



Regional District of Central Kootenay  
REGULAR BOARD MEETING  
Open Meeting Agenda

**Date:** Thursday, September 14, 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 a.m. PST/MST

**Join by Video:**

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m99513c324396f3ab21d0db9eac42134b>

**Join by Phone:**

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

**Meeting Number (access code):** 2772 489 0948

**Meeting Password:** DiBk5r2Mpu2

**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 September 14, 2023 Regular Open Board meeting be adopted as circulated with the addition of the addendum.

## 2.3 ADOPTION OF THE MINUTES

14 - 32

**RECOMMENDATION:**  
(ALL VOTE)

The minutes from the August 17, 2023 Regular Open Board meeting be adopted as circulated.

## 3. BUSINESS ARISING OUT OF THE MINUTES

### 3.1 Bylaw 2908: Building Amendment

Staff is requesting to bring the Building Bylaw No. 2908, 2023 to the October 19, 2023 Board meeting to allow for more time for consultation with the municipalities.

### 3.2 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 H and K.

33

**RECOMMENDATION:**  
(ALL VOTE)

That the Board send a letter of support to the Arrow Slokan Tourism Association for the Municipal Regional District Tax Program application.

## 4. COMMITTEES & COMMISSIONS

### 4.1 FOR INFORMATION

#### 4.1.1 Riondel Commission: minutes August 1, 2023

34 - 38

Staff has received the recommendation for the cost of the security cameras for the Riondel Community Centre.

#### 4.1.2 Area J Advisory Planning and Heritage Commission: minutes August 2, 2023

39 - 41

Staff has received the recommendations to support the zoning bylaw amendment and development variance permit application.

#### 4.1.3 Area A Economic Development Commission: minutes August 14,

42 - 44

**2023**

- 4.1.4 **Area I Advisory Planning and Heritage Commission: minutes August 21, 2023** 45 - 46
- 4.1.5 **South Slokan Commission of Management: minutes August 29, 2023** 47 - 49
- 4.1.6 **Nelson and District Recreation Commission No. 5: minutes August 30, 2023** 50 - 52
- 4.1.7 **Rosebery Parklands and Trails Commission: minutes August 30, 2023** 53 - 55

**4.2 WITH RECOMMENDATIONS**

- 4.2.1 **Area A Recreation Commission No. 9: minutes August 31, 2023** 56 - 59

**RECOMMENDATION:**  
**(ALL VOTE WGT)**

That the Board approve the payment of the following grants from the Electoral Area A Recreation Commission No. 9 Service No. S232 2023 budget:

South Kootenay Lake Community Services Society – Commercial Liability Insurance \$1,341

Riondel & District Curling Club - Insurance \$1,627

Boswell Memorial Hall Society – Hatha Yoga \$1,522

Kootenay Lake East Shore Men’s Shed Society – Laptop for CNC Machine \$951

Boswell and District Farmers’ Institute – Liability Insurance for Boswell Boat Launch and Mackie Park \$1,689

East Shore Trail and Bike Association – Special Risk Liability Insurance \$2,352

South Kootenay Lake Community Service Society – Fitness Centre Operating Liability Insurance \$1,027

South Kootenay Lake Community Service Society – Riondel Halloween \$776

South Kootenay Lake Community Service Society – Commercial Liability Insurance \$959

South Kootenay Lake Community Services Society – East Shore Junior Squad \$1,543

South Kootenay Lake Community Services Society – Directors  
Liability Insurance \$780

South Kootenay Lake Art Connect Society \$1,427

- 4.2.2 Joint Resource Recovery Committee: minutes September 13, 2023**  
The minutes of the Joint Resource Recovery Committee meeting held September 13, 2023 will be received in the addenda package.

**4.3 MEMBERSHIP**

- 4.3.1 Creston Valley Community Forest** 60

**RECOMMENDATION:**

(ALL VOTE)

That the Board appoint the following individuals to the Creston Valley Community Forest Board for a term to end December 31, 2026:

John Chisamore

\_\_\_\_\_ (Alternate)

**4.4 DIRECTORS' REPORTS**

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

- 4.4.1 Director Jackman: CBRAC/RCC** 61
- 4.4.2 Director Watson: Letter of Support - JB Fletcher Store Museum** 62
- 4.4.3 Director Graham: Letter of Support - Harrop Procter Community Cooperative** 63 - 65
- 4.4.4 Director McLaren-Caux: CKFPC/CRTLGC/RIC-RED-RAC/Activities** 66

**5. CORRESPONDENCE**

- 5.1 The email dated August 16, 2023 from Monika Laube, Ministry of Public Safety and Solicitor General, seeking feedback about increasing BC licence cap for Cannabis and Producer Retail Store Licensees.** 67
- 5.2 The email dated August 16, 2023 from Monika Laube, Ministry of Public Safety and Solicitor General, providing a proposed regulatory amendment for temporary relocation for liquor retailers in BC.** 68 - 76
- 5.3 The letter dated August 23, 2023 from Michael Zimmer, Okanagan Nation Alliance, seeking Board support for the Columbia River salmon** 77 - 87



reintroduction efforts.

**RECOMMENDATION:**

(ALL VOTE)

That the Board send a letter of support to the Okanagan Nation Alliance for the Columbia River salmon reintroduction efforts.

- 5.4     **The email dated September 5, 2023 from Martin Suchy, International Kootenay Lake Board of Control, inviting the Board to attend a public meeting on the Kootenay Lake and Corra Linn Dam operations.**     88 - 89  
<https://ijc.org/en/klbc/new-kootenay-lake-visualization-tool-helps-understand-water-levels>

6.     **FOR INFORMATION: ACCOUNTS PAYABLE**     90 - 110  
The Accounts Payable Summary for August 2023 in the amount of \$7,095,531 has been received for information.

7.     **BYLAWS**

- 7.1     **Bylaw 2810: Alternate Approval Process (AAP) Regional District of Central Kootenay Local Conservation Fund Service Establishment Amendment (Area F)**     111 - 113

**RECOMMENDATION:**

(ALL VOTE)

That the Regional District of Central Kootenay Local Conservation Fund Services Establishment Amendment (Area F) Bylaw No. 2810, 2022 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

- 7.2     **Bylaw 2904: Regional Accessibility Advisory Committee**     114 - 122

**RECOMMENDATION:**

(ALL VOTE)

1. That the Regional Accessibility Advisory Committee Bylaw No. 2904, 2023 be read a 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.

**RECOMMENDATION:**

(ALL VOTE)

3. That the Board appoint the following Directors to the Regional Accessibility Advisory Committee for the term to end December 31, 2024:

\_\_\_\_\_ (rural)

\_\_\_\_\_ (municipal)

**7.3 Bylaw 2909: West Transit Services Committee**

123 - 129

The Board Report dated August 30, 2023 from Tom Dool, Research Analyst, seeking the Board adopt the West Transit Services Committee Bylaw No. 2909, has been received.

**RECOMMENDATION:**

(ALL VOTE)

1. That the West Transit Services Committee Bylaw No. 2909, 2023 be read a FIRST, SECOND, and THIRD time by content.

**RECOMMENDATION:**

(ALL VOTE)

2. That the West Transit Services Committee Bylaw No. 2909, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

**RECOMMENDATION:**

(ALL VOTE)

3. That the inaugural meeting of the West Transit Service Committee be held from 2:00 p.m. on Wednesday, October 4, 2023 at 202 Lakeside Drive in Nelson, BC.

**7.4 Bylaw 2911: Regional District of Central Kootenay Election and Assent Voting Amendment**

130 - 141

The Board Report dated August 30, 2023 from Tom Dool, Research Analyst, seeking Board adopt the Regional District of Central Kootenay Election and Assent Voting Amendment Bylaw No. 2911, has been received.

**RECOMMENDATION:**

(ALL VOTE)

1. That the Regional District of Central Kootenay Election and Assent Voting Amendment Bylaw No. 2911, 2023 be read a FIRST, SECOND, and THIRD time by content.

**RECOMMENDATION:**

(ALL VOTE)

2. That the Regional District of Central Kootenay Election and Assent Voting Amendment Bylaw No. 2911, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

**7.5 Bylaw 2917 and 2920: North Shore Fire Protection**

142 - 162

The Board Report dated August 30, 2023 from Tom Dool, Research Analyst, seeking Board give three readings to North Shore Fire Protection Bylaws No. 2920 and 2917, has been received.

**RECOMMENDATION:**

(ALL VOTE)

1. That the North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023 be read a FIRST, SECOND and THIRD time by content.

**RECOMMENDATION:**

(ALL VOTE)

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

**7.6 Bylaw 2921: Permissive Tax Exemption 2024**

163 - 179

The Board Report dated August 30, 2023 from Tom Dool, Research Analyst, providing the Board with the Permissive Tax Exemption Bylaw No. 2921 for review, has been received.

**RECOMMENDATION:**

(ALL VOTE)

That the Board receive a draft of Permissive Tax Exemption Bylaw No. 2921, 2023 for information and that comments be submitted to staff no later than October 4, 2023.

**8. NEW BUSINESS**

**8.1 COMMUNITY SERVICES**

**8.1.1 Award: Parks, Trails and Water Access Strategy**

180 - 182

The Board Report dated August 31, 2023 from Mark Crowe, Park Planner, seeking Board approve the contract award for the Parks, Trails and Water Access Strategy, has been received.

**RECOMMENDATION:**

(ALL VOTE WGT)

That the Board award the contract for the Parks, Trails and Water Access Strategy to RC Strategies; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$79,740.60 plus GST; AND FURTHER, that the Board direct staff to fund the Parks, Trails and Water Access Strategy from Service A104.

**8.2 DEVELOPMENT AND COMMUNITY SUSTAINABILITY**

- 8.2.1 Regional Invasive Species Working Group** 183 - 189  
The Board Report dated August 22, 2023 from Paris Marshall Smith, Sustainability Planner, seeking Board appoint two members to the Regional Invasive Species Working Group, has been received.

**NOTE:** The recommendation in the Board Report will be considered after the adoption of the Terms of Reference.

**RECOMMENDATION:**  
(ALL VOTE)

That the Terms of Reference for the Regional Invasive Species Working Group be received and comments be provide to staff by October 4, 2023.

- 8.2.2 Kootenay Lake Timber Supply Area Review Response** 190 - 195  
The Board Report dated July 5, 2023 from Angela French, Wildfire Mitigation Supervisor, seeking Board approval to submit the Kootenay Lake Timber Supply Area Review response to the Ministry of Forests, Lands and Natural Resource Operations, has been received.

**RECOMMENDATION:**  
(ALL VOTE)

That the Board endorse and direct staff to submit the Kootenay Lake Timber Supply Area Review response to the Ministry of Forests, Selkirk Resource District including any comments directed by the Board at the September 14, 2023 Open Board meeting.

**8.3 ENVIRONMENTAL SERVICES**

- 8.3.1 Award: Fauquier Water System Watermain Replacement - Willow Street and Oak Street** 196 - 199  
The Board Report dated August 31, 2023 from AJ Evenson, Senior Project Manager, seeking Board approval to award the contract for the Fauquier Water System Watermain Replacement, has been received.

**RECOMMENDATION:**  
(ALL VOTE WGT)

That the Board award the contract for the Fauquier Water System Watermain Replacement to Speers Construction Inc., and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$349,007.00 plus GST; AND FURTHER, that the funds be drawn from Water-Utility-Def K- Fauquier Service S254.

- 8.3.2 Arrow Creek Open Reservoir: Asset Transfer to Town of Creston** 200 - 218

**and SRW**

The Committee Report dated July 20, 2023 from Eileen Senyk, Water Services Liaison, presenting the option to the Water Services Committee to go forward with a land transfer agreement for the former Arrow Creek open reservoir, has been received for information.

**RECOMMENDATION:**  
(ALL VOTE WGT)

That the Board approve the Offer to Purchase Agreement with the Town of Creston for land legally described as Lot 1, District Lot 891, Kootenay District Plan 9964 (See Plan as to Limited Access) PID 013-048-856 in the amount of \$1.00 for the purpose of public green space and wildlife habitat; and that the Chair and Corporate Officer be authorized to sign the necessary documents.

**8.4 FINANCE & ADMINISTRATION**

**8.4.1 Policy 200-04-03: Staff Safety and Harassment**

219 - 239

The Board Report dated August 30, 2023 from Mike Morrison, Manager of Corporate Administration, seeing the Board adopt Policy 200-04-03 Staff Safety and Harassment, has been received.

**RECOMMENDATION:**  
(ALL VOTE)

That the Board adopt Policy Number 200-04-03 Staff Safety and Harassment Policy, effective immediately.

**8.4.2 2023-2026 Draft RDCK Strategic Plan**

240 - 248

The DRAFT RDCK Strategic Plan prepared by Tracey Lorensen, has been received.

The Board can elect to adopt the plan as prepared or refer it to staff for further input, either via email from the Board or by way of a further workshop session.

**8.5 FIRE SERVICES**

**8.5.1 Assent Vote: Balfour Harrop (Area E) - Replacing Frontline Engine**

**RECOMMENDATION:**  
(ALL VOTE WGT)

That the resolution 400/23 being:

*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*

*Balfour Fire Hall from S141 Fire Protection Area E Balfour Harrop SUBJECT TO staff conducting a public consultation process; AND FURTHER, that voter approval, for the bylaw, be undertaken by means of Assent voting;*

BE RESCINDED.

**8.6 GRANTS**

**8.6.1 Discretionary**

249 - 257

**RECOMMENDATION:**  
(ALL VOTE)

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

**AREA A**

Creston Valley Rotary Club	Drive for Rotary Golf Tournament fund raiser	\$500
----------------------------	--	-------

**AREA B**

Creston Valley Thunder Cats Junior Hockey Association	Creston Valley Thunder Cats Golf Tournament	\$400
---	---	-------

Creston Valley Rotary Club	Drive for Rotary Golf Tournament fund raiser	\$500
----------------------------	--	-------

**AREA C**

Creston Valley Rotary Club	Drive for Rotary Golf Tournament fund raiser	\$500
----------------------------	--	-------

Creston Valley Thunder Cats Junior Hockey Association	Creston Valley Thunder Cats Golf Tournament	\$400
---	---	-------

**AREA E**

Balfour Senior Citizens Association Branch 120	Hot meals and social functions	\$999
--	--------------------------------	-------

**AREA G**

Salmo District Arts Council	Tech matching funds	\$570
-----------------------------	---------------------	-------

**AREA I**

Shoreacres Hall Society	Operation Costs	\$1,000
-------------------------	-----------------	---------

<b><u>AREA K</u></b> Edgewood Volunteer Fire Department Society	Burn Pile Maintenance \$500
---	-----------------------------

8.6.2 Community Development

258 - 271

**RECOMMENDATION:**  
(ALL VOTE)

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

<b><u>AREA A</u></b>		
Friends of Kootenay Lake Stewardship Society	Emergency Operational Support	\$2,000
<b><u>AREA B</u></b>		
Yahk Allied Horse Club	Equestrian Facility	\$5,000
<b><u>AREA C</u></b>		
Town of Creston	Creston Valley Health Working Group - recruitment request	\$2,000
<b><u>AREA E</u></b>		
Balfour Senior Citizens Association Branch 120	Seniors Christmas dinner	\$985
Nelson Search and Rescue Society	SAREX 2023	\$500
Procter-Harrop Seniors Association BR118	Acoustic Panels	\$1,846.77
<b><u>AREA F</u></b>		
Nelson Search and Rescue Society	SAREX 2023	\$500
<b><u>AREA I</u></b>		
Tarrys and District Community Hall Society	Offset 2023 operational costs	\$2,000
Pass Creek Community Hall	Pass Creek Community Hall Society Support for 2023 Operations	\$2,000
Union of Spiritual Communities of	Brilliant Cultural Centre Operation	\$4,500

Christ Nelson Search and Rescue Society	SAREX 2023	\$500
<b><u>AREA K</u></b>		
Arrow and Slocan Lakes Community Services	Burton Food Security	\$800
<b><u>SALMO</u></b>		
The Corporation of the Village of Salmo	Well Pump Motor	\$10,574

**8.7 CHAIR/CAO REPORTS**

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

**9. RURAL AFFAIRS COMMITTEE**

The minutes of the Rural Affairs Committee meeting held September 13, 2023 will be received in the addenda package.

**10. DIRECTORS' MOTIONS**

**10.1 Director Graham: Recording Votes - RDCK Procedure Bylaw Amendment**

**RECOMMENDATION:**

(ALL VOTE)

That the Board direct staff to prepare an amendment to the RDCK Procedure Bylaw No. 2576, 2019 to include a provision that votes at RDCK Regular Open Board meetings be recorded and documented as to which Directors voted in favour and which Directors voted opposed.

**11. PUBLIC TIME**

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

**12. IN CAMERA**

**12.1 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:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (g) litigation or potential litigation affecting the municipality;
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;
- (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);

**12.2 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.

**13. MATTERS ARISING FROM IN CAMERA MEETING**

**14. ADJOURNMENT**

**RECOMMENDATION:**

(ALL VOTE)

That the meeting adjourn at \_\_\_ p.m.



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

The **eighth** meeting of the Board of the Regional District of Central Kootenay in 2023 was held on Thursday, August 17, 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 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
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 J. Fyke	Village of New Denver	
Director D. Lockwood	Village of Salmo	In-Person
Director C. Ferguson	Village of Silverton	
Director J. Lunn	Village of Slocan	In-Person

**ABSENT DIRECTOR**

Director W. Popoff	Electoral Area H
Director L. Casley	Village of New Denver

**STAFF PRESENT**

S. Horn	Chief Administrative Officer
M. Morrison	Manager of Corporate Administration/ Corporate Officer
A. Lund	Deputy Corporate 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
D. Seguin	Manager of Community Sustainability Services
C. Saarie-Heckley	Human Resources Manager
T. Davison	Regional Manager – Recreation & Client Services
N. Hannon	Regional Fire Chief
J. Dupuis	Bylaw Enforcement Supervisor
D. Elliott	Communications Coordinator
T. Dool	Research Analyst

**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**

Moved and seconded,  
And Resolved:

482/23

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.

**Carried**

**2.3 ADOPTION OF THE MINUTES**

Moved and seconded,  
And Resolved:

483/23

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

**Carried**

**2.4 INTRODUCTION**

CAO Horn introduced Chenoa McLean, GIS Technician, replacing Genevieve Lepage.

## **2.5 DELEGATION**

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

Paul Rasmussen, President - ILMA  
Ken Kalesnikoff, Chair - Kalesnikoff Lumber  
Mark Semeniuk, Chief Operations Officer – ATCO Wood Products

Paul Rasmussen began the presentation to the Board by introducing Ken Kalesnikoff and Mark Semeniuk members of Interior Lumber Manufacturer's Association (ILMA). Mr. Rasmussen provided the Board with an overview of ILMA and that it is a voice for independent and innovative lumber manufacturers in the southern interior of BC. ILMA members are unique in the BC forest sector because they are among the last independent, family-owned operations.

Mr. Rasmussen discussed the urgent need to have sustainable, suitable and affordable fibre supply. He indicated some of the key drivers to these needs are the new and pending uncertainties on the landbase, declining allowable annual cut (AAC) and ILMA members not having enough tenure, capital and cash flow to manager through extended "tough times".

He provided some opportunities to work together for the Board to consider, such as advocating for the forest sector and partnering with ILMA, having open conversations and reaching out to ILMA if there are questions or concerns, and to consider involving ILMA in regional projects.

Paul Rasmussen opened the floor to Ken Kalesnikoff and Mark Semeniuk to provide details regarding their own operations.

In conclusion, Mr. Rasmussen request ILMA work together with the RDCK.

The three members from ILMA answered the Board's questions.

Chair Watson thanked Paul, Ken and Mark for their presentation.

## **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**

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

**4.1.1 Area A Economic Development Commission: minutes July 12, 2023**

**4.1.2 Area I Advisory Planning and Heritage Commission: minutes July 17, 2023**

**4.1.3 Area D Advisory Planning and Heritage Commission: minutes July 20, 2023**

**4.1.4 Nelson and District Recreation Commission No. 5: minutes July 26, 2023**

**4.1.5 Area I Advisory Planning and Heritage Commission: minutes July 31, 2023**

### **4.2 WITH RECOMMENDATIONS**

**4.2.1 Kaslo and Area D Economic Development Commission: minutes July 24, 2023**

Director Hewat requested a revision to the July 24, 2023 Kaslo and Area D Economic Development Commission minutes. Item 9 - Next Meeting the minutes should read S109 instead of S10.

Moved and seconded,  
And Resolved:

484/23

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**

**4.2.2 Water Services Committee: minutes August 2, 2023**

**NOTE:** The agreement for the Site License with Edgewood Fire Department is addressed in Items 9.3.2.

Moved and seconded,  
And Resolved:

485/23

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).

**Carried**

Moved and seconded,  
And Resolved:

486/23

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.

**Carried**

Moved and seconded,  
And Resolved:

487/23

That the Board direct staff to provide public notice in accordance with the Local Government Act Section 286 of the Board's intent to sell land legally described as Lot 1, District Lot 891, Kootenay District Plan 9964, PID 013-048-856, known generally as the Arrow Open Reservoir property, to the Town of Creston for the amount of \$1.00 for the purpose of providing public green space and wildlife habitat.

**Carried**

Moved and seconded,  
And Resolved:

488/23

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).

**Carried**

**4.2.3 Creston Valley Services Committee: minutes August 3, 2023**

Moved and seconded,  
And Resolved:

489/23

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".

**Carried**

**4.2.4 Joint Resource Recovery Committee: minutes August 16, 2023**

Moved and seconded,  
And Resolved:

490/23

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**

Moved and seconded,  
And Resolved:

491/23

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**

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

Director Hewat requested a revision to the August 14, 2023 Kaslo and Area D Economic Development Commission minutes. Item 9 - Next Meeting the minutes should read S109 instead of S10 and the Guest Delegation name is spelt Dan Quigley.

Moved and seconded,  
And Resolved:

492/23

That the Board direct staff to submit 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 increase the utilization of the Kaslo and District Arena.

**Carried**

**4.3 MEMBERSHIP**

**4.3.1 Edgewood Water Services Community Advisory Committee**

Moved and seconded,

And Resolved:

493/23

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  
Kurtis Hopp

**Carried**

**4.3.2 Sanca Water Services Community Advisory Committee**

Moved and seconded,  
And Resolved:

494/23

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

**Carried**

**4.3.3 South Slokan Water Service Community Advisory Committee**

Moved and seconded,  
And Resolved:

495/23

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

**Carried**

**4.4 DIRECTORS' REPORTS**

**4.4.1 Director Jackman: CBRAC/RCC/ILMA**

**4.4.2 Director McLaren-Caux: Activities/CKFPC/CRTLGC/RIC-RED-RAC**

**4.4.3 Director Watson: CRT**

**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.**

Moved and seconded,  
And Resolved:

496/23

That the following recommendation **BE REFERRED** to the September 14, 2023 Board meeting:

That the Board send a letter of support to the Arrow Slokan Tourism Association for the Municipal Regional District Tax Program application.

Carried

- 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.**

Moved and seconded,  
And Resolved:

497/23

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.

Carried

**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.**

- 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.**

- 6.3 The letter dated July 17, 2023 from Puja Challenger, Statistics Canada, providing an updated 2021 Census count for the Village of Silverton.**

- 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.**

- 6.5 The email dated August 2, 2023 from the Ministry of Agriculture and Food announcing drought support for BC producers.**

- 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.**

**7. FOR INFORMATION: ACCOUNTS PAYABLE**

The Accounts Payable Summary for July 2023 in the amount of \$2,412,684 has been received for information.

**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.

Moved and seconded,  
And Resolved:

498/23

That the Board refer the Respectful Behaviour bylaw back to staff to convert into a policy.

Carried

**RECESS/  
RECONVENED**

The meeting recessed at 10:30 a.m. for a break and reconvened at 10:42 a.m.

- 8.2 Bylaw 2904: Regional Accessibility Advisory Committee**

Moved and seconded,  
And Resolved:



499/23 That the Regional Accessibility Advisory Committee Bylaw No. 2904, 2023 be read a FIRST and SECOND time by content.

**Carried**

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

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.

Moved and seconded,  
And Resolved:

500/23 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.

**Carried**

Moved and seconded,  
And Resolved:

501/23 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.

**Carried**

Moved and seconded,  
And Resolved:

502/23 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

**Carried**

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

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.

Moved and seconded,  
And Resolved:

503/23 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.

**Carried**

Moved and seconded,  
And Resolved:

504/23

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.

**Carried**

Moved and seconded,  
And Resolved:

505/23

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

**Carried**

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

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.

Moved and seconded,  
And Resolved:

506/23

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.

**Carried**

Moved and seconded,  
And Resolved:

507/23

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.

**Carried**

Moved and seconded,  
And Resolved:

508/23

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

**Carried**

**9. NEW BUSINESS**

**9.1 COMMUNITY SERVICES**

**9.1.1 Sole Source Agreement: Asphalt Surfacing North Shore Hall**

Moved and seconded,  
And Resolved:

509/23

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.

**Carried**

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

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.

Moved and seconded,  
And Resolved:

510/23

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.

**Carried**

**9.1.3 Award: Creston and District Community Complex Aquatics Roof Repair**

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.

Moved and seconded,  
And Resolved:

511/23

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, Defined Areas A, B, C.

**Carried**

**9.2 DEVELOPMENT AND COMMUNITY SUSTAINABILITY**

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

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.

Moved and seconded,  
And Resolved:

512/23

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.

**Carried**

**9.2.2 Neighbourhood Emergency Preparedness Program**

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.

Moved and seconded,  
And Resolved:

513/23

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.

**Carried**

Director Vandeberghe recorded opposed.

**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 11:45 a.m.

Members of the public expressed concerns with taxation increases, staffing and public engagement.

**RECESS/ RECONVENED**

The meeting recessed at 12:05 p.m. for lunch and reconvened at 1:05 p.m.

**ORDER OF AGENDA RESUMED**

Item 9.3 Finance & Administration considered at this time.

**9.3 FINANCE & ADMINISTRATION**

**9.3.1 For Information: RDCK Quarterly Report (Q2)**

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**

Moved and seconded,  
 And Resolved:

514/23

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.

**Carried**

**DIRECTOR  
 PRESENT**

Director Hewat joined the meeting at 1:07 p.m.

**9.4 FIRE SERVICES**

**9.4.1 Award: Tarrys Fire Hall Insulation and Cladding Upgrades**

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.

Moved and seconded,  
 And Resolved:

515/23

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 paid from the 2023 Financial Plan for Service S137 Fire Protection - Area I.

**Carried**

**9.5 GRANTS**

**9.5.1 Discretionary**

Moved and seconded,  
 And Resolved:

516/23

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
--	--------------------------	------

**Carried****9.5.2 Community Development**

Moved and seconded,  
And Resolved:

517/23

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 Health Working Group – Repatriation event	\$4,000
-----------------	--	---------

**AREA D**

Lardeau Fire Prevention Association	Structural Sprinkler Protection Project	\$5,000
-------------------------------------	---	---------

**AREA E**

Nelson Tennis Club	Facility Centre Disabled Access Railing	\$500
--------------------	---	-------

**AREA F**

Nelson Public Library	2023 Library Operational Funding	\$3,839
-----------------------	----------------------------------	---------

Nelson Tennis Club	Facility Centre Disabled Access Railing	\$3,400
--------------------	---	---------

**AREA H**

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
-----------------------	----------------------------------	---------

**AREA I**

Columbia Basin Environmental Education Network	Wild Voices	\$600
--	-------------	-------

**AREA J**

Columbia Basin Environmental Education Network	Wild Voices	\$400
--	-------------	-------

**AREA K**

Burton Community Association	Burton Ball Diamond Rejuvenation	\$12,000
------------------------------	----------------------------------	----------

**SLOCAN**

Slocan Valley Outriders Association c/o Village of Slocan	Perimeter Fencing Project	\$3,000
---	---------------------------	---------

**Carried****9.6 CHAIR/CAO REPORTS**

Chair Watson indicated she met with Minister Bowinn Ma regarding emergency preparedness and Minister Pam Alexis regarding agriculture base projects the RDCK has been working on.

She advised the Board that MLA Brittany Anderson is more than happy to participate in any 2023 UBCM meetings that the RDCK would like her to join.

Chair Watson recognized all the hard work the Board has been doing with their communities and encouraged them to set healthy boundaries with their schedules to avoid burn out.

CAO Horn indicated the draft 2024 Strategic Plan will be brought to the September 14, 2023 Board meeting.

**10. RURAL AFFAIRS COMMITTEE**

Moved and seconded,  
And Resolved:

518/23

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 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**

Moved and seconded,  
And Resolved:

519/23

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 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**

Moved and seconded,  
And Resolved:

520/23 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 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**

Moved and seconded,  
And Resolved:

521/23 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 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**

Moved and seconded,  
And Resolved:

522/23 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 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**

Moved and seconded,  
And Resolved:

523/23 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 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**

Moved and seconded,  
And Resolved:

524/23 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**

Moved and seconded,  
And Resolved:

525/23 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.

**Carried**

Moved and seconded,  
And Resolved:

526/23 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:

527/23 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:

528/23 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**

Moved and seconded,  
And Resolved:

529/23 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**

Moved and seconded,  
And Resolved:

530/23 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**

Moved and seconded,  
And Resolved:

531/23 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:

532/23 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**

Moved and seconded,  
And Resolved:

533/23 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**

Moved and seconded,  
And Resolved:

534/23 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**

Moved and seconded,  
And Resolved:

535/23 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**

**11. DIRECTORS' MOTIONS**

**11.1 Director Cunningham: Ymir Cemetery**

Moved and seconded,  
And Resolved:

536/23 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.

**Carried**

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

Moved and seconded,  
And Resolved:

537/23 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 – Nakusp Contract to include a portion of Area H, south from Nakusp to Summit Lake.

**Carried**

**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:

538/23 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:

- (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);

**Carried**

**13.2 RESOLUTION - RECESS OF OPEN MEETING**

Moved and seconded,  
And Resolved:

539/23 The Open Meeting be recessed at 2:10 p.m. in order to conduct the *In Camera* Board meeting and reconvened at 3:51 p.m.

**Carried**

**14. MATTERS ARISING FROM IN CAMERA MEETING**

Moved and seconded,  
And Resolved:

540/23 That the Board direct staff to undertake a comprehensive review of RDCK bylaw enforcement  
IC45/23 services which includes analysis of service demands, a review of current regulatory bylaws and service areas, officer enforcement capacity, options for funding enforcement operations, and options for funding legal proceedings related to enforcement.

**Carried**

Moved and seconded,  
And Resolved:

541/23 That the Board approve funding the cost of legal services required to prosecute the alleged  
IC46/23 violations of the Noise Control Bylaw No. 2440, 2015 committed by the property owners where both the "Labor of Love" and "High Frequency" events were held; AND FURTHER, that all legal cost be paid from the Rural Administration Budget S101.

**Carried**

**15. ADJOURNMENT**

Moved and seconded,  
And Resolved:

542/23 That the meeting adjourn at 3:51 p.m.

**Carried**

---

Aimee Watson, RDCK Board Chair

---

Angela Lund, Deputy Corporate Officer



August 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 H and K 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](http://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 as soon as possible 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.

Chris Galea, Board Chair  
Arrow Slokan Tourism Association  
Tourism Development Manager



## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# RIONDEL COMMISSION OPEN MEETING MINUTES

**7:00 PM**

**August 1, 2023**

### IN-PERSON MEETING LOCATION FOR HYBRID MEETING MODEL

The following location has been determined to hold the in-person meetings for Riondel Commission of Management:

**Location Name:** Riondel Community Centre, Commission Office, Room #6

**Location Address:** 1511 Eastman Ave., Riondel BC

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

### Meeting Link:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=mdb84abb92e47fb899d624ff097f5cf14>

**Toll Free number:** 1-604-449-3026 Canada Toll (Vancouver)

**Meeting Number (access code):** 2770 495 0160

### COMMISSION/COMMITTEE MEMBERS

Commissioner G. Panio	Riondel	In-person
Commissioner N. Anderson	Riondel	In-person
Commissioner T. Wilkinson	Riondel	In-person
Commissioner J. Donald	Riondel	In-person
Commissioner G. Jackman	Director – Electoral Area A	In-person

### MEMBERS ABSENT

### STAFF

Roberta Van Steinburg	Administrative Assistant
Joe Chirico	General Manager of Community Services

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

### 1. CALL TO ORDER

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

## **2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT**

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

### **ADOPTION OF AGENDA**

**MOVED** and seconded,  
AND Resolved:

The Agenda for the August 1, 2023 Riondel Commission meeting, be adopted with the inclusion of items 8.3 - Resolution for Stucco Finishing on Auditorium, 8.4 - Tip-It Bin Notice & Honour Payment Box, 8.5 - Additional Hallway Lighting & Electrical, 8.6 – Logging Truck Traffic, 8.7 – Community Centre Brochure

**Carried**

## **3. RECEIPT OF MINUTES**

The July 4, 2023 Riondel Commission minutes, have been received.

## **4. DELEGATE**

No Delegate

## **5. PUBLIC TIME**

Chair Panio called for questions from the public at 7:10 p.m.

A member of the public brought forward a couple of concerns to the Commission. They are as follows:

- On July 24, 2023, there were no staff present to do the recycling. Chair Panio acknowledged that the Commission is aware of the problem and a solution is being worked on.
- Barry revisited an issue that he brought up last year regarding a valve that was leaking by the skating rink. The valve has been replaced, but it is still leaking 24/7. Chair Panio or another Commission member will request that Evan to have a look at repairing this.
- On July 16, 2023 while out for a walk, he noticed trees were being watered in the middle of the day from the taps behind the concession; they had been on for 24 hrs. He has noticed this several times during the week. Chair Panio thanked Barry for bringing these concerns to the Commission and let him know that they would be addressed.

## **6. OLD BUSINESS**

### **7.1 Basketball Equipment Update**

Chair Panio reported there are now 2 basketball hoops in the tennis court, one thanks to Gary and the other that was donated by Shannon Christmas from Nelson.

### **7.2 Riondel Community Centre Roof Update**

Chair Panio provided the Commission with a verbal update on the status of roof repair. The roofing company will be finishing the flashing on August 2, 2023. There was hope that the flashing in the basement could be used for the auditorium, however there are design flaws making it unusable. The metal workers will talk to Heritage Roofing to get a quote for flashing to finish off the auditorium edge. Once we have the quote, we can make a

decision. Also noted was that the new roof has a 10-year RCA/BC warranty and it has been inspected five times since the work started, with one final inspection remaining. The roof will have an RCA/BC inspection in years 2, 5, 8, and 10 to confirm if there any deficiencies that need to be addressed. Heritage roofing is matching the RCA/BC warranty on the library and south end and will stand behind their work for 10 years.

### **7.3 Old Documents Archive**

Chair Panio provided the Commission with a verbal update on Old Documents Archive. He is using his spare time to go through old file boxes and working on getting documents catalogued so that they can be easily searched. This work will be ongoing.

### **7.4 Discussion Community Centre Renovation Process**

Chair Panio provided the Commission with a verbal update on the Community Centre Renovation process. After discussion, it was determined that a new project plan needs to be developed. CBT is expecting this. The 2014/15 plan is outdated and needs to be renewed. Chair Panio requested a meeting with the RCM, General Manager Joe Chirico, Project Manager AJ Evanson and architect Nelson Rocha as soon as possible. Joe will reach out to Nelson tomorrow.

### **7.5 Water Conservation Measures**

Chair Panio provided the Commission with a verbal update regarding the current Water Conservation Measures in place in Riondel, including looking into the RDCK fridge magnets with the water conservation messages that used to be available, as well as the road signs (sandwich board style). Another suggestion was looking into the cost of an electronic sign that could be mounted on the Community Centre to display pertinent information.

## **7. NEW BUSINESS**

### **8.1 Vandalism and Outdoor Security Cameras**

Chair Panio will provide the Commission with a verbal update regarding the vandalism and outdoor security cameras, including a vandalism notice to be posted in the bulletin board. It was noted that damages have cost local taxpayers over \$2500.00 to date. Chair Panio is looking for a motion to purchase a camera system for outdoor monitoring.

**MOVED and Seconded,**

AND Resolved, that it be recommended to the Board that:

The Board approve the purchase of a camera system consisting of four (4) cameras and a recorder for the purposes of outdoor security for the Riondel Community Centre at a cost of approximately \$400 to be paid from Recreation Facility Service S209.

**Carried**

### **8.2 Problems with Unleashed Dogs**

Chair Panio provided the Commission with a verbal update regarding the problems with unleashed dogs, including a call from a resident who felt there should be a reminder out to dog owners that they should have their dogs on leash so they don't charge or attack



people. A notice will be posted in the Community Centre, Bulletin Board and the Campground. No objections from the RCM to post the notice.

**8.3 Resolution for Stucco Finishing on Auditorium**

Chair Panio provided the Commission with a verbal update regarding the Stucco Proposal. It was noted that it would be prudent to wait for further information from the newly developed project plan on how best to proceed.

**8.4 Tip-It Bin Notice & Honour Payment Box**

Chair Panio provided the Commission with a verbal update regarding the Tip-it bin notice & honour payment box, including a revised Tip-It Bin notice to be posted. The recycle depot had 22 bags of garbage that were left when the bins weren't open, including a large quantity of cardboard that a volunteer had to deal with. It was noted the RDCK will be posting for casual staff to work at various locations as staffing isn't an issue just in Riondel, but also at other transfer/recycling stations as well.

**8.5 Additional Hallway Lighting & Electrical**

Chair Panio provided the Commission with a verbal update regarding additional hallway lighting & electrical, including that the Art Club would like to install 4 more lights in the hallway, but are requesting the RCM pay for the electrical installation (approximately \$400). The RCM members were in favour of paying the electrician and having the Art Club move forward with the project.

**8.6 Logging Truck Traffic**

Chair Panio provided the Commission with a verbal update regarding the Logging Truck Traffic, including that there was phone call from a resident concerned with the speed of the logging trucks going through town. The resident made contact with the contractor and has reported that the trucks have slowed down. Contact numbers for the contractor and Kalesnikoff Lumber Company (who will be doing work in the future) were given to the Chair.

**8.7 Community Centre Brochure**

Chair Panio provided the Commission with a verbal update regarding possible interest in developing a Community Centre Brochure. Joe Chirico noted that the brochure would need to be coordinated through the RDCK communication group. Joe will forward Roberta information on the RDCK contact.

**8. CORRESPONDENCE**

No Items.

**9. AREA A DIRECTOR'S REPORT**

Director Jackman provided the Commission with a verbal report. Years ago, there was a conversation with the Solicitor General while they were redoing the 20-year RCMP, BC-wide contract. The conversation was around how the detachment strengths are determined. The RCMP presence was based on population and frequency and types of crime. This makes it difficult for active short-term response as well as long-term investigation. A study was done years ago around a different model based on long term systemic crime around the merits of RCMP versus locally controlled police forces. Electoral Area Directors are looking to revisit this with local

Creston detachment, city and the province, and are currently waiting for the province to give the go ahead. Director Jackman also reported that in July they amended the Unsightly Premises Bylaws to now allow for fining of people in areas A & B.

**10. FINANCIAL REPORTS**

No reports available for this meeting.

**11. PUBLIC TIME**

No public comment.

**12. NEXT MEETING**

The following Riondel Commission meeting will be held on September 5, 2023 at 7:00 pm.

**13. ADJOURNMENT**

**MOVED** and **seconded**,  
AND Resolved:

The Riondel Commission meeting be adjourned at 8:25 pm.

**Carried**

Approved by

---

Gerald Panio, Chair



**REGIONAL DISTRICT OF CENTRAL KOOTENAY**

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

**Time: 6:00pm**

**Date: Wednesday, August 2<sup>nd</sup>, 2023**

**Location: Hybrid Model – In-Person at the Robson Fire Hall and Remote**

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=mdcf13f8aa9d49391b88a90f21f1e2410>

**Join by Phone:**

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

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

**Meeting Number (access code): 2772 319 8899**

**Meeting Password: XCrcwk3J32 (92772953 from phones)**

**In-Person Location:** Robson Fire Hall – 3037 Waldie Avenue, Robson, BC

**COMMISSION MEMBERS**

Commissioner A. Repin

Electoral Area J, Chair

Commissioner W. Penner

Electoral Area J

**MEMBERS ABSENT**

Commissioner I. Windsor

Electoral Area J

**STAFF PRESENT**

Allison Fletcher

Planning Assistant

**GUESTS**

Henny Hanegraaf

Director, Electoral Area J

Tara Pejski and family

Applicant

**2 out of 3 commissioners were present and quorum was met.**

**1. CALL TO ORDER**

Chair Repin called the meeting to order at 6:04 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 2<sup>nd</sup>, 2023 Electoral Area J Advisory Planning and Heritage Commission meeting, be adopted as circulated.

**4. RECEIPT OF MINUTES**

The June 7<sup>th</sup>, 2023 Electoral Area J Advisory Planning and Heritage Commission minutes, have been received.

**5. DELEGATIONS**

**5.1** No delegations

**6. STAFF REPORTS - APPLICATIONS**

**6.1 Revised Zoning Bylaw Amendment and Development Variance Permit Applications - Pejski  
File No. Z2210J and V2210J  
5383 Allendale Crescent, Rural Castlegar, BC**

The purpose of the application is to establish a Kennel on a residential property where the zoning bylaw does not permit a Kennel.

This referral was originally reviewed by the Area J APHC on September 14<sup>th</sup>, 2022. Since that time and based on the feedback provided by surrounding residents the applicant has decided to revise their Zoning Bylaw Amendment application. The revised proposal is to rezone the subject property to a site specific R3 zone in order to permit a kennel with a maximum of 9 dogs. The proposed Development Variance Permit to reduce the required 30 metre setback for buildings and structures associated with a Kennel to 7.5 metres remains the same. Please see the attached site plan on page 8 of this referral package which indicates that 3 of the kennels included on the original site plan are no longer being proposed.

There are two separate applications being considered through this referral:

1. A Zoning Bylaw Amendment Application to rezone the property from Rural Residential (R3) to a site specific Rural Residential (R3) that will permit a Kennel with a maximum of 9 dogs.

**MOVED** and seconded,  
AND Resolved:

That the Area J Advisory Planning Commission SUPPORT the Zoning Bylaw Amendment to Tara Pejski for the property located at 5383 Allendale Crescent, Rural Castlegar and legally described as LOT 3 DISTRICT LOTS 4599 AND 14972 KOOTENAY DISTRICT PLAN 11552 (PID: 012-727-253) to rezone the property from Rural Residential (R3) to a site specific Rural Residential (R3) that will permit a Kennel with a maximum of 9 dogs.

**Carried**

2. A Development Variance Permit Application to permit a setback of 7.5 metres for a Kennel whereas the Zoning Bylaw requires a setback of 30 metres for buildings and structures associated with a Kennel.

**MOVED** and seconded,  
AND Resolved:

That the Area J Advisory Planning Commission SUPPORT the Development Variance Permit to Tara Pejski for the property located at 5383 Allendale Crescent, Rural Castlegar and legally described as LOT 3 DISTRICT LOTS 4599 AND 14972 KOOTENAY DISTRICT PLAN 11552 (PID: 012-727-253) to permit a setback of 7.5 metres for a Kennel.

**Carried**

The following was discussed:

- Commissioner expressed that main concern was and still is around neighbourhood / community and noise
- Applicant gave an overview of the application and explained what has changed since the initial application
- Applicant explains that there have not been any concerns or complaints from neighbours since the operations have been running with 2-3 dogs at a time

## **7. PUBLIC TIME**

The Chair will call for questions from the public at 6:32 p.m.

## **8. NEXT MEETING**

The next Electoral Area J Advisory Planning and Heritage Commission meeting is scheduled for September 6<sup>th</sup>, 2023 at 6:00 p.m.

## **9. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

The Electoral Area J Advisory Planning and Heritage Commission meeting be adjourned at 6:32 p.m.

**Carried**

**Approved by**  
Audrey Repin, Chair



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

Monday, August 14, 2023

2:00 p.m.

Hybrid Model – In-person and Remote

Kokanee Springs Resort

16028 Woolgar Rd., Crawford Bay, BC

**COMMITTEE MEMBERS PRESENT**

Commissioner G. Jackman  
Commissioner G. MacMahon  
Commissioner G. Medhurst  
Commissioner R. Bertram  
Commissioner P. Cullinane  
Commissioner T. Toole

Electoral Area A – In-person  
Kootenay Bay – In-person  
Crawford Bay – Chair – In-person  
Crawford Bay/Grey Creek – In-person  
Boswell – In-person  
Crawford Bay/Boswell – In-person

**STAFF PRESENT**

Julie Rafuse

Meeting Coordinator

**GUESTS PRESENT**

Forrest Demman

President, Kootenay Lake Chamber of Commerce

**6 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=mac9bfec9aac7b92c2f215cc076a920c3>

**Join by Phone:**

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

**Meeting Number (access code):** 2772 173 0440

**Meeting Password:** Wp3e3aHXf68 (97333249 from phones)

**In-Person Location: Kokanee Springs Resort** – lower level of the 1<sup>st</sup> 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 1:58 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 Area A Economic Development Commission meeting, be adopted as circulated.

**Carried**

**4. RECEIPT OF MINUTES**

The July 12, 2023 Area A Economic Development Commission minutes, have been received.

**5. DELEGATION**

Kootenay Lake Chamber of Commerce - Forrest Demman, President

Forrest Demman, President of the Kootenay Lake Chamber of Commerce, provided an update to the Commission on the Kootenay Lake Chamber of Commerce. The Kootenay Lake Chamber of Commerce isn't doing much over the summer, however, the main goal going into the fall is to try and get more members and actually make the Kootenay Lake Chamber of Commerce something that people want to join and be more involved with. Forrest Demman's personal goal as President is to help the Kootenay Lake Chamber of Commerce figure out what succession planning looks like for Directors. He would like to see the Kootenay Lake Chamber of Commerce grow as an organization into a point where it's a bit more organized and able to go forward with lots of information and actually support the business community.

Commissioner Jackman informed Forrest Demman that Herve Blezy, Vice President of the Kootenay Lake Chamber of Commerce, committed to having someone from their organization attend every Area A Economic Development Commission meeting moving forward.

**6. NEW BUSINESS**

**6.1 Imagine Kootenay**

The Imagine Kootenay Quarter 3 Report and Imagine Kootenay Final Report, has been received.

The Imagine Kootenay Summary Report dated August 2023, by Commissioner Jackman, has been received.

The June 2023 Service Statements S107 and S108 spreadsheet, has been received.

Commissioner Jackman provided an overview to the Commission regarding the Imagine Kootenay Quarter 3 Report and Imagine Kootenay Final Report and answered the Commission's question..

Commissioner Jackman provided an overview to the Commission regarding the Imagine Kootenay Summary Report dated August 2023 and answered the Commission's questions.

Commissioner Jackman reviewed with the Commission the June 2023 Services Statements S107 and S108 spreadsheet and answered the Commission's questions.

**7. PUBLIC TIME**

No public.

**8. NEXT MEETING**

The next Area A Economic Development Commission meeting is scheduled for September 11, 2023 at 2:00 p.m. PST.

**9. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

The Area A Economic Development Commission meeting be adjourned at 2:51 p.m.

**Carried**

Digitally approved by

---

G. Medhurst, Chair





**REGIONAL DISTRICT OF CENTRAL KOOTENAY**

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

**6:30PM**

**Monday, August 21, 2023**

**In-Person Meeting and Remote via Webex**

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=md57df0c32b8eb3a1627d8941a0cd7dde>

**Join by Phone:**

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

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

**Meeting Number (access code):** 2773 211 8779

**Meeting Password:** ihJBj4Yhh33 (44525494 from phones)

**Meeting Location:**

Brilliant Cultural Centre, 1876 Brilliant Rd, Castlegar, BC

**COMMISSION MEMBERS**

Commissioner Poznikoff

Commissioner Bebelman

Electoral Area I, Secretary

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
Eileen Kooznetsoff	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 6:51 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 21, 2023 Electoral Area I Advisory Planning and Heritage Commission meeting, be adopted as circulated.

### **4. RECEIPT OF MINUTES**

The July 31, 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 bring draft OCP Maps for feedback.

### **6. PUBLIC TIME**

The Chair will call for questions from the public at \_\_\_\_ p.m.

### **7. NEXT MEETING**

The next Electoral Area I Advisory Planning and Heritage Commission meeting is scheduled for Monday, September 25, 2023 in-person at the Brilliant Cultural Centre and Remote via Webex.

### **8. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

The Electoral Area I Advisory Planning and Heritage Commission meeting be adjourned at 9:17 p.m.

### **Approved by**

Brian Bebelman, Chair



**REGIONAL DISTRICT OF CENTRAL KOOTENAY**

**SOUTH SLOCAN COMMISSION OF MANAGEMENT  
OPEN MEETING MINUTES**

**7:00 p.m.**

**Tuesday, August 29, 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).

**Held by remote meeting until further notice.**

**Join by Meeting Link:**

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m33587c8e271434fafff6340eac20cf31>

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

**Meeting Number (access code):** 2771 390 4084

**Meeting Password:** 5xuQuJRma27

**COMMISSION/COMMITTEE MEMBERS**

Director Popoff	Area H
Commissioner McGovern	Area H/South Slocan
Commissioner Niminiken	Area H/South Slocan
Commissioner Wood	Area H/South Slocan
Commissioner Loxam	Area H/South Slocan
Commissioner Euerby	Area H/South Slocan
Commissioner Lawremce	Area H/South Slocan
Commissioner Throop	Area H/South Slocan

**DELEGATION**

Brent Petrick	Smokey Woodlot Management Ltd.
Troy Petrick	Smokey Woodlot Management Ltd.

**OTHERS**

George Mentz  
Heather Smith  
Mandy Chutskoff

**STAFF**

Joe Chirico, General Manager of Community Services  
Pearl Anderson, Community Meeting Coordinator

**8 out of 8 voting Commission/Committee members were present – quorum was met.**

**1. CALL TO ORDER**

Chair Niminiken called the meeting to order at 7:15 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:

That the Agenda for the August 29, 2023 South Slokan Commission of Management meeting be adopted with the following addition:

Item #6 – Public Time (in addition to Item #8 – Public Time) thereby having 2 Public Times;

and, the remaining agenda items renumbered accordingly.

**Carried**

**4. RECEIPT OF MINUTES**

The February 9, 2023 South Slokan Commission of Management minutes have been received.

**5. DELEGATION**

**5.1 Operations in the Woodlot – Current Planning and Forest Health Concerns**

The power point presentation by Brent Petrick, Woodlot License Manager/Owner, regarding operations in the woodlot, current planning and forest health concerns has been received.

Brent Petrick and Troy Petrick, Smokey Woodlot Management Ltd., left the meeting at 7:59 p.m.

**6. Public Time**

Chair Niminiken called for questions from the public at 8:01 p.m.

**7. NEW BUSINESS**

**7.1 Street Light Yeatman Road**

Chair Niminiken reported that the streetlight on Yeatman Road is not working. Chair Niminiken will email the location of the non-working streetlights to Joe Chirico, General Manager of Community Services. Mr. Chirico will forward the information to the appropriate RDCK employees.

**8. STAFF REPORTS**

**8.1 Old School House Demolition Update**

The verbal update presented by Joe Chirico, General Manager of Community Services, regarding the Old School House Demolition as well as the information presented regarding property ownership, water system and land has been received.

**9. PUBLIC TIME**

Chair Niminiken called for questions from the public at 8:37 p.m.

**10. NEXT MEETING**

The next South Slokan Commission of Management meeting is scheduled for Tuesday, November 21, 2023, at 7:00 p.m.

**11. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

That the South Slokan Commission of Management meeting be adjourned at 8:48 p.m.

**Carried**

**Digitally Approved,**

Commissioner Niminiken, Chair  
September 5, 2023



## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# NELSON & DISTRICT RECREATION COMMISSION NO. 5 OPEN MEETING MINUTES

9 a.m. – 12 p.m.

Wednesday, August 30, 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=m31c0635306c45b7d943693276dc283cf>

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

Meeting Number (access code): 2770 957 6132

Meeting Password: S9HrZYkHA43

In-Person Location: RDCK Boardroom – Lakeside Office

### COMMISSION MEMBERS

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

### MEMBER ABSENT

Commissioner Morrison	City of Nelson
-----------------------	----------------

### STAFF

Stuart J. Horn	Chief Administrative Officer – RDCK
Joe Chirico	General Manager of Community Services – RDCK
Craig Stanley	Manager of Recreation - RDCK
Trisha Davison	Regional Manager – Recreation & Client Services – RDCK
Ryan Ricalton	Facility Manager – NDCC
Tia Wayling	Regional Programming Supervisor/Community Development – RDCK
Pearl Anderson	Community Meeting Administrative Support - Meeting Coordinator

### DELEGATION

Chad Badry	Nelson Neptunes Swim Club – President
------------	---------------------------------------

### GUEST

David McCulloch	Nelson Regional Sports Council – Co-Chair
-----------------	---

**4 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.

**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 August 30, 2023 Nelson & District Recreation Commission meeting be adopted as circulated.

**Carried**

**4. RECEIPT OF MINUTES**

The July 26, 2023 Nelson & District Recreation Commission minutes have been received.

**5. DELEGATION**

**5.1 NELSON NEPTUNES SWIM CLUB ALLOCATION CONSULTATION**

The verbal presentation by Chad Badry, President, Nelson Neptunes Swim Club, requesting a review of the allocation and allocation process at the Nelson Aquatic Centre has been received.

**MOVED** and seconded,  
AND Resolved:

That the Chair or a delegate of the Nelson & District Recreation Commission attend the upcoming joint Nelson & District Community Complex and Castlegar & District Community Complex aquatic allocation meeting.

**Carried**

**DELEGATION ABSENT:** Chad Badry left the meeting at 9:30 a.m.

**6. STAFF REPORTS**

**6.1 NELSON CIVIC CENTRE OPERATIONS UPDATE**

The Commission Report dated August 22, 2023 from Craig Stanley, Regional Manager – Operations and Asset Management - RDCK, and Ryan Ricalton, Facility Manager, Nelson & District Civic Centre - RDCK, re: Nelson Civic Centre Operations update has been received as information.

**6.2 PROGRAMMING UPDATE REPORT**

The Commission Report dated August 23, 2023 from Tia Wayling, Regional Programming Supervisor/Community Development - RDCK, re: Nelson & District Civic Centre Programming Update has been received as information.

**7. PUBLIC TIME**

The Chair will call for questions from the public at 9:47 a.m.

**RECESS/** The meeting recessed at 9:50 a.m. for a break and reconvened at 10:00 a.m.  
**RECONVENE**

**8. IN CAMERA**

**8.1 MEETING CLOSED TO THE PUBLIC**

**MOVED** and seconded,  
AND Resolved:

That in the opinion of the Commission - and, in accordance with Section 90 of the Community Charter – the public interest so requires that persons other than COMMISSIONERS, ALTERNATE COMMISSIONERS, 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.

**Carried**

**8.2 RECESS OF OPEN MEETING**

**MOVED** and seconded,  
AND Resolved:

That the Open Meeting be recessed at 10:00 a.m. in order to conduct the Closed In Camera meeting.

**Carried**

**9. NEXT MEETING**

The next Nelson & District Recreation Commission meeting is scheduled for October 25, 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.

**10. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

That the Nelson & District Recreation Commission No. 5 meeting be adjourned at 10:11 a.m.

**Carried**

Originally signed by

Keith Page, Chair Rec. Comm. 5.  
Sept 4th, 2023





**REGIONAL DISTRICT OF CENTRAL KOOTENAY**

**ROSEBERY PARKLANDS AND TRAILS COMMISSION  
OPEN MEETING MINUTES**

**7:00 p.m.**

**Wednesday, August 30, 2023**

**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=m99c0f1202d2a66829ddf9d272b5590ae>

**Join by Phone:**

1-844-426-4405 Canada Toll Free

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

**Meeting Number (access code): 2774 025 9497**

**Meeting Password: PKmWgxRa362**

**COMMISSION MEMBERS**

Director W. Popoff	Electoral Area H
Director J. Lunn	Village of Slocan
Director C. Ferguson	Village of Silverton
Commissioner R. Reitmeier	Area H
Commissioner G. McRae	Area H
Commissioner H. Hastings	Village of Silverton
Commissioner C. Law	Village of New Denver
Commissioner M. Koolen	Village of Slocan
Commissioner S. Johnson	Rosebery Parklands Society Representative

**MEMBERS ABSENT**

Director L. Casley	Village of New Denver
Commissioner S. Kipkie	Area H
Commissioner P. Schwartz	Area H
Commissioner R. Allin	Area H

**STAFF**

Jeff Phillips Regional Parks Operations Supervisor  
Melanie Loutit Community Meeting Coordinator

**STAFF ABSENT**

Cary Gaynor Regional Parks Manager

**6 out of 9 voting Commission members were present – quorum was met.**

**1. CALL TO ORDER**

Chair Hastings called the meeting to order at 7:15 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 30, 2023 Rosebery Parklands and Trails Commission meeting be adopted as circulated with change to Agenda Commission Members Susan Johnson to Commissioner Johnson.

**Carried**

**4. RECEIPT OF MINUTES**

The June 1, 2023 Rosebery Parklands and Trails Commission minutes have been received.

**5. DELEGATE**

There are no delegates scheduled for this meeting.

**6. STAFF REPORTS**

**6.1 Work Completed in 2023**

Jeff Phillips, Regional Parks Operations Supervisor, provided a verbal report regarding the work completed in 2023.

**7. NEW BUSINESS**

**STAFF ACTION** Jeff Phillips, Regional Parks Operations Supervisor, to arrange a walkthrough of the Three Forks side of Galena Trail to check for danger areas.

**8. PUBLIC TIME**

The Chair will call for questions from the public at 7:36 p.m.

**9. NEXT MEETING**

The next Rosebery Parklands and Trails Commission meeting is scheduled for November 2, 2023 at 7:00 p.m.

**10. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

The Rosebery Parklands and Trails Commission meeting be adjourned at 7:39 p.m.

**Carried**

**Digitally Approved,**  
Hank Hastings, Chair, Rosebery Parklands & Trails Commission  
2023-08-31



**REGIONAL DISTRICT OF CENTRAL KOOTENAY**

**Electoral Area A Recreation Commission No. 9  
OPEN MEETING MINUTES**

**2:00 p.m. (MST)**

**August 31, 2023**

**Hybrid Model – In-Person and Remote**

**Community Corner**

**15990 Highway 3A, Crawford Bay BC**

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=m2204e5290d42eafbd344473392619bb4>

**Phone:**

1-844-426-4405 Canada Toll Free

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

**Meeting Number (access code):** 2772 090 5750

**Meeting Password:** p3DiCH35jSZ

**In-Person Location:** Community Corner  
15990 Highway 3A, Crawford Bay BC

**COMMISSION MEMBERS PRESENT**

Commissioner Gundlach	Area A Crawford Bay
Commissioner Rabb	Area A Boswell
Commissioner Gilbertson	Area A Riondel
Director Jackman	RDCK Area A

**STAFF PRESENT**

Trisha Davison	Regional Manager, Recreation & Client Services
Pearl Anderson	Meeting Coordinator

**OTHERS**

Zora Doval	Kootenay Lake Art Gallery
Mike Baradell-Smith	Kootenay Lake East Shore Men's Shed

**4 out of 4 voting Commission/Committee members were present – quorum was met.**

**1. CALL TO ORDER**

Commissioner Gundlach called the meeting to order at 2:04 p.m.

Zora Doval, Kootenay Lake Art Gallery, joined the meeting at 2:08 p.m.

**2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT**

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

**STAFF PRESENT:** Trisha Davison, Regional Manager, Recreation & Client Services, joined the meeting at 2:20 p.m.

**3. ADOPTION OF AGENDA**

Moved and Seconded,  
 And Resolved:

That the Agenda for the August 31, 2023 Electoral Area A Recreation Commission No. 9 meeting be adopted as circulated.

**Carried**

**4. RECEIPT OF MINUTES**

The May 8, 2023 Electoral Area A Recreation Commission No. 9 minutes have been received.

**ORDER OF AGENDA CHANGED** The Order of Business was changed as there were grant organization representatives present at the meeting, with Item 6.1 - Fall Grant Application Review, considered at this time.

**6. NEW BUSINESS**

**6.1 Fall Grant Application Review**

The following 2023 Fall Grant applications have been received.

<b>ORGANIZATION</b>	<b>Amount</b>
South Kootenay Lake Community Services Society – Commercial Liability Insurance	\$1,410.00
Riondel & District Curling Club - Insurance	\$1,710.00
Boswell Memorial Hall Society – Hatha Yoga	\$2,000.00
Kootenay Lake East Shore Men’s Shed Society – Laptop for CNC Machine	\$2,000.00
Boswell and District Farmers’ Institute – Liability Insurance for Boswell Boat Launch and Mackie Park	\$1,776.00
East Shore Trail and Bike Association – Special Risk Liability Insurance	\$2,747.00

South Kootenay Lake Community Service Society – Fitness Centre Operating Liability Insurance	\$1,200.00
South Kootenay Lake Community Service Society – Riondel Halloween	\$1,020.00
South Kootenay Lake Community Service Society – Commercial Liability Insurance	\$1,120.00
South Kootenay Lake Community Services Society – East Shore Junior Squad	\$2,028.09
South Kootenay Lake Community Services Society – Directors Liability Insurance	\$820.00
South Kootenay Lake Art Connect Society	\$1,500.00

Zora Doval left the meeting at 2:32 p.m.

**Moved** and seconded,

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

That the Board approve the payment of the following grants from the Electoral Area A Recreation Commission No. 9 Service No. S232 2023 budget:

<b>ORGANIZATION</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
South Kootenay Lake Community Services Society – Commercial Liability Insurance	\$1,410.00	<b>\$1,341.00</b>
Riondel & District Curling Club - Insurance	\$1,710.00	<b>\$1,627.00</b>
Boswell Memorial Hall Society – Hatha Yoga	\$2,000.00	<b>\$1,522.00</b>
Kootenay Lake East Shore Men’s Shed Society – Laptop for CNC Machine	\$2,000.00	<b>\$ 951.00</b>
Boswell and District Farmers’ Institute – Liability Insurance for Boswell Boat Launch and Mackie Park	\$1,776.00	<b>\$1,689.00</b>
East Shore Trail and Bike Association – Special Risk Liability Insurance	\$2,747.00	<b>\$2,352.00</b>
South Kootenay Lake Community Service Society – Fitness Centre Operating Liability Insurance	\$1,200.00	<b>\$1,027.00</b>
South Kootenay Lake Community Service Society – Riondel Halloween	\$1,020.00	<b>\$ 776.00</b>

South Kootenay Lake Community Service Society – Commercial Liability Insurance	\$1,120.00	\$ 959.00
South Kootenay Lake Community Services Society – East Shore Junior Squad	\$2,028.09	\$1,543.00
South Kootenay Lake Community Services Society – Directors Liability Insurance	\$820.00	\$ 780.00
South Kootenay Lake Art Connect Society	\$1,500.00	\$1,427.00
<b>TOTAL</b>		<b>\$15,994.00</b>

**Carried**

**ORDER OF AGENDA** Item No. 5.1 - Recruiting New Commission Members was considered at this time.  
**RESUMED**

**5. OLD BUSINESS**

**5.1 Recruiting New Commission Members**

Discussion regarding recruiting new Commission members from the community has been received.

**COMMISSIONER ABSENT:** Commissioner Gilbertson left the meeting at 3:21 p.m.

**7. PUBLIC TIME**

The Chair called for questions from the public at 3:23 p.m.

**8. NEXT MEETING**

The next Electoral Area A Recreation Commission No. 9 meeting is scheduled for January 25, 2024 at 2:00 p.m. MST.

**9. ADJOURNMENT**

Moved and Seconded,  
 And Resolved:

That the Electoral Area A Recreation Commission No. 9 meeting be adjourned at 3:27 p.m.

**Digitally Approved**

Gabriela Gundlach, Chair  
 September 2, 2023



Creston Valley Forest Corporation  
Box 551  
Creston, BC, V0B 1G0  
Phone: 250-402-0070  
Email [admin@crestoncf.com](mailto:admin@crestoncf.com)

July 25, 2023

Regional District of Central Kootenay  
Box 590, 202 Lakeside Drive  
Nelson, BC V1L 5R4

Attention: Angela Lund, Deputy Corporate Officer

RE: RDCK APPOINTMENT TO THE CRESTON VALLEY COMMUNITY FOREST  
BOARD OF DIRECTORS

The Creston Community Forest (Creston Valley Forest Corporation) requests a letter stating the name of the person, as well as the alternate, of whom you will be appointing to represent the RDCK on our Board of Directors. This appointment is for up to a four-year term. Please also include all contact information for the said person(s).

Note that the AGM for the Creston Community Forest (Creston Valley Forest Corporation) will be held on September 28<sup>th</sup>, 2023 at 10:00 AM, with the Board of Directors meeting to follow at 10:30 AM. Both meetings will be held at the visitor's center boardroom, located at 121 NW Blvd.

Thank you,

Kris VanderWeyde  
Office Administrator  
Creston Community Forest





# Director's Report

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

**Report Date:** September 5, 2023

## **Columbia Basin Regional Advisory Committee (CBRAC)**

Our last scheduled update was August 16<sup>th</sup>. As usual, details of these meetings cannot be shared, but the update from the Minister following the latest negotiation round is available. For general information go to <https://engage.gov.bc.ca/columbiarivertreaty/info-sessions/>.

## **Regional Connectivity Committee (RCC)**

Director Popoff will have the most up to date, firsthand information on this topic this month.

**For more information**

[info@rdck.bc.ca](mailto:info@rdck.bc.ca) | 250.352.6665 | 1.800.268.7325 (BC) | or visit [rdck.ca](http://rdck.ca)



**Aimee Watson**

RDCK Director of Electoral Area D

August 19, 2023

Ministry of Jobs, Economic Recovery and Innovation for the Province of BC  
Rural Economic Diversification and Infrastructure Program

To Whom it May Concern,

**Re: Economic Growth and Diversity Project for the JB Fletcher Store Museum**

As the Area D, North Kootenay Lake, elected representative, I support this REDIP application to the Ministry of Jobs, Economic Recovery and Innovation from the JB Fletcher Store Museum located in the historic community of Ainsworth.

As a critical component to the region's history, both settler and indigenous, the JB Fletcher Store has been lovingly returned to its authentic state. Its presence in Ainsworth is impactful as our region develops and grows as a tourism destination. This beautifully restored venue is filled with authentic historical artifacts. It presents a combination of the history of Ainsworth and the surrounding area including the store itself, the regional mining history, the past commercial endeavors as well as the history of the indigenous peoples from this region.

The applicant, the JB Fletcher Restoration Society, was responsible for initiating a Heritage Register for the RDCK and became the first Heritage venue on the registry. They are leaders not only in local history but in our region's need to recognize the importance of the past and our potential for making it part of our future. It is highly admirable that the organization is undertaking the work required to make this venue sustainable moving forward and this grant would provide them with the resources needed to move forward with their plans.

The value of this venue is not in question. I support all of the efforts taking place to ensure the building can remain open for both locals and visitors to the area. I salute the tireless and extenuating hours volunteers have put in to save this wonderful piece of Kootenay Lake history and very much look forward to the continued growth and development of the venue on its quest to become self sustaining.

Sincerely,

Originally signed by

Aimee Watson  
Area D Director



**Cheryl Graham**  
Director of Electoral Area E

File No. HPCC

August 15, 2023

BC Manufacturing Jobs Fund

To Whom It May Concern.

I am pleased to write this letter in support of Harrop Procter Community Cooperative's application to the BC Manufacturing Jobs Fund.

I am the Elected Official for the RDCK for Area E, the area of which the Harrop Procter Community Cooperatives is located within. The Harrop Procter Forest Products (HPFP) sawmill is a small for-profit operation located in Harrop Procter, approximately 18 km outside of Nelson BC. It is wholly owned by the Harrop Procter Community Cooperative (HPCC) – which manages the operations of the community forest as well as the sawmill. HPCC's total revenues for 2022 were \$2.4 million.

The Mill has steadily grown since 2009 and employs about a dozen people. The Coop and the Mill are important to the economic development and stability of Area E. Businesses in rural areas face unique challenges.

HPCC currently faces challenges including:

- Outmoded equipment,
- Inefficient, labour intensive operational flow.
- Current electrical infrastructure is at capacity and unable to support energy-efficient equipment
- Staff and equipment exposed to elements

HPCC recognizes the need to invest in improvements in processes, equipment and buildings to improve HPFP's overall resiliency for the future. While not prioritizing significant growth, the goal is to improve efficiency and capability in processing wood products, create a more stable wood supply, while reducing carbon footprint, expanding product lines from waste materials and improve staff safety and comfort.

Some strengths of the Mill:

- Supplies unique products and has the ability to customize client orders
- Log supply from local and area forests
- Size and scale of the operation supports resilience
- Provides ongoing local jobs.

Goals relevant to the Mill that align with BC Manufacturing Jobs Fund:

- Contribute to clean, inclusive growth and economic resilience and diversification, particularly in regional communities
- Support innovation and sustainability in the forestry-value added sector
- Create long term well-paying jobs
- Boost productivity

Thank you for this opportunity to provide support for this very unique local business. If you have any questions, please call or email.

Sincerely,

Originally signed by

Cheryl Graham  
Director, Electoral Area E





# Director's Report

Aidan McLaren-Caux – Village of Nakusp

**Report Date:** September 14<sup>th</sup>, 2023

*Reporting on activities from August 8<sup>th</sup> to September 5<sup>th</sup>, 2023.*

## Director's Activities

- Aug. 11<sup>th</sup>, attended online meeting with **BC Hydro** regarding **Arrow Lakes Reservoir Levels**
- Aug. 14<sup>th</sup>, attended *Dialogue Circle* for Climate Action Plan, Area K & Nakusp, in Burton
- Aug. 18<sup>th</sup>, attended online 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.*
  - Aug. 9<sup>th</sup>, attended online meeting
  - Aug. 14<sup>th</sup>, attended online meeting
  - *See US Department of State Update from August 14, 2023:*  
<https://www.state.gov/18th-round-of-negotiations-to-modernize-the-columbia-river-treaty-regime/>
  - *See update from Province of BC from August 15, 2023:*  
<https://news.gov.bc.ca/releases/2023EMLI0038-001299>
- **Regional Innovation Chair in Regional Economic Development Regional Advisory Committee (RIC-RED-RAC)**
  - Nothing to report.

**For more information**

[info@rdck.bc.ca](mailto:info@rdck.bc.ca) | 250.352.6665 | 1.800.268.7325 (BC) | or visit [rdck.ca](http://rdck.ca)

## Angela Lund

---

**To:** Planning  
**Subject:** RE: Engagement Invitation - Cannabis Store Licence Cap

**From:** LCRB Outreach LCRB:EX <[LCRB.Outreach@gov.bc.ca](mailto:LCRB.Outreach@gov.bc.ca)>  
**Sent:** August 16, 2023 5:39 PM  
**Subject:** Engagement Invitation - Cannabis Store Licence Cap

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

---

Hello,

The Ministry of Public Safety and Solicitor General (PSSG), Liquor and Cannabis Regulation Branch is seeking your feedback about increasing B.C.'s licence cap. As part of the engagement process, the LCRB is reaching out to all local and Indigenous governments, Indigenous partners, cannabis industry groups, and Cannabis and Producer Retail Store licensees.

Currently, the cannabis regulatory framework limits the number of private cannabis store licenses any one company, person, or group of persons can have an interest in to a maximum of eight. This is called a "licence cap." [Section 6](#) of the [Cannabis Licensing Regulation \(CLR\)](#) outlines the prescribed criteria referred to in section 26(2)(f) of the CCLA, including the eight store licence cap. There is no limit on the total number of cannabis retail store licenses issued in B.C.

The LCRB is not proposing any changes to local and Indigenous governments' oversight. Potential changes to the licence cap will not affect any existing or future controls within Indigenous or local government jurisdiction, including the ability to provide a positive recommendation for new and amended cannabis retail licences in their jurisdiction.

To inform the review, we are interested in hearing more about:

1. Does your government have any comments or feedback about the provincial licence cap policy?
2. In your government's opinion, should the licence cap be changed? Why or why not? If yes, what should the cap be changed to?

You can find more information on BC's cannabis framework here: <https://www2.gov.bc.ca/gov/content/safety/public-safety/cannabis>

To submit your comments or if you have questions, please contact the LCRB Communications team at [LCRB.Outreach@gov.bc.ca](mailto:LCRB.Outreach@gov.bc.ca) with the subject "Licence Cap Review" by **September 15, 2023**.

Sincerely,

**Monika Laube (she/her)**

A/Director, Communications and External Relations  
Liquor and Cannabis Regulation Branch  
Ministry of Public Safety and Solicitor General  
<https://gov.bc.ca/lcrb>

## Angela Lund

---

**To:** Planning  
**Subject:** RE: Engagement Invitation - Temporary Relocation of Liquor Stores and Proposed Liquor Amendment

**From:** LCRB Outreach LCRB:EX <[LCRB.Outreach@gov.bc.ca](mailto:LCRB.Outreach@gov.bc.ca)>

**Sent:** August 16, 2023 5:39 PM

**Subject:** Engagement Invitation - Temporary Relocation of Liquor Stores and Proposed Liquor Amendment

CAUTION

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

---

Hello,

On behalf of Janet Donald, A/General Manager of the Liquor and Cannabis Regulation Branch (LCRB), I am writing to inform you of the LCRB's engagement about temporary relocations for liquor retailers in B.C., including Licensee Retail Stores, Wine Stores, and government liquor stores. In addition, there is a proposed regulatory amendment for your consideration and comment.

### Temporary Relocation

Local governments are not required to approve or consider liquor store relocations. However, if a liquor retailer applies to relocate their store, they must provide proof of zoning.

The engagement paper attached includes background information and considerations for proposed temporary liquor store relocations. If you'd like to provide comment, instructions to submit your feedback are included in the paper.

As part of the engagement process, the LCRB is sending the paper to all local and Indigenous governments, Licensee Retail Store and Wine Store licensees and organizations, including the Alliance of Beverage Licensees and the Liquor Distribution Branch.

Responses will be received until **September 29, 2023**.

### Proposed Regulatory Amendment

Currently, anyone who purchases liquor or cannabis must show two pieces of identification (ID) if requested by the licensed establishment. The proposed amendment to section 158 in the Liquor Control and Licensing Regulation and section 37 of the Cannabis Licensing Regulation would only require one piece of government-issued ID for liquor or cannabis purchases. This amendment aligns with other provincial requirements, such as tobacco purchases.

Further information on the proposed amendment is in the attached backgrounder document.

Responses will be received until **September 15, 2023**.

If you have any comments or questions about the proposed amendment or implementation, please contact Monika Laube, Engagement and Outreach Specialist, Liquor and Cannabis Regulation Branch, by phone at 236-478-0348 or email at [LCRB.Outreach@gov.bc.ca](mailto:LCRB.Outreach@gov.bc.ca)

Sincerely,

Monika Laube  
A/Director Communications and External Relations





## Prescribed Identification (ID) Background Information

Below you will find more information about the proposed amendment to reduce the required number of prescribed ID from two to one

### Issue

In 2002, B.C. increased the requirement from one to two pieces of prescribed ID to purchase alcohol. This was done to mitigate problems related to an increased use of counterfeit IDs by minors.

Prescribed ID includes a passport, driver's licence, or government-issued photo ID (primary ID), which includes status cards. A secondary ID is one that displays the individual's name and either their signature or picture.

The Province is proposing a change to require one piece, rather than two, of prescribed ID to purchase liquor or cannabis. This is consistent with the requirement in all other provinces and territories.

### Current strategies to protect minors

There are a number of strategies now in place to protect minors and deter liquor and cannabis licensees from selling to anyone they suspect to be under-age. These include:

- 1) enhanced security features for government-issued IDs, making them difficult to counterfeit or alter;
- 2) the Minors as Agents Program, which targets licensee compliance with ID regulations, enabling inspectors to take enforcement action where required; and
- 3) enhanced training materials for the safe serving training programs required of licensees and their staff, which explains the legal responsibilities associated with selling or serving liquor and cannabis and how to prevent sales to minors.

### What is changing?

If the proposed changes are approved by Cabinet, the Liquor Control Licensing Regulation and the Cannabis Licensing Regulation will be amended to require one piece of primary ID for liquor or cannabis purchases.

Regardless of the number of pieces of ID prescribed, licensees and their employees are still required to take steps to confirm an individual's age if they have any doubt that an individual is 19 or over. This may include requesting a second piece of ID. Licensees can also implement more restrictive ID policies, such as checking every patron's ID.

#### What this means

Anyone in B.C. will only be required to show one piece of I.D. for liquor or cannabis purchases unless the licensee determines a need for a second piece of ID.

This will also support individuals who have their ID stolen or lost with reduced requirements to replace their ID.

For questions related to the policy, contact [LCRBLiquorPolicy@gov.bc.ca](mailto:LCRBLiquorPolicy@gov.bc.ca).



# ENGAGEMENT PAPER

## Temporary Relocation of a Liquor Store

### Purpose

The Liquor and Cannabis Regulation Branch, Ministry of Public Safety and Solicitor General invites Indigenous partners and interested parties to comment on the temporary relocation of a Licensee Retail Store, Wine Store and BCLIQUOR store. This consultation paper provides a brief background and questionnaire.

Responses will be accepted until **September 29, 2023**

### Contact

Monika Laube  
External Engagement and Outreach Specialist  
LCRB.Outreach@gov.bc.ca

## Introduction

The Liquor and Cannabis Regulation Branch (LCRB) has received requests to allow Licensee Retail Stores (LRS) and government-run BCLIQUOR (BCL) stores to temporarily relocate to accommodate renovation or redevelopment of their establishments.

The LCRB is collecting comments on whether retailers, including Wine Stores and government-run BCL stores, are supportive of having the ability to temporarily relocate, and if so, what limitations should be placed on temporary relocations.

### Who will the LCRB be engaging with?

Through this engagement, the LCRB wants to hear from:

- The Alliance of Beverage Licensees (ABLE)
- LRS licensees
- Wine Store licensees
- BCL Stores
- Local and Indigenous governments

## Background

A liquor licence, by law, relates exclusively to a single establishment, even when it is not operating. Therefore, a licence cannot relate to multiple establishments (i.e., one permanent and one temporary) at the same time.

Additionally, an LRS or BCL cannot relocate **permanently** within a one-kilometre (km) radius (hereafter, one-km rule) of another LRS or BCL, except in limited circumstances. For example, if the original location was damaged beyond the licensees' control, the distance between the new location and the other store is the same, or the new location is on the same parcel of land.

The one-km rule was introduced to provide market stability and to prevent further densification of retail liquor stores.

Many current LRS and BCL locations were approved before today's distance rules came into effect. While these stores are authorized to continue operating, many are in locations that could not be approved under today's rules.

If an LRS or BCL is unable to operate at their licensed location due to significant renovations or redevelopment, for example, the licensee can choose to:

- Temporarily close the location until the location can resume operation (i.e., place the licence into “dormancy”); or,
- Permanently relocate to an eligible new location.

There is currently no provision that allows a liquor retailer to **temporarily** relocate or that allows a licence to relate to more than one establishment. This means that if a retailer relocates from a currently approved location to a new location, and later wants to relocate back to the original location, they can only do so if the original location is eligible under today’s rules.

## Discussion

Permitting an LRS, Wine Store or BCL to temporarily relocate raises a number of issues for consideration.

### Eligibility

If the LCRB allowed temporary relocations eligibility criteria will be required to limit the impact to other retailers and maintain market stability.

Considerations:

- Should eligibility for a temporary relocation be limited to specific circumstances?
- If so, what circumstances should be eligible?
- What should happen to the licence if these circumstances change before it returns to the permanent location?

### Location requirements

It may not always be possible to find a temporary location that is both economically viable and that satisfies the one-km km rule.

Considerations:

- Could a proposed temporary location be located within one km of another liquor retailer’s permanent location, and if so, under what circumstances?
- Could a liquor retail store permanently relocate within one km of another retailer’s temporary store location?
- Would it be feasible to find a temporary location that satisfies the current one km criteria?

The LCRB is **not** considering requiring the consent of nearby retailers for a temporary location seeking to operate within one-km, as this approach would

require significant additional regulation and oversight. It also increases the risk of (legal) conflict between licensees.

The LCRB is **not** considering changes that would expand the circumstances when a retail store can **permanently** relocate to within one km of another permanent retail store location.

### Time limit

Given the potential impact on other liquor retailers and the broader policy implications, it is likely necessary to limit the time that a temporary location would be allowed.

Considerations:

- What the maximum time limit would be?
- Whether the time limit would apply in all circumstances, or if flexibility to extend the time limit in some circumstances should be available.
- Whether there should be a different time limit for different circumstances.
- What happens to a licence that fails or is unable to return to its permanent location within the maximum time permitted?

### Questions

Comments focused on the questions outlined below are much appreciated. Comments outside the scope of this paper are not able to be considered at this time. Your comments are confidential and will not be shared in a manner that identifies you.

1. Do you support potential changes to allow for an LRS licensee, Wine Store licensee or a BCL to temporarily relocate? Please explain your position.
2. If yes to the above, under what circumstances should a temporary relocation be permitted?
3. Should temporary locations be permitted to be within one km of another existing or proposed LRS, Wine Store or BCL? Please briefly explain.
4. Should there be a limit on how long the temporary relocation is in effect?
5. If you answered yes to question 4,
  - a. How long should the time limit be?

- b. Should it be one time limit or a different limit for different circumstances?
- c. Should there be any possibility for an extension?

## Submitting your comments

Send your comments to [LCRB.Outreach@gov.bc.ca](mailto:LCRB.Outreach@gov.bc.ca) with the subject “Temporary relocation consultation.” Email submissions are preferred.

### **Submission deadline: September 29, 2023**

When submitting your comments, please include:

- Full name of the person submitting
- Name of the business/organization and licence number, if applicable
- Municipality or regional district in which your store is located
- Phone number, including area code and reply email address

If you wish to provide comments by mail, you can send to:

PO Box 9292 Stn Prov Govt  
Victoria, BC V8W 9J8

## Collection Notice

By submitting a response to this consultation paper, I understand that my personal information is being collected pursuant to sections 26(c) and 26(e) of the *Freedom of Information and Protection of Privacy Act* for the purposes of sharing my views or the views of my organization in response to the questions outlined in the engagement paper for use in considering the issue of temporary locations. Any questions about the collection, use, disclosure and storage of my Personal Information pursuant to this engagement should be directed to the Stakeholder Engagement and Outreach Specialist, Liquor and Cannabis Regulation Branch at PO Box 9292 STN PROV GOVT, Victoria, B.C., V8W 9J8, or by phone at 236-478-0348.





## OKANAGAN NATION ALLIANCE

#101 – 3535 Old Okanagan Hwy, Westbank, BC V4T 3L7

Phone: (250) 707-0095 Fax (250) 707-0166 [www.sylx.org](http://www.sylx.org)

August 23, 2023

Dear CAO Horn, Regional Chair Watson and Area Directors

Thank you for the opportunity for Michael Zimmer of ONA to appear before you on June 15, 2023 to introduce the Hatchery-in-a-Box (HIB) concept in support of Columbia River salmon reintroduction efforts. We are glad that this, and the greater initiatives to bring back the salmon to the Columbia River, are of interest to the Regional District of Central Kootenay.

The HIB is a mobile, scalable and self-contained mini-hatchery that can effectively incubate up to 100,000 eggs and grow them to the fry stage. Having local egg supply and imprinting them on local water sources (river, or groundwater), can set them up for acquiring chemical cues necessary for them to find their home waters when they return in four years following release.

Other benefits for a localized hatchery system include, but are not limited to:

- Local egg supply for our highly popular Fish in Schools Program
- Provide local supply for egg and fry survival studies in support of large-scale salmon reintroduction
- Provide fry supply for juvenile movement studies
- Possibly provide a living classroom for local schools and home schools
- Possibly provide tourist destination stop or interpretive opportunities
- Provide an opportunity for the RDCK to collaborate with and support indigenous responsibilities

There are significant infrastructure needs for a HIB to be successful, the main ones include:

- Flat, accessible land
  - Power hook up (to the grid, or off-grid)
  - Stable fish friendly water source (up to 30 gpm, groundwater or surface)
  - Area to release wastewater
  - And preferably, close proximity to the Columbia River or its tributaries (easy conduit for releasing fry)
- (a specifications sheet is available)



We would welcome an opportunity to explore this opportunity further with RDCK Planning and Engineering folks, should there be interest in pursuing.

**lumlømt | Thank You,**



**Micheal Zimmer**

Columbia Region - Fisheries Team Lead

**Operations Location**

**Columbia Field Office**

875 Columbia Ave.  
Castlegar, BC  
V1N 1H3

**[www.syilx.org](http://www.syilx.org)**

**C** 250 304 7341

**E** [mzimmer@syilx.org](mailto:mzimmer@syilx.org)

**Mailing Address**

**Okanagan Nation Alliance**

101 – 3535 Old Okanagan Hwy  
Westbank, BC V4T 3L7

## OKANAGAN NATION ALLIANCE

### **Satellite Conservation Hatchery- Hatchery in a Box**

The HIB (Hatchery in a Box) was developed as a complete turnkey fish hatchery that could be quickly deployed to assist First Nations with conservation and reintroduction of their salmon stocks. The Okanagan Nation Alliance built the first one in 2017 and operated it for two years as a Proof of Concept at our kł c̓pəl̓k stiṃ salmon hatchery in Penticton. In September 2020 we started offering these for sale. Since that time we have placed them at the following locations:

Osoyoos Indian Band

Takla First Nation

Nakazdli First Nation (2)

Spuzzum First Nation

Ahousaht First Nation

We have the ability to build these to suit your application but so far our most popular model is the SHU-100. This is a (new) 20 foot seacan that can incubate and rear 100,000 salmonids to a size of one gram. It is completely self contained and only needs to be connected to water and power.

The water requirements are a maximum of 100 litres per minute (25 gpm) and the power requirement is minimal, but we do provide a 30 amp service panel.

#### **Seacan**

A new (one use) 20 foot long steel shipping container. To this we add :

3 foot man door on the side

Vinyl flooring

Exterior Styrofoam insulation with vinyl siding

Interior Styrofoam insulation with fibreglass (washable) panelling



### **Water Service**

All interior plumbing has been completed by a licensed plumber. The inflow and outflow connections have been “stubbed” out the sidewalls to allow you to connect your supply and effluent lines. No additional plumbing is required.

When full the HIB will use 10 gpm during incubation – normally Oct to March and then up to a maximum of 25 gpm when feeding the fish.



### **Electrical Service**

We provide a 30 amp service panel on the inside of the HIB. A licensed electrician provides:

- 2 duplex 110V GFI receptacles
- 2 four foot LED ceiling lights with a switch
- 1 photoperiod light on a timer
- 1 connection box for the alarm system
- 1 humidistat controlled exhaust fan



## **Alarm System**

The custom built alarm system in its most basic form provides:

2 tank level sensors

1 power on sensor

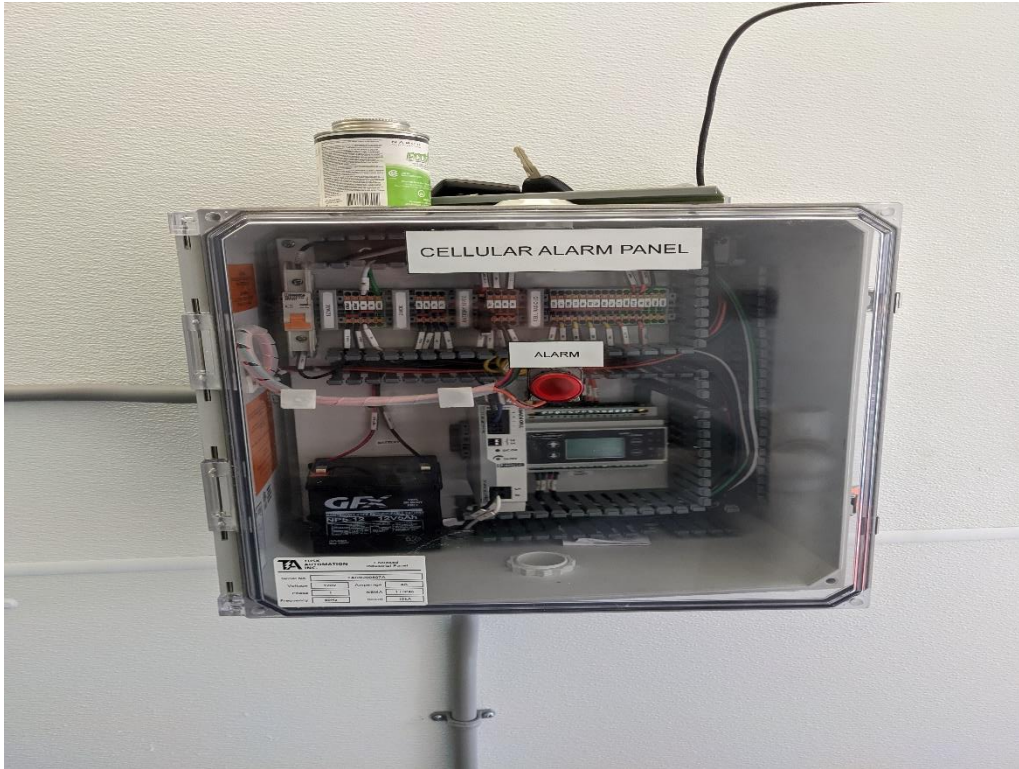
Additional alarm points if desired

Oxygen solenoid to turn on supplemental oxygen should the water flow stop

Oxygen delivery system using ceramic diffusers

12 month subscription to a Cloud based alarm monitoring system (after 12 months it is \$600/yr)





## **Fish Incubation**

Two 8 tray Heath incubators with custom stand and drain tray



## **Fish Rearing**

Two 6 foot round fibreglass fish tanks with external standpipes for easy operation



## **Health Management Plan**

A requirement by the DFO for licensing of the facility

## **Standard Operating Protocols (SOPS)**

A requirement by DFO and an instructional tool for the staff.

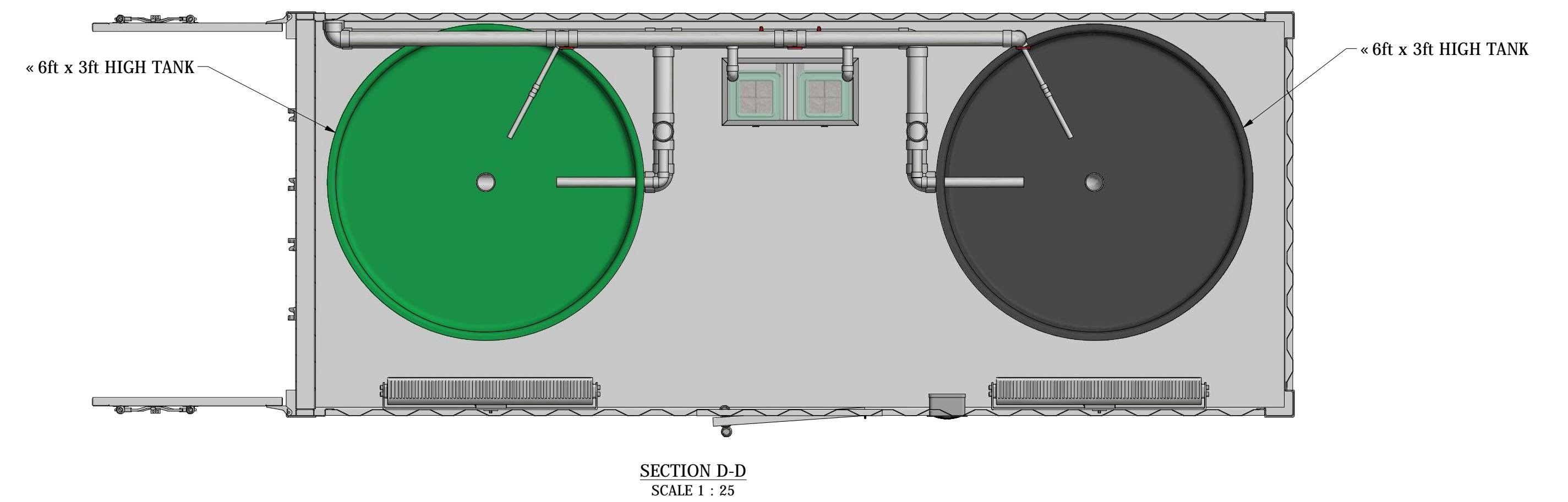
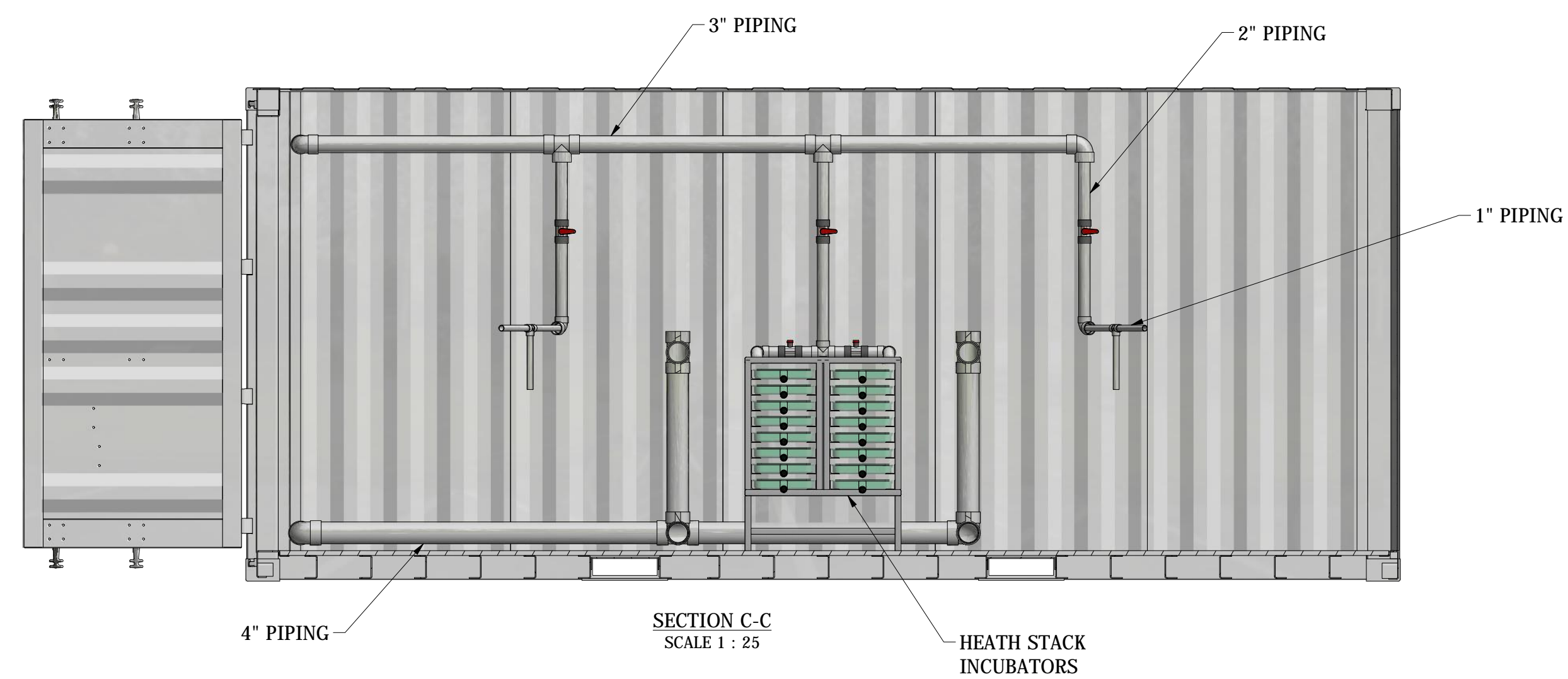
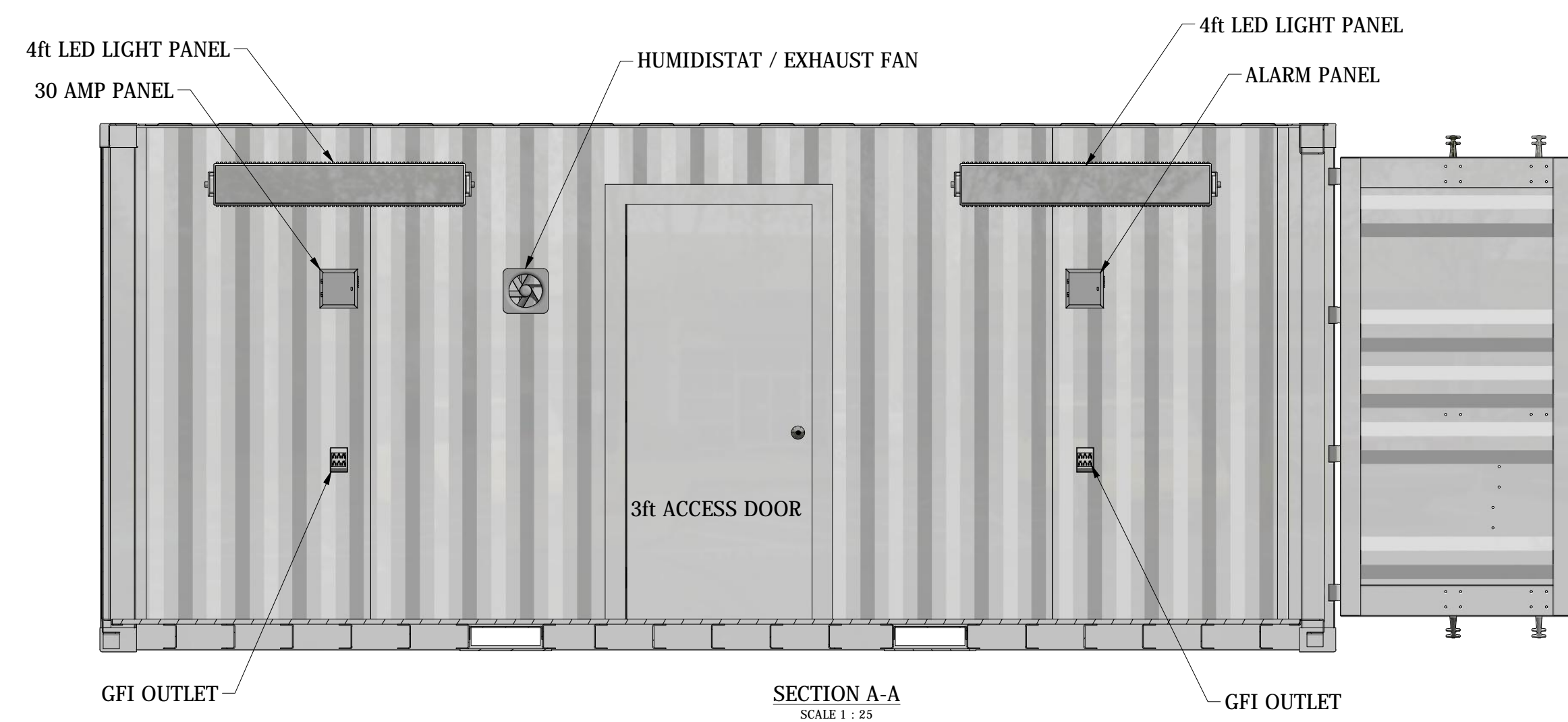
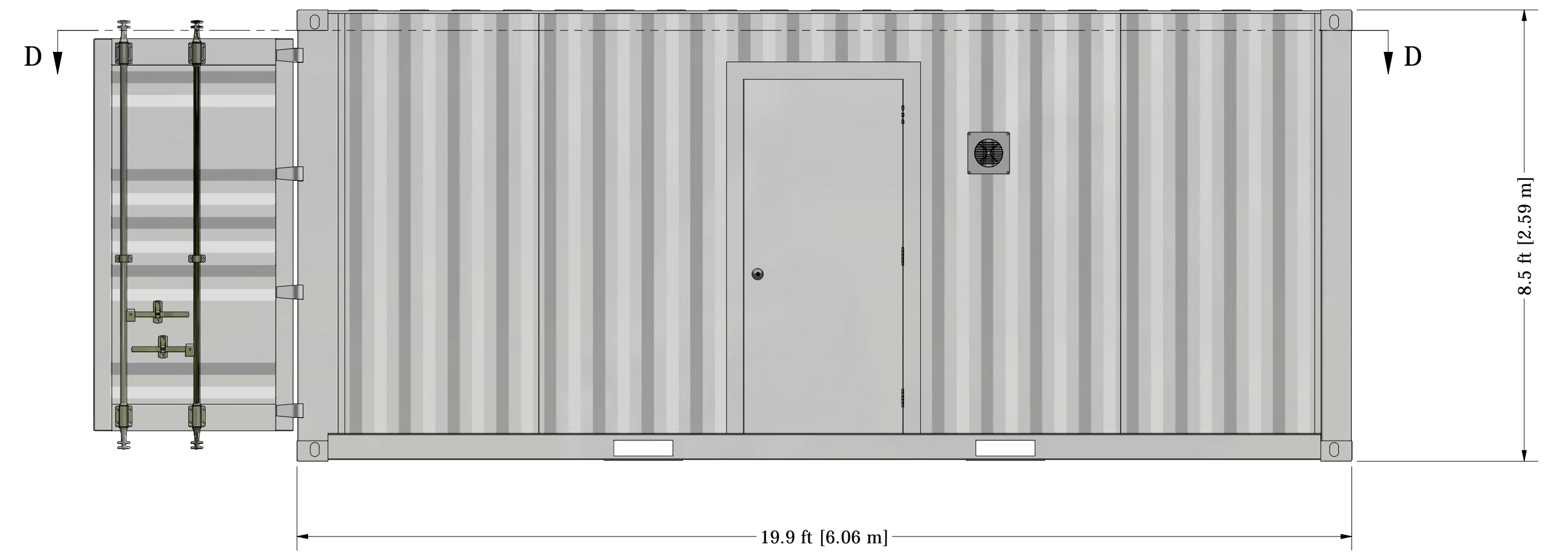
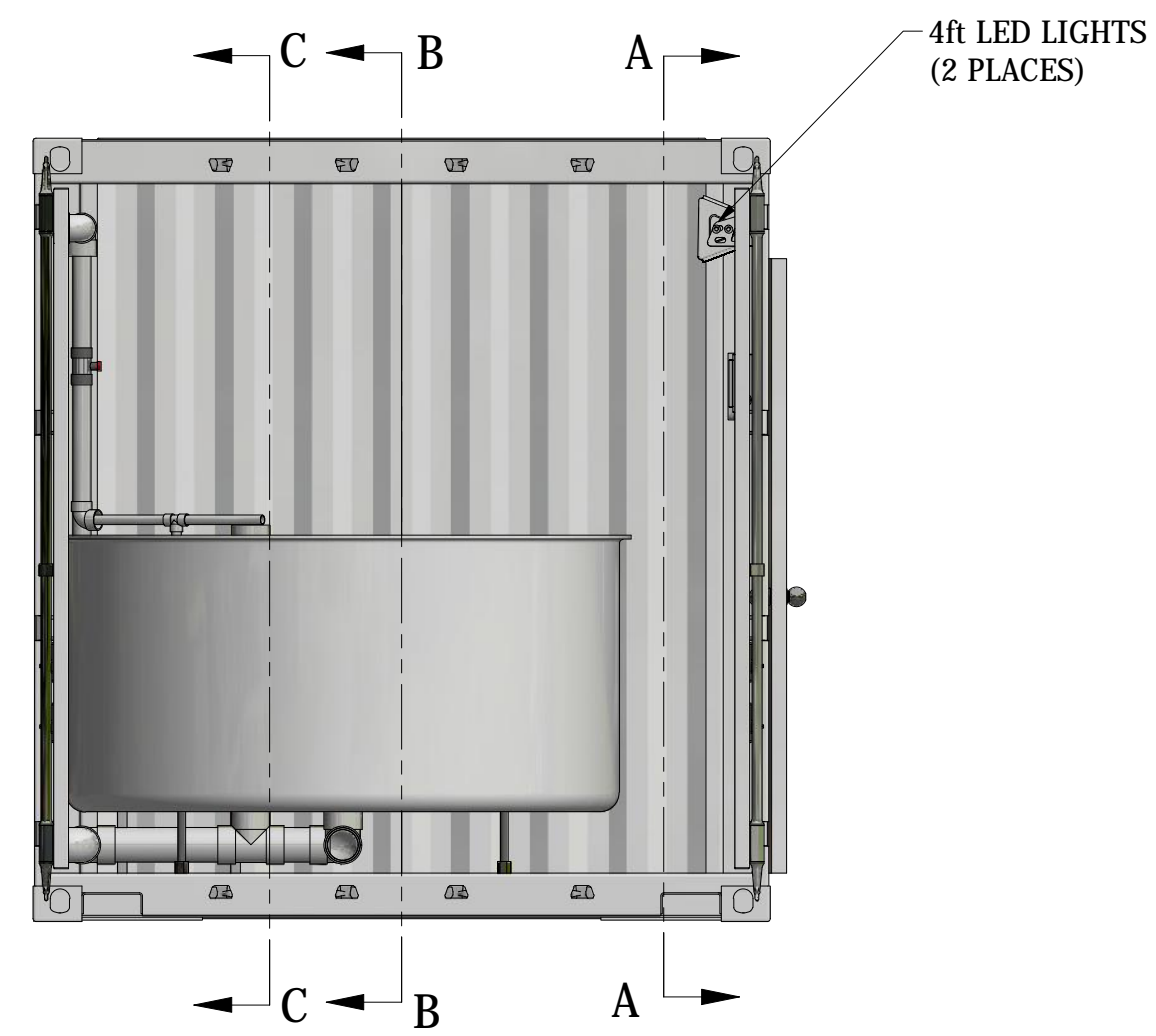
## **Training Program**


Free access to a hands on training program at the ONA kł c̄p̄lk̄ st̄im̄ hatchery in Penticton



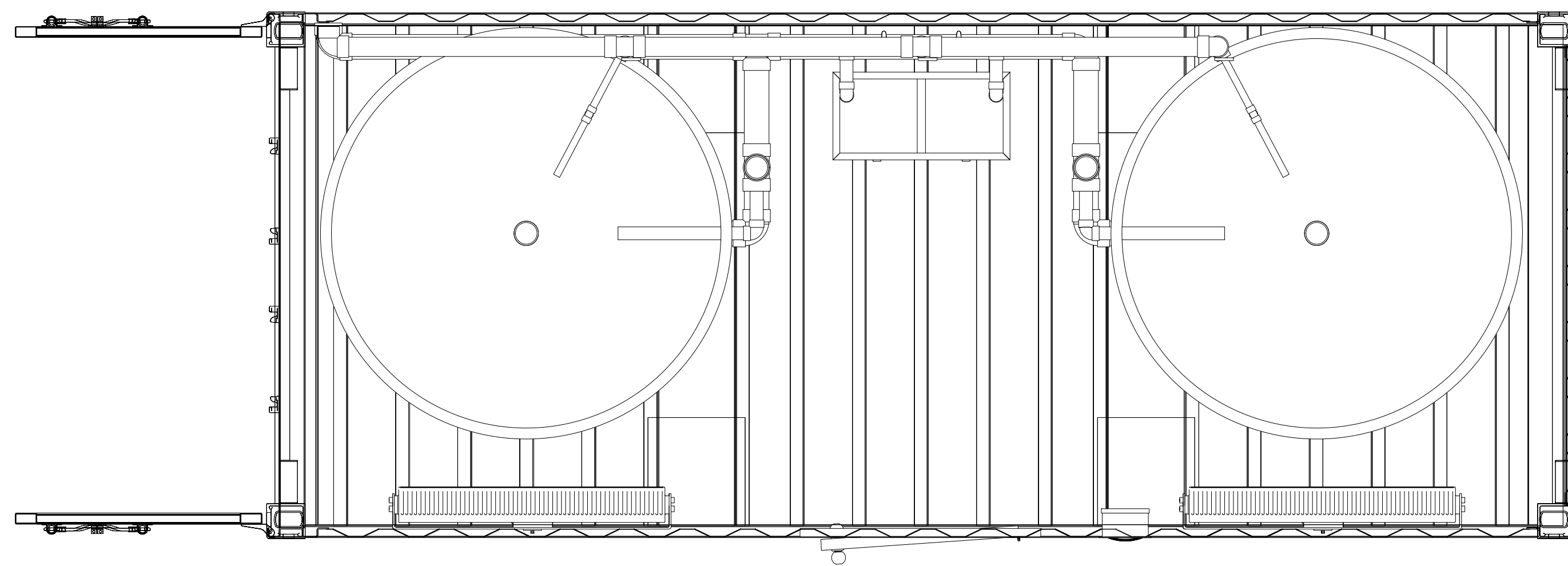
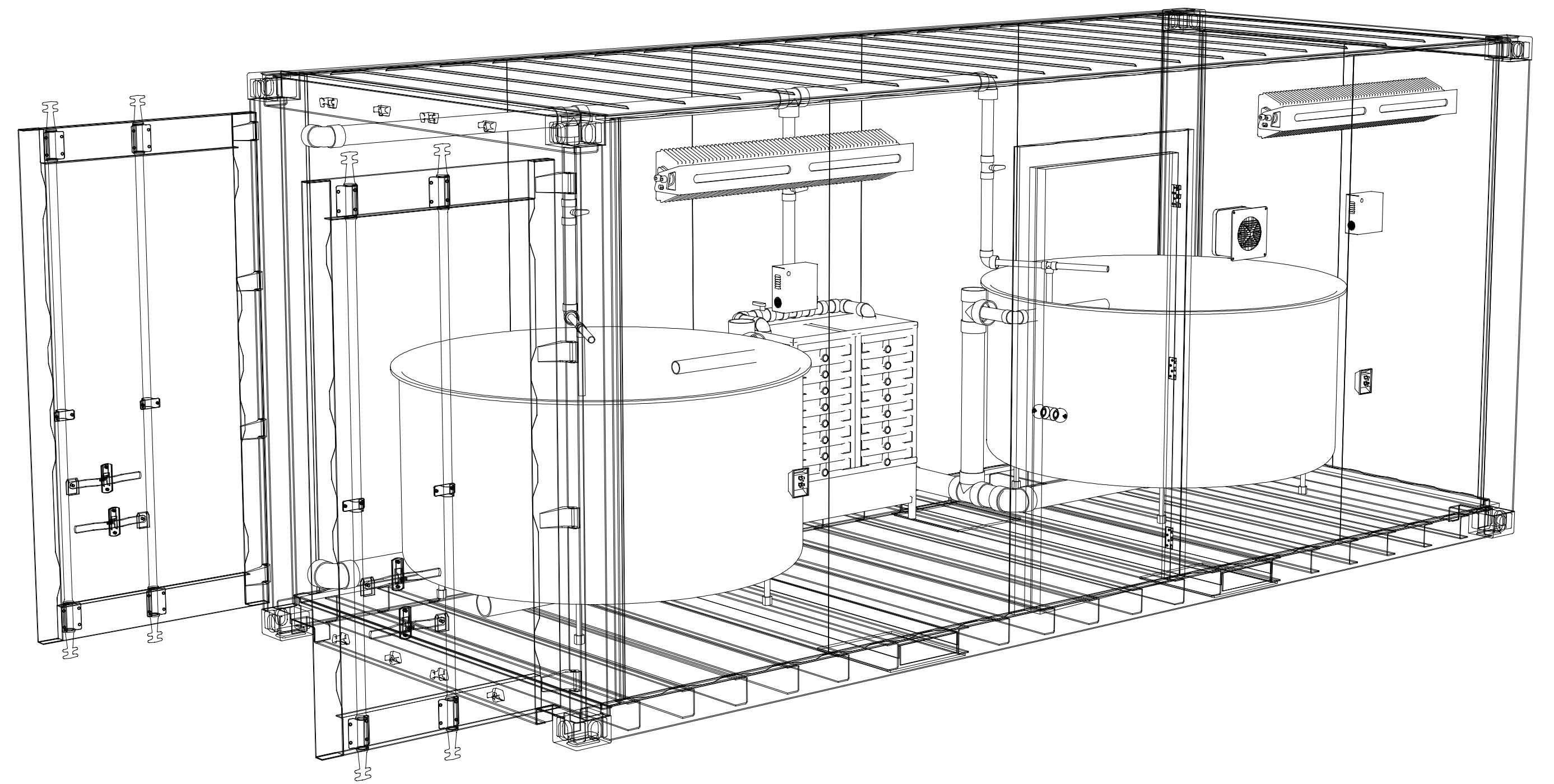
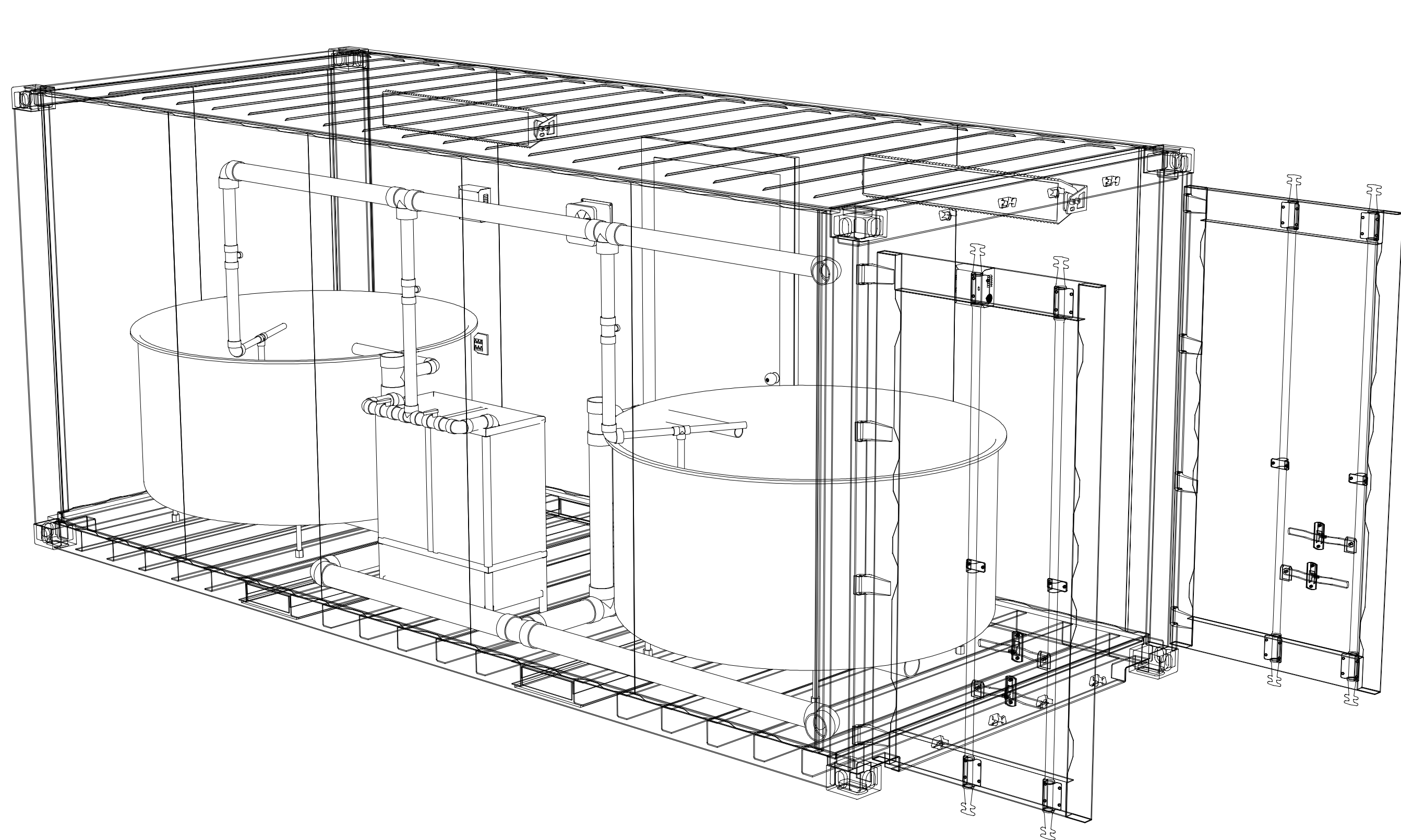
**For more information:**


**Dan Stefanovic Hatchery Operations Biologist ONA [dstefanovic@syilx.org](mailto:dstefanovic@syilx.org) or Chad Fuller Fisheries Program Manager ONA ([cfuller@syilx.org](mailto:cfuller@syilx.org)).**



DRAWN	Wolf	3/9/2021		<small>3535 Old Okanagan Hwy, Suite 101          Westbank, BC V4T 3L7          Phone: 1-250-707-9095          Toll Free: 1-866-682-9609          Fax: 1-250-707-0169</small>	
CHECKED				TITLE	
QA					
MFG					
APPROVED					
			SIZE	DWG NO	REV
			D	ONA - Fishery	
			SCALE	1 : 25	SHEET 1 of 2





DRAWN	3/9/2021		3535 Old Okanagan Hwy, Suite 101 Westbank, BC V8T 2L7 Phone: 1-250-707-9095 Toll Free: 1-866-662-8609 Fax: 1-250-707-0169	
WOLF				
CHECKED		TITLE		
QA		SIZE		
MFG		D		DWG NO
APPROVED		ONA - Fishery		REV
		SCALE		
		1 : 20		SHEET 2 of 2

## Angela Lund

---

**From:** Suchy,Martin (ECCC) <Martin.Suchy@ec.gc.ca>  
**Sent:** September 5, 2023 4:24 PM  
**Subject:** Invitation - Kootenay Lake Board of Control Public Meeting

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

Good Afternoon,

As an attendee at past public meetings, I am writing to inform you that the annual International Kootenay Lake Board of Control public meeting will be Tuesday, September 19, from 6:30-8:00 p.m. (PDT) in Nelson, British Columbia with an option to participate virtually. The Board will present information on the regulation of Kootenay Lake and Corra Linn Dam operations under the International Joint Commission's Orders of Approval. The Board will also present information on Kootenay Lake water level management, including an overview of lake levels for 2022/2023 (to date), and hear questions and comments from the public regarding lake level management and the Board's activities.

The meeting will be held in the upstairs boardroom at the Nelson & District Chamber of Commerce's Visitor Information Center, located at 91 Baker St. in Nelson, B.C or attendees may register and join online via the Zoom platform (registration link here: <https://ijc.org/en/klbc/public-invited-september-19-meeting-international-kootenay-lake-board-control-nelson-bc>).

Please forward, as appropriate. Feel free to contact me with any questions or concerns.

Regards,

Martin

**Martin Suchy, M.Sc.**

Canadian Section Secretary  
International Kootenay Lake Board of Control

Senior Scientist  
Water Resources Engineering West and North  
National Hydrological Services | Services hydrologiques Nationaux  
Environment and Climate Change Canada | Environnement et Changement Climatique Canada  
Government of Canada | Gouvernement du Canada  
Cell | Cellulaire 604-209-3712

# NOTICE

## International Kootenay Lake Board of Control

### Public Meeting (In-Person and Virtual)

The International Kootenay Lake Board of Control annual public meeting regarding the regulation of Kootenay Lake and the operation of Corra Linn Dam under the International Joint Commission's Orders of Approval is scheduled for September 19, 2023. The Board will present information on Kootenay Lake water level management, board initiatives and hear comments from the public regarding the Board's activities. These meetings normally alternate each year between Nelson, British Columbia, and Bonners Ferry, Idaho. This year's meeting will be held in-person and virtually. Pre-registration for virtual participation is required with the Zoom link provided on the Board website. No registration is required for in-person participation.

**Tuesday, September 19, 2023, 6:30 – 8:00 pm (PDT)**

**Nelson & District Chamber of Commerce  
Visitor Information Center  
(Upstairs Boardroom)  
91 Baker Street  
Nelson, BC**

**Zoom registration link posted on the Board website:  
<https://ijc.org/en/klbc>**

### International Kootenay Lake Board of Control

Mr. Evan Friesenhan

Colonel Kathryn Sanborn

Chair, Canadian Section

Chair-Nominee United States Section

For additional information, please visit <https://ijc.org/en/klbc> or contact:

in Canada:

Mr. Martin Suchy

(604) 209-3712

[martin.suchy@ec.gc.ca](mailto:martin.suchy@ec.gc.ca)

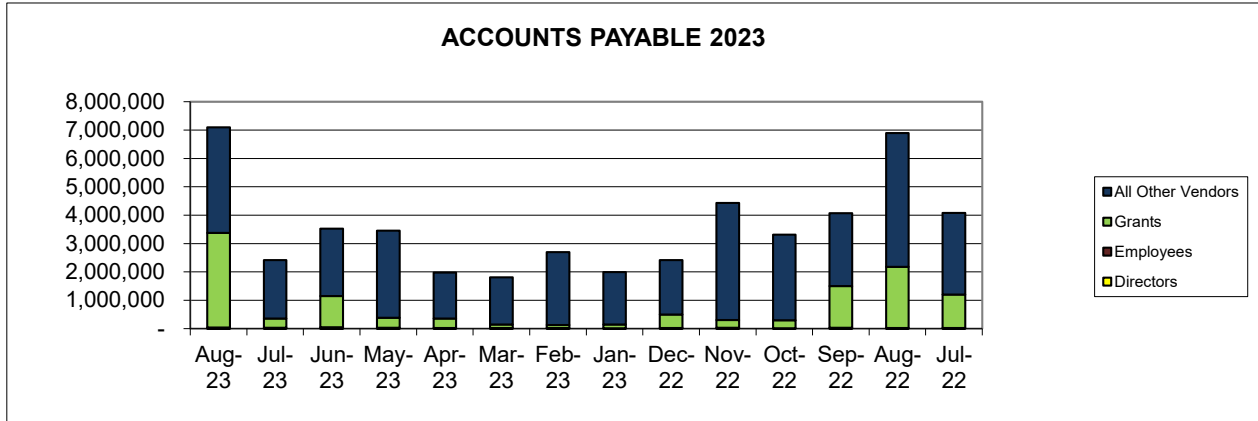
in the United States:

Ms. Sonja Michelsen

(206) 316-3947

[sonja.m.michelsen@usace.army.mil](mailto:sonja.m.michelsen@usace.army.mil)

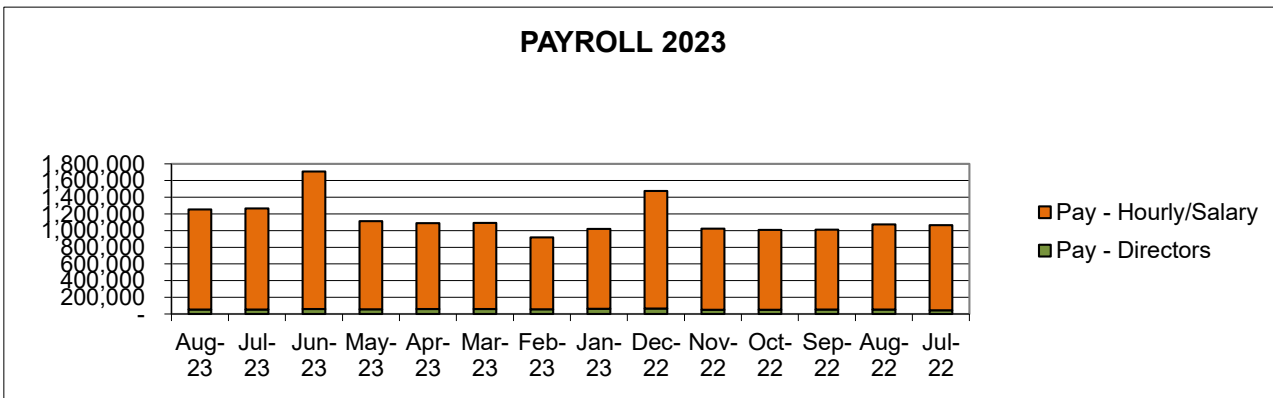
## Financial Expenditure Report for August 2023



	Number of Payments	Value	% of Total
	1,494	\$7,095,531	
<b>Top 80% of payments by value</b>	91	5,677,270	80%
<b>Remaining 20% of payments by value</b>	1,403	1,418,261	20%
<b>Total</b>		<b>\$7,095,531</b>	<b>100%</b>

	Number of Payments	Value	% of Total
	1,494	\$7,095,531	
<b>Payments to Directors</b>	46	5,553	0.1%
<b>Payments to Employees</b>	133	36,167	0.5%
<b>Subtotal</b>		<b>41,720</b>	<b>0.6%</b>
<b>Discretionary and Community Development Grants</b>	110	3,329,798	46.9%
<b>Other Vendors</b>	1,205	3,724,014	52.5%
<b>Subtotal</b>		<b>7,053,811</b>	<b>99.4%</b>
<b>Total</b>		<b>\$7,095,531</b>	<b>100%</b>

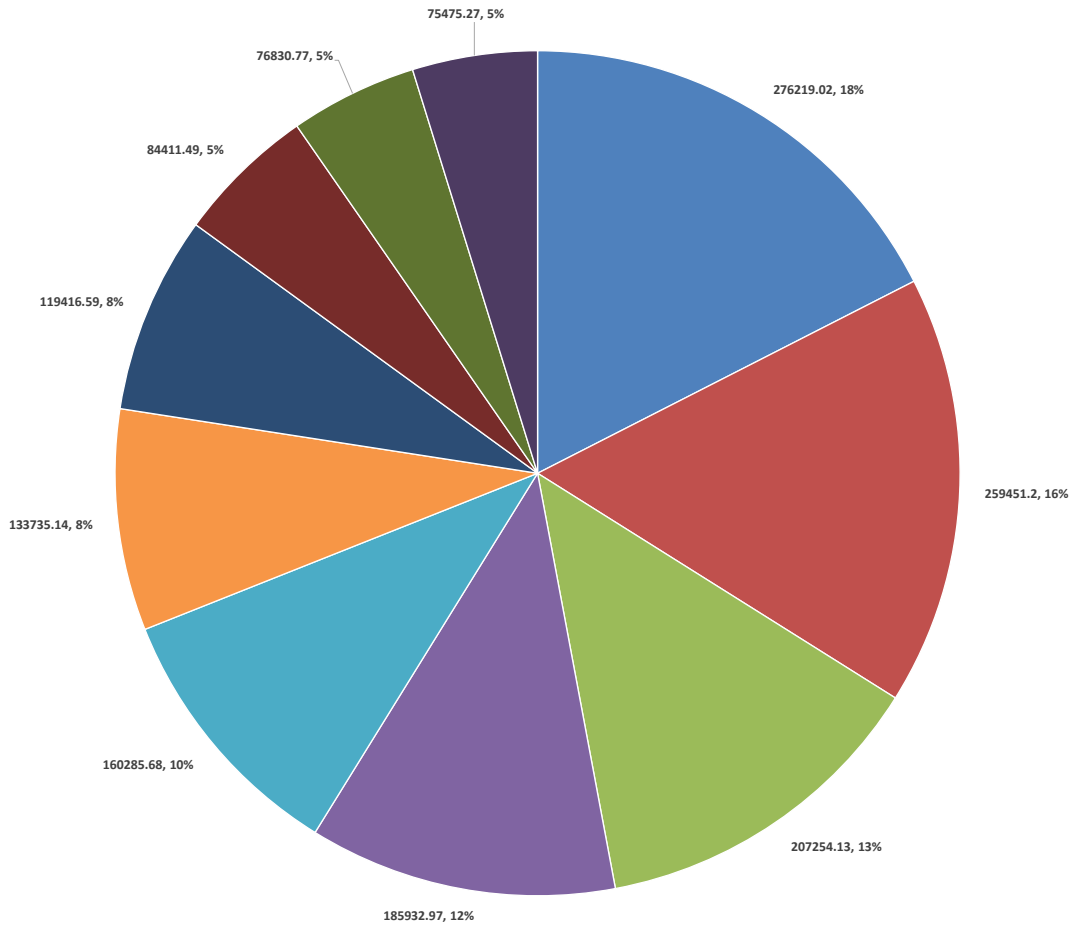
Payment Method	Direct Deposit	% of Total	Cheques	% of Total
	1317	88%	177	12%



	Number of Payments	Value	% of Total
		\$1,254,721	100%
<b>Directors</b>		52,626	4.2%
<b>Hourly/Salary</b>		1,202,095	95.8%

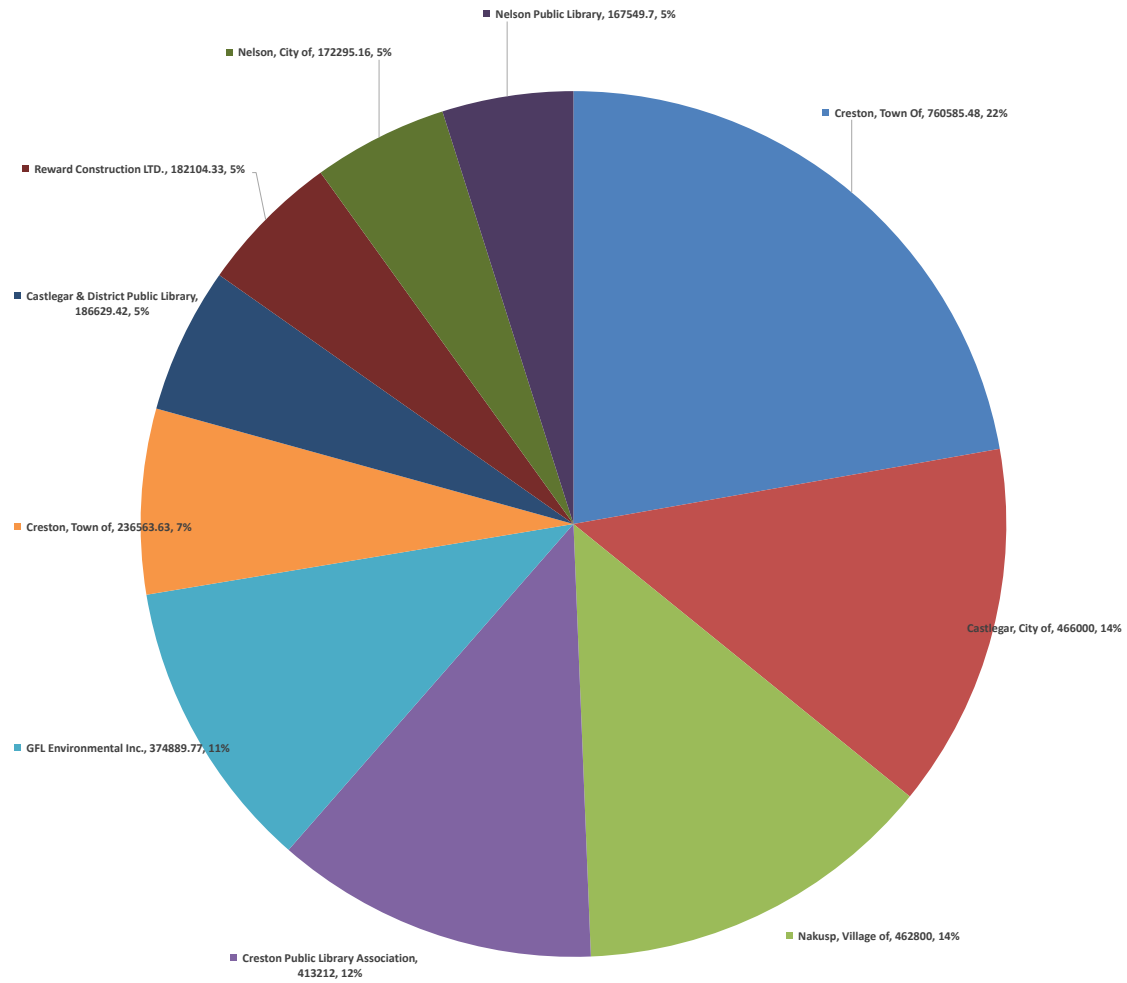


## Top 10 Services by Amount Spent



- Refuse Disposal (West Subregion)-Castlegar, New Denver, Slocan and Area H, I, J, and K
- Arena (Castlegar Complex)-Castlegar and Areas I and J
- Refuse Disposal (East Subregion)-Creston and Areas A, B and C
- Refuse Disposal (Central Subregion)-Nelson, Kaslo, Salmo and Areas D, E, F, and G
- Recreation Facility-Creston and Areas B, C and Area A
- Emergency Communications 911
- Recreation Facility-Nelson and Areas F and Defined E
- Fire Protection-Area I (Tarrys, Pass Creek)
- General Administration
- Fire Protection-Areas H and I (Slocan Valley)

## Top 10 Vendors by Value



- Creston, Town Of
- Castlegar, City of
- Nakusp, Village of
- Creston Public Library Association
- GFL Environmental Inc.
- Creston, Town of
- Castlegar & District Public Library
- Reward Construction LTD.
- Nelson, City of
- Nelson Public Library



**Accounts Payable Top 80% of Payments for August 2023**

Top 80% of payments by value	Number of Payments		Value
	91	\$	
1022117 Alberta Ltd.	1	\$	16,753.28
Area H North TV Society	1	\$	23,821.00
Arrow Lakes Aggregates	1	\$	19,519.82
Arrow Lakes Historical Society	1	\$	23,197.00
Arrow Lakes Search & Rescue	1	\$	21,000.00
BC Transit	2	\$	118,587.94
Border Holdings Ltd.	1	\$	138,283.82
Burton Community Association	1	\$	17,191.00
Castlegar & District Public Library	2	\$	186,629.42
Castlegar, City Of	1	\$	22,170.93
Castlegar, City of	2	\$	466,000.00
Creston & District Historical & Museum Society	1	\$	125,619.00
Creston Public Library Association	1	\$	413,212.00
Creston Valley Blossom Festival (CVBF)	1	\$	14,691.99
Creston, Town Of	5	\$	760,585.48
Creston, Town of	4	\$	236,563.63
East Shore Community Library Society	1	\$	20,000.00
Elite Auto Centre	1	\$	53,000.00
Forstar Forestry Consulting	1	\$	21,594.88
FortisBC - Electricity	1	\$	15,662.97
Frozen Solutions Inc. dba Frozen Refrigeration	2	\$	67,699.22
GFL Environmental Inc.	11	\$	374,889.77
Haul-All Equipment Ltd.	1	\$	17,402.69
Highland Consulting Ltd	1	\$	18,058.43
Jotform Canada Inc.	1	\$	18,263.67
Justice Institute Of Bc	1	\$	25,278.75
Kaslo & District Arena Association	1	\$	54,000.00
Kaslo & District Public Library Association	1	\$	118,100.00
Kaslo Search & Rescue	1	\$	27,000.00
KB Plumbing & Heating Ltd.	2	\$	101,119.16
Kitchener Valley Recreation & Fire Protection Society	1	\$	21,522.18
Nakusp & District Museum Society	1	\$	19,065.00
Nakusp Public Library Association	1	\$	100,721.85
Nakusp Ski Club Association	1	\$	18,377.00
Nakusp, Village Of	1	\$	86,086.00
Nakusp, Village of	2	\$	462,800.00
Nasookin Improvement District	1	\$	60,000.00
Nelson Hydro	2	\$	38,907.57
Nelson Public Library	2	\$	167,549.70
Nelson Search & Rescue	1	\$	33,754.00
Nelson, City of	3	\$	172,295.16
New Denver, Village Of	1	\$	74,174.98
New Denver, Village of	1	\$	17,852.00
R.D. of Fraser-Fort George	1	\$	136,872.27
Regional District of East Kootenay	1	\$	15,000.00
Reward Construction LTD.	1	\$	182,104.33
Riondel Reading Centre	1	\$	20,000.00
Salmo Valley Youth & Community Centre	1	\$	63,000.00
Salmo, Village of	1	\$	14,754.60
Shopa'S Excavating Ltd	1	\$	15,319.50
Simon's Garage Door Services	1	\$	43,706.25
SLR Consulting (Canada) Ltd.	1	\$	34,813.01
South Slocan TV Society	1	\$	24,002.59
The Corporation of the Village of Salmo	1	\$	68,350.97
Tri City Pumps & Power	2	\$	35,159.25
Trican Filtration Group Inc.	1	\$	23,596.06
Universal Handling Equipment Company Ltd	1	\$	43,262.80
West Creston Community Hall Society	1	\$	21,522.18
West Kootenay Boundary Regional Hospital District	1	\$	37,412.00
Wynndel Community Centre	1	\$	21,522.18
Yahk-Kingsgate Recreation Society	2	\$	39,212.45
Yellowhead Road & Bridge	1	\$	28,658.48

## Accounts Payable Bottom 20% of Payments for August 2023

Remaining 20% of payments by value	Number of Payments		Value
	1,403	\$	
1022117 Alberta Ltd.	1	\$	1,656.62
1312853 B.C. LTD DBA: Georama Growers	11	\$	1,252.35
1400142 BC Ltd.	1	\$	1,812.88
5 Star Services and Products Inc.	1	\$	124.90
A&G Supply Ltd	2	\$	5,543.02
ACE Courier Services	5	\$	232.94
Acklands-Grainger Inc	2	\$	948.52
Agilyx Solutions Limited	1	\$	769.13
Ainsworth Recreation Association	1	\$	7,000.00
Air Liquide Canada Inc	3	\$	229.55
Alfred Horie Construction Co. Ltd.	1	\$	756.00
All Around Septic Services Ltd	1	\$	2,437.68
All Saints Anglican Cemetery	1	\$	3,500.00
Allaire, Michael	2	\$	877.88
Anderson, Pearl	1	\$	61.28
Andex Equipment Rentals	16	\$	9,038.24
Andrew Sheret Ltd	21	\$	6,920.81
Argenta Community Association	1	\$	8,755.00
Arnold Contracting & Bobcat Service	1	\$	307.50
Arrow & Slocan Lakes Community Services (ASLCS)	1	\$	9,000.00
Arrow Lakes Aggregates	2	\$	2,663.85
Arrow Mountain Carwash & Mini Storage Ltd	1	\$	3,150.00
Arrow Professional Landscaping	2	\$	20,422.50
Associated Fire Safety Equipment	1	\$	592.41
Authorized Security Ltd.	1	\$	252.00
B&L Security Patrol (1981) Ltd	1	\$	1,752.45
Backyard Bath	1	\$	150.00
Bagnoli, Brielle	2	\$	252.23
Balfour Repair	1	\$	701.30
Barden-Shanks, Maya	2	\$	152.20
Barnhouse, Greg	2	\$	694.96
BC Air Filter Ltd	1	\$	411.36
BC Hydro & Power Authority	1	\$	2,647.99
BC One Call Limited	1	\$	158.34
Beaudet, Philippe	1	\$	131.04
Beavers, Amanda	2	\$	1,641.59
Bench, Heidi	2	\$	4,887.22
Bencor Industries Ltd.	1	\$	418.49
Benjamin, Debra	1	\$	19.04
Bi Purewater	1	\$	1,872.46
Bibby, Michael	1	\$	140.08
Big Cranium Design	1	\$	212.80
Bigfoot Security Systems	1	\$	282.45
Bill's Heavy Duty Enterprises (2004) Ltd.	23	\$	16,267.05
Black Press Group Ltd	5	\$	6,832.59
Boswell & District Farmers Institute	1	\$	1,500.00
Boswell Memorial Hall	1	\$	70.00
Breath Love Enterprises Ltd. O/A Mountain Valley Station	1	\$	140.26
Brenntag Canada Inc	1	\$	1,702.94
Brenton Industries Ltd	4	\$	2,068.50
Brikcon Masonry Ltd	1	\$	3,150.00
Briscoe, Ian	1	\$	497.76
Brodie Consulting Ltd.	1	\$	315.00
Brogan Fire & Safety	9	\$	9,678.73
Brohman, Rebecca	1	\$	202.54
Burton Community Association	1	\$	50.00
Burton Community Association	1	\$	3,091.00
Burton Internet Society	1	\$	24.20
C Systems Security - Creston	1	\$	352.85
C.A. Fischer Lumber Co. Ltd.	9	\$	795.97
Canada Post Corporation - Remittance Processing	1	\$	909.30
Canadian Centre for Occupational Health and Safety	11	\$	359.10
Canadian Fitness Education Services Ltd	3	\$	673.89
Canadian Linen & Uniform	4	\$	392.10

Remaining 20% of payments by value	Number of Payments		Value
	1,403	\$	
Carey McIver & Associates Ltd.	1	\$	1,698.38
Caro Analytical Services	1	\$	266.70
Caron, Jeremy	1	\$	62.56
Carvello Law Corporation	1	\$	1,755.29
Case Grypma Mechanical LTD	7	\$	7,648.83
Castlegar & District Chamber Of Commerce	1	\$	110.25
Castlegar & District Community Services Society (CDCSS)	2	\$	9,250.00
Castlegar Hockey Society	1	\$	682.50
CDW Canada Corp	2	\$	170.65
Central Kootenay Garbage Club Inc.	2	\$	19,635.00
Central Kootenay Invasive Species Society	1	\$	726.58
Chef's Choice Authentic Street Food	2	\$	2,583.00
Christian, Peg	1	\$	1,134.00
Cintas Canada Ltd Location 889	2	\$	286.48
Clarke, Angela	1	\$	23.80
Clarke, Ryan	1	\$	24.48
Classic Glass & Trim	1	\$	537.27
Clean Scene DKI	1	\$	7,819.02
Cleartech Industries Inc	4	\$	19,857.87
College Of The Rockies	1	\$	149.00
Columbia Basin Broadband Corporation	2	\$	9,721.60
Columbia Basin Environmental Education Network	4	\$	2,000.00
Columbia Basin Trust	2	\$	2,500.00
Columbia Wireless Inc	5	\$	408.80
Comfort Welding Ltd	10	\$	1,093.43
Concept Controls	1	\$	716.25
Counterforce Inc	1	\$	157.50
Cowan's Office Supplies	20	\$	3,571.19
Cranbrook Water Conditioning Ltd.	5	\$	176.98
Crawford Bay Store	6	\$	486.56
Creston Card & Stationery	3	\$	980.86
Creston Valley Blossom Festival (CVBF)	1	\$	2,038.43
Creston Valley Chamber Of Commerce	1	\$	2,651.25
Creston Valley Fall Fair Association	1	\$	10,881.30
Creston, Town Of	3	\$	6,789.72
Creston, Town of	1	\$	4,000.00
Croft, James	1	\$	122.40
Crosland, Brittany	3	\$	162.19
Cunningham, Hans	2	\$	88.40
Cupe Local 2262	3	\$	7,619.43
Cupe Local 748	3	\$	2,850.54
Dave's Plumbing Ltd	3	\$	6,343.76
Davison, Trisha	1	\$	291.72
DB Perks & Associates Ltd	8	\$	4,890.01
DeBoon, Arnold Frank	2	\$	401.26
DHC Communications Inc	4	\$	1,220.82
Dickson Auto Repair	1	\$	233.40
Dodd, Janice	1	\$	195.30
Dominion Govlaw LLP	1	\$	1,629.69
Doran, Andrew	2	\$	336.84
Downtown Automotive	3	\$	907.64
Dunlop, Ian	1	\$	502.50
Durning, Stuart	2	\$	503.20
Dye, Shane	1	\$	481.08
East Shore Internet Society	2	\$	129.92
Edgewood Volunteer Fire Department	1	\$	9,700.00
Egan, Liam	4	\$	590.20
Emco Corporation	2	\$	5,232.25
Evin, Alison T	2	\$	138.53
Expresslane Deliveries	1	\$	359.52
Fauquier Community Club Society	2	\$	11,189.00
Federal Express Canada Ltd.	1	\$	70.64
Federated Co-Operatives Ltd	6	\$	2,138.76
Fehr, Carol	4	\$	2,237.67
Ferguson, Colin	1	\$	131.50
Fergusson, Daniella	1	\$	1,312.50
Filtration Group IAQ	1	\$	5,218.79
Fishlock, Garrett	1	\$	417.24
Fletcher, Allison	2	\$	70.00

Remaining 20% of payments by value	Number of Payments		Value
	1,403	\$	
FortisBC - Electricity	47	\$	28,027.29
Fortisbc - Natural Gas	5	\$	18,754.78
FortisBC Inc	1	\$	8,254.54
Four Star Communications Inc	1	\$	115.50
Fraser Valley Building Supplies Inc.	1	\$	40.57
Friends of Kootenay Lake Stewardship Soc.	1	\$	6,813.75
Froehlich, Clifford	1	\$	124.80
Frozen Solutions Inc. dba Frozen Refrigeration	3	\$	7,688.91
Gabb, William	1	\$	14.02
Gain, Thomas Scott	1	\$	2,957.50
Garnier, Cody	1	\$	88.40
Gerard, Adam	1	\$	193.70
Gerhardt, Julia C	2	\$	303.62
Gerhardt, Marco	1	\$	80.24
GFL Environmental Inc.	28	\$	126,488.42
Gibbons, Donald	1	\$	141.44
Gilbert Parts Depot	2	\$	27.87
Gilbert, Ryan	2	\$	969.24
Goat Mountain Enterprises Ltd	2	\$	5,844.30
GoTo Technologies Canada Ltd.	1	\$	406.56
Graham, Cheryl Elaine	3	\$	135.42
Grant, Ashley	1	\$	241.78
Gray Creek Cemetery	1	\$	1,500.00
Gray Creek Store	4	\$	154.95
Greene, Gregory	3	\$	1,841.44
Guille, Pam	2	\$	2,730.00
Guillevin International Inc	7	\$	1,468.07
Gwil Industries Inc.	1	\$	2,357.25
Habljak, Julia	3	\$	1,312.06
Hach Sales and Service Canada Ltd	1	\$	8,112.16
Haire, Marjorie	1	\$	135.45
Hall Printing	3	\$	2,608.69
Handley, Ella	1	\$	46.24
Hanegraaf, Henny (Henrica)	5	\$	296.20
Hansum, Donna	1	\$	140.00
Hergott, Patrick	1	\$	7.22
Heritage Roofing & Sheet Metal Ltd.	1	\$	3,109.05
Hewat, Suzan	2	\$	190.40
Hewgill, Mathew	1	\$	125.00
Hicks, Josef P	2	\$	544.47
Highland Consulting Ltd	2	\$	3,148.43
Hi-Pro Sporting Goods Ltd	1	\$	2,034.59
Hitchon, William DBA: 5th Gear	1	\$	2,900.00
Holeshot Originals	1	\$	1,638.00
Hopkyns, John (Chris)	2	\$	244.80
Hub Fire Engines & Equipment Ltd	1	\$	70.86
Hume Hotel	1	\$	253.00
HuskyPro	1	\$	1,311.77
Hywood Truck & Equipment Ltd	7	\$	6,749.14
I.T. Blueprint Solutions Consulting Inc.	7	\$	26,129.25
ICEsoft Technologies Holding Ltd	1	\$	2,800.00
Ihlen, Gord	1	\$	384.22
Imada, Sharon	1	\$	85.00
Industrial Alliance Insurance and Financial Services Inc.	2	\$	1,828.46
Infosat Communications	1	\$	235.28
Inland Allcare	14	\$	7,859.90
Inland Kenworth (Castlegar)	6	\$	8,227.16
Insight Canada Inc.	1	\$	4,566.33
Insurance Corporation of BC	1	\$	18.00
Interior Health Authority - Environmental Health	2	\$	294.00
Iron Mountain	1	\$	26.20
Jackman, Garry	3	\$	294.99
Jackson, Jon	1	\$	75.00
Jacobs Snow & Mow	2	\$	100.00
Jaguar Plumbing & Heating	1	\$	462.00
Jakubow Enterprises Ltd o/a Canadian Tire Castlegar (492)	29	\$	2,379.86
Jennifer Wickwire	3	\$	1,145.00
Johnny's Grocery & Gas Sales	1	\$	68.12
Johnson, Melissa H	1	\$	190.40

Remaining 20% of payments by value	Number of Payments		Value
	1,403	\$	
Johnston, Richard	1	\$	25.98
Jones, Stefan	1	\$	571.20
Justice Institute Of Bc	2	\$	1,359.83
Kal Tire (Castlegar)	1	\$	1,651.90
Kal Tire (Nelson)	1	\$	220.51
Kalawsky Chevrolet Buick GMC (1989) Ltd	1	\$	194.33
Kalein Hospice Centre Society	1	\$	1,082.55
Kaslo Building Maintenance	1	\$	609.00
Kaslo Building Supplies	2	\$	74.11
Kaslo Curling Club	1	\$	10,000.00
Kaslo Home Hardware	1	\$	47.01
Kaslo Infonet Society	3	\$	377.00
Kaslo Racquet Club	1	\$	1,000.00
Kaslo Search & Rescue	1	\$	1,209.80
Kaslo, Village Of	2	\$	130.92
Kaslo, Village of	4	\$	33,464.05
Kathy Gordon's Cleaning Services	6	\$	940.50
Kelly's Maintenance and Services	1	\$	2,625.00
Kemlee Equipment Ltd	2	\$	126.31
Kendrick Equipment (2003) Ltd	1	\$	228.48
Kennlyn Enterprises	2	\$	827.68
Kerr Wood Leidal Consulting Engineers	1	\$	1,575.00
Kilburn, Jackie	1	\$	2,250.00
Kinch, Veronica	3	\$	671.91
Kite Refrigeration	1	\$	2,991.48
KM Kootenay Motors a Division of Bills Motors-In Ltd.	1	\$	732.16
Knudsen, Leroy B	1	\$	40.00
Kokanee Creek Nature Centre Society	1	\$	10,000.00
Kokanee Fire & Safety Ltd.	1	\$	343.88
Kokanee Park Marine Ltd	1	\$	3,150.00
Kootenay Carshare Cooperative	3	\$	3,342.51
Kootenay Communications Ltd	1	\$	755.05
Kootenay Family Place	1	\$	5,000.00
Kootenay Glass & Mirror Ltd	3	\$	624.07
Kootenay Industrial Supply Ltd	23	\$	5,438.79
Kootenay Lake Hospital Foundation	1	\$	4,728.75
Kootenay Literary Society	1	\$	5,040.00
Kootenay Plumbing Supply Ltd.	1	\$	1,322.54
Kootenay Regional Association for Community Living	1	\$	9,375.00
Kootenay Valley Water & Spas	4	\$	179.00
Kootenay Yoga Festival	1	\$	1,000.00
Krestova Improvement District	1	\$	14,167.75
Kyle Parks Arborist	1	\$	1,050.00
LaFond, Duane G	1	\$	560.00
Lane, Harvey	1	\$	64.80
Lardeau Fire Prevention Association	1	\$	5,000.00
Lawless, Kendrick AM	1	\$	292.76
Lay, Jessie	2	\$	318.60
Lectric Ave Electronics	2	\$	483.81
Lesperance Mendes	1	\$	8,402.24
LexisNexis Canada Inc.	1	\$	805.30
Lidstone & Company	24	\$	18,808.20
Lifesaving Society (Burnaby)	13	\$	6,569.41
Lillies, Rebecca	2	\$	824.92
Lockwood, Diana LD	3	\$	170.82
Lordco Parts Ltd	10	\$	1,866.18
Luck, Kalen	1	\$	78.38
Lunn, Jessica	2	\$	204.00
Lynne Betts & Associates	1	\$	1,040.14
M.J Fabrication & Maintenance Welding	2	\$	9,213.25
Mackie, Daneve	1	\$	785.85
Maher, Phill	1	\$	718.04
Main Jet Motorsports Inc	3	\$	2,265.17
Main, Leah	1	\$	284.60
Malekow, Pamela	2	\$	402.56
Manhas, Aditya	2	\$	563.04
Mannama, Miikael	1	\$	248.00
Marshall, Charity	3	\$	179.52
Marshall, Jay T	1	\$	126.11

Remaining 20% of payments by value	Number of Payments		Value
	1,403	\$	
Martech Motor Winding Ltd	2	\$	4,699.48
Martin, Halle	1	\$	169.00
Masse Enviromental Consultants Ltd.	7	\$	4,397.40
Matheson, Janet P	1	\$	261.45
Matthes, Korre	1	\$	125.80
Maxon Holdings Ltd. DBA Arrow Lakes Ready Mix	1	\$	1,528.80
Mayday Electric Ltd	3	\$	2,383.06
McFaddin, Maria June	2	\$	133.48
McLaren-Caux, Aiden(Kenneth)	2	\$	398.48
Mid Town Motors	1	\$	187.38
Mills Office Productivity	6	\$	916.87
Milner, Andrew	1	\$	175.00
Minister of Finance	3	\$	11,779.63
Minister Of Finance - Product Distribution Centre	3	\$	707.80
Mitchell Supply Ltd	12	\$	588.70
Mondia, Anthony	1	\$	452.72
Morrow Bioscience Ltd	1	\$	13,763.40
Mountain Mechanical Sales & Services Ltd.	2	\$	1,755.87
MPE Engineering Ltd.	2	\$	7,670.78
Nakusp & Area Community Forest	1	\$	600.00
Nakusp & Area Development Board	1	\$	2,820.00
Nakusp Public Library Association	1	\$	600.00
Nakusp Volunteer Fire Brigade	1	\$	13,500.00
Nakusp, Village Of	2	\$	5,539.98
Nanaimo, City of	16	\$	5,308.28
Napa Auto Parts (Nelson)	7	\$	1,429.28
Navigata Communications Ltd. dba ThinkTel	1	\$	19.65
Nelson Building Centre Ltd	36	\$	2,635.50
Nelson Farmers Supply Ltd	9	\$	398.03
Nelson Ford Sales (2003) Inc.	1	\$	1,733.82
Nelson Hydro	22	\$	12,207.79
Nelson Leafs Hockey Society	1	\$	5,197.50
Nelson Medical Clinic Inc	1	\$	51.00
Nelson Public Library	2	\$	6,570.00
Nelson Tennis Club	2	\$	3,900.00
Nelson Toyota	3	\$	2,149.00
Nelson, City Of	6	\$	4,360.49
New Denver Hospice Society	1	\$	2,000.00
Newell, Thomas	5	\$	95.45
Northtown Rental & Sales	1	\$	107.52
Nurndy-Forfire Emergency Graphics Ltd.	1	\$	906.52
Orkin Canada Corporation	2	\$	313.78
Oso Negro	1	\$	86.75
Overland West Freight Lines Ltd	4	\$	4,955.93
P.R.C. Cab Co. Ltd. DBA: Glacier Cab Company	2	\$	92.50
Paragon Micro Canada	2	\$	296.72
Parslow Lock & Safe Ltd.	1	\$	80.60
Passmore Laboratory Ltd	5	\$	1,150.00
Patterson, Greg	1	\$	13.75
Pennywise	1	\$	686.22
Perrin, Marilyn	1	\$	500.00
Peterbilt Pacific Inc.	4	\$	1,007.01
Phoenix Designs & Apparel	1	\$	315.96
Piche, Annabelle	1	\$	89.07
Pilla, Megan	1	\$	61.20
Pitney Bowes	1	\$	106.38
Plumb Local Plumbing & Construction LTD	1	\$	384.07
Points West Technologies Ltd.	1	\$	386.99
Poisson-Gagnon, Vincent	1	\$	166.60
Popoff, Walter A	2	\$	84.32
Postnikoff, Robert A	1	\$	25.00
Prestige Lakeside Resort	1	\$	253.00
Protecting Animal Life Society (P.A.L.S.)	1	\$	1,490.00
Purolator Inc	4	\$	320.90
Pyramid Building Supplies	9	\$	515.11
Radwell International Canada Automation ULC	2	\$	4,074.63
Ramtech Environmental Products	1	\$	4,497.37
Read Jones Christoffersen Ltd.	2	\$	12,356.53
Regional District of Kootenay Boundary	1	\$	200.00

Remaining 20% of payments by value	Number of Payments		Value
	1,403	\$	
			<b>1,418,261</b>
Reilly, Roghan	1	\$	75.00
Reliance Office Services Ltd	1	\$	2,415.00
Rescue Canada Resource Group Inc	2	\$	11,784.19
Rfs Canada	3	\$	2,700.99
Ricoh Canada Inc	2	\$	209.37
Riondel Cable Society	3	\$	560.00
Riverside Farm	2	\$	8,216.04
Roadpost Inc. T46274	2	\$	871.70
Roberts, Hailey	1	\$	119.68
Roblee Trucking	1	\$	283.50
Robson Community Memorial Church	1	\$	1,000.00
Rocky Mountain Agencies	4	\$	10,474.84
Rocky Mountain Phoenix	3	\$	6,847.82
Rogue	1	\$	2,613.60
Rose, Cameron	1	\$	402.72
Roth IAMS	2	\$	2,120.20
Royal Canadian Legion #203 Edgewood	1	\$	4,825.75
RVTD Enterprises Ltd DBA Castle Bowl	1	\$	85.00
Salmo & District Chamber of Commerce	1	\$	12,240.00
Salmo Ski Club	1	\$	6,345.17
Salmo Valley Youth & Community Centre	1	\$	866.67
Salmo Valley Youth & Community Centre	1	\$	4,500.00
Salmo, Village of	3	\$	18,725.00
Salmon, Evan	1	\$	14.00
Selkirk Security Services Ltd	5	\$	356.18
Seminoff, Michelle	4	\$	7,800.00
Sfj Inc	1	\$	3,428.25
Shapovalov, Shannon	1	\$	8.96
Shaw Buisness A division of Shaw Telecom G.P.	2	\$	2,312.09
Shaw Cable	25	\$	3,617.57
Sherwin-Williams Canada Inc.	1	\$	767.65
Sherwood Trophies Signs Sportswear & More	2	\$	1,559.71
Shopa'S Excavating Ltd	1	\$	11,180.95
Shoreacres Neighbourhood Community Association	1	\$	5,400.00
Sierra Stone West Kootenay	1	\$	5,056.80
Silverton Building Supplies Ltd	1	\$	125.26
Simon´s Garage Door Services	2	\$	4,461.59
Sinclair, Alexander	2	\$	2,973.86
Sk Electronics Ltd	20	\$	4,977.55
Skyway Hardware	2	\$	254.85
Slocan Park Community Hall Society	2	\$	1,174.75
Slocan Solutions Society	1	\$	1,500.00
Slocan Valley Home Hardware	3	\$	66.21
Slocan, Village of	2	\$	3,075.00
SLR Consulting (Canada) Ltd.	7	\$	18,214.48
Smienk, Johannes	1	\$	10.50
SMP	1	\$	283.85
SOS 4 Kids Inc	1	\$	212.40
Spartan Controls Ltd	1	\$	1,037.40
Speedpro Signs	7	\$	5,320.44
Speedpro Signs (Trail)	2	\$	349.44
Sperling Hansen Associates Inc	1	\$	861.46
SRK Consulting (Canada) Inc.	2	\$	14,299.44
Stafford Welding	6	\$	4,231.50
Stanley, Craig	1	\$	1,020.49
Sterling Backcheck Canada Corp.	1	\$	155.30
Stewart Mcdannold Stuart	2	\$	1,820.00
Strong Data Inc.	1	\$	1,808.80
Summit Truck & Equipment Repair	3	\$	6,746.45
Summit Valve & Controls (BC) Inc.	1	\$	1,848.00
Sun Life Assurance Company of Canada	2	\$	2,795.42
Sundry Vendor	51	\$	42,712.56
Sunset Custom Blinds & Spas Ltd.	1	\$	3,245.76
Superior Propane	1	\$	39.90
Taghum Shell (1997)	33	\$	3,365.47
Tandy, Chris W	1	\$	182.00
Tarrys & District Community Hall Society	1	\$	100.00
Telus Communications Inc	8	\$	20,106.57
Telus Communications Inc. Mascon by Telus	4	\$	291.20

Remaining 20% of payments by value	Number of Payments		Value
	1,403	\$	
Telus Mobility	1	\$	8,726.13
Tenaquip Industrial Distribution	2	\$	293.91
Terus Construction Ltd.	1	\$	591.36
The Adventure Hotel	1	\$	122.73
The ATACC Group Ltd.	2	\$	5,350.00
The BC Conservation Foundation	1	\$	2,300.00
Thiele, Dustin	3	\$	800.00
ThinkTel	2	\$	658.45
Tierney, Roger Bruce	5	\$	1,732.24
Tilley, Colleen F	1	\$	81.60
Tip-it Waste Solutions Kootenay	2	\$	1,820.70
Transform Compost Systems	1	\$	3,150.00
Tratech Mechanical Ltd	3	\$	4,248.41
Tremlock Properties Ltd	3	\$	2,763.39
Tri City Pumps & Power	1	\$	150.15
Trican Filtration Group Inc.	2	\$	19,230.89
TST Canada	1	\$	500.21
Tu-Dor Lock & Safe Ltd	10	\$	1,654.90
Twin Rivers Controls Ltd	2	\$	704.55
Uhlenbrauck, Tyler	1	\$	193.80
Uline Canada Corporation	2	\$	834.77
Ups Canada	1	\$	196.93
Valhalla Fine Arts Society	1	\$	4,545.00
Vallen Canada Inc	1	\$	499.04
Valley Community Services Society	1	\$	596.79
Van Houtte Coffee Services	1	\$	295.67
Van Kam Freightways Ltd	5	\$	2,907.47
Van Steinburg, Roberta CM	2	\$	82.53
Vandenberghe, Kelly	2	\$	347.20
Vanderzwaag, Bob	2	\$	164.04
Varley, Marisa	1	\$	90.00
VH Sport Canada	6	\$	3,123.01
Vista Radio Ltd	2	\$	1,260.00
Vitalaire Canada Inc	4	\$	150.56
Vousden, Jodi	1	\$	1,500.00
Waste Management	14	\$	8,262.55
Watson, Aimee	1	\$	149.60
WE Graham Community Service Society	1	\$	550.00
Weatherhead, Teresa A	2	\$	403.92
Weber, Matthew J	1	\$	385.05
West Kootenay Eco Society	1	\$	1,300.00
West Kootenay Watershed Collaborative	1	\$	9,056.03
Wetter, Sydney	1	\$	711.28
WEX Canada Ltd.	1	\$	4,174.70
WFR Wholesale Fire & Rescue Ltd	14	\$	11,417.21
Wichmann, Jason	2	\$	495.00
Wiens, Maryn	1	\$	329.12
Wilkinson, James	3	\$	1,657.16
Willems, Oscar	1	\$	169.00
Winje, Steven L	1	\$	135.17
Winlaw Hall Society	1	\$	125.00
Winlaw Mini-Mart	1	\$	323.93
Wood Wyant Inc	5	\$	2,731.91
Workplace Safety & Insurance Board	1	\$	265.75
Xplore Inc.	1	\$	117.04
Yellow Pages Group	1	\$	0.52
Yellowhead Road & Bridge	1	\$	3,062.40
Ymir Cemetery Society	1	\$	2,270.00
Ymir Community Association	1	\$	600.00
Young Anderson Barristers & Solicitors	1	\$	84.00
Zimich, Robert	2	\$	1,250.11
Zol, Darryl	1	\$	50.00
ZOLL Medical Canada Inc.	1	\$	2,744.91
Zone West Enterprises Ltd	3	\$	637.28



**Employees and Directors August 2023**

<b>Directors</b>	<b>Number of Payments</b>		<b>Value</b>
	<b>46</b>		<b>5,553</b>
Cunningham, Hans	2	\$	88.40
DeBoon, Arnold Frank	2	\$	401.26
Ferguson, Colin	1	\$	131.50
Graham, Cheryl Elaine	3	\$	135.42
Hanegraaf, Henny (Henrica)	5	\$	296.20
Hewat, Suzan	2	\$	190.40
Jackman, Garry	3	\$	294.99
Lockwood, Diana LD	3	\$	170.82
Lunn, Jessica	2	\$	204.00
Main, Leah	1	\$	284.60
McFaddin, Maria June	2	\$	133.48
McLaren-Caux, Aiden(Kenneth)	2	\$	398.48
Newell, Thomas	5	\$	95.45
Popoff, Walter A	2	\$	84.32
Smienk, Johannes	1	\$	10.50
Tierney, Roger Bruce	5	\$	1,732.24
Vandenberghe, Kelly	2	\$	347.20
Watson, Aimee	1	\$	149.60
Weatherhead, Teresa A	2	\$	403.92

<b>Employees</b>	<b>Number of Payments</b>		<b>Value</b>
	<b>133</b>	<b>\$</b>	<b>36,167</b>
Allaire, Michael	2	\$	877.88
Anderson, Pearl	1	\$	61.28
Bagnoli, Brielle	2	\$	252.23
Barden-Shanks, Maya	2	\$	152.20
Barnhouse, Greg	2	\$	694.96
Beaudet, Philippe	1	\$	131.04
Bench, Heidi	2	\$	4,887.22
Benjamin, Debra	1	\$	19.04
Bibby, Michael	1	\$	140.08
Briscoe, Ian	1	\$	497.76
Brohman, Rebecca	1	\$	202.54
Caron, Jeremy	1	\$	62.56
Clarke, Angela	1	\$	23.80
Clarke, Ryan	1	\$	24.48
Croft, James	1	\$	122.40
Crosland, Brittany	3	\$	162.19
Davison, Trisha	1	\$	291.72
Dodd, Janice	1	\$	195.30
Doran, Andrew	2	\$	336.84
Dunlop, Ian	1	\$	502.50
Durning, Stuart	2	\$	503.20
Dye, Shane	1	\$	481.08
Egan, Liam	4	\$	590.20
Evin, Alison T	2	\$	138.53
Fehr, Carol	4	\$	2,237.67
Fishlock, Garrett	1	\$	417.24
Fletcher, Allison	2	\$	70.00
Froehlich, Clifford	1	\$	124.80
Gabb, William	1	\$	14.02
Garnier, Cody	1	\$	88.40
Gerard, Adam	1	\$	193.70
Gerhardt, Julia C	2	\$	303.62
Gerhardt, Marco	1	\$	80.24
Gibbons, Donald	1	\$	141.44
Gilbert, Ryan	2	\$	969.24
Grant, Ashley	1	\$	241.78
Greene, Gregory	3	\$	1,841.44
Habljak, Julia	3	\$	1,312.06
Haire, Marjorie	1	\$	135.45
Handley, Ella	1	\$	46.24
Hansum, Donna	1	\$	140.00
Hergott, Patrick	1	\$	7.22
Hicks, Josef P	2	\$	544.47
Hopkyns, John (Chris)	2	\$	244.80
Ihlen, Gord	1	\$	384.22
Imada, Sharon	1	\$	85.00
Jackson, Jon	1	\$	75.00
Johnson, Melissa H	1	\$	190.40
Johnston, Richard	1	\$	25.98
Jones, Stefan	1	\$	571.20
Kinch, Veronica	3	\$	671.91

Employees	Number of Payments		Value
	133	\$	
Knudsen, Leroy B	1	\$	40.00
LaFond, Duane G	1	\$	560.00
Lane, Harvey	1	\$	64.80
Lawless, Kendrick AM	1	\$	292.76
Lay, Jessie	2	\$	318.60
Lillies, Rebecca	2	\$	824.92
Luck, Kalen	1	\$	78.38
Mackie, Daneve	1	\$	785.85
Maher, Phill	1	\$	718.04
Malekow, Pamela	2	\$	402.56
Manhas, Aditya	2	\$	563.04
Marshall, Charity	3	\$	179.52
Marshall, Jay T	1	\$	126.11
Martin, Halle	1	\$	169.00
Matheson, Janet P	1	\$	261.45
Matthes, Korre	1	\$	125.80
Milner, Andrew	1	\$	175.00
Patterson, Greg	1	\$	13.75
Piche, Annabelle	1	\$	89.07
Pilla, Megan	1	\$	61.20
Poisson-Gagnon, Vincent	1	\$	166.60
Postnikoff, Robert A	1	\$	25.00
Reilly, Roghan	1	\$	75.00
Roberts, Hailey	1	\$	119.68
Rose, Cameron	1	\$	402.72
Salmon, Evan	1	\$	14.00
Shapovalov, Shannon	1	\$	8.96
Stanley, Craig	1	\$	1,020.49
Tandy, Chris W	1	\$	182.00
Tilley, Colleen F	1	\$	81.60
Uhlenbrauck, Tyler	1	\$	193.80
Van Steinburg, Roberta CM	2	\$	82.53
Vanderzwaag, Bob	2	\$	164.04
Varley, Marisa	1	\$	90.00
Weber, Matthew J	1	\$	385.05
Wetter, Sydney	1	\$	711.28

**Accounts Payable for August 2023 Breakdown by Type of Payment**

Discretionary, Community Development, and Other Grants	Number of Payments		\$	3,329,798
	110			
Ainsworth Recreation Association	1		\$	7,000.00
All Saints Anglican Cemetery	1		\$	3,500.00
Area H North TV Society	1		\$	23,821.00
Argenta Community Association	1		\$	8,755.00
Arrow & Slocan Lakes Community Services (ASLCS)	1		\$	9,000.00
Arrow Lakes Historical Society	1		\$	23,197.00
Arrow Lakes Search & Rescue	1		\$	21,000.00
Boswell & District Farmers Institute	1		\$	1,500.00
Burton Community Association	2		\$	20,282.00
Castlegar & District Community Services Society (CDCSS)	2		\$	9,250.00
Castlegar & District Public Library	2		\$	186,629.42
Castlegar, City of	2		\$	466,000.00
Central Kootenay Invasive Species Society	1		\$	726.58
Columbia Basin Environmental Education Network	4		\$	2,000.00
Columbia Basin Trust	2		\$	2,500.00
Creston & District Historical & Museum Society	1		\$	125,619.00
Creston Public Library Association	1		\$	413,212.00
Creston Valley Blossom Festival (CVBF)	2		\$	16,730.42
Creston Valley Fall Fair Association	1		\$	10,881.30
Creston, Town of	5		\$	240,563.63
East Shore Community Library Society	1		\$	20,000.00
Edgewood Volunteer Fire Department	1		\$	9,700.00
Fauquier Community Club Society	2		\$	11,189.00
Friends of Kootenay Lake Stewardship Soc.	1		\$	6,813.75
Gray Creek Cemetery	1		\$	1,500.00
Kalein Hospice Centre Society	1		\$	1,082.55
Kaslo & District Arena Association	1		\$	54,000.00
Kaslo & District Public Library Association	1		\$	118,100.00
Kaslo Curling Club	1		\$	10,000.00
Kaslo Racquet Club	1		\$	1,000.00
Kaslo Search & Rescue	2		\$	28,209.80
Kaslo, Village of	4		\$	33,464.05
Kitchener Valley Recreation & Fire Protection Society	1		\$	21,522.18
Kokanee Creek Nature Centre Society	1		\$	10,000.00
Kootenay Family Place	1		\$	5,000.00
Kootenay Lake Hospital Foundation	1		\$	4,728.75
Kootenay Literary Society	1		\$	5,040.00
Kootenay Regional Association for Community Living	1		\$	9,375.00
Kootenay Yoga Festival	1		\$	1,000.00
Krestova Improvement District	1		\$	14,167.75
Lardeau Fire Prevention Association	1		\$	5,000.00
Nakusp & Area Community Forest	1		\$	600.00
Nakusp & Area Development Board	1		\$	2,820.00
Nakusp & District Museum Society	1		\$	19,065.00
Nakusp Public Library Association	2		\$	101,321.85
Nakusp Ski Club Association	1		\$	18,377.00
Nakusp Volunteer Fire Brigade	1		\$	13,500.00
Nakusp, Village of	2		\$	462,800.00
Nasookin Improvement District	1		\$	60,000.00
Nelson Public Library	4		\$	174,119.70
Nelson Search & Rescue	1		\$	33,754.00
Nelson Tennis Club	2		\$	3,900.00
Nelson, City of	3		\$	172,295.16
New Denver Hospice Society	1		\$	2,000.00
New Denver, Village of	1		\$	17,852.00
Protecting Animal Life Society (P.A.L.S.)	1		\$	1,490.00
Riondel Reading Centre	1		\$	20,000.00
Robson Community Memorial Church	1		\$	1,000.00
Royal Canadian Legion #203 Edgewood	1		\$	4,825.75
Salmo & District Chamber of Commerce	1		\$	12,240.00
Salmo Ski Club	1		\$	6,345.17
Salmo Valley Youth & Community Centre	2		\$	67,500.00
Salmo, Village of	4		\$	33,479.60
Shoreacres Neighbourhood Community Association	1		\$	5,400.00
Slocan Solutions Society	1		\$	1,500.00
Slocan, Village of	2		\$	3,075.00
South Slocan TV Society	1		\$	24,002.59
The BC Conservation Foundation	1		\$	2,300.00
Valhalla Fine Arts Society	1		\$	4,545.00
Valley Community Services Society	1		\$	596.79
WE Graham Community Service Society	1		\$	550.00
West Creston Community Hall Society	1		\$	21,522.18
West Kootenay Eco Society	1		\$	1,300.00
West Kootenay Watershed Collaborative	1		\$	9,056.03
Wyndel Community Centre	1		\$	21,522.18
Yahk-Kingsgate Recreation Society	2		\$	39,212.45
Ymir Cemetery Society	1		\$	2,270.00
Ymir Community Association	1		\$	600.00

**Accounts Payable for August 2023 Breakdown by Type of Payment**

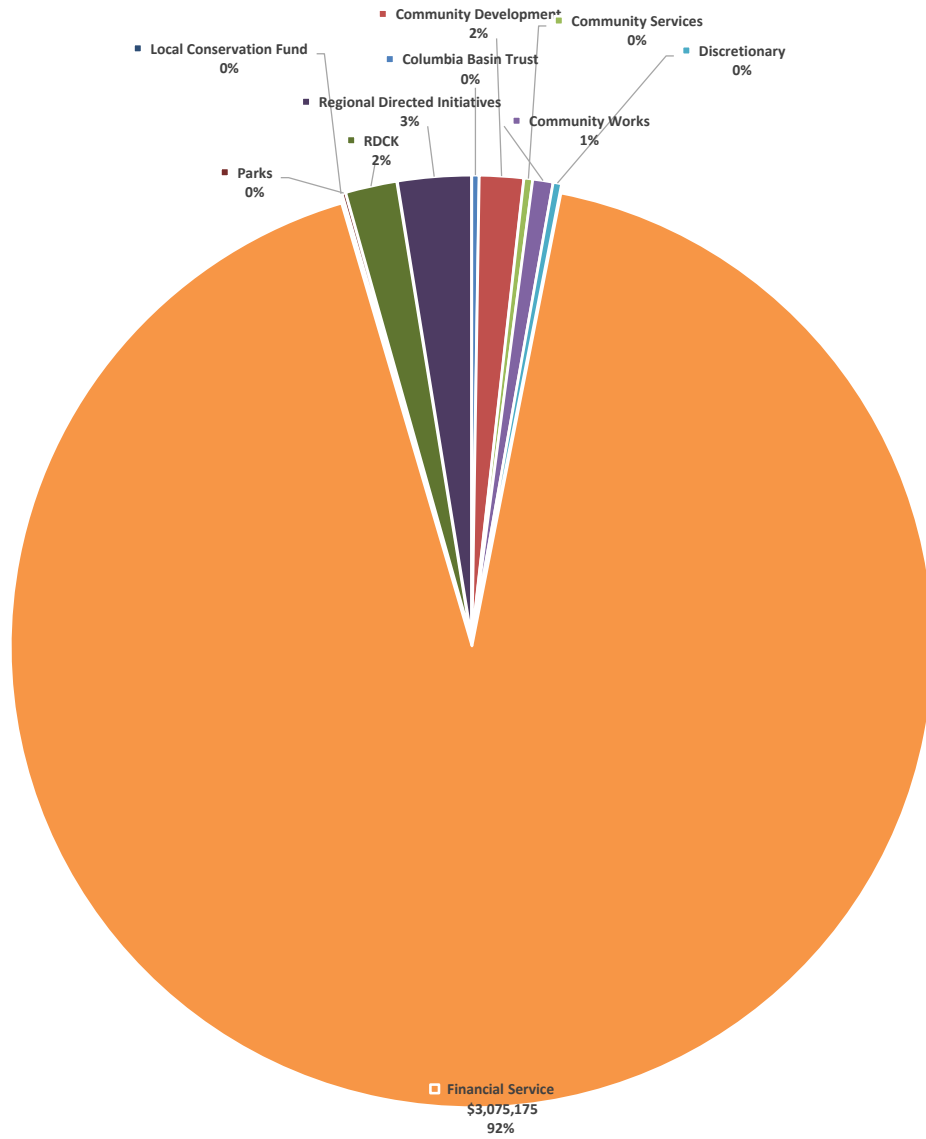
All Other Vendors	Number of Payments		Value	
	1,205	\$		3,724,014
1022117 Alberta Ltd.	2	\$		18,409.90
1312853 B.C. LTD DBA: Georama Growers	11	\$		1,252.35
1400142 BC Ltd.	1	\$		1,812.88
5 Star Services and Products Inc.	1	\$		124.90
A&G Supply Ltd	2	\$		5,543.02
ACE Courier Services	5	\$		232.94
Acklands-Grainger Inc	2	\$		948.52
Agilyx Solutions Limited	1	\$		769.13
Air Liquide Canada Inc	3	\$		229.55
Alfred Horie Construction Co. Ltd.	1	\$		756.00
All Around Septic Services Ltd	1	\$		2,437.68
Andex Equipment Rentals	16	\$		9,038.24
Andrew Sheret Ltd	21	\$		6,920.81
Arnold Contracting & Bobcat Service	1	\$		307.50
Arrow Lakes Aggregates	3	\$		22,183.67
Arrow Mountain Carwash & Mini Storage Ltd	1	\$		3,150.00
Arrow Professional Landscaping	2	\$		20,422.50
Associated Fire Safety Equipment	1	\$		592.41
Authorized Security Ltd.	1	\$		252.00
B&L Security Patrol (1981) Ltd	1	\$		1,752.45
Backyard Bath	1	\$		150.00
Balfour Repair	1	\$		701.30
BC Air Filter Ltd	1	\$		411.36
BC Hydro & Power Authority	1	\$		2,647.99
BC One Call Limited	1	\$		158.34
BC Transit	2	\$		118,587.94
Beavers, Amanda	2	\$		1,641.59
Bencor Industries Ltd.	1	\$		418.49
Bi Purewater	1	\$		1,872.46
Big Cranium Design	1	\$		212.80
Bigfoot Security Systems	1	\$		282.45
Bill's Heavy Duty Enterprises (2004) Ltd.	23	\$		16,267.05
Black Press Group Ltd	5	\$		6,832.59
Border Holdings Ltd.	1	\$		138,283.82
Boswell Memorial Hall	1	\$		70.00
Breath Love Enterprises Ltd. O/A Mountain Valley Station	1	\$		140.26
Brenntag Canada Inc	1	\$		1,702.94
Brenton Industries Ltd	4	\$		2,068.50
Brikcon Masonry Ltd	1	\$		3,150.00
Brodie Consulting Ltd.	1	\$		315.00
Brogan Fire & Safety	9	\$		9,678.73
Burton Community Association	1	\$		50.00
Burton Internet Society	1	\$		24.20
C Systems Security - Creston	1	\$		352.85
C.A. Fischer Lumber Co. Ltd.	9	\$		795.97
Canada Post Corporation - Remittance Processing	1	\$		909.30
Canadian Centre for Occupational Health and Safety	11	\$		359.10
Canadian Fitness Education Services Ltd	3	\$		673.89
Canadian Linen & Uniform	4	\$		392.10
Carey McIver & Associates Ltd.	1	\$		1,698.38
Caro Analytical Services	1	\$		266.70
Carvello Law Corporation	1	\$		1,755.29
Case Grypma Mechanical LTD	7	\$		7,648.83
Castlegar & District Chamber Of Commerce	1	\$		110.25
Castlegar Hockey Society	1	\$		682.50
Castlegar, City Of	1	\$		22,170.93
CDW Canada Corp	2	\$		170.65
Central Kootenay Garbage Club Inc.	2	\$		19,635.00
Chef's Choice Authentic Street Food	2	\$		2,583.00
Christian, Peg	1	\$		1,134.00
Cintas Canada Ltd Location 889	2	\$		286.48
Classic Glass & Trim	1	\$		537.27
Clean Scene DKI	1	\$		7,819.02
Cleartech Industries Inc	4	\$		19,857.87
College Of The Rockies	1	\$		149.00
Columbia Basin Broadband Corporation	2	\$		9,721.60
Columbia Wireless Inc	5	\$		408.80
Comfort Welding Ltd	10	\$		1,093.43
Concept Controls	1	\$		716.25
Counterforce Inc	1	\$		157.50
Cowan's Office Supplies	20	\$		3,571.19
Cranbrook Water Conditioning Ltd.	5	\$		176.98
Crawford Bay Store	6	\$		486.56
Creston Card & Stationery	3	\$		980.86
Creston Valley Chamber Of Commerce	1	\$		2,651.25
Creston, Town Of	8	\$		767,375.20
Cupe Local 2262	3	\$		7,619.43
Cupe Local 748	3	\$		2,850.54
Dave's Plumbing Ltd	3	\$		6,343.76
DB Perks & Associates Ltd	8	\$		4,890.01
DHC Communications Inc	4	\$		1,220.82
Dickson Auto Repair	1	\$		233.40
Dominion Govlaw LLP	1	\$		1,629.69
Downtown Automotive	3	\$		907.64
East Shore Internet Society	2	\$		129.92
Elite Auto Centre	1	\$		53,000.00
Emco Corporation	2	\$		5,232.25
Expresslane Deliveries	1	\$		359.52
Federal Express Canada Ltd.	1	\$		70.64
Federated Co-Operatives Ltd	6	\$		2,138.76

All Other Vendors	Number of Payments		Value
	1,205	\$	
			<b>3,724,014</b>
Fergusson, Daniella	1	\$	1,312.50
Filtration Group IAQ	1	\$	5,218.79
Forstar Forestry Consulting	1	\$	21,594.88
FortisBC - Electricity	48	\$	43,690.26
Fortisbc - Natural Gas	5	\$	18,754.78
FortisBC Inc	1	\$	8,254.54
Four Star Communications Inc	1	\$	115.50
Fraser Valley Building Supplies Inc.	1	\$	40.57
Frozen Solutions Inc. dba Frozen Refrigeration	5	\$	75,388.13
Gain, Thomas Scott	1	\$	2,957.50
GFL Environmental Inc.	39	\$	501,378.19
Gilbert Parts Depot	2	\$	27.87
Goat Mountain Enterprises Ltd	2	\$	5,844.30
GoTo Technologies Canada Ltd.	1	\$	406.56
Gray Creek Store	4	\$	154.95
Guille, Pam	2	\$	2,730.00
Guillevin International Inc	7	\$	1,468.07
Gwil Industries Inc.	1	\$	2,357.25
Hach Sales and Service Canada Ltd	1	\$	8,112.16
Hall Printing	3	\$	2,608.69
Haul-All Equipment Ltd.	1	\$	17,402.69
Heritage Roofing & Sheet Metal Ltd.	1	\$	3,109.05
Hewgill, Mathew	1	\$	125.00
Highland Consulting Ltd	3	\$	21,206.86
Hi-Pro Sporting Goods Ltd	1	\$	2,034.59
Hitchon, William DBA: 5th Gear	1	\$	2,900.00
Holeshot Originals	1	\$	1,638.00
Hub Fire Engines & Equipment Ltd	1	\$	70.86
Hume Hotel	1	\$	253.00
HuskyPro	1	\$	1,311.77
Hywood Truck & Equipment Ltd	7	\$	6,749.14
I.T. Blueprint Solutions Consulting Inc.	7	\$	26,129.25
ICESoft Technologies Holding Ltd	1	\$	2,800.00
Industrial Alliance Insurance and Financial Services Inc.	2	\$	1,828.46
Infosat Communications	1	\$	235.28
Inland Allcare	14	\$	7,859.90
Inland Kenworth (Castlegar)	6	\$	8,227.16
Insight Canada Inc.	1	\$	4,566.33
Insurance Corporation of BC	1	\$	18.00
Interior Health Authority - Environmental Health	2	\$	294.00
Iron Mountain	1	\$	26.20
Jacobs Snow & Mow	2	\$	100.00
Jaguar Plumbing & Heating	1	\$	462.00
Jakubow Enterprises Ltd o/a Canadian Tire Castlegar (492)	29	\$	2,379.86
Jennifer Wickwire	3	\$	1,145.00
Johnny's Grocery & Gas Sales	1	\$	68.12
Jotform Canada Inc.	1	\$	18,263.67
Justice Institute Of Bc	3	\$	26,638.58
Kal Tire (Castlegar)	1	\$	1,651.90
Kal Tire (Nelson)	1	\$	220.51
Kalawsky Chevrolet Buick GMC (1989) Ltd	1	\$	194.33
Kaslo Building Maintenance	1	\$	609.00
Kaslo Building Supplies	2	\$	74.11
Kaslo Home Hardware	1	\$	47.01
Kaslo Infonet Society	3	\$	377.00
Kaslo, Village Of	2	\$	130.92
Kathy Gordon's Cleaning Services	6	\$	940.50
KB Plumbing & Heating Ltd.	2	\$	101,119.16
Kelly's Maintenance and Services	1	\$	2,625.00
Kemlee Equipment Ltd	2	\$	126.31
Kendrick Equipment (2003) Ltd	1	\$	228.48
Kennlyn Enterprises	2	\$	827.68
Kerr Wood Leidal Consulting Engineers	1	\$	1,575.00
Kilburn, Jackie	1	\$	2,250.00
Kite Refrigeration	1	\$	2,991.48
KM Kootenay Motors a Division of Bills Motors-In Ltd.	1	\$	732.16
Kokanee Fire & Safety Ltd.	1	\$	343.88
Kokanee Park Marine Ltd	1	\$	3,150.00
Kootenay Carshare Cooperative	3	\$	3,342.51
Kootenay Communications Ltd	1	\$	755.05
Kootenay Glass & Mirror Ltd	3	\$	624.07
Kootenay Industrial Supply Ltd	23	\$	5,438.79
Kootenay Plumbing Supply Ltd.	1	\$	1,322.54
Kootenay Valley Water & Spas	4	\$	179.00
Kyle Parks Arborist	1	\$	1,050.00
Lectric Ave Electronics	2	\$	483.81
Lesperance Mendes	1	\$	8,402.24
LexisNexis Canada Inc.	1	\$	805.30
Lidstone & Company	24	\$	18,808.20
Lifesaving Society (Burnaby)	13	\$	6,569.41
Lordco Parts Ltd	10	\$	1,866.18
Lynne Betts & Associates	1	\$	1,040.14
M.J Fabrication & Maintenance Welding	2	\$	9,213.25
Main Jet Motorsports Inc	3	\$	2,265.17
Mannama, Miikael	1	\$	248.00
Martech Motor Winding Ltd	2	\$	4,699.48
Masse Environmental Consultants Ltd.	7	\$	4,397.40
Maxon Holdings Ltd. DBA Arrow Lakes Ready Mix	1	\$	1,528.80
Mayday Electric Ltd	3	\$	2,383.06
Mid Town Motors	1	\$	187.38
Mills Office Productivity	6	\$	916.87
Minister of Finance	3	\$	11,779.63
Minister Of Finance - Product Distribution Centre	3	\$	707.80
Mitchell Supply Ltd	12	\$	588.70
Mondia, Anthony	1	\$	452.72

All Other Vendors	Number of Payments		Value
	1,205	\$	
			<b>3,724,014</b>
Morrow Bioscience Ltd	1	\$	13,763.40
Mountain Mechanical Sales & Services Ltd.	2	\$	1,755.87
MPE Engineering Ltd.	2	\$	7,670.78
Nakusp, Village Of	3	\$	91,625.98
Nanaimo, City of	16	\$	5,308.28
Napa Auto Parts (Nelson)	7	\$	1,429.28
Navigata Communications Ltd. dba ThinkTel	1	\$	19.65
Nelson Building Centre Ltd	36	\$	2,635.50
Nelson Farmers Supply Ltd	9	\$	398.03
Nelson Ford Sales (2003) Inc.	1	\$	1,733.82
Nelson Hydro	24	\$	51,115.36
Nelson Leafs Hockey Society	1	\$	5,197.50
Nelson Medical Clinic Inc	1	\$	51.00
Nelson Toyota	3	\$	2,149.00
Nelson, City Of	6	\$	4,360.49
New Denver, Village Of	1	\$	74,174.98
Northtown Rental & Sales	1	\$	107.52
Nurdy-Forfire Emergency Graphics Ltd.	1	\$	906.52
Orkin Canada Corporation	2	\$	313.78
Oso Negro	1	\$	86.75
Overland West Freight Lines Ltd	4	\$	4,955.93
P.R.C. Cab Co. Ltd. DBA: Glacier Cab Company	2	\$	92.50
Paragon Micro Canada	2	\$	296.72
Parslow Lock & Safe Ltd.	1	\$	80.60
Passmore Laboratory Ltd	5	\$	1,150.00
Pennywise	1	\$	686.22
Perrin, Marilyn	1	\$	500.00
Peterbilt Pacific Inc.	4	\$	1,007.01
Phoenix Designs & Apparel	1	\$	315.96
Pitney Bowes	1	\$	106.38
Plumb Local Plumbing & Construction LTD	1	\$	384.07
Points West Technologies Ltd.	1	\$	386.99
Prestige Lakeside Resort	1	\$	253.00
Purulator Inc	4	\$	320.90
Pyramid Building Supplies	9	\$	515.11
R.D. of Fraser-Fort George	1	\$	136,872.27
Radwell International Canada Automation ULC	2	\$	4,074.63
Ramtech Environmental Products	1	\$	4,497.37
Read Jones Christoffersen Ltd.	2	\$	12,356.53
Regional District of East Kootenay	1	\$	15,000.00
Regional District of Kootenay Boundary	1	\$	200.00
Reliance Office Services Ltd	1	\$	2,415.00
Rescue Canada Resource Group Inc	2	\$	11,784.19
Reward Construction LTD.	1	\$	182,104.33
Rfs Canada	3	\$	2,700.99
Ricoh Canada Inc	2	\$	209.37
Riondel Cable Society	3	\$	560.00
Riverside Farm	2	\$	8,216.04
Roadpost Inc. T46274	2	\$	871.70
Roblee Trucking	1	\$	283.50
Rocky Mountain Agencies	4	\$	10,474.84
Rocky Mountain Phoenix	3	\$	6,847.82
Rogue	1	\$	2,613.60
Roth IAMS	2	\$	2,120.20
RVTD Enterprises Ltd DBA Castle Bowl	1	\$	85.00
Salmo Valley Youth & Community Centre	1	\$	866.67
Selkirk Security Services Ltd	5	\$	356.18
Seminoff, Michelle	4	\$	7,800.00
Sfj Inc	1	\$	3,428.25
Shaw Buisness A division of Shaw Telecom G.P.	2	\$	2,312.09
Shaw Cable	25	\$	3,617.57
Sherwin-Williams Canada Inc.	1	\$	767.65
Sherwood Trophies Signs Sportswear & More	2	\$	1,559.71
Shopa'S Excavating Ltd	2	\$	26,500.45
Sierra Stone West Kootenay	1	\$	5,056.80
Silverton Building Supplies Ltd	1	\$	125.26
Simon's Garage Door Services	3	\$	48,167.84
Sinclair, Alexander	2	\$	2,973.86
Sk Electronics Ltd	20	\$	4,977.55
Skyway Hardware	2	\$	254.85
Slocan Park Community Hall Society	2	\$	1,174.75
Slocan Valley Home Hardware	3	\$	66.21
SLR Consulting (Canada) Ltd.	8	\$	53,027.49
SMP	1	\$	283.85
SOS 4 Kids Inc	1	\$	212.40
Spartan Controls Ltd	1	\$	1,037.40
Speedpro Signs	7	\$	5,320.44
Speedpro Signs (Trail)	2	\$	349.44
Sperling Hansen Associates Inc	1	\$	861.46
SRK Consulting (Canada) Inc.	2	\$	14,299.44
Stafford Welding	6	\$	4,231.50
Sterling Backcheck Canada Corp.	1	\$	155.30
Stewart Mcdannold Stuart	2	\$	1,820.00
Strong Data Inc.	1	\$	1,808.80
Summit Truck & Equipment Repair	3	\$	6,746.45
Summit Valve & Controls (BC) Inc.	1	\$	1,848.00
Sun Life Assurance Company of Canada	2	\$	2,795.42
Sundry Vendor	51	\$	42,712.56
Sunset Custom Blinds & Spas Ltd.	1	\$	3,245.76
Superior Propane	1	\$	39.90
Taghum Shell (1997)	33	\$	3,365.47
Tarrys & District Community Hall Society	1	\$	100.00
Telus Communications Inc	8	\$	20,106.57
Telus Communications Inc. Mascon by Telus	4	\$	291.20
Telus Mobility	1	\$	8,726.13

All Other Vendors	Number of Payments		Value
	1,205	\$	
Tenaquip Industrial Distribution	2	\$	293.91
Terus Construction Ltd.	1	\$	591.36
The Adventure Hotel	1	\$	122.73
The ATACC Group Ltd.	2	\$	5,350.00
The Corporation of the Village of Salmo	1	\$	68,350.97
Thiele, Dustin	3	\$	800.00
ThinkTel	2	\$	658.45
Tip-it Waste Solutions Kootenay	2	\$	1,820.70
Transform Compost Systems	1	\$	3,150.00
Tratech Mechanical Ltd	3	\$	4,248.41
Tremlock Properties Ltd	3	\$	2,763.39
Tri City Pumps & Power	3	\$	35,309.40
Trican Filtration Group Inc.	3	\$	42,826.95
TST Canada	1	\$	500.21
Tu-Dor Lock & Safe Ltd	10	\$	1,654.90
Twin Rivers Controls Ltd	2	\$	704.55
Uline Canada Corporation	2	\$	834.77
Universal Handling Equipment Company Ltd	1	\$	43,262.80
Ups Canada	1	\$	196.93
Vallen Canada Inc	1	\$	499.04
Van Houtte Coffee Services	1	\$	295.67
Van Kam Freightways Ltd	5	\$	2,907.47
VH Sport Canada	6	\$	3,123.01
Vista Radio Ltd	2	\$	1,260.00
Vitalaire Canada Inc	4	\$	150.56
Vousden, Jodi	1	\$	1,500.00
Waste Management	14	\$	8,262.55
West Kootenay Boundary Regional Hospital District	1	\$	37,412.00
WEX Canada Ltd.	1	\$	4,174.70
WFR Wholesale Fire & Rescue Ltd	14	\$	11,417.21
Winlaw Hall Society	1	\$	125.00
Winlaw Mini-Mart	1	\$	323.93
Wood Wyant Inc	5	\$	2,731.91
Workplace Safety & Insurance Board	1	\$	265.75
Xplore Inc.	1	\$	117.04
Yellow Pages Group	1	\$	0.52
Yellowhead Road & Bridge	2	\$	31,720.88
Young Anderson Barristers & Solicitors	1	\$	84.00
ZOLL Medical Canada Inc.	1	\$	2,744.91
Zone West Enterprises Ltd	3	\$	637.28

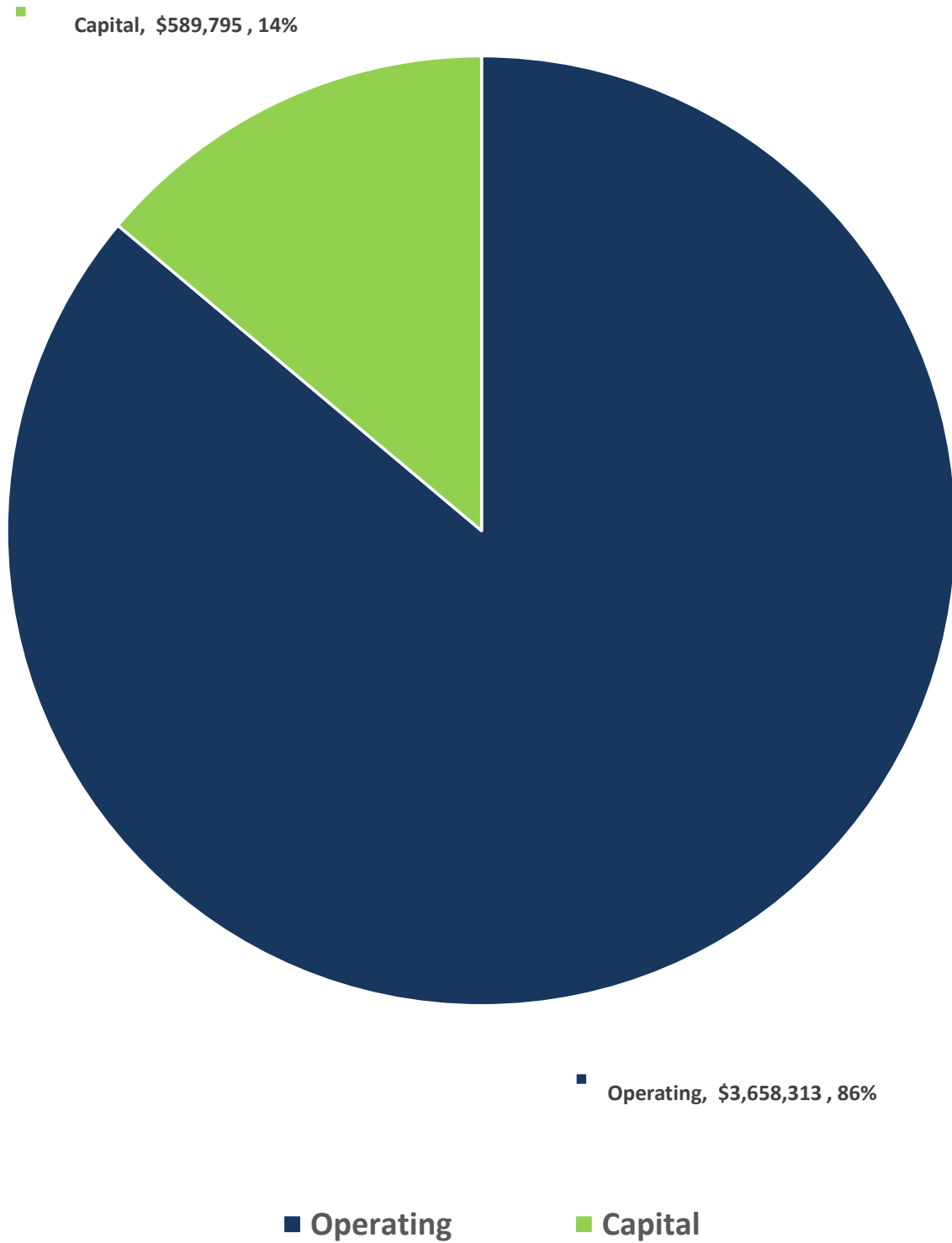
# Grants by Type



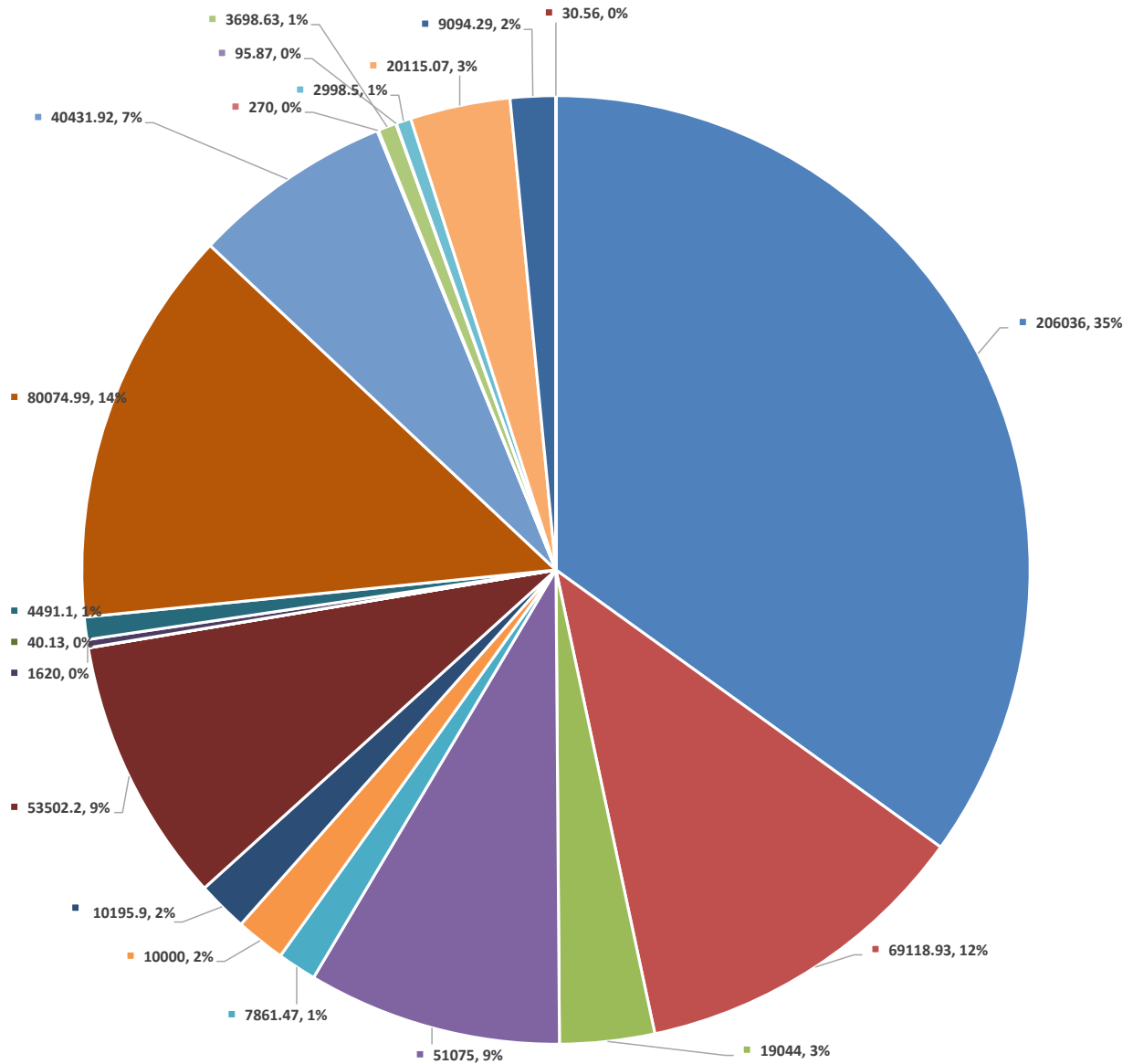
- Columbia Basin Trust
- Community Development
- Community Services
- Community Works
- Discretionary
- Financial Service
- Local Conservation Fund
- Parks
- RDCK
- Regional Directed Initiatives



## August 2023 Capital VS Operating Expenditures



# August 2023 Capital by Service



- Arena (Castlegar Complex)-Castlegar and Areas I and J
- Fire Protection-Area I (Tarrys, Pass Creek)
- Fire Protection-Areas E and F (Beasley, Blewett)
- Fire Protection-Areas H and I (Slocan Valley)
- General Administration
- Jaws of Life-Areas I and J
- Organics Program - Central & West Subregions
- Recreation Commission No.7-Salmo and Area G
- Recreation Commission No.8-Slocan and Area H
- Recreation Facility-Area A (Riondel)
- Recreation Facility-Creston and Areas B, C and Area A
- Refuse Disposal (Central Subregion)-Nelson, Kaslo, Salmo and Areas D, E, F, and G
- Refuse Disposal (West Subregion)-Castlegar, New Denver, Slovan and Area H, I, J, and K
- Regional Parks-Nelson, Salmo and Areas E, F and G
- Water Utility-Area B (Arrow Creek)
- Water Utility-Area B (Erickson)
- Water Utility-Area E (Balfour)
- Water Utility-Area F (Duhamel Creek)
- Water Utility-Area G (Ymir)
- Water Utility-Area K (Edgewood)



# Corporate Officer's Report

Kootenay Local Conservation Fund Service  
Establishment Amendment (Area F) Bylaw No. 2810,  
2022 - Results

**Date:** September 5, 2023

**File No.:** 3900-30-2023

---

Below are the results of the Alternative Approval Process (AAP) that was undertaken to determine elector approval for the purpose of determining if electors in Electoral Area F wish the Board to proceed with the approval of Regional District of Central Kootenay Local Conservation Fund Service Establishment Amendment (Area F) Bylaw No. 2810, 2022. A Bylaw to amend Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw No. 2420, 2014 to include Electoral Area F as a participant.

The fair estimate of the total number of electors to whom the AAP applied was:	3388
The number of electors that were required to sign Electoral Response Forms was:	338
The number of Elector Response Forms received was	1
The number of Elector Response Forms verified as qualified electors	1

I hereby verify that elector approval was therefore obtained.

**Originally signed by**

Mike Morrison  
Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Bylaw No. 2810**

---

A Bylaw to amend Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw No. 2420, 2014 to include Electoral Area F as a participant.

---

WHEREAS the Regional District of Central Kootenay adopted Bylaw No. 2420, being the "Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw No. 2420, 2014" for the purpose of establishing a Local Conservation Fund by collecting up to \$15 per parcel of land annually;

AND WHEREAS the Regional District of Central Kootenay deems it expedient to amend Bylaw No. 2420 and include Electoral Area F as a participant of the service;

AND WHEREAS pursuant of the *Local Government Act* participating area approval through Alternate Approval Process has been obtained;

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

- 1 Section 2 is deleted in its entirety and replace with the following:
  2. The Regional Board hereby establishes a service for the purpose of establishing a Local Conservation Fund in Electoral Areas A, D, E, F and H.
  
- 2 Section 3 is deleted in its entirety and replace with the following:
  3. The boundaries of the service area established by this bylaw are the boundaries Electoral Areas A, D, E, F and H and the service area is known as the "Local Conservation Fund Service Area".
  
- 3 Section 4 is deleted in its entirety and replace with the following:
  4. The participants in the service established under Section 2 of this bylaw are Electoral Areas A, D, E, F and H.
  
- 4 This Bylaw may be cited as "**Regional District of Central Kootenay Local Conservation Fund Service Establishment Amendment (Area F) Bylaw No. 2810, 2022**".

READ A FIRST TIME this 17<sup>th</sup> day of March, 2022.

READ A SECOND TIME this 17<sup>th</sup> day of March, 2022.

READ A THIRDTIME this 16<sup>th</sup> day of February, 2023.

I hereby certify that this is a true and correct copy of the "Regional District of Central Kootenay Local Conservation Fund Service Establishment Amendment Bylaw No. 2810, 2022" as read a third time by the Regional District of Central Kootenay Board on the 16<sup>th</sup> day of February, 2023.



Mike Morrison, Corporate Officer

APPROVE by the Inspector of Municipalities on the 15<sup>th</sup> day of May, 2023.

ASSENT RECEIVED as per the *Local Government Act - Approval by Alternative Approval Process*.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Aimee Watson, Board Chair

\_\_\_\_\_  
Mike Morrison, Corporate Officer

## 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-at-large.
- (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 17<sup>th</sup> day of August, 2023.

READ A SECOND TIME this 17<sup>th</sup> day of August, 2023.

READ A THIRD TIME this 17<sup>th</sup> day of August, 2023.

ADOPTED this 17<sup>th</sup> 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
- Village of Slocan

## Angela Lund

---

**From:** Admin <admin@villageofslocan.ca>  
**Sent:** August 17, 2023 2:26 PM  
**To:** Angela Lund  
**Cc:** Jessica Lunn  
**Subject:** RE: ACTION REQUIRED: Bylaw 2904: Regional Accessibility Advisory Committee

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** BOARD

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

---

Hi Angela!

I'm pleased to announce that at the regular meeting of July 10<sup>th</sup>, Slocan Council passed the following resolution:

*"That Council support participating in a Regional Accessibility Advisory Committee, as proposed by the Regional District of Central Kootenay."*

My apologies for the late response.  
Please advise if you require anything further.

Thank you!

*Michelle Gordon*

Chief Administrative Officer, Village of Slocan  
PO Box 50, 503 Slocan Street, Slocan BC, V0G 2C0  
P: 250.355.2277 | F: 250-355-2666 | [cao@villageofslocan.ca](mailto:cao@villageofslocan.ca)



The Village of  
**Slocan**

---

**CONFIDENTIALITY NOTICE:**

The information contained in the email is intended only for the individual or entity to whom it is addressed. Its contents (including any attachments) are confidential and may contain privileged information. If you are not an intended recipient you must not use, disclose, disseminate, copy or print its contents. If you receive this message in error, please notify the sender by reply email and delete and destroy the message.

---

**From:** Angela Lund <ALund@rdck.bc.ca>

**Sent:** June 23, 2023 8:52 AM

**To:** GRP\_Directors\_Municipal <GRP\_Directors\_Municipal@rdck.bc.ca>; Chris Barlow <cbarlow@castlegar.ca>; 'Tracey Butler' <tbutler@castlegar.ca>; Mike Moore <Mike.Moore@creston.ca>; Kirsten Dunbar <Kirsten.Dunbar@creston.ca>; 'Catherine Allaway' <allaway@kaslo.ca>; 'Ian Dunlop (CAO Kaslo)' <cao@kaslo.ca>; Wayne Robinson

<cao@nakusp.com>; 'Mark Tennant' <mtennant@nakusp.com>; 'swinton@nelson.ca' <swinton@nelson.ca>; Kevin Cormack <kcormack@nelson.ca>; Lisa Scott <cao@newdenver.ca>; James Heth <cao@salmo.ca>; 'Viv Thoss' <cao@silverton.ca>; Admin <admin@villageofslocan.ca>

**Subject:** ACTION REQUIRED: Bylaw 2904: Regional Accessibility Advisory Committee

Hello Directors and Municipal Staff,

At the June 15, 2023 RDCK Board meeting the following resolution was adopted:

387/23            *That the Board receive the draft Regional Accessibility Advisory Committee (RAAC) Bylaw No. 2904, 2023 for information, and that staff send the draft bylaw to the municipalities within the regional district requesting a response indicating their interest in utilizing the RAAC by **August 7, 2023.***

Further to the request at the Board meeting to clarify whether or not RDCK staff are available to present to municipal councils on the RAAC please note the following from Mike Morrison, Corporate Officer:

1. The Accessible British Columbia Act prescribes that all local governments have an obligation to meet the requirements of the Accessible British Columbia Act (Act). The three requirements of the Act are to:
  1. Form an Accessibility Committee;
  2. Develop an Accessibility Plan; and
  3. Set up a mechanism to receive public comment on the plan and barriers to accessibility.
2. RAAC was proposed to facilitate smaller municipalities in satisfying the committee requirement where a municipality may not be able to achieve the specified committee membership representation on their own.
3. Regardless of whether a municipality opts to use the RAAC to meet that obligation under the Act, the creation of the plans and the receipt of public comments remains the responsibility of each local government.
4. The role of the RAAC is to advise the regional district (and participating municipalities) in identifying, removing, and preventing barriers to individual's interacting with the organization. The RAAC does not create the plans. Staff in the respective participating jurisdictions create the plans.
5. Staff in each municipality should bring the matter forward to their council to make a decision on whether or not that municipality should form their own committee or participate in the RAAC.
6. Given the limited scope of the municipal decision on this matter and other RDCK project priorities at this time we are unable to assign RDCK staff resources to attend council meetings on this matter.
7. Considering the additional complexity of having multiple municipalities participate in the RAAC, RDCK staff strongly recommend that the committee membership remain as described in the draft bylaw. Specifically, municipalities are discouraged from requesting that representatives from their municipality be added to the membership.

Overall, the Act introduces new compliance requirements to local governments on top of existing projects and workplans. This is important work and we take the requirements seriously. We do however need to ensure that the required work proceeds efficiently and effectively. Achieving this may mean that not all of the asks from the municipalities may be met.

If you have any questions please email me and do not create a new discussion thread by "replying all".

Thank you and have a great weekend.

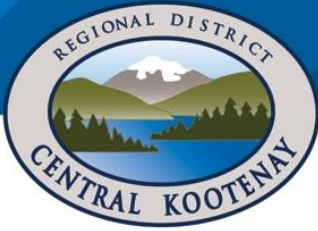
## Angela Lund | Deputy Corporate Officer

**Regional District of Central Kootenay**

**Phone:** 250.352.8160 | **Fax:** 250.352.9300

Follow us on [Facebook](#)

**rdck.ca**



# Board Report

<b>Date of Report:</b>	August 30, 2023
<b>Date &amp; Type of Meeting:</b>	September 14, 2023 Open Board Meeting
<b>Author:</b>	Tom Dool, 2023
<b>Subject:</b>	West Transit Services Committee Bylaw 2909, 2023
<b>File:</b>	3200/10
<b>Electoral Area/Municipality:</b>	Electoral Areas A, D, E, F, G, H, I, J, K, Kaslo, Nakusp, Silverton, New Denver, Slocan, Castlegar, Nelson, and Salmo

## SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is:

1. To inform the Board that there were no comments submitted regarding West Transit Services Committee Bylaw 2909, 2023
2. To recommend that West Transit Services Committee Bylaw 2909, 2023 be given three readings and adoption
3. To recommend a date for the first meeting of the West Transit Services Committee

## SECTION 2: BACKGROUND/ANALYSIS

### BACKGROUND

At the February 17<sup>th</sup>, 2022 Open Board Meeting the Board received a report from staff regarding the need for changes to the governance of those Regional District services which fund West Kootenay Transit. As per the recommendation in the report the Board resolved:

*(134/22) That the Board direct staff to prepare a report regarding governance options for Regional District transit funding services S237 Transit Castlegar and Area, S238 Transit North Shore Slocan Valley, and S239 Transit Kootenay Lake West, specifically regarding the implementation of the West Kootenay Transit Future Service Plan, the apportionment of transit costs, and local government transit infrastructure.*

At the June 15<sup>th</sup>, 2023 Open Board Meeting the Board received a report from staff detailing the challenges with the current method of governance and proposing options to address those issues. As per the recommendations in the report the Board resolved:

*(396/23) That the Board direct staff to bring forward a report to the Board which outlines the necessary steps and proposed schedule for establishing a West Transit Service Committee.*

At the July 6<sup>th</sup>, 2023 Open Board Meeting the Board received a report from staff which include a draft of West Transit Services Committee Bylaw No. 2909, 2023, the necessary steps, and proposed schedule for establishing the committee. As per the recommendations in the report the Board resolved:

(466/23) 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.

**ANALYSIS**

Staff received no comments from the Board on the matter. The bylaw, as it is currently written, should now be given consideration by the Board for three readings and adoption.

Should the Board decide to proceed with the Bylaw as it currently stands it may also consider a recommendation regarding the date and time of the first committee meeting.

**SECTION 3: DETAILED ANALYSIS**

**3.1 Financial Considerations – Cost and Resource Allocations:**

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

Costs associated with the proposed committee include meeting stipends and expenses in accordance with the RDCK Chair and Directors Remuneration Bylaw. The distribution of those cost will be based on the distribution of annual operating hours to the Regional District transit services funding those hours.

Figure 1. Apportionment of Committee Costs

Service	Apportionment
Castlegar & Area Transit (S237)	24%
North Shore Slocan Valley (S238)	37%
Kootenay Lake West (S239)	39%

The proposed apportionment of associated stipend and committee related expenses addresses the participation of Electoral Areas E, F, H, I, J, Castlegar, and the Village of Slocan in multiple transit funding services.

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

Meetings of the Transit West Services Committee will be held in accordance with Part 15 of Procedure Bylaw No 2576, 2019 including the election of the Committee Chair and Vice-Chair at the inaugural meeting.

**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:**

None at this time.

**3.7 Staffing/Departmental Workplan Considerations:**



Due to Boardroom availability, the timing of the West Kootenay Transit Committee meeting on September 26<sup>th</sup>, and the Board Agenda deadline the recommended date for the first Transit Services West Committee meeting would Wednesday October 4<sup>nd</sup>, 2023.

### **3.8 Board Strategic Plan/Priorities Considerations:**

The establishment of the West Transit Services Committee further demonstrates the Boards commitment to excellence in governance and service delivery.

## **SECTION 4: OPTIONS & PROS / CONS**

**Option 1. That the Board give three readings and adoption to West Transit Services Committee Bylaw 2909, 2023; and further that the inaugural meeting of the West Transit Service Committee be held from 2-4pm on Wednesday October 4th at 202 Lakeside Drive in Nelson, BC.**

### Advantages

Establishment of the committee:

- Facilitates consideration of the 32 service options specified in the West Kootenay Transit Future Service Plan;
- Allocates sufficient time and resources to the development of values based objectives for public transit;
- Creates a formal venue for the engagement of transit stakeholders; and
- Provides a forum for detailed discussion regarding apportionment and budgetary matters related to transit services.

Holding the inaugural meeting on a date that ensure the committee has access to West Kootenay Transit Committee minutes and that the committee minutes will be on the next Board agenda will facilitate timely decision making.

### Disadvantages

- None

**Option 2. That the Board give three readings and adoption to West Transit Services Committee Bylaw 2909, 2023; and further that the inaugural meeting of the West Transit Service Committee be held from [insert date and time] at 202 Lakeside Drive in Nelson, BC.**

### Advantages

Establishment of the committee:

- Facilitates consideration of the 32 service options specified in the West Kootenay Transit Future Service Plan;
- Allocates sufficient time and resources to the development of values based objectives for public transit;
- Creates a formal venue for the engagement of transit stakeholders; and
- Provides a forum for detailed discussion regarding apportionment and budgetary matters related to transit services.

### Disadvantages

- Depending on the date of the proposed first meeting the Committee may not be able to receive important information from West Kootenay Transit Committee or relay its recommendations to the Board in a timely fashion.

**Option 3. That the Board direct staff to take no further action on the matter until [insert requirement].**

Advantages

- None given that no comments received during the comment period.

Disadvantages

- the committee will not have the opportunity to offer considerations regarding matters that will inform the development of 2024 transit budget.
- Discussion of transit related matters will continue to happen in a curtailed fashion at General Open Board meetings.

**SECTION 5: RECOMMENDATIONS**

1. That the West Transit Services Committee Bylaw 2909, 2023 be read a FIRST, SECOND, and THIRD time by content.
2. That the West Transit Services Committee Bylaw 2909, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.
3. That the inaugural meeting of the West Transit Service Committee be held at 2:00 p.m. on Wednesday October 4<sup>th</sup>, 2023 at 202 Lakeside Drive in Nelson, BC.

Respectfully submitted,  
Tom Dool, Research Analyst

**CONCURRENCE**

Manager of Corporate Administration – Mike Morrison **Approved**  
Chief Administrative Officer – Stuart Horn **Approved**

**ATTACHMENTS:**

Attachment A – West Transit Services Committee Bylaw 2909, 2023

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# Bylaw No. 2909

---

A Bylaw to establish the West Transit Committee as the forum for the consideration of transit service issues within the West Kootenay Transit service area of the Regional District of Central Kootenay.

---

WHEREAS the West Transit Committee is a Standing Committee of the RDCK Board established in accordance with the *Local Government Act*;

AND WHEREAS the West Transit Committee enacts many of the governance functions previously enacted at the Board of the RDCK;

AND WHEREAS the West Transit Committee streamlines the overall governance functions for transit funding services and strengthens the role of the Board as the final decision-making body for transit matters;

AND WHEREAS the West Transit Committee exists to provide a dedicated forum for the consideration of service levels, the develop of service objectives, consideration of budgetary matters, engagement with the ridership of the RDCK, development of transit related policy and standards, and for strengthening the asset management objectives of the RDCK;

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

### COMMITTEE ESTABLISHMENT

- 1 The West Transit Committee is hereby established.

### DELEGATION OF AUTHORITY

- 2 The West Transit Committee is a subordinate advisory body to the RDCK Board with no specific powers delegated to it by the Board.

### APPLICATION

- 3 (1) The West Transit Committee will consider matters related to the following transit funding services:

S239 Transit Kootenay Lake West  
S238 Transit Slocan Valley North Shore  
S237 Transit Castlegar and Area

## **MEMBERSHIP**

- 4 (1) The West Transit Committee is comprised of all RDCK Directors who represent an electoral area or municipality that is a participant in an RDCK transit service that funds the operation of West Kootenay Transit.
- (2) A Chair for the West Transit Committee will be elected annually in accordance with the RDCK Procedures Bylaw.
- (3) RDCK Directors who are not members of the West Transit Committee may attend any open meeting of the Committee as non –voting members, and be invited to participate in any discussion at the discretion of the Chair.

## **REMUNERATION**

- 5 The West Transit Committee members are paid meeting stipends and expenses in accordance with the RDCK Chair and Directors Remuneration Bylaw.

## **DUTIES OF THE COMMITTEE**

- 6 The West Transit Committee is assigned to the following duties by the RDCK Board:
  - (a) Consider and provide general direction to staff on matters related to the administration of RDCK transit services;
  - (b) Consider specific transit-related matters not directly associated with the administration of RDCK transit services, as may be directed by the Board from time to time;
  - (c) Review and comment on draft reports, studies, policies, programs, legislation and other initiatives considered relevant to the scope of RDCK transit services;
  - (d) Review and make recommendations to the Board on transit system objectives;
  - (e) Review criteria for evaluating transit service options and make recommendations to the Board regarding those options;
  - (f) Provide input and direction regarding Transit Future Service Plan options for inclusion in the budget development process;
  - (g) Review and make recommendations regarding staffing levels funded by transit services;
  - (h) Provide input and direction to staff on developing annual budgets and work plans for transit services;
  - (i) Receive delegations and consider input regarding local transit system service levels;
  - (j) Develop standards and policies applicable to RDCK transit infrastructure for consideration by the Board;
  - (k) Review and make recommendations on asset management plans for RDCK transit services;
  - (l) Review and recommend priorities for grant application intakes related to RDCK transit services;
  - (m) Any other matters assigned by resolution of the RDCK Board.

## MEETINGS

- 7 (1) The West Transit Committee will be scheduled to meet three (3) times annually, with additional meetings called if necessary at the discretion of the Chair in consultation with staff.
- (2) Meeting procedures shall be in accordance with the RDCK Procedure Bylaw.
- (3) Administrative and coordinating functions for the West Transit Committee are provided by the Corporate Services Department.
- (4) The annual cost of operating the West Transit Committee shall be recovered through the services that fall within the scope of the Committee.

## SEVERABILITY

- 8 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

- 9 This Bylaw may be cited as **Regional District of Central Kootenay West Transit Committee Bylaw No. 2909, 2022.**

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_

---

Aimee Watson, Board Chair

---

Mike Morrison, Corporate Officer



# Board Report

**Date of Report:** August 30, 2023  
**Date & Type of Meeting:** September 14, 2023 Open Board Meeting  
**Author:** Tom Dool, Research Analyst  
**Subject:** Election and Assent Vote Amending Bylaw 2911, 2023  
**File:** 3200/10  
**Electoral Area/Municipality:** All Rural Electoral Areas and Municipalities

## SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to provide the Board consideration regarding proposed amendments to Regional District of Central Kootenay Election and Assent Voting Bylaw No. 2823, 2022. These amendments are intended to further enfranchise electors by improving the opportunity to vote through mail in ballot.

This report recommends that Regional District of Central Kootenay Election and Assent Voting Amendment Bylaw No. 2911, 2023 be given three readings and adoption.

## SECTION 2: BACKGROUND/ANALYSIS

### Background

At the April 21<sup>st</sup>, 2022 Open Board Meeting the Board resolved (248/22) and (249/22)

*248/22 That the Regional District of Central Kootenay Election and Assent Voting Bylaw 2823, 2022 be read a FIRST, SECOND, and THIRD time by content to repeal and replace the Local Government Elections & Other Voting Conduct Bylaw 998, 1993.*

*249/22 That the Regional District of Central Kootenay Election and Assent Voting Bylaw 2823, 2022 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.*

The repeal replacement of Bylaw 998, 1993 updated the legislative framework for how the Regional District holds elections and assent votes. The new bylaw, Election and Assent Voting Bylaw 2823, 2022, improved alignment with Local Government Act, addressed best practices on the part of local government, and further enfranchised the electorate by increasing opportunities for participation through mail-in ballots.

Having worked with the framework provided by Election and Assent Voting Bylaw 2823, 2022 during the 2022 Local Government Elections and the 2022 Electoral Area H Local Conservation Fund Assent vote staff noted some opportunities for improvement in the bylaw. The proposed amendment addresses these opportunities.

### Analysis

The proposed changes to the bylaw are found in Election and Assent Voting Amendment Bylaw No. 2911, 2023 Schedule A – Mail Ballot Voting Procedures. The proposed amendment seeks to replace Schedule A with an updated version.

During previous election and assent vote opportunities staff noted that the bylaw constrained the ability to provide mail in ballots to the electors prior to the advanced voting period. This is not a requirement of the local government nor does it create an unfair opportunity for an initiative or candidate. Staff updated Section 1(2) of the bylaw to specify that mail in ballots may be provided up to two (2) days in advance of the General Voting Day. This allows the Chief Elections Officer to distribute mail in ballots shortly after receiving the ballots from the printer thereby increasing voting opportunities.

It was noted by staff the bylaw was not clear regarding the hand delivery of mail-in ballots to the Chief Elections Officer to a polling station. To clarify Section 2(d) Voting procedures was updated to specify delivery to locations as opposed to addresses. Locations and times for valid mail in ballot delivery will be included within the mail order ballot package.

### 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

None at this time.

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

The Local Government Act under Part 3, Section 330, and Section 8(4) makes provision for the Regional District to, by bylaw, regulate various aspects the election and assent vote processes.

#### 3.3 Environmental Considerations

None at this time.

#### 3.4 Social Considerations:

Enhancing the opportunity for mail-in ballot participation further enfranchises those members of the electorate that face a variety of barriers to participating in the conventional voting process.

#### 3.5 Economic Considerations:

None at this time.

#### 3.6 Communication Considerations:

None at this time.

#### 3.7 Staffing/Departmental Workplan Considerations:

None at this time.

#### 3.8 Board Strategic Plan/Priorities Considerations:

Amending Election and Assent Voting Bylaw No. 2823, 2022 to further enfranchise the electorate demonstrates the Boards commitment to excellence in governance and service delivery.

## SECTION 4: OPTIONS & PROS / CONS

**Option 1. That Regional District of Central Kootenay Election and Assent Voting Amendment Bylaw No. 2911, 2023 be given three readings and adoption.**

### Advantages

- Further enfranchises the electorate through greater opportunity for mail-in ballots
- Clarifies the process of mail-in ballot submission

### Disadvantages

- None

**Option 2. That staff take no further action on the matter until such time as...**

### Advantages

- None

### Disadvantages

- While the current bylaw is compliant with the Local Government Act it does not address the noted areas of potential improvement.

## SECTION 5: RECOMMENDATIONS

1. That the *Regional District of Central Kootenay Election and Assent Voting Amendment Bylaw No. 2911, 2023* be read a FIRST, SECOND, and THIRD time by content.
2. That the *Regional District of Central Kootenay Election and Assent Voting Amendment Bylaw No. 2911, 2023* be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Respectfully submitted,  
Tom Dool, Research Analyst

## CONCURRENCE

Manager of Corporate Administration – Mike Morrison  
Chief Administrative Officer – Stuart Horn

Approved  
Approved

### **ATTACHMENTS:**

Attachment A – Election and Assent Voting Amendment Bylaw No. 2911, 2023

Attachment B – Election and Assent Voting Bylaw No. 2823, 2022 (Sections in Schedule A that are revised are highlighted)



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2911

A Bylaw to amend Regional District of Central Kootenay Election and Assent Voting Bylaw No. 2823, 2022 to extend mail-in ballot opportunities and provide further direction on the content of the ballot.

WHEREAS in accordance to the Local Government Act, a regional district may, by bylaw, determine various procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS the Board of the Regional District of Central Kootenay has adopted Regional District of Central Kootenay Election and Assent Voting Bylaw No. 2823, 2022;

AND WHEREAS the Board of the Regional District of Central Kootenay deems it appropriate to amend Regional District of Central Kootenay Election and Assent Voting Bylaw No. 2823, 2022 to extend mail-in ballot opportunities and provide further direction on the content of the ballot;

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 Election and Assent Voting Bylaw No. 2823, 2022 is hereby amended as follows:

By deleting the Schedule A – Mail Ballot Voting Procedures attached to Bylaw No. 2823 and replacing it with the attached Schedule A.

- 2 This Bylaw may be cited as “Regional District of Central Kootenay Election and Assent Voting Amendment Bylaw No. 2911, 2023.”

READ A FIRST TIME this 14th day of September, 2023.

READ A SECOND TIME this 14th day of September, 2023.

READ A THIRD TIME this 14th day of September, 2023.

ADOPTED this 14th day of September, 2023.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

## **ELECTION AND ASSENT VOTING AMENDMENT BYLAW NO. 2911, 2023**

### **SCHEDULE A – MAIL BALLOT VOTING PROCEDURES**

#### **APPLICATION PROCEDURE**

- 1** (1) An Elector wishing to vote by mail ballot shall apply by giving their name and address to the Chief Election Officer or their delegate, during the period commencing 1 month before General Voting Day and ending at 4:00 pm two (2) days before general voting day.
- (2) Upon receipt of a request for a mail ballot, the Chief Election Officer or designate shall, up to two (2) days before General Voting Day:
  - (a) make available to the Applicant, a mail ballot package as specified in Section 110 of the Act; and
  - (b) immediately record (and, upon request, make available for inspection) the name and address of the Elector to whom the mail ballot package was issued.

#### **VOTING PROCEDURE**

- 2** (1) To vote using a mail ballot, the Elector shall mark the ballot in accordance with the instructions contained in the mail ballot package provided by the Chief Election Officer.
- (2) After marking the ballot, the Elector shall:
  - (a) place the ballot in the secrecy envelope provided and seal the secrecy envelope;
  - (b) place the secrecy envelope in the certification envelope, and complete and sign the certification printed on such envelope, and then seal the certification envelope;
  - (c) place the certification envelope, together with a completed Elector registration application, in the outer envelope, and then seal the outer envelope;
  - (d) mail, or have delivered, the outer envelope and its contents to the Chief Election Officer at the locations specified so that it is received no later than the close of voting on General Voting Day.

#### **BALLOT ACCEPTANCE OR REJECTION**

- 3** (1) Until 4:00 p.m. on General Voting Day, upon receipt of the outer envelope and its contents, the Chief Election Officer or designate shall immediately record the date of such receipt and shall then open the outer envelope and remove and examine the certification envelope and the completed Elector registration application, and if satisfied as to:
  - (a) The identity and entitlement to vote of the Elector whose ballot is enclosed;
  - (b) The completeness of the certification; and
  - (c) The fulfilment of the requirements of Section 70 of the Act in the case of a person who is registering as a new Elector;

The Chief Election Officer or designate shall mark the certification envelope as “accepted”,

and shall retain in their custody all such certification envelopes in order to deal with any challenges made in accordance with the *Act*.

- (2) The unopened certification envelopes shall remain in the custody of the Chief Election Officer or designate until General Voting Day, at which time the certification envelopes containing the secrecy envelopes shall be opened in the presence of at least one other person.
- (3) On the General Voting Day, the Chief Election Officer or designate shall place all secrecy envelopes received up until that time into a ballot box specified for such purpose, where such secrecy envelopes were received from persons whose right to vote using a mail ballot has not been challenged, or where such challenge has been resolved and the challenged person permitted to vote.
- (4) Where an outer envelope and its contents are received by the Chief Election Officer or designate between 4:01 p.m. on General Voting Day and the close of voting on General Voting Day, the provisions of Section 3 (1) of this Schedule A with regard to ballot acceptance shall apply and the Chief Election Officer or designate shall retain such envelopes in his or her possession until the close of voting and at that time shall open such certification envelopes in the presence of at least one other person, and place the secrecy envelope containing the ballot into the ballot box containing the other unopened secrecy envelopes.
- (5) As soon as possible after all of the secrecy envelopes have been placed in the ballot box designated for that purpose, the ballot box shall be opened under the supervision of the Chief Election Officer or designate, and in the presence of at least one other person, the secrecy envelopes shall be opened and the ballots contained therein counted in accordance with the provisions of the *Act*.
- (6) Where:
  - (a) upon receipt of an outer envelope and its contents, the Chief Election Officer is not satisfied as to the identity of the Elector whose ballot is enclosed; or
  - (b) in the case of a person required to complete an application for registration as an Elector, such application has not been completed in accordance with Section 70 of the *Act*; or
  - (c) the outer envelope is received by the Chief Election Officer or designate after the close of voting on General Voting Day

the certification envelope shall remain unopened and the Chief Election Officer shall mark such envelope as “rejected”, and shall note the reasons therefor, and the ballot contained therein shall not be counted in the Election.

- (7) Any certification envelopes and their contents rejected in accordance with Section 3 (6) of this Schedule A shall remain unopened and shall be subject to the provisions of Section 160 of the *Act* with regard to their destruction.

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# Bylaw No. 2823

---

A bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting.

---

WHEREAS in accordance to the *Local Government Act*, a regional district may, by bylaw, determine various procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS the Board wishes to establish voting procedures and requirements under that authority;

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

### DEFINITIONS

1 In this Bylaw:

**Act** means the Local Government Act, R.S.B.C. 2015, c.1, as may be amended from time to time.

**Applicant** means an Elector who wants to vote by mail and make a request for a mail ballot.

**Chief Election Officer** means the person appointed by the Regional District Board to carry out the duties under this bylaw and the *Act* and includes a delegation to the person who is appointed by the Regional District Board as the Deputy Election Officer.

**Elector** means a resident elector or a non-resident property elector of an electoral area of the Regional District as defined in the *Act*.

**Election** means a formal and organized choice by vote for the number of persons required to fill a Regional District office.

**General Voting Day** means:

- (a) the date set by the Province of British Columbia for general local elections;
- (b) the date set for a by-election;
- (c) the date set for an election under a Minister's order;
- (d) the date set for a runoff election in the event of a tie after a judicial recount; or
- (e) the date set for Other Voting.

**Other Voting** means voting on a bylaw or a matter for which assent of the Electors is authorized or required and on voting on a referendum.

**Regional District** means the Regional District of Central Kootenay.

## **AUTHORITY OF THE CHIEF ELECTION OFFICER**

- 2 The Chief Elections Officer is authorized to:
- (a) establish additional voting opportunities for General Voting Day;
  - (b) provide one advance voting opportunity on the 10<sup>th</sup> day prior to the General Voting Day for electoral areas with populations of less than 5,000 residents;
  - (c) provide a second advance voting opportunity on the Wednesday immediately preceding General Voting Day;
  - (d) designate the voting places and set the voting hours for these opportunities;
  - (e) designate the voting places and set the voting hours within the limits set out in the *Act* for additional general voting opportunities;
  - (f) establish time limits in relation to voting by mail ballot; and
  - (g) delegate authority as required to achieve the objectives of this bylaw.

## **NOMINATIONS AND ENDORSEMENTS**

- 3
- (1) The minimum number of qualified nominators required to make a nomination for office as an electoral area director shall be 2.
  - (2) A person who wishes to be nominated for electoral area director in an Election must pay a nomination deposit in the amount of \$50.
  - (3) The Chief Election Officer must give public access to nomination documents by internet or other electronic means from the time of delivery until 30 days after the release of the Election results.
  - (4) The Chief Election Officer must give public access to Elector organization endorsement documents by Internet or other electronic means from the time of delivery until 30 days after the release of Election results.

## **ELECTOR REGISTRATON**

- 4 The most current available Provincial list of voters prepared under the *Election Act* shall form the register of resident Electors and shall become the register of Electors no later than the 52<sup>nd</sup> day prior to General Voting Day.

## **MAIL BALLOT VOTING**

- 5
- (1) Voting and Elector registration for resident and non-resident Electors for each Election or Other Voting may be done by mail.
  - (2) As provided in the *Act*, to be counted, a mail ballot must be received by the Chief Election Officer before the close of voting on General Voting Day.
  - (3) Procedures for mail ballot voting and registration are in accordance to *Schedule A - Mail*

*Ballot Voting Procedures* of this bylaw.

**REMUNERATION**

6 The remuneration of Elections Officials shall be in accordance with *Schedule B - Election Official Remuneration* of this bylaw.

**BALLOTS**

7 (1) The order of names of candidates on the ballot will be determined by lot.

**REPEAL**

8 "**Local Government Elections & Other Voting Conduct Bylaw 998, 1993**", and amendments hereto, are hereby repealed.

**CITATION**

9 This Bylaw may be cited as the "**Regional District of Central Kootenay Election and Assent Voting Bylaw No. 2823, 2022**".

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

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

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

ADOPTED this 21<sup>st</sup> day of April, 2022.

\_\_\_\_\_  
Aimee Watson, Board Chair

\_\_\_\_\_  
Mike Morrison, Corporate Officer



**ELECTION AND ASSENT VOTING BYLAW NO. 2823, 2022**  
**SCHEDULE A - MAIL BALLOT VOTING PROCEDURES**

**APPLICATION PROCEDURE**

- 1 (1) An Elector wishing to vote by mail ballot shall apply by giving their name and address to the Chief Election Officer or their delegate, during the period commencing 1 month before General Voting Day and ending at 4:00 pm 2 days before general voting day.
- (2) Upon receipt of a request for a mail ballot, the Chief Election Officer or designate shall, between the first day of advanced voting and 5 days before General Voting Day:
  - (a) make available to the Applicant, a mail ballot package as specified in Section 110 of the *Act*; and
  - (b) immediately record (and, upon request, make available for inspection) the name and address of the Elector to whom the mail ballot package was issued.

**VOTING PROCEDURE**

- 2 (1) To vote using a mail ballot, the Elector shall mark the ballot in accordance with the instructions contained in the mail ballot package provided by the Chief Election Officer.
- (2) After marking the ballot, the Elector shall:
  - (a) place the ballot in the secrecy envelope provided and seal the secrecy envelope;
  - (b) place the secrecy envelope in the certification envelope, and complete and sign the certification printed on such envelope, and then seal the certification envelope;
  - (c) place the certification envelope, together with a completed Elector registration application, in the outer envelope, and then seal the outer envelope;
  - (d) mail, or have delivered, the outer envelope and its contents to the Chief Election Officer at the address specified so that it is received no later than the close of voting on General Voting Day.

**BALLOT ACCEPTANCE OR REJECTION**

- 3 (1) Until 4:00 pm. on General Voting Day, upon receipt of the outer envelope and its contents, the Chief Election Officer or designate shall immediately record the date of such receipt and shall then open the outer envelope and remove and examine the certification envelope and the completed Elector registration application, and if satisfied as to:
  - (a) The identity and entitlement to vote of the Elector whose ballot is enclosed;
  - (b) The completeness of the certification; and
  - (c) The fulfilment of the requirements of Section 70 of the *Act* in the case of a person who is registering as a new Elector;

The Chief Election Officer or designate shall mark the certification envelope as "accepted", and shall retain in his or her custody all such certification envelopes in order to deal with any challenges made in accordance with the *Act*.

- (2) The unopened certification envelopes shall remain in the custody of the Chief Election Officer or designate until General Voting Day, at which time the certification envelopes containing the secrecy envelopes shall be opened in the presence of at least one other person.
- (3) On the General Voting Day, the Chief Election Officer or designate shall place all secrecy envelopes received up until that time into a ballot box specified for such purpose, where such secrecy envelopes were received from persons whose right to vote using a mail ballot has not been challenged, or where such challenge has been resolved and the challenged person permitted to vote.
- (4) Where an outer envelope and its contents are received by the Chief Election Officer or designate between 4:01 p.m. on General Voting Day and the close of voting on General Voting Day, the provisions of Section 3 (1) of this Schedule A with regard to ballot acceptance shall apply and the Chief Election Officer or designate shall retain such envelopes in his or her possession until the close of voting and at that time shall open such certification envelopes in the presence of at least one other person, and place the secrecy envelope containing the ballot into the ballot box containing the other unopened secrecy envelopes.
- (5) As soon as possible after all of the secrecy envelopes have been placed in the ballot box designated for that purpose, the ballot box shall be opened under the supervision of the Chief Election Officer or designate, and in the presence of at least one other person, the secrecy envelopes shall be opened and the ballots contained therein counted in accordance with the provisions of the Act.
- (6) Where:
  - (a) upon receipt of an outer envelope and its contents, the Chief Election Officer is not satisfied as to the identity of the Elector whose ballot is enclosed; or
  - (b) in the case of a person required to complete an application for registration as an Elector, such application has not been completed in accordance with Section 70 of the Act; or
  - (c) the outer envelope is received by the Chief Election Officer or designate after the close of voting on General Voting Day

the certification envelope shall remain unopened and the Chief Election Officer shall mark such envelope as "rejected", and shall note the reasons therefor, and the ballot contained therein shall not be counted in the Election.

- (7) Any certification envelopes and their contents rejected in accordance with Section 3 (6) of this Schedule A shall remain unopened and shall be subject to the provisions of Section 160 of the Act with regard to their destruction.



**ELECTION AND ASSENT VOTING BYLAW NO. 2823, 2022**  
**SCHEDULE B - ELECTION OFFICIAL REMUNERATION**

**ELECTION OFFICIAL REMUNERATION**

- 1 (1) Officials will be remunerated on a per polling day basis including Advanced Voting Days, Additional Advanced Voting Days, General Voting Days, and Assent Voting Days.
- (2) Remuneration will be done at the following rates for Advanced Voting Days, Additional Advanced Voting Days, General Voting Days, and Assent Voting Days in the 2022 calendar year.
  - (a) Chief Elections Officer \$1430.00
  - (b) Deputy Chief Elections Officer \$1210.00
  - (c) Polling Officer \$385.00
  - (d) Assistant Polling Officer \$308.00
- (3) The rates described in Schedule B Section 1(2) of this bylaw shall establish a base rate. Rates will be adjusted annually based on the British Columbia Consumer Price Index (all goods), as calculated by Statistics Canada, applied from January of the previous year to January of the current year.
- (4) Polling Officers and Assistant Polling Officers will be remunerated \$30.00 for each election training day attending.
- (5) At the direction of the Chief Election Officer or their delegate an Elections Official may be remunerated \$10/day for the use of their personal cell phone for elections business.
- (6) At the direction of the Chief Election Officer or their delegate an Elections Official may be remunerated \$0.61/Km for the use of a personal vehicle for elections business.



# Board Report

**Date of Report:** August 30<sup>th</sup>, 2023  
**Date & Type of Meeting:** September 14, 2023 General Open Board Meeting  
**Author:** Tom Dool, Research Analyst  
**Subject:** Bylaw 2920 North Shore Fire Service Conversion and Bylaw 2917 North Shore Fire Loan Authorization  
**File:** 3200/10/2920 & 2917  
**Electoral Area/Municipality:** Area F

## SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to provide the Board consideration regarding:

1. First, second, and third reading of North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023.
2. Third reading of North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023

The Regional District is required to convert the existing continued service to meet current legislative requirements and to remove the \$250,000 borrowing limit stipulated in the bylaw if the Board intends to seek Inspector approval for North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023, a bylaw to authorize borrowing of \$750,000.

North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023, the bylaw which converts the existing continued service must be referenced in North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 to proceed with approval of the loan authorization bylaw.

Where the conversion of a continued service is required for loan authorization the inspector may treat the two bylaws as one for the purpose of approvals.

Staff recommend that:

That the North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023, a bylaw to convert the North Shore to Eight and One Half Mile Fire Protection Continued Service be read a first, second, and third time by content.

That the North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023, a bylaw to authorize the borrowing of up to \$750,000 for the replacement of a frontline Fire Engine for the North Shore Fire Department be read third time by content.

## SECTION 2: BACKGROUND/ANALYSIS

### Background

Regional District of Central Kootenay North Shore to Eight and One Half Mile Fire Protection Service Area Bylaw No. 342, 1982 (See Attachment B) established a specified area within Electoral Area F for the purpose of providing fire protection and authorized the borrowing of up to \$250,000 for purchase of equipment, land, or apparatus.

Prior to 1989, Regional Districts were authorized to provide services by Cabinet through elector assent or petition through a specified area bylaw. Services established through specified area bylaws are known as continued services. Under the provisions of the *Local Government Act* the North Shore to Eight and One Half Mile Fire Protection Service, as established by Bylaw No. 342, is a continued service.

The Regional District is seeking to borrow up to \$750,000 for the procurement of a replacement front line engine for the North Shore Volunteer Fire Department through North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 (See Attachment C). The Board has given first and second reading to this bylaw.

The Local Government Inspector has advised staff that borrowing by the current continued service cannot exceed the \$250,000 stipulated in Bylaw 342. As well, Bylaw 342 is not compliant with the requirements of Section 339 of the *Local Government Act*.

### Analysis

To meet current legislative requirements and borrow in excess of \$250,000, the Regional District is required to convert the current continued service and in the process of doing so remove the \$250,000 spending limit. North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023 (See Attachment A) converts the current continued service to a local service.

As required by the Local Government Inspector the proposed loan authorization bylaw must specify the service establishment bylaw which converted the current continued service. This requirement addressed after second reading of North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 (See Attachment C).

The *Local Government Act* allows the approval of conversion and loan authorization bylaws as though they were one bylaw when amendments or conversions are required for loan authorization.

Board approval of North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023 is permitted through the consent of 2/3 or more of the service participants.

Board approval of the North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 requires the assent of the electors within the service area.

## 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

North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023 has no budgetary impact. No financial plan amendments are required.

North Shore to Eight and One Half Mile Fire Protection Service Area Bylaw No. 342, 1982 limits borrowing for Fire Trucks, Fire Hydrants, and Ancillary Equipment to \$120,000 to be paid back over 15 years and land and improvements to \$130,000 to be paid back over 20 years. The *Local Government Act* does not require amounts or durations be stipulated in a service establishment bylaw. The proposed conversion will remove this limitation.

The current continued service bylaw restricts the means of cost recovery to taxation based on the value of land and improvements. This does not allow the service to use fees, charges, or grants as a means of cost recovery. The proposed conversion removes this limitation.

As per Section 339(1)(d) of the *Local Government Act* North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023 establishes the following as cost recovery methods:

- (a) Property value taxes;
- (b) Fees and charges;
- (c) Revenue raised by other means; or
- (d) Revenue received by way of the agreement, enterprise, gift, grant or otherwise.

Currently the service has no established maximum annual allowable requisitions. Section 339(1)(e) of the *Local Government Act* requires a maximum dollar amount, rate, or both be specified in a service establishment bylaw. The proposed bylaw establishes \$730,820 or \$0.7234 per \$1,000 of the net taxable value of land and improvements in the service area be applied as a maximum annual allowable requisition.

The financial considerations associated with North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 are detailed in the Board report which accompanied the bylaw for first and second readings at the August 17, 2023 Open Board meeting (See Attachment D). There have been no changes to the bylaw, between second and third reading, that carry financial implications.

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

Section 341 of the *Local Government Act* grants the Regional District the authority to provide a continued service but requires that the Board adopt a bylaw, to convert the service, in accordance with the required content of a service establishment bylaw and adopted in accordance with the *Local Government Act* requirements for a services establishment amending bylaw.

As per *Local Government Act* Section 339 Required Content for Establishing Bylaws, North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023 is required to:

- (a) describe the service;
- (b) define the boundaries of the service area;
- (c) identify all municipalities and electoral areas that include participating areas for the service;

- (d) indicate the method of cost recovery for the service, in accordance with Section 378 [options for cost recovery];
- (e) set the maximum amount that may be requisitioned for the service by:
  - a. specifying a maximum amount,
  - b. specifying a property value tax rate that, when applied to the net taxable value of land and improvements in the service area, will yield the maximum amount, or
  - c. specifying both a maximum amount and a property value tax rate as referred to in subparagraphs (i) and (ii), in which case the maximum amount is whichever is greater at the applicable time.

*Local Government Act* Section 349 Amending or Repeal of Establishing Bylaws, permits the conversion of the current continued service with consent of at least 2/3 of a the service participants and approval of the Local Government Inspector.

*Local Government Act* Section 351 makes provision for amending or conversion bylaws that are needed for borrowing to be treated as one bylaw alongside the Loan Authorization bylaw for the purposes of Inspector Approval. To ensure a timely voter assent process for North Shore Volunteer Fire Department through North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 the proposed conversion bylaw should be submitted for approval alongside the proposed loan authorization bylaw.

The legislative considerations associated with North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 are detailed in the Board report which accompanied the bylaw for first and second readings at the August 17, 2023 Open Board meeting (See Attachment D). Other than referencing the conversion bylaw there have been no substantive changes to the bylaw, between second and third reading, that carry legislative implications.

### **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:**

None at this time.

### **3.7 Staffing/Departmental Workplan Considerations:**

None at this time.

### **3.8 Board Strategic Plan/Priorities Considerations:**

Conversion of the existing continued service and the subsequent update of its legislative framework demonstrates the Boards commitment to excellence in governance and service delivery. Modernizing the bylaw that establishes the service to allow for the replacement of the now outdated front line engine ensures the responsible management of Regional District Operations and Assets.

## SECTION 4: OPTIONS & PROS / CONS

### Option 1.

1. That the North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023 be read a first, second, and third time by content.
2. That the North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 be given third reading.

### Advantages

- Brings the service establishment bylaw into compliance with the *Local Government Act*
- Allows the Regional District to proceed with the proposed loan authorization for the required engine replacement

### Disadvantages

- None

**Option 2. That no further action be taken with respect to North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023 until such time as....; and that no further action with respect to North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 until such time as...**

### Advantages

- None

### Disadvantages

- The bylaw which establishes the service to provide fire protection for the North Shore Fire Protection Area will not be compliant with the *Local Government Act*
- The Board may not proceed with the replacement of the North Shore Fire Departments frontline engine.

## SECTION 5: RECOMMENDATIONS

1. That the North Shore (Area F) Fire Protection Local Service Establishment Bylaw No.2920, 2023 be read a first, second, and third time by content.
2. That North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023 be read a third time by content.

Respectfully submitted,  
Tom Dool

## CONCURRENCE

Manager of Corporate Administration – Mike Morrison  
Chief Administration Officer – Stuart Horn  
Regional Fire Chief – Nora Hannon

### **ATTACHMENTS:**

Attachment A – North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023  
Attachment B – North Shore to Eight and One Half Mile Fire Protection Service Area Bylaw No. 342, 1982

- Attachment C - North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023
- Attachment D – August 17<sup>th</sup> Open Board Report - North Shore Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2917, 2023

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# Bylaw No. 2920

---

A Bylaw to convert a continued service within a portion of Electoral Area F (North Shore) for the purpose of providing fire protection and associated services.

---

WHEREAS the Board of the Regional District of Central Kootenay established the North Shore to Eight and One Half Mile Fire Protection Service with the adoption of specified area bylaw Regional District of Central Kootenay North Shore to Eight and One Half Mile Fire Protection Service Area By-law No. 342, 1981, within a defined portion of Area F to provide Fire Protection and Associated Services;

AND WHEREAS Regional District of Central Kootenay North Shore to Eight and One Half Mile Fire Protection Service Area By-law No. 342, 1981 is a continued service which the regional district may, by bylaw, convert to a local service under the provisions of the *Local Government Act*;

AND WHEREAS pursuant of the *Local Government Act* participating area approval has been obtained by consent from the Electoral Area F Director.

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

- 1** The North Shore to Eight and One Half Mile Fire Protection Continued Service, as established by specified area bylaw North Shore to Eight and One Half Mile Fire Protection Service Area By-law No. 342, 1981, is hereby converted and established as a local service authorized to provide fire protection and associated services to a portion of Electoral Area F.
- 2** The converted and established service shall be known as the North Shore (Area F) Fire Protection Local Service Area.
- 3** The sole participant to the service established under Section 1 of this bylaw shall be Electoral Area F.
- 4** The boundary of the service area established by this bylaw includes a defined portion of Electoral Area F, described in Schedule A of this bylaw, and shall be known as the North Shore (Area F) Fire Protection Area.
- 5** Pursuant of the *Local Government Act*, the annual cost of providing the service shall be recovered by one or more of the following:
  - (a) Property value taxes;



- (b) Fees and charges;
- (c) Revenue raised by other means; or
- (d) Revenue received by way of the agreement, enterprise, gift, grant or otherwise.

**6** The maximum amount to be requisitioned annually for this service shall not exceed the greater of \$730,820 or \$0.7234 per \$1,000 of the net taxable actual value of land and improvements in the service area.

**7** This Bylaw may be cited as **“North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023.”**

READ A FIRST TIME this 14<sup>th</sup> day of September, 2023.

READ A SECOND TIME this 14<sup>th</sup> day of September, 2023.

READ A THIRD TIME this 14<sup>th</sup> day of September, 2023.

I hereby certify that this is a true and correct copy of the **“North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023”** as read a third time by the Regional District of Central Kootenay Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20XX.

\_\_\_\_\_  
Mike Morrison, Corporate Officer

APPROVE by the Inspector of Municipalities on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

ASSENT RECEIVED as per the *Local Government Act – consent of rural.*

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Aimee Watson, Board Chair

\_\_\_\_\_  
Mike Morrison, Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BY-LAW NO. 342

A By-law to establish a Specified Area within Electoral Area "F" of the Regional District of Central Kootenay for the purpose of providing fire protection and authorizing the borrowing of an amount not to exceed Two Hundred Fifty Thousand (\$250,000.00) Dollars for the purpose of purchasing Fire Trucks, Fire Hydrants, Ancillary Equipment, Land and Accommodation.

---

WHEREAS the Board of the Regional District of Central Kootenay has been requested to establish a specified area for the purpose of providing fire protection to a designated area within Electoral Area "F";

AND WHEREAS the Board of the Regional District of Central Kootenay deems it desirable and expedient to provide fire protection to a designated area within Electoral Area "F";

AND WHEREAS the Board of the Regional District of Central Kootenay is empowered with respect to that part of the Regional District not within a City, District, Town or Village, to undertake any work or service under provisions of Part XVI of the "Municipal Act";

AND WHEREAS the Regional District has been requested to purchase Fire Trucks, Fire Hydrants, Ancillary Equipment, Land and Accommodation for said specified area;

AND WHEREAS to provide for the purchase of the Fire Trucks, Fire Hydrants, Ancillary Equipment, Land and Accommodation, a sum not to exceed Two Hundred and Fifty Thousand (\$250,000.00) Dollars is required, which is the amount of debt intended to be created by this by-law;

AND WHEREAS the amount of the authorized debenture debt of the Regional District incurred pursuant to Section 797 of the "Municipal Act" is Four Million, Forty-Two Thousand, Five Hundred Seventy-Five (\$4,042,575.) Dollars of which Three Million, Two Hundred Eighty-Five Thousand, Five Hundred Seventy-Five (\$3,285,575.00) Dollars is existing outstanding debenture debt and the authorized and unissued debenture debt is Seven Hundred Fifty-Seven Thousand (\$757,000.00) Dollars and none of the principal or interest of the debenture debt of the Regional District is in arrears;

AND WHEREAS the amount of the authorized debt of the Regional District incurred pursuant to Section 798 of the "Municipal Act" is Five Million, Six Hundred Eighty-Nine Thousand, Four Hundred Eighty-Two (\$5,689,482.00) Dollars of which Five Million, One Hundred Thirty-Thousand, Six Hundred Eighty-Four (\$5,130,684.00) Dollars is existing outstanding debenture debt and the authorized and unissued debenture debt is Five Hundred Fifty-Eight Thousand, Seven Hundred Eighty-Nine (\$558,789.00) Dollars, and none of the principal or interest of the debenture debt of the Regional District is in arrears;

AND WHEREAS the maximum term for which debentures may be issued to secure the debt created by this by-law will be as follows: Fire Trucks, Fire Hydrants and Ancillary Equipment, One Hundred Twenty Thousand (\$120,000.00) Dollars for fifteen (15) years, and Land and Accommodation, One Hundred Thirty Thousand (\$130,000.00) Dollars for twenty (20) years;

NOW THEREFORE, THE REGIONAL DISTRICT OF CENTRAL KOOTENAY IN  
OPEN MEETING ASSEMBLED, ENACTS AS FOLLOWS:

1. The Regional Board is hereby empowered and authorized to establish in Electoral Area "F" a specified area to be known as the "North Shore to Eight And One Half Mile Fire Protection Specified Area " and such area shall comprise that tract of land hereinafter described as per Schedule "A" attached hereto and forming part of this by-law.
2. The Regional Board is hereby empowered and authorized to undertake and carry out or cause to be carried out and provide fire protection in and for the said specified area and to do all things necessary in connection therewith, including the acquisition of fire protection equipment, fire hydrants and housing therefor, and whenever necessary to incur debt to finance said equipment and housing therefor, and to establish, by by-law, a volunteer fire fighting force to carry out fire protection service, and to make contributions to a volunteer fire department responsible for carrying out fire protection service within the specified area.
3. The Regional District is hereby empowered and authorized to undertake or cause to be carried out and to provide for the purchase of Fire Trucks, Fire Hydrants, Ancillary Equipment, Land and Accommodation for the benefit of the specified area established by this by-law and 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 to exceed Two Hundred and Fifty Thousand (\$250,000.00) Dollars;
  - (b) to acquire all such real property, easements, rights-of-way, licences, rights or authorities as may be requisite or desirable for or in connection with the purchase of Fire Trucks, Fire Hydrants, Ancillary Equipment, Land and Accommodation for use within the defined area of Electoral Area "F".
4. The entire cost of providing fire protection service shall be borne by the owners of land in the specified area and a sum sufficient to meet the annual debt payment, operation and maintenance of the equipment and accommodation shall be requisitioned for in the manner prescribed in the "Municipal Act" in each year commencing with the year 1982 for such period of time as may be necessary on all land and improvements on the basis of assessment as fixed for taxation for school purposes, excluding property that is taxable for school purposes only by Special Act within the said specified area.
5. The specified area established by this by-law may be merged with other specified area or areas for the same purpose whether contiguous or not, in the manner prescribed in Section 677 of the "Municipal Act".
6. This by-law may be cited for all purposes as the "Regional District of Central Kootenay North Shore to Eight And One Half Mile Fire Protection Service Area By-law No. 342, 1981".

READ A FIRST TIME this 29th day of November , 1980.

READ A SECOND TIME this 29th day of November , 1980.

READ A THIRD TIME this 15th day of August , 1981.

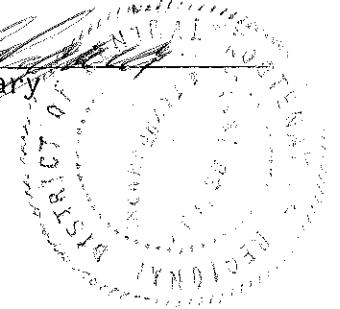
Approved by the Inspector of Municipalities the 18th day of September, 1981.

Assented to by the electors within the Specified Service Area hereinbefore described this 17th day of October, 1981.

RECONSIDERED, FINALLY PASSED AND ADOPTED this 24th day of October, 1981.

*G.E. MacNeil*  
Chairman

*[Signature]*  
Secretary



I hereby certify that this is a true and correct copy of the "Regional District of Central Kootenay North Shore to Eight And One Half Mile Fire Protection Service Area By-law No. 342, 1981" as read a third time on the \_\_\_\_\_ day of \_\_\_\_\_, 1981.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 1981.

\_\_\_\_\_  
Secretary

I hereby certify that this is a true and correct copy of the "Regional District of Central Kootenay North Shore to Eight And One Half Mile Fire Protection Service Area By-law No. 342, 1981".

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 1981.

\_\_\_\_\_  
Secretary

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BY-LAW NO. 342

SCHEDULE "A"

Commencing at the northwest corner of Lot 393 Kootenay Land District; thence easterly along the northerly boundary of Lot 393 to the southwest corner of Lot 370; thence northerly and easterly along the westerly and northerly boundaries of said Lot 370 to the southwest corner of Lot 372; thence northerly and easterly along the westerly and northerly boundaries of Lot 372 to the southwest corner of Lot 7672; thence northerly and easterly along the westerly and northerly boundaries of Lot 7672 to the westerly boundary of Lot 3212; thence northerly and easterly along the westerly and northerly boundaries of Lot 3212 to the northeast corner of said Lot 3212; thence easterly along the northerly boundary of Lot 908 to the southwest corner of Lot 3690; thence northerly and easterly along the westerly and northerly boundaries of Lot 3690 to the southwest corner of Lot 7873; thence northerly along the westerly boundaries of Lots 7873 and 7705 to the northwest corner of Lot 7705; thence easterly along the northerly boundary of said Lot 7705 to the southwest corner of Lot 11724; thence northerly along the westerly boundary of Lots 11724 and 5289 to the northwest corner of Lot 5289; thence easterly along the northerly boundary of Lot 5289 to the northeast corner of said Lot 5289; thence northerly along the westerly boundary of Lot 917 to the northwest corner thereof; thence westerly along the southerly boundary of Lot 11164 to the southwest corner thereof; thence northerly along the westerly boundaries of Lots 11164, 6593, 8789 and 7530 to the northwest corner of said Lot 7530; thence easterly and southerly along the northerly and easterly boundaries of Lot 7530 to the southwest corner of Lot 7831; thence easterly and northerly along the southerly and easterly boundaries of said Lot 7831 to the northeast corner thereof; thence easterly along the northerly boundary of Lot 7063 to the southwest corner of Lot 6303; thence northerly and easterly along the westerly and northerly boundaries of said Lot 6303 to the northeast corner thereof; thence northerly and easterly along the westerly and northerly boundaries of Lot 6302 to the southwest corner of Lot 8788; thence northerly along the westerly boundaries of Lot 8788 and 7773 to the northwest corner of said Lot 7773; thence easterly along the northerly boundary of Lot 7773 to the northeast corner thereof; thence northerly along the westerly boundary of Lot 7601 to the northwest corner thereof; thence easterly along the northerly boundaries of Lots 7601 and 4396 to the southeast corner of Lot 12694; thence northerly and easterly along the westerly and northerly boundaries

of Lot 4397 to the northeast corner thereof; thence northerly, easterly, northerly, easterly, northerly and easterly along the westerly, northerly, westerly, northerly, westerly and northerly boundaries of Lot 4398 to the southwest corner of Lot 7465; thence northerly along the westerly boundary of Lot 7465 to the northwest corner of Lot 7, Lot 7465, Registered Plan 1035, on file in the Land Titles Office, Nelson, B.C.; thence easterly along the northerly boundary of Lot 7, Plan 1035 to the northwest corner of Lot 4216; thence easterly and southerly along the northerly and easterly boundaries of Lot 4216 to the most easterly southeast corner of said Lot 4216; being a point of the left bank of Kootenay Lake; thence due south to the center line of the Kootenay Lake; thence in a general south-westerly direction to a point that is due south of the southwest corner of Lot 393; thence due north to said corner being a point in the left bank of Kootenay Lake and continuing northerly along the westerly boundary of Lot 393 to the northwest corner thereof; being the point of commencement, save and except therefrom any lands, foreshore, or land covered by water which lie within the corporate limits of any city, district town or village municipality or any lands, foreshore or lands covered by water that may hereafter be incorporated therein.

## 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 Board of the Regional District of Central Kootenay 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 the North Shore to Eight and One Half Mile Fire Protection Service was deemed a continued service and converted by North Shore (Area F) Fire Protection Local Service Establishment Bylaw No. 2920, 2023;

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





# 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 2<sup>nd</sup>, advanced polling would take place November 22<sup>th</sup>, and general polling would take place December 2<sup>nd</sup>.

### SECTION 3: DETAILED ANALYSIS

#### 3.1 Financial Considerations – Cost and Resource Allocations:

<b>Included in Financial Plan:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Financial Plan Amendment:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Debt Bylaw Required:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Public/Gov't Approvals Required:</b>	<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**

<b>Expenses</b>	<b>Amount</b>
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
<b>Revenue</b>	<b>Amount</b>
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



# Board Report

**Date of Report:** August 30<sup>th</sup>, 2023  
**Date & Type of Meeting:** September 14th, 2023  
**Author:** Tom Dool, Research Analyst  
**Subject:** Permissive Tax Exemption Bylaw 2921, 2023  
**File:** 3200/10  
**Electoral Area/Municipality:** All Rural Electoral Areas

## SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to provide the Board consideration regarding Permissive Tax Exemption Bylaw 2921, 2023.

Staff recommend that the Board receive a draft of **Permissive Tax Exemption Bylaw No. 2921, 2023** for information and that comments be submitted to staff no later than Oct 4th, 2023.

## SECTION 2: BACKGROUND/ANALYSIS

### Background

At the April 20<sup>th</sup> General Open Board Meeting the Board passed resolution 270/23

*That the Board adopt Policy Number 100-01-20 Regional District Permissive Tax Exemption Policy, effective immediately.*

This policy provides the Board with a consistent and equitable approach to the evaluation of applicants for the issuance of permissive tax exemptions. The Regional District Permissive Tax Exemption Policy was implemented for the preparation of Permissive Tax Exemption Bylaw No. 2921, 2023, a bylaw to exempt specified properties and improvements from the 2024 tax roll.

The timeline for the Permissive Tax Exemption process is as follows:

1. First Public Notice of Application – Advertised no later than June 1st
2. Applications Available – No later than June 1st
3. Second Public Notice of Application – Advertised no later than July 1st
4. Applications Due – No later than August 1st
5. Permissive Tax Exemption Approval – October Board Meeting
6. Submission of Permissive Tax Exemption Bylaw to the Province – by October 31<sup>st</sup>

To qualify for a property tax exemption applicants must ensure that

- Properties and improvements qualify for an exemption under the provisions of the Local Government Act Section 391.

- Properties, improvements, and proposed uses are compliant with Regional District bylaws, policies, and regulation.
- The proposed use of the property or improvements are aligned with the values of the community and the Regional District.
- The principal use of the property or improvements does not result in competition with for-profit business.

To ensure an equitable evaluation of applicants an evaluation matrix was developed and applied to the application process. The matrix focus on 4 key areas

1. Land and Improvement Eligibility. This is an evaluation of the lease/ownership arrangement. The property must be owned or leased by the applicant and the proposed use must be allowed for within the Local Government Act.
2. Applicant Eligibility. This is an evaluation of the organization or individual making application. The applicant must be in compliance with the Society Act, a School Board, or a Local Authority.
3. Regulatory Eligibility. This is an evaluation of compliance with local regulations such as land use planning or building regulations.
4. Taxation Considerations. This is an evaluation of the assessed value of the property and improvements and value of the exemption granted by the Regional District.

### **Analysis**

Staff reviewed 14 applications for permissive tax exemption. The Regional District has confirmed the eligibility of all 14 applicants based on the process and criteria specified in the Regional District Permissive Tax Exemption Policy. Organizations currently included in Permissive Tax Exemption Bylaw 2921, 2023 are as follows

#### **Area A**

Riondel Golf Club Society  
 Boswell Historical Society  
 South Kootenay Lake Art Connect

#### **Area B**

Creston Golf Club

#### **Area E**

Balfour & District Business and Historic Assoc.  
 Balfour Recreation Commission  
 Granite Point Golf and Recreation Society

#### **Area G**

Salmo Golf Course  
 Beaver Valley Water Supply



## Area H

Valley View Golf Course  
Slocan Lake Golf Course

## Area J

Castlegar and District Golf Course

## Area K

Nakusp Centennial Golf Course  
Fauquier and District Golf Course

## 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

This analysis of exempted taxation applies BC Assessments 10% conversion rate for non-profit and recreational land and improvements to the assessed value of land and improvements proposed for exemption. The rate applied to the converted value of land and improvements is an aggregate of rates for services received by the entire Rural Electoral Area in question. The annual 5-year financial plan uses a similar analysis to describe to residence the tax implications of “core services” in their Rural Electoral Area.

**Figure 1. Taxation Implications of Proposed Exemptions**

Applicants	Electoral Area	Rec/Non Profit Rate/\$1000	Actual Value of Land & Improvements	Taxation
Riondel Golf Course	A	\$ 1.286	\$ 3,497,800.00	\$ 2,719.91
Boswell Historical Society	A	\$ 1.286	\$ 130,000.00	\$ 101.09
South Kootenay Lake Art Connect	A	\$ 1.286	\$ 160,400.00	\$ 124.73
Creston Golf Course	B	\$ 2.575	\$ 1,848,000.00	\$ 717.67
Balfour Golf Course	E	\$ 1.208	\$ 1,906,500.00	\$ 1,578.23
Nelson Golf and Recreation Society	E	\$ 1.208	\$ 64,500.00	\$ 53.39
Balfour Business and Historical Assoc	E	\$ 1.208	\$ 199,600.00	\$ 165.23
Salmo & District Golf Course	G	\$ 1.643	\$ 793,000.00	\$ 482.65
Beaver Valley Water Supply	G	\$ 1.643	\$ 292,000.00	\$ 177.72
Valley View Golf Course	H	\$ 0.803	1279200	\$ 1,593.03
Slocan Lake Golf Course	H	\$ 0.803	\$ 1,106,100.00	\$ 1,377.46
Castlegar and District Golf Course	J	\$ 1.657	\$ 2,473,000.00	\$ 1,492.46
Nakusp Golf Course	K	\$ 0.724	\$ 1,326,000.00	\$ 1,831.49
Faquier Golf Course	K	\$ 0.724	\$ 1,955,000.00	\$ 2,700.28
Total			\$ 17,031,100.00	\$ 15,115.33

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

Local Government Act Section 391 authorizes the Regional District to issue a permissive taxation, by bylaw, for those properties that meet the requirements of the Local Government Act and the criteria specified by the Regional District.

### 3.3 Environmental Considerations

None at this time.

### 3.4 Social Considerations:

A review of the financial statements and AGM minutes submitted by applicants suggest that the applicants are providing well-used and appreciated recreational opportunities in their communities.

The Beaver Valley Water System site belonging to the Regional District of Kootenay Boundary is a critical piece of community infrastructure.

### 3.5 Economic Considerations:

The remainder of services, with the exception of the Beaver Valley Water System site, which is critical infrastructure, provide amenities that create an economic benefit in the communities within which they reside.

### 3.6 Communication Considerations:

None at this time.

### 3.7 Staffing/Departmental Work plan Considerations:

None at this time.

### 3.8 Board Strategic Plan/Priorities Considerations:

The issuing permissive tax exemptions to eligible organizations in the community that provide services aligned with Regional District values demonstrates the Boards commitment to strengthening its relationships with community partners.

## SECTION 4: OPTIONS & PROS / CONS

**Option 1. The Board provide comments to staff regarding the proposed bylaw by October 4<sup>th</sup>, 2023.**

#### Advantages

- Comments may result in changes to the bylaw that better reflect the intentions of the Board.

#### Disadvantages

- None.

**Option 2. The Board refer the bylaw without comment to the October 2023 for consideration of adoption.**

#### Advantages

- The bylaw will proceed to the October 2023 Board meeting with no changes.

#### Disadvantages

- None.

## SECTION 5: RECOMMENDATIONS

That the Board receive a draft of **Permissive Tax Exemption Bylaw No. 2921, 2023** for information and that comments be submitted to staff no later than October 4, 2023.

Respectfully submitted,  
Tom Dool, Research Analyst

## CONCURRENCE

Corporate Officer – Mike Morrison

Approved

Chief Administrative Officer – Stuart Horn

Approved

### ATTACHMENTS:

Attachment A – Permissive Tax Exemption Bylaw No. 2921, 2023

Attachment B – Policy Number 100-01-20 Regional District Permissive Tax Exemption Policy

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# Bylaw No. 2921

---

A Bylaw to provide for the exemption from taxation of certain lands used principally for community recreation, public worship, agricultural and horticultural societies, and services provided by local authorities within Regional District of Central Kootenay.

---

WHEREAS the *Local Government Act* authorizes a regional district, by bylaw, to exempt property from taxation;

AND WHEREAS the *Local Government Act* authorizes a regional district Board to exempt from taxation land or improvements or both owned or held by or held in trust by the owner for a registered society or a local authority and used principally for community recreation, public worship, agricultural and horticultural societies;

AND WHEREAS the *Local Government Act* authorizes a regional district Board to exempt from taxation land or improvements owned or held by a municipality, another regional district or local authority for local government purposes;

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

**1** The following described properties shall be exempt from taxation imposed under the *Local Government Act* to the extent indicated herein:

(1) Land and Improvements occupied by the Balfour Recreation Commission, locally known as the **Balfour Golf Course**, and legally described as follows:

Roll Number 707-00833.975  
602 Queens Bay Road Balfour, BC  
Lot A District Lot 184, Kootenay Land District Plan NEP83597 Except Plan EPP113093  
P.I.D. #027-029-760

Roll Number 707-07798.110  
220 Edward Street Balfour, BC  
Lot 2, District Lot 4961, Kootenay Land District, Plan 7334 except Plan EPP68103  
P.I.D. #011-179-236

Roll Number 707-07796.510  
602 Queens Bay Road Balfour, BC  
District Lot 4961, Kootenay District except parts included in Plans 2528 and 7334  
P.I.D #012-926-965

- (2) Land and Improvements occupied by the Salmo and District Golf Club, locally known as the **Salmo and District Golf Course** and legally described as follows:

Roll Number 707-01349.500  
1346 Airport Road Salmo, BC  
Block 31, District Lot 273, Kootenay Land District, except part in Plan 2861 & R151 &  
Block 32, District Lot 273, Kootenay Land District, except Plan R151 &  
Lot 1, Plan NEP61804, District Lot 273, Kootenay Land District &  
Lot A, Plan NEP61803, District Lot 273, Kootenay Land District  
P.I.D. #016-683-536, #016-683-552, #024-195-944, #024-195-936

- (3) Land and Improvements occupied by the Valley View Golf Club, locally known as the **Valley View Golf Course**, and legally described as follows:

Roll Number 707-20316.110  
6937 Highway 6 Winlaw, BC  
Lot 7, 8 & 9, Plan 2887, District Lot 383, Kootenay Land District &  
Lot 103, Plan 958, District Lot 383, Kootenay Land District  
P.I.D. #015-216-420, #006-270-867, #006-270-891 & #015-976-327

- (4) Land and Improvements occupied by the Castlegar Golf Club, locally known as the **Castlegar & District Golf Course** and legally described as follows:

Roll Number 709-07595-325  
1602 Aaron Road Castlegar, BC  
Lot A, Plan 5069, District Lot 4598, Kootenay Land District, except Plan 15837  
P.I.D. #010-364-498

- (5) Land and Improvements occupied by the Nakusp Centennial Golf Club, known locally as the **Nakusp Centennial Golf Course** and legally described as follows:

Roll Number 710-01655.000  
649 Highway 6 Nakusp, BC  
Lot 1, Plan 5565, District Lot 398, Kootenay Land District  
P.I.D. #007-740-085

- (6) Land and Improvements occupied by the Fauquier and District Golf Club, known locally as the **Fauquier & District Golf Course** and legally described as follows:

Roll Number 710-02953.100  
8034 Highway 6 Fauquier, BC  
Lot 1, Plan NEP22479, District Lots 2591 & 9156, Kootenay Land District  
P.I.D. #023-287-705

- (7) Land and Improvements occupied by the Slocan Lake Golf Club, locally known as the **Slocan Lake Golf Course** and legally described as follows:

Roll Number 710-01993.500  
101 Golf Course Road New Denver, BC

Parcel A, District Lot 2106, Kootenay Land District (Explanatory Plan 34338I) &  
Parcel A, District Lot 2108, Kootenay Land District, (Explanatory Plan 34338I) &  
Parcel 1, District Lot 6529, Kootenay Land District (Reference Plan 95815I) of Parcel B,  
(see 14647I)  
P.I.D. #'s 013-752-332, #013-752-359, #013-752-413

- (8) Land and Improvements occupied by the Creston Golf Club, locally known as the **Creston Golf Course** and legally described as follows:

Roll Number 786-06716.000  
1800 Mallory Road Creston, BC  
District Lot 15874, Kootenay Land District &  
District Lot 16402, Kootenay Land District  
P.I.D. #014-837-897, #014-889-323

- (9) Land and Improvements occupied by the Riondel Golf Club Society, locally known as the **Riondel Golf Course** and legally described as those portions of the following properties used exclusively for golf course purposes:

Roll Number 786-04694-000  
1298 Galena Bay Wharf Road Riondel BC  
Sublot 25, Plan X31, District Lot 4595, Kootenay Land District, except (1) Parcel A  
Reference Plan 23516A and (2) parts included in Plans 5803 and 8655.  
P.I.D. #016-717-325

Roll Number 786-04825.045  
1298 Galena Bay Wharf Road Riondel BC  
Lot 2 Plan 3045, District Lot 4595, Kootenay Land District except Plan 5461, 14087 and  
NEP21303.  
P.I.D. #008-022-313

- (10) Land and Improvements occupied by the Nelson Golf & Recreation Society, locally known as **Granite Point Golf Course** and legally described as follows:

Roll Number 707-02008.125  
1123 West Richards Street Nelson BC  
Lot A, Plan NEP67974, District Lot 304, Kootenay Land District  
P.I.D. #024-934-399

- (11) Land and Improvements occupied by the Regional District of Kootenay Boundary, locally known as the **Beaver Valley Water Supply System** water filtration and treatment plant, water intake structure and weir on Kelly creek.

Roll Number 707-05544.000  
999 Wildwood Road Salmo BC  
Lot 1, Plan 17591, District Lot 1236, Kootenay Land District  
P.I.D. #008-229-741

- (12) Land and Improvements occupied by the Boswell Historical Society, known locally as **The Heart** and legally described as follows.

Roll Number 21-786-05506.000  
12676 Highway 3A, Boswell, BC  
Lot 1, Plan NEP4803, DL 5027, LD26  
P.I.D. #014-787-806

- (13) Land and Improvements occupied by the Balfour & District Business and Historic Association, locally known as the **St. Michaels and All Angels Performance Centre** and legally described as follows.

Roll Number 00806.100  
8551 Busk Road, Balfour, BC  
Lot 12, Block 2, Plan NEP380, District Lot 184, Kootenay Land District & Lot 13, Block 2  
Plan NEP 380, District Lot 184, Kootenay Land District  
P.I.D. #024-722-081

- (14) Land and Improvements occupied by the South Kootenay Lake ArtConnect Society, locally known as the **Harrison ArtConnect** and legally described as follows.

Roll Number 21.786.01300000  
16074 Crawford Creek Road, Crawford Bay, BC  
Lot C, Plan NEP1253, District Lot 196, Kootenay Land District Assigned No 1.  
P.I.D. #015-873-633

**2** The tax exemption established by this Bylaw shall be for the taxation year 2024.

**3** This Bylaw may be cited as **“Permissive Tax Exemption Bylaw No. 2921, 2023.”**

READ A FIRST TIME this 19<sup>th</sup> day of October, 2023.

READ A SECOND TIME this 19<sup>th</sup> day of October, 2023.

READ A THIRD TIME this 19<sup>th</sup> day of October, 2023.

ADOPTED this 19<sup>th</sup> day of October, 2023.

---

Aimee Watson, Board Chair

---

Mike Morrison, Corporate Officer



Number: 100-01-20  
REGIONAL DISTRICT OF CENTRAL KOOTENAY  
**Policy Manual**

**Chapter:** 100 – Board and Governance

**Section:** 01- Board

**Subject:** Permissive Tax Exemption

**Board Resolution:** 270/23

**Established Date:** April 20, 2023

**Revised**

**Date:**

## **POLICY:**

### **PURPOSE:**

This policy provides the Board with a consistent and equitable approach to evaluation of applicants for the issuance of permissive tax exemptions.

The Regional District Permissive Tax Exemption Policy provides clarity regarding the roles and responsibilities of those participating in the permissive tax exemption process. This policy provides a timeline for the application and evaluation of tax exemptions to ensure proposals receive adequate consideration. A set of evaluation criteria are included in this policy to ensure an equitable approach is applied to the evaluation of proposals.

### **SCOPE:**

This policy applies to property tax exemptions as specified in Section 391 of the *Local Government Act*.

This policy does not apply to:

- a) statutory tax exemptions applied by the Provincial Government;
- b) heritage exemptions specified in Section 392 of the *Local Government Act*;
- c) riparian exemptions specified in Section 394 of the *Local Government Act*; or
- d) partnership agreement exemptions specified in Section 396 of the *Local Government Act*.

### **DEFINITIONS:**

**Board** means the Board of the Regional District of Central Kootenay

**Corporate Officer** means the Corporate Officer of the Regional District of Central Kootenay

**Bylaw** means a Regional District Bylaw XXXX, 2023 exempting specified properties from both parcel and valuation taxes for a specified period of time based on the criteria and process described in this policy.

**Recreation** means an activity of leisure. Recreational activities are done for enjoyment, amusement, or pleasure. Application of this term is broad, inclusive and may expressed in many ways.





**Service Organization** means a registered society in British Columbia required to comply with the Societies Act and their own constitution and bylaws.

## **ROLES AND RESPONSIBILITIES:**

### **The Board**

- Approval of staff recommendations regarding revisions, additions, or deletion to this policy.
- Approval of staff recommendations regarding amendment to the Permissive Tax Exemption Bylaw.
- Engagement with organizations in the community regarding application for property tax exemptions.

### **The Corporate Officer**

- Notify the public of the opportunity and requirements for property tax exemption application.
- Establish property tax exemption application and approval schedule.
- Establish a property tax exemption application and approval process.
- Establish property tax exemption application criteria.
- Prepare the Permissive Tax Exemption Bylaw for Board Consideration.

### **Applicants**

- The timely submission of completed application forms to the Corporate Officer.
- Understanding the qualifications required for submission.

## **POLICY:**

### **ELIGIBLE LAND USES AND INTERESTS**

To qualify for a property tax exemption the applicant must ensure that

- All properties and improvements must qualify for an exemption under the provisions of the *Local Government Act* Section 391.
- Properties, improvements, and proposed uses must be compliant with Regional District bylaws, policies, and regulation.
- The proposed use of the property or improvements must be aligned with the values of the community and the Regional District.
- The principal use of the property or improvements must not result in competition with for profit business.

The Board may grant property tax exemptions for specific land uses and interests. Exemptions may be granted for portions of property and improvements based on eligibility requirements.

**Community Recreation:** This may include, but is not limited to, community halls, cultural centers, playing fields, galleries, and other Recreation based spaces owned or leased by a Service Organization for the use and enjoyment of the public. To qualify for a Community Recreation Property Tax Exemption



Number: 100-01-20  
REGIONAL DISTRICT OF CENTRAL KOOTENAY  
**Policy Manual**

- The principal use of the property and or improvements must be Recreation;
- Use of the property must be available to the general public. This may take the form of organized classes, leagues, or events so long as the opportunity to organize these uses is inclusive and transparent; and
- The property and improvement must be owned or held by, or held in trust by the owner for, a Service Organization.

**Public Worship:** This may include churches, synagogues, mosques, temples, and other places of public worship owned or leased by a Service Organization for the purpose of worship open to the general public. To qualify for a Public Worship Property Tax Exemption

- The property or improvements must be owned or occupied by a Service Organization as a tenant or licensee;
- Worship must occur on the site on at least a monthly basis; and
- Worship must be open to the public.

**Agricultural and Horticultural Societies:** This may include those properties in excess of the 8.4ha immediately adjacent to an agricultural or horticultural society hall that may be exempted as per the Community Charter. To qualify for an Agricultural or Horticultural Societies Property Tax Exemption

- An Agricultural or Horticultural exemption is for property only;
- Only those parts of the property in excess of the area statutory exemption under section 15 (1) (j) of the *Taxation (Rural Area) Act* qualify for a property tax exemption; and
- The property must be owned by an Agricultural or Horticultural Society which qualifies as a Service Organization.

**Interests in School Board Buildings:** This may include interests held in School Board or Francophone School Board buildings. To qualify for a School Board Interests Property Tax Exemption

- The interest must be held by a Service Organization or Francophone School Board; and
- The interest must be owned by a BC School Board or a Francophone School Board.

**Local Authorities:** This may include land or improvements held by Improvement Districts, Commissions, Library Boards, Hospital Boards, or other Local Authorities. To qualify for a Local Authority Property Tax Exemption

- The land or improvements must be owned by a local authority.
- The land or improvements must be used for a purpose of the local authority.



***POLICY COMPLIANCE & EXEMPTION RENEWAL***

Property tax exemptions may be revoked at the discretion of the Board by bylaw in accordance with the Local Government Act.

In the event that a property no longer meets the requirements for an exemption due to a change in ownership or land use the bylaw ceases to apply to that property and the property is liable to taxation effective from the time of change.

Unless directed by the Board all property tax exemptions must be applied for, and approved, annually. Failure to apply for a property tax exemption will result in an exclusion from the Regional District Permissive Tax Exemption Bylaw. The property is then liable to taxation effective the following year.



## **SCHEDULE A: APPLICATION SCHEDULE**

### ***SCHEDULE A - APPLICATION SCHEDULE***

The application schedule for a property tax exemption is as follows:

First Public Notice of Application – Advertised no later than June 1st

Applications Available – No later than June 1st

Second Public Notice of Application – Advertised no later than July 1<sup>st</sup>

Applications Due – No later than August 1<sup>st</sup>

Permissive Tax Exemption Approval – October Board Meeting

Submission of Permissive Tax Exemption Bylaw to the Province – by October 31<sup>st</sup>



## **SCHEDULE B: APPLICATION FORMS**

The inputs below are the information required of the Property Tax Exemption Application Form. The Form itself will be made available for electronic distribution and submission or analogue submission. All relevant information must be submitted in order to be considered for an exemption.

### **Applicant Information**

Applicant Name:  
Applicant Phone Number:  
Applicant Email:  
Applicant Mailing Address:  
Applicant Relationship To Service Organization:

### **Service Organization Information**

Service Organization Name:  
Service Organizations Society Number:  
Service Organizations Phone Number:  
Service Organizations Email:  
Service Organizations Mailing Address:  
Minutes From Most Recent AGM Must Be Included:  
Most Recently Filed Financial Statement Must Be Included:

### **Property Information**

Property Address:  
Property PID:  
Title Number:  
Lease Must Be Included If Relevant:  
Current Land Use:  
Proposed Land Use (if different):  
Compliance with Building Bylaw: Yes/No  
Building Bylaw Comments:  
Compliant with Land Use Planning: Yes/No  
Land Use Planning Comments:

### **Exemption Information**

Property Tax Exemption Type

- Community Recreation
- Public Worship
- Agricultural or Horticultural Societies
- Interests In School Board Buildings
- Local Authorities

What proportion of improvements are proposed exempt  
What proportion of land is proposed exempt  
If proportions are proposed is a diagram included: Yes/No



### **SCHEDULE C: EVALUATION CRITERIA**

The information detailed in Schedule B: Application Forms provided by the applicants shall be evaluated using the criteria below to inform the recommendation to include a property in the permissive tax exemption bylaw.

1. Is the proposed land or improvement use eligible for an exemption?
  - Ownership/Lease arrangement compliance (Yes/No)
  
2. Is the organization or individual making application eligible for an exemption?
  - Compliant with the Societies Act (Yes/No)
  - School Board
  - Local Authority
  
3. How does proposed exemption align with the goals and direction set by the Board?
  - Compliance with local regulations (Yes/No)
  - Aligned with Board and Community Values (Yes/No)
  
4. What are the implications for local government taxation and services.
  - Taxation Impact
  - Relationship to other services



Number: 100-01-20  
REGIONAL DISTRICT OF CENTRAL KOOTENAY  
**Policy Manual**

**RELATED LEGISLATION:**

The Local Government Act S277, S391-S396

The Community Charter Div 7

---

---



# Board Report

**Date of Report:** August 31, 2023  
**Date & Type of Meeting:** September 14, 2023 Board Meeting  
**Author:** Mark Crowe, Park Planner  
**Subject:** Parks, Trails and Water Access Strategy  
**File:** 01-0510-20  
**Electoral Area/Municipality:** All Areas

## SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to recommend that the contract for the Parks, Trails and Water Access Strategy (PTWAS) be awarded to RC Strategies. The PTWAS will document the goals and strategies that will shape and guide the delivery of an integrated parks service over the next ten years.

## SECTION 2: BACKGROUND/ANALYSIS

Preparation for the PTWAS has been underway since 2016. A GIS based inventory and parks system listing document has been completed. The next step is to prepare the PTWAS.

The RDCK issued a Request for Proposal (RFP) in early June 2023 outlining the requirements for a qualified firm to prepare a PTWAS for the Regional District of Central Kootenay.

Two proposals were received. After review of the proposals, both consulting firms were interviewed by Trisha Davison, Regional Manager – Recreation and Client Services, Cary Gaynor, Regional Parks Manager and Joe Chirico, General Manager of Community Services. Based upon the evaluations RC Strategies proposed the most favourable project deliverables for the Regional District of Central Kootenay.

Both RC Strategies and Lees + Associates are felt to have considerable knowledge of local government. However, RC Strategies has considerable knowledge of the Regional District as was demonstrated in their proposal and their interview responses. Further, there was confidence that this proponent would be best able to build upon previous planning work of the RDCK and they had a clear methodology on how this would be accomplished.

## 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 PTWAS has been approved in the 2023 Financial Plan and will be funded from Allocation Service A104 (Park Services). The budget is \$80,000.



The cost of the proposals were:

RC Strategies \$79,740.60 – This represents 30 additional hours of work.

Lees + Associates \$74,695.00

The evaluation also included evaluation of project understanding, qualifications, methodology and proposed schedule. All evaluators scored RC Strategies higher on project understanding, qualifications and methodology.

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

n/a

### **3.3 Environmental Considerations**

n/a

### **3.4 Social Considerations:**

n/a

### **3.5 Economic Considerations:**

n/a

### **3.6 Communication Considerations:**

n/a

### **3.7 Staffing/Departmental Workplan Considerations:**

The project is in the 2023-2024 work plan for Community Services staff.

### **3.8 Board Strategic Plan/Priorities Considerations:**

- To Excel in Governance and Service Delivery
- To Manage our Assets and Operations in a Fiscally Responsible Manner

## **SECTION 4: OPTIONS & PROS / CONS**

Option 1: That the Board direct staff to award the contract for the Parks, Trails and Water Access Strategy to RC Strategies.

Pros: Work can start in a timely manner, the majority of the deliverables will be completed on time and the project is within budget. Proponent noted using various forms of public engagement (survey's, use of technology, in person etc) to connect with residents across the region. Commitment to building on past work already completed.

Cons: Cost was more expensive than the proponent by approximately \$5,000.

Option 2: That the Board direct staff to make an alternate recommendation to award the contract for the Parks, Trail, and Water Access Strategy to Lees & Assoc.

Pro: Cost is lower than the recommended proponent. Lees has not done as much work with the RDCK so may provide fresh perspective.

Cons: More time learning about work that has already been completed previously. Cost savings may not provide as much public benefit.

Option 3: That the Board not to award the contract for the Parks, Trails and Water Access Strategy.

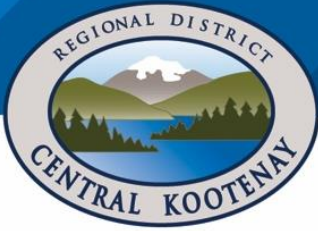
## SECTION 5: RECOMMENDATIONS

That the Board award the contract for the Parks, Trails and Water Access Strategy to RC Strategies; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$79,740.60 plus GST; AND FURTHER, that the Board direct staff to fund the Parks, Trails and Water Access Strategy from Service A104.

Respectfully submitted,  
Mark Crowe, Park Planner

## CONCURRENCE

Chief Administrative Officer, Stuart Horn	Approved	
General Manager - Community Services, Joe Chirico	Approved	
Regional Manager – Recreation & Client Services, Trisha Davidson		Approved



# Board Report

**Date of Report:** August 22, 2023  
**Date & Type of Meeting:** September 14, 2023 Open Regular Board Meeting  
**Author:** Paris Marshall Smith, Sustainability Planner  
**Subject:** REGIONAL INVASIVE SPECIES WORKING GROUP  
**File:** 10-5200-20-CKISS  
**Electoral Area/Municipality:** All

## SECTION 1: EXECUTIVE SUMMARY

In spring of 2023, the RDCK Board directed staff to work with Central Kootenay Invasive Species Society (CKISS) to begin implementing the Regional Invasive Species Strategy.

The first goal of the strategy - Improve Regional Organizational Capacity will be addressed by the creation of a Regional Invasive Species Working Group. Led by CKISS, this Working Group intends to enhance the regional organizational structure and capacity required for effective, long-term invasive species management in the RDCK.

CKISS requests that the Board appoint two Directors to Regional Invasive Species Working Group.

**RECOMMENDATION:** That the Board appoint two (2) Directors to the Regional Invasive Species Working Group for a term to end September 2024.

## SECTION 2: BACKGROUND/ANALYSIS

This report recommends the Board consider appointing two Directors as members to the Regional Invasive Species Working Group.

### BACKGROUND

In 2020, the Board requested a Regional Invasive Species Strategy from the Central Kootenay Invasive Species Society (CKISS) that addresses the following objectives:

1. Invasive species management that is efficient, region-wide and continues over the long-term
2. Prevention and Early Detection and Rapid Response: Control invasive species in the most cost- efficient manner through education, management and outreach.
3. Multi-jurisdictional coordinated planning and treatment

In response, the strategy outlined four goals for both RDCK and the region at large:

1. **Improve regional organizational capacity**
2. Implement prevention and management
3. Develop a legal and policy framework
4. Improve awareness and community engagement

In the spring of this year, the Board directed staff to work with CKISS to begin implementing the Regional Invasive Species Strategy, which includes the establishment of a Regional Invasive Species Working Group.

## **REGIONAL INVASIVE SPECIES WORKING GROUP**

A Regional Invasive Species Working Group provides the basis for a regional discussion on invasive species management, a support network for staff and directors and identifying the needs, opportunities and priorities of local governments. The working group aims to ensure a consistent approach to (i) preventing and managing invasive species while finding solutions to common problems, and (ii) fostering ongoing cooperation and coordination of regional efforts.

Anticipated outcomes include:

1. **Identifying gaps** (such as management and any organizational barriers) in management of invasive species. For example, sharing best practices in plant management tools, which can vary from goats to steam machines.
2. Consistent **data collection** and sharing.
3. **Sharing resources and educational opportunities**. For example, invasive plants entering the yard waste collection stream is a concern at both the regional and municipal level and Castlegar is developing a new yard waste pick-up service. What resources are available to educate residents about proper invasive plant disposal?
4. **Collaborating** on joint programs.
5. **Advocacy space** for sector groups such as farmers and producers
6. Fostering **coordination of regional efforts** and implementation of the strategy, such as the development of Invasive Species Management Plans for all public lands in the region.
7. **Ensuring consistent regulation and enforcement** through model by-laws. Regulations related to invasive plants and vegetation vary considerably across the region. For example, the City of Castlegar requires property owners to clear the property of noxious weeds (as defined by the Weed Control Act), while many municipalities do have or enforce related regulations.
8. **Ensuring consistent messaging** to the public and all levels of government such as the Union of BC Municipalities. For example, the Southern Interior Local Government Association voted to take a resolution to UBCM to ask the province to enact legislation against the sale of invasive plants. The RDCK might be interested in joining this ask.
9. **Coordinating with and learning from neighbouring Regional Districts**, primarily the Regional District of Kootenay Boundary.

## **COORDINATED REGIONAL LEADERSHIP**

Addressing the need for information sharing and coordination can be met through establishing a formal organizational structure, such as a Regional Invasive Species Working Group. The Regional District of Metro Vancouver has identified the establishment of a regional working group, led by the regional district, as key to the implementation and success of their strategic plan.

A proposed structure of the RISWG is outlined in the attached Terms of Reference - **Attachment A – BRD-RISWG ATTACH01**

### 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):

Weed Control Act - In accordance with the regulations, land holders such as the RDCK must control noxious weeds growing or located on land and premises, and on any other property located on land and premises, occupied by that person.

The Community Charter Act empowers local governments to regulate invasive plants.

#### 3.3 Environmental Considerations

Invasive species also have a significant impact on ecosystem health, and the International Union for the Conservation of Nature (IUCN) considers them one of the greatest threats to biodiversity globally. Invasive species can erode natural habitats and out compete native species. This is exacerbated by the affects of the changing climate as invasive species tend to be more effective at adapting than native species.

#### 3.4 Social Considerations:

None at this time

#### 3.5 Economic Considerations:

Invasive species can affect the economic and environmental potential of RDCK’s communities. Tourism, recreation, agriculture, energy infrastructure and property values are all vulnerable to the impacts of invasive species. For example, zebra and quagga mussels have created great monetary and functional losses for hydroelectric facilities in eastern Canada. A new report (May 2023) highlights the impact on hydro, water supply, irrigation, boats/marinas, tourism revenue, property values and tax revenues:

[https://www2.gov.bc.ca/assets/gov/environment/plants-animals-and-ecosystems/invasive-species/invasive-mussels/zqm\\_economic\\_report\\_2023\\_05\\_26\\_final.pdf](https://www2.gov.bc.ca/assets/gov/environment/plants-animals-and-ecosystems/invasive-species/invasive-mussels/zqm_economic_report_2023_05_26_final.pdf)

Knotweed has the potential to damage infrastructure and lower property values. Crop losses due to invasive plants, like knapweed, cost BC farmers and ranchers over \$50 million annually.

#### 3.6 Communication Considerations:

This report has been developed in collaboration with CKISS staff. If the Board supports the appointments of RDCK directors and staff to the Working Group, Sustainability staff will continue to coordinate communication as needed.

#### 3.7 Staffing/Departmental Workplace Considerations:

Most of the work will be managed by CKISS staff, with Sustainability staff attending meetings acting as liaison with individual areas leads as needed. This time commitment should be minimal (8-10 hours over the course of a year) and seasonally related (spring & fall).

### 3.8 Board Strategic Plan/Priorities Considerations:

The work supports the Board's priority of coordinated service delivery and is being completed in response to the Board's direction:

172/23 That the Board direct staff to enter into a Contribution Agreement with Central Kootenay Invasive Species Society for the implementation of PROGRAM Option 1 of the Regional Invasive Species Strategy for a total not to exceed \$15,000 + GST.

## SECTION 4: OPTIONS & PROS / CONS

That the Board appoint the two (2) Directors to the Regional Invasive Species Working Group for a term to end September 2024.

### Option 1 – APPROVE

Pro: RDCK will take action on its commitment to support the implementation of the Regional Invasive Species Strategy and build regional capacity.

Con: Elected official and staff time could be used elsewhere.

### Option 2 – NO FURTHER ACTION AT THIS TIME

Pro: Elected official and staff time could be used elsewhere.

Con: RDCK will defer responsibility of participating in the implementation of the Regional Invasive Species Strategy and building regional capacity.

## SECTION 5: RECOMMENDATIONS

That the Board appoint the following two (2) Directors to the Regional Invasive Species Working Group for a term to end September 2024:

Director \_\_\_\_\_

Director \_\_\_\_\_

Respectfully submitted,  
Paris Marshall Smith, Sustainability Planner

## CONCURRENCE

Chief Administrative Officer – Stuart Horn

Approved

General Manager of Development and Community Sustainability Services – Sangita Sudan

Approved

Manager of Community Sustainability Services – Daniel Seguin

Approved

Attachment A – BRD-RISWG-ATTACH01



## **Regional Invasive Species Working Group**

### **DRAFT - Terms of Reference**

September 15, 2023

#### **1.0 Application**

These terms of reference apply to the Regional Invasive Species Working Group (RISWG) established as per the direction of the Regional District of Central Kootenay (RDCK) Invasive Species Strategy 2021, to consider items related to regional invasive species prevention and provide recommendations on projects and initiatives to municipalities and Areas within the RDCK.

#### **2.0 Role/Purpose of the RGISWG**

The role of the RISWG is to foster collaboration within the Regional District of Central Kootenay (RDCK) on coordination, resources, programs, and development and management services related to the social, environmental and economic development of the region as it relates to the prevention of invasive species incursions and spread. As well the RISWG will support the further development and implementation of the Invasive Species Strategy.

The RISWG will act in a capacity building role only and municipalities and Areas Boards retain the authority to make final decisions.

#### **3.0 Membership**

The RISWG members shall be comprised of local government appointees representing Regional District Areas and municipalities within the Central Kootenay Invasive Species Society Invasive Plant Management Areas of Nelson-Salmo, Lower Arrow (Castlegar), Creston, Kaslo North, Nakusp and Slocan Valley (Silverton, New Denver and Slocan).<sup>1</sup> Every RDCK municipality and the RDCK Board will be invited to appoint a representative to the working group. The RDCK will appoint two members and each municipality is invited to appoint 1 for a possible total of 11 (RDCK – 2 + Municipalities – 9).

- Officials: Chair and Secretary as decided by the committee.
- Term: Representatives will be appointed for a term of 1 year.

#### **4.0 Principles and Objectives of the RISWG**

The objectives of the RISWG are as follows:

- Develop strategies to address projects and initiatives that are related to invasive species such as: food security and agriculture, climate change initiatives, region wide

---

<sup>1</sup> [https://ckiss.ca/wp-content/uploads/2023/03/CKISS\\_Operational-Framework\\_2023\\_FINAL.pdf](https://ckiss.ca/wp-content/uploads/2023/03/CKISS_Operational-Framework_2023_FINAL.pdf)

economic development initiatives, infrastructure development, transportation, resource recovery, land and resource management and other initiatives of sustainable community importance in the RDCK.

- Collaborate on resource development such as education and outreach material, by-laws and policies.
- Coordinate consistent messaging, opportunities and regulations throughout the region.
- Collaborate and coordinate on invasive species related projects and initiatives
- Develop recommendations to the RDCK, Association of Kootenay Boundary Local Governments, Union of BC Municipalities, and provincial and federal government
- Support the implementation and further development of the RDCK Invasive Species Strategy.

**Tasks of the RISWG members are as follows:**

- Undertake related readings and review of information provided;
- Attend meetings as required;
- Provide input, feedback and recommendations, including identifying potential opportunities and strategies for consideration;

## **5.0 Representation to the RISWG**

### **5.1. Technical Representation to the RISWG may include:**

- Consultants and experts
- Staff from RDCK, member municipalities or other regional districts

### **5.2 Community Representation to the RISWG may include:**

The RISWG may invite local stakeholder groups or community members, as needed, to provide input on specific topics and initiatives.

## **6.0 Voting**

Voting is limited to all members of the RISWG.

## **7.0 Meetings of the RGISWG**

### **7.1 Scheduling**

The committee will endeavour to hold meetings at least 4 times per year, with additional meetings to be called as required. The Central Kootenay Invasive Species Society (CKISS), in consultation with the RDCK staff, will call meetings.

CKISS will advertise meeting dates directly to members. These advertisements will explicitly invite attendance from stakeholders who are not members of the RGISWG when required.



## **7.2 Protocol and Procedures**

- A simple majority of the members of the RISWG constitutes a quorum.
- RISWG members will respect the contributions of other members and make all efforts to understand alternative viewpoints.
- RISWG members will endeavour to work collaboratively, and to engage in open, honest dialogue. RISWG meetings will not generally be open to the public. Non-members will be granted speaking privileges at the discretion of the Chair.
- CKISS staff will as long as resources allow, attend meetings to act as a resource to the RISWG by providing expertise, background information and administrative support for facilitation, meeting logistics, minute taking, and agenda preparation.
- Any recommendations to the RDCK, AKBLG, UBCM, and provincial and federal government must have majority vote (51%) from RISWG.

## **7.3 Communication**

Minutes of RISWG meetings will be provided as an information item to the RDCK Board of Directors. Specific actionable recommendations arising out of the minutes, and approved by the Board, will be routed through RDCK staff to the appropriate organization or individual.

## **7.4 Funding**

Funding is being provided by the RDCK on a one-year pilot basis for CKISS staff time to develop and lead the RGISWG in 2023-24. Following the pilot year, the program will be evaluated and ongoing funding may be requested in order to continue the RGISWG.



# Board Report

**Date of Report:** July 5, 2023  
**Date & Type of Meeting:** July 20, 2023 Open Board Meeting  
**Author:** Angela French, Wildfire Mitigation Supervisor  
**Subject:** Kootenay Lake Timber Supply Area Review Response  
**File:** 14-7625-60  
**Electoral Area/Municipality:** RDCK

## SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to present to the Regional District of Central Kootenay (RDCK) Board of Directors a response to the current Kootenay Lake Timber Supply Area Review.

## SECTION 2: BACKGROUND/ANALYSIS

### The Process

A timber supply review (TSR) is the process where typically every 10 years the chief forester of the province of BC updates the allowable annual cut (AAC), which is the maximum amount of timber to be harvested annually, for the timber supply area (TSA). The AAC that is determined now will typically be in place for the next 10 years within the TSA. The chief forester takes into account the social, environmental and economic factors on the local and provincial scales and their effects on the short and long-term timber supply. The decision making process takes a three-tiered approach:

- 1) Data Package: information sharing and gathering to describe timber inventory and supply, and current forest management practices;
- 2) Discussion Paper: summarizes the timber supply analysis (computer modeling) and encompasses public and First Nations response to the data package and any improved information since the data package stage;
- 3) AAC Determination: chief forester makes final determination based on the data package, timber supply analysis, uncertainties, and consultation input that are outlined in a rationale document.

The Kootenay Lake Timber Supply Area (TSA) is within the Selkirk Resource District and covers approximately 1.24 million hectares of area including all or part of Electoral Areas A, B, C, D, E, F, G, H, and Creston, Kaslo, and Nelson. After exclusions the timber harvest land base (THLB) is 168,501 hectares. The TSR is in the second stage of the process, therefore RDCK staff have produced a response to submit for the review process.

### Current State

The current AAC for the Kootenay Lake TSA as set in August 2010 is 640,000 cubic meters per year. The TSR was initiated in 2020, with the data package phase completed November 2020 and the discussion paper being completed in May 2022. Due to the range of factors that are constantly changing and discussions with the

Ktunaxa Nation treaty conversations, the process has taken longer than anticipated. The chief forester, when it gets to that stage, can only take into account the best available information and legislated factors at that time, and cannot speculate on what may happen in any circumstance. The stewardship forester leading the public consultation phase agrees to provide an extension to the response in order to ensure we can provide a fulsome response. Please see the attached response for discussion.

### 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):

None at this time.

#### 3.3 Environmental Considerations

The AAC impacts many environmental factors, including water, wildlife and the impact of wildfires and potential debris flows.

#### 3.4 Social Considerations:

The social impacts are broad not only on the forest industry but on the residents who are living in proximity to any harvesting. In addition, Indigenous values are an important consideration in the process.

#### 3.5 Economic Considerations:

The AAC in the Kootenay Lake TSA is a significant economic driver for the many uses of the harvested timber.

#### 3.6 Communication Considerations:

Staff will submit a response to the Ministry of Forests based on Board direction.

#### 3.7 Staffing/Departmental Workplace Considerations:

RDCK staff resources are being allocated to this project through Service A101.

#### 3.8 Board Strategic Plan/Priorities Considerations:

The Board’s work on watershed governance and climate readiness directly relate to this topic.

### SECTION 4: OPTIONS & PROS / CONS

Option A: That the Board endorse and direct staff to submit the Kootenay Lake Timber Supply Area Review response to the Ministry of Forests, Selkirk Resource District including any comments directed by the Board at the September 14, 2023 Open Board meeting.

Pros:

- Concrete action the RDCK can take to advocate for ecological values during forestry planning processes.
- Act on the commitment to adapt to the climate emergency in all aspects of the organization
- Increase resiliency of our communities

Option B: Do not submit a response.

## SECTION 5: RECOMMENDATIONS

That the Board endorse and direct staff to submit the Kootenay Lake Timber Supply Area Review response to the Ministry of Forests, Selkirk Resource District including any comments directed by the Board at the September 14, 2023 Open Board meeting.

Respectfully submitted,  
Angela French – Wildfire Mitigation Supervisor

## CONCURRENCE

Chief Administrative Officer – Stuart Horn	Approved	
General Manager of Development and Community Sustainability Services – Sangita Sudan		Approved
Manager of Community Sustainability – Daniel Seguin	Approved	

### ATTACHMENTS:

Attachment A – RDCK Kootenay Lake TSA Review Response

Dear Ian Wiles, Stewardship Forester, Selkirk Natural Resources District, Ministry of Forests,

**Re: Kootenay Lake Timber Supply Area Review Regional District of Central Kootenay Response**

As discussed, please include this response to the Kootenay Lake Timber Supply Area (TSA) Review on behalf of the Regional District of Central Kootenay (RDCK) Board of Directors for the chief forester to consider in his allowable annual cut (AAC) determination.

The opportunity to have these considerations included in this Timber Supply Review (TSR) is invaluable for elected officials and staff representing the constituents of the RDCK. The AAC determination has lasting effects on the resiliency of our ecosystems, economy, and the intrinsic social and cultural values, as well as the potential stimulus to modernizing the forest industry in this area.

There are several main topics that this response highlights from the community-concentric perspective, which includes ecological values, economic sustainability, and socio-cultural considerations.

**Summary**

From the information available, we have analyzed that the last Kootenay Lake AAC determination for the period of 2010-2020 was 640,000 cubic meters per year over a Timber Harvesting Land Base (THLB) of 199,282 hectares with a mid-term reduction of 5139 cubic meters due to the new Community Forest Agreements (CFA), which reduced the AAC to 634,861 cubic meters per year. The chief foresters 2010 rationale document justified the harvest intensity “to allow for the continued management and salvage of [Mountain Pine Beetle] MPB-infested or susceptible stands”. The salvage of MPB was forecasted to be completed by 2018, and as stated the MPB epidemic in the Kootenay Lake is over.

The 2020 data package base case recommends that from 2023 to 2033, on the 10-year cycle of regulated TSR, 640,000 cubic meters per year can be harvested for 45 years. As stated above based on the information available this AAC is more than the 2010 rate after the adjustment for the CFA’s, combined with the fact that the THLB has decreased by 30,781 hectares to a total of 168,501 hectares, this equates to an increased harvest flow on a smaller land-base. Based on the computer modelling, this smaller land base will support a higher timber supply due to advancements in the site index modelling analyses. This is concerning from the perspective of the public for several reasons:

- 1) The 2020 data package does not include a drought risk assessment to assess the risk and probability associated with the decrease in moisture availability and likelihood of mortality due to climate warming. There needs to be a contingency that some of the drought effected stands likely will not regenerate and will need to be removed from the THLB once harvested.
- 2) How accurate is the updated site index modeling if it is still utilizing Vegetation Resource Inventory (VRI) data and not Light Detection and Ranging (LiDAR) derived inventory data.
- 3) The list of uncertainties identified throughout the data package and discussion paper across the ecological, indigenous, social and economic scales highlights the risk of assumptions being too high to sustain long term harvest flows that meet societal expectations.

- 4) Higher harvest percentage could undermine the positive efforts the province has invested in to foster modernization of forestry to better utilize fibre and create more value-added products in BC.
- 5) Cumulative effects on the watershed scale requires site specific analysis to determine the historic effects of all resource and industrial activities to ensure long term water quality and quantity.
- 6) AAC determination is essentially one person's decision and is in place for a decade.

#### **A List of Uncertainties:**

- Are the inclusion of Indigenous values (Ktunaxa Forestry Standards) meeting the implementation of UNDRIP, which includes modeling wildlife habitat supply with the Ktunaxa Nation.
- Are the fourteen fully accepted Old Growth Strategic Review recommendations from "A New Future for Old Forests", (April 2020), meeting the objective to "declare conservation and management of ecosystem health and biodiversity of BC forests as an overarching priority..."
- How accurate is the data from three years ago.
- Armillaria root disease data is not included in the report. Is this included in the Non-Recoverable Losses sensitivity analyses.
- How are the net-downs for Roads, Trails and Landings calculated. There can be very large Right-Of-Ways that impede on the appraisal system.
- Harvesting will transition BEC zone ICHxw into shrub/grassland ecosystems in many of the most drought stressed areas.
- In some Wildland Urban Interface treatments areas deciduous is being planted as a fire-resistant species. In 10 years, depending on growth, this species may be a viable commercial species for the THLB.
- Fires provide large variability in losses making it difficult to accurately predict the timber supply implications of future fires. There is a high probability that fire intensity, severity and frequency will increase in the future.
- The Kootenay Boundary Higher Level Plan Order (KBHLPO) is out-dated (2002) and still provides oversight in:
  - Community Watersheds
  - Protected Areas
  - Wildlife Management Areas
  - Rationale for Biodiversity Emphasis Options
    - How can this be a direct comparison when using the old BEC data, especially for OGMA and old seral forest analysis.
- Sustainable forest management needs to be more community and First Nations managed to ensure the value of the forest remains in the local communities.
- BCTS has dedicated ten percent of its available timber supply for licensees to bid on and there is more volume expected in the future to this program. How does this potentially impact in the harvest flows.
- How are carbon sequestration / credits considered.

- No change in harvest sequencing assumptions is noted. As stated in the 2010 rationale document: “the use of the ‘relative oldest first’ harvest rule does not accurately reflect current practice and results in an unquantified overestimation across the entire forecast horizon, particularly in the short term. It is more likely that stands with higher volume per hectare will be prioritized first for harvest.”
- The low volume analysis does not consider the fact that funding for fibre utilization projects is rising making licensees potentially see the economic value in harvesting stands with less than 135 cubic meters per hectare, especially if pulp prices rise.
- Unstable terrain class V completely excluded though often this is not a show stopper in development. If the economically, and operationally feasible with a positive geotechnical engineers’ assessment, often licensees will harvest in unstable terrain.

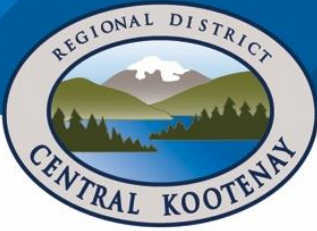
## **Conclusion**

Due to the dynamic changes across values being experienced at such a rapid rate, the AAC determinations should occur more often to ensure the updated information is incorporated into the harvest level decision making. A decision that is made in a snap-shot in time three years ago, is already out of date and does not meet the current conditions in the area.

Economic factors often conflict with ecological ones so there needs to be a provincial framework that incorporates sustainable and resilient ecosystem management as identified in the Old Growth Strategic Review recommendations.

Climate change modeling needs to be incorporated to assess the wildfire risk, increases in forest health incidence, risk of reduced biodiversity and water protection to ensure resilient ecosystems, communities, and local economies.

Based on the confluence of uncertainties in the Kootenay Lake TSA, the RDCK advocates for the chief forester to plan for the likelihood to have less long-term available harvest flows to be able to incorporate more utilization across the industry now, instead of when its too late.



# Board Report

**Date of Report:** August 31, 2023  
**Date & Type of Meeting:** September 14, 2023 Open Regular Board Meeting  
**Author:** AJ Evenson, Senior Project Manager  
**Subject:** Fauquier Water System Watermain Replacement - Willow Street and Oak Street– Contract Award  
**File:** \\files\RDCK\01\0600\20\2023 Projects\2023 Water Projects\Fauquier-Willow\Tender  
**Electoral Area/Municipality:** Area K

## SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to request that the contract for the Fauquier Water System Watermain Replacement be awarded to Speers Construction Inc.

## SECTION 2: BACKGROUND/ANALYSIS

The RDCK issued an Invitation to Tender for supply and installation services related to the watermain upgrades on Willow and Oak street on July 11, 2023 which closed on August 3, 2023.

The tendered scope of work consists of installation of approximately 350m of 200mm watermain and 120m of 150mm watermain, fire hydrants, valves, re-servicing of 25 properties and tie-ins to the approximately 730m of water main installed by the RDCK Utilities Crew in 2020. The watermain installed by the RDCK Utilities Crew was located in several non-contiguous locations with no servicing, tie-ins or hydrants connected or operational. Work location is from the reservoir down Willow Street to the intersection of Willow and Oak Street in Fauquier (shown as yellow line below).

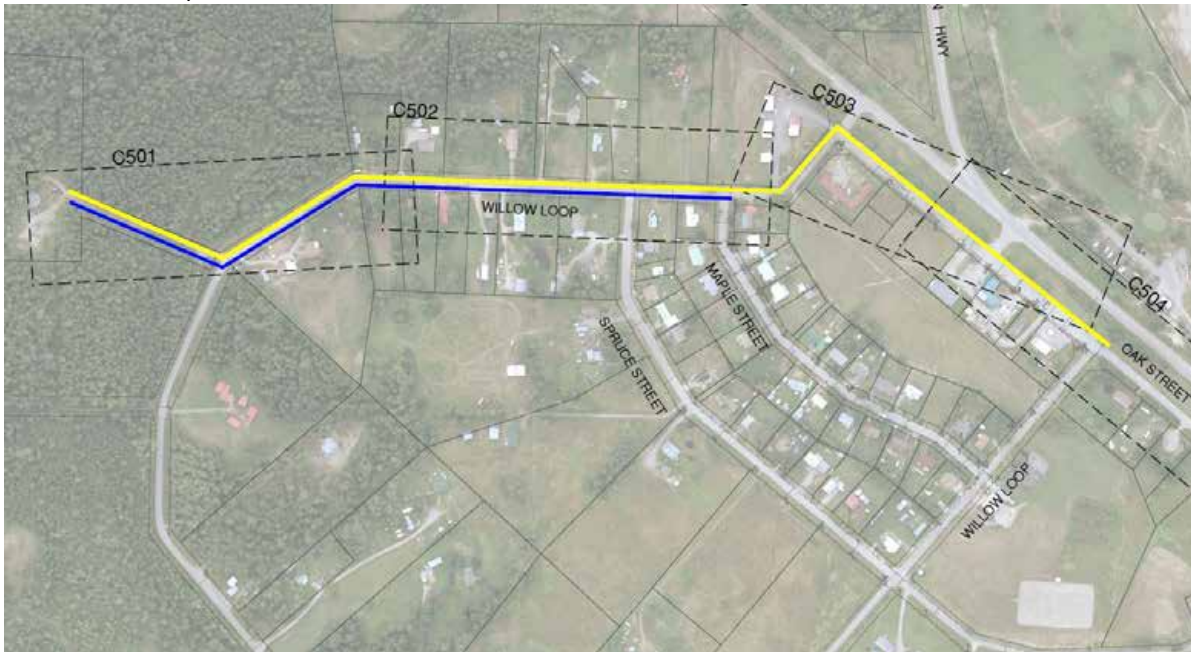




There was 1 bid received on the closing date of August 3, 2023. The results of the ITT are as follows (GST is not included in the prices below):

Speers Construction Inc                      \$750,418.00

As the budget for this project is \$405,000, the RDCK and WSP entered into negotiations with Speers Construction Inc. to reduce scope and costs to enable the maximum amount of work to be completed within the overall budget. On August 31, 2023 the RDCK and Speers Construction Inc settled on a revised scope consisting of approximately 100m of 200mm watermain, servicing 12 properties, installation of 1 fire hydrant, pressure testing, disinfecting and tie-ins to bring online approximately 530m of previously installed watermain from the reservoir down Willow to the intersection of Willow and Maple Street in the amount of \$349,007.00 (shown as blue line below).



The project is estimated to start upon award with completion by October 31, 2023.

### SECTION 3: DETAILED ANALYSIS

#### 3.1 Financial Considerations – Cost and Resource Allocations:

<b>Included in Financial Plan:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Financial Plan Amendment:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Debt Bylaw Required:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Public/Gov't Approvals Required:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

The budget for the project is \$405,000 consisting of funds from Service Reserves. The project budget is estimated as follows:

Construction	\$350,007
Construction Contingency	\$28,493
Consulting Fees	\$15,000
PM Fees	\$7,500
Site Inspection Fees	\$5,000
<b>TOTAL</b>	<b>\$405,000</b>

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

n/a

### 3.3 Environmental Considerations

n/a

### 3.4 Social Considerations:

n/a

### 3.5 Economic Considerations:

n/a

### 3.6 Communication Considerations:

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 Excel in Governance and Service Delivery
- To Manage our Assets and Operations in a Fiscally Responsible Manner

## SECTION 4: OPTIONS & PROS / CONS

**Option 1:** That the Board direct staff to award the contract for Fauquier Water System Watermain Replacement to Speers Construction Inc.

Pros:

- Work can start in a timely manner and project will be completed and commissioned prior to the end of the calendar year.

Cons:

- None.

**Option 2:** That the Board direct staff to negotiate with local Contractors to hire them on a daily/hourly/weekly rate to complete the work using RDCK equipment where possible to reduce costs

Pros:

- May result in lower overall construction costs.

Cons:

- Would result in the RDCK partnering in project risk with the Contractor.
- May result in higher project management and site inspection costs.
- No local contractors provided pricing to General Contractors or bid on the project so interest may be low amongst local contractors.
- Risk of not completing scope in 2023 and causing further dissatisfaction among Fauquier residents whose properties have not been fully reclaimed since the original construction was halted.

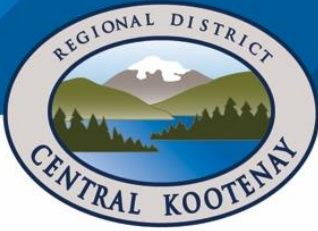
## SECTION 5: RECOMMENDATIONS

That the Board award the contract for the Fauquier Water System Watermain Replacement to Speers Construction Inc.; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of **\$349,007.00 plus GST**; AND FURTHER, that the funds be drawn from S254 WATER UTILITY-DEF K-FAUQUIER.

Respectfully submitted,  
AJ Evenson, Senior Project Manager

## CONCURRENCE

Manager of Water Services – Jason McDiarmid	Approved
General Manager of Environmental Services – Uli Wolf	Approved
General Manager of Finance – Yev Malloff	Approved
Chief Administrative Officer – Stuart Horn	Approved



# Committee Report

**Date of Report:** July 20, 2023  
**Date & Type of Meeting:** August 2, 2023 Water Services Committee  
**Author:** Eileen Senyk, Water Services Liaison  
**Subject:** Former Arrow Creek Open Reservoir Property  
**File:** 11-5700-ACK-20-13  
**Electoral Area/Municipality:** Town of Creston and portions of Electoral Areas B and C

## SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to present to the Water Services Committee 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. Staff recommend that the Water Services Committee support the land transfer from the Regional District of Central Kootenay (RDCK) and recommend to the Board of Directors that staff be authorized to sign the Offer to Purchase.

## SECTION 2: BACKGROUND/ANALYSIS

The subject property once served as an open reservoir for the Arrow Creek water system. In 2018, the open reservoir was decommissioned and replaced by two steel reservoirs located at the north end of Haskins Road in Electoral Area B.

On November 24, 2021 the Arrow Creek Water Treatment and Supply Commission adopted the following resolution:

*That Arrow Creek Water Treatment and Supply Commission - Town of Creston, Portion of Area B & C direct staff to coordinate with the Town of Creston to draft an asset transfer agreement and Statutory Right of Way agreement for the transfer of the Arrow open reservoir assets and lands legally described as PID 013-048-856, Lot 1 Block 20 Plan Nep9964 District Lot 891 Kootenay Land District See Plan As To Limited Access, from the Regional District to the Town of Creston.*

The Asset Transfer Agreement, more accurately referred to as a Land Transfer Agreement or Offer to Purchase has been drafted and presented to the Water Services Committee.

## 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 Regional District carried over \$7000.00 from the 2022 financial plan to cover the legal fees associated with the land transfer.

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

The property is located in the Town of Creston and therefore subject to Town of Creston land use bylaws.

### **3.3 Environmental Considerations**

The reservoir underwent conversion to a wetland and is now a conservation property and a public greenspace for the Town of Creston.

### **3.4 Social Considerations:**

The public has access to the property for recreational purposes.

### **3.5 Economic Considerations:**

Transferring the land to the Town of Creston will reduce the RDCK's liability.

### **3.6 Communication Considerations:**

RDCK Staff have been working with the Town of Creston's staff to identify the location and ownership of water infrastructure remaining on the property. A blanket Statutory Right of Way has been drafted to ensure that the RDCK will have access to water infrastructure that we own. Please see attached draft Statutory Right of Way and map for details.

### **3.7 Staffing/Departmental Workplan Considerations:**

Should the Regional Board approve the land transfer, staff will sign the Offer to Purchase.

### **3.8 Board Strategic Plan/Priorities Considerations:**

This project aligns with the strategic plan because it is an opportunity to partner with the Town of Creston on a project that has environmental and social benefit.

## **SECTION 4: OPTIONS & PROS / CONS**

**Option 1: 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.**

#### **PROS:**

- The Town of Creston will be able to maximize the use of this greenspace by installing infrastructure that will support public use.
- The property will continue to be used as wildlife habitat.
- Releasing ownership of the land will reduce the RDCK's liability.

#### **CONS:**

- The RDCK will require a Statutory Right of Way to maintain access to water infrastructure on the property.

**Option 2: Do not 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.**

#### **PROS:**

- A Statutory Right of Way will not be required by the RDCK to access water infrastructure on the property.

**CONS:**

- The RDCK will continue to have liability associated with ownership of the land.
- The property is land locked and only has access through the Town and other private property.
- The Town of Creston will not have the opportunity to fully develop the property as a public greenspace.

**SECTION 5: RECOMMENDATIONS**

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.

Respectfully submitted,



Eileen Senyk

**CONCURRENCE**

General Manager of Environmental Services – Uli Wolf  
Manager of Utilities – Jason McDiarmid

**ATTACHMENTS:**

Attachment A: Offer to Purchase  
Attachment B: Statutory Right of Way



OFFER TO PURCHASE

DATE: June 26, 2023

The Town of Creston (hereinafter referred to as the "purchaser") having inspected the real estate described in this Agreement and owned by Regional District of Central Kootenay (hereinafter referred to as the "vendor")

HEREBY OFFERS AND AGREES to purchase the following property:

a certain parcel of land in the Town of Creston being the former Erickson water reservoir and which is legally described as:

PID 013-048-856  
Lot 1, Block 20, District Lot 891, Block 20 Kootenay District Plan NEP9964  
(See Plan as to Limited Access)

(which lands are hereinafter referred to as the "Property")

for the price of ONE DOLLAR (\$1.00, hereinafter the "purchase price"), payable as follows:

- I. Balance of \$1.00 by 5:00 pm on the Completion Date by cheque or transfer or bank draft payable to the vendor.

The purchaser offers to purchase the above-described Property for the price set out above and subject to the conditions herein set forth.

**Completion Date:** The sale shall be completed not later than September 8, 2023

**Possession Date:** The purchaser shall have the right to sole, undisturbed vacant possession of the Property at 5:00 pm local time on the Completion Date.

**Adjustment Date:** The parties agree there will be adjusts for property taxes etc.

**Goods and Services Tax Certificate:**

Any GST applicable to this sale is in addition to the purchase price stated herein, and must be paid by the purchaser, provided that the purchaser may self-assess for GST on evidence of GST registration status satisfactory to the vendor. The purchaser






  
 INIT    INIT    INIT    INIT    INIT

agrees to and does indemnify the vendor from any and all GST arising on this supply.

**Costs:**

The purchaser shall be responsible for the cost of the conveyance including transfer taxes and GST. The vendor shall pay any costs to clear the title of financial charges or liens (if any). The parties will pay their own solicitor/notary fees.

**Title:**

The vendor agrees to transfer to the purchaser title to the property, free and clear of all encumbrances except restrictive covenants, reservations and exceptions in the original grant from Crown, easements, and/or rights of way in favour of utilities and public authorities now registered. PROVIDED THAT it is agreed and understood that the vendor will register a blanket statutory Right of Way (SRW) in its own favour to use, maintain, repair and replace its existing water services infrastructure. The draft SRW will be presented to the purchaser for approval upon signing this Contract and must be approved by the purchaser subject only to reasonable amendments it requests.

**Inclusions:**

The purchase price includes vacant land only. The property is sold in AS-IS condition and the purchaser has inspected the property, knows of its past uses, and waives any disclosures.

**Risk:**

The property shall remain and be at the risk of the vendor until Completion.

**General:**

The vendor and purchaser acknowledge and agree that the property is being gifted by the vendor to the purchase and no funds are being exchanged.

The vendor and purchaser agree the fair market value of the property is \$175,000.00 in accordance with the 2023 BC Assessment Roll.

KD      [Signature]      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
INIT      INIT      INIT      INIT      INIT



This agreement shall be binding on the parties and their respective heirs, executors, administrators and assigns. The laws of the Province of British Columbia shall govern this Agreement. THERE ARE NO warranties, representations, guarantees, promises or agreements other than those contained herein, all of which shall survive the completion of the sale and shall be binding upon the parties after the execution and registration of the documents of completion.

THIS OFFER, when accepted, shall constitute a binding contract of purchase and sale and time shall in all respects be of the essence hereof. This offer is open for acceptance until 4:00 p.m. on the **18<sup>th</sup> day of August, 2023**. Acceptance must be signified by each vendor duly executing the appropriate section of this Agreement and providing same to the purchaser or his solicitor in person or by facsimile transmission.

Dated at Creston, British Columbia, this 7 day of July, 2023.

**Purchaser:**

Town of Creston per:

  
\_\_\_\_\_  
Authorized Signatory

  
\_\_\_\_\_  
Authorized Signatory

**ACCEPTANCE:**

Dated at Nelson, British Columbia, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**Vendor:**

Regional District of Central Kootenay, per:

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Authorized Signatory

  
INIT

  
INIT

\_\_\_\_\_  
INIT

\_\_\_\_\_  
INIT

\_\_\_\_\_  
INIT

TERMS OF INSTRUMENT - Part 2

**STATUTORY RIGHT OF WAY**

BETWEEN:

THE REGIONAL DISTRICT OF CENTRAL KOOTENAY

A regional district duly incorporated as such under and by virtue of the provisions of the *Community Charter* and the *Local Government Act*

Box 590, 202 Lakeside Drive

Nelson, BC, V1L 5R4

(hereinafter called the "Grantor")

AND:

THE REGIONAL DISTRICT OF CENTRAL KOOTENAY

A regional district duly incorporated as such under and by virtue of the provisions of the *Community Charter* and the *Local Government Act*

Box 590, 202 Lakeside Drive

Nelson, BC, V1L 5R4

(hereinafter called the "Grantee")

WHEREAS:

- A. The Grantor is the registered owner of those certain parcels and tracts of land situate, lying and being near the Town of Creston, Province of British Columbia, and more particularly known and described as:

PID: 013-048-856

Lot 1 District Lot 891 Kootenay District Plan 9964 See Plan As To Limited Access

(hereinafter called "the Lands").

- B. Section 218 of the Land Title Act, R.S.B.C. 1996, c. 250 enables the Grantor to grant in favour of the Grantee a statutory right of way for the purpose of accessing and maintaining the existing infrastructure located on the Lands which is related to the Arrow Creek Water System.
- C. The Grantee requires and the Grantor wishes to grant to the Grantee a statutory right of way for accessing and maintaining the existing infrastructure located on the Lands which is related to the Arrow Creek Water System.

- D. The statutory right of way herein granted is necessary for the operations and maintenance of the Grantee's undertaking.

NOW THEREFORE THIS INDENTURE WITNESSETH that in consideration of the Grantee's covenants herein contained and the sum of One (\$1.00) Dollar and other good and valuable consideration now paid by the Grantee to the Grantor, the receipt and sufficiency of which is hereby acknowledged and in consideration of the mutual covenants, promises and agreements hereinafter contained, the parties agree as follows:

1. THE GRANTOR HEREBY GRANTS AND CONVEYS IN PERPETUITY AND AT ALL TIMES TO THE GRANTEE, its successors, assigns, agents, servants, permittees, invitees, licensees, officials, work people, contractors and employees full, free and uninterrupted right, licence, liberty, privilege and right of way to, through and over the Lands, with or without vehicles or equipment, for the purposes as follows:

- (a) to conduct surveys and examinations, reconstruct, reinstall, use, inspect, repair, maintain, alter, renew or patrol the water infrastructure and ancillary apparatus (collectively called "the Works") as may be incidental to its undertaking, including, but without limiting the generality of the foregoing, all such manholes, other equipment and appurtenances, whether or not similar to the foregoing, as may be useful or convenient in connection therewith or incidental thereto for carrying, conveying, transmitting and transporting water as may be required for the operation of the Arrow Creek Water System together with the right to access, ingress and egress over the Lands for the purposes aforesaid;
- (b) to bring to the Lands all materials and equipment the Grantee requires or desires for the Works and as is necessary for the operations and maintenance of the Grantee's undertaking.
- (c) to exercise all rights granted to the Grantee herein by its employees, agents, workmen, contractors and other licensees of the Grantee; and
- (d) generally, to do all acts necessary or incidental to the business of the Grantee in connection with the Works.

2. The Grantor HEREBY FURTHER COVENANTS AND AGREES with the Grantee as follows:

- (a) the Grantor will not do or knowingly permit to be done any act or thing which will interfere with access to the Works or cause damage or harm to the Works; and
- (b) the Grantor will from time to time and at all times upon every reasonable request of the Grantee, and at the cost and charges of the party making the request, promptly do and execute or cause to be made, done or executed, all such further and other lawful acts, deeds, things, devices, conveyances and assurances in law whatsoever for the better assuring unto the Grantee the statutory right of way hereby granted.

3. The Grantee HEREBY COVENANTS AND AGREES with the Grantors as follows:
- (a) the Grantee will as far as reasonably necessary, carry out any maintenance, repair, replacement, renewal and use of its Works in a proper and workmanlike manner so as to do as little damage as possible to the Lands;
  - (b) following any excavations or other disturbance to the surface of the Lands, the Grantee will properly fill all such excavations and return the site of the excavation and surface of the Lands to the state they were found to be in immediately prior to such excavations as reasonably possible, to a standard acceptable by the Grantor;
  - (c) the Grantee will permit the Grantor to enter the Lands at any time to examine its condition;
  - (d) with the exception of use or repairs in cases of emergencies, the Grantee will make an effort to contact the Grantor in advance of entering the Lands and confine entrance time between 7:00am and 5:00pm unless otherwise agreed upon;
  - (e) the Grantee will use and occupy the Lands only in accordance with the provisions of this indenture;
  - (f) the Grantee will observe, abide by and comply with the applicable laws, bylaws, orders, directions, ordinances and regulations of any competent governmental authority in any way affecting the Lands and any improvements situated thereon, or their use and occupation; and
  - (g) the Grantee will from time to time and all times hereafter indemnify and save harmless the Grantor from and against any loss or damage suffered by him that is caused by workmen in constructing, using, inspecting, repairing, altering, renewing or replacing the Works and any loss or damage suffered by the Grantor or his guests, workmen or licensees by reasons of negligence on the part of the Grantee in the maintenance or operation of the Works.

IT IS MUTUALLY UNDERSTOOD, AGREED AND DECLARED by and between the parties hereto that the covenants, rights, liberties and statutory rights of way herein contained shall be covenants, rights, liberties and rights of way running with the Lands and that none of the covenants herein contained shall be personal or binding upon the Grantor, save and except during the Grantor's seisin or ownership of any interest in the Lands and with respect only that portion of the Lands of which the Grantor shall be seised or in which the Grantor shall have an interest but the Lands shall, nevertheless, be and remain at all times charged therewith;

1. Any and all chattels and fixtures installed by the Grantee on the Lands shall be and shall remain chattels, any rule at law to the contrary notwithstanding, and shall belong solely and exclusively to the party that installed them.

2. Save as aforesaid, nothing in these presents shall be interpreted so as to restrict the Grantor from using the Lands in any manner which does not interfere with the security or efficient functioning of or unobstructed access to the Works.
3. This statutory right of way shall be construed as a blanket charge upon the Lands; provided however that the Grantee covenants and agrees that it will limit its use of the Lands to that area of the Lands as shown approximately on the sketch attached hereto as Appendix "A", and further it is covenanted and agreed that any replacements to the Works must be located within this same area.
4. Notwithstanding anything contained in this indenture, there are hereby reserved to the Grantee all of the rights and powers of expropriation or other powers or privileges granted to them, or enjoyed by them, by or under any Act of the Legislature of the Province of British Columbia, or the Parliament of Canada.
5. This indenture shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.
6. The provisions of this indenture constitute the entire agreement between the Grantor and the Grantee with respect to the subject matters hereof. There are no representations, warranties, guarantees, promises, agreements, covenants or conditions on the part of either party other than those set forth in this indenture. This indenture may only be altered by written agreement executed by the Grantor and the Grantee.

IN WITNESS WHEREOF the Grantor has duly executed this Agreement by signing the Form C to which this Agreement is attached and forms part.



1 2 3 4 5 6 7 8

A

B

C

D

E

LOT 1  
NEP 9964

2 MILLION GAL  
RESERVOIR

REZ RTU UNIT

450mm  
GATE VALVE

450mmØ MAIN

CAP & AIR RELIEF  
CHAMBER WITH STEEL  
MANHOLE COVER

V58 250mmØ VALVE &  
MAIN TO #3 LATERAL

TO TOWN OF  
CRESTON

BROKEN &  
DISCONNECTED

LOT C  
1096971

250mmØ AC #3 LATERAL

OLD RES DRAIN

250mm  
VALVE

METER PIT w  
250mm METER

200mmØ TURBINE IN  
METRE PIT  
200mmØ BUTTERFLY VALVE  
IN CRESTON VALVE CHAMBER



**REGIONAL DISTRICT OF  
CENTRAL KOOTENAY  
ENVIRONMENTAL SERVICES**

Box 590, 202 Lakeside Dr., Nelson BC, V1L 5R4  
Tel: (250) 352-6665 Fax: (250) 352-9300  
Web: www.rdck.bc.ca E-mail: rdck@rdck.gov.bc.ca

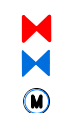
ERICKSON  
WATER DISTRIBUTION  
SYSTEM

SITE MAP OF  
LOT 1 NEP9964

210

VERIFY SCALE  
BAR IS 12mm ON  
ORIGINAL DRAWING.  
0 12mm  
IF NOT 12mm ON  
THIS SHEET ADJUST  
SCALES ACCORDINGLY.

LEGEND



RDCK Valve  
Creston Valve  
Meter

RDCK Main  
Creston Main





OFFER TO PURCHASE

DATE: June 26, 2023

The Town of Creston (hereinafter referred to as the "purchaser") having inspected the real estate described in this Agreement and owned by Regional District of Central Kootenay (hereinafter referred to as the "vendor")

HEREBY OFFERS AND AGREES to purchase the following property:

a certain parcel of land in the Town of Creston being the former Erickson water reservoir and which is legally described as:

PID 013-048-856  
Lot 1, Block 20, District Lot 891, Block 20 Kootenay District Plan NEP9964  
(See Plan as to Limited Access)

(which lands are hereinafter referred to as the "Property")

for the price of ONE DOLLAR (\$1.00, hereinafter the "purchase price"), payable as follows:

- I. Balance of \$1.00 by 5:00 pm on the Completion Date by cheque or transfer or bank draft payable to the vendor.

The purchaser offers to purchase the above-described Property for the price set out above and subject to the conditions herein set forth.

**Completion Date:** The sale shall be completed not later than September 8, 2023

**Possession Date:** The purchaser shall have the right to sole, undisturbed vacant possession of the Property at 5:00 pm local time on the Completion Date.

**Adjustment Date:** The parties agree there will be adjusts for property taxes etc.

**Goods and Services Tax Certificate:**

Any GST applicable to this sale is in addition to the purchase price stated herein, and must be paid by the purchaser, provided that the purchaser may self-assess for GST on evidence of GST registration status satisfactory to the vendor. The purchaser

		_____	_____	_____
INIT	INIT	INIT	INIT	INIT

agrees to and does indemnify the vendor from any and all GST arising on this supply.

**Costs:**

The purchaser shall be responsible for the cost of the conveyance including transfer taxes and GST. The vendor shall pay any costs to clear the title of financial charges or liens (if any). The parties will pay their own solicitor/notary fees.

**Title:**

The vendor agrees to transfer to the purchaser title to the property, free and clear of all encumbrances except restrictive covenants, reservations and exceptions in the original grant from Crown, easements, and/or rights of way in favour of utilities and public authorities now registered. PROVIDED THAT it is agreed and understood that the vendor will register a blanket statutory Right of Way (SRW) in its own favour to use, maintain, repair and replace its existing water services infrastructure. The draft SRW will be presented to the purchaser for approval upon signing this Contract and must be approved by the purchaser subject only to reasonable amendments it requests.

**Inclusions:**

The purchase price includes vacant land only. The property is sold in AS-IS condition and the purchaser has inspected the property, knows of its past uses, and waives any disclosures.

**Risk:**

The property shall remain and be at the risk of the vendor until Completion.

**General:**

The vendor and purchaser acknowledge and agree that the property is being gifted by the vendor to the purchase and no funds are being exchanged.

The vendor and purchaser agree the fair market value of the property is \$175,000.00 in accordance with the 2023 BC Assessment Roll.

KD      [Signature]      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
INIT      INIT      INIT      INIT      INIT



This agreement shall be binding on the parties and their respective heirs, executors, administrators and assigns. The laws of the Province of British Columbia shall govern this Agreement. THERE ARE NO warranties, representations, guarantees, promises or agreements other than those contained herein, all of which shall survive the completion of the sale and shall be binding upon the parties after the execution and registration of the documents of completion.

THIS OFFER, when accepted, shall constitute a binding contract of purchase and sale and time shall in all respects be of the essence hereof. This offer is open for acceptance until 4:00 p.m. on the **18<sup>th</sup> day of August, 2023**. Acceptance must be signified by each vendor duly executing the appropriate section of this Agreement and providing same to the purchaser or his solicitor in person or by facsimile transmission.

Dated at Creston, British Columbia, this 7 day of July, 2023.

**Purchaser:**

Town of Creston per:

  
\_\_\_\_\_  
Authorized Signatory

  
\_\_\_\_\_  
Authorized Signatory

**ACCEPTANCE:**

Dated at Nelson, British Columbia, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**Vendor:**

Regional District of Central Kootenay, per:

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Authorized Signatory

  
INIT

  
INIT

\_\_\_\_\_  
INIT

\_\_\_\_\_  
INIT

\_\_\_\_\_  
INIT

TERMS OF INSTRUMENT - Part 2

**STATUTORY RIGHT OF WAY**

BETWEEN:

THE REGIONAL DISTRICT OF CENTRAL KOOTENAY

A regional district duly incorporated as such under and by virtue of the provisions of the *Community Charter* and the *Local Government Act*

Box 590, 202 Lakeside Drive

Nelson, BC, V1L 5R4

(hereinafter called the "Grantor")

AND:

THE REGIONAL DISTRICT OF CENTRAL KOOTENAY

A regional district duly incorporated as such under and by virtue of the provisions of the *Community Charter* and the *Local Government Act*

Box 590, 202 Lakeside Drive

Nelson, BC, V1L 5R4

(hereinafter called the "Grantee")

WHEREAS:

- A. The Grantor is the registered owner of those certain parcels and tracts of land situate, lying and being near the Town of Creston, Province of British Columbia, and more particularly known and described as:  
  
PID: 013-048-856  
Lot 1 District Lot 891 Kootenay District Plan 9964 See Plan As To Limited Access  
(hereinafter called "the Lands").
- B. Section 218 of the Land Title Act, R.S.B.C. 1996, c. 250 enables the Grantor to grant in favour of the Grantee a statutory right of way for the purpose of accessing and maintaining the existing infrastructure located on the Lands which is related to the Arrow Creek Water System.
- C. The Grantee requires and the Grantor wishes to grant to the Grantee a statutory right of way for accessing and maintaining the existing infrastructure located on the Lands which is related to the Arrow Creek Water System.

- D. The statutory right of way herein granted is necessary for the operations and maintenance of the Grantee's undertaking.

NOW THEREFORE THIS INDENTURE WITNESSETH that in consideration of the Grantee's covenants herein contained and the sum of One (\$1.00) Dollar and other good and valuable consideration now paid by the Grantee to the Grantor, the receipt and sufficiency of which is hereby acknowledged and in consideration of the mutual covenants, promises and agreements hereinafter contained, the parties agree as follows:

1. THE GRANTOR HEREBY GRANTS AND CONVEYS IN PERPETUITY AND AT ALL TIMES TO THE GRANTEE, its successors, assigns, agents, servants, permittees, invitees, licensees, officials, work people, contractors and employees full, free and uninterrupted right, licence, liberty, privilege and right of way to, through and over the Lands, with or without vehicles or equipment, for the purposes as follows:

- (a) to conduct surveys and examinations, reconstruct, reinstall, use, inspect, repair, maintain, alter, renew or patrol the water infrastructure and ancillary apparatus (collectively called "the Works") as may be incidental to its undertaking, including, but without limiting the generality of the foregoing, all such manholes, other equipment and appurtenances, whether or not similar to the foregoing, as may be useful or convenient in connection therewith or incidental thereto for carrying, conveying, transmitting and transporting water as may be required for the operation of the Arrow Creek Water System together with the right to access, ingress and egress over the Lands for the purposes aforesaid;
- (b) to bring to the Lands all materials and equipment the Grantee requires or desires for the Works and as is necessary for the operations and maintenance of the Grantee's undertaking.
- (c) to exercise all rights granted to the Grantee herein by its employees, agents, workmen, contractors and other licensees of the Grantee; and
- (d) generally, to do all acts necessary or incidental to the business of the Grantee in connection with the Works.

2. The Grantor HEREBY FURTHER COVENANTS AND AGREES with the Grantee as follows:

- (a) the Grantor will not do or knowingly permit to be done any act or thing which will interfere with access to the Works or cause damage or harm to the Works; and
- (b) the Grantor will from time to time and at all times upon every reasonable request of the Grantee, and at the cost and charges of the party making the request, promptly do and execute or cause to be made, done or executed, all such further and other lawful acts, deeds, things, devices, conveyances and assurances in law whatsoever for the better assuring unto the Grantee the statutory right of way hereby granted.

3. The Grantee HEREBY COVENANTS AND AGREES with the Grantors as follows:
- (a) the Grantee will as far as reasonably necessary, carry out any maintenance, repair, replacement, renewal and use of its Works in a proper and workmanlike manner so as to do as little damage as possible to the Lands;
  - (b) following any excavations or other disturbance to the surface of the Lands, the Grantee will properly fill all such excavations and return the site of the excavation and surface of the Lands to the state they were found to be in immediately prior to such excavations as reasonably possible, to a standard acceptable by the Grantor;
  - (c) the Grantee will permit the Grantor to enter the Lands at any time to examine its condition;
  - (d) with the exception of use or repairs in cases of emergencies, the Grantee will make an effort to contact the Grantor in advance of entering the Lands and confine entrance time between 7:00am and 5:00pm unless otherwise agreed upon;
  - (e) the Grantee will use and occupy the Lands only in accordance with the provisions of this indenture;
  - (f) the Grantee will observe, abide by and comply with the applicable laws, bylaws, orders, directions, ordinances and regulations of any competent governmental authority in any way affecting the Lands and any improvements situated thereon, or their use and occupation; and
  - (g) the Grantee will from time to time and all times hereafter indemnify and save harmless the Grantor from and against any loss or damage suffered by him that is caused by workmen in constructing, using, inspecting, repairing, altering, renewing or replacing the Works and any loss or damage suffered by the Grantor or his guests, workmen or licensees by reasons of negligence on the part of the Grantee in the maintenance or operation of the Works.

IT IS MUTUALLY UNDERSTOOD, AGREED AND DECLARED by and between the parties hereto that the covenants, rights, liberties and statutory rights of way herein contained shall be covenants, rights, liberties and rights of way running with the Lands and that none of the covenants herein contained shall be personal or binding upon the Grantor, save and except during the Grantor's seisin or ownership of any interest in the Lands and with respect only that portion of the Lands of which the Grantor shall be seised or in which the Grantor shall have an interest but the Lands shall, nevertheless, be and remain at all times charged therewith;

1. Any and all chattels and fixtures installed by the Grantee on the Lands shall be and shall remain chattels, any rule at law to the contrary notwithstanding, and shall belong solely and exclusively to the party that installed them.

2. Save as aforesaid, nothing in these presents shall be interpreted so as to restrict the Grantor from using the Lands in any manner which does not interfere with the security or efficient functioning of or unobstructed access to the Works.
3. This statutory right of way shall be construed as a blanket charge upon the Lands; provided however that the Grantee covenants and agrees that it will limit its use of the Lands to that area of the Lands as shown approximately on the sketch attached hereto as Appendix "A", and further it is covenanted and agreed that any replacements to the Works must be located within this same area.
4. Notwithstanding anything contained in this indenture, there are hereby reserved to the Grantee all of the rights and powers of expropriation or other powers or privileges granted to them, or enjoyed by them, by or under any Act of the Legislature of the Province of British Columbia, or the Parliament of Canada.
5. This indenture shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.
6. The provisions of this indenture constitute the entire agreement between the Grantor and the Grantee with respect to the subject matters hereof. There are no representations, warranties, guarantees, promises, agreements, covenants or conditions on the part of either party other than those set forth in this indenture. This indenture may only be altered by written agreement executed by the Grantor and the Grantee.

IN WITNESS WHEREOF the Grantor has duly executed this Agreement by signing the Form C to which this Agreement is attached and forms part.



1 2 3 4 5 6 7 8

A

B

C

D

E

LOT 1  
NEP 9964

2 MILLION GAL  
RESERVOIR

REZ RTU UNIT

450mm  
GATE VALVE

450mmØ MAIN

CAP & AIR RELIEF  
CHAMBER WITH STEEL  
MANHOLE COVER

V58 250mmØ VALVE &  
MAIN TO #3 LATERAL

TO TOWN OF  
CRESTON

BROKEN &  
DISCONNECTED

LOT C  
1096971

250mmØ AC #3 LATERAL

OLD RES DRAIN

250mm  
VALVE

METER PIT w  
250mm METER

200mmØ TURBINE IN  
METRE PIT  
200mmØ BUTTERFLY VALVE  
IN CRESTON VALVE CHAMBER



REGIONAL DISTRICT OF  
CENTRAL KOOTENAY  
ENVIRONMENTAL SERVICES

Box 590, 202 Lakeside Dr., Nelson BC, V1L 5R4  
Tel: (250) 352-6665 Fax: (250) 352-9300  
Web: www.rdck.bc.ca E-mail: rdck@rdck.gov.bc.ca

ERICKSON  
WATER DISTRIBUTION  
SYSTEM

SITE MAP OF  
LOT 1 NEP9964

VERIFY SCALE  
BAR IS 12mm ON  
ORIGINAL DRAWING.  
0 12mm  
IF NOT 12mm ON  
THIS SHEET ADJUST  
SCALES ACCORDINGLY.

LEGEND



RDCK Valve  
Creston Valve  
Meter



RDCK Main  
Creston Main





# Board Report

**Date of Report:** August 30, 2023  
**Date & Type of Meeting:** September 14, 2023 Regular Board Meeting  
**Author:** Mike Morrison, Manager of Corporate Administration/ Corporate Officer  
**Subject:** Staff Safety and Harassment Policy  
**File:** 01-0590-20  
**Electoral Area/Municipality:** Entire RDCK

## SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to introduce the Staff Safety and Harassment Policy and to recommend adoption of the policy.

## SECTION 2: BACKGROUND/ANALYSIS

In August 2023 meeting the Board adopted the following resolution:

*498/23 "That the Board refer the Respectful Behaviour bylaw back to staff to convert into a policy"*

Background information regarding the intent of and rationale for the bylaw was included in the board report received at the August meeting. At that time the Board did not indicate concern with the content of the bylaw, or direct that any other specific changes be made when converting the bylaw to a policy.

Consequently the content of the policy included as Attachment A to this report is more or less the same as with the bylaw received at the August meeting , with the following change noted:

### 1. Removal of Section 5 -Offence

The Offence section was a late addition to the bylaw that arose from legal review. It is only appropriate to include an Offence section within a bylaw. The wording has no effect if included in a policy. The removed language is as follows:

#### **OFFENCE**

*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.*

The only purpose of adding the Offence section was to allow the RDCK to pursue a statutory injunction through the court in an extraordinary enforcement situation with an offending individual. Statutory injunctions are generally easier to obtain than other injunctions. Removal of the Offence section does not limit in any way the RDCK's ability to pursue other injunctions if necessary. Staff consider that the likelihood of the RDCK pursuing any type of injunction in a matter related to this policy to be very low.

## **2. Changes to Schedule D**

Schedule D has been revised to show RDCK facilities in alphabetical order . Consultation with water utilities group indicated no public interactions are reported at water treatment facilities, with the exception of the Erickson water office. This facility has been added to the Schedule. Some adverse public interactions between utility operators and the public have been experienced in the community and outside of RDCK facilities, notably when crossing rights-of-way in order to access remote infrastructure. These types of interactions will be covered in a forthcoming policy to address interactions between the public and staff who regularly work outside RDCK facilities, as directed by the Board by resolution 358/22.

## **3. Change to General Manager Definition**

The bylaw defined specific roles for General Managers. Upon further consideration by staff the definition was changed in the policy to Senior Manager (defined as a member of the senior management team) considering that, under the RDCK's current structure, not every RDCK facility falls under the purview of a General Manager. There are also slight wording changes in the policy to enable any senior manager, not just the one assigned to the relevant department, to fulfill the role of senior manager in relation to applying the policy. This would be helpful in the case of absence of the most relevant senior manager, or where the relevant senior manager may be personally involved in an incident.

In addition to the above noted changes, and as discussed at the August meeting, the bylaw considered by the Board in August would formally delegate the authority to the Chief Administrative Officer to consider appeals of enforcement matters under the bylaw. In accordance with the wording of the proposed bylaw, such delegation would prevent the Board from reconsidering a decision of the CAO in these matters after that decision was made.

By adopting a policy instead of a bylaw, the Board still enables the CAO to consider and rule on appeals. However it would remain open for the Board to reconsider a decision made by the CAO. No specific direction was given by the Board to make provisions for Board involvement in appeals within the policy. In staff's opinion it is not necessary to do so at this time. Whether or not the Board would wish to consider an appeal on a specific matter would very much depend on the specific circumstances of each situation, and there are mechanisms in place already to have matters brought forward for Board consideration.

As noted in the previous report the expected benefits of adopting the policy 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 policy 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 policy can be appealed to the Chief Administrative Officer;

Staff strongly recommend adoption of the policy.

### SECTION 3: DETAILED ANALYSIS

#### 3.1 Financial Considerations – Cost and Resource Allocations:

<b>Included in Financial Plan:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Financial Plan Amendment:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Debt Bylaw Required:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Public/Gov't Approvals Required:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> 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 policy 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 policy 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 policy, and copies of the policy being placed at RDCK facilities.

#### 3.7 Staffing/Departmental Workplan Considerations:

The policy 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 Board adopt Policy Number 200-04-03 Staff Safety and Harassment Policy, effective immediately”*

The advantages of adopting the bylaw are listed within Section 2 of this report. Staff have not identified any potential downsides of the policy, other than the additional staff time required if incidents occur to follow the steps listed in the policy.

### Option 2

*“That staff be directed to make the following changes to the Staff Safety and Harassment Policy...”*

If changes to the policy are desired, the Board should identify these specific changes to staff

### Option 3

*“That staff be directed to take no further action on developing the Staff Safety and Harassment Policy ”*

Directors should be aware that if no further action on the policy 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 policy would likely form part of internal guidance documents to be used by staff in dealing with incidents.

## SECTION 5: RECOMMENDATIONS

That the Board adopt Policy Number 200-04-03 Staff Safety and Harassment Policy, effective immediately

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 – Policy 200-04-03 Staff Safety and Harassment Policy



Number: 200-04-03  
REGIONAL DISTRICT OF CENTRAL KOOTENAY  
**Policy Manual**

**Chapter:** Administration

**Section:** Occupational Health and Safety

**Subject:** Staff Safety and Harassment Policy

<b>Board Resolution:</b>	[Board resolution number]	<b>Established Date:</b>	[Date of policy]	<b>Revised Date:</b>	[Revised date of policy]
--------------------------	---------------------------	--------------------------	------------------	----------------------	--------------------------

## **POLICY:**

### **PURPOSE:**

The Regional District of Central Kootenay (the “Regional District” or “RDCK”) is committed to providing a safe workplace for its staff, free of physical or psychological violence, bullying, and harassment. This commitment includes when working in RDCK public spaces and interacting with the public.

The Regional District acknowledges the right of members of the public to access RDCK public spaces and services, however there is a reasonable expectation that the public interacts with staff respectfully, without causing, or without the threat of causing, physical or psychological harm.

This policy provides direction and guidance to Regional District staff regarding incidents and inappropriate behaviour involving staff and members of the public when interacting in RDCK public spaces. The policy ensures that incidents are investigated and resolved in accordance with the principles of procedural fairness.

### **1. SCOPE:**

The policy applies to all persons within Regional District of Central Kootenay Facilities listed in Appendix D, and applies to Incidents and Inappropriate Behaviour involving one or more members of the public. For certainty, this policy does not apply to interactions internally between RDCK Staff, Directors, volunteers or contractors.

### **2. DEFINITIONS:**

In this policy:

**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*.

**Senior Manager** means a person employed by the RDCK as a Manager or General Manager and designated by the Chief Administrative Officer as a member of the senior management team.

**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 policy, 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.



### **3. INTERPRETATION**

In this policy, a reference to Supervisor, Manager, Senior 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.

### **4. POLICY**

#### **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 policy.
- (b) Senior Managers are authorized to issue a Suspension to or impose Conditional Access Requirements on any person who is not in compliance with this policy, for a term of up to one year. In exercising their discretion under this section, Senior Managers shall consider the factors set out in section 9 of Appendix A of this policy and adhere to the process set out in Appendix B of this policy.
- (c) All RDCK Staff will exercise their power and authority under this Policy 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 policy 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 Policy and consider the factors set out in section 9 of Appendix A of this policy 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, a Senior 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 policy, 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 policy.

## **5. APPENDICES**

- Appendix A – Incident Response Procedure
- Appendix B – Inappropriate Behaviour Enforcement– Suspensions
- Appendix C – Appeal Procedure
- Appendix D – RDCK Facilities



Number: 200-04-03  
REGIONAL DISTRICT OF CENTRAL KOOTENAY  
**Policy Manual**

---





***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 a Senior 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 policy 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 policy and taking no further action;
- b. determining that the Incident constituted a violation of this policy but deciding that no further action is required;
- c. determining that the Incident constituted a violation of this policy 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 a Senior Manager, including that the person not enter or use any RDCK Facility until they meet with the Manager or a Senior Manager;
  - recommending that a Senior Manager impose a Suspension from one or more RDCK Facilities in accordance with Appendix B; and
  - recommending that a Senior 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 a Senior Manager including a proposed scope and duration of the Conditional Access Requirements or Suspension and any terms and conditions.

12. A Senior 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 Senior Manager, the Manager shall prepare a confidential memorandum regarding the Conditional Access Requirements or



Number: 200-04-03  
REGIONAL DISTRICT OF CENTRAL KOOTENAY  
**Policy Manual**

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 Senior 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 policy and the RDCK's legal obligations. Without limitation, a Senior 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, a Senior 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 policy, if applicable. A Senior Manager may elect to have the person notified by the RDCK's legal counsel.
3. A Senior 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 policy, 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 policy, 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. A Senior 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**

Description	Address	City
Balfour Beach Regional Park	8951 Meadow Street	Balfour
Balfour Fire Hall	308 Beggs Road	Nelson
Balfour Transfer Station	821 Heyland Road	Balfour
Beasley Fire Hall	5095 Highway 3A and 6	Beasley
Bigelow Bay Regional Park	1310 Kildare Street	Rural New Denver
Blewett Fire Hall	4389 Carlson Road	Nelson
Bonnington Regional Park	4050 Brown Road	Nelson
Bonnington Regional Park	4050 Brown Road	South Slocan
Boswell Transfer Station	12575 Hepher Road	Boswell
Brilliant Bridge Regional Park	1849 Brilliant Rd	Castlegar
Burton Transfer Station	248 Caribou Creek Road	Burton
Castlegar and District Recreation Complex	2101 6th Avenue	Castlegar
Central Landfill	550 Emerald Road	Salmo
Child Care Centre	2111 6 Avenue	Castlegar
Cottonwood Lake Regional Park	4224 Highway 6	Rural Nelson
Crawford Bay Transfer Station	16798 Crawford Creek Road	Crawford Bay
Crawford Creek Regional Park	15941 Highway 3A	Crawford Bay
Crescent Valley Beach Regional Park	1271 Highway 6	Crescent Valley



Number: 200-04-03  
**REGIONAL DISTRICT OF CENTRAL KOOTENAY**  
**Policy Manual**

Crescent Valley Fire Hall	1365 Highway 6	Crescent Valley
Crescent Valley Recycling Depot	1285 Highway 6	Castlegar
Creston and District Community Complex	312 19th Avenue North	Creston
Creston Recycling Depot	412 Helen Street	Creston
Creston Valley Visitors Centre	121 Northwest Blvd	Creston
East Subregion – Creston Landfill	1501 Mallory Road	Creston
Edgewood Transfer Station	8855 Highway 6	Edgewood
Erickson Water Office	3718 Haskins Road East	Erickson
Glacier Creek Regional Park	1450 Duncan Fire Service Road	Howser
Glade Wharf	1049 Division Road	Castlegar
Grohman Narrows Transfer Station	1201 Insight Drive	Nelson
Harrop Fire Hall	6430 Harrop-Procter Road	Nelson
Historic Ainsworth Wharf Regional Park	3552 Water Street	Ainsworth
James Johnstone Regional Park	374 Johnstone Road	Rural Nelson
Kaslo Fire Hall	529 Arena Road, PO Box 727	Kaslo
Kaslo Transfer Station	1302 Kaslo West Road	Kaslo
Kokanee Park Marina Recycling Depot	5110 Highway 3A	Nelson
Krestova Regional Park		Krestova



Number: 200-04-03  
**REGIONAL DISTRICT OF CENTRAL KOOTENAY**  
**Policy Manual**

Lardeau Regional Park	300 Kootenay Street	Lardeau
Lister / Canyon Fire Hall	2850 Lister Road	Creston
Marblehead Transfer Station	13825 Highway 31	Marblehead
McDonalds Landing Regional Park	3127 BC – 3A	Nelson
Morning Mountain Regional Park	2548 Blewett Ski Hill Road	Blewett
Nakusp Landfill	1420 Hot Springs Road	Nakusp
Nelson and District Community Complex	305 Hall Street	Nelson
Nelson Civic Arena	305 Hall Street	Nelson
Nelson Recycling Depot	70 Lakeside Drive	Nelson
Nelson Salmo Great Northern Trail	1501 Svoboda Road, Nelson (Svoboda Trailhead) & 1101 Gore Street, Nelson (Mountain Station Trailhead)	Nelson
Nelson Search and Rescue Facility	675 Whitman Road	Nelson
New Denver Fitness Centre and Gymnasium	401 Galena Ave	New Denver
New Denver Recycling Depot	611 Slocan Avenue	New Denver
North Shore Community Hall	674 Whitmore Road	Nelson
North Shore Fire Hall	2703 Greenwood Road	Nelson
Old School House Community Facility	3253 South Slocan Village Road	South Slocan
Ootischenia Fire Hall	119 Ootischenia Road	Castlegar





Number: 200-04-03  
**REGIONAL DISTRICT OF CENTRAL KOOTENAY**  
**Policy Manual**

Ootischenia Landfill	671 Columbia Road	Castlegar
Pass Creek Fire Hall	1789 Winter Road	Castlegar
Pass Creek Park	1095 Relkoff Road	Castlegar
Passmore Fire Hall	3725 Highway 6	Slocan Park
Pioneer Ice Arena	925 Columbia Avenue	Castlegar
Pulpit Rock Access Regional Trail	195 Johnstone Road	Rural Nelson
RDCK Creston Office and Library	531 16th Avenue South, RR 5	Creston
RDCK Head Office	202 Lakeside Drive, Box 590	Nelson
RDCK Nakusp Office	204 6th Ave NW	Nakusp
RDCK Offices	333 Victoria Street	Nelson
Riondel Community Centre and Park	1511 Eastman Avenue	Riondel
Riondel Curling Rink	232 Fowler Street	Riondel
Riondel Fire Hall	237 Fowler Street	Riondel
Riondel Recycling Depot	232 Fowler Street	Riondel
Robson Fire Hall	3037 Waldie Avenue	Robson
Robson Wharf	3100 Block of Broadwater Road, DL 13002	Robson
Rosebery Parklands Regional Park	505 Rosebery Loop Road	Rosebery
Rosebery to Three Forks Regional Trail (Galena Trail)	1202 Denver Siding Road - 125 Sandon Cody Road	New Denver - Sandon
Rosebery Transfer Station	5250 Highway 6	Rosebery



Number: 200-04-03  
**REGIONAL DISTRICT OF CENTRAL KOOTENAY**  
**Policy Manual**

Rosebud Lake Regional Park	755 Rosebud Lake Road	Nelway
Rotacrest New Horizons Hall	230 19th Avenue North	Creston
Salmo and Area Pool	303 7th Street	Salmo
Salmo Recycling Depot	1003 Glendale Avenue	Salmo
Salmo Valley Youth and Community Centre	7th Street	Salmo
Slocan Fire Hall	503 Slocan Street	Slocan
Slocan Park Hall	3036 Highway 6	Nelson
Sunshine Bay Park	6915 Sunshine Bay Wharf Road	Nelson
Taghum Beach Regional Park	3304 Granite Road	Blewett
Tarry's Fire Hall	2103 Highway 3A	Castlegar
Waterloo Eddy Regional Park	695 Waterloo Road	Ootischenia
West Subregion – Slocan Transfer Station	8875 Slocan South Road	Slocan
Winlaw Fire Hall	5941 Highway 6	Winlaw
Winlaw Recycling Depot	5686 Highway 6	Winlaw
Winlaw Regional Park	6010 Slocan River Road	Appledale
Wynndell / Lakeview Fire Hall	5071 Wynndel Road	Wynndel
Yahk Kingsgate Fire Hall	8155 Highway 95	Yahk
Yahk Transfer Station	8790 Railway Avenue	Yahk
Ymir Fire Hall	7209 First Avenue	Ymir
Ymir Transfer Station	190 Oscar Bear Road	Ymir



Number: 200-04-03  
REGIONAL DISTRICT OF CENTRAL KOOTENAY  
**Policy Manual**

REGIONAL DISTRICT OF CENTRAL KOOTENAY

# Strategic Plan

Prepared by: Tracey Lorenson | [www.civicecellence.com](http://www.civicecellence.com)



DRAFT



## Vision

The Board's vision is a sustainable Central Kootenay Region that is peaceful, pristine, and prosperous.



## Mission

The Regional District of Central Kootenay works to create thriving communities through values such as variety, creativity and appreciation. This is achieved through dependable decision-making, direction and facilities as well as top-notch services.

**DRAFT**



## Values

We will work with our community partners in a variety of ways to determine how what we do can benefit them.



**Inclusivity** - We are committed to creating an inclusive and accessible environment that respects diversity in all its forms.



**Innovation** - We strive to create an environment of innovation and collaboration that encourages partnership, creativity, and growth.



**Integrity** - Our goal is to act in a way that benefits the region as a whole, while staying true to our vision, ensuring that we keep our promises.



**Stewardship** - We will use the resources given to us by citizens, businesses, government partners, and others in a careful and thoughtful manner for the betterment of us all.



**Working together** - By working together and combining our different perspectives, we can create the best future for our region.



**Reconciliation** - We will work with our Indigenous neighbours to assist in empowering community success through partnerships on projects and service delivery.

DRAFT



# STRATEGIC PRIORITIES



**Organizational  
Excellence**



**Manage our Assets  
and Operations in a  
Fiscally Responsible  
Manner**



**Strategic  
Relationships and  
Partnerships**



**Climate and  
Environmental  
Responsibilities**



**Innovate to Reduce  
the Impact of Solid  
Waste**



**Regional Approach  
to Growth**



**Advocacy**

**DRAFT**





## Organizational Excellence

**Our objective is to establish a resilient governance structure that fosters excellence in every aspect of service delivery.**

### AREAS OF FOCUS

- Prioritize robust two way communication with our residents ensuring information is delivered in a range of mediums
- Ensure our Board decisions are fact based and policy focused and we are disciplined in undertaking new initiatives
- Continue to update our policies and processes to be responsive and adaptable
- Review our governance structures to ensure we have the appropriate balance of input and accountability
- Continue to focus on our core services to ensure effective and efficient delivery through our Region.

DRAFT



## Manage our Assets and Operations in a Fiscally Responsible Manner

**Our objective is to optimize the utilization of our financial resources, ensuring maximum efficiency and delivering exceptional value.**

### AREAS OF FOCUS

- Create and follow RDCK asset management plans to finance asset replacement over defined periods.
- Manage taxation by responding to residents' needs and appropriately prioritizing projects.
- Prioritize our work plans to ensure that resources are deployed on projects that align with Board priorities..
- Be forward thinking in asset replacement in order to take advantage of developments in technology with the goal of longer term cost reduction.



## Strategic Relationships and Partnerships

**Our objective is to prioritize the active participation of Indigenous communities and volunteer organizations in decision-making processes that directly affect their lives.**

### AREAS OF FOCUS

- Continue on the path to reconciliation through respectful and inclusive dialogue
- Form long lasting, strong partnerships with Indigenous communities in support of their continued success
- Partner with our member communities to leverage the skills in the Region to ensure valuable work is done by those who do it well
- Explore areas of common interest with our neighboring regions and align advocacy
- Celebrate our volunteers and acknowledge their dedication and time commitment.
- Work with societies and organizations to operate and maintain recreational assets.

DRAFT



## Climate and Environmental Responsibilities

**Our objective is to diligently respond to the expectations of our residents by actively incorporating their perspectives and prioritizing environmental stewardship in all our actions.**

### AREAS OF FOCUS

- Ensuring our watersheds are protected and well governed
- Proactively prepare and mitigate the impacts of natural risks, (fire, floods and slides) including preparedness at the community level
- Support response in emergency situations with resident safety our top priority
- Lead by example and implement strategies to support environmental stewardship.



## Innovate to Reduce the Impact of Solid Waste

**Our objective is to leverage available opportunities in order to enhance our Waste Management System.**

### AREAS OF FOCUS

- Continue to invest in a sustainable, cost-effective recycling program for our residents.
- Partner with the public to reduce waste through education and information
- Implement and update the RDCK Resource Recovery Plan.
- Lobby provincial and federal governments for stricter waste reduction guidelines for stewardship groups and industry.
- Investigate opportunities for value added materials transformation in recycled goods.

DRAFT



## Regional Approach to Growth

**Our objective is to ensure that the decisions made by the board are thoroughly analyzed and considered from a comprehensive perspective.**

### AREAS OF FOCUS

- Align land use planning while respecting our unique geography to ensure our ability to provide water and other infrastructure is maintained
- Understand the uniqueness of each community as it relates to policy development, to provide a balanced approach to regional vs. local
- Ensure our processes and systems support sustainable service delivery through our Region
- Continue to support community-driven sub-regional initiatives to enhance economic health in the Region
- Support housing initiatives through partnerships where servicing and amenities can support more densification



## Advocacy

**Our goal is to leverage our influence to actively advocate for the improvement of the well-being of our region through strategic lobbying efforts.**

### AREAS OF FOCUS

- Actively advocating for the limiting of downloading of provincial responsibilities onto local government
- Ensuring that urban designed programs are reviewed and our residents have access to appropriately “rural scaled” programs
- Advocating for more consultation with local governments on provincial programs that will either impact or be implemented by us, particularly those with a financial impact on our taxpayers.

DRAFT



# 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.*

<b>Organization/Society Name:</b> Creston Valley Rotary Club	<b>Date of Application:</b> 08/15/2023
<b>Contact Name:</b> Rick Minichiello	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: A <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 2503-20th Street, Creston, BC V0B 1G2  Creston British Columbia V0B 1G2	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 428-6689	<b>Email:</b> rickminichiello@gmail.com

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

This is our annual Golf fund raiser. The funds we raise go back into the community for upgrading parks, playgrounds, hospital equipment, student scholarships, subsidizing student travel costs, Angel flights, Creston food banks, Taps and the Creston Ministerial Association

The tournament is a fun tournament for golfers and non golfers. We try to stress the fun aspect and that we are helping support the community.

This is our major fund raiser for the year.

**Grant Application:**

Total Grant Requested: \$ \$500.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Estimated revenue	
Entry fees \$ 5,200. Previous Discretionary Grants Received – Year and Amount: 2022 - \$500	

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:  
2023-08-15 14:48:56

Rick Minichiello

Signature

Print Name

**Authorization**

Signature of Area Director    Signed by director	Total Grant Approved \$    \$500
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.*

<b>Organization/Society Name:</b> Creston Valley Rotary Club	<b>Date of Application:</b> 08/15/2023
<b>Contact Name:</b> Rick Minichiello	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 2503-20th Street, Creston, BC V0B 1G2  Creston British Columbia V0B 1G2	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 428-6689	<b>Email:</b> rickminichiello@gmail.com

### Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Drive for Rotary is our large annual Golf Tournament fund raiser. The funds raised are used to help support the community.

### Grant Application:

<b>Total Grant Requested:</b> \$ 500.00	<b>Which funding criterial objective does this project meet?</b> <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
<b>Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:</b> Entry fees \$ 5,200 Hotel Sponsors 11,000	
<b>Previous Discretionary Grants Received – Year and Amount:</b> 2021 - \$500	

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:**  
2023-08-15 15:01:36

---

Signature

Rick Minichiello

---

Print Name

### Authorization

<b>Signature of Area Director</b> Signed by director	<b>Total Grant Approved \$</b> \$500
<b>Board Approved Date:</b>	<b>Resolution #</b>



# 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.*

<b>Organization/Society Name:</b> Creston Valley Thunder Cats Junior Hockey Association	<b>Date of Application:</b> 08/16/2023
<b>Contact Name:</b> Shannon Veitch	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 312 19th Avenue North P.O. Box 321 Creston BC V0B 1G0	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 428-6050	<b>Email:</b> Shannonveitch03@gmail.com

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Creston Valley Thunder Cats Annual Golf Tournament serves as a major fundraiser for our not for profit community owned Hockey Team. We rely on the funds from this golf tournament to help ice our team and to keep Junior Hockey in the Creston Valley. Sporting events such as ours are a large economic driver for the entire Creston Valley between spectators and player parents coming to town to stay in hotels, eat in our restaurants and watch the games. This year proceeds from the golf tournament go to support both the Creston Valley Thunder Cats and Creston Valley Minor Hockey. ...

**Grant Application:**

<b>Total Grant Requested:</b> \$400.00	<b>Which funding criterial objective does this project meet?</b> <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
<b>Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:</b> Other Creston Valley Businesses have donated to both the Golf Tournament and the Online Auction	
<b>Previous Discretionary Grants Received – Year and Amount:</b> \$400.00 in 2022 for the Golf Tournament	
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: 2023-08-16 15:45:58 _____ Signature	Shannon Veitch _____ Print Name
<b>Authorization</b>	
<b>Signature of Area Director</b> Signed by director	<b>Total Grant Approved \$</b> \$400
<b>Board Approved Date:</b>	<b>Resolution #</b>





# 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.*

<b>Organization/Society Name:</b> Creston Valley Rotary Club	<b>Date of Application:</b> 08/15/2023
<b>Contact Name:</b> Rick Minichiello	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: C <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 2503-20th Street, Creston, BC V0B 1G2  Creston British Columbia V0B 1G2	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 428-6689	<b>Email:</b> rickminichiello@gmail.com

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Drive for Rotary is our large annual Golf Tournament fund raiser. The funds raised are used to help support the community.

**Grant Application:**

Total Grant Requested: \$ 500.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
----------------------------------	--

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:  
Entry fees \$ 5,200

Hotel Sponsors \$ 11,000  
Previous Discretionary Grants Received – Year and Amount: 2021 - \$500

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:  
2023-08-15 15:03:36  
\_\_\_\_\_  
Signature

Rick Minichiello  
\_\_\_\_\_  
Print Name

**Authorization**

Signature of Area Director	Signed by director	Total Grant Approved \$	\$500
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.*

<b>Organization/Society Name:</b> Balfour Senior Citizens Association Branch # 120	<b>Date of Application:</b> 10/01/2023
<b>Contact Name:</b> Edith Lane	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 28-7126 Hwy 3A  Nelson BC V1L6S3	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 229-2204	<b>Email:</b> butch.edith@telus.net

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Balfour Seniors provide a variety of programs for the seniors on the North Shore. Our branch # 120 membership has grown from 40 to 72 in 2023. Programs such as cribbage, chair yoga, carpet bowling and CBAL classes provide both social and physical benefits for our seniors. In addition to these programs we provide a free hot meal - either breakfast, lunch, or dinner once a month. With this free meal program we try to provide social and financial support for seniors living on pension and dealing with not only the rising cost of food, but other everyday living expenses.

**Grant Application:**

Total Grant Requested: \$999.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Cultural
---------------------------------	--

**Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:**  
Our local community store in Balfour supports us with a 20 % discount on our food purchases.

Save on Foods gave us 2 - \$100.00 gift cards in 2023.  
**Previous Discretionary Grants Received – Year and Amount:** 2023 - \$950.00

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

 Signed at: 2023-09-01 12:13:17 _____ Signature	Edith Lane _____ Print Name
---	-----------------------------------

**Authorization**

Signature of Area Director	Signed by director	Total Grant Approved \$	\$999
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.*

<b>Organization/Society Name:</b> Salmo District Arts Council	<b>Date of Application:</b> 08/16/2023
<b>Contact Name:</b> Cheryl Cook	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: G <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> Box 762  Salmo British Columbia V0G1Z0	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 777-1046	<b>Email:</b> cheryleileen@gmail.com

### Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Purchase Laptop and mouse, Headphones, speaker, Printer and Ink

### Grant Application:

Total Grant Requested: \$570	Which funding criterial objective does this project meet? <input type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:  
Columbia Basin Trust- \$2, 850 CONFIRMED

Previous Discretionary Grants Received – Year and Amount: \$700, 2023

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:  
2023-08-16 14:54:20  
\_\_\_\_\_  
Signature

Cheryl Cook  
\_\_\_\_\_  
Print Name

### Authorization

Signature of Area Director	Signed by director	Total Grant Approved \$	\$570
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.*

<b>Organization/Society Name:</b> Shoreacres Hall Society	<b>Date of Application:</b> 08/14/2023
<b>Contact Name:</b> Peter Chernenkoff	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 2712 Shoreacres Rd.  Castlegar B.C. B.C. V1N4R1	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 608-2348	<b>Email:</b> ptch55@gmail.com

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

To assist the Shoreacres Hall Society in day to day expenses in running the Community Hall and its grounds.

**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
--------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Discretionary Grants Received – Year and Amount: February 2923

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:  
2023-08-14 14:10:29

Peter Chernenkoff

**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.*

<b>Organization/Society Name:</b> Edgewood Volunteer Fire Department Society	<b>Date of Application:</b> 08/28/2023
<b>Contact Name:</b> Floyd T Webber	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: K <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 410 Monashee Avenue  Edgewood British Columbia V0G1J0	<b>Payment Type:</b> <input checked="" type="radio"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 269-7551	<b>Email:</b> evfd.edgewood@gmail.com

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

A collection of yard waste and trees are piled up and then pushed up by a forklift loader. Then in late October we take the pumper truck out for fire safety then burn the pile.  
This saves taking this material to the dump or dumped in a clearing in the bush some place.  
This money will be for fuel and a camera to watch over this pile. ( No garbage)

**Grant Application:**

Total Grant Requested: \$ 500.00	Which funding criterial objective does this project meet? <input type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Cultural
----------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:  
No other funding.

Previous Discretionary Grants Received – Year and Amount: 2021 from the area K director

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:  
2023-08-28 09:29:48

---

Signature

Floyd Thomas Webber

---

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.*

<b>Organization/Society Name:</b> Friends of Kootenay Lake Stewardship Society	<b>Date of Application:</b> 08/31/2023
<b>Contact Name:</b> Gwen Dell'Anno	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: A <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> PO Box 651  Nelson British Columbia V2L 5R4	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 777-2477	<b>Email:</b> gwen@friendsofkootenaylake.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..)

As per our phone discussion, the funds would be used to support staff wages in completing 2023 projects. We have recently been to the East shore to sample two creeks for Water Quality Monitoring using the CABIN protocols which were taught to a number of local participants at our early summer training session. We are very interested in placing more focus in the upcoming year on the East shore. While we have completed our Osprey monitoring for 2023 in the South arm, funds would also help us complete the final reporting requirements. We will be out of operating funds by mid-October.

**Grant Application:**

<b>Total Grant Requested:</b> \$ 5000	<b>Which funding critical objective does this project meet?</b> <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:**

Beach Cleanups	ASK	REC
RDCK Area A Discretionary	\$750	\$695.96
RDCK Area E Discretionary	\$500	\$200.00

**Previous Community Development Grants Received – Year and Amount:**

not that I can see

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:  
2023-08-31 15:43:57

Gwen E. Dell'Anno

Signature

Print Name

**Authorization**

<b>Signature of Area Director</b>	Signed by director	<b>Total Grant Approved \$</b>	\$2000
<b>Board Approved Date:</b>	<b>Resolution #</b>		





# 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.*

<b>Organization/Society Name:</b> Yahk Allied Horse Club	<b>Date of Application:</b> 08/30/2023
<b>Contact Name:</b> Monika Currier	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 7960 Hwy 3 Or PO Box 5 Yahk BC V0B2P0	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 420-1902	<b>Email:</b> thebedazzledhorse@yahoo.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..)*

We are a developing horse club with big goals geared towards community growth & creating diverse opportunities for our area, starting with an outdoor riding facility, & grow that into a PUBLIC indoor/outdoor equestrian facility, for a positive, year round, impact. Our Club has the knowledge & experience to run & manage such a facility.

We have a growing membership & have, successfully, held a few events. The response was more than just a little encouraging. Many saying, "About time we had something like this in the area! We need an indoor"

We are committed, & in this for the long term.

**Grant Application:**

Total Grant Requested: \$ 5000

Which funding critical objective does this project meet?

Social       Economic       Environmental

**Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:**

We will be applying to  
Columbia Basin Trust

Horse Council...

**Previous Community Development Grants Received – Year and Amount:**

n/a

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:  
2023-08-30 11:13:53

Monika Currier

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.*

<b>Organization/Society Name:</b> Town of Creston	<b>Date of Application:</b> 08/09/2023
<b>Contact Name:</b> Cathy Chapman	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: C <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> Box 1339  Creston BC V0B 1G0	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 428-2214	<b>Email:</b> 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: \$ 2000.00	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:**  
 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.

**Signed at:**  
2023-08-09 23:04:13

---

Signature

Cathy Chapman for CVHWG

---

Print Name

**Authorization**

Signature of Area Director  Signed by director	Total Grant Approved \$ 2000
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.*

<b>Organization/Society Name:</b> Balfour Senior Citizens Association Branch # 120	<b>Date of Application:</b> 09/01/2023
<b>Contact Name:</b> Edith Lane	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 28-7126 Hwy 3A  Nelson BC V1L6S3	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 229-2204	<b>Email:</b> butch.edith@telus.net

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

Balfour Seniors Branch # 120 would like to continue providing a complete, catered Christmas dinner for the seniors.  
 Many of our seniors have no immediate family in the area and this function is the their only Christmas dinner.  
 Rising cost of food and other basic necessities puts a strain on finances, impacting their the ability to purchase many items.  
 This sit down fully catered meal with friends, is not only their Christmas dinner, but a social event they all look forward to and enjoy.

**Grant Application:**

Total Grant Requested: \$ 985.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental
----------------------------------	---

**Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:**  
 Save on foods has in the past given us a \$ 100.00 gift card to purchase appetizers for the seniors pre dinner enjoyment. We anticipate receiving their support again this year.

**Previous Community Development Grants Received – Year and Amount:**

2023 - \$1612.50

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:  
 2023-09-01 12:45:51  
 \_\_\_\_\_  
 Signature

Edith Lane  
 \_\_\_\_\_  
 Print Name

**Authorization**

Signature of Area Director    Signed by director	Total Grant Approved \$    \$985
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.*

<b>Organization/Society Name:</b> Nelson Search and Rescue Society	<b>Date of Application:</b> 08/19/2023
<b>Contact Name:</b> Scott Spencer	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 675 Whitmore Rd PO Box 254 Nelson BC V1L 5P9	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 354-8868	<b>Email:</b> treasurer@nelsonsar.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..)

NELSON SEARCH AND RESCUE is this year's host of SAREX, the regional Search and Rescue event held annually, when teams from both the West and East Kootenays gather for a weekend of training and knowledge exchange. The entire community benefits from this type of event as SAR volunteers from different teams come together to train, share new ideas and have SAR fun enjoying the great setting of Kokanee Creek Park. Besides the expected 100 SAR volunteers and their families we are inviting the local community to join us as spectators.

**Grant Application:**

<b>Total Grant Requested:</b> \$ 500.00	<b>Which funding critical objective does this project meet?</b> <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
<b>Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:</b> Nelson SAR - \$7,000 (received) FortisBC - \$2,000 (received) NDCU - \$1500 (requested)	
<b>Previous Community Development Grants Received – Year and Amount:</b> 2014 - \$1000	

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

**Signed at:**  
 2023-08-19 13:30:11

---

Signature

Scott Spencer

---

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.*

<b>Organization/Society Name:</b> Procter-Harrop Seniors 'Association BR118	<b>Date of Application:</b> 09/06/2023
<b>Contact Name:</b> Sharon Naslund	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 7906 Woodside Ave  Procter British Columbia V1L 0B8	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 229-5741	<b>Email:</b> rsboldt@telus.net

### Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
*Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)*

We require to reduce our notice levels since the the new drywall and removal of carpet.  
 Crib each week brings in 10 to 20 seniors and are finding the notice level to be hard on hearing aids and communicating among each other.

### Grant Application:

<b>Total Grant Requested:</b> \$ 1,846.77	<b>Which funding criterial objective does this project meet?</b> <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
<b>Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:</b> N/A	
<b>Previous Community Development Grants Received – Year and Amount:</b> None that I know off under the development grants.	
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: 2023-09-06 12:09:33	Sharon Naslund
Signature	Print Name

### Authorization

<b>Signature of Area Director</b> Signed by director	<b>Total Grant Approved \$</b> \$1846.77
<b>Board Approved Date:</b>	<b>Resolution #</b>



# 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.*

<b>Organization/Society Name:</b> Nelson Search and Rescue Society	<b>Date of Application:</b> 08/19/2023
<b>Contact Name:</b> Scott Spencer	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: F <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 675 Whitmore Rd PO Box 254 Nelson BC V1L 5P9	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 354-8868	<b>Email:</b> treasurer@nelsonsar.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..)

NELSON SEARCH AND RESCUE is this year's host of SAREX, the regional Search and Rescue event held annually, when teams from both the West and East Kootenays gather for a weekend of training and knowledge exchange. The entire community benefits from this type of event as SAR volunteers from different teams come together to train, share new ideas and have SAR fun enjoying the great setting of Kokanee Creek Park. Besides the expected 100 SAR volunteers and their families we are inviting the local community to join us as spectators.

**Grant Application:**

<b>Total Grant Requested:</b> \$ 500.00	<b>Which funding critical objective does this project meet?</b> <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
---	--

**Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:**  
 Nelson SAR - \$7,000 (received)  
 FortisBC - \$2,000 (received)  
 NDCU - \$1500 (requested)

**Previous Community Development Grants Received – Year and Amount:**  
 2014 - \$1000

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

 Signed at: 2023-08-19 13:30:11	Scott Spencer
_____ 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.*

<b>Organization/Society Name:</b> Tarrys and District Community Hall Society	<b>Date of Application:</b> 08/20/2023
<b>Contact Name:</b> Eileen Kooznetsoff	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> P.O. Box 3000  CASTLEGAR British Columbia V1N 3L8	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 399-4240	<b>Email:</b> eilkooz@hotmail.com

### Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
*Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)*

The Tarrys and District Community Hall serves diverse users in the Tarrys and extended community. Anyone living between the Brilliant Bluffs and Shoreacres bridge is in the Tarrys Hall catchment area. In Sept 2022 the hall kitchen was damaged due to a lightning strike and the use of the hall was only restored for rental use in late spring. The Community Development grant will assist the Hall Society offset some of its operational costs.

### Grant Application:

Total Grant Requested: \$ \$2000.00	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:

Previous Community Development Grants Received – Year and Amount:

2022 - \$2000.00

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.

*Eileen Kooznetsoff*

Signed at:  
2023-08-20 23:34:28

Eileen Kooznetsoff

Signature

Print Name

### Authorization

Signature of Area Director      Signed by director	Total Grant Approved \$      \$2000
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.*

<b>Organization/Society Name:</b> Pass Creek Community Hall	<b>Date of Application:</b> 08/20/2023
<b>Contact Name:</b> Paul Verigin	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> c/o Area I Director 1657 Hwy 3A Castlegar BC V1N4N5	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 365-7465	<b>Email:</b> pmverigin@shaw.ca

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
*Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)*

Provide funds to assist the Pass Creek Community Hall Society with its 2023 operations

**Grant Application:**

Total Grant Requested: \$ 2000.00	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:

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.

*Paul Verigin*  
Signed at:  
2023-08-20 12:18:44

---

Signature

Paul Verigin

---

Print Name

**Authorization**

Signature of Area Director    Signed by director	Total Grant Approved \$    \$2000
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.*

<b>Organization/Society Name:</b> Union of Spiritual Communities of Christ	<b>Date of Application:</b> 08/14/2023
<b>Contact Name:</b> Fred Fominoff	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> Brilliant Cultural Centre care of Box 760 Grand Forks British Columbia V0H 1H0	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (604) 741-7792	<b>Email:</b> fred.fominoff@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 USCC Brilliant Cultural Centre hosts diverse functions and events throughout the year and serves the Castlegar and District region. This application is to provide funds to assist the Brilliant Cultural Centre (\$3000), Cultural Interpretive Centre (\$250), and Kootenay Men's Group (\$250) with 2023 Operational expenses, and also provide the CIC and KMG for quilting and other materials.

**Grant Application:**

Total Grant Requested: \$ 4500	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:

Previous Community Development Grants Received – Year and Amount:

Information not available.

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:  
2023-08-14 13:18:37

Fred Fominoff

Signature

Print Name

**Authorization**

Signature of Area Director Signed by director	Total Grant Approved \$ 4500
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.*

<b>Organization/Society Name:</b> Nelson Search and Rescue Society	<b>Date of Application:</b> 08/19/2023
<b>Contact Name:</b> Scott Spencer	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 675 Whitmore Rd PO Box 254 Nelson BC V1L 5P9	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 354-8868	<b>Email:</b> treasurer@nelsonsar.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..)

NELSON SEARCH AND RESCUE is this year's host of SAREX, the regional Search and Rescue event held annually, when teams from both the West and East Kootenays gather for a weekend of training and knowledge exchange. The entire community benefits from this type of event as SAR volunteers from different teams come together to train, share new ideas and have SAR fun enjoying the great setting of Kokanee Creek Park. Besides the expected 100 SAR volunteers and their families we are inviting the local community to join us as spectators.

**Grant Application:**

Total Grant Requested: \$500.00	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
---------------------------------	---

**Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:**  
 Nelson SAR - \$7,000 (received)  
 FortisBC - \$2,000 (received)  
 NDCU - \$1500 (requested)

**Previous Community Development Grants Received – Year and Amount:**  
 2014 - \$1000

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:  
2023-08-19 13:30:11

---

Signature

Scott Spencer

---

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.*

<b>Organization/Society Name:</b> Arrow and Slokan Lakes Community Services	<b>Date of Application:</b> 08/17/2023
<b>Contact Name:</b> Tina Knooihuizen	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: K <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 205 6 Ave  Nakusp BC V0G1R0	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 717-6971	<b>Email:</b> tdkpicsart@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..)*

We are requesting this grant for water saving weeping soaker hoses for the Burton Food Security Community Garden.

I have chosen hoses that use up to 70% less water, have a 4.5 star rating with a 7 year warranty.

### Grant Application:

Total Grant Requested: \$ 800	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:  
The Burton Food Security project did receive CBT funding but will not cover this need.

Previous Community Development Grants Received – Year and Amount:

ASLCS is actively involved in numerous projects spanning various categories, However, my role specifically pertains to the BFS project. I am ...

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:  
2023-08-17 13:41:24

Tina

Signature

Print Name

### Authorization

Signature of Area Director    Signed by director	Total Grant Approved \$ 800
--	-----------------------------

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.*

<b>Organization/Society Name:</b> The Corporation of the Village of Salmo	<b>Date of Application:</b> 08/30/2023
<b>Contact Name:</b> Brandy Jessup	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: <input type="checkbox"/> Municipality: Salmo
<b>Mailing Address:</b> PO Box 1000 423 Davies Avenue Salmo BC V0G 1Z0	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 357-9433	<b>Email:</b> 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 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..)

To ensure we have the ability to deliver water to the residents of Salmo.

**Grant Application:**

Total Grant Requested: \$ 10,574.00	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:

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:  
2023-08-30 12:37:30

---

Signature

Brandy Jessup

---

Print Name

**Authorization**

Signature of Area Director    Signed by director	Total Grant Approved \$ 10,574
Board Approved Date:	Resolution #



# The Corporation of the Village of Salmo

P.O. Box 1000  
Salmo, BC V0G 1Z0  
[www.salmo.ca](http://www.salmo.ca)

Phone: (250) 357-9433  
Fax: (250) 357-9633  
Email: [info@salmo.ca](mailto:info@salmo.ca)

September 6, 2023

VIA EMAIL

Regional District of Central Kootenay  
PO Box 590, 202 Lakeside Drive  
Nelson, BC V1L 5R4

**RE: COMMUNITY DEVELOPMENT FUNDS – WELL PUMP MOTOR**

Dear Sir/Madam,

In support of using community development funds to purchase a well pump motor, Council passed the following motion at the Special Council Meeting of August 29, 2023, #8-0830-23 was passed:

*“Moved and seconded, that Council approve using \$10,574 of the Village of Salmo’s portion of the 2023 Community Development Funds towards purchasing a spare well pump motor”.*

The application form was already submitted on August 30. If you require further information, don’t hesitate to contact me at (250) 357-9433 or by email [brandy.jessup@salmo.ca](mailto:brandy.jessup@salmo.ca).

Regards,

Brandy Jessup  
Corporate Officer

FILE NO.: 0400-60/0550-40/1850-30