



Regional District of Central Kootenay
REGULAR BOARD MEETING
Open Meeting Agenda

Date: Thursday, November 16, 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
10:00 a.m. 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:

202 Lakeside Drive - Boardroom
Nelson, BC

2. CALL TO ORDER & WELCOME

Chief Administrative Officer Horn assumes the chair at _____ a.m.

2.1 ELECTIONS

2.1.1 Election of the RDCK Board Chair

- 1. Call for Nominations (3 Times)**
- 2. Opportunity for Candidates to Address the Board**
Two minutes per address.
- 3. Vote by Secret Ballot (will include Electronic Voting RDCK Procedure Bylaw No. 2576, 2019)**
- 4. Declaration of Elected or Acclaimed RDCK Board Chair**
- 5. Destroy Ballots**

RECOMMENDATION:

(ALL VOTE)

That the ballots used in the election of the RDCK Board Chair be destroyed.

2.1.2 Election of the RDCK Board Vice-Chair

- 1. Call for Nominations (3 Times)**
- 2. Opportunity for Candidates to Address the Board**
Two minutes per address.
- 3. Vote by Secret Ballot (will include Electronic Voting RDCK Procedure Bylaw No. 2576, 2019)**
- 4. Declaration of Elected or Acclaimed RDCK Board Chair**
- 5. Destroy Ballots**

RECOMMENDATION:

(ALL VOTE)

That the ballots used in the election of the RDCK Board Vice-Chair be destroyed.

2.2 CHAIR'S ADDRESS

2.3 VICE-CHAIR'S ADDRESS

2.4 COMMENCEMENT OF BOARD MEETING

The RDCK Board Chair assumes the chair.

2.5 TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

2.6 ADOPTION OF THE AGENDA

RECOMMENDATION:

(ALL VOTE)

The agenda for the November 16, 2023 Regular Open Board meeting be adopted as circulated with the addition of the addendum.

2.7 ADOPTION OF THE MINUTES

15 - 40

RECOMMENDATION:

(ALL VOTE)

The minutes from the October 19, 2023 Regular Open Board meeting be adopted as circulated.

2.8 INTRODUCTION

CAO Horn will introduce the following new staff:

- Nancy Metz, Environmental Services, Administrative Assistant who is covering a parental leave; and
- Ian Perreault, Information Technology Technician replacing retiring staff Kirk Smith; and
- Nora Hannon, Disaster Mitigation and Adaptation Senior Advisor, stepping down as the Regional Fire Chief.

2.9 DELEGATION

2.9.1 Nelson and Area Economic Development Partnership and M'akola

41 - 51

Andrea Wilkey, Executive Director Community Futures
Tom Thomson, Executive Director, Nelson & District Chamber of Commerce
Sandy, McKay, Housing Research and Policy Lead M'akola
Jenna Hildebrand, Project Planner M'akola

2.9.1.1 For Information: Greater Nelson Housing Entity Study - Phase 2

52 - 80

The Board Report dated October 4, 2023 from Stephanie Johnson, Planner, providing the Board the results of the Greater Nelson Housing Study Phase Two, has been received for information.

3. BUSINESS ARISING OUT OF THE MINUTES

3.1 Bylaw 2908: Building Amendment

81 - 166

The Board Report dated October 22, 2023 from Chris Gainham, Building Manager, seeking the Board approve third reading and adoption of the Regional District of Central Kootenay Building Amendment Bylaw No. 2908, 2023, has been received.

RECOMMENDATION:

(ALL VOTE)

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

RECOMMENDATION:

(ALL VOTE)

2. That the Regional District of Central Kootenay Building Amendment Bylaw No. 2908, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

3.2 UBCM Complete Communities Program

167 - 170

The Board Report dated September 27, 2023 from Dana Hawkins, Planner, seeking Board approval to apply for the UBCM Complete Communities Program, has been received.

RECOMMENDATION:

(ALL VOTE)

That the Board direct staff to apply to the UBCM Complete Communities Program for growth management planning.

4. COMMITTEES & COMMISSIONS

4.1 FOR INFORMATION

4.1.1 Sunshine Bay Regional Park Commission: minutes September 14, 2023

171 - 173

4.1.2 Kaslo and Area D Economic Development Commission

4.1.2.1 Kaslo and Area D Economic Development Commission: minutes October 16, 2023

174 - 176

Staff has received the recommendations to write a letter of support for the Village of Kaslo's Columbia Basin Trust application, recommending the Joint Resource Recovery Committee do a feasibility study on Eco Depot in Kaslo and Area D, public engagement to seek input for future activities, adding Imagine Kootenays annual membership fee to the 2024 budget, and stipends for commission members.

4.1.2.2 Letter of Support: Village of Kaslo - Kaslo and District Arena

177

4.1.2.3 Letter of Support: Village of Kaslo - Kemball Memorial Building

178

- 4.1.3 Area I Advisory Planning and Heritage Commission: minutes October 16, 2023**

Staff has received the recommendation for the Bylaw Amendment application for Z23017I go to public hearing.

179 - 181
- 4.1.4 Area G Advisory Planning and Heritage Commission: minutes October 25, 2023**

Staff has received the recommendations to support the Zoning Amendment Application and Development Variance Permit Application.

182 - 184
- 4.1.5 Nelson and District Recreation Commission No. 5: minutes October 25, 2023**

185 - 187
- 4.1.6 Rosebery Parklands and Trails Commission: minutes November 2, 2023**

188 - 190
- 4.1.7 Area A Economic Development Commission: minutes November 3, 2023**

191 - 198
- 4.1.8 Slocan Valley South Regional Parks - Recreation Commission No. 8: minutes November 7, 2023**

Staff received the recommendation to prepare a report for the March 5, 2024 Commission meeting on the funding request for the Slocan Park Community Hall Society.

199 - 201
- 4.1.9 Castlegar and District Community Complex Recreation Commission: minutes November 7, 2023**

Staff has received the recommendations to provide an updated Financial and Operations report to the commission and to prepare a media release regarding to recreational services.

202 - 204

4.2 WITH RECOMMENDATIONS

- 4.2.1 Area H, New Denver and Silverton - Recreation Commission No. 6: minutes October 12, 2023**

Staff has received the recommendations regarding investigating dog training at the RDCK facilities and that membership fees for the New Denver and Area Community Fitness Centre remain as is.

205 - 210

RECOMMENDATION:
(PO WGT)

That the Board approve the payment of the following 2023 fall grants from the Recreation Commission No. 6 - Area H, New Denver and Silverton Service S229 2023 budget:

Slocan Lake Golf Club - Power Shed \$500

Lucerne Parent Advisory Committee - Ski Program	\$1,000
Lucerne Parent Advisory Committee - Swim Program	\$1,000
Silverton Community Club - Canada Day	\$400
Slocan Lake Arts Council - Winterfest	\$975
North Slocan Trails Society - Butter Me Up Trail	\$1,000
Sandon Historical Society - Signage Trail Guide	\$400
New Denver Hospice Society - Exploring Nature	\$800
Slocan Lake Arts Council - Tractorgrease Open Mic Hosting and Production	\$800
Valhalla Hills Nordic Ski Club - Coach Training	\$1,000

- 4.2.2 **Portion of Area E - Recreation Commission No. 10: October 26, 2023** 211 - 214

RECOMMENDATION:
(ALL VOTE)

That the Board approve the payment of the following grants from the Recreation Commission No. 10 - Portion of Area E - Procter/Harrop/Balfour/Queens Bay Service No. S279 2023 budget:

Procter Community Society	\$1,000
Balfour Senior Citizens Association BC Branch No. 120	\$1,500
Balfour Recreation Commission	\$1,250
Kootenay Swim Club	\$1,500
Kootenay Lake Family Network Society	\$1,500

- 4.2.3 **Creston Valley Services Committee: minutes November 2, 2023** 215 - 220
Staff has received the recommendations from the Committee regarding the 2024 draft Financial Plan.

RECOMMENDATION:
(ALL VOTE)

That the Board send a letter of support to Monique Arès and Marie-Hélène Chang for a Francophone School in Creston.

- 4.2.4 **Nelson, Salmo, E, F and G Regional Parks Commission: minutes November 14, 2023**
The minutes of the Nelson, Salmo, E, F and G Regional Parks Commission meeting held November 14, 2023 will be received in the addenda package.
- 4.2.5 **Joint Resource Recovery Committee: minutes November 15, 2023**
The minutes of the Joint Resource Recovery Committee meeting held November 15, 2023 will be received in the addenda package.

4.3 MEMBERSHIP

4.3.1 Area G Advisory Planning and Heritage Commission

RECOMMENDATION:

(ALL VOTE)

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

4.3.2 Ymir Commission of Management

RECOMMENDATION:

(ALL VOTE)

That the Board appoint the following individuals to the Ymir Commission of Management for the term to end December 31, 2024:

Leslie Hamnett
Ernie Fidgeon
Jay Leus
Theron Kingsley
Tom Nixon

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

4.4.1.1	CBRAC/RCC Report	221
4.4.1.2	Letter of Support: Creston Valley Community Housing Society - Affordable Family Housing	222
4.4.1.3	Letter of Support: Creston Valley Market Park - Phase 2	223
4.4.1.4	Letter of Support: Riondel Community Golf Course - Independent Water Supply Planning	224 - 225

4.4.2 Director Tierney

4.4.2.1	Letter of Support: Creston Valley Chamber of Commerce - Temporary Project Manager	226 - 227
4.4.2.2	Letter of Support: Conseil Scolaire Francophone - Future Creston Francophone School	228 - 229
		230 - 231

4.4.2.3	Letter of Support: Creston Valley Tourism Society - Public Engagement and Strategic Planning Initiative	
4.4.3	Director Vandenberghe: October Activities	232
4.4.4	Director Watson	
4.4.4.1	Letter of Support: Kaslo and District Community Forest Society - Bioenergy	233 - 234
4.4.4.2	Letter of Support: Central Kootenay Community Futures - Rural Ride-Hailing Feasibility Study	235
4.4.5	Director Graham	
4.4.5.1	Day Care Shortage and October Director Activities Report	236 - 237
4.4.5.2	Letter of Support: Balfour Recreation Commission - Balfour Daycare	238 - 239
4.4.6	Director Newell: Letter of Support - Central Kootenay Community Future - Housing Entity Study	240
4.4.7	Director McLaren-Caux: October Director's Activities Report	241 - 242
5.	COMMUNICATIONS	
5.1	The letter dated September 14, 2023 from Ambrose Yung, Youth Parliament of B.C. Alumni Society, providing information on the 95th Parliamentary session for B.C. youth.	243 - 246
5.2	The letter dated October 5, 2023 from Ward Stamer, District of Barriere, responding to the Premier regarding the wildfire task force announcement.	247
5.3	The letter received October 2023 from Andrew Jupp, Selkirk College, inviting the Board of Directors to the Selkirk Gala.	248 - 249
5.4	The Monthly Update to the Steering Committee for August and September 2023 from the Kootenay and Boundary Farm Advisors.	250 - 252
6.	FOR INFORMATION: ACCOUNTS PAYABLE The Accounts Payable Summary for October 2023 in the amount of \$2,573,552 has been received for information.	
7.	BYLAWS	

7.1 Bylaw 2902: Slocan Valley Fire Protection Service Establishment Amendment

253 - 255

RECOMMENDATION:

(ALL VOTE)

That the Slocan Valley Fire Protection Service Establishment Amendment Bylaw No. 2902, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

8. NEW BUSINESS

8.1 COMMUNITY SERVICES

8.1.1 South Slocan Old Schoolhouse Demolition Project

256 - 258

The Board Report dated October 25, 2023 from Patrick Thrift, Project Manager, providing the Board with an update on the South Slocan Old Schoolhouse demolition project and seeking approval to award the contract, has been received.

RECOMMENDATION:

(ALL VOTE WGT)

That the Board directs staff to award the contract for the demolition of the South Slocan Old Schoolhouse to Hydraclean Disaster Restoration Services Ltd. in the amount of \$119,250 plus GST and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$119,250 plus GST; AND FURTHER, that the cost be included in the 2023 Financial Plan for Recreation Commission No. 8-Slocan and Area H Service S231 with project funding to come from the Growing Communities Fund allocated to S231.

8.1.2 Nakusp and Area K Recreation Commission No. 4 - Fall Grant

Staff request the Nakusp and Area K Recreation Commission No. 4 fall grant application be considered at the Board meeting.

RECOMMENDATION:

(PO WGT)

That the Board approve the payment of the following grant from the Nakusp and Area K - Recreation Commission No. 4 Service S228:

Nakusp Elementary School - After School Clubs \$5,000

8.2 DEVELOPMENT AND COMMUNITY SUSTAINABILITY

8.2.1 Policy No. 500-01-07: RDCK Parkland Dedication Review

259 - 270

The Board Report dated November 1, 2023 from Corey Scott, Planner, and Mark Crowe, Regional Park Planner, seeking Board approval to update the RDCK's Parkland Dedication Policy No. 500-01-07, has been received.

RECOMMENDATION:
(ALL VOTE)

That the Board direct staff to revise the RDCK's Parkland Dedication Policy No. 500-01-07, as described in the staff report "Parkland Dedication Policy No. 500-01-07 Review, dated November 1, 2023.

8.2.2 Natural Resources Canada Funded Community Resilience Advisory Committee Participation 271 - 275

The Board Report dated September 28, 2023 from Dan Séguin, Manager of Community Sustainability, seeking Board approval for staff to participate in an Advisory Committee on Building Capacity for Community Resilience to Climate Change in BC, has been received.

RECOMMENDATION:
(ALL VOTE)

The Board approve that the proposed Staff participate in the Advisory Committee on Building Capacity for Community Resilience to Climate Change in BC, should the proposal be funded by the NRCan Climate Change Adaptation Program.

8.3 FINANCE & ADMINISTRATION

8.3.1 For Information: 2024 Resident Directed (ReDi) Grant Program 276 - 313

The Board Report dated October 18, 2023 from Micah Nakonechny, Grants Coordinator, providing the Board information on the 2024 ReDi Program, has been received for information.

Attachment No. 1 of the Board Report will be received in the addenda package.

8.3.2 For Information: RDCK Quarterly Report (Q3) 314 - 343

The RDCK Quarterly Report (Q3) from Mike Morrison, Corporate Officer, has been received for information.

8.4 GRANTS

8.4.1 Discretionary 344 - 361

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 Ministerial Association	2023 Christmas Hamper Program	\$1,000
Crawford Bay & District Hall & Parks Association	Remembrance Day Service	\$500

AREA B

Creston Valley Ministerial Association	2023 Christmas Hamper Program	\$1,000
Creston Valley Chamber of Commerce	Temporary Project Manager	\$3,000
Creston Curling Club	Bonspiels: Safe Ride Home	\$500
Creston Ministerial Association Christmas Hamper Fund	Christmas Hamper Fund Silent Auction	\$1,000

AREA C

Creston Valley Ministerial Association	2023 Christmas Hamper Program	\$1,000
Town of Creston	Columbaria Purchase	\$2,865
Creston Valley Chamber of Commerce	Temporary Project Manager	\$3,000
Creston Curling Club	Bonspiels: Safe Ride Home	\$500
Neighbours Connecting Neighbours	Storage Unit	\$2,500

AREA E

Our Daily Bread	Meals for Many	\$600
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AREA F

Nelson Rotary Club	Rotary Club of Nelson Beach Accessibility Project	\$2,000
Central Kootenay Invasive Species Society	Area F Landowner Knotweed Support	\$266.35
Blewett Community Society	Morning Mountain Skating Rink	\$4,000
Taghum Community Society	Commercial Dishwasher Replacement	\$8,000

AREA G

Salmo Valley Youth & Community Centre Society	11th Annual Salmo Valley Fall Festival	\$250
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AREA K

Emergency Support Services Area K	Support gift funds for ESS Volunteers	\$700
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8.4.2 Community Development

362 - 377

RECOMMENDATION:
(ALL VOTE)

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

<u>AREA A</u>		
Town of Creston	Columbaria Purchase	\$5,806
<u>AREA B</u>		
Creston Wave Swim Club	Creston Wave Swim Meet Funding	\$1,000
Town of Creston	Columbaria Purchase	\$6,858
<u>AREA D</u>		
RDCK S184 Mosquito Control Area D	Mosquito Control Program S184 Meadow Creek/Duncan Dam	\$40,000
Friends of Kootenay Lake Stewardship Society	Watershed Quality Monitoring	\$4,500
<u>AREA E</u>		
Blewett Community Society	Morning Mountain Skating Rink	\$4,000
Roots to Sky Forest School Society	Outdoor Adventure	\$900
<u>AREA H</u>		
W.E. Graham Community Service Society	Holiday Hampers	\$5,000
Winlaw Highway Accident Management Society	WHAMS top up	\$1,000
<u>AREA I</u>		
RDCK S104 Planning & Land Use	Area I Official Community Plan Open House	\$1,392
<u>AREA K</u>		
Arrow Park Community Association	Fire caddy fuel purchase	\$3,600
<u>KASLO</u>		
Kaslo Community Services Society	Holiday Hampers 2023	\$3,500
<u>NAKUSP</u>		

Nakusp & District Museum Society	Digitization Station & Gift Shop Redesign	\$5,000
Village of Nakusp	Centennial Building Upgrades	\$43,325
Nakusp Rail Society	Picnic table	\$3,000
Nakusp and Area Youth Society	New Youth Centre	\$5,000

8.5 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 November 15, 2023 will be received in the addenda package.

10. PUBLIC TIME

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

11. IN CAMERA

11.1 RESOLUTION - MEETING CLOSED TO THE PUBLIC

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

RECOMMENDATION:

(ALL VOTE)

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

- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

11.2 RESOLUTION - RECESS OF OPEN MEETING

RECOMMENDATION:

(ALL VOTE)

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

12. MATTERS ARISING FROM IN CAMERA MEETING

13. ADJOURNMENT

RECOMMENDATION:

(ALL VOTE)

That the meeting adjourn at ____ p.m.



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

The **tenth** meeting of the Board of the Regional District of Central Kootenay in 2023 was held on Thursday, October 19, 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 W. Popoff	Electoral Area H	In-Person
Director A. Davidoff	Electoral Area I	
Director H. Hanegraaf	Electoral Area J	In-Person
Director T. Weatherhead	Electoral Area K	In-Person
Director B. Bogle	City of Castlegar	In-Person
Director A. Deboon	Town of Creston	In-Person
Director S. Hewat	Village of Kaslo	In-Person
Director A. McLaren-Caux	Village of Nakusp	In-Person
Director K. Page	City of Nelson	In-Person
Director L. Casley	Village of New Denver	
Director D. Lockwood	Village of Salmo	In-Person
Director C. Ferguson	Village of Silverton	In-Person
Director J. Lunn	Village of Slocan	In-Person

ABSENT DIRECTOR

Director M. McFaddin	City of Castlegar
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GUEST

Alternate Director D. Dumas	Town of Creston
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STAFF PRESENT

S. Horn	Chief Administrative Officer
M. Morrison	Manager of Corporate Administration/ Corporate Officer
A. Lund	Deputy Corporate Officer
Y. Malloff	Chief Financial Officer
U. Wolf	General Manager of Environmental Services
J. Chirico	General Manager of Community Services
S. Sudan	General Manager of Development and Community Sustainability Services
D. Seguin	Manager of Community Sustainability Services
N. Hannon	Regional Fire Chief
C. Stanley	Regional Manager – Operations & Asset Management
T. Davison	Regional Manager – Recreation & Client Services

M. Friesen	Financial Analyst
J. Jackson	Emergency Program Coordinator
C. Daoust	Bylaw Enforcement Officer
A. Fletcher	Bylaw Enforcement Officer
P. Marshall-Smith	Sustainability Planner
D. Hawkins	Planner
Z. Giacomazzo	Planner
Dauna Ditson	Community Resilience Coordinator
T. Johnston	Environmental Technologist
C. Hopkyns	Corporate Administration Coordinator
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 a.m. 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

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:

599/23

The agenda for the October 19, 2023 Regular Open Board meeting be adopted with the following amendments:

- inclusion of Item 4.4.4 Village of Silverton - RDCK Board Alternate Director;
- inclusion of Item 4.4.14 Director Tierney - UBCM;
- inclusion of Item 4.4.15 Director Cunningham - UBCM;
- inclusion of Item 4.4.16 Director Hewat - FCM/UBCM; and
- addition of the addendum

before circulation.

Carried

2.3 ADOPTION OF THE MINUTES

Moved and seconded,

And Resolved:

600/23

The minutes from the September 14, 2023 Regular Open Board meeting be adopted as circulated.

Carried

2.4 INTRODUCTIONS

CAO Horn introduced the following staff:

- Allison Fletcher, Bylaw Enforcement Officer, moving from the planning department;
- Kelly Hodder, GIS Technician;
- Bogdan Dimitrijevic, Accounts Receivable Clerk, replacing Linda De Waal;
- Siyamack Rezaie, IT Systems Administrator;
- Dauna Ditson, Community Resilience Coordinator;
- Laura Christie, Planning Technician replacing John Purdy; and
- Julia Fry, Administrative Assistant - Environmental Services replacing Ellen Skagerberg.

Chair Watson welcomed Alternate Director Denise Dumas to the RDCK.

2.5 DELEGATIONS

2.5.1 West Kootenay Climate Hub

Judy O'Leary - Nelson

Marianne Hobden - Area D/Rural Kaslo

Elizabeth Quinn - Creston

Laura Sacks - Area I

Laura, Judy, Marianne and Elizabeth, member of the West Kootenay Climate Hub (WKCH), gave a presentation to the Board regarding the WKCH's objectives to accelerate climate action in the West Kootenays. The organization is made up of all volunteers and works with 23 partnering organizations within the region. The WKCH engages with communities through newsletter, webinars and educational opportunities.

The members of the WKCH discussed the growing concerns of climate change. They gave some examples of climate action imperatives and discussed the impacts of rising temperatures, wildfires, floods and drought have on many communities within the region.

The members of the WKCH discussed their support for the RDCK Climate Action Plan (CAP) and how the CAP will assist with grant funding opportunities within the communities and meet the RDCK's approved targets. They gave examples of some of the sustainability projects within the region to date.

In conclusion, the WKCH has received over 900 signatures in support of the CAP and continues to advocate for accelerating climate action within the West Kootenays.

The members of the WKCH answered the Board's questions.

Chair Watson thanked the members of the WKCH for their presentation.

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 November 16, 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 E Advisory Planning and Heritage Commission: minutes July 13, 2023

Staff has received the recommendations for the Development Permits and Strata Title Conversion.

4.1.2 Creston Valley Agricultural Advisory Commission: minutes August 10, 2023

Staff has received the recommendations regarding the Development Variance Permit application.

4.1.3 Area B Advisory Planning and Heritage Commission: minutes August 30, 2023

Staff has received the recommendations regarding the Temporary Use Permit and Development Variance Permit application.

4.1.4 Riondel Commission: minutes September 5, 2023

Staff has received the recommendations regarding community support for clean-up.

4.1.5 Kaslo and Area D Economic Development Commission: minutes September 11, 2023

4.1.6 Castlegar and District Community Complex Recreation Commission: minutes September 12, 2023

4.1.7 Nelson, Salmo, E, F and G Regional Parks Commission: minutes September 12, 2023

Staff has received the recommendations regarding slope stability and options for a management plan for the Great Northern Trail.

4.1.8 Winlaw Regional and Nature Park Commission: minutes September 13, 2023

4.1.9 Area E Advisory Planning and Heritage Commission: minutes September 28, 2023

Staff has received the recommendation regarding the Development Permit application.

4.1.10 Riondel Commission: minutes October 3, 2023

4.1.11 West Transit Services Committee: minutes October 4, 2023

The recommendation to enter into a Memorandum of Understanding with B.C. Transit will be addressed in Item 9.4.1 Memorandum of Understanding: West Kootenay Transit Three (3) Year Improvements of the Board agenda.

4.2 WITH RECOMMENDATIONS

4.2.1 West Kootenay Transit Committee: minutes September 26, 2023

Staff has received the recommendations regarding staff developing a U-Pass plan.

Move and seconded,
And Resolved:

That the City of Nelson, the RDKB and RDCK support NextGen Transit Inc. application to ETSI-BC for funding for driver training.

601/23

Carried

Moved and seconded,

MOTION ONLY

That the Board direct staff to reach out to members of the West Kootenay Transit Service to jointly write a letter to Premier Eby and Minister Rob Fleming requesting the Provincial government make transit one of its top three priorities for funding.

Moved and seconded,

And Resolved:

AMENDMENT ONLY

602/23

That the foregoing motion being:

That the Board direct staff to reach out to members of the West Kootenay Transit Service to jointly write a letter to Premier Eby and Minister Rob Fleming requesting the Provincial government make transit one of its top three priorities for funding;

Be amended to include “rural” before the word “transit” and “transportation” before priorities, thus reading:

That the Board direct staff to reach out to members of the West Kootenay Transit Service to jointly write a letter to Premier Eby and Minister Rob Fleming requesting the Provincial government make rural transit one of its top transportation priorities for funding.

Carried

Moved and seconded,

And Resolved:

MAIN MOTION

603/23

That the Board direct staff to reach out to members of the West Kootenay Transit Service to jointly write a letter to Premier Eby and Minister Rob Fleming requesting the Provincial government make rural transit one of its top transportation priorities for funding.

Carried

4.2.2 All Recreation Committee: minutes September 27, 2023

Moved and seconded,

And Resolved:

604/23

That the Board create an RDCK Recreation Inclusion and Access Select Committee with the Board appointing Directors Vandenberghe and Davidoff to the Committee; AND FURTHER, that the Committee bring back a report on the specific goals and objectives on the initiatives including:

1. Specific details on available support services;
2. Detailed goals and objectives for updating the RDCK Leisure Access Program;
3. Development of a sustainable delivery model that includes funding required to provide suitable staffing, volunteers, training, equipment, communications, work space, administrative support etc; and
4. To work with staff to develop a budget for Board consideration at the January 2024 Open Board meeting.

4.2.3 Water Services Committee: minutes October 4, 2023

Moved and seconded,
And Resolved:

605/23

That the Board direct staff to prepare an amendment to the draft Decommissioning of Asbestos Cement Pipe Policy No. 600-03-08 by removing reference to making the asbestos pipe mapping information available to the public.

Carried

Moved and seconded,
And Resolved:

606/23

That the Board adopt the Decommissioning of Asbestos Cement Pipe Policy No. 600-03-08, effective immediately.

Carried

Moved and seconded,
And Resolved:

607/23

That the Board adopt Policy Number 600-03-07 Drinking Water Systems Pathogen Risk Water Quality Management, effective immediately.

Carried

Moved and seconded,
And Resolved:

608/23

Board Resolution #534/17, being:

That the Regional District Board of Directors direct Staff to implement the following water quality action plan for the Burton Water System:

1. Issue a long term Water Quality Advisory for Burton that can be eventually removed if there is a satisfactory history of good water sampling results.
2. Public facilities such as the campground, school, community center, food and beverage establishments, and the future senior's facility will be encouraged to install their own onsite water disinfection systems.
3. The water system will be flushed more frequently in areas where water consumption might be low.
4. The school and campground will be encouraged to flush and disinfect their water systems when not used for extended periods of time.
5. Continue with more frequent bacteriological water sampling. The Regional District is currently sampling from the wells, two distribution locations and the water storage reservoir on a weekly basis.
6. Consumption level chlorination will be added to the Burton water system for a minimum two week period, twice annually.

BE RESCINDED.

Carried

Moved and seconded,
And Resolved:

609/23

That the Board direct to staff to take no further action regarding a Water Smart Ambassador program at this time.

Carried

4.2.4 Creston Valley Services Committee: minutes October 5, 2023

The recommendation to receive the Ktunaxa RDCK Traditional Use Study Summary Report will be addressed in Item 9.1.1 Ktunaxa RDCK Traditional Use Study Summary Report of the Board agenda.

Staff has received the recommendation to include in the 2024 draft financial budget a grant to Creston Valley Tourism Society.

The Creston Valley Services Committee minutes from October 5, 2023 be amended to read in Item 7.3 "Kootenay Economic Action Partnership" instead of "Kootenay Action Partnership".

Moved and seconded,
And Resolved:

610/23

That the Board send a letter of support to the Creston Community Forest for Goat Mountain (Arrow Mountain) Bike Trails project.

Carried

Moved and seconded,
And Resolved:

611/23

That the Board send a letter of support to the Creston Valley Tourism Society for their Economic Trust of the Southern Interior B.C. (ETSI-BC) grant application.

Carried

Moved and seconded,
And Resolved:

612/23

That the RDCK Board renew the lease for the Creston Education Centre for five years commencing on November 1, 2023 and ending on October 31, 2028 and further that the costs be allocated to Creston and District Community Facilities, Recreation and Leisure Services Area Service - S224 - and General Administration – S100.

Carried

4.2.5 Castlegar and District Community Complex Recreation Commission: minutes October 10, 2023

Moved and seconded,
And Resolved:

613/23

That the RDCK Board to enter into a one year lease of the concession at the Castlegar and District Community Complex, starting January 2024, to Chef's Choice, with the option to renew for an additional two years.

Carried

4.2.6 Community Sustainable Living Committee: minutes October 17, 2023**4.2.7 Joint Resource Recovery Committee: minutes October 18, 2023**

Moved and seconded,
And Resolved:

614/23

That the Board approve the hiring of three (3) full time, permanent Assistant Supervisors, with the start date to be no earlier than January 1, 2024, with a cost of \$288,783 to be allocated through Resource Recovery A102.

Carried

Directors Davidoff, Graham, Vandenberghe, Lockwood, and Casley recorded opposed.

Moved and seconded,
And Resolved:

615/23

That the Board authorize staff to enter into a Services Agreement with Tip-It Waste Solutions (Kootenay) Inc. for Waste Transfer Services for the period of November 1, 2023 to October 31, 2026 with the eligibility of two one year extensions, equating to an estimated total 3 year contract value of \$169,470 plus GST, and that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that the costs be paid from Service S186 East Resource Recovery processed from the applicable Contracted Services account.

Carried

Moved and seconded,
And Resolved:

616/23

That Board Resolution No. 376/22, being:

The Board direct staff to enter into negotiation with Tip-It Waste Solutions and request a proposal to partner with the RDCK for Eco-Depot operations and Extended Producer Responsibility collections in the Creston area

BE RESCINDED

Carried

Moved and seconded,
And Resolved:

617/23

That the Board direct staff to issue a Request for Proposals for a Creston and Area Eco-Depot: Design, Build, Operate and Maintain.

Carried**4.3 MEMBERSHIP****4.3.1 Edgewood Water Services Community Advisory Committee**

Moved and seconded,
And Resolved:

618/23

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

Jennifer Irmen

Carried

4.3.2 Erickson (Area B) Water Services Community Advisory Committee

Moved and seconded,
And Resolved:

619/23

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

Don Low (Area B)
Elizabeth Quinn (Area B)
Margaret Beaudry (Area B)

Carried

4.3.3 Town of Creston Appointments to the RDCK

Moved and seconded,
And Resolved:

620/23

That the recommendation from the Town of Creston appointing Mayor Arnold DeBoon as the RDCK Director and Councillor Denise Dumas as the RDCK Alternate Director be ratified.

Carried

Moved and seconded,
And Resolved:

621/23

That the recommendation from the Town of Creston appointing Mayor Arnold DeBoon as the representative and Councillor Denise Dumas as the alternate for the Creston Valley Services Committee be ratified.

Carried

Moved and seconded,
And Resolved:

622/23

That the recommendation from the Town of Creston appointing Councillor Anthony Mondia as the representative and Mayor Arnold DeBoon as the alternate for the East Resource Recovery Committee and Joint Resource Recovery Committee be ratified.

Carried

Moved and seconded,
And Resolved:

623/23

That the recommendation from the Town of Creston appointing Councillor Denise Dumas as the representative and Councillor Anthony Mondia as the alternate for the Arrow Creek Water Treatment and Supply Commission be ratified.

Carried

Moved and seconded,
And Resolved:

- 624/23 That the recommendation from the Town of Creston appointing Councillor Denise Dumas as the representative and Councillor Anthony Mondia as the alternate for the RDCK Water Services Committee be ratified.
- Carried**
- 4.3.4 Riondel Water and Drainage Services Community Advisory Committee**
Moved and seconded,
And Resolved:
- 625/23 That the Board appoint the following individuals to the Riondel Water and Drainage Services Community Advisory Committee for a term to end December 31, 2025:
- Sylvia Horwood
Lawrence Elgert
- AND FURTHER, amend Resolution No. 435/23 to read Riondel Water and Drainage Service Community Advisory Committee instead of Riondel Water Service Community Advisory Committee.
- Carried**
- 4.3.5 Village of Silverton - RDCK Board Alternate Director**
Moved and seconded,
And Resolved:
- 626/23 That the recommendation from the Village of Silverton appointing Councillor Leah Main as the RDCK Alternate Director be ratified.
- Carried**
- Moved and seconded,
And Resolved:
- 627/23 That Item 4.4 Directors' Reports be postponed to the last item of the meeting.
- Carried**
- 5. CORRESPONDENCE**
- 5.1 The email dated October 4, 2023 from Tracey Harvey, Selkirk College, seeking a letter of support for the Cannabis Tourism pilot project.**
Moved and seconded,
And Resolved:
- 628/23 That the Board send a letter of support to the Director of Craft Cannabis Association of BC (CCABC) for their application to the Rural Economic Diversification and Infrastructure Funds for the Cannabis Tourism pilot project.
- Carried**
- 6. COMMUNICATIONS**
- 6.1 The letter dated August 31, 2023 from Jay Chalke, Ombudsperson, providing the April 1 to June 30, 2023 quarterly report.**
- 6.2 The letter dated September 20, 2023 from Alan De Sousa, FCM, confirming the RDCK has been approved in the amount of \$200,000 a Green Municipal Fund for studying GHG emissions reduction pathways for a portfolio of facilities in the RDCK.**

- 6.3 The email dated September 26, 2023 from Cathy Peters, BC Anti Human Trafficking Educator, thanking directors for visiting the Anti Human Trafficking Initiative Booth at the 2023 UBCM.
- 6.4 The email dated September 26, 2023 from Mitzi Dean, Minister of Children and Family Development, announcing October will be marked Foster Family month in B.C.
- 6.5 The email dated September 29, 2023 from B.C. Economic Development Association inviting communities to participate in a virtual information session on attracting and retaining international workers.
- 6.6 The report dated October 2023 from Leah Main, RDCK FCM Representative, providing the RDCK Board with an update on her attendance to the FCM Board Annual Conference in Toronto.

7. FOR INFORMATION: ACCOUNTS PAYABLE

The Accounts Payable Summary for September 2023 in the amount of \$4,053,333 has been received for information.

8. BYLAWS

8.1 Bylaw 2921: Permissive Tax Exemption 2024

Moved and seconded,
And Resolved:

629/23

The Permissive Tax Exemption Bylaw No. 2921, 2023 be read a FIRST, SECOND and THIRD time by content.

Carried

Moved and seconded,
And Resolved:

630/23

That the Permissive Tax Exemption Bylaw No. 2921, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

8.2 Bylaw 2922: Defined Area E (Nelson Contract) Fire Service Conversion

The Board Report dated October 4, 2023 from Tom Dool, Research Analyst, seeking the Board give Defined Area E (Nelson Contract) Fire Service Conversion Bylaw No. 2922, 2023 three readings, has been received.

Moved and seconded,
And Resolved:

631/23

That the Defined Area E (Nelson Contract) Fire Protection Local Service Establishment Bylaw No. 2922, 2023 be read a FIRST, SECOND, and THIRD time by content.

Carried

8.3 Bylaw 2923: Defined Area D Medical First Responder

The Board Report dated October 4, 2023 from Tom Dool, Research Analyst, seeking the Board give Defined Area D Medical First Responder Bylaw No. 2923 three readings, has been received.

Moved and seconded,
And Resolved:

632/23 That the Defined Area D Medical First Responder Bylaw No. 2923, 2023 be read a FIRST, SECOND, and THIRD time by content.

Carried

8.4 Bylaw 2928: Local Conservation Fund Parcel Tax Amendment (Area F) Bylaw No. 2928, 2023

Moved and seconded,
And Resolved:

633/23 That the Local Conservation Fund Parcel Tax Amendment (Area F) Bylaw No. 2928, 2023 be read a FIRST, SECOND and THIRD time by content.

Carried

Moved and seconded,
And Resolved:

634/23 That the Local Conservation Fund Parcel Tax Amendment (Area F) Bylaw No. 2928, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

8.5 Bylaw 2929: Slocan Valley Fire Protection Service Loan Authorization Assent Vote

The Board Report dated October 4, 2023 from Tom Dool, Research Analyst, seeking the Board give three readings and adopt Slocan Valley Fire Protection Service Loan Authorization Assent Vote Bylaw No. 2929, 2023, has been received.

Moved and seconded,
And Resolved:

635/23 That participating area approval for the Slocan Valley Fire Protection Service Loan Authorization (Frontline Fire Engine) Bylaw No. 2914, 2023 be obtained for the entire service area.

Carried

Moved and seconded,
And Resolved:

636/23 That recommendation 506/23 be amended to read:

That the Board appoint Tom Dool as Regional Voting Officer and Angela Lund as Deputy Regional Voting 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:

637/23 That the Slocan Valley Fire Protection Service Loan Authorization Assent Vote Bylaw No. 2929, 2023 be read a FIRST, SECOND, and THIRD time by content.

Carried

Moved and seconded,
And Resolved:

- 638/23 That the Slocan Valley Fire Protection Service Loan Authorization Assent Vote Bylaw No. 2929, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.
- Carried**
- 8.6 Bylaw 2930: RDCK Bylaw Enforcement Notice and Dispute Adjudication System Amendment**
The Board Report dated September 28, 2023 from Todd Johnson, Environmental Services Coordinator, seeking the Board give three readings and adopt RDCK Bylaw Enforcement Notice and Dispute Adjudication System Amendment Bylaw No. 2930, 2023.
- Moved and seconded,
And Resolved:
- 639/23 That the Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Amendment Bylaw No. 2930, 2023 be read a FIRST, SECOND and THIRD time by content.
- Carried**
- Moved and seconded,
And Resolved:
- 640/23 That the Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Amendment Bylaw No. 2930, 2023 be ADOPTED and that the Chair and Corporate Officer be authorized to sign the same.
- Carried**
- 9. NEW BUSINESS**
- 9.1 COMMUNITY SERVICES**
- 9.1.1 Ktunaxa RDCK Traditional Use Study Summary Report**
The Board Report dated October 12, 2023 from Mark Crowe, Regional Park Planner, seeking the Board receive the Ktunaxa RDCK Traditional Use Study Summary Report, has been received.
- Moved and seconded,
And Resolved:
- 641/23 That the Ktunaxa RDCK Traditional Use Study Summary Report dated April 2023 be received by the Board.
- Carried**
- 9.2 DEVELOPMENT AND COMMUNITY SUSTAINABILITY**
- 9.2.1 Service Agreement: RDCK Emergency Program Support for Yaqan Nukiy**
The Board Report dated August 21, 2023 from Jon Jackson, Emergency Program Coordinator, seeking Board approval for the Mutual Aid Service Agreement to administer Evacuation Alerts & Orders on behalf of Yaqan Nukiy (the Band), has been received.
- Moved and seconded,
And Resolved:
- 642/23 That the Board approves the Service Agreement between the RDCK and Yaqan Nukiy formalizing the role of the RDCK in order to issue, maintain and rescind

Evacuation Alerts & Orders on behalf of the Band as required during emergencies and that the Chair and Corporate Officer be authorized to sign the necessary documents.

Carried

9.2.2 Kootenay and Boundary Farm Advisory Program Contract Continuation

The Board Report dated September 27, 2023 from Sangita Sudan, General Manager of Development and Community Sustainability Services, seeking the Board approve the continuation of the Kootenay and Boundary Farm Advisory Program, has been received.

**RECESS/
RECONVENED**

The meeting recessed at 10:24 p.m. for a break and reconvened at 10:36 p.m.

Moved and seconded,
And Resolved:

643/23

That the RDCK Board approve an amount not exceeding \$45,000 per year for five (5) years to be included in the draft 2024-2028 Financial Plan for Service S100 General Administration to continue delivering the Kootenay Boundary Farm Advisor (KBFA) Program co-funded by RDCK, Regional District of East Kootenay, Regional District of Kootenay Boundary and Columbia Basin Trust.

Carried

Moved and seconded,
And Resolved:

644/23

That the Board approve accepting the responsibility of managing the contract for Kootenay Boundary Farm Advisor through the RDCK development and community sustainability department for a five (5) year period.

Carried

Director Graham recorded opposed.

9.2.3 Regional Invasive Species Working Group

The Board Report dated August 22, 2023 from Paris Marshall Smith, Sustainability Planner, seeking the Board provide two appointments to the Regional Invasive Species Working Group, has been received.

Moved and seconded,
And Resolved:

645/23

That the Board approve stipend and expenses for the Regional Invasive Species Working Group to be paid from General Administration Service S100.

Carried

Director Graham and Page recorded opposed.

Director Vandenberghe, Hewat and Tierney were nominated.

Corporate Officer (CO) Morrison distributed the secret ballots.

CAO Horn and Deputy Corporate Officer (DCO) received the electronic votes.

CAO Horn and CO Morrison left the room to count the ballots.

CAO Horn announced Directors Vandenberghe and Hewat as the representatives for the Regional Invasive Species Working Group.

Moved and seconded,
And Resolved:

646/23

That the Board appoint the following two (2) Directors to the Regional Invasive Species Working Group for a term to end September 2024:

Director Vandenberghe
Director Hewat

Carried

Moved and seconded,
And Resolved:

647/23

That the ballots be destroyed from the election.

Carried

9.2.4 Temporary Use Permit - Francoeur

The Board Report dated September 28, 2023 from Zachari Giacomazzo, Planner, seeking the Board approve the Temporary Use Permit - Francoeur, has been received.

Moved and seconded,
And Resolved:

648/23

That the Board APPROVE the issuance of Temporary Use Permit T2301B to Oliver Phillip Francoeur for the property located at 5601 Kitchener Road and legally described as LOT 2 DISTRICT LOT 4592 KOOTENAY DISTRICT PLAN 2354 EXCEPT PART INCLUDED IN PLAN 9577 (PID: 015-332-799) for a period of three (3) years.

Carried

9.2.5 UBCM Complete Communities Program

The Board Report dated September 27, 2023 from Dana Hawkins, Planner, seeking Board approval to apply for the UBCM Complete Communities Program, has been received.

Moved and seconded,
And Resolved:

649/23

That the following recommendation **BE REFERRED** to the November 16, 2023 Board meeting:

That the Board direct staff to apply to the UBCM Complete Communities Program for growth management planning.

Carried

Director Newell recorded opposed.

Moved and seconded,
And Resolved:

650/23 That the Board direct staff to share the UBCM Complete Communities Program application for regional growth management planning with the municipalities.

Carried

ORDER OF AGENDA CHANGED The Order of Business was changed to accommodate 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 asked questions regarding the Climate Action Plan, climate change, and HB Mines.

RECESS/ RECONVENED The meeting recessed at 12:00 p.m. for lunch and reconvened at 1:00 p.m.

ORDER OF AGENDA RESUME Item 9.2.6 Youth Climate Corps: Fire to Food Project to be considered at this time.

9.2.6 Youth Climate Corps: Fire to Food Project

The Board Report dated September 12, 2023 from Paris Marshall Smith, Sustainability Planner, seeking the Board provide a letter of support to the Rural Economic Diversification and Infrastructure Program for the Fire to Food Youth Climate Corps - Wildsight project, has been received.

Moved and seconded,
And Resolved:

651/23 That the Board provide a letter of support to the Rural Economic Diversification & Infrastructure Program (REDIP) for the Fire to Food Youth Climate Corps- Wildsight project with in-kind support up to \$19,200 for training in each of the departments and oversight of development and delivery of the program.

Carried

Director Vandenberghe, Tierney and Graham recorded opposed.

9.2.7 Regional Energy Efficiency Program (REEP): Bridge Funding Application

The Board Report dated September 28, 2023 from Shari Imada, Senior Energy Specialist, seeking the Board applying for the Regional Energy Efficiency Program, has been received.

Moved and seconded,
And Resolved:

652/23 That the Board direct staff to apply to the FortisBC Conservation and Energy Management program for the Regional Energy Efficiency Program;

AND FURTHER, that staff be authorized to enter into a funding agreement with FortisBC should the RDCK be awarded the grant;

AND FURTHER, that the Board approve an amendment to the 2023 Financial Plan for Development Services A108, to increase account 43025 Grants Specified by \$25,000 and to increase Contracted Services 54030 by \$25,000.

Carried

Director Vandenberghe recorded opposed.

9.2.8 For Information: Greater Nelson Housing Entity Study - Phase 2

The Board Report dated October 4, 2023 from Stephanie Johnson, Planner, providing the Board the results of the Greater Nelson Housing Study Phase Two, has been received for information.

9.3 ENVIRONMENTAL SERVICES

9.3.1 Policy 600-08-06: Water and Wastewater System Community Advisory Committee

The Regional District of Central Kootenay Drainage, Water and Wastewater System Community Advisory Committee Bylaw No. 2858, 2023 was adopted February 16, 2023, has been received for information.

The Policy No. 600-08-06 Water and Wastewater System Community Advisory Committee, has been received for information.

The Board Report dated November 5, 2020 from Mike Morrison, Manager of Corporate Administration, re: Commission Governance Review, has been received for information.

Moved and seconded,
And Resolved:

653/23

That the Board rescind Policy No. 600-03-05 Water and Wastewater System Community Advisory Committee, effective immediately.

Carried

9.3.2 Agreement: Wildsight 2022/2023 Final Report and Proposal

The Board Report dated August 9, 2023 from Todd Johnston, Environmental Services Coordinator, seeking the Board approve entering into a contract with Wildsight for the delivery of "Beyond Recycling", has been received.

Moved and seconded,
And Resolved:

654/23

That the Board approve the RDCK enter into a one year contract with Wildsight for the delivery of the "Beyond Recycling" Program (five subsidized programs) for the 2023/2024 school year and that the contract include the option for a two year extension with a cost not to exceed \$27,640 plus applicable taxes and that the contract be funded by Service A102; AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents.

Carried

9.4 FINANCE & ADMINISTRATION

9.4.1 Memorandum of Understanding: West Kootenay Transit Three (3) Year Improvements

The Board Report dated October 11, 2023 from Tom Dool, Research Analyst, seeking the Board approve entering into a memorandum of understanding with B.C. Transit, has been received.

Moved and seconded,
And Resolved:

655/23

That the Board approve of the RDCK entering into a memorandum of understanding with BC Transit for the purpose of confirming transit service

expansion plans for 2024/25 and to approve transit expansion priorities for the subsequent two years, and that the Chair and Corporate Officer be authorized to sign the necessary documents; and further, the costs associated with the memorandum of understanding utilizing the current allocation formula for each impacted service for the full term of the memorandum of understanding other than the funding agreements for increased services made by the service partners delineated in the staff report dated October 11, 2023 from Tom Dool be included in the five (5) year financial Plans for Castlegar and Area Transit Service S237, North Shore Slocan Valley Transit Service S238, Kootenay Lake West Transit S239.

Defeated

ORDER OF AGENDA CHANGED The Order of Business was changed to address In Camera to accommodate a delegation, with Item 13 In Camera and Item 14 Matters Arising from In Camera Meeting considered at this time.

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:

656/23

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;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

Carried

13.2 RESOLUTION - RECESS OF OPEN MEETING

Moved and seconded,
And Resolved:

657/23

The Open Meeting be recessed at 1:55 p.m. in order to conduct the *In Camera* Board meeting and reconvened at 3:00 p.m.

Carried

14. MATTERS ARISING FROM IN CAMERA MEETING

Moved and seconded,
And Resolved:

658/23
IC64/23 That the Board authorize staff to release funds in the amount of \$300,000 to the Lower Kootenay Band as part of the local agreement towards the purchase of ceded reserved lands (known as Lot 68); AND FURTHER, that the funds to be paid from Services S186: Refuse Disposal East Sub-region.

Carried

**RECESSS/
RECONVENED**

The meeting recessed at 3:00 p.m. for a break and reconvened at 3:08 p.m.

**ORDER OF AGENDA
RESUMED**

Item 9.4.1 Memorandum of Understanding: West Kootenay Transit Three (3) Year Improvements to be continued at this time.

9.4.1 Memorandum of Understanding: West Kootenay Transit Three (3) Year Improvements

Moved and seconded,
And Resolved:

659/23 That the Board approve of the RDCK entering into a memorandum of understanding with BC Transit for the purpose of confirming transit service expansion plans for 2024/25 and to approve transit expansion priorities for the subsequent two years, and that the Chair and Corporate Officer be authorized to sign the necessary documents; and further, the costs associated with memorandum of understanding be included in the 5 year financial Plans for Castlegar and Area Transit Service S237, North Shore Slokan Valley Transit Service S238, Kootenay Lake West Transit S239.

Carried

Directors Davidoff and Graham recorded opposed.

9.4.2 For Information: 2023 UBCM Meeting Notes

The memorandum from Mike Morrison, Manager of Corporate Administration, providing the Board with the 2023 UBCM meeting notes, has been received.

9.5 FIRE SERVICES

9.5.1 UBCM Community Emergency Preparedness Fund

The Board Report dated October 5, 2023 from Nora Hannon, Regional Fire Chief, seeking Board approval to apply to the UBCM Community Emergency Preparedness Fund under the Volunteer & Composite Fire Department Training & Equipment Stream, has been received.

Moved and seconded,
And Resolved:

660/23 That the Board direct staff to apply to the October, 2023 UBCM Community Emergency Preparedness Fund intake for Volunteer and Composite Fire Departments, with a \$30,000 per fire hall grant application totalling \$480,000 for each of Robson, Ootischenia, Tarrys, Pass Creek, Crescent Valley, Passmore, Winlaw, Slokan, Beasley, Blewett, Ymir, Yahk Kingsgate, Riondel, North Shore, Balfour Harrop and Kaslo fire departments;

AND FURTHER, that if successful the grant funding to be allocated S101 Rural Administration Fire Services budget, and that staff proceed with the hiring of up

to two, one year, full time training positions, contract training, purchase of equipment and the construction of training props.

Carried

Moved and seconded,
 And Resolved:

661/23

That Item 9.5.2 Change Order Award: Ootischenia Fire Hall Bay Addition be postponed until after Item 10 Rural Affairs Committee.

Carried

9.5.3 For Information: Ootischenia and Robson Fire Chief

In accordance with Regional District of Central Kootenay Volunteer Fire Service Regulation Bylaw No. 2769, 2023 Section 6 (3)(d), Regional Fire Chief Nora Hannon has appoint Jeff Grant as the Fire Chief of the Ootischenia and Robson Volunteer Fire Department.

9.6 GRANTS

9.6.1 Discretionary

Moved and seconded,
 And Resolved:

662/23

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

AREA A

Creston Valley Quilters' Guild	Rental and Insurance Costs	\$750
Creston Valley Hospice Society	Creston Valley Hospice Society Volunteer Dinner	\$500

AREA B

Creston Valley Hospice Society	Creston Valley Hospice Society Volunteer Dinner	\$500
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AREA C

Creston Valley Hospice Society	Creston Valley Hospice Society Volunteer Dinner	\$500
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AREA E

Procter-Harrop Seniors Association BR118	Christmas Dinner	\$300
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AREA F

Nelson Skating Club	West Kootenay Invitational (figure skating competition)	\$500
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AREA I

Nelson Skating Club	West Kootenay Invitational (figure skating competition)	\$250
Glade Community Hall	Glade Community Hall 2023 Operations	\$2,000
Kootenay Boundary Regional Hospital & Health Foundation Society	Light-Up the Hospitals! Pledge Day	\$1,000

9.6.2 Community Development

Moved and seconded,
And Resolved:

663/23

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

AREA D

Lardeau Valley Opportunity LINKS Society	Community Generators	\$20,000
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Argenta Community Association	ACA Emergency & Communications	\$2,320
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AREA E

Balfour Recreation Commission	Balfour Childcare Feasibility Study	\$24,500
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AREA F

Corazon Vocal Ensemble	Bridges Festival, Edmonton AB	\$600
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AREA H

Slocan Lake Arts Council	Winterfest	\$2,000
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Slocan Park Community Hall Society	Slocan Park Hall Community Ice Rink	\$1,200
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AREA I

Kootenay Gallery of Art, History and Science Society	Dinner for the Cultured Soul 2023	\$1,500
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Castlegar & District Chamber of Commerce	Business Awards 2023	\$500
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RDCK S137 Fire Protection-Area I (Tarrys, Pass Creek)	Tarrys Fire Department - Firefighter Years of Recognition Gifts	\$1,500
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AREA J

Deer Park and Area Communication Society	Lease fees, liability insurance, etc.	\$4,042.24
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AREA K

Burton Community Association	Revitalizing Burton Historical Cemeteries	\$1,291.50
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The Corporation of The Village Of New Denver	Wildsafe BC community program 2023	\$1,000
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SALMO

Village of Salmo	Wastewater Treatment Plant Flo Meter	\$13,000
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Carried**9.7 CHAIR/CAO REPORTS**

Chair acknowledged the RDCK's leadership within the province.

CAO reported on the 2023 UBCM Convention.

10. RURAL AFFAIRS COMMITTEE

Moved and seconded,

And Resolved:

- 664/23 That the Corporate Officer be authorized to remove the Notice on Title relating to 2206 South Sheppard Road, Electoral Area E, currently owned by Matt Piuze, property legally described as LOT 1, DISTRICT LOT 304, KOOTENAY DISTRICT, PLAN 12530, the RDCK Building Department has confirmed that a building permit has been obtained and the deficiencies associated with the construction have been rectified.

Carried

Moved and seconded,

And Resolved:

- 665/23 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 3838 Highway 3B, Electoral Area G, and legally described as LOT 2, PLAN NEP13779, DISTRICT LOT 1237, KOOTENAY LAND DISTRICT MANUFACTURED HOME REG. # 98880., (**FILE 3135-20-G-707.05662.200-BP21819**) and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information Rural Affairs Committee October 18, 2023 4 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:

- 666/23 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 3838 Highway 3B, Electoral Area G, and legally described as LOT 2, PLAN NEP13779, DISTRICT LOT 1237, KOOTENAY LAND DISTRICT MANUFACTURED HOME REG. # 98880., (**FILE 3135-20-G-707.05662.200-BP21820**) 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:

- 667/23 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 1696 Pass Creek Road, Electoral Area I, and legally described as LOT E, PLAN NEP2116, DISTRICT LOT 7455, KOOTENAY LAND DISTRICT FOR MHR #4937 SEE 709-08960.001, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

Moved and seconded,

And Resolved:

- 668/23 That Regional District of Central Kootenay Zoning Amendment Bylaw No. 2872, 2023 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given FIRST and SECOND reading by content and referred to a PUBLIC HEARING.

Carried

Moved and seconded,
And Resolved:

- 669/23 That in accordance with Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015, Electoral Area J Director Henny Hanegraaf is hereby delegated the authority to chair the Public Hearing on behalf of the Regional District Board.

Carried

Moved and seconded,
And Resolved:

- 670/23 The Regional Board order Joseph D. Sheremeto to meet compliance with the Unsightly Property Bylaw No. 1687, 2004 within thirty (30) days, as per the Community Charter. If the work is not completed within the thirty (30) day timeline, the Board authorize Bylaw Enforcement Officers and their Agents to enter onto the property located at 221 Maple Street, Electoral Area K and legally described as LOT 23, PLAN NEP6172, DISTRICT LOT 9156, KOOTENAY LAND DISTRICT, PID 014-220-989 with a contractor to remove all offending matter such as rubbish, garbage, bottles, building materials, broken glass or other discarded materials or unwholesome materials or ashes, not properly stored or piled in a neat and organized manner, as well as all or part of any machinery such as a tractor, backhoe or similar construction equipment, or equipment which is not capable of performing the task it was originally intended to perform, all wrecked vehicles; and demolish any structure deemed unsafe with all cost incurred by the RDCK being billed to the owner of the property, identified as Mr. Joseph D. Sheremeto; AND FURTHER, the interim costs be paid from Rural Administration Service S101.

Carried

Moved and seconded,
And Resolved:

- 671/23 All cost incurred be added to the property tax as "taxes in arrears" should the property owner identified as Joseph D. Sheremeto not pay the bill by December 31st of the year the cleanup occurs at the property located at 221 Maple Street, Electoral Area K and legally described LOT 23, PLAN NEP6172, DISTRICT LOT 9156, KOOTENAY LAND DISTRICT, PID 014-220-989.

Carried

Moved and seconded,
And Resolved:

- 672/23 That the Community Works Fund application submitted by the Regional District of Central Kootenay for the project titled "Ootischenia Fire Hall Bay Addition" in the amount of \$413,377.82 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area J.

Carried

Moved and Seconded,
And Resolved:

673/23 That Item 9.5.2 Change Order Award: Ootischenia Fire Hall Bay Addition be considered at this time.

Carried

9.5.2 Change Order Award: Ootischenia Fire Hall Bay Addition

The Board Report dated Jeannine Bradley, Project Manager, seeking the Board award the change order for the Ootischenia Fire Hall Bay addition, has been received.

Moved and seconded,
And Resolved:

674/23 That the Board award a change order to extend the CCDC2 Stipulated Price Contract with NDB Construction Ltd. for construction services of a vehicle bay expansion at the Ootischenia Fire Hall for the period up to August 31, 2024, and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$275,403.00 plus GST, increasing the total contract value to \$487,832.00 plus GST; AND FURTHER, that the cost be included in the 2023 and 2024 Financial Plans for S145 Fire Protection – Area J.

Carried

ORDER OF AGENDA Item 11 Directors' Motions to be considered at this time.
RESUMED

11. DIRECTORS' MOTIONS

11.1 Director Graham: Service Case Analysis - Whitewater Ski Resort expand Fire Service

Moved and seconded,
And Resolved:

675/23 That the Board direct staff to prepare service case analysis to explore possibilities of providing fire protection/response to Whitewater Ski Resort, including but not limited to expanding the RDCK fire service and options for the resort to establish its own water source and self protection options.

Carried

11.2 Director Popoff: Meal Allowance

NOTE: Click on the link to the CRA Meal Allowance

<https://www.canada.ca/en/revenue-agency/corporate/about-canada-revenue-agency-cra/travel-directive/appendix-b-meals-allowances-april-2023.html>

Moved and seconded,
And Resolved:

676/23 That the following recommendation **BE REFERRED** to staff to review the process for the remuneration as per the Chair, Directors and Alternate Directors Remuneration Bylaw No. 2710, 2021:

That staff be directed to prepare an amendment to the Chair, Directors and Alternate Directors Remuneration Bylaw No. 2710, 2021 to amend the expense for meals not covered by stipend amount to reflect the annual approved Canada Revenue Agency allowances for meals, and that the bylaw reflect that the meal allowances will be updated annually for any change to the CRA allowances.

Defeated

Moved and seconded,
And Resolved:

677/23

That staff be directed to prepare an amendment to the Chair, Directors and Alternate Directors Remuneration Bylaw No. 2710, 2021 to amend the expense for meals not covered by stipend amount to reflect the annual approved Canada Revenue Agency allowances for meals, and that the bylaw reflect that the meal allowances will be updated annually for any change to the CRA allowances.

Carried

Directors Graham, Deboon, Ferguson, Davidoff, McLaren-Caux and Hanegraaf recorded opposed.

Moved and Seconded,
And Resolved:

That Item 4.4 Directors' Reports to be considered at this time.

Carried

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

4.4.1.1 CBRAC/RCC/UBCM

4.4.1.2 Letter of Support: Riondel Golf Course

4.4.2 Director Tierney

4.4.2.1 Letter of Support: Francophone School in Creston

4.4.2.2 Letter of Support: Goat Mountain - Mountain Bike Trail Network

4.4.2.3 Letter of Support: Creston Market Park Project - Phase 2

4.4.3 Director Vandenberghe: UBCM and Activities

4.4.4 Director Watson

4.4.4.1 2023 October Activities

4.4.4.2 Columbia Basin Trust: Board Highlights

4.4.5 Director Graham

4.4.5.1 2023 August and September Activities

4.4.5.2 2023 UBCM

4.4.6 Director Popoff: 2023 September Activities

4.4.7 Director Davidoff

4.4.7.1 Letter of Support: Administrator and Coordinator Economic Development in Castlegar

4.4.7.2 Letter to the Editor: Innocent Child Prisoners

4.4.8 Director Weatherhead: UBCM/CBRAC

4.4.9 Director McFaddin: 2023 UBCM

4.4.10 Director DeBoon: UBCM Conference

4.4.11 Director McLaren-Caux: UBCM

4.4.12 Director Lockwood: UBCM

4.4.13 Director Ferguson: UBCM

4.4.14 Director Tierney: UBCM

4.4.15 Director Cunningham: UBCM

4.4.16 Director Hewat: FCM/UBCM

Moved and seconded,
And Resolved:

678/23 That the Directors' verbal reports **BE REFERRED** to the November 16, 2023 Board meeting.

Carried

ORDER OF AGENDA Item 15 Adjournment to be considered at this time.
RESUMED

15. ADJOURNMENT

Moved and seconded,
And Resolved:

679/23 That the meeting adjourn at 3:48 p.m.

Carried

Aimee Watson, RDCK Board Chair

Angela Lund, Deputy Corporate Officer

GREATER NELSON NON-MARKET HOUSING STUDY

Phase Two Recommendations
RDCK Board Meeting

16 November 2023



OVERVIEW

Project Background & Process

Recommendations

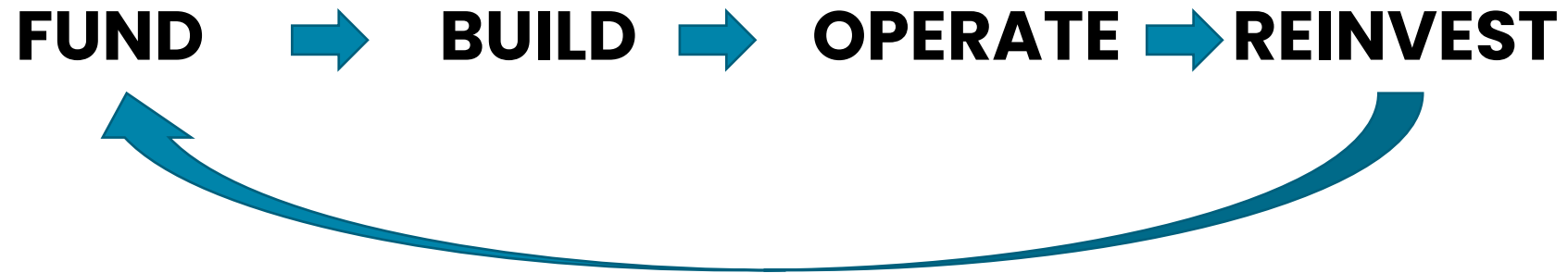
Immediate Steps

Long-Term Vision

Next Steps for Phase 3

THIS PROJECT

How can Greater Nelson initiate and/or support the non-market cycle?



- Take advantage of existing resources and expertise.
- Leverage municipal and regional tools and land.
- Supported by local businesses, community members, council and board.

**What can this structure
look like in Greater Nelson?**

PHASE 2 PROCESS OVERVIEW

The focus of Phase Two was to generate educated feedback and input from City of Nelson Council, the RDCK Regional Board, the NAEDP, and other relevant housing organizations and committees on the findings on Phase 1.

Education & Visioning Sessions

- City of Nelson Council, RDCK Regional Board
- NAEDP

Interviews with Established Housing Entities

- Tofino Housing Corporation
- Cowichan Housing Association
- Revelstoke Community Housing Society

Interviews with Non-Profit Housing Societies

- Nelson CARES Society
- SHARE Nelson

RECOMMENDATIONS

IMMEDIATE STEPS (1-2 YEARS)

- Identify municipal and/or regional land that is suitable for non-market, affordable housing and develop a land disposal process/strategy.
- Identify and partner with non-profit operators in Greater Nelson to respond to provincial and federal government funding calls.
- Explore financial options to establish a Pre-Development Fund (PDF) to assist non-profit operators with the planning and pre-development costs of building new affordable housing

FUNDING OPPORTUNITIES

BC Housing – Community Housing Fund (CHF)

- \$3.3 billion investment to build over 20,000 affordable rental homes for people with moderate and low incomes by 2031-32
- \$158,000 per unit
- Funding call expected in summer/fall 2024

Canadian Housing and Mortgage Corporation (CMHC) Co-Investment Funding

- Provides capital to partnered organizations that have secured funding from other levels of government for new affordable housing
- Up to \$75,000 per unit
- Assists with closing funding gaps
- Accepting applications

PDF to support local non-profit housing operators to prepare a funding application can unlock millions of dollars from senior levels of government.

RECOMMENDATIONS

Long-Term (3-5 YEARS)

- Establish a **municipal housing development corporation** to facilitate the development of non-market, affordable, workforce housing units.
- The goal of the corporation would be to develop and service the land, build non-market, affordable housing with support from senior funders, and partner with existing community operators.
- The corporation would act as a land steward/and or housing facilitator and partner with existing non-profits to operate the units.
- It is recommended that the City work closely with existing non-profit societies to ensure a spirit of collaboration, not competition, for limited resources.

REGIONAL CONSIDERATIONS

- Identify Regional-District owned sites in Electoral Areas E and F which are appropriate for non-market, affordable housing and sell or lease the land to the corporation at a reduced cost or nominal fee for the purposes of development.
- Support and collaborate with the RDCK to facilitate site specific feasibility and planning work.
- Create a shared service model that allows for the RDCK to pay for or cost share land upgrades and servicing on Electoral Area sites.
- Representatives from Electoral Areas E and F of the RDCK could sit on the corporation's Board to provide regional governance oversight.
- Explore a regional housing entity approach.

NEXT STEPS – PHASE 3

- 1. Research best practices for a municipal and/or regional land disposal strategy**
- 2. Create Pre-Development Workplan including activities, priorities, expected budgets, and timelines.**
- 3. Identify potential funding mechanisms to support the implementation of a housing development corporation**
 - Potential to use MRDT revenues on affordable housing
 - Establishing a Regional Housing Service Bylaw



Questions?

THANK YOU.

Jenna Hildebrand

jhildebrand@makoladev.com

Sandy Mackay

smackay@makoladev.com





Board Report

Date of Report: October 4, 2023
Date & Type of Meeting: October 19, 2023 Regional Board Meeting
Author: Stephanie Johnson, Planner
Subject: Greater Nelson Housing Entity Study – Phase Two Report
File: 10\5200\20\Greater_Nelson_Housing_Study
Electoral Area/Municipality: E and F / Nelson

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to present the results of the Greater Nelson Housing Study Phase Two: Improving Access to Non-Market, Affordable Rental Housing including proposed recommendations and implementation framework for consideration by the Board.

The Nelson and Area Economic Development Partnership (NAEDP) is a partnership of RDCK Areas E and F, the City of Nelson, Community Futures Central Kootenay and the Nelson & District Chamber to provide sustainable community economic development to support business retention and expansion. The NAEDP's top priority for 2023 is to address workforce housing shortages. Informed by the research completed in Phase One and the engagement findings in Phase Two, the consulting team is presenting the immediate and long-term recommendations outlined below and in Attachment 'A' for project partners to consider.

Staff are bringing this report to the Board for information only at this time. However, in response to this information we request that the Board provide feedback to be incorporated into the third phase of this project: *"Establishing Housing Authority Vision, Strategic Goals, and Next Steps"*.

SECTION 2: BACKGROUND/ANALYSIS

2.1 Background

In fall 2022, Community Futures Central Kootenay and its partners at the City of Nelson, the RDCK and the Nelson and District Chamber of Commerce engaged M'Akola Development Services to undertake the Greater Nelson Housing Entity Study on behalf of the NAEDP. The goal of the study was to assess the need for a local government supported housing entity and to explore other strategies and tools to facilitate the creation of non-market, affordable housing in the Greater Nelson area with a specific focus on housing options to meet the needs of moderate-income, working families and individuals (also known as workforce housing).

In Phase One, the project team conducted a review of best practices for local or regional government supported housing models. This included a review of prominent housing corporations, local government supported non-profit models, and other relevant housing organizations, including some regional models. Key commonalities, structures, partnerships, and funding mechanisms were identified, and a findings report that included a high-level benefit and relevance analysis was completed and shared with the Regional Board at the April 20, 2023 meeting.

The focus of Phase Two was to generate educated feedback and input from City of Nelson Council, the RDCK Board, the NAEDP, and other relevant housing organizations and committees. The consulting team, with support from project partners, hosted visioning and education sessions with City of Nelson Council and RDCK Area Directors and the NAEDP, as well as met with non-profit housing operators. Additionally, the consulting team spoke with current and former staff from housing organizations most relevant to the study, including the Tofino Housing Corporation, Cowichan Housing Association, and the Revelstoke Community Housing Society. Findings from the engagement sessions and interviews have informed steps for immediate action in the short term and a long-term vision recommendation, which can be found in Attachment 'A'.

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 funding for this project has been shared between the Community Futures Central Kootenay, City of Nelson, and the RDCK with the Regional District's Board Directors for Electoral Areas 'E' and 'F' each contributing \$7,500 in grant funding.

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

The *Greater Nelson Housing Entity* project assists with implementing the RDCK's *Housing Action Plan* (May 2023), which informs future statutory updates of the *Regional Housing Needs Assessment*, which local governments are required to update every five years under the *Local Government Statutes (Housing Needs Reports) Amendment Act, 2018*.

3.3 Social Considerations:

Housing is a key determinant to community health and resilience. The recommendations in this study include strategies and actions to foster the development of safe, affordable and appropriate workforce housing choices in the study area.

3.4 Economic Considerations:

There is evidence that housing is a barrier to attracting a labour force. Employers are having a difficult time staffing positions due to a lack of affordable housing options for prospective employees. Implementation of the RDCK's HAP seeks to improve these barriers, and includes collaborating on projects such as this.

3.5 Environmental Considerations:

This project will not have direct impact to environmental considerations until actioned, but once implemented it is anticipated that growth management planning will assist with creating a diversity of housing options in areas close to amenities, services and transportation networks, which would assist with climate change mitigation.

3.6 Communication Considerations:

Engagement activities and their results area detailed in Appendix 'B' of the Phase Two report included in Attachment 'A'.

3.7 Staffing/Departmental Workplace Considerations:

The Greater Nelson Housing Entity Study was prepared by a consulting team with the Planner 2 as project manager along with a project management team including staff members from the Community Futures of Central Kootenay and City of Nelson.

3.8 Board Strategic Plan/Priorities Considerations:

As an RDCK Board Action under Resolution 406/21 on (May 20th, 2021) “... the Board direct[ed] staff to undertake the following Recommended Next Steps as described in the Housing Action Plan Options Report to Board date[d] May 6, 2021:

- i. **Zone and incentivize infill;**
- ii. **Support not for profit housing providers;**
- iii. **Facilitate non-market development on underutilized and vacant land;**
- iv. **Create a housing action plan; and,**
- v. **Investigate housing authorities”.**

SECTION 4: SUMMARY

4.1 Discussion

This report is intended to support, supplement, and provide direction to the already important work being undertaken by the Regional Board, and staff of the RDCK to implement that Regional District’s Housing Action Plan (May, 2023).

Informed by the research completed in Phase One and the feedback in Phase Two, the project team will move on to Phase Three. This final Phase includes the development of a guide to help staff and partners secure funding to undertake implementation “next steps” to generate workforce housing the Greater Nelson area, ultimately, returning to the Regional Board and Nelson’s Council for consideration.

Should the Board have any feedback at this stage on what “next steps” to prioritize in the implementation work plan (see Appendix A of Attachment ‘A’) this would assist the project team in developing a more responsive guide for staff to action as part of Phase Three.

Respectfully submitted,

“Submitted electronically”

Stephanie Johnson, MCIP, RPP

CONCURRENCE

Planning Manager – Nelson Wight

Approved

General Manager of Development Services and Community Sustainability – Sangita Sudan

Approved

Chief Administrative Officer – Stuart Horn

Approved

Attachment ‘A’ - *Greater Nelson Housing Study Phase Two: Improving Access to Non-Market, Affordable Rental Housing Report*

Greater Nelson Housing Entity Study

Improving Access to Non-Market, Affordable Rental Housing

Phase Two Final Report

October 2023

Prepared For:



Jenna Hildebrand
Project Planner
jhildebrand@makoladev.com

Sandy Mackay
Housing Research and Policy Lead
smackay@makoladev.com



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EXECUTIVE SUMMARY

In Fall 2022, Community Futures Central Kootenay and its partners at the City of Nelson, the Regional District of Central Kootenay (RDCK) and the Nelson and District Chamber of Commerce commissioned the Greater Nelson Housing Entity Study on behalf of the Nelson and Area Economic Development Partnership (NAEDP). The goal of the study was to assess the need for a local government supported housing entity and to explore other strategies and tools to facilitate the creation of non-market, affordable housing in the Greater Nelson area with a specific focus on housing options to meet the needs of moderate-income, working families and individuals (also known as workforce housing).

In Phase One, the project team conducted a review of best practices for local or regional government supported housing models. This included a review of prominent housing corporations, local government supported non-profit models, and other relevant housing organizations, including some regional models. Key commonalities, structures, partnerships, and funding mechanisms were identified, and a findings report that included a high-level benefit and relevance analysis was completed and shared. Also included in the findings report was a preliminary evaluation criteria matrix that informed Phase Two engagement.

The focus of Phase Two was to generate educated feedback and input from City of Nelson Council, the RDCK Regional Board, the NAEDP, and other relevant housing organizations and committees. The consulting team, with support from project partners, hosted visioning and education sessions with City of Nelson Council and RDCK Area Directors and the NAEDP, as well as met with non-profit housing operators. Additionally, the consulting team spoke with current and former staff from housing organizations most relevant to the study, including the Tofino Housing Corporation (THC), Cowichan Housing Association (CHA), and the Revelstoke Community Housing Society (RCHS). Findings from the engagement sessions and interviews have informed steps for immediate action in the short term and a long-term vision recommendation.

RECOMMENDATIONS

Informed by the research completed in Phase One and the engagement findings in Phase Two, the consulting team is presenting the immediate and long-term recommendations outlined below for project partners to consider.

IMMEDIATE STEPS

Over the next one to two years, the consulting team recommends that the City and the RDCK work closely with existing non-profit housing organizations to partner with and respond to upcoming provincial and federal funding calls. With funding opportunities on the horizon, and non-profit housing expertise already in Greater Nelson, the consulting team recommends the City and the RDCK focus on the following in the immediate term:

- Identify municipal and/or regional land that is suitable for non-market, affordable housing and develop a land disposal process/strategy.

- Through a formalized process, identify and partner with non-profit operators in Greater Nelson to respond to provincial and federal government funding calls (e.g., BC Housing’s Community Housing Fund (CHF), Canadian Housing and Mortgage Corporation (CMHC) funding).
- Explore financial options to develop a Pre-Development Fund (PDF) to assist non-profit operators with the planning and pre-development costs of building new non-market, affordable housing.

LONG-TERM VISION

Over the next three to five years, the consulting team recommends that the City of Nelson establish a municipal housing development corporation to facilitate the development of non-market, affordable housing units. The housing development corporation would act as a land steward and/or housing facilitator and partner with existing non-profits to operate the units.

A more detailed summary and review of the primary advantages and potential risks/challenges for each recommendation is included in the full report.

NEXT STEPS

Following receipt and publication of this report, and with the approval of the project steering committee, the consulting team, with support from project partners, will present the key engagement findings and recommendations to City of Nelson Council, the Regional District Board and the NAEDP Coordinating and Advisory Committee. Following these presentations and subsequent feedback from elected officials, the project team will discuss how best to use the funds allocated for Phase Three. Some key activities may include:

- Supporting staff and partners to secure potential funding opportunities (e.g., Rural Economic Diversification and Infrastructure Program).
- Support for municipal staff to action the proposed Immediate Steps Implementation Workplan (see Appendix A).
- Developing a next steps guide that includes further details about the municipal housing development corporation and a high-level action plan. This guide could include a draft vision, staff requirements, proposed budget, board composition, required internal policies, regional considerations, and other relevant pieces.

REPORT OVERVIEW

This document is the final deliverable for Phase Two: Best Practice Research and Analysis of the Greater Nelson Housing Entity Study. The focus of Phase Two was to generate educated feedback and input from the City of Nelson, the RDCK, and other relevant housing organizations and committees to validate and confirm Phase One findings and preliminary recommendations from the consulting team. Findings from the engagement sessions and interviews have informed steps for immediate action in the short term, and a longer-term vision recommendation to form a municipal housing development corporation. This report provides a high-level overview of the Phase Two process, engagement findings and recommendations.

GEOGRAPHY

For the purposes of this report, “Greater Nelson” refers to the combined geographic areas of the City of Nelson and Electoral Areas ‘E’ and ‘F’ of the Regional District of Central Kootenay (RDCK). Electoral Area ‘E’ includes the unincorporated communities of Blewett, Balfour, Queens Bay, Longbeach, Harrop/Procter, Sunshine Bay, Bealby/Horlicks, Taghum Beach and Nelson to Cottonwood Lake. Electoral Area ‘F’ includes the unincorporated communities of Beasley, Taghum, Willow Point, Nasookin, Grohman, Crescent Beach, Sproule Creek, Six Mile and Bonnington.

Although this report is for Greater Nelson, there is the opportunity for the findings and options presented in this report to serve and apply to a broader geographic area in the future, including other municipalities and electoral areas within the RDCK.

PHASE TWO PROCESS SUMMARY

The focus of Phase Two was to generate educated feedback and input from City of Nelson Council, the RDCK Regional Board, the NAEDP, and other relevant housing organizations and committees. The consulting team, with support from project partners, hosted visioning and education sessions with City of Nelson Council and RDCK Area Directors and the NAEDP, as well as met with non-profit housing operators. Additionally, the consulting spoke with current and former staff from housing organization models most relevant to the study, including the Tofino Housing Corporation (THC), Cowichan Housing Association (CHA), and the Revelstoke Community Housing Society (RCHS). Findings from the engagement sessions and interviews informed the immediate steps and long-term vision recommendations. A high-level overview of the engagement findings is provided in the engagement overview section below.

ENGAGEMENT OVERVIEW

EDUCATION AND VISIONING SESSION WITH CITY OF NELSON COUNCIL AND RDCK REGIONAL DIRECTORS

In June 2023, the project team held an education and visioning session with City of Nelson Council and the RDCK Area Directors. This session was an opportunity for the project team to share information about the project, provide an overview of housing need in Greater Nelson, explain the importance and necessity for non-market, affordable housing, and share tools that local governments use to encourage the development of non-market, affordable housing.

As part of this session, the consulting team presented three of the most relevant housing option models – the Society Model (e.g., Revelstoke Community Housing Society), the Regional Model (e.g., Cowichan Housing Association), and the Corporation Model (e.g., Tofino Housing Corporation) – in the context of Greater Nelson. Using the online engagement software Menti, the consulting team gathered information from participants about their preferred housing option model(s) by asking a series of scaled and multiple-choice questions related to organizational scope, key assets, governance and organizational structure, and relevant legal and financial implications. Key findings from the engagement session are presented below.

KEY FINDINGS:

- **Elected officials are most in favour of a Society model that incorporates and values community expertise and is operated at an arm’s length.** This aligns with the preliminary findings in Phase One, that any new housing entity will need to account for the strong existing non-profit housing ecosystem and existing community expertise.
- **Participants expressed a preference for a non-market housing entity to be undertaken through a municipal approach, not a regional approach.**
- **The proposed entity should function as a land steward/and or housing facilitator, not an operator.** Participants expressed that the municipality and/or RDCK should not be involved with the day-to-day operations of any proposed non-market housing entity.
- **Elected officials are most comfortable with the municipality/and or RDCK indirectly supporting a non-market housing entity through resources such as staff time, waivers, property tax exemptions, and the provision of land assets, rather than increasing taxes.** Participants were moderately comfortable with the municipality and/or RDCK providing direct grants (e.g., Pre-Development Funding (PDF), capital contributions) and least comfortable with the provision of direct operations support (e.g., tenanting, maintenance, etc.). Overwhelmingly, participants were not in favour of the non-market housing entity being funded through an increase in taxes, such as the implementation of a Housing Service Bylaw.

- **Elected officials felt strongly that neither the municipality nor RDCK should be legally responsible for a non-market housing entity.** This speaks to the preference for a housing model that functions at an arms-length from the municipality and/or RDCK.

The full list of Menti questions and corresponding results can be found in Appendix A.

EDUCATION AND VISIONING SESSION WITH THE NAEDP

In June 2023, the project team held a similar education and visioning session with the Nelson and Area Economic Development Partnership (NAEDP). Given this committee has been largely informed and involved throughout Phase One of the project, this session focused on reiterating the need and demand for non-market, affordable housing in Greater Nelson and discussing key non-market actors and partnerships that are necessary to support the development of non-market, affordable housing.

Similar to the session with elected officials, the consulting team presented three of the most relevant housing option models in the context of the Greater Nelson Area (the Society Model (e.g., Revelstoke Community Housing Society), the Regional Model (e.g., Cowichan Housing Association), and the Corporation Model (e.g., Tofino Housing Corporation)). Using the online engagement software Menti, the consulting team gathered information from participants about their preferred model(s), the role of the organization, the geographic scope of the organization, key organizational assets, governance models, and funding structures. Key findings from the engagement session are presented below.

KEY FINDINGS:

- **Participants are most in favour of the Society model as it values community expertise and governance.** This aligns with the findings in Phase One, that any new housing entity will need to account for the strong existing non-profit housing ecosystem and expertise that already exists in the community.
- **Participants expressed a strong preference for the proposed organization to be a partner and/or facilitator in the development of non-market, affordable housing.** There was minimal preference for the organization to act as a funder or developer, and no participant expressed interest in the organization taking on the role of an operator.
- **The preference is for the non-market housing entity to be undertaken through a regional approach.** This preference differs from that of elected officials, who expressed their support for a municipal approach.
- **Participants felt the most appropriate municipal or regional contribution would be through supports such as staff time, waivers, and property tax exemptions, and through the provision of land assets.** Participants were moderately comfortable with the municipality and/or RDCK providing direct grants (e.g., Pre-Development Funding (PDF), capital contributions) and least comfortable with the provision of direct operations support. Overwhelmingly, participants were not in favour of the proposed entity being funded through an increase in taxes, such as a Housing Service Bylaw.

The full list of Menti questions and corresponding results can be found in Appendix A.

INTERVIEWS WITH ESTABLISHED HOUSING ENTITIES

As part of Phase Two engagement, the consulting team spoke with current and former staff from housing organization models most relevant to the study, including the Tofino Housing Corporation (THC), Cowichan Housing Association (CHA), and the Revelstoke Community Housing Society (RCHS). Through these interviews, the consulting team gathered information about the structure of the organization, the funding model, the function (i.e., developer, operator, or both) and future development and expansion plans. Key findings from these interviews are presented below.

KEY FINDINGS:

- **The creation of a new, non-market housing entity requires significant financial and human resources.** These resources are not only required to start up the organization but are necessary to sustain yearly operations. It was suggested that an annual investment of \$150,000 to \$200,000 per year is needed from either a municipality or a regional district until the housing entity can generate revenue from built units.
- **There is increased interest in the housing/development corporation model to drive the development of non-market, affordable housing.** The Cowichan Housing Association, for example, is currently working with a consultant to explore options to restructure to a housing and/or development corporation model following a community consultation process on workforce housing challenges.
- **Political support, interest, and involvement from a municipality and/or a regional district are crucial to the successful development of non-market, affordable housing units.** One interviewee noted that it is very difficult to get development projects off the ground if local governments do not see themselves or the value of their involvement in the projects.
- **The implementation of a non-market housing entity should be viewed as a generational solution.** All interviewees expressed that creating a new non-market housing entity comes with many challenges – it is expensive, politically charged, and complex to establish. It is not a panacea solution. Despite these challenges, all spoke to the importance and timeliness of investing now, to ensure future generations have access to affordable, safe, and secure housing.

INTERVIEWS WITH NON-PROFIT SOCIETIES

Throughout Phase One and Phase Two of the project, the consulting team met with non-profit housing societies that currently operate non-market, affordable and supportive housing to understand their potential interest in developing new units. Through these discussions, it was evident there is interest and excitement from existing societies to develop and expand their housing portfolios to include non-market, affordable, workforce housing options. Non-profits highlighted the importance of working collaboratively and transparently with the City and/or the RDCK to reduce competition and foster positive working

relationships and partnerships amongst the sector. They also shared they are comfortable entering into an operating partnership with the City and/or the RDCK where the land owner maintains assets and land and the Society operates the building(s).

Non-profits expressed that one of the biggest barriers to developing new units is the lack of available pre-development funding to assist with the planning and pre-development costs of building new affordable housing, including site surveys, planning fees, preliminary/schematic architectural designs, environmental site assessments, geotechnical reports, engineering studies, and development consultant fees. Non-profits are eager to see the City and RDCK play a more active role in the development of non-market, affordable units, through funding for pre-development costs and land contributions (e.g., below-market sale or long-term lease agreement).

PHASE TWO RECOMMENDATIONS

IMMEDIATE STEPS (1-2 YRS):

Over the next one to two years, the consulting team recommends that the City and the RDCK work closely with existing non-profit housing organizations to partner with and respond to upcoming BC Housing funding calls. The Province, through the Building BC Community Housing Fund, has issued a third notice of funding (announced August 28, 2023). This funding is an opportunity for the City and the RDCK to support and partner with existing non-profits that are interested and have the capacity to develop and expand their non-market, affordable housing portfolios. This recommendation is informed by the preference of elected officials and the NAEDP for a Society housing model that incorporates community expertise and governance. It does not require forming a new Society given there are existing resources within the community.

With funding opportunities on the horizon, and non-profit housing expertise already in Greater Nelson, the consulting team recommends the City and the RDCK focus on the following in the immediate term:

- Identify municipal and/or regional land that is suitable for non-market, affordable housing and develop a land disposal process/strategy.
- Through a formalized process, identify and partner with non-profit operators in Greater Nelson to respond to provincial and federal government funding calls (e.g., BC Housing's Community Housing Fund (CHF), Canadian Housing and Mortgage Corporation (CMHC) funding).
- Explore financial options to develop a Pre-Development Fund (PDF) to assist non-profit operators with the planning and pre-development costs of building new affordable housing, including site surveys, planning fees, preliminary/schematic architectural designs, environmental site assessments, geotechnical reports, engineering studies, and development consultant fees.

An Immediate Steps Implementation Work Plan for City of Nelson and/or RDCK staff is included in Appendix B.

PRIMARY ADVANTAGES

- **Standardized Practice:** It is common practice for local governments to dispose of land for the purpose of non-market, affordable housing development. Municipalities that share similar affordable housing challenges with Nelson, such as Revelstoke, are beginning to play a larger role in non-market, housing development, by providing grants to assist with planning and pre-development costs.¹
- **Efficient and Expedited Implementation:** This recommendation can be completed internally by staff at the City and RDCK, likely with City staff playing a lead role. New units will be developed quicker as existing non-profits already have the capacity and willingness to partner with the City.
- **Existing Community Expertise:** Non-profits have experience developing non-market, affordable housing in partnership with BC Housing and have the necessary expertise to partner with the City and to develop more units.
- **Investment in Local Sector Capacity:** This recommendation builds capacity and capability in the local sector by leveraging and building upon existing community expertise and resources.
- **Supports Multiple Partners:** This recommendation will support the ability of existing non-profits to build and operate new affordable rental units. It also encourages potential partnerships with senior levels of government.

POTENTIAL RISKS/CHALLENGES

- **Multiple Non-Profit Partner Options:** Multiple non-profit partners expressed interest in partnering with the City and RDCK to operate new non-market, affordable units. This could lead to competition and perceived favoritism if processes and decisions are not transparent and equitable.
- **Political Implications and Sustainability:** Internal departments are easily impacted by political changes. This is an immediate-term recommendation with the goal of bringing affordable units to Greater Nelson quickly. If political priorities change, a similar process may not be feasible in the future.
- **Cost implications:** This recommendation requires funding from the City of Nelson and/or RDCK and would likely need to be reallocated from other service areas/departments.
- **Limited Control:** The City and RDCK have less control over the unit type and final form of developments as they are not leading the development process, simply providing land and start-up funding.
- **Land Disposal:** This recommendation requires the City or RDCK to sell or lease land to the non-profit.

¹ "[City of Revelstoke gives \\$100,000 to Community Housing Society.](#)" In 2023, the City of Revelstoke provided a \$100,000 grant to the Revelstoke Community Housing Society (RCHS) in support of future projects and development costs. These funds became available through a \$500,000 grant from the Rural Economic Diversification and Infrastructure Program (REDIP) for funding non-profit housing organizations.

LONG TERM VISION (3-5 YEARS):

In the long term (three to five years), the consulting team recommends that the City of Nelson establish a municipal housing development corporation to facilitate the development of non-market, affordable housing units². The housing development corporation would act as a land steward and/or housing facilitator and partner with existing non-profits to operate the units. This model enables the City to lead the housing development process, maintain ownership of the land, and control the final built asset. A corporate structure also allows for more creative funding and borrowing options; a corporation can borrow money from senior funders without impacting municipal borrowing limits. The goal of the development corporation would be to develop and service the land, build non-market, affordable housing with support from senior funders, and partner with existing community operators. When forming this corporation, the consulting team, recommends that the City work closely with existing non-profit housing societies to ensure a spirit of collaboration, not competition, for limited housing resources.

PRIMARY ADVANTAGES

- **Greater Degree of Control:** Land and assets developed by the corporation are retained by the City.
- **Arms-length Independence:** Rather than voting to fund individual sites or projects, funding the corporation is a regular, annual expenditure. A standardized funding mechanism can help enable sustainable operations. The corporation model also externalizes day-to-day decision-making, removing operations from council or board control or staff work plans.
- **Borrowing Capabilities:** A municipal corporation has more flexible borrowing capabilities, unlike a municipality that is subject to the Municipal Liabilities Regulation.
- **Flexibility:** The corporation can enter into a wide range of partnerships and agreements, including creative land swaps, private sector partnerships, and land acquisition opportunities.
- **Expertise:** The corporation can leverage community expertise through partnerships but can structure its board to include individuals with specialized knowledge and experience, including non-market and market developers, real estate specialists, tenants' rights advocates, operators, builders, and representatives from local First Nations.
- **Regionality:** A corporation is not bound by municipal borders. It can develop and invest outside of the City of Nelson – for example, in Electoral Area E and F – provided those activities are within the corporate mandate and approved by the board.

POTENTIAL RISKS

- **Slow Implementation:** Setting up a development corporation will take significant financial and human resources and will likely not lead to the permitting of new non-market, affordable units for at least five years.
- **Cost implications:** The creation of a development corporation will require initial and longer-term investment (e.g., ongoing operations costs) from the municipality and would likely be an expense from general tax funds and therefore directly supported by the taxpayer.

² A municipal development corporation, owned by the City of Nelson, does not preclude the corporation from developing projects on Electoral Areas 'E' and 'F' land. See "Regional Considerations" and "Regional Opportunities" sections for more information.

- **Competition:** Any new entity may be seen as competition and garner negative perception from existing non-profit housing societies in the area who are already engaged in affordable and non-market housing initiatives.
- **Regional Equity:** It would be very challenging to have one corporate entity, owned by multiple municipal partners. Strategic decisions made by the corporation may not be perceived as benefiting communities equitably, despite similar levels of investment. There is precedent for a Regional District-owned housing corporation, but Phase Two engagement revealed little to no interest in proceeding with a Regional Housing Service Bylaw, necessary for funding a Regional Corporation.

A Long-Term Vision Implementation Work Plan for City of Nelson and/or RDCK staff is included in Appendix C.

RDCK ELECTORAL AREAS 'E' AND 'F' CONSIDERATIONS

Although the consulting team recommends establishing a municipal housing development corporation, there are opportunities for the corporation to collaborate regionally with Electoral Areas 'E' and 'F' of the RDCK. Additionally, a municipal development corporation does not preclude the corporation from developing projects on Electoral Areas 'E' and 'F' land. Opportunities for future collaboration could include:

- The RDCK identifying Regional-District owned sites in Electoral Areas 'E' and 'F' which are appropriate for non-market, affordable housing and selling or leasing the land to the corporation at a reduced cost or nominal fee for the purposes of development.
- The corporation supporting and collaborating with the RDCK to facilitate site specific feasibility and planning work.
- The creation of a shared service model that allows for the RDCK to pay for or cost share land upgrades and servicing on Electoral Area sites.
- Representatives from Electoral Area 'E' and 'F' of the RDCK sitting on the corporation's Board to provide regional governance oversight.

REGIONAL OPPORTUNITIES

Other municipalities within the RDCK have expressed interest in exploring the creation of a non-market housing entity to increase the stock of non-market, affordable housing units in their community. Given this interest, there is an opportunity to explore a regional approach in greater detail. However, further discussion with elected officials is required as Phase Two engagement revealed little to no interest in implementing a Regional Housing Service Bylaw, necessary for funding a Regional Corporation. Across the Province, multiple Regional Districts have added housing to their suite of services, increasing taxation to provide housing support and capital – for example, the Cowichan Housing Association (CHA) in Cowichan Valley Regional District (CVRD) and the Capital Regional Housing District (CRHD) in the Capital Regional

District. Highlighted below are some of the primary advantages and potential risks of proceeding with a regional housing entity.

PRIMARY ADVANTAGES

- **Arms-length Independence:** Funding the regional entity becomes a regular, annual expenditure. A Regional Housing Service Bylaw would be the standardized funding mechanism to sustain operations. The regional model also externalizes day-to-day decision-making, removing operations from council or board control or staff work plans.
- **Borrowing Capabilities:** An external housing agency or entity has more flexible borrowing capabilities.
- **Flexibility:** The regional housing entity can enter into a wide range of partnerships and agreements.
- **Expertise:** The regional entity can leverage community expertise through partnerships but can structure its board (depending on the organization structure) to include individuals with specialized knowledge and experience, including non-market and market developers, real estate specialists, tenants' rights advocates, operators, builders, and representatives from local First Nations.
- **Regionality:** A regional entity is not bound by municipal borders. It can develop and invest in multiple municipalities and Electoral Areas that are within the entity's mandate and approved by the board.
- **Flexibility to Opt-in or Opt-out:** Municipalities have the option to financially opt in or opt of the regional entity.

POTENTIAL RISKS

- **Land Disposal:** For the regional entity to acquire land and develop, municipalities will have to sell or lease land to the entity, giving up control of their land and assets.
- **Slow Implementation:** Setting up a regional entity will take significant financial and human resources and will likely not lead to the permitting of new non-market, affordable units for at least five years.
- **Cost implications:** The creation of a regional housing entity will require initial and longer-term investment (e.g., ongoing operations costs) and would be funded through a Regional Housing Service Bylaw, therefore directly supported by the taxpayer.
- **Competition:** Any new entity may be seen as competition and garner negative perceptions from existing non-profit housing societies in the region who are already engaged in affordable and non-market housing initiatives.
- **Regional Equity:** Strategic decisions made by the corporation may not be perceived as benefiting communities equitably, despite similar levels of investment.

NEXT STEPS

Following receipt and publication of this report and with the approval of the project steering committee, the consulting team, with support from project partners, will present the key engagement findings and recommendations to City of Nelson Council, the Regional District Board and the NAEDP Coordinating and Advisory Committee. Following these presentations and subsequent feedback from elected officials, the project team will discuss how best to use the funds allocated for Phase Three. Some key activities may include:

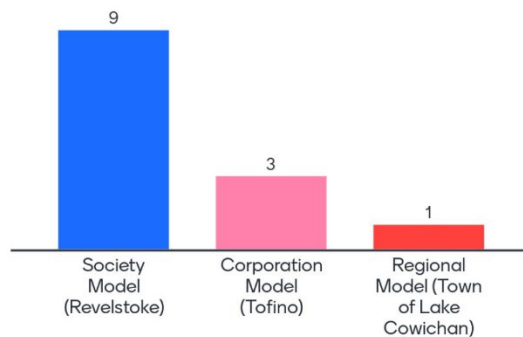
- Supporting staff and partners to secure potential funding opportunities (e.g., Rural Economic Diversification and Infrastructure Program).
- Support for municipal staff to action the proposed Immediate Steps Implementation Workplan (see Appendix A).
- Developing a next steps guide that includes further details about the municipal housing development corporation and a high-level action plan. This guide could include a draft vision, staff requirements, proposed budget, board composition, required internal policies, regional considerations, and other relevant pieces.

APPENDIX A – MENTI ENGAGEMENT RESULTS

MEETING WITH ELECTED OFFICIALS

QUESTION 1: WHICH OF THESE MODELS MOST RESONATES WITH YOU?

Which of these models most resonates with you?



QUESTION 2: ORGANIZATIONAL SCOPE - ASSETS

Organizational Scope - Assets



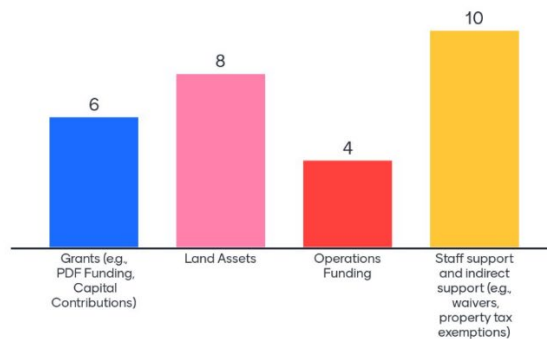
QUESTION 3: ORGANIZATIONAL SCOPE – REGIONAL OR MUNICIPAL ENTITY?

Organizational Scope - Regional or Municipal Entity?

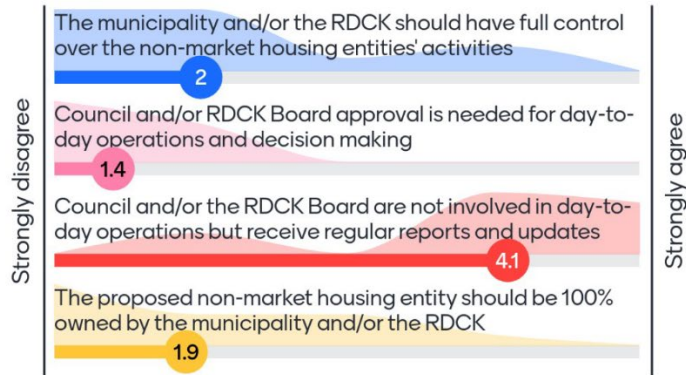


QUESTION 4: KEY ASSETS

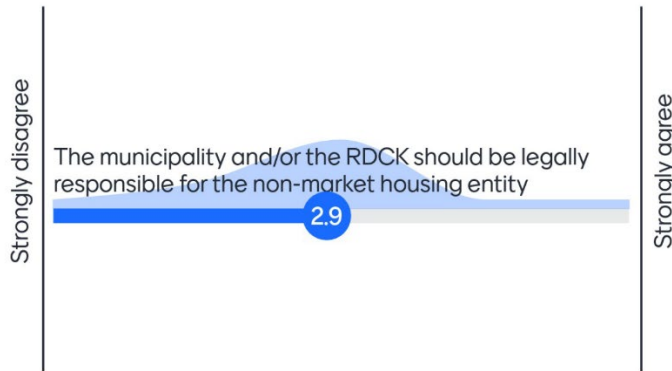
What are the key assets the municipality and/or the RDCK are willing to contribute to a proposed non-market housing entity?



Governance & Organizational Structure - Control & Ownership

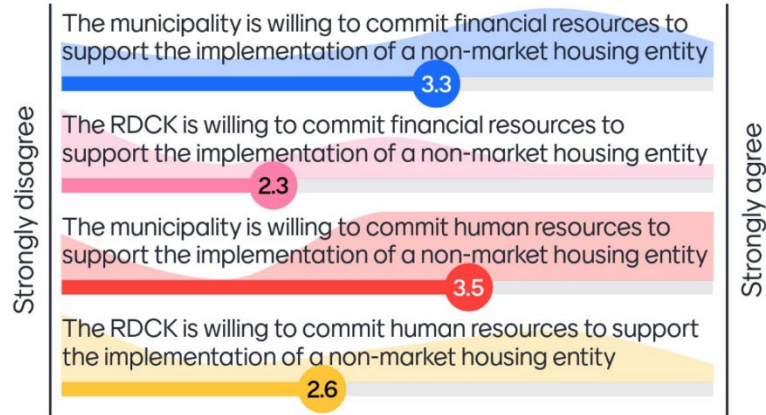


Legal Implications



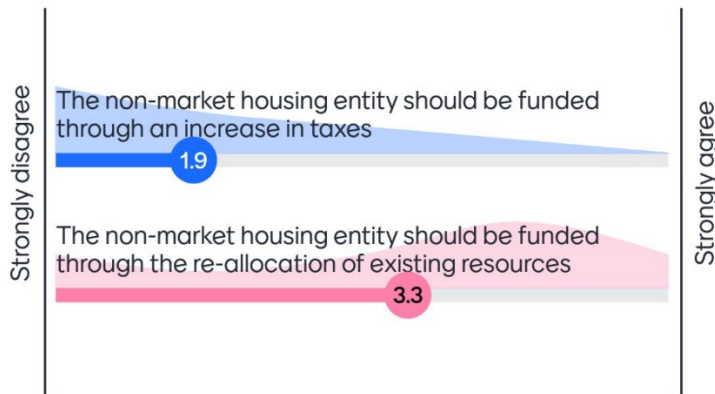
QUESTION 7: FUNDING STRUCTURE

Funding Structure



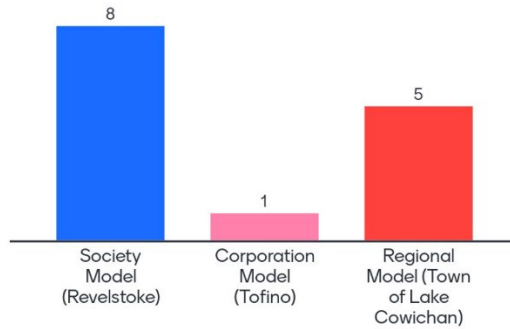
QUESTION 8: FUNDING STRUCTURE CONT'D

Funding Structure



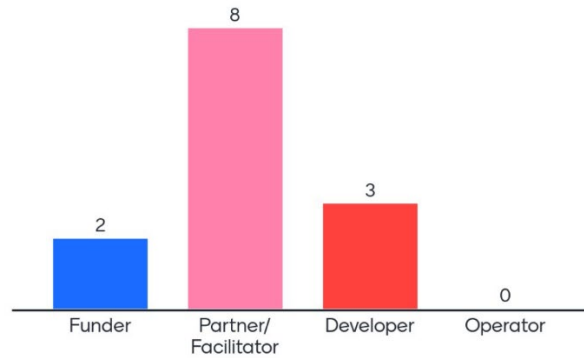
QUESTION 1: WHICH OF THESE MODELS MOST RESONATES WITH YOU?

Which of these models most resonates with you?



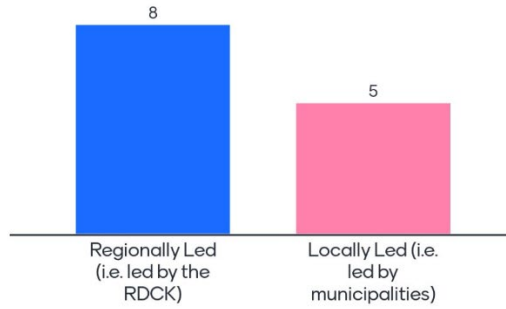
QUESTION 2: WHAT IS THE MOST IMPORTANT ROLE OF THE ORGANIZATION?

What is the most important role of the organization?



QUESTION 3: WHAT IS THE GEOGRAPHIC SCOPE OF THE ORGANIZATION?

What is the geographic scope of the organization?



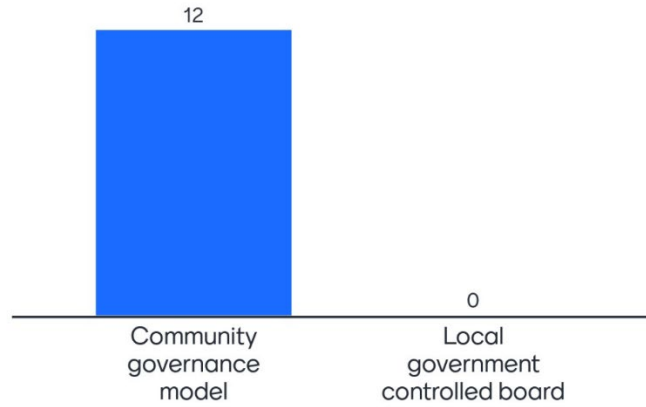
QUESTION 4: WHAT LOCAL GOVERNMENT ASSETS WOULD BE THE MOST APPROPRIATE CONTRIBUTION?

What local government assets would be the most appropriate contribution?



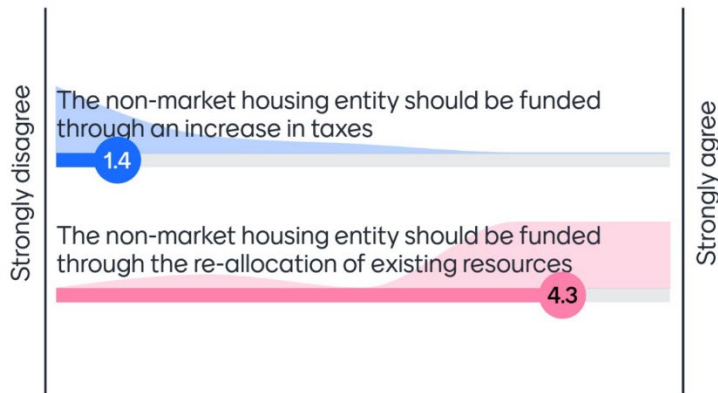
QUESTION 5: WHAT GOVERNANCE MODEL IS PREFERRED?

What governance model is preferred?

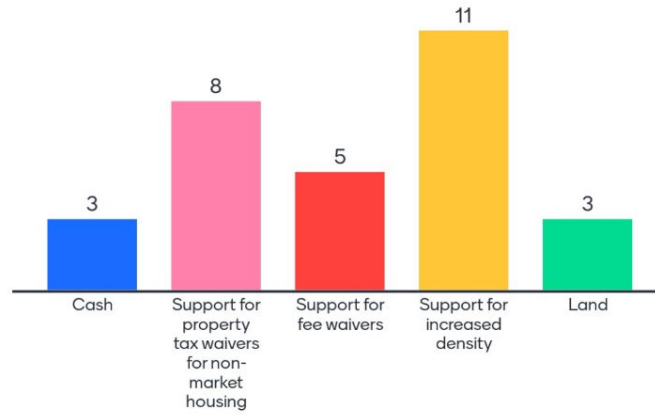


QUESTION 6: FUNDING STRUCTURE

Funding Structure



What would you be willing to contribute?



APPENDIX B – IMMEDIATE STEPS IMPLEMENTATION WORKPLAN

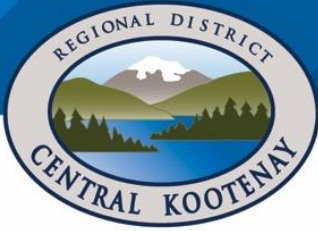
Immediate Steps:	Associated Tasks/Considerations:	Lead:	Progress (Completed, In-Progress, Not-Started):	Timeline:	Notes:
<p>Develop a land disposal policy, process, and/or strategy</p>	<ul style="list-style-type: none"> • Develop the criteria for municipal and regional land disposal for the purpose of developing non-market, affordable, workforce housing. • Develop site selection criteria. • Collaborate with housing non-profits to develop specific criteria that non-profit societies must meet to respond to RFPs. • Identify tenancy focus/restrictions. • Ensure all criteria align with available funding programs (e.g., BC Housing CHF, CMHC Co-Investment Funding, Columbia Basin Trust, etc.) 	<p>City of Nelson, RDCK</p>			
<p>Identify municipal and regional land that is suitable for non-market, affordable housing</p>	<ul style="list-style-type: none"> • Create an inventory/document to identify and prioritize municipal and/or regional land development opportunities for non-market, affordable housing in Greater Nelson. • Complete high-level feasible studies/analysis on top ranked sites. 	<p>City of Nelson, RDCK</p>			

	<ul style="list-style-type: none"> • Complete necessary municipal approvals for site readiness. 				
Develop and publish Request for Proposals (RFP)	<ul style="list-style-type: none"> • Develop the RFP package and share with interested housing non-profits. 	City of Nelson			
Allocate Pre-Development Funding (PDF) and administer grant	<ul style="list-style-type: none"> • Develop critical criteria and reporting requirements. • Obtain Council approval of granting program elements. • Obtain council approval for grant disposal. • Review RFPs and administer grants. 	City of Nelson			
In partnership with the selected non-profit operator, develop and submit BC Housing Community Housing Fund (CHF) application	<ul style="list-style-type: none"> • Complete site due diligence work (e.g., environmental assessments, site surveys, etc.). • Select a development consultant to support the funding application submission. • Procure architectural support and other critical consultants. • Develop and submit proposal to BCH. 	City of Nelson, selected non-profit housing operators			

APPENDIX C – LONG-TERM VISION IMPLEMENTATION WORKPLAN

Steps:	Associated Tasks/Considerations:	Lead:	Progress (Completed, In-Progress, Not-Started):	Timeline:	Notes:
Explore sustainable funding mechanisms	<ul style="list-style-type: none"> Review potential of Regional Housing Service Bylaw and Municipal and Regional District Tax Program (MRDT) to support ongoing housing intervention in Greater Nelson and RDCK. Develop funding scenarios based on potential contributions from MRDT and/or common Regional Housing Service Bylaw taxation schemes, focusing on minimizing impact to taxpayers. Present findings and recommendations to key project partners and help Regional District and Municipal Staff present recommendation. 	City of Nelson, RDCK			
Establish a Municipal Housing Corporation Working Group	<ul style="list-style-type: none"> Select key participants from the City, RDCK, non-profit housing organizations, business community, etc. to create a formal working group. Determine meeting frequency. 	City of Nelson			
Create a draft business plan	<ul style="list-style-type: none"> Develop a business plan with the Working Group, and vet with key stakeholders. Plan will be used for grant funding applications and 	City of Nelson			

	board recruitment purposes, and later may be used as a working document for board and executive discussion.				
Confirm and secure start up capital	<ul style="list-style-type: none"> Secure start up capital from municipal and/or regional revenue streams. Research requirements and process to implement a Housing Service By-Law. 	City of Nelson, RDCK			
Create and enact Board of Directors Recruitment Strategy	<ul style="list-style-type: none"> If required, enlist the support of a recruitment specialist. Using best practices of purpose-driven board development, develop a board recruitment strategy. Recruit and on-board an incorporating Board of Directors. 	City of Nelson			
Develop Constituting Documents	<ul style="list-style-type: none"> If required, hire a consultant to support the drafting of constituting documents. Enlist legal support for drafting and registering documents. 	City of Nelson			
Develop a strategic plan and annual budget	<ul style="list-style-type: none"> Develop vision and mission statements. Identify key actions and organization focus. Identify priority projects. Create an implementation work plan. Build out annual budget for council approval. 	Board of Directors, City of Nelson			



Board Report

Date of Report: October 22, 2023
Date & Type of Meeting: November 16, 2023 Open Board Meeting
Author: Chris Gainham, Building Manager
Subject: Building Department Fee Review – RDCK Building Amendment Bylaw 2908, 2023 and Consultation with Participating Municipalities
File: [File no.]
Electoral Area/Municipality: All Areas

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to request third reading and adoption of RDCK Building Amendment Bylaw 2908, 2023 - a bylaw to amend RDCK Building Bylaw No. 2200, 2010. The bylaw update was originally presented to the Board at the July 20, 2023 Regular Open Board Meeting where it received first and second readings and the Board directed staff to undertake consultation with municipalities who receive building inspection services by RDCK Building Officials prior to third reading and adoption.

This report also provides the Board with an update regarding the Board directed consultation with the Villages of Kaslo, Nakusp, Salmo, Slocan, Silvertown and New Denver on the proposed update to Building Permit Fees and Forms. This consultation included meetings on:

- Thursday September 28th, attended by the CAO's of New Denver, Salmo, Silvertown.
- Tuesday October 10th meeting with the CAO of the Village of Kaslo
- Friday October 13th meeting with the CAO of the Village of Nakusp.

The meetings included a presentation by the Building Manager (attachment 01) and a question and answer session that included the Manager, Building Development and Special Projects and General Manager, Development and Community Sustainability.

There was good discussion with the CAO group and agreement with the update to fees and forms and support for proceeding with presenting to the Board for consideration. CAO's expressed interest in the next phase of bylaw updates planned for 2024 - the scope of which includes a full update, modernization and alignment of the body of the bylaw with the MIABC model building bylaw, and review and update of aspects of the fee structure that were not addressed in this current update. CAO's did inquire about municipal administration fees (where the municipality provides building inspection administrative services for files) and this was not in the scope of this phase of the bylaw update and remains unchanged, but will be reviewed in the next phase of updates. RDCK staff also sought input/interest by municipalities to access the Prospero module (our digital permitting platform) and this will be addressed in the next phase of updates. Communication to the public on the bylaw changes was also discussed and, upon Board approval of the changes to fees and forms, RDCK staff intend to produce a brief building bulletin intended as public outreach and education and summarizes the fee changes and new approach to construction valuation.

SECTION 2: BACKGROUND/ANALYSIS

At the July 20th 2023 Open Board meeting, staff presented Building Amendment Bylaw 2908, 2023 to the Board and it received first and second readings. Prior to a third reading and adoption, the Board directed staff to engage, consult and communicate the proposed Bylaw changes to the Villages of Kaslo, Nakusp, Salmo, Slocan, Silverton and New Denver who are part of the RDCK Building Inspection services.

A comprehensive summary of the RDCK Building Amendment Bylaw 2908, 2023 (Attachment 02) is presented in full in the July 20, 2023 Regular Open Board Meeting and will not be repeated here, however a brief summary of the amendments is provided below.

Forms A, B, C, D, E and F:

The amending Bylaw No. 2908, 2023 proposes to:

- update “Schedule ‘A’ – Permit Fees”
- update Section 2 “Definitions” with new terms introduced in this report.
- remove the existing standard forms located in the Building Bylaw 2200, 2010 and listed as:
 - Form A - Building Permit Application Form;
 - Form B - Owner’s Acknowledgement Form;
 - Form C - Building/Plumbing Permit Form;
 - Form D - Occupancy Permit Form;
 - Form E - Stop Work Form; and
 - Form F- Do Not Occupy Notice Form.

The standard forms within Building Bylaw No. 2200, 2010 do not reflect the technical requirements before issuing a building permit. The new Building permit application and the Owner’s acknowledgement of responsibility and undertakings will become one document, replacing Form A and B in Attachment 03.

The Building Permit itself (previous Form C) is produced by the Tempest Prospero software used by the department. It functions as both receipt for the building and plumbing permit transaction and record of what was permitted where, and to whom. Modifications to this document will require hard coding by the software vendor, Attachment 04.

The Occupancy Permit, Stop Work Notice and Do Not Occupy Notice will remain as is.

Included in the report as attachments 05 to 11 are samples of the new forms that staff have updated and intend to use if the Board approves removal of the existing forms from the bylaw. Staff are recommending removal of these forms from the Building Bylaw to allow staff flexibility to adapt forms as new legislated requirements are added. These forms are typical of most building departments, and an industry scan indicates that a majority of other authorities having jurisdiction (AHJ) do not include the forms within their respective bylaws as they are an operational tool. It is industry standard to treat these forms as living documents as a best practice to serve clients in the most efficient and effective way and to foster an efficient and effective building service.

By assigning responsibility for the standard forms to the Building Manager, staff will be able to respond to changes in legislation as well as make operational improvements based on feedback from clients. Part of the current issues challenging the building department is that the process for making changes to the forms was not efficient.

In addition, staff propose the same application forms used by municipalities who participate in the Building Inspection Service will be amended to include both the Village and RDCK branded logos. This will ensure there is consistency and clarity for constituents in what is required as part of the building permit application and the format of the various forms.

Fee Update:

The updated Schedule ‘A’ - Permit Fees as described presented in RDCK Building Amendment Bylaw 2908, 2023 includes the first stage of a recommended set of fee updates for building permits. The most significant update is a new Formula for Estimating Value of Residential Construction. This new structure to determining construction cost, developed by staff using the Marshall & Swift residential estimator tool, which leverages representative examples of actual residential permit applications to the RDCK in the past year, provides an accurate, up-to-date and geographically representative approach to determining building costs to compare against the value of work provided by Owners, or as a substitute when no value is declared. Once implemented, this structure provides an accurate method to determine construction costs for comparison against declared costs, and the ability to charge fees accurately, consistently and fairly to clients while ensuring that the permit fees charged align with the cost of providing the service. It is important to note that the major change proposed in this report is in how we calculate the value of a dwelling, the calculation of the permit fee, as 1.05% of the construction value over \$1000, remains unchanged from the 2010 bylaw.

For Complex Buildings (typically Commercial, Institutional and Industrial uses), where the estimated value of construction exceeds \$1 million, the Owner would be required to engage a Professional Quantity Surveyor to submit a sealed “Initial Budget Review” and this value would be used to determine the permit fee. Also included in the updated “Schedule ‘A’ – Permit Fees” are recommended updates to the “flat” fees associated with specific forms of construction or service. These values were updated via comparison with building permit fees from other local governments and supplemented with knowledge of the RDCK Building Department administrative and operational cost to deliver the service.

Next Steps:

If the Board approves removing forms: A- Building permit application; B- Owner’s acknowledgement of responsibility and undertakings; C- Building Permit; D- Occupancy permit; E- Stop Work notice; F- Do Not Occupy notice, staff have new and updated forms that are ready to be used. If the Board approves the proposed fee updates, the next steps for the department include the development of workflows, standard procedures for staff to follow, and updating our Prospero permitting software to reflect the new fees. This work will also include developing decision trees to help staff in correctly classifying buildings and training on the Marshall & Swift platform for when staff need to undertake individual valuations (E.g. for Custom homes). Staff continue to review fees related to other aspects of the service including fees for accessory buildings, carports, and mobile homes, and this work is ongoing. If approved, staff recommend that the new Forms can start to be used upon Board adoption of Building Amendment Bylaw 2908, 2023, while the new “Schedule ‘A’ Permit Fees” be applied to building permit applications received on or after February 1st, 2024 – this will provide the department time to update our Prospero building permit software and complete the development of training, workflows and procedures for staff.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:
Included in Financial Plan: Yes No **Financial Plan Amendment:** Yes No

Debt Bylaw Required: Yes No **Public/Gov't Approvals Required:** Yes No

Costs for reviewing and updating building permit fees and consultation are currently being completed internally by staff and within approved department budget. As construction continues to increase the costs being added to the building inspection service budget to manage workload are outpacing building fees and, unless the fee structure is updated, will result in more taxation to ensure the service is balanced. This review and bylaw update will ensure those using the service are carrying more of the cost of the building inspection service.

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

Building Bylaw 2200-2010 will be amended by Building Amendment Bylaw 2908, 2023

3.3 Environmental Considerations

The BC Building code sets minimum standards for the energy and water efficiency of buildings and this is regulated by Building Officials.

3.4 Social Considerations:

The Building Department provides service to permit holders but also to the public/taxpayer at large by regulating the safety, health, accessibility, fire, structural protection, energy and water efficiency of buildings in the region, and by providing enforcement against individuals who do not comply with the bylaw. The public will benefit by consistent use of standard forms throughout all service areas which can be rapidly modified to suit changes to service delivery requirements. The proposed approach to construction valuation provides a more fair and balanced approach to calculating permit fees.

3.5 Economic Considerations:

The building industry is an important economic driver in the RDCK, providing jobs to builders, trades and to the wider construction industry, including materials supply and professional services during construction, while increasing the taxation base of the RDCK and providing revenue to the Building Department. Currently, these services are funded from permit fees and taxes. This update to the building fees will provide a better balance between fee and tax funding by providing greater revenue generation from increased fees. Increased revenue will assist in funding staff and providing timely service with respect to permit issuance and administration.

3.6 Communication Considerations:

Building Department staff have consulted with the participating Villages of Kaslo, Nakusp, Salmo, Slocan, Silverton and New Denver to ensure that they are engaged on proposed changes to fees and forms.

3.7 Staffing/Departmental Workplan Considerations:

The project is led by the General Manager – Development and Community Sustainability, the Building Manager and Manager, Building Development and Special Projects.

Building permitting is a technical process. Efficient collection and continuous review of building permit data (application forms, plans, certifications from provincially mandated agencies) is the department's core function. Staff resources are optimized when the information gathered is accurate and sufficient. Standardized forms which can be rapidly modified reflect the department's new normal requirement to be constantly adaptive to technical change.

The proposed updates to construction valuation and fees are new but generally follow the department's existing approach, but with new per square foot costs and new definitions and descriptors for types of residential dwellings. This general approach is familiar to staff and clients. The use of Marshall & Swift for individual

valuations is new and requires staff to use an online software platform and input building data from Owner submitted plans to produce an accurate construction valuation – this will require staff to be trained to use Marshall & Swift.

3.8 Board Strategic Plan/Priorities Considerations:

To excel in governance and service delivery. The goal of the Building Permit fee update is to levy fees that are determined by an accurate, fair and consistent process and which will fund the Building Department in continuing to provide a well-staffed and professional service.

SECTION 4: OPTIONS & PROS / CONS

Option 1: That the Board approve THREE READINGS and ADOPTION of Building Amendment Bylaw 2908, 2023

Pro: Revising the existing bylaw by deleting the existing standard forms from the bylaw and assigning form creation to the Building Manager supports responsive department process. Removing and replacing “Schedule ‘A’ – Permit Fees” provides a valuation framework and fee schedule that allows for accurate construction cost valuation and calculates permit fees that are aligned with construction costs and are more reflective of the department costs to provide the service. Board approved staff enhancements will be funded and a greater portion of the department costs will be funded by permit fee revenue, lessening the portion funded by taxes. Finally, updating definitions in the bylaw provides clarity to clients and staff in the administration of the bylaw

Option 2: That the Board accept this report as Information Only at this time and direct staff to report back to the Board in the future with any recommended enhancements, changes or additions to the information presented here.

SECTION 5: RECOMMENDATIONS

1. That the Regional District of Central Kootenay Building Amendment Bylaw No. 2908, 2023 be read a FIRST, SECOND and THIRD time by content.
2. That the Regional District of Central Kootenay Building Amendment Bylaw No. 2908, 2023 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Respectfully submitted,
Chris Gainham – Building Manager

CONCURRENCE

CAO – Stuart Horn **Approved**
General Manager of Development and Community Sustainability Services – Sangita Sudan **Approved**

ATTACHMENTS:

- **Bylaw Fees Building-Presentation to Villages ATTACH-01**
- **Bylaw 2908 – Amending Bylaw to Building Bylaw No. 2200, 2010 ATTACH-02**
- **Existing Building Bylaw 2200, 2010, “Redlined” With Proposed Changes ATTACH-03**
- **Building Permit Application Form CHECKLIST ATTACH-04**
- **Building Permit Application Form KASLO ATTACH-05**
- **Building Permit Application Form NAKUSP ATTACH-06**

- **Building Permit Application Form NEW DENVER ATTACH-07**
- **Building Permit Application Form SALMO ATTACH-08**
- **Building Permit Application Form SILVERTON ATTACH-09**
- **Building Permit Application Form SLOCAN ATTACH-10**
- **Sample Issued Building Permit ATTACH-11**



PRESENTATION TO VILLAGES- RDCK BUILDING DEPARTMENT – SUMMARY OF PROPOSED PHASE 1 UPDATES TO RDCK BUILDING BYLAW 2200, 2010 – FEES & FORMS

Presented by: Chris Gainham – Building Manager

Date: September 28, 2023



Outline/Meeting Agenda

- 1** Brief Review of the Service and Building Bylaw 2200, 2010
- 2** Background Review and Gap Analysis
- 3** Phase 1 Updates – Construction Cost Valuation, Fees and Forms
- 4** Proposed Future Phase 2 Bylaw Updates
- 5** Open Discussion/Questions and Answers

RDCK Building Department – High Level Summary

- RDCK regulates building activity in the region and provides inspection services to the Villages of Kaslo, Nakusp, New Denver, Silvertown, Slocan, Salmo, regulated by the RDCK Building Bylaw 2200, 2010 and the BC Building Code
- Review, comment and Issue Permits - Work with Owners regarding their proposed building projects, applicable regulations and requirements, fees, engineering requirements and sequence of inspections
- Enforcement activities including Stop Work, Do Not Occupy, Notice on Title



Building Department – Challenges and Opportunities

Opportunities:

- Approved staffing enhancements (~300K for 3 FTE) to meet demand and address “pinch points” in the process (“front-end” service)
- Project - Development of new Building Bylaw (Update RDCK Bylaw 2200) and Fee Schedule
- Project - Digitization of Historic Building Permits – ease of access for records
- Project – Building Department Policy Review
- Stakeholder Engagement Ongoing – (i.e. Step Code Tailgate Sessions, Bulletins)



Building Department – Challenges and Opportunities

Challenges:

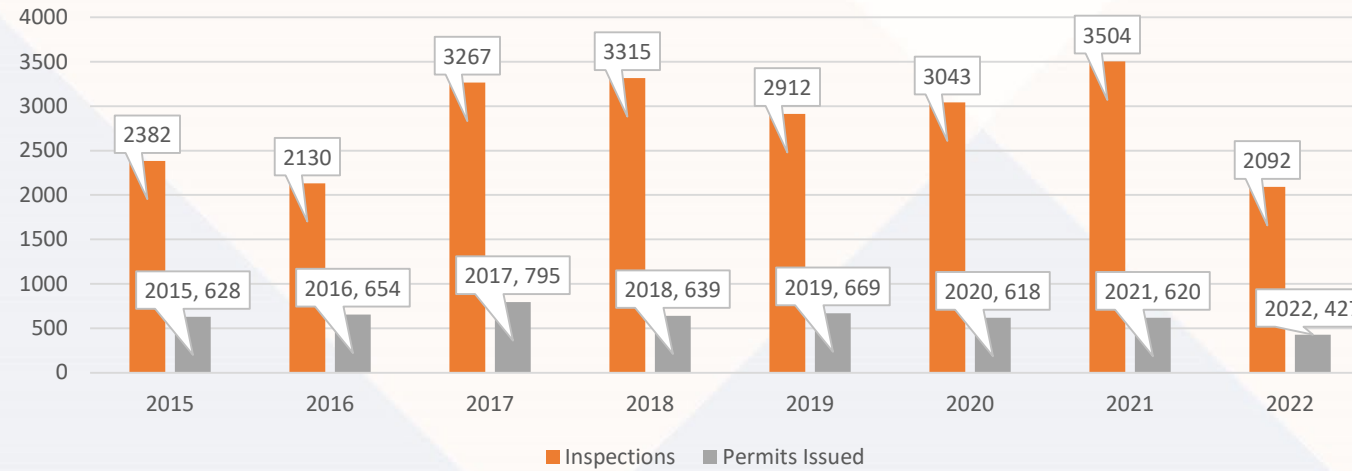
- Recruitment of Building Officials and other technical staff (Province Wide Challenge)
- Increasingly complex Building Regulatory Regime – New BCBC in 2023. Step Code 3 Mandatory
- Non-Compliance is an ongoing and time consuming aspect of our work
- Large Service Area - Drive Times
- Construction is getting more complex (inspections take longer)
- Complexity of builds, hazard areas and new materials and methods of construction increasingly require Professional Engineering



Building Department – Historic Permit Statistics



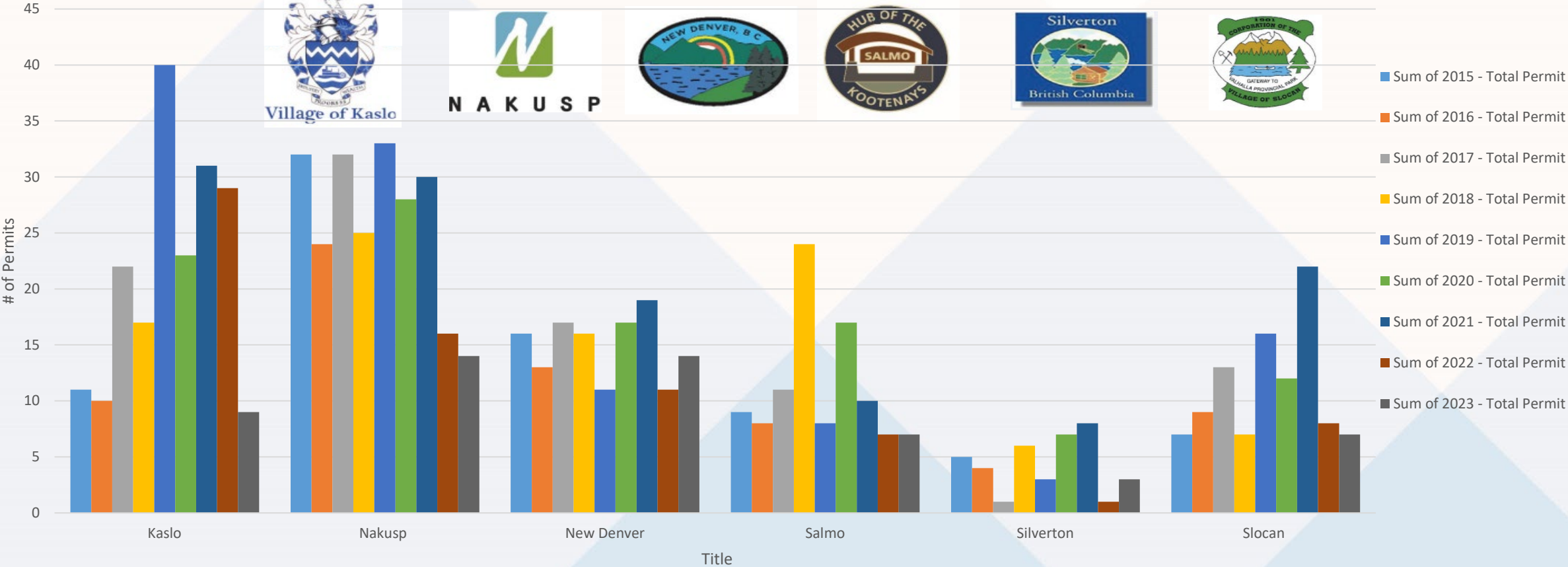
Annual # of Inspections Completed and Permits Issued - 2015-2022(October)



- Permits issued and construction values up ~10% over same time 2022
- Annual average ~620 Permits Issued
- Annual Revenue ~\$900,000 - \$1M annually

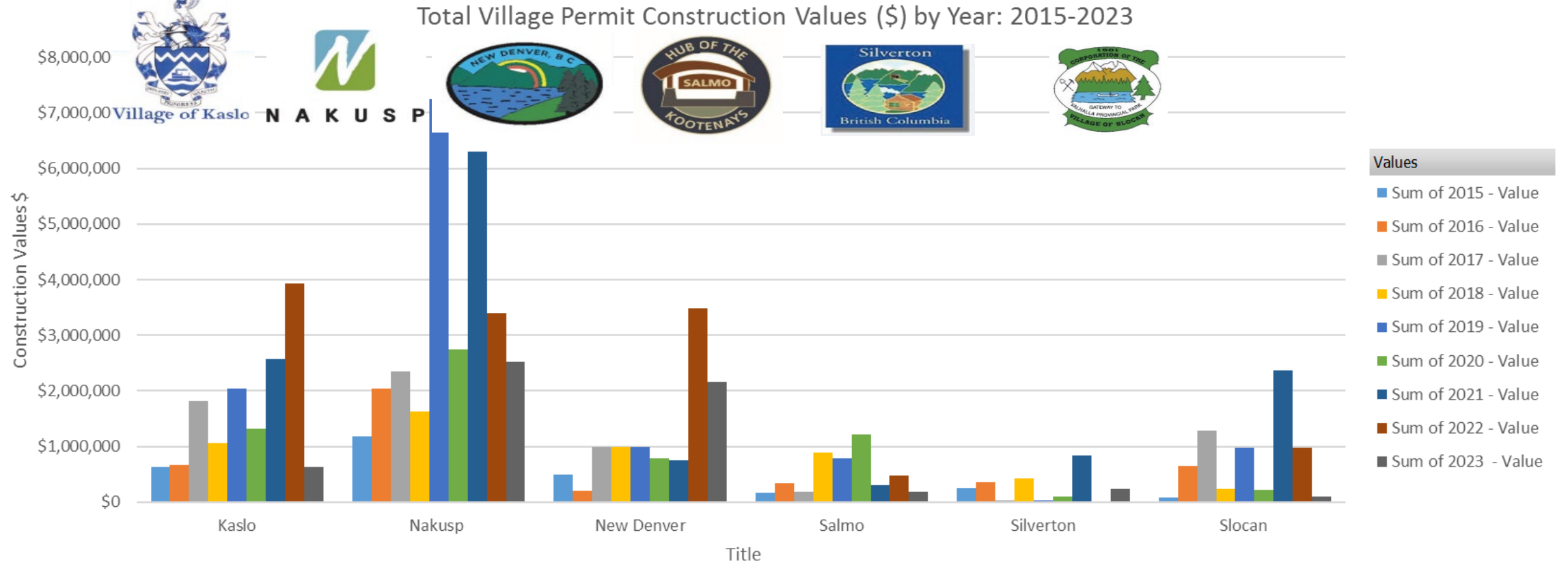
Annual # of Permits by Municipality

Total Village Permits by Year: 2015-2023



Annual Construction Value of Permits by Municipality:

Sum of 2015 - Value | Sum of 2016 - Value | Sum of 2017 - Value | Sum of 2018 - Value | Sum of 2019 - Value | Sum of 2020 - Value | Sum of 2021 - Value | Sum of 2022 - Value | Sum of 2023 - Value



Muni-Area ▾

Building Bylaw Update

Update of the Building Bylaw 2200, 2010 is a Board Priority:

*At the February 17th 2023 Special (Budget) Open Board meeting, the Board approved 3 new Building Department staffing positions with costs to be recovered through a projected increase in Building Permit Fee revenue as a result of a **review of the structure and proposed increased fees.***

To address this, the Building Bylaw update is being rolled out in 2 phases:

- Phase 1 (Current)– Fees and Forms
- Phase 2 (Future – 2024) – Updates to the body of the bylaw and harmonization with MIABC Model Bylaw

Three Reports to the Board in 2023:

- March 16th, 2023 Board Meeting – Board Report – Building Permit Fee Review and Update
- April 20, 2023 – Board Report – Building Department Fee Review Progress Update – Information Report
- July 20, 2023 – Building Amendment Bylaw 2908, 2023

Phase 1 Bylaw Update – Background Review and Gap Analysis

Fees:

- Fees and approach to construction cost valuation is outdated
- Fees charged don't necessarily align with the department costs to provide the service
- Calculation of construction costs and application of fees is not fair and consistent (inherent variability in the value of work declared by Owners)
- Opportunity to leverage industry experts to determine value of construction for Complex Buildings

Forms:

- The current Building Bylaw 2200, 2020 includes the following forms:
 - A) Building permit application*
 - B) Owner's acknowledgement of responsibility and undertakings*
 - C) Building Permit*
 - D) Occupancy permit*
 - E) Stop Work notice*
 - F) Do Not Occupy notice*
- Inclusion of the application form in the Bylaw doesn't allow for the necessary flexibility to update and keep current
- Forms are "living documents" requiring changes from time to time to address advances in code and customer/staff feedback.



Phase 1 Bylaw Update – Approach

Guiding Principles and Considerations:



Fees:

- Determination of value of construction and permit fees should be straightforward, consistent, fair and leverage industry best practices
- Update of “flat” fees with consideration of administrative costs to deliver service and an industry scan of other AHJ comparators



Forms:

- Provide updated forms that improve the intake process
- Consolidate forms as appropriate (i.e. new building permit application and Owner’s acknowledgement of responsibility and undertakings become one document)
- Better leverage digital permitting software (Tempest-Prospero) for forms.
- Consideration of FOIPPA in design of new forms

Phase 1 Bylaw Update – Approach and Methodology for Updating Fees

- Update of “flat” fees - industry scan of AHJ comparators (Regional District of Kootenay Boundary, Regional District of East Kootenay, Thompson Nicola Regional District, Cariboo Regional District, Fraser Valley Regional District, Columbia Shuswap Regional District) fees as contained in their respective Building Bylaws.
- Update of construction cost valuation process for Complex Buildings: cost threshold and engagement of Professional Quantity Surveyor/submission of valuation report by Owner
- Update of construction cost valuation process for Standard Buildings required a much more detailed approach and methodology

Phase 1 Bylaw Update – Approach and Methodology for Updating Fees Cont'd

Cost Valuation Process for Standard Buildings:

- Standard Buildings comprise 75-80% of the annual department permit volume and revenue.
- Primary issue with the current process is not with base fees charged (the calculation of the permit fee of 1.05% of construction costs remains unchanged) but with how representative our estimates of construction value are.
- Use of a Third Party Valuation Service - Marshall® Swift industry best practice to assess if the declared value is reasonable - Municipal Insurance Authority of British Columbia (MIABC) even includes explicit reference to Marshall® Swift in their Model Building Bylaws.
- Industry scan - dozens of AHJ's quote the use of Marshall® Swift in their building bylaws.
- Additionally, review of an auditor's report of building permit fee calculations for the City of Vancouver supports and strongly promotes the use of the Marshall® Swift method to reduce uncertainty

Phase 1 Bylaw Update – Approach and Methodology for Updating Fees Cont'd

Our Approach to Cost Valuation for Standard Buildings:

- Select a sample set of submitted building permits (we used 30 permits issued in 2022/2023) representing a range of styles of single family dwellings.
- Classify into 3 distinct based on style, size, features and quality that are representative of most Standard Buildings.
 - Category 1 – “Basic”
 - Category 2 – “Market”
 - Category 3 – “Custom”
- Using Marshall® Swift, we then determine the value of construction and resulting permit fees, compare this value against the declared values, and values determined using Schedule A of the RDCK Building Bylaw, and the resulting fees. This analysis is then used to check the accuracy of declared and Schedule A costs against the reasonable range of estimates using Marshall Swift.

Categorization of SFD's

❖ Category 1 – “Basic”

The sample “Basic” homes we used in the analysis are, on average, 1240 sq ft in area, generally one storey slab on grade construction (examples with crawlspace and full basement were also included) and of average quality construction. The range of building size analyzed in this category is 638 – 2080 sq ft.



Example of a Basic Home

❖ Category 2 – “Market”

The sample “Market” homes we used in the analysis are on average 2260 sq ft in area, typically two stories (though single and 3 storey samples were included in the analysis), may include an attached garage or carport, basement or crawlspace, and are of good quality construction. The range of building size analyzed in this category is 1540 - 3119 sq ft.



Example of a Market Home

❖ Category 3 – “Custom”

We analyzed 3 sample “Custom” homes in the analysis are on average 4060 sq ft in area (range from 3300 to 4800 sq ft), typically 2-3 storeys, with a basement and attached garage, and are of excellent construction quality. We did not proceed with further analysis as it became apparent that valuation of these homes is best completed via a valuation calculation on a case-by-case basis.

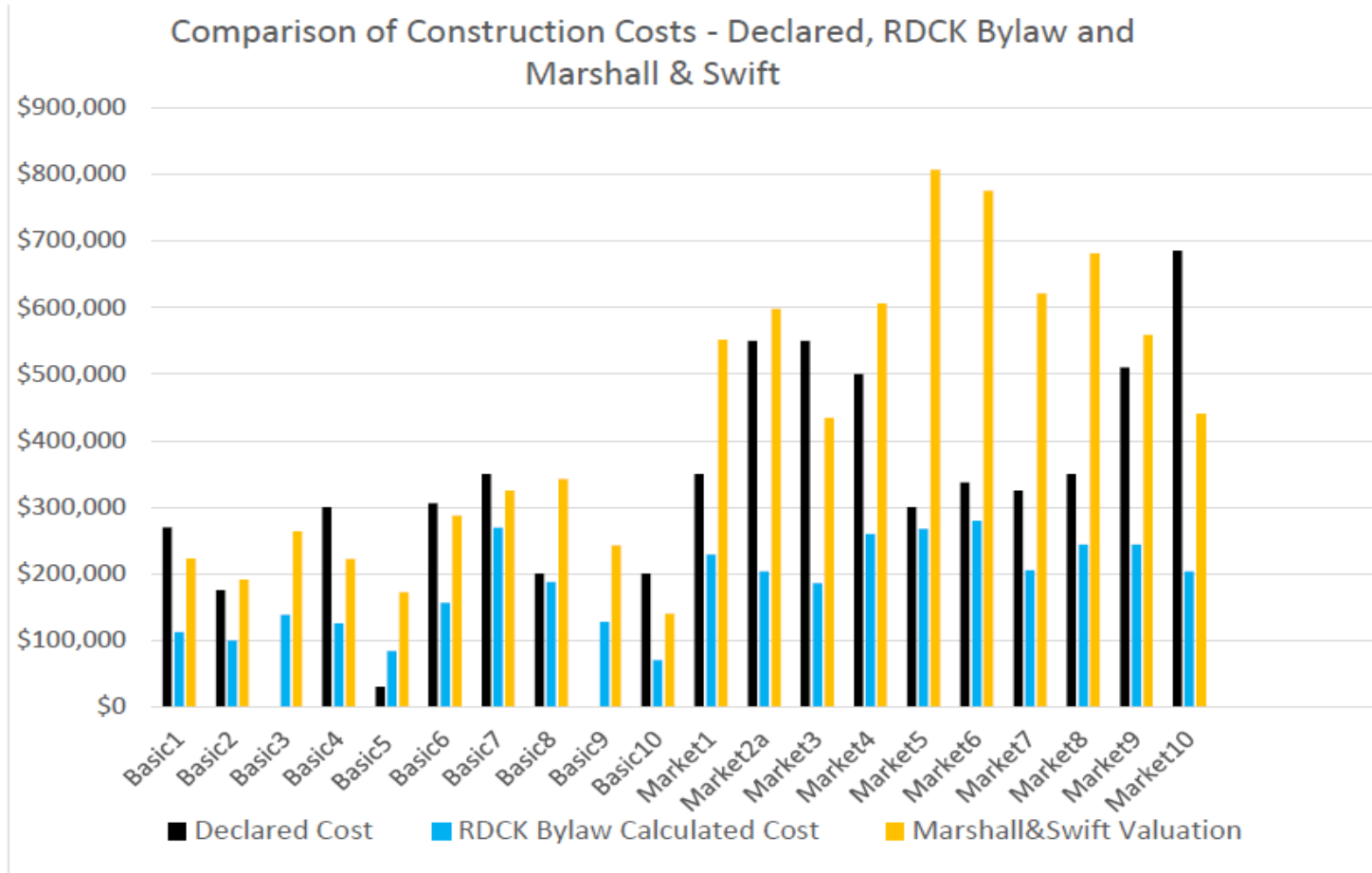


Example of a Custom Home



Phase 1 Bylaw Update – Approach and Methodology for Updating Fees Cont'd

Summary of Valuation Analysis for Standard Buildings:



(Note: no declared value was provided for two of the Basic homes)

RDCK value lowest in all cases except 1

In 8 cases (5 Basic, 2 Market, 1 Custom) declared value was higher than Marshall Swift

For remaining 15 cases, Marshall Swift valuation was highest

Phase 1 Bylaw Update – Updating Fees

Summary of Valuation Analysis for Standard Buildings:

- Base Fee for construction values between \$1.00 - \$1,000 increased from \$50 to \$100, while the fee of \$10.50 per \$1,000 or portion thereof remains unchanged from 2010.
- The average value for Basic category buildings is \$195.00 psf and replaces the current bylaw values of \$100.00 to \$150.00 psf that is currently applied to “low quality” to “fair/average quality” buildings.
- The “low quality” category is removed from the updated Schedule A as it is not representative of applications received or modern code compliant buildings.
- The average per square foot (p.s.f.) values determined from our analysis for Market category buildings is \$280.00 p.s.f. and this value replaces the current bylaw value of \$150.00 p.s.f.
- “Custom” homes - valuation of these homes is best completed via a valuation calculation on a case-by-case basis.

Phase 1 Bylaw Update – Updating Fees


Summary of Valuation Analysis for Complex Buildings:

- Where the estimated or assumed value of construction exceeds \$1 million, the Owner would be required to engage a Professional Quantity Surveyor (PQS) to submit a sealed Initial Budget Review, and this value used to determine the permit fee.
- PQS are qualified and certified by the Canadian Institute of Quantity Surveyors: represents the best available cost estimate for large projects that building department staff can use to determine applicable permit fees. This approach provides a level playing field so that permit fees are applied fairly and consistently for large Complex Building projects.
- Professionals involved in the construction of Complex Buildings are familiar with Professional Quality Surveyors and Initial Budget Review submission requirements since lenders require this as part of most financing contracts where financing exceeds \$1M (typical minimum PQS professional fees for preparation of an Initial Budget Review start at ~\$3,500).

Phase 1 Bylaw Update – Forms

- The standard forms within Building Bylaw No. 2200, 2010 do not adequately reflect the technical requirements before issuing a building permit.
- Building Bylaw No. 2200, 2010 includes the following FORMS:
 - Building permit application
 - Owner's acknowledgement of responsibility and undertakings
 - Building Permit
 - Occupancy permit
 - Stop Work notice
 - Do Not Occupy notice

The updated bylaw delegates the responsibility for these forms to the Building Manager (now a defined term in the bylaw)

Building Permit Application

RDCK OFFICES

<p>Nelson Box 590, 202 Lakeside Drive Nelson, BC V1L 5R4 Phone: 250-352-8155 Toll Free: 1-800-268-7325 buildingdepartment@rdck.bc.ca</p>	<p>Creston Box 531B, 16 Avenue South Creston, BC V0B 1G0 Phone: 250-428-4717 Toll Free: 1-833-223-2661 crestonbuilding@rdck.bc.ca</p>	<p>Nakusp Box 358, 204 6th Avenue NW Nakusp, BC V0G 1R0 Phone: 250-265-4111 Toll Free: 1-844-817-9096 nakuspbuiding@rdck.bc.ca</p>
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BUILDING TYPE

<input type="checkbox"/> Single Family Dwelling <input type="checkbox"/> Multi Family Dwelling (Duplex or Multi-Residential) <input type="checkbox"/> Secondary Suite <input type="checkbox"/> Manufactured Home ¹ (CSA Z240) <input type="checkbox"/> Modular Home (CSA A277) <input type="checkbox"/> Accessory Building (Carport, Garage, Shed, Shop etc.) <input type="checkbox"/> Plumbing only <input type="checkbox"/> Deck <input type="checkbox"/> Pool (Fencing only)	<input type="checkbox"/> Demolition or Decommission <input type="checkbox"/> Replacement (for expired permit) <input type="checkbox"/> Retaining Wall (1.5m / 5' or greater in height) <input type="checkbox"/> Farm Building ² <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional <input type="checkbox"/> Occupant Load Calculation Other ³ : _____
--	---

See the related **BUILDING TYPE CHECKLIST** for required documents to submit with your application.

SCOPE

<input type="checkbox"/> New construction	<input type="checkbox"/> Addition	<input type="checkbox"/> Alteration/Renovation
---	-----------------------------------	--

Describe the intended use of proposed construction (Ex.: 1500 sq ft building for my woodworking business):


Total cost of proposed construction at current market rates (Includes all labour, material, trades and design fees):
\$ _____


For RDCK staff use.

RDCK Building permit number (once assigned): _____

¹ Be sure to meet all the criteria listed on the RDCK Manufactured Home Checklist.
² Provide proof that the subject property has been granted farm class by BC Assessment.
³ Mixed Use, Move any Building, Special Structures.

Form Created: June 29, 2023





Master Checklist – Internal use (New, Renovation and/or Addition) Building Type Checklist

Owner Name: _____

TYPE

<input type="checkbox"/> Single Family Dwelling	<input type="checkbox"/> Modular Home (CSA A277)
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All documentation is required at the time of permit application unless otherwise specified.

Please refer to the Regional District Official Community Plan and Zoning Bylaws and Floodplain Management Bylaw for development restrictions related to your building permit application. If an application is non-compliant with applicable bylaws, it will increase processing time. Please check the Bylaws at <https://www.rdck.ca/EN/main/government/bylaws.html> or call 250-352-8176.

SCOPE

<input type="checkbox"/> New	<input type="checkbox"/> Renovation (Reno)
<input type="checkbox"/> Addition (Add)	Other: _____

NEW	RENO	ADDITION	RDCK	DOCUMENT TO PROVIDE	ADDITIONAL INFORMATION
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Building Permit Application	<input type="checkbox"/> Include signatures of ALL registered Owners <input type="checkbox"/> Include Owner(s) Representative Form if applicable
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Title Certificate	ltsa.ca (BC Land Title & Survey) 877.577.5872 Provide a copy of the property title issued within 30 days from the Land Title Survey Authority, or RDCK can obtain for a fee of \$17 at time of submission.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Covenants, Easements and Right-of-Ways	Provide a copy of all Covenants, Easements and Right-of-Ways LISTED ON PROPERTY TITLE , or RDCK can obtain copies of each document from LTSA at total cost incurred.

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

Form Created: Jul 05, 2023

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Phase 1 Bylaw Update – Forms



REGIONAL DISTRICT OF CENTRAL KOOTENAY
 PO Box 590, 202 Lakeside Dr. Telephone 250-352-8155 Fax 250-352-9300
 Nelson, BC Web: www.rdck.bc.ca
 V1L 5R4 e-mail: blddept@rdck.bc.ca

Creston Office 250-428-5717 Nakusp Office 250-265-4111 Nelson Office 250-352-8155 Kaslo Office 250-353-9614
 Soan Office 250-355-2277 Silverton Office 250-358-2472 New Denver Office 250-358-2316 Salmo Office 250-357-9483
 BC Toll Free 1-800-268-7325

Building/Plumbing Permit No. BP027713

Date Printed: Jun 27, 2023

Pursuant to the bylaws applicable to the Regional District of Central Kootenay, the scope of the work permitted is:
 To construct an addition to a single family dwelling as defined by the accompanying reviewed plans.

Registered Owner:
 SMITHER, EDWARD L

Contractor:
 590590 BC LTD WEILAND CONSTRUCTION
 PO BOX 221 NELSON BC V1L 5P9

Property Information:

Location: 335 MOUNTAINVIEW DR Electoral Area: E
 Folio: 707.08265.919 Zoning: UNZONED
 Legal Desc.: LT 26/ PL NES3151/ DL 6498/ KOOTENAY P.I.D. 028-340-744

Plumbing Fixtures

Water Closets:	0	Baths/Showers:	0	Wash Basins:	0
Sinks:	0	Wash Tubs:	0	Perimeter Drains:	0
Urinals:	0	Auto Washers:	0	Hot Water Tanks:	0
Hose Bibs:	0	Floor Drains:	0	Dishwashers:	0

Permit Valuation and Fees

Construction Value: 50,000.00 Plumbing Fixtures: 0

Description	Quantity	Amount	Description	Quantity	Amount
Bld Permit Fee	50,000.00	564.50	Cert Of Title	1.00	17.00
Total:					\$581.50

Permit Issued Conditional To:

- * All construction shall conform to the current B.C. Building Code and Building By-law.
- * All concrete in contact with soils must be sulphate resisting as specified in Section 9.3.1.3 and must conform to Section 16 of CAN/CSA-A23.1. In addition, all plumbing material in contact with soils must be corrosive resistant.
- * Safety measures at demolition sites shall conform to Part 8 of the B.C. Building Code.
- * A final inspection must be requested prior to occupancy or use of this building.
- * Engineered floor joist/beam and roof truss spec's must be submitted prior to framing inspection.
- * Minimum footing depth for frost protection is 24" in sandy-gravelly soils or 36" in clay.
- * By accepting this permit and proceeding with the intended construction, you are accepting full responsibility and all liability associated with requesting all required inspections.
- * Property pins must be exposed and line strung between pins to establish and affirm required setbacks. If this cannot be done, a Surveyor's Certificate must be submitted to confirm same.

It Is The Applicant's Responsibility To Request Each Of The Following Inspections

- * SITING & FOOTINGS
- * DAMP-PROOFING & DRAIN TILE
- * SLAB PREP AND RADON PIPE

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Master Checklist – Internal use (New, Renovation and/or Addition) Building Type Checklist

Owner Name: _____

TYPE	
<input type="checkbox"/> Single Family Dwelling	<input type="checkbox"/> Modular Home (CSA A277)

All documentation is required at the time of permit application unless otherwise specified.

Please refer to the Regional District Official Community Plan and Zoning Bylaws and Floodplain Management Bylaw for development restrictions related to your building permit application. If an application is non-compliant with applicable bylaws, it will increase processing time. Please check the Bylaws at <https://www.rdck.ca/EN/main/government/bylaws.html> or call 250-352-8176.

SCOPE	
<input type="checkbox"/> New	<input type="checkbox"/> Renovation (Reno)
<input type="checkbox"/> Addition (Add)	Other: _____

NEW	RENO	ADDITION	RD/CK	DOCUMENT TO PROVIDE	ADDITIONAL INFORMATION
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building Permit Application	<input type="checkbox"/> Include signatures of ALL registered Owners <input type="checkbox"/> Include <u>Owner(s) Representative Form</u> if applicable
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Title Certificate	ltsa.ca (BC Land Title & Survey) 877.577.5872 Provide a copy of the property title issued within 30 days from the Land Title Survey Authority, or RDCK can obtain for a fee of \$17 at time of submission.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Covenants, Easements and Right-of-Ways	Provide a copy of all Covenants, Easements and Right-of-Ways LISTED ON PROPERTY TITLE, or RDCK can obtain copies of each document from LTSA at total cost incurred.

For more information

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

Form Created: Jul 05, 2023

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Phase 2 Bylaw Updates

- Scope includes full review of the bylaw to be completed in 2024
- Harmonization with MIABC Model Building Bylaw (Lidstone draft)
- Review of other recent bylaw updates from other AHJ's
- Consultation with Villages and stakeholders



Thank you
Questions?

rdck.ca

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2908

A Bylaw to amend the Regional District of Central Kootenay Building Bylaw No. 2200, 2010.

WHEREAS it is deemed appropriate to amend Regional District of Central Kootenay Building Bylaw No. 2200, 2010 to refine the processes, the forms and add additional information to sections within the Bylaw;

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

DEFINITIONS

1 In Section 2.1 the definition for Building Manager be deleted in its entirety and replaced with the following:

2.1 **Building Manager** means the Building Official employed as the Regional District's Building Manager or designate.

Basic Residential Structure means a Standard Building, generally under 2,000 sq ft in floor area, one or two storeys in building height, and of average quality construction, as determined by a Building Official.

Custom Residential Structure means a Standard Building, generally over 3,000 sq ft in floor area, one to three storeys in building height, and of excellent quality construction, as determined by a Building Official.

Market Residential Structure means a Standard Building, generally over 1,500 sq ft in floor area but generally less than 3,500 sq ft in floor area, one to three storeys in building height, and of good quality construction, as determined by a Building Official.

Marshall & Swift means the Marshall & Swift residential cost estimator platform or tool(s) used to determine the value of construction for Standard Buildings.

Professional Quality Surveyor (PQS) means a person qualified and certified by the Canadian Institute of Quality Surveyors and who provides construction cost estimation services for Complex Buildings.

BUILDING OFFICIALS

2 In Section 7.0 (7.4) be added as follows:

7.4 The **Building Manager** is delegated the general authority to create and edit standard forms used in the administration of this bylaw, including but not limited to the following:

- (a) Building Permit Application Form;
- (b) Owner's Acknowledgement Form;
- (c) Building/Plumbing Permit Form;
- (d) Occupancy Permit Form;
- (e) Stop Work Form; and
- (f) Do Not Occupy Notice Form.

APPLICATIONS

3 Section 8.2 be deleted in its entirety and replaced with the following:

8.2 An application for a **permit** shall be thru the Building Permit Application form.

APPLICATIONS FOR COMPLEX BUILDINGS

4 Sections 9.1.1 and 9.1.2 be deleted in its entirety and replaced with the following:

9.1.1 be made using the Building Permit Application form and signed by the **owner**, or a signing officer, if the **owner** is a corporation;

9.1.2 be accompanied by the **owner's** acknowledgment of responsibility and undertakings made using the Owner's Acknowledgment form and signed by the **owner**, or a signing officer if the **owner** is a corporation;

APPLICATIONS FOR STANDARD BUILDINGS

5 Sections 10.1.1 and 10.1.2 be deleted in its entirety and replaced with the following:

10.1.1 be made using the Building Permit Application form and signed by the **owner**, or the signing officer, if the **owner** is a corporation;

10.1.2 be accompanied by the **owner's** acknowledgment of responsibility and undertakings made using the Owner's Acknowledgment form and signed by the **owner**, or a signing officer if the **owner** is a corporation;

PROFESSIONAL PLAN CERTIFICATION

6 Section 11.2 be deleted in its entirety and replaced with the following:

11.2 A **building permit** issued for the **construction** of a **building** for which a **building official** required **registered professional** and letters of assurance must be thru the Building/Plumbing Permit form.

OCCUPANCY PERMIT

7 Section 19.1 be deleted in its entirety and replaced with the following:

19.1 No person may occupy a new **building or structure** or part of a new **building or structure** until an **Occupancy Permit** has been issued using the Occupancy Permit form.

PENALTIES AND ENFORCEMENT

8 Sections 22.4 and 22.6 be deleted in its entirety and replaced with the following:

22.4 A **building official** may order the cessation of any work that is proceeding in contravention of the **Building Code** or this bylaw by posting a Stop Work notice on the **building or structure** using the Stop Work form.

22.6 Where a person occupies a **building or structure** or part of a **building or structure** in contravention of subsection 6.2 of this bylaw, a **building official** may post a Do Not Occupy notice using the Do Not Occupy form.

SCHEDULE A – PERMIT FEES

9 Schedule A be deleted in its entirety and replaced with the attached Schedule A in this bylaw.

ENACTMENT AND REPEAL

10 Forms A, B, C, D, E and F from Section 26 be deleted in its entirety.

CITATION

11 This Bylaw may be cited as “**Regional District of Central Kootenay Building Amendment Bylaw No. 2908, 2023.**”

READ A FIRST TIME this 20th day of July, 2023.

READ A SECOND TIME this 20th day of July, 2023.

READ A THIRD TIME this 20th day of July, 2023.

ADOPTED this 20th day of July, 2023.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

SCHEDULE A – PERMIT FEES

A. BUILDING PERMIT FEES

Fee for construction value (declared or assessed) as determined by the Regional District of Central Kootenay for all new construction, reconstruction, additions, extension, Alterations or repair of any building and the placement of single or double-wide manufactured homes.

BASE FEE:	\$1.00 - \$1,000.00	\$100.00
		\$1,000.00 and over
		\$10.50 per \$1,000.00
		or portion thereof

The calculated fee shall be reduced by 10% for Municipal Permits where the municipality provides building inspection administrative service in order to offset the 10% Municipal Administrative Fee.

B. RELATED PERMIT FEES

1.	Manufactured home set-up single or double wide	\$350.00
2.	Change of occupancy (commercial only)	\$200.00
3.	Pools (fence requirements)	\$100.00
4.	Demolition	\$150.00
5.	Moving a building	\$200.00
6.	Temporary building	\$200.00
7.	Occupant Load Calculation	\$200.00
8.	Re-Inspection	\$150.00
9.	Administrative fee to remove "Notice on Title"	\$750.00
10.	Permit Renewal	\$100.00
11.	Administrative Fee to Prepare and Register Restrictive Covenant on Title	\$200.00
12.	Mapping Services Fee	\$25.00

C. PLUMBING PERMIT FEES

Plumbing System	\$ 10.50 per fixture
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D. PERMIT FEE REFUNDS

Building permit fees may be refunded only upon written request from the owner – up to six (6) months from the date of issuance of the building permit – subject to the following conditions:

1. No permit related work on site has commenced (does not include excavation work);
2. For permits exceeding \$200.00 fee, the Regional District will return \$100.00 or 50% of the permit fee, whichever is the greater amount;
3. The building permit will be cancelled.

E. PLAN CHECK DEPOSIT

Single-family dwelling	\$100.00
Multi-family/Industrial/Commercial/Institutional	\$200.00
Accessory Building or Addition	\$50.00

Formula for Estimating Value of Construction**RESIDENTIAL CONSTRUCTION**

Value of residential construction will be calculated as per the contract cost if provided, or calculated as per the following costs for estimating values of construction, whichever is the greater amount. Where aspects of residential construction are not specifically addressed in this fee schedule, an individual valuation using the Marshall & Swift cost estimator will be used to determine the value of construction. When an individual valuation is requested or required, a fee of \$150.00 will apply.

Market residential construction, 1 or more floors finished (Good Quality)	\$280.00 p.s.f
Basic residential construction, 1 or more floors finished (Average Quality)	\$195.00 p.s.f
Custom residential construction, determined on an individual basis using Marshall & Swift	
Basement (for relocation of residence)	\$25.00 p.s.f.
Residential Addition on a crawl space or slab (n kitchen or bathrooms)	\$60.00 p.s.f.
Finished Basement	\$195.00 p.s.f.
Sundeck	\$20.00 p.s.f.
Sundeck with Roof	\$25.00 p.s.f.
Attached garage	\$40.00 p.s.f.

Detached garage	\$30.00 p.s.f.
Carport	\$25.00 p.s.f.
Accessory Building up to 550 sq. ft.	\$25.00 p.s.f.
Farm Building	\$10.00 p.s.f.
<u>MOBILE HOME COSTS</u>	
Crawl Space under Mobile Home	\$15.00 p.s.f.
Basement under Mobile Home	\$25.00 p.s.f.
Roof over Mobile Home	\$25.00 p.s.f.
Mobile Home Additions	\$60.00 p.s.f.
<u>OTHER</u>	
Fireplace	\$4,000.00
Wood-Burning Appliance	\$4,000.00

Where the estimated or assumed value of construction for Commercial, Industrial or Institutional buildings exceeds \$1 million, the Owner is required to retain a Professional Quality Surveyor (PQS), submit a sealed Initial Budget Review, and this value will determine permit fees as per the Base Fee Schedule. Where the estimated or assumed value of construction for Commercial or Industrial buildings is less than \$1 million, permit fees will be calculated as per the CONTRACT or TENDERED cost, or the value of construction determined according to the following schedule, with permit fees calculated as per the higher of the two values:

COMMERCIAL CONSTRUCTION

Commercial Building (shell only)	\$50.00 p.s.f.
Commercial Building - Interior finish	
(restaurants)	\$30.00 p.s.f.
(office buildings)	\$25.00 p.s.f.
(other)	\$15.00 p.s.f.

INDUSTRIAL CONSTRUCTION

Industrial Buildings (shell only)	\$50.00 p.s.f.
Industrial Buildings (interior finish)	\$10.00 p.s.f.

INSTITUTIONAL CONSTRUCTION

Contract/Tendered Cost or PQS sealed
Initial Budget Review, whichever is higher



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Building Bylaw No. 2200, 2010

CONSOLIDATED FOR CONVENIENCE ONLY

This bylaw has no legal sanction.

Bylaw No.	Amendments
Bylaw No. 2209	Amendments to: <ul style="list-style-type: none"> - Section 10.1 - Delete sections in 18.4 - Substitute section 22.1 - Substitute section 23.2 - Replace Form E – “Stop Work” - Amend Form F – “Do Not Occupy Notice” to refer to current building bylaw 2200
Bylaw No. 2293	Amendments to: <ul style="list-style-type: none"> - Section 8.1.1 - Add #13 to Schedule A, Section B
Bylaw No. 2717	Amendments to: <ul style="list-style-type: none"> - Section 2.1 - Section 25 becomes Section 26 - Section 25 becomes new section and add 24.1, 25.2, 25.3
Bylaw No. 2869	Amendments to: <ul style="list-style-type: none"> - Replace Form A - Replace Form B

BUILDING BYLAW NO. 2200, 2010

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REGIONAL DISTRICT OF CENTRAL KOOTENAY

Building Bylaw No. 2200

A Bylaw to regulate building in the Regional District of Central Kootenay

WHEREAS Sections 8(3) and 53 of the Community Charter authorize the Regional District of Central Kootenay for the health, safety and protection of persons and property, to regulate buildings and other structures by Bylaw;

AND WHEREAS the Province of British Columbia, under Section 692 of the Local Government Act, has adopted a Building Code to govern standards in respect of the construction and demolition of buildings in municipalities and regional districts in the Province;

AND WHEREAS it is deemed necessary to provide for the administration of the Building Code;

NOW THEREFORE the Board of the Regional District of Central Kootenay in open meetings assembled, enact as follows:

1.0 TITLE

1.1 This Bylaw may be cited for all purposes as the Regional District of Central Kootenay Building Bylaw No. 2200, 2010.

1.2 The Bylaw is divided into 25 sections and a decimal numbering system has been used to identify its parts. The first number indicates the Section of the Bylaw; the second, the Subsection in the Section; the third, the Article in the Subsection; the fourth, the Sentence in the Article. A Sentence can be further broken down into Clauses (indicated by numbers in brackets) as follows:

- 2.0 Section
- 2.4 Subsection
- 2.4.1 Article
- 2.4.1.3 Sentence
- 2.4.1.3(1) Clause

2.0 DEFINITIONS

Section Subsection Article Sentence Clause

2.1 In this Bylaw:

These words and terms are as defined in the British Columbia Building Code: assembly occupancy, building, building area, building height, business and personal services occupancy, care or detention occupancy, constructor, coordinating registered professional, designer, farm building, field review, high hazard industrial occupancy, industrial occupancy, low hazard industrial occupancy, major occupancy, mercantile occupancy, medium hazard industrial occupancy, occupancy, registered professional, and residential occupancy:

Adjacent Ground Level means the level of the ground surface, both underneath a deck, building or structure, and for a minimum of 600mm (2 ft.) beyond the outside perimeter of the deck, building or structure.

Alteration means interior or exterior change to a building or structure but does not include replacement of interior finishes cabinetry or flooring, re-roofing, fencing, landscaping, walks or driveways.

Basic Residential Structure means a Standard Building, generally under 2,000 sq ft in floor area, one or two storeys in building height, and of average quality construction, as determined by a Building Official.

Board means the Board of the Regional District of Central Kootenay,

Building Code means the Building Regulations of British Columbia, as amended or superseded from time to time, established pursuant to section 692 of the *Local Government Act*. The date a building permit is applied for will determine which edition of the Building Code applies.

Building Energy Bylaw means information about a building's energy use, efficiency ratings, how the rating was calculated and where energy is consumed in the building which is posted in a location that is protected from moisture and damage.

Building Location Survey Certificate means a surveyed plan prepared by a British Columbia Land Surveyor, signed and sealed, indicating the location of buildings or structures in relation to the property lines and or watercourse(s).

Building Manager means the Building Official employed as the Regional District's Building Manager or designate.

Building Official includes Building Officials, Plan Checkers and Plumbing Officials appointed, employed or contracted by the Regional District to administer this Bylaw.

Complex Building means:

- (a) all **buildings** used for major occupancies classified as
 - (i) **assembly occupancy,**
 - (ii) **care or detention occupancy,**
 - (iii) **high hazard industrial occupancy,** and
- (b) all **buildings** exceeding 600 square meters (6500 sq. ft.) in **building** area or exceeding three storeys in building height and used for major occupancies classified as
 - (i) **residential occupancy,**
 - (ii) **business and personal services occupancy,**
 - (iii) **mercantile occupancy,**
 - (iv) **medium and low hazard industrial occupancy.**

Construct includes reconstruct, erect, alter, enlarge, add and remove.

Construction includes reconstruction, erection, Alteration, enlargement, addition and removal,

Council means the Councils of the participating Municipalities

Custom Residential Structure means a Standard Building, generally over 3,000 sq ft in floor area, one to three storeys in building height, and of excellent quality construction, as determined by a Building Official.

Deck includes a sundeck and means a raised, open, unroofed platform.

Dwelling Unit means a self-contained set of habitable rooms containing living quarters and kitchen and sleeping facilities designed and intended for occupancy by only one family or household.

Farm Building shall be as defined in the Farm Building Code..

Farm Building Code means the National Farm Building Code of Canada as referenced by the Building Code.

Final Inspection Report means the point at which all deficiencies in the health and safety aspects of the work have been remedied to the satisfaction of the building official.

Health and safety aspects of the work means design and construction regulated by the Building Code.

Lot means the smallest unit in which land is designated as a separate and distinct parcel on a legally recorded subdivision plan or description filed in the Land Title Office.

Manufactured Home means a building that is manufactured in a factory for transport, assembly, and completion as a residence, including placement on a foundation, and is certified as being constructed to the requirements of the CSA National Standard CAN/CSA-Z240 or A277 but is not designed to be transported on its own wheels or undercarriage,

Market Residential Structure means a Standard Building, generally over 1,500 sq ft in floor area but generally less than 3,500 sq ft in floor area, one to three storeys in building height, and of good quality construction, as determined by a Building Official.

Marshall & Swift means the Marshall & Swift residential cost estimator platform or tool(s) used to determine the value of construction for Standard Buildings.

Modular Home means a detached dwelling unit conforming to the CAN/CSA A277-90 standard, which is completely constructed in a factory but is not designed to be transported on its own wheels or undercarriage.

Owner means the registered owner in fee simple of real property for which a permit is applied for or issued under this Bylaw.

Permit means a permit required by or issued under this Bylaw.

Plumbing System means a drainage, venting, fire protection or water system, or any part thereof.

Pool means a constructed or prefabricated pool, existing or prospective, situated wholly or in part above or below the adjacent ground level, used primarily for swimming, bathing or wading, having a surface water area greater than 15 square meters (160 sq. ft), or a depth greater than 600 mm. (2 ft) and which does not fall under the jurisdiction of the Health Act for pools.

Pool area means the enclosed area around the perimeter of a pool to a maximum of 40 meters (130ft) from the edge of the water surface,

Professional Quantity Surveyor (PQS) means a person qualified and certified by the Canadian Institute of Quantity Surveyors and who provides construction cost estimation services for Complex Buildings.

Regional District means Regional District of Central Kootenay.

Standard building means a building of three storeys or less in building height, having a building area not exceeding 600 square meters (6500 sq ft) and used for major occupancies classified as

- (a) residential occupancies,
- (b) business and personal services occupancies,
- (c) mercantile occupancies, or
- (d) medium and low hazard industrial occupancies.

Structure means a construction or portion thereof of any kind, whether fixed to, supported by or sunk into land, but specifically excludes landscaping, fences, paving and retaining structures less than 1.5m (5ft.) in height

Temporary Building means a building or any part thereof that will be used for a period of time, not exceeding two years, and that has no permanent foundation or construction associated with it, other than footings.

Village means Villages participating in the Building Inspection Service.

2.2 In this Bylaw, words and phrases shown in boldface, other than in headings, are words that are defined in subsection 2.1 of this bylaw.

3.0 PURPOSE OF THIS BYLAW

3.1 This Bylaw shall, notwithstanding any other provision herein, be interpreted in accordance with this section

3.2 This Bylaw has been enacted for the purpose of regulating construction within the Regional District and Village in the general public interest. The activities undertaken by or on behalf of the Regional District and Village pursuant to this Bylaw are for the sole purpose of providing a limited and interim spot checking function for reason of health, safety and the protection of persons and property. It is not contemplated nor intended, nor does the purpose of this Bylaw extend to

3.2.1 the protection of owners, owner/builders or constructors from economic loss;

3.2.2 the assumption by the Regional District or Village or any building official of any responsibility for ensuring the compliance with the Building Code, the

requirements of this Bylaw or other applicable enactments respecting safety by any owner or any employees, constructors or designers retained by the owner or his or her representatives;

- 3.2.3 providing any person with a warranty of design or workmanship with respect to any building or structure or plumbing system for which a building permit is issued under this Bylaw;
- 3.2.4 providing a warranty or assurance that construction undertaken pursuant to building permits is free from latent, or any defects.
- 3.2.5 providing a warranty to any person that construction is in compliance with the Building Code, this Bylaw or any other enactment with respect to a building or structure for which a permit is issued under this Bylaw.

4.0 PERMIT CONDITIONS

- 4.1 No person shall undertake work regulated by this Bylaw without a permit
- 4.2 Neither the issuance of a permit under this Bylaw nor the acceptance or review of plans, drawings or supporting documents, nor any inspections made by or on behalf of the Regional District or Village shall in any way relieve the owner or his or her representative from full and sole responsibility to perform the work in strict accordance with this Bylaw, the Building Code and other applicable enactments respecting safety.
- 4.3 It is the full and sole responsibility of the owner (and where the owner is acting through a representative, the representative) to carry out the work, in respect of which a permit is issued under this Bylaw, in compliance with the Building Code, this Bylaw and other applicable enactments respecting safety.
- 4.4 Neither the issuance of a permit under this Bylaw nor the acceptance or review of plans, drawings, specifications or supporting documents, nor any inspections made by the Building Official constitute in any way a representation, warranty, assurance or statement that the Building Code, this Bylaw or other applicable enactments respecting safety have been complied with.
- 4.5 No person shall rely upon any permit as establishing compliance with this Bylaw or assume or conclude that this Bylaw has been administered or enforced according to its terms. The person to whom the building permit is issued is responsible for making such determination.

- 4.6 An owner of the property for which a permit is issued must conform to all requirements of this Bylaw and all other enactments and bylaws applicable to the work for which the permit is issued.

5.0 SCOPE AND EXEMPTIONS

5.1 This Bylaw applies to

- 5.1.1 the design, construction and occupancy of new buildings and structures, and the alteration, reconstruction, demolition, removal, relocation, occupancy and change of occupancy of existing buildings and structures;
- 5.1.2 the installation of a new wood burning appliance, certified by a recognized agency, or masonry fireplace, as part of the construction of a new building, including steel or masonry chimney;
- 5.1.3 the erection or placement of a temporary building;

5.2 This Bylaw does not apply to

- 5.2.1 buildings or structures to which the Building Code does not apply except as expressly provided in this bylaw;
- 5.2.2 retaining structures less than 1.5 meters (5 ft.) in height
- 5.2.3 decks without roofs having a difference in elevation to grade not exceeding 600 millimeters (2ft);
- 5.2.4 existing metal or masonry chimneys;
- 5.2.5 Alterations, repairs or installation of masonry chimneys or fireplaces, solid fuel-burning appliances, factory built chimneys or fireplaces and related equipment in existing buildings;
- 5.2.6 the repair or replacement of a valve, faucet, fixture or sprinkler head in a plumbing system if no change in piping is required;

5.3 Farm buildings shall conform to the requirements in the farm building code.

6.0 PROHIBITIONS

- 6.1 No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the occupancy of any building, structure or plumbing system or other work related to construction unless a building official has issued a valid and subsisting permit for the work
- 6.2 No person shall occupy or use any new building or structure without first obtaining an Occupancy Permit issued by a Building Official for the building or structure, or contrary to the terms of any permit issued or any notice given by a building official.
- 6.3 No person shall knowingly submit false or misleading information to a building official in relation to any permit application or construction undertaken pursuant to this Bylaw.
- 6.4 No person shall, unless authorized by a building official, reverse, alter, deface, cover, remove or in any way tamper with any notice, permit or certificate posted upon or affixed to a building or structure pursuant to this Bylaw.
- 6.5 No person shall do any work that is substantially at variance with the accepted design or plans of a building, structure or other works for which a permit has been issued, unless a building official has accepted that variance.
- 6.6 No person shall obstruct the entry of a Building Official on property in the administration of this bylaw.

7.0 BUILDING OFFICIALS

- 7.1 A building official may
 - 7.1.1 administer this Bylaw;
 - 7.1.2 keep records of permit applications, permits, notices and orders issued, inspections and tests made, and retain copies of all documents related to the administration of this Bylaw or make microfilm or digital copies of such documents; and
 - 7.1.3 establish, if requested to do so, whether the methods or types of construction and types of materials used in the construction of a building or structure for which a permit is sought under this Bylaw substantially conform to the requirements of the Building Code.
- 7.2 A building official

- 7.2.1 may enter any land, building, structure, or premises at any reasonable time for the purpose of ascertaining that the terms of this Bylaw are being observed;
- 7.2.2 where any residence is occupied, shall obtain the consent of the occupant or provide written notice to the occupant 24 hours in advance of entry; and
- 7.2.3 shall carry proper credentials confirming the official's status as a building official.

~~7.32-4~~ building official may order the correction of any work that is being or has been done in _____ contravention of this Bylaw.

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~~7.4~~ The **Building Manager** is delegated the general authority to create and edit standard forms used in the administration of this bylaw, including but not limited to the following:

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- (a) Building Permit Application Form;
- (b) Owner's Acknowledgement Form;
- (c) Building/Plumbing Permit Form;
- (d) Occupancy Permit Form;
- (e) Stop Work Form; and
- (f) Do Not Occupy Notice Form.

8.0 APPLICATIONS

8.1 Every person shall apply for and obtain a

- 8.1.1 building permit before installing, constructing or altering a building or structure;
- 8.1.2 building permit before installation of a Manufactured Home or Modular Home;
- 8.1.3 plumbing permit before installation, alteration or remodeling of any plumbing is undertaken;
- 8.1.4 permit before installation of a pool;
- 8.1.5 building permit before constructing a temporary building;
- 8.1.6 moving permit before moving a building or structure;

8.1.7 demolition permit before demolishing any building or structure;

8.2 ~~An application for a permit shall be in the form attached as form 'A' to this bylaw.~~ **An application for a permit shall be thru the Building Permit Application form.**

8.3 All plans submitted with permit applications must bear the name and address of the designer of the building or structure.

8.4 Each building, structure or plumbing system requires a separate permit and shall be assessed a separate permit fee as determined in accordance with Schedule "A" to this Bylaw.

9.0 APPLICATIONS FOR COMPLEX BUILDINGS

9.1 An application for a permit with respect to a complex building shall

9.1.1 ~~be made in the form attached as form 'A' to this bylaw and signed by the owner or a signing officer, if the owner is a corporation;~~ **be made using the Building Permit Application form and signed by the owner, or a signing officer, if the owner is a corporation;**

9.1.2 ~~be accompanied by the owner's acknowledgment of responsibility and undertakings made in the form provided as form "B" to this bylaw, signed by the owner, or a signing officer if the owner is a corporation;~~ **be accompanied by the owner's acknowledgment of responsibility and undertakings made using the Owner's Acknowledgment form and signed by the owner, or a signing officer if the owner is a corporation;**

9.1.3 include a copy of a title search, accompanied by referenced covenants, made within 30 days of the date of the application;

9.1.4 state the intended use of the building;

9.1.5 include a site plan prepared by a British Columbia Land Surveyor or by a registered professional showing

9.1.5.1 the bearing and dimensions of the parcel taken from the registered subdivision plan;

9.1.5.2 the legal description and civic address of the parcel;

- 9.1.5.3 the location and dimensions of all statutory rights of way, easements and setback requirements when required by the building official;
- 9.1.5.4 the location and dimensions of all existing and proposed buildings or structures on the parcel;
- 9.1.5.5 setbacks to the natural boundary of any lake, swamp, pond or watercourse where the Regional District or Village land use regulations establish siting requirements related to flooding;
- 9.1.5.6 the existing and finished ground levels to an established datum at or adjacent to the site and the geodetic elevation of the underside of the floor system of a building or structure where the Regional District or Village land use regulations establish siting requirements related to minimum floor elevation; and
- 9.1.5.7 the location, dimension and gradient of parking and driveway access;

unless a building official has waived the requirement for a site plan, in whole or in part, in the circumstance where the permit is sought for the repair or Alteration of an existing building or structure;

9.1.6 contain sufficient information on building plans to determine compliance with this Bylaw, such as

- 9.1.6.1 floor plans showing
 - (i) the dimensions and uses of all areas,
 - (ii) the location, size and swing of doors,
 - (iii) the location, size and opening of windows,
 - (iv) floor, wall, and ceiling finishes,
 - (v) plumbing fixtures,
 - (vi) structural elements, and
 - (vii) stair dimensions;

- 9.1.6.2 a cross section through the building or structure illustrating foundations, drainage, ceiling heights and construction systems;
- 9.1.6.3 elevations of all sides of the building or structure showing finish details, roof slopes, windows, doors, and finished grade;
- 9.1.6.4 cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the building or structure substantially conforms to the Building Code;
- 9.1.6.5 copies of approvals, including, without limitation, highway access permits when required by the Ministry of Highways and Ministry of Health application approval;
- 9.1.6.6 letters of assurance in the form referred to in the Building Code, signed by the owner, or a signing officer of the owner if the owner is a corporation, and the coordinating registered professional.
- 9.1.6.7 letters of assurance in the form referred to in the Building Code, each signed by such registered professionals as the building official or Building Code may require to prepare the design for and conduct field reviews of the construction of the building or structure;
- 9.1.6.8 two sets of drawings at a suitable scale of the design prepared by each registered professional and including the information set out in Sentences 9.1.6.1 - 9.1.6.3 of this bylaw.

9.2 In addition to the requirements of Subsection 9.1, the following may be required by a building official to be submitted with a building permit application for the construction of a complex building where the complexity of the proposed building or structure or siting circumstances warrant:

- 9.2.1 site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a registered professional;
- 9.2.2 a section through the site showing grades, buildings, structures, parking areas and driveways;

- 9.2.3 any other information required by the building official or the Building Code to establish substantial compliance with this Bylaw, the Building Code and other bylaws and enactments relating to the building or structure,

10.0 APPLICATIONS FOR STANDARD BUILDINGS

- 10.1 When required by the building official, an application for a permit with respect to a standard building must be made in the form attached as form 'A' to this bylaw, signed by the owner or a signing officer if the owner is a corporation;
 - 10.1.2 be accompanied by the owner's acknowledgment of responsibility and undertakings made in the form attached as form 'B' to this bylaw, signed by the owner, or a signing officer if the owner is a corporation;
 - 10.1.3 include a copy of a title search, accompanied by referenced covenants, made within 30 days of the date of the application;
 - 10.1.4 A state the intended use of the building, and where the building is a temporary building state the intended duration of use and date of removal, not to exceed two years;
 - 10.1.5 include a site plan showing
 - 10.1.5.1 the bearing and dimensions of the parcel taken from the registered subdivision plan;
 - 10.1.5.2 the legal description and civic address of the parcel;
 - 10.1.5.3 the location and dimensions of all statutory rights of way, easements and setback requirements when required by the building official;
 - 10.1.5.4 the location and dimensions of all existing and proposed buildings or structures on the parcel;
 - 10.1.5.5 setbacks to the natural boundary of any lake, swamp, pond or watercourse where the Regional District or Village land use regulations establish siting requirements related to flooding;
 - 10.1.5.6 the existing and finished ground levels to an established datum at or adjacent to the site and the geodetic elevation of

the underside of the floor system of a building or structure where the Regional District or Village land use regulations establish siting requirements related to minimum floor elevation; and

10.1.5.7 the location, dimension and gradient of parking;

unless a building official has waived the requirements for a site plan, in whole or in part, in circumstances where the permit is sought for the repair or Alteration of an existing building or structure.

10.1.6 contain sufficient information on building plans to determine compliance with this Bylaw, such as

10.1.6.1 floor plans showing:

- (i) the dimensions of the building and use of all rooms;
- (ii) the location, size and swing of doors;
- (iii) the location, size and opening of windows;
- (iv) plumbing fixtures; structural elements; and
- (v) stair dimensions;

10.1.6.2 a cross section through the building or structure showing ceiling heights, crawlspace and roof space details and detailing construction systems, building materials and finishes;

10.1.6.3 elevations of all sides of the building or structure showing finish details, roof slopes, windows, doors, and finished grade;

10.1.6.4 cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the building or structure substantially conforms to the Building Code;

10.1.6.5 copies of approvals including, without limitation, highway access permits, when required by the Ministry of Highways, and Ministry of Health application approval;

10.1.6.6 a foundation design prepared by a 1-registered professional in accordance with the Building Code, accompanied by letters of assurance in the form referred to in the Building Code, signed by the registered professional; and

- 10.1.6.7 two sets of drawings at a suitable scale of the design including the information set out in Sentences 10. L6. l - 10. L6.4 of this Bylaw
- 10.1.7 The requirements of Sentence 10.1.6.6 may be waived by a building official in circumstances where the building official has required a professional engineer's report and the building permit is issued in accordance with Section 56 of the Community Charter.
- 10.1.8 The requirements of 10.1.6.6 may be waived by a building official if documentation, prepared by a registered professional, is provided assuring that the foundation design and the foundation excavation substantially comply with the Building Code.
- 10.1.9 The requirements of 10.],6,6 may be waived by a Building Official if the footings and foundation for the proposed building or structure are installed in compliance with Division B Section 9,15 of the Building Code.
- 10.2 In addition to the requirements of Subsection l 0.1, the following may be required by a building official to be submitted with a building permit application for the construction of a standard building where the project involves two or more buildings, which in the aggregate total more than l 000 square meters, or two or more buildings that will contain four or more dwelling units, or otherwise where the complexity of the proposed building or structure or siting circumstances warrant:
- 10.2.1 site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a registered professional;
- 10.2.2 a section through the site showing grades, buildings, structures, parking areas and driveways ;
- 10.2.3 a roof plan and roof height calculations;
- 10.2.4 structural, electrical, mechanical, plumbing or fire suppression drawings prepared and sealed by a registered professional;
- 10.2.5 letters of assurance in the form referred to in the Building Code, signed by a registered professional;
- 10.2.6 any other information required by the building official or the Building Code to establish substantial compliance with this Bylaw, the Building Code and other Bylaws and enactments relating to the building or structure.

- 10.2.7 A Building Official may waive the requirements of Sentence 10,1.6.6 of this bylaw if the design and construction of the foundation of the Standard Building and the building site that are the subject of the building permit meet all the criteria of the Building Code.
- 10.2.8 If once the permit has been issued, the criteria and requirements referred to in Subsection 10.2.7 are not complied with, the building official may take one or more of the following actions or any other action deemed necessary:
 - 10.2.8.1 revoke the permit
 - 10.2.8.2 refuse to permit occupancy of the building
 - 10.2.8.3 impose the requirements of Sentence 10,1.6.6 of this bylaw.

11.0 PROFESSIONAL PLAN CERTIFICATION

- 11.1 Where required by this bylaw, letters of assurance in the form referred to in the Building Code shall be submitted by the registered professionals in support of a building permit application. Representing the Regional District or Village the building official shall rely upon these letters of assurance as certification that the building design and plans comply with the Building Code and other applicable enactments relating to safety of the building.
- 11.2 ~~A building permit issued for the construction of a building for which a building official required registered professional and letters of assurance must be in the form attached as form 'C' to this bylaw.~~ **A building permit issued for the construction of a building for which a building official required registered professional and letters of assurance must be thru the Building/Plumbing Permit form.**
- 11.3 A building permit issued pursuant to Subsection 11. 2 of this Bylaw must include a notice to the owner that the building permit is issued in reliance upon the certification of the registered professionals that the design and plans submitted in support of the application for the building permit comply with the Building Code and other applicable enactments relating to safety,
- 11.4 When a building permit is issued in accordance with subsection 11.2 of this bylaw the permit fee must be reduced by 5% to reflect the Regional District's or Villages' reliance upon the Registered Professional,

12.0 FEES AND CHARGES

- 12.1 In addition to applicable fees and charges required under other Bylaws, a permit fee, calculated in accordance with Schedule "A" to this Bylaw, must be paid in full prior to issuance of any permit under this Bylaw.
- 12.2 An application made for a building permit must be accompanied by the appropriate plan-check deposit fee prescribed in Schedule "A" to this Bylaw, which is non-refundable and must be credited against the building permit fee when the permit is issued.
- 12.3 When an application is cancelled the plans and related documents submitted with the application may be destroyed..
- 12.4 The owner may obtain a refund of the building permit fees paid as prescribed in Schedule "A" to this Bylaw.
- 12.5 Where, due to non-compliance with this Bylaw, more than two inspections are necessary when one inspection is normally required, for each inspection after the second inspection, a re-inspection charge as prescribed in Schedule "A" to this Bylaw must be paid prior to each additional inspection being performed,

13.0 BUILDING PERMITS

Issuance of a Permit

- 13.1 The permit for which an application was made may be issued when:
 - 13.1.1 a completed application with all required documentation has been submitted and the Building Official has approved the application for permit issuance; and
 - 13.1.2 the owner or his or her representative has paid all applicable fees set out in Subsection 12.1 of this Bylaw; and;
 - 13.1.3 the owner or his or her representative has paid all charges and met all requirements imposed by any other enactment or bylaw; and
 - 13.1.4 no enactment, covenant, agreement, regulation in favor of; or regulation of the Regional District or Village authorizes the permit to be withheld;

- 13.2 When the application is in respect of a building that includes, or will include, a residential occupancy, the building permit must not be issued unless the owner provides evidence of compliance with the Homeowner Protection Act.

Expiry of a Permit

- 13.3 Every permit is issued on the condition that
- 13.3.1 the construction shall be commenced within six months after the date the permit was issued;
 - 13.3.2 the work, once commenced, shall not be discontinued for a continuous period of more than twelve months, or in any event 12 months from the last inspection; and
 - 13.3 the permit shall expire and the rights of the owner shall terminate in the event and at the time that either of the above conditions is not met or in any event thirty-six months after the date the permit was issued
- 13.4 Despite Article 13.3 the Building Official may extend the time periods in sentences 13.3.1 and 13.3.2 Extensions are limited to 6 months and 1 year respectively and must be obtained in writing.

Renewal of a Permit

- 13.5 An owner may apply for and the building official may issue a renewal of a building permit for a period of not more than one year. A renewal fee is payable as required under schedule 'A' to this bylaw.
- 13.6 A permit may be renewed only one time under Article 1.3.5
- 13.7 When a permit renewed under Article 1.3.5 expires, an owner may apply for a new building permit to complete the construction of a project remaining incomplete on the date the permit expired. All applicable drawings and specifications shall be updated to comply with current regulations.
- 13.8 A building official may issue a building permit for a portion of a building or structure before the design, plans and specifications for the entire building or

structure have been accepted, provided sufficient information has been provided to demonstrate to the building official that the portion authorized to be constructed substantially complies with this and other applicable Bylaws and the permit fee applicable to that portion of the building or structure has been paid. The issuance of the permit notwithstanding, the requirements of this Bylaw apply to the remainder of the building or structure as if the permit for the portion of the building or structure referred to in the previous sentence had not been issued.

14.0 DISCLAIMER OF WARRANTY OR REPRESENTATION

- 14.1 Neither the issuance of a permit under this Bylaw, the review and acceptance of the design, drawings, plans or specifications, nor inspections made by a building official, shall constitute a representation or warranty that the Building Code or the Bylaw have been complied with or the building or structure meets any standard of materials or workmanship, and no person shall rely on any of those acts as establishing compliance with the Building Code or this Bylaw or any standard of construction.

15.0 CLIMATIC AND GEOLOGICAL DATA

- 15.1 Climatic data for the design of buildings are to be as specified in the British Columbia Building Code (BCBC). Additional design data are to be found in Schedule B.

16.0 PROFESSIONAL DESIGN AND FIELD REVIEW

- 16.1 When a building official considers that the site conditions, size or complexity of a development or an aspect of a development warrant, he or she may require that a registered professional provide design and plan certification and field review by means of letters of assurance in the form referred to in the Building Code.
- 16.2 Prior to the issuance of a final inspection report for a complex building, or standard building in circumstances where letters of assurance have been required in accordance with this bylaw, the owner must provide letters of professional field review and compliance in the form referred to in the Building Code.
- 16.3 When a registered professional provides letters of assurance in accordance with this Bylaw, the registered professional must also provide proof of professional liability insurance/errors and omissions to the building official.

17.0 RESPONSIBILITIES OF THE OWNER

- 17.1 Every owner must ensure that all construction complies with the Building Code, this Bylaw and other applicable enactments respecting safety,
- 17.2 Every owner to whom a permit is issued must, during construction,
 - 17.2.1 post and maintain the permit in a conspicuous place on the property in respect of which the permit was issued;
 - 17.2.2 keep a copy of the accepted designs, plans and specifications on the property; and
 - 17.2.3 post the civic address on the property 111 a location visible from any adjoining streets.

18.0 INSPECTIONS

- 18.1 When a registered professional provides letters of assurance in accordance with this Bylaw, the building official will rely solely on field reviews undertaken by the registered professional and the letters of assurance submitted pursuant to this Bylaw as assurance that the construction substantially conforms to the design and that the construction substantially complies with the Building Code, this Bylaw and other applicable enactments respecting safety.
- 18.2 Notwithstanding Subsection 18.1 of this Bylaw, a building official may attend the site from time to time during the course of construction to ascertain that the field reviews are taking place and to monitor the field reviews undertaken by the registered professionals.
- 18.3 A building official may attend periodically at the site of the construction of standard buildings or structures to ascertain whether the health and safety aspects of the work are being carried out in substantial conformance with those portions of the Building Code, this Bylaw and any other applicable enactment concerning safety.
- 18.4 The owner or his or her representative shall give at least 72 hours notice to the Regional District or Village when requesting an inspection and shall obtain an inspection and receive a building official's acceptance of the following aspects of the work prior to concealing it:

SITING: After siting of the building and formwork for the foundation footings is completed, but prior to the pouring of concrete. The building official may require

the owner to provide a building location survey certificate if building setbacks from property lines cannot be adequately or accurately determined.

DAMP-PROOFING AND FOUNDATION PERIMETER DRAINAGE:

After foundation damp-proofing and perimeter drainage piping installations have been completed, including drain rock but before backfilling.

PLUMBING:

- i. **UNDERSLAB:** After underslab drain and water distribution piping has been installed, with test applied but before covering.
- ii. **ROUGH-IN:** After drain waste and vent, and water distribution piping has been installed, with test applied but before covering.

FRAMING: When framing, sheathing and roofing of the building have been completed and the electrical, mechanical and plumbing rough-ins have been completed but before installing any insulation or vapour barrier materials or otherwise covering.

MASONRY FIREPLACE:

- i. **FIRST INSPECTION:** Installation of first flue liner above smoke chamber.
- ii. **SECOND INSPECTION:** Chimney cap, but PRIOR to installing.

SOLID FUEL BURNING APPLIANCE: When the appliance and the chimney are installed, but PRIOR to using. The chimney must not be concealed for inspection purposes.

INSULATION: After all thermal and acoustic insulation materials, vapour barrier and fire stopping components have been installed and the building is ready to have interior finishes installed but before covering. The exterior sheathing membrane shall be completed as required to prevent the wetting of the insulated wall cavity.

OCCUPANCY: PRIOR to occupying a new building. Health and Safety aspects of the building regulations must be completed at this time or a Conditional Occupancy Permit will be issued. The conditional items on the Occupancy Permit will be required to be completed within a specified time.

FINAL: When the building or portion of new construction has been completed and all previous inspection deficiencies have been corrected.

OTHER INSPECTIONS: As directed by the Building Official to ascertain compliance with this bylaw.

- 18.5 No aspect of the work referred in Subsection 18.4 of this Bylaw may be concealed until a building official has accepted it in writing.
- 18.6 The requirements of Subsection 18.4 of this Bylaw do not apply to any aspect of the work that is the subject of a registered professional's letter of assurance provided in accordance with this bylaw.
- 18.7 The building official may require that the owner submit a building location survey certificate at the SITING inspection and may post a "STOP WORK" notice until a survey certificate is submitted that conforms the building location complies with all applicable regulations and bylaws.

19.0 OCCUPANCY PERMIT

- 19.1 ~~No person may occupy a new building or structure or part of a new building or structure until an Occupancy Permit has been issued in the form of Form D to this bylaw.~~ No person may occupy a new **building or structure** or part of a new **building or structure** until an **Occupancy Permit** has been issued using the **Occupancy Permit form**.
- 19.2 An Occupancy Permit must not be issued unless:
- 19.2.1 all letters of assurance have been submitted when required in accordance with this bylaw.
- 19.2.2 all aspects of the work requiring inspection and acceptance pursuant to Subsection 18.4 of this Bylaw have been inspected and accepted or the inspections and acceptance are not required in accordance with Subsection 18.6 of this Bylaw.
- 19.3 A Building Official may issue an Occupancy Permit for part of a building or structure when the part of the building or structure is self-contained, provided with essential services and the requirements set out in Subsection 19.2 of this Bylaw have been met with respect to it.

Notwithstanding Subsection 19.1, a Building Official may issue a conditional Occupancy Permit outlining the date before which an owner must complete conditions to occupancy of the building or structure.

20.0 POOLS

- 20.1 No person shall commence or continue any work related to the installation, construction and Alteration of a pool unless a valid building permit has been obtained pursuant to this Bylaw.
- 20.2 An exterior pool area must be enclosed within a fence of not less than 1.5 meters (5 ft.) in height. The fence must be designed and constructed so that no member, attachment or opening will facilitate climbing. All openings through the fence must be of a size as to prevent the passage of a spherical object having a diameter of 100 111111. (4 inches). Access through the fence enclosing the pool must be equipped with a self-closing gate so designed as to cause the gate to return to a closed position when not in use. The self-latching device must be located on the poolside of the fence at a height of at least 1.0 meters (3 ft 3 inches) above grade or on the outside of the fence at 1.4 meters (4 ft 7 inches) above grade.
- 20.3 Despite subsection 20.2, standard chain link wire mesh may be acceptable provided that the fence is not less than 1.5 meters (5 ft.) in height
- 20.4 Public swimming pools and spas require Ministry of Health approval prior to issuance of building permits.

21.0 RETAINING STRUCTURES

- 21.1 A registered professional must undertake the design and conduct field reviews of the construction of a retaining structure greater than 1.5 meters (5 ft.) in height. Sealed copies of the design plan and field review reports prepared by the registered professional for all retaining structures greater than 1.5 meters (5 ft..) in height shall be submitted to a building official prior to acceptance of the works.

22.0 PENALTIES AND ENFORCEMENT

- 22.1 Every person who contravenes any provision of this bylaw commits an offense punishable on summary conviction and shall be liable to a fine of not less than \$200.00 (two hundred dollars) and not more than the maximum penalty prescribed by law.
- 22.2 Every person who fails to comply with any order or notice issued by a building official, or who allows a violation of this Bylaw to continue, contravenes this Bylaw.
- 22.3 Every person who commences construction requiring a permit without first having obtained the required permit shall, if a Stop Work notice is issued and

remains outstanding for 30 days, pay an additional fee equal to 25% of the calculated building permit fee prior to obtaining the required building permit

- 22.4 ~~A building official may order the cessation of any work that is proceeding in contravention of the Building Code or this Bylaw by posting a Stop Work notice on the building or structure in the form attached as form 'E' to this bylaw.~~ **A building official may order the cessation of any work that is proceeding in contravention of the Building Code or this bylaw by posting a Stop Work notice on the building or structure using the Stop Work form.**
- 22.5 The owner of property on which a Stop Work notice has been posted, and every other person, must cease all construction work immediately and must not do any work until all applicable provisions of this Bylaw have been substantially complied with and the Stop Work notice has been rescinded by a building official.
- 22.6 ~~Where a person occupies a building or structure or part of a building or structure in contravention of Subsection 6.2 of this Bylaw, a building official may post a Do Not Occupy notice in the form attached as form 'F' to this bylaw.~~ **Where a person occupies a building or structure or part of a building or structure in contravention of subsection 6.2 of this bylaw, a building official may post a Do Not Occupy notice using the Do Not Occupy form.**
- 22.7 The owner of property on which a Do Not Occupy notice has been posted, and every person must cease occupancy of the building or structure immediately and must refrain from further occupancy until all applicable provisions of the Building Code and this Bylaw have been substantially complied with and the Do Not Occupy notice has been rescinded in writing by a building official.

23.0 SEVERABILITY AND APPLICATION

- 23.1 The provisions of this Bylaw are severable and the invalidity of any part of this Bylaw shall not affect the validity of the remainder of this Bylaw.
- 23.2 This bylaw shall apply to all Electoral Areas of the Regional District of Central Kootenay and all participating municipalities not having a separate building bylaw.

24.0 TRANSITION

- 24.1 This Bylaw shall not affect the right of an owner under a permit issued prior to the coming into force of this Bylaw, provided the owner has commenced work

within six (6) months of the date of issuance of the permit and has actively and continuously carried out work thereafter according to this Bylaw.

25.0 ENERGY CONSERVATION AND GHG EMISSION REDUCTION

25.1 In relation to the conservation of energy and the reduction of greenhouse gas emissions, the Regional District and Village incorporates by reference the British Columbia (B.C.) Energy Step Code in accordance with Section 25.2 through 25.3.

25.2 A standard building regulated by Part 9 Housing and Small Buildings of the B.C. Building Code which is a Dwelling Unit or which contains Dwelling Unit(s) within the building envelope shall be designed and constructed to the minimum performance requirements specified in Step 1 of the B.C. Energy Step Code. This regulation is applicable to building permit applied for after December 21, 2020.

25.3 A Standard building regulated by Part 9 Housing and Small Building of the B.C. Building Code, which is a Dwelling Unit or which contain Dwelling Unit(s) within the building envelope constructed under permit applied for after December 31, 2020, shall include a permanently affixed Building Energy Label posted prior to issuance of an Occupancy Permit.

26.0 ENACTMENT AND REPEAL

26.1 This Bylaw shall come into full force and effect upon its final passage and adoption,

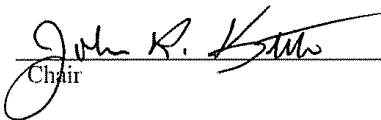
26.2 Building Bylaw 1682, 2004 as amended by the Regional District 1s hereby repealed,

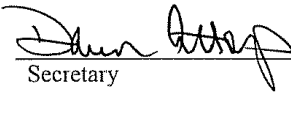
~~FORMS~~ — ~~A— Building Permit Application~~
~~B— Owner's acknowledgement of responsibility and undertakings~~
~~C— Building Permit~~
~~D— Occupancy permit~~
~~E— Stop Work notice~~
~~F— Do Not Occupy notice~~

READINGS, APPROVAL AND ADOPTION

READ A FIRST TIME this	9 th	day of	December, 2010
READ A SECOND TIME this	9 th	day of	December, 2010
READ A THIRD TIME this	9 th	day of	December, 2010

ADOPTED this 9th day of December, 2010,


Chair


Secretary

~~REGIONAL DISTRICT OF CENTRAL KOOTENAY
SCHEDULE 'A' PERMIT FEES
TO BUILDING BYLAW NO. 2200, 2010~~

~~A. BUILDING PERMIT FEES~~

~~Fee for construction value (declared or assessed) as determined by the Regional District of Central Kootenay for all new construction, reconstruction, additions, extension, Alterations or repair of any building and the placement of single or double wide manufactured homes.~~

~~BASIC FEE: \$ 1.00 - \$1,000.00 \$ 50.00
\$ 1,000.00 and over \$ 10.50 per \$1,000.00 or portion thereof~~

~~The calculated fee shall be reduced by 10% for Municipal Permits where the municipality provides building inspection administrative service in order to offset the 10% Municipal Administrative Fee.~~

- ~~1. No permit related work on site has commenced (does not include excavation work);~~
- ~~2. For permits exceeding \$200.00 fee, the Regional District will return \$100.00 or 50% of the permit fee, whichever is the greater amount;~~
- ~~3. The building permit will be cancelled.~~

~~**E. PLAN CHECK DEPOSIT**~~

Single family dwelling	\$100
Multi-family/Industrial/Commercial/Institutional	\$200
Accessory Building or Addition	\$50

~~**Formula For Estimating Value Of Construction**~~

~~**RESIDENTIAL CONSTRUCTION**~~

~~Value of residential construction will be calculated as per the contract cost if provided, or calculated as per the following costs for estimating values of construction, whichever is the greater amount.~~

1 Floor Finished (Good Quality) Full Basement Unfinished	\$150.00 p.s.f.
1 Floor Finished (Fair/Average Quality) Full Basement Unfinished	\$125.00 p.s.f.
1 Floor Finished (Low Quality) Full Basement Unfinished	\$100.00 p.s.f.
1 Floor Finished - Crawl Space	\$100.00 p.s.f.
1 Floor Finished - Slab on Grade	\$100.00 p.s.f.
Basement (for relocation of residence)	\$ 25.00 p.s.f.
Residential Addition on a crawl space or slab (no kitchen or bathrooms)	\$ 60.00 p.s.f.
Finished Basement	\$ 25.00 p.s.f.
Finished 2nd & 3rd storey	\$ 70.00 p.s.f.
Sundeck	\$ 20.00 p.s.f.
Sundeck with Roof	\$ 25.00 p.s.f.
Attached garage	\$ 40.00 p.s.f.
Detached garage	\$ 30.00 p.s.f.
Carport	\$ 25.00 p.s.f.
Accessory Building up to 550 sq. ft.	\$ 25.00 p.s.f.
Farm Building	\$ 10.00 p.s.f.

~~**MOBILE HOME COSTS**~~

Crawl Space under Mobile Home	\$15.00 p.s.f.
Basement under Mobile Home	\$25.00 p.s.f.
Roof over Mobile Home	\$25.00 p.s.f.
Mobile Home Additions	\$60.00 p.s.f.

OTHER

Fireplace	\$4,000.00
Wood-Burning Appliance	\$4,000.00

Value of construction for Commercial, Industrial or Institutional buildings will be calculated as per the CONTRACT or TENDERED cost. Where there is no contract or tendered price, the value shall be calculated according to the following schedule:

COMMERCIAL CONSTRUCTION

Commercial Building (shell only)	\$ 50.00 p.s.f.
Commercial Building – Interior finish	
(restaurants)	\$30.00 p.s.f.
(office buildings)	\$25.00 p.s.f.
(other)	\$15.00 p.s.f.

INDUSTRIAL CONSTRUCTION

Industrial Buildings (shell only)	\$50.00 p.s.f.
Industrial Buildings (interior finish)	\$10.00 p.s.f.

<u>INSTITUTIONAL CONSTRUCTION</u>	Contract or Tendered Cost
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SCHEDULE A – PERMIT FEES

A. BUILDING PERMIT FEES

Fee for construction value (declared or assessed) as determined by the Regional District of Central Kootenay for all new construction, reconstruction, additions, extension, Alterations or repair of any building and the placement of single or double-wide manufactured homes.

BASE FEE:	\$1.00 - \$1,000.00	\$100.00
	\$1,000.00 and over	\$10.50 per \$1,000.00 or portion thereof

The calculated fee shall be reduced by 10% for Municipal Permits where the municipality provides building inspection administrative service in order to offset the 10% Municipal Administrative Fee.

B. RELATED PERMIT FEES

1.	Manufactured home set-up single or double wide	\$350.00
2.	Change of occupancy (commercial only)	\$200.00
3.	Pools (fence requirements)	\$100.00
4.	Demolition	\$150.00
5.	Moving a building	\$200.00
6.	Temporary building	\$200.00
7.	Occupant Load Calculation	\$200.00
8.	Re-Inspection	\$150.00
9.	Administrative fee to remove "Notice on Title"	\$750.00
10.	Permit Renewal	\$100.00
11.	Administrative Fee to Prepare & Register Restrictive Covenant on Title	\$200.00
12.	Mapping Services Fee	\$25.00

C. PLUMBING PERMIT FEES

Plumbing System	\$ 10.50 per fixture
Automatic Sprinkler System - contract price)	(as per

D. PERMIT FEE REFUNDS

Building permit fees may be refunded only upon written request from the owner – up to six (6) months from the date of issuance of the building permit – subject to the following conditions:

1. No permit related work on site has commenced (does not include excavation work);
2. For permits exceeding \$200.00 fee, the Regional District will return \$100.00 or 50% of the permit fee, whichever is the greater amount;
3. The building permit will be cancelled.

E. PLAN CHECK DEPOSIT

Single-family dwelling	
\$100.00	
Multi-family/Industrial/Commercial/Institutional	
\$200.00	
Accessory Building or Addition	\$50.00

Formula for Estimating Value of Construction

RESIDENTIAL CONSTRUCTION

Value of residential construction will be calculated as per the contract cost if provided, or calculated as per the following costs for estimating values of construction, whichever is the greater amount. Where aspects of residential construction are not specifically addressed in this fee schedule, an individual valuation using the Marshall & Swift cost estimator will be used to determine the value of construction. When an individual valuation is requested or required, a fee of \$150.00 will apply.

Market residential construction, 1 or more floors finished (Good Quality) \$280.00 p.s.f

Basic residential construction, 1 or more floors finished (Average Quality) \$195.00 p.s.f

Custom residential construction, determined on an individual basis using Marshall & Swift

Basement (for relocation of residence)	\$25.00 p.s.f.
Residential Addition on a crawl space or slab (n kitchen or bathrooms)	\$60.00 p.s.f.
Finished Basement	\$195.00 p.s.f.
Sundeck	\$20.00 p.s.f.
Sundeck with Roof	\$25.00 p.s.f.
Attached garage	\$40.00 p.s.f.
Detached garage	\$30.00 p.s.f.
Carport	\$25.00 p.s.f.
Accessory Building up to 550 sq. ft.	\$25.00 p.s.f.
Farm Building	\$10.00 p.s.f.
<u>MOBILE HOME COSTS</u>	
Crawl Space under Mobile Home	\$15.00 p.s.f.
Basement under Mobile Home	\$25.00 p.s.f.
Roof over Mobile Home	\$25.00 p.s.f.
Mobile Home Additions	\$60.00 p.s.f.
<u>OTHER</u>	
Fireplace	\$4,000.00
Wood-Burning Appliance	\$4,000.00

Where the estimated or assumed value of construction for Commercial, Industrial or Institutional buildings exceeds \$1 million, the Owner is required to retain a Professional Quality Surveyor (PQS), submit a sealed Initial Budget Review, and this value will determine permit fees as per the Base Fee Schedule. Where the estimated or assumed value of construction for Commercial or Industrial buildings is less than \$1 million, permit fees will be calculated as per the CONTRACT or TENDERED cost, or the value of construction determined

according to the following schedule, with permit fees calculated as per the higher of the two values:

COMMERCIAL CONSTRUCTION

Commercial Building (shell only)	\$50.00 p.s.f.
Commercial Building - Interior finish (restaurants)	\$30.00 p.s.f.
(office buildings)	\$25.00 p.s.f.
(other)	\$15.00 p.s.f.

INDUSTRIAL CONSTRUCTION

Industrial Buildings (shell only)	\$50.00 p.s.f.
Industrial Buildings (interior finish)	\$10.00 p.s.f.

INSTITUTIONAL CONSTRUCTION

Contract/Tendered Cost or PQS sealed Initial Budget Review, whichever is higher

**REGIONAL DISTRICT OF CENTRAL KOOTENAY SCHEDULE 'B' - CLIMATIC AND GEOLOGICAL DATA
 TO BUILDING BYLAW NO. 1682, 2004**

Climatic data for the design of buildings in the Regional District are deemed to be:
DESIGN TEMPERATURE

January	2.5% design temperature	-24°C
January	1% design temperature	-26°C
July	2.5% dry bulb temperature	33°C
July	2.5% wet bulb temperature	19°C
Degree days below 18°C		4,303

PRECIPITATION

Fifteen (15) minute rain	10mm
One day rain	66mm

MAXIMUM GROUND SNOWLOAD

		kPa	P.S.F.
Argenta		3.4	72
Arrow Creek Lake View		4.0	83
Blueberry Creek		4.5	94
Balfour		3.7	77
Beasley	Lower	4.9	105
	Upper	5.5	116
Blewett	Lower	4.5	94
	Upper	4.9	105
Bonnington	Lower	4.9	105
	Upper	5.5	116
Brilliant		4.2	88
Brouse		4.9	105
Castlegar (adjacent)		4.2	88
Crawford Bay		3.7	77
Crescent Bay		3.7	77
Crescent Valley		4.2	88
Creston (adjacent)		3.2	66
Deer Park		4.2	88
Duncan Lake		3.4	72

Edgewood	4.0	83
Erickson	4.0	8.3
Fauquier	4.0	83
Gerrard	5.5	116
Glade	4.2	88
Halcyon Hot Springs	4.0	83
Hall Siding	6.1	127
Harrop	3.7	77
Hills	5.5	116
Johnson's Landing	3.4	72
Krestova	4.5	94
Kaslo (adjacent)	3.4	72
Kingsgate	4.2	88
Kitchener	4.0	83
Lardeau	3.4	72
Lister	4.0	83
Mountain Station Road	4.9	105
Nakusp (adjacent)	4.4	92
Nancy Green Junction	6.1	127
Needles	4.0	83
Nelson (adjacent)	4.2	88
New Denver (adjacent)	4.0	83
Ootischenia	4.2	88
Pass Creek	4.5	94
Passmore (Upper)	4.2	88
Playmor Junction	4.2	88
Retallack	8.5	176
Riondel	3.7	77
Robson	4.2	88
Rosebery	4.2	88
Ross Spur	5.5	116
Salmo/Erie Area	5.5	116
Sandon	8.5	176
Silverton (adjacent)	4.0	83
Sirdar	3.4	72
Slocan Park	4.0	83
Slocan Village (adjacent)	4.0	83
South Slocan	4.9	105
Sproule Creek Lower	4.9	105
Upper	5.5	116
Taghum	4.2	88
Thrms	4.2	88
West Creston	4.0	83

Winlaw	4.2	88
Wynndel	3.4	72
Ymir	5.5	116
Yahk	4.2	88

* Associated Rain Load SR 01 kPa

HOURLY WIND PRESSURES

Probability	1/10	.24 kPa
	1/50	.34 kPa

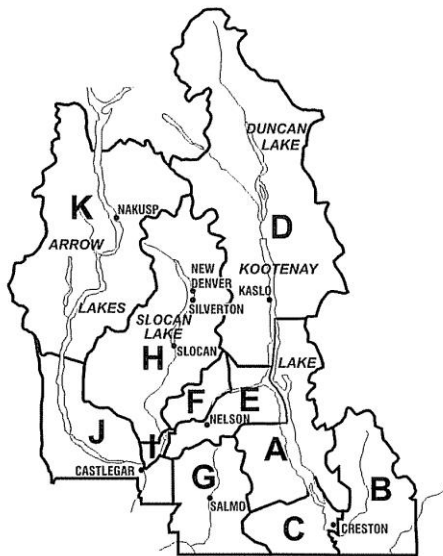
SEISMIC DATA

Seismic Spectral Response Accelerations Sa(0.2) 027

THE REGIONAL DISTRICT OF CENTRAL KOOTENAY

BUILDING BYLAW No. 2200, 2010

ADOPTED: DECEMBER 9, 2010





REGIONAL DISTRICT OF CENTRAL KOOTENAY

PO Box 590, 202 Lakeside Dr.
Nelson, BC
V1L 5R4

Telephone 250-352-8155 Fax 250-352-9300
Web: www.rdck.bc.ca
e-mail: blddept@rdck.bc.ca

Creston Office 250-428-5717
Slocan Office 250-355-2277

Nakusp Office 250-265-4111
Silverton Office 250-358-2472

Nelson Office 250-352-8155
New Denver Office 250-358-2316

Kaslo Office 250-353-9614
Salmo Office 250-357-9433

BC Toll Free 1-800-268-7325

Building/Plumbing Permit No. BP027713

Date Printed: Jun 27, 2023

Pursuant to the bylaws applicable to the Regional District of Central Kootenay, the scope of the work permitted is:
To construct an addition to a single family dwelling as defined by the accompanying reviewed plans.

Registered Owner:

SMITHER, EDWARD L

Contractor:

590590 BC LTD WEILAND CONSTRUCTION
PO BOX 221 NELSON BC V1L 5P9

Property Information:

Location: 335 MOUNTAINVIEW DR

Folio: 707.08265.919

Legal Desc.: LT 26/ PL NES3151/ DL 6498/ KOOTENAY

Electoral Area: E

Zoning: UNZONED

P.I.D. 028-340-744

Plumbing Fixtures

Water Closets:	0	Baths/Showers:	0	Wash Basins:	0
Sinks:	0	Wash Tubs:	0	Perimeter Drains:	0
Urinals:	0	Auto Washers:	0	Hot Water Tanks:	0
Hose Bibs:	0	Floor Drains:	0	Dishwashers:	0

Permit Valuation and Fees

Construction Value: 50,000.00 Plumbing Fixtures: 0

Description	Quantity	Amount	Description	Quantity	Amount
Bld Permit Fee	50,000.00	564.50	Cert Of Title	1.00	17.00
				Total:	\$581.50

Permit Issued Conditional To:

- * All construction shall conform to the current B.C. Building Code and Building By-law.
- * All concrete in contact with soils must be sulphate resisting as specified in Section 9.3.1.3 and must conform to Section 16 of CAN/CSA-A23.1. In addition, all plumbing material in contact with soils must be corrosive resistant.
- * Safety measures at demolition sites shall conform to Part 8 of the B.C. Building Code.
- * A final inspection must be requested prior to occupancy or use of this building.
- * Engineered floor joist/beam and roof truss spec's must be submitted prior to framing inspection.
- * Minimum footing depth for frost protection is 24" in sandy-gravelly soils or 36" in clay.
- * By accepting this permit and proceeding with the intended construction, you are accepting full responsibility and all liability associated with requesting all required inspections.
- * Property pins must be exposed and line strung between pins to establish and affirm required setbacks. If this cannot be done, a Surveyor's Certificate must be submitted to confirm same.

It Is The Applicant's Responsibility To Request Each Of The Following Inspections

- * SITING & FOOTINGS
- * DAMP-PROOFING & DRAINTILE
- * SLAB PREP AND RADON PIPE



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BC Toll Free 1-800-268-7325

Building/Plumbing Permit No. BP027713

Date Printed: Jun 27, 2023

- * FRAMING
- * INSULATION & VAPOUR BARRIER
- * FINAL

Authorization

Signature of Building Official: _____

Date Of Issuance: Apr 13, 2023

Date Of Expiry: Apr 13, 2026

- NOTE:**
- * Permit shall expire if construction is not commenced within 6 months from the date of issue.
 - * Permit shall expire if construction is discontinued or suspended for more than 12 months.
 - * Permit shall be renewed prior to expiry if construction is not completed within 36 months from the date of issue.
 - * Should construction under a renewed permit not be completed within 36 months, the permit shall terminate and the owner will be required to apply for a new permit
 - * Property owners should consider contacting their local Fire Chief to address fire protection measures when designing their road access.

Form Created: June 27, 2023



Master Checklist – Internal use (New, Renovation and/or Addition) Building Type Checklist

Owner Name: _____

TYPE

- Single Family Dwelling
 Modular Home (CSA A277)

All documentation is required at the time of permit application unless otherwise specified.

Please refer to the Regional District Official Community Plan and Zoning Bylaws and Floodplain Management Bylaw for development restrictions related to your building permit application. If an application is non-compliant with applicable bylaws, it will increase processing time. Please check the Bylaws at <https://www.rdck.ca/EN/main/government/bylaws.html> or call 250-352-8176.

SCOPE

- New
 Renovation (Reno)
 Addition (Add)
 Other: _____

NEW	RENO	ADDITION	RDCK	DOCUMENT TO PROVIDE	ADDITIONAL INFORMATION
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building Permit Application	<input type="checkbox"/> Include signatures of ALL registered Owners <input type="checkbox"/> Include Owner(s) Representative Form if applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Title Certificate	Ltsa.ca (BC Land Title & Survey) 877.577.5872 Provide a copy of the property title issued within 30 days from the Land Title Survey Authority, or RDCK can obtain for a fee of \$17 at time of submission.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Covenants, Easements and Right-of-Ways	Provide a copy of all Covenants, Easements and Right-of-Ways LISTED ON PROPERTY TITLE , or RDCK can obtain copies of each document from LTSA at total cost incurred.

For more information

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

NEW	RENO	ADDITION	RDCK	DOCUMENT TO PROVIDE	ADDITIONAL INFORMATION
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site Plan	<p>Site plan must be drawn to scale and include items below (See Building Brochure for a sample site plan):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Full legal description and civic address, area of property, North arrow <input type="checkbox"/> Proposed building footprint, showing dimensions to property lines and all adjacent buildings <input type="checkbox"/> All existing dwellings, buildings, utility shacks or other structures <input type="checkbox"/> Location of legal road access to property and adjacent road names <input type="checkbox"/> Proposed and existing septic fields, wells, and potable water sources <input type="checkbox"/> Covenant areas, Easements, Right-of-Ways <input type="checkbox"/> All waterbodies: lakes, rivers, named or unnamed creeks, and/or seasonal drainage; indicate distances from the natural boundary of the waterbodies to the proposed building site. The required flood construction level at the building site shall be detailed (refer to Floodplain Management Bylaw for more details). A legal survey with topographic locations may be required.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Construction Drawings	<p>Provide the drawings below in PDF format. If unable to provide a digital copy, submit 2 sets of physical drawings no larger than 11"x17". Hand drawn plans NOT accepted.</p> <p>We recommend the Owner obtain their construction drawings from an experienced designer. See Building Brochure for detailed drawing requirements.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Foundation plan <input type="checkbox"/> Floor plans <input type="checkbox"/> Elevation plans <input type="checkbox"/> Cross-section plans <input type="checkbox"/> Structural drawings (See Structural Bulletin for minimum requirements) <input type="checkbox"/> Plumbing design schematic (potable and DWV) for Single-family-dwelling <i>when homeowner plumbing is proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Truss, Floor, Beam Layouts (if applicable)	<ul style="list-style-type: none"> <input type="checkbox"/> Provide engineered floor and roof layout drawings, with all point loads, factored reactions and live load assumptions; Obtain from supplier. <input type="checkbox"/> Provide truss, floor, and beam specifications and designs from supplier.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schedule(s) B, Sealed Plans and Proof of Insurance (if applicable)	<ul style="list-style-type: none"> <input type="checkbox"/> From professional Engineer or Architect. <input type="checkbox"/> See Geotechnical and Structural Bulletin for engineering requirements.

NEW	RENO	ADDITION	RDCK	DOCUMENT TO PROVIDE	ADDITIONAL INFORMATION
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Driveway Access Permit (if applicable)	<p>www2.gov.bc.ca (Ministry of Transportation) bcmotwkd@gov.bc.ca 250.354.6400</p> <p>Required for construction:</p> <ul style="list-style-type: none"> <input type="checkbox"/> All parcels abutting a numbered highway. <input type="checkbox"/> Multi-family dwellings, agricultural properties, commercial, industrial, and institutional development
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Record of Sewerage System	<p>Interiorhealth.ca hpadminnelson@interiorhealth.ca 855.744.6328</p> <p>Provide the “Record of Sewerage System” for the onsite sewage disposal system from the Interior Health Authority, to be obtained from a Registered Onsite Wastewater Practitioner (ROWP), or qualified Professional Engineer.</p> <p>Required for all new construction. A review letter from an Authorized Person is required when adding additional occupant load to an existing system, such as a new bedroom, dwelling unit, or major renovation.</p> <p>Required Prior To Issuance</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	BC Energy Compliance report	<p>Energystepcode.ca Rdck.ca</p> <p>Pre-construction document confirming compliance to Step Code energy requirements. To be completed by a Certified Energy Advisor licensed by Natural Resources Canada. Visit https://www.betterhomesbc.ca/ea/</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	HOT2000 report	<p>Obtain from your Certified Energy Advisor - Digital copy preferred</p> <p>Required Prior To Issuance</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Energy Compliance: Small D, E and F3 commercial and industrial occupancies	<p>When total building floor area is a maximum of 300m². BCBC sections 9.36.2 to 9.36.4 are applicable (Prescriptive).</p> <ul style="list-style-type: none"> <input type="checkbox"/> Drawing sheets shall detail building envelope construction assemblies (9.36.2), <input type="checkbox"/> HVAC requirements (9.36.3) <input type="checkbox"/> Service Water Heating Systems (9.36.4). <input type="checkbox"/> Blower door testing is not required.

NEW	RENO	ADDITION	RDCK	DOCUMENT TO PROVIDE	ADDITIONAL INFORMATION
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NECB Report(National Energy Code for Buildings)	<p>Buildings containing non-residential occupancies whose total building floor area exceeds 300m² OR medium hazard industrial occupancies shall comply with the NECB.</p> <p>NECB Application Requirements User Guide assists users as they develop plans and specifications for non-residential occupancies whose combined total Floor Area exceeds 300m² OR medium hazard industrial occupancies. NECB compliance path methodologies include prescriptive, prescriptive with simple trade-off and prescriptive with detailed trade-off OR Performance Modeled. Applicants shall familiarize themselves with the User Guide and submit a Compliance Summary with their application.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	New Home Registration Form (or Exemption)	<p>bchousing.org 800.407.7757</p> <p>Provincial warranty registration for new residential construction required for construction of new homes and large-scale renovations and additions to homes.</p> <p>EXTENSIVE RENOVATION WILL REQUIRE WRITTEN EXEMPTION from BC Housing, see https://sroq.bchousing.org/SROnlineQuestionnaire/faces/start Required Prior To Issuance</p>



Village of Kaslo

Building Permit Application

RDCK OFFICES

Nelson

Box 590, 202 Lakeside Drive
 Nelson, BC V1L 5R4
 Phone: 250-352-8155
 Toll Free: 1-800-268-7325
buildingdepartment@rdck.bc.ca

Creston

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 Creston, BC V0B 1G0
 Phone: 250-428-4717
 Toll Free: 1-833-223-2661
crestonbuilding@rdck.bc.ca

Nakusp

Box 358, 204 6th Avenue NW
 Nakusp, BC V0G 1R0
 Phone: 250-265-4111
 Toll Free: 1-844-817-9096
nakuspbuilding@rdck.bc.ca

BUILDING TYPE

- | | |
|--|--|
| <input type="checkbox"/> Single Family Dwelling | <input type="checkbox"/> Demolition or Decommission |
| <input type="checkbox"/> Multi Family Dwelling (Duplex or Multi-Residential) | <input type="checkbox"/> Replacement (for expired permit) |
| <input type="checkbox"/> Secondary Suite | <input type="checkbox"/> Retaining Wall (1.5m / 5' or greater in height) |
| <input type="checkbox"/> Manufactured Home ¹ (CSA Z240) | <input type="checkbox"/> Farm Building ² |
| <input type="checkbox"/> Modular Home (CSA A277) | <input type="checkbox"/> Commercial |
| <input type="checkbox"/> Accessory Building (Carport, Garage, Shed, Shop etc.) | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Plumbing only | <input type="checkbox"/> Institutional |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Occupant Load Calculation |
| <input type="checkbox"/> Pool (Fencing only) | Other ³ : _____ |

See the related **BUILDING TYPE CHECKLIST** for required documents to submit with your application.

SCOPE

- New construction
 Addition
 Alteration/Renovation

Describe the intended use of proposed construction (Ex.: 1500 sq ft building for my woodworking business):

Total cost of proposed construction at current market rates (Includes all labour, material, trades and design fees):
 \$ _____

For RDCK staff use.

RDCK Building permit number (once assigned): _____

¹ Be sure to meet all the criteria listed on the RDCK Manufactured Home Checklist.
² Provide proof that the subject property has been granted farm class by BC Assessment.
³ Mixed Use, Move any Building, Special Structures.



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BUILDING TYPE

- Single Family Dwelling
- Multi Family Dwelling (Duplex or Multi-Residential)
- Secondary Suite
- Manufactured Home¹ (CSA Z240)
- Modular Home (CSA A277)
- Accessory Building (Carport, Garage, Shed, Shop etc.)
- Plumbing only
- Deck
- Pool (Fencing only)
- Demolition or Decommission
- Replacement (for expired permit)
- Retaining Wall (1.5m / 5' or greater in height)
- Farm Building²
- Commercial
- Industrial
- Institutional
- Occupant Load Calculation
- Other³: _____

See the related **BUILDING TYPE CHECKLIST** for required documents to submit with your application.

SCOPE

- New construction
- Addition
- Alteration/Renovation

Describe the intended use of proposed construction (Ex.: 1500 sq ft building for my woodworking business):

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- Replacement (for expired permit)
- Retaining Wall (1.5m / 5' or greater in height)
- Farm Building²
- Commercial
- Industrial
- Institutional
- Occupant Load Calculation
- Other³: _____

See the related **BUILDING TYPE CHECKLIST** for required documents to submit with your application.

SCOPE

- New construction
- Addition
- Alteration/Renovation

Describe the intended use of proposed construction (Ex.: 1500 sq ft building for my woodworking business):

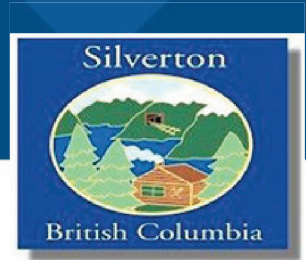
Total cost of proposed construction at current market rates (Includes all labour, material, trades and design fees):

\$ _____

For RDCK staff use.

RDCK Building permit number (once assigned): _____

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³ Mixed Use, Move any Building, Special Structures.



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BUILDING TYPE

- | | |
|--|--|
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| <input type="checkbox"/> Pool (Fencing only) | Other ³ : _____ |

See the related **BUILDING TYPE CHECKLIST** for required documents to submit with your application.

SCOPE

- New construction Addition Alteration/Renovation

Describe the intended use of proposed construction (Ex.: 1500 sq ft building for my woodworking business):

Total cost of proposed construction at current market rates (Includes all labour, material, trades and design fees):

\$ _____

For RDCK staff use.

¹ Be sure to meet all the criteria listed on the RDCK Manufactured Home Checklist.
² Provide proof that the subject property has been granted farm class by BC Assessment.
³ Mixed Use, Move any Building, Special Structures.



Building Permit Application

RDCK OFFICES

Nelson

Box 590, 202 Lakeside Drive
Nelson, BC V1L 5R4
Phone: 250-352-8155
Toll Free: 1-800-268-7325
buildingdepartment@rdck.bc.ca

Creston

Box 531B, 16 Avenue South
Creston, BC V0B 1G0
Phone: 250-428-4717
Toll Free: 1-833-223-2661
crestonbuilding@rdck.bc.ca

Nakusp

Box 358, 204 6th Avenue NW
Nakusp, BC V0G 1R0
Phone: 250-265-4111
Toll Free: 1-844-817-9096
nakuspbuilding@rdck.bc.ca

BUILDING TYPE

- | | |
|--|--|
| <input type="checkbox"/> Single Family Dwelling | <input type="checkbox"/> Demolition or Decommission |
| <input type="checkbox"/> Multi Family Dwelling (Duplex or Multi-Residential) | <input type="checkbox"/> Replacement (for expired permit) |
| <input type="checkbox"/> Secondary Suite | <input type="checkbox"/> Retaining Wall (1.5m / 5' or greater in height) |
| <input type="checkbox"/> Manufactured Home ¹ (CSA Z240) | <input type="checkbox"/> Farm Building ² |
| <input type="checkbox"/> Modular Home (CSA A277) | <input type="checkbox"/> Commercial |
| <input type="checkbox"/> Accessory Building (Carport, Garage, Shed, Shop etc.) | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Plumbing only | <input type="checkbox"/> Institutional |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Occupant Load Calculation |
| <input type="checkbox"/> Pool (Fencing only) | Other ³ : _____ |

See the related **BUILDING TYPE CHECKLIST** for required documents to submit with your application.

SCOPE

- New construction Addition Alteration/Renovation

Describe the intended use of proposed construction (Ex.: 1500 sq ft building for my woodworking business):

Total cost of proposed construction at current market rates (Includes all labour, material, trades and design fees):

\$ _____

For RDCK staff use.

RDCK Building permit number (once assigned): _____

¹ Be sure to meet all the criteria listed on the RDCK Manufactured Home Checklist.
² Provide proof that the subject property has been granted farm class by BC Assessment.
³ Mixed Use, Move any Building, Special Structures.



Building Permit Application

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Box 590, 202 Lakeside Drive
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Toll Free: 1-833-223-2661
crestonbuilding@rdck.bc.ca

Nakusp

Box 358, 204 6th Avenue NW
Nakusp, BC V0G 1R0
Phone: 250-265-4111
Toll Free: 1-844-817-9096
nakuspbuilding@rdck.bc.ca

BUILDING TYPE

- Single Family Dwelling
- Multi Family Dwelling (Duplex or Multi-Residential)
- Secondary Suite
- Manufactured Home¹ (CSA Z240)
- Modular Home (CSA A277)
- Accessory Building (Carport, Garage, Shed, Shop etc.)
- Plumbing only
- Deck
- Pool (Fencing only)
- Demolition or Decommission
- Replacement (for expired permit)
- Retaining Wall (1.5m / 5' or greater in height)
- Farm Building²
- Commercial
- Industrial
- Institutional
- Occupant Load Calculation
- Other³: _____

See the related **BUILDING TYPE CHECKLIST** for required documents to submit with your application.

SCOPE

- New construction
- Addition
- Alteration/Renovation

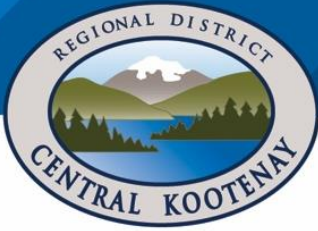
Describe the intended use of proposed construction (Ex.: 1500 sq ft building for my woodworking business):

Total cost of proposed construction at current market rates (Includes all labour, material, trades and design fees):
\$ _____

For RDCK staff use.

RDCK Building permit number (once assigned): _____

¹ Be sure to meet all the criteria listed on the RDCK Manufactured Home Checklist.
² Provide proof that the subject property has been granted farm class by BC Assessment.
³ Mixed Use, Move any Building, Special Structures.



Board Report

Date of Report:	September 27, 2023
Date & Type of Meeting:	October 19, 2023 Open Regular Board Meeting
Author:	Dana Hawkins, Planner
Subject:	UBCM Complete Communities Program
File:	10-5200-20-CCP Complete Communities Program
Electoral Area/Municipality:	All Electoral Areas / Municipalities

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to recommend that the Board support a funding application to the UBCM Complete Communities program for regional growth management planning. The proposed project will build on previous work such as the Regional Housing Needs Assessment and Housing Action Plan (HAP) and facilitate one of the recommended actions of the HAP – growth management planning. Staff are recommending a regional application in partnership with interested member municipalities and First Nations.

SECTION 2: BACKGROUND/ANALYSIS

2.1 Background

Housing Action Plan

Safe, affordable, and inclusive housing is vital to societal, economic, and individual health and well-being of Central Kootenay communities and residents. Unfortunately, safe, affordable, and inclusive housing is increasingly difficult to find. On May 18, 2023 the Board endorsed the Housing Action Plan (HAP). The HAP includes recommended actions for the RDCK to provide support and reduce barriers for affordable housing development across the region.

One tool recommended by the HAP with high impact is growth management planning covering the entire region to ensure efficient expansion of servicing and infrastructure in line with long-term community development goals. The RDCK can identify key areas for targeted residential growth in rural areas considering:

- Co- location of housing with social and physical infrastructure;
- A diversity of housing options in growth areas close to amenities, services, and transportation networks; and,
- Alignment of long-term water and servicing requirements with housing needs and long-term objectives.

2.2 Grant Application

Complete Communities Program

The intent of the Complete Communities program is to support local governments and modern Treaty First Nations to enhance their ability to make evidence-based land use planning decisions through assessments of their current community completeness. This consists of analysis and identification of strengths, opportunities, challenges and potential actions that align with identified community goals and support creating more complete communities as well as an implementation plan.

The Complete Communities program can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$150,000.00. Funding requests for regional projects may be submitted as a single application for

eligible collaborative projects. In this case, the maximum funding available would be up to \$150,000 in base funding plus up to an additional \$50,000 for additional eligible applicants up to \$500,000. The application deadline is January 12, 2024.

Complete Communities

Complete communities are communities (or areas within a community) which provide a diversity of housing to meet identified community needs and accommodate people at all stages of life, and provide a wider range of employment opportunities, amenities, and services within a connected and compact area. Creating more complete communities can support a range of identified community goals and offer many interrelated benefits, including:

- More housing and transportation options;
- Increased walkability, accessibility, age-friendliness, and equity;
- Greater efficiency with servicing and infrastructure;
- Environmental sustainability, including reduced GHG emissions, largely from transportation; and,
- Preservation of the natural environment by reducing sprawl.

All communities have the potential to be more complete, regardless of their existing context and physical characteristics. In a small town, a town centre might form the main hub of daily needs, with most housing nearby. In a regional district, complete communities could be the hubs that are part of a connected regional network.

Proposed RDCK Application

Staff propose utilizing the Complete Communities program to implement the growth management planning recommended tool of the HAP. The complete communities analysis can identify areas to focus growth in the RDCK that are that are socially, economically and environmentally sustainable for generations to come. The resulting report can identify growth nodes and provide direction on supporting proposed growth such as asset management, servicing and transportation. Staff see an opportunity to work with our member municipalities and First Nations and undergo a growth management planning exercise region wide that has never been done before. Staff have contacted all member municipalities and the Yaqan Nukiy and determined there is interest in a regional project. Working regionally would fulfill another recommendation of the HAP.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Financial Plan Amendment:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Debt Bylaw Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Public/Gov’t Approvals Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

The Complete Communities program can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$150,000.00.

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

None at this time.

3.3 Environmental Considerations

Creating more complete communities can benefit the environment by reduced GHG emissions (largely from transportation) and preservation of the natural environment by reducing sprawl.

3.4 Social Considerations:

Using complete communities as a lens to assess future growth aims to provide a diversity of housing to meet identified community needs and accommodate people at all stages of life, and provide a wider range of employment opportunities, amenities, and services within a connected compact area.

3.5 Economic Considerations:

Allowing for a more diverse mix of land uses, including residential use, can increase the livability of a community through better access to services, jobs, and amenities. It encourages economic investment and promotes more efficient use of infrastructure.

3.6 Communication Considerations:

Should the project proceed, an engagement plan would be made.

3.7 Staffing/Departmental Workplan Considerations:

Staff propose the project be led by a consultant with the Planner 2 as project manager. The project will require GIS staff involvement.

3.8 Board Strategic Plan/Priorities Considerations:

‘Partner with our member communities to leverage the skills in the Region to ensure valuable work is done by those who do it well.’

SECTION 4: OPTIONS & PROS / CONS

4.1 Summary

The RDCK Board passed a resolution endorsing the Housing Action Plan, which includes actions the RDCK can take to address housing needs. Staff recommend implementing one of the suggested high impact tools within the plan – growth management planning. Staff have identified a grant opportunity to fund 100% of the project with the opportunity to partner with interested member municipalities and First Nations.

Staff recommend that the Board support a regional funding application to UBCM Complete Communities program for region wide growth management planning.

4.2 Options

1. Support Grant Application

That the Board direct staff to apply to the UBCM Complete Communities Program for growth management planning.

2. No Further Action

That the Board take no further action with respects to the UBCM Complete Communities Program.

SECTION 5: RECOMMENDATIONS

That the Board direct staff to apply to the UBCM Complete Communities Program for growth management planning.

Respectfully submitted,
Dana Hawkins, MCIP, RPP

CONCURRENCE

Chief Administrative Officer – Stuart Horn

Approved

General Manager of Development and Community Sustainability Services – Sangita Sudan

Approved

Planning Manager – Nelson Wight

Approved



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Sunshine Bay Regional Park Commission OPEN MEETING MINUTES

6:00 p.m.

**September 14, 2023 Held
by remote meeting.**

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=mb0167410e867b40a767eac78f1f93ad8>

Phone:

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

Meeting Number (access code): 2774 417 5131

Meeting Password: 6V9sksSn5bN

COMMISSION MEMBERS PRESENT

Commissioner Dosenberger	Area E
Commissioner Beaulac	Area E
Commissioner McCulloch	Area E
Commissioner Newton	Area E
Commissioner Prosser	Area E
Director Graham	Area E

MEMBERS ABSENT

Commissioner Foot	Area E
Commissioner Dehnel	Area E

STAFF PRESENT

Jeff Phillips	Regional Parks Operations Supervisor
Melanie Loutit	Meeting Coordinator

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

1. CALL TO ORDER

Commissioner Dosenberger called the meeting to order at 6:16 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 September 14, 2023 Sunshine Bay Regional Park Commission meeting, be adopted as circulated.

That the Commission accept addition of items 5.3, and 5.4 to the agenda

Carried

4. RECEIPT OF MINUTES

The June 8, 2023 Sunshine Bay Regional Park Commission minutes, have been received.

5. STAFF REPORTS

5.1 Operations Update

Jeff Phillips, Regional Parks Operations Supervisor, provided a verbal report to the Commission in regards to Operations.

5.2 2023 Budget Update

Jeff Phillips, Regional Parks Operations Supervisor, provided a verbal report to the Commission in regards to budget items.

6. NEW BUSINESS

6.1 Wetlands Update

Ruth Prosser, provided a verbal wetlands update to the Commission in regards to recent work, the health of the wetlands, western toad count and Kootenay Lakes need for volunteers and issue of ATV's and dirtbikes riding on trails.

6.2 Bench Program

Commissioner Beaulac spoke to the change in the Bench program moving forward by providing some history and details on the Friends of Sunshine Bay Memorial Bench Program

which has been dispersed, and provided some comments on the new program under RDCK moving forward.

There was a discussion on whether or not someone could plant a tree instead of installing a memorial bench as they are quite expensive, and may not be affordable for everyone.

Director Graham put in a motion for future meeting discussion on bench program and possibility of planting a tree as an alternate option to a bench.

7. PUBLIC TIME

The Chair called for questions from the public at 7:15 p.m.

8. NEXT MEETING

The next Sunshine Bay Regional Park Commission meeting is scheduled for November 9, 2023.

9. ADJOURNMENT

Moved and Seconded, And
Resolved:

The Sunshine Bay Regional Park Commission meeting be adjourned at 7:18 p.m.

Digitally Approved by

Lorie Dosenberger, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

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

1:00 p.m.

Monday, October 16, 2023

Village of Kaslo Council Chambers

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

Join by Video:

Join Zoom Meeting

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

Meeting ID: 848 3883 9557

One tap mobile

+16475580588,,84838839557# Canada

+17789072071,,84838839557# Canada

Join by Phone:

+1 778 907 2071 Canada

Meeting Number (access code): 848 3883 9557

Meeting Password: 848 3883 9557

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

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

STAFF

Catherine Allaway	CO, Village of Kaslo
Karissa Stroshein	Secretary

GUESTS

Sarah Sinclair

Rural Northern Immigration Pilot Program

1. CALL TO ORDER

Chair Matthew Brown called the meeting to order at 1:00 p.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the October 16, 2023 Kaslo & Area D Economic Development Commission S109 meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The September 11, 2023 Kaslo & Area D Economic Development Commission S109 minutes have been received.

5. DELEGATE

5.1 Sarah Sinclair, representative for the Rural Northern Immigration Pilot Program

6. STAFF REPORTS

6.1 Rural Economic Diversification and Infrastructure Program (REDIP)

The Commission Report dated October 16, 2023 from Chelsey Jones, LINKS ED, re: Kaslo and Area Shared-Use Commercial Kitchen Project, has been received.

7. NEW BUSINESS

7.1 Rural Economic Diversification and Infrastructure Program (REDIP)

MOVED and seconded,
AND Resolved:

The Kaslo and Area D Economic Development Commission S109 write a letter of support for the Village of Kaslo's grant application to the Columbia Basin Trust.

Carried

7.2 Eco Depot

MOVED and seconded,
AND Resolved:

The Kaslo and Area D Economic Development Commission S109 recommends to the Joint Resource Recovery Committee to do a feasibility study on an Eco Depot in Kaslo and Area D.

Carried

7.3 Open House – Public Consultation

MOVED and seconded,
AND Resolved:

Kaslo and Area D Economic Development Commission S109 wishes to coordinate a public meeting process to engage the public to provide a history of the commission including the current plan and to seek input from the public on future activities.

Carried

7.4 Imagine Kootenay

MOVED and seconded,
AND Resolved:

The Kaslo and Area D Economic Development Commission S109 will include the Imagine Kootenays annual membership in the 2024 budget.

Carried

7.5 Commission Stipend

MOVED and seconded,
AND Resolved:

Chair Brown will reach out to CAO Horn and inquire about stipends for commission members and external committee duties.

Carried

8. PUBLIC TIME

The Chair called for questions from the public at 2:19 p.m.

9. NEXT MEETING

The next Kaslo & Area D Economic Development Commission S109 meeting is scheduled for December 11, 2023 at 1:00 p.m.

10. ADJOURNMENT

The Kaslo & Area D Economic Development Commission S109 meeting is adjourned at 2:26 p.m.

Carried

Matthew Brown, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

- 1. The Kaslo and Area D Economic Development Commission S109 recommends to the Joint Resource Recovery Committee to do a feasibility study on an Eco Depot in Kaslo and Area D.*



Economic Development Commission
Kaslo and Area D

File No. 01/0520/30

October 26, 2023

Columbia Basin Trust
Community Readiness Program
readiness@ourtrust.org

To Whom it May Concern:

RE: Village of Kaslo Grant Application – Community Readiness Program

The Kaslo & Area D Economic Development Commission supports and endorses the application the Village of Kaslo is submitting to the Columbia Basin Trust to further the upgrades at the Kaslo & District Arena.

The Kaslo & District Arena is the largest public structure in the area and can be used during emergency situations in a variety of ways, including as a gathering space or emergency shelter, with washrooms and kitchens. Ensuring that there are adequate facilities in the unfortunate event of a public emergency contributes to a sense of community well-being and reduces the strain on emergency personnel. In addition to being a valuable resource in dire situations, the arena's indoor ice and curling rinks are popular community amenities that provide programming opportunities for residents of all ages and contribute to the quality of life in Kaslo. The facility is also used for special events and functions throughout the year and is an essential part of the community fabric.

The Kaslo & Area D Economic Development Commission recognizes the importance of the Kaslo & District Arena to the local community and supports continued investment in facility. We urge you to positively consider funding this project by the Village of Kaslo.

Sincerely,

Matthew Brown
Chair, Kaslo & Area D Economic Development Commission



Economic Development Commission
Kaslo and Area D

File No. 01/0520/30

October 26, 2023

Rural Economic Diversification and Infrastructure Program
ruraldevelopment@gov.bc.ca

To Whom it May Concern:

RE: Village of Kaslo Grant Application – REDIP Application

The Kaslo & Area D Economic Development Commission supports and endorses the application the Village of Kaslo is submitting to the Rural Economic Diversification and Infrastructure Program to further the upgrades at the Kemball Memorial Building.

The Kemball Memorial Building is over 100 years old and is a heritage landmark in Kaslo. Originally a provincial courthouse, the building is now used as office space and houses over a dozen different businesses in the community. It also boasts a shared community coworking office where all are welcome to come and utilize the space.

We share the Village's vision to see this building be transformed to a hub of local innovation and entrepreneurship through the Kaslo Rural Innovation Centre Project.

As with all old buildings, time has taken its toll, and the building is in dire need of upgrades and repairs. The Kaslo & Area D Economic Development Commission recognizes the importance of the Kemball Memorial Building to the local community and supports continued investment to modernize. We urge you to positively consider funding this project by the Village of Kaslo.

Sincerely,
Matthew Brown
Chair, Kaslo & Area D Economic Development Commission



REGIONAL DISTRICT OF CENTRAL KOOTENAY

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

6:30PM

Monday, October 16, 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=mc770e13fa9b4d26cb4f03c3eedbda8de>

Join by Phone:

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

Meeting Number (access code): 2771 970 8819

Meeting Password: Sg7SHBAPm65 (74774227 from phones)

Meeting Location:

Brilliant Cultural Centre, 1876 Brilliant Rd, Castlegar, BC

COMMISSION MEMBERS

Commissioner Poznikoff
Commissioner Bebelman
Commissioner Ozeroff

Electoral Area I, Secretary
Electoral Area I, Chair
Electoral Area I, Vice-Chair

STAFF

Stephanie Johnson
Dana Hawkins

Planner
Planner

GUESTS

Andrew Davidoff
Lisa Markin
Eileen Kooznetsoff
Jordan Baer

Director, Electoral Area I
Area I OCP Review Guest
Area I OCP Review Guest
Applicant

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

1. CALL TO ORDER

Chair Bebelman called the meeting to order at 6:31 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 October 16, 2023 Electoral Area I Advisory Planning and Heritage Commission meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The August 21, 2023 Electoral Area I Advisory Planning and Heritage Commission minutes, have been received.

5. STAFF REPORTS – REFERRALS

5.1 Z23071 – Bylaw Amendment Application

Referral Package received from planner, Sadie Chezenko, to rezone the subject property located at 2016 Highway 3A, Tarrys from Comprehensive Development 1 (CD1) to Institutional (I) and to change the land use designation from Comprehensive Development (CD) to Community Services (CS).

- The applicant presented their proposal and answered questions.
- Staff provided further information on Institutional zoning regulations.

MOVED and seconded,
AND Resolved:

THAT the Area I APHC recommend the application Z23071 go to Public Hearing.

Carried

6. OLD BUSINESS

6.1 Official Community Plan Review

Planners Stephanie Johnson and Dana Hawkins will bring draft OCP policy for feedback. Discussion for planning public open house.

- APHC to review draft and provide comments to Planner.
- Open House to be held Monday November 6, 2023 5:30-8:30 pm (presentation at 6:00 pm) at the Brilliant Cultural Centre.

7. PUBLIC TIME

No members of the public were in attendance.

8. NEXT MEETING

The next Electoral Area I Advisory Planning and Heritage Commission meeting is not yet scheduled.

9. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Electoral Area I Advisory Planning and Heritage Commission meeting be adjourned at 8:11 p.m.

Carried

Approved by
Brian Bebelman, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

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

7:00PM

Wednesday, October 25, 2023

Remote Meeting

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=me86136abfc8b9c68576e6e217ebb2781>

Join by Phone:

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

Meeting Number (access code): 2770 538 4546

Meeting Password: rqMeAMDk255 (77632635 from phones)

COMMISSIONERS

Commissioner Dave Lang	Electoral Area G, Chair
Commissioner Laurie MacDonald	Electoral Area G
Commissioner Tom Nixon	Electoral Area G
Commissioner Tammy Rushforth	Electoral Area G
Commissioner Carla Stephenson	Electoral Area G

DIRECTORS

Hans Cunningham	Electoral Area G, Director
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STAFF

Zachari Giacomazzo	Planner
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STAFF

Robert Fillipo	Applicant
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5 out of 6 voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER

Chair Lang called the meeting to order at 7:11 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 October 26, 2023 Electoral Area G Advisory Planning and Heritage Commission meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The July 13, 2023 Electoral Area G Advisory Planning and Heritage Commission minutes, have been received.

5. DELEGATE

5.1 No Delegations

6. STAFF REPORTS - APPLICATIONS

6.1 Zoning Amendment Application – Filippo
File No. Z2308G

4650 Highway 6, Hall Siding, across from Whitewater Road

The Referral Package dated September 11th, 2023 from Planner Zac Giacomazzo, has been received.

MOVED and seconded,
AND Resolved:

*That the Area G Advisory Planning Commission **SUPPORT** the Land Use Bylaw Amendment Application to rezone a portion of the property to Country residential (R2) for the property located at 4650 Highway 6, Hall Siding and legally described as LOT A DISTRICT LOT 1241 KOOTENAY DISTRICT PLAN 17958.*

Carried

6.2 Development Variance Permit Application – Travis Johnston for Ymir Community Association

File No. V2308G

7210 1st Ave, Ymir

The Referral Package dated October 25th, 2023 from Planner Zac Giacomazzo, has been received.

MOVED and seconded,

AND Resolved:

*That the Area G Advisory Planning Commission **SUPPORT** the Land Use Bylaw Amendment Application to permit a setback of 0.2 metres for an accessible emergency exit for the property located at 7210 1st Ave, Ymir and legally described as LOT 3 BLOCK 18 DISTRICT LOT 1242 KOOTENAY DISTRICT PLAN 640 and LOT 4 BLOCK 18 DISTRICT LOT 1242 KOOTENAY DISTRICT PLAN 640*

Carried

7. PUBLIC TIME

No comments

8. NEXT MEETING

The next Electoral Area G Advisory Planning and Heritage Commission Meeting is scheduled for November 29, 2023 at 7:00pm.

It was requested that the participation of APHC members be confirmed and an advertisement placed for new members.

ADJOURNMENT

MOVED and seconded,

AND Resolved:

The Electoral Area G Advisory Planning and Heritage Commission meeting be adjourned at 7:42pm.

Carried

Digitally approved

Dave Lang, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

NELSON & DISTRICT RECREATION COMMISSION NO. 5 OPEN MEETING MINUTES

9:00 a.m. – 10:30 a.m.

Wednesday, October 25, 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).

Virtual meeting link:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=ma54f88b6c49c4daf8616c5894a6710b2>

In-Person Location: RDCK Boardroom – Lakeside Office

COMMISSION MEMBERS

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

STAFF

Joe Chirico	General Manager of Community Services – RDCK
Craig Stanley	Regional Manager – Operations & Asset Management – 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

Jesse Pineiro	Owner/Head Coach of Nelson Boxing Athletic Club
---------------	---

GUEST

David McCulloch	Nelson Regional Sports Council – Co-Chair
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5 out of 5 voting Commission members were present – quorum was met.

1. CALL TO ORDER

Chair Page called the meeting to order at 9:02 a.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

That the agenda for the October 25, 2023 Nelson & District Recreation Commission meeting be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The August 30, 2023 Nelson & District Recreation Commission minutes have been received.

MOVED and seconded,
AND Resolved:

That David McCulloch of the Nelson Regional Sports Council have freedom of the floor.

Carried

5. DELEGATION

5.1 NELSON BOXING & ATHLETICS CLUB

Jesse Pineiro of the Nelson Boxing & Athletics Club presented to the Commission on the state of the club and sport.

DELEGATION ABSENT: Jesse Pineiro left the meeting at 9:27 a.m.

6. CORRESPONDENCE

6.1 NELSON REGIONAL SPORTS COUNCIL – RDCK Recreation Facilities Procedures Policy

The email dated September 30, 2023 from David McCulloch of the Nelson Regional Sports Council, re: Questions regarding the RDCK recreation facilities procedures policy, has been received.

7. STAFF REPORTS

7.1 SERVICE S226 FINANCIAL UPDATE

The 2023 Quarter 3 Service Statement for RDCK Service S226 Recreation Facility – Nelson and Area F and Defined Area E, has been received.

7.2 NDCC QUARTERLY UPDATE

The Commission Report dated October 16, 2023 from Craig Stanley, Acting General Manager of Community Services, and Ryan Ricalton, NDCC Facility Manager, re: NDCC Quarterly Update, has been received.

7.3 PROGRAMMING UPDATE REPORT

The Commission Report dated October 17, 2023 from Tia Wayling, Regional Programming Supervisor/Community Development, re: Regional Programming Update, has been received.

8. PUBLIC TIME

The Chair called for questions from the public at 10:13 a.m.

9. NEXT MEETING

The next Nelson & District Recreation Commission meeting is scheduled for November 29, 2023 at 9 a.m.

10. ADJOURNMENT

MOVED and seconded,
AND Resolved:

That the Nelson & District Recreation Commission No. 5 meeting be adjourned at 10:37 a.m.

Carried

Approved by

Keith Page, Chair, Rec. Comm. 5
November 2nd, 2023



REGIONAL DISTRICT OF CENTRAL KOOTENAY

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

7:00 p.m.

Thursday, November 2, 2023

Webex

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=mc784fae54b04e0cc9ac1e2e826d58e8d>

COMMISSION MEMBERS

Director W. Popoff	Electoral Area H
Director C. Ferguson	Village of Silverton
Commissioner R. Allin	Area H
Commissioner G. McRae	Area H
Commissioner H. Hastings	Silverton
Commissioner C. Law	New Denver
Commissioner M. Koolen	Slocan

MEMBERS ABSENT

Director L. Casley	Village of New Denver
Director J. Lunn	Village of Slocan
Commissioner R. Reitmeier	Area H
Commissioner P. Schwartz	Area H
Commissioner S. Kipkie	Area H

STAFF

Jeff Phillips	Regional Parks Operations Supervisor
Pearl Anderson	Community Meeting Coordinator

7 out of 12 voting Commission members were present – quorum was met.

1. CALL TO ORDER

Chair Hastings called the meeting to order at 800 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 November 2, 2023 Rosebery Parklands and Trails Commission meeting be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The August 30, 2023 Rosebery Parklands and Trails Commission minutes have been received.

5. DELEGATE

There are no delegates scheduled for this meeting.

STAFF PRESENT: Jeff Phillips, Regional Parks Operations Supervisor, joined the meeting at 8:07 p.m.

6. STAFF REPORTS

6.1 2024 Proposed Budget

The proposed budget presented by Jeff Phillips, Regional Parks Operations Supervisor, has been received.

7. NEW BUSINESS

There was no new business scheduled for this meeting.

8. PUBLIC TIME

The Chair will call for questions from the public at 8:41 p.m.

9. 2024 ROSEBERY PARKLANDS AND TRAILS COMMISSION MEETINGS

To promote openness, transparency and provide accessibility to the public we will be required to provide the ability to attend all RDCK meetings in-person or remote (hybrid model). Meeting spaces must be accessible to the public.

Commission discussed the 2024 meeting schedule and selected proposed dates and times as well suggest a possible location. If a suitable location cannot be determined, staff will assist in finding a location.

DATE	TIME A.M/P.M	HYBRID MEETING LOCATION
Wednesday, March 6, 2024	7:00 p.m.	
Wednesday, May 29, 2024	7:00 p.m.	
Wednesday, August 28, 2024	7:00 p.m.	
Wednesday, November 6, 2024	7:00 p.m.	

MOVED and seconded,
AND Resolved:

That the proposed 2024 Rosebery Parklands and Trails Commission meeting schedule has been received.

Carried

10. NEXT MEETING

The next Rosebery Parklands and Trails Commission meeting is scheduled for Wednesday, March 6, 2024 at 7:00 p.m.

11. ADJOURNMENT

MOVED and seconded,
AND Resolved:

That the Rosebery Parklands and Trails Commission meeting be adjourned at 8:51 p.m.

Carried

Digitally Approved,

Hank Hastings, Chair, Rosebery Parklands & Trails Commission

November 4, 2023



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

Friday, November 3, 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

Garry Sly

Executive Director, South Kootenay Lake Community
Services Society

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=mb66dec40f803adb19e695f3b4d1fd078>

Join by Phone:

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

Meeting Number (access code): 2773 435 5769

Meeting Password: JAI5RR2Nj9X

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

1. CALL TO ORDER

Chair Medhurst called the meeting to order at 2:02 p.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the November 3, 2023 Area A Economic Development Commission meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The August 14, 2023 Area A Economic Development Commission minutes, have been received.

5. OLD BUSINESS

5.1 Kootenay Lake Chamber of Commerce (KLCC)

Forrest Demman, President Kootenay Lake Chamber of Commerce, was not present for the meeting to provide a financial statement update. Chair Medhurst provided an update in his absence. She received a letter dated November 3, 2023 from Mr. Demman re: Report on Grant Usage for the Kootenay Lake Chamber of Commerce Executive Director/Administrative Assistant and a financial report re: Kootenay Lake Chamber of Commerce Restricted Grant Funds – Executive Director. Chair Medhurst will forward the letter and financial report to the meeting coordinator to include in the minutes. Chair Medhurst is waiting for a report on the accountability process of the grant funds that she didn't receive prior to this meeting. Chair Medhurst is helping the Kootenay Lake Chamber of Commerce as she was on that Board previously.

5.2 Kootenay Geothermal Project Update

All field work was completed in October, wrapping up with a drone base magnetometer survey with Geotronics Consulting Inc. and a thermal drone video with Selkirk College.

SRK Consulting have been retained to do a geochemical review and analysis of the Geochem data gathered in 2023. We expect to see their report in the next week, however the isotope analysis work undertaken by University of Calgary was delayed which set back the report.

University of Victoria faculty were on site in August to conduct an Electrical Resistivity Tomography (ERT) survey and preliminary results look very compelling. Our summer student was also from University of Victoria and she has chosen to use our project and the ERT work in her fourth year directed studies.

All data will be integrated into a Leapfrog model and presented to Geoscience BC as part of our final report. This report is in progress.

5.3 East Shore Infrastructure Upgrades – Highway 3A Billboard Update

Commissioner Toole provided a verbal update on the Highway 3A billboard. The project is stalled now due to legalities of having a billboard on land. There are bylaws on what you can and cannot have on signs.

Director Jackman informed the Commission that Leah Kleinhans, Creston Valley-Kootenay Lake Economic Action Partnership Manager, Creston WorkBC Centre has put a document together regarding signs and that Commissioner Toole should reach out to her.

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

Director Jackman informed the Commission that he hasn't addressed the changes they would like made on the Area A EDC pages on the website with Angela Lund, Deputy Corporate Officer – RDCK, as he was waiting for the new platform to be rolled out. Chair Medhurst to send the meeting coordinator the page on the website that the Commission would like updated.

6. NEW BUSINESS

6.1 East Shore Housing Units

Commissioner Cullinane mentioned to the Commission that he's having a difficult time recruiting manpower due to lack of housing on the East Shore. The Commission had a discussion on how to get more units available for rent or purchase.

6.2 South Kootenay Lake Community Services Society (SKLCSS) – Funding Reallocation Request

The Eastshore.Life Project Summary dated January 2022, has been received.

The SKLCSS Job Transactions report from October 1, 2020 to October 31, 2023, re: Eastshore.Life Update, has been received.

The SKLCSS Job Transactions report from October 1, 2020 to October 31, 2023, re: East Shore Tourism, has been received.

South Kootenay Lake Community Service Society (SKLCSS) has \$1,972.94 remaining from the East Shore Tourism grant and \$1,271.20 remaining in the Eastshore.Life Update grant. The Commission discussed the reallocation of funds and Director Jackman would like

SKLCSS to keep the funds to update the website and database. Director Jackman to get quotes on how much it would cost to do the updates and provide to Commission.

6.3 East Shore Trail & Bike Association (ESTBA) – Grant Application

The Ministry of Forests, Lands and Natural Resource Operations letter dated January 16, 2023 from Justin Dexter, District Recreation Officer, Kootenay Boundary District, has been received.

The Tam O’Shanter Creek Trail Area map in Riondel from the ESTBA, has been received.

The Columbia Basin Trust application dated September 26, 2023 from Farley Cursons, Executive Director at Columbia Basin Trust, has been received.

The Area A – Economic Development Commission Grant Application dated October 5, 2023 from the East Short Trail and Bike Association, has been received.

Moved and Seconded,
And resolved:

That the following recommendation **BE REFERRED** to the January 9, 2024 Area A Economic Development Commission meeting:

That the Board approve the payment of the following grant from the Area A – Economic Development Commission Service S107 2023 budget:

East Shore Trail and Bike Association	\$7,642.00
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Carried

The Commission would like Farley Cursons, Executive Director co-founder, East Shore Trail and Bike Association, to attend the January 9, 2024 meeting to present.

6.4 2024 Meeting Schedule

The Commission discussed the proposed 2024 Area A Economic Development Commission meeting dates with a start time of 2:00 p.m. at the Kokanee Springs Resort in Crawford Bay:

- Tuesday, January 9, 2024
- Tuesday, March 12, 2024
- Tuesday, May 14, 2024
- Tuesday, July 9, 2024
- Tuesday, September 10, 2024
- Tuesday, November 12, 2024

7. PUBLIC TIME

No questions from the public.

8. NEXT MEETING

The next Area A Economic Development Commission meeting is scheduled for January 9, 2024 at 2:00 p.m. MST.

9. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Area A Economic Development Commission meeting be adjourned at 3:41 p.m.

Carried

Digitally approved by

G. Medhurst, Chair



November 3, 2023

Gina Medhurst

Chair

Economic Development Commission

Dear Gina,

Subject: Report on Grant Usage for the Kootenay Lake Chamber of Commerce Executive Director/Administrative Assistant

I am writing on behalf of the Kootenay Lake Chamber of Commerce (KLCC) to provide a report on the utilization of the grant funds that were generously provided by the Economic Development Commission (EDC). We are extremely grateful for the financial support provided, which has enabled us to further our mission of fostering economic growth and development in the Kootenay Lake region.

Background:

A few years ago, the Economic Development Commission granted the KLCC the financial resources necessary to hire an Executive Director (ED). Following the receipt of the grant, we successfully hired an ED, who served the organization for a brief period. Regrettably, the ED resigned from their position. Since that time, the KLCC has employed two Administrative Assistants to fulfill the responsibilities required to maintain our operations.

Current Status:

Presently, we have Ms. Nicole Plouffe serving as our Administrative Assistant. She dedicates four hours per week to KLCC's activities, assisting us in achieving our goals, including those outlined in our grant agreement with the EDC.



Grant Utilization:

The grant provided by the EDC is instrumental in covering the salary of Nicole Plouffe. She plays an essential role in ensuring the smooth functioning of the KLCC by assisting with administrative tasks, coordination of events, and facilitating communication with our members and the broader community. The grant monies are directly applied to her compensation, thus ensuring the efficient allocation of the funds.

Reporting on Usage:

As per our agreement with the Economic Development Commission, we are committed to transparency and accountability in the utilization of the grant funds. We will provide regular updates to the EDC regarding how the funds are being spent, including financial statements and performance reports. This report marks the initial step in fulfilling this commitment.

In conclusion, we would like to extend our appreciation to the EDC for their continued support. The grant has significantly contributed to the operational capabilities of the KLCC, allowing us to maintain our commitment to the economic development of the East Shore. We look forward to keeping you informed about the positive impact your support has on our organization and the community we serve.

If you have any questions or require further information, please do not hesitate to contact us at president@kootenaylake.bc.ca. Thank you once again for your trust and partnership.

Sincerely,

Forrest Demman

President

Kootenay Lake Chamber of Commerce

president@kootenaylake.bc.ca

250-977-3477

**Kootenay Lake Chambers of Commerce
Restricted Grant Funds – Executor Director**

Starting balance January 1, 2023: \$1,420.65

Operations – Admin & Executive Director Expenses
(Lindsay and Nicole’s invoices only)

Listed by date paid:

2023-01-27	EMT Transfer to Lindsay MacPhee	262.50
2023-03-22	EMT Transfer to Lindsay MacPhee	512.50
2023-06-13	EMT to Transfer to Nicole Plouffe	200.48
2023-06-19	EMT Transfer to Nicole Plouffe	112.50
2023-11-03	EMT Transfer to Nicole Plouffe, Invoice #2 for Sep-Oct meetings and newsletter	<u>267.30</u>

Total used in 2023 (Jan.1, 2023 to date): 1,355.28

Grant Funds Remaining **\$ 65.37**

Starting balance January 1, 2022: \$8,724.61

Listed by date paid:

2022-03-18	Anne Lindsay - Bill - Payroll – Contract	1,037.50
2022-04-06	EMT Transfer - Debit Payee: Anne Lindsay	1,037.50
2022-04-17	EMT Transfer - Debit Payee: Anne Lindsay	887.50
2022-05-03	EMT Transfer - Debit Payee: Anne Lindsay	350.00
2022-05-19	EMT Transfer - Debit Payee: Anne Lindsay	612.50
2022-05-30	EMT Transfer - Debit Payee: Anne Lindsay	975.00
2022-06-09	EMT Transfer - Debit Payee: Anne Lindsay	800.00
2022-07-12	EMT Transfer - Debit Payee: Anne Lindsay	547.71
2022-08-06	EMT Transfer - Debit Payee: Anne Lindsay	750.00
2022-12-07	EMT Transfer - Debit Payee: Lindsay MacPhee	306.25

Total used in 2022: 7,303.96

Grant Funds Remaining (carried over to 2023) **\$1,420.65**



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Slocan & Valley South Regional Parks
Recreation Commission No. 8
OPEN MEETING MINUTES**

**7:00 p.m.
November 7, 2023**

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

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=ma9be32c70fd467cd4110804f04817e6c>

COMMISSION MEMBERS PRESENT

Commissioner Chernenkoff	Area H - Chair
Director Popoff	Area H Director
Commissioner Kabatoff	Area H
Commissioner Chatten	Area H
Commissioner Dupont	Area H
Commissioner Nazaroff	School District #8

MEMBERS ABSENT

Commissioner Myers	Area H
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DELEGATION

Joanne Cotter	Slocan Park Community Hall Society Chair
Lorraine Podovelnikoff	Slocan Park Community Hall Society Secretary

STAFF PRESENT

J. Chirico	General Manager of Community Services
T. Davison	Regional Manager – Recreation & Client Services
P. Anderson	Meeting Coordinator

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

1. CALL TO ORDER

Chair Chernenkoff called the meeting to order at 7:00 p.m.

COMMISSIONER PRESENT: Commissioner Chatten joined the meeting at 7:03 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 November 7, 2023 & Valley South Regional Parks Recreation Commission No. 8 meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The February 27, 2023 Slocan & Valley South Regional Parks Recreation Commission No. 8 minutes have been received.

5. DELEGATION

Joanne Cotter and Lorraine Podovelnikoff, representatives of the Slocan Park Community Hall Society, presented a report requesting ongoing annual maintenance funding for the Slocan & Valley South Regional Parks Recreation Commission No. 8 as follows:

- Baseball Field Maintenance - \$2,800
- Ice Rink Maintenance - \$4,170
- Minor Playground Maintenance - \$ 200

Total ongoing annual funding request: **\$7,170**

MOVED and seconded,
AND Resolved:

That Slocan & Valley South Regional Parks Recreation Commission No. 8 direct staff to prepare a report for the March 5, 2024 Commission meeting on the funding request by the Slocan Park Community Hall Society.

Carried

6. STAFF REPORT

6.1. PROGRAMMING UPDATE

The report dated September 6, 2023 from Tia Wayling, Regional Programming Manager, presented by Trisha Davison, Regional Manager – Recreation & Client Services, providing an update on the various program service areas within the Slocan & Valley region has been received. The verbal report by Joe Chirico, General Manager of Community Services, presenting the Q3 Financial Update has been received.

7. PUBLIC TIME

The Chair called for questions from the public at 8:41 p.m.

8. 2024 Meeting Schedule

To promote openness, transparency and provide accessibility to the public we will be required to provide the ability to attend all RDCK meetings in-person or remote (hybrid model). Meeting spaces must be accessible to the public.

Commission discussed the 2024 meeting schedule and selected the following dates and times:

DATE	TIME A.M/P.M	HYBRID MEETING LOCATION
March 5, 2024	7:00 p.m.	
May 28, 2024	7:00 p.m.	
August 27, 2024	7:00 p.m.	
November 11, 2024	7:00 p.m.	

9. NEXT MEETING

The next Slocan & Valley South Regional Parks Recreation Commission No. 8 meeting is scheduled for March 5, 2024 at 7:00 p.m.

10. ADJOURNMENT

MOVED and seconded,
AND Resolved:

That the Slocan & Valley South Regional Parks Recreation Commission No. 8 meeting be adjourned at 8:51 p.m.

Carried

Digitally approved,

Commissioner Chernenkoff, Chair
November 8, 2023



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**CASTLEGAR AND DISTRICT COMMUNITY
COMPLEX RECREATION COMMISSION
OPEN MEETING MINUTES**

4:00-5:00 p.m.

Tuesday, November 7, 2023

**Castlegar & District Community Complex – Columbia Room
2101 6 Avenue, Castlegar, BC**

COMMISSION MEMBERS PRESENT

Commissioner M. McFaddin	City of Castlegar
Commissioner S. Heaton-Sherstobitoff	City of Castlegar
Commissioner A. Davidoff	Electoral Area I
Commissioner H. Hanegraaf	Electoral Area J

MEMBERS ABSENT

Commissioner B. Bogle	City of Castlegar
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STAFF PRESENT

Joe Chirico	General Manager of Community Services
Craig Stanley	Regional Manager – Operations and Asset Management
Trisha Davison	Regional Manager – Recreation and Client Services
Vanessa Boudreau	Facility Manager
Ashley Grant	Meeting Coordinator – Sub: Jenna Chapman

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

1. CALL TO ORDER

Chair Heaton-Sherstobitoff called the meeting to order at 4:04 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 November 7, 2023 Castlegar and District Community Complex Recreation Commission meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The October 10, 2023 Castlegar and District Community Complex Recreation Commission minutes, have been received.

5. STAFF REPORTS

5.1 S222 & S227 Third Quarter Financial Report

The Commission Report dated November 3, 2023 from Craig Stanley, Regional Manager of Operations and Asset Management, re: S222 & S227 Third Quarter Financial Report, has been received as information.

5.2 S222 & S227 Operations Report

The Commission Report dated November 3, 2023 from Vanessa Boudreau, Facility Manager, re: S222 & S227 Operations Report, has been received as information.

Moved and seconded,
AND Resolved:

That the Castlegar and District Recreation Commission direct staff to provide an updated Financial and Operation report for December 5, 2023 Castlegar and District Recreation Commission meeting.

Carried

Chair Heaton-Sherstobitoff provided information to the staff in regards to comments coming from the public that Patrons require insurance for mini ice use. Chair Heaton-Sherstobitoff asked why this would be required. Joe Chirico, General Manager of Community Services explained, if it is an unsupervised event by the Regional District of Central Kootenay, then the Regional District of Central Kootenay requires a third party insurance as per the Risk Management policy.

6. NEW BUSINESS

6.1 News Release

Discussion on news release for next steps for the Recreation Commission with regard to Recreational Services

Moved and seconded,
AND Resolved:

The Castlegar and District Recreation Commission direct staff to send out the media release as presented at the Castlegar and District Recreation Commission at the November 7, 2023 meeting.

Carried

Commissioner Davidoff provided the Commission with information and highlighted the Community Services Access and Inclusion Select Committee.

7. PUBLIC TIME

The Chair will call for questions from the public at 5:02pm.

8. NEXT MEETING

The next Castlegar and District Community Complex Recreation Commission meeting is scheduled for December 5, 2023 at 4:00 p.m.

9. ADJOURNMENT

Moved and Seconded,
And Resolved:

The Castlegar and District Community Complex Recreation Commission meeting be adjourned at 5:02pm.

Carried

Digitally Approved

S. Heaton-Sherstobitoff, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

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

7:00 p.m.

Thursday, October 12, 2023

Held by remote meeting.

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). The RDCK will provide the location for the in-person meeting once determined.

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m26c7d6b0df63e1cf1c4a3aeaf52dab96>

Phone:

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

Meeting Number (access code): 2770 770 8840

Meeting Password: R3BmZrPGc52 (73269774 from phones)

COMMISSION MEMBERS PRESENT

Director W. Popoff	Area H
Alternate Director J. Fyke	Village of New Denver
Director C. Ferguson	Village of Silverton
Commissioner R. Johnson	Area H
Commissioner E. McKeil	Area H
Commissioner C. Law	New Denver - Chair
Commissioner P. Yakachuk	Village of Silverton
Commissioner C. Denbok	Village of Silverton

MEMBERS ABSENT

Commissioner T. Barkowsky	Village of New Denver
Commissioner N. Graves	Lucerne Elementary/Secondary School
Commissioner W. Savill	Lucerne Elementary/Secondary School

STAFF PRESENT

Trisha Davison	Regional Manager – Recreation & Client Services
Tia Wayling	Regional Programming Manager
Anna Piche	Head Recreation & Fitness Leader
Pearl Anderson	Meeting Coordinator

8 out of 11 voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER

Chair Law 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.

3. ADOPTION OF AGENDA

Moved and Seconded,
And Resolved:

That the Agenda for the October 12, 2023 Recreation Commission No. 6 meeting be adopted with the following:

- Removal of Item 5 and Item 5.1 and renumbering the agenda accordingly;
- Addition of Item 5.1 - Heather Fox – Request to Hold Dog Training Classes at the Gym
- Addition of Item 6.4 – Regional Programming Update – Tia Wayling, Regional Programming Manager

Carried

4. RECEIPT OF MINUTES

The May 31, 2023 Recreation Commission No. 6 minutes have been received.

5. CORRESPONDENCE

5.1 Heather Fox – Request for Permission to Hold Dog Training Classes at the Gym

Commission members discussed the email dated November 28, 2022 from Heather Fox – Request for Permission to Hold Dog Training Classes at the Gym, and decided to consider it as New Business Item 7.2.

5.2 Prorated Memberships - Marije van Engelen

Commission members discussed the email dated November 28, 2022 from Marije van Engelen, re: Prorated Memberships, and decided to consider it as New Business Item 7.3.

6. REPORTS

6.1 October UBCM Report – Director Ferguson

The October UBCM Report was withdrawn by Director Ferguson as it was forwarded in error.

6.2 Recreation Leader Position

The verbal report re: Recreation Leader Position was reported on in conjunction with Item 6.4 – Regional Programming Update – Tia Wayling, Regional Programming Manager.

6.3 New Denver and Area Community Fitness Centre

The verbal report re: New Denver and Area Community Fitness Centre was reported on in conjunction with Item 6.4 – Regional Programming Update – Tia Wayling, Regional Programming Manager.

6.4 Regional Programming Update – Tia Wayling, Regional Programming Manager

The verbal report presented by Tia Wayling, Regional Programming Manager, re: Recreation Leader Position, New Denver and Area Community Fitness Centre and Regional Programming Update, has been received.

7. NEW BUSINES

7.1 Fall Grant Application Review

Moved and Seconded,
MOTION ONLY

That the 2023 Fall Grant applications received after the receipt deadline be accepted for consideration.

ORGANIZATION	AMOUNT
Slocan Lake Golf Club –	\$ 7000.00
Lucerne PAC – Ski Program	\$ 1000.00
Lucerne PAC – Swim Program	\$ 1000.00
Silverton Community Club – Canada Day	\$ 500.00
Slocan Lake Arts Council – Winterfest	\$ 1500.00
North Slocan Trails Society – Butter Me Up Trail	\$ 3000.00
Sandon Historical Society – Signage Trail Guide	\$ 1200.00
New Denver Hospice Society - Exploring Nature	\$ 1200.00
Slocan Lake Arts Council – Tractorgrease Open Mic Hosting and Production	\$ 1350.00
Valhalla Hills Nordic Ski Club- Coach Training	\$ 3000.00
TOTAL:	\$ 20,750

Moved
AMENDMENT TO MOTION

That the main motion be amended by adjusting the grant amount for the Silverton Community Club – Canada day to \$0, adding \$200 to the grant amount for Slocan Lake Arts Council – Winterfest and adding \$200 to the grant amount for New Denver Hospice Society – Exploring Nature.

Amendment Failed for Lack of Seconder

Moved and Seconded,
 And resolved **that it be recommended to the Board:**
MAIN MOTION

That the Board approve the payment of the following 2023 Fall grants from the Recreation Commission No. 6 – New Denver, Silverton and Area H Service No. S229 2023 budget:

ORGANIZATION	AMOUNT
Slocan Lake Golf Club – Power Shed	\$ 500.00
Lucerne PAC – Ski Program	\$ 1000.00
Lucerne PAC – Swim Program	\$ 1000.00
Silverton Community Club – Canada Day	\$ 400.00
Slocan Lake Arts Council – Winterfest	\$ 975.00
North Slocan Trails Society – Butter Me Up Trail	\$ 1000.00
Sandon Historical Society – Signage Trail Guide	\$ 400.00
New Denver Hospice Society – Exploring Nature	\$ 800.00
Slocan Lake Arts Council - Tractorgrease Open Mic Hosting and Production	\$ 800.00
Valhalla Hills Nordic Ski Club – Coach Training	\$ 1000.00
TOTAL:	\$ 7,875.00

Carried

7.2 Heather Fox – Request for Permission to Hold Dog Training Classes at the Gym

Considered was the email dated November 28, 2022 from Heather Fox, re: Request for Permission to Hold Dog Training Classes at the Gym.

Moved and Seconded,
 And Resolved:

That staff investigate the matter regarding dog training at Regional District of Central Kootenay facilities and report back to the next Recreation Commission #6 – Area H, New Denver & Silverton meeting.

Carried

7.3 Prorated Memberships - Marije van Engelen

Considered was the email dated November 28, 2022 from Marije van Engelen, re: Prorated Memberships.

Moved and Seconded,
 And Resolved:

That the fees for memberships at the New Denver and Area Community Fitness Centre remain as is; AND FURTHER, that the request for pro-rated memberships be denied.

Carried

9. PUBLIC TIME

The Chair called for questions from the public at 8:23 p.m.

10. 2024 Recreation Commission No. 6 Area H, New Denver & Silverton COMMISSION MEETING SCHEDULE

Commission proposed the following the 2024 dates and times and possible locations for the Recreation Commission #6 Area H, New Denver & Silverton Commission meetings:

DATE	TIME A.M/P.M	HYBRID MEETING LOCATION
March 7, 2024	7:00 p.m.	Memorial Hall Silverton (if available)
May 30, 2024	7:00 p.m.	Knox Hall, New Denver
August 29, 2024	7:00 p.m.	Knox Hall, New Denver
November 7, 2024	7:00 p.m.	Memorial Hall Silverton (if available)

MOVED and seconded,
AND Resolved:

That the proposed 2024 Recreation Commission #6 Area H, New Denver & Silverton Commission meeting schedule has been received.

Carried

11. NEXT MEETING

The next Recreation Commission No. 6 meeting is scheduled for March 7, 2024 at 7:00 p.m. and will be a hybrid meeting held at the Memorial Hall in Silverton (if available) with remote meeting access through WebEx.

12. ADJOURNMENT

Moved and Seconded,
And Resolved:

That the Recreation Commission No. 6 meeting be adjourned at 8:26 p.m.

Carried

Digitally Approved

Casey Law, Chair
October 17, 2023

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. *That the Board approve the payment of the following 2023 Fall grants from the Recreation Commission No. 6 – New Denver, Silverton and Area H Service No. S229 2023 budget:*

ORGANIZATION		AMOUNT	
<i>Slocan Lake Golf Club – Power Shed</i>	\$	<i>500.00</i>	
<i>Lucerne PAC – Ski Program</i>	\$	<i>1000.00</i>	
<i>Lucerne PAC – Swim Program</i>	\$	<i>1000.00</i>	
<i>Silverton Community Club – Canada Day</i>	\$	<i>400.00</i>	
<i>Slocan Lake Arts Council – Winterfest</i>	\$	<i>975.00</i>	
<i>North Slocan Trails Society – Butter Me Up Trail</i>	\$	<i>1000.00</i>	
<i>Sandon Historical Society – Signage Trail Guide</i>	\$	<i>400.00</i>	
<i>New Denver Hospice Society - Exploring Nature</i>	\$	<i>800.00</i>	
<i>Slocan Lake Arts Council - Tractorgrease Open Mic Hosting and Production</i>	\$	<i>800.00</i>	
<i>Valhalla Hills Nordic Ski Club- Coach Training</i>	\$	<i>1000.00</i>	
TOTAL:	\$	7875.00	

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

Future Recreation Commission #6 –Area H, New Denver & Silverton Commission

1. *That staff investigate the matter regarding dog training at Regional District of Central Kootenay facilities and report back to the next Recreation Commission #6 – Area H, New Denver & Silverton meeting.*



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Recreation Commission No. 10 OPEN MEETING MINUTES

Thursday, October 26, 2023

7:00 p.m.

Remote Meeting

COMMISSION MEMBERS

Commissioner Graham	Director Electoral Area E
Commissioner Palfenier	Procter Area
Commissioner Schmidt	
Commissioner Scholz	Balfour Recreation Commission
Commissioner Gray	Balfour & District Business/Historic Association - Alternate
Commissioner Hide	Queens Bay
Commissioner MacPherson	Harrop & District Community Center
Commissioner Trenaman	School District #8

STAFF PRESENT

Joe Chirico	General Manager of Community Services
Erin Christopherson	Recreation 10 Liaison
Pearl Anderson	Meeting Coordinator

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

WEBEX REMOTE MEETING INFO

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m0be1a178a4519166ee45af90df872deb>

Commissioner Palfenier volunteered to be Chair for the October 26, 2023 Recreation Commission No. 10 meeting.

1. CALL TO ORDER

Chair Palfenier called the meeting to order at 7:11 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 October 26, 2023 Recreation Commission No. 10 meeting be adopted with the following additions:

- Item #6 – Five Year Financial Plan
- Item #7 – Strategic Plan

Carried

4. RECEIPT OF MINUTES

The May 9, 2023 Recreation Commission No. 10 minutes have been received.

5. NEW BUSINESS

FALL 2023 GRANTS

The following fall grant applications were received for Service S279 Recreation Commission No. 10 – Area E.

I, Commissioner Palfenier, wish to declare at this time that I am not entitled to participate in the discussion or vote on the next item of business on the meeting agenda, that is Proctor Community Society grant application, by reason of I am the Chair of the Proctor Community Society and that I wish to leave the meeting at this time and request that the minutes record my leaving the meeting for the reasons stated.

Commission Palfenier declared a conflict of interested due to being the Chair of the Proctor Community Society and left the meeting at 7:25 p.m.

I, Commissioner Hide, wish to declare at this time that I am not entitled to participate in the discussion or vote on the next item of business on the meeting agenda, that is Balfour Recreation Commission grant application, by reason of I am a member of the Balfour Recreation Commission and that I wish to leave the meeting at this time and request that the minutes record my leaving the meeting for the reasons stated.

Commission Hide declared a conflict of interested due to being a member of the Balfour Recreation Commission and left the meeting at 7:26 p.m.

Fall 2023 Grant Applications

ORGANIZATION	AMOUNT
Proctor Community Society	\$ 1,000.00
Balfour Senior Citizens Assoc. BC Branch #120	\$ 2,780.00
Balfour Recreation Commission	\$ 2,500.00
Kootenay Swim Club	\$ 1,500.00
Redfish Elementary PAC	\$ 1,500.00
Kootenay Lake Family Network Society	\$ 1,200.00
Roots to Sky School	\$ 1,430.45

Commission members removed the Redfish Elementary PAC grant application and considered it in conjunction with Kootenay Lake Family Network Society as they are the same group.

Commissioner Graham invited the Roots to Sky School to apply for a grant through the Area E Community Development Fund.

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

That the Board approve the payment of the following grants from the Recreation Commission No. 10 – Portion of Area E – Procter/Harrop/Balfour/Queens Bay Service No. S279 2023 budget:

ORGANIZATION	AMOUNT
Procter Community Society	\$ 1000.00
Balfour Senior Citizens Assoc. BC Branch #120	\$ 1500.00
Balfour Recreation Commission	\$ 1250.00
Kootenay Swim Club	\$ 1500.00
Kootenay Lake Family Network Society	\$ 1500.00
TOTAL:	\$ 6750.00

Carried

Commissioner Palfenier returned to the meeting at 8:45 p.m.

Commissioner Hide returned to the meeting at 8:45 p.m.

6. FIVE YEAR FINANCIAL PLAN

Input from Commission members regarding Recreation No. 10’s five financial plan has been received.

Staff Direction: Staff to determine a suitable meeting date for further discussion regarding Recreation No. 10’s five year financial plan.

COMMISSIONER ABSENT: Commissioner Hide left the meeting at 9:11 p.m.

7. STRATEGIC PLAN

A review of Recreation Commission No. 10’s Strategic Plan will be scheduled for 2024.

8. PUBLIC TIME

The Chair called for questions from the public at 9:28 p.m.

9. NEXT MEETING

The next Recreation Commission No. 10 meeting is to be determined once a date has been set.

10. ADJOURNMENT

Moved and Seconded,
And Resolved:

That the Recreation Commission No. 10 meeting be adjourned at 9:28 p.m.

Carried

Digitally approved,

Commissioner Palfenier, Chair
November 4, 2023



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

Thursday, November 2, 2023

9:00 am MST

Hybrid Model - In-person and Remote

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

COMMITTEE MEMBERS PRESENT

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

RDCK STAFF PRESENT

S. Horn	Chief Administrative Officer
Y. Malloff	Chief Financial Officer
J. Chirico	General Manager of Community Services
C. Stanley	Regional Manager – Operations and Asset Management
N. Hannon	Regional Fire Chief
J. Dupuis	Bylaw Enforcement Supervisor
T. Wayling	Regional Programming Manager
J. Jackson	Emergency Program Coordinator – Creston
C. Gaynor	Regional Parks Manager
M. Crowe	Park Planner
T. Dool	Research Analyst
J. Rafuse	Meeting Coordinator
K. Shyiak	Meeting Coordinator

CRESTON STAFF PRESENT

M. Moore	Chief Administrative Officer – Creston
J. Riel	Fire Chief – Creston Fire Rescue
A. Mondia	Councillor – Town of Creston

GUESTS PRESENT

G. Brigl	Area Manager, Roads, Ministry of Transportation and Infrastructure (MoTI)
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4 out of 4 voting Committee members were present – quorum was met.

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. MST

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m3cc6e8b751ce26690cab688d4aacf1e2>

Join by Phone:

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

Meeting Number (access code): 2774 157 8559

Meeting Password: 3Wha4iHG3kj

In-Person Location: Creston & District Community Complex - Creston Erickson Room
312 19th Avenue North, Creston, BC

1. CALL TO ORDER

Chair DeBoon called the meeting to order at 9:01 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:

The agenda for the November 2, 2023 Creston Valley Services Committee meeting be adopted with the correction to the Item No. 7.2 that the report was digitally approved by Joe Chirico.

Carried

4. RECEIPT OF MINUTES

The October 5, 2023 Creston Valley Services Committee minutes, have been received.

5. DELEGATE

5.1 Ministry of Transportation and Infrastructure (MoTI)

Gundula Brigl, Area Manager, Roads – Kootenay Pass (Creston), West Kootenay District, Ministry of Transportation and Infrastructure, introduced herself to the Committee.

6. NEW BUSINESS

6.1 Creston RCMP

Staff Sergeant Brandon Bulziuk, Detachment Commander, Creston RCMP provided a verbal update on RCMP relationship to municipal bylaws.

Brandon shared his concerns managing the RCMP resource load for the Creston Valley when they are inundated with numerous bylaw complaints that have no public safety concerns.

The Committee discussed reviewing the current RDCK complaint based bylaws, their capacity and consistency amongst all areas. Directors to determine a process and communication plan for communities to ensure proper understanding of the bylaw's and who to call in certain situations to relieve the RCMP.

The Committee discussed prioritizing an online complaint portal through RDCK and perhaps add funding to create an extra position for RDCK after hours.

The Committee request that staff discuss how best to deal with community complaints regarding noise, dogs, fences etc.

6.2 Creston Valley Public Library Update

The Library Update for September 2023 from Saara Itkonen, Library Director: re: Creston Valley Public Library (CVPL) Finance Report, Library Usage Report and Operations Report, has been received.

Saara Itkonen, Library Director, was available to answer the Committee's questions. Saara updating her five (5) year budget for the CVSC meeting on December 7, 2023.

6.3 Creston Tour of Lights

Tom Dool provided a verbal update and will go ahead with the tour of lights with Creston Valley Transit.

ORDER OF AGENDA CHANGED The Order of Business was changed due to keeping Christmas related Items together, Item 6.6 – Santa Claus/ Christmas Parade considered at this time.

6.6 Santa Claus/ Christmas Parade

Chad Wobsall from Kemlee Equipment provided an announcement that Kemlee Equipment will be organizing and facilitating the Christmas Parade to be held on Saturday December 16, 2023.

The Committee had discussions on where the funding came from previously, Joe Chirico helped clarify and agreed that the RDCK will fund up to \$5,000 through S108 to Kemlee Equipment for the Christmas Parade.

STAFF DIRECTION: That staff release funds up to \$5,000 through S108 to Kemlee Equipment for the Christmas Parade.

6.4 Airport Master Plan

The Town of Creston - Creston Valley Airport Plan dated April 1990 from the Associated Engineering (B.C.) Ltd., re: Airport Master Plan, has been received.

The Briefing Notes dated October 5, 2023 from Michael Moore, Chief Administrative Officer – Creston, re: S240 Airport – Creston, Areas B, C, has been received.

Moved and Seconded,
And Resolved:

That the Creston Valley Services Committee direct staff to include \$45,000 in the Draft 2024 financial plan for S240 – Airport Town of Creston, Areas B, C, and Defined A to support the development of a Creston Valley Airport Master Plan to be undertaken by the Town of Creston.

Carried

The Committee posed questions relating to social and economic values of plan, sustainability opportunities, and revenue options such as leasing land for a helicopter pad that were answered by Michael Moore. The Committee requested a business plan to include the full scope of work.

Moved and seconded,
And Resolved:

The Committee agreed to include \$30,000 in the Draft 2024 financial plan for S240 and \$15,000 in the Draft 2025 financial plan for S240.

Carried

**RECESS/
RECONVENE**

The meeting recessed at 10:29 a.m. for a break and reconvened at 10:35 a.m.

6.5 Creston Valley Fire Master Plan

The Briefing Note dated October 5, 2023 from Jared Riel, Fire Chief - Creston, re: Creston Valley Fire Master Plan, has been received.

Moved and Seconded,
And Resolved:

That the Creston Valley Services Committee direct staff to include \$60,000 in the 2024 budget process for consideration by the service participants during budget deliberations for the development of a Creston Valley Fire Master Plan and that staff coordinate payment to the Town of Creston for the development of the Creston Valley Fire Master Plan as identified as financial considerations in the staff report.

Carried

Jared Riel, Fire Chief, discussed the different facilities, equipment, service levels throughout the Valley and how they present different challenges. The Master Plan will provide Stakeholders with information for future decisions regarding a valley service and a comprehensive look at how well the Valley Fire Service is meeting the needs of its personnel and the community it serves.

The Committee mentioned possibly reaching out to Yaqaan Nukiy in regards to expanding their area to include servicing West Creston with emergency fire services with an adjustment fee.

6.7 East Resource Recovery Committee

The Committee discussed the East Resource Recovery Committee as to whether it should remain as is or if it should be a function of the Creston Valley Services Committee.

The Directors decided to leave the East Resource Recovery Committee as it is.

7. STAFF REPORTS

7.1 Creston Valley Fire Service – Third Quarter Report

The Committee Report from Jared Riel, Fire Chief - Creston, re: Creston Valley Fire Service – Third Quarter Report, has been received.

Jared Riel, Fire Chief, gave the Committee an update on the Creston Valley Fire Service's incident statistics, staffing, equipment and public engagements.

7.2 Creston & District Community Complex Operations (CDCC)

The Operations and Financial Report for Recreation Facility – Creston and Areas B, C and Area A Service S224 for September 2023 from Craig Stanley, Regional Manager of Operations and Asset Management, has been received

The Committee Report dated October 25, 2023 from Stuart Durning, CDCC Facility Manager, re: S224 Operations Report, has been received for information.

Craig Stanley provided the Committee with an update on various service areas within Creston & District Community Complex.

7.3 Traditional Use Study Next Steps

Joe Chirico mentioned there is no update on the Traditional Use Study (TUS) piece but they are working on coordinating meeting dates.

8. OLD BUSINESS

8.1 Letter of Support – Francophone School in Creston

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

That the Board send a letter of support to Monique Arès and Marie-Hélène Chang for a Francophone School in Creston.

Carried

8.2 Review Action Items List

The Committee reviewed the action items list from the October 5, 2023 Creston Valley Services Committee meeting.

9. PUBLIC TIME

The Chair called for questions from the public and members of the media at 11:37 a.m.

10. IN CAMERA

10.1 Meeting Closed to the Public

Moved and Seconded,
And Resolved:

In the opinion of the Board - and, in accordance with Section 90 of the *Community Charter* – the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting;

AND FURTHER, in accordance with Section 90 of the *Community Charter*, the meeting is to be closed on the basis(es) identified in the following Subsections:

90. (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

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

(n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

10.2 RECESS OF OPEN MEETING

Moved and Seconded,
And Resolved:

The Open Meeting be recessed at 11:42 a.m. in order to conduct the Closed In Camera meeting

Carried

11. NEXT MEETING

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

12. ADJOURNMENT

Moved and seconded,
And resolved:

The Creston Valley Services Committee meeting be adjourned at 12:03 p.m.

Carried

Digitally approved by

Arnold DeBoon, Chair



Director's Report

Garry Jackman – Area A Wynndel/
East Shore Kootenay Lake

Report Date: November 6, 2023

Columbia Basin Regional Advisory Committee (CBRAC)

CBRAC members were invited to attend a BC Hydro briefing on the extreme low water levels at Arrow on 18 October 2023. A recording of the session can be found on the Province of BC's You Tube channel at <https://www.youtube.com/watch?v=KtT8I6zjBv4>.

Our October briefing on Round 19 of the CRT negotiations has been pushed off to November 7th. A press release on the negotiations can be found at <https://news.gov.bc.ca/releases/2023EMLI0040-001605>. The press release continues to report progress, similar to prior releases. A very brief excerpt is "During this round of talks, negotiators representing Canada and the United States made progress toward an agreement-in-principle on operational and other issues. The teams will continue to address compensation and bilateral treaty-ecosystem provisions in the coming weeks".

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

Regional Connectivity Committee (RCC)

Final design and planning for phased construction is underway for the implementation of the \$82M project under the Universal Broadband fund to provide fiber to the home to residences in eligible communities across the basin while also further strengthening the network backbone.

Since my last report on the RCC, the committee met on October 26th where we recapped progress on several projects and discussed the focus for the coming year. The next meeting is set for December 6th.

For more information

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



Garry Jackman

Director of Electoral Area A – Wynndel/
East Shore Kootenay Lake

October 23, 2023

Affordable Family Housing Fund

Dear grant reviewer:

RE: Creston Valley Community Housing Society Affordable Family Housing proposal

This letter is to express my support for the application by the Creston Valley Community Housing Society for their Affordable Family Housing proposal (18 units) adjacent to the library in Creston, BC.

As the electoral area Director for the Regional District of Central Kootenay Area A – Wynndel/East Shore Kootenay Lake I recognize the challenges our community hubs face in providing affordable housing in appropriate locations with access to transit and critical services.

The proposal for the housing development adjacent to the Creston library is an excellent choice, with BC Transit connections to local services and shopping, plus walking distance to parks and schools. Although the Town of Creston itself has a modest population of just under 5600, adding the surrounding rural areas brings the sub-regional population up to more than 14,000 residents. Pulling together affordable housing projects in rural communities can be very challenging, as may be evident from the fact it has been several years since the Creston area has seen one of these projects completed. Please consider this project as one of your highest funding priorities.

Sincerely,

A handwritten signature in black ink, appearing to read "Garry Jackman".

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

Cc: Angela Lund, RDCK Deputy Corporate Officer
Rita Scott, Creston Valley Community Housing Society



Garry Jackman

Director of Electoral Area A – Wynndel/
East Shore Kootenay Lake

October 10, 2023

Canada Community Building Fund

Dear grant reviewer:

RE: Creston Valley Market Park Phase 2

This letter is to express my support for the application by the Town of Creston for the Canada Community Building Fund for phase 2 of the Creston Valley Market Park project.

As the electoral area Director for the Regional District of Central Kootenay Area A – Wynndel/East Shore Kootenay Lake I work with my local government colleagues on various projects which will provide joint benefits to our residents and visitors. Such projects developed within the Creston Valley, or more specifically within the town boundaries, serve not only town residents but also the majority of the rural population in the three surrounding electoral areas who view Creston as their hub for most of their shopping and much of their recreation.

Our collective goals are outlined in our Stronger Together strategic document which highlights projects and community supports which will encourage economic growth in our areas of strength. The Market Park project aligns with several goals in the strategy which was developed jointly with the Town and the Directors for the surrounding electoral areas. The project will support growth in both the tourism and agricultural sectors. Establishing a permanent farmers market at the Market Park site is key to supporting our smaller agricultural producers and retaining a higher percentage of revenues from the agricultural sector within our local communities.

The surrounding green space will rehabilitate a neglected site and bring benefits to both tourists and residents while supporting local reconciliation with the featured Yaqaan Nukiy Heritage Park.

Overall the project is timely and fits with our shared long term goals.

A handwritten signature in black ink, appearing to read "Garry Jackman".

Sincerely,
Garry Jackman
RDCK Director Area A – Wynndel/East Shore Kootenay Lake

Cc: Angela Lund, RDCK Deputy Corporate Officer
Natasha Ewashen, Town of Creston



Garry Jackman

Director of Electoral Area A – Wynndel/
East Shore Kootenay Lake

October 18, 2023

Dear grant reviewer:

RE: Riondel community golf course – Letter of Support for Independent Water Supply Planning

As Director on the RDCK Board for Area A – Wynndel/East Shore Kootenay Lake, I am writing to demonstrate support for the funding application to complete a formal engineered design for a waterline and pumping system for the Riondel golf course. I provided background on the project, in terms of community benefit, in an earlier letter of support for a previous funding application as outlined below.

The unincorporated community of Riondel, BC is located in the northerly portion of Electoral Area A, Wynndel/East Shore Kootenay Lake, within the Regional District of Central Kootenays. The community has long had a central water collection, storage and distribution system serving some 200 local residences along with a handful of small businesses, the local community campground and the Riondel Community Golf Course.

For years the system had minimal water treatment consisting of chlorination and some potential for settlement of turbidity in the water storage tank. The 550,000 liters water storage tank allowed a free flow of water from the two creek fed system intakes to the distribution system with the objective of the chlorination rate being adjusted as volumes fluctuated and the storage tank providing the majority of the required chlorine contact time.

This system operated in this manner for several decades, but as of the early 2000's, in light of changing water treatment standards and pressure from the Interior Health Authority, the system came under increasing pressure to upgrade its treatment. A new water treatment plant which provides filtration and disinfection to modern drinking water standards was commissioned around 2014, resulting in restrictions to the total volume of water available to meet peak demands due to the top end of the treatment plant capacity.

The local campground (domestic consumption by visitors) and golf course (irrigation system plus domestic consumption at the clubhouse) were factored into the treatment system design recognizing that in addition to domestic water conservation restrictions being imposed seasonally that the irrigation system would also need to be idled from time to time to ensure domestic needs were met along with minimum volumes being kept in reserve for fire flows. The community population fluctuates annually, with many seasonal residents only using their residences during the hotter summer months which overlap with the irrigation season. In some seasons the average daily

volume consumed by the golf course irrigation system was more than 20% of the total community use, with the golf course demanding up to a third of the peak daily flow.

In addition to placing a strain on the domestic and emergency water supply, the golf course irrigation system also increases the annual cost of treating water (chemically treated water being sprinkled onto grass) and accelerates the deterioration of the filtration membranes. The need to eventually separate the irrigation system from the rest of the community has long been recognized and is finally beginning to take shape under the stewardship of the Riondel Golf Society volunteer executive with a thoughtfully phased project plan.

As RDCK Director for the Area, I fully support the efforts of the Riondel Golf Society to create an independent water supply for their irrigation system. I also plan to recommend to the RDCK Board a grant for portions of the eligible project costs from the Electoral Area A Community Works funding allocation once the eligibility is confirmed and the appropriate application forms are completed by the society. Note that final approval of any RDCK funding is subject to RDCK Board approval. I ask that your organization also assist the Riondel Golf Society with this environmentally sound project which will leave them in a position to sustain a valued recreational facility and economic driver for the community while relieving the pressures on the RDCK water treatment system.

If you have any questions or want further information please do not hesitate to contact me.

Sincerely,



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

cc:

Angela Lund – RDCK Deputy Corporate Officer
Uli Wolf – General Manager RDCK Environmental Services
Riondel Commission of Management
Mark Easton – Riondel Golf Society



Roger Tierney
Director of Electoral Area B

October 30, 2023

Dear Evaluation Committee,

RE: Creston Valley Chamber of Commerce REDIP Grant application

On behalf of Electoral Area B within the RDCK, I am pleased to provide this letter in support of the Creston Valley Chamber of Commerce's (the Chamber) application for funding through REDIP for the funding of a Temporary Project Manager.

Electoral Area B includes communities within the Creston Valley including - Canyon, Erickson, Lister, Huscroft, Rykerts, Arrow Creek, Yahk, Goatfell, Kingsgate, Kitchener, Glenlily, Goat River Bottom, Lower Kootenay Band in which approximately 4800 people reside.

The Regional District of Central Kootenay was incorporated in 1965 and is a local government that serves an estimated population of 60,000 residents. Our region consists of 11 electoral areas and nine member municipalities.

The mission of the Regional District of Central Kootenay is to provide area residents and communities with services, governance and representation in a manner that supports the economic, social and environmental goals of the region.

The Chamber of Commerce, on behalf of its members, is in the process of developing the strategic plan with the feedback and communication that has been received from local business community. By executing the initiatives, they will be supporting business retention, creating opportunities for business growth, and becoming a valuable one-stop resource for businesses. The Creston Valley Chamber of Commerce is undergoing a transition and rebuild as it has come out of a lengthy state of inactivity. A strategic plan is almost in place and the next step is to have support on the ground to build valuable connections and to ensure stability and continuity.

The role of the Temporary Project Manager would be to support the Creston Valley Chamber of Commerce Board with carrying through strategic planning objectives and to help build a foundation for the Chamber's operations that will enable the organization to grow.

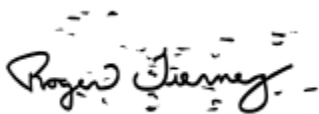
We have seen firsthand the positive impact a strong and focused Chamber can have on the community. We support and encourage the grassroots approach taken by the Creston Valley Chamber of Commerce to bring the business community's voice and perspective forward.

The Creston Valley Chamber of Commerce is an essential partner in meeting the economic development priorities identified within the region. Having a Project manager as proposed by the Chamber of Commerce will bolster Creston Valley's overall economic health.

In conclusion, having a dedicated point of contact within the Creston Valley Chamber of Commerce is not only essential but also reflective of the Chamber's commitment to serving the best interests of the local business community and the broader community as a whole.

I strongly encourage a funding award to the Chamber of Commerce for funding a temporary Project Manager for the implementation of the strategic plan. I believe it will be an incredible asset to Creston Valley's business community.

Yours sincerely,

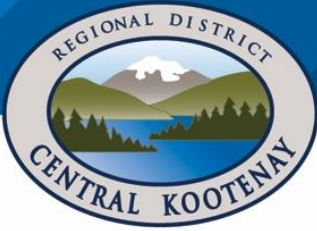
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Roger Tierney

Director of Electoral Area B

4690 Samuelson Road Canyon, BC V0B 1C1

Phone: 250.215.0666 | Email: rtierney@rdck.ca | Fax: 250.352.9300



Roger Tierney
Director of Electoral Area B

August 30, 2023

To the Conseil Scolaire Francophone (CSF):

RE: Francophone School in Creston

On behalf of Electoral Area B within the RDCK, I am pleased to provide this letter in support of the Parent Committee for a Future Creston Francophone School.

Electoral Area B includes communities within the Creston Valley including - Canyon, Erickson, Lister, Huscroft, Rykerts, Arrow Creek, Yahk, Goatfell, Kingsgate, Kitchener, Glenlily, Goat River Bottom, Lower Kootenay Band in which approximately 4800 people reside.

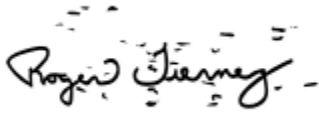
The Regional District of Central Kootenay was incorporated in 1965 and is a local government that serves an estimated population of 60,000 residents. Our region consists of 11 electoral areas and nine member municipalities.

The mission of the Regional District of Central Kootenay is to provide area residents and communities with services, governance and representation in a manner that supports the economic, social and environmental goals of the region.

For local parents whose first language is French, this would be a way for their children to connect with their culture. It would also ensure that students are more skilled and maintain a competitive edge when applying to colleges or universities. As one of our official languages, teaching students the BC curriculum in French exclusively could help with providing additional employment opportunities. This may include employment opportunities for Federal employees such as RCMP, CBSA as well as attracting other professionals such as doctors and other specialties to this area.

As the Area B Director for the RDCK, I am fully supportive of this proposal and I hope that the Conseil Scolaire Francophone of BC considers Creston as a priority for a new school establishment in Creston.

Yours sincerely,

A handwritten signature in black ink that reads "Roger Tierney". The signature is written in a cursive style with some ink bleed-through from the reverse side of the page.

Roger Tierney

Director of Electoral Area B

4690 Samuelson Road Canyon, BC V0B 1C1

Phone: 250.215.0666 | Email: rtierney@rdck.ca | Fax: 250.352.9300



Roger Tierney
Director of Electoral Area B

October 11, 2023

Dear Economic Trust of the Southern Interior (ETSI),

RE: Creston Valley Tourism Society Application for ETSI Funding

On behalf of Electoral Area B within the RDCK, I am pleased to provide this letter in support of the Creston Valley Tourism Society's application for funding through the Economic Trust of Southern Interior for the development of a Public Engagement and Strategic Plan initiative.

Electoral Area B includes communities within the Creston Valley including - Canyon, Erickson, Lister, Huscroft, Rykerts, Arrow Creek, Yahk, Goatfell, Kingsgate, Kitchener, Glenlily, Goat River Bottom, Lower Kootenay Band in which approximately 4800 people reside.

The Regional District of Central Kootenay was incorporated in 1965 and is a local government that serves an estimated population of 60,000 residents. Our region consists of 11 electoral areas and nine member municipalities.

The mission of the Regional District of Central Kootenay is to provide area residents and communities with services, governance and representation in a manner that supports the economic, social and environmental goals of the region.

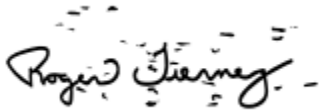
CVTS, the tourism Destination Marketing Organization for Creston, has been instrumental in attracting tourists to our region and showcasing the diverse offerings that our community has to offer. Through their strategic marketing efforts and tireless dedication, they have significantly contributed to the economic growth of our area. The positive economic impact generated by CVTS cannot be understated, and it reflects the commitment of their team to showcase Creston as a premier tourism destination. We have also had the privilege of collaborating with CVTS on various projects such as Hop to Vine Hustle, which was a great success.

This grant will enable CVTS to build on this success by hiring an experienced consultant to lead a public and stakeholder engagement process, assisting in the development of a new 5-year strategic plan for 2025-2030. The project's success will not only strengthen CVTS but also have a positive ripple effect on our local economy, benefiting accommodations, restaurants, attractions, and businesses in Creston.

In conclusion, I wholeheartedly endorse the Creston Valley Tourism Society's grant application to ETSI-BC's "Building Economic Development Capacity" grant stream. We appreciate your consideration of this application and its potential to positively impact our region.

I strongly encourage a funding award to the Creston Valley Tourism Society for the development of a strategic plan. I believe it will be an incredible asset to Creston Valley's business community.

Yours sincerely,

A handwritten signature in black ink that reads "Roger Tierney". The signature is written in a cursive style with some ink bleed-through from the reverse side of the page.

Roger Tierney

Director of Electoral Area B

4690 Samuelson Road Canyon, BC V0B 1C1

Phone: 250.215.0666 | Email: rtierney@rdck.ca | Fax: 250.352.9300



Director's Report

Kelly Vandenberghe – Area C

Report Date: November 2, 2023

October Activity

- Water Services Committee Meeting
- Creston Chamber Board meeting
- Creston Valley Services Committee
- Kootenay Lake Partnership meeting
- Kootenay Lake Chamber meeting / West Creston Community Board meeting
- Land Use Planning and Legal Workshop
- Community Sustainable Living Advisory Committee
- Rural Affairs Committee Open Meeting
- Joint Resource Recovery Committee Meeting
- RDCK Open Board Meeting
- Emergency Preparedness Committee
- Cemetery Select Committee Meeting
- Central Food Policy Council
- Tour of Kootenay Farms Food Hub Creston
- Forest Lawn Cemetery - walkabout
- Creston stakeholder Pre-winter Meeting YRB
- BC Hydro presentation

Highlights

- Kootenay Farms Food Hub tour
- BC Hydro presentation

Regular RDCK committee meetings agendas available through RDCK website/Events Calendar
<https://www.rdck.ca/EN/meta/events/events-calendar.html#d=3&m=10&y=2023&v=month>

Denotes no stipend eligible or vehicle kms (travel) reimbursement

Invitation to attend but conflicting schedule

For more information

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



Aimee Watson
RDCK Director of Electoral Area D

October 23, 2023

Rural Economic Diversification and Infrastructure Program (REDIP)
Re: Kaslo & District Community Forest Society (KDCFS) – Letter of support

Dear REDIP:

As the director of Area D in the Regional District of Central Kootenay (RDCK), please accept this letter of support to KDCFS in their application for REDIP grant funding to conduct a feasibility study on bioenergy. This study will provide a foundation for transitioning to green energy and creating power from waste forest products while addressing our unstable power grid.

The RDCK is a local government that serves approximately 60,000 residents in 11 electoral areas and nine member municipalities, including Kaslo and Area D. The RDCK delivers over 180 services from emergency services, waste management, recreation, water, land use planning, and a few in between.

Wood-based bioenergy presents an opportunity to complement existing hydro power and address the unstable power grid in Area D while simultaneously improving forest operations and supporting wildfire risk reduction work by creating a market for low-grade wood fibre.

Two areas of strong interest for the RDCK are wildfire mitigation program and grid stability. Area D is currently updating its Community Wildfire Protection Plan to the now required, Community Resiliency Plan. While the plan does not identify risk within the crown lands, it does identify the risk in the Wildland Urban Interface. In addition to the CWPP work, the RDCK has an active Fire Smart program. From the ground up, Area D is working hard to be fire resilient.

Area D is also actively working within the realms of grid stability due to the consistent vulnerability of power outages in the region. The ability to transform waste wood, a risk within the wildland urban interface, to power for those unable to rely on the grid is an incredible opportunity to solve a serious risk with a value-added solution.

I do look forward to the results of the study. Should results prove to be fundable through the community works funding program the RDCK administers, I will be happy to financially support the next phase of the project.

If you require more information, please contact me via email awatson@rdck.bc.ca.

Sincerely,

A handwritten signature in blue ink, appearing to read "Aimee Watson".

Aimee Watson
Area D Director



Aimee Watson
RDCK Director of Electoral Area D

October 24, 2023

Rural Economic Diversification and Infrastructure Program (REDIP)
Re: Central Kootenay Community Futures– Letter of support

Dear REDIP:

RE: Support for Rural Ride-Hailing Feasibility Study

To Whom It May Concern,

As the Area D Director, North Kootenay Lake within the Regional District Central Kootenay, I am pleased to support Community Futures Central Kootenay's application for funding to conduct a study on the feasibility of a rural ride-hailing service. The study will explore the feasibility of ride-hailing and on-demand transit solutions in the West Kootenay, a region with low population density, to address a regional need to improve the ability of the workforce, business travellers, students, tourists, individuals accessing health-care services and the public to move around the region.

Incorporated in 1965, the Regional District of Central Kootenay (RDCK) is a local government that serves an estimated population of 60,000 residents. Our region consists of 11 electoral areas and nine member municipalities. Area D, as the largest geographical electoral area, has 24 unincorporated communities that spreads over 45,962 hectares.

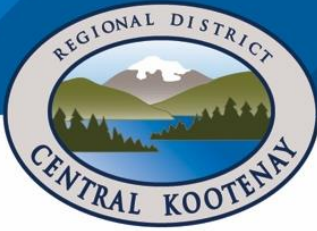
As climate change initiatives suggest residents reduce the use of personal vehicles and income levels are further challenged by our current economic situation, access to transit becomes ever more pressing. Rural areas with geographical sparse populations are very difficult to serve due to the distance between potential users and the cost of doing so. The viability of on-demand transportation services is a topic that our organization has been interested in exploring for some time to address transportation challenges for residents within Area D.

I am in strong support of this project which has the potential to increase access to essential services such as transit to health care and our bigger city centers.

Sincerely,

A handwritten signature in blue ink, appearing to read "Aimee Watson".

Aimee Watson
Area D Director



Director's Report

Cheryl Graham – Area E

Report Date: October 31, 2023

Day Care Shortage

One of the main issues that has come to my attention since being elected last fall is the lack of daycare in Eastern Area E. There is currently only one licensed family daycare running out of a basement in a residential home to serve the entire area of Queens Bay, Balfour, Harrop Procter and Longbeach. This single daycare offers care for 8 children, it's full with a four year waitlist. My research is showing that even the daycares in Nelson have a 2 year waitlist. Many young families have moved to this area, they say they find it's a little more affordable than the City of Nelson. The area has further seen some growth with new subdivisions. We've also seen a mini baby boom in the Area following the pandemic. After parental leave ends, parents are reaching out to me as they are finding they are not able to re-enter the workforce due to this lack of daycare, which is at a crisis level. In today's financial environment young families require dual incomes to support their families. Some parents are being forced to access government assistance programs instead of being contributing members to the economy.

Some good news to report – the Balfour Recreation Commission has stepped up with a property near their Little Schoolhouse Gym that could be suitable to house a brand new daycare facility. A feasibility study has now been completed with the support of Area E Community Development Grant funding. There is also a potential to partner with the existing daycare provider for expansion of operations and staffing for a new center. Selkirk College also offers programs to train daycare workers and there are grants available to help with these education costs. The Balfour Recreation Commission has submitted a Redip grant application but even if successful, more funding will be needed to bring this dream to a reality, so there is still lots of work to be done.

Although this is some good news, a new daycare facility will be years away and a temporary solution is desperately needed in the short term. I am working with other local community organizations in the meantime and although nothing has been formalized, I have reason for optimism and hope there will be a positive announcement in the coming weeks or months.

October Director Activities 2023

In addition to the regular Committee and Board Meetings:

Oct 5, 2023 **Tom Dool – Transit**

After attending the first West Kootenay Transit Committee meeting, I had more questions than answers so a big THANK YOU to Tom Dool for some one-on-one time to talk about Transit in Area E. In the end, I have put out a call for feedback on Area E transit through my Area E Weekly Newsletter and learning lots of new insights.

For more information

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

Oct 10, 2023 Blewett Boat Launch - Meet with Tech Representative and RDCK Parks & Rec

Thank you to Joe Chirico and his team for setting up a meeting with Tech Representatives to revisit the Blewett Boat Launch feasibility study. The history of this project was super interesting, and it was great to discuss some new possibilities. I look forward to working on this further with the team at the RDCK.

Oct 12, 2023 Nelson Hydro Budget Presentation, Balfour Golf Course

A huge thank you to Scott Spencer for putting on a budget presentation for Area E residents. A great turnout, about 50 people. The exact amount of increases being requested to the BCUC for 2024 was not yet known at the time of this meeting, but it was always great to receive information and improve the understanding of the complexity of utility pricing. Some very knowledgeable residents and local BCUC Intervenor were present at this meeting.

Oct 16, 2023 RDCK Climate Action Open House, Taghum Hall

RDCK staff did another great job setting up the CAC Open House. A moderate turnout, 20 – 30 residents, several people from Area F. Always a pleasure to interact with residents and hear their various views on the RDCK Climate Action Plan. A very respectful gathering by all who attended.

Oct 24, 2023 Emergency Preparedness, North Shore Fire Hall

I had never been to the North Shore Fire Hall before, it was nice to see a new place, recognize some of the attendees and meet some new people as well.

Oct 25, 2023 RDCK Climate Action Open House, Procter Community Hall

Kudos again to the RDCK staff for putting on another really nice community event. Again, everyone who attended was very respectful which rounded out all three Area E Open Houses. Turnout was limited, about 20 people. This was the last of the Open Houses for the entire Area! I'm sure it has been a lot of work for the staff, now the next phase of culminating the feedback begins. The feedback form I designed for Area E residents had a limited response, but those who did complete it offered some interesting views. All feedback I received through those forms was forwarded to Dan Seguin for culmination into the overall CAC report.

Area E Weekly Community E-Newsletters

I produce a Weekly Area E Community E-Newsletter and distribute it every Friday. These newsletters are very well received by the community and cross promoted on five local social media sites every week. If you've never seen one, check it out at <https://cherylgraham.ca/area-e-newsletter>

Respectfully submitted,

Cheryl Graham



Cheryl Graham
Director of Electoral Area E

File No. BRC- Balfour Daycare

Oct 30, 2023

Rural Economic Diversification and Infrastructure Program

To Whom It May Concern.

I am pleased to write this letter in support of Balfour Recreation Commission's Application to the REDIP grant program for the Balfour Daycare.

The Balfour Recreation Commission is a long-established local non-profit that has been providing social support to the community for many years including owning and operating several recreation facilities in the Balfour Area including the Balfour Golf Course, Soccer Field, Balfour Wharf, Little School House Gym and Balfour Community Hall.

Our Area is in a crisis situation with a lack of available daycare. Currently there is only one licensed family daycare in the basement of a family home in the Long Beach area to service in the entire Eastern Portion of Area E which includes the areas of Longbeach, Balfour, Queens Bay, Harrop and Procter. This existing daycare provides care to 8 children, is full and has a four year waitlist.

Balfour and the surrounding areas have been growing with new subdivisions being created and many young families have moved to the area as the housing costs tend to be more affordable as compared to the City of Nelson, only to find that there is no daycare available anywhere. From my research, even the daycares in the City of Nelson have a two year waitlist. Further to the influx of younger families, following the pandemic, we have seen an increase of babies being born, a mini baby boom you could say.

Balfour is also conveniently located at the Kootenay Lake Ferry that accesses the East Shore (Kootenay Bay, Crawford Bay) and Balfour is also located directly on the commuter highway from the Kaslo Area to Nelson. This daycare facility can also provide support for workers needing childcare who commute from more distant communities through Balfour.

This brand new proposed energy efficient facility will help alleviate the daycare crisis by providing space for 24 children. It follows all of the up-to-date daycare construction standards and a feasibility study has already been completed.

The proposed site for the project is where an underused play field and play ground already exist that the Balfour Recreation Commission owns. Construction of this facility will create jobs in the area during construction for local tradespeople. The new center will create jobs for the workers in the daycare (happily Selkirk College locally provides training for these types of positions), and allow parents the opportunity to re-

enter the workforce as some of them are currently forced to access government assistance programs instead of being able to financially contribute to the local economy.

This is both a very much needed and worthwhile project that will benefit this area and beyond socially and economically. I am in full support of this project.

If you have any questions, please call or email.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cheryl Graham". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Cheryl Graham
Director, Electoral Area E



Tom Newell
Director of Electoral Area F

October 27, 2023

Dear REDIP Assessment Panel,

RE: Project Partner - Greater Nelson Housing Development Corporation Business Planning

The Regional District of Central Kootenay is pleased to partner with Community Futures Central Kootenay to act on the recommendations of the Greater Nelson Housing Entity Study and conduct further engagement and research to develop a business plan to establish a Greater Nelson Housing Development Corporation to facilitate the creation of workforce housing in Nelson & area.

The Regional District of Central Kootenay has supported this project to date by contributing \$15,000 towards Greater Nelson Housing Entity Study Phases 1 & 2 and a portion of the matching funding for this grant application. The Regional District of Central Kootenay has also provided support in the form of in-kind staff time from the Chief Administrative Officer and Planning Services staff and will continue to do so. Directors for Electoral Areas E & F have been and will continue to be actively engaged throughout the project.

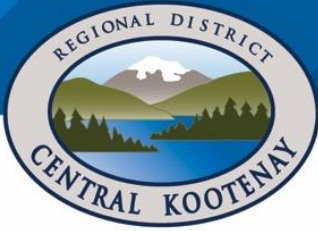
The Greater Nelson area faces a pressing housing crisis, characterized by a vacancy rate of less than 1% and a staggering 23% of residents struggling to afford shelter costs, with over 30% of their household income dedicated to this basic necessity. A housing development corporation would serve as a catalyst for creating non-market, affordable housing solutions for our local workforce, ultimately alleviating the challenge local employers face recruiting and retaining employees due to a shortage of housing.

The Regional District of Central Kootenay will continue to be an engaged partner on this project and would like to indicate our strong support for this application for funding to develop a business plan for a local housing development corporation and aid our community to house our local workforce.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Newell".

Tom Newell
Director Area F



Director's Report

Aidan McLaren-Caux – Village of Nakusp

Report Date: November 16th, 2023

Reporting on activities from October 10th to November 7th, 2023.

Director's Activities

Nakusp Village Council

- Oct. 11th, attended in-person regular council meeting
- Oct. 23rd, attended in-person regular council meeting
- Oct. 30th, attended commissioning ceremony in Nakusp for a new well for the municipal water system
- Nov. 6th, attended in-person Committee of the Whole

Association of Kootenay & Boundary Local Governments (AKBLG)

- Oct. 25th, attended online Resolutions Committee meeting
- We sent out a call for resolutions to the membership, and we will be holding an informal session for elected officials to discuss and workshop their ideas for resolutions on November 15th.

External Committee Appointments

- **Central Kootenay Food Policy Council**
 - <https://ckfoodpolicy.ca/>
 - Oct. 24th, attended online meeting
 - Introduction of new Executive Director, Damon Chouinard
 - Lots of experience in the food industry in the RDCK, including the Basin Food & Buyers Expo, this year in Creston, Nov. 3-4
 - Getting oriented with the new role, stakeholders, partners, and funding opportunities
 - Research projects ongoing with food hubs, particularly in Creston
 - Mapping project underway in collaboration with Lower Columbia Initiatives Corporation, working towards more effective distribution and logistics of pilot project, load-board, e.g.
 - Looking forward to reviewing workplan of CKFPC with RDCK staff and directors
 - Discussion around engaging with RDCK Draft Climate Action Plan as it pertains to agriculture in community consultations

For more information

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

- Round table discussion with updates from each member
- **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.*
 - Please see the latest update on negotiations from the Province of BC:
 - <https://news.gov.bc.ca/releases/2023EMLI0040-001605>
 - Oct. 18th, attended online information session on behalf of the committee regarding this year's low water levels in the Arrow Lakes Reservoir, also attended by Katrine Conroy, Minister Responsible for the Columbia River Treaty, Stephen Gluck, Canada's lead on the Canadian Columbia River Treaty negotiating team, Kathy Eichenberger, B.C.'s lead on the Canadian Columbia River Treaty negotiating team, and representatives from BC Hydro.
 - Recording of the session can be found here: <https://youtu.be/KtT8I6zjBv4>
 - Oct. 20th, attended online meeting
- **Regional Innovation Chair in Regional Economic Development Regional Advisory Committee (RIC-RED-RAC)**
 - Oct. 5th, attended in-person strategic planning session in Castlegar
 - Purpose: to identify and prioritize topic areas to guide and focus the efforts of the Regional Innovation Chair for the next 3 years
 - Notes to be added to upcoming report.



Dear Mayor and Council:

14 September 2023

Re: British Columbia Youth Parliament, 95th Parliament

The British Columbia Youth Parliament will hold its 95th Parliamentary Session in Victoria at the Provincial Legislative Chambers from December 27 to 31, 2023.

The Youth Parliament is a province-wide non-partisan organization for young people ages 16 to 21. It teaches citizenship skills through participation in the parliamentary session in December and continuing involvement in community service activities throughout the year. **Youth Parliament is a one-year commitment.**

I invite you to encourage eligible youth from your municipality or region to apply to sit as members of the Youth Parliament. BCYP is non-partisan, and applicants need only be interested in learning more about the parliamentary process and in serving their community. If your municipality sponsors a “youth of the year” award or has a municipal youth council, young people with that sort of initiative and involvement are ideal candidates for BCYP.

Each applicant who is accepted to attend as a member of BCYP must pay a **\$425** registration fee. Thanks to private donations and fundraising, a portion of the cost of transportation and accommodation is covered for all members. We encourage municipalities or youth councils to contribute towards the application fee for applicants who are in financial need. If the approval of financial support causes any delay, we encourage the applicant to send in their forms on time along with a note saying that the cheque will arrive after the deadline. In this case, if we receive the completed form and personal statement before the deadline, it will be considered received on time. If you are not able to aid, a limited number of bursaries are available for applicants who cannot meet the expense of the registration fee. Requesting financial assistance will not affect an applicant’s chance of being selected as a member. (See <https://bcyp.org/session>)

Members will sit and debate in the Legislative Chambers for five days and will be accommodated for four nights at the Marriott Hotel in Victoria. During that time, participants are supervised by members of the Board of Directors of the Youth Parliament of B.C. Alumni Society and other youth parliament alumni. In addition, transportation to and from Victoria will be provided for all members who require it.

I have enclosed an application form and a brochure about BCYP. I encourage you to make the application form and brochure available to interested young people and to make copies of the forms as needed. A soft copy of the form, brochure and poster are available from our website at <https://bcyp.org/session>.

All applications must be received by October 27, 2023. Applicants will be notified whether they have been selected in mid-November. If you require more information, please contact me by telephone or e-mail as indicated above or visit our website at www.bcyp.org.

Yours truly,

Ambrose Yung
Registrar, Youth Parliament of B.C. Alumni Society



British Columbia Youth Parliament

Application Package & Background Information

95th Parliamentary Session

December 27-31, 2023 - Victoria, BC

WHAT IS BCYP?

British Columbia Youth Parliament (BCYP) is a youth organization that recognizes every young person's potential to lead and serve in the community. Since 1924, BCYP has provided a forum for young people to develop skills in leadership, organization, public speaking, and the parliamentary process, and to put these skills into practice through service to youth in their local communities.

BCYP is not affiliated with any political party and is a non-profit organization.

Membership in BCYP begins with attending the Parliamentary Session in Victoria and continues throughout 2024. For detailed information about BCYP's activities, visit our website, www.bcyp.org.

BCYP'S ACTIVITIES

BCYP's year begins with the Parliamentary Session from December 27 - 31, 2023. Members sit in the Legislative Assembly in Victoria and use the parliamentary style of debate to plan educational and service projects, establish BCYP's financial commitments, and amend BCYP's governing legislation.

At Session, Members:

- Meet young people from all over the province;
- Debate Cabinet's legislation which sets out BCYP's activities for 2024;
- Debate current local, national, and international issues;
- Learn about debating and the rules of parliamentary procedure;
- Elect BCYP's Premier, Deputy Speaker, and Leader of the Opposition for the 96th Parliament.

After Session, Members put into action the plans made at Session, which usually include:

- Volunteer service projects in their home communities;
- Group volunteer service projects with summer camps, food banks charity walks, soup kitchens, and other service groups;
- Special projects which vary depending on annual legislation but have included summer festivals, children's day camps and Camp Phoenix;
- Regional Youth Parliaments;
- Fundraising events;
- Social activities with other Members.

WHO CAN ATTEND?

Each year 97 youth are "elected" to BCYP as representatives of their communities. Each applicant must be nominated by an organization committed to youth (i.e. a school, community group, club, Municipality or church). Five members of that group must indicate their support by signing the application form.

To be eligible for membership you must be:

- Age 16 - 21 (inclusive) as of Dec. 31, 2023;
- A resident of British Columbia;
- Nominated by an organization committed to youth;
- Willing and able to participate in BCYP's activities for one year.

Due to the limited number of seats in the Provincial Legislature and public health guidelines, only 97 applicants will be selected to become Members this year.

SESSIONAL ARRANGEMENTS

Accommodations: Accommodation at the Marriott Hotel Inner Harbour, Victoria is provided for all Members for the nights of December 27 - 30 (inclusive). Members will share hotel rooms. BCYP will follow all Provincial public health orders.

Victoria area is included in the registration fee. Members living in the Interior, North, or North Island will be required to travel on December 26 and January 1.

Meals: Each Member is responsible for the cost of meals in Victoria. Some dinners will be at assigned restaurants, others free-choice.

PRE-SESSIONAL INFORMATION

The Registrar will notify all applicants by email or mail as to their acceptance status by mid-November. Accepted Members are provided with an orientation package prior to Session and are invited to attend one of the Pre-Sessional Workshops held in different regions of the province. The details of the workshops as well as travel and health & safety info will be announced in the acceptance letters.

FOR MORE INFORMATION

Inquiries from applicants, parents, teachers and nominating organizations are welcomed.

Please contact: **Ambrose Yung, Registrar**
registrar@bcyp.org

APPLICATION PROCEDURE

Complete the attached application form (pages 3 and 4 of this package) and forward it with your personal statement and registration fee. Members who require financial support can email to request a Financial Aid Application.

Ambrose Yung, Registrar
Unit B - 1211 Roy Road
Victoria, BC. V8Z 2X8

e-mail: registrar@bcyp.org

Applications must be **RECEIVED** by **Tuesday, October 27, 2023** by mail or email attachment. If you send the application by email attachment, please mail the original signed copy with your application fee.

Please print clearly. Illegible or incomplete applications may be rejected. You email a LEGIBLE scan of your form BY THE DEADLINE and send your hard copy of your form and cheque by other means such as courier. Original signed hard copies must be received to consider your application complete.

REGISTRATION FEE

The registration fee for each member is **\$425**. A cheque or money order made payable to the **Youth Parliament of B.C. Alumni Society** must be sent with the application form or follow an e-mail with the original signed application as soon as possible (any acceptance is not final until a registration fee is received). An eTransfer can be sent to payment@bcyp.org. **Be sure to include the full name of the applicant in the comments section and email us your password.** Registration fees will be held onto (but not cashed) for those on the waitlist and returned to those not accepted. **NSF cheques are subject to a \$45 fee.**

Applicants who are in financial need are first encouraged to approach school and community groups to contribute to the cost

of the application fee. For those who are not able to secure outside funding, a limited amount of **financial support is available from BCYP**. For more information, please contact the Registrar **before** the October 27 application deadline to request a financial Aid application form. Requests for financial assistance will not impact membership selection. So that we can provide support for as many members as possible, we encourage applicants to submit a cheque for whatever portion of the application fee they can afford. Requests for financial assistance cannot be considered after applicants have been accepted as members.

CANCELLATION

Accepted individuals who cancel on or before **December 1** will be refunded their registration fee minus a **\$25 administration fee and minus the price of any non-refundable travel already purchased** for them. No refunds will be issued for cancellation after December 1.

THANKS TO OUR SPONSOR

British Columbia Youth Parliament is sponsored by the Youth Parliament of BC Alumni Society, a registered, non-profit organization composed of past members of BCYP.

Please keep this information page for future reference

APPLICATION FORM – NINETY FIFTH BC YOUTH PARLIAMENT

LAST name: _____ FIRST name: _____ GENDER: _____ Room with: M F

I identify as someone with Indigenous ancestry

CURRENT ADDRESS (including temporary/University residence):

STREET / PO BOX: _____ CITY: _____

POSTAL CODE: _____ PHONE: (____) _____

E-MAIL: _____ CELL PHONE: (____) _____

PERMANENT ADDRESS (i.e. parents) or STREET ADDRESS if DIFFERENT from above:

STREET / PO BOX: _____ CITY: _____

POSTAL CODE: _____ HOME PHONE: (____) _____

TRANSPORTATION TO VICTORIA REQUIRED FROM:

CURRENT/TEMPORARY ADDRESS PERMANENT ADDRESS OTHER: _____

BIRTHDATE: (YYYY/MM/DD) _____ SCHOOL/UNIVERSITY: _____

NOMINATING ORGANIZATION: _____

STREET: _____ CITY: _____

POSTAL CODE: _____ PHONE: (____) _____

CONTACT TEACHER / COORDINATOR NAME: _____ E-MAIL: _____

SIGNATURE OF TEACHER / GROUP COORDINATOR: _____

Would you (teacher/coordinator) like to receive a print and e-mail copy of the application package each year?
 Yes No Already on the list

THE FOLLOWING MEMBERS/STUDENTS of _____ NOMINATE
 _____ (NAME OF ORGANIZATION/SCHOOL)

_____, A MEMBER/STUDENT OF OUR ORGANIZATION/SCHOOL TO SIT AS A BCYP MEMBER.

FIVE NOMINATING SIGNATURES REQUIRED: (other members/students of the organization/school)

	Name	Signature	email
1			
2			
3			
4			
5			

APPLICATIONS MUST BE RECEIVED BY OCTOBER 27, 2023

PERSONAL STATEMENT

At the Parliamentary Session in Victoria, Members of BCYP participate in parliamentary debating and plan activities and community service for the upcoming year. During the year, Members are responsible for service and fundraising in their communities, and organize and participate in projects such as Regional Youth Parliaments, fundraising events, community outreach projects, and other service and debating activities.

All **new** applicants must attach a **one-page** personal statement, outlining:

1. Why you would like to be a Member of BCYP;
2. What community service have you been/are, or intend to become, involved with in your community;
3. Any activities you have been/are involved with that relate to debate or public speaking;
4. With reference to the preceding paragraphs, how you believe you can personally contribute to BCYP, including debate at Session AND its projects and other activities throughout the Sessional year.

YOUTH PARLIAMENT EXPERIENCE

Have you attended BCYP before? Yes No

If **yes**, do you wish to become a member of the Alumni Society?

Yes No Already on the list

If **"Yes"** or **"Already on the list"** above, do you consent to receive e-mail communications from the Alumni Society, which may include requests for donations or other items of a commercial nature? (Note: answering "No" below means you will not receive any e-mails, including the Alumni Society's newsletter *The Speaker* or email invitations to alumni events.)

Yes No

Have you attended a Regional Youth Parliament as a Member or Ambassador?

Yes (as a member) Yes (as an ambassador); If yes, which one(s)? _____ No

How did you **first** hear about BCYP? (Please choose one option)

- From a teacher From a group leader Saw a poster/brochure (where? _____)
- Through a Regional Youth Parliament From a member or of BCYP or RYP alumni
(which one? _____) (name of individual: _____)
- Facebook Instagram Twitter Other (please specify: _____)

WAIVER

In consideration for acceptance to British Columbia Youth Parliament (BCYP), the undersigned on behalf of the Applicant and all heirs, executors and administrators, waives any and all claims for damages against BCYP and the Youth Parliament of British Columbia Alumni Society, and their directors, officers, and agents for any and all injuries or loss which the Applicant may suffer during, or in connection with any BCYP Session, trip, or any other activity, or transportation to or from Session or any other activity.

Applicant's Signature: _____ (Applicant should sign even if a parent or guardian is also required to sign.)

If **under 19**, Signature of Parent or Guardian: _____

Printed Name of Parent or Guardian Signing: _____

Please remember to:

- Save a legible scan of this form for your records. As a backup, please email the scan to:
registrar@bcyp.org

Mail or courier a signed hard copy of this completed form along with a cheque for \$425. **We must receive original signed hard copies for anyone under the age of 19. Your application will not be considered complete until the hard copy is received.**

Unit B – 1211 Roy Road Victoria, BC V8Z 2X8

The Honourable David Eby
Premier of British Columbia
PO Box 9041 STN PROV GOVT
Victoria, BC V8W 9E1



October 5, 2023

Dear Premier,

RE: 2023 Wildfire Response – Announcement of Task Force

On August 28th, I wrote a letter to your office on behalf of our Council and its community requesting a 3rd party review of the 2023 wildfire response. As you are aware, this request has been echoed by the majority of British Columbians and their respective elected representatives. The importance of this request was reiterated and communicated by those in attendance at this year's UBCM Convention.

Therefore, it came as quite a disappointment to hear the announcement that while there will indeed be a special task force assigned, it will not include any elected officials or those with direct ties to the forest and agricultural industries. While the task force establishment is a step in the right direction, its effectiveness will ultimately be limited when no elected officials, licensee representatives, MLAs or those from the opposition are also provided a seat at the table.

While I am pleased to hear of the appointment of the Thompson Nicola Regional District's CAO, Scott Hildabrand and the representation of area First Nations, the exclusion of those who are elected by the public as well as those who have valuable wildfire suppression knowledge and experience, is counter-productive and limits the effectiveness of the task force.

With the unprecedented wildfires that raged throughout our Province in 2023 which destroyed more land, homes, and infrastructure than ever before, and which resulted in an increase in public outcry regarding some aspects of BC Wildfire's tactical response, the Province has a responsibility to do what it can to restore public trust. When the people that the public have elected to represent them are refused the opportunity to be a part of the solution and those who have first-hand expertise feel shut out, public trust can be jeopardized. This ultimately puts British Columbians at risk. Those that have been appointed to the task force are certainly qualified and will provide excellent input into the process. However, on behalf of our Council and the many in our Province who share these same sentiments, I respectfully request that elected officials, forest industry contractors and representatives from the opposition be invited to participate in this important task force. In addition, we also will welcome the option for Minister Rolston to conduct an independent 3rd party review of the 2023 wildfire response as he has recently suggested at UBCM.

Respectfully,

Mayor Ward Stamer
District of Barriere
mayor@barriere.ca

Cc: Ministry of Forests
Chief George Lampreau, Simpcw First Nation
BC Regional Districts

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

Dear RDCK Board of Directors,

Save the date! Exciting changes will make Gala 2023 a fresh and distinctive experience.

We are thrilled to announce that this year's Gala is evolving! Our goal is to provide an interactive and engaging experience that truly showcases the essence of Selkirk College and launches our Remarkable Together appeal. The refreshed event will align with hospitality trends and better serve the needs of our adventurous students.

You are invited to join us for an evening of celebration. Tickets are now on sale.

This year will feature an open dining experience where you can indulge in a wonderful array of culinary delights. In place of assigned seating, we encourage everyone to unite, interact and connect in a festive atmosphere.

A musical showcase performed by our world-class instructors will cap the evening, highlighting the quality of education provided to our students. You are also invited to a Gala kick-off concert on Saturday, November 18, at the Shambhala Music Hall, showcasing up-and-coming student talent at Selkirk College.

We look forward to an evening of making memories, forging connections and supporting students. Together, we can make an incredible impact on our students and community.

Sincerely,



Andrew Jupp
Manager, Advancement & Alumni Relations
Selkirk College

Gala

2023
Selkirk College

**5:30PM, SATURDAY
NOVEMBER 25**

Mary Hall, Tenth Street Campus, Nelson, BC

Tickets now on sale | \$85 per person

Purchase tickets at
selkirk.ca/gala2023





Monthly Update to the Steering Committee August and September 2023

Introduction

This bi-monthly update is to provide the Steering Committee (SC) with a short update on KBFA producer data and activities for August and September 2023.

End of Contract - KBFA 2024 and beyond:

The current contract for KBFA ends on December 1 and the KBFA team understands that funding will continue for KBFA but that the program will go to Request for Proposal (RFP) for the next contract. The Regional District administrator for KBFA is also changing and the RFP will likely be put to bid in early 2024 by the new Regional District lead.

This is a good opportunity for the current KBFA team, under Keefer Ecological Services, to plan and reconfigure. Rachael Roussin would like to remain involved with KBFA but is seeking a transition from her existing role as the lead program developer, planner, and coordinator. The RFP process is a good opportunity to learn from the last 6.5 years and consider additional team members or delivery structures.

The current KBFA team is committed to a seamless transition to the next team and will organize KBFA materials accordingly (e.g.: website, email, phone number, communication materials, data management) and work with the Regional Districts on communication messaging. Keefer Ecological Services and members of the exiting team may answer the RFP and the transition may be minor, but currently the existing team needs to do some strategic planning to consider the options for future program delivery.

Overview of Activities

Total FARMS to Date: 781

Total number of farms who have connected with the program since program inception (August 2017) including phone calls, emails, and farm visits. Note: multiple people can be associated with one farm.

One-on-One Support: August and September 2023

Region	1-1-SUPPORT	Connect to Expert	Farm Visit
North	1	0	1
RDCK	7	0	5
RDEK	5	0	2
RDKB	2	0	3
Total	15	0	11

KBFA Events in August and September

Photos and event summaries are available for each event at www.kbfa.ca/past-events.

1. **In-person field day: Soil Nutrient Management and Winter Crop Production at Crooked Horn Farm, Winlaw: September 21, 2023**
 - 24 participants. Most participants were from the Central Kootenay with a few from the Boundary and East Kootenay. Facilitated by the owners of Crooked Horn Farm.
2. **In-person field day: Opportunities for Hazelnut Production in the Kootenays, Creston: September 30**
 - 16 participants. Most participants were from the Central Kootenay with one participant from the East Kootenay. Facilitated by Zach Fleming, president of the BC Hazelnut Growers Association.

KBFA Participation in Meetings and Stakeholder Engagement

1. **Provincial Extension Networking Group (RAS) | September 18.** Ongoing working group facilitated by the Alberni Clayoquot Regional District to collaborate on regional extension gaps and opportunities.
2. **Grand Forks Harvest Festival | September 9.** KBFA attended Harvest Fest with an outreach booth to connect with the public and producers. This is the third season that KBFA has participated.
3. **Columbia Basin Trust – FarmSmart Grants | September 5.** KBFA met virtually with CBT staff to discuss their new FarmSmart program and to identify any issues with the program categories.

KBFA Communications August and September 2023.

Communications & Data

- Kootenay Farmer Newsletter: October 1, 2023
 - o 46% opens
- Instagram: 1126 followers, 10 posts.

Fall/Winter Work Plan 2023

Farm Visits /One-on-One Support

- Respond as needed for one-on-one support including farm visits.
- Strategically plan next steps for KBFA with the Regional Districts.

Upcoming KBFA Education/Events

Date	Fall 2023	Location
October 16 - 20	Low Stress Livestock Handling Events with Dylan Biggs (2-day clinics)	Beaverdell Cranbrook
November 7 – 9	BC Organic Conference – Penticton BC. KBFA in collaboration with Organic BC and Kootenay Organic Growers Society is sponsoring producers to attend the conference. KBFA will also be in attendance.	Penticton

Communications

- Instagram – ongoing posts
- December 1, 2023, Kootenay Farmer Newsletter (bi-monthly newsletter)

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2902

A Bylaw to amend Slocan Valley Fire Protection Local Service Area Establishment Bylaw No. 892, 1991.

WHEREAS the Board of the Regional District of Central Kootenay established a service for the purpose of fire protection for a portion of Electoral Areas F, H, I and Village of Slocan by adopting *Slocan Valley Fire Protection Local Service Area Establishment Bylaw No. 892, 1991*;

AND WHEREAS it is deemed appropriate to amend Bylaw No. 892, 1991 to update and remove schedules that are no longer relevant to the bylaw;

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

- 1 The *Slocan Valley Fire Protection Local Service Area Establishment Bylaw No. 892, 1991* as amended, is hereby further amended as follows:
 - (a) By deleting Schedule A attached to Bylaw No. 892, 1991 and replacing it with the attached Schedule A.
 - (b) By deleting Schedules B and C in its entirety.
- 2 This Bylaw may be cited as **“Slocan Valley Fire Protection Service Establishment Amendment Bylaw No. 2902, 2023”**.

READ A FIRST TIME this 18th day of May, 2023.

READ A SECOND TIME this 18th day of May, 2023.

READ A THIRD TIME this 18th day of May, 2023.

RESCINDED THIRD READING this 15th day of June, 2023.

READ A THIRD TIME this 20th day of July, 2023.

I hereby certify that this is a true and correct copy of the **“Slocan Valley Fire Protection Service Establishment Amendment Bylaw No. 2902, 2023”** as read a third time by the Regional District of Central Kootenay Board on the 20th day of July, 2023.



Mike Morrison, Corporate Officer

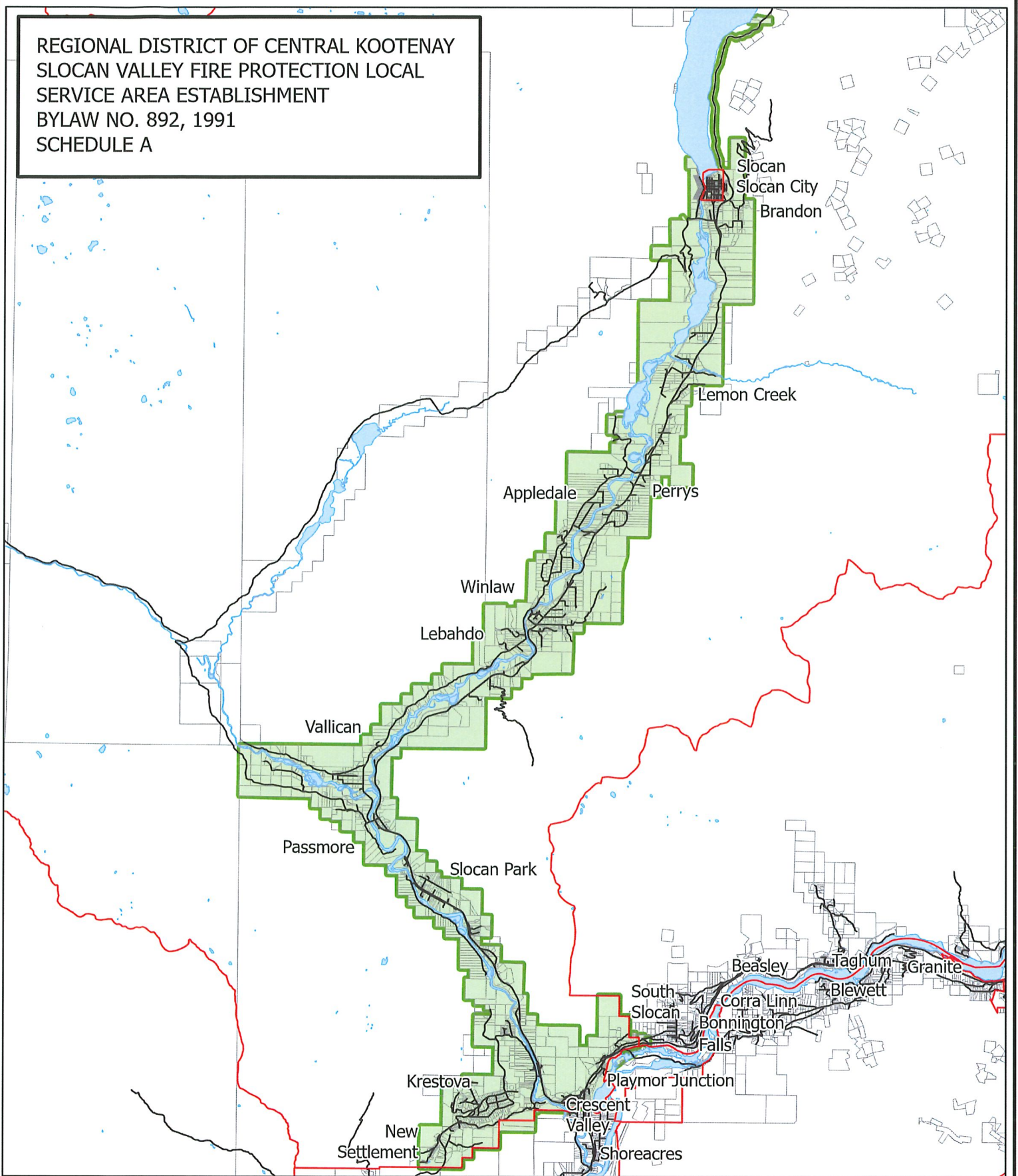
INSPECTOR APPROVAL this day of , 2023.

ADOPTED this day of , 2023.





Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY
 SLOCAN VALLEY FIRE PROTECTION LOCAL
 SERVICE AREA ESTABLISHMENT
 BYLAW NO. 892, 1991
 SCHEDULE A

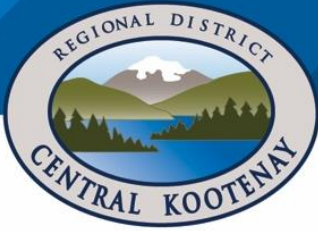


REGIONAL DISTRICT OF
 CENTRAL KOOTENAY

-  Slocan Valley Fire Protection Service
-  Electoral Boundaries
-  Roads
-  Cadastre

Date: 6/7/2023

The mapping information
 shown are approximate
 representations and should only
 be used for reference purposes.



Board Report

Date of Report: October 25, 2023
Date & Type of Meeting: Nov 16, 2023 General Open Board Meeting
Author: Patrick Thrift, Project Manager
Subject: South Slocan Old Schoolhouse Demolition Project
File: \\FILES\RDCK\02\0920\20\OSH OLD SCHOOL HOUSE\ADMIN
Electoral Area/Municipality: Defined Portion of Electoral Area H

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to update the Board on the status of the South Slocan Old Schoolhouse Demolition Project, and to request that the contract for Demolition Services be awarded to **Hydraclean Disaster Restoration Services Ltd. In the amount of \$119,250 plus GST** as determined by the project team through the evaluation of proposals and negotiations with the successful Proponent.

SECTION 2: BACKGROUND/ANALYSIS

The RDCK issued an RFQ for demolition of the South Slocan Old Schoolhouse building on Aug 10, 2023. The scope of work included the supply of all labour, equipment, and materials required to demolish and dispose of the building superstructure, leaving the existing concrete foundation and site services intact for future re-development plans. The demolition contract includes the appropriate abatement and disposal of all hazardous materials as identified in the Pre-Demo Hazardous Materials Assessment.

There were eight (8) formal responses submitted by the bid closing date of Oct. 31, 2023; the average bid price was \$258,000.

Criteria for selecting successful Proponent:

- Bid price is within the project budget
- Proponent has demonstrated skill and experience in similar projects
- Strong recommendations from Proponent’s references
- Proponent can begin work and complete the project with minimal delay
 - o Expected start date would be by the end of November 2023 with completion by December 31, 2023.

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

Funding for the project is available from the following source(s):

Growing Communities Fund allocation for S231 -	\$ 150,000
Service 231 reserve funds -	<u>\$ 60,000</u>
Total available funding:	\$ 210,000

It is recommended that the project be fully funded from the Growing Communities Fund allocation

The form of contract is the standard Goods and Services Contract template.

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

A demolition permit has been granted by the RDCK Building Department.

3.3 Environmental Considerations

All existing hazardous materials have been identified and will be removed and disposed of at appropriate hazardous materials waste facilities prior to the mechanical demolition of the building superstructure. All construction waste and debris will be segregated and disposed of at local landfill facilities in accordance with RDCK Construction Waste Disposal Guidelines.

3.4 Social Considerations:

Recognizing the community value in terms of the building's heritage and potential for re-purposing of materials, the RDCK has provided salvaging opportunities for community members to safely remove various materials and components. The RDCK will encourage dialogue between the community and the successful proponent regarding the potential for selective demolition of components such as timber roof framing provided such work will not have an impact on the demolition budget.

3.5 Economic Considerations:

The proposed demolition will reduce the risk of costly repairs due to the advanced deterioration of the building due to weather and vandalism/unauthorized access.

3.6 Communication Considerations:

The District will continue to communicate with the South Slokan Commission of Management regarding the proposed demolition of the building.

3.7 Staffing/Departmental Workplan Considerations:

The project is in the work plan for RDCK project management staff.

3.8 Board Strategic Plan/Priorities Considerations:

To manage RDCK assets and operations in a fiscally responsible and sustainable manner.

SECTION 4: OPTIONS & PROS / CONS

Option 1: That the Board award the contract for demolition of the South Slokan Old Schoolhouse to: **Hydraclean Disaster Restoration Services Ltd. In the amount of \$119,250 plus GST**

- | | |
|-----|--|
| Pro | 1. The demolition of the building reduces the community's and District's financial risk of costly immediate repairs associated with protecting the building from falling into further disrepair or issues concerned with unauthorized access and/or vandalism. |
|-----|--|

Con 1. While post-abatement rapid demolition is the most cost effective approach and the only method currently budgeted for, some materials that could be salvaged in a selective demolition could be lost.

Option 2: That the Board does not award the contract for demolition of the South Slocan Old Schoolhouse.

Pro 1. NONE

Con 1. The building will continue to deteriorate increasing the financial risk to the District and staff time/maintenance and incident-related expenses.

SECTION 5: RECOMMENDATIONS

That the Board directs staff to award the contract for the demolition of the South Slocan Old Schoolhouse to **Hydraclean Disaster Restoration Services Ltd. In the amount of \$119,250 plus GST** and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$119,250 plus GST; AND FURTHER, that the cost be included in the 2023 Financial Plan for S231 Recreation Commission No. 8-Slocan and Area H with project funding to come from the Growing Communities Fund allocated to S231.

Respectfully submitted,
Patrick Thrift, Project Manager

CONCURRENCE

Stuart Horn – Chief Administrative Officer	APPROVED
Yev Malloff – Chief Financial Officer	APPROVED
Joe Chirico – General Manager Community Services	APPROVED



Board Report

Date of Report:	November 1, 2023
Date & Type of Meeting:	November 16, 2023, Board Meeting
Author:	Mark Crowe, Regional Park Planner Corey Scott, Planner 2
Subject:	Parkland Dedication Policy (No. 500-01-07) Review
File:	7015-20
Electoral Area/Municipality:	Electoral Areas A, B, C, D, E, F, G, H, I, J, K

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to inform the Board of the RDCK's Parkland Dedication Policy (No. 500-01-07). The report suggests updating the Policy to reflect best practices and current trends in parkland dedication. Revisiting the Policy may be one way to support growing park infrastructure needs.

SECTION 2: BACKGROUND/ANALYSIS

Over the last 10 years the RDCK has acquired 152 hectares of private land for inclusion in parks such as Cottonwood Lake Regional Park, Crawford Creek Regional Park, Crescent Valley Beach Regional Park (donation), Krestova Regional Park, Taghum Beach Regional Park and Waterloo Eddy Regional Park.

Regional Park acquisitions are commonly funded using one or more of the following tools: taxation, partner contribution, donations/gifting, borrowing (loan), or dedication during subdivision pursuant to the *Local Government Act (LGA)*.

Section 510 of the *LGA* is important in that it requires applicants for subdivision to provide parkland, without compensation, or payment of cash-in-lieu of parkland where land dedication is impractical, to the local government prior to approval. It is generally recognized that in the RDCK it is more efficient and cost effective to maintain fewer and larger parks. As such, payment of cash-in-lieu of land is generally preferred as funds could be collected over time to acquire larger park land assets or purchase land to add to existing park land assets.

Pursuant to Section 510 a local government can accept the dedication of up to 5% of the land or the market value of that land being proposed for subdivision for park purposes. The *LGA* exempts subdivisions where:

- a) fewer than 3 additional lots are created (or have been created from the parent parcel within the last 5 years);
- b) all newly created lots are larger than 2 hectares; or,
- c) existing parcels are being consolidated.

The *LGA* parkland acquisition provisions are designed to ensure that sufficient park space is available for public development and use. Section 510 ensures that developers bear some of the costs of parkland acquisition, which would be otherwise shared by all property owners in a parks service through taxation.

Parkland Dedication Policy (No. 500-01-07)

In 2010, the Board adopted the RDCK Parkland Dedication Policy (Attachment A) to provide clarity and consistency in determining parkland dedication requirements. It is presumed that at the time the Board was seeking options to provide financial relief to developers of smaller subdivisions in response to fewer subdivisions as a result of the housing market crash and financial crisis. However, over the decade it is recognized that the application of this policy resulted in missed opportunities for the RDCK to access funding for parks acquisition and development.

Most aspects of the Policy are consistent with standards established by other local governments who generally follow the LGA. What is unique about the RDCK Policy is it exempts subdivisions whereby 5 or fewer additional lots are created, which is not in alignment with the LGA. The difference between the Policy and Section 510 of the LGA is shown shaded in Table 1. The Policy deliberately reduces the LGA amount required from up to 5% to 0% parkland dedication for 3-5 “additional lot” subdivisions.

Table 1 - Comparison of LGA and RDCK Parkland Dedication requirements

# of Additional Lots (i.e newly created lots) and Remainder Lots							Total # of Lots (Lots + Rem.)	LGA Parkland %	RDCK Parkland %
Lot 1	Lot 2	Rem. Lot					3	n/a	n/a
Lot 1	Lot 2	Lot 3	Rem. Lot				4	Up to 5%	0%
Lot 1	Lot 2	Lot 3	Lot 4	Rem. Lot			5	Up to 5%	0%
Lot 1	Lot 2	Lot 3	Lot 4	Lot 5	Rem. Lot		6	Up to 5%	0%
Lot 1	Lot 2	Lot 3	Lot 4	Lot 5	Lot 6	Rem. Lot	7	Up to 5%	RDCK 5%
<i>Lot means an “additional lot” or “newly created lot” created from a single parcel within a period of 5 years. Rem. Lot means the remainder of the original single parcel.</i>									

Basis for the 5% Calculation

While a local government could waive parkland dedication requirements by reducing the amount from 5% to 0%, this approach is not recommended. Most local governments interpret the 5% as a ‘must’ rather than an ‘up to’ amount. The BC Government *Parkland Acquisition Best Practice Guide* implies varying the 5% only when specific conditions exist. The examples provided in the guide include considerations such as:

- not including environmentally sensitive areas or other lands that are planned for public access in the equation; and,
- where the owner is expected to dedicate specific land and it is obvious that the land represents more than 5% of the land value.

The current Policy wording with regard to 0% dedication for 3-5 “additional lot” subdivisions is not in alignment with best practices or the LGA. It is generally understood that blanket policy interpretations of the local government legislative framework are not a good idea.

Opportunity Cost

While the Policy may reduce subdivision costs for developers, the demand for parkland does not decrease with the additional population density that results from subdivision. The Policy passes a greater proportion of the costs of parkland acquisition on to taxpayers paying into a parks service.

The RDCK's choice to collect 0% for 3-5 "additional lot" subdivisions rather than 5% parkland dedication results in lost revenue. The missed cash-in-lieu equivalent from 2019-present is shown in Table 2 to illustrate the lost revenue in the last 4 years. Over this period there have been 16 subdivisions involving 3-5 additional lots that could have triggered 5% parkland dedication. Had these subdivisions been required to provide cash-in-lieu of parkland (at 5% of assessed land value) the missed cash equivalent would be approximately \$290,100. (Table 2).

Table 2 - Missed Cash-in-lieu of Parkland by Electoral Area (2019-present).

Electoral Area	Missed Cash in Lieu Equivalent	Missed Land Equivalent (hectare)
A	n/a	n/a
B	\$20,100	0.50
C	\$10,450	0.72
D	\$23,000	0.50
E	\$141,450	0.95
F	\$19,300	0.38
G	n/a	n/a
H	\$14,400	0.15
I	n/a	n/a
J	\$61,400	0.30
K	n/a	0.00
Total Missed Cash Equivalent	\$290,100	3.5

Appraised Value or Assessed Value

Another aspect of the Policy that may require updating is to consider using the BC Assessment assessed value of the land as satisfying the LGA requirements rather than using market valuation as determined by a registered appraiser. The current practice of requiring appraisal adds additional costs to the developer and extends the timeframe required for the Board to make a decision on the cash-in-lieu amount. Assessed value is generally lower than appraised value, which can result in a lower cash-in-lieu amount. It appears that some local governments favor this approach as a mechanism for relief to developers, which may be an important consideration for the Board in a challenged economic environment.

Discussion

- The Parkland Dedication Policy wording with regard to 0% dedication for 3-5 "additional lot" subdivisions is not in alignment with the intent of the LGA.
- It is generally understood that blanket policy interpretations of the local government legislative framework are not a good idea.
- Under the current Policy, money is being left on the table for parkland acquisition by requiring 0% dedication for 3-5 lot "additional lot" subdivisions.
- Since 2019, approximately 3.5 hectares of land throughout the Regional District – equivalent to \$290,100 – has been left on the table as a result of the current Policy.
- In the absence of 5% parkland dedication the costs for parkland acquisition are ultimately born by all property owners in a parks service.
- If the RDCK were to require 3-5 "additional lot" subdivisions to contribute funds toward future parkland acquisition this would reduce land acquisition costs to taxpayers in a parks service.

Next Steps

Staff recommend revising the current Parkland Dedication Policy, with the primary desired outcomes to:

1. Require 3-5 "additional lot" subdivisions to provide up to 5% of land as dedicated parkland or cash-in-lieu of dedication.

2. Provide the option for assessed value to be used to determine cash-in-lieu, which reduces costs to the developer. There may still be some circumstances where an appraisal is necessary, which staff would address in a revised policy.
3. Explore guidelines for considering when less than 5% of land or assessed value would be acceptable.
4. Generally update the Policy in accordance with Best Practices.

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

Cash-in-lieu of parkland dedication is held in a restricted reserve account for each Electoral Area.

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

LGA Section 510 is intended to ensure that developers bear the costs of parkland dedication. It is clear reviewing the LGA and *Parkland Acquisition Best Practice Guide* that it was never intended for the costs of parkland acquisition for new development to be passed on to the taxpayer.

3.3 Environmental Considerations

Parkland funds can be used to assemble a parks system that provides a range of opportunities for people to connect with nature and conserve biodiversity.

3.4 Social Considerations:

The public does not benefit from bearing the costs of parkland dedication for new development. Collecting 0% for parkland dedication increases the burden on the public to fund park acquisition from taxation.

3.5 Economic Considerations:

Revising the Policy to require dedication of up to 5% for 3-5 “additional lot” subdivisions, similar to most other local governments in the Province, would result in more revenue for the parks service.

3.6 Communication Considerations:

Any change to the policy will require external communication to ensure successful implementation.

3.7 Staffing/Departmental Workplan Considerations:

Evaluating parkland dedication at the time of subdivision is part of the Parks and Planning departments’ core work. The staff time required for the review of 3-5 “additional lot” subdivisions is anticipated to be minimal, particularly if assessed value is used and staff no longer need to review appraisals for most applications. Establishing clear guidelines for when dedication of less than 5% could be considered may also reduce staffing impacts.

3.8 Board Strategic Plan/Priorities Considerations:

This work would align with the following strategies and desired results in the Board’s 2019-2023 Strategic Plan:

- Modernize the RDCK policy framework.
 - All RDCK policy is innovative, reflects best practices, and considers unique RDCK requirements.
- Manage taxation by responding to residents’ needs and appropriately prioritizing projects.
 - Long-term cost impacts are evaluated for any new initiatives or infrastructure being considered.

SECTION 4: OPTIONS & PROS / CONS

The following outlines the pros and cons of authorizing staff to address deficiencies in the current policy as discussed in this report.

Pros

- The most apparent benefit of revising the Policy is to ensure that decision making is in alignment with the LGA, which requires 5% parkland dedication.
- Missed money that could be collected – for example, the \$290,100 from 2019 to present – would reduce the tax burden for those who pay into a parks service where lands are being acquired.
- If assessed value is used then developers would no longer need to acquire and pay for a market appraisal and staff would no longer need to review appraisals, which can extend timelines. Some local governments view using assessed values as a pro if their intent is to provide a mechanism for financial relief to developers.

Cons

- Using assessed value will likely result in a lower cash-in-lieu amount to the RDCK.
- Some subdivisions may take years to complete. When to implement a new Policy would need careful consideration.

SECTION 5: RECOMMENDATIONS

That the Board direct staff to revise the RDCK’s Parkland Dedication Policy (No. 500-01-07), as described in the staff report “Parkland Dedication Policy (No. 500-01-07) Review”, dated November 1, 2023.

Respectfully submitted,
Mark Crowe, Regional Park Planner
Corey Scott, Planner 2

CONCURRENCE

Stuart Horn – Chief Administrative Officer	Approved
Joe Chirico – General Manager of Community Services	Approved
Sangita Sudan – General Manager of Development Services	Approved

ATTACHMENTS:

Attachment A – Parkland Dedication Policy (No. 500-01-07)



CHAPTER: COMMUNITY SERVICES

SECTION: PARKS & RECREATION

SUBJECT: PARKLAND DEDICATION POLICY

BOARD RESOLUTION: 117/09 597/09 200/10

EFFECTIVE DATE: 26 FEB 2009 20 AUG 2009

REVISION DATE: 25 MAR 2010

**POLICY:
200/10**

ACQUISITION OF COMMUNITY PARK LAND UNDER SECTION 941 OF THE LOCAL GOVERNMENT ACT

PURPOSE

The purpose of this policy is to delineate the scope and options available for the Regional District Board in the acquisition of community park land. All policy direction is pursuant to Section 941 of the Local Government Act, and amendments thereto.

DEFINITIONS

Public Open Space – Areas of public domain including Provincial, Federal, Regional and Community Parks, right-of-ways, unalienated Crown lands, easements granting public rights of use, covenants preserving open space for public benefit, etc.

Park – Provincial, Federal, or Regional and Community Park

Community Park – Section 941 park created at the time of subdivision, whether taken by the Regional District or not, and park acquired by the Regional District through grant, purchase, etc. for community park purposes.

PARK LAND DEDICATION POLICIES

1. Community park acquisition by dedication (transfer of land to the Crown for possession and control by a Regional District) is initiated by the subdivision application and referral process through the Ministry of Transportation and Infrastructure (MoTI). Except as noted in Policy #2, the Approving Officer cannot approve a plan of subdivision, including bare land strata subdivisions, unless Section 941 of the *Local Government Act* is satisfied.
2. The following types of subdivisions are exempt from providing park land:
 - a. five or fewer additional lots are being created
 - b. all proposed lots are greater than 2 hectares (5 acres)

c. consolidation of parcels (lot line cancellation)

3. The Regional District shall determine the acceptability of any proposed community park location pursuant to Section 941(1)(a) of the *Local Government Act*, as follows:
 - a. When an OCP or RLUB provides policies and designations for park dedications, in accordance with those requirements to determine precise locations.
 - b. In the absence of OCP policies and areas of interest for park dedications:
 - i. in accordance with the Regional Parks plan and advice from the Area Director;
 - ii. RDCK staff;
 - iii. local community as deemed necessary; and
 - iv. service participants.
 - c. Where consensus cannot be achieved, the RDCK Board of Directors shall make the decision on the location by resolution, at an open Board meeting.
4. The Regional District requires, in accordance with Local government legislation, the dedication of not more than 5% of the parcel area for park use where:
 - a. a proposed subdivision is not close to existing parks;
 - b. a suitable site for park land has been proposed; or
 - c. additional park land is required. Park land dedication is intended to provide sites for parks to serve new residential subdivisions or to establish public corridors.
5. The Regional District will consider the following criteria for establishing park land:
 - a. phased developments shall be taken at the time of Phase 1 for the entire development, unless land in a future phase is identified as superior and held via Restrictive Covenant;
 - b. minimum area to be dedicated not be less than 2,000 square metres and be contiguous;
 - c. potential for additional dedication through future subdivision of abutting parcels;
 - d. average slope of <20%, and contain no obvious hazards;
 - e. land is free and clear of any legal or physical encumbrances;
 - f. the present and future park needs of the community;
 - g. areas with scenic views;
 - h. lakeshore access or other waterfront access;
 - i. potential conflicts with agricultural land, and sufficient buffering between park and agricultural land consistent with Provincial specifications;
 - j. outdoor recreational and neighbourhood park opportunities;
 - k. size, topography and configuration of the land;
 - l. the need for trail connections;
 - m. areas containing and adjacent to natural features or Environmentally Sensitive Areas;
 - n. areas for wildlife and nature appreciation;
 - o. areas of historical significance; and
 - p. areas next to cultural or community facilities.

6. No park land dedication shall be required where the subdivision consists solely of the conversion of an existing building into strata units.
7. Where applicable, Official Community Plans (OCP) and/or Rural Land Use Bylaws (RLUB) should clearly delineate areas of ecological, scenic, or recreational significance requiring protection as public open space, park and community park, and the circumstances under which acquisition of such areas would be desirable. Regional District staff may consult with the public, the Advisory Planning Commission, and/or the local Recreation Commission to determine areas of interest.
8. Where applicable, zoning regulations can be enacted on community park land pursuant to Section 941 of the Local Government Act, and can bind any user of land to those regulations. Zoning regulations may permit particular parks uses, pursuant to the applicable zoning designation. Zoning of land for parks purposes must go through the public hearing process.
9. The Regional District may require, in accordance with Local government legislation, payment of an amount not exceeding 5% of the market value of the property proposed for subdivision where:
 - a. a dedication of scattered public parks may be impractical;
 - b. a suitable site is not available within the proposed subdivision;
 - c. the proposed subdivision is adequately serviced in terms of access to existing park land; or
 - d. infrastructure and administrative resources do not exist to adequately maintain park land.
10. If the applicant offers 5% cash in lieu pursuant to Section 941(b) of the Local Government Act, a designated Real Estate Appraiser with the Appraisal Institute of Canada shall determine the market value of the land where:
 - a. the market value of the land shall be determined on the entire subject property;
 - b. in a phased subdivision, 5% cash in lieu shall be taken at the time of Phase 1 for the entire subdivision;
 - c. the applicant shall pay the Regional District the cash in lieu amount before final approval of the subdivision.
11. Funds collected by the RDCK shall be directed to a park land dedication account, where funds are distributed to sub-accounts, by Electoral Area in which the subdivision took place. Each Electoral Area Director may, at their sole discretion, allocate park land acquisition funds to any area of the Regional District of Central Kootenay.
12. The Regional Board of Directors reserves the right to modify or waive any of the above prerequisites based on extenuating circumstances.

597/09

The Board Policy governing acquisition of Community Parkland be reinforced whereby developers/subdividers of land are required to dedicate a percentage of land as park or provide a market value cash contribution in lieu as follows:

- 0% - Between 3 – 5 lots (or less) and subdividing land into parcels less than 5.0 acres
- 5% - Over 5 lots and subdividing land into parcels less than 5.0 acres

AND FURTHER, RDCK Official Community Plans be amended to reflect a preference for a cash contribution.

117/09

The following “*Acquisition of Community Park Land Under Section 941 of the Local Government Act*” be **policy** of the Board:

ACQUISITION OF COMMUNITY PARK LAND UNDER SECTION 941 OF THE LOCAL GOVERNMENT ACT

PURPOSE

The purpose of this policy is to delineate the scope and options available for the Regional District Board in the acquisition of community park land. All policy direction is pursuant to Section 941 of the *Local Government Act*, and amendments thereto.

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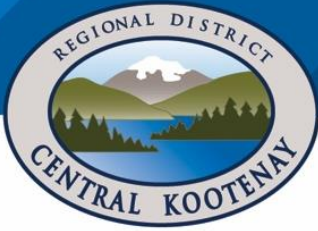
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2. The following types of subdivisions are exempt from providing park land:
 - a. fewer than three additional lots are being created
 - b. all proposed lots are greater than 2 hectares (5 acres)
 - c. consolidation of parcels (lot line cancellation)
3. The Regional District shall determine the acceptability of any proposed community park location pursuant to Section 941(1)(a) of the *Local Government Act*, as follows:
 - a. In the absence of OCP policies and areas of interest for park dedications:

- i. in accordance with the Regional Parks mandate and advice from the Area Director;
 - ii. RDCK staff;
 - iii. local community as deemed necessary.
 - b. Where consensus cannot be achieved, the RDCK Board of Directors shall make the decision on the location by resolution, at an open Board meeting.
 - c. When an OCP or RLUB provides policies and designations for park dedications, in accordance with those requirements to determine precise locations
- 4. The Regional District requires, in accordance with Local government legislation, the dedication of not more than 5% of the parcel area for park use where:
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 - b. a suitable site for park land has been proposed; or
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- 5. The Regional District will consider the following criteria for establishing park land:
 - a. phased developments shall be taken at the time of Phase 1 for the entire development, unless land in a future phase is identified as superior and held via Restrictive Covenant;
 - b. minimum area to be dedicated not be less than 2,000 square metres and be contiguous;
 - c. potential for additional dedication through future subdivision of abutting parcels;
 - d. average slope of <20%, and contain no obvious hazards;
 - e. land is free and clear of any legal or physical encumbrances;
 - f. the present and future park needs of the community;
 - g. areas with scenic views;
 - h. lakeshore access;
 - i. potential conflicts with agricultural land, and sufficient buffering between park and agricultural land consistent with Provincial specifications;
 - j. outdoor recreational and neighbourhood park opportunities;
 - k. size, topography and configuration of the land;
 - l. the need for trail connections;
 - m. areas containing and adjacent to natural features or Environmentally Sensitive Areas;
 - n. areas for wildlife and nature appreciation;
 - o. areas of historical significance; and
 - p. areas next to cultural or community facilities.
- 6. No park land dedication shall be required where the subdivision consists solely of the conversion of an existing building into strata units.

7. The Regional Board of Directors reserves the right to modify or waive any of the above prerequisites based on extenuating circumstances.



Board Report

Date of Report: September 28, 2023
Date & Type of Meeting: October 19, 2023 Regular Board Meeting
Author: Dan Séguin, Manager of Community Sustainability
Subject: Natural Resources Canada Funded Community Resilience Advisory Committee Participation
File: ----
Electoral Area/Municipality: All Electoral Areas / Municipalities

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to request approval for Staff to participate in an Advisory Committee on Building *Capacity for Community Resilience to Climate Change in BC*, should the proposal be funded by the *Natural Resources Canada (NRCan) Climate Change Adaptation Program*. The project proposal is being submitted by Erica Crawford from HeronBridge Consulting, who approached Staff to request their participation in the Advisory Committee.

SECTION 2: BACKGROUND/ANALYSIS

Communities across Canada are facing unprecedented challenges due to the acceleration of climate-related disaster events and a changing risk profile into the future. In particular, small, rural and remote communities, along with Indigenous communities and organizations, struggle to balance a range of pressing needs with limited capacity.

At the same time, policy and legislation in B.C. is advancing on multiple fronts at once, requiring and enabling communities to consider and advance work relating to climate change adaptation, emergency management, disaster risk reduction and reconciliation with Indigenous peoples all at once. The creation of the Ministry of Emergency Management and Climate Readiness and the initiation of a combined Disaster and Climate Risk and Resilience Assessment both signal a move to greater integration of these aspects of how we look at impacts and opportunities of a changing climate and other hazards.

And yet, we know well that more information, high-level guidance and requirements do not equate to capacity to implement. Recent events have made clear the importance of integrating existing knowledge and practice with real-time learning and longer-term planning, in order to build back better for the conditions we face now and in the future.

Project Overview

There is an urgent need to translate available information and context into applied, experiential learning opportunities that will build capacity among decision-makers and practitioners to make better decisions and work together to take action to enhance resilience across communities and regions.

This project proposes a multi-tiered capacity-building program with three main deliverables:

1. A series of online “adaptive action” learning & dialogue sessions
 - a. Also serving as outreach / promotion for the Climate Preparedness Training (CCPT) program, and an opportunity to connect to existing networks (e.g. Northeast Climate Resilience Network)
2. A CCPT Program
 - a. Two streams: Indigenous communities and/or organizations, and small, rural and remote communities.
 - b. Participating communities and organizations will assemble a team to participate in the full training. This may include practitioners (including a range of practitioners such as planners, engineers and emergency managers), elected officials, and/or community leaders.
 - c. Two phases will be offered to each cohort (training, followed by coaching and peer learning support for implementation).
 - d. One cohort for each stream to be offered in year 1, 2 and 3 (TBC, depending on demand/budget)
3. A compendium of key tools and resources for communities
 - a. This will be tailored as a resource guide for the CCPT curriculum, and made available for public access

Building on the already existing Community Climate Preparedness Training Series (designed by Erica Crawford and coordinated by the Fraser Basin Council in 2020-21), the CCPT program will be updated to better respond to the current context facing communities (changing policy landscape, accelerating climate impacts), and with new tools and resources that are now available. This will include a stronger emphasis on equity and Declaration on the Rights of Indigenous Peoples Act (DRIPA), along with stronger integration of emergency management and recovery with adaptation. Another new feature is that groups will receive ongoing support through coaching and peer learning following completion of the training portion of the program, to advance implementation of their near-term priorities.

Advisory Committee

The project will be guided by input from an Advisory Committee that consists of representatives of intended audiences and other knowledge holders and subject matter experts. Membership may include:

1. First Nation communities
 - a. drawing on existing connections / past participants / key organizations (e.g. British Columbia Assembly of First Nations)
2. Local governments
 - a. Regional representation
 - b. Mix of small/rural/remote communities
3. Provincial representatives
 - a. Key ministries and functions within the provincial government (e.g. Ministry of Emergency Management and Climate Readiness, Ministry of Forests)
4. Other knowledge holders and subject matter experts

Scope:

- Actively participate in advisory group meetings (~2 days per year, over 3 years) and activities, and respond to requests for input by email
- Provide expertise, input, and advice to support the successful development and implementation of the training program and compendium of resources

- Advise on the development of materials;
- Identify other key information sources; and,
- Review and comment on drafts of materials and/or other deliverables.
- Advise and/or assist with outreach and communications to promote participation in the program
- Other tasks as needed

Proposed Staff

- Dan Séguin, Manager of Community Sustainability
- Paris Marshall-Smith, Sustainability Planner

Recommendation

For the Board to approve that the proposed Staff participate in the Advisory Committee on Building *Capacity for Community Resilience to Climate Change in BC*, should the proposal be funded by the *NRCan Climate Change Adaptation Program*.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Financial Plan Amendment:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Debt Bylaw Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Public/Gov't Approvals Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

HeronBridge Consulting will manage the grant, receive the funds, and administer them. The RDCK would only be providing staff in an advisory role, as an in kind contribution.

In kind contribution of staff time is estimated at 2 days per year (over 3 years) for a total of 6 days per staff. The total value is \$5,229.84, which is derived from staff's hourly rate based on salary, benefits, and a 15% administrative charge.

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

N/A

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

Stronger emphasis on equity and Declaration on the Rights of Indigenous Peoples Act (DRIPA), including better community resilience and preparedness to respond to emergencies.

3.5 Economic Considerations:

N/A

3.6 Communication Considerations:

Staff may be invited to make presentations on the structures and approaches taken in the RDCK to align initiatives across fields of disaster risk reduction, climate change adaptation, and emergency management. RDCK would not be responsible for the communications, only staff time.

3.7 Staffing/Departmental Workplan Considerations:

This has yet to be included in any staff workplans as this work will only commence in 2024. If approved, the work will be included in staff workplans.

3.8 Board Strategic Plan/Priorities Considerations:

- To Strengthen our Relationships with our Community Partners
 - Seek opportunities for partnerships with local communities
- Wildfire Mitigation
 - Excel in community emergency preparedness programs
 - Increase training opportunities for fire service volunteers and the community at large.
- To Mitigate Climate Impacts and Adapt to our Changing Climate
 - Consider climate adaptation and mitigation impacts in decisions the RDCK makes.

SECTION 4: OPTIONS & PROS / CONS

Option 1 – APPROVE

That the Board support that the proposed Staff participate in the Advisory Committee on Building Capacity for Community Resilience to Climate Change in BC;

Pro:

- Build relationship with provincial partners across jurisdiction
- Influence the training materials such that they reflect RDCK values and community.
- Have early access to innovative training materials that help bolster RDCK strategic priorities as listed above with minimal investment.
- Opportunity to demonstrate the innovative skills, knowledge and approaches of the RDCK through staff contributions.

Con:

- Will require staff time that could be used elsewhere

Option 2 – DO NOT APPROVE

That the Board DOES NOT support that the proposed Staff participate in the Advisory Committee on Building Capacity for Community Resilience to Climate Change in BC.

Pro:

- Staff time can be allocated elsewhere

Con:

- Not have the opportunity to influence the direction of training materials and thus have more urban-centric thinking
- Miss the possibility to network and connect with other participants and build relationship to increase knowledge sharing with other jurisdictions.

SECTION 5: RECOMMENDATIONS

The Board approve that the proposed Staff participate in the Advisory Committee on Building Capacity for Community Resilience to Climate Change in BC, should the proposal be funded by the NRCan Climate Change Adaptation Program.

Respectfully submitted,
Dan Séguin Community Sustainability Manager

CONCURRENCE

Chief Administrative Officer – Stuart Horn

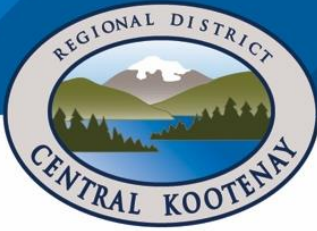
Approved

General Manager of Development and Community Sustainability Services – Sangita Sudan

Approved

ATTACHMENTS:

N/A



Board Report

Date of Report: October 18, 2023
Date & Type of Meeting: November 16, 2023 Open Board Meeting
Author: Micah Nakonechny, Grants Coordinator
Subject: 2024 ReDi Grant Program
File: 05-1856
Electoral Area/Municipality: Entire RDCK

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is provide information on the delivery of the 2023 ReDi program, details regarding the upcoming 2024 program, and identify specific actions to prepare for its successful delivery.

SECTION 2: BACKGROUND/ANALYSIS

The RDCK administers the Resident Directed (ReDi) grant program under contract to the Columbia Basin Trust. Formerly known as the Community Initiatives and Affected Areas programs (CIP/AAP), the ReDi program supports local projects that provide additional value to Columbia Basin Communities and benefit the broad community and public good. In 2023, more than \$1.4 million in project funding was awarded to 312 community groups throughout the RDCK.

The Trust recently conducted a plain-language review of the program, including the ReDi application guide and corresponding worksheet developed by the RDCK in cooperation with the Trust. A draft version of the 2024 ReDi Application Guide and Worksheet are provided as Attachment A and Attachment B to this report, respectively. A draft schedule of the 2024 program is provided in Attachment C.

Public engagement/community involvement is not only an integral part of the program, but a requirement of the RDCK's contribution agreement with the Trust. Throughout the RDCK, 22 distinct processes occur in April of each year. Over time, each community has developed unique methods for public engagement. Directors should note that staff typically have no involvement in these community processes beyond booking meeting venues and collating grant applications for each area.

The 2023 program marked a return to the type of public engagement which had been held prior to 2020 for most areas. The combination of the program's rebrand, a slate of newly-elected Directors, and ability to hold in-person and hybrid gatherings resulted in some areas exploring different ways to engage with the community. These processes, as conducted in 2023, are summarized in Attachment D.

In order to successfully deliver the 2024 ReDi program, Directors are requested to start considering the following actions:

1. **Appointing members to local selection committees**

There are no requirements for appointing members to local selection committees except that there be more than one member. Best practices for these appointments would be that each committee contain representation from different geographic areas within each community and reflect diverse stakeholder groups and sectors. Some municipalities use the elected council as their selection committee. For rural areas the selection committee appointments have historically been made by individual directors and these appointments are not ratified by the Board. For reference, the list of public processes by area, including committee members, from 2023 is included as Attachment D to this report.

2. Determine the format, requirements and dates, and locations for community involvement/public engagement

There is no explicit guidance from the Trust as to how community involvement should take place. Directors and their respective local selection committees may opt to incorporate the experience of last year’s public processes, consider historical practices in their area or other areas, or engage with constituents. Once determined, directors should provide an overview of the meeting format on the template (Appendix A).

Directors may want to consider the following:

- Hybrid or in-person engagement
- Requirements/expectations for applicants to be present
- Coordination with other areas/municipalities to avoid scheduling conflicts and/or tight timelines

Directors are asked to provide the composition of their respective local selection committees and format, preferred dates and locations for public engagement in the form provided in Appendix A no later than Monday, February 12.

Staff are able to assist with any process clarification or provide additional information. Prior to community engagement, staff will collate all applications within an information package for each area for distribution to directors and local selection committees.

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. Grant allocations are fully funded by the Columbia Basin Trust and included in the annual financial plan. The RDCK receives a portion of the funding to assist with the administration of the program.

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

RDCK Policy 300-09-07 (Attachment E) governs the delivery of the CBT programs.

3.3 Environmental Considerations

The ReDi program supports many projects with positive environmental benefits for communities across the RDCK.

3.4 Social Considerations:

Through the benefits delivered to local organizations the ReDi grant program directly enhances the social fabric of RDCK communities.

3.5 Economic Considerations:

The ReDi program provides important financial support to hundreds of organizations delivering community projects throughout the region, providing opportunities for increased prosperity and economic development of the region.

3.6 Communication Considerations:

Communications activities for the ReDi program are coordinated between RDCK and CBT communication staff.

3.7 Staffing/Departmental Workplan Considerations:

RDCK staff costs related to program delivery are recouped through the administrative fee charged as a percentage of CBT's disbursement to the RDCK for the ReDi program. Directors should note that service delivery may be impacted as the staffing continues to be in flux.

3.8 Board Strategic Plan/Priorities Considerations:

This program aligns with the 'Strengthen our Relationship with our Community Partners' strategic objective.

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

None at this time; this report is provided for information only.

Respectfully submitted,
Micah Nakonechny, Grants Coordinator

CONCURRENCE

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

Approved
Approved

ATTACHMENTS:

Attachment A – **2024 ReDi Application Guide DRAFT**
Attachment B – **2024 ReDi Application Worksheet DRAFT**
Attachment C – **2024 ReDi RDCK ReDi Schedule DRAFT**
Attachment D – **Summary of Community Involvement Processes by Area for 2023 ReDi program**
Attachment E – **RDCK Policy 300-09-07 – Columbia Basin Trust Process**

Appendix A – **Public Process Template DRAFT**

ATTACHMENT 01

ReDi Program Guidelines will be in the addenda package

PRE-APPLICATION WORKSHEET

This worksheet is an optional tool for preparing your application entries and/or collaborating with others involved in your project. This worksheet will not be accepted as your application to the Program. You must apply using the online application form.

All the questions you will be asked to complete on the online application form are below. Keep your entries precise and clear. It is important to note that space in some sections is limited and the maximum word allotment is identified in the sections.

APPLICANT INFORMATION

Registered Applicant/Organization Information

(See Application Guide for details on who is eligible to apply)

Organization Legal Name

Registration Number

Mailing Address

City Province Postal Code

Signing Authority at the Registered Applicant/Organization

Signing Authority Name

Phone Number

Email Address

Primary Contact at the Registered Applicant/Organization – if different from above

Primary Contact Name

Phone Number

Email Address

Is the **Registered Applicant/Organization** sponsoring an unregistered organization who will be leading the project? If yes, complete the details below for the **Project Lead/Sponsored Organization**.

If you are sponsoring an ineligible organization, the application must be completed and submitted by the eligible **Registered Applicant/Organization**.

yes no

**the following section will only appear if the applicant indicates yes, above*

Project Lead/Sponsored Organization

Organization Legal Name

Mailing Address

City Province Postal Code

Primary Contact at Project Lead/Sponsored Organization

Primary Contact Name

Phone Number

Email Address

Organization Mandate

Section B - Screening Information

All partners involved in the project have been consulted.
(If you do not have any other partners, indicate "True").

True False

PROJECT DETAILS

Project Title

Project Location

You will be asked to select location(s) from a drop-down menu which represents applicable Municipalities and Rural Areas, please choose all that are relevant.

Estimated Start and End Dates

What is the project? What will the project do? How will this be achieved? (220 words)

What issues or opportunities will be addressed? How were they identified? (150 words)

Where will this project take place? (100 words)

Who will be involved in implementing the project? (100 words)

Why is this project important to your community? Who will benefit from the project? (150 words)

How will the project be evaluated and how will you know if it has been successful? (150 words)

Why is your organization best suited to deliver the project, and does it have the capacity to do so? (150 words)

Is this project a one-time event or part of an ongoing initiative? If the project is part of an ongoing initiative, how will it be sustained after the grant ends? (150 words)

Is this project, or a component of the project, viable if the full funding request is not approved? (y/n)

Which area will your project work toward?

- Cultural
- Social
- Environmental
- Economic
- Other _____

Will minors be working on this project? y/n

Is the project labour 100% volunteer? y/n (If no, the Proponent, contractor or sub-contractor MUST be able to provide proof of current WCB coverage.)

Work Plan

Provide brief descriptions of your proposed project activities along with timelines for each.

Activity	Overseen by	Start Date	End Date

PROJECT EXPENSES

List specific budget items under each heading to identify your project's total expenses. In the final column, indicate the amount of funding from ReDi Grants you wish to allocate against each budget line.

Administration

Budget Item	Total Amount Required	Requested from ReDi Grants

Contract Fees and/or Staff Wages

Budget Item	Total Amount Required	Requested from ReDi Grants

Capital Purchases and Equipment Rentals

Budget Item	Total Amount Required	Requested from ReDi Grants

Other Project Costs (be specific)

Budget Item	Total Amount Required	Requested from ReDi Grants

TOTAL PROJECT BUDGET \$

TOTAL REQUESTED FROM ReDi Grants \$

REVENUE SOURCES

Enter the funds received or requested from other sources. Your *Total Project Budget* should equal your *Total Revenue* to show you have enough funds to complete your project.

Source Name	Confirmed (Y/N)	Amount
ReDi Grants	No	<i>Will auto-populate with TOTAL REQUESTED FROM ReDi Grants</i>

TOTAL PROJECT REVENUE \$

FUNDING REQUESTED

Enter the amount of ReDi Grants funding you are requesting from each municipality or electoral area. This should equal your *Total Requested from ReDi Grants* above.

- Registered non-profits and not-for-profit organizations may request any value of funding from each electoral area and municipality.



- Each rural electoral area and municipality in the RDCK receives a share of ReDi funding to be awarded. Some areas pool their funding and others may conduct community involvement together.
- If a Registered Applicant/Organization is applying on behalf of an unregistered organization, they may request any value of funding from each electoral area and municipality.
- Non-registered organizations may only request funding support from electoral areas and municipalities to an overall maximum of \$4,999 per project.

ReDi Grants			
Electoral Area A	\$	City of Castlegar	\$2,000
Electoral Area B	\$	Town of Creston	\$
Electoral Area C	\$	City of Nelson	\$7,000
Electoral Area D/Kaslo	\$	Village of New Denver	\$
Electoral Area D - Lardeau Valley	\$	Village of Silverton	\$
Electoral Area E	\$500	Village of Slokan	\$
Electoral Area F	\$	Area K - Arrow Park	\$
Electoral Area G/Salmo	\$	Area K - Burton	\$
Electoral Area H	\$	Area K - Fauquier	\$
Electoral Area I	\$500	Area K - Edgewood	\$
Electoral Area J		Area K - Bayview / Nakusp / Rural Nakusp	\$
		Area K - Edgewood	\$
		Total Request	\$10,000



IN-KIND SOURCES & CONTRIBUTIONS

What contributions are being made to the project other than cash?

SUPPORTING DOCUMENTS

Are you providing additional material that provides further evidence to support your project idea (such as letters of support, outcomes of community engagement, report executive summaries, quotes, approvals maps, etc)?

List what you are submitting:

- 1.
- 2.
- 3.
- 4.
- 5.

You may upload up to five supporting documents.

Before uploading your supporting document, ensure the file name is clear and identifies the content. The documents must be in PDF or picture formats (JPG, GIF, PNG, BMP).

File size may not exceed 3MB per document.

ADDITIONAL INFORMATION

Is there anything else you would like to add that has not already been mentioned?

DECLARATION

1. I represent the Registered Applicant/Organization and I am authorized to submit this Application.
2. The information I have provided in this application is true, accurate and complete in every respect.
3. The Regional District of Central Kootenay and its agents shall not be obligated in any manner to any applicant whatsoever and reserves the right to fully, partially or not fund any application submitted.

By submitting this application, I hereby acknowledge that the Regional District of Central Kootenay and its agents may disclose this application, and the information contained herein—including but not limited to name, budgets, location and the amount and nature of any related funding—to the public, individuals or any other entity to the extent allowed by FOIPPA.

4. I further agree that the Regional District of Central Kootenay and its agents may proactively disclose to the public my name and location and the amount and nature of funding granted.
5. Any questions regarding such may be directed to: foi@rdck.bc.ca

I have read and agree to the declaration above. *



I Agree

Date

Applicant Name

Applicant Title

DRAFT

2024 ReDi Program Schedule	
Tuesday January 2 – Wednesday February 21	2024 ReDi Call for Proposals – Applications must be submitted online only.
Tuesday January 2	First Call for Proposal advertisement to appear in local newspapers and online.
Monday January 29	Second Call for Proposal advertisement to appear in local newspapers and online.
Monday February 12	Directors to provide information regarding Community Involvement format, dates, committee members
Wednesday February 21	Application Deadline Wednesday February 21, at 4:30pm
Monday March 18	Information regarding Community Involvement dates on RDCK website
Tuesday March 19	List of proposals <u>not</u> eligible for 2024 ReDi funding consideration to be distributed to Directors
March - April	Advertisements for Community Engagement appear in local papers
Tuesday, April 2 – Friday April 19	Engagement (community involvement) to be held
Monday April 22 – Friday May 3	Local Selection Committees/Councils to meet to deliberate recommendations and to forward recommendations to the Grants Coordinator
Monday May 6	Area funding recommendations to be submitted to Grants Coordinator
Tuesday May 7 – Fri May 10	Organization with unsupported projects will be formally notified
Thursday May 16	Funding recommendations presented to RDCK Board for approval
Monday May 27	RDCK Finance will be provided with a list of approved project proposals in preparation of funding disbursements in June
Thursday June 6	RDCK website will be updated to include listing of 2024 approved project proposals
June – July	ReDi grant cheques, letter and applicable contracts will be forwarded to successful proponents. Funding agreements will be forwarded to proponents in receipt of project funding support of \$5,000.00 or more (Funding agreements are required prior to the release of funds)
Sunday June 30	projects funded in 2023 should be completed by this date
Thursday October 31	Deadline for project extensions and change of scope for projects funded 2023 and earlier
Tuesday December 31	Deadline for Final Financial Reports for projects funded 2023 and earlier <i>(Organizations failing to satisfy reporting requirements will not be eligible for 2025 ReDi funding consideration)</i>

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area A - Wynndel/East Shore Kootenay Lake Director Jackman

Location(s) for Public Input Meeting Boswell Memorial Hall

Date(s) and Time(s): preferred 03 April 2023, public meeting start 6:30pm local time

Committee Members (please indicate if member is an elected official):

Garry Jackman (elected)
Tanya Letellier (Riondel)
Gina Medhurst (Crawford Bay)
Herve Blezy (Boswell)
Gary Hill (Twin Bays)
Marg Durnin (Wynndel)

Description of Public Process:

Each adjudication committee member reviews the package of applications and remaining within the funding limitation each makes their funding recommendations on the attached summary spreadsheet in advance of the public meeting. Each committee member includes consideration of the public input prior to the public meeting. At the public meeting each application is read out in turn. The application representative, if present, can provide additional information (not repeating what is already provided in the application). Public and committee members can ask questions for clarification and/or comment. Each committee member then reads out their recommended allocation which may have changed through the course of the in person review. All recommended grant allocations are tabulated and averaged in the spreadsheet. Once all of the applications have been reviewed the grand total is reviewed and if it exceeds the total funding available the committee must make decisions to pro-rate or otherwise adjust allocation amounts until the total is within the allocated budget. The summary sheet is checked again the next day (for errors) and sent out to all committee members to confirm their agreement with the allocations. The sheet is then sent in to staff.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area B

Director Roger Tierney

Location(s) for Public Input Meeting Creston Community Library

Date(s) and Time(s): April 29th - 12pm

Committee Members (please indicate if member is an elected official):

CheriAnn Mackinlay
Kala Hooker
Mary Jan Blackmore
Cynthia Rose

Description of Public Process:

People will be given 10 minutes each to explain who they represent and what the amount asked for will be going towards. After all groups have presented we will be closing the meeting to the public and the evaluation committee will spend the rest of the time discussing and evaluating the application forms, and the amount asked for and making a determination as to the amount they will be awarded.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area C

Director Vandenberghe

Location(s) for Public Input Meeting Creston Library

Date(s) and Time(s): April 3, 2023; 7PM

Committee Members (please indicate if member is an elected official):
Brian Churchill, Dean Eastman, Larry Binks, Maura Schadeli

Description of Public Process:

The chosen committee will give the public 2 minutes each to speak about their project.

The public will then be given a form to complete selecting the projects that they feel should receive funding.

There is no required amount for the selection.

Once the forms are completed Director and his committee will go through the forms and tally the votes for each project and grant funding accordingly.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area Kaslo/D

Director Hewat

Location(s) for Public Input Meeting JV Humphries School - Lighthouse

Date(s) and Time(s): April 5, 2023 6:30pm to 8:30pm

Committee Members (please indicate if member is an elected official):

Suzan Hewat, Elected Official
Steve Anderson
Pat Desmeules
Sarah Sinclair
Tammy White
Fiona MacDonald Nay

Description of Public Process:

The local selection committee reviews all applications. The committee assesses the local relevance of the project. A funding recommendation is made based upon the total of all asks against the amount of funds available for award. This is put on a ballot for the public meeting. All applications are included on the ballot and each applicant is given 2 minutes to speak to their project and up to 3 questions are allowed. Each member of the public who are from the Area are provided with a ballot and can fill in the amount of funding they would like to award to each project. The awards are then averaged and the recommendation is forwarded to board for consideration.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area D Affected Areas

Director Aimee Watson

Location(s) for Public Input Meeting

Lardeau Valley Community Club - 13429 BC-31, Meadow Creek, BC V0G 1N0

Date(s) and Time(s):

April 4th, 2023 - 6pm

Committee Members (please indicate if member is an elected official):

Amanda Cutting
Karen Newmoon
Carl Johnson
Bob Gazzard

Description of Public Process:

Process

1 Director and committee receives application package

2. Director and committee meet to prepare the ballot proposed to the community for the public meeting

- in this meeting, committee makes recommendations on amounts to be suggested on a ballot that lists all applications.

- this review never removes an application but will recommend an amount based on community values and local relevance

- ballots are prepared and copies are made to be distributed to those at the public meeting

3. Public meeting

- applicants present

- public asks questions

- public fills in ballot with their recommended amount (from \$0 to total requested).

- ballots must balance to available funds

4. Director takes ballots away

Adds all ballots up and divides by total for average, per application

5. This generates the final recommendation to the board.



2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area E

Director Graham

Location(s) for Public Input Meeting RDCK Board Room

Date(s) and Time(s): Wed, April 5, 2023. 3:00 pm - 5:00 pm

Committee Members (please indicate if member is an elected official):

- Cheryl Graham - Area E Director
- John Smienk, Area E Alternate Director
- Jim Demers
- Erin Fitchett
- Bill Macpherson

Description of Public Process:

Proponents and general public are invited to attend a public meeting. Proponents are welcome to make a presentation if they so desire. A list will be provided to all Area E residents who attend that shows all applications, requested total funding for each, amount of funding recommended by the Selection Committee for each and a blank column for participants to vote/propose their own funding amounts (totals need to balance to the amount available.) The public votes/recommendations will be finalized by the Selection Committee and sent to the RDCK Board for final approval.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area Area F

Director Newell

Location(s) for Public Input Meeting RDCK Board Room

Date(s) and Time(s): April 12, 2023 at 6 - 8 PM

Committee Members (please indicate if member is an elected official):

Eric White, Debra Wilson, Jay Marshall, Monica Spenser, Cam Robertson and Tom Newell (director)

Description of Public Process:

Public may attend the meeting. There is the opportunity for each applicant to present to the committee. The community then adjudicates and allocates the available funds. Note: presentation to the committee is not a requirement.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area G & Salmo

Director Hans Cunningham & Diana Lockwood

Location(s) for Public Input Meeting Salmo Valley Youth Community Centre

Date(s) and Time(s): April 5th - 6:00pm

Committee Members (please indicate if member is an elected official):

Public

Description of Public Process:

Our process is unique, in that the residents of Salmo and Area G in attendance are considered the committee and are given 5 dots to place on projects of their choice - hence the term "Dot Night".

Funding is allocated according to the distribution of dots.

2023 Dot Night Rules

Presentations will start promptly at 7pm and the doors to the event will close and no further dots will be handed out.


All Salmo & Area G residents will be provided with 5 dots to distribute as they see fit.

Each dot value will depend on the number of residents who attend the Dot Night event.

Any dots placed prior to the completion of all presentations will be disallowed.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area H 

Director Walter Popoff

Location(s) for Public Input Meeting

Area H - South Passmore Hall - 3656 Old Passmore Rd
Area H - North Silvertown Memorial Hall - 203 Lake Ave

Date(s) and Time(s):

Area H South - Passmore Hall - April 5th @ 7 PM
Area H North - Silvertown Memorial Hall - April 8th @ 1 PM

Committee Members (please indicate if member is an elected official):

Ellen Kinsel, Richard Johnson, Lois Lawrence, Val Mayes, Joe Nazaroff

Description of Public Process:

Applicants will be provided an opportunity to promote their applications at a in-person public meeting where the public will be invited to submit written input on the Grants to the Area H Select Committee to adjudicate. The results will be provided to Area H Director for submission to the RDCK Board for approval.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area I _____

Director Andy Davidoff _____

Location(s) for Public Input Meeting Brilliant Cultural Centre _____

Date(s) and Time(s): April 12, 2023 @ 7:00 PM _____

Committee Members (please indicate if member is an elected official):

Andy Ozeroff

Brian Bebelman

Kelly Poznikoff

Andy Davidoff(Electoral Area Director)

Description of Public Process:

Applicants will be provided with up to 2 minutes to speak to their application and the members of Selection Committee and the public will be able to ask their applicants questions or make comments in support of or not in support of each application.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area J

Director Henny Hanegraaf

Location(s) for Public Input Meeting Robson Hall - 3067 Waldie Ave

Date(s) and Time(s): April 6th - 7:00pm

Committee Members (please indicate if member is an elected official):

APHC Members

Description of Public Process:

The Area J APHC will be handling the ReDi grants. Applicants will make their presentations which will be limited to 5 minutes each. The committee will review the applications ahead of time so they can formulate any questions they have. They will meet after the public meeting to determine the allocation of grant money.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area K - Arrow Park

Director Teresa Weatherhead

Location(s) for Public Input Meeting Arrow Park, East Side Fire Caddy (Pop up Tent)

Date(s) and Time(s): April 6th, 2023 4:00pm

Committee Members (please indicate if member is an elected official):

Zoe Thomas, Brenda Barnes, Doug Medori, Oliver Dutil St.Pierre, Nick Butler, Miranda Hermanson, Marion Davis, Lynn Short, Earl Timmer

Description of Public Process:

- 4pm Applicants will individually verbally present to public.
- Ballots w/check-list of applicants made available to all in attendance.
- Ballots will contain a column to record their preferences in numerical order 1 to xx.(1 being highest preference)
- Ballots will be counted by Director and Volunteers to determine the outcome of votes.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area K - Burton

Director Teresa Weatherhead

Location(s) for Public Input Meeting Burton Hall

Date(s) and Time(s): April 11, 2023 @ 5pm

Committee Members (please indicate if member is an elected official):

Liz Gillis

Isabelle Bergeron

Brian Harrop

Director Teresa Weatherhead (Alternate Paul Peterson)

Description of Public Process:

- Burton Community will be notified of ReDi Grant process and date through mail-out brochures.
- 5pm Applicants to have presentation tables set up in Hall for public to engage with.
- 6pm Ballots w/check-list of applicants made available to all public in attendance.
- Ballots will contain a column to record their preferences in numerical order 1 to xx.(1 being highest preference)
- Ballots will be counted by Director and volunteers to determine the outcome of the votes and announce to the public.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area K - Edgewood

Director Teresa Weatherhead

Location(s) for Public Input Meeting Edgewood Community Hall, Edgewood Legion

Date(s) and Time(s): April 4, 2023 @ 6:30pm

Committee Members (please indicate if member is an elected official):

Bill Penner, Flloyd Webber, Kelly Sokora, Alice McKee, Kelly Roes, Curtis Hopp, Lacey Huolt, Art McIntyre, Marnie Kushniryk
Director Teresa Weatherhead in attendance

Description of Public Process:

- Edgewood Community will be notified of ReDi Grant process through advertisement
- 6:30pm Applicants will verbally present to the public.
- Ballots w/check-list of applicants made available to all public in attendance.
- Ballots will contain a column to record their preferences in numerical order 1 to xx.(1 being highest preference)
- Ballots will be counted by Director and Volunteers to determine the outcome of the votes.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area K - Fauquier

Director Teresa Weatherhead

Location(s) for Public Input Meeting Fauquier Community Hall, Fauquier

Date(s) and Time(s): April 12, 2023, 6:00pm

Committee Members (please indicate if member is an elected official):

Annette Devlin, Heather Fraser, Judy Steele, Gloria Wheatley, Chris Sokora, Laura Romeo,
April Freely, Brandi Mighton,
Director Teresa Weatherhead

Description of Public Process:

- Fauquier Community will be notified of ReDi Grant process through advertisement
- 6:00pm Applicants will verbally present to the public.
- Ballots w/check-list of applicants made available to all public in attendance.
- Ballots will contain a column to record their preferences in numerical order 1 to xx.(1 being highest preference)
- Ballots will be counted by Director and Volunteers to determine the outcome of the votes.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area Castlegar

Director Maria McFaddin

Location(s) for Public Input Meeting Community Forum, #101 - 445 13th Ave

Date(s) and Time(s): April 12, 2023 6:00 to 9:00pm

Committee Members (please indicate if member is an elected official):

Mayor Maria McFaddin

Councilors:

Brian Bogle

Cherryl MacLeod

Darcy Bell

Sue-Heaton Sherstobitoff

Sandy Bojechko

Shirley Falstead

Description of Public Process:

1. Community Engagement Meeting will take place at the Community Forum on April 12th at 6:00pm.
2. Each applicant will have three minutes to present their project/initiative.
3. Once all the applicants have presented, there will be a question and answer period where the public may ask the committee about the grant process or any of the applicants about their presentation.
4. Meeting will terminate at 9:00pm.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area Creston

Director Arnold DeBoon

Location(s) for Public Input Meeting COTW - Creston Hall Council Chambers - 238 – 10th Avenue North, Creston

Date(s) and Time(s): April 18th - 3pm

Committee Members (please indicate if member is an elected official):

Members of Council

Description of Public Process:

Applications will be forwarded to Council's April 18th Committee of the Whole Meeting. Council will receive copies of the applications in March so that they can familiarize themselves with the requests. The required Public Meeting will be held in conjunction with Council's Committee of the Whole meeting on April 18th. The Public Meeting provides an opportunity for members of the Gallery and Council to ask questions with respect to the applications, or the process of awarding funding. Each applicant will be given the opportunity to make a brief presentation on their application (if they choose to). Council will review the applications and submit recommendations to the April Regular Council meeting for pre-approval consideration. Council's recommendations will be forwarded for consideration by the RDCK at its May 2023 Board meeting.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area Nakusp & Area K Bayview

Director Aidan McLaren-Caux/Teresa Weatherhead

Location(s) for Public Input Meeting Nakusp & District Sports Complex Auditorium

Date(s) and Time(s): April 8th - 12 Noon to 4:00 p.m.

Committee Members (please indicate if member is an elected official):

Tom Zeleznik (Mayor)
Dolly Edwards (Councillor)
Teresa Weatherhead (Area K Director)
Karen Hamling
Delores Drebet
Dorothy Drebet
Beth McLeod
Sandy Dempsey-Koch

Description of Public Process:

Community Vote

Projects will be split into two categories - grants under 10k and over 10k. Funding will be split between the two categories. Applicants will set up information booths in the auditorium starting at 11:00 a.m. with voting starting at noon. Community members view applicant booths and will vote on the applicants they feel are the most deserving of funding by selecting their top 5 in each category. Voting will end at 4:00 p.m. and the committee will count the votes to determine which applicants received the most votes and will be recommended for funding.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area City of Nelson

Director Keith Page

Location(s) for Public Input Meeting City Hall

Date(s) and Time(s): April 12, 5pm-7pm

Committee Members (please indicate if member is an elected official):

City Mayor and Council

Description of Public Process:

The public will be invited to provide comments to Mayor and Council with regard to project proposals.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area New Denver

Director Mayor Leonard Casley

Location(s) for Public Input Meeting Knox Hall (521 6th Ave) New Denver, BC

Date(s) and Time(s): April 4, 2023 at 7:00 p.m.

Committee Members (please indicate if member is an elected official):

John Fyke (elected official), Colin Moss (elected official), Steve Deakoff, Leanne Fulton, Debbie Dubinsky, Janice Gustafson

Description of Public Process:

Committee will view the applications, hear brief presentations from the applicants and ask any further follow up questions. Applications will be rated by individual Committee members. Grant applications will be allocated based on combined ratings and forwarded to New Denver Council for ratification and then forwarded to the RDCK for consideration.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area Village of Silverton

Director Colin Ferguson

Location(s) for Public Input Meeting Memorial Hall, 203 Lake Avenue, Silverton, BC

Date(s) and Time(s): Apr 12, 2023 at 5:00 p.m.

Committee Members (please indicate if member is an elected official):

Colin Ferguson
Brian Mills
Clarence Denbok
Leah Main
Margaret Scaia

Description of Public Process:

This meeting will be open to the public to solicit community input on the projects brought forward to the Local Selection Committee for consideration.

2023 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area Slocan

Director Jessica Lunn

Location(s) for Public Input Meeting

Village Office, Council Chambers - 503 Slocan Street, Slocan BC V0G 2C0

Date(s) and Time(s): April 4th, 2023 - 5pm

Committee Members (please indicate if member is an elected official):

Members of Council

Description of Public Process:

That Council will schedule a Public Input Meeting on Tuesday, April 4th at 5:00pm, at which time applicants will be invited to give a 5-minute presentation and answer any questions on their ReDi Grant applications; and further, that a special meeting be scheduled for Tuesday, April 18th at 5:00pm to deliberate the allocation of funds.



CHAPTER: FINANCE

SECTION: TRANSFERS TO OTHER ORGANIZATIONS

SUBJECT: COLUMBIA BASIN TRUST PROCESS

BOARD RESOLUTION: 9/09

EFFECTIVE DATE: 24 JAN 2009

REVISION DATE:

POLICY:

9/09

The following be **policy** of the Board with respect to the Columbia Basin Trust process:

DISTRIBUTION OF CBT FUNDING - Rules

- Delivery of the Community Initiatives & Affected Areas Funding Programs is standardized across the Regional District of Central Kootenay;
- RDCK staff will be responsible for administering ALL aspects of the CIP & AAP programs, including correspondence, advertising, financial management, and public relations;
- The RDCK will charge an annual administration fee of 5% of the total allocation amount as agreed upon in the Contribution Agreement with the Columbia Basin Trust
- If a project is cancelled or changes substantially in scope after being funded, all unexpended funds must be returned to the RDCK. However, if a project changes only slightly from the original plan, it is up to the discretion of the Electoral Area Director or Municipal Council as to whether or not they will allow the project to continue as amended
- Under no circumstances will Board members be allowed to “pre-spend” or borrow on CBT grant moneys expected in future years.
- CBT funding is not to be used to relieve the RDCK of its normal obligations or to fund projects that are normally funded through the tax base.
- CBT fund allocations are for meeting community/public needs rather than private needs.

DISTRIBUTION OF CBT FUNDING - Process

- CIP & AAP to run once annually. Annual application intake will begin in January with the submission deadline set for the end of March;
- Applicants must submit applications on the most current RDCK Form;
- All applications are to be submitted to the RDCK office ONLY, including those applications for municipal funds;

- Applications will be accepted from both registered and non-registered non-profit/not-for-profit organizations; however non-registered/non-legal entities will only be funded up to a maximum of \$5,000;
- Public Meetings to discuss applications will be held in April and May;
- Committees and Councils submit project recommendations to the May RDCK Board Meeting for approval;
- Cheques for approved projects are distributed in June;
- Lists of approved projects are to be advertised in July;
- All recipients of grant monies will be notified that they will be liable for the use of the funds according to their application forms upon cashing of their grant cheque;
- Projects approved for over \$5,000 will require a legal entity who is willing to enter into a contract with the RDCK to ensure the project is carried out and will be subject to a 10% holdback until project completion with 90% of funding being released upon receipt of the signed agreement;
- All projects must submit a financial report by December 31st of each year indicating project progress. If project is not yet complete, it will serve as an Interim Report. If project is complete it will serve as a Final Report.
- All Final Reports must include completed Financial Report Form, copies of invoices for expenditures, and submission of photos and/or samples of project.

DISTRIBUTION OF CBT FUNDING - Definitions:

Affected Areas Program

- The Affected Areas Program funds projects that meet priorities in communities which lie within 10 kilometres of the Duncan Reservoir (portion of Area 'D') as well as within 10 kilometres of the Arrow Lakes, upstream of the reservoir (portion of Area J, all of Area K, and the Village of Nakusp).
- Affected Area communities include:
 - **Portion of Area D:** Argenta, Cooper Creek, Howser, Johnson's Landing, Lardeau and Meadow Creek
 - **Portion of Area J:** Brooklyn, Deer Park, Renata, Shields and Syringa
 - **All of Area K:** Arrow Park, Burton, Edgewood, Fauquier, Rural Nakusp/Bayview and the Village of Nakusp
 - Area K communities can be further defined as follows:

Edgewood –	Lands West of the Needles Ferry
Fauquier –	Lands covered by their Fire Brigade

Burton –	Lands North of Fauquier to the South side of Adshead Road
Arrow Park -	Lands North of Adshead Road to, but not including, Idler Road
Bayview Area -	Lands including Idler Road North 2 km past Donnelly's Road
Rural Nakusp -	Lands starting 2 km North of Donnelly's Road to balance of Area K.

2024 Columbia Basin Trust Resident Directed Grants

PUBLIC PROCESS INFORMATION FORM

Area _____ Director _____

Location(s) for Public Input Meeting _____

Date(s) and Time(s): _____

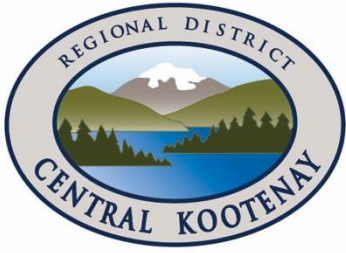
Committee Members (please indicate any elected officials)

DRAFT

Description of Public Process:

Are applicants required to attend?

Is there an opportunity to participate remotely?



Quarterly Report

Q3 2023

Corporate Administration

rdck.ca

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DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Review Noise Bylaw 2440, 2015	2022-09-22	GM Development and Community Sustainability	Part of RDCK Core Services	Area A,Area B,Area C,Area E,Area F,Area G,Area H,Area I,Area J,Area K	20% to 40% complete	2023-12-31	Currently a review is underway for the Noise Bylaw. This review has been delayed by a month due to special event incidents in Area H requiring more pressing bylaw enforcement support.
Dog Control - Area A, B, C	2020-10-10	GM Development and Community Sustainability	Part of RDCK Core Services	Area A,Area B,Area C	20% to 40% complete	2023-12-09	The Creston Valley Directors are seeking to address "aggressive dogs" in Areas A, B and C. They want a bylaw in place that would allow RCMP to enforce. Staff identified following issues: lack of kennel facilities in the area to inform cost of service, no contractor or staff time is desired by elected officials to receive calls and take enforcement action and RCMP resources are limited. First step in enforcement is education and second is ticketing for aggressive dog.
Expansion of Kootenay Conservation Program	2021-09-23	GM Development and Community Sustainability	Part of RDCK Core Services	Area C,Area F,Area G,Village of Kaslo,Village of Slocan,Village of Silverton,Village of New Denver	60%- 80% complete	2023-12-20	The Local Conservation Fund was established in 2014 in the RDCK for Areas A, D and E. In 2022 the service expanded to include Area H through referendum. Area F will go to Alternative Approval Process on the LCF Service in July 2023. Staff will discuss proposed expansion to Area G and C with elected officials for consideration in 2024. RDCK contractor Kootenay Conservation Program presented to 3 Slocan Villages, Kaslo and City of Nelson to consider further expansion. Decisions are pending.
Kootenay Boundary Farm Advisory	2017-03-31	GM Development and Community Sustainability	Food security and Agriculture	Entire RDCK, Multi Regional	80%- 99% complete	2024-06-01	KBFA formed in 2017 and is funded by the CBT and 3 RDs to provide extension services to farmers. Keefer Ecological Services and Rachael Roussin contracted to provide this service have increased their rates in 2023 and were approved by steering committee. Steering committee seeking to renew contract for end of year and go to Board's with recommendation to fund KBFA in 2024 and inform that a new RFP will be issued.
Engage RDCK Indigenous Nations on Opportunities for Partnership	2020-10-19	GM Development and Community Sustainability	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2023-12-09	Engage with Yaqan Nukiy & Ktunaxa Nation to develop a protocol agreement still underway. Several new initiatives such as Creston Valley Flood Management Partnership, Crawford Bay Regional Park TUS, Duck Creek Watershed Governance Initiative, and Environmental DPAs to align with work of Kootenay Lake Partnership are underway. Relationship building also continues with Sylix-Okanagan Nation and

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							Colville Confederated Tribes-Sinixt through the still forming Slocan Lake & River Partnership and restoration work in RDCK parks; participate with FN Emergency Services Soc on wildfire risk reduction.
Building Officials Training Program	2018-11-15	Mgr. Building	Part of RDCK Core Services	Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,Village of New Denver,All Electoral Areas	60%- 80% complete	2024-06-28	Senior Building Official-Training and Development, along with Manager are developing training plans with staff, however heavy workload in operational areas of the business have impacted the delivery schedule for the Building Officials Training Program. As we approach full staffing, development plans, opportunities for partnership and training matrices are being structured.
Converting Historical Building Permits to Digital format	2018-03-31	Mgr. Building	Part of RDCK Core Services	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area K	40% to 60% complete	2024-02-24	Seek to find funding to digitize all microfiche building records. Accessing a microfiche at a reasonable cost is proving to be a challenge. June 2021 - Continue search for grant funding and/or temporary staffing (KCDS or similar) to implement planned project. Board approved funding, vendor selection and procurement Q4 2022
Update Building Inspection Service Agreement with Municipalities	2018-10-01	Mgr. Building	Coordinated Service Delivery	Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,Village of New Denver	20% to 40% complete	2024-04-06	Current service agreements are not consistent for all six municipalities, and require additional specifications and technical detail. The agreements also must align better with the Building Act. Update of the agreement template is on hold pending the addition of more building inspection staff. Q1 2023 meetings planned with RDCK GM D&CS, MB and Village CAO's.
Building Services Policy Review	2018-01-01	Mgr. Building	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2024-06-28	Some progress made on policy update and creation, however full policy review is delayed until staffing capacity is increased. Priority Policies to update include: Lapsed Building Permit Policy 400-01-07 , Expired Building Permit Policy 400-01-02, Building Inspection Service - Process for Lack of Valid Permit 400-01-5 and Building Permits for Manufactured Homes 400-01-07
Update Building Bylaw 2200	2018-10-01	Mgr. Building	Coordinated Service Delivery	Village of Salmo,Village of Kaslo,Village of	20% to 40% complete	2023-09-30	RDCK Building bylaw requires updating to reflect recent changes to the Building Act and align with the model bylaw created by the Municipal Insurance Agency of BC.

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				Slocan,Village of Nakusp,Village of Silverton,Village of New Denver,All Electoral Areas			Project is on hold pending recruitment of additional building inspectors. Fee review and update is being rolled out as the first phase of the update.
Operational Fuel Treatments - Selous, Queens Bay, Woodbury	2016-08-01	Mgr. Community Sustainability	Wildfire Management	All Electoral Areas	80%- 99% complete	2024-03-31	Current status: Selous: Selkirk College completed LiDAR analyses and reporting on findings, FPInnovations starting contract to evaluate treatments, post various treatments and pre-post Rx burn. Barrier - could no get Adequate burning conditions in fall 2023. Burn postponed by BCWS. Woodbury: Exploring options for 2024 treatment to be funded by CBT Next Milestones: Prescribed burning in Selous planned spring '24
RDCK Regional Roundtable Wildfire Resiliency Tool (Formerly CBT Lightship Project)	2023-04-14	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	20% to 40% complete	2024-09-09	Past Barriers: Lightship license held by FNESS was challenging for Contractors to have ongoing access. Current status: Decision made by RDCK with Regional Roundtable to shift from Lightship to RDCK's ArcGIS platform for the project. Contractors are now able to access the software and begin development phase. Next steps: Interim report in December, then anticipated implementation in 2024.
Bayview Community Fuel Treatment	2023-01-01	Mgr. Community Sustainability	Wildfire Management	Area K	40% to 60% complete	2023-10-31	Final Status: Fuel treatment, signage and final reporting to CBT were completed by contractor - Forstar Forestry
2023 Wildfire Mitigation and FireSmart Program	2023-01-01	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	80%- 99% complete	2023-12-31	Current Status: Completion of FireSmart rebates + Final reporting CRI '23 + Preparing CRI '24 application including supporting partnering municipalities CRI program stats: 411HPP completed, 94 up to \$1000 rebates processed, 27 total NRPs. Next Steps: Finalize CRI '24 application Barriers: hiring new Disaster Mitigation & Adaptation Supervisor
Slocan Lake and River Partnership Initiation	2022-02-17	Mgr. Community Sustainability	Water Protection and Advocacy	Area H,Village of Slocan,Village of Silverton,Village of New Denver	20% to 40% complete	2023-12-31	A project to support the development of a partnership to conserve, protect, and restore habitat; provide education; build relationships; and guide development on Slocan Lake and River. Current Status: A Steering Committee meeting to draft Terms of Reference - next meeting November 23.

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							Next Steps: Completing the ToR Possible Barriers: None at this time
Regional Invasive Species Strategy - Delivery	2021-06-14	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-12-09	Current Status – Regional strategy being implemented, working group established. Next steps - staff provide support for working group and then report back to Board in summer 2024. Background - In April 2023 the Board approved implementation of the Strategy: Option 1 (\$15,000). Barriers - none at this time
Community (Climate Action) Ambassadors	2023-04-19	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	100% complete	2023-12-09	Current status - year one complete - final report will be given to Board in December Next steps - secure funding for year 2 Possible barriers - funding
Watershed Governance Initiative Phase 3 - Relationships, Mapping, Water Monitoring	2018-12-13	Mgr. Community Sustainability	Water Protection and Advocacy	Entire RDCK	40% to 60% complete	2023-12-09	A project to understand RDCK's role in protecting watersheds in the region. Current: Phase 3 focused on continued relationship building, mapping, and water monitoring. Completing the Service Case Analysis for Drinking Water and Watershed Protection service. Next Steps: Working with Yaqan Nukiy on Cumulative Impact Study for Duck Creek Barriers: None at this time
RDCK Climate Actions - Community Engagement	2019-08-08	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	2023-08-19	Board directed staff to initiate public consultation based on public feedback and response to the Draft CAP. Staff have completed 5 months of engagement across the region and are now compiling the feedback received.
SES - GHG Reduction Feasibility for RDCK Facilities Project	2022-05-01	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2024-02-29	Current: - completed application to FCM/GMF GHG Reduction Pathway Feasibility Study grant - in review - data input complete for facility energy monitoring software (Portfolio Manager), required to inform this project Next: Await approval from FCM/GMF Barriers: Time & staff capacity

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SES - Low Carbon Transportation - Corporate Fleet	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	20% to 40% complete	2023-11-30	Current: Developing fleet inventory, Procuring /installing workplace charger Next Steps: Apply for funding for RDCK Fleet strategy & Support Corporate Admin in purchasing EV Barriers: Distributed nature of fleet management (no overall fleet manager) & Technology options and availability
SES - Demand Management - Community - REEP for Homes Project	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	2023-09-16	Current: Developing (FCM / Community Efficiency Financing) grant funding application with City of Nelson for Regional Energy Efficiency Program (REEP) 2.0 - Strengthening Home Performance Contractor Network (HPCN) by supporting contractor outreach and training initiatives - Providing support to RDCK building department in rolling out communications for upcoming transition to Energy Code Step 3 for homes Next Steps: Finalize grant application to FCM & Set up regular meetings with HPCN to increase contractor membership Barriers: Lack of staff capacity - City of Nelson
SES - Better Corporate Building Policy	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-10-28	Current: - Better Corporate Building Policy and Guidelines in place - Training project managers on policy/guidelines and gathering information on how to support this policy outlay - Developing program alongside facility monitoring program to train building managers on policy / guidelines Next Steps: Outlay training workshops to building managers, Support staff on implementation of Policy & Begin facility manager network in fall 2023 Barriers: Staff time (facility and project managers) and availability - Competing priorities for SES
Agricultural Policy Review - Phase 2	2019-03-25	Mgr. Planning	Food security and Agriculture	Entire RDCK	60%- 80% complete	2023-03-31	Project follows previous agriculture policy changes implemented to address regulatory changes in Provincial legislation. This phase focuses on recent changes to the Agricultural Land Reserve Act and Regulations such as those affecting additional residences on ALR land, for example. Changes made to bylaws for Areas A, B, and C adopted in fall 2023. OCP and zoning amendment bylaws for Areas F, I, J, K to be considered at the July 2023 Board meeting.

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							Consideration of agricultural policy changes for remaining Areas D, E, G, H currently on pause.
Area I OCP Review	2016-01-26	Mgr. Planning	Part of RDCK Core Services	Area I	60%- 80% complete	2023-07-31	Updates to community engagement plan - Winter/Spring 2023. Board endorsement of early/ongoing OCP consultation - December, 2022. Ongoing Area I APHC meetings (starting in October 2022). Re-launch of project at virtual open house - January 26, 2023. In-person community "kitchen table conversations" in Pass Creek, Glade, Shoreacres/Voykin, Brilliant, Tarrys/Thrums - March, 2023 What we Heard staff report completed - June 2023 Internal RDCK staff engagement session - July 2023 Staff drafting the OCP - Summer 2023 Community Open House - November 6, 2023
Active Transportation Feasibility Study - Castlegar to Nelson	2022-07-01	Mgr. Planning	Recreation , Parks and Trails	Area E,Area F,Area H,Area I,Area J	40% to 60% complete	2023-10-31	The Board approved two agreements related to a feasibility study for a proposed active transportation corridor between Nelson and Castlegar. Agreement 1: between Infrastructure Canada's Active Transportation Fund (ATF) and the RDCK to fund the project. The RDCK received \$50,000 for eligible costs to support the project. Agreement 2: between RDCK and WKCC. The RDCK will administer the funding with a staff member liaison. The WKCC will be responsible for delivering the project. Finalization of Draft Plan expected Fall 2023
Greater Nelson Housing Study	2022-08-18	Mgr. Planning	Part of RDCK Core Services	Area E,Area F,City of Nelson	60%- 80% complete	2024-01-19	In Fall 2022, Community Futures Central Kootenay and its partners at the City of Nelson and RDCK commissioned Phase One of the Greater Nelson Non-Market Housing Study. The goal of the study was to assess the need for a local government-supported housing entity to provide affordable housing in the Greater Nelson area and define potential options for further exploration. A report summarizing phase 2 and providing recommendations for Phase 3 was brought to the October 19, 2023 regular Board meeting for information.
Subdivision Servicing Bylaw Review	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2024-07-31	Board resolution 369/20 from May 2020 directs staff to undertake a review of the RDCK Subdivision Bylaw to improve administrative process and efficiency, and seek solutions for recurring challenges such as ensuring adequate servicing and access. November 2020 - June 2023: Staff unable to undertake project activities due to

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							staffing challenges and precedence of other active projects. July 2023: Staff begin compiling background information for internal review. August-Sep. 2023: Planning staff coordinate with Parks staff to assess parkland dedication requirements.
Kootenay Lake Watercourse DPA Project	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area A,Area D,Area E,Area F	80%- 99% complete	2023-03-31	- Project initiated from discussions at the Kootenay Lake Partnership table, recognizing that the RDCK has development permit authorities under the Local Government Act that are not being fully utilized to protect sensitive habitat around Kootenay Lake.
Planning Procedures and Fees Bylaw Review	2023-08-17	Mgr. Planning	Part of RDCK Core Services	All Electoral Areas	Not Started	2024-12-31	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.
Campground Bylaw Review	2018-04-19	Mgr. Planning	Not aligned with a Strategic Priority	All Electoral Areas	1% to 20% complete	2025-08-14	Initiative began to investigate regulatory options for park model trailers within the RDCK, but has expanded to consider ways to better regulate developments where multiple RV sites are created. This is especially relevant in the proliferation of shared interest developments in unzoned areas where there is concern for health and safety of these developments. Resolution 36/20 establishes policy regarding CSA Z241 Park Model Trailers. No further work has been done on this project due to staff being fully engaged on other Board-directed projects on the work plan.
Area H North OCP Review	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area H	1% to 20% complete	2023-07-28	In April 2020, the Board passed resolution 279/20, which directs staff to include the review of the Area H North Official Community Plan, with the potential of having a Comprehensive Land Use bylaw, in their work plan. April/May 2022 - Staff completed open houses in New Denver and Hills. Anticipating re-activating project in 2023, as directed.
Area D Community Planning	2022-02-17	Mgr. Planning	Part of RDCK Core Services	Area D	Not Started	2023-07-21	Project follows up on completed work in 2022 wherein land use planning discussions held (virtually) for most communities in Area D. Feb 2022 Resolution 149/22 directed staff to continue the next phase of community planning for Area D in 2022 with a specific focus on the Kaslo Corridor; Woodbury;

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							Schroeder Creek; Mirror Lake (including Amundsen Road); and the Allen subdivision, and other communities interested in zoning. Direction from Board needed to prioritize Planning Services work plan items.
Playmor Junction Zoning Bylaw	2020-02-20	Mgr. Planning	Part of RDCK Core Services	Area H	Not Started	2023-12-29	In February 2020 the Board passed resolution 121/20, which directs staff to include the development of a zoning bylaw for Playmor Junction Area to their work plan. Subsequent direction from the Director was to suspend further work on the project until early 2023. Staff to work with Area Director to map out scope and timing of project.
Area E OCP Expansion	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Area E	20% to 40% complete	2022-12-31	In 2020 through resolution 375/20 the Board directed planning staff to expand the Electoral Area E Official Community Plan to include the south border of the City of Nelson to Ymir Road. This project should be re-evaluated in terms of Board priorities for Planning Services to determine if still desired and if so when. Results from previous survey results were polarized and further engagement would be needed prior to pursuing further. Board resolution 363/22 to explore land use planning in other parts of Area E indicates that work of higher priority.
Area J OCP Review	2021-07-07	Mgr. Planning	Part of RDCK Core Services	Area J	Not Started	2022-12-31	Area J to have its own OCP. Project is in the queue for after the completion of Area I's OCP. Regional planning ongoing.
Housing Action Plan	2021-05-20	Mgr. Planning	Part of RDCK Core Services	All Electoral Areas	100% complete	2023-05-31	Project follows on completion of Housing Needs Assessment for RDCK and member municipalities in 2020 and direction from Board to undertake a Housing Action Plan Kickoff meeting with staff held July 7, 2022 Board Workshop hosted Jan. 17, 2023 Housing Action plan endorsed at the May 2023 Open Board meeting. Planning Services is currently working on implementation of prioritized action items – ongoing. July 2023 - UBCM accepted final report on project and will send remaining 50% of \$25K total, or \$12,500.
Area E Community Planning	2022-05-19	Mgr. Planning	Part of RDCK Core Services	Area E	Not Started	2023-06-30	In 2022 through resolution 363/22 the Board directed staff to continue the next phase of community consultation for Area E as a follow up to the “Open Houses on Land Use Planning” Project completed earlier in the year. This work would be focused where survey results indicated that there is strong interest in pursuing land use planning or more

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							information about land use planning was desired, with a specific focus on the following unincorporated communities: Redfish Creek to Liard Creek (Including Grandview); Longbeach; Harrop; and Proctor.

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Systems Efficiency Review & Tipping Fee Assessment	2023-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2024-03-31	Data collection and transfer underway. Staff having biweekly meeting with consultants to assist with data analysis. Expect preliminary info in Q4 with final deliverables in Q1.
Waste composition study	2023-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2023-12-31	Waste composition study field program completed in early Q3. Preliminary results reviewed by staff, with final report expected in Q4.
Curbside Collection service establishment and referendum	2023-08-17	Mgr. Resource Recovery	Waste Management and Alternatives	Area F,Area H,Area J	1% to 20% complete	2024-06-30	Staff preparing for Service Establishment Bylaws for Curbside Collection Services, one for portions of Electoral Areas F and H and another for portions of Area J, with the intent to bring a report to Nov JRRC. Plans underway for spring Assent Voting.
Balfour Wood Chip Pile Relocation	2020-05-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	40% to 60% complete	2024-06-30	Internal fleet are continuing to transport chips as drivers/equipment is available and storage areas at Central are accessible. Lack of driving staff over Q2/Q3 meant minimal volumes transferred.
RR Facility washroom installation project	2018-12-12	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2024-12-31	On hold until 2024. Completed ROS, CEN, OOT, CRE, NAK. Remaining sites awaiting site developments works (Slocan), hydrotech assessment (CBay) or planned for coming years.

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Drone survey equipment & landfill software	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2024-05-31	GIS staff successfully completed advanced certification to fly sites near airports (i.e. OOT, CRE). Most RR sites across the district have been flown for survey or imagery purposes. Completed comparison survey of wood chip pile at OOT in early October. Landfill air space consumption and borrow area surveys to begin in late Q3 or in 2024. Drone cannot be flown in most winter conditions so expect to see pause over Q4/Q1.
Asbestos Waste management area at Creston Landfill	2019-12-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-09-30	Project on hold pending obtaining License of Occupation for the "wedge" parcel. Intent is to improve site safety and meet best practices for handling/disposal, while reducing future liabilities.
Regional finished compost sales and distribution planning	2022-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	20% to 40% complete	2024-05-31	Letters to partners sent with a requested response in mid Nov. Requesting details on their compost access wishes. Staff will bring a report to Committee in Q4/Q1 requesting direction on allocation to partners and to set sale prices and locations. Screening of finished compost for distribution is not expected until spring 2024.
Collaboration with City of Nelson on organics program	2019-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	City of Nelson	80%- 99% complete	2024-12-31	Staff to staff engagement is continuing to occur. Nelson's FC pilot program launched in October (project pilot study results in approx 1 year). Staff plan to pilot composting of FC material once enough material is received. RR staff developing agreement to release funds for City's community collection bins.
Response to theft/vandalism at RR Facilities	2023-04-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2023-12-31	Central TS/compost facility received starlink system to improve ability to support upgraded surveillance. New signage and surveillance improvements being installed at various sites.
Scale Software upgrade	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2024-03-31	Final stages of site onboarding to be completed by first week of November. Staff uptake has been strong and positive. Next stages in Q4 will be to complete final transition troubleshooting, assessing supporting hardware such as hand held devices & license plate cameras, and various system efficiencies.
Landfilling diversion initiatives - C&D	2021-03-18	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2024-12-31	RRPA and Enviro Coor continuing to investigate diversion strategies and asbestos management.

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Septage Management Options for Central and West subregions	2019-06-19	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	20% to 40% complete	2024-12-31	No significant updates for Q3. Staff met with Nakusp staff to discuss septage management options at their WWTP, with positive reception. Information sharing to occur in Q3/Q4. Staff have also engaged with Salmo and Castlegar, further discussion and information gathering to occur in Q4.
Creston Eco-Depot	2018-10-10	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-12-31	At October JRRC staff given direction to reissue RFP, procurement to occur in Q4.
Creston Landfill Phase 1C/D, Berm	2017-10-18	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-10-31	ON HOLD
Creston Septage Facility	2018-06-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-12-31	No significant changes in Q3. Staff to continue collaborating with Town of Creston staff on future agreement and with corporate admin / finance to initiate the long term borrowing process.
Field staff building assessment	2022-09-01	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Entire RDCK	60%- 80% complete	2024-05-31	A number of heat management strategies employed over summer, including early closure of some sites, personal tools, trials of A/C units and power sources. Staff engaged with BC Hydro to get pricing on power install at various location, advancing with LAK, CV. Added heat pumps to GRO, NAK and new a/c unit at SLO. Plans (costs) for further power installs to be presented with 2024 budgets. Investigating solar opportunities at some locations with Sustainability staff.
Creston Hydrogeological Assessment	2021-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	20% to 40% complete	2023-12-31	Draft document received by staff for review in mid October. Final expected to be presented to ERRC in Q4 and with identification of next steps.
Ootischenia landfill lands acquisition	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	2024-03-31	Following JRRC report on OOT lands acquisition at Aug meeting, staff haven continued to engage with Ministry staff on advancing the application. Archaeological overview assessment to proceed over Q4. Discussion with Parks

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							Department has concluded landfill related application will advance separately from potential expansion of Waterloo Eddy Regional Park due to timelines not aligning.
Ootischenia Landfill Design and Operation plan update	2017-04-13	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	2024-12-31	Archeological assessment quotes received with work to proceed in Q4. Staff have been in discussion with Min of Lands to initiate lands acquisition application. These are both required before advancing on procurement of DOCP. Met with MOE staff at OOT on Oct 19 so discuss development plans and pending applications for DOCP review and subsequent Operational Certificate (permit) amendment.
Rural curbside service investigation and consultation	2021-09-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2024-06-30	Staff are in the process of developing the Service Establishment Bylaws for 3-stream curbside collection in portions of Areas F and H, and 2-stream collection in portions of Area J. The draft bylaws are currently on schedule to be brought to the November JRRC meeting.
Nelson Landfill Closure	2017-02-16	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	1% to 20% complete	2025-12-31	Stakeholder engagement expected Q3/Q4. The environmental consultant is working on revising the 70 Lakeside Detailed Site Investigation with results from the 80 Lakeside drilling and sampling program. The completed DSI will be brought to the Ministry for decision on separating the 70 and 80 Lakeside Drive portion of the landfill site from the adjacent industrial property so closure can proceed.
Organics program development	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2023-12-31	Compost facility operations and Ootischenia organics transfer commenced on August 21, RDKB program material began arriving in first week of October. A composting expert was on site for the first 2 days of operations to train staff. Grohman organics transfer construction to proceed in Q4. Education/communications development to address contamination, and ICI stakeholder engagement are priorities through remainder of year. The Nakusp compost facility preliminary design will be complete in Q4, and will be held while waiting for grant opportunities to arise.
HB Tailings Facility Remediation and Closure	2016-08-18	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Central RR Subregion	80%- 99% complete	2024-12-31	Spring freshet repairs were completed in August. The second round of wildlife monitoring was completed in September. Also in September, an application was submitted to the Province to the remove the Mines Act permit from the landfill access roads, the sand and gravel borrow above the landfill site entrance and the area surrounding the compost facility. Staff are in the process of awarding the contract for the next Dam Safety Review (as per required frequency and to assess post closure conditions), and will kick off that project in Q4.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Legacy Landfill Closure Plan Assessments	2020-03-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2024-12-31	Abandonment applications for all 11 sites submitted to MOE. Staff completed site visits in October with MOE staff at some locations. Next phase is to await MOE feedback and initiate procurement for site assessments.
Burton, Fauquier and Edgewood Water Maintenance Contract Renewal	2021-03-30	Mgr. Utilities	Part of RDCK Core Services	Area K	20% to 40% complete	2024-01-31	Request for proposals has been issued and will close in early November. Board award in December is anticipated with new contract start for 01 January 2024.
Erickson First Phase, Priority Metering Project	2021-10-27	Mgr. Utilities	Part of RDCK Core Services	Area B,Area C	1% to 20% complete	2024-12-31	Item will be removed from quarterly Board reporting as project is included in regular Water Services Committee O&M and Capital projects reporting.
Conversion of Water Commissions to Community Advisory Committees	2022-03-28	Mgr. Utilities	Part of RDCK Core Services	Area A,Area B,Area D,Area H	100% complete	2023-12-31	Item to be removed from staff reporting. Creation of any further Water Community Advisory Committees will be up to the area Directors.
Transfer of Arrow (Erickson) Open Reservoir to Town of Creston	2019-07-25	Mgr. Utilities	Coordinated Service Delivery	Area A,Area C,Town of Creston	100% complete	2023-10-31	Asset transfer completed October 2023.
Water Quality Risk Management Plan	2018-10-01	Mgr. Utilities	Part of RDCK Core Services	Area A	80%- 99% complete	2023-12-31	Polity approved by the Water Service Committee at their 04 October 2024. Policy to be forwarded to the Board for adoption.
Abandonment of Pipe in Place & Discharge of Easements Policy	2019-12-23	Mgr. Utilities	Part of RDCK Core Services	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area J,Area K	80%- 99% complete	2023-12-31	Polity approved by the Water Service Committee at their 04 October 2024 with minor change to draft. Policy to be forwarded to the Board for adoption.
RDCK Asset Management	2018-01-31	Sr. Project Mgr.	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2023-06-30	FCM MAMP grant funds (\$38,500) received. Community Works grant funds (\$16,500) received. Initiated the GIS database development process with GIS staff.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							Received comprehensive excel data and photos of previous inspections from Consultant to input into GIS system when available. Facility Condition Assessments are completed. Extension to June 2023 approved. RFP for consultant guidance and software recommendations out on BCBid.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Fees & Charges Bylaw	2020-06-20	GM Community Services	Recreation , Parks and Trails	All Electoral Areas	60%- 80% complete	2023-06-21	Fees and Charges arena rental rates and meeting/banquet room rates added to schedule - July 2023. Expected for the next All Recreation Committee Meeting Admission Fees approved in August 2021. Work is ongoing on rental fees application.
Proposed Goat Riverside Park	2019-05-16	GM Community Services	Recreation , Parks and Trails	Area A,Area B,Area C,Town of Creston	1% to 20% complete	2024-12-31	Traditional Use Study complete. The RDCK will be meeting the representatives from Lower Kootenay Band and Trails for Creston Valley Society in November to continue discussions about appropriate parks areas. TUS draft sent to RDCK staff -returned to consultants with comments
South Slocan Old School House Redevelopment	2020-01-01	GM Community Services	Recreation , Parks and Trails	Area H	20% to 40% complete	2024-06-30	Funding from Growing Communities Fund enables demolition is Fall 2023. Restructuring service to fund from S231 and close S214 Require Grant Researcher/ writer - This has been impacted by work on Krestova park Cover Architecture - awaiting direction Initial drawings and estimates - redeveloping to reduce costs - Building Cost Estimates are continuing to come in very high
Campbell Fields Recreation	2017-06-15	GM Community Services	Recreation , Parks and Trails	Area E,Area F,Area H,Area I,Area J,City of Castlegar,City of	40% to 60% complete	2023-10-31	Staff needs to coordinate a stakeholder meeting. 3rd phase Report completed and posted on website. Reviewing Report with School District is the Next Step.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Development Feasibility Study				Nelson,Village of Slocan			Expect a meeting of the partners May/June 2023. https://www.rdck.ca/EN/main/services/rdck-recreation-master-plans/campbell-field.html
Castlegar and District Asset Management process/strategic planning	2019-06-01	GM Community Services	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	100% complete	2023-03-31	Session held on June 27, 2023. As part of the Asset Management process, a Building Condition Assessment and Lifecycle study was completed on the Castlegar and District Community Complex. Commission hired consultant to lead a Strategic Planning session in part to determine how to fund the asset management going forward. Commission considered and began a capital asset management funding program in the 2023 budget and beyond.
Creston Library Contract	2018-11-06	GM Community Services	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	40% to 60% complete	2023-09-30	Met with library staff and have drafted changes to the agreement for CVSC consideration in September. Have integrated some capital work into financial plan. Library staff reviewing present contract.
Arena Floor Replacement Project-Castlegar and District Complex	2021-11-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	80%- 99% complete	2023-08-09	New floor is in and boards are being installed. Construction is expected to reach substantial completion on August 9.
Glacier Creek Park and Commisison Bylaw No.1306 amendment	2021-12-09	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	Not Started	2024-08-31	726/21 That staff amend the Glacier Creek Park Commission Bylaw No. 1306, 1998 to reduce the membership from nine members to five members with the resulting quorum. Currently there is no Commission. on hold
Lardeau Regional Park Construction - as per Management Plan	2021-04-15	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	60%- 80% complete	2024-10-22	Maintenance contract worker found. Working on waterfront cleanup and restoration as per the Management Plan and approved financial plan Amenity installations and small waterfront restoration budgeted for in 2023 Start working on foreshore work and replanting was well as clean up spring 2023 Staff working into the fall many of the invasives have been removed and planting of non invasives

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Glade Legacy Project	2017-07-01	Mgr. Parks	Recreation , Parks and Trails	Area I	20% to 40% complete	2024-10-31	Staff has reviewed draft options and sent back to consultant, still need to meet with consultant Staff working with consultant for final draft. Final draft will be provided to Commission and then for public consultation
Waterloo Eddy Regional Park Construction	2018-03-01	Mgr. Parks	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	80%- 99% complete	2024-11-30	Final work on Boat and Trailer Parking area Further amenities spring/summer 2023 Working with Teck on motor vehicle closures Contractor and Staff closing off all access points for with boulders and fencing to be completed October 28th 2024 amenities and restoration design planned
Traditional Use Study - Crawford Bay Regional Park Management Plan	2018-03-01	Mgr. Parks	Recreation , Parks and Trails	Area A	100% complete	2024-03-31	Next steps for Management Planning is a Traditional Use Study (TUS) completed by Ktunaxa Nation Council in 2022 Traditional Use Study to go to the Board Completed
Taghum Beach Parking lot improvements	2021-03-31	Mgr. Parks	Recreation , Parks and Trails	Area E,Area F,Area G,Village of Salmo,City of Nelson	1% to 20% complete	2024-12-31	Staff will continue working with engineer during spring 2023 with project design for fall 2023. Continue as planned Meeting with Engineer August/September. Some further design options being looked at Looking into PFR (archeological permitting)

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Whitewater Fire Protection Fire Response Service Case Analysis	2023-10-19	Regional Fire Chief	Part of RDCK Core Services	Area E,Area G	Not Started	2024-06-30	Assigned at the October 2023 Open Board Meeting

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Area H Hills and Summit Lake Service Case Analysis	2021-09-23	Regional Fire Chief	Part of RDCK Core Services	Area H	Not Started	2024-06-30	Develop a service case for establishing an RDCK volunteer fire department to service the Hills area. Q1 2023- no progress to report on this initiative due to competing project priorities. Staff are aiming for a June 2024 completion
Crawford Bay Fire Service feasibility study	2016-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A	60%- 80% complete	2023-12-31	This project analyzes options for establishing a fire hall in the Crawford Bay area. A draft options review was provided to the Area Director for review in 2020 and this project is on hold pending feedback.
Creston area Sub-Regional Fire Service	2012-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A,Area B,Area C,Town of Creston	80%- 99% complete	2023-12-31	This ongoing project aims to align and streamline fire services delivery between the RDCK and Town of Creston in the Creston Valley . Q3 update - the Canyon Lister service has been successfully transitioned from the RDCK to the Town of Creston. RDCK and Town staff will now proceed to negotiate a valley-wide contract for end 2023 in accordance with the Project Charter.
Service S128 Riondel Fire Protection	2020-08-20	Regional Fire Chief	Part of RDCK Core Services	Area A	40% to 60% complete	2024-06-30	This project involves evaluating equitable share of funding for the Riondel Fire Services for providing First Responder and Road Rescue services outside of the fire service boundary. Q3 update- The Province has advised that Service 152 should be spilt into new service areas. Next Step- staff will target Q2 2023 to provide report to Board summarizing the situation and seeking direction to prepare new service establishment bylaw(s). Report provided to Board in April 2023 Staff are aiming for a June 2024 completion of this service establishment.
Area D First Responder Service	2020-02-20	Regional Fire Chief	Part of RDCK Core Services	Area D	40% to 60% complete	2024-06-30	Q3 update - The process is moving ahead with a referendum on service establishment in the spring.
Area B Kitchener Fire Service Case Analysis	2023-04-16	Regional Fire Chief	Part of RDCK Core Services	Area B	20% to 40% complete	2024-03-31	Fire and Corp Admin staff are reviewing the previous service case analysis to determine if can be applied again to speed up this item
BC Structure Firefighter Minimum Training Standards	2016-10-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2024-12-31	New BC Structure Firefighter Minimum Training Standard distributed by the Office of the Fire Commissioner in September/October 2023. Replaces the previous BC Structure Firefighter Playbook. Staff currently analyzing and assessing updates and changes, developing a comprehensive training plan to meet objectives. Local Authorities are required to have the new standard incorporated in their fire training program for March of 2024, with all training being offered by end of 2024.

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Changes to allow RDCK firefighters to deliver higher levels of care as pre hospital care providers	2018-09-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2024-05-31	<p>BCEMA Licensing has announced new scope of practice options for First Responders</p> <p>Jan 26 2023 Staff still awaiting the new training and evaluation curriculum from EMA licensing to allow Responders to work to a higher scope of practice.</p> <p>2023 Q2 Update - No change. Awaiting offering updates from training providers.</p> <p>2023 Q3 Training provider is offering training to our instructors to deliver the curriculum. Anticipated delivery of spring 2024 to firefighters.</p>

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Support on Cannabis	2021-06-17	CAO	Food security and Agriculture	All Electoral Areas	40% to 60% complete	2023-10-31	CAO is reviewing the needs that came out the Cannabis Regulatory Needs and will be recommending meetings with various ministries to move this along. CAO has been appointed to a UBCM working group that is discussing future opportunity for producers and public engagement in 2022, particularly on farm gate sales. The risk is alignment between the province and local government, to allow LG time to implement any bylaw changes required. Current discussions are around "what we heard" document re: consumption spaces. Recent meeting with Health Canada was delayed. Awaiting new dates.
Ymir Cemetery Ownership Investigation	2023-09-14	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area G	Not Started	2024-12-31	The Board has directed staff to research and report back on the feasibility of the RDCK assuming ownership and operational responsibility for the Ymir Cemetery.
Kaslo and Area D Economic Development Commission bylaw update	2023-08-17	Mgr. Corporate Admin	Coordinated Service Delivery	Area D, Village of Kaslo	Not Started	2024-06-30	The update to the current bylaw will involve reviewing Commission procedures and membership and updating to the current RDCK commission bylaw template.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
FCM Board and Committee Appointments Policy	2023-07-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	2024-06-30	This policy will establish criteria for the Board to apply when considering appointments to and/ or support for candidacy for positions within the Federation of Canadian Municipalities Board or Committees. Expected report to Board in Q2 2024, however this is considered a lower priority item.
Transit Service Funding Review	2019-07-18	Mgr. Corporate Admin	Part of RDCK Core Services	Central RR Subregion, West RR Subregion	60%- 80% complete	2024-11-30	Q3 2023 update - The remaining component of this project is to finalize the funding model for the Kootenay Lake West transit service. This was delayed pending the establishment of the new transit committee. With that now in place the work on this project will proceed through 2024 with regular input from service participants.
Respectful Workplace Bylaw	2022-01-17	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	100% complete	2023-09-21	This initiative will define inappropriate behavior at RDCK facilities and include processes to follow for incidents of staff harassment by the public. Q3 2023 update - Project is complete. The draft bylaw was re-worked as the Staff Safety and Harassment Policy and adopted by the Board in September 2023.
Area H and I Dog Control Service Case Analysis	2020-03-19	Mgr. Corporate Admin	Coordinated Service Delivery	Area H, Area I, Village of Slocan, Village of Silverton, Village of New Denver	80%- 99% complete	2024-03-31	Service case analysis will be prepared based on estimated contract service costs. Q3 2023 update- This initiative will be considered in relation to other dog control service requests (Creston and area, Area K) and be included within the overall bylaw enforcement services review directed by the Board in Q3. Also included in this review will be proposals to update dog control regulatory bylaws.
Fireworks bylaw feasibility report	2020-11-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area E	Not Started	2024-12-31	Board has directed that staff prepare a report outlining the feasibility of developing and implementing a fireworks bylaw. Q3 2023 update- this project has not advanced due to competing project priorities and has no assigned completion date
Policy to Address Harassment of Staff Attending Private Properties	2022-05-19	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2024-04-30	This policy will follow from the Staff Safety and Harassment Policy adopted in September 2023 that covers RDCK workplaces. This new policy will be similar, but will cover RDCK employees attending private properties in the course of their duties, such as building inspectors and bylaw officers. Q3 2023 update- A draft policy will be received by the Board in Q1 or Q2 2024.
Public Notice Bylaw	2022-05-15	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2024-06-30	Changes to the Local Government Act in 2021 give the RDCK more options for publishing official notices. Subsequent to the board consideration of this matter in Q3 2022, staff intended to bring a draft bylaw to the Board completion in Q3 2023. Project timing has been impacted by competing project priorities and, the revised timeline is now Q2 2024.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Referendum Support Policy	2018-06-21	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	2024-12-31	In 2018 the Board directed that staff develop a policy to guide Board decision making in response to requests for RDCK support for groups taking specific positions on RDCK referenda. Q3 2023- This is a low priority item and has not been actioned by staff. This policy will be prioritized in the context of an overall policy review but has no assigned date for completion.
Delegation of Authority Bylaw	2018-01-01	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2024-03-31	The Bylaw will identify complete list of authority delegated to be delegated to staff by the Board . Q3 2023 update- The first stage of the project - an inventory of authorities delegated within existing bylaws and a jurisdictional scan is mostly complete in Q3 . Project timing will be impacted by the departure of the interim grants coordinator in Q4. A draft bylaw is targeted to be received for Board consideration in Q1 2024.
Creston and Areas A,B, and C Jaws of Life Service Establishment Bylaw amendment	2023-05-08	Mgr. Corporate Admin	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	20% to 40% complete	2024-02-29	The bylaw amendment will reduce the current jaws of life service scope to road rescue only. This will come forward concurrently with the Area A First Responder service case analysis and service establishment bylaw expected in Q1 2024
Area A First Responder Service Establishment Bylaw	2023-05-18	Mgr. Corporate Admin	Coordinated Service Delivery	Area A	1% to 20% complete	2024-02-29	The proposed service will fund provision of first responder services by the Riondel Fire dept. to portions of Area A outside the boundaries of the current fire protection area. Q3 update- the service case report is partially complete and awaiting operational cost data from the fire group. The report is anticipated to be ready for Board consideration in Q1 2024
RDCK Website Improvements-Phase Two	2020-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2024-04-30	This project will deliver a major upgrade to the RDCK website. - The active phase of website development is underway, and the overall design and content upgrades are ongoing. Q3 2023 update- The website contractor has advised that they have continuing resource issues and have pushed back the new website launch date to April 2024 from the previous reported November 2023 launch date.
WKBRHD Policy Manual	2020-10-25	Mgr. Corporate Admin	Part of RDCK Core Services	Multi Regional	40% to 60% complete	2024-12-31	At the October 2020 meeting the WKBRHD Board directed staff to develop 4 new policies. Q3 2023 update-This is considered a low priority item and has not progressed due to competing project priorities. No specific timeline has been assigned to bring these policies forward for WKBRHD Board consideration .

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Special Event Permit Regulatory Bylaw	2017-10-01	Mgr. Corporate Admin	Part of RDCK Core Services	Area H	80%- 99% complete	2024-03-31	Q3 2023 update - Due to issues with events held in Q3 2022, the Board directed staff to review options to make the bylaw more effective. This review is complete and staff will bring forward a report to Board with recommended changes in early 2024. Enforcement proceedings related to events held during Q3 2023 were directed under the RDCK Noise Bylaw, which has been identified as the preferred tool for large event enforcement.
Arrow Creek Water Commission Bylaw	2022-09-16	Mgr. Corporate Admin	Coordinated Service Delivery	Area B,Area C,Town of Creston	40% to 60% complete	2024-02-29	The board has directed an update to the Arrow Creek Commission bylaw to address issues identified by the Town of Creston. A draft bylaw was received by the Commission in Q1 2023. Q3 update- the Town of Creston has reviewed the bylaw and the matter has been referred by the Board back to the Commission to discuss changes to the draft bylaw to address the Town's concerns regarding delegated authority.
West Kootenay Transit Services Governance Review	2022-02-17	Mgr. Corporate Admin	Coordinated Service Delivery	Central RR Subregion,West RR Subregion	100% complete	2023-09-21	This project will evaluate options for enhancing the governance and decision making for the West Kootenay Transit system (Castlegar and area, North Shore, Slocan Valley and Kootenay Lake West) to support implementation of West Kootenay Transit Future Service Plan and consider the apportionment of costs. Q3 2023 update- project is complete. The committee had its inaugural meeting in October 2023.
Shoreacres No Hunting or Discharge of Firearm Bylaw Survey	2019-09-19	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area I	1% to 20% complete	2024-12-31	No progress in Q3 2023 due to competing project priorities. No expected completion date.
Director's Code of Conduct Review	2022-12-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	1% to 20% complete	2024-04-18	The Board has directed staff to initiate a review of Policy 100-01-17 Director's Code of Conduct in accordance with the new Community Charter requirements and that the draft policy is brought forward for Board consideration at the April 2024 Board meeting. Q3 2023 update - no progress on this initiative. Project will commence in Q4 2023.
Assent Votes for Tarrys, Slocan Valley , and North	2023-07-20	Mgr. Corporate Admin	Part of RDCK Core Services	Area F,Area H,Area I	1% to 20% complete	2024-12-19	These assent votes will authorize borrowing for new fire apparatus for the three fire services. The loan authorization bylaw will be on the August Board agenda for 3

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Shore Fire Apparatus							readings, with the assent votes proposed to be held in November following bylaw approval from the Inspector of Municipalities.
Financial Grant-In-Aid Services Policy	2023-05-15	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2024-03-21	Board has requested a policy requiring that, as part of the annual budget preparations , recipients of funding from financial grant in aid services engage with Directors and provide more detailed information regarding their use of taxation funding. Staff will also propose additional risk management and transparency measures within the draft bylaw. Draft bylaw is expected in Q1 2024.
Update Advisory Planning and Heritage Commission Bylaw	2023-01-15	Mgr. Corporate Admin	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	2023-09-21	Comprehensive bylaw update to improve governance of APHC's . Q2 2023 update - project is in the initial stages of discussion between the planning and administration groups. Bylaw will be brought forward for Board consideration in Q3.
Timesheets application in Project Management module	2018-03-01	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2023-12-31	Implementation of the Timesheets functionality for a test or beta group to have electronic timesheets be created, submitted and approved to then be integrated to the Payroll intake to improve efficiencies. The standardization is complete save for one group. With Board approval of a second Payroll Specialist work within the system to develop improvements prior to moving to a new platform can move forward.
Enhanced features in the Project Costing Module	2018-04-15	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2023-12-31	A reassessment of the coding categories will be evaluated. Exploration of the "Main" project umbrella are in development.
Information Technology Infrastructure Replacement - Wireless Firewalls	2022-04-01	Mgr. IT	Part of RDCK Core Services	Multi Regional	80%- 99% complete	2023-04-04	This project is required to replace firewalls and Wi-Fi routers that are at end of life.
Microsoft Exchange 365	2023-01-03	Mgr. IT	Part of RDCK Core Services	All Electoral Areas	60%- 80% complete	2023-12-15	This project is to align our infrastructure/hosted environment with security and functional requirements.

CAPITAL PROJECTS TO OCTOBER 15, 2023

ACTIVE PROJECTS BEING MANAGED: 55				TOTAL BUDGET BEING MANAGED: \$16,806,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Riondel Community Centre Roof	AJ Evenson	1-Dec-2022	31-Jul-23	100%	Completed	Buildings	Construction	Roof is complete as of August 17.
CDRD Floor	Patrick Thrift	1-Dec-2022	30-Sep-23	100%	Completed	Civil	Construction	Complete as of September 30. Deficiencies being cleaned up in October.
CDCC Roof Repairs	AJ Evenson	1-Sep-2023	30-Nov-23	10%	In Progress	Buildings	Construction	Work underway in October with completion in November
CDCC Roof Solar Install	AJ Evenson	1-Sep-2023	30-Nov-23	0%	Not Started	Buildings	Initiation	Waiting on project initiation form.
CDCC East Stairwell	Jeannine Bradley	1-Jan-2022	31-Dec-23	25%	In Progress	Buildings	Construction	Reviewing options for how to proceed with the work and the current contractor.
Salmo Pool Upgrade	AJ Evenson	1-Apr-2022	31-Dec-23	95%	In Progress	Buildings	Construction	Work complete. Ready for commissioning. New circulation pump required, November delivery.
Slocan Schoolhouse Demolition	Patrick Thrift	1-Sep-2023	31-Dec-23	10%	In Progress	Buildings	Initiation	RFQ extended to October 31
Asset Management	AJ Evenson	1-Jul-2020	31-Dec-23	50%	In Progress	Other	Detailed Design	Kickoff mtg with Roth IAMS completed. Background information review underway. Stakeholder mtgs to be undertaken in November due to consultant resourcing issues.
East Shore Connectivity Project	AJ Evenson	1-Jan-2021	31-Dec-24	25%	In Progress	Utilities	Procurement	Contract with KiN in process of being set up. Landing sites picked, materials in process of being spec'd and ordered.
NDMP Stream 3	AJ Evenson	1-Jun-2021	31-Mar-23	100%	Completed	Other	Close Out	Complete as of March 31
Standing Offers (For Water Program)	AJ Evenson	4-Jan-2023	31-Mar-23	100%	Completed	Other	Procurement	Scope sent to Marie-Pierre for Board approval.
Ootischenia Organics Wash Station	AJ Evenson	1-May-2023	15-Jun-23	100%	Completed	Resource Recovery	Close Out	Complete as of July 14.
Central Compost Facility	AJ Evenson	1-Jan-2021	30-Jun-23	100%	Completed	Resource Recovery	Construction	Site commissioned and operational.

CAPITAL PROJECTS TO OCTOBER 15, 2023

ACTIVE PROJECTS BEING MANAGED: 55				TOTAL BUDGET BEING MANAGED: \$16,806,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Water Controls RFP	AJ Evenson	1-Apr-2023	30-Jun-23	100%	Completed	Utilities	Close Out	Setting up contracts with vendors
Central Transfer Station - Attendant Shack Upgrades	AJ Evenson	1-Aug-2021	1-Jul-23	100%	Completed	Buildings	Close Out	Complete as of July 7
Balfour Wharf Road Water Main Upgrades	AJ Evenson	5-Feb-2023	30-Sep-23	100%	Completed	Utilities	Construction	Complete as of October 3
Duhamel Water Main Replacement Design	AJ Evenson	2-Mar-2023	30-Sep-23	100%	Completed	Utilities	Close Out	Design and tender package completed for Jan 1, 2024 tender. 6 carrier pipes installed as of September 30. Watermain work to be tendered in November 2023 for construction in spring 2024.
Grohman Compost Upgrades	Jeannine Bradley	1-Sep-2022	31-Oct-23	90%	In Progress	Resource Recovery	Construction	Dynamic undertaking work. Completion end October.
Creston Septage Receiving Station Design	AJ Evenson	30-Apr-2023	31-Oct-23	0%	Not Started	Resource Recovery	Initiation	Waiting on scope and schedule timing from Town of Creston
Riondel Storm System Assessment	AJ Evenson	1-May-2023	31-Oct-23	95%	In Progress	Utilities	Detailed Design	Final report in progress for end of October.
Balfour TS Paving	AJ Evenson	30-Apr-2023	30-Nov-23	25%	In Progress	Resource Recovery	Construction	Paving proposed for November
Woodbury Water System Upgrades	AJ Evenson	1-Jan-2021	30-Nov-23	60%	In Progress	Utilities	Construction	Construction scheduled for mid-September to late November 2023.
Fauquier Water Main (Reservoir to Maple) Construction	AJ Evenson	1-May-2023	30-Nov-23	85%	In Progress	Utilities	Construction	Construction underway with completion by end of October
Water Services Generators	Patrick Thrift	1-May-2023	30-Nov-23	15%	In Progress	Utilities	Procurement	Generators being installed at Edgewood, Lister and Riondel. All submissions over budget. Working through options.
Utilities Crew	AJ Evenson	1-Jan-2023	31-Dec-23	100%	Completed	Other	Close Out	Decision made to wind down program. Next steps to sell all remaining equipment and supplies.

CAPITAL PROJECTS TO OCTOBER 15, 2023

ACTIVE PROJECTS BEING MANAGED: 55				TOTAL BUDGET BEING MANAGED: \$16,806,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Fauquier Water Main (Spruce) replacement	AJ Evenson	1-May-2023	31-Dec-23	5%	On Hold	Utilities	Initiation	Will undertake design in 2024 if sufficient budget.
Attendant Buildings - Ymir and Nakusp TS	Patrick Thrift	1-Jun-2023	31-Dec-23	25%	In Progress	Resource Recovery	Procurement	1 response over budget. Negotiating with vendors regarding pricing.
Arrow Creek Filtration Study	Jeannine Bradley	17-Jul-2023	31-Dec-23	10%	In Progress	Utilities	Initiation	RFP evaluations for Coanda filter and Ceramic filter underway.
Riondel Valve and Meter Station Design	AJ Evenson	1-May-2023	31-May-24	5%	In Progress	Utilities	Procurement	Waiting on consultants quotes for design work.
Erickson Water Main Replacement	AJ Evenson	15-Mar-2023	30-Jun-24	10%	In Progress	Utilities	Detailed Design	Design in progress by WSP Engineering. Survey complete. Working on required statutory right of way agreements with property owners.
NAK ROS SLO TS Upgrades	AJ Evenson	15-Feb-2023	30-Jun-24	20%	In Progress	Resource Recovery	Detailed Design	50% design received form Consultant in September
Nakusp Landfill Closure Design	AJ Evenson	15-Sep-2023	30-Jun-24	0%	Not Started	Resource Recovery	Initiation	Will initiate RFP scope once Nakusp TS design is underway.
Lister Water Main Replacement	AJ Evenson	15-Mar-2023	30-Jun-24	25%	In Progress	Utilities	Detailed Design	Tender package ready to issue to BCBid.
West Robson Water Main Replacement	AJ Evenson	1-May-2023	30-Jun-24	10%	In Progress	Utilities	Procurement	Several alignment options and costs are currently being evaluated.
Grohman Narrows Recycling Depot and Fleet Building	Jeannine Bradley	15-Jul-2023	31-Oct-24	5%	In Progress	Resource Recovery	Concept Design	Working with RR staff to determine scope, options and concept design options.
Erickson Water Meter Installation		1-May-2023	31-Dec-24	0%	Not Started	Utilities	Initiation	Will prepare RFP for meter pit installation once specifications received from Utilities.
Ootischenia Tipping Area and 2nd Scale Design	Jeannine Bradley	1-Nov-2023	31-Dec-24	0%	Not Started	Resource Recovery	Initiation	Work to start in late fall 2023 for construction in 2024/2025.
Balfour Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	35%	In Progress	Buildings	Construction	Lighting upgrades in progress; scheduling for October.

CAPITAL PROJECTS TO OCTOBER 15, 2023

ACTIVE PROJECTS BEING MANAGED: 55				TOTAL BUDGET BEING MANAGED: \$16,806,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Beasley Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	80%	In Progress	Buildings	Construction	OH Doors complete. Generator in place, hookup in October. Well is drilled, pump installed and sampling completed. Heat pump installation in Nov/Dec.
Blewett Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	90%	In Progress	Buildings	Construction	OH doors / HWT complete. Water system upgrade complete. Lighting contract awarded and waiting for scheduling.
Crescent Valley Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	85%	In Progress	Buildings	Construction	Heat pump repairs / OH doors completed. Fence install completed. Working with Fire Chief to reprioritize remaining projects.
North Shore Fire Hall Upgrades	Patrick Thrift	1-May-2022	31-Dec-23	70%	In Progress	Buildings	Construction	HWT completed. Quotes for lighting upgrades were higher than budget; reducing scope to meet budget.
Pass Creek Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	85%	In Progress	Buildings	Construction	Heat pump complete. Generator complete with commissioning in October. Water upgrades and creek intake culvert in 2024. Paving complete.
Passmore Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	80%	In Progress	Buildings	Construction	Heat pump repair / OH Doors complete. Alarm system installed. Fire Chief working on rescoping projects to increase available funding for generator and ATS.
Robson Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	100%	Completed	Buildings	Close Out	Heat pump work complete. Lighting installation complete.
Slocan Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	35%	In Progress	Buildings	Construction	Hot water tank replacement scheduled for October/November. Lighting upgrades awarded and scheduled for October/November. Building dept to identify Part 3/5 requirements.
Tarry's Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	40%	In Progress	Buildings	Construction	Insulation and siding to be starting in September/October. Heat pump / Lighting upgrades / HWT complete. Water system upgrade complete.
Winlaw Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	25%	In Progress	Buildings	Construction	OH doors complete. Scoping of Filtration upgrades in progress.
Yahk Fire Hall Upgrades	Jeannine Bradley	1-Nov-2022	31-Dec-23	100%	Completed	Buildings	Close Out	Insurance project complete.

CAPITAL PROJECTS TO OCTOBER 15, 2023

ACTIVE PROJECTS BEING MANAGED: 55				TOTAL BUDGET BEING MANAGED: \$16,806,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Fire Hall Exhaust Extraction System	Jeannine Bradley	1-Apr-2022	30-Jun-24	80%	In Progress	Buildings	Construction	15 out of 17 halls are complete. Structural reinforcing required at 4 halls (design in progress). Structural upgrades to be completed in Fall/Winter.
Ootischenia Fire Hall Expansion	Jeannine Bradley	1-Oct-2022	31-Aug-24	25%	In Progress	Buildings	Construction	Design completed. Building permit in process. Structural upgrades and post-disaster requirements required. Construction ready to start in late fall 2023.
West Creston Fire Hall	AJ Evenson	15-Oct-2021	30-Nov-24	10%	In Progress	Buildings	Detailed Design	Working with Administration to prepare project to go to referendum for construction in 2024.

PROJECTS COMPLETED IN Q3 2023 REMOVED FROM QUARTERLY REPORT

Project/Initiative Name	Responsible Manager
Castlegar and District Asset Management process/strategic planning	GM Community Services
Housing Action Plan	Mgr. Planning
Central TS Washroom/Changeroom/Lunchroom	Mgr. Resource Recovery

PROJECTS COMPLETED IN Q3 2023

Project/Initiative Name	Responsible Manager
Community (Climate Action) Ambassadors	Mgr. Community Sustainability
Conversion of Water Commissions to Community Advisory Committees	Mgr. Utilities
Transfer of Arrow (Erickson) Open Reservoir to Town of Creston	Mgr. Utilities
Respectful Workplace Bylaw	Mgr. Corporate Admin
West Kootenay Transit Services Governance Review	Mgr. Corporate Admin
Traditional Use Study - Crawford Bay Regional Park Management Plan	Mgr. Parks



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Creston Valley Ministerial Association	Date of Application: 10/23/2023
Contact Name: Jon Delcaro	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: A <input type="checkbox"/> Municipality:
Mailing Address: Box 753 Creston British Columbia V0B 1G0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 977-5565	Email: cvmahamper@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 Ministerial Association collaborates closely with local businesses and charitable institutions. Together, they undertake a heartfelt initiative every Christmas season. Their mission: to assemble and distribute hampers brimming with essentials and festive treats. These hampers serve as a beacon of hope and support for struggling families and individuals. The outreach of this program spans a significant distance, benefiting those from Yahk all the way to Crawford Bay.

Grant Application:

Total Grant Requested: \$ 1000.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: We currently receive funding from Gleaners, fundraising from local businesses and churches, along with discretionary grants ...	
Previous Discretionary Grants Received – Year and Amount: 2022 - \$3000.00	

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2023-10-23 13:16:16

Signature

Jon Delcaro

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 1,000.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Crawford Bay & District Hall & Parks Association	Date of Application: 11/06/2023
Contact Name: Anne Lindsay	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: A <input type="checkbox"/> Municipality:
Mailing Address: PO Box 71 Crawford Bay B.C. V0B 1E0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (403) 990-9976	Email: alindsay@cbhall.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

A sub-committee of the Hall & Parks board is organizing this year's Remembrance Day Service, the first one on the East Shore since before COVID. It will be an outside service at the Crawford Bay Community Hall with refreshments offered afterwards.

The funds will be used to pay for the Audio equipment and to help cover the expense of the refreshments.


Grant Application:

Total Grant Requested: \$ 500.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Each sub-committee member is assisting with either providing in-kind donation of services or funds, with the Hall Board ...

Previous Discretionary Grants Received – Year and Amount:

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.


Signed at:
2023-11-06 09:49:04

Signature

Anne Lindsay

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 500.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

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Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Creston Valley Ministerial Association	Date of Application: 10/23/2023
Contact Name: Jon Delcaro	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
Mailing Address: Box 753 Creston British Columbia V0B 1G0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 977-5565	Email: cvmahamper@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 Ministerial Association collaborates closely with local businesses and charitable institutions. Together, they undertake a heartfelt initiative every Christmas season. Their mission: to assemble and distribute hampers brimming with essentials and festive treats. These hampers serve as a beacon of hope and support for struggling families and individuals. The outreach of this program spans a significant distance, benefiting those from Yahk all the way to Crawford Bay.

Grant Application:

Total Grant Requested: \$ 1000.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Gleaners, Town of Creston Discretionary grants, Fundraising from local business and churches.

Previous Discretionary Grants Received – Year and Amount: 2022 - \$3000.00

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2023-10-23 13:19:25

Signature

Jon Delcaro

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 1,000.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

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Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Creston Valley Chamber of Commerce	Date of Application: 10/25/2023
Contact Name: Melanie Joy	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
Mailing Address: 121 Northwest Blvd. PO Box 268 Creston British Columbia V0B 1G0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 402-3108	Email: president@crestonvalleychamber.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 Chamber of Commerce is applying for the REDIP-ED grant to assist with hiring a temporary project manager to assist the Board in carrying out their strategic plan objectives and to build a foundation that will enable the organization to grow. The manager will be assisting with events, building connections and developing key support initiatives that will be focused on business retention and advocacy.

Grant Application:

Total Grant Requested: \$ 3000	Which funding criterial objective does this project meet? <input type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: 2024 ...

Previous Discretionary Grants Received – Year and Amount: 0

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2023-10-25 08:02:23

Signature

Melanie Joy

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 3,000.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

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Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Creston Curling Club	Date of Application: 11/01/2023
Contact Name: Ted Hutchinson	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
Mailing Address: 312 19 Ave N. Creston British Columbia v0b 1g5	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 254-6012	Email: Skeeterspals@hotmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The grant will be used to provide a free ride home to anyone attending one of our bonspiels who, for whatever reason, is not capable of driving home themselves. We have bonspiels for men, women, and mixed throughout the season. We acknowledge the financial support of RDCK via signage located throughout our club when hosting a bonspiel.

Grant Application:

Total Grant Requested: \$ 500	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Also requesting \$500 from RDCK Area C.

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:
2023-11-01 12:19:55

Signature

Ted Hutchinson

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 500.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Ministerial Association Christmas Hamper Fund	Date of Application: 11/03/2023
Contact Name: Sue Thomas	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
Mailing Address: 1127B Canyon Street Creston BC V0B1G0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 428-4442	Email: suesclotheslines@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.*

This is the 11th consecutive year that Sue's Clotheslines has facilitated the silent auction to raise funds for the ministerial Associations Christmas Hamper fund. Last years contribution was just over \$17,000.00 which in part allowed 469 families in need to receive a Christmas hamper. The need this year will certainly be no less, it is a wonderful thing to be able to facilitate an event that has so many generous individuals and business donate items and services to auctioned followed by the generous bidders that often have stories of being in need of help themselves earlier in their lives.

Grant Application:

Total Grant Requested: \$ 1000.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: none	
Previous Discretionary Grants Received – Year and Amount: none	

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2023-11-03 20:02:08

Signature

Sue Thomas

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 1,000.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Creston Valley Ministerial Association	Date of Application: 10/23/2023
Contact Name: Jon Delcaro	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: C <input type="checkbox"/> Municipality:
Mailing Address: Box 753 Creston British Columbia V0B 1G0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 977-5565	Email: cvmahamper@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 Ministerial Association collaborates closely with local businesses and charitable institutions. Together, they undertake a heartfelt initiative every Christmas season. Their mission: to assemble and distribute hampers brimming with essentials and festive treats. These hampers serve as a beacon of hope and support for struggling families and individuals. The outreach of this program spans a significant distance, benefiting those from Yahk all the way to Crawford Bay.

Grant Application:

Total Grant Requested: \$ 1000.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Gleaners, Town of Creston Discretionary Grants, Fundraising from local businesses and churches.

Previous Discretionary Grants Received – Year and Amount: 2022 - \$3000.00

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2023-10-23 13:21:51

Jon Delcaro

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 1,000.00
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Board Approved Date:	Resolution #
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Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Town of Creston	Date of Application: 10/11/2023
Contact Name: Kirsten Dunbar	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: C <input type="checkbox"/> Municipality:
Mailing Address: Box 1339 238 10th Ave Creston BC V0G 1B0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 428-2214	Email: kirsten.dunbar@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 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 support the purchase and installation of 100 Columbaria units for Forest Lawn Cemetery.

Grant Application:

Total Grant Requested: \$ 2865	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 RDCK Area A: \$5,806...

Previous Discretionary Grants Received – Year and Amount:

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2023-10-11 15:56:05

Micah Nakonechny on behalf of Kirsten Dunbar

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 2,865.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Creston Valley Chamber of Commerce	Date of Application: 10/25/2023
Contact Name: Melanie Joy	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: C <input type="checkbox"/> Municipality:
Mailing Address: 121 Northwest Blvd. PO Box 268 Creston British Columbia V0B 1G0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 402-3108	Email: president@crestonvalleychamber.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 Chamber of Commerce is applying for the REDIP-ED grant to assist with hiring a temporary project manager to assist the Board in carrying out their strategic plan objectives and to build a foundation that will enable the organization to grow. The manager will be assisting with events, building connections and developing key support initiatives that will be focused on business retention and advocacy.

Grant Application:

Total Grant Requested: \$ 3000	Which funding criterial objective does this project meet? <input type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: 2024...

Previous Discretionary Grants Received – Year and Amount: 0

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2023-10-25 08:05:28

Melanie Joy

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 3,000.00
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Board Approved Date:	Resolution #
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Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Creston Curling Club	Date of Application: 11/01/2023
Contact Name: Ted Hutchinson	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: C <input type="checkbox"/> Municipality:
Mailing Address: 312 19 Ave N. Creston British Columbia V0B 1G5	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 254-6012	Email: skeeterspals@hotmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

This grant will be used to provide a free, safe ride home to anyone who is not capable of safely driving themselves during any of our 4 bonspiels hosted during the season.


Grant Application:

Total Grant Requested: \$ 500	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:
We have also asked Area B for \$500.

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:
2023-11-01 12:23:00

Signature

Ted Hutchinson

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 500.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Neighbours Connecting Neighbours	Date of Application: 10/17/2023
Contact Name: Cathy Robinson	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: C <input type="checkbox"/> Municipality:
Mailing Address: mailing address: c/o Pam Alloway 1438 Evans Road Creston BC V0B 1G7	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 402-6576	Email: robinsonbc9@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.*

Neighbours Connecting Neighbours is a community group in West Creston that has hosted numerous events and activities that encourage community engagement. Many items have been acquired by this committee that need to be stored in a safe, secure unit. This grant will allow for the purchase of a Sea Can to be completed.

Grant Application:

Total Grant Requested: \$2,500	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Creston & District Credit Union - \$2,500.00	
Previous Discretionary Grants Received – Year and Amount: \$1,000 - 2021 not yet spent \$2,500 - 2022 not yet spent	

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:
2023-10-17 13:04:28

Cathy Robinson

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 2,500.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Our Daily Bread	Date of Application: 10/16/2023
Contact Name: Anne-Marie Rasmussen	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality:
Mailing Address: 520 Falls Street Nelson BC V1L 6B5	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 352-1722	Email: office@kcfoffice.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 of food, cleaning supplies and staffing for Hot Meal Program.
Our Daily Bread provides nutritious hot meals to anyone in need - no barriers.

Grant Application:

Total Grant Requested: \$600	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: Annual Christmas Mail out campaign and ongoing fundraising efforts such as Thanksgiving appeal.	
Previous Discretionary Grants Received – Year and Amount: 2022 - \$650 (tables) 2020 - \$600, Typically RDCK Area E provides an ..	
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: 2023-10-16 15:57:21	Anne-Marie Rasmussen <hr style="width: 80%; margin: 0 auto;"/> Print Name
Signature	Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 600.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Nelson Rotary Club	Date of Application: 10/26/2023
Contact Name: Jeanette McCarvell, Rotary Club Treasurer	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: F <input type="checkbox"/> Municipality:
Mailing Address: PO Box 374 Stn Main Nelson BC V1L 5R2	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 352-5149	Email: jgm@netidea.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 Nelson Rotary Club wishes to increase the accessibility to the beach and water at Lakeside Rotary Park. To accomplish this we wish to purchase Mobi-Mats which allow wheeled equipment (wheel chairs, strollers etc) to easily roll across the sand. We also wish to purchase a Mobi-Chair which allows mobility impaired people to safely float in the lake. We are working with the City of Nelson on this project and they will own the equipment when the project is complete. The cost of the Mobi-mats and Mobi-chair is approx \$20,000

Grant Application:

Total Grant Requested: \$ 2000.00	Which funding criteria 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:
We are in the early stages of the project. ...

Previous Discretionary Grants Received – Year and Amount:

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Jm Signed at:
2023-10-26 12:30:07

Signature

Jeanette McCarvell

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 2,000.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Central Kootenay Invasive Species Society	Date of Application: 11/02/2023
Contact Name: Laurie Carr	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: F <input type="checkbox"/> Municipality:
Mailing Address: Suite 19-622 Front Street Nelson, BC V1L 4B7	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (844) 352-1160	Email: lcarr@ckiss.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Supporting landowners to treat knotweed on their private property. Fifty percent of treatment costs covered by program.

This grant request covers half the costs of treatment plus administration fee for one landowner.

Grant Application:

Total Grant Requested: \$ 266.35	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: 0	
Previous Discretionary Grants Received – Year and Amount: Year 2022-\$2000	
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: 2023-11-02 12:18:48 _____ Signature	Laurie Carr _____ Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 266.35
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Blewett Community Society	Date of Application: 11/06/2023
Contact Name: Shari Imada	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: F <input type="checkbox"/> Municipality:
Mailing Address: 4226 Shasheen Rd Nelson BC V1L6X1	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 354-3116	Email: blewettsociety@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.*

We have successfully operated the Morning Mountain skating rink for several years. This grant is to fund our Rink Coordinator to maintain the rink and coordinate volunteers and purchase needed supplies for maintenance such as the liner etc. This year we would also like to purchase some puckboard for the walls which would improve the longevity of the plywood themselves and help to keep the ice from melting on warmer days and increase the longevity of the liner as currently it tears where the ice meets the boards.

Grant Application:

Total Grant Requested: \$ 4000	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: We have applied for a 4000\$ Grant from Area E and are partners with Selkirk college and Blewett fire department who assemble ...	
Previous Discretionary Grants Received – Year and Amount: Every year we have received a discretionary grant between 1000-...	

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:
2023-11-06 19:55:41

Signature

Valerie Evans

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 4,000.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Taghum Community Society	Date of Application: 11/02/2023
Contact Name: Deborah Wilson	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: F <input type="checkbox"/> Municipality:
Mailing Address: 5915 Taghum Hall Road Nelson British Columbia V1L 6Y2	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (778) 463-1114	Email: office@taghumhall.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The funds will be used to purchase and install a commercial dishwasher and a 17" stand, to replace our broken sanitizer. This new energy-efficient unit has been sized and is ensured to fit within the planned Taghum Hall commercial kitchen rebuild. It will be installed by ticketed plumber and electrician. It is specified for a community hall with a typical use of 100 - 250 loads per month, and with user-friendly settings, for a diversity of users, which includes a less than two (2) minute wash cycle. This item can be serviced, and parts found locally.

Grant Application:

Total Grant Requested: \$8,000	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:
We will utilize funds on hand for any additional funds necessary, and will augment with volunteer time. The total estimate of ...

Previous Discretionary Grants Received – Year and Amount: 2023 - \$4,000/ 2022 - \$4,000/ 2021 - \$825/ 2020 - \$900

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:
2023-11-03 11:52:34

Signature

Deborah Wilson

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 8,000.00
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: ESS Area K	Date of Application: 10/18/2023
Contact Name: Marilyn Gustafson	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: K <input type="checkbox"/> Municipality:
Mailing Address: 132 Brouse Loop Road Nakusp BC V0G 1R1	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 265-8777	Email: marilyn.gustafson53@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.*

Requesting this grant so that ESS Volunteers may be provided refreshments during monthly meetings as well as emotional support gifts when needed. As well to provide snacks or meals to volunteers during other responses. Thank you for your consideration of this grant.

Grant Application:

Total Grant Requested: \$700.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: None	
Previous Discretionary Grants Received – Year and Amount: 2022 - \$700.00 and 2021 - \$700.00	
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: 2023-10-18 13:11:37 _____ Signature	Marilyn Gustafson _____ Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 700.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Town of Creston	Date of Application: 10/24/2023
Contact Name: Steffan Klassen	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: A <input type="checkbox"/> Municipality:
Mailing Address: 238 - 10th Avenue North Creston BC V0B 1G0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 428-8650	Email: steffan.klassen@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..)

The Cemetery Service is installing two new Columbaria at the Forest Lawn Cemetery. The funds are needed to fully fund the purchase.

Grant Application:

Total Grant Requested: \$ 5806	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:
 Area A \$ 5,806
 Area B \$ 6,858...

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:
2023-10-24 11:05:13

Signature

Steffan Klassen

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 5,806.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Creston Wave Swim Club	Date of Application: 10/23/2023
Contact Name: Brad Ziefflie	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
Mailing Address: 312C 19th Ave N Creston BC V0B1G5	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 402-3395	Email: crestonwave@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..)

Creston Wave Swim Club is a non profit club who teaches/trains swimmers aged 5-18 the techniques of competitive swimming. We have around 40-45 members from May-August and 20 members from September - March. The Club trains in the Creston RDCK pool and we hold an annual meet during the Summer over a weekend at the Creston Rec Centre. Around 120-130 swimmers, from around the Kootenays, with parents/siblings attend the meet. The Club rents additional indoor space to host the meet (Sunshine Room, Curling Area, and an office area). Requesting Grants fund to assist with these additional costs.

Grant Application:

Total Grant Requested: \$ 2000	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental
--------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 Meet fees charged to swimmers @ \$10 per swimmer ~ \$1200
 Silent Auction at Meet from Community donations ~ \$1000

Previous Community Development Grants Received – Year and Amount:

0

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:
2023-10-23 20:21:20

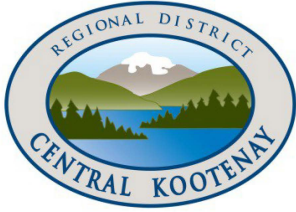
Signature

Brad Ziefflie

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 1,000.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Town of Creston	Date of Application: 10/24/2023
Contact Name: Steffan Klassen	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: B <input type="checkbox"/> Municipality:
Mailing Address: 238 - 10th Avenue North Creston BC V0B 1G0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 428-8650	Email: steffan.klassen@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..)

The Cemetery Service is installing two new Columbaria at the Forest Lawn Cemetery. The funds are needed to fully fund the purchase.

Grant Application:

Total Grant Requested: \$ 6858	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:
Area A \$ 5,806
Area B \$ 6,858...

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:
2023-10-24 11:03:35

Signature

Steffan Klassen

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 6,858.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Regional District of Central Kootenay Service 184	Date of Application: 10/19/2023
Contact Name: Todd Johnston	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: D <input type="checkbox"/> Municipality:
Mailing Address: 202 Lakeside Drive Nelson BC V1L 5R4	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (250) 354-9781	Email: tjohnston@rdck.bc.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

[Micha to fill in on PDF application] **Mosquito Control Program S184 Meadow Creek/Duncan Dam**

"The Mosquito Control Program funding is currently in its first year of a five year contract (2023-2028) with the RDCK which ends March 31, 2028.

The Area D Meadow Creek Mosquito Control Program (Service S184) has a \$112,230 budget to cover Operating expenses, and non-operating expenses, (admin and Environmental Services fees). These costs cover, among other things aerial and hand pesticide applications."

Grant Application:

Total Grant Requested: \$ 40,000	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
----------------------------------	--

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 The Mosquito Control Program funding is currently in its first year of a five year contract (2023-2028) with the RDCK which ends March 31, 2028. ...

Previous Community Development Grants Received – Year and Amount:

2022 - \$22,000; 2021- \$37,500; 2020 - \$20,000

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:
 2022-08-09 12:42:48

Signature

Todd Johnston

Print Name

Authorization

Signature of Area Director <div style="text-align: right;">Signed by Director</div>	Total Grant Approved \$ 40,000.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Friends of Kootenay Lake Stewardship Society	Date of Application: 10/26/2023
Contact Name: Gwen Dell'Anno	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: D <input type="checkbox"/> Municipality:
Mailing Address: 619B Front St PO Box 681 Nelson BC V1L 5R4	Payment Type: <input checked="" type="radio"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 777-2744	Email: 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..)

The Project focuses on monitoring the health of Kootenay Lake's tributaries and provides free training to community groups using CABIN protocols. We provide valuable data to a national database that helps us understand the health of local streams. We focus on streams that have significant land-use impacts including logging, mining, residential developments, roads and wildfires. This year we monitored 4 streams between Balfour and Kaslo on the North Arm and are proposing to complete at least five more streams on the North Arm in 2024 with a focus on streams providing water sources to residents.

Grant Application:

Total Grant Requested: \$ 4500	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:
Columbia Power - \$2000 Req
Nelson Hydro - \$ 2000 Req....

Previous Community Development Grants Received – Year and Amount:

RDCK Area A - \$2000 / September 2023

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:
2023-10-26 09:44:35

Signature

Gwen E. Dell'Anno

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 4,500.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Blewett Community Society	Date of Application: 11/05/2023
Contact Name: Shari Imada	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality:
Mailing Address: 4226 Shasheen Rd Nelson BC V1L6X1	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 354-3116	Email: blewettsociety@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 Morning Mountain skating rink has now been successfully operating for several years. These funds will be used for annual maintenance and supplies (ex. liner) and most importantly to hire a volunteer coordinator to ensure the ice is well maintained.

Grant Application:

Total Grant Requested: \$ 4000	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 collaborate with Selkirk College teachers and students to install the rink and utilize volunteers to maintain the surface. We also collaborate with the Blewett fire department for the creation of the ice. It is unknown how much the contributions of our partners ...

Previous Community Development Grants Received – Year and Amount:

each year we have received grants from Area E and F between 2000\$ and 4200\$

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.

Valerie Evans Signed at:
2023-11-05 17:56:49

Valerie Evans

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 4,000.00
--	----------------------------------

Board Approved Date:	Resolution #
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Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Roots to Sky Forest School Society	Date of Application: 11/07/2023
Contact Name: Lise Kuhr	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality:
Mailing Address: 218 Delbruck Street Nelson BC V1L 5L1	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (778) 228-5598	Email: lkuhrg@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..)

Roots to Sky is an outdoor, two day per week, multiage, blended learning program for home learners. At RTS, we believe that the best way to connect children with nature is to interact with it. Covering every season, students grow their own sense of stewardship, while they explore the outdoors and learn to respectfully exist and safely travel within it. Grant funds would help support the purchase of various tools to deepen this education. Our community, which includes paid teachers, parents, mentors, volunteers and peers, prioritizes the social and emotional growth of each our students.

Grant Application:

Total Grant Requested: \$ 900.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
----------------------------------	--

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
\$900 (requested) RDCK Area E Community Development Grant
\$482.62 (secured) Carry-forward Balance from previous fiscal year...

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:
2023-11-07 19:43:54

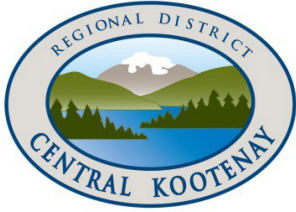
Signature

Lise Kuhr

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 900.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: W.E. Graham Community Service Society	Date of Application: 10/17/2023
Contact Name: Chantal Smith	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality:
Mailing Address: PO Box 10 1001 Harold Street Slocan BC V0G 2C0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 355-2484	Email: coordinator@wegcss.org

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

The funds will be used to buy food for the hampers, the turkey dinner which will be served during the event and food supplies for our general food bank operations.

Grant Application:

Total Grant Requested: \$ 5000.00	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 Fundraising and donations - The amounts are unknown at this time as we submit donation request letters to business in hopes that they will contribute....

Previous Community Development Grants Received – Year and Amount:

\$500 - March 2023

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.

C. Smith Signed at:
2023-10-17 14:47:18

Chantal Smith

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 5,000.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Winlaw Highway Accident Management Society	Date of Application: 11/01/2023
Contact Name: Stephanie Whitney	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality:
Mailing Address: 5741 Highway 6 Winlaw BC V0G2J0250	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 226-6744	Email: swhitney@rdck.bc.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

WHAMS has been providing expert level auto extrication for area H for over 2 decades. We are constantly fundraising, however with the recent purchase of our new battery powered combi auto extrication tool, our account has been drained. We are requesting a bit of a "safety net" in case of any repairs needed to existing equipment. We cover auto extrication for Passmore Fire Dept and Slocan City Fire as well. Thanks in advance for considering us for this grant.
 Chief Whitney
 Winlaw FD

Grant Application:

Total Grant Requested: \$ 1000.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
-----------------------------------	--

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 We will not be fundraising for the remainder of 2023. However, we have discussed some projects to tackle in 2024 to start building up our society's savings, so we can keep providing expert level auto extrication to the public that uses our highways and roads in the ...

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:
2023-11-01 20:54:58

 Signature

Steph Whitney

 Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 1,000.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
 Phone 250-352-6665 Fax 250-352-9300
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Regional District of Central Kootenay	Date of Application: 10/24/2023
Contact Name: Dana Hawkins	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality:
Mailing Address: 202 Lakeside Drive Box 590 Nelson BC V1L 5R4	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 352-8153	Email: dhawkins@rdck.bc.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

The funds will be used to cover costs of a mail out to all property owners in Electoral Area I to inform them of the upcoming Area I Official Community Plan (OCP) Open House. OCP's are the community's opportunity to have their say on how they want their community to look in the future and meaningful engagement is critical. The Open House will inform what we heard so far and seek feedback on draft policy. The more people that hear about the Open House and can attend the more successful the OCP will be.

Grant Application:

Total Grant Requested: \$ 1392.00	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: n/a	
Previous Community Development Grants Received – Year and Amount: n/a	

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:
2023-10-24 10:53:41

Signature

Dana Hawkins

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 1,392.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Arrow Park Community Association	Date of Application: 10/27/2023
Contact Name: Zoë Thomas	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: K <input type="checkbox"/> Municipality:
Mailing Address: 268 Saddle Mountain Rd Nakusp BC V0G1R1	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 265-7132	Email: zoe.thomas@live.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 community has 2 fire caddies to store emergency response equipment including water pumps, tanks and first aid supplies. They each have a large propane tank which are currently both empty and will require a fill so that we can run the small space heaters inside. These will maintain the temperature in the caddies above freezing and prevent damage to the equipment and AED batteries stored there. The approximate cost per tank is \$1500 (I just had my tank filled at home), plus the rental cost of \$277.20 per tank, for an approximate total of \$3,555.

Grant Application:

Total Grant Requested: \$ 3600	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:
ReDi grants

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:
2023-10-27 11:15:51

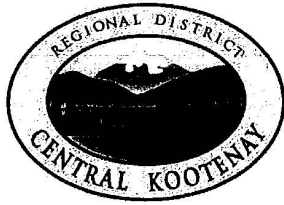
Zoë Thomas

Signature

Print Name

Authorization

Signature of Area Director Signed by director	Total Grant Approved \$ 3,600.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Organization/Society Name: Kaslo Community Services Society	Date of Application: 10/11/2023
Contact Name: Jane Ballantyne	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: <input type="checkbox"/> Municipality: Kaslo
Mailing Address: 336 B Avenue PO Box 546 Kaslo BC V0G1M0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 353-7691	Email: janeballantyne@kaslo.services

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

Kaslo Community Services will provide Holiday Hampers to families and individuals in need living in Kaslo and RDCK Area D. Hampers will be distributed through the Kaslo Food Hub in late December 2023. Each hamper will include food for a holiday meal, appropriate to the size of the family, plus gifts for children. The project is overseen by KCS staff. Volunteers help to pack and distribute the hampers. In 2022, 101 hampers were provided to local residents. With the rising cost of groceries, we are estimating 110 hampers for 2023. Funds will be used for staff wages, food and toys.

Total Grant Requested: \$ 3500	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
---------------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 Regional District of Central Kootenay Area D - \$3,500 - confirmed
 Columbia Power - \$2,000 - pending...

Previous Community Development Grants Received – Year and Amount:
 Kaslo - \$0 / RDCK D - 2023 - \$4,000

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

 Signed at: 2023-10-11 11:50:38 _____ Signature	Jane Ballantyne _____ Print Name
---	--

Signature of Area Director: 	Total Grant Approved \$ 3,500.00
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

<i>Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.</i>	
Organization/Society Name: Nakusp & District Museum Society	Date of Application: 04/13/2023
Contact Name: Heather Peters	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: <input type="checkbox"/> Municipality: Nakusp
Mailing Address: Centennial Building Basement, 92 6th Ave NW Nakusp British Columbia V0G 1R0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 265-0015	Email: nakuspmuseum@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'd like to redesign the museum's foyer to include an L-shaped digitization station and standing shelving for our gift shop. Our collections are vulnerable to future climate disasters and in 2020 we began an emergency preparedness project. Currently, we do not have a space to set up our tech and this workstation would help streamline the process of digitizing artifacts. It would also allow us to demonstrate this process to students who visit the museum during class tours.
(Digital artifacts are accessible to the public, here: nakuspmuseum.tumblr.com)
Our project also includes standing shelving for merchandise (with bottom, locking drawers for storage) to make our gift shop more visitor-friendly. Funds requested cover the contractor's wages, lumber and materials (hardware, chalkboard paint and wood stain).

Grant Application:

Total Grant Requested: \$ 5000	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
---------------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
We previously applied for funding from the Community Services Recovery Fund via the United Way, for a most robust version of this project (i.e., that grant included hiring a digitizing assistant, purchasing a locking fire safe cabinet, and paying for a one year subscription to Catalogit a cloud-based accession software). However, we found out that they had 3000 applicants and we are waiting for a funding ...
Previous Community Development Grants Received – Year and Amount:

0

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:
2023-04-13 17:55:06

Heather Peters

Signature

Print Name

Authorization

Signature of Area 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:

<i>Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.</i>	
Organization/Society Name: Village of Nakusp	Date of Application: August 28, 2023
Contact Name: Wayne Robinson	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: <input checked="" type="checkbox"/> Municipality:
Mailing Address: PO Box 280, Nakusp BC V0G 1R0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: 250-265-3689	Email: cao@nakusp.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..)

On behalf of the four Centennial Building renters (92 6th Ave), the Village is applying for funding to bring Fiber Internet to the property and fund the necessary hardware upgrades to provide the Historical Society, Museum, Library, and the Visitor Information Centre enhanced Internet service. This will provide faster Internet that will directly improve each organization's service to the public, and result in lower monthly Internet fees for each renter. A letter of support issued collectively by the renters is attached.

Grant Application:

Total Grant Requested: \$ \$43,325	Which funding criterion 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:
None - but taking advantage of favorable fiber costs from CBBC.

Previous Community Development Grants Received – Year and Amount:
2018 - \$64,579.18: Downtown revitalization

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

 Signature

Wayne Robinson

 Print Name

Authorization

Signature of Area Director 	Total Grant Approved \$ 43,325
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Nakusp Rail Society	Date of Application: 05/20/2023
Contact Name: Tracy Fetters	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: K <input type="checkbox"/> Municipality:
Mailing Address: Box 782 215 - 7 Ave NW NAKUSP BC VOG 1R0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: (250) 706-3621	Email: trestle22@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 would like to purchase a recycled plastic/resin, wheelchair accessible, picnic table for installation at the Nakusp Rail Society site which is located across from the public beach in Nakusp. 900 Broadway Street. This makes for a nice social area for folks to gather and share a picnic on a gorgeous day!

Grant Application:

Total Grant Requested: \$ 3000	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
Partial funding provided through RDCK and all funds remaining to be paid by the Nakusp Rail Society which also includes the Rail Society paying for the installation of concrete for the area - thus easily accessible.

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: 2023-05-20 19:43:40 _____ Signature	Tracy L. Fetters _____ Print Name
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Authorization

Signature of Area Director 	Total Grant Approved \$ 3000
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Nakusp and Area Youth Society	Date of Application: 05/03/2023
Contact Name: Carlee Hughes	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: K <input type="checkbox"/> Municipality: Nakusp
Mailing Address: 611 Broadway St PO Box 1025 Nakusp BC V0G1R0	Payment Type: <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
Phone #: (778) 206-2525	Email: carleejaim@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 Nakusp and Area Youth Society is in the process of building a new youth centre! We own the land directly across the street from Nakusp Secondary School and through the generosity of SD 10 a modular building has been donated.

Our next steps involve excavating and forming/pouring a foundation to create a basement under the building and setting the building in place.

Unfortunately before that process begins, we will need to complete some environmental testing. There was a gas pump on the lot back in the 60's.

Once that process is complete, we can survey the lot, subdivide and sell a portion of the lot and this will provide seed money for us to move ...

Grant Application:

Total Grant Requested: \$ 5000.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
CBT ReDi grant received- \$18,000

Subdivision of Lot and income once sold- \$180,000

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:
2023-05-03 09:38:01

Carlee Hughes

Signature

Print Name

Authorization

Signature of Area Director 	Total Grant Approved \$ 5000.00
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Board Approved Date:	Resolution #
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