



Regional District of Central Kootenay
REGULAR BOARD MEETING
Open Meeting Revised

Date: Thursday, August 17, 2023
Time: 9:00 am
Location: Hybrid Model - In-person and Remote

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

Pages

1. WEBEX REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Meeting Time:

9:00 PST/MST

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m251c8efb49c1fe8ecbc1810891770eb4>

Join by Phone:

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

Meeting Number (access code): 2772 721 5567

Meeting Password: pKzPRrEq424

In-Person Location:

Boardroom - 202 Lakeside Drive, Nelson, BC

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 August 17, 2023 Regular Open Board meeting be adopted with the following:

- inclusion of Item 4.2.5 Kaslo and Area D Economic Development Commission: minutes August 14, 2023;
- inclusion of Item 4.4.3 Director Watson: CRT;
- inclusion of Item 9.3.2 Site License Agreement: Edgewood Fire Department - Eagle Creek Wells; and
- with the addition of the addendum

before circulation.

2.3 **ADOPTION OF THE MINUTES**

23 - 44

RECOMMENDATION:

(ALL VOTE)

The minutes from the July 20, 2023 Regular Open Board meeting be adopted as circulated.

2.4 **INTRODUCTION**

CAO Horn will introduce Chenoa McLean, GIS Technician, replacing Genevieve Lepage.

2.5 **DELEGATION**

2.5.1 **Interior Lumber Manufacturer's Association (ILMA)**

45 - 50

Paul Rasmussen, President - ILMA
Ken Kalesnikoff, Chair - Kalesnikoff Lumber

3. **BUSINESS ARISING OUT OF THE MINUTES**

3.1 **Bylaw 2908: Building Amendment**

The Board requested at the July 20, 2023 Board meeting that the municipalities be allowed more time to review the Building Amendment Bylaw No. 2908, 2023 and staff bring it back to the August 17, 2023 meeting.

Staff is requesting to bring the Building Bylaw No. 2908, 2023 to the September 14, 2023 Board meeting to allow for more time for consultation with the municipalities.

4. COMMITTEES & COMMISSIONS

4.1 FOR INFORMATION

- 4.1.1 Area A Economic Development Commission: minutes July 12, 2023 51 - 55
- 4.1.2 Area I Advisory Planning and Heritage Commission: minutes July 17, 2023 56 - 57
- 4.1.3 Area D Advisory Planning and Heritage Commission: minutes July 20, 2023 58 - 60
- 4.1.4 Nelson and District Recreation Commission No. 5: minutes July 26, 2023 61 - 63
- 4.1.5 Area I Advisory Planning and Heritage Commission: minutes July 31, 2023 64 - 65

4.2 WITH RECOMMENDATIONS

- 4.2.1 Kaslo and Area D Economic Development Commission: minutes July 24, 2023 66 - 69

RECOMMENDATION:
(PO WGT)

That the Board direct staff to prepare an amendment for the Kaslo and Area D Economic Development Commission Bylaw No. 2482, 2016 to refine procedure and review membership.

- 4.2.2 ***Water Services Committee: minutes August 2, 2023*** 70 - 75

NOTE: The agreement for the Site License with Edgewood Fire Department is addressed in Items 9.3.2. Staff is requesting the Board put forward a recommendation directing staff to provide public notice for the land transfer of the former Arrow Creek reservoir in accordance with the *Local Government Act* Section 286 Notice of Proposed Disposition.

RECOMMENDATION:
(ALL VOTE WGT)

1. That the Water Services Committee direct staff to replace the water main in the existing Statutory Right-of-Way within the West Robson Water Service and remove 386m of asbestos cement pipe; AND FURTHER that Board approve an amendment to the 2023 Financial Plan for Water Utility – Area J (West Robson) Service S256 to increase Account 60000 by an additional \$20,234 from the Transfer from Reserves Account 45000 for the West Robson Asbestos Cement Pipe Replacement Capital Project (CAP1094-

100).

RECOMMENDATION:

(ALL VOTE WGT)

2. That the Board support the land transfer of the former Arrow Creek reservoir legally described as Lot 1 District Lot 891, Kootenay Land District Plan 9964 (See plan as to Limited Access) (PID 013-048-856) from the RDCK to the Town of Creston.

RECOMMENDATION:

(ALL VOTE WGT)

3. That the Board support the Site License Agreement between the Regional District of Central Kootenay and the Edgewood Volunteer Fire Department Society for the use of the former Edgewood production wells located on the property legally described as Lot A Plan NEP91691 DL 182A Kootenay Land District & District Lot 183A (PID 028-417-445).

4.2.3 Creston Valley Services Committee: minutes August 3, 2023

76 - 82

RECOMMENDATION:

(ALL VOTE WGT)

STAFF RECOMMENDATION

That the Board direct staff to amend the table in RES 425/23 the "Fee Type for the Ten Single Admission Pass" to expire in 12 months instead of 6 months; AND FURTHER, it be called the "One Year 10 Admission".

4.2.4 Joint Resource Recovery Committee: minutes August 16, 2023

83 - 87

RECOMMENDATION:

(ALL VOTE)

1. That the Board direct staff to prepare a service establishment Bylaw for Curbside Collection Services within the recommended Service Area Boundaries, maintaining the ability to make adjustments as required to meet relevant program criteria, in portions of Electoral Area J; and that voter approval, for the bylaw, be undertaken by means of Assent Voting.

RECOMMENDATION:

(ALL VOTE)

2. That the Board direct staff to prepare a service establishment Bylaw for Curbside Collection Services within the recommended Service Area Boundaries, maintaining the ability to make adjustments as required to meet relevant program criteria, in portions of Electoral Areas F and H, and that voter approval, for

the bylaw, be undertaken by means of Assent Voting.

4.2.5 Kaslo and Area D Economic Development Commission: minutes August 14, 2023

88 - 90

RECOMMENDATION:

(PO WGT)

That the Board direct staff to submitted an application to the Rural Economic Diversification and Infrastructure Program (REDIP) to study the feasibility of a commercial kitchen in Kaslo and Area D and assess how to improve the utilization of the Kaslo and District Arena.

4.3 MEMBERSHIP

4.3.1 Edgewood Water Services Community Advisory Committee

RECOMMENDATION:

(ALL VOTE)

That the Board appoint the following individuals to the Edgewood Water Services Community Advisory Committee (Water Utility - Area K Service S253) for a term to end December 31, 2025:

Floyd Webber
Bill Penner
Bill Dummett
Curtis Hopp

4.3.2 Sanca Water Services Community Advisory Committee

RECOMMENDATION:

(ALL VOTE)

That the Board appoint the following individuals to the Sanca Water Services Community Advisory Committee for a term to end December 31, 2025:

Marilyn Perrin

4.3.3 South Slokan Water Service Community Advisory Committee

RECOMMENDATION:

(ALL VOTE)

That the Board appoint the following individuals to the South Slokan Water Services Community Advisory Committee for a term to end December 31, 2025:

Peter Wood

Kathy Loxam
Gary Niminiken
Ian McGovern
Cindy Lawrence

4.4	DIRECTORS' REPORTS	
4.4.1	Director Jackman: CBRAC/RCC/ILMA	91 - 92
4.4.2	Director McLaren-Caux: Activities/CKFPC/CRTLGC/RIC-RED-RAC	93 - 114
4.4.3	<i>Director Watson: CRT</i>	115 - 116
5.	CORRESPONDENCE	
5.1	The letter dated July 24, 2023 from Suzanne Denbak, Cadence Resort Marketing Inc., seeking a letter of support indicating the RDCK's continued endorsement of the 2% Municipal and Regional District Tax in Areas G and H.	117
	<u>RECOMMENDATION:</u> (ALL VOTE)	
	That the Board send a letter of support to the Arrow Slokan Tourism Association for the Municipal Regional District Tax Program application.	
5.2	The email dated August 9, 2023 from Wendy Lewis, Nelson Cycling Club, requesting a letter of support for their grant application to the BC Gaming Grants fund.	118
	<u>RECOMMENDATION:</u> (ALL VOTE)	
	That the Board send a letter of support to the Nelson Cycling Club for their grant application to the BC Gaming Grant fund to continue improving the Nelson and area bike trails.	
6.	COMMUNICATIONS	
6.1	The letter dated June 27, 2023 from Jay Chalke, Ombudsperson, providing the quarterly report for July 1, 2022 to March 31, 2023.	119 - 130
6.2	The letter dated July 15, 2023 from Cindy Webb, Township of Spallumcheen, moved a motion requesting a recycling program for antifreeze containers and used oil collection.	131
6.3	The letter dated July 17, 2023 from Puja Challenger, Statistics Canada, providing an updated 2021 Census count for the Village of Silverton.	132 - 134

6.4	The letter dated July 26, 2023 from Jen Ford, UBCM, indicating the first Community Works Fund payment for fiscal 2023/2024 in the amount of \$737,867.15.	135
6.5	The email dated August 2, 2023 from the Ministry of Agriculture and Food announcing drought support for BC producers.	136 - 137
6.6	The email dated August 9, 2023 from Keith Atkinson, BC Forest Practices Board, providing a special report released by the Forest Practices Board.	138
7.	FOR INFORMATION: ACCOUNTS PAYABLE The Accounts Payable Summary for July 2023 in the amount of \$2,412,684 has been received for information.	139 - 160
8.	BYLAWS	
8.1	Bylaw 2854: Respectful Behaviour The Board Report dated August 8, 2023 from Mike Morrison, Manager of Corporate Administration, seeking the Board adopt the Respectful Behaviour Bylaw No. 2854, has been received.	161 - 184

RECOMMENDATION:
(ALL VOTE)

1. That the Respectful Behaviour Bylaw No. 2854, 2023 be read a FIRST and SECOND time by content.

RECOMMENDATION:
(ALL VOTE)

2. That the Respectful Behaviour Bylaw No. 2854, 2023 be read a THIRD time by content.

RECOMMENDATION:
(ALL VOTE)

3. That the Respectful Behaviour Bylaw No. 2854, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

8.2	Bylaw 2904: Regional Accessibility Advisory Committee	185 - 194
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RECOMMENDATION:
(ALL VOTE)

1. That the Regional Accessibility Advisory Committee Bylaw No. 2904, 2023 be read a FIRST, SECOND, and THIRD time by content.

RECOMMENDATION:
(ALL VOTE)

2. That the Regional Accessibility Advisory Committee Bylaw No. 2904, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

8.3 *Bylaw 2913: Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine)*

195 - 202

The Board Report dated August 2, 2023 from Tom Dool, Research Analyst, seek Board approval to read Bylaw No. 2913 three times and move forward with the elector assent process, has been received.

NOTE: Update to the Board Report - Figure 1. Tarrys Pass Creek Assent Vote Budget.

RECOMMENDATION:

(ALL VOTE)

1. That the Board appoint Tom Dool as Chief Elections Officer and Angela Lund as Deputy Chief Election Officer for the Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023 assent vote.

RECOMMENDATION:

(ALL VOTE WGT)

2. That the Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023 be read a FIRST, SECOND, and THIRD time by content.

RECOMMENDATION:

(ALL VOTE)

3. That the Board approve the following question in relation to the Assent Voting for Fire Protection – Area I (Tarrys, Pass Creek) Service S137:

Are you in favour of the Regional District adopting Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the Tarrys and Pass Creek front line fire engine? YES NO

8.4 *Bylaw 2914: Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine)*

203 - 210

The Board Report dated August 2, 2023 from Tom Dool, Research Analyst, seek Board approval to read Bylaw No. 2914 three times and move forward with the elector assent process, has been received.

NOTE: Update to the Board Report - Communications Section to reflect publication dates of the Valley Voice.

RECOMMENDATION:

(ALL VOTE)

1. That the Board appoint Tom Dool as Chief Elections Officer and Angela Lund as Deputy Chief Election Officer for the Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023 assent vote.

RECOMMENDATION:

(ALL VOTE WGT)

2. That the Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023 be read a FIRST, SECOND, and THIRD time by content.

RECOMMENDATION:

(ALL VOTE)

3. That the Board approve the following question in relation to the Assent Voting for Fire Protection - Area H and I (Slocan Valley) Service S142:

Are you in favour of the Regional District adopting Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the Winlaw Fire Department front line fire engine?

YES NO

8.5 *Bylaw 2917: North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine)*

211 - 218

The Board Report dated August 2, 2023 from Tom Dool, Research Analyst, seek Board approval to read Bylaw No. 2917 three times and move forward with the elector assent process, has been received.

NOTE: Update to the Board Report - Figure 1. North Shore Fire Assent Vote Budget. Staff is requesting to do two readings at the August Board meeting.

RECOMMENDATION:

(ALL VOTE)

1. That the Board appoint Tom Dool as Chief Elections Officer and Angela Lund as Deputy Chief Election Officer for the North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 assent vote.

RECOMMENDATION:

(ALL VOTE WGT)

2. That the North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 be read a FIRST and SECOND time by content.

RECOMMENDATION:

(ALL VOTE)

3. That the Board approve the following question in relation to the Assent Voting for Fire Protection – Area F (North Shore) Service S134:

Are you in favour of the Regional District adopting North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the North Shore Fire Department front line fire engine? YES NO

9. NEW BUSINESS

9.1 COMMUNITY SERVICES

9.1.1 Sole Source Agreement: Asphalt Surfacing North Shore Hall

219 - 222

RECOMMENDATION:

(ALL VOTE WGT)

That the Board approve the RDCK enter into a Sole Source Agreement with the Ministry of Transportation and Infrastructure for the asphalt surfacing of the North Shore Hall parking lot with the agreement ending November 30, 2024, and that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that the full cost of the project be funded through a Community Works Fund grant allocation from Electoral Area F.

9.1.2 *Award: Nelson and District Community Complex Boiler Supply and Installation*

223 - 226

The Board Report dated August 10, 2023 from Craig Stanley, Regional Manager of Operations and Asset Management, seeking Board approval to award the contract for the Nelson and District Community Complex Boiler Supply and Installation, has been received.

RECOMMENDATION:

(ALL VOTE WGT)

That the Board direct staff to negotiate with Trainor Mechanical Contractors Ltd. to achieve the highest value to the RDCK, which meets all the required scope to supply and install new boilers as described in the tender issued July 17, 2023;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents, following negotiations, to award the contract to Trainor Mechanical Contractors Ltd. to a maximum value of \$312,900.00 with funds to be paid from Service 226 Recreation Complex – City of Nelson, Areas E, F;

AND FURTHER, that the 2023 Financial Plan for S226 Recreation Complex – City of Nelson, Areas E, F be amended to increase Capital Expenditures by \$199,000 and Increase Transfer from Reserves by \$199,000.

9.1.3 Award: Creston and District Community Complex Aquatics Roof Repair

227 - 230

The Board Report dated August 10, 2023 from Craig Stanley, Regional Manager of Operations and Asset Management, seeking Board approval to award the contract for the Creston and District Community Complex Aquatics Roof Repair, has been received.

RECOMMENDATION:

(ALL VOTE WGT)

That the Board direct staff to negotiate with Heritage Roofing and Sheet Metal Ltd. to achieve the highest value to the RDCK, which meets all the required scope to repair the aquatics roof at the Creston and District Community Complex as described in the tender issued July 19, 2023;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents, following negotiations, to award the contract to the Heritage Roofing and Sheet Metal Ltd. to a maximum value of \$298,253.00 with funds to be paid from Service 224 Recreation Complex – Town of Creston, Areas A, B, C.

9.2 DEVELOPMENT AND COMMUNITY SUSTAINABILITY

9.2.1 Funding Agreement: Creston Valley Flood Management Partnership - Funding for Coordinator

231 - 251

The Board Report dated July 14, 2023 from Dan Sequin, Manager of Community Sustainability, seeking Board approval for the funding agreement with the Ministry of Energy and Mines and Low Carbon Innovation to hire a coordinator to support the Creston Valley Flood Management Partnership, has been received.

RECOMMENDATION:

(ALL VOTE WGT)

That the Board approve the RDCK enter into a Funding Agreement with Ministry of Energy, Mines and Low Carbon Innovation for a total aggregate amount of \$28,750 to fund the Coordinator to support the Creston Valley Flood Management Partnership for the period of July 15, 2023 to July 31, 2024, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

9.2.2 Neighbourhood Emergency Preparedness Program

252 - 263

The Board Report dated July 10, 2023 from Jon Jackson, Emergency Program Coordinator, seeking Board approval to continue to promote emergency preparedness planning by

residents in our communities by way of the Neighbourhood Emergency Preparedness Program, has been received.

RECOMMENDATION:
(ALL VOTE)

That the Board approves Emergency Program staff continue to promote emergency preparedness planning by residents in our communities by way of the Neighbourhood Emergency Preparedness Program.

9.3 FINANCE & ADMINISTRATION

- 9.3.1 For Information: RDCK Quarterly Report (Q2)** 264 - 294
The RDCK Quarterly Report (Q2) from Mike Morrison, Manager of Corporate Administration, has been received for information.
- 9.3.2 *Site License Agreement: Edgewood Fire Department - Eagle Creek Wells*** 295 - 305

RECOMMENDATION:
(ALL VOTE WGT)

That the Board approve the RDCK enter into a Site License Agreement with the Edgewood Volunteer Fire Department Society for use of the Eagle Creek Wells for the period of 5 years beginning August 18, 2023, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

9.4 FIRE SERVICES

- 9.4.1 Award: Tarrys Fire Hall Insulation and Cladding Upgrades** 306 - 308
The Board Report dated July 31, 2023 from Patrick Thrift, Project Manager, seeking Board approval to award the contract for the Tarrys Fire Hall Insulation and Cladding Upgrades, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board award the Goods and Services contract for the supply and installation of insulation and cladding upgrades for Tarrys Firehall to Valhalla Concepts Ltd. In the amount of \$104,000 plus GST, and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$104,000 plus GST; AND FURTHER, that the cost be included in the 2023 Financial Plan for Service S137 Fire Protection - Area I.

9.5 GRANTS

RECOMMENDATION:
(ALL VOTE)

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

AREA B
Basin Food c/o Columbia Basin Trust Basin Food Summit (Food & Buyer Expo) \$1,500

AREA C
Basin Food c/o Columbia Basin Trust Basin Food Summit (Food & Buyer Expo) \$1,000

AREA G
Village of Salmo Transit study \$4,725

AREA H
Kootenay Yoga Festival KYF Community Wellness Events \$1,000

AREA I
Castlegar and District Community Services Society Purchase of adult and youth swim passes \$250

SLOCAN
Kootenay Yoga Festival c/o Village of Slocan Seed Starter Sponsorship \$75

RECOMMENDATION:
(ALL VOTE)

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

AREA B
Columbia Basin Environmental Education Network Wild Voices \$500
Town of Creston Creston Valley \$4,000

	Health Working Group – Repatriation event	
<u>AREA D</u>		
Lardeau Fire Prevention Association	Structural Sprinkler Protection Project	\$5,000
<u>AREA E</u>		
Nelson Tennis Club	Facility Centre Disabled Access Railing	\$500
<u>AREA F</u>		
Nelson Public Library	2023 Library Operational Funding	\$3,839
Nelson Tennis Club	Facility Centre Disabled Access Railing	\$3,400
<u>AREA H</u>		
Columbia Basin Environmental Education Network	Wild Voices	\$500
Slocan Solutions Society	Electric Fencing/Fruit Tree Replacement Cost-Share	\$1,500
New Denver Hospice Society	Volunteer Hospice Training	\$2,000
Nelson Public Library	2023 Library Operational Funding	\$2,731
<u>AREA I</u>		
Columbia Basin Environmental Education Network	Wild Voices	\$600
<u>AREA J</u>		
Columbia Basin Environmental Education Network	Wild Voices	\$400
<u>AREA K</u>		
Burton Community Association	Burton Ball Diamond Rejuvenation	\$12,000
<u>SLOCAN</u>		
Slocan Valley Outriders	Perimeter Fencing Project	\$3000

9.6 CHAIR/CAO REPORTS

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

10. RURAL AFFAIRS COMMITTEE

329 - 365

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 6.1
Building Bylaw Contravention – Demers
Electoral Area E**

1. 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 3311 Kenville Road, Electoral Area E and legally described as LOT 1, PLAN EPP5888, DISTRICT LOT 5284, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 6.2
Building Bylaw Contravention – Johnston
Electoral Area F**

2. 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 4718 Bain Road, Electoral Area F and legally described as LOT 1, PLAN NEP70946, DISTRICT LOT 7360, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 6.5
Building Bylaw Contravention – Poitras
Electoral Area G**

3. 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 231 Porcupine Creek Road, Electoral Area G and legally described as LOT C, PLAN NEP10011, DISTRICT LOT 276, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 6.6
Building Bylaw Contravention – Poitras
Electoral Area G**

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 231 Porcupine Creek Road, Electoral Area G and legally described as LOT C PLAN NEP10011 DISTRICT LOT 276 KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 6.7
Building Bylaw Contravention – Gale & Thompson
Electoral Area H**

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 Wilson Creek Road Rural - 016-183-401, Electoral Area H and legally described as LOT 11, BLOCK 2, PLAN NEP569, DISTRICT LOT 298, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 6.8
Building Bylaw Contravention – Gooderham
Electoral Area H**

6. 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 7381 Avis Road, Electoral Area H and legally described as LOT 2, PLAN NEP15266, DISTRICT LOT 8338, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

RECOMMENDATION:

(ALL VOTE)

Rural Affairs Committee - Item 6.11

**Agricultural Land Reserve Inclusion Application - Kokanee Springs Resort Ltd.
Electoral Area A**

7. That the Board SUPPORT application A2308A for the proposed inclusion in the Agricultural Land Reserve proposed by Kokanee Springs Resort Ltd. for property located at 16082 Woolgar Road, Electoral Area A and legally described as LOT A, DISTRICT LOTS 3888, 5022 AND 7366, KOOTENAY DISTRICT PLAN NEP91692 (PID: 028-426-134).

RECOMMENDATION:

(ALL VOTE)

Rural Affairs Committee - Item 6.12

**Site Specific Exemption to the Floodplain Management Bylaw - Bourcier
Electoral Area J**

8. That the Board APPROVE a Site Specific Floodplain Exemption to permit the construction of a new residence with a floodplain setback of 23.5 metres in accordance with the Engineering Report prepared by Crowsnest Engineering Ltd. for property located at 3974 Broadwater Road, Electoral Area J and legally described as PARCEL 1 (REFERENCED PLAN 38752I), BLOCK 8, DISTRICT LOT 4599, KOOTENAY DISTRICT PLAN 794 (PID: 008-494-622), SUBJECT to preparation by Michael John Arthur Bourcier 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.

RECOMMENDATION:

(ALL VOTE)

Rural Affairs Committee - Item 6.13

**Planning Procedures and Fees Bylaw Amendments
All Electoral Areas**

9. That the Regional District of Central Kootenay Planning Procedures and Fees Amendment Bylaw No. 2919, 2023 be read a FIRST, SECOND and THIRD time by content.

RECOMMENDATION:

(ALL VOTE)

Rural Affairs Committee - Item 6.13
Planning Procedures and Fees Bylaw Amendments
All Electoral Areas

10. That the Regional District of Central Kootenay Planning Procedures and Fees Amendment Bylaw No. 2919, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

RECOMMENDATION:

(ALL VOTE)

Rural Affairs Committee - Item 6.13
Planning Procedures and Fees Bylaw Amendments
All Electoral Areas

11. That the Board direct staff to prepare a report to bring back to Rural Affairs Committee on opportunities to respond to housing needs and improve administrative effectiveness through potential amendments to RDCK Planning Procedures and Fees Bylaw No. 2457, as described in the Committee Report “Planning Procedures and Fees Bylaw Amendments”, dated August 2, 2023.

RECOMMENDATION:

(ALL VOTE)

Rural Affairs Committee - Item 6.14
Non-Medical Cannabis Retail Licence Referral - 1332920 B.C. Ltd.
Electoral Area B

12. That in accordance with Section 33(1) of the Cannabis Control and Licensing Act, the Regional Board recommends support of an application from 1332920 B.C. Ltd. for a proposed non-medical cannabis retail licence at 9130 Highway 3 and 95, Yahk, Electoral Area B (LOT 2 DISTRICT LOT 4683 KOOTENAY DISTRICT PLAN 1503 EXCEPT PART INCLUDED IN PLAN 3091);

And that the Regional Board comments are as follows:

- I. The proposed store is located in an area with no Official Community Plan or Zoning Bylaw.
- II. The Board requests that 1332920 B.C. Ltd. apply for and receive approval a new Highway Access Permit with the Ministry of Transportation and Infrastructure to address any potential traffic and safety issues.
- III. No significant impact on the community is anticipated if the application is approved.
- IV. The Board provided opportunity for residents to submit their views on the licence application. Public notice indicating that the Board would accept written comments on the application until May 26, 2023 was published in the Creston Valley Advance, posted on the RDCK’s website from April 25, 2023, and mailed to owners and tenants within 100 metres of the subject parcel on April 25, 2023.

Further, a notification sign was posted on the subject property from April 26, 2023 until the Board considered the application on August 14, 2023.

V. The views of the residents were considered by the Board at its August 17, 2023 Regular Board meeting or delivered as late items if correspondence was received after the agenda was published;

AND FURTHER, that the Regional Board direct staff to forward the above recommendation to the Liquor and Cannabis Regulation Branch.

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 6.15
Industry Canada Referral - Rogers Communication
Electoral Area B**

13. That the Board direct staff to respond to Rogers Communications Inc. as described in Attachment B – RDCK Response Letter, to Rural Affairs Committee Report “INDUSTRY CANADA REFERRAL: ROGERS COMMUNICATIONS” dated July 25, 2023.

RECOMMENDATION:

(PO WGT)

**Rural Affairs Committee - Item 7.1
Amendment to Bylaw Enforcement Notice and Adjudication System Bylaw No.
2855, 2023
Electoral Areas A, B, C, D, E, F, G, H, J & K**

14. That the Regional District of Central Kootenay Bylaw Notice and Dispute Adjudication System Amending Bylaw No. 2918, 2023 be read a FIRST, SECOND and THIRD time by content.

RECOMMENDATION:

(PO WGT)

**Rural Affairs Committee - Item 7.1
Amendment to Bylaw Enforcement Notice and Adjudication System Bylaw No.
2855, 2023
Electoral Areas A, B, C, D, E, F, G, H, J & K**

15. That the Regional District of Central Kootenay Bylaw Notice and Dispute Adjudication System Amending Bylaw No. 2918, 2023 be ADOPTED and that the Chair and Corporate Officer be authorized to sign the same.

RECOMMENDATION:

(ALL VOTE)

**Rural Affairs Committee - Item 8.1
Community Works Fund Application - Friends of Pulpit Rock Society "Lyons Bluff
Parking Access Paving"
Electoral Areas F**

16. That the Community Works Fund application submitted by Friends of Pulpit Rock Society for the project titled “Lyons Bluff parking access paving” in the amount of \$24,000 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area F.

RECOMMENDATION:

(ALL VOTE)

Rural Affairs Committee - Item 8.2

**Community Works Fund Application - RDCK Beasley Fire Hall Infrastructure Upgrade Project
Electoral Areas F**

17. That the Community Works Fund application submitted by the Regional District of Central Kootenay for the project titled “Beasley Fire Hall Infrastructure Upgrade” in the amount of \$108,000 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area F.

RECOMMENDATION:

(ALL VOTE)

Rural Affairs Committee - Item 8.3

**Community Works Fund Application - RDCK Tarrys Fire Hall Infrastructure Upgrade Project
Electoral Areas I**

18. That the Community Works Fund application submitted by the Regional District of Central Kootenay for the project titled “Tarrys Fire Hall Infrastructure Upgrade” in the amount of \$35,000 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area I.

11. DIRECTORS' MOTIONS

11.1 Director Cunningham: Ymir Cemetery

RECOMMENDATION:

(ALL VOTE)

That the Board direct staff to research the ownership and control of the Ymir Cemetery property and evaluate the possibility of ownership of the property by the Regional District, with costs to be paid from Cemetery - Ymir Service S297.

11.2 Director Popoff: Service Case Analysis - Portion of Area H Fire Protection (Summit Lake)

RECOMMENDATION:

(ALL VOTE)

That the Board direct staff to prepare a service case analysis to investigate the possibility to extend the service area for service S139 Fire

Protection Area K – Naksup Contract to include a portion of Area H, south from Naksup to Summit Lake.

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;
- (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;
- (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 **seventh** meeting of the Board of the Regional District of Central Kootenay in 2023 was held on Thursday, July 20, 2023 at 9:00 a.m. through a hybrid meeting model.

Quorum was maintained throughout the meeting.

ELECTED OFFICIALS

PRESENT:

Chair A. Watson	Electoral Area D	In-Person
Director G. Jackman	Electoral Area A	In-Person
Director R. Tierney	Electoral Area B	In-Person
Director K. Vandenberghe	Electoral Area C	In-Person
Director C. Graham	Electoral Area E	In-Person
Director T. Newell	Electoral Area F	In-Person
Director W. Popoff	Electoral Area H	In-Person
Director A. Davidoff	Electoral Area I	
Director H. Hanegraaf	Electoral Area J	In-Person
Director T. Weatherhead	Electoral Area K	In-Person
Director M. McFaddin	City of Castlegar	In-Person
Director A. Deboon	Town of Creston	In-Person
Director S. Hewat	Village of Kaslo	In-Person
Director A. McLaren-Caux	Village of Nakusp	In-Person
Director K. Page	City of Nelson	In-Person
Director L. Casley	Village of New Denver	
Director D. Lockwood	Village of Salmo	In-Person
Director C. Ferguson	Village of Silverton	In-Person
Director J. Lunn	Village of Slocan	In-Person

ABSENT DIRECTOR

Director H. Cunningham	Electoral Area G
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STAFF PRESENT

S. Horn	Chief Administrative Officer
M. Morrison	Manager of Corporate Administration/ Corporate Officer
C. Hopkyns	Corporate Administration Coordinator
Y. Malloff	General Manager of Finance, IT & Economic Development/Chief Financial Officer
U. Wolf	General Manager of Environmental Services
J. Chirico	General Manager of Community Services
C. Stanley	Regional Manager Operations and Asset Management
S. Sudan	General Manager of Development and Community Sustainability Services
N. Wight	Planning Manager
Corey Scott	Planner
C. Gainham	Building Manager
J. Southam	Manager, Building Development and Special Projects
P. Marshall Smith	Sustainability Planner

N. Hannon	Regional Fire Chief
A. French	Wildfire Mitigation Supervisor
D. Elliott	Communications Coordinator
M. Nakonechny	Grants Coordinator
T. Dool	Research Analyst
A. Evenson	Senior Project Manager
F. Drabik	IT Technician

1. WEBEX REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Meeting Time:

9:00 a.m. PST

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m251c8efb49c1fe8ecbc1810891770eb4>

Join by Phone:

1-844-426-4405 Canada Toll Free

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

Meeting Number (access code): 2772 721 5567

Meeting Password: pKzPRrEq424

In-Person Location:

202 Lakeside Drive - Boardroom

Nelson, BC

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

Moved and seconded,

And Resolved:

421/23

The agenda for the July 20, 2023 Regular Open Board meeting be adopted as circulated with the following:

- inclusion of Item 9.4.3 West Creston Fire Protection Area Service Amendment Bylaw; and
- with the addition of the addendum

before circulation.

Carried

2.3 ADOPTION OF THE MINUTES

Moved and seconded,

And Resolved:

422/23

The minutes from the June 15, 2023 Regular Open Board meeting be adopted as circulated.

Carried

2.4 DELEGATION

2.4.1 Ministry of Jobs Economic Development and Innovation

Jen Comer, Regional Manager Central Kootenay / Revelstoke -
Regional Economic Operations Branch

Jen Comer from the Ministry of Jobs, Economic Development and Innovation (Ministry) gave a presentation to the Board regarding grant opportunities available through the Ministry. She provided an overview of the Rural Economic Diversification and Infrastructure Program (REDIP) and how the program supports community-led economic development activities. Ms. Comer informed the Board that the REDIP intake date is open from July to October 2023.

She reviewed the three funding categories available:

- Economic Capacity (REDIP-EC) - Helps small communities build internal capacity for economic development.
- Economic Diversification (REDIP-ED) - Funds infrastructure projects that promote economic development in rural communities
- Forest Impact Transition REDIP-FIT: - Supports economic recovery and transition in communities impacted by changes in the forest sector.

Ms. Comer provided an overview of the goals and eligibility requirements for the grant opportunities. She concluded by reviewing the resources available for elected officials to share with community members.

Ms. Comer answered the Board's questions.

Chair Watson thanked Jen Comer for her presentation.

3. BUSINESS ARISING OUT OF THE MINUTES

3.1 Bylaw 2902: Slocan Valley Fire Protection Service Establishment Amendment Board Meeting - June 15, 2023 RES 389/23 referred to the July 20, 2023 Board meeting

Moved and seconded,
And Resolved:

423/23

That the Slocan Valley Fire Protection Service Establishment Amendment Bylaw No. 2902, 2023 be read a THIRD time, as amended.

Carried

4. COMMITTEES & COMMISSIONS

4.1 FOR INFORMATION

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

4.1.1 Nelson, Salmo, E, F and G Regional Parks: minutes May 9, 2023

4.1.2 Area A Advisory Planning and Heritage Commission: minutes June 8, 2023

4.1.3 Sunshine Bay Regional Park Commission: minutes June 8, 2023

4.1.4 Kaslo and Area D Economic Development Commission: minutes June 12, 2023

4.1.5 Recreation Commission No. 4 - Nakusp and Area K: minutes June 21, 2023

4.1.6 Riondel Commission: minutes July 4, 2023

4.1.7 Area I Advisory Planning and Heritage Commission: minutes 22, 2023

Staff has received the recommendation regarding the Agricultural Land Reserve Referral.

4.1.8 Creston Valley Service Committee: minutes July 6, 2023

4.1.9 Area G Advisory Planning and Heritage Commission: minutes July 11, 2023

Staff has received the recommendation regarding the zoning amendment application.

4.2 WITH RECOMMENDATIONS

4.2.1 Riondel Commission: minutes June 6, 2023

DIRECTION TO STAFF:

That the Board direct staff to include in the 2024 financial plan a 10% increase to annual room rental rates for community groups from Recreation Facility Area A Service S209.

4.2.2 All Recreation Committee: minutes June 28, 2023

Moved and seconded,
And Resolved:

424/23

That the Board direct staff to update the All Recreation Committee Terms of References to incorporate the amendments from the draft Terms of References dated June 28, 2023.

Carried

Moved and seconded,
And Resolved:

425/23

That the Board approve the schedule of Fees and Charges for Admission at the recreation facilities to be implemented for September 5, 2023 as per the All Recreation Commission - June 28, 2023 meeting minutes:

	FEE TYPE	AMOUNT	UNIT
1	Single Admission Fees		
1.1	Adult	\$7.77	Single
1.2	Youth	\$3.88	Single
1.3	Child	\$0.00	Single
1.4	Golden Guest (75 +)	\$0.00	Single
1.5	Family Unit	\$15.54	Single
1.6	Salmo and District Fitness Centre Adult*	\$5.82	Single
1.7	Salmo and District Fitness Centre Youth*	\$2.91	Single
2	Ten Single Admission Pass		
2.1	Adult	\$69.91	10 Single (Expire in 6 Months)
2.2	Youth	\$34.96	10 Single (Expire in 6 Months)
2.3	Salmo and District Fitness Centre Adult*	\$52.39	10 Single (Expire in 6 Months)
2.4	Salmo and District Fitness Centre Youth*	\$26.19	10 Single (Expire in 6 Months)
3	One Month Pass		
3.1	Adult	\$69.91	1 Month
a)	2 nd Adult same household	\$62.93	
3.2	Youth	\$34.96	1 Month

a)	With the Purchase of Adult One Month Pass	\$31.46	
3.3	Salmo and District Adult*	\$52.39	
a)	2 nd Salmo and District Adult*	\$47.14	1 Month
3.4	Salmo and District Youth*	\$26.19	
a)	With the purchase of an Adult One Month Pass*	\$23.57	1 Month
4	Three Month Pass		
4.1	Adult	\$178.28	
a)	2 nd Adult same household	\$160.46	3 Months
4.2	Youth	\$89.14	
a)	With the Purchase of Adult Three Month Pass	\$80.23	3 Months
4.3	Salmo and District Adult*	\$133.59	
a)	2 nd Salmo and District Adult*	\$120.23	3 Months
4.4	Salmo and District Youth*	\$66.79	
a)	With the purchase of an Adult Three Month Pass*	\$60.11	3 Months

5	Six Month Pass		
5.1	Adult	\$314.61	
a)	2 nd Adult same household	\$283.15	6 Months
5.2	Youth	\$157.31	
a)	With the Purchase of Adult Six Month Pass	\$141.57	6 Months
5.2	Salmo and District Adult*	\$235.74	
a)	2 nd Salmo and District*	\$212.17	6 Months
5.3	Salmo and District Youth*	\$117.87	
a)	With the purchase of an Adult Six Month Pass*	\$106.08	6 Months
6	Golden Guest Pass		
6.1	Golden Guest Pass	\$0.00	1 Year

AND FURTHER, that the following schedule of rental rates for indoor aquatic facilities be implemented for September 5, 2023:

Nelson and Castlegar and District Community Complexes

	Rental Type	Amount	Unit
1	Per Lap Lane Rental Fees		
1.1	Youth Non-Profit	\$20.16	Per Hour
1.2	Adult Non-Profit	\$30.23	Per Hour
1.3	Private Group or Individual or Fundraising or Non-Profit Special Event	\$40.31	Per Hour
1.4	Commercial	\$50.39	Per Hour
2	Lap pool cost per hour		
2.1	Youth Non-Profit	\$76.11	Per Hour
2.2	Adult Non-Profit	\$114.17	Per Hour
2.3	Private Group or Individual or Fundraising or Non-Profit Special Event	\$152.22	Per Hour
2.4	Commercial	\$190.01	Per Hour
3	Leisure Pool: Full Pool		
3.1	Youth Non-Profit	\$42.34	Per Hour
3.2	Adult Non-Profit	\$63.48	Per Hour
3.3	Private Group or Individual or Fundraising or Non-Profit Special Event	\$84.65	Per Hour
3.4	Commercial	\$105.82	Per Hour
4	Leisure Pool: Half Pool		
4.1	Youth Non-Profit	\$21.17	Per Hour
4.2	Adult Non-Profit	\$31.74	Per Hour
4.3	Private Group or Individual or Fundraising or Non-Profit Special Event	\$42.33	Per Hour

4.4	Commercial	\$52.91	Per Hour
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Creston and District Community Complex

	Rental Type	Amount	Unit
1	Per Lap Lane Rental Fees		
1.1	Youth Non-Profit	\$15.25	Per Hour
1.2	Adult Non-Profit	\$22.88	Per Hour
1.3	Private Group or Individual or Fundraising or Non-Profit Special Event	\$30.50	Per Hour
1.4	Commercial	\$50.39	Per Hour
2	Lap pool cost per hour		
2.1	Youth Non-Profit	\$76.11	Per Hour
2.2	Adult Non-Profit	\$114.17	Per Hour
2.3	Private Group or Individual or Fundraising or Non-Profit Special Event	\$152.22	Per Hour
2.4	Commercial	\$190.01	Per Hour

- *If a facility has approved Non-Prime hours for a facility with an approved rental fee the maximum discount is 10% off of the approved rental fee. If a facility does not have approved Non-Prime hours, the setting of Non-Prime Hours will require Commission approval.*
- *If a facility rents a proportional amount of a facility with an approved rental fee, the fee will be the approved rental fee multiplied by the proportion of the facility allocated for rental plus 5%.*

AND FURTHER, that the following schedule of rental rates for indoor arena facilities be implemented for September 5, 2023 for:

- Creston and District Community Facilities, Recreation and Leisure Service Area (S224)
- Nelson and District Community Facilities, Recreation and Leisure Service Area (S226)
- Castlegar and District Regional Facilities, Recreation, Parks and Leisure Service Area (S222)

	2023-2024 Rental Rate		
	Nelson	Castlegar	Creston
Arena: Ice Rentals			
Youth Non-Profit: Prime	\$116.39	\$93.97	\$79.52
Youth Non-Profit: Non-Prime	\$86.63	\$70.24	\$67.27
Representative Practices	\$116.39	\$93.97	As per contract
Representative Games	\$146.90	\$552.85	As per contract
Adult - Non-Profit: Prime	\$182.91	\$154.04	\$144.41
Adult - Non-Profit: Non-Prime	\$128.86	NA	\$116.21
Private Group or Individual or Fundraising or Non-Profit Special Event	\$403.37	\$403.37	\$251.26
Commercial	\$504.21	\$504.21	\$314.08
Arena: Dry Floor Rentals			
Youth Non-Profit: Prime	\$54.36	\$54.36	\$54.36
Youth Non-Profit: Non-Prime	\$48.92	\$48.92	\$48.92
Adult - Non-Profit: Prime	\$81.54	\$81.54	\$81.54

Adult - Non-Profit: Non-Prime	\$73.39	\$73.39	\$73.39
Private Group or Individual or Fundraising or Non-Profit Special Event	\$108.72	\$108.72	\$108.72
Commercial	\$135.90	\$135.90	\$135.90
All Day Private Group or Individual or Non-Profit Special Event*	\$978.48	\$978.48	\$978.48
All Day Commercial	\$1,359.00	\$1,359.00	\$1,359.00

AND FURTHER, that the following schedule of rental rates for room rentals be implemented for September 5, 2023 for:

- Creston and District Community Facilities, Recreation and Leisure Service Area (S224)
- Nelson and District Community Facilities, Recreation and Leisure Service Area (S226)
- Castlegar and District Regional Facilities, Recreation, Parks and Leisure Service Area (S222)
- Castlegar and Area Indoor Aquatic Centre Local Service Area (S227)
- North Shore Hall Service (S211)

Room Rentals			
	Rental Type	2023/2024 Rate	Unit
1	Large Multipurpose Room		
1.1	Youth Non-Profit	\$56.78	Per Hour
1.2	Adult Non-Profit	\$85.31	Per Hour
1.3	Private Group or Individual or Fundraising or Non-Profit Special Event	\$113.55	Per Hour
1.4	Commercial Organization	\$141.94	Per Hour
2	Medium/Small Multipurpose Room		
2.1	Youth Non-Profit	\$19.03	Per Hour
2.2	Adult Non-Profit	\$28.54	Per Hour
2.3	Private Group or Individual or Fundraising or Non-Profit Special Event	\$38.05	Per Hour
2.4	Commercial	\$47.56	Per Hour

Room Rental Maximums			
		2023/2024	Unit
1	Large Multipurpose Room		
1.1	Private Group or Individual or Fundraising or Non-Profit Special Event	\$510.98	Per Day
1.2	Commercial	\$851.64	Per Day
2	Medium/Small Multipurpose Room		
2.1	Private Group or Individual or Fundraising or Non-Profit Special Event	\$171.23	Per Day
2.2	Commercial	\$285.36	Per Day

AND FURTHER, all other rental, equipment and extra fees will be increased as per the March 2023 British Columbia Consumer Price Index of 7%.

Carried

Moved and seconded,
And Resolved:

426/23 That the Board direct staff to review the Leisure Access Program and bring forth recommendations to improve the programs inclusivity and impacts on vulnerable populations.

Carried

4.2.3 Joint Resource Recovery Committee: minutes July 19, 2023

Moved and seconded,
And Resolved:

427/23 That the Resource Recovery Facilities Regulatory Bylaw No. 2905, 2023 be read a FIRST, SECOND and THIRD time by content to repeal and replace Regional District of Central Kootenay Resource Recovery Facilities Regulatory Bylaw No. 2891, 2023.

Carried

Moved and seconded,
And Resolved:

428/23 That the Regional District of Central Kootenay Resource Recovery Facilities Regulatory Bylaw No. 2905, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

Moved and seconded,
And Resolved:

429/23 That the Board direct staff to initiate a pilot of the First Organic Container Waived Tipping Fee and return to the Joint Resource Recovery Committee within three months to report on the program and obtain further direction.

Carried

Moved and seconded,
And Resolved:

430/23 That the Board commits to funding the City of Nelson's two organics community drop-off bins, one public works hopper, and installation, as outlined in the City of Nelson's letter dated March 24, 2023, plus 20% contingency if required, at up to a total cost of \$38,155.38;

AND FURTHER, that the funds be paid out on receipt of proof of payment (invoices) and bin installation (photographs);

AND FURTHER that the funds be paid from Service S187 Central Resource Recovery;

AND FURTHER, that all material received in the bins that is not being used for City of Nelson municipal parks projects must be delivered to a Regional District of Central Kootenay facility;

AND FURTHER that the material must be delivered in a dry state to a Regional District of Central Kootenay facility.

Carried

Moved and seconded,
And Resolved:

431/23

That the Board approve the RDCK extending the term of the Statement of Work with Recycle BC to end December 31, 2024 and that the Chair and Corporate Officer be authorized to sign the necessary documents.

Carried

4.3 MEMBERSHIP

4.3.1 Area G Advisory Planning and Heritage Commission

Moved and seconded,
And Resolved:

432/23

That the Board send a letter to outgoing member Bryce Newton thanking them for their service to the Area G Advisory Planning and Heritage Commission.

Carried

4.3.2 Creston Valley Agricultural Advisory Commission

Moved and seconded,
And Resolved:

433/23

That the Board appoint the following individual to the Creston Valley Agricultural Advisory Commission for a term to end December 31, 2026:

Owen Edwards

And further, the Board send a letter to outgoing member Kieran Poznikoff thanking them for their service.

Carried

4.3.3 Riondel Commission

Moved and seconded,
And Resolved:

434/23

That the Board send a letter to outgoing member Will Morris thanking them for their service on the Riondel Commission.

Carried

4.3.4 Riondel Water Services Community Advisory Committee

Moved and seconded,
And Resolved:

435/23

That the Board appoint the following individual to the Riondel Water Services Community Advisory Committee for a term to end December 31, 2025:

Gerald Panio

Carried

4.3.5 Sanca Water Services Community Advisory Committee

Moved and seconded,
And Resolved:

436/23 That the Board appoint the following individuals to the Sanca Water Services Community Advisory Committee for a term to end December 31, 2025:

John Vander Heide
Mike Thompson
Peter Cartwright
Melissa Izon

Carried

Moved and seconded,
And Resolved:

437/23 That Item 4.4 Directors' Reports be postponed to before Item 12 In Camera, with Item 5 Correspondence considered at this time.

Carried

5. CORRESPONDENCE

5.1 **The letter dated June 4, 2023 from Arnold DeBoon, Town of Creston, seeking further discussions on the amendments to the Arrow Creek Water and Treatment and Supply Commission Establishment Bylaw No. 2871.**

Moved and seconded,
And Resolved:

438/23 That the Arrow Creek Water Treatment and Supply Commission Establishment Bylaw No. 2871 be brought back to the next Arrow Creek Treatment and Supply Commission meeting for further discussion.

Carried

5.2 **The letter dated July 11, 2023 from Arnold DeBoon, Town of Creston, seeking a letter of support for the participation of the RDCK's Electoral Areas A, B and C in the regional policing study in collaboration with the Town of Creston.**

Moved and seconded,
And Resolved:

439/23 That the Board send a letter of support to the Town of Creston for the participation of RDCK's Electoral Areas A, B and C in the regional policing study in collaboration with the Town of Creston.

Carried

5.3 **The letter dated July 12, 2023 from Sarah Breen, Regional Innovation Chair in Rural Economic Development, requesting RDCK staff participate for the Moving Forward: Determining the Influence of Place on Public Transit in Rural Canada project.**

Moved and seconded,
And Resolved:

440/23 That the Board approve staff participate in the Moving Forward: Determining the Influence of Place on Public Transit in Rural Canada project through the Regional Innovation Chair in Rural Economic Development, and that meeting space be provided at the RDCK to hold the sessions.

Carried

6. COMMUNICATIONS

- 6.1 The email dated June 28, 2023 from Leslie Kellett, City of Prince George, submitting a resolution for the 2023 UBCM Conference regarding reimbursing Local Governments (LG) for medical services provided by LG Fire and Rescue Services.
- 6.2 The email dated June 29, 2023 from the BC Dam Safety Program announcing the Ministry of Agriculture and Food's Agriculture Water Infrastructure Program.
- 6.3 The letter dated July 13, 2023 from Jim Brown, Ministry of Forests, responding to the Board's letter regarding the extension for the Kootenay Lake Timber Supply Area Supply Analysis Discussion paper.

7. FOR INFORMATION: ACCOUNTS PAYABLE

The Accounts Payable Summary for June 2023 in the amount of \$3,522,024 has been received for information.

8. BYLAWS

8.1 Bylaws 2848, 2851, 2852, 2853: Official Community Plans & Zoning Amendments (Areas F, I, J and K)

The Board Report dated July 5, 2023 from Stephanie Johnson, Planner, seeking Board adopt bylaw amendments for Official Community Plans and Zoning for Areas F, I, J and K, has been received.

Moved and seconded,
And Resolved:

- 441/23 That Electoral Area 'F' Official Community Plan Amendment Bylaw No. 2848, 2023 being a bylaw to amend Electoral Area 'F' Official Community Plan Bylaw No. 2214, 2012 is hereby ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

Moved and seconded,
And Resolved:

- 442/23 That Kootenay Columbia Rivers Official Community Plan Amendment Bylaw No. 2851, 2023 being a bylaw to amend Kootenay Columbia Rivers Official Community Plan Bylaw No. 1157, 1996 is hereby ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

Moved and seconded,
And Resolved:

- 443/23 That Electoral Area 'K' Official Community Plan Amendment Bylaw No. 2852, 2023 being a bylaw to amend the Electoral Area 'K' Official Community Plan Amendment Bylaw No. 2022, 2009 is hereby ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

Moved and seconded,
And Resolved:

- 444/23 That Regional District of Central Kootenay Zoning Amendment Bylaw No.2853, 2023 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried**8.2 Bylaw 2908: Building Amendment**

The Board Report dated July 5, 2023 from Chris Gainham, Building Manager, and John Southam, Building Development and Special Projects Manager, seeking Board adopt Building Amendment Bylaw No. 2908, 2023, has been received.

Chris Gainham, Building Manager, answered the Boards questions regarding the building bylaw amendment.

The Board discussed allowing more time for the municipalities to review the Building bylaw amendment. Staff will bring the bylaw back to the August 17, 2023 Board meeting.

Moved and seconded,
And Resolved:

445/23

That the Regional District of Central Kootenay Building Amendment Bylaw No. 2908, 2023 be read a FIRST and SECOND time by content.

Carried**8.3 Bylaw 2909: RDCK West Transit Committee Establishment**

The Board Report dated July 6, 2023 from Tom Dool, Research Analyst, providing the draft West Transit Services Committee Bylaw to the Board for comment, has been received.

Tom Dool, Research Analyst, provided an overview to the Board regarding the proposed West Transit Services Committee Bylaw 2909, 2023 and the proposed timeline for the establishment of the West Transit Services Committee.

Moved and seconded,
And Resolved:

446/23

That the Board receive the draft West Transit Service Committee Bylaw No. 2909, 2023 for information and that comments be submitted to staff no later than August 18, 2023.

Carried**9. NEW BUSINESS****9.1 DEVELOPMENT AND COMMUNITY SUSTAINABILITY****9.1.1 Creston and District Community Complex: Broadband Connectivity Upgrade Project**

The Board Report dated July 4, 2023 from Jon Jackson, Emergency Program Coordinator, seeking Board approve the application to the Columbia Basin Trust's Community Readiness Program for the Creston and District Community Complex Broadband Connectivity upgrade project, has been received.

Moved and seconded,
And Resolved:

447/23

That the Board approve the application to the Columbia Basin Trust's Community Readiness Program for the Creston & District Community Complex and Recreation Centre Broadband Connectivity Upgrade Project; AND FURTHER, that the RDCK contribute 20% of the funding for the Creston & District Community Complex and Recreation Centre Broadband Connectivity Upgrade Project, up to a maximum amount of \$5,000, to be funded from Recreation Facility - Creston and Areas A, B, and C Service S224 and all costs be run through S224 if the grant is awarded.

Carried**9.1.2 Wildfire Development Permit Area Project Implementation**

The Board Report dated July 5, 2023 from Corey Scott, Planner, seeking Board direction relating to the implementation of a Wildfire Development Permit Area, has been received.

The Board had a discussion regarding the Wildfire Development Permit Area Project Implementation. They discussed the benefits and challenges.

**RECESS/
RECONVENED**

The meeting recessed at 10:34 a.m. for a break and reconvened at 10:50 a.m.

Moved and seconded,
And Resolved:

448/23

That the Board direct staff to draft bylaw amendments to pursue “Option B” – phased and Director led implementation of Wildfire Development Permit Areas in the Regional District of Central Kootenay’s Electoral Area Official Community Plans, as described in the Staff Report “WILDFIRE DEVELOPMENT PERMIT AREA PROJECT – IMPLEMENTATION”, dated July 5, 2023;

AND FURTHER, that the Board direct staff to include a funding request for further outreach and communications, as well as Official Community Plan amendments, in its 2024 Community Resiliency Investment Program application to the Union of British Columbia Municipalities.

Carried**9.1.3 For Information: Wildfire Mitigation and FireSmart Mid-Term Summary Report**

The Board Report from Angela French, Wildfire Mitigation Supervisor, providing the Board a mid-term summary of the Wildfire Mitigation and FireSmart Program, has been received for information.

Angela French, Wildfire Mitigation Supervisor, provided a brief summary regarding the Wildfire Mitigation and FireSmart Program and answered the Board’s questions.

Chair Watson thanked Angela for her work at the RDCK and wished her the best.

9.1.4 For Information: Revised State of Climate Action Framework Update

The Board Report dated May 24, 2023 from Paris Marshall Smith, Sustainability Planner, providing the Board with an update on the State of Climate Action Framework, has been received for information.

Paris Marshall Smith, Sustainability Planner, provided the Board with an update on the State of Climate Action Framework, which is tracking and reporting tool used to report updates on progress made towards developing and implementing the State of Climate Action. Paris answered the Board's questions.

9.2 ENVIRONMENTAL SERVICES**9.2.1 Lister Water System: Financial Plan Amendment**

The Board Report dated June 8, 2023 from Alex Divlakovski, Water Operations Manager, seeking Board approve an amendment to the 2023-2027 Financial Plan for Water Utility - Area B (Lister) Service S243 to procure an auxiliary power supply via a standby propane generator, has been received.

Moved and seconded,
And Resolved:

449/23

That the Board direct staff to amend the 2023-2027 Financial Plan for Water Utility – Area B (Lister) Service S243 to increase Account 60000 by an additional \$50,000 for the Lister Generator (CAP1389-100), increase Account 45000 Transfer from Reserves by \$51,000 for the year 2023, and increase Account 59500 Transfer to Other Services by \$1,000.

Carried

9.3 FINANCE & ADMINISTRATION

9.3.1 Growing Community Fund: Financial Plan Amendment

The Board Report dated July 4, 2023 from Yev Malloff, General Manager of Finance, IT and Economic Development, seek Board approve an amendment to the 2023-2027 Financial Plan to account for the Growing Communities Funds allocation, has been received.

Moved and seconded,
And Resolved:

450/23

That the Board direct staff to amend the current Financial Plan to account for the allocation of Growing Communities Funds approved by the Board at the April and June 2023 regular board meetings by showing the amount allocated to each service as Grant Revenue (account 43020) with an offsetting Contribution to Reserve (account 59000) in each respective service in the 2023 fiscal year.

Carried

9.3.2 Award: East Shore Connectivity

The Board Report dated June 30, 2023 from AJ Evenson, Senior Project Manager, seeking Board award the contract for the East Shore Connectivity, has been received.

Moved and seconded,
And Resolved:

451/23

That the Board award the contract for the East Shore Connectivity Project to Kaslo InfoNet Society; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$675,000.00 plus GST; AND FURTHER, that the cost be included in the 2023 and 2024 Financial Plan for Service S107 Economic Development Area A.

Carried

9.3.3 Microsoft 365 Licenses and Implementation

The Board Report dated July 4, 2023 from Yev Malloff, General Manager of Finance, IT and Economic Development, seeking Board approve the procurement of Microsoft 365, has been received.

Moved and seconded,
And Resolved:

452/23

That the Board direct staff to procure Microsoft 365 licenses for directors and staff with an approximate annual cost of \$200,000 and, that the Board direct staff to procure approximately \$30,000 of consulting services in 2023 to assist with the transition to Microsoft 365.

Carried**9.3.4 Agreement: Mobile/Wireless Telecommunications Service**

The Board Report dated July 4, 2023 from Yev Malloff, General Manager of Finance, IT and Economic Development, seeking Board approval to renew the mobile/telecommunications services agreement, has been received.

Moved and seconded,
And Resolved:

453/23

That the Board approve the RDCK to renew the mobile/wireless telecommunications services agreement with TELUS Mobility for a three year beginning August 1, 2023 and ending July 31, 2026, for a projected cost of \$230,000 over the three year period, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

Carried**9.4 FIRE SERVICES****9.4.1 Kaslo and Area D First Responder Service**

The Board Report dated July 6, 2023 from Tom Dool, Research Analyst, seeking Board approval to prepare a service establishment bylaw for a Medical First Responder Service within defined Area D, has been received.

Moved and seconded,
And Resolved:

454/23

That the Board authorize staff to prepare a service establishment bylaw for a Medical First Responder Service within a defined portion of Area D SUBJECT TO staff conducting a public consultation process; that voter approval, for the bylaw, be undertaken by means of Alternative Approval Process.

Carried**9.4.2 Fire Service Agreement: Fire Protection - Area H (New Denver Contract)**

Moved and seconded,
And Resolved:

455/23

That the Board approve payment of \$74,715 from Fire Protection-Area H (New Denver Contract) Service S140 as an extension of the fire protection service agreement to December 31, 2023, and that staff be directed to continue negotiating a renewal of the contract for a five (5) year term effective January 1, 2024.

9.4.3 West Creston Fire Protection Area Service Establishment Amendment Bylaw

Moved and seconded,
And Resolved:

456/23

That the Board direct staff to prepare an amendment bylaw for West Creston Fire Protection Area Service Establishment Bylaw No. 2408, 2014 to increase the maximum amount of money that may be requisition annually from \$146,250 or \$1.57/\$1000 of net taxable value of land and improvement within the service area, whichever is greater, to \$393,831 or \$2.5519/\$1000 of net taxable value of land and improvements within the service area, whichever is greater.

Carried

ORDER OF AGENDA CHANGED 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 11:44 a.m.

Members of the public spoke regarding the Salmo pool construction delays, RDCK Climate Action Plan, the public engagement process.

RECESS/ RECONVENED The meeting recessed at 12:00 p.m. for lunch and reconvened at 12:59 a.m.

9.5 GRANTS

9.5.1 Discretionary

Moved and seconded,
And Resolved:

457/23

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

AREA A

Wynndel Community Centre - Energy Conservation and Efficiency \$2,000

AREA C

Creston Valley Fall Fair - Fall Fair Local Food Feast \$1,000

Wynndel Community Centre - Energy Conservation and Efficiency \$1,000

AREA F

Nelson Road Kings Car Show \$1,000

AREA G

Ymir Community Association - Concession renovations \$6,750

AREA H

Cops for Kids Cops For Kids Charitable Foundation \$1,500

Slocan Lake Garden Society Art in the Garden \$500

AREA I

Castlegar Hospice Society Training \$1,000

AREA J

Castlegar Hospice Society Training \$4,500

AREA K

Edgewood Volunteer Fire Dept. Burn Pile Clean up \$191.15

Carried

9.5.2 Community Development

Moved and seconded,
And Resolved:

458/23

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

AREA A

East Shore Trail and Bike Association - Trail map printing and delivery \$2,558.75

AREA B

Creston Valley Fall Fair - Fall Fair Local Food Feast \$2,500

Kitchener Improvement District EOCP – Small Water System Training and Certification	\$1,228.50
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AREA D

Kaslo Emergency Support Services – Meeting and Training Session Refreshments	\$300
Kaslo Community Services Society – Holiday Hampers / Nobody's Perfect	\$4,000
Lardeau Valley Community Club Board Resolution	\$3,000
Kaslo Jazz Etc Festival - KJEF Transportation	\$5,000

AREA H

Slocan Lake Stewardship Society - Kootenay Connect - Slocan River Valley	\$5,000
RDCK Service 142 Slocan Valley Fire Protection - Passmore Swift Water Rescue Training and Equipment	\$5,000

AREA I

Glade Recreation Commission - Glade 30th Fishing Derby	\$1,500
--------------------------------------------------------	---------

AREA K

Bayview Residents' Association - Bayview FireSmart Wildland Coveralls	\$3,113.50
Nakusp Secondary School - Cedar Bark Video with Eloise Charet	\$3,000
Nakusp Secondary School - Financial support to help the Golf team go to Golf Provincials	\$1,000
Lower Arrow Lakes Conservation Association - Kids' Whatshan Lake fish Derby	\$500
Royal Canadian Legion Br. 203 - Heat Pump Install	\$5,000
Arrow and Slocan Lakes Community Services - Community Works "Bridging the Labour Force Gap"	\$10,000

Carried**9.6 CHAIR/CAO REPORTS**

CAO Horn provided an update regarding the 2023-2027 Strategic Plan and that he received it for review and will bring it to the August 17, 2023 Board.

Chair Watson confirmed that she is responding to the climate change emails and encouraged Directors to reach out to her if they want copies.

10. RURAL AFFAIRS COMMITTEE

Moved and seconded,
And Resolved:

459/23 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 8670 Highway 6, Electoral Area H and legally described as DISTRICT LOT 7538, KOOTENAY LAND DISTRICT, EXCEPT PLAN EPP56094., and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

Moved and seconded,
And Resolved:

460/23 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 260 Wilson Creek Road, Electoral Area H and legally described as LOT B, PLAN EPP30385, DISTRICT LOT 4877, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

Moved and seconded,
And Resolved:

- 461/23 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 2048 McDaniels Road, Electoral Area I and legally described as LOT B, PLAN NEP18933, DISTRICT LOT 8942, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

Moved and seconded,
And Resolved:

- 462/23 That the Board APPROVE the issuance of Development Variance Permit V2302J to Blanche and Dave White for the property located at 3040 Charleston Avenue, Electoral Area J and legally described LOT 12, BLOCK 3, DISTRICT LOT 301A, KOOTENAY DISTRICT PLAN 1197 (PID: 017-218-977) to vary Section 605 (1) of RDCK Zoning Bylaw No. 1675, 2004 and Section 605 (4) of RDCK Zoning Bylaw No. 1675, 2004 in order to reduce the southern interior lot line setback from 2.5 m to 1.0 m, and the front yard setback from 4.5 m to 1.6 m.

Carried

Moved and seconded,
And Resolved:

- 463/23 That the Board SUPPORT application A2305AC for the proposed boundary adjustment subdivision in the Agricultural Land Reserve proposed by Barbara and Gordon Ogilvie for the properties located at 1150 Wigen Road, Wynndel – Electoral Area A and Duck Lake Road, Wynndel – Electoral Area C and legally described as BLOCK 148, DISTRICT LOT 9551, KOOTENAY DISTRICT (PID: 016-456-921) and LOT 2, DISTRICT LOT 15150, KOOTENAY DISTRICT PLAN 2765, EXCEPT PLAN EPP70120 (PID: 015-087-361).

Carried

Moved and seconded,
And Resolved:

- 464/23 That the Board PROVIDE NO COMMENT regarding application A2208E for the proposed subdivision in the Agricultural Land Reserve proposed by Holly Hale for the property located at 6810 Harrop-Procter Road, Electoral Area 'E' and legally described as LOT B, DISTRICT LOT 306, KOOTENAY PLAN 731D, EXCEPT PART INCLUDED IN PLAN 5526 (PID: 013-614-762).

Carried

Moved and seconded,
And Resolved:

- 465/23 That the Board PROVIDE NO COMMENT regarding application A2303I for the proposed subdivision in the Agricultural Land Reserve proposed by Ben Conroy for property located at 2335 Pass Creek Road, Electoral Area 'I' and legally described as LOT 3 DISTRICT LOT 8640 KOOTENAY DISTRICT PLAN NEP20936 (PID: 018-541-933).

Carried

Moved and seconded,
And Resolved:

- 466/23 That the Board NOT SUPPORT regarding application A2304K for the proposed subdivision in the Agricultural Land Reserve proposed by Kathryn and Donald Yaremicio for the property located at 350 Lower Inonoaklin North Branch Road, Electoral Area K and legally described as LOT 4, DISTRICT LOT 8132, KOOTENAY DISTRICT PLAN 16455 (PID: 007- 974-264).

Carried

Moved and seconded,
And Resolved:

- 467/23 That NO FURTHER ACTION be taken regarding Regional District of Central Kootenay Zoning Amendment Bylaw No. 2906, 2023 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004.

Carried

Moved and seconded,
And Resolved:

- 468/23 That NO FURTHER ACTION be taken regarding Regional District of Central Kootenay Electoral Area K – The Arrow Lakes Official Community Plan Amendment Bylaw No. 2907, 2023 being a bylaw to amend Electoral Area K – The Arrow Lakes Official Community Plan Bylaw No. 2022, 2009.

Carried

Moved and seconded,
And Resolved:

- 469/23 That the Board SUPPORT application A2306B for the purposes of a Non-Farm Use in the ALR proposed by Christopher Ducharme and Matthew Jackson for property located at 3951 32nd Street, Canyon and legally described as Lot 3 Plan NEP2872 District Lot 812 Kootenay Land District (PID: 014-660-431), and that it be forwarded to the Agricultural Land Commission for a decision, in accordance with the RDCK Planning Procedures and Fees bylaw and the Agricultural Land Commission Act and further that the Agricultural Land Commission consider approval of a temporary use exemption based on the business not expanding beyond the current footprint and scale of operation, and further that the lumber and retail sales operation be discontinued no later than December 2028.

Carried

Moved and seconded,
And Resolved:

470/23 That the Board direct staff to refer drafting bylaw amendments for Environmental Development Permit Areas for Electoral Areas A, D, E and F and that the Environmental Development Permit Areas amendments be addressed within the community planning process for each Area.

Carried

Moved and seconded,
And Resolved:

471/23 That the Regional District of Central Kootenay Unsightly Property Amendment Bylaw No. 2903, 2023 is hereby read a FIRST, SECOND, and THIRD time by content.

Carried

Moved and seconded,
And Resolved:

472/23 That the Regional District of Central Kootenay Unsightly Property Amendment Bylaw No. 2903, 2023, be ADOPTED and the Chair and Corporate Officer are authorized to sign same.

Carried

Moved and seconded,
And Resolved:

473/23 THAT the Community Works Fund application submitted by the Regional District of Central Kootenay for the project titled "Canyon Lister Fire Hall Infrastructure Upgrade" in the amount of \$69,949.20 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area B.

Carried

Moved and seconded,
And Resolved:

474/23 THAT the Community Works Fund application submitted by Kootenay Association for Community Living for the project titled "49.14 kW Solar Project to power low income housing" in the amount of \$12,500 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area C.

Carried

Moved and seconded,
And Resolved:

475/23 THAT the Community Works Fund application submitted by the Regional District of Central Kootenay for the project titled "Pass Creek Fire Hall Infrastructure Upgrade" in the amount of \$42,000 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area I.

Carried

11. DIRECTORS' MOTIONS

11.1 Director McFaddin: Federation of Canadian Municipalities (FCM) - FCM Board/Committee Member Appointment Policy

Moved and seconded,
And Resolved:

476/23 That the Board direct staff to prepare a policy on the Federation of Canadian Municipalities Board and Committee appointments.

Carried

**Moved and seconded,
And Resolved:**

477/23 That Item 4.4 Directors Reports be considered at this time.

Carried

4.4 DIRECTORS' REPORTS

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

On behalf of the Board, Director Davidoff took a moment of silence for the family of Devyn Gale a BC Wildfire Service Fire Fighter.

4.4.1 Director Jackman

4.4.1.1 Director's Report: CBRAC/RCC/ILMA

4.4.1.2 Letter of Support: Nelson and Kootenay Lake Tourism - Bear tight Bins

4.4.2 Director Watson

4.4.2.1 Director's Report: June 2023 Update

4.4.2.2 BC Caribou Recovery Program's: Quarterly Update

4.4.2.3 CBT: May 2023 Activity Report

4.4.2.4 Letter of Support: JB Fletcher Museum – Improvements

4.4.3 Director Graham: June 2023 Activities

4.4.4 Director Popoff: RCC/ETSI-BC

4.4.5 Director Hewat: FCM

4.4.6 Director McLaren-Caux: June 2023 Activities

DIRECTOR ABSENT Director Casley left the meeting at 2:15 p.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.

Moved and seconded,
And Resolved:

478/23 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:

- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (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);

Carried

13.2 RESOLUTION - RECESS OF OPEN MEETING

Moved and seconded,
And Resolved:

- 479/23 The Open Meeting be recessed at 2:00 p.m. in order to conduct the In Camera Board meeting and reconvened at 2:45 p.m.

Carried

14. MATTERS ARISING FROM IN CAMERA MEETING

Moved and seconded,
And Resolved:

- 480/23 That the Board approve the Creston Valley Flood Management Partnership Memorandum of
IC39/23 Understanding and Terms of Reference; AND FURTHER, the Board Chair and Corporate Officer
be authorized to sign the documents.

Carried

15. ADJOURNMENT

Moved and seconded,
And Resolved:

- 481/23 That the meeting adjourn at 2:45 p.m.

Carried

Aimee Watson, RDCK Board Chair

Christine Hopkyns, Corporate Administration Coordinator

Angela Lund, Deputy Corporate Officer



Interior Lumber Manufacturers' Association

RDCK Director's Mtg, August 17, 2023

ILMA Representatives:

Paul Rasmussen – ILMA President

Ken Kalesnikoff – ILMA Chair – Kalesnikoff Lumber



The ILMA - who we are

Current status and outlook

Opportunities

Discussion / Questions / Next Steps



“Rooted in BC’s Communities”

- **15 Manufacturing facilities (across 12 members), one Community Forest Corporation, located in BC’s Southern Interior. 75+ Associate Members, and growing.**
- **Small and medium sized, independent, mostly family owned, BC based companies.**
- **Diverse product lines, mainly “Value Added” - Finger jointing, beams, CLT, veneer, plywood, utility poles, panelling, decking, fencing, siding. Also, lumber and wood fibre products**
- **2 to 3 times more jobs per unit input, compared across other lumber mills in BC.**
- **Resilient, innovative, prefer to keep operating**
- **Provide needed diversity to BC’s Forest Sector**



#1 ILMA need: Sustainable, Suitable and Affordable Fibre (log) Supply, urgently needed. Some Key Drivers:

- **New and pending uncertainties on the landbase.**
 - **Old Growth, biodiversity emphasis, caribou and species at risk recovery, additional parks and protected areas, watershed security.**
- **Declining AAC's, a timber volume “crunch”, importance of BCTS volume being fairly auctioned, and timely**
- **ILMA members don't have enough tenure, capital and cash-flow to manage through extended “tough times”**



ILMA – Opportunities -TOGETHER, for our communities

- **UBCM – Advocate for the Forest Sector, partner with the ILMA**
- **Talk to us, keep us involved – where do you think the biggest needs are in your community? What are you hearing about us that is good or bad? What do you think we can improve upon?**
- **Is there something that ILMA can do to support your efforts? Potential examples:**
 - **Planning and managing operating areas around your communities – community forest, recreation, visuals, wildfire risk reduction, watershed management, etc.**





Interior Lumber
Manufacturers'
Association

RDCK Director's Mtg, August 17, 2023

QUESTIONS AND DISCUSSION

THANK YOU!!

Contact: Paul.Rasmussen@ILMA.com

250 608 1077



REGIONAL DISTRICT OF CENTRAL KOOTENAY
Area A Economic Development Commission
OPEN MEETING MINUTES

Wednesday, July 12, 2023

2:00 p.m.

Hybrid Model – In-person and Remote

Kokanee Springs Resort

16028 Woolgar Rd., Crawford Bay, BC

COMMITTEE MEMBERS PRESENT

Director G. Jackman

Commissioner G. MacMahon

Commissioner G. Medhurst

Commissioner R. Bertram

Area A – In-person

Kootenay Bay – In-person

Crawford Bay – Chair – In-person

Crawford Bay/Grey Creek – In-person

COMMISSION MEMBERS ABSENT

Commissioner P. Cullinane

Commissioner T. Toole

Boswell

Crawford Bay/Boswell

STAFF PRESENT

Julie Rafuse

Meeting Coordinator

4 out of 6 voting Commission members were present – quorum was met.

WEBEX REMOTE MEETING INFO

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=mc703e728d09770d84e8b23471ff982cd>

Join by Phone:

1-844-426-4405 Canada Toll Free

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

Meeting Number (access code): 2774 962 3112

Meeting Password: ZM2iP3MZ2CH

In-Person Location: Kokanee Springs Resort – lower level of the 1st Lodge building at the rear of the building
16028 Woolgar Rd., Crawford Bay, BC

1. CALL TO ORDER

Chair Medhurst called the meeting to order at 2:23 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 July 12, 2023 Area A Economic Development Commission meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The May 5, 2023 Area A Economic Development Commission minutes, have been received.

5. OLD BUSINESS

5.1 Kootenay Geothermal Project Update

Commissioner MacMahon provided an update on the Kootenay Geothermal Project. Commissioner MacMahon confirmed funding support from Colleges and Institutes Canada (CICAN) as well as Geoscience BC bringing total funds raised for Phase Three to approximately \$110,000. This includes \$7,500 from Mitacs which was applied for by Selkirk College to support a student intern for the project.

Commissioner MacMahon summarized how the University of Victoria (UVic) Geology student is working out and the work she has completed to date. He then outlined the planned temperature survey utilizing temperature data loggers to be supplied by the Geological Survey of Canada. These data loggers will gather temperature data every 30 minutes and once deployed will stay in place for one year recording temperature variations through four seasons. The most interesting data will be gathered during the winter months while the sites are covered by snow allowing the data loggers to collect temperature data which is not influenced by solar radiation.

Two faculty members from UVic will be on site the third week of August to conduct an Electrical Resistivity Tomography (ERT) survey at Crawford Creek. During the time they are here they will be joined by Isaac Dekker, a PhD researcher also from UVic, who is also a

Yakan Nukiy citizen. Isaac Dekker will be provided a geo-tour of the area and he will also assist in conducting the ERT survey. The aim of the ERT is to map the thickness of glacial till seen to overlie the thermal anomalies in the Crawford Creek area and to identify faults as well as changes in subsurface fluid saturations (potentially related to thermal water influx).

A detailed geochemistry sampling program will be carried out at the end of August and will see laboratory analysis by the University of Calgary. Selkirk College will conduct additional drone based GIS surveys in September/October and they will hopefully be supported by a third party service provider who will fly a drone based magnetometer survey. This survey is intended to map area faults believed to be involved in the vertical movement of thermal fluids in the subsurface. Selkirk faculty and students will conduct a drone based thermal video survey over Crawford Creek as well as a Ground Penetrating Radar (GPR) survey also intended to map the thickness of glacial till. All in all the program is proceeding well so far.

5.2 East Shore Promotional Video

Commissioners will provide suggestions on content or themes for the East Shore promotional video.

The Commission discussed that the most viewed video on the East Shore Life YouTube site has been used lots. It's artistic in nature and really quite relevant even though it's three years old.

If you get the right imagery, you can tell any story you like for that imagery. You need to go back to the intended audience and decide what message you want. Is it to get people to move to the area, to attract tourists, to show perspective tourists that there are activities beyond the typical summer season?

Director Jackman shared the Economic Action Partnership is updating a photo bank including photos of the town, downtown, Blossomfest and Santa parade, people at the Recreation Centre, kids in the spray park, Goat Mountain, up Thompson, along the lake, south end of the lake and Columbia point. Images of all four seasons. If its video, a contract for 30 to 60 minutes of content. Then you can splice it, arrange it and tell a story with that basic imagery. It's past the time when we had to pay the royalties back to the original two or three year contract.

Economic Action Partnership is going to review some of the photos and fill in the gaps such as the four seasons. Director Jackman likes the idea of drone video content to tell different stories with it and piece it together in a thirty second or five minute message. Flexible images is the key to be able to do that. Commissioner MacMahon likes the idea of profiling two or three individuals. Young families give you a sense of their history with the area, their current location, how they sustain themselves and what their livelihood is in the area. How they recreate the area and how people come to visit them. Different times of the year – maybe a fisheries biologist, someone at the golf course, one of the artisans – three completely different individuals and it's a snapshot.

The Commission needs to write a terms of reference, do images on the ground or with a drone and setup interviews. The Commission could ask for proposals for somebody to script. It's the diverse community members – not just old, middle aged or young people. If you have young families or young individuals, it showcases how the areas are being rejuvenated.

There are older examples and contracts that could be brought back in a month or two to the Commission. The Commission needs to budget for this and request proposals.

5.3 Imagine Kootenay Website

Commission to further discuss their thoughts on the Imagine Kootenay website <https://imaginekootenay.com>.

Director Jackman provided the Commission with an update and some background information on the Community Future Central Kootenay's contract with Factor 5 for Imagine Kootenay. Factor 5 is no longer under contract so we need to regroup. First points of contact need to sit down and talk about who they want for support and what type of support they want.

Director Jackman mentioned that the Commission isn't getting nearly what we could out of the contract because nobody is working on it on our behalf. Area A is on the verge of paying the \$2,500 for the year's membership for this entity. He's not sure if anybody is using the website right now though.

The Commission will put something in formally to Kootenay Employment Services since we are putting in \$2,500 into the Imagine Kootenay website. The Commission is actually putting in more because Service 107, which we are the Commission for, is also funding the Economic Action Partnership. Kootenay Employment Services needs to make sure the website works, update the website and provide content.

The Commission would like a summary or review of what has been completed as part of the contract. Director Jackman to write something and copy the Commission. He will invite Leah Kleinhans from the Economic Action Partnership to come to the Area A Economic Development Commission meeting on September 11, 2023, assuming she's going to have a conversation in August will all the others.

6. NEW BUSINESS

6.1 Regional District of Central Kootenay (RDCK) Website Support Information

Commissioner Medhurst requested a discussion on the creation of Area A Economic Development Commission (EDC) support information on the RDCK website.

Commissioner Medhurst discussed that she's had a couple people tell her that they can find the Area A EDC contact information on the RDCK website, but there's no clear guidelines or information as to what the EDC does, what it supports and what it doesn't support on the

website. There's a link on the website to the Area A EDC grant application form, but there's no information as to what the EDC considers.

Director Jackman to talk to Angela Lund, Deputy Corporate Officer – RDCK, about adding additional information about the Area A EDC on the RDCK website.

7. PUBLIC TIME

The member of the public that was online had left the meeting before public time.

8. NEXT MEETING

The next Area A Economic Development Commission meeting is scheduled for August 14, 2023 at 2:00 p.m.

9. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Area A Economic Development Commission meeting be adjourned at 3:27 p.m.

Carried

Digitally approved by

G. Medhurst, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**AREA I ADVISORY PLANNING AND HERITAGE
COMMISSION
OPEN MEETING AGENDA**

6:30PM

Thursday, July 17, 2023

In-Person Meeting

Meeting Location:

Brilliant Cultural Centre, 1876 Brilliant Rd, Castlegar, BC

COMMISSION MEMBERS

Commissioner Poznikoff

Electoral Area I, Secretary

Commissioner Bebelman

Electoral Area I, Chair

MEMBERS ABSENT

Commissioner Ozeroff

Electoral Area I, Vice-Chair

STAFF

Stephanie Johnson

Planner

GUESTS

Andrew Davidoff

Director, Electoral Area I

Lisa Markin

Area I OCP Review Guest

Eileen Kooznetsoff

Area I OCP Review Guest

Marcia Strelaeff

Area I OCP Review Guest

2 out of 3 voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER

Chair Bebelman called the meeting to order at 6:38 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 July 17, 2023 Electoral Area I Advisory Planning and Heritage Commission meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The June 22, 2023 Electoral Area I Advisory Planning and Heritage Commission minutes, have been received.

5. OLD BUSINESS

5.1 Official Community Plan Review

Planner Stephanie Johnson will present sections of the draft OCP for feedback.

The following was discussed:

- Staff summarized the draft OCP sections, gave a general update on the status of the project and attendees provided their feedback on the draft policies.

6. PUBLIC TIME

The Chair will call for questions from the public at 8:50 p.m.

7. NEXT MEETING

The next Electoral Area I Advisory Planning and Heritage Commission meeting is scheduled for Monday, July 31st 2023 in person at the Brilliant Cultural Centre.

8. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Electoral Area I Advisory Planning and Heritage Commission meeting be adjourned at 8:53 p.m.

Carried

Approved by

Brian Bebelman, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**ELECTORAL AREA D ADVISORY PLANNING AND
HERITAGE COMMISSION
OPEN MEETING MINUTES**

Time: 7:00pm

Date: July 20th, 2023

Location: Remote via Webex

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings remotely.

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m8e1561b350192818d5a4951173db8c4d>

Join by Phone:

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

+1-587-404-3573 Canada Toll (Edmonton)

Meeting Number (access code): 2770 444 1952

Meeting Password: jXGJVEwa242 (59458392 from phones)

COMMISSION MEMBERS

Commissioner G. Devine

Electoral Area D, Chair

Commissioner F. Bonner

Electoral Area D

Commissioner D. Borsos

Electoral Area D

MEMBERS ABSENT

Commissioner S. Sinclair

Electoral Area D

Commissioner A. Hobden

Electoral Area D

STAFF

Allison Fletcher

Planning Assistant

3 out of 5 commissioners were present and quorum was met.

1. CALL TO ORDER

Commissioner Devine called the meeting to order at 7:10 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 July 20, 2023 Electoral Area D Advisory Planning and Heritage Commission meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The May 18, 2023 Electoral Area D Advisory Planning and Heritage Commission minutes, have been received.

5. STAFF REPORTS

5.1 R2325D – Crown Referral – Alpine Club of Canada

Crown Land Tenure Referral Package from planning assistant, John Purdy, for Guided Tours including a base camp.

The following was discussed:

- Commissioner asks that a bond be considered from the alpine club of Canada; some sort of operational bond, value to be determined, to manage any potential environmental legacy issues that could be left behind. The bond would be posted before project proceeded. This should be brought to the crown and alpine club of Canada.
- Concern regarding cost of sending rescue helicopter in for health issues
- 8 trips with the helicopter for each group; will be very disruptive
- Would like to know the supply chain and ask that businesses in area D be offered opportunity to help with services and maintenance of helicopter and activities
- Overall application was very complete and thorough
- Planning assistant adds that applicant would have intended to come if they had been given more notice but offered their contact information for any questions

6. PUBLIC TIME

The Chair will call for questions from the public at 7:20 p.m.

7. NEXT MEETING

The next Electoral Area D Advisory Planning and Heritage Commission meeting is scheduled for August 17, 2023.

8. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Electoral Area D Advisory Planning and Heritage Commission meeting be adjourned at 7:20 p.m.

Carried

Approved by
Gerry Divine, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

NELSON & DISTRICT RECREATION COMMISSION NO. 5 OPEN MEETING MINUTES

9 a.m. – 12 p.m.

Wednesday, July 26, 2023

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=mba0418f242c5ef6e77c60f490f259294>

Join by Phone: 1-833-512-2295 Canada Toll Free Or +1-604-449-3026 Canada Toll (Vancouver)

Meeting Number (access code): 2773 635 5114

Meeting Password: Vz3fpD5ftq2

In-Person Location: Held by remote meeting until further notice

COMMISSION MEMBERS

Commissioner Page	City of Nelson – Chair
Commissioner Morrison	City of Nelson
Commissioner Tait	City of Nelson
Commissioner Graham	Electoral Area E
Commissioner Newell	Electoral Area F

STAFF

Stuart J. Horn	Chief Administrative Officer – RDCK
Joe Chirico	General Manager of Community Services – RDCK
Trisha Davison	Regional Manager – Recreation & Client Services – RDCK
Ryan Ricalton	Facility Manager – NDCC
Amanda Beavers	Regional Programmer - RDCK
Pearl Anderson	Community Meeting Administrative Support - Meeting Coordinator

DELEGATION

Sadie Yancey	Nelson Rowing Club
--------------	--------------------

5 out of 5 voting Commission members were present – quorum was met.

1. CALL TO ORDER

Chair Page called the meeting to order at 9:00 a.m.

DIRECTOR PRESENT: Commissioner Tait joined the meeting at 9:02 a.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

That the agenda for the July 26, 2023 Nelson & District Recreation Commission be adopted at circulated.

Carried

4. RECEIPT OF MINUTES

The May 31, 2023 Nelson & District Recreation Commission minutes have been received.

5. DELEGATE

5.1 NELSON ROWING CLUB

Sadie Yancey, from Nelson Rowing Club presented to the Commission an overview on the clubs who are supporting non-motorized boating in Nelson. Joe Chirico, General Manager of Community Services, provided Ms. Yancey with information regarding the Kootenay Lake Partnership following the meeting.

6. STAFF REPORTS

6.1 NDCC QUARTERLY UPDATE

The Commission Report dated July 18, 2023 from Craig Stanley – Regional Manager – Operations & Asset Management & Ryan Ricalton, NDCC Facility Manager, re: NDCC Quarterly Update, has been received.

6.2 SERVICE S226 2022 FINANCIAL UPDATE

Craig Stanley, Regional Manager – Operations & Asset Management presented the 2023 quarter 3 Service Statement for RDCK Service S226 Recreation Facility – Nelson and Area F and Defined Area E.

7. PUBLIC TIME

The Chair called for questions from the public at 9:49 a.m.

8. NEXT MEETING

The next Nelson & District Recreation Commission meeting is scheduled for August 30, 2023 at 9 a.m. and will be a hybrid meeting taking place in the RDCK Board Room with the option to join the meeting virtually through WebEx.

9. ADJOURNMENT
MOVED and seconded,
AND Resolved:

That the Nelson & District Recreation Commission meeting be adjourned at 9:50 a.m.

Carried

Approved by

Keith Page, Chair, Rec. Comm. 5
July 31, 2023



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**AREA I ADVISORY PLANNING AND HERITAGE
COMMISSION
OPEN MEETING MINUTES**

6:30PM

Monday, July 31, 2023

In-Person Meeting

Meeting Location:

Brilliant Cultural Centre, 1876 Brilliant Rd, Castlegar, BC

COMMISSION MEMBERS

Commissioner Poznikoff

Electoral Area I, Secretary

Commissioner Bebelman

Electoral Area I, Chair

MEMBERS ABSENT

Commissioner Ozeroff

Electoral Area I, Vice-Chair

STAFF

Stephanie Johnson

Planner

GUESTS

Andrew Davidoff

Director, Electoral Area I

Lisa Markin

Area I OCP Review Guest

Marcia Strelaeff

Area I OCP Review Guest

2 out of 3 voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER

Chair Bebelman called the meeting to order at 6:41 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 July 31, 2023 Electoral Area I Advisory Planning and Heritage Commission meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The July 17, 2023 Electoral Area I Advisory Planning and Heritage Commission minutes, have been received.

5. OLD BUSINESS

5.1 Official Community Plan Review

Planner Stephanie Johnson will present sections of the draft OCP for feedback.

The following was discussed:

- Staff summarized the draft OCP sections, gave a general update on the status of the project and attendees provided their feedback on the draft policies to date.

6. PUBLIC TIME

The Chair will call for questions from the public at 8:50 p.m.

7. NEXT MEETING

The next Electoral Area I Advisory Planning and Heritage Commission meeting is scheduled for Monday, August 21 2023 at 6:30pm.

8. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Electoral Area I Advisory Planning and Heritage Commission meeting be adjourned at 9:13 p.m.

Carried

Approved by

Brian Bebelman, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

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

1:00 p.m.

Monday, July 24, 2023

Village of Kaslo Council Chambers

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote.

Join by Video:

Join Zoom Meeting

<https://us02web.zoom.us/j/84838839557>

Meeting ID: 848 3883 9557

One tap mobile

+16475580588,,84838839557# Canada

+17789072071,,84838839557# Canada

Join by Phone:

+1 778 907 2071 Canada

Meeting Number (access code): 848 3883 9557

Meeting Password: 848 3883 9557

In-Person Location: 413 4th St, Kaslo BC – City Hall

Commissioner Davie	Village of Kaslo
Commissioner Hewat	Village of Kaslo
Commissioner Lang	Village of Kaslo
Commissioner Nay	Village of Kaslo
Commissioner Brown	Area D
Commissioner Jones	Area D
Commissioner Watson	Area D

STAFF

Stuart Horn	CAO, RDCK
Catherine Allaway	CO, Village of Kaslo
Karissa Stroshein	Secretary

7 out of 7 voting Commission members were present – quorum was met.

GUESTS

Jen Comer	Province of BC, Regional Economic Operations Branch
Jeff Reyden	Kaslo & District Community Forest Society
Chris Webster	Kaslo & District Community Forest Society
Susan Mulkey	Kaslo & District Community Forest Society & BC Community Forest

1. CALL TO ORDER

Chair Matthew Brown called the meeting to order at 1:01 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 July 24, 2023 Kaslo & Area D Economic Development Commission S109 meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The June 12, 2023 Kaslo & Area D Economic Development Commission S109 minutes have been received.

5. DELEGATE

Jen Comer from the Province of BC, Regional Economic Operations Branch gave a presentation on the Rural Economic Diversification and Infrastructure Program (REDIP) grant and answered questions.

MOVED and seconded,
AND Resolved:

Freedom of the floor was given to the Kaslo District Community Forest representatives to ask questions in regard to the REDIP grant.

Carried

6. STAFF REPORTS

6.1 Kaslo Food Hub Meeting – Commissioner Brown

Commissioner Brown gave a verbal report on his meeting with Patrick Steiner from the Kaslo Food Hub in regard to a Community Kitchen.

7. NEW BUSINESS

7.1 Rural Economic Diversification and Infrastructure Program (REDIP) Grant

The Commission discussed possible projects for applying to the grant and the application process.

The Commission directed staff to reach out to Patrick Steiner from the Kaslo Food Hub to request work in partnership with the commission, LINKS & RDCK to apply for the REDIP grant.

7.2 Imagine Kootenay

Commissioner Hewat gave a verbal update on the Imagine Kootenay Steering Committee.

7.3 Rural and Northern Immigration Pilot (RNIP)

MOVED and seconded,
AND Resolved:

That Sarah Sinclair is designated as the community representative for the Kaslo and Area D Economic Development Commission on the Rural and Northern Immigration Pilot steering committee.

Carried

The Commission directs staff to invite Sarah Sinclair to the August 14, 2023 Kaslo and Area D Economic Development Commission meeting.

7.4 Amendment to the Kaslo and Electoral Area D Economic Development Commission Bylaw No. 2482, 2016

Moved and seconded,
And Resolved that it be recommended to the Board:

That the Board direct staff to prepare an amendment for the Kaslo and Area D Economic Development Commission Bylaw No. 2482, 2016 to refine procedure and review membership.

Carried

8. PUBLIC TIME

The Chair called for questions from the public at 2:18 pm.

9. NEXT MEETING

The next Kaslo & Area D Economic Development Commission S10 meeting is scheduled for August 14, 2023 at 1:00 p.m.

The chair called a special meeting for September 11, 2023 at 1:00pm.

10. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Kaslo & Area D Economic Development Commission S109 meeting be adjourned at 2:25 pm.

Carried

Approved by

Matthew Brow, Chair

RECOMMENDATION TO THE BOARD OF DIRECTORS

-
- 1. That the Board direct staff to prepare an amendment for the Kaslo and Electoral Area D Economic Development Commission Bylaw No. 2482, 2016 to refine procedure and review membership.*



Water Services Committee Open Meeting **MINUTES**

A Water Services Committee meeting was held on Wednesday, August 2, 2023 at 9:00 am PDT through a hybrid meeting model.

Quorum was maintained throughout the meeting.

ELECTED OFFICIALS	Director T. Newell	Area F (Committee Chair)	In-Person
PRESENT:	Director G. Jackman	Area A	In-Person
	Director R. Tierney	Area B	
	Director K. Vandenberghe	Area C	
	Alt. Director V. McAllister	Area D	
	Director C. Graham	Area E	
	Director H. Cunningham	Area G	
	Director W. Popoff	Area H	
	Director H. Hanegraaf	Area J	In-Person
	Director T. Weatherhead	Area K	
	Councillor J. Elford	Town of Creston	
STAFF PRESENT:	U. Wolf	GM – Environmental Services	In-Person
	A. Divlakovski	Water Operations Manager	In-Person
	J. McDiarmid	Utility Services Manager	In-Person
	E. Senyk	Water Services Liaison	In-Person
	S. Eckman	Meeting Coordinator	In-Person

1. WEBEX REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=meaf7f83673bdcaaa33f1f8342fc1efb6>

Join by Phone:

1-844-426-4405 Canada Toll Free

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

Meeting Number (access code): 2770 636 7247

Meeting Password: 3rtHzs3ZkZ7

In-Person Location: RDCK Board Room, 202 Lakeside Drive, Nelson, BC

2. CALL TO ORDER & WELCOME

Director Newell called the meeting to order at 9:00 am PDT.

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 August 2, 2023 Water Services Committee meeting be adopted as circulated.

Carried

2.3 Receipt of Minutes

The June 7, 2023 Water Services Committee minutes, have been received.

3. ASSET CHALLENGE: REMOVAL OF ASBESTOS CEMENT PIPE POTENTIAL COSTS

A copy of the August 2, 2023 Asset Challenge Removal of Asbestos Cement Pipe in Regional District Water Systems presentation prepared by Alex Divlakovski, Water Operations Manager, has been received.

DIRECTOR Director Cunningham joined the meeting at 9:40 am.

PRESENT

4. WEST ROBSON WATER LINE REPLACEMENT PROJECT: ALIGNMENT OPTIONS & POTENTIAL HIGH COST FOR ASBESTOS PIPE REMOVAL

The July 25, 2023 Committee Report from Alex Divlakovski, Water Operations Manager, seeking direction for a water main replacement project for Service S256, Water Utility – Area J (West Robson) that includes replacing an existing 386m length of asbestos cement pipe with industry standard PVC or HDPE pipe material, has been received.

Moved and seconded,

MOTION ONLY:

That the Board direct staff to relocate the entire water main through neighboring property to the west and abandon in place 386m of asbestos cement pipe within the West Robson Water Service.

Moved and seconded,

And resolved:

That foregoing motion, being:

That the Board direct staff to relocate the entire water main through neighboring property to the west and abandon in place 386m of asbestos cement pipe within the West Robson Water Service.

be withdrawn.

Carried

Moved and seconded,
And resolved that it be recommended to the Board:

That the Water Services Committee direct staff to replace the water main in the existing Statutory Right-of-Way within the West Robson Water Service and remove 386m of asbestos cement pipe;

AND FURTHER that Board approve an amendment to the 2023 Financial Plan for Water Utility – Area J (West Robson) Service \$256 to increase Account 60000 by an additional \$20,234 from the Transfer from Reserves Account 45000 for the West Robson Asbestos Cement Pipe Replacement Capital Project (CAP1094-100).

Carried

RECESS/ The meeting recessed at 10:27 am for a break and reconvened at 10:40 am.
RECONVENED

5. DECOMMISSIONING OF ASBESTOS CEMENT PIPE POLICY

The July 26, 2023 Committee Report from Jason McDiarmid, Utility Services Manager, presenting the proposed Board Policy - Decommissioning of Asbestos Cement Pipe in Regional District Water Services to the Water Service Committee for adoption, has been received.

Action Item: That staff be directed to amend Policy No. 600-03-08: Decommissioning Asbestos Cement Pipe in Regional District Water Services as follows:

Page 1, Decommissioning of Asbestos Cement Pipe on Private Property, Clause 4) which states:

4) The cost of removal is prohibitive, and the measures referred to below can be put in place to mitigate any known health or safety risks.

be amended to read:

4) The cost/benefit of removal is not favourable, and the measures referred to below can be put in place to mitigate any known health or safety risks.

Moved and seconded,
And resolved that:

Policy No. 600-03-08: Decommissioning Asbestos Cement Pipe in Regional District Water Services be **referred** to the October 4, 2023 Water Services Committee meeting.

Carried

6. ARROW CREEK OPEN RESERVOIR: ASSET TRANSFER TO TOWN OF CRESTON & SRW

The July 20, 2023 Committee Report from Eileen Senyk, Water Services Liaison, presenting a land transfer agreement (Offer to Purchase) for the property legally described as Lot 1 District Lot 891, Kootenay Land District Plan 9964 (See plan as to Limited Access) (PID 013-048-856), which is the site of the former Arrow Creek open reservoir, has been received.

Moved and seconded,
And resolved that it be recommended to the Board:

That the Water Services Committee recommend to the Board to support the land transfer of the former Arrow Creek reservoir legally described as Lot 1 District Lot 891, Kootenay Land District Plan 9964 (See plan as to Limited Access) (PID 013-048-856) from the RDCK to the Town of Creston.

Carried

7. EDGEWOOD OLD WELLS SITE LICENCE FOR VOLUNTEER FIRE GROUP USAGE

The July 21, 2023 Committee Report from Eileen Senyk, Water Services Liaison, regarding a Site License Agreement that would enable the Edgewood Volunteer Fire Department Society to use the former Edgewood production wells, now referred to as the Eagle Creek Wells, for the purposes of emergency water supply and wildfire suppression, has been received.

Moved and seconded,
And resolved that it be recommended to the Board:

That the Water Services Committee support the Site License Agreement between the Regional District of Central Kootenay and the Edgewood Volunteer Fire Department Society for the use of the former Edgewood production wells located on the property legally described as Lot A Plan NEP91691 DL 182A Kootenay Land District & District Lot 183A (PID 028-417-445).

Carried

8. UTILITY SERVICES FINANCIAL STATEMENTS: BUDGET & EXPENDITURES SUMMARY

The June 2023 Summary of Utility Services Financial Statements Budget & Expenditures to Date, has been received.

9. STAFF REPORTS

9.1 Water Operations & Capital Projects Update

The July 26, 2023 Committee Report from Alexandra Divlakovski, Water Operations Manager, providing an update to the Committee and highlight the larger maintenance and capital projects completed to date in 2023, has been received.

10. CORRESPONDENCE FOR RECEIPT

The following correspondence has been received:

- a. July 19, 2023 letter from the Ministry of Forests re: Low Water Advisory and Voluntary Water Conservation Report.
- b. July 19, 2023 letter from the Ministry of Forests re: Low Water Advisory and Voluntary Water Conservation Request.

11. PUBLIC TIME

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

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 that:

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 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:

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

12.2 Recess of Open Meeting

Moved and seconded,
And resolved that:

The Open meeting be recessed at 11:45 am in order to conduct the Closed In Camera meeting.

13. ADJOURNMENT

Moved and Seconded,
And Resolved:

The August 2, 2023 Water Services Committee meeting adjourn at 12:01 pm PDT.

CERTIFIED CORRECT

Approved by

Director T. Newell
Chair, Water Services Committee
August 2, 2023 meeting

BOARD RECOMMENDATIONS AS ADOPTED AT THE AUGUST 2, 2023 WATER SERVICES COMMITTEE MEETING

RECOMMENDATION #1

That the Water Services Committee direct staff to replace the water main in the existing Statutory Right-of-Way within the West Robson Water Service and remove 386m of asbestos cement pipe;

AND FURTHER that Board approve an amendment to the 2023 Financial Plan for Water Utility – Area J (West Robson) Service S256 to increase Account 60000 by an additional \$20,234 from the Transfer from Reserves Account 45000 for the West Robson Asbestos Cement Pipe Replacement Capital Project (CAP1094-100).

RECOMMENDATION #2

That the Water Services Committee recommend to the Board to support the land transfer of the former Arrow Creek reservoir legally described as Lot 1 District Lot 891, Kootenay Land District Plan 9964 (See plan as to Limited Access) (PID 013-048-856) from the RDCK to the Town of Creston.

RECOMMENDATION #3

That the Water Services Committee support the Site License Agreement between the Regional District of Central Kootenay and the Edgewood Volunteer Fire Department Society for the use of the former Edgewood production wells located on the property legally described as Lot A Plan NEP91691 DL 182A Kootenay Land District & District Lot 183A (PID 028-417-445).



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

Thursday, August 3, 2023

9:00 a.m. MST

Hybrid Model – In-person and Remote

Creston & District Community Complex – Creston Erickson Room
312 19th Avenue North, Creston, BC

COMMITTEE MEMBERS PRESENT

Committee Member A. DeBoon	Town of Creston – In-person
Committee Member G. Jackman	Electoral Area A – In-person
Committee Member K. Vandenberghe	Electoral Area C – In-person
Committee Member R. Tierney	Electoral Area B – In-person

STAFF PRESENT

M. Moore	Chief Administrative Officer – Creston
M. Morrison	Corporate Officer - RDCK
J. Chirico	General Manager of Community Services - RDCK
U. Wolf	General Manager of Environmental Services - RDCK
T. Davison	Regional Manager - Recreation & Client Services - RDCK
T. Wayling	Regional Programming Manager - RDCK
J. Riel	Fire Chief – Creston Fire Rescue
Y. Malloff	Chief Financial Officer - RDCK
J. Dupuis	Bylaw Supervisor - RDCK
C. Hopkyns	Meeting Coordinator - RDCK

GUESTS PRESENT

A. Mondia	Councillor - Town of Creston
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4 out of 4 voting Committee members were present – quorum was met.

1. WEBEX REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability

to attend all RDCK meetings in-person or remote.

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m04f300fb2c7c788e73670f130d2a3a97>

Join by Phone:

1-844-426-4405 Canada Toll Free

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

Meeting Number (access code): 2773 171 6405

Meeting Password: hVCKgRTJ254

In-Person Location: Creston & District Community Complex - Creston Erickson Room 312th Avenue North, Creston, BC

2. CALL TO ORDER

Chair DeBoon called the meeting to order at 9:01 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 August 3 , 2023 Creston Valley Services Committee meeting be adopted with the inclusion of:

- Item 8.2 – Committee Meeting Action List
- Item 8.3 - eScribe
- Item 8.4 - Traditional Use Study

as circulated.

Carried

5. RECEIPT OF MINUTES

The July 6, 2023 Creston Valley Services Committee minutes, have been received.

6. DELEGATION

Annual Creston Valley Blossom Festival Jennifer Huscroft - Vice-President & Bev Caldwell - Secretary/Treasurer.

The letter dated July 8, 2023 from Andreas Kamp & Bev Caldwell, Annual Creston Valley Blossom Festival – Use of Creston & District Community Complex Parking Lot, has been received.

Jennifer Huscroft, Annual Creston Valley Blossom Festival President, provided background to the Committee regarding the Annual Creston Valley Blossom Festival and shared the challenges finding a site to host the festival. With the Creston & District Community Complex (CDCC) parking lot being close to town and big enough to accommodate the midway rides, they is requesting the use of the CDCC parking lot to host the 2024 Annual Creston Valley Blossom Festival. She provided a map of the proposed set up of the festival in the CDCC parking lot.

Ms. Huscroft and Ms. Caldwell answered the Committee’s questions regarding parking and fire lane concerns. The Committee had a discussion and provided input to the festival staff.

Staff informed the Committee that the request has being taken into consideration. They will work with the Town of Creston staff regarding the request and report back to the Committee at the September 7, 2023 meeting with recommendations. The Committee invited the Annual Creston Valley Blossom Festival staff back to the September CVSC meeting.

7. STAFF REPORTS

7.1 Creston & District Community Complex - Programming Update

The Committee Report dated July 27, 2023 from Tia Wayling, Regional Programming Manager re: Creston & District Community Complex - Programming Update, has been received.

Tia Wayling, Regional Programming Manager, provided an update to the Committee regarding on the various program service areas within Creston & District Community Complex. Tia answered the Committee’s questions

7.2 Creston Valley Fire - 2023 Second Quarter Report

The Report dated from Jared Riel, Creston Fire Rescue Fire Chief, re: Creston Valley Fire - 2023 Second Quarter Report, has been received.

Jared Riel, Creston Fire Rescue Fire Chief, provided a summary to the Committee regarding the second quarter report. Jared answered the Committee’s questions.

8. NEW BUSINESS

8.1 Recreation Facility Fees

Chair DeBoon requested a discussion regarding the Recreation Facility fees.

The Committee shared the negative public feedback regarding the “10-admissions for 9” expiry date of 6 months.

Staff provided background regarding the “10-admissions for 9”:

- 65% of 10 admissions for the price of 9 sold are fully used
- Those passes not fully used (35%) the average remaining number of admissions left is 4.7 admissions. This is not the result that we wanted. There is still a disconnect between who the admission types are intended for and how some members of the public perceive them. The strategy of fees and charges is this:
 - A daily admission is the fee for infrequent users.
 - The 10 admissions for the price of 9 is for moderate users. 10 uses in 180 days. The intention is to provide a break for those who use the facility on a semi-regular basis. The pre paid admissions are not intended to be unused.
 - The membership is for frequent users of the facility.
 - The logic in the pricing structure has been detailed in reports on fees and charges and approved by the Board. The Board supports all people who use the recreation services and provides some additional subsidy to assist with people who use the facility more frequently.
- Allowing the non-use of the prepaid admission drives down use. No incentive to attend. An expiry is important to encourage use.
- The Board also provides a further discount of 50% for those who have financial need – Leisure access program. In July, the Board directed staff to complete a review this policy to ensure it is meeting the purpose of providing a further discount for those who financially need it.
- The patron purchasing the prepaid admissions is:
 - Told the terms at the time of purchase;
 - Agrees to the terms – printed for patrons to read at the time of purchase; has the terms then printed on the receipt; is noted on all publications and was fully described in all media released when the RDCK re launched the fee structure.
- Staff review the admission / membership process on a regular basis. Staff are investigating strategies to make this even more clear.
- If the Board approves, staff's intent will be to provide those patrons who had their prepaid admissions expire, 6 additional months from the change with the amount of prepaid admissions that were left at the time of expiry. All active prepaid admissions will be extended. It is expected that this will require extra customer service time to complete the task.
- Although this will impact staff workplans, staff estimates based upon the average amount of admission not redeemed that extending from 6 to 12 months for expiry may reduce the amount of prepaid admission unused by 25 to 50% on the minimum or to 17.5 to 26.25% overall.

The Committee had a discussion regarding extending the “10-admissions for 9” expiry date from 6 months to 12 months.

Moved and Seconded,

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

That the Board extend the Recreation Facilities “10-Admissions for 9” expiry date to 12 months and rename the pass “One Year 10 Admissions”.

Carried

8.2 Creston Valley Services Committee Action List

Committee Member Vandenberghe suggested the Committee add an action list to the end of the agenda to keep track directives that are active of items coming back to the Committee.

The Committee had a discussion regarding meeting action lists. Staff will implement the Committee action list once administrative support is hired. Staff will also work on other ways to keep the Committee up to date on items, such as a quarterly review on items related to the Committee.

8.3 eScribe

Committee Member Vandenberghe requested the Creston Valley Services Committee agenda be sent out through eScribe, a meeting management platform, which is used for other RDCK meetings.

Staff confirmed the Creston Valley Services Committee agenda will prepared through Escribe going forward.

8.4 Traditional Use Study

Committee Member Vandenberghe inquired what the status of the Traditional Use Study (TUS) and what further action is need from the Committee.

The Committee had a discussion regarding the TUS. Staff provided an update to the Committee, explaining that the study is currently being used for information. The Committee requested a workshop regarding the Traditional Use Study’s next steps in conjunction with a site visit.

Staff Direction: That staff propose a date for a Traditional Use Study workshop in conjunction with a site visit for the Creston Valley Services Committee.

9. PUBLIC TIME

The Chair called for questions a second time from the public at 11:03 a.m.
The public were present.

10. NEXT MEETING

The next Creston Valley Service Committee meeting is scheduled for September 7, 2023 at 9:00 a.m.

11. IN CAMERA

11.1 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;

Carried

RECESS OF OPEN MEETING

Moved and seconded,

AND Resolved:

The Open Meeting be recessed, with the exception of Councillor Mondia from Town of Creston, at 11:03 a.m. in order to conduct the Closed In Camera meeting.

Carried

12. ADJOURNMENT

Moved and Seconded,

And Resolved:

The Creston Valley Services Committee meeting be adjourned at 11:56 a.m.

Carried

Digitally approved by

Arnold DeBoon, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

That the Board extend the Recreation Facilities "10-Admissions for 9" expiry date to 12 months and rename the pass "One Year 10 Admissions".



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

A Joint Resource Recovery Committee meeting was held on Wednesday, August 16, 2023 at 1:00 pm PDT through a hybrid meeting model.

ELECTED OFFICIALS PRESENT	Director G. Jackman	Electoral Area A (Chair)	In-person
	Director R. Tierney	Electoral Area B	In-person
	Director K. Vandenberghe	Electoral Area C	In-person
	Director A. Watson	Electoral Area D	In-person
	Alt. Director J. Smienk	Electoral Area E	In-person
	Director T. Newell	Electoral Area F	In-person
	Director H. Cunningham	Electoral Area G	
	Director A. Davidoff	Electoral Area I	
	Director H. Hanegraaf	Electoral Area J	In-person
	Director T. Weatherhead	Electoral Area K	In-person
	Director M. McFadden	City of Castlegar	
	Director A. Mondia	Town of Creston	In-person
	Director S. Hewat	Village of Kaslo	
	Director T. Zeleznik	Village of Nakusp	
	Director K. Page	City of Nelson	
	Director D. Lockwood	Village of Salmo	In-person
	Director C. Ferguson	Village of Silverton	
	Director J. Lunn	Village of Slokan	
ELECTED OFFICIALS ABSENT	Director W. Popoff	Electoral Area H	
	Director L. Casely	Village of New Denver	
STAFF PRESENT	S. Horn	Chief Administrative Officer	
	U. Wolf	GM – Environmental Services	
	A. Wilson	Resource Recovery Manager	
	A. Hamilton	Environmental Projects Lead	
	M. Morrison	Organics Coordinator	
	N. Schilman	Environmental Technologist	
	S. Eckman	Meeting Coordinator	

1. WEBEX REMOTE MEETING INFO

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m73f09e7533541281593fd40c90907754>

Join by Phone:

1-844-426-4405 Canada Toll Free

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

Meeting Number (access code): 2772 138 3092

Meeting Password: JVrcum98Sp7

In-Person Meeting Location for Hybrid Meeting Model

The following location was determined to hold the in-person meetings for the Joint Resource Recovery Committee:

Location Name: RDCK Board Room

Location Address: 202 Lakeside Drive, Nelson, BC

The facility listed above was able to accommodate the remote requirements for the meeting.

2. CALL TO ORDER & WELCOME

Director Jackman assumed the chair and called the meeting to order at 1:00 pm PDT.

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 August 16, 2023 Joint Resource Recovery Committee meeting be adopted as circulated.

Carried

2.3 Receipt of Minutes

The July 19, 2023 Joint Resource Recovery Committee Minutes have been received.

3. RURAL CURBSIDE CONSULTATION RESULTS AND SERVICE ESTABLISHMENT PROCESS

The July 31, 2023 Committee Report from Matt Morrison, Organics Coordinator, providing recommendations for the development of a Service Establishment Bylaw for curbside collection services for households within portions of Electoral Areas F, H, and J, and that voter approval for the bylaw be undertaken by means of Assent Voting, has been received.

DIRECTOR Director Ferguson joined the meeting at 1:15 pm.
PRESENT

Moved and seconded,
And resolved that it be recommended to the Board:

That the Board direct staff to prepare a service establishment Bylaw for Curbside Collection Services within the recommended Service Area Boundaries, maintaining the ability to make adjustments as required to meet relevant program criteria, in portions of Electoral Area J; and that voter approval, for the bylaw, be undertaken by means of Assent Voting.

Carried

RECESS Meeting recessed for a break from 2:01 pm to 2:10 pm.

DIRECTOR PRESENT Director Page joined the meeting at 2:08 pm.

Moved and seconded,
And resolved that it be recommended to the Board:

That the Board direct staff to prepare a service establishment Bylaw for Curbside Collection Services within the recommended Service Area Boundaries, maintaining the ability to make adjustments as required to meet relevant program criteria, in portions of Electoral Areas F and H, and that voter approval, for the bylaw, be undertaken by means of Assent Voting.

Carried

Moved and seconded,
And resolved:

That the Board direct staff to prepare a breakdown of costs associated with the Assent Voting for the service establishment Bylaw for Curbside Collection Services and provide clarification of costs being borne by the respective service if the process is unsuccessful.

Defeated

4. OOTISCHENIA LANDFILL LANDS ACQUISITION

The August 1, 2023 Committee Report from Nathan Schilman, Environmental Technologist, advising that staff will be proceeding with an application to the Crown to expand the current License of Occupation (LOO) boundaries at the Ootischenia Landfill in order to fulfil the goal of optimizing landfill capacity as laid out in the 2021 RDCK Resource Recovery Plan, and to seek re-designation of lands to the north of the landfill from Residential zoning to Open Space zoning, to allow for the creation of an ecological reserve area that is tied into the Waterloo Eddy Regional Park, has been received.

5. COST RECOVERY THROUGH TIPPING FEE ASSESSMENT AND SYSTEMS EFFICIENCY REVIEW UPDATE

Amy Wilson, Resource Recovery Manager, provided a verbal update on the cost recovery through tipping fee assessment and systems efficiency review.

6. CORRESPONDENCE FOR RECEIPT

- a. The 2023 UBCM Meeting Request: Recycling Regulation Shortfalls addressed to the Ministry of Environment and Climate Action Change.

7. STAFF REPORTS

7.1 Adjustment to Facility Operating Hours due to Heat

8. PUBLIC TIME

The Chair called for questions from the public and members of the media 3:25 pm PDT.

14. ADJOURNMENT

Moved and seconded,

And resolved:

The Joint Resource Recovery Committee meeting adjourn at 3:25 pm PDT.

Carried

CERTIFIED CORRECT

Approved by

Garry Jackman, Chair, August 16, 2023 Joint Resource Recovery Committee meeting

**BOARD RESOLUTIONS AS ADOPTED AT THE AUGUST 16, 2023 JOINT RESOURCE RECOVERY
COMMITTEE MEETING**

RECOMMENDATION #1

That the Board direct staff to prepare a service establishment Bylaw for Curbside Collection Services within the recommended Service Area Boundaries, maintaining the ability to make adjustments as required to meet relevant program criteria, in portions of Electoral Area J; and that voter approval, for the bylaw, be undertaken by means of Assent Voting.

RECOMMENDATION #2

That the Board direct staff to prepare a service establishment Bylaw for Curbside Collection Services within the recommended Service Area Boundaries, maintaining the ability to make adjustments as required to meet relevant program criteria, in portions of Electoral Areas F and H, and that voter approval, for the bylaw, be undertaken by means of Assent Voting.



REGIONAL DISTRICT OF CENTRAL KOOTENAY

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

1:00 p.m.

Monday, August 14, 2023

Village of Kaslo Council Chambers

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote.

Join by Video:

Join Zoom Meeting

<https://us02web.zoom.us/j/84838839557>

Meeting ID: 848 3883 9557

One tap mobile

+16475580588,,84838839557# Canada

+17789072071,,84838839557# Canada

Join by Phone:

+1 778 907 2071 Canada

Meeting Number (access code): 848 3883 9557

Meeting Password: 848 3883 9557

In-Person Location: 413 4th St, Kaslo BC – City Hall

COMMISSION MEMBERS PRESENT

Commissioner Hewat	Village of Kaslo
Commissioner Lang	Village of Kaslo
Commissioner Davie	Village of Kaslo
Commissioner Watson	Area D
Commissioner Brown	Area D
Commissioner Jones	Area D

COMMISSION MEMBERS ABSENT

Commissioner Nay	Village of Kaslo
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STAFF

Ian Dunlop CAO, Village of Kaslo
Catherine Allaway CO, Village of Kaslo

6 out of 7 voting Commission members were present – quorum was met.

GUESTS

Molly Leathwood Kaslo & District Arena Association
Dan Quigly Kaslo Curling Club

1. CALL TO ORDER

Chair Matthew Brown called the meeting to order at 1:00 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 August 14, 2023 Kaslo & Area D Economic Development Commission S109 meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The July 24, 2023 Kaslo & Area D Economic Development Commission S109 minutes have been received.

5. DELEGATE – Nil

6. OLD BUSINESS – Nil

7. NEW BUSINESS

7.1 Rural Economic Diversification and Infrastructure Program (REDIP) Grant

MOVED and seconded,
AND Resolved:

That Freedom of the Floor be granted to representatives of the Kaslo & District Arena Association and the Kaslo Curling Club.

Carried

The Commission discussed the possibility of creating a commercial and/or community kitchen at the Kaslo Arena. A feasibility study is considered the next step in pursuing the project, and additional capacity would be required to complete the study.

Moved and seconded,

AND Resolved that it be recommended to the Board that:

That the Board direct staff to submitted an application to the Rural Economic Diversification and Infrastructure Program (REDIP) to study the feasibility of a commercial kitchen in Kaslo and Area D and assess how to improve the utilization of the Kaslo & District Arena.

Carried

7.2 Rural & Northern Immigration Pilot (RNIP) Castlegar & Trail Statistics

The Committee Report dated August 10, 2023 from Erin Rooney, Community Futures Central Kootenay, re: RNIP, has been received.

8. PUBLIC TIME – Nil

9. NEXT MEETING

The next Kaslo & Area D Economic Development Commission S10 meeting is scheduled for September 11, 2023 at 1:00 p.m.

10. ADJOURNMENT

MOVED and seconded,

AND Resolved:

The Kaslo & Area D Economic Development Commission S109 meeting be adjourned at 2:10 p.m.

Carried

Approved by

Matthew Brown, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. That the Board direct staff to submitted an application to the Rural Economic Diversification and Infrastructure Program (REDIP) to study the feasibility of a commercial kitchen in Kaslo and Area D and assess how to improve the utilization of the Kaslo & District Arena.



Director's Report

Garry Jackman – Area A – Wynndel/East Shore
Kootenay Lake

Report Date: August 8,

Columbia Basin Regional Advisory Committee (CBRAC)

Our next scheduled update is August 16th. As usual, details of these meetings cannot be shared. I also sat in on the BC Hydro briefing on operations on July 25th.

For general information go to <https://engage.gov.bc.ca/columbiarivertreaty/info-sessions/>.

Regional Connectivity Committee (RCC)

The Regional Connectivity Committee met on July 27th where members received an update of CBBC projects underway along with an overview of the level of activity in the construction industry involved in fiber optics installations. Availability of skilled contractors may be a serious concern when trying to meet schedules set out as conditions of grants.

Interior Lumber Manufacturers Association (ILMA)

The 2023 Interior Lumber Manufacturer's Association (ILMA) annual meeting was held in Osoyoos, BC at the Spirit Ridge Resort (owned and operated by the Osoyoos Indian Band). The gathering was welcomed by Chief Clarence Louie who outlined a number of the business partnerships his community is involved in. A familiar face from his time both in the Kootenays as the provincial forestry manager plus his time with the ministry as an ADM, Paul Rasmussen was on hand as the new manager for ILMA. The meeting was attended by several industry owners and managers, industrial support representatives (who create a mini trade show to explain the products and services that they offer to the forest industry), Minister Bruce Ralston (through some of the sessions) along with his Deputy Minister and other senior Ministry staff. There were a few local elected reps such as myself as well as a few MLA's from nearby ridings.

Much of the discussion revolved around the shift to value added manufacturing and mechanisms to ensure fiber allocations support the emergence of small plus large value-added enterprises. Some of the proposals that arose from the Kootenay Timber Supply Area Collaborative a few years ago are now in play such as creating a Category V (for value added) stumpage rate as well as ensuring BC Timber Sales puts forward "right sized" blocks with a suitable mix of species for smaller value added firms, rather than having the smaller companies compete to access a relatively portion of the fiber from much larger cut blocks than they need. Impacts (current and anticipated future) of old growth deferrals also came up in several conversations.

I will not run through all items from 9 pages of my notes, but the highlights of some sessions were the increasing numbers of first nations partnerships, the track record of the Forest Enhancement Society of

For more information

info@rdck.bc.ca | 250.352.6665 | 1.800.268.7325 (BC) | or visit rdck.ca

BC (FESBC) and their new granting streams, market forecasts, building social license in the forest industry as it modernizes, the role of community forests (often supporting specialty and value added mills) and how to deal with “marginal” logs such as standing dead from fires or beetle kill. Vaughn Palmer moderated a panel on the “urban/rural divide”. Urban populations can underestimate the number of urban jobs that support the forest industry. A clear analogy was BC Hydro, which provides a huge number of well paid jobs for people sitting in a building in Vancouver on Robson Street while that location produces zero percent of the electricity. Less obvious is the situation with forestry, where some may think only people working in rural valleys and up mountain slopes are earning money from the industry, which is far from the case. Today in BC, 40% of forestry jobs are in the lower mainland (ranging from management to manufacturing).



Director's Report

Aidan McLaren-Caux – Village of Nakusp

Report Date: August 17, 2023

Reporting on activities from July 10th to August 8th, 2023.

Director's Activities

- Over the summer, I have received several messages and had several conversations with residents and visitors to Nakusp about the extraordinarily low and decreasing level of the Arrow Lakes reservoir. I have encouraged everyone to write to both Minister Conroy, who is responsible for BC's involvement with the Columbia River Treaty, and to myself, in my capacity as a member of the Columbia River Treaty Local Governments Committee, expressing their concerns and aspirations for the outcomes of a renegotiated treaty.
- July 11th, attended online webinar: *BC Hydro Call for Power Information Session*
 - <https://www.bchydro.com/work-with-us/selling-clean-energy/meeting-energy-needs/consultation.html>
 - *See attached presentation*
- July 25th, attended online stakeholder meeting with **BC Hydro** regarding **Arrow Lakes Reservoir Levels**
- Aug. 3rd, attended online public meeting with **BC Hydro** regarding **Arrow Lakes Reservoir Levels**

External Committee Appointments

- **Central Kootenay Food Policy Council**
 - <https://ckfoodpolicy.ca/>
 - In search of a new executive director
- **Columbia River Treaty Local Governments Committee (CRTLGC)**
 - <https://www.crtlgc.ca/>
 - *Reminder that committee topics are confidential, as they pertain to international treaty negotiations. The Province of BC and the Government of Canada periodically release statements regarding the progress of the discussions between Canada and the United States.*
 - July 17th, attended in-person meeting with *Wildsight Field School* in Nakusp, and participated in a presentation to the group at the *Arrow Lakes Historical Society* on the local history and impacts of the Columbia River Treaty.

For more information

info@rdck.bc.ca | 250.352.6665 | 1.800.268.7325 (BC) | or visit rdck.ca

- July 22nd, attended in-person meeting with *Wildsight Field School* in Castlegar, at the Selkirk College campus, representing the CRTLGC, to participate in their trip-ending symposium about all things Columbia.
 - Through both interactions with the Field School, I was thoroughly impressed and inspired by the interest and the passion that was evident in both the students and the leaders of the group. Their knowledge of the river and the Treaty, their insightful questions, and their determination to be better stewards of the land, the water, and the people was remarkable.
 - I led two focused discussions during the symposium:
 - the first on how to balance the various and, sometimes, competing interests in a renegotiated Treaty
 - the second on what the future might look like for the Basin if Canada and the United States failed to agree on a new Treaty.
 - Everyone shared their hopes and fears for the future of the Columbia River, and the common themes were:
 - fears that money and special interests would win out over ecosystem values and,
 - hopes that healthy ecosystems and salmon reintroduction would be prioritized, as well as
 - better representation from Indigenous groups and local governments in the Treaty and operational processes.
- July 25th, attended online meeting
- ***Regional Innovation Chair in Regional Economic Development Regional Advisory Committee (RIC-RED-RAC)***
 - See attachments:
 - *June 2023 Public Update and Opportunities*
 - *What We Heard: Nelson & Area Interviews Addressing Rural Labour Shortages*
 - *School of Resource and Environmental Management, Simon Fraser University Nature-based Rural and Indigenous Infrastructure Solutions*

Planning for a Call for Power

Local Government Information Sessions

June 28 and July 11, 2023



Virtual Meeting Etiquette

Welcome!



- We've muted mics so we can get through the information we want to share
- If you have a question, please place it in the chat. We're going to try to get to all the questions but if we run out of time, we will do our best to compile them and get back to you.
- We aren't recording this session, and kindly ask that others do not record

Today's Agenda

- Acknowledgement
- Our long-term planning process
- We're planning a call
- Learning from the past and from others
- What we're seeking
- First Nations participation
- Schedule & engagement

Our long-term planning process indicates a need for energy

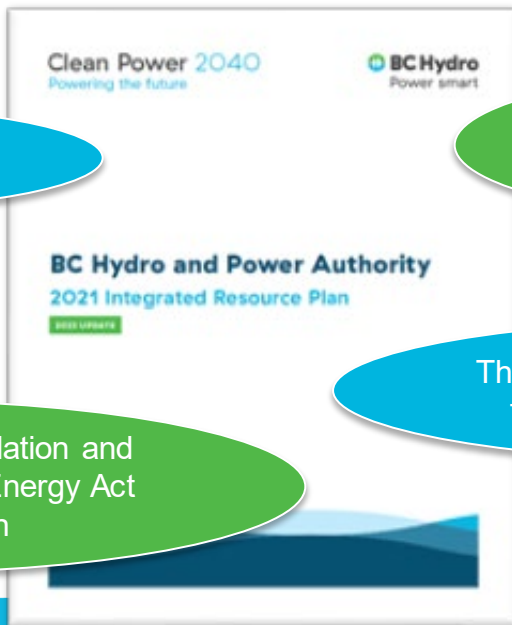
Our IRP is a guidebook for the what, when and how we'll meet customers' evolving electricity needs.

Has a 20-year outlook

An update was filed with the BC Utilities Commission in June 2023

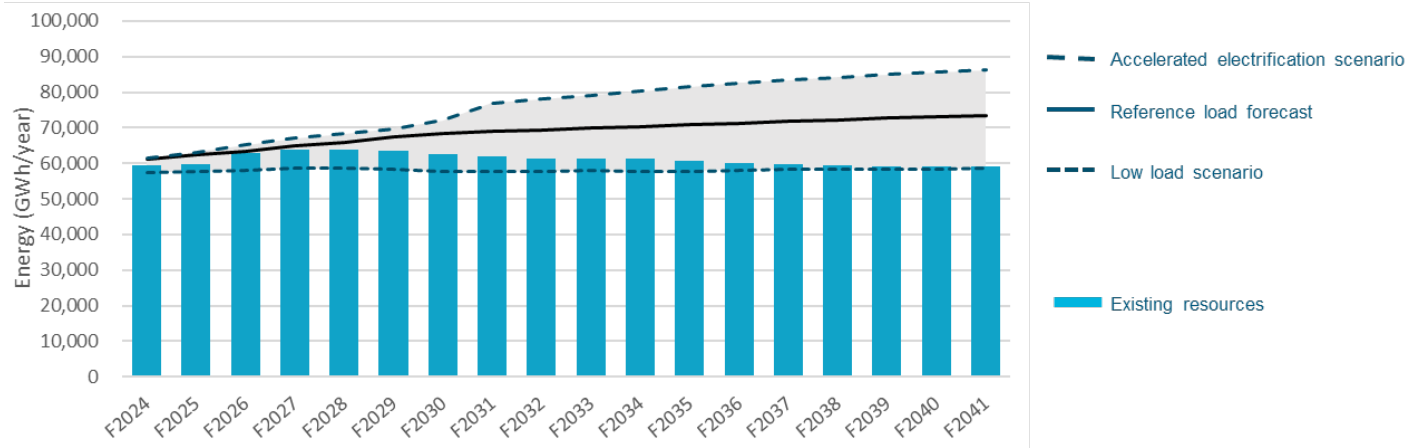
Aligns with Provincial legislation and policy, such as the Clean Energy Act and CleanBC Plan

The Update shows increased demand for energy earlier than anticipated



Our plan considers a range of future scenarios

The plan adds resources to meet future customer electricity needs, and considers uncertainty through high and low electricity demand scenarios.



To meet the need, we draw from demand-side resources, system upgrades, renewing electricity purchase agreements and acquiring new or incremental energy resources

We're planning a competitive Call for Power



On June 15, the Province of BC and BC Hydro announced plans for a Call for Power:

- Estimated need of about **3,000 GWh per year**, starting delivery **as early as 2028**.
- Larger clean or renewable energy projects.
- First Nations partnership opportunities.

We're learning from previous calls in B.C. and from other jurisdictions

We need to simplify, focus and be flexible to evolving needs

Learning from our past calls and from other jurisdictions

- Importance of including opportunities for First Nations participation
- Simplify contract terms
- Larger projects have economies of scale
- Conduct multiple, smaller calls in phases, aligned with electricity demand
- Different ways to provide information about interconnections processes and constraints prior to call issuance.

We're planning to look for



Energy profile aligned with our needs: approximately 3,000 GWh/year



Connect to BC Hydro's **existing system**



Cost-effective energy



Reliable delivery: starting as early as 2028



Larger clean or renewable projects

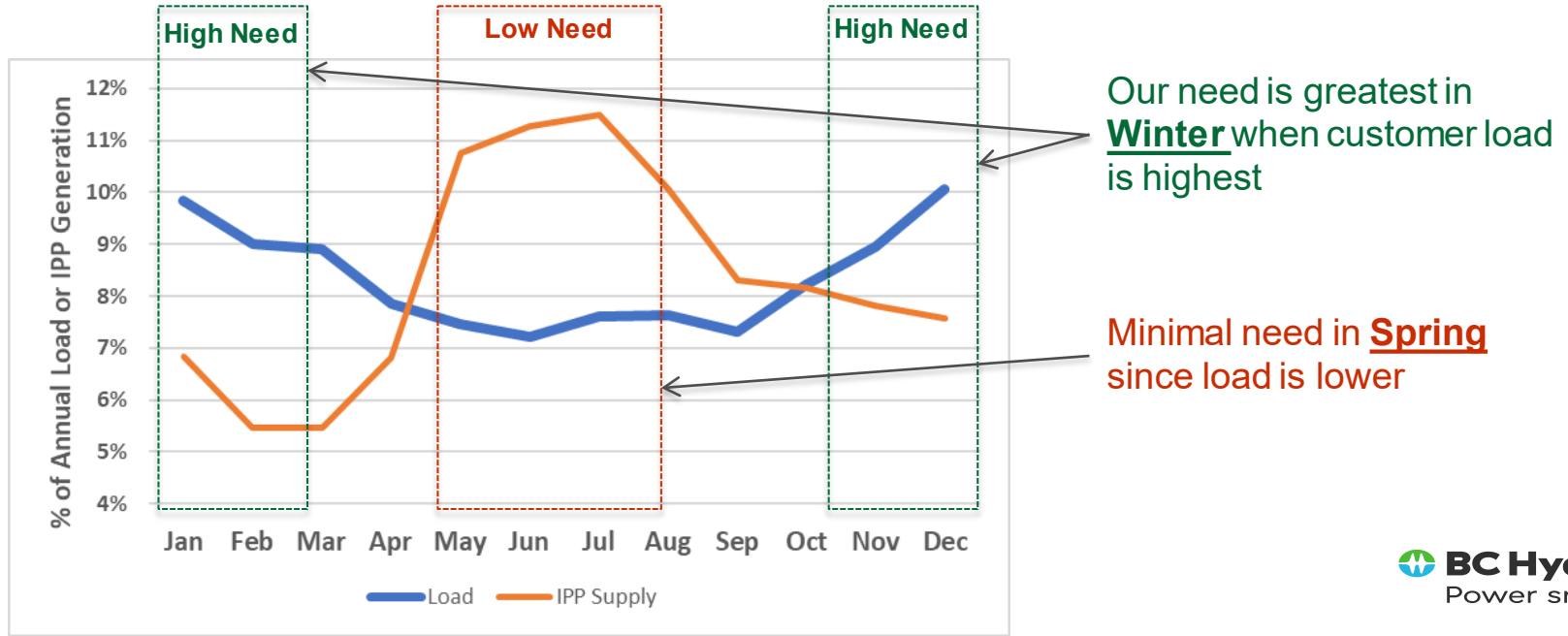


First Nations partnerships and collaboration



Projects that best align with our system needs

Seeking projects with time of delivery profiles that best align with system needs





Projects that can connect to BC Hydro's existing system

- Projects must be located in B.C. and must connect, or deliver, to BC Hydro's integrated system.
 - Projects not directly connecting to the BC Hydro system are responsible for making their own arrangements to deliver their energy to our system.
- Modest or no system upgrades to the BC Hydro system.
- Interconnections process will follow a similar process as past competitive calls:
 - Follows the **Competitive Electricity Acquisition Process**, which is part of the Open Access Transmission Tariff.



Partnerships with First Nations

We will work closely with First Nations to co-design the call

- BC Hydro is committed to reconciliation and the principles of the UN Declaration on the Rights of Indigenous Peoples.
- BC Hydro is committed to early engagement and working with First Nations to find meaningful partnership opportunities.
- We want to listen and learn what is important to First Nations for this call.
- We want to collaborate with First Nations on the design of the call and we are open to ideas and input on how it will work.

Schedule

This timeline is preliminary



Information on our engagement activities will be posted on our website:
<https://www.bchydro.com/work-with-us/selling-clean-energy/meeting-energy-needs.html>

Our next steps

We'll continue to engage with industry and First Nations.

- For more information, visit the **IPP Projects** page on [bchydro.com](https://www.bchydro.com)
- Email questions to: power.call@bchydro.com



**Regional Innovation Chair in Regional Economic Development
June 2023 Regional Advisory Committee Meeting
Public Update and Opportunities**

1. State of the Basin – New Dynamic Community Profiles Coming

- New, dynamic community profiles coming to the State of the Basin for every municipality and electoral area
- Each indicator will be updated as new data is available, so there will be no lag time between data releases and profile updates
- Each indicator can be individually downloaded or printed, and references are provided with links so that people can access the main source of data
- Will be soft launched over the summer and officially launched in the fall
- A link will be circulated once the new outlook has been finalized

2. Selkirk Innovates Highlights

- New Selkirk Innovates Website: <https://selkirk.ca/about-selkirk/selkirk-innovates>
- Courageous Dialogues Project
 - Participatory action research project exploring and navigating polarization
 - In year 2 of 3
 - Pulling together resources from across North America – focusing on tools and techniques to navigate polarization
 - Sharing learnings through community learning circles and deep dives with stakeholders
 - If folks are interested, visit <https://selkirk.ca/about-selkirk/selkirk-innovates/social-innovation/courageous-dialogues-moving-beyond-polarization> or email Jayme Jones <jjones1@selkirk.ca>
- Bridging Rural Homelessness and Well-being:
 - Visit: <https://selkirk.ca/rural-resilience/bridging-rural-homelessness-and-well-being>
 - Two upcoming events related to this project coming in May. Registration for the events are opening soon.

3. Report on RIC activities since last meeting (highlights from Metrics Document)

- *Labour Shortages through Newcomer Attraction*
 - Investigating and evaluating rural workforce strategies, actions, and innovative practices.
 - Student intern completed interviews with support agencies and small number of businesses.
 - Student intern in the process of completing business walk type data collection, aimed at getting additional, workforce specific information from businesses. Results will be added to the “What We Heard” document (attached)
 - Related: New Statistics Canada Report on [workforce shortages and education levels](#)
 - Suggests primary workforce challenge is in positions requiring high school education or with no education requirements
- *Sector Exploration Process*
 - Project that aims to develop a replicable process to guide organizations through development and understanding of a basic sector profile
 - Looking for communities who may be interested in testing the process
- *Kootenay Youth Entrepreneurship Program*

- Completed in May 2023
- Planning in progress to re-develop program based on lessons learned from this year
- Next year’s program will include an open, game-based event aimed at generating interest, skills building seminars targeting specific programs, and paid student internships
- *Kootenay Advanced Manufacturing Project*
 - Regional advanced manufacturing survey results to be shared via webinar on June 13
 - Recorded webinar available here: <https://sc.arcabc.ca/islandora/object/sc%3A6098>
- *Remote Controlled: Disruptive Technologies and Economic Development*
 - Past research presentations available [online](#)
- *Building the Future (Infrastructure and Services)*
 - The Nature Based Rural Solutions (green infrastructure) project will be working with Nelson, Prince Rupert, Summerland, and the Squamish First Nation (project summary attached)
 - The “Moving Forward” transit proposal will be revised and re-submitted in the fall of 2023.

What We Heard: Nelson & Area Interviews

Addressing Rural Labour Shortages

JUNE 20, 2023

MARGARETTE SANTOS

BACKGROUND

The goal of the Addressing Rural Labour Shortages project is to examine strategies to address workforce shortages in rural communities, with particular attention to attraction and retention. Nelson and Area is one of the project's case studies. As part of this research, we interviewed 9 representatives from support organizations and major employers, asking them about workforce development activities¹ and programs, needs, challenges, potential solutions, and more. This document summarizes their responses.

RESULTS

Workforce Development: Needs and Challenges

- **All interviewees felt workforce development is a high priority.** Most commented that it is not just because of the economic aspect, but that it is tied to our sense of well-being, and how we participate in and contribute to our communities. Interviewees noted a labor shortage has been looming since before the pandemic due to aging demographics and retirements.
- **The majority of the interviewees view workforce attraction and retention as a high priority.** Interviewees noted the need for retention and making the community attractive for people to continue to stay.
- **There are areas with skill gaps that require training.** Interviewees commented that making sure that local training institutions are able to provide really valuable training opportunities for community members at whatever level they need is important.
- In order of prominence, workforce challenges identified included:
 - **Housing** - There are job opportunities but there are issues with not enough houses for people to live in, as well as the affordability of housing, and of the type of housing.
 - **Pay** – Due to the economic environment, post pandemic challenges, and increased cost of living due to inflation, it is a challenge to meet the level of pay employees are looking for.
 - **Transportation** – Linked to housing issues, people who find housing outside of town requires them to commute. Some employees (or potential employees) don't have reliable transportation or transportation at times of day needed to work for certain employers.
 - **Childcare** – The lack of childcare makes it difficult for parents to work and there is a need for more childcare spaces so that people can get back into the workforce.
 - **Skills Training** – Lack of access to training to qualify for some jobs, as well as misalignment between the skills employers need and the skills of those looking for work.
 - **Immigration rules/policies** - The length of the Trades Programs are too short to qualify for a study permit and post graduate work permit, limiting appeal to international students.
 - **Mental health/ substance abuse** – There is a need to ensure that there are referrals to mental health or addiction services or community service organizations.

Sectors with Greatest Workforce Need

When asked which sectors have the greatest workforce need, interviewees identified three key sectors, each with a lack of workers, but for different reasons:

¹ Workforce Development was defined as any activities related to skills training, promoting career paths, matching job seekers to employers, attraction and retention, and other services related to workforce.

- **Hospitality/Tourism** - The starting salary is low, specifically in the hospitality industry. Interviewees noted that potential employees in this sector are able to leave the region and go to a big resort area for higher pay than what our local hotels are willing to provide.
- **Healthcare** – Staff are burning out due to a lack of healthcare workers. Pay structures for are complex due to industry standards, job responsibilities, and employee experience.
- **Construction** – It is difficult to find enough carpenters and other skilled trades specifically for the construction industry within the pay scale employers have set for workers.

Other sector experiencing challenges identified by interviewees included:

- **Retail** – Interviewees felt that the paid sick leave legislation in BC made it difficult financially for employers, which may have resulted in them hiring less staff.
- **Early Childhood Education** – Interviewees noted a need to train more people.
- **Forestry** – Impacts of climate change, a shift in consumer appetites, and shifts in provincial policy change, are changing what we can expect in terms of the number and types of jobs in this sector.

Workforce Development Supports and Programs

Organizations and their workforce development activities identified by interviewees included:

- **Community Futures** - During COVID-19 Community Futures worked with all of the businesses and provided guidance related to protocols. Interviewees also identified that their website has useful resources, that they have partnerships with other organizations, involvement in skills development and business startup program, and general advocacy as the voice of business for Nelson and Area.
- **Kootenay Career Development Society (WorkBC service provider for the region)** – Interviewees identified the sector specific employment programs they deliver (e.g., Retail, Accommodation, Food Services, Tourism) and services they provide for people looking for work, upskilling opportunities, job placement supports, and wage subsidy programs.
- **Selkirk College** - Attracts students by offering educational programs, and helps retain them by through Co-Op programs and making connections with local industries (e.g., hospitality sector).
- **Imagine Kootenay** - Program to attract investment and workforce to the region. Designed to try to attract people to relocate to the area and to purchase existing businesses. Interviewees felt it helps promote relocation of families to the area.
- **Columbia Basin Alliance for Literacy** - Has settlement services that support retention.
- **Nelson Kootenay Lake Tourism** - Contributes to attraction by promoting and raising awareness of the region.

Based on their observations, interviewees felt that workforce development actions taken by Community Futures, Kootenay Career Development Society and Selkirk College were effective because their **contribution to skills training, job matching, and advocacy** is recognized by other non-profit organizations in terms of awareness and effectivity.

When interviewees were asked about workforce policy and program supports that are needed, their perceptions included:

- **Access to funding** for non-profit organizations that deliver workforce and related support programs.
- **More immigration pathways** for international workers, particularly in the Trades.
- **Childcare subsidies** targeting rural areas to increase availability of childcare.
- **Increasing availability of wage subsidy programs** which provide financial incentives for employers, attract talent, and help mitigate the challenges of recruitment and retention. For example, the Canadian Recovery Hiring Program was noted as a successful program.
- **Increase awareness of the BC Chamber of Commerce assistance programs** which can help alleviate workforce shortages by providing resources, guidance, and support to businesses in addressing their labor needs, fostering collaborations, and facilitating workforce development initiatives.

Workforce Development Opportunities

When asked about programs or supports that could improve workforce development, interviewees identified:

- **International Trades Pilot Program** provides an opportunity to fill Trades labour gaps.
- **Workshare program** sharing employees between businesses, providing stable, full-time work.
- **Ridesharing services** improving transit options through the use of individual vehicles.
- **Workforce attraction program** that promotes the unique advantages and benefits of working in the targeted area or sector and to create a positive image of the region and provide relevant resources to prospective employees considering relocation or job change.
- **Workforce housing programs** that create affordable housing options tailored to the income levels of workers, such as rental apartments or subsidized housing units.
- **Employee Recruitment Services (temporary or permanent)** through the establishment of recruitment agencies or services that specialize in connecting employers with candidates. These agencies may employ various strategies, including job matching, talent sourcing, and candidate screening, to ensure a more efficient and effective recruitment process.

SUMMARY

The majority of interviewees felt that workforce development is a high priority in Nelson and Area. Key challenges identified relate to housing, pay, transportation, childcare, skills training, immigration policies, and mental health/substance abuse. The three sectors interviewees felt have the greatest workforce needs are hospitality/tourism, healthcare, and construction. Lastly, interviewees also identified a range of existing and potential solutions that may help address workforce challenges.

THANK YOU

I wanted to take a moment to express my sincerest gratitude for the willingness of interviewees to volunteer their time and participate in the interview process. Their insights, experiences, and perspectives were invaluable in helping us gain a deeper understanding of the subject matter. I appreciate the effort interviewees put into preparing for the interview and sharing their thoughts with us. We are grateful for their contribution.

Nature-based Rural and Indigenous Infrastructure Solutions

Through an unprecedented pace and scale of change, rural and Indigenous communities in Canada, and across the world, are facing significant challenges associated with the cumulative impacts of economic restructuring, infrastructure deficits, and climate change. Infrastructure such as water distribution, stormwater management, roads, and resource supply chains, which are critical to every aspect of society and our economy, are particularly vulnerable. Unfortunately, owing to decades of underinvestment, these critical systems are in poor condition. In Canada, rural and Indigenous communities play vital roles in our resource economies, house 30% of the population, and serve as stewards for the land base -- while also being largely excluded from the research and discourse about how to solve infrastructure and climate change problems.

The purpose of this project is to use a conceptual framework consisting of rural development, Indigenous development, and nature-based solutions (NBS) to address important research and policy gaps associated with infrastructure renewal and climate adaptation in rural places. Working closely with municipal and Indigenous communities in British Columbia (BC), the project will bring together an outstanding research team partnering with local governments and First Nations to learn from innovative infrastructure solutions, which we will then use as a foundation to share knowledge with other communities and policy actors across Canada and internationally. We are focusing upon BC for our in-depth case work given the depth of our relationships with partner communities. Our existing research and literature review also confirms that while context matters, similar structural challenges face rural and Indigenous communities in other parts of the country, and internationally.

NBS refers to ecosystem-based approaches to solving problems (e.g., climate change, biodiversity loss) while simultaneously providing human services. What is particularly innovative and exciting about NBS is that they offer an asset-based and nature positive approach to confronting significant challenges, in that they provide communities with multiple benefits, such as support for revitalized rural economies, a higher quality of life (and health outcomes) for residents, and help meet local and national obligations associated with climate change and biodiversity. Examples of NBS include preserving and restoring wetlands so that they may be directly integrated into a community stormwater management plan; implementing green infrastructure to help reduce urban heat-island effects, manage stormwater run-off, and reduce snow drifts on road infrastructure; and restoring degraded waterways.

While landscape level knowledge in rural regions does exist, complementing a growing body of research about NBS interventions, rural and Indigenous communities lack capacity to systematically incorporate such knowledge into resilient infrastructure planning and implementation. Our project seeks to reframe our relationship to ecosystems in order to facilitate greater levels of economic and ecological rural community resilience.

The project will address two research gaps associated with NBS. First, as an emergent area of knowledge, robust research is required to situate NBS within the literature (inclusive of detailed case studies of application and performance in context); and second, much of the existing literature is urban and settler-centric and does not properly account for rural realities and Indigenous worldviews and ways of knowing. Research and mobilization are required that starts with a rural and Indigenous lens, appreciating the capacity, scale, socio-economic status, ecological conditions, and cultural preferences of these places.

INFORMATION BULLETIN

For Immediate Release
2023EMLI0038-001299
Aug. 15, 2023

Ministry of Energy, Mines and Low Carbon Innovation

Columbia River Treaty talks move forward after constructive Seattle session

SEATTLE – On Aug. 10 and 11, Canada and the United States held the 18th round of negotiations toward a modernized Columbia River Treaty.

The U.S. delegation hosted the meeting in Seattle, welcoming the Canadian negotiating team, which included representatives of the governments of Canada and B.C., and the Ktunaxa, Secwepemc and Syilx Okanagan Nations.

Negotiators discussed various aspects of the U.S. proposal that was delivered a few weeks earlier, with Canada continuing to advocate for increased domestic flexibility in treaty dam operations to enhance Indigenous cultural values, ecosystems and socioeconomic interests, updated flood control provisions and hydroelectric benefits. Also discussed was finding common ground on bilateral treaty ecosystem provisions and efforts to reintroduce salmon into the upper Columbia River.

The Seattle round was a constructive session that advanced the negotiators' thinking on the challenges and opportunities they face in integrating Canada and the United States' respective and mutual water-management objectives. Negotiators saw the two-day session as useful in developing a path forward toward an agreement-in-principle on a modernized treaty that meets both countries' interests.

In the coming weeks, Canada will provide U.S. negotiators with their response to the latest American proposal. The date and location of the next round of negotiations have not been confirmed.

Learn More:

To learn more about the Columbia River Treaty, visit:

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

To keep up with the latest Columbia River Treaty news, sign up for the newsletter here:

<https://engage.gov.bc.ca/columbiarivertreaty/sign-up/>

Or follow the CRT on Facebook (@ColumbiaRiverTreaty) or Twitter (@CRTreaty).

To share views on the treaty, email columbiarivertreaty@gov.bc.ca

Or write to:

Columbia River Treaty Team,
Ministry of Energy, Mines and Low Carbon Innovation,
PO Box 9314 Stn Prov Govt
Victoria, BC V8W 9N1

Contact:

Ministry of Energy, Mines and Low Carbon
Innovation
Media Relations
250 208-6183

Connect with the Province of B.C. at: news.gov.bc.ca/connect



July 24th. 2023

Dear RDCK Regional Directors,

The Arrow Slokan Tourism Association would like to request a letter of support indicating your continued endorsement of the 2% Municipal and Regional District Tax in Areas G and H of the RDCK. We have had a successful five-year initial term and as mandated by the Ministry of Finance are seeking another five-year renewal with the majority support of accommodators collecting this levy from overnight visitors to our region. Our successes in the last five years have included:

- Development and launch of the visitor-facing website www.arrowslocan.com
- Participation in the West Koot Route program with neighbouring destinations
- Commissioning of extensive photography and videography for use in promotion
- Digital advertising campaigns geo-targeted to travellers with a focus on shoulder-season visitation
- Support for our festival and event producers
- Launch of a visitor education campaign to promote responsible travel
- Design and print production of a regional Visitor Guide
- Collaboration and financial support for 'Slocan Grown' and 'Grow Arrow Lakes'

A copy of the original letter of support provided by the RDCK is attached for reference (2018). The 2023 letter can be in the same format with 'implementation' simply changed to 'renewal'. We would appreciate receiving this letter of support by August 25th to ensure our application is ready for submission to Destination BC and the Ministry of Finance by August 31, 2023. We would be pleased to provide the Board with an update of our activities at a future meeting.

Suzanne Denbak, B.Comm., CPA/CA, MBA
President & CEO
Cadence Resort Marketing Inc.
sdenbak@cadencestrategies.com
Mobile: (604) 905 9678
WhatsApp +1 (604) 905 9678

Angela Lund

To: Nelson Cycling
Subject: RE: Letter of support enquiry

From: Nelson Cycling <nelsoncyclingclub@hotmail.com>
Sent: August 9, 2023 4:25 PM
To: Angela Lund <ALund@rdck.bc.ca>
Cc: Ashley Chadwick <AChadwick@rdck.bc.ca>
Subject: Re: Letter of support enquiry

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

Hi there

The Nelson Cycling Club is again submitting a grant application to the BC Gaming Grants fund. Last year we were successful and hope to obtain the same level of funding or more this year.

Apologies for the short notice, we have been advised to submit a full application again as we want to increase the level of funding, not the shorter application we were hoping to complete.

The deadline for submission is August 31st. Would be great to have the letter by the 25th if possible

Thank you for your time
Wendy Lewis



Find us at

<https://www.nelsoncyclingclub.org/>

[@nelsoncyclingclub](#) Instagram Page

[Nelson Cycling Club](#) Community Facebook Group



OMBUDSPERSON
BRITISH COLUMBIA

June 27, 2023

Aimee Watson
Chair
Regional District of Central Kootenay
202 Lakeside Drive
PO Box 590
NELSON BC V1L 5R4

Dear Aimee Watson,

RE: Office of the Ombudsperson Quarterly Reports: July 1, 2022 - March 31, 2023

This package of documents details the complaint files the Office of the Ombudsperson closed for Regional District of Central Kootenay for the last three reporting quarters of the 2023 fiscal year between July 1, 2022 and March 31, 2023. No action is required on your part; however, we hope that you will find this information useful and share it within your organization.

Our office has recently migrated to a new software platform for our investigation file management, which has caused a delay in producing quarterly reports on their normal schedule. As we implemented the new software, we have updated the process by which these reports are generated. I apologize for the delay in sending these reports to you and expect that, going forward, the reports will be generated on a quarterly basis as they were in the past.

These reports provide information about the complaint files we closed regarding your organization within the last three quarters, including both files we investigated and files we closed without investigation. Files currently open with the office are not included in these reports.

Enclosed you will find detailed reports containing the following:

- A one-page report listing the number of files closed and the category under which they were closed. The categories we use to close files are based on the sections of the *Ombudsperson Act*, which gives the Ombudsperson the authority to investigate complaints from the public regarding authorities under our jurisdiction. A more detailed description of our closing categories is available on our website at: <https://bcombudsperson.ca/assets/media/QR-Glossary.pdf>.
- If applicable: Copies of closing summaries for complaint files that were investigated. These summaries provide an overview of the complaint received, our investigation and



the outcome. Our office produces closing summaries for investigated files only, and not for enquiries or those complaints that were not investigated.

- If applicable: A summary of the topics identified in the complaint files closed during the quarter. We track general complaint topics for all complaints we receive, and when applicable, also include information about authority-specific and/or sector-specific topics in those complaints for your organization and/or sector. Because complaints to our office are confidential, we do not share complaint topic information if we received too few complaints to preserve the complainants' anonymity.

If your organization received too few complaints to produce a summary of complaint topics but you would like further information about the complaints our office received about your organization, our Public Authority Consultation and Training (PACT) Team can provide further details upon request.

If you have questions about our quarterly reports or notice any inaccuracies in the data provided, or if you would like to sign up for our mailing list to be notified of educational opportunities provided by our PACT Team, please contact us at 250-508-2950 or consult@bcombudsperson.ca.

Yours sincerely,

Jay Chalke
Ombudsperson
Province of British Columbia

Enclosures



Type of complaint closure for Authority: Regional District of Central Kootenay	# closed
Enquiries – Many people who contact us are not calling to make a complaint, but are seeking information or advice. These contacts are classified as <i>Enquiries</i> to distinguish them from <i>Complaints</i> , which are requests that our office conduct an investigation.	4
Complaints with No Investigation – Our office does not investigate every complaint it receives. First, we determine whether we have authority to investigate the complaint under the <i>Ombudsperson Act</i> . We also have discretion to decline to investigate for other reasons specified in the <i>Ombudsperson Act</i> .	5
Early Resolution Investigations – Early Resolution investigations provide an expedited process for dealing with complaints when it appears that an opportunity exists for the authority to take immediate action to resolve the issue. Typical issues that are addressed through Early Resolution include timeliness, communication, and opportunities for internal review.	1
Complaint Investigations – When we investigate a complaint we may conclude with a determination that a complaint is not substantiated, or with a negotiated settlement of the complaint, or with public findings and recommendations. We may also exercise discretion to cease investigation for a number of other reasons specified in the <i>Ombudsperson Act</i> .	2
Reason for closing an Investigation	
Pre-empted by existing statutory right of appeal, objection or review.	0
Investigation ceased with no formal findings under the <i>Ombudsperson Act</i> .	
More than one year between event and complaint	0
Insufficient personal interest	0
Available remedy	0
Frivolous/vexatious/trivial matter	0
Can consider without further investigation	2
No benefit to complainant or person aggrieved	0
Complaint abandoned	0
Complaint withdrawn	0



Complaint settled in consultation with the authority – When an investigation leads us to conclude that action is required to resolve the complaint, we try to achieve that resolution by obtaining the voluntary agreement of the authority to settle the complaint. This allows matters to be resolved fairly for the complainant and authority without requiring a formal finding of maladministration.	0
Complaint substantiated with formal findings under the <i>Ombudsperson Act</i> .	0
Complaint not substantiated under the <i>Ombudsperson Act</i> .	0
Ombudsperson Initiated Investigations – The Ombudsperson has the authority to initiate investigations independently from our process for responding to complaints from the public. These investigations may be ceased at the discretion of the Ombudsperson or concluded with formal findings and recommendations.	0



The *Ombudsperson Act* requires that investigations be conducted in private. Ombudsperson investigation documents are not available through the *Freedom of Information and Protection of Privacy Act*, and may be subject to rules preventing their use in court and tribunal proceedings. **Please contact the Office of the Ombudsperson before disclosing this document, or any responses, to any third parties.**

Closing Summary Index

Closing summaries are provided for all investigated files closed in each quarter. Identifying information is removed from the closing summary itself to allow for broader distribution within your organization for quality improvement purposes without disclosing personal information. The table below provides an index of these investigated files and lists the file number, closing date and authority contact involved. Files closed under our Early Resolution Program are also identified. This identifying information is provided separately to assist you in following up on individual files with involved staff as needed.

File Number	Authority	Authority Contact	ER file
13-0127897 / 001	Regional District of Central Kootenay		
22-001142 / 001	Regional District of Central Kootenay	Stuart Horn	
23-000097	Regional District of Central Kootenay	Stuart Horn	Y



Closing Summary

Authority: Regional District of Central Kootenay
File Number: 13-0127897 / 001
Closing Date: 03-Jan-2023
Closing Status: *Can consider without further investigation (s.13(e))*
General Complaint Topics: Process or Procedure
Authority-specific Complaint Topics: All Local Government / Other
Closing Summary:

This file concerns a complaint about Regional District of Central Kootenay. In the spring 2013, Goose Creek became plugged up with debris and flooded his property, [REDACTED]. The resident explained that the Regional District of Central Kootenay dug out the creek in an attempt to restore the creek in the spring. He explained that workers threw the gravel onto his property. He further alleges the work did not fix the problems, and the creek is still flooding and causing damage to his property.

The complainant would like the RDCK to fix the problem; they have spoken to several people regarding their concerns about the work done in the spring. A Natural Resource Officer wrote a report about the situation and concluded that standard protection practices were not followed by whomever worked on the creek. The complainant explained that they raised this report, along with their concerns about the work done in the creek, with the CAO. The resident alleges that the CAO told them the problem is out of his hands.

The resident explained that it is unfair that he let RDCK through his property to give them access to Goose Creek, and the work was not done right.

This investigation explored whether the District provide the complainant with a reasonable response to their concerns

Grounds for Unfairness: "Unreasonable procedure"

This investigation confirmed that the District received \$8000 from the Ministry of Forests, Land and Natural Resource Operations (FLNRO) and



\$2000 from the Ministry of Transportation and Infrastructure (MoTI) to undertake emergency repairs. This work was intended to be a temporary solution, and was completed on March 12, 2013.

The investigation conformed that after the resident complained, staff from FLNRO visited the site, and the Water Stewardship Department concluded that the repairs performed as needed. As a result, staff closed his file. I am thus unable to determine that staff followed an unreasonable procedure.



Authority: Regional District of Central Kootenay
File Number: 22-001142 / 001
Closing Date: 16-Mar-2023
Closing Status: *Can consider without further investigation (s.13(e))*
General Complaint Topics: Communication, Disagreement with Decision or Outcome, Employment or Labour Relations, Process or Procedure
Authority-specific Complaint Topics: All Local Government / Other
Closing Summary:

The individual contacted the Office of the BC Ombudsperson with a complaint about the District of Riondel. They explained that Riondel is quite remote, and there are few bylaws, and it takes about 45 minutes for police to arrive on scene if they are dispatched to the area.

The individual explained that there is one employee from the Regional District of central Kootenay (RDCK) who resides in Riondel. They explained that this employee harasses and bullies residents and is not representing the town well. The individual explained that this person's actions have escalated, and residents are afraid of him.

The individual has contacted the RDCK to take steps to address this employee's behaviour, and to take disciplinary steps. To date, the individual is not satisfied with their response. The RDCK holds that they have no control over the employee's actions when they are not at work. The RDCK also explained that they do not have the authority to release personal information such as information in the employee's personnel file or related to their health. The RDCK began an investigation of an altercation between this employee and another representative, and they will not divulge information about this investigation to the individual who made this complaint.

The individual wants the Office of the BC Ombudsperson to "create better governance and accountability in Riondel". I explained to the individual that this is neither our role and we cannot do as they request. Rather, the focus of this investigation is whether the RDCK took appropriate steps to address their complaint.

I am closing this investigation because there are no administrative issues. The RDCK is acting fairly when they explained that they do not have the legal authority to impose disciplinary measures or intervene in this dispute. An employer does not have the legal authority to monitor or intervene in an employee's private life, including their disputes with neighbours.



I am unable to determine that the RDCK acted unfairly when they communicated this to the individual who made the complaint. While the individual disagrees with the decision and the RDCK's interpretation of the legal limits of their role as an employer, this does not mean that the RDCK is acting unfairly.

I am unable to determine that the RDCK is acting unfairly when they declined to update the individual about the investigation. The investigation is confidential, concerns protected information such as medical records and personnel files, and they are legally bound to protect this information. I am unable to determine that the RDCK acted unfairly in communicating this to the individual. While the individual disagrees with the RDCK's interpretation of its legal responsibilities, this does not mean the decision is unfair.



Authority: Regional District of Central Kootenay

File Number: 23-000097

Closing Date: 06-Mar-2023

Closing Status:

General Complaint Topics: Disagreement with Decision or Outcome, Treatment by Staff

Authority-specific Complaint Topics: All Local Government / Bylaw Enforcement, Other

Closing Summary: _____



The tables below summarize the complaint topics we are tracking for your sector and/or authority and the number of times this topic was identified in the files (investigated and non-investigated complaints) that were closed in the most recent quarter.

If you would like more information on the types of complaints we receive, please contact our Public Authority Consultation and Training Team: email us at consult@bcombudsperson.ca or call us at 250-508-2950.

Sector-Specific Complaint Topics – All Local Government

Business Licensing	11	2%
Bylaw Enforcement	159	29%
Council Member Conduct (incl. Conflict of Interest)	42	8%
Fees/Charges (incl. Taxes)	55	10%
Official Community Plan/Zoning/Development	100	18%
Open Meetings	18	3%
Other	95	17%
Procurement	5	1%
Response to Damages Claim	10	2%
Services (incl. Garbage, Sewer, Water)	48	9%

General Complaint Topics – All Local Government

Accessibility	25	3%
Administrative Error	20	3%
Communication	105	14%
COVID-19	4	1%
Delay	46	6%
Disagreement with Decision or Outcome	221	29%
Discrimination	3	0%
Employment or Labour Relations	10	1%
Other	54	7%



Process or Procedure	186	24%
Review or Appeal Process	16	2%
Treatment by Staff	77	10%

THE CORPORATION OF THE TOWNSHIP OF SPALLUMCHEEN

4144 Spallumcheen Way, Spallumcheen, BC V0E 1B6
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July 15, 2023

File: 0380-30-03

Regional District of North
Okanagan
9848 Aberdeen Road
Coldstream, BC V1B 2K9

Ministry of Environment &
Climate Change
PO Box 9047 Stn Prov Gov
Victoria, BC V8W 9E2

Recycle BC
405-221 West Esplanade
North Vancouver, BC
V7M 3J3

Re: Recycling Program for Antifreeze Containers and Used Oil Collection at the Armstrong Spallumcheen Diversion and Disposal Facility

At the Monday, May 1, 2023 Township of Spallumcheen Regular Council Meeting, the following resolution was passed:

"...THAT the Township of Spallumcheen Council recommend a letter be sent to the Regional District of North Okanagan (RDNO), Ministry of Environment and Climate Change, and Recycle BC to support plastic, such as antifreeze containers, and used oil collection/recycle depot at the Armstrong Spallumcheen landfill/transfer station located at 4399 Powerhouse Road, noting that the program should be at no cost due to the environmental fee already being paid at the time of product purchase;

AND THAT the Township of Spallumcheen Council direct staff to carbon-copy the letter to the BC member municipalities and to the Union of British Columbia Municipalities (UBCM) to gain support of Municipal and RDNO landfill/transfer station sites."

The Township Council believes that keeping these types of containers and contaminants out of our landfills is essential to maintaining healthy lands and aquifers.

Thank you for your attention to this matter. If you have any questions in this regard, please contact the undersigned.

Respectfully,

Cindy Webb
Corporate Officer

CW/mw

cc: Member Municipalities



July 17, 2023

Viv Thoss
Chief Administrative Officer, Village of Silverton,
cao@silverton.ca

**Subject: 2021 Census of Population – Village of Silverton, BC
(Census subdivision # 5903027)**

Dear Viv Thoss,

Thank you for your inquiry requesting a review of the 2021 Census counts for the Village of Silverton. Statistics Canada has undertaken a detailed investigation and has confirmed that the population and dwelling counts for the village were incorrect.

The investigation involved a detailed analysis of all the documents and procedures used in census enumeration and processing. The census enumeration forms from the 2021 and 2016 Censuses were compared, street by street, for each part of the village in order to determine if dwellings were missed. Maps were checked to verify current boundaries and confirm that all population and dwellings within those boundaries were correctly allocated. The municipal voters' list provided by your office was also compared against census data.

The review identified boundary and misallocation errors between Silverton and the neighbouring census subdivision of Central Kootenay H. In total, 16 dwellings, 15 of which are occupied by usual residents, and 25 people will be reallocated from Central Kootenay H to Silverton to correct these errors.

In addition, 5 private dwellings, 4 of which are estimated to be occupied by 7 usual residents, that should have been included in the 2021 Census counts were erroneously missed in the enumeration of the village.

The published and revised counts for Silverton and Central Kootenay H have been recompiled and are shown in the following table.



Published and Revised Counts for 2021

2021 Census Census Subdivision (CSD)	Population		Private Dwellings occupied by Usual Residents		Private Dwellings Other (unoccupied + occupied by Foreign or Temporary Residents)		Total Private Dwellings	
	Published counts	Revised counts	Published counts	Revised counts	Published counts	Revised counts	Published counts	Revised counts
Silverton (VL) #5903027	149	181	78	97	50	52	128	149
Central Kootenay H (RDA) #5903052	5,045	5,020	2,280	2,265	389	388	2,669	2,653

Census counts of population and dwellings may differ from those of administrative data like voters' lists. This may be due to a variety of factors, including differences in reference periods, definitions, concepts, or geographies. For the count of population, the census relies on the number of people reported on questionnaires completed and returned by residents of each household as of census day, May 11th, 2021. All households received an invitation to complete a census questionnaire. Silverton had a response rate of 88.6%; that is, 88.6% of households returned their census questionnaires. When no questionnaires are returned from dwellings, enumerators must determine the occupancy status of those dwellings (occupied or unoccupied). Statistics Canada then has a process to validate the occupancy status of non-responding dwellings and determine the number of usual residents for the dwellings identified as occupied when no questionnaires were completed. The investigation found no evidence of errors in how this process was implemented for the village.

In accordance with Statistics Canada's [Policy on response to formal review requests of 2021 Census population and dwelling counts](#), a notification showing the 2021 revised population and dwelling counts for the census subdivisions of Silverton and Central Kootenay H will be published on the Statistics Canada website. The amended counts will be posted within the coming weeks on the page for [Population and dwelling count amendments, 2021 Census \(statcan.gc.ca\)](#).



If you require further assistance, please do not hesitate to contact Chris Preston, Intercensal Manager, Western Region and Northern Territories at 431-275-6388 or by email at: Chris.Preston@statcan.gc.ca.

Regards,

Puja Challenger
Director, Western Region & Northern Territories
Suite 820 – 9700 Jasper Ave.
Canada Place
Edmonton, AB T5J 4C3

c.c. Kathleen Assaf, Executive Director, British Columbia Stats

July 26, 2023

Chair Aimee Watson and Board
Central Kootenay Regional District
Box 590
Nelson, BC V1L 5R4

Dear Chair Aimee Watson and Board:

**RE: CANADA COMMUNITY-BUILDING FUND: FIRST COMMUNITY WORKS FUND
PAYMENT FOR 2023/2024**

I am pleased to advise that UBCM is in the process of distributing the first Community Works Fund (CWF) payment for fiscal 2023/2024. An electronic transfer of \$737,867.15 is expected to occur in August 2023. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Canada Community-Building Fund can be found on our [website](#).

For further information, please contact Canada Community-Building Fund Program Services by e-mail at ccbf@ubcm.ca or by phone at 250-356-5134.

Sincerely,



Councillor Jen Ford
UBCM President

PC: Yev Malloff, Chief Financial Officer

Angela Lund

Subject: RE: B.C. Ministry of Agriculture and Food Drought Supports for Producers

From: Margerison, Elizabeth AF:EX <Elizabeth.Margerison@gov.bc.ca> **On Behalf Of** AGRIServiceBC AF:EX

Sent: August 2, 2023 1:24 PM

To: AGRIServiceBC AF:EX <AgriServiceBC@gov.bc.ca>

Subject: B.C. Ministry of Agriculture and Food Drought Supports for Producers

CAUTION

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

Announcing Drought Supports for B.C. Producers

The Ministry of Agriculture and Food is working with partners to support **all B.C. farmers and ranchers** who are facing challenges due to the current shortage of hay and feed across Western Canada.

To help farmers and producers access hay and feed, the Ministry of Agriculture and Food has provided \$150,000 to the BC Cattlemen's Association (BCCA) to support the Access to Feed program. Through this program, the BCCA will match sellers of hay and feed domestically across Canada and the western United States with BC farmers and producers. The goal of the program is to get the right type of feed to those in need as quickly as possible.

Information about sources of feed will be made readily available and BCCA will help to co-ordinate and support feed requests for all producers across the province. To find more information regarding the Access to Feed Program please refer to the BC Cattlemen Association website at <https://www.cattlemen.bc.ca/> or by contacting the program coordinator at hay@cattlemen.bc.ca or calling (250) 241-5640.

In addition, the governments of Canada and B.C. are working together to strengthen existing support programs to help farmers and ranchers with the cost of hay and feed, which is currently higher than usual due to ongoing drought conditions throughout Western Canada.

Immediate supports are available through the federal-provincial AgriStability program to help producers with drought or wildfire-related income declines and cash flow challenges.

Canada and British Columbia have agreed to enable AgriStability [Targeted Advance Payments](#) (TAP) for cattle producers. Existing AgriStability clients that own breeding animals, are being sent a letter advising them of the advance payment available to them based on how many breeding animals they have. Approved payments can be in the hands of producers within 10 business days and can help provide the cashflow to cover necessary expenses, including the increased cost of feed and hay.

The Ministry of Agriculture and Food, in collaboration with the federal government, has also acted to ensure that all producers who did not enrol in AgriStability by the April 30, 2023 deadline are still eligible for [Late Participation](#) and apply for an interim payment. Cattle producers who enroll as late participants can also apply for Targeted Advance Payments. Producers who have or will be reporting farm income to Canada Revenue Agency for tax purposes are eligible to enrol in AgriStability.

Additionally, changes to crop insurance have been approved so producers are now able to write off grain and oilseed crops that are being converted into livestock feed in response to the drought conditions. BC is allowing producers that bale, graze, or silage their crop to have the abandonment threshold doubled as an incentive for the damaged grain or oilseed crop to enter the feed supply. The abandonment threshold is a value in bushel per acre (bu/ac) where the harvest cost exceeds the value of the grain or oilseed crop. Producers must [request permission from BC Production Insurance](#) for any crop they wish to put to other use than grain harvest. This gives the administration the opportunity to appraise the yield of any crop that is being diverted or uneconomical to harvest.

The ministry continues to offer regional and specialized assistance to any producers in need and those looking for support can call the AgriService BC line at 1 888 221-7141.

Learn More:

For more information about the Access to Feed program and other supports offered by the BC Cattlemen’s Association, visit: <https://www.cattlemen.bc.ca/>

B.C. government drought response: <http://www.gov.bc.ca/drought>

For emergency preparedness tips and resources specific to farmers and ranchers, visit: <https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/business-market-development/emergency-management/emergency-preparedness-for-producers>

For details about B.C.’s suite of business risk-management programs for farmers, visit: <https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/programs/agriculture-insurance-and-income-protection-programs>

AGRIServiceBC BC direct access: <https://www2.gov.bc.ca/gov/content/industry/agriservice-bc>

[Follow us on Facebook](#) for up-to-date information and resources.

AgriServiceBC serves and supports B.C.’s farm & food sector by providing consistent, accurate and timely communications regarding Ministry of Agriculture and Food programs, resources, and events.



Angela Lund

To: Aimee Watson
Subject: RE: Attn: Chair and Directors, and Chief Administrative Officer -- Forest and Fire Management

From: FPBoard, Public Access <FPBoard@bcfpb.ca>
Sent: August 9, 2023 11:22 AM
Subject: Attn: Chair and Directors, and Chief Administrative Officer -- Forest and Fire Management

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

Dear Chair and Directors, and Chief Administrative Officer,

I would like to draw your attention to a special report recently released by the Forest Practices Board, [Forest and Fire Management in BC: Toward Landscape Resilience](#). The report highlights an urgent need to change how BC's forests and landscapes are managed to reduce the risk of catastrophic wildfire. Over 39 million hectares of public land in BC are at high or extreme threat of wildfire, and the negative effects on health, the environment and the economy affect all British Columbians. The Board is calling for urgent action by the provincial government to create a province-wide vision and action plan to improve landscape resilience and reduce the risk of catastrophic wildfire.

This report aims to raise public and policymaker awareness about the broad negative consequences of catastrophic wildfire, the impacts of climate change, and the inability of current forest and fire management policies to solve this problem. The Board recognizes that the level of action required to address catastrophic wildfire will require coordination and cooperation across all levels of government. We encourage you to read the report, consider how a change in how landscapes are managed could benefit your community, and consider your role in effecting this change.

The Forest Practices Board will be a participant in the 2023 UBCM Convention and tradeshow. Please visit our booth to learn more about the Board's work, including the recommendations in the report.

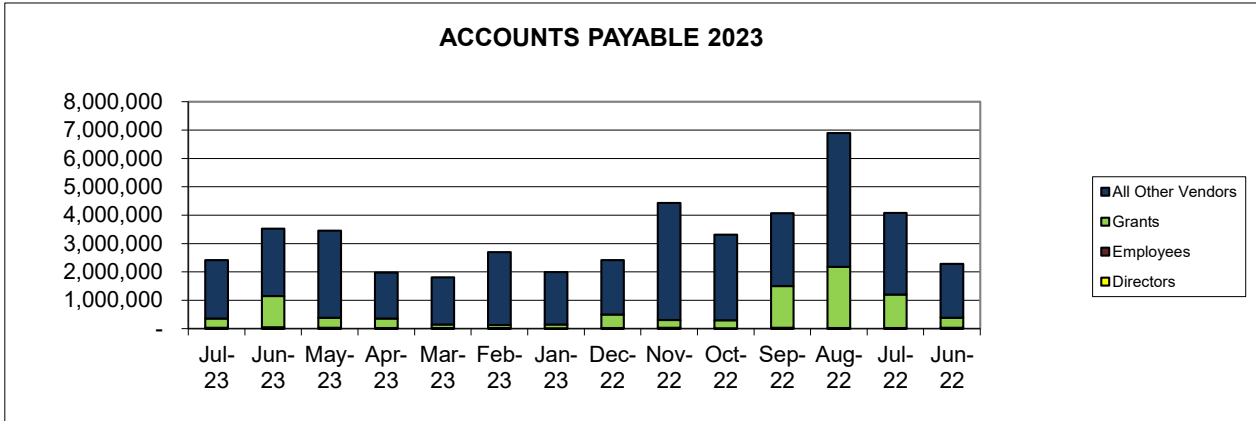
The Forest Practices Board is BC's independent watchdog for sound forest and range practices, reporting its findings and recommendations directly to the public and government. The board audits forest and range practices on public lands and the appropriateness of government enforcement. It can also make recommendations for improvement to practices and legislation. To find out more, please visit our website at <https://www.bcfpb.ca/>

Sincerely,

Keith Atkinson
Chair, BC Forest Practices Board

Please forward to other persons as appropriate. Many thanks!

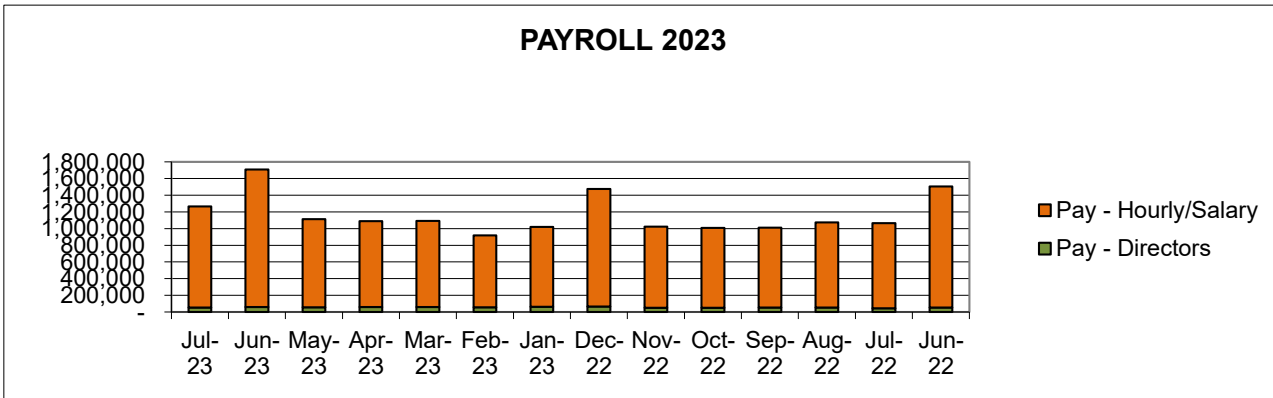
Financial Expenditure Report for July 2023



	Number of Payments	Value	% of Total
	1,172	\$2,412,684	
Top 80% of payments by value	133	1,930,964	80%
Remaining 20% of payments by value	1,039	481,720	20%
Total		\$2,412,684	100%

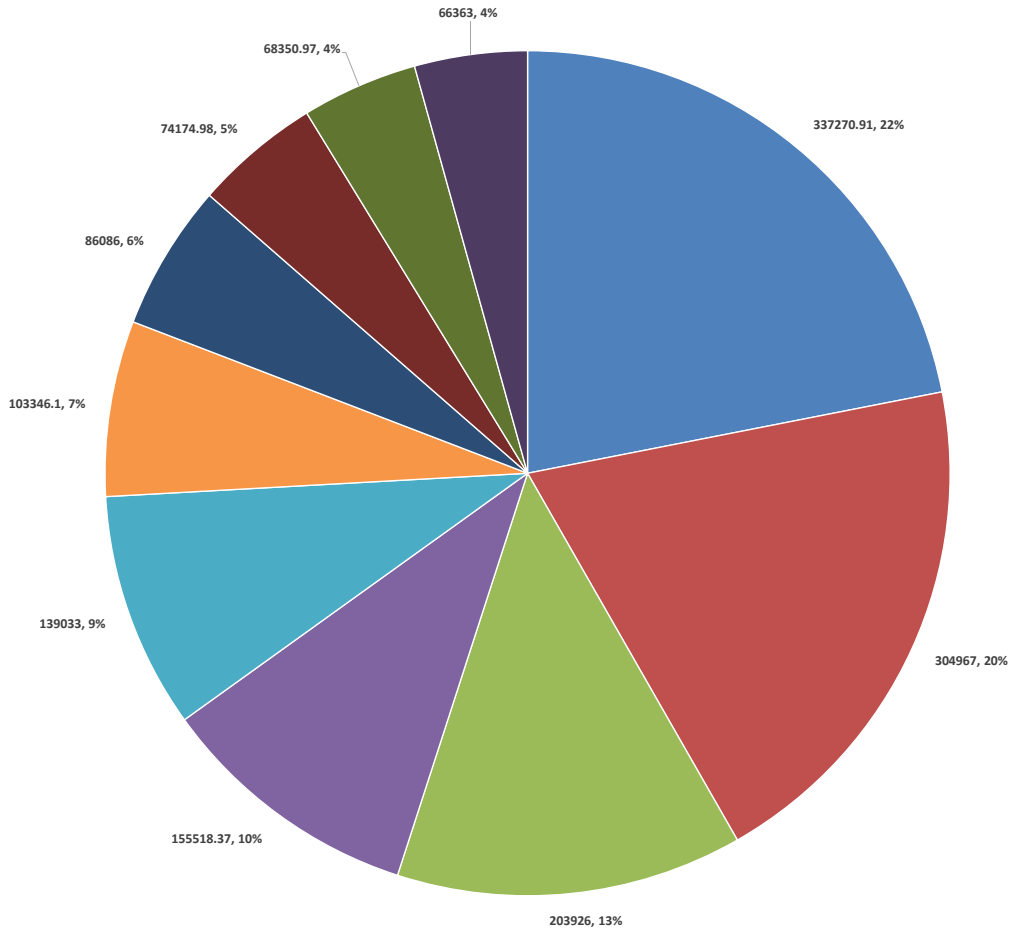
	Number of Payments	Value	% of Total
	1,172	\$2,412,684	
Payments to Directors	5	613	0.0%
Payments to Employees	128	26,357	1.1%
Subtotal		26,970	1.1%
Discretionary and Community Development Grants	60	332,504	13.8%
Other Vendors	979	2,053,211	85.1%
Subtotal		2,385,714	98.9%
Total		\$2,412,684	100%

Payment Method	Direct Deposit	% of Total	Cheques	% of Total
	1033	88%	139	12%



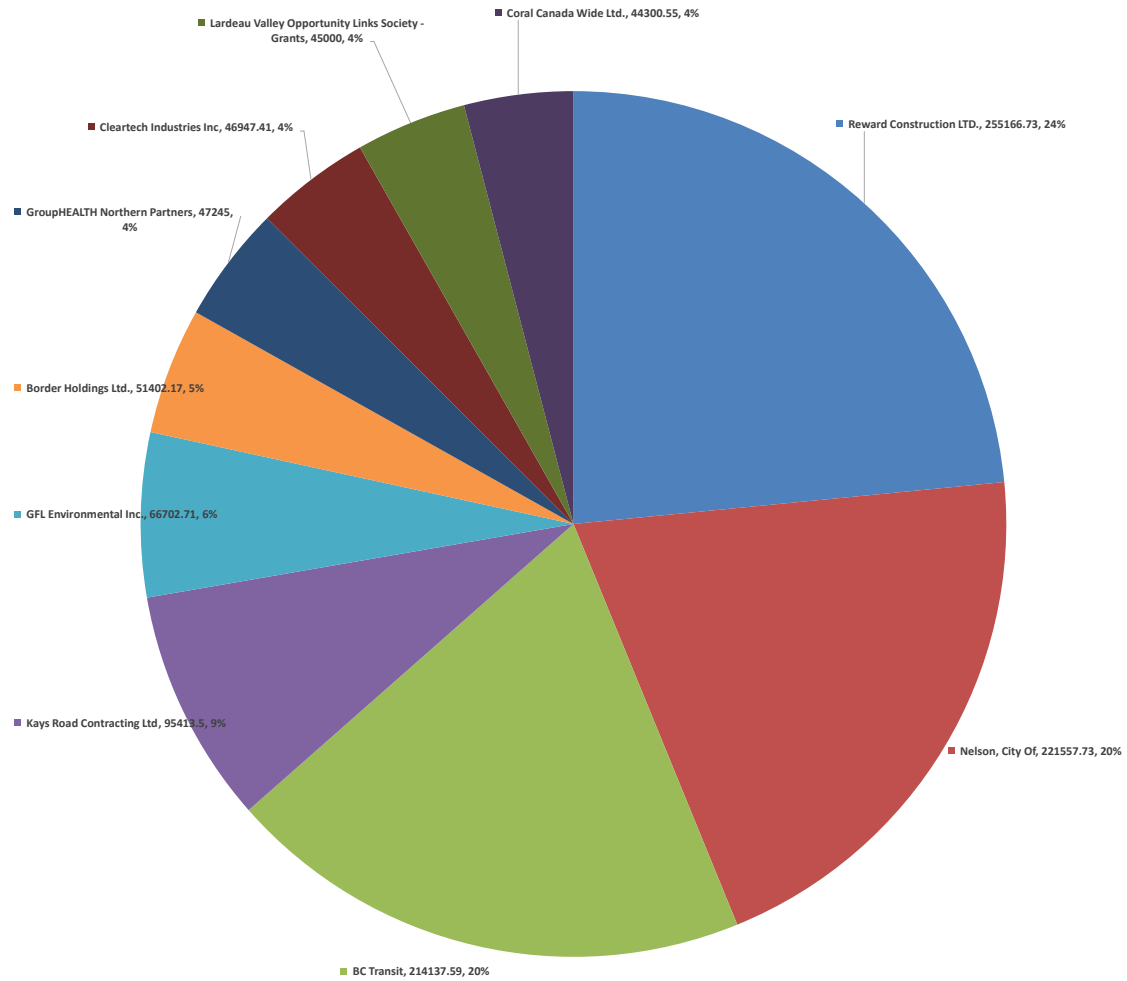
	Number of Payments	Value	% of Total
		\$1,264,034	100%
Directors		52,173	4.1%
Hourly/Salary		1,211,862	95.9%

Top 10 Services by Amount Spent



- Arena (Castlegar Complex)-Castlegar and Areas I and J
- Fire Protection-Areas B and C (Creston Contract)
- Fire Protection-Area E (Nelson Contract)
- Fire Protection-Areas A and C (Wynndel, Lakeview)
- Fire Response - West Creston
- Refuse Disposal (Central Subregion)-Nelson, Kaslo, Salmo and Areas D, E, F, and G
- Fire Protection-Area K (Nakusp)
- Fire Protection-Area H (New Denver Contract)
- Fire Protection-Area G (Salmo Contract)
- Fire Response - Arrow Creek

Top 10 Vendors by Value



- Reward Construction LTD.
- BC Transit
- GFL Environmental Inc.
- GroupHEALTH Northern Partners
- Lardeau Valley Opportunity Links Society - Grants
- Nelson, City Of
- Kays Road Contracting Ltd
- Border Holdings Ltd.
- Cleartech Industries Inc
- Coral Canada Wide Ltd.

Accounts Payable Top 80% of Payments for July 2023

Top 80% of payments by value	Number of Payments		Value
	133	\$	
ALS Canada Ltd.	2	\$	11,525.17
Arrow Lakes Aggregates	1	\$	19,782.32
Arrow Mountain Carwash & Mini Storage Ltd	1	\$	3,150.00
Associated Fire Safety Equipment	1	\$	6,636.00
B.C. Scale Co. Ltd.	1	\$	4,055.00
BAFCO Canada, Company dba Big Ass Fans	1	\$	3,164.00
Bayview Residents Association	1	\$	3,113.50
Bc Conservation Foundation	1	\$	15,000.00
BC Transit	6	\$	214,137.59
Bee Awareness Society	1	\$	5,590.63
Bi Purewater	1	\$	10,724.00
Black Press Group Ltd	1	\$	5,258.69
Border Holdings Ltd.	1	\$	51,402.17
Boundary Fencing Ltd.	1	\$	5,756.58
Burton Community Association	1	\$	4,500.00
Canadian Red Cross Society	1	\$	4,707.94
Carrier Enterprises Canada	1	\$	7,778.87
Carvello Law Corporation	1	\$	3,326.88
Castlegar Hospice Society	1	\$	4,500.00
Castlegar Pentecostal New Life Assembly	1	\$	8,186.70
Castlegar Villa Society	1	\$	16,844.20
Cleartech Industries Inc	7	\$	46,947.41
Coral Canada Wide Ltd.	2	\$	44,300.55
Cover Architectural Collaborative Inc.	1	\$	40,766.25
Custom Park & Leisure Ltd.	1	\$	5,764.50
DHC Communications Inc	1	\$	19,634.04
Diamond West Trailer Sales Ltd.	1	\$	13,434.40
FortisBC - Electricity	4	\$	30,183.76
Fortisbc - Natural Gas	1	\$	7,022.93
GFL Environmental Inc.	8	\$	66,702.71
Global Industrial Canada	1	\$	3,572.34
Goat Mountain Kids Society	1	\$	7,470.00
GroupHEALTH Northern Partners	1	\$	47,245.00
Help Desk Technology Corporation	1	\$	5,824.77
Highland Consulting Ltd	1	\$	6,140.93
Hywood Truck & Equipment Ltd	1	\$	3,174.17
I.T. Blueprint Solutions Consulting Inc.	1	\$	35,951.10
Izu-Shi Friendship Society	1	\$	15,975.00
James Ridge Consulting Inc.	1	\$	12,137.87
Kal Tire (Nelson)	1	\$	4,947.04
Kaslo Community Acupuncture Society	1	\$	5,400.00
Kaslo Community Services Society	1	\$	4,000.00
Kaslo infoNet Society	1	\$	37,500.00
Kaslo Jazz Etc Society	1	\$	5,000.00
Kays Road Contracting Ltd	2	\$	95,413.50
Kerr Wood Leidal Consulting Engineers	1	\$	9,270.30
Kootenay Industrial Supply Ltd	1	\$	13,590.50
Lardeau Valley Community Club	2	\$	7,556.70
Lardeau Valley Opportunity Links Society	1	\$	45,000.00
Lesperance Mendes	1	\$	3,523.52
Lidstone & Company	1	\$	3,604.16
Lifesaving Society (Burnaby)	1	\$	3,597.64
Little h Design Works	1	\$	5,832.75
McElhanney Consulting Services Ltd	1	\$	3,780.00
McWhirter Office Solutions Inc.	1	\$	3,514.91
Minister of Finance	2	\$	11,462.06
Morrow Bioscience Ltd	1	\$	13,763.40
Nakusp & Area Bike Society	1	\$	8,909.66
Nelson Civic Theatre Society	1	\$	5,513.57
Nelson Curling Club	1	\$	5,428.00
Nelson Leafs Hockey Society	2	\$	10,542.00
Nelson Nordic Ski Club	1	\$	5,579.37
Nelson, City Of	3	\$	221,557.73
Ootischenia Community Society	1	\$	9,000.00
Orion Fire Distribution Ltd.	1	\$	11,090.24
PIVA Mechanical Ind Ltd	1	\$	3,185.70
Read Jones Christoffersen Ltd.	1	\$	16,930.23
Recreation Nakusp Society	1	\$	27,000.00
Reward Construction LTD.	1	\$	255,166.73

Top 80% of payments by value	Number of Payments		Value
	133	\$	
Riverside Farm	1	\$	7,078.89
Robson Fire & Rescue Society	1	\$	14,994.90
Rocky Mountain Agencies	2	\$	7,133.14
Rocky Mountain Phoenix	1	\$	11,450.25
Rocky Point Engineering Ltd.	1	\$	4,095.00
Roto Aire Distributors Ltd	1	\$	6,207.66
Royal Canadian Legion #203 Edgewood	1	\$	5,000.00
Salmo Valley Swimming Pool Society	1	\$	10,184.40
Score Construction Ltd	1	\$	4,274.94
Selkirk College (Nelson)	1	\$	5,775.00
Sfj Inc	1	\$	3,800.84
Sk Electronics Ltd	1	\$	4,480.00
Slocan Lake Stewardship Society (SLSS)	1	\$	5,000.00
Slocan Valley Rail Trail Society	1	\$	7,894.35
SNT Geotechnical Ltd.	1	\$	4,376.61
Sperling Hansen Associates Inc	1	\$	11,045.04
Stewart Mcdannold Stuart	1	\$	6,450.08
Strong Data Inc.	1	\$	3,990.01
Studio 9 Architecture & Planning Ltd	1	\$	8,094.61
Summit Valve & Controls (BC) Inc.	1	\$	8,388.80
Sundry Vendor	2	\$	11,775.01
Tarry's & District Community Hall Society	1	\$	5,400.00
Telus Communications Inc	1	\$	6,197.99
Telus Mobility	1	\$	8,825.76
Van Kam Freightways Ltd	1	\$	4,297.56
Ward Chemical Incorporated	1	\$	4,847.80
West Kootenay Eco Society	1	\$	3,479.54
WEX Canada Ltd.	1	\$	4,005.56
Wildland Recreation Solutions	1	\$	19,959.19
Wildsight	1	\$	11,320.00
Wishbone Industries Ltd.	1	\$	17,376.80
Wolseley Waterworks Branch	1	\$	7,267.01
Z-KO Construction Ltd.	1	\$	8,449.30

Accounts Payable Bottom 20% of Payments for July 2023

Remaining 20% of payments by value	Number of Payments		Value
	1,039	\$	
1217404 BC LTD DBA Trevor Hutt Bulldog	1	\$	315.00
1400142 BC Ltd.	1	\$	1,108.89
2 Pump Paul's Gas and Snacks	5	\$	1,185.08
5 Star Services and Products Inc.	3	\$	2,099.84
ACE Courier Services	8	\$	439.81
Acklands-Grainger Inc	2	\$	914.70
Adm Electric Ltd	1	\$	1,596.00
Air Liquide Canada Inc	3	\$	256.06
Alberta Fire Chiefs Association	1	\$	173.21
All Rite Rooter Sewage Pumping Services	1	\$	330.75
Allaire, Michael	2	\$	304.84
Alligator Pie Catering	1	\$	718.20
ALS Canada Ltd.	4	\$	3,809.90
Anderson, Georgina Lynn	1	\$	75.00
Anderson, Pearl	1	\$	122.56
Andex Equipment Rentals	6	\$	1,518.92
Andrew Sheret Ltd	13	\$	5,094.58
Aquam Inc	2	\$	2,110.63
Archibald, Katherine	1	\$	75.00
Arrow & Slocan Lakes Community Services (ASLCS)	1	\$	2,969.00
Arrow Lakes Aggregates	1	\$	630.00
Arrow Lakes Fine Arts Guild	1	\$	2,000.00
Arrow Professional Landscaping	1	\$	1,832.25
Associated Fire Safety Equipment	2	\$	881.41
Authorized Security Ltd.	2	\$	1,450.28
B&L Security Patrol (1981) Ltd	1	\$	1,771.35
B.A. Benson & Son Ltd.	1	\$	1,783.43
Backroad Mapbooks	1	\$	519.75
Bailey, Ann	1	\$	75.00
Baker Street Mens Wear	1	\$	898.63
Balfour Recreation Commission	3	\$	389.00
Barnhouse, Greg	2	\$	912.92
BC Hydro & Power Authority	5	\$	1,983.50
BC Municipal Safety Association	3	\$	3,150.00
Beaudet, Philippe	1	\$	453.30
Beerens, Kurt	1	\$	55.00
Belleau, Melodie	1	\$	75.00
Benjamin, Debra	1	\$	75.00
Bergeron, Genevieve	4	\$	1,050.60
Bibby, Michael	1	\$	111.52
Bill's Heavy Duty Enterprises (2004) Ltd.	14	\$	17,240.06
BlueBelle Bistro & Beanery	1	\$	221.55
Bodley, Peter	1	\$	75.00
Bourgeois, Chantel	1	\$	347.19
Brandt Tractor Ltd. (Creston)	1	\$	261.77
Breath Love Enterprises Ltd. O/A Mountain Valley Station	2	\$	201.10
Brenton Industries Ltd	2	\$	1,685.25
British Columbia Recreation & Parks Association	1	\$	682.50
Brogan Fire & Safety	3	\$	344.19
Brown, Larry	1	\$	209.78
Bumstead, Brian	1	\$	75.00
Burton Internet Society	1	\$	22.40
C.A. Fischer Lumber Co. Ltd.	13	\$	1,088.31
Canada Post Nelson Stn Main	1	\$	337.05
Canadian Centre for Occupational Health and Safety	11	\$	319.20
Canadian Fitness Education Services Ltd	1	\$	73.50
Canadian Linen & Uniform	6	\$	580.76
Canadian Red Cross Society	1	\$	1,061.16
Canadian Safety Supplies	1	\$	337.50
CanGas Propane Inc.	1	\$	87.05
Cannon, Brice	1	\$	75.00
Canyon Community Association	1	\$	500.00
Caro Analytical Services	5	\$	2,757.83
Cascadia Sport Systems Inc	1	\$	233.75

Remaining 20% of payments by value	Number of Payments		Value
	1,039	\$	
Case Grypma Mechanical LTD	1	\$	628.08
Castlegar Hospice Society	1	\$	1,000.00
Castlegar Machine & Chrome Ltd	2	\$	957.44
Castlegar Sculpturewalk Society	1	\$	2,848.26
Castlegar, City Of	6	\$	3,394.32
CDW Canada Corp	1	\$	333.98
CentralSquare Canada Software Inc.	2	\$	531.57
Centrix Control Solutions LP	1	\$	1,123.71
Chef's Choice Authentic Street Food	1	\$	568.25
Clark, Gerald	1	\$	75.00
Clarke, Angela	1	\$	75.00
Clarke, Ryan	1	\$	75.00
Cleartech Industries Inc	7	\$	8,835.27
Columbia Wireless Inc	5	\$	408.80
Comfort Welding Ltd	9	\$	827.10
Cops for Kids	1	\$	1,500.00
Coral Canada Wide Ltd.	1	\$	639.61
Cover Architectural Collaborative Inc.	2	\$	4,142.25
Cowan's Office Supplies	11	\$	1,932.22
Cranbrook Water Conditioning Ltd.	5	\$	222.78
Crawford Bay Store	4	\$	276.37
Crescent Valley Community Hall Society	1	\$	2,100.00
Creston Card & Stationery	3	\$	175.07
Creston Firefighters Society	1	\$	250.00
Creston Valley Chamber Of Commerce	1	\$	2,651.25
Creston Valley Fall Fair Association	2	\$	3,500.00
Creston, Town Of	1	\$	1,050.00
Creston, Town of	1	\$	3,000.00
Cupe Local 2262	2	\$	4,801.01
Cupe Local 748	2	\$	1,904.78
CWMM Consulting Engineers Ltd.	1	\$	867.30
Daoust, Charmaine	1	\$	2,827.85
Dave's Plumbing Ltd	3	\$	6,343.76
DB Perks & Associates Ltd	6	\$	4,740.68
DHC Communications Inc	5	\$	1,803.85
Dickson Auto Repair	1	\$	160.00
Djakovic, Melissa	1	\$	50.00
Dominion Govlaw LLP	1	\$	1,366.40
Doran, Andrew	2	\$	274.80
Doug's Disposal Service	2	\$	261.14
Downtown Automotive	1	\$	2,571.01
Dye, Shane	2	\$	1,938.27
East Shore Internet Society	2	\$	129.92
East Shore Trail & Bike Association	1	\$	2,558.75
EcoLogic Consultants Ltd.	1	\$	1,557.15
Edgewood Volunteer Fire Department	1	\$	191.15
EECOL Electric Corp.	3	\$	596.72
Elris, Odin	1	\$	55.65
Emco Corporation	3	\$	1,748.36
Environmental Operators Certification Program	12	\$	1,995.00
Esler, Christina	1	\$	75.00
Expresslane Deliveries	1	\$	395.47
Fall Line Forestry Ltd	1	\$	262.50
Faragher-Miller, Leanne	1	\$	75.00
Federated Co-Operatives Ltd	5	\$	1,412.07
Fehr, Carol	1	\$	656.88
Fergie, Barbara	1	\$	75.00
Ferneyhough, Jessica	1	\$	204.00
Fishlock, Garrett	1	\$	180.00
FortisBC - Electricity	19	\$	5,680.07
Four Star Communications Inc	1	\$	115.50
Fraser Valley Building Supplies Inc.	9	\$	770.37
French, Angela	1	\$	379.28
Friesen, Matthew	1	\$	418.95
Froehlich, Clifford	1	\$	176.80
G and W Lawncare	1	\$	90.00
Gabb, William	1	\$	74.80
Gain, Thomas Scott	1	\$	2,432.50
Garrigan, Patrick	1	\$	75.00

Remaining 20% of payments by value	Number of Payments		Value
	1,039	\$	
Gerrard, Kelly	1	\$	75.00
GFL Environmental Inc.	17	\$	17,990.26
Gilbert Parts Depot	9	\$	821.26
Gilbert, Ryan	2	\$	1,077.04
Gillender, Anne	1	\$	150.00
Glacier View Glass Ltd.	1	\$	170.84
Glade Recreation Commission (Society)	1	\$	1,500.00
GoTo Technologies Canada Ltd.	2	\$	430.08
Gracie's Kennels Ltd.	1	\$	2,085.97
Gray Creek Store	5	\$	213.16
Gray's Contracting	3	\$	1,240.93
Green Valley Mechanical LTD	1	\$	433.13
Greene, Gregory	2	\$	697.20
Greep, Wes	1	\$	600.00
Gresley-Jones, Melissa	1	\$	323.54
GRS Contracting Ltd	1	\$	934.50
Guille, Pam	1	\$	1,365.00
Guillevin International Inc	2	\$	340.49
Habljak, Julia	2	\$	590.44
Hach Sales and Service Canada Ltd	1	\$	698.70
Hadfield, Anthony	2	\$	640.00
Hall Printing	1	\$	22.03
Hamelin, Marie-Pierre	1	\$	63.00
Hamilton, Alayne	1	\$	75.00
Hanegraaf, Henny (Henrica)	1	\$	59.24
Harrison, Jerold	1	\$	378.08
Hergott, Patrick	2	\$	788.00
Hewat, Suzan	1	\$	284.60
Hewgill, Mathew	1	\$	125.00
Hills Recreation Society	1	\$	50.00
Hills, Erika	1	\$	75.00
Hipperson Hardware	2	\$	48.10
Hitchon, William DBA: 5th Gear	1	\$	2,600.00
Holeshot Originals	1	\$	2,002.49
Hopkyns, John (Chris)	2	\$	197.40
Horn, Stuart	1	\$	102.00
Hume Hotel	2	\$	644.00
HuskyPro	1	\$	1,088.30
Hywood Truck & Equipment Ltd	9	\$	3,899.73
ICESoft Technologies Holding Ltd	1	\$	948.44
In the Air Networks	1	\$	102.20
Infosat Communications	1	\$	239.82
Inland Allcare	26	\$	14,420.10
Interior Health Authority - Environmental Health	1	\$	126.00
Iron Mountain	1	\$	362.42
Jacobs Snow & Mow	1	\$	80.00
Jakubow Enterprises Ltd o/a Canadian Tire Castlegar (492)	12	\$	1,150.80
Jennifer Wickwire	1	\$	200.00
Jet Ice Ltd	1	\$	1,527.77
Johnny's Grocery & Gas Sales	2	\$	151.49
Jorgenson, Karin	1	\$	75.00
Justice Institute Of Bc	1	\$	918.05
Kal Tire (Castlegar)	1	\$	267.50
Kal Tire (Nelson)	2	\$	565.86
Kanigan, Dayna	1	\$	229.16
Kaslo Building Maintenance	1	\$	609.00
Kaslo Emergency Support Services	1	\$	300.00
Kaslo Front Street Market	2	\$	121.62
Kaslo Home Hardware	1	\$	31.35
Kaslo Infonet Society	1	\$	97.00
Kaslo Mechanical Inc	1	\$	300.78
Kaslo Pump	1	\$	621.93
Kaslo, Village Of	2	\$	338.88
Kathy Gordon's Cleaning Services	6	\$	940.50
Keech, Kalin	1	\$	75.00
Kelly's Maintenance and Services	1	\$	2,625.00
Kemle, Gillian	1	\$	2,000.00
Kemlee Equipment Ltd	1	\$	14.06
Kennlyn Enterprises	3	\$	582.39

Remaining 20% of payments by value	Number of Payments		Value
	1,039	\$	
KGC Fire Rescue Inc	5	\$	5,487.49
Kilburn, Jackie	1	\$	2,250.00
Killen, Isabel	1	\$	75.00
Kinch, Veronica	1	\$	820.76
Kitchener Improvement District	1	\$	1,228.50
Kite Refrigeration	2	\$	1,449.00
Knudsen, Joshua	1	\$	60.00
Knudsen, Leroy B	1	\$	60.00
Kobayashi & MacIntyre MD Inc.	1	\$	50.66
Kokanee Ford Sales Ltd.	1	\$	678.75
Kootenay Carshare Cooperative	2	\$	1,389.67
Kootenay Columbia Discovery Society	1	\$	1,206.23
Kootenay Emergency Response Physicians Assoc.	1	\$	2,545.54
Kootenay Glass & Mirror Ltd	2	\$	731.56
Kootenay Industrial Supply Ltd	23	\$	3,519.22
Kootenay Lake Electric Ltd	1	\$	732.22
Kootenay Landscape A Division of KL Solutions Inc	1	\$	1,050.00
Kootenay Swiftwater Specialists	2	\$	611.31
Kootenay Valley Water & Spas	4	\$	205.85
Kyle, James D	1	\$	70.04
Lane, Harvey	1	\$	75.00
Lardeau Valley Community Club	1	\$	70.00
Lay, Jessie	1	\$	236.13
Lectric Ave Electronics	2	\$	240.75
Lehnert, Chris	1	\$	333.20
Lidstone & Company	5	\$	2,499.87
Lifesaving Society (Burnaby)	9	\$	2,651.32
Lillies, Rebecca	2	\$	898.12
Linde Canada Inc.	1	\$	172.55
Little h Design Works	2	\$	1,078.88
Lo-Cost Propane	1	\$	248.64
Long View Systems Corporation	1	\$	105.00
Lordco Parts Ltd	5	\$	394.09
Lower Arrow Lakes Conservation Association	1	\$	500.00
Main Jet Motorsports Inc	2	\$	1,781.48
Malekow, Pamela	1	\$	75.00
Manhas, Aditya	2	\$	238.20
Mannama, Miikael	2	\$	730.00
Marshall, Charity	2	\$	164.76
Mascon	5	\$	1,443.17
Masse Enviromental Consultants Ltd.	1	\$	961.80
Matthes, Korre	2	\$	309.60
Matthews, Audrey	1	\$	75.00
Mayday Electric Ltd	2	\$	441.93
McCuaig, Stuart	1	\$	75.00
Menzies, Taylor	1	\$	75.00
Micah's Plumbing & Heating Ltd.	1	\$	226.80
Mid Town Motors	2	\$	2,291.53
Mills Office Productivity	1	\$	215.04
Minister of Finance	1	\$	30.01
Minister Of Finance - Product Distribution Centre	2	\$	481.49
Ministry of Transportation and Infrastructure	1	\$	73.68
Mitchell Supply Ltd	13	\$	1,056.39
Morrison, Matthew	1	\$	70.72
MOTION	1	\$	426.80
Mounsey, Hannah	1	\$	60.00
Mountford, Sophia	1	\$	102.00
Munch, Deborah	1	\$	75.00
Municipal Insurance Association Of BC	1	\$	875.79
MyZone Media Inc.	1	\$	1,917.87
Nakusp Elementary School SD10	1	\$	650.00
Nakusp Secondary School	2	\$	4,000.00
Nakusp, Village Of	1	\$	305.00
Nanaimo, City of	15	\$	5,727.75
Navigata Communications Ltd. dba ThinkTel	1	\$	19.65
Nederman Canada Ltd	1	\$	2,015.95
Nelco Marine	1	\$	2,161.60
Nelson & District Chamber of Commerce	1	\$	178.50
Nelson Building Centre Ltd	34	\$	4,089.72

Remaining 20% of payments by value	Number of Payments		Value
	1,039	\$	
Nelson Farmers Supply Ltd	13	\$	1,421.12
Nelson Fine Art Centre Society	1	\$	740.00
Nelson Ford Sales (2003) Inc.	1	\$	1,750.79
Nelson Hydro	6	\$	2,021.11
Nelson Road Kings	1	\$	1,000.00
Nelson Search & Rescue	1	\$	1,236.00
Nelson Senior Citizens Assoc. Branch #51	1	\$	1,000.00
Nelson Toyota	5	\$	3,202.45
Nelson, Calvin	1	\$	75.00
Nelson, City Of	5	\$	4,529.61
Niminiken, Justin	1	\$	59.16
North Kootenay Lake Community Services Society	1	\$	800.00
North Shore Water Utility Nelson Ltd.	1	\$	462.00
Northstar Creston - Chev Olds Pontiac Buick	1	\$	124.82
Northtown Rental & Sales	3	\$	338.14
Nymeyer, Gina	1	\$	168.64
Oglow's Paint & Wallcoverings Ltd	2	\$	300.66
Orkin Canada Corporation	2	\$	353.64
Overland West Freight Lines Ltd	7	\$	7,276.26
Paragon Micro Canada	10	\$	8,454.18
Passmore Laboratory Ltd	7	\$	1,300.00
Patience, Kevin	1	\$	204.00
Pennywise	1	\$	26.04
Piche, Annabelle	1	\$	571.40
Pickering, Kristy	3	\$	501.84
Pilla, Megan	1	\$	7.90
Pipe, Nicolai	2	\$	134.84
Pitbull Contracting Ltd	1	\$	1,317.40
PIVA Mechanical Ind Ltd	2	\$	5,630.38
Popoff, Walter A	1	\$	42.16
Posgate, Evelyn	1	\$	75.00
Prestige Lakeside Resort	2	\$	736.00
Procter Community Society	1	\$	130.00
Pulpit Plumbing & Heating Ltd.	2	\$	4,540.55
Purolator Inc	2	\$	302.94
Pyramid Building Supplies	8	\$	608.84
Raugust, Shelley	1	\$	75.00
Reliance Office Services Ltd	1	\$	2,415.00
Rfs Canada	3	\$	2,700.99
Ricoh Canada Inc	3	\$	389.43
Riondel Cable Society	2	\$	80.00
Riverside Farm	2	\$	1,504.65
Rivette, Mark	1	\$	88.00
Roadpost Inc. T46274	1	\$	341.05
Roberts, Hailey	1	\$	75.00
Roblee Trucking	1	\$	2,516.06
Robson Community Hall	1	\$	100.00
Rocky Mountain Agencies	1	\$	2,712.24
Rocky Mountain Phoenix	3	\$	2,866.01
Roenspiess, Ethan (Kai)	1	\$	75.00
Rook Design Media	2	\$	560.56
Royal Canadian Legion Branch #74	2	\$	388.50
RVTD Enterprises Ltd DBA Castle Bowl	1	\$	230.00
Rye, Kristine	1	\$	238.64
Salmo Valley Youth & Community Centre	2	\$	1,166.67
Salmons, Susanne	1	\$	75.00
Schmidt, Julie	1	\$	75.00
Selkirk College (Nelson)	1	\$	168.00
Selkirk Security Services Ltd	1	\$	76.27
Shapovalov, Shannon	1	\$	75.00
Shaw Cable	20	\$	2,873.64
Sherwood Trophies Signs Sportswear & More	1	\$	127.13
Silverton Building Supplies Ltd	4	\$	243.69
Silverton Transport Limited	1	\$	1,585.50
Simpson, Jennifer	1	\$	75.00
Sinclair, Alexander	1	\$	2,900.00
Sk Electronics Ltd	8	\$	1,841.06
Slocan Fitness Centre	1	\$	900.00
Slocan Lake Garden Society (SLUGS)	1	\$	500.00

Remaining 20% of payments by value	Number of Payments		Value
	1,039	\$	
Slocan Park Community Hall Society	3	\$	844.75
Smith Cameron Process Solutions	1	\$	1,218.56
SMP	1	\$	166.13
Snell, Diara	2	\$	179.70
SNT Engineering Ltd.	1	\$	1,617.00
Spartan Controls Ltd	1	\$	1,123.50
Speedpro Signs	5	\$	1,727.01
Speedpro Signs (Trail)	1	\$	1,142.40
Sperling Hansen Associates Inc	1	\$	2,069.56
Stafford Welding	4	\$	2,646.00
Sterling Backcheck Canada Corp.	2	\$	434.83
Stewart, Heather	1	\$	45.50
Sullivan, Kevin	1	\$	75.00
Summit Truck & Equipment Repair	3	\$	1,549.12
Summit Valve & Controls (BC) Inc.	1	\$	537.60
Sundry Vendor	20	\$	9,432.74
Sutherland Drywall	1	\$	315.00
Taghum Community Society	2	\$	280.00
Technel Engineering Inc	1	\$	870.45
Technical Safety BC	5	\$	3,819.84
Telus Communications Inc	2	\$	1,665.86
Tenaquip Industrial Distribution	3	\$	2,509.20
The Blindman	1	\$	787.50
Thiele, Dustin	3	\$	1,350.00
Thomas & Company Locksmithing Ltd.	1	\$	449.40
Thurber Engineering Ltd.	2	\$	3,412.51
Tilley, Colleen F	1	\$	75.00
Tin Boat Apparel	1	\$	1,716.00
Tip-it Waste Solutions Kootenay	3	\$	1,064.70
Trane Canada ULC	1	\$	2,066.93
Tratech Mechanical Ltd	2	\$	227.31
Tremlock Properties Ltd	3	\$	3,169.93
Trottier, Nadine	1	\$	75.00
Tu-Dor Lock & Safe Ltd	4	\$	204.65
Uhlenbrauck, Tyler	1	\$	139.40
Uline Canada Corporation	3	\$	1,498.37
Union of Spiritual Communities of Christ	1	\$	375.00
Ups Canada	1	\$	4.51
Vallen Canada Inc	1	\$	571.20
Valley Voice Ltd	3	\$	363.82
Van Eyk, Aldo	1	\$	75.00
Van Houtte Coffee Services	1	\$	199.35
Van Kam Freightways Ltd	4	\$	2,074.09
Van Veller, Sean	1	\$	75.00
Verigin, Talin E. P.	1	\$	60.00
VH Sport Canada	1	\$	444.03
Vitalaire Canada Inc	3	\$	137.96
Vousden, Jodi	2	\$	2,250.00
W.H. Excavating	3	\$	2,476.70
Waste Management	2	\$	163.11
Weatherhead, Teresa A	2	\$	226.96
Wesco Distribution-Canada Inc	3	\$	805.30
West K Concrete Ltd.	3	\$	3,630.71
West Kootenay Eco Society	1	\$	1,522.21
WFR Wholesale Fire & Rescue Ltd	9	\$	3,864.46
Wheeler, Tracy	1	\$	75.00
Wildland Recreation Solutions	2	\$	3,705.69
Wildsight - Creston	1	\$	518.25
Wilkinson, James	2	\$	419.76
Winlaw Mini-Mart	2	\$	199.90
Wolseley Waterworks Branch	3	\$	1,863.67
Wood Wyant Inc	6	\$	4,017.33
Wood, Graeme	3	\$	300.00
Wynndel Community Centre	2	\$	220.00
Wynndel Community Centre	2	\$	3,000.00
Xplore Inc.	1	\$	117.04
Yahk-Kingsgate Recreation Society	3	\$	1,615.00
Yee, Douglas	1	\$	95.20
Yellow Pages Group	1	\$	0.52

Remaining 20% of payments by value	Number of Payments		Value
	1,039	\$	
Young Anderson Barristers & Solicitors	1	\$	748.21
Zap Welding	1	\$	325.25
Zdebiak, Rachel	1	\$	75.00
Zimich, Robert	2	\$	1,169.68
Zone West Enterprises Ltd	1	\$	351.68

Employees and Directors July 2023

Directors	Number of Payments	Value
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	5		613
Hanegraaf, Henny (Henrica)	1	\$	59.24
Hewat, Suzan	1	\$	284.60
Popoff, Walter A	1	\$	42.16
Weatherhead, Teresa A	2	\$	226.96

Employees	Number of Payments	Value
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	128	\$	26,357
Allaire, Michael	2	\$	304.84
Anderson, Georgina Lynn	1	\$	75.00
Anderson, Pearl	1	\$	122.56
Archibald, Katherine	1	\$	75.00
Bailey, Ann	1	\$	75.00
Barnhouse, Greg	2	\$	912.92
Beaudet, Philippe	1	\$	453.30
Beerens, Kurt	1	\$	55.00
Belleau, Melodie	1	\$	75.00
Benjamin, Debra	1	\$	75.00
Bergeron, Genevieve	4	\$	1,050.60
Bibby, Michael	1	\$	111.52
Bodley, Peter	1	\$	75.00
Brown, Larry	1	\$	209.78
Bumstead, Brian	1	\$	75.00
Cannon, Brice	1	\$	75.00
Clark, Gerald	1	\$	75.00
Clarke, Angela	1	\$	75.00
Clarke, Ryan	1	\$	75.00
Daoust, Charmaine	1	\$	2,827.85
Djakovic, Melissa	1	\$	50.00
Doran, Andrew	2	\$	274.80
Dye, Shane	2	\$	1,938.27
Elris, Odin	1	\$	55.65
Esler, Christina	1	\$	75.00
Faragher-Miller, Leanne	1	\$	75.00
Fehr, Carol	1	\$	656.88
Fergie, Barbara	1	\$	75.00
Ferneyhough, Jessica	1	\$	204.00
Fishlock, Garrett	1	\$	180.00
French, Angela	1	\$	379.28
Friesen, Matthew	1	\$	418.95
Froehlich, Clifford	1	\$	176.80
Gabb, William	1	\$	74.80
Garrigan, Patrick	1	\$	75.00
Gerrard, Kelly	1	\$	75.00
Gilbert, Ryan	2	\$	1,077.04
Gillender, Anne	1	\$	150.00
Greene, Gregory	2	\$	697.20
Habljak, Julia	2	\$	590.44
Hadfield, Anthony	2	\$	640.00
Hamelin, Marie-Pierre	1	\$	63.00
Hamilton, Alayne	1	\$	75.00
Harrison, Jerold	1	\$	378.08
Hergott, Patrick	2	\$	788.00
Hills, Erika	1	\$	75.00
Hopkyns, John (Chris)	2	\$	197.40
Horn, Stuart	1	\$	102.00
Jorgenson, Karin	1	\$	75.00
Kanigan, Dayna	1	\$	229.16
Keech, Kalin	1	\$	75.00
Killen, Isabel	1	\$	75.00
Kinch, Veronica	1	\$	820.76
Knudsen, Joshua	1	\$	60.00
Knudsen, Leroy B	1	\$	60.00
Kyle, James D	1	\$	70.04
Lane, Harvey	1	\$	75.00
Lay, Jessie	1	\$	236.13
Lehnert, Chris	1	\$	333.20
Lillies, Rebecca	2	\$	898.12
Malekow, Pamela	1	\$	75.00
Manhas, Aditya	2	\$	238.20
Marshall, Charity	2	\$	164.76
Matthes, Korre	2	\$	309.60
Matthews, Audrey	1	\$	75.00
McCuaig, Stuart	1	\$	75.00

Employees	Number of Payments		Value
	128	\$	
Menzies, Taylor	1	\$	75.00
Morrison, Matthew	1	\$	70.72
Mounsey, Hannah	1	\$	60.00
Mountford, Sophia	1	\$	102.00
Munch, Deborah	1	\$	75.00
Nelson, Calvin	1	\$	75.00
Niminiken, Justin	1	\$	59.16
Nymeyer, Gina	1	\$	168.64
Patience, Kevin	1	\$	204.00
Piche, Annabelle	1	\$	571.40
Pickering, Kristy	3	\$	501.84
Pilla, Megan	1	\$	7.90
Pipe, Nicolai	2	\$	134.84
Posgate, Evelyn	1	\$	75.00
Raugust, Shelley	1	\$	75.00
Rivette, Mark	1	\$	88.00
Roberts, Hailey	1	\$	75.00
Roenspiess, Ethan (Kai)	1	\$	75.00
Rye, Kristine	1	\$	238.64
Salmons, Susanne	1	\$	75.00
Schmidt, Julie	1	\$	75.00
			26,357

Accounts Payable for July 2023 Breakdown by Type of Payment

Discretionary, Community Development, and Other Grants	Number of Payments		\$	332,504
	60			
Arrow & Slocan Lakes Community Services (ASLCS)	1		\$	2,969.00
Arrow Lakes Fine Arts Guild	1		\$	2,000.00
Bayview Residents Association	1		\$	3,113.50
Bee Awareness Society	1		\$	5,590.63
Burton Community Association	1		\$	4,500.00
Canadian Red Cross Society	2		\$	5,769.10
Castlegar Hospice Society	2		\$	5,500.00
Castlegar Pentecostal New Life Assembly	1		\$	8,186.70
Castlegar Sculpturewalk Society	1		\$	2,848.26
Castlegar Villa Society	1		\$	16,844.20
Cops for Kids	1		\$	1,500.00
Creston Valley Fall Fair Association	2		\$	3,500.00
Creston, Town of	1		\$	3,000.00
East Shore Trail & Bike Association	1		\$	2,558.75
Edgewood Volunteer Fire Department	1		\$	191.15
Glade Recreation Commission (Society)	1		\$	1,500.00
Goat Mountain Kids Society	1		\$	7,470.00
Izu-Shi Friendship Society	1		\$	15,975.00
Kaslo Community Acupuncture Society	1		\$	5,400.00
Kaslo Community Services Society	1		\$	4,000.00
Kaslo Emergency Support Services	1		\$	300.00
Kaslo InfoNet Society	1		\$	37,500.00
Kaslo Jazz Etc Society	1		\$	5,000.00
Kitchener Improvement District	1		\$	1,228.50
Kootenay Columbia Discovery Society	1		\$	1,206.23
Kootenay Emergency Response Physicians Assoc.	1		\$	2,545.54
Lardeau Valley Community Club	2		\$	7,556.70
Lardeau Valley Opportunity Links Society	1		\$	45,000.00
Lower Arrow Lakes Conservation Association	1		\$	500.00
Nakusp & Area Bike Society	1		\$	8,909.66
Nakusp Elementary School SD10	1		\$	650.00
Nakusp Secondary School	2		\$	4,000.00
Nelson Civic Theatre Society	1		\$	5,513.57
Nelson Curling Club	1		\$	5,428.00
Nelson Fine Art Centre Society	1		\$	740.00
Nelson Nordic Ski Club	1		\$	5,579.37
Nelson Road Kings	1		\$	1,000.00
Nelson Search & Rescue	1		\$	1,236.00
Nelson Senior Citizens Assoc. Branch #51	1		\$	1,000.00
North Kootenay Lake Community Services Society	1		\$	800.00
Ootischenia Community Society	1		\$	9,000.00
Recreation Nakusp Society	1		\$	27,000.00
Robson Fire & Rescue Society	1		\$	14,994.90
Royal Canadian Legion #203 Edgewood	1		\$	5,000.00
Salmo Valley Swimming Pool Society	1		\$	10,184.40
Slocan Fitness Centre	1		\$	900.00
Slocan Lake Garden Society (SLUGS)	1		\$	500.00
Slocan Lake Stewardship Society (SLSS)	1		\$	5,000.00
Slocan Valley Rail Trail Society	1		\$	7,894.35
Tarry's & District Community Hall Society	1		\$	5,400.00
West Kootenay Eco Society	2		\$	5,001.75
Wildsight - Creston	1		\$	518.25
Wyndel Community Centre	2		\$	3,000.00

Accounts Payable for July 2023 Breakdown by Type of Payment

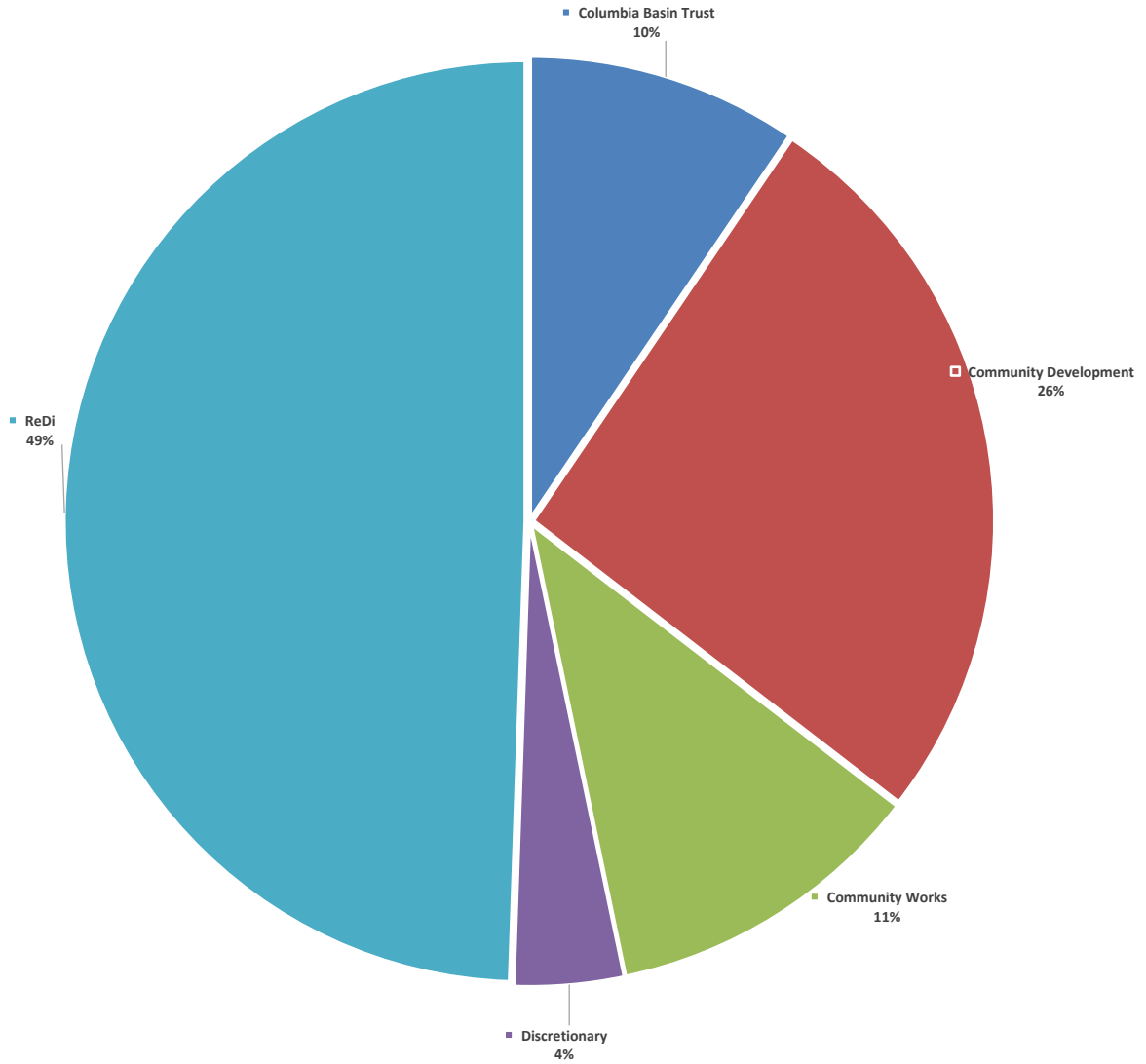
All Other Vendors	Number of Payments		Value	
	979	\$		2,053,211
1217404 BC LTD DBA Trevor Hutt Bulldog	1	\$		315.00
1400142 BC Ltd.	1	\$		1,108.89
2 Pump Paul's Gas and Snacks	5	\$		1,185.08
5 Star Services and Products Inc.	3	\$		2,099.84
ACE Courier Services	8	\$		439.81
Acklands-Grainger Inc	2	\$		914.70
Adm Electric Ltd	1	\$		1,596.00
Air Liquide Canada Inc	3	\$		256.06
Alberta Fire Chiefs Association	1	\$		173.21
All Rite Rooter Sewage Pumping Services	1	\$		330.75
Alligator Pie Catering	1	\$		718.20
ALS Canada Ltd.	6	\$		15,335.07
Andex Equipment Rentals	6	\$		1,518.92
Andrew Sheret Ltd	13	\$		5,094.58
Aquam Inc	2	\$		2,110.63
Arrow Lakes Aggregates	2	\$		20,412.32
Arrow Mountain Carwash & Mini Storage Ltd	1	\$		3,150.00
Arrow Professional Landscaping	1	\$		1,832.25
Associated Fire Safety Equipment	3	\$		7,517.41
Authorized Security Ltd.	2	\$		1,450.28
B&L Security Patrol (1981) Ltd	1	\$		1,771.35
B.A. Benson & Son Ltd.	1	\$		1,783.43
B.C. Scale Co. Ltd.	1	\$		4,055.00
Backroad Mapbooks	1	\$		519.75
BAFCO Canada, Company dba Big Ass Fans	1	\$		3,164.00
Baker Street Mens Wear	1	\$		898.63
Balfour Recreation Commission	3	\$		389.00
Bc Conservation Foundation	1	\$		15,000.00
BC Hydro & Power Authority	5	\$		1,983.50
BC Municipal Safety Association	3	\$		3,150.00
BC Transit	6	\$		214,137.59
Bi Purewater	1	\$		10,724.00
Bill's Heavy Duty Enterprises (2004) Ltd.	14	\$		17,240.06
Black Press Group Ltd	1	\$		5,258.69
BlueBelle Bistro & Beanery	1	\$		221.55
Border Holdings Ltd.	1	\$		51,402.17
Boundary Fencing Ltd.	1	\$		5,756.58
Bourgeois, Chantel	1	\$		347.19
Brandt Tractor Ltd. (Creston)	1	\$		261.77
Breath Love Enterprises Ltd. O/A Mountain Valley Station	2	\$		201.10
Brenton Industries Ltd	2	\$		1,685.25
British Columbia Recreation & Parks Association	1	\$		682.50
Brogan Fire & Safety	3	\$		344.19
Burton Internet Society	1	\$		22.40
C.A. Fischer Lumber Co. Ltd.	13	\$		1,088.31
Canada Post Nelson Stn Main	1	\$		337.05
Canadian Centre for Occupational Health and Safety	11	\$		319.20
Canadian Fitness Education Services Ltd	1	\$		73.50
Canadian Linen & Uniform	6	\$		580.76
Canadian Safety Supplies	1	\$		337.50
CanGas Propane Inc.	1	\$		87.05
Canyon Community Association	1	\$		500.00
Caro Analytical Services	5	\$		2,757.83
Carrier Enterprises Canada	1	\$		7,778.87
Carvello Law Corporation	1	\$		3,326.88
Cascadia Sport Systems Inc	1	\$		233.75
Case Grypma Mechanical LTD	1	\$		628.08
Castlegar Machine & Chrome Ltd	2	\$		957.44
Castlegar, City Of	6	\$		3,394.32
CDW Canada Corp	1	\$		333.98
CentralSquare Canada Software Inc.	2	\$		531.57
Centrix Control Solutions LP	1	\$		1,123.71
Chef's Choice Authentic Street Food	1	\$		568.25
Cleartech Industries Inc	14	\$		55,782.68
Columbia Wireless Inc	5	\$		408.80
Comfort Welding Ltd	9	\$		827.10
Coral Canada Wide Ltd.	3	\$		44,940.16
Cover Architectural Collaborative Inc.	3	\$		44,908.50
Cowan's Office Supplies	11	\$		1,932.22
Cranbrook Water Conditioning Ltd.	5	\$		222.78
Crawford Bay Store	4	\$		276.37
Crescent Valley Community Hall Society	1	\$		2,100.00
Creston Card & Stationery	3	\$		175.07
Creston Firefighters Society	1	\$		250.00
Creston Valley Chamber Of Commerce	1	\$		2,651.25
Creston, Town Of	1	\$		1,050.00
Cupe Local 2262	2	\$		4,801.01
Cupe Local 748	2	\$		1,904.78
Custom Park & Leisure Ltd.	1	\$		5,764.50
CWMM Consulting Engineers Ltd.	1	\$		867.30
Dave's Plumbing Ltd	3	\$		6,343.76
DB Perks & Associates Ltd	6	\$		4,740.68
DHC Communications Inc	6	\$		21,437.89
Diamond West Trailer Sales Ltd.	1	\$		13,434.40
Dickson Auto Repair	1	\$		160.00
Dominion Govlaw LLP	1	\$		1,366.40
Doug's Disposal Service	2	\$		261.14
Downtown Automotive	1	\$		2,571.01
East Shore Internet Society	2	\$		129.92
EcoLogic Consultants Ltd.	1	\$		1,557.15

All Other Vendors	Number of Payments		Value
	979	\$	
			2,053,211
EECOL Electric Corp.	3	\$	596.72
Emco Corporation	3	\$	1,748.36
Environmental Operators Certification Program	12	\$	1,995.00
Expresslane Deliveries	1	\$	395.47
Fall Line Forestry Ltd	1	\$	262.50
Federated Co-Operatives Ltd	5	\$	1,412.07
FortisBC - Electricity	23	\$	35,863.83
Fortisbc - Natural Gas	1	\$	7,022.93
Four Star Communications Inc	1	\$	115.50
Fraser Valley Building Supplies Inc.	9	\$	770.37
G and W Lawncare	1	\$	90.00
Gain, Thomas Scott	1	\$	2,432.50
GFL Environmental Inc.	25	\$	84,692.97
Gilbert Parts Depot	9	\$	821.26
Glacier View Glass Ltd.	1	\$	170.84
Global Industrial Canada	1	\$	3,572.34
GoTo Technologies Canada Ltd.	2	\$	430.08
Gracie's Kennels Ltd.	1	\$	2,085.97
Gray Creek Store	5	\$	213.16
Gray's Contracting	3	\$	1,240.93
Green Valley Mechanical LTD	1	\$	433.13
Greep, Wes	1	\$	600.00
Gresley-Jones, Melissa	1	\$	323.54
GroupHEALTH Northern Partners	1	\$	47,245.00
GRS Contracting Ltd	1	\$	934.50
Guille, Pam	1	\$	1,365.00
Guillevin International Inc	2	\$	340.49
Hach Sales and Service Canada Ltd	1	\$	698.70
Hall Printing	1	\$	22.03
Help Desk Technology Corporation	1	\$	5,824.77
Hewgill, Mathew	1	\$	125.00
Highland Consulting Ltd	1	\$	6,140.93
Hills Recreation Society	1	\$	50.00
Hipperson Hardware	2	\$	48.10
Hitchon, William DBA: 5th Gear	1	\$	2,600.00
Holeshot Originals	1	\$	2,002.49
Hume Hotel	2	\$	644.00
HuskyPro	1	\$	1,088.30
Hywood Truck & Equipment Ltd	10	\$	7,073.90
I.T. Blueprint Solutions Consulting Inc.	1	\$	35,951.10
ICESoft Technologies Holding Ltd	1	\$	948.44
In the Air Networks	1	\$	102.20
Infosat Communications	1	\$	239.82
Inland Allcare	26	\$	14,420.10
Interior Health Authority - Environmental Health	1	\$	126.00
Iron Mountain	1	\$	362.42
Jacobs Snow & Mow	1	\$	80.00
Jakubow Enterprises Ltd o/a Canadian Tire Castlegar (492)	12	\$	1,150.80
James Ridge Consulting Inc.	1	\$	12,137.87
Jennifer Wickwire	1	\$	200.00
Jet Ice Ltd	1	\$	1,527.77
Johnny's Grocery & Gas Sales	2	\$	151.49
Justice Institute Of Bc	1	\$	918.05
Kal Tire (Castlegar)	1	\$	267.50
Kal Tire (Nelson)	3	\$	5,512.90
Kaslo Building Maintenance	1	\$	609.00
Kaslo Front Street Market	2	\$	121.62
Kaslo Home Hardware	1	\$	31.35
Kaslo Infonet Society	1	\$	97.00
Kaslo Mechanical Inc	1	\$	300.78
Kaslo Pump	1	\$	621.93
Kaslo, Village Of	2	\$	338.88
Kathy Gordon's Cleaning Services	6	\$	940.50
Kays Road Contracting Ltd	2	\$	95,413.50
Kelly's Maintenance and Services	1	\$	2,625.00
Kemle, Gillian	1	\$	2,000.00
Kemlee Equipment Ltd	1	\$	14.06
Kennlyn Enterprises	3	\$	582.39
Kerr Wood Leidal Consulting Engineers	1	\$	9,270.30
KGC Fire Rescue Inc	5	\$	5,487.49
Kilburn, Jackie	1	\$	2,250.00
Kite Refrigeration	2	\$	1,449.00
Kobayashi & MacIntyre MD Inc.	1	\$	50.66
Kokanee Ford Sales Ltd.	1	\$	678.75
Kootenay Carshare Cooperative	2	\$	1,389.67
Kootenay Glass & Mirror Ltd	2	\$	731.56
Kootenay Industrial Supply Ltd	24	\$	17,109.72
Kootenay Lake Electric Ltd	1	\$	732.22
Kootenay Landscape A Division of KL Solutions Inc	1	\$	1,050.00
Kootenay Swiftwater Specialists	2	\$	611.31
Kootenay Valley Water & Spas	4	\$	205.85
Lardeau Valley Community Club	1	\$	70.00
Lectric Ave Electronics	2	\$	240.75
Lesperance Mendes	1	\$	3,523.52
Lidstone & Company	6	\$	6,104.03
Lifesaving Society (Burnaby)	10	\$	6,248.96
Linde Canada Inc.	1	\$	172.55
Little h Design Works	3	\$	6,911.63
Lo-Cost Propane	1	\$	248.64
Long View Systems Corporation	1	\$	105.00
Lordco Parts Ltd	5	\$	394.09
Main Jet Motorsports Inc	2	\$	1,781.48
Mannama, Milkael	2	\$	730.00
Mascon	5	\$	1,443.17
Masse Enviromental Consultants Ltd.	1	\$	961.80

All Other Vendors	Number of Payments		Value
	979	\$	
			2,053,211
Mayday Electric Ltd	2	\$	441.93
McElhanney Consulting Services Ltd	1	\$	3,780.00
McWhirter Office Solutions Inc.	1	\$	3,514.91
Micah's Plumbing & Heating Ltd.	1	\$	226.80
Mid Town Motors	2	\$	2,291.53
Mills Office Productivity	1	\$	215.04
Minister of Finance	3	\$	11,492.07
Minister Of Finance - Product Distribution Centre	2	\$	481.49
Ministry of Transportation and Infrastructure	1	\$	73.68
Mitchell Supply Ltd	13	\$	1,056.39
Morrow Bioscience Ltd	1	\$	13,763.40
MOTION	1	\$	426.80
Municipal Insurance Association Of BC	1	\$	875.79
MyZone Media Inc.	1	\$	1,917.87
Nakusp, Village Of	1	\$	305.00
Nanaimo, City of	15	\$	5,727.75
Navigata Communications Ltd. dba ThinkTel	1	\$	19.65
Nederman Canada Ltd	1	\$	2,015.95
Nelco Marine	1	\$	2,161.60
Nelson & District Chamber of Commerce	1	\$	178.50
Nelson Building Centre Ltd	34	\$	4,089.72
Nelson Farmers Supply Ltd	13	\$	1,421.12
Nelson Ford Sales (2003) Inc.	1	\$	1,750.79
Nelson Hydro	6	\$	2,021.11
Nelson Leafs Hockey Society	2	\$	10,542.00
Nelson Toyota	5	\$	3,202.45
Nelson, City Of	8	\$	226,087.34
North Shore Water Utility Nelson Ltd.	1	\$	462.00
Northstar Creston - Chev Olds Pontiac Buick	1	\$	124.82
Northtown Rental & Sales	3	\$	338.14
Oglow's Paint & Wallcoverings Ltd	2	\$	300.66
Orion Fire Distribution Ltd.	1	\$	11,090.24
Orkin Canada Corporation	2	\$	353.64
Overland West Freight Lines Ltd	7	\$	7,276.26
Paragon Micro Canada	10	\$	8,454.18
Passmore Laboratory Ltd	7	\$	1,300.00
Pennywise	1	\$	26.04
Pitbull Contracting Ltd	1	\$	1,317.40
PIVA Mechanical Ind Ltd	3	\$	8,816.08
Prestige Lakeside Resort	2	\$	736.00
Procter Community Society	1	\$	130.00
Pulpit Plumbing & Heating Ltd.	2	\$	4,540.55
Purolator Inc	2	\$	302.94
Pyramid Building Supplies	8	\$	608.84
Read Jones Christoffersen Ltd.	1	\$	16,930.23
Reliance Office Services Ltd	1	\$	2,415.00
Reward Construction LTD.	1	\$	255,166.73
Rfs Canada	3	\$	2,700.99
Ricoh Canada Inc	3	\$	389.43
Riondel Cable Society	2	\$	80.00
Riverside Farm	3	\$	8,583.54
Roadpost Inc. T46274	1	\$	341.05
Roble Trucking	1	\$	2,516.06
Robson Community Hall	1	\$	100.00
Rocky Mountain Agencies	3	\$	9,845.38
Rocky Mountain Phoenix	4	\$	14,316.26
Rocky Point Engineering Ltd.	1	\$	4,095.00
Rook Design Media	2	\$	560.56
Roto Aire Distributors Ltd	1	\$	6,207.66
Royal Canadian Legion Branch #74	2	\$	388.50
RVTD Enterprises Ltd DBA Castle Bowl	1	\$	230.00
Salmo Valley Youth & Community Centre	2	\$	1,166.67
Score Construction Ltd	1	\$	4,274.94
Selkirk College (Nelson)	2	\$	5,943.00
Selkirk Security Services Ltd	1	\$	76.27
Sfj Inc	1	\$	3,800.84
Shaw Cable	20	\$	2,873.64
Sherwood Trophies Signs Sportswear & More	1	\$	127.13
Silverton Building Supplies Ltd	4	\$	243.69
Silverton Transport Limited	1	\$	1,585.50
Sinclair, Alexander	1	\$	2,900.00
Sk Electronics Ltd	9	\$	6,321.06
Slocan Park Community Hall Society	3	\$	844.75
Smith Cameron Process Solutions	1	\$	1,218.56
SMP	1	\$	166.13
SNT Engineering Ltd.	1	\$	1,617.00
SNT Geotechnical Ltd.	1	\$	4,376.61
Spartan Controls Ltd	1	\$	1,123.50
Speedpro Signs	5	\$	1,727.01
Speedpro Signs (Trail)	1	\$	1,142.40
Sperling Hansen Associates Inc	2	\$	13,114.60
Stafford Welding	4	\$	2,646.00
Sterling Backcheck Canada Corp.	2	\$	434.83
Stewart Mcdannold Stuart	1	\$	6,450.08
Stewart, Heather	1	\$	45.50
Strong Data Inc.	1	\$	3,990.01
Studio 9 Architecture & Planning Ltd	1	\$	8,094.61
Summit Truck & Equipment Repair	3	\$	1,549.12
Summit Valve & Controls (BC) Inc.	2	\$	8,926.40
Sundry Vendor	22	\$	21,207.75
Sutherland Drywall	1	\$	315.00
Taghum Community Society	2	\$	280.00
Technel Engineering Inc	1	\$	870.45
Technical Safety BC	5	\$	3,819.84
Telus Communications Inc	3	\$	7,863.85

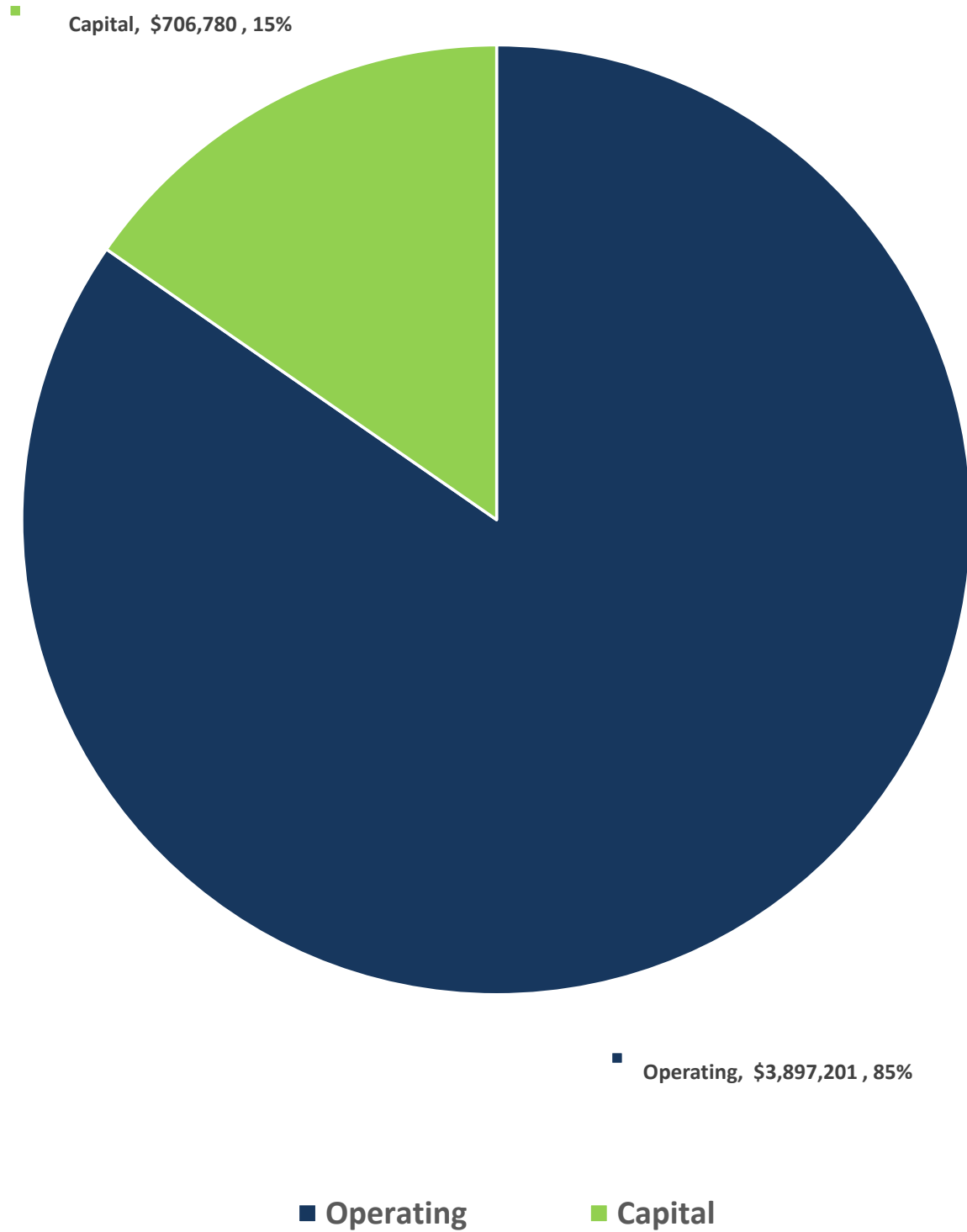
All Other Vendors	Number of Payments		Value
	979	\$	
Telus Mobility	1	\$	8,825.76
Tenaquip Industrial Distribution	3	\$	2,509.20
The Blindman	1	\$	787.50
Thiele, Dustin	3	\$	1,350.00
Thomas & Company Locksmithing Ltd.	1	\$	449.40
Thurber Engineering Ltd.	2	\$	3,412.51
Tin Boat Apparel	1	\$	1,716.00
Tip-it Waste Solutions Kootenay	3	\$	1,064.70
Trane Canada ULC	1	\$	2,066.93
Tratech Mechanical Ltd	2	\$	227.31
Tremlock Properties Ltd	3	\$	3,169.93
Tu-Dor Lock & Safe Ltd	4	\$	204.65
Uline Canada Corporation	3	\$	1,498.37
Union of Spiritual Communities of Christ	1	\$	375.00
Ups Canada	1	\$	4.51
Vallen Canada Inc	1	\$	571.20
Valley Voice Ltd	3	\$	363.82
Van Houtte Coffee Services	1	\$	199.35
Van Kam Freightways Ltd	5	\$	6,371.65
VH Sport Canada	1	\$	444.03
Vitalaire Canada Inc	3	\$	137.96
Vousden, Jodi	2	\$	2,250.00
W.H. Excavating	3	\$	2,476.70
Ward Chemical Incorporated	1	\$	4,847.80
Waste Management	2	\$	163.11
Wesco Distribution-Canada Inc	3	\$	805.30
West K Concrete Ltd.	3	\$	3,630.71
WEX Canada Ltd.	1	\$	4,005.56
WFR Wholesale Fire & Rescue Ltd	9	\$	3,864.46
Wildland Recreation Solutions	3	\$	23,664.88
Wildsight	1	\$	11,320.00
Winlaw Mini-Mart	2	\$	199.90
Wishbone Industries Ltd.	1	\$	17,376.80
Wolseley Waterworks Branch	4	\$	9,130.68
Wood Wyant Inc	6	\$	4,017.33
Wynndel Community Centre	2	\$	220.00
Xplore Inc.	1	\$	117.04
Yahk-Kingsgate Recreation Society	3	\$	1,615.00
Yellow Pages Group	1	\$	0.52
Young Anderson Barristers & Solicitors	1	\$	748.21
Zap Welding	1	\$	325.25
Z-KO Construction Ltd.	1	\$	8,449.30
Zone West Enterprises Ltd	1	\$	351.68

Grants by Type

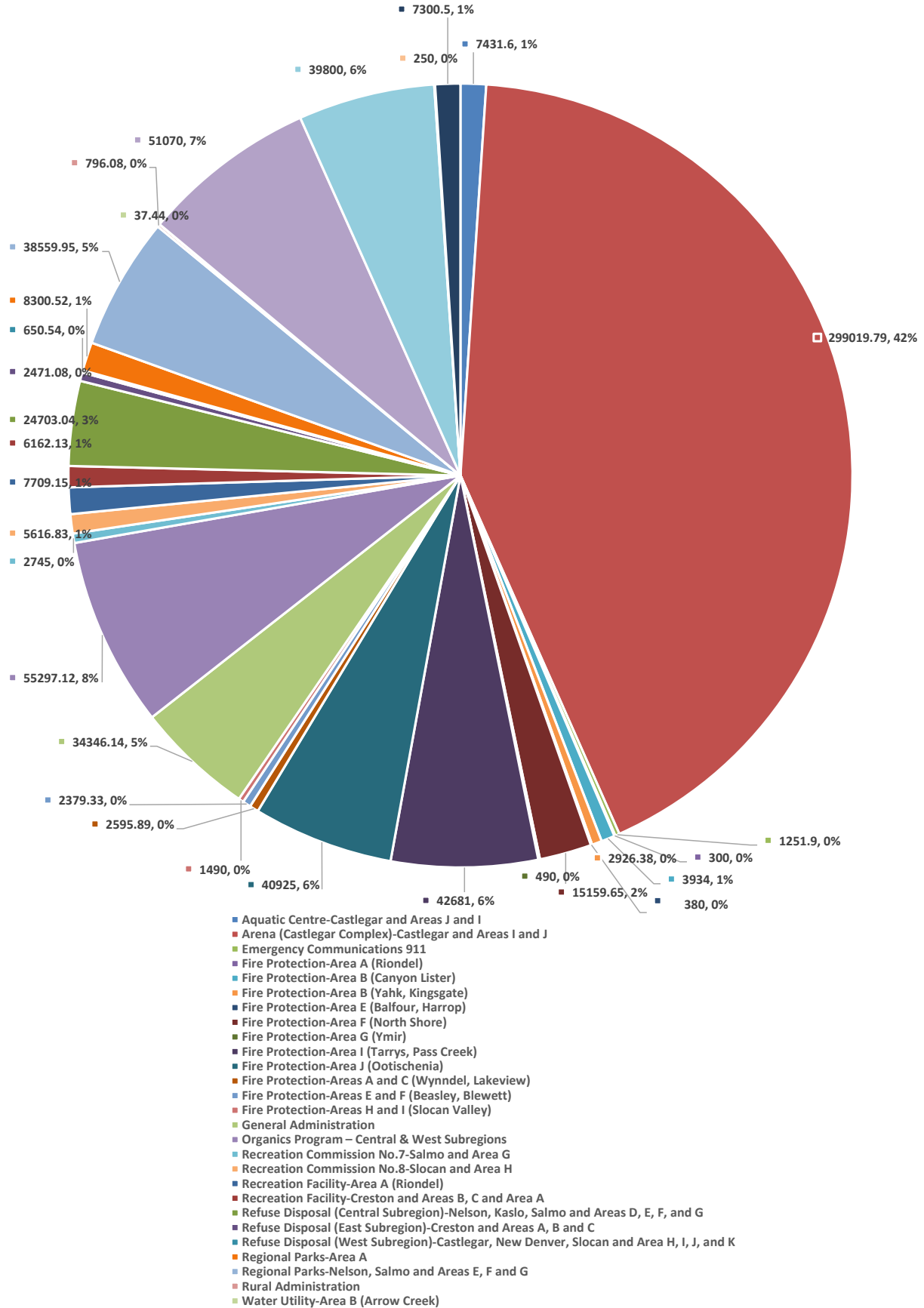


■ Columbia Basin Trust ■ Community Development ■ Community Works ■ Discretionary ■ ReDi

July 2023 Capital VS Operating Expenditures



July Capital by Service





Board Report

Date of Report: August 8, 2023
Date & Type of Meeting: August 17, 2023 Regular Board Meeting
Author: Mike Morrison, Manager of Corporate Administration/ Corporate
Subject: Officer Respectful Behaviour Bylaw 2854
File: 08-3200-10
Electoral Area/Municipality: Entire RDCK

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to provide background information regarding Respectful Behaviour Bylaw 2854 and to recommend adoption of the bylaw.

In November 2021 the Board adopted the following resolution:

810/21 *That the Board direct staff to prepare a bylaw for Respectful Behaviour for all RDCK worksites, which will include engagement with RDCK workers performing their duties on private property and at public meetings.*

For the benefit of new RDCK directors unfamiliar with the origin of this bylaw, a report from former RDCK HR Advisor Lindsay Gaschnitz, explaining the rationale for the proposed bylaw is included as Attachment A to this report. At that time, consideration of the bylaw was driven by an identified need to have better tools for protecting staff from inappropriate or violent conduct by public customers at RDCK facilities. For context, many public authorities experienced a general increase in reported incidents through the pandemic period, at least partially related to the imposition of public health restrictions. To date, the RDCK has provided no formal written guidance for managers to consider when investigating and prescribing follow-up actions for incidents that have occurred at RDCK facilities.

Progress on the bylaw was slow through 2022 due to competing priorities for staff. However through 2022-2023 the RDCK experienced some incidents which highlighted the need to have better procedures in place for following up on reported incidents. The bylaw was identified as a high priority for 2023, and has been actively in development through this year. The bylaw was modelled upon a similar bylaw adopted by the District of West Vancouver. This bylaw has received extensive legal review and multiple edits from senior managers.

The bylaw aligns with direction from the BC Office of the Ombudsperson on procedural fairness. The following is excerpted from their published Complaint Handling Guide:

“Members of the public generally have a right to access public organizations in order to seek assistance and services. However, the BC Ombudsperson does not expect public organizations to tolerate behaviour that is violent, abusive or threatening or that takes up an unreasonably disproportionate amount of staff resources. Organizations have a responsibility to have policies and procedures in place so that their staff are provided

with a safe and healthy workplace. These occupational health and safety policies must align with broader legal requirements including those set out under WorkSafe BC legislation, policy and standards.”

Staff from the Ombudsperson’s Office have reviewed the draft bylaw and generally identified that it meets the key elements of ensuring procedural fairness.

The expected benefits of adopting the bylaw are summarized as follows:

- Formally defines inappropriate behaviour for the purpose of the RDCK’s public -facing operations;
- Sets clear expectations for public behaviour at our facilities;
- Defines procedures for front line staff to follow when incidents involving public behaviour occur at RDCK facilities;
- To ensure that managers and general managers are directing any post-incident investigations, which reduces the involvement of front line staff and supervisors who may be directly involved in incidents;
- Enables a range of reasonable and progressive limitations on public access to RDCK facilities, up to and including suspensions, that may be applied following an incident;
- Provides assurances that the bylaw will be applied fairly and in accordance with the Human Rights Code and the Charter of Rights and Freedoms;
- Provides that any suspension applied by the RDCK under the bylaw can be appealed to the Chief Administrative Officer;

When the bylaw is applied comprehensively to incident situations, the RDCK will meet a reasonable standard for procedural fairness. The bylaw was written with the expresses purpose of providing a balance between, one the one hand, our legal obligations to protect RDCK staff from harassment, and on the other, the rights of the public to free expression, to participate in democratic processes, and to access public facilities.

If adopted, the bylaw will be introduced to staff in the fall of 2023 within a suite of tools and training developed by RDCK Human Resources for the Prevention of Violence in the Workplace program. An enforcement guidance document and standard letter templates will be prepared, also with legal review, to assist general managers in navigating their application of the bylaw in specific circumstances and to ensure a consistent approach. In any enforcement situation under the bylaw, an individual who may have their access restricted will be provided formal documentation of the reasons for the restrictions.

Directors should note the bylaw can apply only at facilities owned and/ or operated by the RDCK. Consequently in May 2022, in response to inappropriate behaviour experienced by staff who regularly attend private properties (i.e. building officials and bylaw officers etc...) the Board directed staff to develop policy in accordance with the following resolution:

358/22 *That the Board direct staff to prepare a draft policy for Board consideration to the effect of defining responses, procedures, and complaint processes to address harassment and abusive behaviour directed at RDCK staff attending private properties in the course of their duties, specifically building inspectors and bylaw enforcement officers.*

The understanding at that time was that the bylaw would be developed first, and following adoption by the Board, the applicable elements of the bylaw would be included in the policy. Staff are exploring options for this policy, and this will come forward later in 2023.

Staff strongly recommend adoption of the bylaw.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

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

None at this time

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

There are no specific legislative considerations or applicable bylaw considerations at this time. Adherence to the principles of procedural fairness are a foundational obligation of every public body

3.3 Environmental Considerations

None at this time

3.4 Social Considerations:

The bylaw imposes obligations upon the RDCK to act with fairness when handling incidents involving the public at our facilities. This should help build the public's confidence that all individuals will be treated fairly by the RDCK in any matter.

3.5 Economic Considerations:

None at this time

3.6 Communication Considerations:

As this bylaw is publicly -focused staff will develop a plan, as part of the Prevention of Violence in the Workplace program rollout, to inform members of the public about the bylaw. This will likely include signage at public RDCK facilities that reference the bylaw, and copies of the bylaw being placed on site.

3.7 Staffing/Departmental Workplan Considerations:

The bylaw was developed by the Manager of Corporate Administration, with review input and editing from the Manager of Human Resources, GM of Community Services, and the Chief Administrative Officer.

3.8 Board Strategic Plan/Priorities Considerations:

This initiative aligns with the Coordinated Service Delivery strategic objective

SECTION 4: OPTIONS & PROS / CONS

Option 1.

"That the Respectful Behaviour Bylaw No. 2854, 2023 be read a FIRST and SECOND time by content."

"That the Respectful Behaviour Bylaw No. 2854, 2023 be read a THIRD time by content."

"That the Respectful Behaviour Bylaw No. 2854, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same."

The advantages of adopting the bylaw are listed within the report. Staff have not identified any potential downsides of the bylaw, other than the additional staff time required if incidents occur to follow the steps listed in the bylaw.

Option 2

“That staff be directed to make the following changes to the Respectful Behaviour Bylaw No. 2854, 2023...”

If the Board desires changes to the bylaw, they should identify the specific changes they wish to see.

Option 3

“That staff be directed to take no further action on developing the Respectful Behaviour Bylaw No. 2854, 2023...”

Directors should be aware that if no further action on the bylaw is directed by the Board, that the obligation to address our identified gaps in procedural fairness would still remain. In such a situation, some elements of the proposed bylaw would likely form part of internal guidance documents to be used by staff in dealing with incidents.

SECTION 5: RECOMMENDATIONS

1. That the RDCK Respectful Behaviour Bylaw No. 2854, 2023 be read a FIRST and SECOND time by content.
2. That the RDCK Respectful Behaviour Bylaw No. 2854, 2023 be read a THIRD time by content.
3. That the RDCK Respectful Behaviour Bylaw No. 2854, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Respectfully submitted,
Mike Morrison
Manager of Corporate Administration and Corporate Officer

CONCURRENCE

Connie Saari-Heckley, Manager of Human Resources
Stuart Horn, Chief Administrative Officer

Approved
Approved

ATTACHMENTS:

- Attachment A – Board report dated Nov. 4, 2021 from Lindsay Gaschnitz, RDCK Human Resources
- Attachment B – Respectful Behaviour Bylaw No. 2854, 2023



Attachment A

Board Report

Date of Report: 11, 04, 2021
Date & Type of Meeting: 11, 21, 2021 Board Meeting
Author: Lindsay Gaschnitz, Human Resources Advisor
Subject: Respectful Behaviour Bylaw at RDCK Workplaces
File:
Electoral Area/Municipality: All

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to request that the Board direct staff to develop a Respectful Behavior Bylaw for all RDCK workplaces.

A Respectful Behaviour Bylaw would form part of an overall RDCK strategy to ensure better service and a safe, healthy, respectful environment for residents that use RDCK facilities or participate in services provided by the RDCK. Additionally, this bylaw would more effectively allow the RDCK to fulfill its obligation to provide a workplace that is free of violence, bullying and harassment while considering the RDCK's obligations under the BC Human Rights Code and the Canadian Charter of Rights and Freedoms

SECTION 2: BACKGROUND/ANALYSIS

Background:

Incidents involving members of the public behaving inappropriately occur somewhat frequently at these District facilities, offices and in the field. These incidents range from contravention of posted facility rules or Codes of Conduct to acts of vandalism, violence and harassment. These incidents can jeopardize the safety and well-being of residents and visitors, and detract from the positive experience of using RDCK facilities. Additionally, the potential for violence is a workplace health and safety concern and exists whenever there is direct interaction between workers and non-workers.

Recently, we have seen a steep rise in the reporting of violent incidences from workers. In response, we have undertaken a review of our program and are recommending several improvements to better protect workers from the negative impacts that can result from violent events in the workplace. Recommendations include improved de-escalation training, faster and better reporting/tracking, consistent investigation mechanisms and better public communication.

While we are able to improve program elements to train and support workers, and to inform the public that we disapprove of their violent treatment of our workers, what will still be missing is clarity, consistency or regularity in regards to what we can actually do to dissuade the public from committing violent acts at our worksites in the first place. Additionally, there is currently little or no recourse for individuals from the public when a violent act does occur, so there is little to dissuade the public from repeating inappropriate behaviours.

Analysis:

WorkSafeBC recognizes violence as a very serious workplace health and safety risk and employers are required to comply with occupational health and safety legislation, which includes the development of a Violence Prevention Program. If we are not effectively protecting workers from violence in the workplace then we are not meeting our obligations under law.

What is Violence?

The RDCK has developed a definition of violence based on guidance from WorkSafeBC and the World Health Organization.

In accordance with the RDCK Violence Prevention Program, Workplace Violence is defined as:

The attempted or actual exercise by a person, other than a worker, of any physical force so as to cause injury to a worker, and includes any threatening statement or behavior (including unwanted sexual advances) which gives a worker reasonable cause to believe that they are at risk of injury (i.e. that their physical self or mental health is at risk)

Reports of violence from workers have included, but are not limited to:

- Sexual comments about their body
- Having boxes thrown at them
- Being called names
- Threats to their safety, including racial slurs
- Being shouted at while given the middle finger
- Vandalized worksites following altercations with members of the public

Consequences of Violence in the Workplace

- Employee Harm
 - Employees who experience violence in the workplace can face a variety of emotional, psychological and physical injuries as a result, ranging from nightmares and other sleep disorders to hypervigilance, difficulty concentrating and anxiety.
- Increased cost for the employer
 - In British Columbia, what WorkSafeBC calls "mental disorder claims" have increased in health-care and social services employees, and they are also rising in retail, education and agricultural workers. From 2018 to 2019 these claims rose by 24 per cent, held flat in 2020, and rose again by about 20 per cent so far this year. For Employers this means a potential for increased WCB premiums.
 - This year, the Yukon Workers' Compensation Health and Safety Board announced that certain employers, including the territorial government, would need to pay higher board fees next year as a result of increased mental health injuries – specifically citing that the spike in these claims is caused, in part, by an increase in workplace violence and harassment.*
- Business Interruption
 - Additional impacts of violence in the workplace for Employers are increased absenteeism, which results in site closures, which we are already seeing. We also see unnecessary turnover and damage to the work environment.

- Liability issues
 - Violent incidences in our workplaces can trickle beyond our own workers and impact the safety and well-being of residents and visitors, creating the potential for liability issues for our organization in the form of law suits.
- Tarnished Image
 - Even when these events do not escalate to these levels they can still ultimately result in a negative image of the organization within our communities.

**This information was reported by CBC in September. Violence in the workplace is not widely reported on; WorkSafeBC does not report out frequently and the last Stats Can report was from 2019. Regardless, our own experience and substantial anecdotal evidence would suggest that the last couple of years has seen a significant increase for all sectors.*

Current Management Practices

Current management of violent incidences is handled on a case by case basis, based on the seriousness of the behaviour, with different actions taken to address the inappropriate behaviour.

These actions range from issuing a letter of expectations to the individual(s) that behaved inappropriately; requiring the individual(s) to meet with staff to discuss rules or expected behaviours in facilities; and/or suspending the individual(s) from entering District facilities for a defined period of time.

The Resource Recovery Department currently uses a bylaw to fine users in the case of reported violent incidences, however no other departments have a similar bylaw. Unfortunately, current bylaw application is somewhat inconsistent and is primarily used only on a site-by-site basis. When applied, however, staff indicate it makes them feel supported simply because something is being done instead of nothing. Without broader organizational application and supporting program integration, this bylaw creates some confusion for the public and has the potential to reduce morale for staff at other worksites where no such consequence is applied. Due to the nature of Resource Recovery sites, this bylaw is one of the most important tools we have against violence despite its weaknesses, however, a broader RDCK bylaw as part of the bigger, comprehensive RDCK Violence Prevention program described earlier would be significantly more effective.

Other Considerations

The RDCK is not the only Local Government organization facing issues of this nature and other local governments are taking the bylaw approach to regulating behavior in their facilities. For example, in 2018, The District of West Vancouver implemented a Respectful Workplace Bylaw to manage violence against workers and this bylaw has provided much of the guidance for this recommendation.

Inclusion of Directors in this Bylaw

The courts have recognized the right of governments to regulate and manage public space, provided such regulation is reasonable and accords with constitutional requirements. However, with respect to access to elected officials/exercising democratic rights, the standard is much higher and, for example, it would generally not be possible to limit someone's ability to attend Board meetings without a court order. Also, elected officials are generally expected to have a "thicker skin" than less senior staff, so a different standard may apply to these interactions/communications.

It would not be reasonable to include protections for Directors in this specific bylaw recommendation, as they do not meet the definition of staff or volunteer, and the level for what they may be expected to tolerate is, unfortunately, very high. However, if Directors were interested in exploring something that could include protections for them during Public Meetings, for example, Directors could also consider a Council Procedure bylaw, or similar, which could contain provisions for removing individuals who are disrupting a meeting.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

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

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

Current RDCK Bylaw

The Regional District of Central Kootenay’s Resource Recovery Facilities Regulatory Bylaw No. 2694, Section 3.8.3, 5.1, and 5.2 (and amendments thereto) states:

“No person shall engage in Bullying/Harassment with the Site Operator, Service Personnel or public at a Resource Recovery Facility.”

“A person who contravenes this Bylaw by doing any act which this Bylaw prohibits, or who omits to do any act which this Bylaw requires to be done, shall in addition to any other penalty imposed, pay any costs incurred by the Regional District to remediate or rectify that person’s act or omission.”

Any person who violates any provision of this Bylaw will be deemed to have committed an offence and shall be liable upon summary conviction to the following penalties:

- a) A minimum fine of \$100.00;*
- b) A maximum fine of \$10,000.00.*

A separate offence shall be deemed to have been committed upon each day during which a contravention of this Bylaw continues.

In managing and regulating with respect to its facilities and services, the RDCK has an obligation to comply with the Canadian Charter of Rights and Freedoms and the BC Human Rights Code.

- Under section 8 of the BC Human Rights Code, the RDCK is prohibited from denying a person access to a service or discriminating against them in the provision of the service, without a bona fide and reasonable justification, because of their race; colour; ancestry place of origin; religion; marital status; family status; physical or mental disability; sex; sexual orientation: gender identity or expression; or age of that person or class of persons.

- Any bylaw created must ensure the public has the right to freedom of expression including any non-violent activity that conveys or attempts to convey meaning. As a result, in the management of its facilities and public spaces and the provision of its services, the RDCK has an obligation to ensure that any action it takes that places a limit on an individual's right to freedom of expression is justified.

The RDCK also has obligations as an employer under the Workers Compensation Act and the Occupational Health and Safety policies.

- Under Division 4, 21-1 Every Employer must (a) ensure the health and safety of (i) all workers working for that employer and (ii) any other workers present at a workplace at which that employer's work is being carried out, and (2)(a) remedy any workplace conditions that are hazardous to the health or safety of the employer's workers
- Under OHS Policy P2- 21-2, employers are obligated to take reasonable steps to prevent or minimize workplace bullying and harassment.

3.3 Environmental Considerations

None at this time

3.4 Social Considerations:

Ensuring RDCK facilities and sites are free of violence and harassment will create safer spaces for employees and public alike.

3.5 Economic Considerations:

None at this time

3.6 Communication Considerations:

Implementation of bylaw or Board policy will be part of a broad public communication strategy regarding appropriate public action at RDCK sites and facilities.

3.7 Staffing/Departmental Workplace Considerations:

- If directed by the board this will be included in the HR workplan for 2022.
- The RDCK is facing staffing shortages throughout the District, particularly in customer facing roles such as Customer Service Representatives and Recycling and Waste Educators. These are the positions that submit the majority of complaints to their supervisors regarding violent incidences with the public. Currently staffing shortages are causing site closures in Resource Recovery and delays in facility openings in Recreation. We aren't able to draw a causation link with statistics at this time, but there is a clear correlation based on what we are hearing through conversations with staff.

3.8 Board Strategic Plan/Priorities Considerations:

Generally, violence in the workplace is an increasingly time consuming issue that is resulting in site closures and, if the anecdotal evidence is correct, will ultimately lead to additional cost in WorkSafeBC premiums and lost time for workers. These issues take time away from supervisors and from delivering on Board priorities. Managing these issues early, systematically, and with the appropriate tools will support leaders in balancing the demands of their workloads.

SECTION 4: OPTIONS & PROS / CONS

Option 1: The Board Direct Staff to Develop an RDCK-wide Respectful Behavior Bylaw

Such a bylaw would cover all RDCK workplaces, including incidences where members of the public receive RDCK services on private property (such as Building and Bylaw services)

The purpose of a Bylaw would be:

- To promote a safe, healthy, respectful and positive environment for residents, visitors, volunteers and staff that use RDCK facilities or participate in services, programs or events provided by the RDCK.
- To fulfill the RDCK's obligation to provide a workplace that is free of violence, bullying and harassment while considering the RDCK's obligations under the BC Human Rights Code and the Canadian Charter of Rights and Freedoms.

The Bylaw achieves these considerations by clearly establishing each of the following:

- a duty to behave respectfully in RDCK facilities and while engaging in obtaining RDCK services
- a definition of what constitutes inappropriate behaviour
- a procedure for responding to incidents involving inappropriate behaviour
- a range of possible further actions to be taken when responding to an incident, from issuing a letter of expectation to issuing a suspension
- the factors to be considered when deciding what further actions should be taken
- an appeal process that may be requested when a suspension is implemented

By defining a duty to behave respectfully when using RDCK facilities and services and by also defining what constitutes inappropriate behaviour, the RDCK creates clear and transparent parameters of expectations for members of the public.

Pros:

- The primary benefit of a Bylaw would be the authority to issue fines to members of the public should they violate the established expectations as defined in the bylaw
- Bylaws can provide authority over expected behavior of the public, as opposed to Policy, which provides direction to staff in response to unwanted behavior. A Bylaw is a proactive approach to behaviour management of the public
- Provides clear authority to management to appropriately address disrespectful behaviour in RDCK workplaces
- Allows the Regional District to have a consistent, standardized approach across all facilities and workplaces (including field staff).
- Bylaws are shown to be effective in eliminating "guesswork" involved in high conflict situations (i.e. a Bylaw will make it clear for both parties what acceptable behaviour is at RDCK and provide a place for workers to point to when solving problems and working through conflict with members of the public)

Cons:

- Enforcement is at the discretion of the enforcer and limited by the capacity to enforce. The success of this bylaw would be dependent upon the RDCK's ability to consistently apply and uphold it.
- A bylaw is administratively more involved than alternative approaches.

Attachment A

Option 2: The Board Direct Staff to Develop an RDCK Policy against Violence in the Workplace

An alternative to a Bylaw would be a Board Policy stating the RDCK's position on Respectful Behaviour at RDCK Worksites.

Such a policy would aim to meet the same goals of a Bylaw and could similarly establish the RDCK's position regarding public behavior when using RDCK facilities and services. A policy could define what constitutes appropriate behaviour, provide guidance, empower staff and management to act on incidences of violence in the workplace and could support Management in their decisions in the face of public scrutiny.

Pros:

- Provide clear direction and authority to staff and management to appropriately address disrespectful behaviour from the public while utilizing RDCK services.

Cons:

- Provides no authority over public behaviour in on RDCK property or while utilizing RDCK services, only establishes the response for unwanted behaviour.
- Staff and management are already provided guidance and direction by internal operational policy/guidelines, so the benefit of a Board policy is limited in this regard.

Option 3: Take no Action

The Board could decide to take no action.

Pros:

- No further staff time is used on the matter of developing a Bylaw or Policy

Cons:

- Staff continue to face violence in the workplace without a stated position from the Board of Directors regarding the appropriate handling of the public in such situations.
- Staff continue to find alternative solutions to manage the stated risks related to staffing, property and legislative risks.

SECTION 5: RECOMMENDATIONS

Preferred Recommendation:

That the Board direct staff to prepare a bylaw for Respectful Behaviour for all RDCK worksites, which will include engagement with RDCK workers performing their duties on private property and at public meetings

Alternative Recommendation:

That the Board direct Staff to prepare a Board Policy stating the RDCK's position on Respectful Behaviour at RDCK Worksites.

Respectfully submitted,

Lindsay Gaschnitz
Human Resources Advisor

CONCURRENCE

Human Resources Manager – Connie Saari-Heckley
Chief Administrative Officer – Stuart Horn

Approved

Approved

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2854

A Bylaw to ensure a safe, healthy and respectful environment for members of the public, employees and volunteers at RDCK facilities

APPLICATION

- 1 This Bylaw is applicable to all persons within Regional District of Central Kootenay Facilities listed in Appendix D. This Bylaw only applies to Incidents and Inappropriate Behaviour involving one or more members of the public. For certainty, this Bylaw does not apply to interactions internally between RDCK Staff, Directors, volunteers or contractors.

DEFINITIONS

- 2 In this Bylaw:

Charter of Rights and Freedoms means the *Canadian Charter of Rights and Freedoms*, Part I of the *Constitution Act, 1982*, being Schedule B to the *Canada Act 1982 (UK), 1982, c 11*.

Chief Administrative Officer means the person employed by the RDCK as the Chief Administrative Officer of the organization.

Code of Conduct means a document posted in a RDCK Facility that outlines the roles, rights and responsibilities of RDCK Staff and patrons.

Conditional Access Requirement means a limitation placed on a person's use of and access to RDCK Facilities for a specified period of time following an Incident, examples of which include but are not limited to:

- limitations on a person's ability to communicate with specified RDCK employees while attending RDCK Facilities,
- limitations on the days or times when a person may attend RDCK Facilities,
- limitations on a person's ability to attend specified areas within RDCK Facilities, and
- limitations on a person's attendance at RDCK Facilities to specified business purposes or events,

but does not include a Suspension.

Director means a person elected or appointed to the RDCK Board of Directors pursuant to the *Local Government Act*.

General Manager means a person employed by the RDCK as the General Manager of the relevant department.

Harassment means conduct, actions or behaviour that a person knew or reasonably ought to have known would cause another person to be harmed, humiliated, or intimidated or would be objectionable and unwelcome, including sexual harassment.

Human Rights Code means the *Human Rights Code*, RSBC 1996, c. 210.

Inappropriate Behaviour means behaviour that obstructs or interferes with the lawful use and enjoyment of RDCK Facilities or participation in RDCK services, programs or events, or that may negatively impact the safety and well-being of others, including RDCK Staff, Directors, volunteers and members of the public. For the purposes of this Bylaw, Inappropriate Behaviour includes:

- Vandalism,
- Violence,
- Harassment,
- possession of weapons,
- theft of property,
- contravention of Codes of Conduct or posted rules, and
- any acts at an RDCK Facility for which a person has been charged under the Criminal Code of Canada.

Incident means any occurrence involving one or more individuals engaging in Inappropriate Behaviour.

Manager means a person employed by the RDCK as the Manager of an RDCK department.

RDCK means the Regional District of Central Kootenay.

RDCK Facility(ies) means the properties, buildings and public spaces owned, leased, rented, allocated, programmed, operated or managed by the Regional District of Central Kootenay, intended for public, staff or volunteer use listed in Appendix D.

RDCK Staff means persons employed by the Regional District of Central Kootenay.

Safety Advisor means the safety advisor for the RDCK.

Supervisor means the person employed by the RDCK as the supervisor of the relevant department.

Suspension means the prohibition of an individual from entering all or specified RDCK Facilities for a specified duration of time.

Vandalism means the malicious, wilful or deliberate destruction, damaging or defacing of RDCK Facilities or other RDCK-owned property, including equipment, vehicles, materials and furniture.

Violence includes but is not limited to:

- the use of profane, obscene, abusive or discriminatory language;
- threats or attempts to intimidate;
- throwing articles or objects in a deliberate or aggressive manner that may endanger or cause injury or damage to any persons or property;
- physically aggressive or threatening behaviour which causes injury or gives a person reasonable cause to believe that they are at risk of injury; and
- attempts to goad or incite violence.

INTERPRETATION

- 3** In this Bylaw, a reference to the Supervisor, Manager, General Manager, Safety Advisor, or Chief Administrative Officer includes a reference to the person appointed to act in the place of that person from time to time.

GENERAL

4 (1) Respectful Behaviour

- (a) All persons using RDCK Facilities have a duty to:
- (i) treat others with respect, courtesy, fairness and equality;
 - (ii) use RDCK Facilities and equipment in a safe and respectful manner; and
 - (iii) comply with all posted policies and rules regarding the use of RDCK Facilities.

(2) Inappropriate Behaviour

- (a) No person shall commit or engage in Inappropriate Behaviour in RDCK Facilities.

(3) Responding to Reported Incidents

- (a) When RDCK Staff receive a report regarding an Incident, they will follow the procedures set out in Appendix A of this Bylaw.
- (b) General Managers are authorized to issue a Suspension to or impose Conditional Access Requirements on any person who is not in compliance with this Bylaw, for a term of up to one year. In exercising their discretion under this section, General Managers shall consider the factors set out in section 9 of Appendix A of this Bylaw and adhere to the process set out in Appendix B of this Bylaw.
- (c) All RDCK Staff will exercise their power and authority under this Bylaw fairly and equitably and in accordance with the Human Rights Code, the Charter of Rights and Freedoms, and all other applicable enactments.

(4) Appeal Process for Suspensions

- (a) A person subject to a Suspension under this Bylaw may, within 10 business days of receiving notice of the Suspension, submit a written request for a review of the decision to the Chief Administrative Officer. The request must include a statement

outlining the basis for the appeal. The Suspension will remain in effect during the appeal process.

- (b) In considering an appeal under this section, the Chief Administrative Officer shall adhere to the process set out in Appendix C of this Bylaw and consider the factors set out in section 9 of Appendix A of this Bylaw and any submissions made by the person subject to the Suspension.
- (c) The decision of the Chief Administrative Officer with regards to a Suspension is final.

(5) Probationary Period and Subsequent Suspensions

Once a Suspension has been completed, regardless of the duration, the person subject to the Suspension will be subject to a six-month probationary period with the following conditions:

- (a) If an Incident occurs during the probationary period, the General Manager may impose a subsequent Suspension. A Suspension issued under this section may be for a duration of up to two (2) years.
- (b) A Suspension under this section must be endorsed by the Chief Administrative Officer.
- (c) Notwithstanding section 4(4)(a) of this Bylaw, a person subject to a Suspension under this section shall not be entitled to appeal that Suspension, regardless of whether the person requested an appeal of the initial Suspension.

(6) Terms and Conditions for Suspensions and Conditional Access Requirements

- (a) A person subject to one or more Conditional Access Requirements shall comply with any terms or conditions set out in the notice of the Conditional Access Requirements.
- (b) A person subject to a Suspension shall comply with any terms or conditions set out in the Suspension.
- (c) During a Suspension period, a person subject to a Suspension shall communicate with RDCK regarding the Suspension only through the designated Manager.
- (d) At the end of a Suspension term and prior to re-entering RDCK Facilities, the person subject to the Suspension shall attend a meeting with the designated Manager to review the Code of Conduct and shall sign an acknowledgment statement that they will adhere to the Code of Conduct and this Bylaw.

OFFENCE

5 Every person who:

- (a) violates a provision of this Bylaw;
- (b) permits, suffers or allows any act to be done in violation of any provision of this Bylaw;
- (c) neglects to do anything required to be done under any provision of this Bylaw; or
- (d) allows a violation of this Bylaw to continue;

commits an offence and each day a violation, contravention or breach of this Bylaw continues is deemed to be a separate offence.

CITATION

6 This Bylaw may be cited as **“Respectful Behaviour Bylaw No. 2854, 2023.”**

SCHEDULES

- Appendix A – Incident Response Procedure
- Appendix B – Inappropriate Behaviour Enforcement– Suspensions
- Appendix C – Appeal Procedure
- Appendix D – RDCK Facilities

READ A FIRST TIME this [Date] day of [Month], 2023.

READ A SECOND TIME this [Date] day of [Month], 2023.

READ A THIRD TIME this [Date] day of [Month], 2023.

ADOPTED this [Date] day of [Month], 2023.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

Appendix A – Incident Response Procedure

1. Where, in the reasonable opinion of RDCK Staff, an imminent threat to the safety of RDCK Staff, volunteers, or the public exists due to Inappropriate Behaviour, the police may be summoned to assist.
2. Where possible and safe to do so, RDCK Staff will attempt to explain to the person or persons engaging in the Inappropriate Behaviour that their behaviour is unacceptable and ask that the behaviour cease.
3. RDCK Staff may also attempt to de-escalate or otherwise resolve the Inappropriate Behaviour situation, where appropriate and safe to do so.
4. If the Inappropriate Behaviour continues, and depending on the severity of the Inappropriate Behaviour, RDCK Staff may request that the person leave the RDCK Facility immediately. If the person refuses to leave the RDCK Facility upon request, RDCK Staff may request police assistance.
5. A Supervisor, upon reasonable consideration of the Incident and the RDCK's obligation to ensure the safety of RDCK Staff and the public and the security of RDCK property, may verbally issue a temporary Suspension of no more than 7 days duration pending further investigation ("Temporary Suspension"). The relevant Manager and General Manager must be informed immediately if this occurs. The issuance of a Temporary Suspension does not limit the RDCK's ability to impose a further Suspension or Conditional Access Requirements in relation to the Incident under this Bylaw after further investigation. Temporary Suspensions may not be appealed.
6. As soon as is reasonably possible following the Incident, RDCK Staff will complete an Incident Report detailing the Incident which includes the name and contact information of any witnesses.
7. RDCK Staff will submit the completed Incident Report to their immediate Supervisor who will provide a copy to their Manager. If the Incident involves alleged Inappropriate Behaviour by a minor, RDCK Staff will make reasonable attempts to notify the parents or guardian of the minor as soon as reasonably possible following the Incident.
8. If the Incident is likely to trigger the RDCK's obligations as an employer under the *Workers Compensation Act* or the Occupational Health and Safety Regulation the Manager must notify the Safety Advisor and Manager of Human Resources.
9. When a Manager receives an Incident Report, they will review the circumstances of the event based on the following factors:
 - a. the nature, severity and location of the Inappropriate Behaviour;
 - b. whether the Inappropriate Behaviour was a single or repeated act;
 - c. whether the person was told that the behaviour was inappropriate and nonetheless continued the conduct;
 - d. the person's acknowledgement of wrongdoing; and
 - e. the person's history of other contraventions.
10. The Manager will take such action as they consider appropriate in the circumstances, which may include:
 - a. determining that the Incident did not constitute a violation of this Bylaw and taking no further action;
 - b. determining that the Incident constituted a violation of this Bylaw but deciding that no further action is required;

- c. determining that the Incident constituted a violation of this Bylaw and taking further action, which may include:
 - issuing a written warning letter or letter of expectation;
 - requiring that the person meet with the Manager or General Manager, including that the person not enter or use any RDCK Facility until they meet with the Manager or General Manager;
 - recommending that the General Manager impose a Suspension from one or more RDCK Facilities in accordance with Appendix B; and
 - recommending that the General Manager impose Conditional Access Requirements in accordance with Appendix B.
11. If the Manager believes that a Suspension or Conditional Access Requirements are appropriate, they will compile and forward all information gathered during their investigation to the relevant General Manager including a proposed scope and duration of the Conditional Access Requirements or Suspension and any terms and conditions.
12. The General Manager, in consultation with the Manager of Human Resources may determine that an external investigator be retained to assist with further investigation of the Incident.
13. If Conditional Access Requirements or a Suspension are issued by a General Manager, the Manager shall prepare a confidential memorandum regarding the Conditional Access Requirements or Suspension, including the duration and any terms and conditions imposed by the RDCK. The memorandum will be sent to the Chief Administrative Officer and the RDCK Staff for whom the information is necessary for the performance of their duties.
14. Further confidential memorandums may be issued to notify RDCK Staff of changes to or extensions of the Conditional Access Requirements or Suspension and upon completion of the term.

Appendix B – Conditional Access Requirements or Suspensions

1. When a General Manager receives a recommendation to impose Conditional Access Requirements or a Suspension, they will review the information and take such action as they consider appropriate in the circumstances considering the guidelines set out in this Bylaw and the RDCK's legal obligations. Without limitation, a General Manager may establish the scope, duration, and terms and conditions of the Conditional Access Requirements or Suspension.
2. If a Suspension or Conditional Access Requirements are issued, the General Manager will notify the person in writing of the terms of the Conditional Access Requirements or Suspension and of their right to appeal under this Bylaw, if applicable. The General Manager may elect to have the person notified by the RDCK's legal counsel.
3. The General Manager may extend the duration of Conditional Access Requirements or a Suspension where the person breaches the terms of the Conditional Access Requirements or Suspension or where there are further Incidents involving the person.
4. Notwithstanding section 4(4)(a) of this Bylaw, a person subject to a Suspension extension under section 3 of this Appendix shall not be entitled to appeal that Suspension extension, regardless of whether the person requested an appeal of the initial Suspension, unless the total duration of the Suspension extension(s) exceeds 1 year.

Appendix C – Appeal Procedure for Suspensions

1. Within 10 business days of receiving a request for review under section 4(4)(a) of this Bylaw, the Chief Administrative Officer will notify the person subject to the Suspension of the date for their meeting.
2. The RDCK Corporate Officer will provide the person subject to the Suspension with copies of all materials that will be considered by the Chief Administrative Officer a minimum of 10 business days prior to the meeting. The materials will be redacted as necessary to comply with the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, c. 165 and any other applicable enactments.
3. The person subject to the Suspension may attend the meeting with a representative of their choice, including legal counsel.
4. The General Manager or their designate will attend the meeting on behalf of RDCK Staff.
5. The Chief Administrative Officer may request the attendance of any other person at the meeting, including a member of RDCK Staff or RDCK legal counsel.
6. At the meeting, the person subject to the Suspension will have 10 minutes to address the Chief Administrative Officer. This time may be extended if deemed necessary by the Chief Administrative Officer due to the complexity of the issues or the severity of the allegations.
7. Following the meeting, the Chief Administrative Officer may:
 - a. confirm the Suspension;
 - b. vary, remove, or add conditions or terms of the Suspension; or
 - c. cancel the Suspension.
8. The Chief Administrative Officer will notify the person subject to the Suspension of their decision in writing within 10 business days of the meeting.

Appendix D– RDCK Facilities

<u>Address</u>	<u>City</u>	<u>Description</u>
202 Lakeside Drive, Box 590	Nelson	RDCK Head Office
2101 6th Avenue	Castlegar	Castlegar and District Recreation Complex
925 Columbia Avenue	Castlegar	Pioneer Ice Arena
305 Hall Street	Nelson	Nelson and District Community Complex
305 Hall Street	Nelson	Nelson Civic Arena
674 Whitmore Road	Nelson	North Shore Community Hall
1511 Eastman Avenue	Riondel	Riondel Community Centre and Park
3037 Waldie Avenue	Robson	Robson Fire Hall
2703 Greenwood Road	Nelson	North Shore Fire Hall
1789 Winter Road	Castlegar	Pass Creek Fire Hall
2103 Highway 3A	Castlegar	Tarry's Fire Hall
2850 Lister Road	Creston	Lister / Canyon Fire Hall
5071 Wynndel Road	Wynndel	Wynndell / Lakeview Fire Hall
7209 First Avenue	Ymir	Ymir Fire Hall
3253 South Slocan Village Road	South Slocan	Old School House Community Facility
6430 Harrop-Procter Road	Nelson	Harrop Fire Hall
1365 Highway 6	Crescent Valley	Crescent Valley Fire Hall
3725 Highway 6	Slocan Park	Passmore Fire Hall
5941 Highway 6	Winlaw	Winlaw Fire Hall
312 19th Avenue North	Creston	Creston and District Community Complex
4389 Carlson Road	Nelson	Blewett Fire Hall
5095 Highway 3A and 6	Beasley	Beasley Fire Hall
3036 Highway 6	Nelson	Slocan Park Hall
119 Ootischenia Road	Castlegar	Ootischenia Fire Hall
232 Fowler Street	Riondel	Riondel Curling Rink
4050 Brown Road	Nelson	Bonnington Regional Park
6915 Sunshine Bay Wharf Road	Nelson	Sunshine Bay Park
1095 Relkoff Road	Castlegar	Pass Creek Park
230 19th Avenue North	Creston	Rotacrest New Horizons Hall
237 Fowler Street	Riondel	Riondel Fire Hall

308 Beggs Road	Nelson	Balfour Fire Hall
503 Slocan Street	Slocan	Slocan Fire Hall
8155 Highway 95	Yahk	Yahk Kingsgate Fire Hall
531 16th Avenue South, RR 5	Creston	RDCK Creston Office and Library
7th Street	Salmo	Salmo Valley Youth and Community Centre
675 Whitman Road	Nelson	Nelson Search and Rescue Facility
1049 Division Road	Castlegar	Glade Wharf
3100 Block of Broadwater Road, DL 13002	Robson	Robson Wharf
529 Arena Road, PO Box 727	Kaslo	Kaslo Fire Hall
333 Victoria Street	Nelson	RDCK Offices
204 6th Ave NW	Nakusp	RDCK Nakusp Office
121 Northwest Blvd	Creston	Creston Valley Visitors Centre
2111 6 Avenue	Castlegar	Child Care Centre
3127 BC – 3A	Nelson	McDonalds Landing Regional Park
3552 Water Street	Ainsworth	Historic Ainsworth Wharf Regional Park
4050 Brown Road	South Slocan	Bonnington Regional Park
1849 Brilliant Rd	Castlegar	Brilliant Bridge Regional Park
6010 Slocan River Road	Appledale	Winlaw Regional Park
2548 Blewett Ski Hill Road	Blewett	Morning Mountain Regional Park
3304 Granite Road	Blewett	Taghum Beach Regional Park
1271 Highway 6	Crescent Valley	Crescent Valley Beach Regional Park
1450 Duncan Fire Service Road	Howser	Glacier Creek Regional Park
1202 Denver Siding Road - 125 Sandon Cody Road	New Denver - Sandon	Rosebery to Three Forks Regional Trail (Galena Trail)
4224 Highway 6	Rural Nelson	Cottonwood Lake Regional Park
1310 Kildare Street	Rural New Denver	Bigelow Bay Regional Park
300 Kootenay Street	Lardeau	Lardeau Regional Park
15941 Highway 3A	Crawford Bay	Crawford Creek Regional Park
374 Johnstone Road	Rural Nelson	James Johnstone Regional Park
505 Rosebery Loop Road	Rosebery	Rosebery Parklands Regional Park
1501 Svoboda Road, Nelson (Svoboda Trailhead) & 1101 Gore Street, Nelson (Mountain Station Trailhead)	Nelson	Nelson Salmo Great Northern Trail

695 Waterloo Road	Ootischenia	Waterloo Eddy Regional Park
8951 Meadow Street	Balfour	Balfour Beach Regional Park
195 Johnstone Road	Rural Nelson	Pulpit Rock Access Regional Trail
755 Rosebud Lake Road	Nelway	Rosebud Lake Regional Park
1201 Insight Drive	Nelson	Grohman Narrows Transfer Station
821 Heyland Road	Balfour	Balfour Transfer Station
248 Caribou Creek Road	Burton	Burton Transfer Station
8855 Highway 6	Edgewood	Edgewood Transfer Station
1302 Kaslo West Road	Kaslo	Kaslo Transfer Station
190 Oscar Bear Road	Ymir	Ymir Transfer Station
550 Emerald Road	Salmo	Central Landfill
13825 Highway 31	Marblehead	Marblehead Transfer Station
8875 Slocan South Road	Slocan	West Subregion – Slocan Transfer Station
671 Columbia Road	Castlegar	Ootischenia Landfill
5250 Highway 6	Rosebery	Rosebery Transfer Station
1420 Hot Springs Road	Nakusp	Nakusp Landfill
1501 Mallory Road	Creston	East Subregion – Creston Landfill
16798 Crawford Creek Road	Crawford Bay	Crawford Bay Transfer Station
12575 Hepher Road	Boswell	Boswell Transfer Station
8790 Railway Avenue	Yahk	Yahk Transfer Station
1285 Highway 6	Castlegar	Crescent Valley Recycling Depot
412 Helen Street	Creston	Creston Recycling Depot
5110 Highway 3A	Nelson	Kokanee Park Marina Recycling Depot
70 Lakeside Drive	Nelson	Nelson Recycling Depot
611 Slocan Avenue	New Denver	New Denver Recycling Depot
232 Fowler Street	Riondel	Riondel Recycling Depot
1003 Glendale Avenue	Salmo	Salmo Recycling Depot
5686 Highway 6	Winlaw	Winlaw Recycling Depot
303 7th Street	Salmo	Salmo and Area Pool
	Krestova	Krestova Regional Park
401 Galena Ave	New Denver	New Denver Fitness Centre and Gymnasium

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2904

A Bylaw to establish the Regional Accessibility Advisory Committee to assist in identifying, removing and preventing barriers concerning accessibility to individuals in or interacting with the Regional District of Central Kootenay.

WHEREAS the Regional Accessibility Advisory Committee is a Standing Committee of the Regional District of Central Kootenay (RDCK) Board established in accordance with the *Accessibility British Columbia Act*;

AND WHEREAS the Regional Accessibility Advisory Committee provides input and direction to the RDCK and municipalities within the RDCK on the development and updates of accessibility plans and establishing process for receiving public comments throughout the region based on inclusion and the removal of physical, virtual and attitudinal barriers;

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

COMMITTEE ESTABLISHMENT

- 1 The Regional Accessibility Advisory Committee is hereby established.

DEFINITIONS

- 2 In this bylaw:

Act means the *Accessibility British Columbia Act*.

Board means the Board of the Regional District of Central Kootenay.

Committee means the Regional Accessibility Advisory Committee established in this bylaw.

Meeting Coordinator means the person who is responsible for the preparations of the Committee meetings including the agendas and minutes as established by this bylaw.

Municipality/Municipal means any of the nine municipalities within the RDCK that are without an Accessibility Advisory Committee, as per Schedule A of this bylaw.

Public Notice Posting Places means the RDCK website, RDCK social media sites and the Notice Board located at RDCK offices.

RDCK means the Regional District of Central Kootenay.

DELEGATION OF AUTHORITY

- 3** The Committee is a subordinate advisory body to the Board with no specific powers delegated to it by the Board.

PURPOSE

- 4** The Committee shall advise the RDCK/Municipality on identifying, preventing, and eliminating barriers related to accessibility to people with disabilities in regional/Municipal programs, services, initiatives and facilities. The Committee plays a pivotal role in helping the RDCK/Municipality come to be accessible and promote public engagement in accordance with the *Act*.

MEMBERSHIP

- 5** (1) The Committee shall consist of up to a maximum of twelve (12) members appointed by the Board. The Committee will endeavour to maintain the following membership criteria:
 - (a) One (1) RDCK Electoral Area Director;
 - (b) One (1) RDCK Municipal Director;
 - (c) a maximum of seven (7) and a minimum of five (5) persons with disabilities or individuals who support or represent organizations that support persons of disabilities;
 - (d) One (1) Indigenous community representative; and
 - (e) Two (2) community members.
- (2) Directors have full voting rights on the Committee. In the absence of the Director, the Alternate Director for the Electoral Area or Municipality may take the place of, vote and generally act in all matters on behalf of the absent Director.

MEMBERSHIP APPOINTMENTS

- 6** (1) The RDCK shall place advertisements in publications and on the Public Notice Posting Places to notify the public about any vacant positions on the Committee.
- (2) The Committee members whose term has not expired, shall review all applications and recommend to the Board the names of candidates for appointment to the Committee. In the event, the Committee does not meet quorum, the Board shall make the appointment recommendation.
- (3) All members of the Committee shall be appointed by resolution of the Board.
- (4) All members may be reappointed at the discretion of the Board.

- (5) 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 of the Committee.

MEMBERSHIP TERM

- 7 (1) Committee members shall be appointed up to a two (2) year term.
- (2) Terms shall vary, with half of the member's 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 Committee who misses three (3) consecutive meetings without the approval of the Chair or without reason satisfactory to the Committee shall be deemed to have resigned, at which time the Committee 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 Committee, the Board may appoint a new member.

REMUNERATION

- 8 Members of the Committee shall serve without remuneration.

DUTIES OF THE COMMITTEE

- 9 In accordance to the *Act* the Committee shall:
 - (a) Identify accessibility and inclusion barriers that RDCK/Municipality staff and community members experience or may experience in the course of interacting with the RDCK/Municipality in the following areas:
 - (i) Employment;
 - (ii) Delivery of programs and services;
 - (iii) RDCK/Municipal Facilities;
 - (iv) Transportation; and
 - (v) Information and Communications.
 - (b) Advise the RDCK/Municipality on the preparation, implementation and effectiveness of its accessibility plans;
 - (c) Review and work with staff to update the RDCK/Municipality's accessibility plan at least every three (3) years;
 - (d) Review and work with staff to development a mechanism for public feedback on accessibility.

MEETINGS AND STRUCTURE

- 10** (1) All business of the Committee shall be conducted through the forum of a duly constituted meeting. The Committee is not permitted to delegate their duties to a sub-committee.
- (2) Committee meetings held on behalf of a Municipality will work directly with the Municipal staff and will follow the meeting procedures of the Municipality. Each municipality is responsible for reporting to their respective Municipality and to take any resolutions and recommendations from the Committee to their Council.
- (3) Committee meetings held for regional accessibility will be in accordance to the RDCK Procedure Bylaw and no act or other proceeding of the Committee shall be valid unless it is authorized by resolution adopted at a duly constituted meeting of the Committee or a resolution of the Board.
- (4) Committee meetings held for RDCK accessibility will abide by the following:
- (a) All meetings will be open to the public, be held in a publicly accessible meeting place, and must provide a remote attendance option.
 - (b) The Committee shall meet a minimum of four (4) times in a year, or as otherwise convened.
 - (c) Administrative and Meeting Coordinating functions for the Committee are determined by Corporate Administration;
 - (d) The Meeting Coordinator shall provide the meeting dates and times to the Corporate Administration department to add to the RDCK website;
 - (e) Prior to each Committee meeting, the Meeting Coordinator shall prepare an agenda, which shall be circulated to the Committee members and the public at least 48 hours in advance. The Committee may waive the requirement for advance notice of the agenda in emergency situations requiring a special meeting.
 - (f) No meeting may proceed without quorum or the Chair/Acting Chair. If there is no quorum of the Committee within 30 minutes of the scheduled time for the meeting, the meeting must be postponed to the next meeting or rescheduled.

SEVERABILITY

- 11** 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.

CITATION

- 12** This Bylaw may be cited as “**Regional Accessibility Advisory Committee Bylaw No. 2904, 2023.**”

READ A FIRST TIME this 17th day of August, 2023.

READ A SECOND TIME this 17th day of August, 2023.

READ A THIRD TIME this 17th day of August, 2023.

ADOPTED this 17th day of August, 2023.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

SCHEDULE A

The Committee will advise the RDCK, and support any of the municipalities within the regional district who are unable to form their own Accessibility Advisory Committees due to the small size of their communities or due to having difficulties finding volunteers to meet the requirements in accordance to the Act.

The Committee is the standing committee for the RDCK and the following municipalities:

- Town of Creston
- Village of Naksup
- Village of Salmo
- Village of Silverton



TOWN OF CRESTON
PO Box 1339, 238-10th Avenue North, Creston, BC V0B 1G0
Phone: 250-428-2214 Fax: 250-428-9164
email: info@creston.ca



File: 1855-50-01

Resolution No. 225-23
July 25, 2023
Regular Council Meeting

Moved/Seconded/Carried

THAT Council DIRECT Staff to participate in the Regional Accessibility Advisory Committee through the Regional District of Central Kootenay.

Certified a true and correct copy of
Resolution No. 225-23 as adopted at the
July 25, 2023, Meeting of Council.

Dated this 9th day of August, 2023

A handwritten signature in black ink that reads "K. Dunbar".

Kirsten Dunbar
Corporate Officer



THE VILLAGE OF
N A K U S P

Village of Nakusp

RESOLUTION NO. R211/23

Recommendation(s):

THAT the Village of Nakusp convey its intention to join the Regional Accessibility Advisory Committee, formed by the Regional District of Central Kootenay.

Carried

Signature



The Corporation of the Village of Salmo

P.O. Box 1000
Salmo, BC V0G 1Z0
www.salmo.ca

Phone: (250) 357-9433
Fax: (250) 357-9633
Email: info@salmo.ca

July 7, 2023

VIA EMAIL

Regional District of Central Kootenay
PO Box 590
202 Lakeside Drive
Nelson, BC V1L 5R4

RE: DRAFT BYLAW 2904: REGIONAL ACCESSIBILITY ADVISORY COMMITTEE

To Whom it May Concern,

I am pleased to advise that at the Regular Council Meeting of June 27, 2023, the following resolution #R11-12-23 was passed:

"Moved and seconded, that Council partner with the RDCK and join the Regional Accessibility Advisory Committee".

If further information is required, please let us know.

Regards,

Brandy Jessup
Corporate Officer

FILE NO.: 0400-60/0550-40



August 10th, 2023

File: 0550-20-2023 Council

Regional District of Central Kootenay
202 Lakeside Drive
Nelson, V1L 6B9

Dear Mike Morrison:

At the Regular Open Council Meeting held August 10th, 2023, Council passed the following resolution:

“That the Council approve the Village of Silverton be included in the *Regional Accessibility Advisory Committee Bylaw No. 2904, 2023* as a participant under Schedule A.

If you have any further questions, please do not hesitate to contact me at 250-358-2472
or email: cao@silverton.ca.

Sincerely,

Viv Thoss
Chief Administrative Officer/Corporate Officer





Board Report

Date of Report: August 2, 2023
Date & Type of Meeting: August 17, 2023 General Open Board Meeting
Author: Tom Dool, Research Analyst
Subject: Bylaw 2913 Loan Authorization Tarrys Fire Engine
File: 08/3200/10/RDC/2913
Electoral Area/Municipality: Area I

SECTION 1: EXECUTIVE SUMMARY

This report provides the Board with considerations regarding:

1. First, second, and third readings of Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023; and
2. Seeking elector approval of the afore mentioned bylaw with the elector assent process.

This report recommends that:

1. The Board appoint Tom Dool as Chief Elections Officer and Angela Lund as Deputy Chief Election Officer for the Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023; and that
2. The Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023 be read a FIRST, SECOND, and THIRD time by content; and that
3. The Board approve the following question in relation to the Assent Voting for Fire Protection – Area I (Tarrys, Pass Creek) Service S137:

Are you in favour of the Regional District adopting Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the Tarrys and Pass Creek front line fire engine? YES NO

SECTION 2: BACKGROUND/ANALYSIS

This report concerns itself with the loan authorization bylaw and approval process in general and with specific details of elector approval through the assent vote process. It does not concern itself with fire department procurement or capital projects.

At the June 15, 2023 General Open Board Meeting the Board resolved (402/23)

That the Board direct staff to prepare a loan authorization bylaw in the amount of \$750,000 to be repaid over 20 years for the purpose of replacing the frontline engine in the Tarrys Fire Hall from Fire Protection Area I Tarrys, Pass Creek Service S137 SUBJECT TO staff conducting a public consultation process; AND FURTHER, that voter approval, for the bylaw, be undertaken by means of Assent voting..

Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023 is included as Attachment A to this report.

The Board may choose to give 3 readings to the bylaw. The bylaw will then be submitted to the Local Government Inspector (LGI) for consideration. Upon approval of the LGI, the bylaw will be provided to the residents of the service area for consideration through an assent vote process. With the approval of the residents the Board may consider adoption of the Bylaw.

This report proposes that mail order ballots could be available as early as November 2nd, advanced polling would take place November 22th, and general polling would take place December 2nd.

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

Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023 proposes the authorization of a loan of up to \$750,000 from the Municipal Finance Authority to be paid back over the course of 20 years. At the maximum borrowing amount the cost of debt to the service would be \$61,799 annually.

Electoral Area I Fire Protection Local Service Area Establishment Bylaw No. 921, 1992 established the maximum annual allowable requisition for the service as \$190,000 or \$2.605/\$1000 of net taxable value or land and improvements, whichever is greater. The current assessed value of land and improvements in the service area is \$683,312,903. At the agreed to rate the maximum annual allowable requisition would be \$1,780,030.

The Five Year financial plan for the service scheduled loan authorization in 2025 for \$600,000 to replace a front line tender. This expenditure is now being considered in 2024 due to supply chain issues and opportunities to partner with other services regarding the procurement of apparatus.

It is anticipated that a 2024 borrowing of the maximum allowable amount, \$750,000, would result in a requisition increase of \$61,799 which equates to a residential rate increase of \$0.09/\$1000 annually, increasing the projected 2024 residential requisition rate from \$0.7549/\$1000 to \$0.8280/\$1000 of land and improvements. The increase would result in an additional \$31.50 of taxation on a \$450,000 single family home.

The cost of the assent vote required to seek elector approval will be the responsibility of Service S137 Fire Protection Area I (Tarrys Pass Creek). The projected budget for the assent vote is described below in Figure 1. Tarrys Pass Creek Fire Assent Vote Budget.

Figure 1. Tarrys Pass Creek Assent Vote Budget

Expenses	Amount
Election Officials	-\$-7898.00
Hall Rental	-\$300.00
Training	-\$120.00
Admin	-\$300.00
Cell Phone	-\$20.00
Mileage	-\$100.00
Advertising	-\$4,800.00
Ballots	-\$113.00
Revenue	Amount
Transfer from S134	\$13,651.00

The proposed budget assumes two 12 hours poling days at a single location operated by 4 election workers with up to 1478 distributed ballots. This also includes the cost associated with the public notices required by the assent vote process.

This budget does not included funds for public engagement on the matter of long term borrowing or the procurement of new apparatus.

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

Long-term borrowing undertaken by local governments for capital items and projects such as fire apparatus that provide an asset or benefit to the community for more than one fiscal year must obtain approval from both the Inspector of Municipalities and the electorate (LGA, s. 180, 406).

Because the proposed initiative requires elector approval the Board may want to consider how the question being asked of the public in the assent process is structured. Staff propose the Board seek elector approval with the following question:

Are you in favour of the Regional District adopting Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the Tarrys and Pass Creek front line fire engine? YES NO

3.3 Environmental Considerations

None at this time.

3.4 Social Considerations:

None at this time.

3.5 Economic Considerations:

None at this time.

3.6 Communication Considerations:

The communication plan discussed in this report is specific to the approval of the bylaw in question and elector approval sought through an assent vote. Communications and community engagement regarding the procurement new apparatus are beyond the scope of this report.

By engaging in the process of elector approval by assent the Board commits itself to publishing the public notices required by statute. Table 2. Schedule of Public Notice provides a list of required notices and dates leading up to the elector assent process.

Table 2. Schedule of Public Notice

Notice	Requirement	Date	Reference
Notice of Voter Registration	Inform voters of advance registration	Aug 24 & Aug 31	LGA 71(2)
Notice of End of Advanced Elector Registration	Inform voters of last day to advance register for voting	Sept 28 & Oct 5	LGA71(5)
Notice of Inspection of Electors List	Inform voters that the electors list is now publicly available	Sept 28 & Oct 5	LGA 77(6)
Notice of Period of Objection to Elector Registration	Inform voters that objections to the electors list are now be received	Sept 28 & Oct 5	LGA 79(2)
Notice of Application For Scrutineers	Request volunteer scrutineers	Oct 5 & 12	LGA182(1)
Voting Opportunities	Inform voters of where they may vote and when	Nov 9 & Nov 16	LGA176(1), 107(5)

The Regional District will ensure the required notices are posted at the Nelson RDCK Office, in the Castlegar News, the Valley Voice, and on the Regional District Website.

3.7 Staffing/Departmental Workplan Considerations:

None.

3.8 Board Strategic Plan/Priorities Considerations:

Seeking elector approval for the proposed loan authorization through the voter assent process further confirms the Boards commitment to excellence in governance and service delivery.

SECTION 4: OPTIONS & PROS / CONS

Option 1. That the Board proceed with the approval process for the proposed loan authorization bylaw and resolve that:

1. The Board appoint Tom Dool as Chief Elections Officer and Angela Lund as Deputy Chief Election Officer for the Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023 assent vote; and that
2. The Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023 be read a FIRST, SECOND, and THIRD time by content; and that
3. The Board approve the following question in relation to the Assent Voting for Fire Protection – Area I (Tarrys, Pass Creek) Service S137:

Are you in favour of the Regional District adopting Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the Tarrys and Pass Creek front line fire engine? YES NO

Advantages

- Provides residents of the service area the opportunity to decide the future of the service
- Provides an assent vote opportunity at the earliest possible date
- Provides an opportunity to make application to the spring Municipal Finance loan intake.

Disadvantages

- Very tight timeline that is dependent on a short ministry review process
- Risk of a later voter assent due to delayed ministry approval

Option 2. That staff be directed to defer the matter until....

Advantages

- Provides the opportunity for further consideration and public engagement

Disadvantages

- Delays construction and procurement until 2025.

SECTION 5: RECOMMENDATIONS

1. The Board appoint Tom Dool as Chief Elections Officer and Angela Lund as Deputy Chief Election Officer for the Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023 assent vote.
2. The Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023 be read a FIRST, SECOND, and THIRD time by content.
3. The Board approve the following question in relation to the Assent Voting for Fire Protection – Area I (Tarrys, Pass Creek) Service S137:

Are you in favour of the Regional District adopting Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the Tarrys and Pass Creek front line fire engine? YES NO

Respectfully submitted,
Tom Dool, Research Analyst

CONCURRENCE

Mike Morrison – Manager of Corporate Administration
Yev Malloff – GM of Finance, IT and EDC

Approved
Approved

Stuart Horn – Chief Administrative Officer

Approved

ATTACHMENTS:

Attachment A – Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine)
Bylaw No. 2913, 2023

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2913

A bylaw to authorize the borrowing of the estimated cost of Seven Hundred Fifty Thousand Dollars (\$750,000) for the purchase of a frontline fire engine for Tarrys Volunteer Fire Department.

WHEREAS the Regional Board of the Regional District of Central Kootenay has established Tarrys and Pass Creek Service Establishment Bylaw No. 921, 1992, a service to provide fire protection within the Tarrys/Pass Creek Fire Protection Service Area;

AND WHEREAS it is deemed desirable and expedient to purchase a frontline fire engine for the Tarrys Volunteer Fire Department to meet the requirements of the National Fire Protection Association and the Fire Underwriters Survey;

AND WHEREAS the estimated cost of the purchase of the frontline fire engine including expenses incidental thereto is the sum of Seven Hundred Fifty Thousand Dollars (\$750,000), of which the sum of \$750,000 is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed twenty (20) years;

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

- 1 The Regional Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the purchase of the frontline fire engine, serving the Tarrys/Pass Creek Fire Protection Service Area, generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - (a) To borrow upon the credit of the Regional District a sum not exceeding Seven Hundred Fifty Thousand Dollars (\$750,000).
 - (b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the purchase of the frontline fire engine.
- 2 The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty (20) years.
- 3 This bylaw may be cited as **“Tarrys and Pass Creek Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2913, 2023”**.



Board Report

Date of Report: August 2, 2023
Date & Type of Meeting: August 17, 2023 General Open Board Meeting
Author: Tom Dool, Research Analyst
Subject: Bylaw 2914 Loan Authorization Slocan Valley Fire Engine
File: 08/3200/10/RDC/2914
Electoral Area/Municipality: Area H & I

SECTION 1: EXECUTIVE SUMMARY

This report provides the Board with considerations regarding:

1. First, second, and third readings of Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023; and
2. Seeking elector approval of the afore mentioned bylaw with the elector assent process.

This report recommends that:

1. The Board appoint Tom Dool as Chief Elections Officer and Angela Lund as Deputy Chief Election Officer for the Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023; and that
2. Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023 be read a FIRST, SECOND, and THIRD time by content; and that
3. The Board approve the following question in relation to the Assent Voting for Fire Protection - Area H and I (Slocan Valley) Service S142:

Are you in favour of the Regional District adopting Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the Winlaw Volunteer Fire Department front line fire engine? YES NO

SECTION 2: BACKGROUND/ANALYSIS

This report concerns itself with the loan authorization bylaw and approval process in general and with specific details of elector approval through the assent vote process. It does not concern itself with fire department procurement or capital projects.

At the June 15, 2023 General Open Board Meeting the Board resolved (403/23):

That the Board direct staff to prepare a loan authorization bylaw in the amount of \$750,000 to be repaid over 20 years for the purpose of replacing the frontline engine in the Winlaw Fire Hall from S142 Fire Protection Areas H and I Slocan Valley SUBJECT TO staff conducting a public consultation process; AND FURTHER, that voter approval, for the bylaw, be undertaken by means of Assent voting.

Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023 is included as Attachment A to this report.

The Board may choose to give 3 readings to the bylaw. The bylaw will then be submitted to the Local Government Inspector (LGI) for consideration. Upon approval of the LGI, the bylaw will be provided to the residents of the service area for consideration through an assent vote process. With the approval of the residents the Board may consider adoption of the Bylaw.

This report proposes that mail order ballots could be available as early as November 2nd, advanced polling would take place November 22th, and general polling would take place December 2nd.

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

Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023 proposes the authorization of a loan of up to \$750,000 from the Municipal Finance Authority to be paid back over the course of 20 years. At the maximum borrowing amount the cost of debt to the service would be \$61,799 annually.

Slocan Valley Fire Protection Local Service Area Establishment Bylaw No. 892, 1991 established the maximum annual allowable requisition for the service as \$160,000 or \$2.607/\$1000 of net taxable value or land and improvements, whichever is greater. The current assessed value of land and improvements in the service area is \$1,141,964,286. At the agreed to rate the maximum annual allowable requisition would be \$2,977,101.

The Five Year financial plan for the service scheduled a loan authorization in 2025 for \$550,000 to replace a front line tender. This expenditure is now being considered in 2024 due to supply chain issues and opportunities to partner with other services regarding the procurement of apparatus.

It is anticipated that a 2024 borrowing of the maximum allowable amount, \$750,000, would result in a requisition increase of \$61,799 which equates to a residential rate increase of \$0.0473/\$1000 annually, increasing the projected 2024 residential requisition rate from \$1.886/\$1000 to \$1.2358/\$1000 or an additional \$21.29 in taxation for a \$450,000 single family home.

The cost of the assent vote required to seek elector approval will be the responsibility of Service S142 Fire Protection Areas H & I (Slocan Valley). The projected budget for the assent vote is described below in Figure 1. Slocan Valley Fire Assent Vote Budget.

Figure 1. Slocan Valley Fire Assent Vote Budget

Expenses	Amount
Election Officials	-\$10,494.00
Hall Rental	-\$900.00
Training	-\$360.00
Admin	-\$500.00
Cell Phone	-\$60.00
Mileage	-\$300.00
Advertising	-\$2,400.00
Ballots	-\$340.00
Revenue	Amount
Transfer from S142	\$14,750.00

The proposed budget assumes two 12 hours polling days at a three locations operated by 4 election workers each with up to 4537 distributed ballots. This also includes the cost associated with the public notices required by the assent vote process.

This budget does not included funds for public engagement on the matter of long term borrowing or the procurement of new apparatus.

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

Long-term borrowing undertaken by local governments for capital items and projects such as fire apparatus that provide an asset or benefit to the community for more than one fiscal year must obtain approval from both the Inspector of Municipalities and the electorate (LGA, s. 180, 406).

Because the proposed initiative requires elector approval the Board may want to consider how the question being asked of the public in the assent process is structured. Staff propose the Board seek elector approval with the following question

Are you in favour of the Regional District adopting Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the Winlaw Fire Department front line fire engine?

YES NO

3.3 Environmental Considerations

None at this time.

3.4 Social Considerations:

None at this time.

3.5 Economic Considerations:

None at this time.

3.6 Communication Considerations:

The communication plan discussed in this report is specific to the approval of the bylaw in question and elector approval sought through an assent vote. Communications and community engagement regarding the procurement new apparatus are beyond the scope of this report.

By engaging in the process of elector approval by assent the Board commits itself to publishing the public notices required by statute. Table 2. Schedule of Public Notice provides a list of required notices and dates leading up to the elector assent process.

Table 2. Schedule of Public Notice – Valley Voice (publications are every two weeks),

Notice	Requirement	Date	Reference
Notice of Voter Registration	Inform voters of advance registration	Aug 24	LGA 71(2)
Notice of End of Advanced Elector Registration	Inform voters of last day to advance register for voting	Oct 5	LGA71(5)
Notice of Inspection of Electors List	Inform voters that the electors list is now publicly available	Oct 5	LGA 77(6)
Notice of Period of Objection to Elector Registration	Inform voters that objections to the electors list are now be received	Oct 5	LGA 79(2)
Notice of Application For Scrutineers	Request volunteer scrutineers	Oct 5	LGA182(1)
Voting Opportunities	Inform voters of where they may vote and when	Nov 16	LGA176(1), 107(5)

The Regional District will ensure the required notices are posted at the Nelson RDCK Office, the Valley Voice, and on the Regional District Website.

3.7 Staffing/Departmental Workplan Considerations:

None.

3.8 Board Strategic Plan/Priorities Considerations:

Seeking elector approval for the proposed loan authorization through the voter assent process further confirms the Boards commitment to excellence in governance and service delivery.

SECTION 4: OPTIONS & PROS / CONS

Option 1. That the Board proceed with the approval process for the proposed loan authorization bylaw and resolve that:

1. The Board appoint Tom Dool as Chief Elections Officer and Angela Lund as Deputy Chief Election Officer for the Slokan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023 assent vote; and that
2. Slokan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023 be read a FIRST, SECOND, and THIRD time by content; and that

3. The Board approve the following question in relation to the Assent Voting for Fire Protection - Area H and I (Slocan Valley) Service S142:

Are you in favour of the Regional District adopting Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the Winlaw Fire Department front line fire engine?

YES NO

Advantages

- Provides residents of the service area the opportunity to decide the future of the service
- Provides an assent vote opportunity at the earliest possible date
- Provides an opportunity to make application to the spring Municipal Finance loan intake.

Disadvantages

- Very tight timeline that is dependent on a short ministry review process
- Risk of a later voter assent due to delayed ministry approval

Option 2. That staff be directed to defer the matter until....

Advantages

- Provides the opportunity for further consideration and public engagement

Disadvantages

- Delays construction and procurement until 2025.

SECTION 5: RECOMMENDATIONS

1. That the Board appoint Tom Dool as Chief Elections Officer and Angela Lund as Deputy Chief Election Officer for the Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023 assent vote.
2. Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023 be read a FIRST, SECOND, and THIRD time by content.
3. The Board approve the following question in relation to the Assent Voting for Fire Protection - Area H and I (Slocan Valley) Service S142:

Are you in favour of the Regional District adopting Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the Winlaw Fire Department front line fire engine?

YES NO

Respectfully submitted,
Tom Dool, Research Analyst

CONCURRENCE

Mike Morrison – Manager of Corporate Administration
Yev Malloff – GM of Finance, IT and EDC
Stuart Horn – Chief Administrative Officer

Approved
Approved
Approved

ATTACHMENTS:

Attachment A – Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine)
Bylaw No. 2914, 2023

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2914

A bylaw to authorize the borrowing of the estimated cost of Seven Hundred Fifty Thousand Dollars (\$750,000) for the purchase of a frontline fire engine for the Winlaw Volunteer Fire Department.

WHEREAS the Regional Board of the Regional District of Central Kootenay has established Slocan Valley Fire Protection Local Service Area Establishment Bylaw No. 892, 1991, a service to provide fire protection within the Slocan Valley Fire Protection Service Area;

AND WHEREAS it is deemed desirable and expedient to purchase a frontline fire engine for the Winlaw Volunteer Fire Department to meet the requirements of the National Fire Protection Association and the Fire Underwriters Survey;

AND WHEREAS the estimated cost of the purchase of the frontline fire engine including expenses incidental thereto is the sum of Seven Hundred Fifty Thousand Dollars (\$750,000), of which the sum of \$750,000 is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed twenty (20) years;

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

- 1 The Regional Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the purchase of the frontline fire engine, serving the Slocan Valley Fire Protection Service Area, generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - (a) To borrow upon the credit of the Regional District a sum not exceeding Seven Hundred Fifty Thousand Dollars (\$750,000).
 - (b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the purchase of the frontline fire engine.
- 2 The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty (20) years.
- 3 This bylaw may be cited as **“Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023”**.



Board Report

Date of Report: August 2, 2023
Date & Type of Meeting: August 17, 2023 General Open Board Meeting
Author: Tom Dool, Research Analyst
Subject: Bylaw 2917 Loan Authorization North Shore Fire Engine
File: 08/3200/10/RDC/2917
Electoral Area/Municipality: Area F

SECTION 1: EXECUTIVE SUMMARY

This report provides the Board with considerations regarding:

1. First, second, and third readings of North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023; and
2. Seeking elector approval of the afore mentioned bylaw with the elector assent process.

This report recommends that:

1. The Board appoint Tom Dool as Chief Elections Officer and Angela Lund as Deputy Chief Election Officer for the North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023; and that
2. The North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 be read a FIRST, SECOND, and THIRD time by content; and that
3. The Board approve the following question in relation to the Assent Voting for Fire Protection – Area F (North Shore Service S134:

Are you in favour of the Regional District adopting North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the North Shore Volunteer Fire Department front line fire engine? YES NO

SECTION 2: BACKGROUND/ANALYSIS

This report concerns itself with the loan authorization bylaw and approval process in general and with specific details of elector approval through the assent vote process. It does not concern itself with fire department procurement or capital projects.

At the June 15, 2023 General Open Board Meeting the Board resolved (401/23)

That the Board direct staff to prepare a loan authorization bylaw in the amount of \$750,000 to be repaid over 20 years for the purpose of replacing the frontline engine in the North Shore Fire Hall from Fire Protection Area F North Shore Service S134 SUBJECT TO staff conducting a public consultation process; AND FURTHER, that voter approval, for the bylaw, be undertaken by means of Assent voting.

North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 is included as Attachment A to this report.

The Board may choose to give 3 readings to the bylaw. The bylaw will then be submitted to the Local Government Inspector (LGI) for consideration. Upon approval of the LGI, the bylaw will be provided to the residents of the service area for consideration through an assent vote process. With the approval of the residents the Board may consider adoption of the Bylaw.

This report proposes that mail order ballots could be available as early as November 2nd, advanced polling would take place November 22th, and general polling would take place December 2nd.

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

North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 proposes the authorization of a loan of up to \$750,000 from the Municipal Finance Authority to be paid back over the course of 20 years. At the maximum borrowing amount the cost of debt to the service would be \$61,799 annually.

North Shore to Eight and One Half Mile Fire Protection Service Area Bylaw No. 342, 1981 established the current fire protection service area within no maximum annual allowable requisition for the service. This practice is no longer aligned with best practices or the *Local Government Act*. The current assessed value of land and improvements in the service area is \$1,010,222,929.

The Five Year financial plan for the service scheduled a loan authorization in 2024 for \$330,000 to replace a front line tender.

It is anticipated that a 2024 borrowing of the maximum allowable amount, \$750,000, would result in a requisition increase of \$61,799 which equates to a residential rate increase of \$0.0591/\$1000 annually, increasing the projected 2024 residential requisition rate from \$0.4848/\$1000 to \$0.5439/\$1000 or an additional \$26.60 in taxation for a \$450,000 single family home.

The cost of the assent vote required to seek elector approval will be the responsibility of Service S134 Fire Protection Area F (North Shore). The projected budget for the assent vote is described below in Figure 1. North Shore Fire Assent Vote Budget.

Figure 1. North Shore Fire Assent Vote Budget

Expenses	Amount
Election Officials	-\$7,898.00
Hall Rental	-\$300.00
Training	-\$120.00
Admin	-\$300.00
Cell Phone	-\$20.00
Mileage	-\$100.00
Advertising	-\$4,800.00
Ballots	-\$138.85
Revenue	Amount
Transfer from S134	\$13,676.85

The proposed budget assumes two 12 hours polling days at one location operated by 4 election workers each with up to 2261 distributed ballots. This also includes the cost associated with the public notices required by the assent vote process.

This budget does not include funds for public engagement on the matter of long term borrowing or the procurement of new apparatus.

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

Long-term borrowing undertaken by local governments for capital items and projects such as fire apparatus that provide an asset or benefit to the community for more than one fiscal year must obtain approval from both the Inspector of Municipalities and the electorate (LGA, s. 180, 406).

Because the proposed initiative requires elector approval the Board may want to consider how the question being asked of the public in the assent process is structured. Staff propose the board seek elector approval with the following question

Are you in favour of the Regional District adopting North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the North Shore Fire Department front line fire engine?

YES NO

3.3 Environmental Considerations

None at this time.

3.4 Social Considerations:

None at this time.

3.5 Economic Considerations:

None at this time.

3.6 Communication Considerations:

The communication plan discussed in this report is specific to the approval of the bylaw in question and elector approval sought through an assent vote. Communications and community engagement regarding the procurement new apparatus are beyond the scope of this report.

By engaging in the process of elector approval by assent the Board commits itself to publishing the public notices required by statute. Table 2. Schedule of Public Notice provides a list of required notices and dates leading up to the elector assent process.

Table 2. Schedule of Public Notice

Notice	Requirement	Date	Reference
Notice of Voter Registration	Inform voters of advance registration	Aug 24 & Aug 31	LGA 71(2)
Notice of End of Advanced Elector Registration	Inform voters of last day to advance register for voting	Sept 28 & Oct 5	LGA71(5)
Notice of Inspection of Electors List	Inform voters that the electors list is now publicly available	Sept 28 & Oct 5	LGA 77(6)
Notice of Period of Objection to Elector Registration	Inform voters that objections to the electors list are now be received	Sept 28 & Oct 5	LGA 79(2)
Notice of Application For Scrutineers	Request volunteer scrutineers	Oct 5 & 12	LGA182(1)
Voting Opportunities	Inform voters of where they may vote and when	Nov 9 & Nov 16	LGA176(1), 107(5)

The Regional District will ensure the required notices are posted at the Nelson RDCK Office, the Nelson Star, and on the Regional District Website.

3.7 Staffing/Departmental Workplan Considerations:

None.

3.8 Board Strategic Plan/Priorities Considerations:

Seeking elector approval for the proposed loan authorization through the voter assent process further confirms the Boards commitment to excellence in governance and service delivery.

SECTION 4: OPTIONS & PROS / CONS

Option 1. That the Board proceed with the approval process for the proposed loan authorization bylaw and resolve that:

1. The Board appoint Tom Dool as Chief Elections Officer and Angela Lund as Deputy Chief Election Officer for the North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. XXXX, 2023 assent vote; and that
2. The North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. XXXX, 2023 be read a FIRST, SECOND, and THIRD time by content; and that

3. The board approve the following question in relation to the Assent Voting for Fire Protection – Area F (North Shore Service S134:

Are you in favour of the Regional District adopting North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the North Shore Fire Department front line fire engine?

YES NO

Advantages

- Provides residents of the service area the opportunity to decide the future of the service
- Provides an assent vote opportunity at the earliest possible date
- Provides an opportunity to make application to the spring Municipal Finance loan intake.

Disadvantages

- Very tight timeline that is dependent on a short ministry review process
- Risk of a later voter assent due to delayed ministry approval

Option 2. That staff be directed to defer the matter until....

Advantages

- Provides the opportunity for further consideration and public engagement

Disadvantages

- Delays construction and procurement until 2025.

SECTION 5: RECOMMENDATIONS

1. That the Board appoint Tom Dool as Chief Elections Officer and Angela Lund as Deputy Chief Election Officer for the North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 assent vote.
2. The North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 be read a FIRST, SECOND, and THIRD time by content.
3. The Board approve the following question in relation to the Assent Voting for Fire Protection – Area F (North Shore Service S134:

Are you in favour of the Regional District adopting North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023, which will permit the Regional District to borrow an amount not to exceed \$750,000 for the purpose of replacing the North Shore Fire Department front line fire engine?

YES NO

Respectfully submitted,
Tom Dool, Research Analyst

CONCURRENCE

Mike Morrison – Manager of Corporate Administration

Approved

Yev Malloff – GM of Finance, IT and EDC
Stuart Horn – Chief Administrative Officer

Approved
Approved

ATTACHMENTS:

Attachment A – North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine)
Bylaw No. 2914, 2023

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2917

A bylaw to authorize the borrowing of the estimated cost of Seven Hundred Fifty Thousand Dollars (\$750,000) for the purchase of a frontline fire engine for the North Shore Volunteer Fire Department.

WHEREAS the Regional Board of the Regional District of Central Kootenay has established the Regional District of Central Kootenay North Shore to Eight and One Half Mile Fire Protection Service Area Bylaw No. 342, 1981, a service to provide fire protection within the North Shore to Eight and One Half Mile Fire Protection Specified Area;

AND WHEREAS it is deemed desirable and expedient to purchase a frontline fire engine for the North Shore Volunteer Fire Department to meet the requirements of the National Fire Protection Association and the Fire Underwriters Survey;

AND WHEREAS the estimated cost of the purchase of the frontline fire engine including expenses incidental thereto is the sum of Seven Hundred Fifty Thousand Dollars (\$750,000), of which the sum of \$750,000 is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed twenty (20) years;

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

- 1 The Regional Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the purchase of the frontline fire engine, serving the North Shore to Eight and One Half Mile Fire Protection Specified Area, generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - (a) To borrow upon the credit of the Regional District a sum not exceeding Seven Hundred Fifty Thousand Dollars (\$750,000).
 - (b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the purchase of the frontline fire engine.
- 2 The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty (20) years.

3 This bylaw may be cited as **“North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023”**.

READ A FIRST TIME this _____ day of _____, 2023

READ A SECOND TIME this _____ day of _____, 2023

READ A THIRD TIME this _____ day of _____, 2023

I hereby certify that this is a true and correct copy of the **“North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023”** as read a third time by the Regional District of Central Kootenay Board on the _____ day of _____, 2023

Mike Morrison, Corporate Officer

RECEIVED the approval of the Inspector of Municipalities this _____ day of _____, 2023

RECEIVED the approval of the electors this _____ day of _____, 2023

ADOPTED this _____ day of _____, 2023.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

Agreement Identification Number 255OA0131

**AGREEMENT
(the “Agreement”)**

BETWEEN:

**His Majesty the King in the Right of the Province of British Columbia,
as represented by the MINISTER OF TRANSPORTATION AND INFRASTRUCTURE
4th Floor, 310 Ward Street
Nelson, BC V1L 5S4
(the “Ministry”)**

AND:

**The Regional District of Central Kootenay
Box 590
202 Lakeside Drive
Nelson, BC, V1L 5R4
(the “RDCK”)**

Re: Project: 26095 –Asphalt Surfacing Hwy 3A, Nelson to Balfour & North Shore Side Roads

For good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged by the Ministry and the Village each to the other), the Parties agree to the terms set out in this Agreement:

1. The Ministry will tender and construct asphalt surfacing for a waterline crossing at Highway 3A/Barnes Rd and an area on Balfour Wharf Road where water system works will be undertaken by the RDCK. These works will also include asphalt paving the North Shore Hall parking lot. The purpose of the project is to improve the safety of road users by constructing a smooth, hard road surface.

The Ministry will comply with and ensure compliance with any and all applicable laws and regulations relating to all aspects of the Project Works.

The Ministry agrees to be responsible for all requirements associated with undertaking the Project Works.

The Project Works will include:

- Design, tender and construction of at least 100 mm thickness of asphalt surfacing over a waterline crossing at Highway 3A/Barnes Rd and 50 mm thickness of asphalt surfacing on Balfour Wharf Road over an area where water system works will be undertaken.
- Design, tender and construction of subgrade preparation and 75 mm asphalt paving of the North Shore Hall parking lot and tie-in, to Whitmore Road.

Construction of the Project Works is anticipated to be completed by Fall 2024.

2. The RDCK agrees to partner with the Ministry and cover up to \$150,000.00 toward the Project Works.

3. The Ministry will liaise with the RDCK on an ongoing basis during the construction stage of the project to ensure the work is delivered in accordance with the Project Works defined by the RDCK and the Ministry.
4. The Ministry will provide project management services during tender, construction and close-out stages of the project.
5. The Ministry will provide contract administration, construction supervision and quality assurance services during construction.
6. Any additional work outside of the defined Project Works requested by the RDCK to be done on the RDCK's infrastructure must be approved by the Ministry and the RDCK will be responsible for 100 % of the cost.
7. Any additional work outside of the Project Works requested by the Ministry to be done on the RDCK's infrastructure must be approved by the RDCK and the RDCK will be responsible for 100% of the cost.
8. The Ministry agrees to allocate the RDCK payment solely toward the cost of the Project Works and any approved additional works requested by the RDCK.
9. Upon partial or final completion of the Project Works, the Ministry will submit an invoice to the RDCK for payment of the total cost of the Project Works and any approved additional work, including any applicable taxes. The invoice is payable to the Ministry within 30 days of the invoiced date.
10. The Parties agree that the completion date for this Agreement will be upon the payment of the Project costs by the RDCK to the Ministry by not later than November 30th, 2024.

**The Parties have executed this Letter of Agreement
as follows:**

<p>SIGNED on behalf of the RDCK on the ___ day of _____, 20___ :</p> <p>_____</p> <p>Signature</p> <p>_____</p> <p>Print Name</p> <p>_____</p> <p>Print Title</p>	<p>SIGNED on behalf of His Majesty the King in the right of the Province of British Columbia, as represented by the Ministry of Transportation and Infrastructure on the ___ day of _____, 20___ :</p> <p>_____</p> <p>Signature</p> <p>_____</p> <p>Print Name</p> <p>_____</p> <p>Print Title</p>
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A COLAS COMPANY

QUOTATION

PROJECT: RDCK North Shore Hall

July 31, 2023

Item	Description	Unit of Measure	Quantity	Unit Price	Total
1	Mobilization	EA	1	\$3,599.73	\$3,599.73
2	Excavation	M3	154	\$66.81	\$10,288.74
3	Subgrade Prep	M2	686	\$5.34	\$3,663.24
4	Supply, Haul & Install Base Aggregate	M2	686	\$29.10	\$19,962.60
5	Asphalt Paving, 75mm	M2	686	\$55.92	\$38,361.12
					\$75,875.43

NOTES:

- 1) QUOTE INCLUDES ONE MOBILIZATION, ADDITIONAL MOBILIZATIONS ARE EXTRA
- 2) TAKEOFF QUANTITIES ARE APPROXIMATE, BILLING FOR SUBGRADE PREP, BASE PREP AND PAVING WILL BE BASED ON FINAL SURVEY
- 3) UNIT PRICES MAY BE SUBJECT TO CHANGE IF QUANTITIES ARE NOT MET
- 4) SUBGRADE PREP INCLUDES GRADER, ROLLER AND A WATER TRUCK
- 5) EXCAVATION PRICE BASED ON 100mm THICK ON 400m2, UP TO 400mm DEEP ON 285m2
- 6) EXCAVATION QUANTITIES WILL BE BASED UPON A TRUCK LOAD COUNT OF MATERIAL HAULED AWAY, USING 6.5m3 PER LOAD
- 7) EXCAVATED OVERSIZE ROCKS WILL BE DISPOSED OF ALONG THE PARKVIEW RD DITCH LINE AS DISCUSSED DURING SITE VISIT
- 8) EXCAVATION DOES NOT INCLUDE A BREAKER FOR BOULDERS OR BEDROCK
- 9) AREA MUST BE CLEAR OF PARKED VEHICLES PRIOR TO SPL MOBILIZING TO SITE
- 10) ASPHALT MIX DESIGN MEETS MINISTRY OF TRANSPORTATION SPECIFICATION
- 11) INCLUDES QUALITY CONTROL TESTING OF ASPHALT
- 12) SPL IS NOT RESPONSIBLE FOR ANY PUDDLING OR DRAINAGE ISSUES ON SLOPES OF 1% OR LESS
- 13) SPL WILL NOT BE HELD RESPONSIBLE FOR LOW DENSITIES, SEGREGATION AND ANY ROLLER MARKS IF COLD WEATHER PAVING IS REQUIRED
- 14) PRICES DO NOT INCLUDE WORK ON HOLIDAYS OR SUNDAYS
- 15) SPL WILL NOT BE HELD RESPONSIBLE FOR LIQUIDATED DAMAGES
- 16) ELEVATION OF SERVICES, MANHOLES AND WATER VALVES ARE SET BY OTHERS
- 17) QUOTE IS OPEN FOR ACCEPTANCE FOR 30 DAYS, AND IS ONLY VALID FOR 2023 SEASON

NOT INCLUDED: Taxes

Please call if you have any questions.

Selkirk Paving
Div of Colas Western Canada Inc.

Adrien Maitre
Project Manager



Board Report

Date of Report: August 10, 2023
Date & Type of Meeting: August 17, 2023 Regular Board Meeting
Author: Craig Stanley, Regional Manager Operations and Asset Management
Subject: NELSON AND DISTRICT COMMUNITY COMPLEX BOILER SUPPLY AND INSTALLATION AWARD
File: 01-0520-20
Electoral Area/Municipality City of Nelson, Areas F and Defined Area E

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to update the Board on the status of the Nelson and District Community Complex Boiler Project, and recommend the award of the contract.

SECTION 2: BACKGROUND/ANALYSIS

Staff posted a tender for the supply and installation of new boilers at the Nelson and District Community Complex (NDCC). The tender closed on August 2, 2023. Three bids were received with one noncompliant bid for not providing a bid bond. The list of qualified bids received included:

- Trainor Mechanical Contractors Ltd. \$312,900.00
- West Kootenay Mechanical 2001 Ltd. \$343,298.55

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 2023 Financial Plan for S226 includes \$200,000 of funding for the Boiler Replacement project. Preliminary engineering work indicated that the Boiler Replacement Budget may not be sufficient. With the knowledge from the tendering process, staff is recommending that the budget for the Boiler Replacement project be increased \$199,000 to account for the cost of work, engineering and 20% contingency. Staff recommends that the 2023 Financial Plan for S226 be amended to increase the project budget and include a transfer from reserves in the amount of \$199,000.

The RDCK Board allocated \$241,668 to S226 reserves from the Province's Growing Communities Fund Grant for the Boiler Replacement Project as per Board resolution #395/23.

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

Staff procured this service according to the RDCK procurement policy.

3.3 Environmental Considerations

The new boilers will be efficient and reduce GHG emissions.

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

N/A

3.6 Communication Considerations:

As this project develops, staff will communicate the schedule for work and any service disruptions to the users of the facility.

3.7 Staffing/Departmental Workplace Considerations:

Recreation staff and project management staff will be involved in this project.

3.8 Board Strategic Plan/Priorities Considerations:

The delivery of recreation services is a core service for the RDCK.

Managing our assets in a sustainable manner.

SECTION 4: OPTIONS & PROS / CONS

Option 1: Award the contract to Trainor Mechanical.

Pros: The project can proceed and be completed in 2023

Cons: The 2023 project budget is insufficient and reserves will be required to supplement the budget

Option 2: Re-tender the project

Pros: Possible savings if lower qualified bids are received.

Cons: Based upon other tender processes for similar work, there is no evidence to suggest that there are significant savings to be realized by retendering to bring the project in within the original budget of \$200,000.

SECTION 5: RECOMMENDATIONS

That the Board direct staff to negotiate with Trainor Mechanical Contractors Ltd. to achieve the highest value to the RDCK, which meets all the required scope to supply and install new boilers as described in the tender issued July 17, 2023;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents, following negotiations, to award the contract to Trainor Mechanical Contractors Ltd. to a maximum value of \$312,900.00 with funds to be paid from Service 226 Recreation Complex – City of Nelson, Areas E, F;

AND FURTHER, that the 2023 Financial Plan for S226 Recreation Complex – City of Nelson, Areas E, F be amended to increase Capital Expenditures by \$199,000 and Increase Transfer from Reserves by \$199,000

Respectfully submitted,
Craig Stanley – Regional Manager – Operations and Asset Management

CONCURRENCE

General Manager of Community Services – Joe Chirico **Approved**
Chief Administrative Officer – Stuart Horn **Approved**

Attachment A – Letter of Recommendation from Rocky Point Engineering Ltd.

RPE File 23195-T

2023-08-10

Regional District of Central Kootenay
202 Lakeside Drive
Nelson, BC

Email: rricalt@rdck.bc.ca

Attention: Ryan Ricalton, Facility Manager

Re: Nelson and District Community Complex Pool Boilers Upgrade

Bids were received on August 2, 2023 for the Pool Boilers Upgrade to Nelson and District Community Complex. Three bids were received for the project. Of the three bids submitted, one did not meet the requirements of the bid submission. Case Grympa Mechanical (CGM) failed to submit, with their bid, a bid bond valued at 10% of the total price proposed in the bid as per clause 1.21 - Bid Bonds of the Invitation for Tenders. In this case the low bidder was missing the documents. As a result, we recommend that second low bidder with the complete bid documents should be awarded the project if the value is approved by the Board. The values submitted are in line with current market values and the contractor has successful experience in similar projects.

- Case Grympa Mechanical Ltd. ~~\$ 290,706.15~~ ** Disqualified due to missing Bid Bond
- **Trainor Mechanical Contractors Ltd.** **\$ 312,900.00**
- West Kootenay Mechanical 2001 Ltd. \$ 343,298.55

We recommend that Trainor Mechanical Contractors Ltd. be accepted as the qualified bidder with their qualifying bid of \$312,900.00 pending approval from the Board. Upon receipt of your intention to proceed with this contractor, I will prepare the Stipulated Price Contract for signing.

Yours very truly,

ROCKY POINT ENGINEERING LTD.



Matthew Wallace, P.Eng.
Design Engineer



Board Report

Date of Report: August 10, 2023
Date & Type of Meeting: August 17, 2023 Regular Board Meeting
Author: Craig Stanley, Regional Manager Operations and Asset Management
Subject: CRESTON AND DISTRICT COMMUNITY COMPLEX AQUATICS ROOF REPAIR AWARD
File: 01-0520-20
Electoral Area/Municipality: Town of Creston, Areas A, B, C

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to update the Board on the status of the Creston and District Community Complex Aquatics Roof Repair Project, and recommend the award of the contract.

SECTION 2: BACKGROUND/ANALYSIS

Staff posted a tender for the repair to the aquatics roof of the Creston and District Community Complex (CDCC). The tender closed on August 9, 2023. The list of qualified bids received included:

- Heritage Roofing and Sheet Metal Ltd. – \$298,253

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 2023 Financial Plan for S224 includes \$550,000 of capital funding for the Aquatic Roof Repair Project. The budget is sufficient for this project.

The RDCK Board allocated \$241,668 to S224 reserves from the Province's Growing Communities Fund Grant for the Aquatic Roof Repair Project as per Board resolution #395/23.

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

Staff procured this service according to the RDCK procurement policy.

3.3 Environmental Considerations

Repairing the roof will prevent wasted energy and reduce GHG emissions through conservation of heat.

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

N/A

3.6 Communication Considerations:

As this project develops, staff will communicate the schedule for work and any service disruptions to the users of the facility.

3.7 Staffing/Departmental Workplace Considerations:

Recreation staff and project management staff will be involved in this project.

3.8 Board Strategic Plan/Priorities Considerations:

The delivery of recreation services is a core service for the RDCK.

Managing our assets in a sustainable manner.

SECTION 4: OPTIONS & PROS / CONS

Option 1: Award the contract to Heritage Roofing and Sheet Metal Ltd.

Pros: The project can proceed and be completed in 2023 in budget

SECTION 5: RECOMMENDATIONS

That the Board direct staff to negotiate with Heritage Roofing and Sheet Metal Ltd. to achieve the highest value to the RDCK, which meets all the required scope to repair the aquatics roof at the Creston and District Community Complex as described in the tender issued July 19, 2023;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents, following negotiations, to award the contract to the Heritage Roofing and Sheet Metal Ltd. to a maximum value of \$298,253.00 with funds to be paid from Service 224 Recreation Complex – Town of Creston, Areas A, B, C;

Respectfully submitted,

Craig Stanley – Regional Manager – Operations and Asset Management

CONCURRENCE

General Manager of Community Services – Joe Chirico

Approved

Chief Administrative Officer – Stuart Horn

Approved

Attachment A – Letter of Recommendation from Evoke Buildings Engineering Inc.

August 10, 2023

23-00035

Craig Stanley
Regional Manager – Operations and Asset Management
Regional District of Central Kootenay
Creston, BC
CStanley@rdcl.bc.ca

Dear Craig and RDCK Team:

**Re: Tender Review Letter
Creston & District Community Complex**

The tender for Air Barrier Repairs closed at 2:00pm August 8th^h 2023. Heritage roofing attended site meeting and was the only contractor to submit a tender price.

Proposed
Schedule of Values

Item	Cost
1. General Conditions including Supervision, Access, Facilities	\$ 5,000. ⁰⁰
2. Selective Building Demolition	\$ 119,126. ⁵⁰
3. Rough Carpentry	\$ 10,000. ⁰⁰
4. Modified Bituminous Waterproofing	\$ 60,002. ²⁵
5. Insulation (Board & Batt)	\$ 64,124. ²⁵
6. Spray Insulation – Polyurethane Foam	\$ 15,000. ⁰⁰
7. Sheet Metal Flashing	\$ 6,000. ⁰⁰
8. Structural Steel Replacement	\$ 16,000. ⁰⁰
9. Joint Sealant	\$ 1000. ⁰⁰
Total Contract	\$ 296,253.⁰⁰

Please note, the above prices do not include GST. All major bid requirements, including Bid Bond, Consent of Surety, Undertaking of Insurance were satisfied.

1. We understand the bid was submitted on time according to RDCK requirements.
2. There were no qualifications of the bid documents and all pages were correctly filled out and the addenda was identified.
3. There are no mathematical errors in the schedule of values.
4. A bid bond, 50% performance bond and 50% labour and materials bond was provided.
5. The project schedule of values provided are reasonable and the contract price of \$298,253 is within the project budget.
6. A construction schedule was not identified in the tender documents or provided by the contractor.

We would recommend awarding the contract to Heritage Roofing and Sheet Metal provided the construction schedule constraints of the RDCK facility can be met by the contractor.

Once awarded the contractor should provide insurance and WCB requirements.

If you have any questions or concerns, please don't hesitate to contact the undersigned.

Yours truly,
Evoke Buildings Engineering Inc.



David Fookes, P. Eng
Principal, Building Envelope Specialist



Board Report

Date of Report: July 14, 2023
Date & Type of Meeting: August 17, 2023 Open Board Meeting
Author: Dan Seguin, Manager of Community Sustainability
Subject: Creston Valley Flood Management Partnership – Funding for Coordinator
File: 10/4950/CVFMP
Electoral Area/Municipality: Area C

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek Board approval for the funding agreement with the Ministry of Energy Mines and Low Carbon Innovation (EMLCI) for a total of \$25,000 + 15% administrative fee, to hire John Cathro as the Coordinator to support the Creston Valley Flood Management Partnership (CVFMP). Mr. Cathro has been facilitating the CVFMP since 2019 and if funding agreement is approved a contract will be issued as per the RDCK purchasing policy to sole source his services.

The Coordinator provides support to the evolving CVFMP by:

- Facilitating meetings, taking notes and preparing partnership documents such as the Terms of Reference and Memorandum of Understanding endorsed by the Board at their July Board meeting.
- Apply for funding on behalf of the partnership
- Support the procurement process
- Report on the funding

Staff recommends the funding agreement which includes an indemnification clause be approved by the Board and the Chair and Corporate Officer be authorized to sign.

SECTION 2: BACKGROUND/ANALYSIS

The RDCK has been a participant on the Creston Valley Flood Management Partnership (CVFMP) since 2019. The purpose of the Partnership is to support six diking improvement Districts and the Yaqaan Nukiy to address the 100 km dikes system along the Kootenay River in the Creston Valley which requires significant repairs in order to reduce the risk of flooding to farmland, structures and Highway 3A.

The CVFMP does not have human resource capacity to manage the scope of work for the Partnership. In 2019, the Columbia Basin Trust provided one time funding of \$38,000 to hire a Coordinator. This funding and the hours allocated for the Coordinator is available until end of August. Staff is seeking Board approval for this funding agreement for the total amount of \$25,000 + 15% administrative costs to be recovered by the RDCK for contract oversight. If the agreement is approved RDCK will receive \$25,000 + 15% funding or a total aggregate of \$28,750 that will be provided in two payments, one upon signing the agreement for \$15,000 and one upon signing a contract with the CVFMP Coordinator for \$13,750.

In 2021 the Town of Creston, with support from the Coordinator, applied for Community Emergency Protection Fund (CEPF) funds on behalf of the Partnership, to complete a risk assessment of the Creston Valley dikes. This work is now complete. In 2022, the Coordinator supported the RDCK application for CEPF funding to complete prioritization and preliminary design work for the dikes. The funding for this deliverable has been received and is being held in Service A101 Emergency Programming. Since the Coordinator funding ends at the end of the month, the Ministry of Energy, Mines and Low Carbon Innovation (EMLCI) is providing additional funding that will be received by the RDCK upon signing of the agreement (attachment A). Once signed the RDCK will take on the role of contract manager for the coordinator from the Town of Creston.

The following is the objectives and deliverables of the EMLCI agreement for the Coordinator:

The Province is seeking:

- (a) a more coordinated approach to the management and maintenance of the Creston Valley dike system and to flood management; and
- (b) stakeholder support for a modernized Columbia River Treaty.

Deliverables include hiring a coordinator to:

- (a) manage Community Emergency Preparedness Fund deliverables;
- (b) coordinate and support the Partnership and its mandate; and
- (c) act as a liaison between the Partnership, the RDCK and the Province.

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

If the agreement is approved RDCK will receive \$25,000 + 15% funding or a total aggregate of \$28,750 that will be provided in two payments, one upon signing the agreement for \$15,000 and one upon signing a contract with the CVFMP Coordinator for \$13,750.

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

Under the Dike Maintenance Act, Improvement Districts are not eligible for provincial grant funding and are required to work with Local Government and Indigenous Nations who are eligible.

3.3 Environmental Considerations

None Applicable

3.4 Social Considerations:

None Applicable

3.5 Economic Considerations:

This funding creates an opportunity for employment locally.

3.6 Communication Considerations:

If the Board should approve the funding staff will proceed to communicate this to the CVFMP.

3.7 Staffing/Departmental Workplan Considerations:

The work on the CVFMP is the responsibility of the Development and Community Sustainability department.

3.8 Board Strategic Plan/Priorities Considerations:

SECTION 4: OPTIONS & PROS / CONS

That the Board approve the funding agreement from EMLI and have the documents signed by the Chair and Corporate Officer.

Pros:

- With approval of the MOU and TOR approval the Coordinator will continue to support the CVFMP
- EMLI may continue to support the position to achieve the deliverables.

Cons:

- The CVFMP will likely not continue without a coordinator

That the Board not approve the funding agreement from EMLI and return the documents and direct staff to no longer support the CVFMP.

Pro:

- No staff time or resources by RDCK and Province will be required.

Con:

- The flood management work will not occur without the support of a coordinator.

SECTION 5: RECOMMENDATIONS

That the Board approve the RDCK enter into a Funding Agreement with Ministry of Energy, Mines and Low Carbon Innovation for a total aggregate amount of \$28,750 to fund the Coordinator to support the Creston Valley Flood Management Partnership for the period of July 15, 2023 to July 31, 2024, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

Respectfully submitted,
Dan Seguin, Community Sustainability Manager

CONCURRENCE

General Manager Development and Community Sustainability – Sangita Sudan
Chief Administrative Officer – Stuart Horn

Approved
Approved

ATTACHMENTS:

Attachment A – Government Transfer-Agreement Creston Kikes Partnership Coordinator



Natural Resource Ministries

**GOVERNMENT TRANSFER –
SHARED COST ARRANGEMENT**

Agreement #: CA24MAN0001

Project Title: CRESTON DIKES PARTNERSHIP COORDINATOR

THIS AGREEMENT dated for reference the **10TH** day of **JULY**, 2023.

BETWEEN

HIS MAJESTY THE KING IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the Minister of ENERGY MINES AND LOW CARBON INNOVATION

(the “Province”)

AND

REGIONAL DISTRICT OF CENTRAL KOOTENAY

(the “Recipient”)

The parties to this Agreement (the “Parties”) agree as follows:

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SECTION 1 - DEFINITIONS

Where used in this Agreement

- (a) “Agreement” means this Government Transfer – Shared Cost Arrangement including all schedules and attachments;
- (b) “Business Day” means a day, other than a Saturday or Sunday, on which Provincial government offices are open for normal business in British Columbia (B.C.);
- (c) “Financial Contribution” means the total aggregate value stipulated in Schedule B;
- (d) “Material” means all findings, data, reports, documents, records and material, (both printed and electronic, including but not limited to, hard disk or diskettes), whether complete or otherwise, that have been produced, received, compiled or acquired by, or provided by or on behalf of the Province to, the Recipient as a direct result of this Agreement, but does not include:
 - i. client case files or Personal Information as defined in the Freedom of Information and Protection of Privacy Act; or
 - ii. property owned by the Recipient;
- (e) “Project” means the project described in Schedule A;
- (f) “Refund” means any refund or remission of federal or provincial tax or duty available with respect to any items that the Province has paid for or agreed to pay for under this Agreement;
- (g) “Services” means the services described in Schedule A; and
- (h) “Term” means the duration of the Agreement stipulated in Schedule A.

SECTION 2 – FINANCIAL CONTRIBUTION

The Recipient must carry out and complete the Project described in Schedule A and will use the Financial Contribution provided under this Agreement for the purpose (specified in Schedule A) of defraying costs of the Project incurred by the Recipient in carrying out and completing the Project.

SECTION 3 – PAYMENT OF FINANCIAL CONTRIBUTION

Subject to the provisions of this Agreement, the Province will pay the Recipient in the amount, and at the times set out in Schedule B.

Notwithstanding any other provision of this Agreement the payment of the Financial Contribution by the Province to the Recipient pursuant to this Agreement is subject to:

- (a) there being sufficient monies available in an appropriation, as defined in the *Financial Administration Act* ("FAA"), to enable the Province, in any fiscal year when any payment of money by the Province to the Recipient falls due pursuant to this Agreement, to make that payment; and
- (b) Treasury Board, as defined in the FAA, not having controlled or limited, pursuant to the FAA, expenditure under any appropriation referred to in subparagraph (a) of this paragraph.

The Recipient must:

- (c) apply for, and use reasonable efforts to obtain, any available Refund, credit, rebate or remission of federal, provincial or other tax or duty imposed on the Recipient as a result of this Agreement that the Province has paid or reimbursed to the Recipient or agreed to pay or reimburse to the Recipient under this Agreement; and
- (d) immediately on receiving, or being credited with, any amount applied for under paragraph (a), remit that amount to the Province, or deduct that amount from the next request for payment under this Agreement.

The previous paragraph continues in force indefinitely, even after this Agreement expires or is terminated.

The Recipient must declare any amounts owing to the government under legislation or an agreement. Amounts due to the Recipient under this Agreement may be set-off against amounts owing to the government.

SECTION 4 - REPRESENTATIONS AND WARRANTIES

The Recipient represents and warrants to the Province, with the intent that the Province rely on it in entering into this Agreement, that

- (a) all information, statements, documents and reports furnished or submitted by the Recipient to the Province in connection with this Agreement are true and correct;
- (b) the Recipient has no knowledge of any fact that materially adversely affects, or so far as it can foresee, might materially adversely affect, the Recipient's properties, assets, condition (financial or otherwise), business or operations or its ability to fulfill its obligations under this Agreement; and
- (c) the Recipient is not in breach of, or in default under, any law of Canada or of the Province of British Columbia applicable to or binding on it.

All statements contained in any certificate, application, proposal or other document delivered by or on behalf of the Recipient to the Province under this Agreement or in

connection with any of the transactions contemplated by it are deemed to be representations and warranties by the Recipient under this Agreement.

All representations, warranties, covenants and agreements made in this Agreement and all certificates, applications or other documents delivered by or on behalf of the Recipient are material, have been relied on by the Province, and continue in effect during the continuation of this Agreement.

SECTION 5 - INDEPENDENT RELATIONSHIP

No partnership, joint venture, agency or other legal entity will be created by or will be deemed to be created by this Agreement or by any actions of the Parties pursuant to this Agreement.

The Recipient will be an independent and neither the Recipient nor its servants, agents or employees will be the servant, employee, or agent of the Province.

The Recipient will not, in any manner whatsoever, commit or purport to commit the Province to the payment of money to any person, firm, or corporation.

The Province may, from time to time, give instructions to the Recipient in relation to the carrying out of the Services, and the Recipient will comply with those instructions but will not be subject to the control of the Province regarding the manner in which those instructions are carried out except as specified in this Agreement.

SECTION 6 – RECIPIENT’S OBLIGATIONS

The Recipient will:

- (a) carry out the Services in accordance with the terms of this Agreement during the Term stated in Schedule A;
- (b) comply with the payment requirements set out in Schedule B, including all requirements concerning the use, application and expenditure of the payments provided under this Agreement;
- (c) comply with all applicable laws;
- (d) hire and retain only qualified staff;
- (e) without limiting the provisions of subparagraph (c) of this Section carry out criminal record checks as required by the Criminal Records Review Act, in accordance with Schedule C;
- (f) unless agreed otherwise, supply, at its own cost, all labour, materials and approvals necessary to carry out the Services;
- (g) unless agreed otherwise, retain ownership to all assets acquired or intangible property created in the process of carrying out this Agreement;

- (h) co-operate with the Province in making public announcements regarding the Services and the details of this Agreement that the Province requests; and
- (i) acknowledge the financial contribution made by the Province to the Recipient for the Services in any Materials, by printing on each of the Materials the following statement:

"We gratefully acknowledge the financial support of the Province of British Columbia through the Ministry of Energy, Mines and Low Carbon Innovation."

SECTION 7 - RECORDS

The Recipient will:

- (a) establish and maintain accounting and administrative records in form and content satisfactory of the Province, to be used as the basis for the calculation of amounts owing;
- (b) establish and maintain books of account, invoices, receipts and vouchers for all expenses incurred in form and content satisfactory to the Province;
- (c) for monitoring and audit purposes, within a reasonable amount of time from receiving a request of the Province provide the Province access to or copies of the records referenced in (a) and (b) and all other documents, records, or other materials, (both printed and electronic, including, but not limited to, hard disk or USBs), whether complete or not, related to the delivery of the Services, in order to allow the Province to monitor or audit the use of the Financial Contribution and the delivery of the Services, provided however that nothing in this paragraph requires the Recipient to disclose information that is unrelated to the Services or that the Recipient is required by law to keep confidential.
- (d) if applicable, obtain the consent of clients to allow provincial employees or designates access to client case files for the purposes of service monitoring and evaluation and research purposes.

The Parties agree that the Province does not have control, for the purpose of the *Freedom of Information and Protection of Privacy Act*, of the records held by the Recipient.

SECTION 8 - UNUSED FINANCIAL CONTRIBUTION

At the sole option of the Province, any portion of the Financial Contribution that remains at the end of the Term shall be:

- (a) returned to the Minister of Finance within 30 days upon written request from the Province; or
- (b) retained by the Recipient as supplemental funding provided for under an amendment to this Agreement; or
- (c) deducted by the Province from any future funding requests submitted by the Recipient and approved by the Province.

SECTION 9 - CONFLICT OF INTEREST

The Recipient will not, during the Term, perform a service for or provide advice to any person, or entity where the performance of such service or the provision of the advice may, in the reasonable opinion of the Province, give rise to a conflict of interest between the obligations of the Recipient to the Province under this Agreement and the obligations of the Recipient to such other person or entity.

SECTION 10 - CONFIDENTIALITY

The Recipient will treat as confidential any and all information and material supplied to it by the Province as a result of this Agreement and will not, without the prior written consent of the Province, except as required by applicable law, permit its disclosure except to the extent that such disclosure is necessary to enable the Recipient to fulfill its obligations under this Agreement.

SECTION 11 – DEFAULT

An “Event of Default” means any of the following:

- (a) the Recipient fails to comply with any provision of this Agreement;
- (b) any representation or warranty made by the Recipient in accepting this Agreement is untrue or incorrect;
- (c) any information, statement, certificate, report or other document furnished or submitted by or on behalf of the Recipient pursuant to or as a result of this Agreement is untrue or incorrect;
- (d) a change occurs with respect to any one or more, including all, of the properties, assets, condition (financial or otherwise), business or operations of the Recipient which, in the opinion of the Province, materially adversely affects the ability of the Recipient to fulfill its obligations under this Agreement;
- (e) the Recipient permits any sum which is not disputed to be due by it to remain unpaid after legal proceedings have been commenced to enforce payment thereof; or
- (f) an “Insolvency Event”, which means any of the following:
 - i. an order is made, a resolution is passed, or a petition is filed, for the Recipient’s liquidation or winding up,

- ii. the Recipient commits an act of bankruptcy, makes an assignment for the benefit of the Recipient's creditors or otherwise acknowledges the Recipient's insolvency,
- iii. a bankruptcy petition is filed or presented against the Recipient or a proposal under the *Bankruptcy and Insolvency Act* (Canada) is made by the Recipient,
- iv. a compromise or arrangement is proposed in respect of the Recipient under the *Companies' Creditors Arrangement Act* (Canada),
- v. a receiver or receiver-manager is appointed for any of the Recipient's property, or
- vi. the Recipient ceases, in the Province's reasonable opinion, to carry on business as a going concern.

SECTION 12 – TERMINATION

On the happening of an Event of Default, or at any time thereafter, the Province may, at its option, elect to do any one or more of the following:

- (a) by written notice to the Recipient, require that the Event of Default be remedied within a time period specified in the notice;
- (b) pursue any remedy or take any other action available to it at law or in equity;
- (c) by written notice to the Recipient, terminate this Agreement with immediate effect or on a future date specified in the notice, subject to the expiration of any time period specified under section 12 (a);
- (d) suspend any installment of the Financial Contribution or any amount that is due to the Recipient subject to the satisfactory remedy through notice under 12(a); or
- (e) require repayment of any portion of the Financial Contribution not spent in accordance with this Agreement prior to termination;

The Province may also, at its option, either:

- (f) terminate this Agreement on 30 days written notice, without cause; or
- (g) terminate this Agreement immediately if the Province determines that the Recipient's failure to comply places the health or safety of any person at immediate risk.

Where this Agreement is terminated before 100% completion of the Project, where applicable, the Province will pay to the Recipient that portion of the Financial Contribution which is equal to the portion of the Project completed to the satisfaction of the Province prior to termination.

Any final payment made as a result of termination will discharge the Province of all liability to the Recipient under this Agreement.

SECTION 13 – DISPUTE RESOLUTION

Dispute resolution process:

In the event of any dispute between the Parties arising out of or in connection with this Agreement, the following dispute resolution process will apply unless the Parties otherwise agree in writing:

- (a) the Parties must initially attempt to resolve the dispute through collaborative negotiation;
- (b) if the dispute is not resolved through collaborative negotiation within 15 Business Days of the dispute arising, the Parties must then attempt to resolve the dispute through mediation under the rules of Mediate BC; and
- (c) if the dispute is not resolved through mediation within 30 Business Days of the commencement of mediation, the dispute must be referred to and finally resolved by arbitration under the Arbitration Act.

Location of arbitration or mediation:

Unless the Parties otherwise agree in writing, an arbitration or mediation under the dispute resolution process will be held in Victoria, British Columbia.

Unless the Parties otherwise agree in writing or, in the case of an arbitration, the arbitrator otherwise orders, the Parties must share equally the costs of a mediation or arbitration under the dispute resolution process other than those costs relating to the production of expert evidence or representation by counsel.

SECTION 14 – INSURANCE AND INDEMNITY

During the Term of this Agreement, the Recipient will provide, maintain and pay for insurance as specified in Schedule D, which may be amended from time to time at the sole discretion of the Province.

Without limiting the provisions of subparagraph (c) of Section 6, the Recipient will comply with the Workers' Compensation Legislation for the Province of British Columbia.

The Recipient must indemnify and save harmless the Province, its employees and agents, from and against any and all losses, claims, damages, actions, causes of action, cost and expenses that the Province may sustain, incur, suffer or be put to at any time either before or after the expiration or termination of this Agreement, where the same or any of them are based upon, 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 Province.

SECTION 15 – ASSIGNMENT AND SUB-CONTRACTING

The Recipient will not, without the prior, written consent of the Province:

- (a) assign, either directly or indirectly, this Agreement or any right of the Recipient under this Agreement; or
- (b) sub-contract any obligation of the Recipient under this Agreement.

No sub-contract entered into by the Recipient will relieve the Recipient from any of its obligations, including Section 6, under this Agreement or impose upon the Province any obligation or liability arising from any such sub-contract.

This Agreement will be binding upon the Province and its assigns and the Recipient, the Recipient's successors and permitted assigns.

SECTION 16 - REPAYMENT

An amount paid by the Province to the Recipient or which is treated as such pursuant to the terms of this Agreement, and to which the Recipient is not entitled according to the terms of this Agreement is repayable to the Province and until repaid constitutes a debt due to the Province.

SECTION 17 – OTHER FUNDING

If the Recipient receives funding for or in respect of the Services from any person, firm, corporation or other government or governmental body, then the Recipient will immediately provide the Province with full and complete details thereof.

SECTION 18 - NOTICES

Where in this Agreement any notice or other communication is required to be given by any of the Parties, it will be made in writing. It will be effectively given:

- (a) by delivery, to the address of the Party set out below, on the date of delivery;
- (b) by pre-paid registered mail, to the address of the Party set out below, on the fifth business day after mailing;
- (c) by e-mail, to the e-mail address of the Party mentioned in this Agreement, on the date the e-mail is sent.

The contact details of the Parties are:

Province:

Kathy Eichenberger
Executive Director, Columbia River Treaty Branch
Ministry of Energy, Mines and Low Carbon Innovation
1810 Blanshard Street
PO Box 9314 Stn Prov Govt
Victoria, B.C. V8W 9N1
Kathy.Eichenberger@gov.bc.ca
(250) 953-3368

Recipient:

Sangita Sudan
Regional District of Central Kootenay
Box 590
202 Lakeside Drive
Nelson, BC V1L 5R4
Email: SSudan@rdck.bc.ca
Phone: 250.352.8157 | Cell: 250.551.1152 | Fax: 250.352.9300

The address, phone number, or email set out above may be changed by notice in the manner set out in this provision.

SECTION 19 - NON-WAIVER

No term or condition of this Agreement and no breach by the Recipient of any term or condition will be deemed to have been waived unless such waiver is in writing signed by the Province and the Recipient.

The written waiver by the Province of any breach by the Recipient of any term or condition of this Agreement will not be deemed to be a waiver of any other provision of any subsequent breach of the same or any other provision of this Agreement.

SECTION 20 – ENTIRE AGREEMENT

The Schedules to this Agreement (including any appendices or other documents attached to, or incorporated by reference into those Schedules) are part of this Agreement.

SECTION 21 - MISCELLANEOUS

All of the provisions of this Agreement in favour of the Province and all of the rights and remedies of the Province, either at law or in equity, will survive any expiration or sooner termination of this Agreement.

Nothing in this Agreement operates as a consent, permit, approval or authorization by the Province thereof to or for anything related to the Project that by law, the Recipient is

required to obtain unless it is expressly stated herein to be such a consent, permit, approval or authorization.

SECTION 22 – EXECUTION AND DELIVERY OF AGREEMENT

This Agreement may be entered into by a separate copy of this Agreement being executed by, or on behalf of, each Party and that executed copy being delivered to the other Party by a method provided for in Section 18 or any other method agreed to by the Parties.

The Parties have executed this Agreement as follows:

SIGNED AND DELIVERED on behalf of the Recipient

Signature of Recipient's Signing Authority

Date

Printed Name & Title of Recipient's Signing Authority

SIGNED AND DELIVERED on behalf of the Province

Signature of Province's Signing Authority

Date

**Kathy Eichenberger, Executive Director
Columbia River Treaty Branch**

Printed Name & Title of Province's Signing Authority

SCHEDULE A – SERVICES

THE PROJECT

TERM

Notwithstanding the date of execution of this Agreement, the Term of this Agreement starts on July 15, 2023 and ends on July 31, 2024.

PROJECT

Built over a period of many decades (1892 to 1987) to variable standards, approximately 100 km dikes along the Kootenay River in the Creston Valley are managed by six diking authorities and the Yaqan Nukiy (Lower Kootenay Band). Each diking authority operates individually although coordinated efforts could improve management and maintenance of the dikes and flood risk in general.

In recent years diking authorities' access to funding to repair and maintain the dikes has been limited to non-existent. Provincial funding programs for dikes frequently limit applications to be from a local government or Indigenous Nation although many years ago diking authorities could also apply. The non-eligibility of diking authorities to be applicants for funding led to the formation of the Creston Valley Flood Management Partnership. Partnership members include the six diking authorities, Yaqan Nukiy, Regional District of Central Kootenay and the Town of Creston. The Partnership facilitates coordinated efforts towards managing, repairing, and maintaining the Creston Valley diking system.

The Partnership has twice successfully applied to the B.C. Community Emergency Preparedness Fund (CEPF) through a local government sponsor. The Town of Creston was the sponsor in 2021, and the Regional District of Central Kootenay was the sponsor in 2022. Funding is used to undertake risk assessments and engineering design work to repair and maintain the dikes. Future funding will be used to implement the engineering design work. The local government sponsors act as fiscal agents, receiving and dispersing funding for the Partnership.

Partnership members do not have human resource capacity to manage the CEFF deliverables. As staffing costs/ operational funding are not eligible costs under CEPF, separate additional funding for a coordinator to manage the deliverables is needed.

In 2021, with one-time funding (\$38,000) from Columbia Basin Trust through the Town of Creston, the Partnership hired a coordinator to manage the deliverables for the first tranche of CEPF funding (\$147,000). Funding is required to hire a coordinator to manage the deliverables for the second tranche of CEPF funding (\$148,000). The Partnership, through the Regional District of Central Kootenay, is requesting funding for a coordinator from the Ministry of Energy, Mines and Low Carbon Innovation (EMLI).

PURPOSE & EXPECTED RESULTS

Providing funding to the Regional District of Central Kootenay (RDCK) for a Creston Valley Flood Management Partnership (Partnership) coordinator will support utilization of the Partnership's current funding from the B.C. Community Emergency Preparedness Fund (CEPF). CEPF's funds will be used to develop workplans and engineering designs to repair and maintain approximately 100 km of dikes along the Kootenay River. The plans and designs will then be used to support an application to CEPF for structural implementation funding that will be used to undertake the repairs. The coordinator will: manage CEPF deliverables, including the RFP and contracts for plans and engineering work; manage the Partnership and their local knowledge; and liaise between the Partnership, the RDCK and the Province.

Efforts to support repair and maintenance of dikes along the Kootenay River will assist the Province's broader flood management goals and support social licence for a modernized CRT.

The EMLI service plan contains a strong commitment to environmentally and socially responsible energy and mineral resource development through appropriate and timely engagement with Indigenous Nations, the public and stakeholders.

OUTCOMES

Through the delivery of the Services the Province wishes to realize the following outcomes and, without limiting the obligation of the Recipient to comply with other provisions of this Schedule A, the Recipient must use commercially reasonable efforts to achieve them:

- (a) A more coordinated approach to the management and maintenance of the Creston Valley dike system and to flood management; and
- (b) Stakeholder support for a modernized Columbia River Treaty.

The Parties acknowledge that the Recipient does not warrant that these outcomes will be achieved.

DELIVERABLES

Funding will be used to hire a Creston Valley Flood Management Partnership (Partnership) coordinator to:

- (a) manage Community Emergency Preparedness Fund deliverables;
- (b) coordinate and support the Partnership and its mandate; and,
- (c) act as a liaison between the Partnership, the Regional District of Central Kootenay, and the Province.

The total cost of the coordinator contract will not exceed \$25,000.00 and in addition the Recipient will receive an administrative fee of 15%.

REPORTING REQUIREMENTS

Ongoing Communication

The Recipient must make all reasonable efforts to respond to ad-hoc requests by the Province for information on Project progress. The Recipient must also advise the Province immediately of any substantial events that could impact the Project timeline.

Final Reporting

Following completion of the Project the Recipient must, no later than 30 days after the end of the Term, provide a Project performance report with Project highlights, description of outcomes with respect to results set out in this Schedule A, quantitative and qualitative description of the accomplishments / success of the Project; challenges faced and solutions found, information on results (negative or positive) that were not anticipated, and lessons learned.

SCHEDULE B - FINANCIAL CONTRIBUTION

PAYMENTS

1. The Province will pay the Recipient up to the total aggregate of \$28,750 for the Term of this Agreement based on the payment schedule below.
2. Payments will be made upon receipt and acceptance by the Province of the following:
 - (a) Upon signing of this agreement, a payment of \$15,000.
 - (b) Upon signing a contract with the Creston Valley Flood Management Partnership coordinator, a payment of \$13,750.

Any future contributions by the Province under this Project are conditional upon the Recipient having complied with the terms and conditions of this Agreement.

SCHEDULE C - CRIMINAL RECORDS CHECKS

Not applicable

SCHEDULE D – INSURANCE

Not applicable

SCHEDULE E - PRIVACY PROTECTION

Not applicable



Board Report

Date of Report: July 10, 2023
Date & Type of Meeting: August 17, 2023 Regular Board Meeting
Author: Jon Jackson, Emergency Program Coordinator
Subject: Neighbourhood Emergency Preparedness Program
File: 14-7610-01
Electoral Area/Municipality: All

SECTION 1: EXECUTIVE SUMMARY

The Neighbourhood Emergency Preparedness Program (NEPP) has been developed by the RDCK to help build resiliency in our communities, by empowering our residents to support one another in times of emergency due to the uncertainty of climate change.

As part of the Emergency Management continuum (Preparedness-Mitigation-Response-Recovery), the program aims to bolster community preparedness by providing tools and information to assist residents in becoming more resilient, and thus reducing the effort and cost of response and recovery from emergencies.

During the past year, we have run a pilot of the program, which has been well received – with over a dozen neighbourhood emergency teams formed and preparedness plans developed. In order to grow the program, over the next 24 month period, staff plans to develop more tools for teams to increase awareness of the program and to provide guidance on developing and implementing emergency plans.

The ultimate goal of the program is to establish a community of practice where neighbourhood teams across the region work together in a self-sustaining fashion to plan and prepare for emergencies.

Therefore, the purpose of this report is to seek Board approval to further develop and implement across the RDCK a Neighbourhood Emergency Preparedness Program (NEPP).

SECTION 2: BACKGROUND/ANALYSIS

The Program aims to enhance *Emergency Preparedness* within our communities by encouraging and supporting residents to engage their neighbours in becoming more resilient and prepared to support one another in emergencies.

There is widespread interest from residents in the RDCK for a program of this type, and subject matter experts recommend that governments at all levels include residents in planning and preparing themselves for emergencies.

Furthermore, the forthcoming new provincial legislation to replace the old Emergency Program Act is expected to expand its previous focus on *response* towards *preparedness*. NEPP is an opportunity for the RDCK to align

with this upcoming change, which will require us to plan for how we will engage our residents and enhance their resilience prior to hazard impacts from wildfire and flooding.

The Emergency management cycle is widely considered to comprise four phases: Preparedness, Response, Recovery and Mitigation - with each phase leading into the next, and this being a continuous ongoing cycle.



Estimates vary, but there is agreement that effort spent on Preparedness activities reduces the effort and cost required for response and recovery activities significantly, whereby every dollar spent has a \$6 to \$10 return on investment.

Post incident analyses and reports recognize the need for a whole-of-society approach to Emergency Preparedness that includes all levels of government, as well as citizens:

- [Abbott- Chapman report](#) following the 2017 wildfire and flood seasons in British Columbia;
- [Sendai Framework](#) for Disaster Risk Reduction 2015-2030 (United Nations Office for Disaster Risk Reduction);
- FEMA [Hurricane Katrina](#) post incident report.

Resources to support residents during emergencies are limited, and assistance may not be immediately available, for example, due to higher priority needs in other areas, or blocked access routes.

For many years, the RDCK has promoted personal and family preparedness (“know your risks, have a plan, have a kit”). The Neighbourhood Emergency Preparedness Program was developed to build on those principles, and recognizes that residents often have skills and assets that can enable them to work together to support one another in preparing for and responding to incidents, possibly even to the point that external support is not needed.

This is true resiliency and is the ultimate goal of promoting Emergency Preparedness.

The program developed by staff is based on research of academic studies, post incident reviews and information published by other local authorities, including the programs developed by Nanaimo, Qualicum Beach & Parksville, as well as Columbia Shuswap Regional District.

RDCK staff has developed a handbook for residents who wish to form Neighbourhood Emergency Teams (NETs) to start developing their own community or neighbourhood emergency plans. This process includes a review of

their local hazards, assets, residents experiencing vulnerability (e.g. seniors, children, etc.) and specific actions that they can implement to be more prepared. The completed plans are owned by their respective NET.

A number of neighbourhoods and communities within the RDCK have already commenced development of their Neighbourhood Emergency Preparedness Plans. While supporting guides and templates are available on the RDCK website to allow NETs to be self-sufficient, Staff has observed that some communities require additional support and staff time.

Staff time available for NEPP is limited during emergency seasons (i.e. flooding and/or wildfire), and especially when the Emergency Operations Centre is activated, as supporting response activities is the priority.

To reduce the overall demand for staff time to facilitate planning sessions with the NETs, Staff is proposing to produce and publish recorded webinars which residents can view to get information on topics relevant to emergency preparedness and NEPP.

We know that our communities have a long way to go to be prepared for even the current frequency and magnitude of emergencies, not considering the impacts due to climate change which are threatening to accelerate how often we and our residents face larger and larger hazards.

Staff would like to research a number of promising structural changes to the program to support residents with developing their plans and increasing their emergency preparedness, based on some of the discussions during the initial pilot program. One such future opportunity is funding for NETs.

Until now, the program has been focused on education and awareness building, with no funding offered to further increase preparedness. There are opportunities to research and develop a funding model that could support NETs to be more self-sustaining into the future. The end goal would be to direct funding to support the development and ongoing operation of the NETs, such as:

- Make available RDCK grants (e.g. through the Directors discretionary grants or internal grant application) so that NETs can bring in facilitators for planning sessions if they need extra help.
- Offer RDCK grants for equipment/supplies for the NETs. This could be anything from stationery to printing or copying costs, communications expenses, to meeting space rental etc.
- Advocate to CBT or UBCM (etc.) for funding for preparedness work (e.g. community halls, generators, HVAC etc.)

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

If the Board approves that Staff further develop and implement NEPP across the RDCK, there will be costs associated with staff time, promotional materials, and travel time to communities. All of these are considered in current staff workplans and consequently budgets. Should response to the program be such that it becomes beyond staff capacity, they will be treated in sequence they were received and actioned as staff become available.

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

The full impact of the anticipated update to the current Emergency Program Act legislation is unknown, however, reports and updates from the province indicate an increasing emphasis on Emergency Preparedness, in line with Federal announcements adopting the United Nations Sendai framework nationally.

3.3 Environmental Considerations

None

3.4 Social Considerations:

Our changing climate suggests an increasing frequency and severity of natural hazards. Neighbourhood preparedness builds resident resilience and their capacity to respond and recover from disasters. It is becoming increasingly important to ensure the resilience of our communities to minimize disaster impact. As part of a whole-of-society response to disasters, citizens have an obligation to participate in their own preparedness, increase their resilience, and thus reduce their dependency on all levels of Government.

3.5 Economic Considerations:

The cost of Emergency Preparedness activities is recognized to reduce the associated cost of response and recovery, whereby every dollar spent has a \$6 to \$10 return on investment.

3.6 Communication Considerations:

A Media Release was published on March 23, 2023 to help promote the Neighbourhood Emergency Preparedness Program:

(<https://www.rdck.ca/EN/meta/news/news-archives/2023-news-archive/neighbourhood-emergency-preparedness-program-helping-to-build-a-self-sufficient-community.html>)

More could follow as we continue to promote NEPP.

Staff is proposing to produce and publish recorded webinars which residents can view to get information on topics relevant to emergency preparedness and NEPP in order to guide them in developing their neighbourhood emergency preparedness plans.

3.7 Staffing/Departmental Workplan Considerations:

NEPP is currently in Staff workplans. Their time investment is to:

- Research and develop the program (complete)
- Create the handbook and plan template for residents (complete)
- Promote the program (ongoing)
- Support with development of plans (ongoing)
- Attend community events (ongoing)

Staff time available for NEPP will be limited during emergency seasons (i.e. flooding and/or wildfire), and especially when the Emergency Operations Centre is activated, as supporting response activities is the priority at those times.

3.8 Board Strategic Plan/Priorities Considerations:

To excel in governance and service delivery

To strengthen our relationships with our community partners

SECTION 4: OPTIONS & PROS / CONS

Option 1: That the Board approves staff continue to promote emergency preparedness planning by residents in our communities by way of the Neighbourhood Emergency Preparedness Program.

Pros:

- Improve the safety of residents by building resilience and self-sufficiency during emergencies.
- Strengthen our relationship with our residents.
- Reduce cost of Response & Recovery activities (which may be funded in part or whole by other programs such as the Provincial Disaster Financial Assistance program)

Cons:

- Additional workload for staff for Emergency Preparedness

Option 2: Board directs staff not to proceed with the Neighbourhood Emergency Preparedness Program.

Pros:

- Staff time can be directed to other work.

Cons:

- Residents will be less prepared for emergencies, leading to additional requests to the RDCK for support that may exceed our capacity to deliver.

SECTION 5: RECOMMENDATIONS

That the Board approves Emergency Program staff continue to promote emergency preparedness planning by residents in our communities by way of the Neighbourhood Emergency Preparedness Program.

Respectfully submitted,
Jon Jackson, Emergency Program Coordinator

CONCURRENCE

Chief Administrative Officer – Stuart Horn

Approved

GM of Development & Community Sustainability – Sangita Sudan

Approved

Manager of Community Sustainability – Dan Séguin

Approved

ATTACHMENTS:

Attachment A – NEPP Program Strategy

NEIGHBOURHOOD EMERGENCY PREPAREDNESS PROGRAM STRATEGY

Table of Contents

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EXECUTIVE SUMMARY

The Neighbourhood Emergency Preparedness Program (NEPP) has been developed by the RDCK to help build resiliency in our communities, by empowering our residents to support one another in times of emergency.

As part of the Emergency Management continuum (Preparedness-Mitigation-Response-Recovery), the program aims to bolster community preparedness by providing tools and information to assist residents in becoming more resilient, and thus reducing the effort and cost of response and recovery from emergencies.

During the past year, we have run a pilot of the program, which has been well received – with over a dozen neighbourhood emergency teams formed and preparedness plans developed. In order to grow the program, over the next 24 month period, staff plans to develop more tools for teams to increase awareness of the program and to provide guidance on developing and implementing emergency plans.

The ultimate goal of the program is to establish a community of practice where neighbourhood teams across the region work together in a self-sustaining fashion to plan and prepare for emergencies.

INTRODUCTION

The RDCK Neighbourhood Emergency Preparedness Program (NEPP) was developed in 2020 in response to requests from residents for more information on how they could prepare themselves for emergencies. For years, we had been promoting preparedness for individuals and families ('know the risks, have a plan, have a kit'), and NEPP was designed as an extension of this, where groups of residents would work together to support each other.

As part of the design process, staff carried out extensive research, including:

- Post-incident reviews:
 - Addressing the New Normal: 21st Century Disaster Management in British Columbia – Abbott/Chapman – following the 2017 flood and wildfire season
 - Hurricane Katrina - Federal Emergency Management Agency
- Sendai Framework for Disaster Risk Reduction 2015-2030 (United Nations Office for Disaster Risk Reduction);
- Reviews of similar programs already in place:
 - Nanaimo, Qualicum Beach & Parksville
 - Columbia Shuswap Regional District.
 - District of Mission

The conclusion was that educating and empowering residents to take ownership of their own emergency preparedness is an important strategy in order to maximize the overall emergency readiness of the region, and to allow emergency response resources to focus on the truly critical priorities.

Once the basic principles were established for the RDCK program, staff developed a handbook for residents to provide guidance on establishing and operating a Neighbourhood Emergency Team (NET), and a template that the teams can use to develop a plan for their neighbourhood.

The original intent was to publish these tools, and that subsequent staff involvement would be limited to promotion of the program, and possibly answering any questions from NET members. However, we found that this was not very effective and residents needed additional support with developing their plans. We provided support as best we could through facilitation of planning sessions, but this is outside of the approved plan for the program, and has become unsustainable.

We currently have 13 neighbourhoods that have started work to develop their preparedness plans, and the feedback has been very positive, residents are excited to become more resilient. We also have a number of other neighbourhood groups that would like to get started.

This document outlines the proposed strategy for NEPP going forward. We are proposing a number of changes to how the RDCK will deliver the program, and to the structure of the program itself, in order to continue to promote NEPP, to support the teams with developing their plans, and to support residents with building community resilience.

Community Resilience

In its [Emergency Management Framework](#), Public Safety Canada defines resilience as “the capacity of a system, community or society to adapt to disturbances resulting from hazards by persevering, recuperating or changing to reach and maintain an acceptable level of functioning.”

Further, the [Emergency Management Strategy for Canada](#) states that:

Resilient capacity is built through a process of empowering citizens, responders, organizations, communities, governments, systems and society to share the responsibility to keep hazards from becoming disasters. Resilience minimizes vulnerability or susceptibility by creating or strengthening social and physical capacity in the human and built environment to cope with, adapt to, respond to, and recover and learn from disasters.” There are two key facets to this definition. First, resilience refers to the dynamic quality of a system, the whole system, rather than the sum of its individual parts. Second, resilience is a strengths-based construct, focusing on capacities, assets, capabilities and aptitudes, and how these can be proactively mobilized and/or enhanced in order to reduce vulnerability and risk.

Community resilience is an attribute of the community as a complex integrated system, describing the ability of its members to draw upon their own inherent strengths and capabilities to absorb the impact of a disruption, to reorganize, change, and learn from the disruption, and to adapt to emergent shocks. While the concept of community resilience can seem abstract, international research offers tangible examples such as:

- *Members of resilient communities are empowered to use their existing skills, knowledge and resources to prevent/mitigate, prepare for, respond to and recover from disasters. They are able to adapt their everyday skills and use them in extraordinary circumstances.*
- *Members of resilient communities are educated on the risks that may affect them. They understand the links between risks assessed at federal, provincial and regional district levels and those that exist in their communities; and how this might affect their lives, businesses and the local environment.*
- *Members of resilient communities are engaged in all aspects of community life, adopting a long-term, holistic and community reflective perspective, influencing and making decisions that address the needs of their whole community. They take proactive steps today to help reduce risks tomorrow.*
- *Resilient communities encourage trusted champions to communicate the benefits of resilience to the wider community and influence others to get, or stay, involved. These champions help strengthen the relationships and bonds already working well in the community.*

PROGRAM DESIGN

NEPP is designed to build community resiliency by encouraging residents to form Neighbourhood Emergency Teams (NETs) so that residents:

- Are NOT to be alone in a time of disaster
- Are better prepared to act quickly and appropriately in any situation
- Are better informed on how to take care of themselves and loved ones until help arrives
- Know if any of their neighbours need extra help, and have plans in place to support them.

- Are able to identify and minimize existing hazards around their home and neighborhood
- Understand what items are recommended to gather and how to store them
- Are prepared if required to evacuate
- Have a communication plan
- Know where to get accurate information on the situation
- Know who to go to in their neighborhood for specific skills or resources
- Have peace of mind and increased confidence in their disaster resilience and self – sufficiency
- Have built relationships with neighbours and planned how to support each other with shared resources and supplies
- Are connected with other NETs throughout the district to share information, suggestions and learnings

Future Funding Opportunities

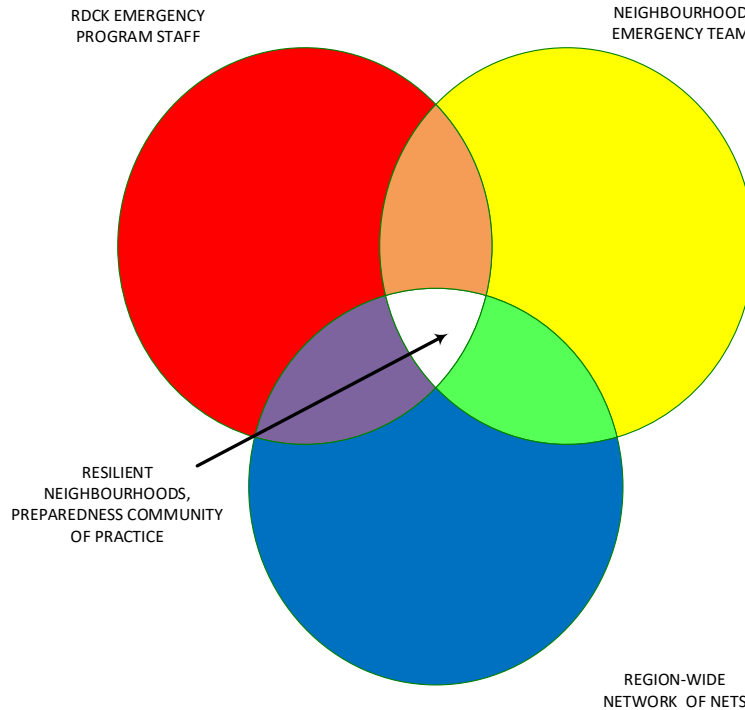
Staff would like to research a number of promising structural changes to the program to support residents with developing their plans and increasing their emergency preparedness, based on some of the discussions during the initial pilot program. One such future opportunity is funding for NETs.

Until now, the program has been entirely educational, with no funding offered to help build preparedness; this limits residents to assets that they already have in their community and may be a limiting factor in addressing some of their hazards. There are opportunities to develop a funding model that could support NETs to be more self-sustaining into the future. The end goal would be to direct funding to support the development and ongoing operation of the NETs, such as:

- Make available RDCK grants (e.g. through the Directors discretionary grants) so that NETs can bring in facilitators for planning sessions if they need extra help.
- Offer RDCK grants for equipment/supplies for the NETs. This could be anything from stationery to printing or copying costs, communications expenses, to meeting space rental etc.
- Advocate to CBT or UBCM (etc.) for funding for preparedness work (e.g. community halls, generators, HVAC etc.)

PROGRAM DELIVERY

NEPP is a community driven program, where residents form themselves into small groups called Neighbourhood Emergency Teams (NETs), and they work together to plan and prepare for emergencies, by assessing their hazards, assets and vulnerabilities. This is supported by advice, suggestions and information provided by RDCK staff. Ultimately, the goal is to build a community of practice, whereby the program becomes self-sustaining, with a network of NETs connected with each other to share knowledge, suggestions and helping each other solve problems, independent of RDCK staff.



In our pilot, we published a handbook for residents with information on forming and running a NET to devise a plan for their neighborhood, together with a 'fill in the blanks' template for their plans. However, the pilot demonstrated that residents needed more guidance and support with developing their plans, so staff became involved in facilitating planning sessions, which was much more productive, but obviously time consuming, and staff availability has become a limiting factor in connecting with all of the residents wishing to participate in NEPP.

To reduce the need for staff to travel to neighbourhoods to deliver planning sessions, we are proposing to move that support online, by producing and publishing recorded webinars which residents can view to get information on topics relevant to emergency preparedness and NEPP.

Based on experience of the program so far, and the needs identified by residents, we have developed the following list of suggested topics. This may expand as other needs or common themes arise.

- Intro to Preparedness
- Hazard identification
- Asset inventory
- Vulnerabilities
- Building Plans
- Implementing plans

We also plan to expand the information available on our NEPP page of the RDCK website, to add tools and information for the NETs.

- Example Hazard lists to guide the NETs in considering, identifying, and classifying their local hazards to guide their planning process.

- Analysis tools like SWOT to help NETs with gathering the inputs to their plans.
- More information and explanation of Risk Management concepts like Prioritization, Frequency & impact
- More examples of vulnerabilities
- More examples of preparedness or mitigation actions.

IMPLEMENTATION

Over the next 24-month period (2024 & 2025) the RDCK Emergency Program staff is proposing to develop online webinars for residents that are available at any time to teach them how to build NETS, how to assess the hazards in their neighbourhoods, and how to develop plans to address those hazards.

Future Opportunities

As NEPP move beyond being a pilot project, there are opportunities to evolve the program such that Staff can move to supporting roles, rather than their current delivery role. Shifts could allow staff to strategically guide the program, such as analyzing the ‘gaps’ in the plans, linking NETs to support for problems they can’t solve among themselves. E.g. funding, specialist advice, links to other agencies, etc. Two existing opportunities Staff will explore are:

1. **Online Forum** – Staff will explore various online tool, such as online forums, where NET members can share stories, experiences and challenges, and support each other as we grow resiliency in our region. The goal being that the program becomes self-sustaining, with reduced staff input required. Open up to other regional programs as well, collaborate with RDKB & RDEK etc. This would be a great way to maintain momentum of neighbourhood preparedness.
2. **Sub-regional Program Support** – Staff will explore and identify existing resources to help deliver the NEPP program, such as Fire Departments and Wildfire Mitigation Specialists. There is the opportunity to train personnel on the basics of what NEPP is, and how to link ongoing community preparedness, mitigation, and response program to NEPP.

EVALUATION

In order to evaluate the performance of the program, and to inform future enhancements, we will track metrics such as the number of community groups enquiring about NEPP, and those contacted directly by staff, and track the number of NETs formed over time.

Towards the end of the 24-month period, we will compile a survey for residents to assess the awareness of NEPP, participation in NETs, progress in developing a neighbourhood emergency preparedness plan, and similar subjective measures.

Following incidents, we will contact the local NET to perform a short post incident assessment, when appropriate, to determine how NEPP helped, and to gather any suggestions for improvements to the program.



Quarterly Report

Q2 2023

Corporate Administration

rdck.ca

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DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Review Noise Bylaw 2440, 2015	2022-09-22	GM Development and Community Sustainability	Part of RDCK Core Services	Area A,Area B,Area C,Area E,Area F,Area G,Area H,Area I,Area J,Area K	20% to 40% complete	2023-12-31	Currently a review is underway for the Noise Bylaw. This review has been delayed by a month due to special event incidents in Area H requiring more pressing bylaw enforcement support.
Dog Control - Area A, B, C	2020-10-10	GM Development and Community Sustainability	Part of RDCK Core Services	Area A,Area B,Area C	20% to 40% complete	2023-12-09	The Creston Valley Directors are seeking to address "aggressive dogs" in Areas A, B and C. They want a bylaw in place that would allow RCMP to enforce. Staff identified following issues: lack of kennel facilities in the area to inform cost of service, no contractor or staff time is desired by elected officials to receive calls and take enforcement action and RCMP resources are limited. First step in enforcement is education and second is ticketing for aggressive dog.
Expansion of Kootenay Conservation Program	2021-09-23	GM Development and Community Sustainability	Part of RDCK Core Services	Area C,Area F,Area G,Village of Kaslo,Village of Slocan,Village of Silverton,Village of New Denver	60%- 80% complete	2023-12-20	The Local Conservation Fund was established in 2014 in the RDCK for Areas A, D and E. In 2022 the service expanded to include Area H through referendum. Area F will go to Alternative Approval Process on the LCF Service in July 2023. Staff will discuss proposed expansion to Area G and C with elected officials for consideration in 2024. RDCK contractor Kootenay Conservation Program presented to 3 Slocan Villages, Kaslo and City of Nelson to consider further expansion. Decisions are pending.
Kootenay Boundary Farm Advisory	2017-03-31	GM Development and Community Sustainability	Food security and Agriculture	Entire RDCK,Multi Regional	80%- 99% complete	2024-06-01	KBFA formed in 2017 and is funded by the CBT and 3 RDs to provide extension services to farmers. Keefer Ecological Services and Rachael Roussin contracted to provide this service have increased their rates in 2023 and were approved by steering committee. Steering committee seeking to renew contract for end of year and go to Board's with recommendation to fund KBFA in 2024 and inform that a new RFP will be issued.
Engage RDCK Indigenous Nations on Opportunities for Partnership	2020-10-19	GM Development and Community Sustainability	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2023-12-09	Engage with Yaqan Nukiy & Ktunaxa Nation to develop a protocol agreement still underway. Several new initiatives such as Creston Valley Flood Management Partnership, Crawford Bay Regional Park TUS, Duck Creek Watershed Governance Initiative, and Environmental DPAs to align with work of Kootenay Lake Partnership are underway. Relationship building also continues with Sylix-Okanagan Nation and Colville Confederated Tribes-Sinixt through the still forming Slocan Lake & River Partnership and restoration work in RDCK parks; participate with FN Emergency Services Soc on wildfire risk reduction.

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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	2023-12-09	Some progress made on policy update and creation, however full policy review is delayed until staffing capacity is increased. Priority Policies to update include: Lapsed Building Permit Policy 400-01-07, Expired Building Permit Policy 400-01-02, Building Inspection Service - Process for Lack of Valid Permit 400-01-5, Building Permits for Manufactured Homes 400-01-07
Building Officials Training Program	2018-11-15	Mgr. Building	Part of RDCK Core Services	Village of Salmo, Village of Kaslo, Village of Slocan, Village of Nakusp, Village of Silverton, Village of New Denver, All Electoral Areas	60%- 80% complete	2023-12-31	Senior Building Official-Training and Development, along with Manager are developing training plans with staff, however heavy workload in operational areas of the business have impacted the delivery schedule for the Building Officials Training Program. As we approach full staffing, development plans, opportunities for partnership and training matrices are being structured.
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	2023-09-30	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. Fee review and update is being rolled out as the first phase of the update.
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	2023-09-30	Seek to find funding to digitize all microfiche building records. Accessing a microfiche at a reasonable cost is proving to be a challenge. June 2021 - Continue search for grant funding and/or temporary staffing (KCDS or similar) to implement planned project. Board approved funding, vendor selection and procurement Q4 2022
Update Building Inspection Service Agreement with Municipalities	2018-10-01	Mgr. Building	Coordinated Service Delivery	Village of Salmo, Village of Kaslo, Village of Slocan, Village of Nakusp, Village of	20% to 40% complete	2023-09-30	Current service agreements are not consistent for all six municipalities, and require additional specifications and technical detail. The agreements also must align better with the Building Act. Update of the agreement template is on hold pending the addition of more building inspection staff. Q1 2023 meetings planned with RDCK GM D&CS, MB and Village CAO's

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				Silverton,Village of New Denver			
RDCK Climate Actions - Community Engagement	2019-08-08	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-08-19	Board directed staff to initiate public consultation based on public feedback and response to the Draft CAP. Staff are currently rolling out 5 months of engagement across the region.
Watershed Governance Initiative Phase 3 - Relationships, Mapping, Water Monitoring	2018-12-13	Mgr. Community Sustainability	Water Protection and Advocacy	Entire RDCK	40% to 60% complete	2023-12-09	A project to understand RDCK's role in protecting watersheds in the region. Current: Staff presented to Yaqa Nukiy and shared the Duck Creek web map. Phase 3 focused on continued relationship building, mapping, and water monitoring. WGI GIS assistant hired to Mar 2023, meeting with Yaqa Nukiy re WSP, Duck Creek and Service Case Analysis for Drinking Water and Watershed Protection service. Next Steps: Preparing a project proposal to complete a Natural Asset Management plan for Ymir Watershed and presenting the WGI Service Case Analysis to CSLAC in Oct. Possible Barriers: None at this time
Community (Climate Action) Ambassadors	2023-04-19	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-12-09	Current status - Over 400 interactions across the region this season, with over a quarter of those leading to an in-depth, and/or meaningful engagement. Nakusp (6 days), Creston (4), Salmo (3), Nelson (7), Kaslo (2), Castlegar (5), Balfour (1), Ymir (2) and Silverton (2). Generally speaking, the population of the individuals that we have been reaching has typically been in the 55-year+ range though in the next weeks with attendance at Starbelly Jam and the Kaslo Jazz Fest that age range may shift. Possible barriers - reaching small communities
Regional Invasive Species Strategy - Delivery	2021-06-14	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-12-09	Current Status – Regional strategy being implemented, Board report expected in the fall. Background - In April 2023 the Board approved implementation of the Strategy: Option 1 (\$15,000). Staff are working with CKISS to prepare a contract to begin management work and development of regional strategy.
Slocan Lake and River Partnership Initiation	2022-02-17	Mgr. Community Sustainability	Water Protection and Advocacy	Area H,Village of Slocan,Village of Silverton,Village of New Denver	20% to 40% complete	2023-12-31	A project to support the development of a partnership to conserve, protect, and restore habitat; provide education; build relationships; and guide development on Slocan Lake and River. Current Status: A Steering Committee meeting to draft Terms of Reference. Next Steps: Discussing working with ONA/Syilx on a decision making process for the fall. Possible Barriers: None at this time

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SES - GHG Reduction Feasibility for RDCK Facilities Project	2022-05-01	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2024-02-29	Current: Completed application to FCM/GMF GHG Reduction Pathway Feasibility Study grant - in review. Data input complete for facility energy monitoring software (Portfolio Manager), required to inform this project Next: Await approval from FCM/GMF Barriers: Time & staff capacity
SES - Low Carbon Transportation - Corporate Fleet	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	20% to 40% complete	2023-11-30	Current: Developing fleet inventory. Procuring /installing workplace charger Next Steps: Apply for funding for RDCK Fleet strategy Support Corporate Admin in purchasing EV Barriers: Distributed nature of fleet management (no overall fleet manager) Technology options and availability
SES - Demand Management - Community - REEP for Homes Project	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	2023-09-16	Current: Developing (FCM / Community Efficiency Financing) grant funding application with City of Nelson for Regional Energy Efficiency Program (REEP) 2.0 Strengthening Home Performance Contractor Network (HPCN) by supporting contractor outreach and training initiatives. Providing support to RDCK building department in rolling out communications for upcoming transition to Energy Code Step 3 for homes. Next Steps: Finalize grant application to FCM, Set up regular meetings with HPCN to increase contractor membership. Barriers: Lack of staff capacity - City of Nelson
SES - Better Corporate Building Policy	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-10-28	Current: Better Corporate Building Policy and Guidelines in place, Training project managers on policy/guidelines and gathering information on how to support this policy outlay, Developing program alongside facility monitoring program to train building managers on policy / guidelines. Next Steps: Outlay training workshops to building managers, Support staff on implementation of Policy, Begin facility manager network in fall 2023. Barriers: Staff time (facility and project managers) and availability, Competing priorities for SES
CBT Lightship Project	2023-04-14	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	20% to 40% complete	2024-09-09	Current status: Contractors procured and working to build the Lightship project for specific needs of the Regional Roundtable member agencies, working directly with FNESS for administrative access to software license. Next Steps: continue working with FNESS and Lightship directly to explore and design project framework, report back and gather feedback from RR member agencies. Barriers: FNESS capacity during the wildfire season / flood season is low

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2023 Wildfire Mitigation and FireSmart Program	2023-01-01	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	40% to 60% complete	2023-12-31	Current Status: Mid-season CRI program stats: 222 HPP completed, 20 up to \$1000 rebates processed, 11 potential new NRPs, 35 events attended. Next Steps: continue CRI program until Nov'23. Barriers: hiring new WM Sup, applying for CRI '24, final reporting CRI '23
Bayview Community Fuel Treatment	2023-01-01	Mgr. Community Sustainability	Wildfire Management	Area K	40% to 60% complete	2023-10-31	Current Status: Hand fuel treatment is 50% completed, will start up in fall to complete remaining. Next Steps: confirm timing with contractor - Forstar Forestry, ensure within timeline and budget, complete final payment and complete final report to CBT
Operational Fuel Treatments - Selous, Queens Bay, Woodbury	2016-08-01	Mgr. Community Sustainability	Wildfire Management	All Electoral Areas	80%- 99% complete	2024-03-31	Current status: Selous: Selkirk College completing LiDAR analyses and reporting on findings, FPInnovations starting contract to evaluate treatments, post various treatments and pre-post Rx burn. Next Milestones: Prescribed burning in Selous planned fall '23. Possible Barriers: Adequate burning conditions.
Campground Bylaw Review	2018-04-19	Mgr. Planning	Not aligned with a Strategic Priority	All Electoral Areas	1% to 20% complete	2025-08-14	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. No further work has been done on this project due to staff being fully engaged on other Board-directed projects on the work plan.
Area H North OCP Review	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area H	1% to 20% complete	2023-07-28	In April 2020, the Board passed resolution 279/20, which directs staff to include the review of the Area H North Official Community Plan, with the potential of having a Comprehensive Land Use bylaw, in their work plan. April/May 2022 - Staff completed open houses in New Denver and Hills. Anticipating re-activating project in 2023, as directed.
Area D Community Planning	2022-02-17	Mgr. Planning	Part of RDCK Core Services	Area D	Not Started	2023-07-21	Project follows up on completed work in 2022 wherein land use planning discussions held (virtually) for most communities in Area D. Feb 2022 Resolution 149/22 directed staff to continue the next phase of community planning for Area D in 2022 with a specific focus on the Kaslo Corridor; Woodbury; Schroeder Creek; Mirror Lake (including Amundsen Road); and the Allen subdivision, and other communities interested in zoning. Direction from Board needed to prioritize Planning Services work plan items.

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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
Playmor Junction Zoning Bylaw	2020-02-20	Mgr. Planning	Part of RDCK Core Services	Area H	Not Started	2023-12-29	In February 2020 the Board passed resolution 121/20, which directs staff to include the development of a zoning bylaw for Playmor Junction Area to their work plan. Subsequent direction from the Director was to suspend further work on the project until early 2023. Staff to work with Area Director to map out scope and timing of project.
Area E OCP Expansion	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Area E	20% to 40% complete	2022-12-31	In 2020 through resolution 375/20 the Board directed planning staff to expand the Electoral Area E Official Community Plan to include the south border of the City of Nelson to Ymir Road. This project should be re-evaluated in terms of Board priorities for Planning Services to determine if still desired and if so when. Results from previous survey results were polarized and further engagement would be needed prior to pursuing further. Board resolution 363/22 to explore land use planning in other parts of Area E indicates that work of higher priority.
Area 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.
Agricultural Policy Review - Phase 2	2019-03-25	Mgr. Planning	Food security and Agriculture	Entire RDCK	60%- 80% complete	2023-03-31	Project follows previous agriculture policy changes implemented to address regulatory changes in Provincial legislation. This phase focuses on recent changes to the Agricultural Land Reserve Act and Regulations such as those affecting additional residences on ALR land, for example. Changes made to bylaws for Areas A, B, and C adopted in fall 2023. OCP and zoning amendment bylaws for Areas F, I, J, K to be considered at the July 2023 Board meeting. Consideration of agricultural policy changes for remaining Areas D, E, G, and H currently on pause.
Housing Action Plan	2021-05-20	Mgr. Planning	Part of RDCK Core Services	All Electoral Areas	100% complete	2023-05-31	Project follows on completion of Housing Needs Assessment for RDCK and member municipalities in 2020 and direction from Board to undertake a Housing Action Plan. Kickoff meeting with staff held July 7, 2022. Board Workshop hosted Jan. 17, 2023 Housing Action plan endorsed at the May 2023 Open Board meeting. Planning Services is currently working on implementation of prioritized action items – ongoing. July 2023 - UBCM accepted final report on project and will send remaining 50% of \$25K total, or \$12,500.
Area I OCP Review	2016-01-26	Mgr. Planning	Part of RDCK Core Services	Area I	60%- 80% complete	2023-07-31	Updates to community engagement plan - Winter/Spring 2023. Board endorsement of early/ongoing OCP consultation - December, 2022. Ongoing Area I APHC meetings (starting in October 2022). Re-launch of project at virtual open house - January 26,

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							2023. In-person community "kitchen table conversations" in Pass Creek, Glade, Shoreacres/Voykin, Brilliant, Tarrys/Thrums - March, 2023. What we Heard staff report completed - June 2023. Internal RDCK staff engagement session - July 2023. Staff drafting the OCP - Summer 2023. Community Open House - Summer or early fall 2023
Greater Nelson Housing Study	2022-08-18	Mgr. Planning	Part of RDCK Core Services	Area E,Area F,City of Nelson	60%- 80% complete	2024-01-19	In Fall 2022, Community Futures Central Kootenay and its partners at the City of Nelson and RDCK commissioned Phase One of the Greater Nelson Non-Market Housing Study. The goal of the study was to assess the need for a local government-supported housing entity to provide affordable housing in the Greater Nelson area and define potential options for further exploration. A report recommending phase two of this project was brought forward to April 2023 Board meeting. Phase two will conclude with a recommendation for the mission and governance structure of a Greater Nelson housing entity.
Active Transportation Feasibility Study - Castlegar to Nelson	2022-07-01	Mgr. Planning	Recreation , Parks and Trails	Area E,Area F,Area H,Area I,Area J	40% to 60% complete	2023-10-31	The Board approved two agreements related to a feasibility study for a proposed active transportation corridor between Nelson and Castlegar. Agreement 1: between Infrastructure Canada's Active Transportation Fund (ATF) and the RDCK to fund the project. The RDCK received \$50,000 for eligible costs to support the project. Agreement 2: between RDCK and WKCC. The RDCK will administer the funding with a staff member liaison. The WKCC will be responsible for delivering the project. Finalization of Draft Plan expected Fall 2023
Kootenay Lake Watercourse DPA Project	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area A,Area D,Area E,Area F	80%- 99% complete	2023-03-31	Project initiated from discussions at the Kootenay Lake Partnership table, recognizing that the RDCK has development permit authorities under the Local Government Act that are not being fully utilized to protect sensitive habitat around Kootenay Lake.
Development permit non-compliance ticketing	2023-04-22	Mgr. Planning	Part of RDCK Core Services	Area A,Area D,Area E,Area G,Area H	20% to 40% complete	2024-04-19	Board resolution from April 20, 2023 meeting: That the Board direct staff to retain a solicitor for the purposes of drafting bylaw amendments that would enable ticketing for DPA non-compliance. Legal Consultants Retained: June 2023. Project Scoping: May-June 2023. Legal Consultants Drafting Bylaw Amendments: June-July 2023. Internal Review anticipated for August 2023

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Subdivision Servicing Bylaw Review	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2023-07-31	Board resolution 369/20 from May 2020 directs staff to undertake a review of the RDCK Subdivision Bylaw to improve administrative process and efficiency, and seek solutions for recurring challenges such as ensuring adequate servicing and access. November 2020 - June 2023: Staff unable to undertake project activities due to staffing challenges and precedence of other active projects. July 2023: Staff begin compiling background information for internal review.
Area E Community Planning	2022-05-19	Mgr. Planning	Part of RDCK Core Services	Area E	Not Started	2023-06-30	In 2022 through resolution 363/22 the Board directed staff to continue the next phase of community consultation for Area E as a follow up to the “Open Houses on Land Use Planning” Project completed earlier in the year. This work would be focused where survey results indicated that there is strong interest in pursuing land use planning or more information about land use planning was desired, with a specific focus on the following unincorporated communities: Redfish Creek to Liard Creek (Including Grandview); Longbeach; Harrop; and Proctor.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Legacy Landfill Closure Plan Assessments	2020-03-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2024-12-31	Historical documents received from MOE have been reviewed, but FOI requests are still required as MOE could only provide documents that did not require redactions. FOI requests will be submitted in August. Abandonment applications for all 11 sites will be sent to MOE in Q3 to initiate process and receive direction on closure process.
HB Tailings Facility Remediation and Closure	2016-08-18	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Central RR Subregion	80%- 99% complete	2024-12-31	After an April weather event caused significant damage to the site, a contractor was brought in to complete emergency ditch repairs to get the site back in to compliance. An RFQ was issued in June for a contractor to complete the larger site repairs in August, as these repairs require dry site conditions. The HB contractor returned to site in June to complete some warranty seeding work on the dam face. All construction completion documentation was submitted to the province. The first round of post-closure monitoring events were completed which included wildlife, revegetation, and water quality
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	2024-12-31	Initial discussions with Min of Lands regarding LOO for optimized footprint. Once lands acquisition process is understood can advance on Procurement of consultant. Staff expect the lands process to take time, so we are engaging with consultants familiar with the site and DOCP process to see if we can do an RFP for the DOCP that looks at both the current LOO footprint and potential future LOO footprint, for limited additional cost.
Organics program development	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2023-12-31	Central facility in final commissioning stages, preparations for operations underway (staffing, equipment, safety plans), set launch date of Aug 21 2023. Grohman organics transfer construction to proceed in Q3. Education/communications development to address contamination, partnership agreements, and ICI stakeholder engagement are priorities through remainder of year.
Nelson Landfill Closure	2017-02-16	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	1% to 20% complete	2025-12-31	Stakeholder engagement expected Q3/Q4. Detailed Site Investigation (DSI) report is with staff for review, and consultant is working on drilling and sampling at 80 Lakeside Drive (City public works yard) under a separate contract with the City. 80 Lakeside results will be used to update the 70 Lakeside DSI, which will be brought to the Ministry for decision on separating out just the 70 Lakeside Drive portion of the landfill site from adjacent properties so closure can proceed.

ENVIRONMENTAL SERVICES							
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Ootischenia landfill lands acquisition	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	2023-12-31	Engaged with the Ministry to start discussions on an expanded LOO application, and will bring a report to the August Committee meeting. Will complete a desktop archaeological overview assessment in support of the lands application in Q3, and submit lands application in Q3/Q4. Including Parks Department in lands discussions due to interest in future expansion of Waterloo Eddy Regional Park.
Creston Hydrogeological Assessment	2021-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	20% to 40% complete	2023-12-31	Contract awarded to GHD. Initial kick off meeting in early July with consultant team. Expected completion in Q4.
Field staff building assessment	2022-09-01	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Entire RDCK	60%- 80% complete	2023-09-30	Team met in April to discuss priority sites and efficient options. Investigation of access/cost for power to proceed in Q2. Staff continuing to collect details and complete assessments to support cost estimates/recommendations for field staff buildings. Solutions may include improvements such as shade, fans, A/C, heat pumps and solar power, etc.
Creston Septage Facility	2018-06-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-12-31	Min of Environment staff have indicated support for long term borrowing application for funding the project. Growing Communities Grant funding allocated to this project, which can be used for the 2023 design work. Staff collaborating with Town of Creston staff to develop a partnership agreement for future management/governance of the infrastructure and septage program. RR staff working with corporate admin / finance to initiate the long term borrowing process in Q3.
Creston Landfill Phase 1C/D, Berm	2017-10-18	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-10-31	ON HOLD. Due to delay in LKB land transfer. Budgeted to complete design in 2023 and construction in 2024.
Creston Eco-Depot	2018-10-10	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2023-12-31	Staff connected with Tiplt in regards to negotiating an EcoDepot, as directed by Board resolution. Tiplt indicated continued interest, however, they are still searching for a location/facility.

ENVIRONMENTAL SERVICES							
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Septage Management Options for Central and West subregions	2019-06-19	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	20% to 40% complete	2023-12-31	No significant updates for Q2. Staff engaging with municipalities to gather information on possible septage management options at WWTPs. Assessment/design/piloting at Central facility budgeted for 2023.
Landfilling diversion initiatives - C&D	2021-03-18	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2024-12-31	RRPA and Enviro Coor continuing to investigate diversion strategies and asbestos management.
Scale Software upgrade	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2023-11-30	New computers purchased. Site training initiated with roll out expected in Q3/Q4 starting at volume sites in Central Subregion in September. Finance and IT heavily involved in current stages of transition.
Response to theft/vandalism at RR Facilities	2023-04-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2023-12-31	Increased theft/damage from trespassers at RR facilities is impacting operations. Over Q2 staff have been continuing to work with RCMP on active cases, new surveillance cameras installed at CEN (dome camera at shack, 3rd camera at bin wall, hidden game cameras). Improved internet is being installed in Q3 at CEN to allow for new monitoring services. New signage being installed at various sites.
Collaboration with City of Nelson on organics program	2019-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	City of Nelson	80%- 99% complete	2023-12-31	Staff to staff engagement is continuing to occur. Inadequate volume of FC material from Selkirk college to effectively pilot at the Creston facility. Planning for a larger pilot at Central once adequate volumes have been stockpiled. Regen waste labs working on a FC specific recipe for the Central facility. Transform compost systems engaged to assist staff with correctly processing the material at Central to limit odors. The City has started rolling out FC's to its early adopters but staff do not have a firm timeline on when the first load of material may be expected at Grohman.
Rural curbside service investigation and consultation	2021-09-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2024-03-31	Consultation concluded in Q2, data analysis and area director consultation completed in Q2/Q3. Summary of survey data reported to JRRRC in July, report to July JRRRC asking for direction on whether to proceed to referendum in selected areas.
Regional finished compost sales and	2022-10-01	Mgr. Resource Recovery	Waste Management	Entire RDCK	1% to 20% complete	2024-05-31	Staff have drafted a letter to partners requesting details on their compost access wishes. Staff will bring a report to Committee in Q3/Q4 requesting direction on

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
distribution planning			and Alternatives				allocation to partners and to set sale prices and locations. Screening of finished compost for distribution is not expected until spring 2024.
Asbestos Waste management area at Creston Landfill	2019-12-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-09-30	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.
Drone survey equipment & landfill software	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2023-09-30	Drone training is underway. Numerous RR sites across the district have been flown for survey or imaging purposes. GIS staff require more flight time to obtain ability to fly CRE, OOT, KAS as they are near airports, expect to be fully operational late 2023.
RR Facility washroom installation project	2018-12-12	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2024-12-31	On hold until 2024. Completed ROS, CEN, OOT, CRE, NAK. Remaining sites awaiting site developments works (Slocan), hydrotech assessment (CBay) or planned for coming years.
Balfour Wood Chip Pile Relocation	2020-05-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	40% to 60% complete	2023-11-30	Internal fleet are continuing to transport chips as drivers/equipment is available and storage areas at Central are accessible.
Central TS Washroom/Change room/Lunchroom	2021-03-18	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	100% complete	2023-05-31	Project completed.
Abandonment of Pipe in Place & Discharge of Easements Policy	2019-12-23	Mgr. Utilities	Part of RDCK Core Services	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area J,Area K	80%- 99% complete	2023-08-31	Polity to get to 02 August 2023 Water Service Committee meeting for consideration.
Water Quality Risk Management Plan	2018-10-01	Mgr. Utilities	Part of RDCK Core Services	Area A	80%- 99% complete	2023-08-31	Polity to get to 02 August 2023 Water Service Committee meeting for consideration.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Transfer of Arrow (Erickson) Open Reservoir to Town of Creston	2019-07-25	Mgr. Utilities	Coordinated Service Delivery	Area A,Area C,Town of Creston	80%- 99% complete	2023-08-31	Asset transfer agreement and statutory right of way agreement to go to 02 August 2023 Water Services Committee meeting for consideration.
Conversion of Water Commissions to Community Advisory Committees	2022-03-28	Mgr. Utilities	Part of RDCK Core Services	Area A,Area B,Area D,Area H	60%- 80% complete	2023-12-31	Water commission establish bylaws have now all been repealed or amended. Staff and Directors are currently in the process of identifying volunteers for Water Services Committees for former Commission represented systems.
Erickson First Phase, Priority Metering Project	2021-10-27	Mgr. Utilities	Part of RDCK Core Services	Area B,Area C	1% to 20% complete	2024-12-31	This project consists of installation about 100 priority (potentially higher consumption) water meters in Erickson. Priority includes Industrial, Commercial and Institutional properties and properties with 5 acres or more of Agricultural Land Charge. Service location work being completed in 2023. Meter equipment procurement to occur in 2023 but install delayed to 2024 due to continued metering equipment supply chain issues. Staff will be submitting on a recent Investment Agriculture Foundation grant opportunity.
Burton, Fauquier and Edgewood Water Maintenance Contract Renewal	2021-03-30	Mgr. Utilities	Part of RDCK Core Services	Area K	20% to 40% complete	2024-01-31	Staff have determined that a long procurement and award timeline is required in order to accommodate a bit longer RFP period, Water Services Committee award approval, Board award approval, and to provide a change over period between contractors, if required. RFP draft nearly complete to be issued early in Q3 for contract change over 01 January 2024.
RDCK Asset Management	2018-01-31	Sr. Project Mgr.	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2023-06-30	FCM MAMP grant funds (\$38,500) received. Community Works grant funds (\$16,500) received. Initiated the GIS database development process with GIS staff. Received comprehensive excel data and photos of previous inspections from Consultant to input into GIS system when available. Facility Condition Assessments are completed. Extension to June 2023 approved. RFP for consultant guidance and software recommendations out on BCBid.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Fees & Charges Bylaw	2020-06-20	GM Community Services	Recreation , Parks and Trails	All Electoral Areas	60%- 80% complete	2023-06-21	Fees and Charges arena rental rates and meeting/banquet room rates added to schedule - July 2023. Expected for the next All Recreation Committee Meeting. Admission Fees approved in August 2021. Work is ongoing on rental fees application.
Proposed Goat Riverside Park	2019-05-16	GM Community Services	Recreation , Parks and Trails	Area A,Area B,Area C,Town of Creston	1% to 20% complete	2024-12-31	Traditional Use Study complete. The RDCK will be meeting the representatives from Lower Kootenay Band and Trails for Creston Valley Society in November to continue discussions about appropriate parks areas. TUS draft sent to RDCK staff - returned to consultants with comments
South Slocan Old School House Redevelopment	2020-01-01	GM Community Services	Recreation , Parks and Trails	Area H	20% to 40% complete	2024-06-30	Funding from Growing Communities Fund enables demolition is Fall 2023. Restructuring service to fund from S231 and close S214. Require Grant Researcher/ writer - This has been impacted by work on Krestova park. Cover Architecture - awaiting direction. Initial drawings and estimates - redeveloping to reduce costs - Building Cost Estimates are continuing to come in very high
Campbell Fields Recreation Development Feasibility Study	2017-06-15	GM Community Services	Recreation , Parks and Trails	Area E,Area F,Area H,Area I,Area J,City of Castlegar,City of Nelson,Village of Slocan	40% to 60% complete	2023-10-31	Staff needs to coordinate a stakeholder meeting. 3rd phase Report completed and posted on website. Reviewing Report with School District is the Next Step. Expect a meeting of the partners May/June 2023. https://www.rdck.ca/EN/main/services/rdck-recreation-master-plans/campbell-field.html
Castlegar and District Asset Management process/strategic planning	2019-06-01	GM Community Services	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	100% complete	2023-03-31	Session held on June 27, 2023. As part of the Asset Management process, a Building Condition Assessment and Lifecycle study was completed on the Castlegar and District Community Complex. Commission hired consultant to lead a Strategic Planning session in part to determine how to fund the asset management going forward. Commission considered and began a capital asset management funding program in the 2023 budget and beyond.
Creston Library Contract	2018-11-06	GM Community Services	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	40% to 60% complete	2023-09-30	Met with library staff and have drafted changes to the agreement for CVSC consideration in September. Have integrated some capital work into financial plan. Library staff reviewing present contract.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Arena Floor Replacement Project-Castlegar and District Complex	2021-11-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	80%- 99% complete	2023-08-09	New floor is in and boards are being installed. Construction is expected to reach substantial completion on August 9.
Regional Parks & Trails Master Plan/Strategy	2017-05-17	Mgr. Parks	Recreation , Parks and Trails	Entire RDCK	40% to 60% complete	2024-11-30	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. RFP closed evaluations and award August
Glacier Creek Park and Commission Bylaw No.1306 amendment	2021-12-09	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	Not Started	2024-08-31	726/21 That staff amend the Glacier Creek Park Commission Bylaw No. 1306, 1998 to reduce the membership from nine members to five members with the resulting quorum. Currently there is no Commission.
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	2024-12-31	Staff will continue working with engineer during spring 2023 with project design for fall 2023. Continue as planned. Meeting with Engineer August/September
Traditional Use Study - Crawford Bay Regional Park Management Plan	2018-03-01	Mgr. Parks	Recreation , Parks and Trails	Area A	60%- 80% complete	2024-03-31	Next steps for Management Planning is a Traditional Use Study (TUS) completed by Ktunaxa Nation Council in 2022. Traditional Use Study to go to the Board
Waterloo Eddy Regional Park Construction	2018-03-01	Mgr. Parks	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	60%- 80% complete	2024-11-30	Final work on Boat and Trailer Parking area. Further amenities spring/summer 2023. Working with Teck on motor vehicle closures
Glade Legacy Project	2017-07-01	Mgr. Parks	Recreation , Parks and Trails	Area I	20% to 40% complete	2024-10-31	Staff has reviewed draft options and sent back to consultant, still need to meet with consultant. Staff working with consultant for final draft. Final draft will be provided to Commission and then for public consultation

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Lardeau Regional Park Construction - as per Management Plan	2021-04-15	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	60%- 80% complete	2024-10-22	Maintenance contract worker found. Working on waterfront cleanup and restoration as per the Management Plan and approved financial plan. Amenity installations and small waterfront restoration budgeted for in 2023. Start working on foreshore work and replanting was well as clean up spring 2023

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Changes to allow RDCK firefighters to deliver higher levels of care as pre hospital care providers	2018-09-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2023-12-31	Current BCEMA Licensing does not allow first responders to work outside of their scope of practice. Medical Direction was successful in setting baseline standards for the pre hospital care services RDCK Firefighters provide. BCEMA Licensing has announced new scope of practice options for First Responders; staff are waiting for further details. Jan 26 2023 Staff still awaiting the new training and evaluation curriculum from EMA licensing to allow Responders to work to a higher scope of practice. 2023 Q2 Update - No change. Awaiting offering updates from training providers.
BC Structure Firefighter Minimum Training Standards	2016-10-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2023-12-31	New BC Structure Firefighter Minimum Training Standard distributed by the Office of the Fire Commissioner in September/October 2023. Replaces the previous BC Structure Firefighter Playbook. Staff currently analyzing and assessing updates and changes, developing a comprehensive training plan to meet objectives. Local Authorities are required to have the new standard incorporated in their fire training program for March of 2024
Transition to Fraser Fort George Dispatch for all fire departments	2022-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area K,Town of	80%- 99% complete	2023-06-30	Staff are working with stakeholders on the preparation for transition for the implementation phase of the project. Dispatch infrastructure including "Radio over IP" being installed, October - November 2022. Fraser Fort George dispatch cutover from Kelowna completed. - November 16, 2022. 2023 Q2 Update - Some supply chain issues delayed the installation of new dispatch radio equipment at 2

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
				Creston,Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,Village of New Denver			departments. This is now complete. Some sorting out of minor issues is underway. Project substantially complete.
Area B Kitchener Fire Service Case Analysis	2023-04-16	Regional Fire Chief	Part of RDCK Core Services	Area B	Not Started	2023-10-31	Staff will like be able to start work on this over the summer
Area D First Responder Service	2020-02-20	Regional Fire Chief	Part of RDCK Core Services	Area D	20% to 40% complete	2023-06-30	Q3 update - The fire and administration groups are consulting with stakeholders and undertaking a comparative analysis of service delivery options for Area D. A report should be ready for Board consideration in Q1 2023. Q4 update - this continues to be a staff priority to bring to Board in Q1. Staff are hoping to have this in front of Board in Q2
Service S128 Riondel Fire Protection	2020-08-20	Regional Fire Chief	Part of RDCK Core Services	Area A	40% to 60% complete	2023-09-21	This project involves evaluating equitable share of funding for the Riondel Fire Services for providing First Responder and Road Rescue services outside of the fire service boundary. Q3 update- The Province has advised that Service 152 should be spilt into new service areas. Next Step- staff will target Q2 2023 to provide report to Board summarizing the situation and seeking direction to prepare new service establishment bylaw(s). Report provided to Board in April 2023
Creston area Sub-Regional Fire Service	2012-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A,Area B,Area C,Town of Creston	80%- 99% complete	2023-12-31	This ongoing project aims to align and streamline fire services delivery between the RDCK and Town of Creston in the Creston Valley. Q3 update - the Canyon Lister service has been successfully transitioned from the RDCK to the Town of Creston. RDCK and Town staff will now proceed to negotiate a valley-wide contract for end 2023 in accordance with the Project Charter.
Crawford Bay Fire Service feasibility study	2016-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A	60%- 80% complete	2023-12-31	This project analyzes options for establishing a fire hall in the Crawford Bay area. A draft options review was provided to the Area Director for review in 2020 and this project is on hold pending feedback.

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Area H Hills Service Case Analysis	2021-09-23	Regional Fire Chief	Part of RDCK Core Services	Area H	Not Started	2023-12-31	Develop a service case for establishing an RDCK volunteer fire department to service the Hills area. Q1 2023- no progress to report on this initiative due to competing project priorities.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Support on Cannabis	2021-06-17	CAO	Food security and Agriculture	All Electoral Areas	40% to 60% complete	2023-10-31	CAO is reviewing the needs that came out the Cannabis Regulatory Needs and will be recommending meetings with various ministries to move this along. CAO has been appointed to a UBCM working group that is discussing future opportunity for producers and public engagement in 2022, particularly on farm gate sales. The risk is alignment between the province and local government, to allow LG time to implement any bylaw changes required. Current discussions are around "what we heard" document re: consumption spaces. Recent meeting with Health Canada was delayed. Awaiting new dates.
Assent Votes for Tarrys, Slocan Valley , and North Shore Fire Apparatus	2023-07-20	Mgr. Corporate Admin	Part of RDCK Core Services	Area F,Area H,Area I	1% to 20% complete	2024-12-19	These assent votes will authorize borrowing for new fire apparatus for the three fire services. The loan authorization bylaw will be on the August Board agenda for 3 readings, with the assent votes proposed to be held in November following bylaw approval from the Inspector of Municipalities.
Financial Grant-In-Aid Services Policy	2023-05-15	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2024-03-21	Board has requested a policy requiring that, as part of the annual budget preparations, recipients of funding from financial grant in aid services engage with Directors and provide more detailed information regarding their use of taxation funding. Staff will also propose additional risk management and transparency measures within the draft bylaw. Draft bylaw is expected in Q1 2024.

CORPORATE SERVICES							
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Creston and Areas A,B, and C Jaws of Life Service Establishment Bylaw amendment	2023-05-08	Mgr. Corporate Admin	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	1% to 20% complete	2023-10-19	The bylaw amendment will reduce current jaws of life service scope to road rescue only. This will come forward to the October Board meeting
Area A First Responder Service Establishment Bylaw	2023-05-18	Mgr. Corporate Admin	Coordinated Service Delivery	Area A	1% to 20% complete	2023-10-19	The proposed service will fund first responder services provided by the Riondel Fire dept. to portions of Area A outside the boundaries of the current fire protection area. A draft of the bylaw and a service case report will come forward at the October Board Meeting
Director's Code of Conduct Review	2022-12-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	1% to 20% complete	2024-04-18	The Board has directed staff to initiate a review of Policy 100-01-17 Director's Code of Conduct in accordance with the new Community Charter requirements and that the draft policy is brought forward for Board consideration at the April 2024 Board meeting. Q2 2023 update - no progress on this initiative. Project will commence in Q3 2023.
Shoreacres No Hunting or Discharge of Firearm Bylaw Survey	2019-09-19	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area I	1% to 20% complete	2023-07-31	No progress in Q2 2023 due to competing project priorities. No expected completion date.
West Kootenay Transit Services Governance Review	2022-02-17	Mgr. Corporate Admin	Coordinated Service Delivery	Central RR Subregion,West RR Subregion	60%- 80% complete	2023-09-21	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. Q2 2023 update- Draft bylaw was received for Director comment at the July Board meeting.
Arrow Creek Water Commission Bylaw	2022-09-16	Mgr. Corporate Admin	Coordinated Service Delivery	Area B,Area C,Town of Creston	40% to 60% complete	2023-10-19	The board has directed an update to the Arrow Creek Commission bylaw to address issues identified by the Town of Creston. A draft bylaw for was received by the Commission in Q1 2023. The Town of Creston has reviewed the bylaw and it will go back to the Commission in Q3 for further discussion.
Special Event Permit Regulatory Bylaw	2017-10-01	Mgr. Corporate Admin	Part of RDCK Core Services	Area H	60%- 80% complete	2023-10-19	Q2 2023 update - Due to issues with events held in Q3 2022, the Board has directed staff review options to make the bylaw more effective. This review is actively underway involving bylaw enforcement officers, fire services staff, and

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							administration however has been the timing has been impacted by competing staff priorities. A report will come forward in Q2 or Q3 2023.
WKBHRD Policy Manual	2020-10-25	Mgr. Corporate Admin	Part of RDCK Core Services	Multi Regional	40% to 60% complete	2024-12-31	At the October 2020 meeting the WKBHRD Board directed staff to develop 4 new policies. Q2 2023 update-This is considered a low priority item and has not progressed due to competing project priorities. No specific timeline has been assigned to bring these policies forward for WKBHRD Board consideration.
RDCK Website Improvements-Phase Two	2020-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-12-31	This project will deliver a major upgrade to the RDCK website. - The active phase of website development is underway, and the overall design and content upgrades are ongoing. Q2 2023 update - Due to contractor staffing issues the launch of the new website launch is delayed until November 2023.
Delegation of Authority Bylaw	2018-01-01	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2023-12-21	The Bylaw will identify complete list of authority delegated to staff from the Board. Q2 2023 update-No progress made in due to competing project priorities. The first stage of the project - an inventory of existing authorities, will commence in Q2. A draft bylaw is targeted to be received for Board consideration in Q4 2023.
Referendum Support Policy	2018-06-21	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	2024-12-31	In 2018 the 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. Q2 2023- This is a low priority item and has not been actioned by staff. This policy will be prioritized in the context of an overall policy review but has no assigned date for completion.
Public Notice Bylaw	2022-05-15	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2023-10-19	Changes to the Local Government Act in 2021 give the RDCK more options for publishing official notices. Subsequent to the board consideration of this matter in Q2 2022, staff intend to bring a draft bylaw to the Board completion in early Q3 2023.
Policy to Adress Harassment of Staff Attending Private Properties	2022-05-19	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2023-11-16	This policy will accompany the Respectful Behavior bylaw currently being developed and will cover employees attending private properties in the course of their duties, such as building inspectors and bylaw officers. Q2 2023 update- A draft policy will be received by the Board in Q3 or Q4 2023 following consideration of the Respectful Behavior bylaw.
Fireworks bylaw feasibility report	2020-11-15	Mgr. Corporate Admin	Not aligned with a	Area E	Not Started	2024-12-31	Board has directed that staff prepare a report outlining the feasibility of developing and implementing a fireworks bylaw. Q2 2023 update- this project has not advanced due to competing project priorities and has no assigned completion date

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
			Strategic Priority				
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	2023-12-31	Service case analysis will be prepared based on estimated contract service costs. Q2 2023 update- no progress to report on this initiative. This project is delayed due to high workload and other priorities for bylaw enforcement staff. With the Q1 2023 Board requests to evaluate dog control services in the Creston and Area A,B,C and also in Area K staff will be reviewing RDCK dog control regulatory bylaws with the intent of creating a single regulatory bylaw that enables multiple regulatory options reflecting each area's desired service arrangements.
Respectful Workplace Bylaw	2022-01-17	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2023-08-17	The bylaw will define inappropriate behavior at RDCK facilities and include processes to follow for incidents of staff harassment by the public. Q2 2023 update - Draft bylaw is undergoing final revisions and will be received by the Board in August or September 2023.
Transit Service Funding Review	2019-07-18	Mgr. Corporate Admin	Part of RDCK Core Services	Central RR Subregion,West RR Subregion	80%- 99% complete	2024-02-15	Q2 2023 update - The remaining component of this project is to finalize the funding model for the Kootenay Lake West transit service. This is delayed pending further consultation with City of Nelson and will resume following Board consideration of transit governance options in 2023.
Update Advisory Planning and Heritage Commission Bylaw	2023-01-15	Mgr. Corporate Admin	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	2023-09-21	Comprehensive bylaw update to improve governance of APHC's. Q2 2023 update - project is in the initial stages of discussion between the planning and administration groups. Bylaw will be brought forward for Board consideration in Q3.
Timesheets application in Project Management module	2018-03-01	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2023-12-31	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. The standardization is complete save for one group. With Board approval of a second Payroll Specialist work within the system to develop improvements prior to moving to a new platform can move forward.
Enhanced features in the Project Costing Module	2018-04-15	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2023-12-31	A reassessment of the coding categories will be evaluated. Exploration of the "Main" project umbrella are in development.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Information Technology Infrastructure Replacement - Wireless Firewalls	2022-04-01	Mgr. IT	Part of RDCK Core Services	Multi Regional	80%- 99% complete	2023-04-04	This project is required to replace firewalls and Wi-Fi routers that are at end of life.
Microsoft Exchange 365	2023-01-03	Mgr. IT	Part of RDCK Core Services	All Electoral Areas	60%- 80% complete	2023-12-15	This project is to align our infrastructure/hosted environment with security and functional requirements.

CAPITAL PROJECTS TO JULY 15, 2023									
ACTIVE PROJECTS BEING MANAGED: 51 (9 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$16,701,000					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
CDCC East Stairwell	Jeannine Bradley	1-Jan-2022	30-Sep-23	25%	In Progress	Buildings	Construction	Community Services	Issues with Contractor. Reviewing options for how to proceed with the work.
Salmo Pool Upgrade	AJ Evenson	1-Apr-2022	31-Jul-23	80%	In Progress	Buildings	Construction	Community Services	Work underway with completion date of late July. Supply issues with main circulation pump.
Riondel Community Centre Roof	AJ Evenson	1-Dec-2022	30-Jun-23	95%	In Progress	Buildings	Construction	Community Services	Roof is substantially complete as of first week of June. Total completion in mid July.
Slocan Schoolhouse Demolition	Patrick Thrift	1-Sep-2023	31-Dec-23	5%	In Progress	Buildings	Initiation	Community Services	RFQ drafted and ready for BCbid posting in July.
CDCC Roof Repairs		1-Sep-2023	30-Nov-23	0%	Not Started	Buildings	Initiation	Community Services	Waiting on project initiation form from Craig.
CDRD Floor	Patrick Thrift	1-Dec-2022	30-Sep-23	70%	In Progress	Civil	Construction	Community Services	Refrigerated slab prep/pour complete. Remaining: perimeter concrete work, dasher reinstallation, cooling

CAPITAL PROJECTS TO JULY 15, 2023

ACTIVE PROJECTS BEING MANAGED: 51 (9 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$16,701,000					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
									system connections/recharge, and clean up. Two months ahead of schedule.
Asset Management	AJ Evenson	1-Jul-2020	31-Dec-23	50%	In Progress	Other	Detailed Design	Corporate Admin	Kickoff mtg with Roth IAMS completed. Background information review underway. Stakeholder mtgs are in process of being scheduled.
East Shore Connectivity Project	AJ Evenson	1-Jan-2021	31-Dec-24	15%	In Progress	Utilities	Procurement	Corporate Admin	Report prepared for July Board meeting recommending award of project.
NDMP Stream 3	AJ Evenson	1-Jun-2021	31-Mar-23	100%	Completed	Other	Close Out	Development Services	Workshops in April with BGC
Central Transfer Station - Attendant Shack Upgrades	AJ Evenson	1-Aug-2021	1-Jul-23	100%	Completed	Buildings	Close Out	Environmental Services	Complete as of July 7
Utilities Crew	AJ Evenson	1-Jan-2023	31-Dec-23	100%	Completed	Other	Close Out	Environmental Services	Decision made to wind down program.
Standing Offers (For Water Program)	AJ Evenson	4-Jan-2023	31-Mar-23	100%	Completed	Other	Procurement	Environmental Services	Scope sent to Marie-Pierre for Board approval.
Central Compost Facility	AJ Evenson	1-Jan-2021	30-Jun-23	95%	In Progress	Resource Recovery	Construction	Environmental Services	Site ready for commissioning at end of July.
Grohman Compost Upgrades	Jeannine Bradley	1-Sep-2022	31-Jul-23	50%	In Progress	Resource Recovery	Construction	Environmental Services	Dynamic doing work. Completion end July.
Ootischenia Organics Wash Station	AJ Evenson	1-May-2023	15-Jun-23	100%	Completed	Resource Recovery	Close Out	Environmental Services	Complete as of July 14.

CAPITAL PROJECTS TO JULY 15, 2023

ACTIVE PROJECTS BEING MANAGED: 51 (9 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$16,701,000					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Nakusp, Rosebery and Slocan TS Upgrades	AJ Evenson	15-Feb-2023	30-Jun-24	10%	In Progress	Resource Recovery	Detailed Design	Environmental Services	Contract awarded to Sperling Hansen. Design work underway with site investigations and test pitting starting in early August.
Balfour TS Paving	AJ Evenson	30-Apr-2023	31-Oct-23	25%	In Progress	Resource Recovery	Construction	Environmental Services	Contract awarded to SPL. Work to start in late July/August.
Creston Septage Receiving Station Design	AJ Evenson	30-Apr-2023	31-Oct-23	0%	Not Started	Resource Recovery	Initiation	Environmental Services	Waiting on scope and schedule confirmation from Town of Creston if proceeding in 2023.
Grohman Narrows Recycling Depot and Fleet Building		15-Jul-2023	31-Oct-24	0%	Not Started	Resource Recovery	Initiation	Environmental Services	RFP to be issued in late July/early August.
Nakusp Landfill Closure Design	AJ Evenson	15-Sep-2023	30-Jun-24	0%	Not Started	Resource Recovery	Initiation	Environmental Services	Will initiate RFP scope in Sept once Nakusp TS design is underway.
Ootischenia Tipping Area and 2nd Scale Design	Jeannine Bradley	1-Jun-2023	30-Nov-23	0%	Not Started	Resource Recovery	Initiation	Environmental Services	Will initiate in early Fall for 2024 design and construction.
Attendant Buildings - Ymir and Nakusp TS	Patrick Thrift	1-Jun-2023	30-Nov-23	5%	In Progress	Resource Recovery	Initiation	Environmental Services	Requested pricing from various Contractors including Secret Creek Construction (supplied buildings at other sites).
Woodbury Water System Upgrades	AJ Evenson	1-Jan-2021	30-Nov-23	50%	In Progress	Utilities	Construction	Environmental Services	Construction scheduled for mid-September to late October 2023.
Balfour Wharf Road Water Main Upgrades	AJ Evenson	5-Feb-2023	31-Oct-23	25%	In Progress	Utilities	Construction	Environmental Services	Hwy 3A crossing completed in June. Wharf Road to start the week of July 24.

CAPITAL PROJECTS TO JULY 15, 2023

ACTIVE PROJECTS BEING MANAGED: 51 (9 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$16,701,000					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Duhamel Water Main Replacement	AJ Evenson	2-Mar-2023	30-Sep-23	100%	Completed	Utilities	Close Out	Environmental Services	Design and tender package completed for Jan 1, 2024 tender. 5 carrier pipes installed as of July 14.
Fauquier Water Main (Willow) replacement	AJ Evenson	1-May-2023	30-Nov-23	10%	In Progress	Utilities	Detailed Design	Environmental Services	Tender package currently on BCBid and closes August 3.
Lister Water Main Replacement	AJ Evenson	15-Mar-2023	30-Nov-23	15%	In Progress	Utilities	Detailed Design	Environmental Services	Design in progress by WSP Engineering. Survey complete and application ready for MOTI review and permit.
Riondel Valve and Meter Station Design	AJ Evenson	1-May-2023	30-Nov-23	10%	In Progress	Utilities	Procurement	Environmental Services	Have completed a site visit and preliminary design sketch. Waiting on pricing from consultants.
West Robson Water Main Replacement	AJ Evenson	1-May-2023	30-Nov-23	10%	In Progress	Utilities	Procurement	Environmental Services	Several alignment options and costs are currently being evaluated to see what is the most cost effective.
Riondel Storm System Assessment	AJ Evenson	1-May-2023	30-Nov-23	25%	In Progress	Utilities	Detailed Design	Environmental Services	Design in progress by Highland Consulting.
Erickson Water Main Replacement	AJ Evenson	15-Mar-2023	30-Nov-23	10%	In Progress	Utilities	Detailed Design	Environmental Services	Design in progress by WSP Engineering. Survey complete.
Erickson Water Meter Installation		1-May-2023	31-Dec-23	0%	Not Started	Utilities	Initiation	Environmental Services	Will prepare RFP for meter pit installation once specifications received from Alex/Jay/Jason.
Fauquier Water Main (Spruce) replacement	AJ Evenson	1-May-2023	31-Dec-23	5%	On Hold	Utilities	Initiation	Environmental Services	Will hold onto design work award until close of the Willow MMCD Tender to see if sufficient budget to proceed.
Water Controls RFP	AJ Evenson	1-Apr-2023	30-Jun-23	100%	Completed	Utilities	Close Out	Environmental Services	RFP issued with no responses. Alex setting up contract with local vendor(s).

CAPITAL PROJECTS TO JULY 15, 2023

ACTIVE PROJECTS BEING MANAGED: 51 (9 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$16,701,000					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Water Services Generators	Patrick Thrift	1-May-2023	30-Nov-23	5%	In Progress	Utilities	Initiation	Environmental Services	RFQ closes July20
Arrow Creek Filtration Study	Jeannine Bradley	17-Jul-2023	31-Dec-23	0%	In Progress	Utilities	Initiation	Environmental Services	Will initiate RFP process late July.
West Creston Fire Hall	AJ Evenson	15-Oct-2021	30-Nov-24	10%	In Progress	Buildings	Detailed Design	Fire Services	Working with Administration to prepare project to go to referendum in fall/winter of 2023/2024.
Ootischenia Fire Hall Expansion	Jeannine Bradley	1-Oct-2022	30-Nov-23	15%	In Progress	Buildings	Detailed Design	Fire Services	Mid July for 90% construction dwgs. Estimates from NDB by end July. Construction in 2023.
Fire Hall Exhaust Extraction System	Jeannine Bradley	1-Apr-2022	31-Dec-23	60%	In Progress	Buildings	Construction	Fire Services	10 out of 17 halls are complete. Structural reinforcing required at 4 halls (design in progress). Completion of all other halls by end August.
Balfour Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	5%	In Progress	Buildings	Construction	Fire Services	Siding pricing more than budget. Nora discussed additional CWF with Area Director. All remaining CW \$ now allocated to Balfour water line. Lighting upgrades awarded; scheduling for late July/early Aug
Beasley Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	30%	In Progress	Buildings	Construction	Fire Services	OH Doors complete. Generator install moved to Sept. Director approved \$48k for the well upgrade and generator; added request for heat pump. Nora discussing with Director. Revise CWG application once decision on scope of system is made.
Blewett Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	40%	In Progress	Buildings	Construction	Fire Services	OH doors / HWT complete. Water system upgrade set for July26. No remaining CWG funds for siding (used for Balfour waterline).
Crescent Valley Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	50%	Not Started	Buildings	Construction	Fire Services	Heat pump repairs / OH doors completed. Fence install awarded / scheduled for late July. Working with Fire Chief to reprioritize remaining projects.
North Shore Fire Hall Upgrades	Patrick Thrift	1-May-2022	31-Dec-23	50%	In Progress	Buildings	Construction	Fire Services	HWT completed. Quotes for lighting upgrades were higher than budget; upgrade on hold pending completion of exterior projects (potential surplus funds).

CAPITAL PROJECTS TO JULY 15, 2023

ACTIVE PROJECTS BEING MANAGED: 51 (9 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$16,701,000					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Pass Creek Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	25%	In Progress	Buildings	Construction	Fire Services	Heat pump complete. Water upgrades quote received. Obtaining 2nd quote for creek intake culvert re/re. New CWG application in process for paving.
Passmore Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	40%	In Progress	Buildings	Construction	Fire Services	Heat pump repair / OH Doors complete. Alarm system installed. Fire Chief working on rescoping projects to increase available funding for generator and ATS.
Robson Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	100%	Completed	Buildings	Close Out	Fire Services	Heat pump work complete. Lighting installation complete.
Slocan Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	25%	In Progress	Buildings	Construction	Fire Services	Lighting upgrades quotes in progress. Hot water tank replacement in progress.
Tarry's Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	40%	In Progress	Buildings	Construction	Fire Services	Additional \$35k from Area Director to allow insulation and siding to be done. Heat pump / Lighting upgrades / HWT complete. Water system upgrade set for July20
Winlaw Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	20%	In Progress	Buildings	Construction	Fire Services	OH doors complete. Scoping of Filtration upgrades in progress.
Yahk Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	100%	Completed	Buildings	Close Out	Fire Services	Insurance project complete.

PROJECTS COMPLETED IN Q1 2023 REMOVED FROM QUARTERLY REPORT

Project/Initiative Name	Responsible Manager
New external Auditors for the 2022 Audit year	Mgr. Finance
PerfectMIND contract negotiation	Mgr. IT
Fitness Center Air Handling Unit (AHU)	Mgr. Castlegar Rec
Regional RR Facility surveillance upgrades	Mgr. Resource Recovery
Permissive Tax Exemption Policy	Mgr. Corporate Admin
Water Service Bylaw Review	Mgr. Corporate Admin
Riondel Commission Bylaw Update	Mgr. Corporate Admin
Cross Connection Control Program Review	Mgr. Utilities

PROJECTS COMPLETED IN Q2 2023

Project/Initiative Name	Responsible Manager
Castlegar and District Asset Management process/strategic planning	GM Community Services
Housing Action Plan	Mgr. Planning
Central TS Washroom/Changeroom/Lunchroom	Mgr. Resource Recovery



Site License Agreement

Contract #: 2023-168-ENV
Project: Eagle Creek Wells
GL Code: OPR314-100

THIS AGREEMENT executed and dated for reference the:

18th day of August, 2023

BETWEEN

REGIONAL DISTRICT OF CENTRAL KOOTENAY
(hereinafter called the **Licensors** or **Regional District**)

at the following address:
Box 590, 202 Lakeside Drive
Nelson, BC V1L 5R4

Agreement Administrator: Jason McDiarmid
Telephone #: 250.352.8169
Email: jmcdiarmid@rdck.bc.ca

AND

EDGEWOOD VOLUNTEER FIRE DEPARTMENT
(hereinafter called the **Licensee**)

at the following address:
410 Monashee Avenue
Edgewood BC, V0G 1J0

Agreement Administrator: Bill Penner
Telephone: 250.269.7246
Email: pennerbilly@hotmail.com

FOR GOOD AND VALUABLE CONSIDERATION, THE RECEIPT OF WHICH IS CONFIRMED, THE REGIONAL DISTRICT AND THE LICENSEE AGREE AS FOLLOWS:

WHEREAS the Regional District owns and operates the Edgewood Water System old wells (hereinafter referred to as the **Licensors' Premises**) located in Edgewood, British Columbia; and

WHEREAS the Licensee wishes to locate (hereinafter referred to as the **Licensee's Equipment**) on the Licensors' Premises; and

WHEREAS the Regional District has agreed to grant the Licensee the limited right to enter into such Licensors' Premises to use water from, install, operate, maintain, repair and replace the Licensee's Equipment on the terms and conditions as set out in this agreement.

NOW THEREFORE THIS AGREEMENT is evidence that in consideration of the mutual promises contained in this Lease and other good and valuable consideration paid by each of the parties to the other (the receipt and sufficiency of which each party acknowledges), the parties covenant and agree as follows:

1. DEFINITIONS

In this Agreement and in any Schedules and amendments to this Agreement, the following terms shall have the meanings set forth below, and any terms defined elsewhere in this Agreement shall have the meanings given to them in this Agreement:

Agreement means this Agreement including any Schedules to this Agreement, as the same may be amended, supplemented, or restated from time to time in accordance with the terms of this Agreement.

Business Day means a day other than a Saturday, a Sunday or a statutory or civic holiday in the Province of British Columbia.

Commencement Date is that date that is described in Schedule A.

Lands means real property that is owned or leased by the Regional District.

Licensee's Equipment means any water pipe, hose, valves, fittings, gauges and instruments owned by the Licensee or Licensee representatives.

Licensor's (Regional District's) Premises is a physical location that is depicted in Schedule B (buildings, structures, and/or Lands) where the Regional District authorizes the Licensee to install the Licensee's Equipment.

Renewal Term means the period after the Term for which this Agreement may be renewed and extended as described in this Agreement.

Term means such duration of this Agreement as provided for in Schedule A.

Work means the labor and materials associated with installing, operating, maintaining, repairing, or replacing infrastructure.

1.1 Interpretation

For the purposes of this Agreement, except as otherwise expressly provided, the following shall apply:

- a. Words importing the singular include the plural and vice versa, and words importing gender include all genders and firms or corporations where applicable.
- b. Should any provision of this Agreement be unenforceable at law, it shall be considered separate and severable from the remaining provisions of this Agreement, which shall continue in force and shall be binding as though such provision had not been included.
- c. The headings inserted in this Agreement are for convenience of reference only and in no way define, limit or enlarge the scope or meaning of any of the provisions of this Agreement.
- d. This Agreement shall be interpreted and governed by the laws of the Province of British Columbia.

1.2 Schedules

The following Schedules are attached to and form part of this Agreement:

Schedule A: Commencement Date and Term

2. SITE LICENSE AGREEMENT

2.1 License

The Regional District hereby grants to the Licensee a term specific, non-exclusive site license to enter onto the Licensor's Premises to install, operate, maintain, repair and replace the Licensee's Equipment at the Licensee's sole expense and risk; and to operate the Licensor's wells to supply water for the Licensee's needs.

2.2 Nature of Interest

The rights granted to the Licensee under this Agreement are those of a site license agreement only, and shall not constitute a partnership, joint venture, lease or any other form of tenancy arrangement as between the parties.

3. TERM AND ADDITIONAL PROVISIONS

3.1 Term

Notwithstanding the date of its execution, this Agreement shall come into effect on the Commencement Date provided in Schedule A and, subject to the provisions of this Agreement, shall remain in effect for the Term provided in Schedule A unless otherwise terminated by either of the parties.

3.2 Additional Provisions

The parties may, from time to time, include additional provisions and such provisions are to be appended in Schedule D.

3.3 Renewal

Upon mutual agreement of the parties this site license may be renewed for a further five-year period.

3.4 Over-holding

If the Licensee remains in occupation of the Licensor's Premises following the expiration of the Term or a Renewal Term, such continued occupation by the Licensee shall not have the effect of renewing or extending this Agreement for any period of time and the Licensee shall be deemed to be occupying the Licensor's Premises as an over-holding licensee and may be removed from the Licensor's Premises at the discretion of the Regional District and the Licensee's sole cost and expense.

4. USE

4.1 Use of Licensor's Premises

The Permittee is authorized to undertake the following activities on the Licensor's Premises:

- Accessing pump houses.
- Vehicle entry into compound for fire apparatus and appurtenances.
- Operating well pumps from controller.
- Filling water tender from well pump manifold.
- Operating valves.

- Connecting hoses.
- Connecting and operating generator from transfer switch.
- Use of water for emergency purposes.
- Use of water for firefighting practice.

Any other activities or uses of the site by the Licensee require written permission of the Licensor's designated representative. No storage of materials, installation of structures, or modifications to the Licensor's Premises are allowed unless expressly authorized in writing by the Licensor's designated representative.

Only persons who have been provided with training to operate the pumps by the Licensor or the Licensor's representative are authorized to operate the pumps.

4.2 Condition of the Licensor's Premises

The Licensee acknowledges that the Regional District is providing to the Licensee access to the Licensor's Premises on an **as is/where is** basis and that there are no guarantees that the same are fit for the Licensee's purposes, in whole or in part, provided however that the Regional District will not make any changes to the Licensor's Premises that could affect the Licensee's Equipment or Work without first providing thirty (30) days' notice in writing of the proposed changes to the Licensee.

4.3 Damage to Licensee's Equipment

The Regional District will take all reasonable measures to ensure that the Licensee's Equipment is not in any way damaged by the Regional District or its agents, servants, employees, or contractors during the Term and will fully reimburse the Licensee for any and all physical damages to the Licensee's Equipment caused by or attributable to the Regional District or its agents, servants, employees, or contractors.

4.4 Damage to Licensor's Property

The Licensee will take all reasonable measures to ensure that the Regional District's property is not in any way damaged during the Term and will full reimburse the Regional District for any and all physical or environmental damages to the Licensor's Equipment caused by or attributable to the Licensee or its agents, servants, employees, or contractors. Any damage done by the Licensee to the Licensor's property will be repaired at the Licensee's expense.

4.5 Ownership of the Licensee's Equipment

The Regional District acknowledges and agrees that ownership of the Licensee's Equipment shall remain with the Licensee at all times notwithstanding that the Licensee's Equipment may be affixed to a part of the Licensor's Premises during the Term. The Regional District further expressly agrees that the Licensee's Equipment shall not become a fixture notwithstanding any attachment to the Licensor's Premises.

4.6 Provision of Electric or Other Utilities

The Licensee shall have the right to connect the Licensee's Equipment to electrical outlets for periodic electric supply needs.

4.7 Compliance with Laws

The Licensee shall comply at all times with all applicable laws, regulations, by-laws, rules, orders and ordinances of all federal, provincial and municipal governmental authorities inclusive of any and all permits that are

required to build or maintain the Licensee's Equipment.

5. ACCESS, SAFETY, INSTALLATION, MAINTENANCE AND REPAIRS

5.1 Site Access and Site Security

The Regional District will be responsible for maintaining site access locks to accommodate site security.

Site access keys will be provided by the Regional District to the Licensee.

Specifically, site access to the fenced compound is provided to the members of the Edgewood Volunteer Fire Department Society appointed representatives as per the Site Access Agreement in Schedule C.

5.2 Worker and Site Safety

The Licensee shall be responsible for the training and safety of Licensee personnel, Licensee representatives and Licensee subcontractors, as required by Work Safe BC.

As a condition of Site Access, the Licensee, Licensee's representatives and Licensee's subcontractors shall comply with any site safety requirements identified by the Regional District.

The Regional District will post Safe Work Procedures within the pump houses.

5.3 Repairs and Maintenance

The Licensee, at its own cost and expense, shall keep the Licensee's Equipment in a safe and properly maintained condition.

The Licensee must notify the RDCK if they cause or notice any damage to any infrastructure on the site.

6. TERMINATION

6.1 Termination by the Licensee

The Licensee shall have the right to terminate this Agreement upon written notice to the Regional District.

6.2 Termination by the Regional District

The Regional District shall have the right to terminate this Agreement for any reason upon written notice to the Licensee upon 30 days written notice from the Regional District.

6.3 Surrender

Upon the expiration or earlier termination of this Agreement, the Licensee shall remove the Licensee's Equipment from the Licensor's Premises and shall be responsible for repairing any damage caused by such removal, except damage caused by ordinary wear and tear.

7. INSURANCE, LIMITATION OF LIABILITY AND INDEMNITY

7.1 Insurance

The Licensee must have their broker complete the RDCK Standard Certificate of Insurance form and provide the completed form to the RDCK, confirming proof of the insurance requirements below upon execution of this Agreement and shall, during the Term of this Agreement, take out and maintain the following insurance coverage:

- a. comprehensive commercial general liability insurance against claims for bodily injury, death or property damage arising out of this Agreement or the provision of the Services in the amount of **\$2 000 000.00dollars per occurrence** with a **deductible of \$1,000**;

Such insurance will:

- i. name the Regional District, its elected officials, employees, officers, agents and others as an additional insured;
- ii. include the Licensee's Blanket contractual liability;
- iii. include a Cross Liability clause;
- iv. include occurrence property damage;
- v. include personal injury;
- vi. include a Waiver of Subrogation clause in favor of the RDCK whereby the insurer, upon payment of any claim(s), waives its right to subrogate against the RDCK for any property loss or damage claim(s);
- vii. be primary in respect to the operation of the named insured pursuant to the contract with the RDCK. Any insurance or self-insurance maintained by the RDCK will be in excess of such insurance policy (policies) and will not contribute to it;
- viii. require the insurer not cancel or materially change the insurance without first giving the RDCK thirty days' prior written notice; provided that if the Licensee does not provide or maintain in force the insurance required by this Agreement, the Licensee agrees that the RDCK may take out the necessary insurance and the Licensee shall pay to the RDCK the amount of the premium immediately on demand.

The Licensee is solely responsible for determining what additional insurance coverage, if any, is necessary or advisable for the protection of the Licensee or that is required by the Licensee to fulfill its obligations under this Agreement, with such additional insurance maintained and provided at the sole expense of the Licensee and with the Licensee being responsible for obtaining whatever additional insurance it deems necessary.

The RDCK may, at its discretion, notify the Licensee that the terms, amounts and types of insurance required to be obtained by the Licensee hereunder be changed.

7.2 Limitation of Liability

Except as expressly provided in this Agreement, the Regional District, or any of its respective directors, officers, employees, contractor, landlords or agents, will not be liable to the Licensee for any special, incidental, indirect, punitive or consequential damages in connection with or arising from the performance of their obligations

under this Agreement. This limitation on damages will not apply in the event of an intentional or willful breach by the Regional District of its obligations hereunder.

7.3 Indemnity

The Licensee must indemnify and save harmless the Regional District, their employees and agents (each a **Regional District of Central Kootenay Indemnified Person**) from any losses, claims, damages, actions, causes of action, costs and expenses that a Regional District of Central Kootenay Indemnified Person may sustain, incur, suffer or be put to at any time, either before or after this contract ends, which are based upon, arise out of or occur, directly or indirectly, by reason of, any act or omission by the Licensee or by any of the Licensee's agents, employees, officers, directors, or subcontractors related to this Agreement, except to the extent, if any, to which such Liability arises out of or is attributable to the negligence of the Regional District, and its officers, directors, employees and agents. The Regional District is entitled to enforce the indemnity obligations of Regional District of Central Kootenay Indemnified Persons on their behalf.

8. NOTICES

8.1 Notices

Any Notice pursuant to this Agreement shall be sufficiently given in writing and personally served, or sent by email or registered mail, and addressed or sent as specified below:

If to the Regional District:

Attention: General Manager of Environmental Services
Address: Box 590, 202 Lakeside Drive, Nelson BC, V1L 5R4
Email contact: uwolf@rdck.bc.ca

If to the Licensee:

Attention: Bill Penner, Agreement Administrator
Address: 410 Monashee Ave, Edgewood BC V0G 1J0
Email contact: pennerbilly@hotmail.com

8.2 Receipt

Where a Notice is delivered personally it shall be deemed to have been received the same Business Day, or if the day on which the Notice was sent is not a Business Day the Notice shall be deemed to have been received on the next Business Day. Where a Notice is sent by registered mail it shall be deemed to have been received three (3) Business Days after the date of mailing. In no event should any Notice be sent by mail during any period of interrupted or threatened interruption of postal service. Where notice is delivered by facsimile, it shall be deemed to have been received on the next Business Day provided that the person sending the facsimile has receipt verifying that the facsimile was transmitted to the intended recipient.

8.3 Change of Address

Either party may change its address or particulars for purposes of the receipt of any Notices in connection with this Agreement by giving notice in the same manner as provided in this Agreement.

9. MISCELLANEOUS

9.1 Entire Agreement

As of the Commencement Date this Agreement cancels, replaces and supersedes all existing agreements and understandings, written or oral, between the parties relating to the subject matter of this Agreement. The whole contract between the parties is contained in this Agreement and no preliminary proposals, written or oral, form any part of this Agreement. This Agreement may not be amended or modified except by mutual agreement of the parties in writing.

9.2 Waiver

No failure by either to exercise any right under this Agreement or to insist upon full compliance by the other party with its obligations under this Agreement will constitute a waiver of any provision of this Agreement. No waiver shall be effective unless made in writing by an authorized officer of the party.

9.3 Successors and Assigns

This Agreement shall not be assigned by either party, in whole or in part, without the express written consent of the other party which consent shall not unreasonably be withheld or unduly delayed. This Agreement shall be binding upon and shall endure to the benefit of the parties and their respective successors and permitted assigns.

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	EDGEWOOD VOLUNTEER FIRE DEPARTMENT
<hr/> <p>(Signature of Authorized Signatory)</p>	<hr/> <p>(Signature of Authorized Signatory)</p>
<p>Uli Wolf, General Manager of Environmental Services</p> <hr/>	<hr/>
<p>(Name and Title of Authorized Signatory)</p>	<p>(Name and Title of Authorized Signatory)</p>
<hr/> <p>(Signature of Authorized Signatory)</p>	<hr/> <p>(Signature of Authorized Signatory)</p>
<p>Mike Morrison, Corporate Officer</p> <hr/>	<hr/>
<p>(Name and Title of Authorized Signatory)</p>	<p>(Name and Title of Authorized Signatory)</p>

SCHEDULE A: COMMENCEMENT DATE AND TERM

For the purposes of this Agreement, the following terms shall apply:

- a. The Commencement Date is August 18, 2023; and
- b. The Term of the Agreement is for five (5) years starting the Commencement Date and expiring on the last Business Day before the fifth anniversary thereof unless otherwise renewed.

SCHEDULE B: LICENSOR'S PREMISES

The Licensor's Premises shall include the Eagle Creek wells and all appurtenances as located in the following plan.

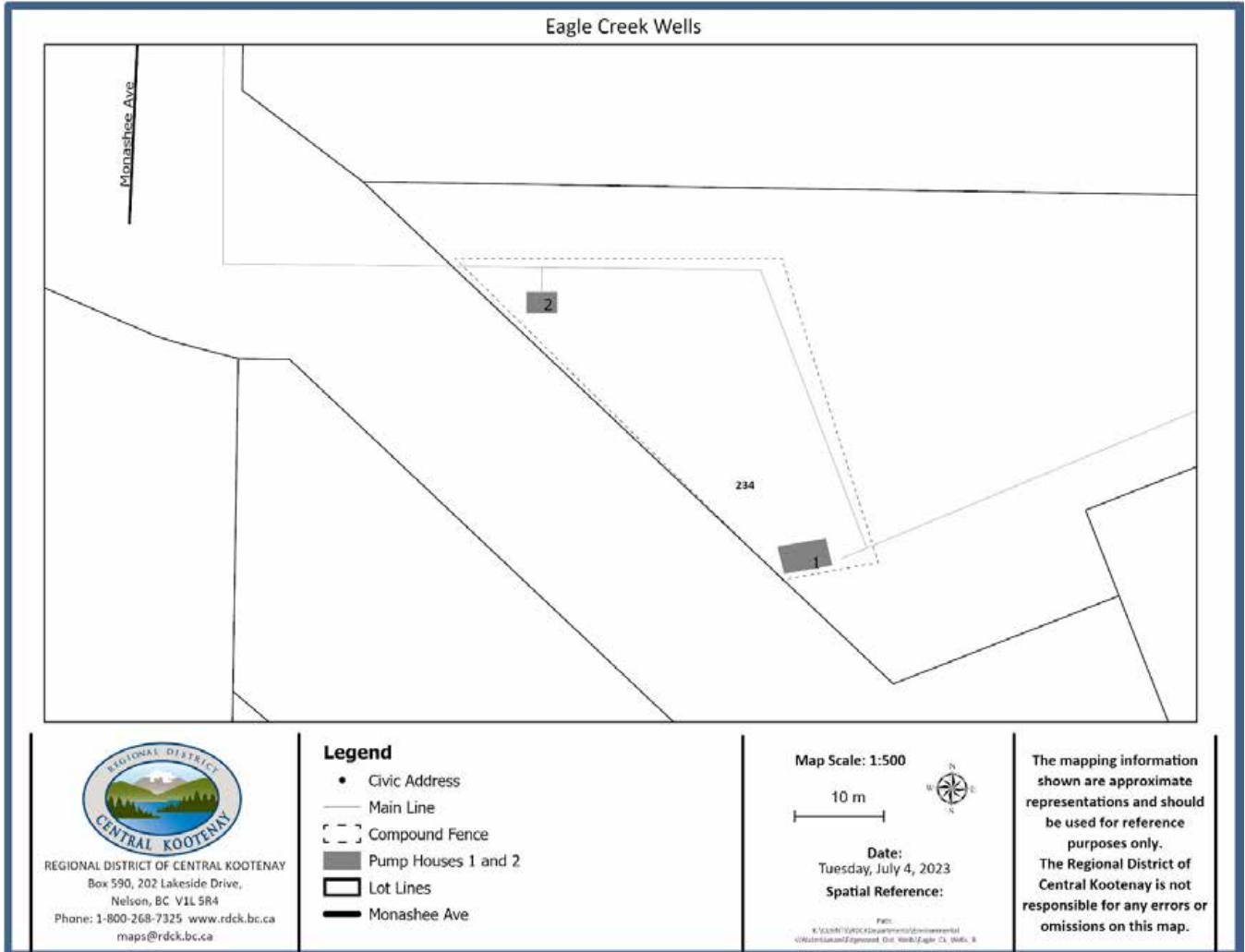


Figure 1: Map of fenced compound and water infrastructure on the property legally described as Lot A Plan NEP91691 DL 182A Kootenay Land District and District Lot 183A

SCHEDULE C: SITE ACCESS AGREEMENT

Site access to the fenced compound where the Eagle Creek wells are located (see Schedule B) is provided to the Edgewood Volunteer Fire Department Society’s appointed representatives. The Society’s appointed representative(s) will be required to sign the RDCK Water Key Issuance Agreement, example shown below:



WATER KEY ISSUANCE

Date Key(s) Issued: _____

Reason Key Issued: _____

Company Name: _____

Contact Name: _____ **EXAMPLE** _____

Mailing Address: _____

Phone Number: _____ Cell Number: _____

Email Address: _____

Terms and Conditions of Key Issuance:

1. The key(s) is(are) to be used to access the water facility for the designated use only.
2. The door must be securely locked on entry & exit.
3. The key(s) is/are the property of the RDCK and must be returned immediately upon request.
4. Failure to comply with these terms and conditions will result in the key issuance being revoked and may result in an invoice for unreturned keys (\$50/key).

I, _____, hereby acknowledge receipt of the key(s) listed below. I further acknowledge that the key(s) is/are the property of the Regional District of Central Kootenay and I agree to return the key(s) immediately upon request.

Company Representative Signature: _____

Printed Name of Representative: _____

- FOR OFFICE USE ONLY -

Date Keys Issued: _____	Key(s) Issued: _____
Authorized by (signature): _____	Print Name: _____
Access Start Date: _____	Project End Date: _____
Key Deposit Required: _____	Date Received: _____
Date Key(s) Returned: _____	Date of Refund: _____
Amount Due for unreturned keys: _____	Date of Invoice: _____
Date Amount Received: _____	Fwd to Finance: _____



Board Report

Date of Report: July 31, 2023
Date & Type of Meeting: August 17, 2023 Open Regular Board Meeting
Author: Patrick Thrift, Project Manager
Subject: Tarrys Fire Hall Insulation and Cladding Upgrades – Contract Award
File: <\\files\RDCK\01\0600\20\2022 Projects\2022 Firehall Projects\07-Procurement\INSUL-TAR\Tender>
Electoral Area/Municipality: Area I

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to request award of contract for Goods and Services to Valhalla Concepts Ltd.

SECTION 2: BACKGROUND/ANALYSIS

The RDCK issued an RFQ for supply and installation services for building envelope upgrades of Tarrys Firehall on June 6, 2023. The scope of work includes the supply and installation of all labor, equipment and materials required to install new exterior insulation, air barrier and metal wall cladding over all currently uninsulated building faces, and to replace all existing windows.

There were two (2) formal responses submitted on the closing date of July 19, 2023. The results of the RFQ were as follows (GST is not included in the prices below):

North Mountain Construction Ltd.	\$ 197,000
Valhalla Concepts Ltd.	\$ 104,000

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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

The project budget consists of funds from the following sources:

Previously approved Community Works funding application dated 2022/03/01 -	\$ 70,000
Recently submitted Community Works funding application dated 2023/07/31 -	\$ 35,000
Tarrys Firehall operational budget -	<u>\$ 6,500</u>
Total available funding:	\$ 111,500

The form of the contract is the standard Goods and Services Contract template.

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

A Building Permit is required and will be obtained by the Project Manager.

3.3 Environmental Considerations

All construction will undertake appropriate environmental assessments as required. All construction waste and debris to be segregated and recycled / disposed of appropriately.

3.4 Social Considerations:

n/a

3.5 Economic Considerations:

The proposed building envelope upgrades will not only enhance the structure's resiliency and lifecycle, but also lead to a reduction in heat loss and gain and annual energy consumption.

3.6 Communication Considerations:

n/a

3.7 Staffing/Departmental Workplan Considerations:

This project is in the work plan for project management staff.

3.8 Board Strategic Plan/Priorities Considerations:

- To Manage our Assets and Operations in a Fiscally Responsible Manner

SECTION 4: OPTIONS & PROS / CONS

Option 1: That the Board award the Goods and Services contract for the supply and installation of insulation and cladding upgrades for Tarrys Firehall to Valhalla Concepts Ltd. In the amount of \$ 104,000 plus GST.

Pros:

- Construction can begin as soon as a Building Permit is issued
- Lowest cost with all project details investigated and approved prior to start of work

Cons:

- None

Option 2: That the Board does not award the Goods and Services contract for the supply and installation of insulation and cladding upgrades for Tarrys Firehall to Valhalla Concepts Ltd.

Pros:

- Additional quotes from vendors for the scope of work can be solicited.

Cons:

- Valhalla Concepts Ltd has satisfactorily completed similar upgrade projects for the RDCK and has demonstrated abilities to complete the proposed work; bringing in another contractor may lead to scope changes and/or delays.
- Higher construction/installation costs as construction costs are increasing significantly year over year.

SECTION 5: RECOMMENDATIONS

That the Board award the Goods and Services contract for the supply and installation of insulation and cladding upgrades for Tarrys Firehall to Valhalla Concepts Ltd. In the amount of \$ 104,000 plus GST; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of **\$104,000 plus GST**; AND FURTHER, that the cost be included in the 2023 Financial Plan for Service S137 Fire Protection - Area I.

Respectfully submitted,
Patrick Thrift, Project Manager

CONCURRENCE

Stuart Horn - Chief Administrative Officer	Approved
Yev Malloff – Chief Financial Officer	Approved
Nora Hannon – Regional Fire Chief	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: Basin Food c/o Columbia Basin Trust	Date of Application: 08/02/2023
Contact Name: Shauna Fidler	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
Mailing Address: PO 215 Slocan BC V0G2C0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 551-9222	Email: shauna@basinfood.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.*

Since 2018 The Basin Food Summit / Food & Buyer Expo (FABx) has been supporting the development of Farm and Food business through an annual Industry gathering. Year after year, FABx continues to grow in popularity, providing a wealth of opportunities for both new & experienced food producers and farmers. This includes business development workshops, influential speakers, industry networking, sales opportunities, and essential insights to propel their food businesses to new heights. FABx's core mission is to support and celebrate food producers by fostering a thriving environment for food businesses from across the Columbia Basin to connect with industry peers and food buyers. Organization of the event will be in partnership with; The Creston Farmers Market + Food Action Coalition, The Creston Museum and Creston ...

Grant Application:

Total Grant Requested: \$ 5000	Which funding criterial objective does this project meet? <input type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
Columbia Basin Trust - committed \$70000

ETS BC - requested \$5000...
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:
2023-08-02 13:10:52

Signature

Shauna Fidler

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$1500
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: Basin Food c/o Columbia Basin Trust	Date of Application: 08/02/2023
Contact Name: Shauna Fidler	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: C <input type="checkbox"/> Municipality:
Mailing Address: PO 215 Slocan BC V0G2C0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 551-9222	Email: shauna@basinfood.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.*

Since 2018 The Basin Food Summit / Food & Buyer Expo (FABx) has been supporting the development of Farm and Food business through an annual Industry gathering. Year after year, FABx continues to grow in popularity, providing a wealth of opportunities for both new & experienced food producers and farmers. This includes business development workshops, influential speakers, industry networking, sales opportunities, and essential insights to propel their food businesses to new heights. FABx's core mission is to support and celebrate food producers by fostering a thriving environment for food businesses from across the Columbia Basin to connect with industry peers and food buyers. Organization of the event will be in partnership with; The Creston Farmers Market + Food Action Coalition, The Creston Museum and Creston resident contractors. Themes within the summit will celebrate the Creston area's rich farming history and its many food success stories and ...

Grant Application:

Total Grant Requested: \$ 5000	Which funding criterial objective does this project meet? <input type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
Columbia Basin Trust - committed \$70000

Delows Independent Grocery Creston - committed \$1500...
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:
2023-08-02 13:06:40

Signature

Shauna Fidler

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$1000
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Village of Salmo	Date of Application: 07/19/2023
Contact Name: Brandy Jessup	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: G <input type="checkbox"/> Municipality:
Mailing Address: Box 1000 Salmo BC V0G 1Z0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 357-9433	Email: brandy.jessup@salmo.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.*

Community engagement to determine the area/s to have transit service.

Grant Application:

Total Grant Requested: \$4725	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Village of Salmo \$4725	
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:
2023-07-19 18:30:29

Signature

Brandy Jessup

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$4725
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: Kootenay Yoga Festival	Date of Application: 08/03/2023
Contact Name: Alison Evin	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality:
Mailing Address: 514 Vernon Street P.O. Box 1093, Station Main Nelson BC V1L6H3	Payment Type: <input checked="" type="radio"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 777-4396	Email: alison@kootenayyogafestival.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.*

please see attached document

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"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
please see attached document

Previous Discretionary Grants Received – Year and Amount: 0

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:
2023-08-04 12:34:20

Signature

Alison Evin

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$1000
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Castlegar & District Community Services Society	Date of Application: 07/27/2023
Contact Name: Heather Wiese/Reidun Rosi	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality:
Mailing Address: 1007 2nd Street Castlegar BC V1N 1Y4	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 365-2104	Email: info@cdcss.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.*

We offer free swim passes to families and individuals in need (low income).

Grant Application:

Total Grant Requested: \$250.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: As a non-profit society, we rely on funding/grant and donations from government and other agencies, as well as service clubs, ...	
Previous Discretionary Grants Received – Year and Amount: 2022-\$250.00	
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.	
 Signature	Reidun Rosi Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$250
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: VOS-Yoga Festival	Date of Application: June 20, 2023
Contact Name: Michelle Gordon, CAO	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: SLOCAN <input checked="" type="checkbox"/> Municipality: SLOCAN
Mailing Address: PO Box 50 503 Slocan Street Slocan, BC V0G 2C0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: 250-355-2277	Email: cao@villageofslocan.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.*

Kootenay Yoga Festival - Council Contribution

Grant Application:

Total Grant Requested: \$ 75	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Discretionary Grants Received – Year and Amount: 2022

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.

 _____ Signature	Michelle Gordon, CAO _____ Print Name
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Authorization Jessica Lunn, MAYOR

Signature of Area Director	Total Grant Approved \$ 75.00
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: Columbia Basin Environmental Education Network	Date of Application: 07/19/2023
Contact Name: Mia King	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
Mailing Address: PO Box 46 Invermere BC VOA 1K0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 814-4843	Email: wildvoices@cbeen.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..)

CBEEN is the regional network for environmental education in the Columbia Basin. Since 2008, CBEEN has delivered the Wild Voices for Kids Program, delivering hands-on localized environmental learning experiences for K-12 students ranging in topics including ecosystems and wildlife, climate change, sustainable food systems, forestry, etc. Funds requested from RDCK B will go directly towards delivery expenses for programs to students at Canyon-Lister Elementary, Erikson Elementary, and Creston Valley Secondary schools. These expenses include honoraria for the community educators and bussing costs to program field study sites.

Grant Application:

Total Grant Requested: \$ 500	Which funding critical objective does this project meet? <input type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: BC Hydro - \$4000 (confirmed) BC Parks - \$3500 (confirmed)	
Previous Community Development Grants Received – Year and Amount: \$500 in 2022	

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:
2023-07-19 15:33:10

Signature

Mia King

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$500
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Town of Creston	Date of Application: 08/09/2023
Contact Name: Cathy Chapman	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
Mailing Address: Box 1339 Creston BC V0B1G0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 428-2214	Email: health@creston.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 week, CVHWG has received a very late notice of invitation to attend recruiting events in Glasgow, Scotland and Dublin Ireland. This was offered via The Canadian Association of Staff Physician Recruiters, at a significantly reduced rate.

The events will be held in October, 2023, to speak with 300~ Canadian medical students with potential of them repatriating to Canada and, specifically encourage them to consider the Creston Valley.

In addition, we will have the ability to reach out to practising UK physicians, to promote the Creston Valley as an option for relocation consideration. This is a new event option for CVHWG which could have great present & future potential.

Grant Application:

Total Grant Requested: \$ 4000.00	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 We are requesting the amount of \$10,000 which less than the total cost of the Recruiting events and are looking for cost savings within the existing CVHWG budget. \$4000 Area B / \$2000 Area C / \$4000 Town of Creston

Previous Community Development Grants Received – Year and Amount:

0.00

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.

Cathy Chapman Signed at:
2023-08-09 22:55:12

Cathy Chapman for CVHWG

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$4000
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Board Approved Date:	Resolution #
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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: Lardeau Fire Prevention Association	Date of Application: 07/25/2023
Contact Name: Rob Girard	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: D <input type="checkbox"/> Municipality:
Mailing Address: RR1 S1 C9 602 6th Ave -Lardeau Kaslo BC VOG 1M0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 814-8366	Email: robgirard64@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..)

Lardeau Fire Prevention Association's (LFPA) Wildfire Structural Protection Sprinkler System Project is now operational. With the generous support of Columbia Basin Trust and the Regional District of Central Kootenay, we were able to fund majority of our Structural Sprinkler Protection Program that sprinkler protects the 65 properties and residences in our Community of Lardeau. Brad Bennett, Sprinkler Protection Specialist with the MOF Wildfire Branch, developed a Lardeau Community Structure Protection Plan in 2022 that allowed LFPA to purchase majority of our equipment in 2023. Key LFPA members received basic Structure Sprinkler Training and as well Wildland Firefighter Training. During the early planning stages, we anticipated one of our 4 sprinkler zones might be under sized for one pump based on the large number ...

Grant Application:

Total Grant Requested: \$ 5,000.00	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 \$5,000.00 RDCK
 \$4,709.00 Columbia Basin Trust

Previous Community Development Grants Received – Year and Amount:

2022 \$5000.00 towards pump for SPU trailer

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:
2023-07-27 00:07:14

Rob Girard

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 5000
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 Tennis Club (NTC)	Date of Application: 07/27/2023
Contact Name: Keith Bridger	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality:
Mailing Address: 2162 Hwy 3A Nelson BC V1L 6K5	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 825-4688	Email: keithbridger51@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 LVR Multisport Facility project, undertaken in 2018 by the NTC, is on the verge of completion after the construction of 4 tennis and 4 pickleball courts, a basketball half court, and a courtside Facility Centre. Final inspection of the Facility Centre, however, indicated the need for a disabled access railing along the 40ft entrance ramp. The NTC will provide the volunteer labour to do the installation, but we are seeking assistance in purchasing the railing materials, which, done to code, will cost \$3,900.

Grant Application:

Total Grant Requested: \$ 500.00	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
----------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 RDCK Area F \$3,400; approved, not received.

Previous Community Development Grants Received – Year and Amount:
 2022 - \$500 (this may have been a Discretionary Grant)

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:
2023-07-28 14:17:38

Signature

Keith Bridger

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$500
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Nelson Public Library	Date of Application: 07/24/2023
Contact Name: Tracey Therrien	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: F <input type="checkbox"/> Municipality:
Mailing Address: 602 Stanley Street Nelson British Columbia V1L 1N4	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input 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..)

Supporting ongoing increasing library operational costs.

Grant Application:

Total Grant Requested: \$ 3839	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: RDCK Area H: \$2,731 (pending) RDCK Area F: \$16,000 (April 2023)	
Previous Community Development Grants Received – Year and Amount: 2022, Area F: \$3,764	

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:
2023-03-21 10:42:33

Signature

Tracey Therrien

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$3839
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 Tennis Club	Date of Application: 07/28/2023
Contact Name: Keith Bridger	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: F <input type="checkbox"/> Municipality:
Mailing Address: 2162 Hwy 3A Nelson BC V1L 6K5	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 825-4688	Email: keithbridger51@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 LVR Multisport Facility project, undertaken in 2018 by the NTC, is on the verge of completion after the construction of 4 tennis and 4 pickleball courts, a basketball half court, and a courtside Facility Centre.
 Final inspection of the Facility Centre, however, indicated the need for a disabled access railing along the 40ft entrance ramp. The NTC will provide the volunteer labour for installation, but is seeking financial assistance in purchasing the railing materials, which done to code, will cost \$3,900.

Grant Application:

Total Grant Requested: \$ 3,400	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: RDCK Area E \$500	
Previous Community Development Grants Received – Year and Amount: 2022 - \$500 (this may have been a Discretionary Grant)	

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:
2023-07-28 16:42:12

Signature

keith bridger

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$3400
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: Columbia Basin Environmental Education Network	Date of Application: 07/19/2023
Contact Name: Mia King	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality:
Mailing Address: PO Box 46 Invermere BC VOA 1K0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 814-4843	Email: wildvoices@cbeen.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..)

CBEEN is the regional network for environmental education in the Columbia Basin. Since 2008, CBEEN has delivered the Wild Voices for Kids Program, delivering hands-on localized environmental learning experiences for K-12 students ranging in topics from ecosystems and wildlife, climate change, sustainable food systems, forestry, etc. Funds requested from RDCK H will go directly towards delivery expenses (honoraria for community educators and bussing costs to program field study sites) for local programs.

Grant Application:

Total Grant Requested: \$ 500	Which funding critical objective does this project meet? <input type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

BC Hydro - \$4000 (confirmed)
 BC Parks Enhancement - \$3500 (confirmed)
 Science World - \$2350 (confirmed)

Previous Community Development Grants Received – Year and Amount:

RDCK H - \$600 2017, \$800 2018-2020, \$800 2022

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:
2023-07-19 16:03:54

Mia King

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$500
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Slocan Solutions	Date of Application: 07/24/2023
Contact Name: Cora Skaien	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality:
Mailing Address: P.O. Box 182 Slocan BC V0G2C0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (778) 987-3652	Email: cora.skaien@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..)

This project offers up to \$250 per applicant for either electric fencing (on conjunction with Valhalla Wilderness Society) or to replace a fruit tree. Fruit trees are the most reported attractant locally bringing bears into our communities and acreages (see WildSafeBC 2022 annual report), and a properly installed and maintained electric fence is shown to be the most effective way to protect this investment. However, not all home-owners reside locally year-round and may benefit more from removing their fruit tree and replacing it with a non-fruit bearing alternative. This program provides cost-shares to help meet the needs of each client, with agreed upon funds provided upon receipts for items or services. For electric fence materials in Area H, \$100 will be provided to complement the VWS funds which covers only the energizer, and \$250 will be provided to remove a fruit tree that is not being managed. This year will be a pilot year to assess demand and price-point ...

Grant Application:

Total Grant Requested: \$ 1500	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

1. RDCK ReDi grant - \$2250 (\$1500 New Denver, \$500 Silvertown, \$250 Area H) - confirmed
2. WildSafeBC - \$250 (to cover admin costs for WildSafeBC Coordinator to manage program) - confirmed
3. RDCK Community Development Grant for Area H - \$1500 - not confirmed.

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:
2023-07-24 21:50:58

Cora Skaien

Signature

Print Name

Authorization

Signature of Area Director	Signed by director	Total Grant Approved \$	\$1500
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: New Denver Hospice Society	Date of Application: 07/28/2023
Contact Name: Katrina Sumrall	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality:
Mailing Address: Box 217 New Denver BC V0G1S0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 265-8648	Email: katrinarae.sumrall@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach 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..)

Hospice Volunteer training is an intensive 30 hour course designed to support individuals who are willing to become Hospice Volunteers. The course is spread over 4- 6 consecutive days. We invite medical professionals and nurses in to help guide the learning. The course itself will be facilitated by a Social worker who has experience working in Palliative care. We like to provide materials and meals at no additional costs to participants. Recently we had an unprecedented situation where there were three individuals in our care facility who were all in the final stages of life. Working to have sufficient volunteers was a stretch. We feel a tremendous need to have more volunteers as we believe there are more people who will be requiring our help. We are anxious to offer a training session this fall. Support from Regional District will be extremely helpful. Funds will be use to pay the facilitators and provide some of the general expenses for printing, and meals.

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 type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Garlic Fest fundraising\$2000.00
 Friday Market Donations\$300.00
 Community Development Funds.....\$2000.00

Previous Community Development Grants Received – Year and Amount:

Not Sure

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:
2023-07-28 13:12:19

Katrina Sumrall

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 2000
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Board Approved Date:	Resolution #
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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: 07/24/2023
Contact Name: Tracey Therrien	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality:
Mailing Address: 602 Stanley Street Nelson British Columbia V1L 1N4	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input 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..)

Supporting ongoing increasing library operational costs.

Grant Application:

Total Grant Requested: \$ 2731	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: RDCK Area F: \$3,839 (pending) RDCK Area E: \$16,000 (April 2023)	
Previous Community Development Grants Received – Year and Amount: 2022, Area H: \$2,678	

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:
2023-03-21 10:42:33

Signature

Tracey Therrien

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$2731
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: Columbia Basin Environmental Education Network	Date of Application: 07/19/2023
Contact Name: Mia King	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality:
Mailing Address: PO Box 46 Invermere BC VOA 1K0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 814-4843	Email: wildvoices@cbeen.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..)

CBEEN is the regional network for environmental education in the Columbia Basin. Since 2008, CBEEN has delivered the Wild Voices for Kids Program, delivering hands-on localized environmental learning experiences for K-12 students ranging in topics from ecosystems and wildlife, climate change, sustainable food systems, forestry, etc. Funds requested from RDCK I will go directly towards delivery expenses (honoraria for community educators and bussing costs to program field study sites) for local programs.

Grant Application:

Total Grant Requested: \$ 600	Which funding criterial objective does this project meet? <input type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 BC Hydro - \$4000 (confirmed)
 BC Parks Enhancement - \$3500 (confirmed)
 Science World - \$2350 (confirmed)

Previous Community Development Grants Received – Year and Amount:

RDCK I - \$500 2017, \$600 2018, \$500 2019, 2022

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.

Mia King Signed at:
 2023-07-19 16:10:46

Mia King

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$600
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: Columbia Basin Environmental Education Network	Date of Application: 07/19/2023
Contact Name: Mia King	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: J <input type="checkbox"/> Municipality:
Mailing Address: PO Box 46 Invermere BC VOA 1K0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 814-4843	Email: wildvoices@cbeen.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..)

CBEEN is the regional network for environmental education in the Columbia Basin. Since 2008, CBEEN has delivered the Wild Voices for Kids Program, delivering hands-on localized environmental learning experiences for K-12 students ranging in topics from ecosystems and wildlife, climate change, sustainable food systems, forestry, etc. Funds requested from RDCK I will go directly towards delivery expenses (honoraria for community educators and bussing costs to program field study sites) for local programs.

Grant Application:

Total Grant Requested: \$ 400	Which funding criterial objective does this project meet? <input type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: BC Hydro - \$4000 (confirmed) BC Parks Enhancement - \$3500 (confirmed) Science World - \$2350 (confirmed)	
Previous Community Development Grants Received – Year and Amount: RDCK J - \$300 2017, \$400 2018, 2019, 2022	

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: 2023-07-19 16:13:57	Mia King
Signature	Print Name

Authorization

Signature of Area Director _____ Signed by director	Total Grant Approved \$ \$400
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: Burton Community Association	Date of Application: 08/09/2023
Contact Name: Sarah Holst	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: K <input type="checkbox"/> Municipality:
Mailing Address: PO box 83 Burton BC V0G 1R0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (403) 880-8317	Email: SarahcHolst@outlook.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..)

Rejuvenate the Burton community baseball diamond.

Grant Application:

Total Grant Requested: \$ 12,000	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:

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:
2023-08-09 17:33:26

Sarah Holst

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ \$12,000
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: VOS - SVOA Fencing	Date of Application: June 20, 2023
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 V0G 2C0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer Village of Slocan - Box 50 <input checked="" type="checkbox"/> Mailed cheque
Phone #: 250-355-2277	Email: cao@villageofslocan.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..)

Slocan Valley Outriders Association - Perimeter Fencing Project - Council Contribution

Grant Application:

Total Grant Requested: \$ 300	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

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	Michelle Gordon, CAO _____ Print Name
------------------------	---------------------------------------------

Authorization Jessica Lunn, MAYOR	Total Grant Approved \$ 3000
Signature of Area Director _____	Resolution #
Board Approved Date:	



Regional District of Central Kootenay

RURAL AFFAIRS COMMITTEE MEETING

Open Meeting Minutes

Wednesday, August 16, 2023

9:00 a.m.

Hybrid Model - In-person and Remote

RDCK Board Room, 202 Lakeside Dr., Nelson, BC

COMMITTEE MEMBERS

PRESENT

Chair G. Jackman	Electoral Area A - In-person
Director R. Tierney	Electoral Area B - In-person
Director K. Vandenberghe	Electoral Area C - In-person
Director A. Watson	Electoral Area D - In-person
Director C. Graham	Electoral Area E
Director T. Newell	Electoral Area F - In-person
Director H. Cunningham	Electoral Area G - In-person
Director A. Davidoff	Electoral Area I
Director H. Hanegraaf	Electoral Area J - In-person
Director T. Weatherhead	Electoral Area K - In-person

COMMITTEE MEMBERS

ABSENT

Director W. Popoff	Electoral Area H
--------------------	------------------

GUEST DIRECTOR

Director D. Lockwood	Village of Salmo – In-person
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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
J. Southam	Building Manager - Training & Development
Z. Giacomazzo	Planner
S. Chezenko	Planner

C. Scott	Planner
A. Fletcher	Planning Assistant
J. Dupius	Bylaw Enforcement Supervisor
U. Wolf	General Manager of Environmental Services
E. Senyk	Water Services Liaison
M. Nakonechny	Acting Grants Coordinator
C. Hopkyns	Corporate Administrative Coordinator – Meeting Coordinator

1. WEBEX REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote.

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=ma4f0e3282246267efbf4363913882dac>

Join by Phone:

1-844-426-4405 Canada Toll Free

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

Meeting Number (access code): 2774 127 6934

Meeting Password: 8gM9KS8BSnv

In-Person Location: Boardroom - 202 Lakeside Drive, Nelson B.C.

2. CALL TO ORDER

Board Chair Jackman called the meeting to order at 9:00 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 August 16, 2023 Rural Affairs Committee meeting be adopted as circulated.

Carried

5. DELEGATIONS

Item 6.12 – Michael Bourcier

Item 6.14 – Tim Boyce & Sky McKay

Item 6.15 – Kristina Bell, Cypress Land Services Inc. – Land Use Planner

6. PLANNING & BUILDING

6.1 BUILDING BYLAW CONTRAVENTION - DEMERS

File No.: 3135-20-E-707.07846.010-BP025069

3311 Kenville Road

(Catherine & James Demers)

Electoral Area E

The Committee Report dated May 3, 2022, re: Building Bylaw Contravention - Demers, has been received.

- No delegation was present.
- John Southam, Building Manager, had no additional information.
- Chair Jackman 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 3311 Kenville Road, Electoral Area E and legally described as LOT 1, PLAN EPP5888, DISTRICT LOT 5284, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

6.2 BUILDING BYLAW CONTRAVENTION - JOHNSTON

File No.: 3135-20- F-707.08901.010-25072

4718 Bain Road

(Gabriel Johnston)

Electoral Area F

The Committee Report dated June 22, 2023, re: Building Bylaw Contravention - Johnston, has been received.

- No delegation was present.
- Chris Gainham, Building Manager, had no additional information.

- Chair Jackman 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 4718 Bain Road, Electoral Area F and legally described as LOT 1, PLAN NEP70946, DISTRICT LOT 7360, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

6.3 BUILDING BYLAW CONTRAVENTION - NATURE'S GALLERY LIMITED

File No.: 3135-20-G-707.05662.200-BP21819

3838 Highway 3B – Manufactured Home

(Nature's Gallery Limited, Inc.# 0814650)

Electoral Area G

The Committee Report dated March 31, 2023 from, re: Building Bylaw Contravention – Nature's Gallery Limited, has been received.

Referred July 19, 2023 to August 16, 2023

- No delegation was present.
- Sangita Sudan, General Manager of Development and Community Sustainability Initiatives, shared she had been in contact with the property owner last month but there has been no further communication. Director Cunningham asked for referral to the October meeting to allow more time for property owner to work with staff.
- Chair Jackman thanked staff and referred the recommendation to Committee for consideration.

Moved and seconded,

And Resolved:

That the following motion BE REFERRED to the October 18, 2023 Rural Affairs Committee meeting:

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 3838 Highway 3B, Electoral Area G and legally described as LOT 2, PLAN NEP13779, DISTRICT LOT 1237, KOOTENAY LAND DISTRICT MANUFACTURED HOME REG. # 98880., 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 - NATURE'S GALLERY LIMITED

File No.: 3135-20-G-707.05662.200-BP21819

3838 Highway 3B - Two Accessory Buildings

(Nature's Gallery Limited, Inc. #0814650)

Electoral Area G

The Committee Report dated March 31, 2023, re: Building Bylaw Contravention - Nature's Gallery Limited, has been received. Referred July 19, 2023 to August 16, 2023

- No delegation was present.
- Sangita Sudan, General Manager of Development and Community Sustainability Initiatives, shared she had been in contact with the property owner last month but there has been no further communication. Director Cunningham asked for referral to the October meeting to allow more time for property owner to work with staff.
- Chair Jackman thanked staff and referred the recommendation to Committee for consideration.

Moved and seconded,

And resolved:

That the following motion BE REFERRED to the October 18, 2023 Rural Affairs Committee meeting:

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 3838 Highway 3B, Electoral Area G and legally described as LOT 2, PLAN NEP13779, DISTRICT LOT 1237, KOOTENAY LAND DISTRICT MANUFACTURED HOME REG. # 98880., 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 BUILDING BYLAW CONTRAVENTION - POITRAS**File No.: 3135-20-G-707.01372.050-BP023019****231 Porcupine Creek Road - Single Family Dwelling****(Jean Poitras)****Electoral Area G**

The Committee Report dated June 15, 2023, re: Building Bylaw Contravention - Poitras, has been received.

- No delegation was present.
- Chris Gainham, Building Manager, had no additional information.
- Chair Jackman 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 231 Porcupine Creek Road, Electoral Area G and legally described as LOT C, PLAN NEP10011, DISTRICT LOT 276, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

6.6 BUILDING BYLAW CONTRAVENTION - POITRAS**File No.: 3135-20-G-707.01372.050-BP023516****231 Porcupine Creek Road - Accessory Building****(Jean Poitras)****Electoral Area G**

The Committee Report dated June 15, 2023, re: Building Bylaw Contravention - Poitras, has been received.

- No delegation was present.
- Chris Gainham, Building Manager, had no additional information.
- Chair Jackman 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 231 Porcupine Creek Road, Electoral Area G and legally described as LOT C PLAN NEP10011 DISTRICT LOT 276 KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

6.7 BUILDING BYLAW CONTRAVENTION - GALE & THOMPSON

File No.: 3135-20- H-710.01083.110-SWO00237

Wilson Creek Road Rural - 016-183-401

(Gale & Thompson)

Electoral Area H

The Committee Report dated June 21, 2023, re: Building Bylaw Contravention - Gale & Thompson, has been received.

- No delegation was present.
- Chris Gainham, Building Manager, had no additional information. The signed Filing of Section 57 Notice was received from the property owner.
- Chair Jackman thanked staff and referred the recommendation to Committee for consideration.

Moved and seconded,

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 Wilson Creek Road Rural - 016-183-401, Electoral Area H and legally described as LOT 11, BLOCK 2, PLAN NEP569, DISTRICT LOT 298, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

6.8 BUILDING BYLAW CONTRAVENTION - GOODERHAM**File No.: 3135-20- H- 707.22080.500-SWO00220****7381 Avis Road****(Eliza Gooderham)****Electoral Area H**

The Committee Report dated June 22, 2023, re: Building Bylaw Contravention - Gooderham, has been received.

- No delegation was present.
- Chris Gainham, Building Manager, had no additional information.
- Chair Jackman thanked staff and referred the recommendation to Committee for consideration.

Moved and seconded,

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 7381 Avis Road, Electoral Area H and legally described as LOT 2, PLAN NEP15266, DISTRICT LOT 8338, KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

6.9 BUILDING BYLAW CONTRAVENTION - MALCOLM & BERNAR**File No.: 3135-20- H-707.21865.950 BP24353****3802 Little Slocan South Road****(Mark Malcolm & Raffaella Bernar)****Electoral Area H**

The Committee Report dated March 24, 2023, re: Building Bylaw Contravention – Malcolm & Bernar, has been received.

Referred July 19, 2023 to August 16, 2023

- No delegation was present.
- John Southam, Building Manager, shared that the property owner has applied for the permit, but staff still need to review the application. The Committee recommended referral to the November 15, 2023 meeting to allow time for staff to plan check the application.

- Chair Jackman thanked staff and referred the recommendation to Committee for consideration.

Moved and seconded,
And resolved:

That the following motion BE REFERRED to the November 15, 2023 Rural Affairs Committee meeting:

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 3802 Little Slocan South Road, Electoral Area H and legally described as LOT 1, PLAN NEP1572, DISTRICT LOT 6897, KOOTENAY LAND DISTRICT PARCEL B, (SEE K10975), 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

6.10 BUILDING BYLAW CONTRAVENTION - DOMBROWSKI

File No.: 3135-20-I-709.08960.000-22475and25333

1696 Pass Creek Road

(Joachim & Joy Dombrowski)

Electoral Area I

The Committee Report dated June 8, 2023, re: Building Bylaw Contravention - Dombrowski, has been received.

- No delegation was present.
- Chris Gainham, Building Manager, shared staff have been in contact with the property owner and recommend referral to the October 18, 2023.
- Chair Jackman thanked staff and referred the recommendation to Committee for consideration.

Moved and seconded,
And resolved:

That the following motion BE REFERRED to the October 18, 2023 Rural Affairs Committee meeting:

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 1696 Pass Creek Road, Electoral Area I and legally described as LOT E, PLAN NEP2116, DISTRICT LOT 7455, KOOTENAY LAND DISTRICT FOR MHR #4937 SEE 709-08960.001, 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

6.11 AGRICULTURAL LAND RESERVE INCLUSION APPLICATION – KOKANEE SPRINGS RESORT LTD.

File No.: A2308A – Kokanee Springs Resort Ltd.

16082 Woolgar Road

(Kokanee Springs Resort Ltd.)

Electoral Area A

The Committee Report dated August 1, 2023 from Zachari Giacomazzo, Planner, re: Agricultural Land Reserve Inclusion Application – Kokanee Springs Resort Ltd., has been received.

Zachari Giacomazzo, Planner, answered the Committees questions.

Moved and seconded,

And resolved that it be recommended to the Board:

That the Board SUPPORT application A2308A for the proposed inclusion in the Agricultural Land Reserve proposed by Kokanee Springs Resort Ltd. for property located at 16082 Woolgar Road, Electoral Area A and legally described as LOT A, DISTRICT LOTS 3888, 5022 AND 7366, KOOTENAY DISTRICT PLAN NEP91692 (PID: 028-426-134).

Carried

6.12 SITE SPECIFIC EXEMPTION TO THE FLOODPLAIN MANAGEMENT BYLAW – BOURCIER

File No.: F2301J – Bourcier

Michael John Arthur Bourcier

(3974 Broadwater Road)

Electoral Area J

The Committee Report dated July 31, 2023 from Zachari Giacomazzo, Planner, re: Site Specific Exemption To The Flood Plain Management Bylaw - Bourcier , has been received.

The property owner provided the Committee with background information on the property.

Moved and seconded,
And resolved that it be recommended to the Board:

That the Board APPROVE a Site Specific Floodplain Exemption to permit the construction of a new residence with a floodplain setback of 23.5 metres in accordance with the Engineering Report prepared by Crowsnest Engineering Ltd. for property located at 3974 Broadwater Road, Electoral Area J and legally described as PARCEL 1 (REFERENCED PLAN 387521), BLOCK 8, DISTRICT LOT 4599, KOOTENAY DISTRICT PLAN 794 (PID: 008-494-622), SUBJECT to preparation by Michael John Arthur Bourcier 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

6.13 PLANNING PROCEDURES AND FEES BYLAW AMENDMENTS

File No.: \\FILES\RDCK\10\5110\20\RDCK PROCEDURES AND FEES\06-2023 HOUSEKEEPING AMENDMENTS

All Electoral Areas

The Committee Report dated August 2, 2023 from Corey Scott, Planner, re: Planning Procedures And Fees Bylaw Amendments, has been received.

Corey Scott, Planner, provided an overview to the Committee regarding the proposed amendments to the Regional District of Central Kootenay (RDCK) Planning Procedures and Fees Bylaw No. 2457; and that staff are seeking direction to investigate more substantive changes to the Planning Procedures and Fees Bylaw in order to respond to the need for more affordable and supportive housing as well as improve the effectiveness of existing processes.

Staff answered the Committee's questions.

Moved and seconded,
And resolved that it be recommended to the Board:

That the *Regional District of Central Kootenay Planning Procedures and Fees Amendment Bylaw No. 2919, 2023* be read a FIRST, SECOND and THIRD time by content.

Carried

Moved and seconded,
And resolved that it be recommended to the Board:

That the *Regional District of Central Kootenay Planning Procedures and Fees Amendment Bylaw No. 2919, 2023* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

Moved and seconded,

And resolved that it be recommended to the Board:

That the Board direct staff to prepare a report to bring back to Rural Affairs Committee on opportunities to respond to housing needs and improve administrative effectiveness through potential amendments to RDCK Planning Procedures and Fees Bylaw No. 2457, as described in the Committee Report "Planning Procedures and Fees Bylaw Amendments", dated August 2, 2023.

Carried

6.14 NON-MEDICAL CANNABIS RETAIL LICENCE REFERRAL - 1332920 B.C. LTD.

File No.: R2309B - 1332920 B.C. LTD.

9130 Highway 3 and 95

(1332920 B.C. Ltd.)

Electoral Area B

The Committee Report dated June 30, 2023 from Zachari Giacomazzo, Planner, re: Non-Medical Cannabis Retail Licence Referral - 1332920 B.C. Ltd., has been received.

Moved and seconded,

And resolved that it be recommended to the Board:

That in accordance with Section 33(1) of the Cannabis Control and Licensing Act, the Regional Board recommends support of an application from 1332920 B.C. Ltd. for a proposed non-medical cannabis retail licence at 9130 Highway 3 and 95, Yahk, Electoral Area B (LOT 2 DISTRICT LOT 4683 KOOTENAY DISTRICT PLAN 1503 EXCEPT PART INCLUDED IN PLAN 3091);

And that the Regional Board comments are as follows:

- I. The proposed store is located in an area with no Official Community Plan or Zoning Bylaw.
- II. The Board requests that 1332920 B.C. Ltd. apply for and receive approval a new Highway Access Permit with the Ministry of Transportation and Infrastructure to address any potential traffic and safety issues.

III. No significant impact on the community is anticipated if the application is approved.

IV. The Board provided opportunity for residents to submit their views on the licence application. Public notice indicating that the Board would accept written comments on the application until May 26, 2023 was published in the Creston Valley Advance, posted on the RDCK's website from April 25, 2023, and mailed to owners and tenants within 100 metres of the subject parcel on April 25, 2023. Further, a notification sign was posted on the subject property from April 26, 2023 until the Board considered the application on August 14, 2023.

V. The views of the residents were considered by the Board at its August 17, 2023 Regular Board meeting or delivered as late items if correspondence was received after the agenda was published.

And further that the Regional Board direct staff to forward the above recommendation to the Liquor and Cannabis Regulation Branch.

Carried

6.15 INDUSTRY CANADA REFERRAL: ROGERS COMMUNICATIONS
File No.: 09\4340\10\2023\R2316B-04465.030-Rogers-IR000012
(Rogers Communications)
Electoral Area B

The Committee Report dated July 25, 2023 from Sadie Chezenko, Planner, re: Industry Canada Referral: Rogers Communications, has been received.

Sadie Chezenko, Planner, provided an overview to the Committee regarding the referral from Rogers Communications Inc. for the placement of a telecommunications tower in Electoral Area B.

Kristina Bell, Cypress Land Services Inc., presented information to the Committee regarding the application for the placement of a telecommunications tower. Kristina answered the Committee's questions.

Moved and seconded,
And resolved that it be recommended to the Board:

That the Board direct staff to respond to Rogers Communications Inc. as described in Attachment B – RDCK Response Letter, to Rural Affairs Committee Report "INDUSTRY CANADA REFERRAL: ROGERS COMMUNICATIONS" dated July 25, 2023.

Carried

**RECESS/
RECONVENE** The meeting recessed at 10:45 a.m. for a break and reconvened at
11:00 a.m.

6.16 UNSIGHTLY PROPERTY BYLAW – TESSIER
File No.: 3310-20-22-25-G-05557.120
1864 Airport Road
(Carl & Erin Tessier)
Electoral Area G

Referred October 12, 2022 to December 7, 2022

Referred December 7, 2022 to May 17, 2023

Referred May 17, 2023 to June 14, 2023

Referred June 14, 2023 to July 19, 2023

Referred July 19, 2023 to August 16, 2023

Staff requests to move the item to the September 13, 2023 Rural Affairs Committee meeting.

Moved and seconded,
And resolved:

That the Unsightly Property Bylaw – Tessier, file No.: 3310-20-22-25-G-05557.120 BE REFERRED to the September 13, 2023 Rural Affairs Committee meeting.

Carried

7. ENVIRONMENTAL SERVICES

**7.1 AMENDMENT TO BYLAW ENFORCEMENT NOTICE AND ADJUDICATION SYSTEM BYLAW
NO. 2855, 2023**

File No.: 5700-11-08-Bylaws_Policies-Bylaws

Electoral Areas A, B, C, D, E, F, G, H, J & K

The Committee Report dated August 1, 2023 from Eileen Senyk, Water Services Liaison, re: Amendment To Bylaw Enforcement Notice And Adjudication System Bylaw No. 2855, 2023, has been received.

Eileen Senyk, Water Services Liaison, provided an overview to the Committee regarding seeking approval from the Board to repeal and replace a Schedule within the Regional District of Central Kootenay Amendment to Bylaw Enforcement Notice and Adjudication System Bylaw No. 2855, 2023 as listed in the Regional District of Central Kootenay Bylaw

Enforcement Notice and Dispute Adjudication System Amendment Bylaw No. 2918, 2023. Eileen answered the Committee's questions.

Moved and seconded,

And resolved that it be recommended to the Board:

That the *Regional District of Central Kootenay Bylaw Notice and Dispute Adjudication System Amending Bylaw No. 2918, 2023* be read a FIRST, SECOND and THIRD time by content.

Carried

Moved and seconded,

And resolved that it be recommended to the Board:

That the *Regional District of Central Kootenay Bylaw Notice and Dispute Adjudication System Amending Bylaw No. 2918, 2023* be ADOPTED and that the Chair and Corporate Officer be authorized to sign the same.

Carried

8. RURAL ADMINISTRATION

8.1 COMMUNITY WORKS FUND APPLICATION – FRIENDS OF PULPIT ROCK SOCIETY “LYONS BLUFF PARKING ACCESS PAVING”

File No.: 1850-20-CW-290

Electoral Area F

The Committee Report dated July 31, 2023 from Micah Nakonechny, Grants Coordinator, re: Community Works Fund Application – Friends Of Pulpit Rock Society “Lyons Bluff Parking Access Paving”, has been received.

Moved and seconded,

And resolved that it be recommended to the Board:

THAT the Community Works Fund application submitted by Friends of Pulpit Rock Society for the project titled “Lyons Bluff parking access paving” in the amount of \$24,000 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area F.

Carried

8.2 COMMUNITY WORKS FUND APPLICATION – REGIONAL DISTRICT OF CENTRAL KOOTENAY “BEASLEY FIRE HALL INFRASTRUCTURE UPGRADE PROJECT”

Electoral Area F

The Committee Report dated August 1, 2023 from Micah Nakonechny, Grants Coordinator, re: Community Works Fund Application – Regional District Of Central Kootenay “Beasley Fire Hall Infrastructure Upgrade 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 Regional District of Central Kootenay for the project titled “Beasley Fire Hall Infrastructure Upgrade” in the amount of \$108,000 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area F.

Carried

8.3 COMMUNITY WORKS FUND APPLICATION – REGIONAL DISTRICT OF CENTRAL KOOTENAY “TARRYS FIRE HALL INFRASTRUCTURE UPGRADE PROJECT”

File No.: 1850-20-CW-292

Electoral Area I

The Committee Report dated August 1, 2023 from Micah Nakonechny, Grants Coordinator, re: Community Works Fund Application – Regional District Of Central Kootenay “Tarrys Fire Hall Infrastructure Upgrade 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 Regional District of Central Kootenay for the project titled “Tarrys Fire Hall Infrastructure Upgrade” in the amount of \$35,000 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area I.

Carried

9. PUBLIC TIME

The Chair called for questions from the public and members of the media at 11:20 a.m.

The media had no questions.

10. IN CAMERA

10.1 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:

(c) labour relations or other employee relations;

(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

11. ADJOURNMENT

Moved and seconded,
And resolved:

The meeting be adjourned at 11:55 a.m.

Carried

Digitally approved by

Chair Jackman, Chair



Committee Report

Date of Report: August 1, 2023
Date & Type of Meeting: August 16, 2023 Rural Affairs Committee
Author: Eileen Senyk, Water Services Liaison
Subject: AMENDMENT TO BYLAW ENFORCEMENT NOTICE AND ADJUDICATION SYSTEM BYLAW NO. 2855, 2023
File: 5700-11-08-Bylaws_Policies-Bylaws
Electoral Area/Municipality: Areas A, B, C, D, E, F, G, H, J, K

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval from the Board to repeal and replace a Schedule within the Regional District of Central Kootenay Amendment to Bylaw Enforcement Notice and Adjudication System Bylaw No. 2855, 2023 as listed in the Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Amendment Bylaw No. 2918, 2023.

SECTION 2: BACKGROUND/ANALYSIS

Since the adoption of the RDCK Bylaw Enforcement Notice and Adjudication System Bylaw No. 2855, 2023 (also known as the BEN Bylaw), the Regional District of Central Kootenay Water Bylaw No. 2894, 2023 was adopted. Changes made to the water bylaw, including fine schedules, must be reflected in Bylaw No. 2855. Specifically, the following must be repealed and replaced:

- Repeal and replace Schedule A in the Appendices Index to identify the new bylaw number and appendix number;
- Repeal and replace Schedule A: Appendix 18 (RDCK Water Bylaw No. 2894, 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
None anticipated

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

If the Regional District of Central Kootenay Bylaw Notice and Dispute Adjudication System Amending Bylaw is not adopted, authorized RDCK staff including Bylaw Enforcement Officers and authorized Utilities staff cannot issue fines for water infractions.

3.3 Environmental Considerations

None anticipated.

3.4 Social Considerations:

If staff cannot fine for water infractions, watering restrictions and other requirements within the Water Bylaw cannot be enforced, which could be detrimental to continued compliance and overall water use in the long term.

3.5 Economic Considerations:

None anticipated.

3.6 Communication Considerations:

None anticipated.

3.7 Staffing/Departmental Workplace Considerations:

Administering the Bylaw Enforcement Notice and Adjudication System Bylaw and subsequent amendments is within the scope of Bylaw Enforcement staff and authorized Utilities staff duties.

3.8 Board Strategic Plan/Priorities Considerations:

Ensuring that there are consequences for water wastage helps protect water sources, which is a priority in the RDCK Strategic Plan.

SECTION 4: OPTIONS & PROS / CONS

OPTION 1: That the Regional Board adopt the Regional District of Central Kootenay Bylaw Notice and Dispute Adjudication System Amending Bylaw No. 2918, 2023.

PROS:

- Staff will be able to issue fines associated with infractions of the Water Bylaw.

CONS:

- None.

OPTION 2 That the Regional Board not adopt the Regional District of Central Kootenay Bylaw Notice and Dispute Adjudication System Amending Bylaw No. 2918, 2023.

PROS:

- None

CONS:

- If the amending bylaw is not adopted, there is no enforcement legislation for Bylaw Enforcement and other authorized RDCK staff to issue fines when addressing non-compliance of RDCK Water Bylaw No. 2894, 2023 when any request made for voluntary compliance is not met.
- Without the current BEN Bylaw fine schedules, the limitations on bylaw enforcement and other RDCK authorized staff would result in court actions only, which can cost approximately \$10,000 - \$20,000.

SECTION 5: RECOMMENDATIONS

RECOMMENDATION #1

That the Regional District of Central Kootenay Bylaw Notice and Dispute Adjudication System Amending Bylaw No. 2918, 2023 be read a FIRST, SECOND and THIRD time by content.

RECOMMENDATION #2

That the Regional District of Central Kootenay Bylaw Notice and Dispute Adjudication System Amending Bylaw No. 2918, 2023 be ADOPTED and that the Chair and Corporate Officer be authorized to sign the same.

Respectfully submitted,
Eileen Senyk

CONCURRENCE

Manager of Utilities – Jason McDiarmid	Approved
General Manager of Environmental Services – Uli Wolf	Approved
Chief Administrative Officer – Stuart Horn	Approved

ATTACHMENTS:

Attachment A: Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Amendment Bylaw No. 2918, 2023

Attachment B: Schedule A: Appendix 18, Water Bylaw Fine Schedule

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2918

A Bylaw to amend Bylaw Enforcement Notice and Dispute Adjudication System Bylaw No. 2855, 2023.

WHEREAS it is deemed expedient to amend the Schedule 'A' – Designated Bylaw Contraventions and Penalties of the Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Bylaw No. 2855, 2023, and amendments thereto.

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

- 1 The Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Bylaw No. 2855, 2023 is hereby amended and the following Schedule A – Designated Bylaw Contraventions and Penalties replace the associated appendices to form as part of this bylaw:
(a) Schedule 'A' – Appendices Index;
(b) Schedule 'A' – Appendix 18.

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

CITATION

- 3 This Bylaw may be cited as "Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Amendment Bylaw No. 2918, 2023."

READ A FIRST TIME this 17th day of August, 2023.

READ A SECOND TIME this 17th day of August, 2023.

READ A THIRD TIME this 17th day of August, 2023.

ADOPTED this 17th day of August, 2023.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

Schedule A
APPENDIX 18
Regional District of Central Kootenay Water Bylaw No. 2894, 2023

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below	Penalty Amount (\$)	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
7 (1)	Unapproved Operation of the Water System	200	175	225	N/A
7 (2)	Intentional Destruction, Tampering, Alteration or Connection to the Water System	450	400	500	N/A
8 (2)	Failure to Make Application for Change of Use	100	75	125	N/A
8 (4)	Failure to Make Application for Temporary Water Usage	100	75	125	N/A
10.1 (3)	Failure to Maintain Customer Water Connection or Fixtures	100	75	125	N/A
10.1 (13)	Supplying Water to Another Property	450	400	500	N/A
10.2 (1)	Unauthorized Entry of Utility Structure	450	400	500	N/A
10.2 (2)	Obstruct Access to Water System or Water Connection	450	400	500	N/A
10.2 (3)	Obstruct Authorized Entry	450	400	500	N/A
11.1 (1)	Unauthorized Irrigation of Land	300	250	350	N/A
11.1 (2)	Unauthorized Water Supplied to Another Property	450	400	500	N/A
11.1 (3)	Commercial Sale of Water without Approval	450	400	500	N/A
11.1 (4)	Unauthorized Change or Addition to Number or Type of Fixtures	450	400	500	N/A
11.1 (5)	Unauthorized Installation of a Pump	450	400	500	N/A
11.1 (6)	Use of Free Flow Bleeder	450	400	500	N/A
11.3 & Schedule A	Failure to Comply with Stage One Water Conservation	100	75	125	N/A

Schedule A
APPENDIX 18
Regional District of Central Kootenay Water Bylaw No. 2894, 2023

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below	Penalty Amount (\$)	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
11.3 & Schedule A	Failure to Comply with Stage Two Water Conservation	150	125	175	N/A
11.3 & Schedule A	Failure to Comply with Stage Three Water Conservation	200	175	225	N/A
11.3 & Schedule A	Failure to Comply with Stage Four Water Conservation	400	350	450	N/A
11.3 (4) (a),(b),(c),(d)	Excessive Water Use	100	75	125	N/A
11.3 (4) (e)	Unauthorized Sprinkling From Unattended Open Pipe or Hose	100	75	125	N/A
11.6 (1)	Water Wastage	100	75	125	N/A
11.7 (1)	Illegal Water Connection	450	400	500	N/A
13.1 (1)(a)	No Cross Connection Control Device	300	250	350	N/A
13.1. (2)	Unauthorized Cross Connection	300	250	350	N/A
13.1 (10)	Unauthorized Removal or Modification of Backflow Preventer	300	250	350	N/A
13.2 (1)(2)	Failure to Report Problem or Failure to Repair Backflow Preventer	100	75	125	N/A
13.4 (2)	Refusal to Provide Backflow Preventer Test Report	100	75	125	N/A
14.1 (1)(2)(3)	Refusal to Provide Water Meter	100	75	125	N/A
14.1 (9)	Unmetered Water Use on Metered Property	400	350	450	N/A
14.2 (4)	No seal on Bypass	100	75	125	N/A
14.3 (2) & (3)	Failure to Report Problem with Water Meter	100	75	125	N/A

Schedule A

APPENDIX 18

Regional District of Central Kootenay Water Bylaw No. 2894, 2023

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below	Penalty Amount (\$)	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
14.3 (4) (a),(b)	Interference or Tampering with Water Meter	200	175	225	N/A
14.6 (3)	Refusal to Provide Meter Reading	50	40	60	N/A



Committee Report

Date of Report: August 2, 2023
Date & Type of Meeting: August 16, 2022, Rural Affairs Committee
Author: Corey Scott, Planner
Subject: PLANNING PROCEDURES AND FEES BYLAW AMENDMENTS
File: \\FILES\RDCK\10\5110\20\RDCK PROCEDURES AND FEES\06-2023 HOUSEKEEPING AMENDMENTS
Electoral Area/Municipality All Electoral Areas

SECTION 1: EXECUTIVE SUMMARY

The purpose of this staff report is twofold:

1. To present to the Rural Affairs Committee (RAC) proposed amendments to the Regional District of Central Kootenay (RDCK) Planning Procedures and Fees Bylaw No. 2457; and,
2. To seek direction from the RDCK Board of Directors for staff to investigate more substantive changes to the Planning Procedures and Fees Bylaw in order to respond to the need for more affordable and supportive housing as well as improve the effectiveness of existing processes.

The proposed bylaw amendments (Attachment A) are in response to direction given by the Board to investigate a fee for telecommunications tower referrals as well as housekeeping amendments that have been noted by staff since the Bylaw was last amended.

Staff noted an ability to respond to housing needs and greater administrative effectiveness in reviewing the procedures and fees of other local governments. However, further research must be conducted in order to fully understand the implications of more substantive changes to the bylaw.

It is recommended that the RDCK Board of Directors give First, Second, and Third Reading to Amendment Bylaw No. 2919, 2023. Further, that the Board direct staff to research opportunities to respond to housing needs and improve administrative effectiveness through further amendments to RDCK Planning Procedures and Fees Bylaw No. 2457, the details of which are provided in this report.

SECTION 2: BACKGROUND/ANALYSIS

2.1 BACKGROUND

On April 19, 2023, the Board passed Resolution 287/23 with respect to Industry Canada referrals:

That the Board direct staff to review the fees associated with similar review processes of other local governments and draft amendments to the RDCK Planning Procedures and Fees Bylaw No. 2457, 2015 for the purposes of recovering administrative costs associated with these types of referrals.

Staff's recommendation to undertake this work was recognized while processing a recent Industry Canada referral for a Rogers telecommunications tower.

Industry Canada Referral Fee Review

Staff reviewed 12 other local governments' bylaws related to planning procedures and fees, which revealed the following:

- 5 out of 12 charge a fee for these types of reviews
- 2 of the 3 Regional Districts that staff followed up with, who do not currently have a fee, noted a desire to introduce one in the near future
- Fees varied from \$400.00 (Regional District of Okanagan Similkameen) to \$4000.00 (Regional District of Nanaimo)

Staff also examined the average time spent on these referrals to understand the actual costs to the organization. Organizational costs for referrals that do not require a Board resolution are estimated to be approximately \$800.00 to process a typical referral of this type. Costs for referrals that require a Board resolution are estimated to be approximately \$1,300.00.

2.2 PROPOSED BYLAW AMENDMENTS

Staff recommend introducing two fees as follows in response to Resolution 287/23 (*note: Industry Canada is now Innovation, Science and Economic Development Canada (ISED)):

- Innovation, Science and Economic Development Canada (ISED) Antenna System Siting Concurrence Request without Board Resolution: \$800.00
- Innovation, Science and Economic Development Canada (ISED) Antenna System Siting Concurrence Request with Board Resolution: \$1,300.00

Although introducing fees for Industry Canada referrals is the motivation for amending the Planning Procedures and Fees Bylaw, a number of housekeeping items have been noted by staff since the bylaw was last amended. Staff recommend including these changes in the amendment bylaw. Changes include:

- Minor changes to wording for greater clarity.
- A \$150.00 fee to re-review dormant subdivision applications.
- Directly notifying the Ktunaxa Nation Council (KNC) of relevant environmental Development Permit applications rather than recommending that applicants contact the KNC, as requested by the KNC.
- Distributing subdivision referrals to the GIS department to flag potential addressing/street naming issues.
- Better alignment with the *Agricultural Land Commission Act*.

Exact changes to the bylaw are described further in Attachment A (redline summary of changes) and have been incorporated into the draft amendment bylaw (Attachment B) for the Board's consideration. Staff recommend these changes be made to the bylaw for better administrative cost recovery and improvement of existing processes.

2.3 POTENTIAL FUTURE BYLAW AMENDMENTS

A number of differences between other local governments' bylaws and the RDCK's were noted in the Industry Canada fee review. Further research into some of these differences to evaluate whether they could make RDCK processes more effective is desired. However, a more substantive review for these topics – beyond what can be accomplished through the amendments described above – is warranted to best understand their potential implications. These larger future bylaw amendments that may improve current processes include:

- Exploring the feasibility of incentives, such as fee reductions or rebates, for new affordable or senior-supportive housing projects consistent with the RDCK's Housing Needs Assessment;

- Having one core procedure listed in the bylaw for processing land use applications and referrals as opposed to including the 16 that are currently listed in the bylaw (these procedures would continue to guide staff in those various processes, but would live outside the bylaw);
- Delegating the approval and issuance of minor development variance permits to the General Manager of Development and Community Sustainability;
- Doing a full fee review; and,
- Striving towards harmonization with member municipalities’ procedures, where it is practical to do so.

Should the Board direct staff to further explore these topics for future bylaw amendments, additional detail on their feasibility and implementation would be provided in a future staff report.

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

N/A

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

The Planning Procedures and Fees Bylaw is established under the various authorities granted to the Regional District in Parts 10.1 and 14 of the *Local Government Act*. Any further amendments beyond what is proposed in the attached amendment bylaw are anticipated to utilize the same authorities from the *Local Government Act*.

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

Accurately capturing the organizational costs of processing an application or referral represents a more socially equitable approach to development application procedures. Further, reduced fees for affordable and senior-supportive housing may help to achieve the goals of the recently endorsed RDCK Housing Action Plan.

Working towards bylaw harmonization with member municipalities, where it is practical to do so, can be of benefit to the public and development community by having one set of regulations opposed to many in a sub-regional setting. In the context of the Planning Procedures and Fees Bylaw, harmonization could increase the development community’s familiarity with development application procedures and what to expect during the application review process rather than having to deal with different processes in different jurisdictions.

3.5 Economic Considerations:

Changes in the fee structure associated with development applications strive for administrative cost recovery. Accurate fees that reflect the resources needed to process an application or referral ensures applicants are bearing the majority of application processing costs as opposed to the taxpayer.

3.6 Communication Considerations:

Planning staff would collaborate with relevant internal departments to ensure any potential changes to existing planning procedures support those departments in achieving the broader goals of the organization.

3.7 Staffing/Departmental Workplace Considerations:

The work would be completed by the Planner 2. It is anticipated that a full fee review would build a thorough understanding of the capacity required to process the various development applications and referrals.

3.8 Board Strategic Plan/Priorities Considerations:

A more comprehensive review of the Planning Procedures and Fees Bylaw would help achieve the overarching objective “to excel in governance and service delivery” in the Board’s 2019-2023 Strategic Plan. Staff would strive to ensure that any proposed changes to the bylaw would be innovative, reflect best practices, and consider the unique RDCK requirements.

SECTION 4: SUMMARY

4.1 SUMMARY

The current amendment bylaw (Attachment B) to Planning Procedures and Fees Bylaw No. 2457 seeks to introduce fees for letter of concurrence requests under the requirements of Innovation, Science and Economic Development Canada (ISED – referenced as Industry Canada referrals in the current bylaw). Based on a review of other regional districts, as well as the RDCK’s current referral review process, two fees are proposed:

1. \$800.00 for concurrence requests that do not require a Board resolution
2. \$1300.00 for requests that require a Board resolution.

In addition to the proposed fees, a series of minor housekeeping amendments is also proposed as described further in Attachment A. The additional amendments provide greater clarity to the bylaw, better alignment with Provincial legislation, and more effective RDCK processes with respect to planning applications and referrals.

Planning staff are also recommending to the Board of Directors that further research be conducted to explore how the bylaw could:

- Utilize incentives for new affordable or senior-supportive housing projects consistent with the RDCK’s Housing Needs Assessment;
- Have one core procedure listed in the bylaw for processing land use applications and referrals;
- Delegate the approval and issuance of minor development variance permits to the General Manager of Development and Community Sustainability;
- Better reflect application and referral fees for administrative cost recovery by completing a full fee review; and,
- Strive towards harmonization with member municipalities’ procedures, where it is practical to do so.

Successful implementation of these items may result in working toward the goals of the RDCK Housing Action Plan and greater administrative effectiveness for planning application and referral processes.

4.2 OPTIONS

Option 1 – Support Housekeeping Amendments and Direct Further Review of the Bylaw:

That the RDCK Board of Directors give First, Second, and Third Reading to Amendment Bylaw No. 2919, 2023.

Further, that the Board direct staff to research opportunities to respond to housing needs and improve administrative effectiveness through further amendments to RDCK Planning Procedures and Fees Bylaw No. 2457, as described in the Committee Report “Planning Procedures and Fees Bylaw Amendments”, dated August 2, 2023.

Option 2 – Support Housekeeping Amendments Only:

That the RDCK Board of Directors give First, Second, and Third Reading to Amendment Bylaw No. 2919, 2023.

Further, that the Board take no further action with respect to further amendments to RDCK Planning Procedures and Fees Bylaw No. 2457, as described in the Committee Report “Planning Procedures and Fees Bylaw Amendments”, dated August 2, 2023.

SECTION 5: RECOMMENDATIONS

1. That the Regional District of Central Kootenay Planning Procedures and Fees Amendment Bylaw No. 2919, 2023 be read a FIRST, SECOND and THIRD time by content.
2. That the Regional District of Central Kootenay Planning Procedures and Fees Amendment Bylaw No. 2919, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.
3. That the Board direct staff to research opportunities to respond to housing needs and improve administrative effectiveness through further amendments to RDCK Planning Procedures and Fees Bylaw No. 2457, as described in the Committee Report “Planning Procedures and Fees Bylaw Amendments”, dated August 2, 2023.

Respectfully submitted,
Corey Scott, Planner 2

CONCURRENCE

Planning Manager – Nelson Wight	Approved	
General Manager of Development Services and Community Sustainability – Sangita Sudan		Approved
Chief Administrative Officer – Stuart Horn	Approved	

ATTACHMENTS:

Attachment A – Redline Summary of Proposed Amendments

Attachment B – Draft Regional District of Central Kootenay Planning Procedures and Fees Amendment Bylaw No. 2919, 2023

Attachment A: Redline Summary of Proposed Amendments to the RDCK Planning Procedures and Fees Bylaw No. 2457

Proposed changes are noted in **red** in the table below.

Notes about a specific change are specified in *CAPITALIZED ITALICS* in the table below.

<u>Existing Language</u>	<u>Proposed Change</u>	<u>Rationale</u>
<p>Fees:</p> <p>10. At the time of submission of an application and during the processing of an application, the applicant shall pay to the Regional District of Central Kootenay fees in the amount as set out in Schedule ‘A’ of this Bylaw.</p>	<p>10. At the time of submission of an application or referral and during the processing of an application or referral, the applicant shall pay to the Regional District of Central Kootenay fees in the amount as set out in Schedule ‘A’ of this Bylaw. Additional fees may apply, as specified in the applicable Schedules to this Bylaw.</p>	<p>Existing language does not account for the referral process.</p> <p>Addition of the last sentence would provide greater clarity that more fees may be incurred during the process for things like additional document reviews or administrative fees.</p>
<p>Schedule ‘A’ Fee Schedule</p> <p>1. Land Development Application Fees:</p> <p><i>[NO EXISTING FEES FOR ADDITIONAL TECHNICAL REVIEW OR ISED REFERRALS]</i></p>	<p>1. Land Development Application Fees:</p> <p>Additional technical review for subdivision (where applications have been dormant for greater than 12 months): \$150.00</p> <p>Innovation, Science and Economic Development Canada (ISED) Antenna System Siting Concurrence Request without Board Resolution: \$800.00</p> <p>Innovation, Science and Economic Development Canada (ISED) Antenna System Siting Concurrence Request with Board Resolution: \$1300.00</p>	<p>There are administrative costs that are associated with additional technical reviews for subdivision applications and ISED referrals that are not currently recovered under the existing fee schedule.</p>
<p>Schedule ‘D’: Development Permit Procedure</p> <p>For development permit applications designated under LGA S.488(1)(a), staff will recommend the applicant contact the Ktunaxa Nation where the proposed development is along a segment identified for “enhanced engagement” within the Kootenay Lake Shoreline Guidance Document. Staff will also notify the Ktunaxa Nation of receipt of such applications.</p>	<p>For development permit applications designated under LGA S.488(1)(a), staff will notify the Ktunaxa Nation Council of receipt of such applications recommend the applicant contact the Ktunaxa Nation where the proposed development is along a segment identified for “enhanced engagement” within the Kootenay Lake Shoreline Guidance Document. Staff will also notify the Ktunaxa Nation of receipt of such applications.</p>	<p>The KNC have requested that staff do not recommend applicants reach out to the KNC. KNC staff will reach out to applicants, as deemed necessary by their organization, when notified of these applications. This will aid in better administrative effectiveness for the KNC, as staff may not have had an opportunity to review an application prior to an applicant reaching out.</p>
<p>Schedule ‘L’: Subdivision Referral Procedure</p> <p>2. Upon receipt of applicable fees, RDCK planning staff will evaluate the application referral for compliance with relevant Regional District bylaws</p>	<p>Upon receipt of applicable fees, RDCK planning staff will evaluate the application referral for compliance with relevant Regional District bylaws and policies. The application referral may also be distributed to other applicable RDCK departments for comment. Staff may conduct a site visit to</p>	<p>GIS has noted issues with addressing that could be better addressed prior to subdivision approval. Additionally, duplicate road</p>

<p>and policies. The application referral may also be distributed to other applicable RDCK departments for comment. Staff may conduct a site visit to view the property as part of the evaluation process.</p> <p>5. As any outstanding requirements are submitted by the Applicant, the RDCK will check any additional application materials to verify that the conditions of the Notice of Requirements letter have been satisfied.</p>	<p>view the property as part of the evaluation process. Application referrals that result in the creation of new lots will be distributed to the Geographic Information Systems (GIS) Department for comment.</p> <p>5. As any outstanding requirements are submitted by the Applicant, the RDCK will check any additional application materials to verify that the conditions of the Notice of Requirements letter have been satisfied. Where the applicant has not submitted outstanding material to the RDCK within a period of 12 months, a fee for additional technical review for subdivision may be required to be paid by the applicant to the RDCK prior to review of any additional or revised submittals.</p>	<p>names have been an issue in the past.</p> <p>For larger or phased developments, that can be subject to substantial changes over time, staff often have to complete a full re-review of the initial application as well as any changes. The intent of this procedure is to capture these costs for larger projects that take more than just a couple years to complete. The intent is not to apply this to smaller subdivisions in ordinary circumstances (i.e waiting on a surveyor or registered on-site wastewater practitioner for a report).</p>
<p>SCHEDULE 'M': INDUSTRY CANADA REFERRAL PROCEDURE</p> <p>1. Upon receipt of an application referral from Industry Canada accompanied by the required attachments, RDCK planning staff will open a file and forward the referral package to RDCK planning staff.</p> <p>7. For Industry Canada specific referrals on Crown Land, response will include a corresponding letter of concurrence and a notation that the Province's Land Use Operational Policy – Communication Sites satisfies RDCK consultation requirements. RDCK planning staff will take into consideration the FCM (Federation of Canadian Municipalities) Antenna System Siting Protocol and are directed to conduct a site visit where practicable.</p> <p>8. For Industry Canada specific referrals located on private lands, planning staff will be required to</p>	<p>SCHEDULE 'M': INDUSTRY CANADA INNOVATION, SCIENCE AND ECONOMIC DEVELOPMENT (ISED) CANADA REFERRAL AND CONCURRENCE REQUEST PROCEDURE</p> <p>1. Upon receipt of an application referral or concurrence request for ISED approval(s) accompanied by the required attachments, RDCK planning staff will open a file and forward the referral package to RDCK planning staff. For Antenna System Siting Concurrence Requests, RDCK planning staff will issue a fee receipt to the applicant.</p> <p>7. For ISED Industry Canada specific referrals on Crown Land, response will include a corresponding letter of concurrence and a notation that the Province's Land Use Operational Policy – Communication Sites satisfies RDCK consultation requirements. RDCK planning staff will take into consideration the FCM (Federation of Canadian Municipalities) Antenna System Siting Protocol and are directed to conduct a site visit where practicable.</p> <p>8. For ISED Industry Canada specific referrals located on private lands, planning staff will be required to prepare an RDCK Board Report</p>	<p>Change in language to reflect the current federal department responsible for telecommunications towers.</p> <p>Minor language changes; addition of language to enable charging of a fee.</p> <p>Minor change in language.</p> <p>Removal of language directing staff to complete a site visit. Site visits are already stated in the general text of the bylaw, which applies to all procedures. Restating it here is not necessary.</p> <p>Minor change in language.</p>

<p>prepare an RDCK Board Report making recommendation for resolution to meet Industry Canada Requirements.</p>	<p>making recommendation for resolution to meet Industry Canada Requirements.</p>	
<p>SCHEDULE 'P': AGRICULTURAL LAND RESERVE (ALR) APPLICATION PROCEDURE</p> <p>2. RDCK planning staff will evaluate the application for compliance with relevant Regional District bylaws and policies. Staff may conduct a site visit to view the property as part of the evaluation process.</p> <p>AREAS WITH A ZONING BYLAW:</p> <p>7. Under the Agricultural Land Commission Act, applications that do not conform to a local zoning bylaw may not proceed unless authorized by a resolution of the local government. The Board will consider RAC's recommendation and will pass a resolution to deny the proposal or advance the proposal to the ALC. The local government resolution may include additional comments for the ALC to consider.</p> <p>8. If the Board refuses the application, the \$600 ALC portion of the fee will be returned to the applicant.</p> <p>9. If the Board supports the application, planning staff will submit the Board resolution, Staff Resolution and other associated materials to the ALC application Portal.</p> <p>10. Upon receipt of a decision by the ALC, the resolution will be placed on the next RDCK Board agenda for information. Resolutions will be saved both electronically and in hard copy with the associated ALR File.</p> <p>AREAS WITH NO ZONING BYLAW:</p> <p>11. The Board will consider RAC's recommendation and will pass a resolution with comments for the ALC to consider.</p> <p>12. Planning staff will submit the Board resolution, Staff Report and</p>	<p>2. RDCK planning staff will evaluate the application for compliance with relevant Regional District bylaws and policies. Staff may conduct a site visit to view the property as part of the evaluation process.</p> <p>AREAS WITH A ZONING BYLAW:</p> <p>7. Under the Agricultural Land Commission Act, applications that do not conform to a local zoning bylaw may not proceed unless authorized by a resolution of the local government. The Board will consider RAC's recommendation and will pass a resolution to deny the proposal or advance the proposal to the ALC. The local government resolution may include additional comments for the ALC to consider.</p> <p>7. Under the Agricultural Land Commission Act, applications that do not conform to a local official community plan or zoning bylaw may not proceed unless authorized by a resolution of the local government.</p> <p>8. For areas subject to an official community plan or zoning bylaw, the Board will consider RAC's recommendation and will pass a resolution to deny or advance the proposal to the ALC. The local government resolution may include additional comments for the ALC to consider.</p> <p>9. For areas not subject to an official community plan or zoning bylaw, the Board will consider RAC's recommendation and will pass a resolution with comments for the ALC to consider.</p> <p>8. If the Board refuses the application, the \$600 ALC portion of the fee will be returned to the applicant.</p> <p>9. If the Board supports the application, planning staff will submit the Board resolution, Staff Resolution and other associated materials to the ALC application Portal.</p> <p>10. Upon receipt of a decision by the ALC, the resolution will be placed on the next RDCK Board agenda for information. Resolutions</p>	<p>Removal of language directing staff to complete a site visit. Site visits are already stated in the general text of the bylaw, which applies to all procedures. Restating it here is not necessary.</p> <p>This proposed change would restructure how the information is presented. It would not change the intent at all.</p> <p>The ALC Act authorizes local governments to deny an application that is inconsistent with either an OCP or zoning. Under the current procedure, only proposals inconsistent with a zoning bylaw can be denied. This proposed change would allow the Board to ability to also deny an application based on inconsistency with the relevant OCP.</p>

<p>other associated materials to the ALC Portal.</p> <p>13. Upon receipt of a decision by the ALC, the resolution will be placed on the next RDCK Board agenda, and forwarded to any applicable RDCK department or Provincial agencies impacted by the decision. Resolutions will be saved both electronically and in hard copy with the associated ALR File.</p>	<p>will be saved both electronically and in hard copy with the associated ALR File.</p> <p>AREAS WITH NO ZONING BYLAW:</p> <p>11. The Board will consider RAC's recommendation and will pass a resolution with comments for the ALC to consider.</p> <p>12. Planning staff will submit the Board resolution, Staff Report and other associated materials to the ALC Portal.</p> <p>13. Upon receipt of a decision by the ALC, the resolution will be placed on the next RDCK Board agenda, and forwarded to any applicable RDCK department or Provincial agencies impacted by the decision. Resolutions will be saved both electronically and in hard copy with the associated ALR File.</p> <p>10. Where an application is advanced to the ALC, planning staff will submit the Board resolution, Staff Report and other associated materials to the ALC Portal.</p> <p>11. Upon receipt of a decision by the ALC, the resolution will be placed on the next RDCK Board agenda, and forwarded to any applicable RDCK department or Provincial agencies impacted by the decision. Resolutions will be saved both electronically and in hard copy with the associated ALR File.</p>	
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REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2919

A Bylaw to amend the Regional District of Central Kootenay Planning Procedures and Fees
Bylaw No. 2457, 2015

WHEREAS the Board of the Regional District of Central Kootenay adopted Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015 to establish planning procedures and fees within the regional district;

AND WHEREAS the Board deems it expedient to amend Bylaw No. 2457 in order to better align the Bylaw with legislation, improve clarity, and reflect the actual costs associated with planning procedures;

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

FEES

- 1 Section 10 is deleted in its entirety and replaced with the following:
 - 10 At the time of submission of an application or referral and during the processing of an application or referral, the applicant shall pay to the Regional District of Central Kootenay fees in the amount as set out in Schedule 'A' of this Bylaw. Additional fees may apply, as specified in the applicable Schedules to this Bylaw.

SCHEDULE A

- 2 That Schedule 'A': Fee Schedule clause '1' Land Development Application Fees be deleted in its entirety and replaced with the following:

DEVELOPMENT APPLICATION	FEE SCHEDULE
Amendment Application (Community Plan, Zoning, or CLUB)	\$1600.00 plus advertising costs
Amendment Application (Joint OCP/Zoning)	\$1800.00 plus advertising costs
Development Permit/Amendment to Development Permit	\$500.00
Development Permit with Variance	\$600.00
Development Variance Permit	\$500.00
Board of Variance Permit	\$500.00
Temporary Use Permit	\$1000.00
Site Specific Floodplain Exemption	\$500.00
Soil Removal and Deposit Permit	\$300.00
Manufactured Home Park Permit	\$600.00 for application \$100.00 per unit

Strata Title Conversion	\$600.00 for application \$100 per unit
Subdivision review including final document subdivision applications	\$550.00 for review \$90.00 per additional lot over 5 lots
Additional technical review for subdivision (where applications have been dormant for greater than 12 months)	\$150.00
Liquor and Cannabis Retail Licensing	\$500 for review and notification
Surcharge for Development Application Arising from Bylaw Enforcement Action	\$2,000.00
Innovation, Science and Economic Development Canada (ISED) Antenna System Siting Concurrence Request without Board Resolution	\$800.00
Innovation, Science and Economic Development Canada (ISED) Antenna System Siting Concurrence Request with Board Resolution	\$1300.00

SCHEDULE D

- 3 That Schedule 'D': Development Permit Procedure clause '4' be deleted in its entirety and replaced with the following:

For development permit applications designated under LGA S.488(1)(a), staff will notify the Ktunaxa Nation Council of receipt of such applications where the proposed development is along a segment identified for "enhanced engagement" within the Kootenay Lake Shoreline Guidance Document.

SCHEDULE L

- 4 That Schedule 'L': Subdivision Referral Procedure clauses '2' and '5' be deleted in their entirety and replaced with the following:

Upon receipt of applicable fees, RDCK planning staff will evaluate the application referral for compliance with relevant Regional District bylaws and policies. The application referral may also be distributed to other applicable RDCK departments for comment. Application referrals that result in the creation of new lots will be distributed to the Geographic Information Systems (GIS) Department for comment.

As any outstanding requirements are submitted by the Applicant, the RDCK will check any additional application materials to verify that the conditions of the Notice of Requirements letter have been satisfied. Where the applicant has not submitted outstanding material to the RDCK within a period of 12 months, a fee for additional technical review for subdivision may be required to be paid by the applicant to the RDCK prior to review of any additional or revised submittals.

SCHEDULE M

- 5 That Schedule 'M': Industry Canada Referral Procedure schedule heading, and clauses '1', '7', and '8' be deleted in their entirety and replaced with the following:

Schedule 'M': Innovation, Science and Economic Development (ISED) Canada Referral and Concurrence Request Procedure

Upon receipt of an application referral or concurrence request for ISED approval(s) accompanied by the required attachments, RDCK planning staff will open a file. For Antenna System Siting Concurrence Requests, RDCK planning staff will issue a fee receipt to the applicant.

For ISED referrals on Crown Land, response will include a corresponding letter of concurrence and a notation that the Province's Land Use Operational Policy – Communication Sites satisfies RDCK consultation requirements. RDCK planning staff will take into consideration the FCM (Federation of Canadian Municipalities) Antenna System Siting Protocol.

For ISED referrals located on private lands, planning staff will be required to prepare an RDCK Board Report making recommendation for resolution to meet Industry Canada Requirements.

SCHEDULE P

- 6 That Schedule 'P': Agricultural Land Reserve (ALR) Application Procedure: clauses '2', '7', '8', '9', '10', '11', '12', and 13, and subheadings "Areas with a zoning bylaw:" and "Areas with no zoning bylaw:" be deleted in their entirety and replaced with the following:

RDCK planning staff will evaluate the application for compliance with relevant Regional District bylaws and policies.

Under the Agricultural Land Commission Act, applications that do not conform to a local official community plan or zoning bylaw may not proceed unless authorized by a resolution of the local government.

For areas subject to an official community plan or zoning bylaw, the Board will consider RAC's recommendation and will pass a resolution to deny or advance the proposal to the ALC. The local government resolution may include additional comments for the ALC to consider.

For areas not subject to an official community plan or zoning bylaw, the Board will consider RAC's recommendation and will pass a resolution with comments for the ALC to consider.

Where an application is advanced to the ALC, planning staff will submit the Board resolution, Staff Report and other associated materials to the ALC Portal.

Upon receipt of a decision by the ALC, the resolution will be placed on the next RDCK Board agenda, and forwarded to any applicable RDCK department or Provincial agencies impacted by the decision. Resolutions will be saved both electronically and in hard copy with the associated ALR File.

CITATION

7 This Bylaw may be cited as **“Regional District of Central Kootenay Planning Procedures and Fees Amendment Bylaw No. 2919, 2023.”**

READ A FIRST TIME this 17th day of August, 2023.

READ A SECOND TIME this 17th day of August, 2023.

READ A THIRD TIME this 17th day of August, 2023.

ADOPTED this 17th day of August, 2023.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer