 has been committed by the Area Director in July of 2022 following the disbursement of Community Works funds along with up to an additional \$100,000 from community partner commitments yet to be received. It is proposed that these funds will be included to increase the project budget up to \$740,000 once the funds are received. Any shortfall in the budget will be covered off either with additional Community Works or through a referendum in the fall of 2022.

There were 4 proposals submitted on the closing date on March 16, 2022. The results of the RFP were as follows:

| Proponent Name | Points Awarded (out of 90) | Ranking |
|------------------------|----------------------------|---------|
| ZKO Construction Ltd. | 78 | 1 |
| Baja Construction Ltd. | 60 | 2 |
| King Creek | 58 | 3 |
| Stoic Industries | 53 | 4 |

All four of the proposals indicated that the costs to complete the construction would exceed the available budget. All four proponents provided innovative cost saving opportunities and proposed various product alternatives and substitutions to attempt to bring the construction as close as possible to the available budget.

The project timeline consists of a project start in May 2022 with completion by the end of October 2022.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

| | | | | | |
|------------------------------------|------------------------------|-----------------------------|---|------------------------------|-----------------------------|
| Included in Financial Plan: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Financial Plan Amendment: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Debt Bylaw Required: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Public/Gov't Approvals Required: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

As price accounted for 50% of the available points, ZKO scored significantly higher than the other three proponents as their price to complete the entire project was lower.

ZKO Construction Ltd's proposal of \$693,328 provided the greatest amount of work (items A through E above) completed for the lowest price. The pricing did not include completion of the water well or septic system which may be required to achieve building occupancy. The water well and septic costs add an additional \$45,000 to the project and can be coordinated by ZKO or contracted directly by the RDCK.

Total estimated costs for the bare minimum project to meet building occupancy including all Consultant fees revise drawings and obtain building permits (\$50,000) construction administration by the RDCK and related items (\$9,000) are approximately \$795,000 (no contingency). It is proposed to award a contract to ZKO Construction Ltd for up to \$580,000 with the additional \$113,328 to be awarded to ZKO Construction Ltd as the additional funds are received into the service budget.

The project team will continue to monitor the overall project budget during construction and the project will be re-scoped as required to stay within the budget in consultation with the Area Director and Regional Fire Chief.

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

Construction services was competitively procured in accordance with the terms of the RDCK Purchasing Policy using the RFP procurement process.

3.3 Environmental Considerations

Not applicable.

3.4 Social Considerations:

This project will benefit the residents in the West Creston Area and Area C by providing rapid response to fire and emergency situations occurring in the service area.

3.5 Economic Considerations:

The construction of the hall will enable the fire apparatus to reside in the hall rather than paying rent to store the apparatus off-site.

3.6 Communication Considerations:

Not applicable.

3.7 Staffing/Departmental Workplace Considerations:

This project is in the work plan for the project management staff.

3.8 Board Strategic Plan/Priorities Considerations:

- To Excel in Governance and Service Delivery
- To Manage our Assets and Operations in a Fiscally Responsible Manner

SECTION 4: OPTIONS & PROS / CONS

Option 1: That the Board direct staff to award the contract for the West Creston Fire Hall to ZKO Construction Ltd;

Pros:

- Work can start in a timely manner and project will be completed prior to November 30, 2022.
- All apparatus can be stored indoors on the property by the Winter of 2022.

Cons:

- Some portions of the project may not be completed until all funding is received and in place.
- Building Occupancy may not be achieved until all disciplines are completed to the satisfaction of the Building Inspector.

Option 2: That the Board direct staff to delay the project until all funding is in place.

Pros:

- All funding is secured and in place.

Cons:

- Existing Building Permit cannot be extended past 2022 and would need to meet the latest Building Code and Energy Code. This will add significant additional costs for redesign and construction as work to date will not be compliant.

- The scope of work will not be completed within 2022.

SECTION 5: RECOMMENDATIONS

That the Board award the contract for the West Creston Fire Hall Construction to ZKO Construction Ltd, and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$580,000 SUBJECT TO the receipt of \$90,000 from the West Creston Fire Protection Society; AND FURTHER, that the 2022 Financial Plan for S291 Fire Protection – West Creston be amended to include Capital Expenditures of \$580,0000 and Grant Revenue of \$580,000; AND FURTHER, that staff be directed to prepare an application to secure the Community Works funds.

Respectfully submitted,
AJ Evenson, Senior Project Manager

CONCURRENCE

Regional Fire Chief – Nora Hannon

Approved

Chief Administrative Officer – Stuart Horn

Approved



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: BC Senior Games Society, Zone 7 | Date of Application: 03/14/2022 |
| Contact Name: Bob Ewashen | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: A, B, C, D, E, F <input type="checkbox"/> Municipality: |
| Mailing Address: 2130 Cook Street Creston BC V0B 1G5 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 428-5088 | Email: beewashen@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.*

Our goal is to facilitate residents age of the East Kootenay's to register for participation in the BC 55+ Games being held in Victoria BC, September 13-17. This event is open to all residents of BC aged 55 years or more. The province is divided into 12 Zones which constitute the BC Senior Games Society. The underlying goal of the Society is to promote participation in sports and other social games, thus promoting the physical emotional, and psychological health of this population. A major promoter of this is the annual participation in the BC 55+ BC Game. The activities your support will facilitate is the hosting and management of play downs, sport clinics and coaching of individual sports, providing needed equipment and uniforms, and token reimbursement of costs in getting to Victoria.

Grant Application:

| | |
|--------------------------------|--|
| Total Grant Requested: \$ 2400 | Which funding criterial objective does this project meet? <input checked="" 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: East Kootenay Lions Clubs, Elks Clubs, Knights of Columbus, Senior Citizens Branches, Kinsmen Clubs, and Royal Canadian Legion at an average of \$150,000.

Previous Discretionary Grants Received – Year and Amount: 2018- \$1200

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:
2022-03-13 17:50:27

Signature

Bob Ewashen

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
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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: BC Senior Games Society, Zone 7 | Date of Application: 03/14/2022 |
| Contact Name: Bob Ewashen | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: A, B, C, D, E, F <input type="checkbox"/> Municipality: |
| Mailing Address: 2130 Cook Street Creston BC V0B 1G5 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 428-5088 | Email: beewashen@gmail.com |

Project/Service Description

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Our goal is to facilitate residents age of the East Kootenay's to register for participation in the BC 55+ Games being held in Victoria BC, September 13-17. This event is open to all residents of BC aged 55 years or more. The province is divided into 12 Zones which constitute the BC Senior Games Society. The underlying goal of the Society is to promote participation in sports and other social games, thus promoting the physical, emotional, and psychological health of this population. A major promoter of this is the annual participation in the BC 55+ BC Game. The activities your support will facilitate is the hosting and management of play downs, sport clinics and coaching of individual sports, providing needed equipment and uniforms, and token reimbursement of costs in getting to Victoria.

Grant Application:

| | |
|--------------------------------|--|
| Total Grant Requested: \$ 2400 | Which funding criterion objective does this project meet? <input checked="" 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: East Kootenay Lions Clubs, Elks Clubs, Knights of Columbus, Senior Citizens Branches, Kinsmen Clubs, and Royal Canadian Legion at an average of \$150,000.

Previous Discretionary Grants Received – Year and Amount: 2018- \$1200

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Signed at:
2022-03-13 17:50:27

Signature

Bob Ewashen

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

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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: Cowboy Mounted Shooters Ass. Of BC | Date of Application: 03/02/2202 |
| Contact Name: Julia Steed | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality: CRESTON |
| Mailing Address: 830 HAGEY RD CRESTON BC V0B 1G2 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 428-1708 | Email: info.cmsabc@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.*

Purchasing our own equipment for practices and competitions. Mounted Shooting requires both horsemanship and shooting skills. We as a horse/shooting club would like to provide local events for all ages and skill levels. Creston does not offer a lot of horse competitions. In keeping it local we hope to make it affordable for our community.

Grant Application:

| | |
|--------------------------------|---|
| Total Grant Requested: \$ 3500 | 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: Cowboy Mounted Shooters Ass of BC plans to fundraise in the spring. It is hard to say how much money will be raised. Hoping all ...

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.

Julia Steed Signed at:
2022-02-28 16:08:26

Julia Steed

Signature

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: Rick Clark Memorial Society | Date of Application: 03/25/2022 |
| Contact Name: Lawrence Ward | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B and C <input type="checkbox"/> Municipality: Creston |
| Mailing Address: 3315 Beam Rd Creston B.C. V0B 1G1 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 428-5005 | Email: warl@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 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.*

Rick Clark Memorial Golf Tournament is a fund raising event usually held at the end of April. This is a tournament to raise money for 2 Bursaries worth \$2000.00 each. This awarded to 2 deserving students attending Kootenay River Secondary School enrolled post secondary program.

Grant Application:

| | |
|----------------------------------|--|
| Total Grant Requested: \$ 500.00 | Which funding criterial objective does this project meet? <input 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:
Creston and District Credit Union requested \$1000.00

Previous Discretionary Grants Received – Year and Amount: \$500.00 2019 from area B&C each

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:
2022-03-26 15:36:44

Signature

LAWard Director of Fund Raising

Print Name

Authorization

| | |
|---|--------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 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: Rick Clark Memorial Society | Date of Application: 03/25/2022 |
| Contact Name: Lawrence Ward | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B and C <input type="checkbox"/> Municipality: Creston |
| Mailing Address: 3315 Beam Rd Creston B.C. V0B 1G1 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 428-5005 | Email: warl@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 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.*

Rick Clark Memorial Golf Tournament is a fund raising event usually held at the end of April. This is a tournament to raise money for 2 Bursaries worth \$2000.00 each. This awarded to 2 deserving students attending Kootenay River Secondary School enrolled post secondary program.

Grant Application:

| | |
|----------------------------------|--|
| Total Grant Requested: \$ 500.00 | Which funding criterial objective does this project meet? <input 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:
Creston and District Credit Union requested \$1000.00

Previous Discretionary Grants Received – Year and Amount: \$500.00 2019 from area B&C each

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Signed at:
2022-03-26 15:36:44

Signature

LAWard Director of Fund Raising

Print Name

Authorization

| | |
|---|--------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 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: West Creston Community Hall Society | Date of Application: 03/30/2022 |
| Contact Name: Leona Vondrasek | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: C <input type="checkbox"/> Municipality: C |
| Mailing Address: 1350 West Creston Road Creston BC V0B1G7 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 402-6643 | Email: lmvdndrasek@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.*

Phase II: Purchasing and Planting of assorted young 2.5m - 4.5m new trees following the previous Phase I stage of topping/removing dangerous older trees on the Community Hall property in 2021.

Grant Application:

Total Grant Requested: \$1,500.00

Which funding criterial objective does this project meet?
 Social Economic Cultural

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
CBT CIP grant of \$2,000.00 (received)

~~West Creston Community Hall received a contribution of \$1,000.00~~ 2021 : \$2,000.00

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:
2022-03-30 11:59:21

Leona Vondrasek

Signature

Print Name

Authorization

Signature of Area Director Signed by Email Total Grant Approved \$ 1,500.00

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: RDCK General Admin | Date of Application: 04/06/2022 |
| Contact Name: Finance | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: D <input type="checkbox"/> Municipality: |
| Mailing Address: Box 590, 202 Lakeside Drive Nelson BC V1L 5R4 | Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 352-6665 | Email: awatson@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 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.*

discretionary grant to cover sponsor of the food and farm guide from Area D

Grant Application:

| | |
|----------------------------------|--|
| Total Grant Requested: \$ 325.50 | Which funding criterial objective does this project meet? <input 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:

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:
 2022-04-06 14:08:01

 Signature

aimee watson

 Print Name

Authorization

| | |
|---|--------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 325.50 |
| 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: BC Senior Games Society, Zone 7 | Date of Application: 03/14/2022 |
| Contact Name: Bob Ewashen | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: A, B, C, D, E, F <input type="checkbox"/> Municipality: |
| Mailing Address: 2130 Cook Street Creston BC V0B 1G5 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 428-5088 | Email: beewashen@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.*

Our goal is to facilitate residents age of the East Kootenay's to register for participation in the BC 55+ Games being held in Victoria BC, September 13-17. This event is open to all residents of BC aged 55 years or more. The province is divided into 12 Zones which constitute the BC Senior Games Society. The underlying goal of the Society is to promote participation in sports and other social games, thus promoting the physical, emotional, and psychological health of this population. A major promoter of this is the annual participation in the BC 55+ BC Game. The activities your support will facilitate is the hosting and management of play downs, sport clinics and coaching of individual sports, providing needed equipment and uniforms, and token reimbursement of costs in getting to Victoria.

Grant Application:

| | |
|--------------------------------|---|
| Total Grant Requested: \$ 2400 | Which funding criteria objective does this project meet? <input checked="" 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: East Kootenay Lions Clubs, Elks Clubs, Knights of Columbus, Senior Citizens Branches, Kinsmen Clubs, and Royal Canadian Legion at an average of \$150,000.

Previous Discretionary Grants Received – Year and Amount: 2018- \$1200

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Signed at:
2022-03-13 17:50:27

Bob Ewashen

Signature

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

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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 Italian Canadian Society | Date of Application: 03/29/2022 |
| Contact Name: Paul Boscarior | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: F <input type="checkbox"/> Municipality: Nelson |
| Mailing Address: 510 Observatory St. Nelson BC V1L 4Y8 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 505-6482 | Email: president@nelsonitaliancanadiansociety.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.*

The NICS needs to redevelop the bocce courts at Lakeside Park in Nelson in order to make room for the recently approved basketball courts. The City of Nelson is providing some support in the form of equipment, surveying, human resources and materials. We are seeking funding to help pay for costs relating to the wood needed for the side boards and end boards of the courts, or for costs relating to a 6' high chain link fence that would be on three sides of the courts (the fourth side would be along the new basketball courts. Once completed, the bocce courts will be available for all to use and will become part of the City of Nelson's infrastructure at Lakeside Park. We have been in touch with the local seniors centre and the Special Olympics group and invited them to make use of the bocce courts

Grant Application:

| | |
|--|--|
| Total Grant Requested: \$ \$2000.00 | Which funding criterial objective does this project meet? <input checked="" 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:
There is some funding from Columbia Basin Trust.

Previous Discretionary Grants Received – Year and Amount: None

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:
2022-03-29 19:01:13

Paul Boscarior

Signature

Print Name

Authorization

| | |
|---|-------------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 2,000.00 |
| Board Approved Date: | Resolution # |



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

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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 Reflections Artistic Swimming | Date of Application: 04/04/2022 |
| Contact Name: Erin Fitchett | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: F <input type="checkbox"/> Municipality: Nelson |
| Mailing Address: 6505 Hwy 3A Nelson British Columbia V1L 6S7 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 354-8118 | Email: nelsonreflections@shaw.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.*

This year we are very excited to announce that 3 of our girls have qualified to go to BC Summer Games! This is an amazing accomplishment for these young, talents athletes. In order to swim at the Games we will be required to train for the month of June and part of July getting ready to represent Nelson. In years past we can often send 6-9 athletes but because of COVID only the 3 girls can compete. It is expensive to rent the pool and hire coaches and so this year the cost must be divided between only 2 families. For that reason we are currently seeking financial sponsors to help our athletes reach their goal of representing Nelson at BC Summer Games. We are asking for assistance for the pool and coaches expenses but also for help with uniforms in our zone colour (we cannot wear club uniforms at the Games). Our club fundraising efforts have begun to help offset the costs as well. The expenses this year for the girls will total \$7,100.00, which includes all training fees, transportation, accommodations, uniforms and meet ...

Grant Application:

| | |
|------------------------------|--|
| Total Grant Requested: \$750 | Which funding criterial objective does this project meet? <input 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:
We have got a \$600 grant from Nelson Kootenay Lake Tourism and have sent over 55 sponsorship letters to businesses. we have ...

Previous Discretionary Grants Received – Year and Amount: N/A

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:
2022-04-04 22:22:06

Signature

Erin Fitchett

Print Name

Authorization

| | |
|---|--------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 750.00 |
| 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 Nordic Ski Club | Date of Application: 03/03/2022 |
| Contact Name: Jaime Frederick | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: G <input type="checkbox"/> Municipality: RDCK |
| Mailing Address: PO Box 486 Nelson British Columbia V1L 5R3 | Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 354-4299 | Email: jaime@nelsonnordicski.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.*

Nelson Nordic Ski Club has partnered with Salmo Streamkeepers to study and design the best way to enhance Bull Trout Habitat while stabilizing a 150m section of riverbank alongside our popular Euphrates ski trail, which runs adjacent to the Salmo River. Climate change and spring runoff has caused erosion of the riverbank along this section of trail used in winter for skiing. Nelson Nordic needs to reinforce the trail to ensure it doesn't get washed away. While Nelson Nordic has always been mindful of our ecosystem when maintaining trails, we continue to learn better, eco-friendly methods. Through partnership with SWSS, engineer analysis, GIS work and design will provide the Club with a layout of in-stream habitat revitalization features for the bull trout such as debris catchers, tree triangles and rootwads to be planted in the bank. Nelson Nordic secured the tree triangles and rootwads last summer. SWSS will plant specific native plants to naturalize the area and contribute to the health of the water and food for aquatic invertebrates. These features would offer both habitat for the fish and stabilization ...

Grant Application:

| | |
|--------------------------------|---|
| Total Grant Requested: \$4,000 | 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:
Salmo Watershed Streamkeepers Society ~\$20,000 (including Ecosystem Enhancement grant support from Columbia Basin Trust)

Nelson Nordic Ski Club ~\$10,000
Previous Discretionary Grants Received – Year and Amount: 2016 - \$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:
2022-03-03 20:18:35

Jaime Frederick

Signature

Print Name

Authorization

| | |
|---|---------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$4,000.00 |
| 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: SLELS for the New Denver Nursery School | Date of Application: 01/30/2022 |
| Contact Name: Christina Mavinic | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality: New Denver |
| Mailing Address: 604 7th Ave New Denver BC V0G 1S0 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 358-7768 | Email: slocaneearlylearning@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 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.*

Our Preschool/Nursery school operates 2 mornings a week (8 hours total) out of the Strong Start learning centre at Lucerne Elementary Secondary School in New Denver. We offer fun, interactive, creative, play based outdoor learning opportunities for the littlest members of our community. Children aged 3-5 enjoy environmental, social, creative, and emotional educational experiences with our 2 wonderful and dedicated ECE instructors. Our program has been in operation for over 30 years.

Our program has seen a sharp decline in available fundraising/funding sources over the past 2 years, secondary to COVID closures and cancellations of community events. We have also had a decrease in enrolment as parents are choosing to keep their kids at home more often, and enrolling them in less community based programming. We have also incurred much higher administrative costs since the spring of 2021 due to unforeseen staffing/bookkeeping challenges. Further, we have started to pay \$500/year in rental fees to SD10 as per our newly signed ...

Grant Application:

| | |
|----------------------------------|---|
| Total Grant Requested: \$2225.00 | Which funding criterial objective does this project meet? <input 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:
Purdy's Fundraising Campaign Christmas (Easter as well) Approx \$1000

Georama Christmas Poinsetta sales Approx \$600

Previous Discretionary Grants Received – Year and Amount: 2021 \$2250.00

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:
2022-01-31 02:15:35

Signature

Christina Mavinic

Print Name

Authorization

| | | |
|----------------------------|-----------------|-------------------------------|
| Signature of Area Director | Signed by Email | Total Grant Approved \$ 2,225 |
| 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: Town of Creston | Date of Application: 04/11/2022 |
| Contact Name: Jenn Cornis | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality: |
| Mailing Address: 238 10th Avenue N. Creston BC V0B1G0 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (604) 825-1765 | Email: cvfarmersmarket@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 Farmers Market in undergoing moving to a new location due to the successful announcement of the Market park project. The CVFM is moving to a new location for the 2022 season. This will help offset the costs of upgrading some of the electrical services required for the site.

Grant Application:

| | |
|--|---|
| Total Grant Requested: \$ 800. | 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: Town of Creston, Community Donations and CVFM funds | |
| 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:
2022-04-11 20:32:59

Signature

Submitted by Director - Tanya Wall

Print Name

Authorization

| | |
|---|--------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 800.00 |
| 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: BC Senior Games Society, Zone 7 | Date of Application: 03/14/2022 |
| Contact Name: Bob Ewashen | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: A, B, C, D, E |
| Mailing Address: 2130 Cook Street Creston BC V0B 1G5 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 428-5088 | Email: beewashen@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.*

Our goal is to facilitate residents age of the East Kootenay's to register for participation in the BC 55+ Games being held in Victoria BC, September 13-17. This event is open to all residents of BC aged 55 years or more. The province is divided into 12 Zones which constitute the BC Senior Games Society. The underlying goal of the Society is to promote participation in sports and other social games, thus promoting the physical, emotional, and psychological health of this population. A major promoter of this is the annual participation in the BC 55+ BC Game. The activities your support will facilitate is the hosting and management of play downs, sport clinics and coaching of individual sports, providing needed equipment and uniforms, and token reimbursement of costs in getting to Victoria.

Grant Application:

| | |
|--------------------------------|--|
| Total Grant Requested: \$ 2400 | Which funding criterion objective does this project meet? <input checked="" 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: East Kootenay Lions Clubs, Elks Clubs, Knights of Columbus, Senior Citizens Branches, Kinsmen Clubs, and Royal Canadian Legion at an average of \$150,000.

Previous Discretionary Grants Received – Year and Amount: 2018- \$1200

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:
2022-03-13 17:50:27

Bob Ewashen

Signature

Print Name

Authorization

| | |
|---|--------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 400.00 |
| 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: Kaslo Logger Sports | Date of Application: 04/11/2022 |
| Contact Name: Rachel Burns | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: Area D <input type="checkbox"/> Municipality: Kaslo |
| Mailing Address: 8726 Slocan West Road250 PO Box 177 Slocan BC V0G 2C0 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 355-2300 | Email: kaslologgersports@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..)

Kaslo Logger Sports has been running for 47 years - with a two year break due to COVID. It is an annual competitive sporting event that honors and celebrates the history of forestry within our community, province and country. This event brings together competitors from all over, who demonstrate their skill and expertise in traditional logging activities. It is an event that showcases the passion field works and industry has for sustainable forestry practices and the importance of forestry within our economy. This year, Kaslo will be hosting six Canadian Championship Events: Novice Double Buck, Novice 60' Tree Climb, Intermediate Underhand Chop, Intermediate 100 cc Hot Saw, Open Unlimited Hot Saw, and the Women's Choker Race. The sponsors, competitors, Committee & public are excited to see this show featured as part of the Village of Kaslo's traditional May Day's Celebration. The show is a great draw for ...

Grant Application:

| | |
|---|--|
| Total Grant Requested: \$ 500.00 | 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: Pending - sponsorship requests have been sent to 120 individuals/businesses/organizations. | |
| Previous Community Development Grants Received – Year and Amount: 2019 - \$500 (?) | |

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:
2022-04-11 18:01:09

Signature

Rachel Burns

Print Name

Authorization

| | |
|---|--------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 500.00 |
| 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: BC Senior Games Society, Zone 7 | Date of Application: 03/14/2022 |
| Contact Name: Bob Ewashen | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: A, B, C, D, E, F <input type="checkbox"/> Municipality: |
| Mailing Address: 2130 Cook Street Creston BC V0B 1G5 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 428-5088 | Email: beewashen@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.*

Our goal is to facilitate residents age of the East Kootenay's to register for participation in the BC 55+ Games being held in Victoria BC, September 13-17. This event is open to all residents of BC aged 55 years or more. The province is divided into 12 Zones which constitute the BC Senior Games Society. The underlying goal of the Society is to promote participation in sports and other social games, thus promoting the physical emotional, and psychological health of this population. A major promoter of this is the annual participation in the BC 55+ BC Game. The activities your support will facilitate is the hosting and management of play downs, sport clinics and coaching of individual sports, providing needed equipment and uniforms, and token reimbursement of costs in getting to Victoria.

Grant Application:

| | |
|--------------------------------|--|
| Total Grant Requested: \$ 2400 | Which funding criterial objective does this project meet? <input checked="" 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: East Kootenay Lions Clubs, Elks Clubs, Knights of Columbus, Senior Citizens Branches, Kinsmen Clubs, and Royal Canadian Legion at an average of \$150,000.

Previous Discretionary Grants Received – Year and Amount: 2018- \$1200

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:
2022-03-13 17:50:27

Signature

Bob Ewashen

Print Name

Authorization

| | |
|---|--------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 400.00 |
| 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: Capitol Theatre Restoration Society | Date of Application: 03/17/2022 |
| Contact Name: Stephanie Fischer | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality: |
| Mailing Address: P.O. Box 403 421 Victoria Street Nelson BC V1L 5R2 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 352-6363 | Email: capitolexecutivedirector@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 Capitol Theatre is the premier venue for the performing arts in the Kootenays. It is a thriving arts organization that inspires excellence and passion. Since it opened its doors in 1986, the theatre has grown into a cultural cornerstone for Nelson and the region. Funds will be used to support the Capitol Theatre's programs (Summer Youth program, Season Series, Community Pantomime), and youth outreach programming and to support the maintenance and operations of the facility as a regional live theatre available to community renters and presentations from Nelson and the Regional District Areas.

The Capitol Theatre's mission is to enable community enrichment through the arts. We accomplish this by fulfilling the following purposes: a) to provide leadership by presenting an annual season series of professional performances by provincial, national and international artists ...

Grant Application:

| | |
|---------------------------------|---|
| Total Grant Requested: \$ 5,000 | 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:
City of Nelson - \$70,200 - operating grant
other project grants from fed. and prov. arts funders - amounts are project specific
Sponsorship and donations

Previous Community Development Grants Received – Year and Amount:

2017 \$5,000 / 2018 \$5,000 / 2019 \$5,000

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.

Signed at:
2022-03-17 21:18:48

Stephanie Fischer

Signature

Print Name

Authorization

| | |
|---|----------------------------------|
| Signature of Area Director Signed by Email | 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: Nelson Public Library | Date of Application: 02/25/2022 |
| Contact Name: Tracey Therrien | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality: |
| Mailing Address: 602 Stanley Street Nelson British Columbia V1L 1N4 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 352-8256 | Email: ttherrien@nelson.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..)

\$7,000 Student Memberships
\$3,000 Universal access to computer lab, mobile printing, and wifi
\$4,000 Universal access to training and programs
\$1,800 Strategic Planning: the library will be developing a 5 year strategic plan in 2022 which includes community consultations with residents and stakeholders.

Grant Application:

| | |
|---|--|
| Total Grant Requested: \$ 15,800 | 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: Nelson Public Library through regular operating budget (provided by City of Nelson, RDCK Areas F & H, Province and Library fundraising) will contribute \$36,500 to combined projects. | |
| Previous Community Development Grants Received – Year and Amount: 2021 - 12,000 | |

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.

Signed at:
2022-02-25 14:31:12

Tracey Therrien

Signature

Print Name

Authorization

| | |
|---|-----------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 15,800.00 |
| 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: Nelson Community Food Centre | Date of Application: 03/30/2022 |
| 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 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 will complete our renovation of the Lower Hall of the Nelson United Church, for whom we are a primary tenant, to create a welcoming, inclusive space for those facing adversity in Nelson and surrounding area. The current kitchen will be renovated and brought to current code, undergo asbestos remediation and modernize the kitchen to ensure accessibility for participants of the Food Centre. Through this renovation, the Nelson Community Food Centre will increase the Food Centre's capacity, increase access to healthy food and community, and create an upgraded, well vented space for NCFC staff and program participants. The project will also benefit the many other community groups which run programs and events out of the space.

Grant Application:

| | |
|--|--|
| Total Grant Requested: \$ \$4,000 | 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:
 Received: CBT - \$20,00, Anonymous donor - \$75,000, NCFC donors - \$152,150, Nelson Lions Club - \$2,100, NDCU - \$11,750, Columbia Power Corp - \$1,500, RDCK Areas F, G, H, I - \$14,000

Requested: Osprey Community Foundation - \$7,000, Hamber Foundation - \$5,000, Community Food Centres Canada - \$30,000
Previous Community Development Grants Received – Year and Amount:

Area E. 2022 - 3k (others were discretionary)

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.

Andrew Creighton
 Signed at: 2022-03-30 13:08:13

 Signature

andrew o creighton

 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: Nelson Evangelical Covenant Church- Balfour | Date of Application: 03/28/2022 |
| Contact Name: Rick Dickieson | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: e <input type="checkbox"/> Municipality: Balfour |
| Mailing Address: 7718 Upper Balfour Rd. Balfour BC V0G 1C0 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 229-4412 | Email: jrdickieson@shaw.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..)

Community Garden supplying vegetables to the community and Food Banks in Nelson. The funds will be used for watering, replacing beds and installing more ground cover. Some tools may also need to be purchased.

Grant Application:

| | |
|---|--|
| Total Grant Requested: \$ 1000 | 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: The Balfour Church supplies funding throughout the year for watering, use of the land, electrical and some financial support for expenses. | |
| Previous Community Development Grants Received – Year and Amount: \$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: 2022-03-28 11:40:48 | Rick Dickieson |
| Signature | Print Name |
| Authorization | |
| Signature of Area Director Signed by Email | Total Grant Approved \$ 1,000.00 |
| 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: Six Mile Water Users Group | Date of Application: 03/29/2022 |
| Contact Name: Tony Gower | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: Area F <input type="checkbox"/> Municipality: Nelson - North Shore |
| Mailing Address: 3210 Heddle Road Nelson British Columbia V1L6M2 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 509-1888 | Email: tgower@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 6 Mile Water Users Community's main 6-inch water line suffered a catastrophic break when the road under which the line lay suffered a wash out on December 8, 2021. The emergency repairs have stabilized the road bed temporarily and a temporary water line has been put in place pending a permanent repair in the spring.

To date we have accomplished the following :

- Stabilized Kalb Way Road after the December 8 washout
- Removed approximately 550 metres of old 6" gray PVC water line.
- Installed temporary ell adapters for hookup of approximately 550 metres flexible fire hose to restore water....

Grant Application:

| | |
|---------------------------------|--|
| Total Grant Requested: \$ 7500. | Which funding criterial 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:

To date, repairs totaling \$25,147.50 have been funded exclusively by the Six Mile Water Users Group.

Previous Community Development Grants Received – Year and Amount:

no

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:
2022-03-29 16:11:27

Tony Gower

Signature

Print Name

Authorization

| | |
|---|----------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 7,500.00 |
|---|----------------------------------|

| | |
|----------------------|--------------|
| 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: Taghum Community Society | Date of Application: 03/26/2022 |
| Contact Name: Marty Sutmoller | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: Area F <input type="checkbox"/> Municipality: RDCK |
| Mailing Address: 5915 Taghum Hall Rd. Nelson BC V1L 6Y2 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 505-2826 | Email: maart@gmkf.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..)

Taghum Hall currently requires two projects related to storage. We have provided details here which includes admin costs.
 1. First, lockable storage cupboards for janitorial supplies beneath the two washroom sinks, to hold washroom supplies and cleaning products. Currently these supplies 'disappear' or take up necessary space in our more public storage area. The unused space beneath the sinks in each washroom could be put to better use. We received a carpentry quote for this work in 2020 but were unable find funds at that time to initiate the project. We asked a builder to upgrade to this quote based on current material and building costs, and were told to double it, which we have done here with an admin cost. Required: two large, custom-built (approx. 3'x6'x4') cabinets, with double doors, shelves, & locks, 20 hrs. contract work@\$55/hr. Estimate: \$2400...

Grant Application:

| | |
|--------------------------------|--|
| Total Grant Requested: \$ 2700 | 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:
 Plenty of in-kind donations of volunteer time & energy! Supervision and co-ordination will be done by board members. The hall will not book rentals on the renovation days, and our janitors will perform necessary clean-ups.

Previous Community Development Grants Received – Year and Amount:
 Kitchen Design 2021 \$4000 (Area F); Kitchen Design 2021 \$2000 (Area E); Playground Design 2019 \$2000; Floor Refinishing 2018 \$800 (Area F); ...

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:
2022-03-27 22:32:04

Signature

Deborah Wilson

Print Name

Authorization

| | |
|---|----------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 2,700.00 |
| 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 and District Golf Club | Date of Application: 04/12/2022 |
| Contact Name: Garrett Street | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: Area G <input type="checkbox"/> Municipality: |
| Mailing Address: 1346 Airport Road Salmo BC V0G 1Z0 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 551-4834 | Email: thestreets@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..)

Constructing and installing a walk in food storage cooler.
 Constructing a wheel chair ramp for patrons to enter the clubhouse.

Grant Application:

| | |
|-----------------------------------|---|
| Total Grant Requested: \$ 7500.00 | 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:

Previous Community Development Grants Received – Year and Amount:

none

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:
2022-04-12 12:28:17

Signature

Garrett Street

Print Name

Authorization

| | | |
|----------------------------|-----------------|----------------------------------|
| Signature of Area Director | Signed by Email | Total Grant Approved \$ 7,500.00 |
| 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 Valley Trail society | Date of Application: 03/28/2022 |
| Contact Name: Melissa Boardman | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: G <input type="checkbox"/> Municipality: Salmo |
| Mailing Address: c/o PO BOX 1125 Salmo BC V0G 1Z0 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 551-4638 | Email: contact@salmovalleytrailsociety.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..)

This project is an expansion of our current trail systems to included more multi-use trails, trails with a flatter grade, and extensions to current trails for a longer and more enjoyable experience. Our main focus is to complete a green multi-use loop that will provide a new hiking and biking option for seniors and young families that will be easy to use. We will also extend existing mountain bike trails at the Salmo Ski Hill and the Hooch creek trails which will help improve user experience and ...

Grant Application:

| | |
|--------------------------------|--|
| Total Grant Requested: \$ 5000 | 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:
 Columbia Basin trust Trail wage subsidy - 42,552 - confirmed
 CIAPP - 4000\$ - requested
 BECK - 2000\$ - Requested

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:
2022-03-28 10:04:09

Signature

Melissa Boardman

Print Name

Authorization

| | |
|---|----------------------------------|
| Signature of Area Director Signed by Email | 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: YMIR COMMUNITY ASSOCIATION | Date of Application: March 22/22 |
| Contact Name: Janice Perello | RDCK Electoral Area/Member Municipality: <input checked="" type="checkbox"/> RDCK Electoral Area: G <input type="checkbox"/> Municipality: |
| Mailing Address: P.O. Box 207 YMIR, B.C. V0G2K0 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone#: 250-777-3892 | Email: |

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..)

ROOF REPAIR

Grant Application

| | |
|--|--|
| Total Grant Requested: \$ 5,000 | 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:

NA.

Previous Community Development Grants Received – Year and Amount:

NA.



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-__

In 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 three of this application.

Janice Percillo
Signature

Janice Percillo
Print Name

| Authorization | |
|--|----------------------------------|
| Signature of Area Director <u>[Signature]</u> | Total Grant Approved \$ 5,000 |
| Board Approved Date: <u>[Signature]</u> | Resolution # |



COMMUNITY DEVELOPMENT PROGRAM REGIONAL DISTRICT OF CENTRAL KOOTENAY

COMMUNITY DEVELOPMENT GRANT RECIPIENT OBLIGATIONS

The Recipient shall:

- (a) Use the funding received from the RDCK substantively in accordance with the purposes, methodologies and timeframes described in the funding application. Significant changes to project scope or budget require RDCK approval.
- (b) Comply with all applicable laws and adhere to good business practices in delivering the project or service funded through the community development program grants.
- (c) Unless agreed otherwise by the RDCK, retain ownership to all assets acquired or intangible property created with the funding provided by the RDCK.
- (d) When requested, co-operate with the RDCK in making public announcements regarding the projects or services funded by the RDCK.
- (e) Use the RDCK's logo in any communications acknowledging the financial contribution of the RDCK and comply with the graphic standards and any conditions communicated by the RDCK.
- (f) Acknowledge that the Recipient and the RDCK are independent contractors, and nothing in the provision of the grant funding by the RDCK is intended to create any joint venture or agency relationship between the two parties. Neither party may purport to create or assume any obligation on behalf of the other.
- (g) Indemnify and save harmless the RDCK, its employees and agents, from and against any and all losses, claims, damages, actions, causes of action, cost and expenses that the RDCK may sustain, incur, suffer or be put to at any time either before or after the projects or services funded by the RDCK are complete, if the same or any of them are based on, arise out of or occur, directly or indirectly, by reason of any act or omission of the Recipient, or of any agent, employee, officer, director or sub-contractor of the Recipient pursuant to this Agreement, excepting always liability arising out of the independent negligent acts of the RDCK.
- (h) Within one year of grant award, submit a report to the RDCK which details how the funds were expended. Loss of eligibility for future Community Development grants may result from failure to submit required reports.
- (i) Where the grant award exceeds \$5,000 in total value, enter into a formal Funding Agreement with the RDCK.



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: Service 104 Planning | Date of Application: April 10/2022 |
| Contact Name: GM Sangita Sudan | RDCK Electoral Area/Member Municipality: <input checked="" type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality: |
| Mailing Address: Internal transfer to S-104 Planning and Land use Attn: Nelson Wight and Corey Scott | Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque |
| Phone #: 250-352-8184 | Email: nwright@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..)

Internal transfer of funds to S-104 to cover the cost of a survey for Area H North OCP review and Zoning.

Grant Application:

| | |
|---|--|
| Total Grant Requested: \$ 856.66 | 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:

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 | RDCK GM Sudan _____ Print Name |
|--------------------|---|

Authorization

| | |
|--|---------------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 856.66 |
|--|---------------------------------------|

| | |
|----------------------|--------------|
| 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: USCC | Date of Application: 04/11/2022 |
| Contact Name: Iryna Mykhaylova | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: I, J, H <input type="checkbox"/> Municipality: Brilliant BC (RDCK Area I) |
| Mailing Address: 1876 Brilliant Road Castlegar BC V1N4K2 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 513-0607 | Email: childrensorchardpreschool@uscc.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..)

The USCC BRILLIANT CULTURAL CENTRE has successfully operated a licensed preschool for more than 40 years. Through these years we heard about the child care crisis and consistent need for an accessible, convenient, affordable, high-quality licensed full time child care centre.

The USCC Children's Orchard Preschool Executive Committee has decided to explore the possibility of building a childcare facility that will provide affordable licensed child care spaces to accommodate working and low income families. We will be focusing on infant toddler spaces with several multi age programs. The program would be accessible thus allowing children with special needs to attend. ...

Grant Application:

| | |
|----------------------------------|--|
| Total Grant Requested: \$ 13 000 | 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:
 USCC Children's orchard Preschool - \$2000

We will also apply for other grants with the hope of securing the funding we will need to complete the preliminary stage of planning and

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: 2022-04-11 22:22:09 <hr/> Signature | Peter Evdokimoff <hr/> Print Name |
|--|--------------------------------------|

Authorization

| | |
|---|-------------------------------------|
| Signature of Area Director Signed by Email | Total Grant Approved \$ 3,000.00 |
| 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: Castlegar & District Public Library | Date of Application: 03/14/2022 |
| Contact Name: Kimberly Partanen | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality: Castlegar |
| Mailing Address: 1005 3rd St. Castlegar BC V1N 2A2 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 365-6611 | Email: director@castlegarlibrary.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..)

Part of the Castlegar & District Public Library Strategic Plan is to "actively implement the recommendations of the Truth and Reconciliation Commission of Canada that speak directly to libraries." In the past two years, we have created a dedicated space for our Indigenous children's books and curated an Indigenous eBook and audiobook collection. Additionally, staff have participated in Indigenous Awareness training and we mark special events such as Orange Shirt Day. Last year I endeavoured to purchase a number of memoirs of those who attended residential schools.

Grant Application:

| | |
|---------------------------------|--|
| Total Grant Requested: \$ 2,500 | 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:
 For the digital collection outlined above, I used a portion of a one-time technology grant from the BC Government.

Previous Community Development Grants Received – Year and Amount:
 0

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:
 2022-03-14 11:22:40

Signature

Kimberly Partanen

Print Name

Authorization

| | | |
|----------------------------|-----------------|----------------------------------|
| Signature of Area Director | Signed by Email | Total Grant Approved \$ 2,500.00 |
| 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: USCC | Date of Application: 04/11/2022 |
| Contact Name: Iryna Mykhaylova | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: I, J, H <input type="checkbox"/> Municipality: Brilliant BC (RDCK Area I) |
| Mailing Address: 1876 Brilliant Road Castlegar BC V1N4K2 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 513-0607 | Email: childrensorchardpreschool@uscc.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..)

The USCC BRILLIANT CULTURAL CENTRE has successfully operated a licensed preschool for more than 40 years. Through these years we heard about the child care crisis and consistent need for an accessible, convenient, affordable, high-quality licensed full time child care centre.

The USCC Children's Orchard Preschool Executive Committee has decided to explore the possibility of building a childcare facility that will provide affordable licensed child care spaces to accommodate working and low income families. We will be focusing on infant toddler spaces with several multi age programs. The program would be accessible thus allowing children with special needs to attend. ...

Grant Application:

| | |
|----------------------------------|--|
| Total Grant Requested: \$ 13 000 | 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:
 USCC Children's orchard Preschool - \$2000

Previous Community Development Grants Received – Year and Amount:
 We will also apply for other grants with the hope of securing the funding we will need to complete the preliminary stage of planning and

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:
 PE 2022-04-11 22:22:09

 Signature

Peter Evdokimoff

 Print Name

Authorization

| | |
|---|-------------------------------------|
| Signature of Area Director Signed by Email | 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: USCC | Date of Application: 04/11/2022 |
| Contact Name: Iryna Mykhaylova | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: I, J, H <input type="checkbox"/> Municipality: Brilliant BC (RDCK Area I) |
| Mailing Address: 1876 Brilliant Road Castlegar BC V1N4K2 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 513-0607 | Email: childrensorchardpreschool@uscc.ca |
| Project/Service Description | |
| <p>Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) <i>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..)</i></p> <p>The USCC BRILLIANT CULTURAL CENTRE has successfully operated a licensed preschool for more than 40 years. Through these years we heard about the child care crisis and consistent need for an accessible, convenient, affordable, high-quality licensed full time child care centre.</p> <p>The USCC Children's Orchard Preschool Executive Committee has decided to explore the possibility of building a childcare facility that will provide affordable licensed child care spaces to accommodate working and low income families. We will be focusing on infant toddler spaces with several multi age programs. The program would be accessible thus allowing children with special needs to attend. ...</p> | |
| Grant Application: | |
| Total Grant Requested: \$ 13 000 | 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: USCC Children's orchard Preschool - \$2000 | |
| We will also apply for other grants with the hope of securing the funding we will need to complete the preliminary stage of planning and 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:  2022-04-11 22:22:09 _____ Signature | Peter Evdokimoff _____ Print Name |
| Authorization | |
| Signature of Area Director Signed by Email | 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: Rotary Club of Nakusp | Date of Application: 03/31/2022 |
| Contact Name: Andrew Gabb | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: Area K <input type="checkbox"/> Municipality: Nakusp |
| Mailing Address: PO Box 62 Nakusp British Columbia V0G 1R0 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: (250) 509-0203 | Email: andrewjgabb@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 project will build the second phase of a natural adventure playground in Nakusp. Phase 1 was completed in 2021 and consisted of a large log climber which will be the central feature of the park. (see attached picture). Phase 2 will comprise play elements for children of ages 1.5 to 12 years. These play elements will include a zip-line, a tower & slide structure and a large parkour course appropriate for ages 5 to 12 years. The project will also build a "toddler park", with play elements appropriate for 1.5 to 5 years which encourage free form play and socialization. (Examples could include a mud kitchen, a musical station, a water play station, etc). Other features in the toddler park will include a double swing with bucket seats and a small parkour course appropriate for ages 1.5 to 5 years. The parkour structures require children to move through an area, negotiating obstacles by running, jumping and climbing. The parkours are designed to be age appropriate.

Grant Application:

| | |
|--------------------------------|--|
| Total Grant Requested: \$ 5000 | 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:
 CBT Recreation grant - \$180,000 - approved
 Village of Nakusp - \$50,000 - approved
 CIP/AAP grant - \$10,000 - pending...

Previous Community Development Grants Received – Year and Amount:

2021 - \$15,000

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.

Signed at:
2022-03-31 11:05:43

Andrew Gabb

Signature

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: Slocan - Asset Mgmt 3 | Date of Application: March 10, 2022 |
| Contact Name: Michelle Gordon, CAO | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: <input checked="" type="checkbox"/> Municipality: SLOCAN |
| Mailing Address: PO Box 50 503 Slocan Street Slocan, BC VCG 2C0 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: | Email: |

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..)

Slocan Asset Management Project, Phase 3: "Integrating Asset Management Data into Capital and Operational Planning"

Grant Application:

| | |
|--------------------------------------|--|
| Total Grant Requested: \$ 500 | Which funding criterion 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:
Infrastructure Planning Grant - \$5,500

Previous Community Development Grants Received – Year and Amount:
2019 - Asset Management Phase 2 - \$2,500

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 | Michelle Gordon, CAO _____ Print Name |
|------------------------|--|

| | |
|--------------------------------|--------------------------------|
| Authorization | |
| Signature of Area Director | Total Grant Approved \$ 500.00 |
| 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: Slokan - WEG Tech Upgrad | Date of Application: March 30, 2022 |
| Contact Name: Michelle Gordon, CAO | RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: <input checked="" type="checkbox"/> Municipality: SLOCAN |
| Mailing Address: PO Box 50 503 Slokan Street Slokan, BC V0G 2C0 | Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque |
| Phone #: | Email: |

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..)

WEGCSS Computer Lab - Technology Upgrades
 (Village of Slokan Council contribution)

Grant Application:

| | |
|---------------------------------|--|
| Total Grant Requested: \$ 1,500 | 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:
 CBT Community Technology Program: \$67,522 / RDCK H: \$1,500 / Legion: \$1,000 / SVYN: \$1,009

Previous Community Development Grants Received – Year and Amount:

2019 - Technology Upgrades - \$2,500

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

Michelle Gordon, CAO

 Print Name

Authorization JESSICA LUNN, MAYOR

| | |
|----------------------------|----------------------------------|
| Signature of Area Director | Total Grant Approved \$ 1,500.00 |
|----------------------------|----------------------------------|

| | |
|----------------------|--------------|
| Board Approved Date: | Resolution # |
|----------------------|--------------|



Regional District of Central Kootenay RURAL AFFAIRS COMMITTEE MEETING Open Meeting Minutes

Wednesday, April 20, 2022

9:05 a.m.

RDCK Remote Meeting

The meeting is held remotely due to 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 |

STAFF PRESENT

| | |
|------------|--|
| S. Horn | Chief Administrative Officer |
| S. Sudan | General Manager of Development and Community Sustainability Initiatives |
| N. Wight | Planning Manager |
| C. Gainham | Building Manager |
| E. Senyk | Planner |
| D. Hawkins | Planner |
| U. Wolf | General Manager of Environmental Services |
| C. Hopkyns | Corporate Administrative Coordinator |

1. WEBEX REMOTE MEETING INFO

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=ma121d81573c171b9f24fad754cee267e>

Join by Phone:

1-844-426-4405 Canada Toll Free

+1-604-449-3026 Canada Toll (Vancouver)

Meeting Number (access code): 2451 919 6981

Meeting Password: qPQ3bCmRm73

2. CALL TO ORDER

Chair Casemore called the meeting to order at 9:05 a.m.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

4. ADOPTION OF THE AGENDA

Moved and seconded,

And resolved:

The agenda for the April 20, 2022 Rural Affairs Committee meeting be adopted with the amendment to change of order of the agenda to starting with Item 6.7 before circulation.

Carried

5. DELEGATIONS

Item 6.5 – Martin Whitehead

Item 6.7 – Angus & Ella Wright

6. PLANNING & BUILDING

ORDER OF AGENDA CHANGED The Order of Business was changed to accommodate the delegate with Item 6.7 considered at this time.

6.7. ZONING BYLAW AMENDMENT - WRIGHT

File No.: Z2201F

895 Highway 3A

(Angus Wright)

Electoral Area F

The Committee Report dated April 6, 2022 from Eileen Senyk, Planner, re: Zoning Bylaw Amendment - Wright, has been received.

The delegation, Ella Wright provided the Committee with background information and an overview regarding the proposed kennel on the property.

Moved and seconded,
And resolved that it be recommended to the Board:

That the Board take no further action in regard to Regional District of Central Kootenay Zoning Amendment Bylaw No. 2827, 2022.

Carried

ORDER OF AGENDA Item 6.1 was considered at this time.
RESUMED

6.1 CANCEL - BUILDING BYLAW CONTRAVENTION - VAN ASPEREN
File No.: File 3130-20-1-709.01606.200
2261 Highway 3A
(Neil Van Asperen)
Electoral Area I

The Committee Report dated April 5, 2022 from Chris Gainham, Building Manager, re: Cancel - Building Bylaw Contravention - Van Asperen, has been received.

In accordance with Section 57 of the *Community Charter*, opportunity to be heard:

- Delegations was present.
- Chris Gainham, Building Manager, had no further comments.
- 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 2261 Highway 3A, Electoral Area I, currently owned by Neil Van Asperen, property legally described as LOT A, DISTRICT LOT 302A, KOOTENAY DISTRICT, PLAN NEP20055, the RDCK Building Department has confirmed that a building permit has been obtained and the deficiencies associated with the construction have been rectified.

Carried

6.2 CANCEL - BUILDING BYLAW CONTRAVENTION - MADDEN
File No.: File 3130-20-K-710.01594.000 BP27071
715 Crescent Bay Rd.
(John Alexander Madden and Susan Bayly Clift (Madden))
Electoral Area K

The Committee Report dated March 3, 2022 from Chris Gainham, Building Manager, re: Cancel - Building Bylaw Contravention - Madden, has been received.

In accordance with Section 57 of the *Community Charter*, opportunity to be heard:

- Delegations was not present.
- Chris Gainham, Building Manager, had no further comments.
- 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 715Crescent Bay Rd., Electoral Area K, currently owned by John Alexander Madden and Susan Bayly Clift (Madden), property legally described as PARCEL A (SEE L20165), LOT 150, DISTRICT LOT 398, KOOTENAY DISTRICT PLAN 959, the RDCK Building Department has confirmed that a building permit has been obtained and the deficiencies associated with the construction have been rectified.

Carried

6.3 BUILDING BYLAW CONTRAVENTION - JANZEN

File No.: 3135-20-K_710.01545.010_(No BP)

540 Kangaroo Trail

(Terrence L. Janzen)

Electoral Area K

The Committee Report dated February 2022 from Graeme Wood, Building/Plumbing Official, re: Building Bylaw Contravention - Janzen, has been received.

In accordance with Section 57 of the *Community Charter*, opportunity to be heard:

- Delegations was not present.
- Chris Gainham, Building Manager, had no further comments.
- 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 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 540 Kangaroo Trail, Electoral Area K, legally described as LOT 82, PLAN NEP959, DISTRICT LOT 398, KOOTENAY LAND DISTRICT EXCEPT PLAN SRW14274, & EXC PL 11667., 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

6.4 BUILDING BYLAW CONTRAVENTION - WEST KOOTENAY ADVENTURES LTD

INC. NO. BC1213523

File No.: 3135-20-K_710.01489.000_(No_BP)

289 Browns Rd

(West Kootenay Adventures Ltd INC.NO.BC1213523)

Electoral Area K

The Committee Report dated February 2022 from Graeme Wood, Building/Plumbing Official, re: Building Bylaw Contravention - West Kootenay Adventures Ltd INC.NO.BC1213523, has been received.

In accordance with Section 57 of the *Community Charter*, opportunity to be heard:

- Delegations was not present.
- Chris Gainham, Building Manager, had no further comments.
- 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 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 289 Browns Rd, Electoral Area K, legally described as LOT 17 PLAN NEP959 DISTRICT LOT 398 KOOTENAY LAND DISTRICT EXCEPT PLAN 10513., 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

6.5 DEVELOPMENT VARIANCE PERMIT - WHITEHEAD

File No.: V2114J-01477.400-WHITEHEAD-DVP000220

**3195 Upper Levels Road
(Martin & Taya Whitehead)
Electoral Area J**

The Committee Report dated April 7, 2022 from Stephanie Johnson, Planner, re: Development Variance Permit - Whitehead, has been received.

The property owner Martin Whitehead was present to answer the Committee's questions.

Moved and seconded,

And resolved that it be recommended to the Board:

That the Board APPROVE the issuance of Development Variance Permit V2114J-01477.400 to Martin and Taya Whitehead for the property located at 3195 Upper Levels Road, Electoral Area J and legally described as LOT A, DISTRICT LOT 301A, KOOTENAY DISTRICT PLAN 14092, EXCEPT PART INCLUDED IN PLAN 16758 (PID: 009-150-251) to vary Sections 605.1, 701.7 and 701.8 of Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 as follows:

1. increase the maximum height of a proposed workshop accessory building from 6.0 metres to 6.7 metres;
2. increase the maximum gross floor area from 100 m² to 186 m² to permit the construction of a proposed workshop accessory building; and,
3. reduce the internal side setback from 2.5 metres to 1.5 metres for the proposed workshop accessory building.

Carried

**6.6 NON-ADHERING RESIDENTIAL USE - PARSONS
File No.: A2120G-01214.000-Parsons-ALC00156
204 Curwen Road
(Brendan Parsons)
Electoral Area G**

The Committee Report dated April 7, 2022 from Stephanie Johnson, Planner, re: Non-Adherence Residential Use Reserve - Parsons, has been received.

Moved and seconded,

And resolved that it be recommended to the Board:

That the Board SUPPORT application A2121G for the purposes of a Non-Adhering Residential Use as proposed by Brendan Parsons for the property located at 204 Curwen Road, Electoral Area G and legally described as LOT 7, PLAN NEP1997, DISTRICT LOT 206, LAND DISTRICT 26, EXCEPT PLAN NEP9815 & DISTRICT LOT 206A, MANUFACTURED

HOME REG. #3983 (PID 013-994-450) to permit an additional residence within the Agricultural Land Reserve.

Carried

6.8 FORESTRY REFERRAL – BC TIMBER SALES

File No.: R2215BDEF-BCTS-FR00080

(BC Timber Sales)

Electoral Area B, D, E and F

The Committee Report dated April 7, 2022 from Stephanie Johnson, Planner, re: Forestry Referral – BC Timber Sales, has been received.

Nelson Wight, Planning Manager, had no further information to add.

The Committee discussed concerns with the response to BC Timber Sales.

Moved and seconded,
And resolved

That Item 6.8 Forestry Referral – BC Timber Sales be tabled to provide staff time to revise the response to BC Timber Sales regarding Draft Forest Stewardship Plan with Item 6.9 Official Community Plan Consultation Policy considered at this time.

Carried

6.9 OFFICIAL COMMUNITY PLAN CONSULTATION POLICY

File No.: 10\5110\20\RDCK Procedures and Fees

Official Community Plan Consultation Policy

All Electoral Area

The Committee Report dated March 28, 2022 from Dana Hawkins, Planner, re: Official Community Plan Consultation Policy, has been received.

Rural Affairs Committee Meeting - February 16, 2022 Official Community Plan Consultation Policy be referred to the March 16, 2022 Rural Affairs Committee meeting.

Rural Affairs Committee Meeting - March 16, 2022 Official Community Plan Consultation Policy be referred to the April 20, 2022 Rural Affairs Committee meeting.

Dana Hawkins, Planner, provided an updated to the Committee regarding the Official Community Plan Consultation Policy.

Nelson Wight, Planning Manager, recommended referring the item to the next meeting to allow staff to work with Directors regarding their comments.

Moved and seconded,
And resolved:

That the following motion **BE REFERRED** to the May 18, 2022 Rural Affairs Committee meeting:

That the Board rescind Policy No. 400-02-16 Framework for the Development of Community Plans within the RDCK, and adopt Policy No. 400-02-19 Official Community Plan Consultation Policy, effective immediately.

Carried

6.10. PROPOSED AMENDMENTS TO PLANNING PROCEDURES AND FEES BYLAW

File No.: 10\5110\20\RDCK Procedures and Fees

(Proposed Amendments to Planning Procedures and Fees Bylaw)

All Electoral Areas

The Committee Report dated April 7, 2022 from Nelson Wight, Planning Manager, re: Proposed Amendments to Planning Procedures and Fees Bylaw, has been received. Nelson Wight, Planning Manager, provided an update to the Committee regarding the Proposed Amendments to Planning Procedures and Fees Bylaw. He recommended referring the item to the next meeting to allow directors to provide additional comments.

Moved and seconded,
And resolved:

That the following motion **BE REFERRED** to the May 18, 2022 Rural Affairs Committee meeting:

THAT the *Regional District of Central Kootenay Planning Procedures and Fees Amendment Bylaw No. 2839, 2022* being a bylaw to amend the *Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015* is hereby given FIRST, SECOND and THIRD reading by content.

Carried

6.11. FOR INFORMATION: PLANNING SERVICES QUARTERLY REPORT – JANUARY TO MARCH 2022

File No.: 10\4720\01

All Electoral Areas

The Memorandum from Mikaela Wheaton, Planning Assistant, re: For Information: Planning Services Quarterly Report - January To March 2022, has been received.

**RECESS/
RECONVENE** The meeting recessed at 10:45 a.m. for a break and reconvened at 10:51 a.m.

7. ENVIRONMENTAL SERVICES

7.1 COMMUNITY WORKS FUND APPLICATION – SLOCAN VALLEY FIRE HALLS INFRASTRUCTURE UPGRADE PROJECT

File No.: 1850-20-CW-259

Electoral Area H

The Committee Report dated March 30, 2022 from Tanji Zumpano, Water Services Liaison, re: Community Works Fund Application – Slocan Valley Fire Halls Infrastructure Upgrade Project, has been received.

Moved and seconded,

And resolved that it be recommended to the Board:

That the RDCK Community Works Fund application submitted for the Slocan Valley Fire Halls Infrastructure Upgrade Project in the total amount of \$195,096 be approved and that the funds be disbursed from Area H Community Works Funds and allocated to Slocan Valley Fire – Service S142.

Carried

7.2 COMMUNITY WORKS FUND APPLICATION – DOUKHOBOR ARCHIVES AND RESEARCH CENTRE PROJECT

File No.: 1850-20-CW-260

Community Works Fund Application - Doukhobor Archives and Research Centre Project

Electoral Area I & J

The Committee Report dated April 4, 2022 from Tanji Zumpano, Water Services Liaison, re: Community Works Fund Application - Doukhobor Archives and Research Centre Project, has been received.

Uli Wolf, General Manager of Environmental Services, shared that UBCM advised that this project is not eligible for Community Works Fund (CWF) and shared the potential risks if the Committee approves this application.

Director Davidoff provided an overview to the Committee regarding his proposed motion, sharing his reasons for moving forward with the CWF application as it falls under criteria of Cultural and Tourism Infrastructure.

Moved and seconded,

And resolved that it be recommended to the Board:

That the Community Works Fund application submitted by the Kootenay Doukhobor Historical Society for the Doukhobor Archives and Research Centre Project in the total amount of \$200,000 be approved and that funds be disbursed from the following Community Works Funds:

Electoral Area I in the amount of \$150,000

Electoral Area J in the amount of \$50,000.

Carried

7.3 COMMUNITY WORKS FUND APPLICATION – NAKUSP MARINA BREAKWATER REPLACEMENT PROJECT

File No.: 1850-20-CW-258

Community Works Fund Application - Nakusp Marina Breakwater

Replacement Project

Electoral Area K

The Committee Report dated March 31, 2022 from Tanji Zumpano, Water Services Liaison, re: Community Works Fund Application - Nakusp Marina Breakwater Replacement Project, has been received.

Moved and seconded,

And resolved that it be recommended to the Board:

That the Community Works Fund application submitted by the Village of Nakusp for the Nakusp Marina Breakwater Replacement Project in the total amount of \$15,000 be approved and that the funds be disbursed from Community Works Funds allocated to Electoral Area K.

Carried

7.4 FOR INFORMATION: SUMMARY OF ADVERSE WATER SAMPLE RESULTS FROM JANUARY 1, 2021 TO MARCH 31, 2022

File No.: 5700-02

The Committee Report dated April 4, 2022 from Alexandra Divlakovski, Environmental Coordinator - Utility Services, re: Summary Of Adverse Water Sample Results From January 1, 2021 To March 31, 2022, has been received for information.

Uli Wolf, General Manager of Environmental Services, noted that the Summary of Adverse Water Sample Results will be going to the Water Services Committee's in the

future.

8. RURAL ADMINISTRATION

8.1. DISCUSSION: UBCM 2021 RESOLUTION - WATER LICENSES

The letter dated March 3, 2022 from Councillor Laurey-Anne Roodenburg, re: UBCM, responding to the RDCK's UBCM 2021 resolution regarding issuance of water licenses, has been received.

Board Meeting - March 17, 2022 that the letter dated March 3, 2022 from Councillor Laurey-Anne Roodenburg, UBCM, responding to the RDCK's UBCM 2021 resolution regarding issuance of water licenses BE REFERRED to the April 20, 2022 Rural Affairs Committee meeting.

Director Faust shared her concerns with the Committee regarding the Ministries response to the 2021 resolution – Water Licenses. She did not think the response was pertinent and the problem persists.

Direction to Staff – To reach out to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development regarding the Committee's concerns related to the 2021 resolution – Water Licenses response.

Moved and seconded,
And resolved:

That Item 6.8 Forestry Referral – BC Timber Sales be considered at this time.

Carried

6.8 FORESTRY REFERRAL – BC TIMBER SALES

File No.: R2215BDEF-BCTS-FR00080

(BC Timber Sales)

Electoral Area B, D, E and F

The Committee Report dated April 7, 2022 from Stephanie Johnson, Planner, re: Forestry Referral – BC Timber Sales, has been received.

Nelson Wight, Planning Manager, reviewed with the Committee the Director's key points and staff will include them in the response to BC Timber Sales regarding Draft Forest Stewardship Plan.

Moved and seconded,
And resolved that it be recommended to the Board:

That the Board direct staff to respond to BC Timber Sales regarding Draft Forest Stewardship Plan #914 2022-2027 as described in the Committee Report – Forestry Referral R2215BDEF dated April 7, 2022;

And that due to the significant scale of the proposed area, the Regional District respectfully requests the opportunity to provide comments at the site plan scale – relative to proposed cutblocks and road locations prior to future cutting or road permits being issued.

Carried

9. PUBLIC TIME

The Chair called for questions from the public and members of the media at 11:31 a.m.

The media asked questions regarding the Community Works Funds and the Doukhobor Archives and Research Centre project.

10. ADJOURNMENT

Moved and seconded,
And resolved:

The meeting be adjourned at 11:33 a.m.

Digitally approved by

Carried

Adam Casemore, Chair

Digitally approved by

Christine Hopkyns, Meeting Coordinator

Backgrounder for the 2022 UBCM Resolution - Pricing Policy for Community Forests

Background

- There are 60 operating community forest agreements in BC.
- Community forests in BC reflect the ecological and cultural diversity of our province. They exist in many types of forests and terrain. They range in size from 361 to 184,682 hectares, with an annual harvest from 860 m³ to 194,226 m³. The average annual harvest is 36,931 m³/year.
- Collectively, over 100 Indigenous and rural communities are involved in community forestry in BC. Half of the operating community forests are held by First Nations or a partnership between an Indigenous and non-Indigenous community.
- The ability of community forests to generate direct benefits to the Indigenous and rural communities that they serve is critical to developing and maintaining local support for forest management activities. These benefits include financial contributions to local communities, as well as local jobs, enhanced forest stewardship, and wildfire risk reduction.
- Community forests work under the same rules as the rest of the forest industry in BC. They are governed by the Forest Act and the Forest and Range Practices Act, and all other applicable statutes and regulations. They pay stumpage (fees paid for harvesting timber from Crown land in BC) based on a tabular rate system that recognizes the 8 Community Forest Program goals established by the Province and the unique conditions under which they operate. Community forests sell their harvested timber on the open market and are dependent on the mills providing a fair price for their timber.
- Community forest agreements on the Coast pay stumpage rates based on Table 7.2 of the Coast Appraisal Manual. In the Interior, they pay stumpage rates according to table 6.2 of the Interior Appraisal Manual. These tabular rates account for the added costs and objectives involved in the management of community forests and provide simplified administration and flexibility that enables innovative forest management that is responsive to community needs and priorities.

- Through the tabular rate stumpage system established for community forests in 2006, they are able to undertake the type of innovative forest management and environmental stewardship that the public is asking for and that the Province has articulated for the future of BC, while also creating good local jobs and supplying logs to a diversity of manufacturers.

In June 2021, the BC government released [Modernizing Forest Policy in British Columbia: Setting the Intention and Leading the Forest Sector Transition \(Intentions Paper\)](#).

A new policy direction captured in the Intentions Paper has brought concern to operating community forests, namely the intention to revise area-based tenure specific pricing policy to harmonize the rate structures of CFAs, Woodlot Licences and First Nations Woodlands licences.

The Intentions Paper states:

“Revising area-based tenure-specific pricing policy:

Currently there is a disparity between stumpage rates applied to Woodlot Licences (WLs), Community Forest Agreements (CFAs), and First Nation Woodland Licences (FNWLs) issued to Indigenous communities. We will harmonize the rate structures, consistent with our market-based pricing system, while being mindful that smaller tenure ownership is impacted by economies of scale.”

The British Columbia Community Forest Association (BCCFA) has been working on pricing policy since 2004 with the provincial government. We were successful in 2006 to secure the tabular rate structure that we work under today. Paramount to the continued success of the community forest program is the recognition of the unique responsibilities and mandate given to community forest agreement holders by government, and the policies that are needed to support them. These policies include the necessity of a pricing system that acknowledges the unique role of community forests and reflects the full costs of operating them. The tabular stumpage rates have achieved this for community forests.

We are fully aware that the current pricing policy of revenue sharing applied to First Nations woodlands licences is inadequate and provides little to no incentive for First Nations to participate in the program. They have long asked for the same pricing arrangement as community forests and woodlot licences, but the Ministry has not supported this change. We recommend the province develop a solution for First Nations Woodlands licences that does not negatively impact community forests.

Community forests across BC are asking local governments through the UBCM resolution process to endorse the maintenance of the tabular stumpage rates for community forests with the provincial government.