



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

Date: Thursday, October 3, 2024
Time: 9:00 am
Location: Creston and District Community Complex - Erickson Room
312 19 Avenue North, Creston, BC

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

Pages

1. ZOOM 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. PDT

Join by Video:

<https://rdck-bc-ca.zoom.us/j/91680539108?pwd=ukXkVLefpFSy7m5bO5xITNpIXXJl3.1&from=addon>

Join by Phone:

+1-778-907-2071 Vancouver

Meeting ID: 916 8053 9108

Meeting Password: 741127

In-Person Location: Creston and District Community Complex - Erickson Room
312 19 Avenue North, Creston, BC

2. CALL TO ORDER

Chair DeBoon called the meeting to order at [Time] a.m.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional

lands we are meeting today.

4. ADOPTION OF AGENDA

RECOMMENDATION:

The agenda for the October 3, 2024 Creston Valley Services Committee meeting be adopted as circulated.

5. RECEIPT OF MINUTES

5 - 9

The September 5, 2024 Creston Valley Services Committee minutes, have been received.

6. STAFF REPORTS

6.1 FOR INFORMATION: CRESTON AND DISTRICT COMMUNITY COMPLEX

10 - 17

The Committee Report dated September 26, 2024 from Tia Wayling, Regional Programming Manager, re: Programming Update Report, has been received for information.

7. NEW BUSINESS

7.1 DISCUSSION ITEM: HAZARDOUS WASTE COLLECTION EVENT

Director Tierney requested a discussion regarding the Creston Hazardous Waste Collection and traffic concerns over two events happening at the same location on September 14, 2024.

7.2 DISCUSSION ITEM: CRESTON LIBRARY UPDATES

18 - 22

Saara Itkonen, from Creston Valley Public Library has a report and presentation re: renovations that have been completed on the Library.

7.3 CRESTON COMMUNITY FOREST

23

John Chisamore, RDCK Representative on the Creston Valley Community Forest Committee will provide details regarding the request for a financial review of the Creston Valley Forest Corporation's financials.

RECOMMENDATION:

Moved and Seconded,
And Resolved:

That the Creston Valley Services Committee support the Creston Valley Forest Corporation go forward with a financial review.

7.4 DISCUSSION ITEM: RURAL ECONOMIC DIVERSIFICATION AND INFRASTRUCTURE PROGRAM

24 - 25

Director Vandenberghe requested a discussion regarding the Rural Economic Diversification and Infrastructure Program (REDIP) grant application and letter of support.

8. OLD BUSINESS

8.1 DISCUSSION ITEM: CRESTON VALLEY TOURISM SOCIETY 26 - 27

The funding request and financials from Jesse Willicome, Creston Valley Tourism Society, with more information as per request of the Area Director's at the Creston Valley Service Committee September 5, 2024 meeting re: Grant application to Destination BC's Co-op Funding Program.

8.2 FOR INFORMATION: CANADA DAY REPORT 28 - 35

The Committee report: Canada Day Report has been received for information.

8.3 DISCUSSION ITEM: ACTION ITEM LIST 36 - 37

The Committee will review the action item list from the September 5, 2024 Creston Valley Services meeting.

9. PUBLIC TIME

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

10. IN CAMERA

10.1 Meeting Closed to the Public

RECOMMENDATION:

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, ALTERNTAE 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;

(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);

10.2 Recess of Open Meeting

RECOMMENDATION:

The Open Meeting be recessed at [Time] in order to conduct the Closed In Camera meeting.

11. NEXT MEETING

The next Creston Valley Services Committee meeting is scheduled for November 7, 2024 at 9:00 a.m.

12. ADJOURNMENT

RECOMMENDATION:

The Creston Valley Services Committee meeting be adjourned at [Time].



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

9:00 a.m. PDT
 Thursday, September 5, 2024
 Creston and District Community Complex - Erickson Room
 312 19 Avenue North, Creston, BC

COMMITTEE MEMBERS PRESENT

Chair A. DeBoon	Town of Creston
Director G. Jackman	Electoral Area A
Director R. Tierney	Electoral Area B
Director K. Vandenberghe	Electoral Area C

RDCK STAFF PRESENT

S. Horn	Chief Administrative Officer
J. Chirico	General Manager of Community Services
T. Davison	Regional Manager – Recreation and Client Services
C. Stanley	Manager of Recreation – Creston and District Community Complex
T. Fehst	Regional Deputy Fire Chief

CRESTON STAFF PRESENT

M. Moore	Chief Administrative Officer – Creston
----------	--

1. ZOOM 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. PDT

Join by Video:

<https://rdck-bc-ca.zoom.us/j/97552760516?pwd=2EFPkhKZzgDrOxlpHPKFHSq3z93gg3.1&from=addon>

Join by Phone:

+1 778 907 2071 Canada

Meeting ID: 975 5276 0516

Meeting Password: 493993

In-Person Location: Creston & District Community Complex - Creston Erickson Room
312 19th Avenue North, Creston, BC

2. CALL TO ORDER

Chair DeBoon called the meeting to order at 9:02 a.m.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

4. ADOPTION OF AGENDA

Moved and seconded,
And resolved:

The agenda for the September 5, 2025 Creston Valley Services Committee meeting be adopted with the inclusion of Item No. 7.2 Chamber of Commerce Canada Day Presentation before circulation.

Carried

5. RECEIPT OF MINUTES

The August 1, 2024 Creston Valley Services Committee minutes, have been received.

6. DELEGATION**6.1 CRESTON VALLEY TOURISM SOCIETY**

Jesse Willicome, Executive Director from Creston Valley Tourism Society (CVTS), presented to the Committee the results of marketing campaign for 2024, which includes an increase in social media marketing of 151% over the same period in 2023. CVTS is requesting \$22,000 from Economic Development - Creston and Areas B and C Service S108 to match their application for the Destination BC Co-op Marketing Partnership Program with a commitment for the next two (2) years.

Jesse also presented an update for the five (5) year strategic plan which is being finalized and submitted to the province before December 2024. CVTS has requested

formal letters of support for the five (5) year strategic plan from the Town of Creston and Area Director's B and C.

Jesse answered the Committee's questions.

The Committee advised that Jesse come back to the October 3, 2024 Creston Valley Services Committee meeting with more information for this funding request.

6.2 CHAMBER OF COMMERCE CANADA DAY PRESENTATION

Mel Joy reported that the Canada Day celebration was well attended in 2024. Also, that the RDCK overpaid their contribution for the event which that amount would be carried forward for the 2025 event. The Chamber of Commerce will be providing a detailed budget and report to the Committee.

Organizers of this event are also hoping to organize a Festival Society going forward to arrange similar events in the Creston Valley. The next event will be Light Up Creston event in November.

Mel answered the Committee's questions.

The Committee would like to see increased advertising for the Canada Day event for 2025.

7. NEW BUSINESS

Moved and seconded,
And Resolved:

That Jessica Piccinin and Kevin Viers have Freedom of the Floor.

Carried

7.1 DISCUSSION ITEM: CRESTON VALLEY FALL FAIR

Jessica Piccinin and Kevin Viers, organizers of the Creston Valley Fall Fair addressed the concerns surrounding the venue change. They shared the goal of the committee for the Creston Valley Fall Fair moving forward is to focus on the following:

- agriculture and expanding the fair to accommodate the livestock,
- to host a gymkhana and heavy horse pulling, and
- to change venues in consideration of the animals.

Jessica and Kevin answered the Committee's questions.

7.2 DISCUSSION ITEM: HIGHWAY 3A HIGH COLLISION

Director Vandenberghe raised a concern with seasonal high traffic use on Highway 3A. Maintenance should be tweaked to improve visibility. Possibilities of creating pull out

spots for slow moving traffic and the need to improve safety barricades were discussed along with how this project could be moved forward.

The Committee would like to invite Ministry of Transportation and Infrastructure to this meeting to keep the conversation going.

8. OLD BUSINESS

8.1 REVIEW ACTION ITEM LIST

The Committee will review the action item list from the August 1, 2024 Creston Valley Services meeting.

Item #9 – Traditional Use Study – Directors requested a workshop.

Staff will arrange a time for this workshop to happen before the end of October.

Item #2 – Dog Control Service – New Bylaw

Bylaw Enforcement staff are working on the bylaw for Vicious Animals to be completed in 2025.

9. PUBLIC TIME

The Chair called for questions from the public and members of the media at 10:23 a.m.

Members of the public discussed the safe use of Highway 3A and tourism ads signage for effective communication aiming to inform cyclists and visitors not familiar with the road.

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);

Carried

10.2 Recess of Open Meeting

Moved and seconded,
And resolved:

The Open Meeting be recessed at 10:26 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 October 3, 2024 at 9:00 a.m.

12. ADJOURNMENT

Moved and seconded,
And resolved:

The Creston Valley Services Committee meeting be adjourned at 12:00 p.m.

Carried

Digitally Approved by

Arnold DeBoon, Chair



Committee Report

Date of Report: September 26, 2024
Date & Type of Meeting: October 3, 2024, Creston Valley Services Committee
Author: Tia Wayling, Regional Programming Manager
Subject: CDCC PROGRAMMING UPDATE
File: 0515-20-CVSC
Electoral Area/Municipality: Town of Creston and Electoral Areas A, B & C

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to provide the Creston Valley Services Committee with a programming update for summer, 2024.

SECTION 2: BACKGROUND/ANALYSIS

In December 2023, the Data Collection Project Committee was established to address the inconsistencies in data collection across services. Historically, data input practices varied making it difficult to analyze trends or make informed decisions about program development. The goal is to identify the most relevant data for guiding future decisions in recreation program and service delivery.

While there were many program and service areas identified by staff, highest priority was given to those areas that our existing staff capacity and software can support.

Following LEAN practices, a phased approach was implemented starting with data collected from the registration software for pre-registered programs and included with admission (IWA) programs. This new method of collecting data allows us to make progress toward standardizing practices, with more full reporting taking shape in 2025.

While participant feedback data is also very important, it does require the development of a distribution and collection process. This is a work plan more appropriately scheduled for spring, 2025.

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 data collection and analysis process is new for staff. Consistency in how data is presented will become more standardized over time.

Year-to-Date Programming Financials

Programming areas are continually monitored to ensure budget expectations are met. Below is the year-to-date financial information with utilization percentages for the main program areas for Creston & District:

User Fee Type	Year-To-Date*	2024 Budget	% Utilized
Memberships & General Admission	(\$385,718)	(\$450,000)	86%

* Financials as of August 31, 2024

User fees in the form of memberships and general admission are meeting budget expectations and have potential to be exceeded by the end of 2024.

Program Area	Year-to-Date*	2024 Budget	% Utilized
Recreation – Revenue	(\$50,071)	(\$73,254)	-68%
Recreation – Expenses	\$75,749	\$121,800	62%
Arena – Revenue	(\$9,900)	(\$9,600)	103%
Arena – Expenses	\$3,649	\$9,900	37%
Fitness – Revenue	(\$31,337)	(\$48,725)	64%
Fitness – Expenses	\$57,715	\$87,355	66%
Aquatics – Revenue	(\$34,978)	(\$62,761)	56%
Aquatics - Expenses	\$70,730	\$82,830	85%
TOTAL Program Subsidy	\$81,557	\$254,053	32%

* Financials as of September 15, 2024

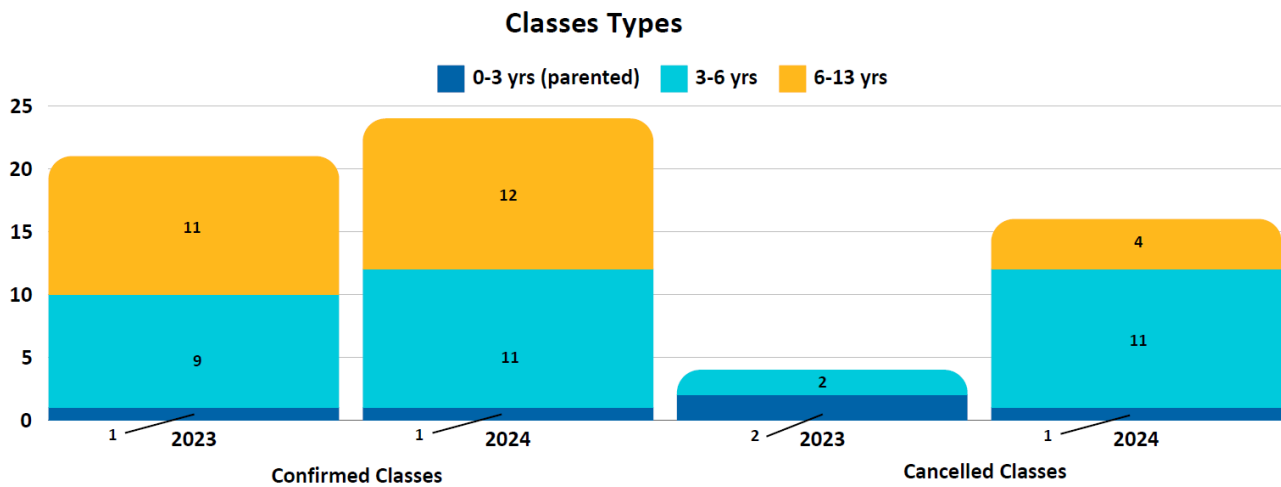
The overall subsidy utilization for programming is below budget projections. Staff will continue to monitor programming revenue and expenses over the fall season.

Summer Programming Statistics

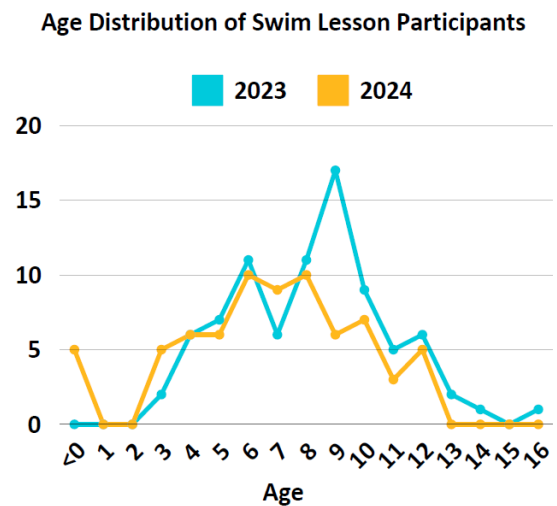
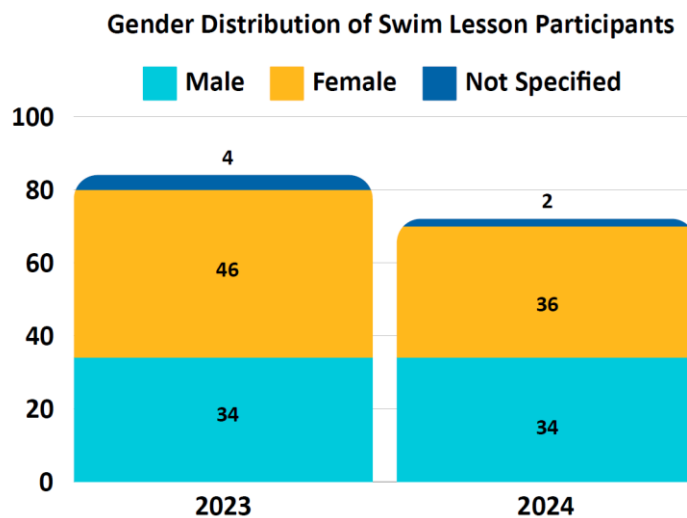
Key findings from the summer 2024 season for Creston & District include:

GROUP SWIM LESSONS

There are four swim lesson types depending on the age of the swimmer.



Similar level distributions were offered in 2023 and 2024. Approximately half of the levels are for children ages 3-6, while the other half are swimmer levels for children ages 6-13. A small number of parented lessons (0-3 years) were offered in 2023, and one adult lesson in 2024. Summer is typically a time of reduced indoor swim lesson participation. Future reporting will start to show trends in participation allowing Programmers to plan more effectively with lower cancellation rates.

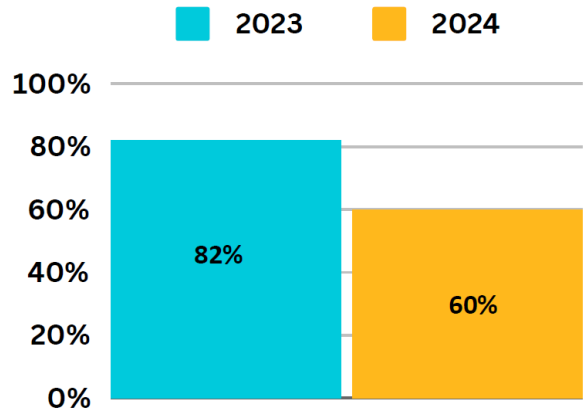


Of the 97 participants in 2023, there were 84 unique participants from 55 unique families. Of the 83 registrants in 2024, there were 72 unique participants from 50 unique families. Only 18 individuals attended lessons in both years.

Demographics for both years were comparable. There were a similar number of male and female participants with the majority between 4 and 10 years old.

Although overall swim lesson participation tends to decrease in the summer, compared to other seasons, a consistent capacity rate is sustained, with minimal waitlists. Because class sizes are small by design, these average capacities are only 1 or 2 participants from reaching maximum capacity.

Average Capacity

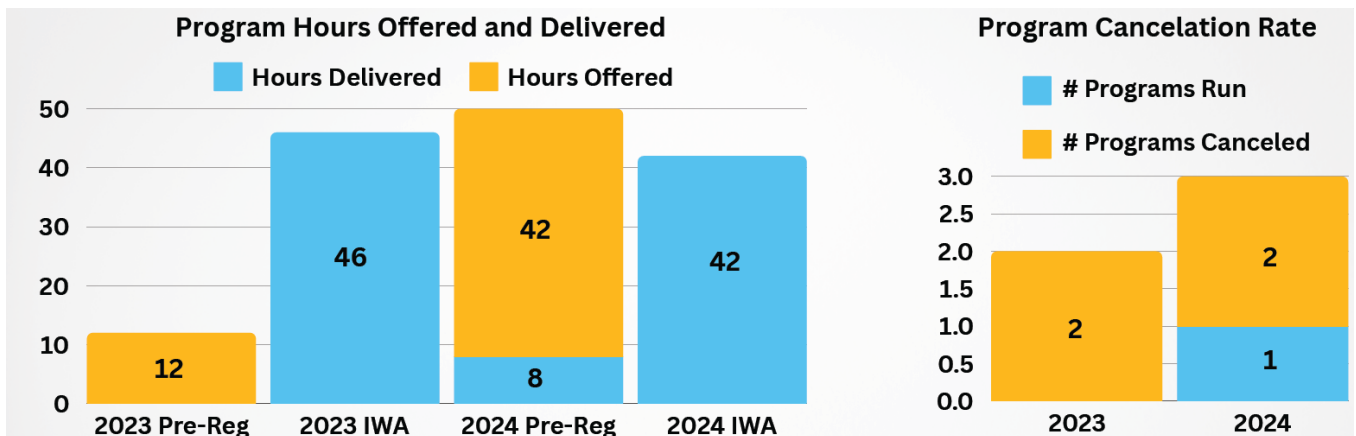


Trends and Future Considerations

- Considering minimal waitlists combined with moderate capacity numbers, group swim lessons could be maintained or reduced during summer seasons. This may present an opportunity to increase other offerings such as leadership courses, private lessons, or other beneficial youth programming in a different program area.
- At this time, no assessments of participant satisfaction or outcome achievement have been conducted. Possibilities for future evaluation, including monitoring of level completion, should be considered.
- Opportunities to engage expanded demographics should be evaluated. Opportunities may exist to target those living in more rural areas as well as reaching increased numbers of adult non-swimmers.

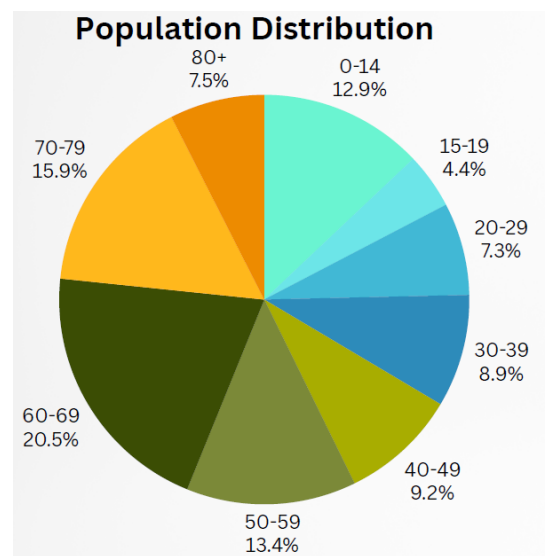
FITNESS

Summer is a unique season in that the total number of hours offered for both pre-registered and included with admissions programs are lower than in other seasons due to an ongoing issue of low staff availability in the summer. We have yet to utilize data to inform what program options offered in the summer are likely to run or be cancelled, and what options will reap a higher level of public benefit.

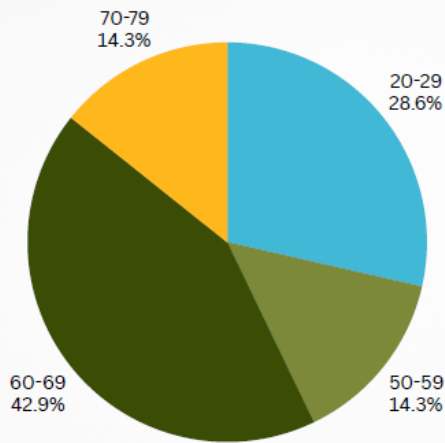


A distribution graph allows us to see if the “Total” participation is relative to the population distribution in a community giving us an estimate of who is benefitting by a specific type of service. The summer season finds a high proportion of 60-80 year old usage of group fitness services.

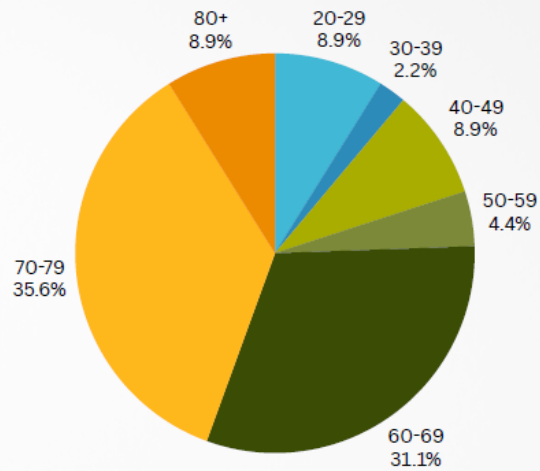
Included with admission programs have a larger event age distribution between 30-79 years, with 60-69 years as the majority population distribution. With pre-registered programs, the majority population is 30-39. This is not consistent with other seasons as older age groups did not have as many offerings coupled with reduced participation.



2024 Pre-Registered Distribution



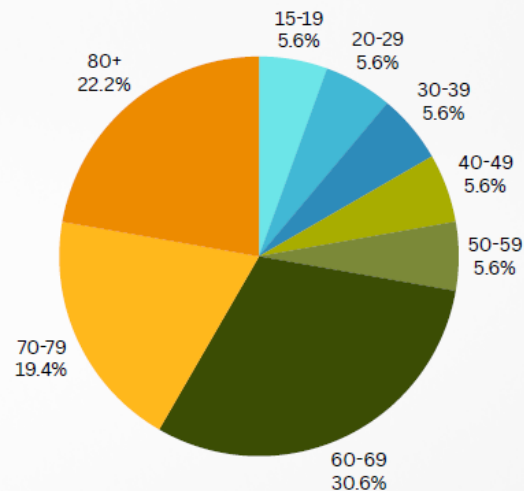
2024 IWA Distribution



2023 Pre-Registered Distribution



2023 IWA Distribution



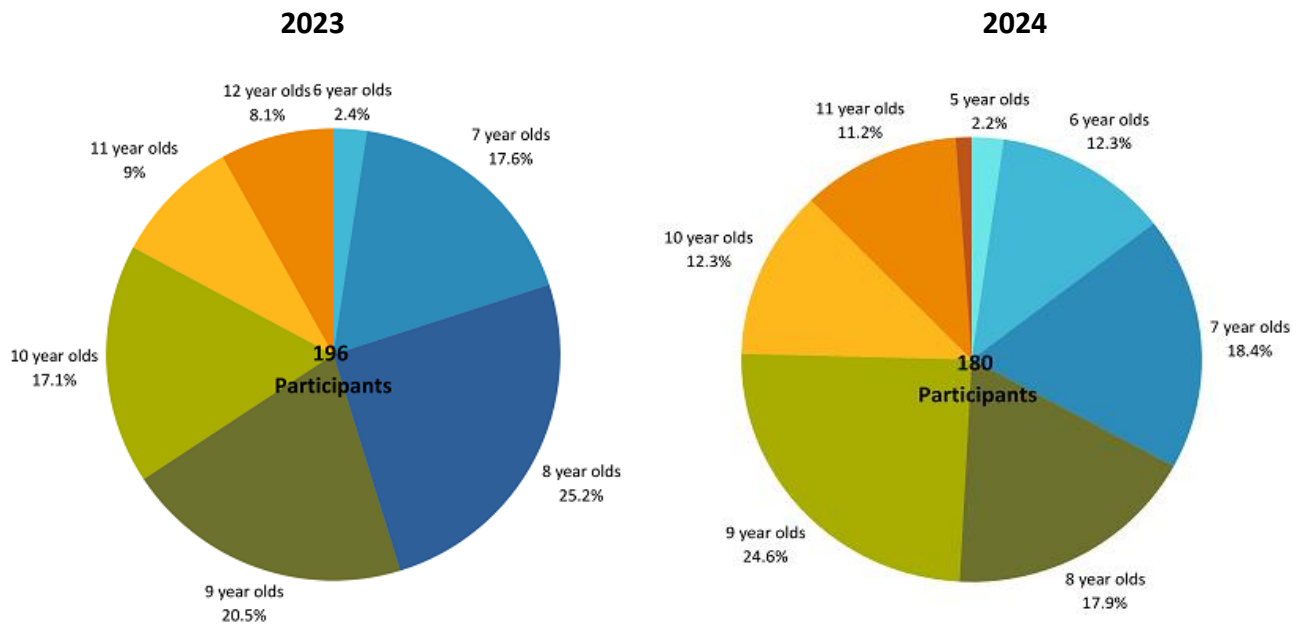
Trends and Future Considerations

- Creston is midway through the process of producing qualified group fitness instructors as staffing levels are lower than desired. This will also help provide greater staffing availability in the summer months.
- Creston’s fitness services are disproportionately utilized by the 60+ age group, especially with Included with Admission programs. Further analysis is required to capture the use of the other fitness services within the facility (ie. Fitness Centre). This will show a more complete view of overall success within the population of users.

SUMMER CAMPS

CDCC Summer Camps continue to provide a much needed out-of-school option for school-aged children. Each year’s offerings are well attended and support growth and development of school-aged children in the summer. This year, camps were divided into two age groups, 6-9 years and 9-12 years. Alongside the general camp offerings were the addition of a few specialized camp offerings for the 9-12 year olds that provided positive results.

Age Group Percentage of Participants in Multi-day Camps



In 2024, the participation level was similar to 2023 for multi-day camps, with the majority of participants in the 7-10 year old range, with comparable distribution of ages.

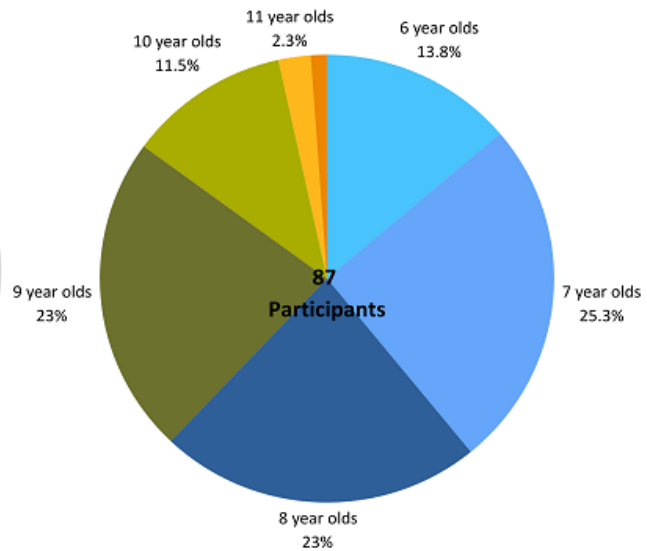
The total number of participants in single day camps is shown in the pie charts below. In 2023, there were no single day camps offered. In 2024, there were 8 single camp options, only on Fridays. 2024 had a total of 87 participants. The combination registration of single and multi-day camps in 2024 resulted in a higher registration rate than in 2023.

Age Group Percentage of Participants in Single Day Camps

2023



2024



Trends and Future Considerations

- The total number of participants increased in 2024 with more camp options available. In 2025, specialized camp opportunities for the older youth will continue as preference for activity-specific camps is high. Single day Fridays will also continue as numbers were good.
- Splitting camps into two different age groups improved dynamics among camp participants as activities planned were more age appropriate. This structure will continue for 2025.

This data, while preliminary, serves as a baseline for evaluating participation and programming effectiveness. No unexpected trends or major issues have been identified at this stage.

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

NA

3.3 Environmental Considerations

Ongoing data collection may eventually allow for assessment on the environmental impact of facility use, particularly in energy-intensive areas such as the arena and aquatics facilities.

3.4 Social Considerations:

Further refinement to the analysis processes will be required to fully capture how these programs are contributing to overall community well-being.

3.5 Economic Considerations:

As the data analysis process is refined, there will be more evaluations with comparisons of financial performance and budget of key programs, including revenue generation, program costs, and participation trends.

3.6 Communication Considerations:

Each Recreation Commission and Committee will receive a facility-specific report each quarter. In addition, a regional report for each All-Rec meeting will be presented. This report will provide a broader overview of recreation program performance and trends across all facilities.

The structured deadlines and responsibilities introduced by the data collection project are intended to streamline communication with both staff and stakeholders. These reports will be used to inform planning and development of new and existing programs moving forward.

3.7 Staffing/Departmental Workplace Considerations:

The data collection and analysis process has created new workflows and deadlines to ensure accuracy and timeliness in reporting. Workloads have been carefully managed to ensure staff have the capacity to collect copious amounts of raw data, analyze and assist in planning future programs, and create reports to communicate to stakeholders. Staffing levels remain adequate for the scope of data collection and program delivery at this time.

3.8 Board Strategic Plan/Priorities Considerations:

- Organizational Excellence
- Reduce operational costs
- Manage our assets and service delivery in a fiscally responsible manner
- Regional approach to growth

SECTION 4: OPTIONS & PROS / CONS

NA

SECTION 5: RECOMMENDATIONS

That the Creston Valley Services Committee receive this report for information.

Respectfully submitted,



Tia Wayling, Regional Programming Manager

CONCURRENCE

Trisha Davison – Regional Manager of Recreation and Client Services

Joe Chirico – General Manager of Community Services



CRESTON VALLEY PUBLIC LIBRARY

Vision: Empowering access to a world of ideas

Mission: A welcoming space for the creation and sharing of information, ideas and culture.

Values: Community collaboration, Environmental stewardship, Financial sustainability, Lifelong learning, Literacy, Patron-centred services, Reconciliation, Respect and inclusivity, Understanding and empathy, Universal access, Volunteerism, Well-trained and professional staff

MONTHLY OPERATIONS REPORT

Reported by: Saara Itkonen
Library Director

Report Date July, August 2024

Recent developments

Event/Program	Participants	Value(s)
We had a successful Summer Reading Club this year. Children's & Teen Librarian Lauriane, and returning assistant, Ella, facilitated 3 programs a week for 60 kids and teens throughout July and August. Multiple parents reported that "their kids were more excited to read than they had ever seen them."	60 participants 85 event attendance 122 drop-in activities	Lifelong learning Literacy Universal access
In July we hosted a talk about Creston Valley birds by Tammy Bradford from the museum and in August we hosted a talk about the Food Hub and Farmer's market. Not surprisingly for our area, we've noticed that food and nature-themed events are often popular at the library.	32	Lifelong learning Community collaboration

Long-Term Projects

Ongoing events/programs	Participants	Value(s)
After a long, laborious summer, we have completed our renovations! We only had to close the library for 3 days during the April – September renovations and didn't receive any complaints (some grumpy patrons only). We	All staff Nufloors Painter	Well-trained and professional staff Patron-centered

are grateful for our patient, understanding patrons and our incredible, flexible staff that kept the library running. We will host a Patron Appreciation open house event on September 21st to celebrate.

services
Universal access



See insights and ads [Boost post](#)

Cranbrook Public Library and 98 others 16 comments 6 shares

Like Comment Share

Words from our patrons

Comments about renovations on Facebook:

“Sure looks fantastic!”

“Looks wonderful!!!”

“It is beautiful”

“It looks great congratulations”

“Looks awesome!” x 3

“WOW!!!”

Upcoming

September – KLF meetings in Kimberly

October/November – Typical Week Survey

January – Budget presentation to Board & RDCK

Glossary

ABCPLD – Association of BC Public Library Directors

BCLA – British Columbia Library Association

BCLTA – British Columbia Library Trustees Association

KLF – Kootenay Library Federation

CBT – Columbia Basin Trust

CELA – Centre for Equitable Library Access

2024 Library Usage Statistics

January February March April May June July August September October November December Total

Hours Open	176	160	160	160	176	160	152	168		
Library Visits	3809	4303	4470	4376	3426	3670	3956	4665		
Meeting Room Bookings	46	54	48	54	38	0	27	20		
New Library Cards	52	42	31	34	32	54	36	26		
Circulation	11618	11452	11630	10538	10092	8811	11073	10418		
Physical Materials	8312	8143	7991	7720	7141	6213	8188	7782		
Electronic Materials	3306	3309	3639	2818	2951	2598	2885	2636		
Interlibrary Loans	802	681	620	646	581	489	655	655		
Public Wifi Sessions	152	127	202	177	190	134	188	175		
Website Visits	1556	1958	1437	1945	1216	1514	1330	1246		
Internet Sessions	451	464	612	570	483	425	514	451		
Avg. Session Time	55	49	48	48	44	48				
Adult Programs	2	4	7	6	6	2	4	1		
Program Attendance	19	97	200	94	69	32	54	9		
Teen Programs	0	0	0	5	5	2	3	4		
Program Attendance	0	0	0	74	78	45	56	67		
Intergenerational Prog	1	1	1	2	1	0	0	1		
Program Attendance	6	15	18	92	15	0	0	85		
Children's Programs	6	15	12	11	14	3	12	9		
Program Attendance	110	262	280	210	247	83	234	67		
Community Visits	3	5	2	2	1	2	2	0		
Volunteer Hours	62	45	78	112	107	67	72	76		

	Increase over 2023
	Decrease over 2023
	Same as 2023/no data comparison

**Creston Public Library Association
Budget Expenditure Report
August 2024**

Revenue	Received to Date	Budget
RDCK	\$ 435,939	\$ 435,939
Province	\$ 77,610	\$ 141,951
Donations	\$ 13,471	\$ 15,000
Library generated revenue	\$ 3,019	\$ 10,000
Other grants and revenues	\$ 3,234	\$ 3,060
Transfer from reserve	\$ -	\$ -
Capital projects investments	\$ 80,000	\$ 80,000
Carried over from previous year	\$ 50,847	
Total	\$ 664,120	\$ 685,950

Expenditures	Expense to Date	Budget	Amount Available	Percent Available	Spent in 2023
Advertising and promotion	\$ -	\$ 182	\$ 182	100%	\$ 174
Books and magazines	\$ 40,419	\$ 58,760	\$ 18,341	31%	\$ 31,832
Book supplies	\$ 2,604	\$ 4,108.00	\$ 1,504	37%	\$ 3,239
Board operations	\$ 72	\$ 200	\$ 128	64%	\$ 96
Capital improvement projects*	\$ 18,821	\$ 40,000	\$ 21,179	53%	\$ -
Computer costs	\$ 10,427	\$ 10,000.00	\$ 427	-4%	\$ 22,140
Copier	\$ 2,162	\$ 2,220.00	\$ 58	3%	\$ 1,543
Digital/Other collections	\$ 9,568	\$ 6,000.00	\$ 3,568	-59%	\$ 9,067 Kanopy
Finance expenses (accounting, etc)	\$ 8,154	\$ 14,040	\$ 5,886	42%	\$ 5,342
Furniture and Equipment	\$ 743	\$ 4,820	\$ 4,077	85%	\$ 1,815
Insurance	\$ 10,019	\$ 10,019	\$ -	0%	\$ 9,552
Internet	\$ 1,027	\$ 3,344	\$ 2,317	69%	\$ 2,747
Janitor	\$ 9,455	\$ 12,740	\$ 3,285	26%	\$ 7,372
Membership dues	\$ 1,057	\$ 1,440	\$ 383	27%	\$ 1,364
Office supplies and shipping	\$ 7,282	\$ 10,530	\$ 3,248	31%	\$ 7,596
Operations & Miscellaneous	\$ 170	\$ 858	\$ 688	80%	\$ 671
Programming supplies	\$ 2,620	\$ 4,680	\$ 2,060	44%	\$ 3,242
Repairs and maintenance	\$ 8,160	\$ 8,944	\$ 784	9%	\$ 5,573
Telephone and utilities	\$ 16,913	\$ 21,528	\$ 4,615	21%	\$ 17,337
Travel & Training	\$ 2,456	\$ 2,517	\$ 61	2%	\$ 2,017
Wages and benefits	\$ 371,567	\$ 537,076	\$ 165,509	31%	\$ 264,866
Main Budget Total	\$ 523,695	\$ 754,006	\$ 230,311	31%	\$ 397,585
Bank Accounts, per Trial Balance	\$ 468,938				
Reserve/Investment Funds	\$ 317,640				

*Capital Plan Improvements	Est. Cost	Spent
Flooring	\$ 47,767	\$ 35,825
Teen Space Furniture & Painting	\$ 32,233	\$ 29,313
Total	\$ 80,000	\$ 65,138



MEMO to Shareholders

**Regional District of Central Kootenay
Town of Creston
Wildsight - Creston Valley
Erickson Community Association
Trails for Creston Valley Society**

November 20, 2023

Dear Shareholder,

We are preparing our 2024 budget and are looking at areas where we can reduce our costs. One significant area was our yearly accounting invoice.

In accordance with the new GAAP rules now implemented, our accounting invoice has significantly increased:

2021 year end was \$6,800.

2022 year end was \$13,000 (after the \$8,000 discount).

At our September 28, 2023 AGM, it was discussed with Ms. Erin Carr of APEX Accounting, if Creston Community Forest actually needed a yearly in-depth audit with all the accounting controls we currently have in place. She suggested we could go with a yearly review for 2 or 3 years, with an Audit on the 3rd or 4th year.

The Finance committee would like to propose we change to an **Accounting Review** for 2023 and 2024 year ends with the **Annual Audit** for 2025 year end.

Please respond to admin@crestoncf.com with your approval of our proposal or of any concerns regarding the same.

Regards,
CCF Finance Committee

The Town of Creston is submitting a grant application to the Province under the Rural Economic Diversification and Infrastructure Program for ʔakūʔni (previously Market Park). The application deadline is **October 30th**.

The grant focuses on supporting destination and local economic development within small communities. Destination development is the strategic planning and advancement of defined areas to support the evolution of desirable destinations for travellers, focusing on the supply side of tourism. It involves providing compelling experiences, quality infrastructure, and remarkable services to entice visitation.

This grant application will heavily focus on the unique economic benefits of ʔakūʔni. A letter highlighting how ʔakūʔni is a unique and essential economic driver for our business community, farmers, artisans, and locals will underscore how this space supports two of Creston's leading economic sectors – agriculture and tourism by:

- Creating a defined area within the heart of Creston that supports both tourists and locals alike
- Providing a destination that generates new business opportunities for vendors of the Farmers' Market
- Creating direct spillover revenue for nearby businesses
- Recirculating these dollars into the larger business community

Key elements of the application are:

- Visitor centre improvements
- Patio areas
- New gateway signage, highlighting market hours
- Public art
- Interpretative signage
- Timber-framed shade structures for vendors and customers
- Water misters
- Gateway features, including artistic crosswalks driving traffic to ʔakūʔni
- Power on the south side of the market
- Lighting for night markets
- Additional vegetation to make the space more enjoyable and reduce overall urban heat
- Line painting for market stalls, parking, and traffic flow
- Wayfinding signage
- Interpretative signage
- Completion of the gathering circle

The Town of Creston and the Regional District are economically linked. The Farmers' Market showcases vendors from the entire Creston Valley. ʔakūʔni will help incubate the agriculture, food production, art, and artisan businesses that get their start at our local Farmers' Market. The additional amenities for tourists will have a broad impact on tourism in the valley by encouraging visitors to linger and explore.

Given the application deadline of October 30th, we kindly request the signed letter of support by **October 18th**. Your prompt response would be greatly appreciated. Please let me know how I can best support you. Attached is a previous letter of support for your reference.

Please advise as soon as possible if you can assist us by providing a letter of support for this exciting project. Your support could make a significant difference in the success of ʔakúᓄni. Thank you so much for your consideration!

Cheers,

Natasha Ewashen, BSc, MPlan, RPP, MCIP
She/her
Municipal Services Coordinator and Planner | Town of Creston
Natasha.Ewashen@creston.ca | Ext. 423

Sent from the unceded traditional territory of the yaqan nukiy within the ktunaxa nations.

Want to be more involved on the decisions that are shaping our town? Check out Creston's new online engagement site. Sign up and speak up at Letstalk.creston.ca

Creston Valley Tourism Presentation Briefing Note

RDCK Valley Services Committee Meeting – Thursday, Oct. 3rd, 2024



Items to present and discuss with Directors and Mayor:

A. The Value of Tourism to the Creston Valley's Economy

1. Resident Sentiment

A resident survey conducted in Summer 2024 showed strong community support for tourism:

- 90% of residents see tourism as "important" or "very important" to the local economy.
- 65% believe tourism will become "increasingly important" over the next five years.
- 81% of respondents are supportive of visitors, with 67% saying the area has moderate to ample capacity to host more visitors in the future.

2. Stakeholder Insights

A stakeholder survey (Summer 2024) with 45 responses highlighted tourism's critical role:

- 52% of businesses saw increased business from visiting patrons in the past five years
- 39% of business revenue from those businesses surveyed comes from visitor spending on items like dining, local grown or produced goods, attractions and accommodations.
- 53% anticipated the percentage of their sales and services generated from visitors to increase over the next years, highlighting awareness of tourism's growing importance to revenues.
- 80% of stakeholders are optimistic or very optimistic about tourism growth over the next five years.

4. MRDT Revenue Growth

Municipal Regional District Tax (MRDT) revenues have grown from \$74,000 in 2021 to a projected \$95,000 in 2024—an increase of 27.8%, reflecting growth in overnight stays and tourism spending.

5. Visitor Numbers and Economic Impact

In 2021, an estimated 82,000 visitors came to Creston Valley, staying an average of 1.54 days. Based on average daily spending of CAD \$106, the estimated direct spending by visitors in the area totaled CAD \$13.38 million in 2021. Market trends suggest this number has continued to grow in 2023 and 2024, driving increased revenue for local businesses.

B. Request for Matching Funding for Destination BC's Co-op Marketing Partnership Program

1. Proposed Budget Breakdown (2025 & 2026)

Tactic	Partners	DBC	TOTAL
Guides	\$7,500.00	\$7,500.00	\$15,000.00
Maps	\$2,000.00	\$2,000.00	\$4,000.00
SM Management	\$7,500.00	\$7,500.00	\$15,000.00
Digital Ads	\$4,000.00	\$4,000.00	\$8,000.00
Print Ads	\$2,500.00	\$2,500.00	\$5,000.00
Photography	\$3,500.00	\$3,500.00	\$7,000.00
Project Admin	\$6,000.00	\$6,000.00	\$12,000.00
TOTAL	\$33,000.00	\$33,000	\$66,000.00

2. Partner Funding Contributions (2025 & 2026)

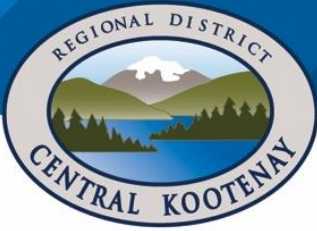
PARTNERS	2025	2026
TOC & RDCK Areas B, C (\$108)	\$22,000.00	\$22,000.00
Creston Valley Tourism	\$11,000.00	\$11,000.00
Destination BC	\$33,000.00	\$30,000.00
TOTAL	\$66,000.00	\$66,000.00

3. Request for Funding

CVTS requests \$22,000 annually from the Town of Creston and RDCK Areas B & C for both 2025 and 2026. This will match Destination BC's contribution and allow us to meet the increased funding requirements of Destination BC's Co-op Marketing Partnership Program, which now requires a minimum \$30,000 annual matching contribution and 2-year funding commitment.

4. Next Steps

Confirmation of funding is required by October 21, 2024, to meet the program's application deadline. CVTS will need confirmation of funding support from all partners before this date.



Committee Meeting

Date of Report: 09-29-2024
Date & Type of Meeting: 10-03-2024 Creston Valley Services Committee
Author: Craig Stanley, Regional Manager – Operations and Asset Management
Subject: CANADA DAY REPORT
File:
Electoral Area/Municipality Town of Creston, Area B, Area C, Defined Area A

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to inform the Creston Valley Services Committee about the Canada Day events held at the CDCC.

SECTION 2: BACKGROUND/ANALYSIS

At the February, 2024 Creston Valley Services Committee Meeting, the Creston Valley Chamber of Commerce (the Chamber) presented their plans to organize Canada Day events that they proposed be held at the Creston and District Community Complex. The Creston Valley Services Committee resolved, “That staff meet with the Chamber of Commerce to plan a partnered Canada Day event and provide the appropriate budgetary impact in the draft 2024 budget.”

Staff estimated the costs for logistical support and planning/organizing, marketing, and oversight required in order to “partner” with the Chamber of Commerce and re-allocated \$5,000 from the 2024 S108 budget into the 2024 S224 budget to support the planning and execution of the event at the CDCC.

RDCK staff met with Chamber staff on several occasions. Roles and expectations were established as well the question of liability and insurance was raised and discussed.

The Chamber planned and organized the event that included a fun run, a concert, beer gardens, kids games, and they coordinated the road closure with the Town and solicited and managed the volunteers. The Chamber also applied for the special event permit (for the beer garden) and provided adequate liability insurance naming the RDCK and the Town of Creston as additional insured. The Chamber also raised all the funds required for the event and paid the various contractors and suppliers.

The RDCK staff assisted with organizing as far as overseeing the planning to ensure the CDCC could support the events. RDCK staff also assisted with marketing and communications, and the tickets for the fun run were sold at the CDCC point of sale. Logistically, CDCC maintenance staff provided tables and chairs and fencing for the beer gardens, supported the mobilization and setup and the demobilization and take down. The CDCC was open during the day to ensure there were enough washroom facilities and in case of poor weather, a back up indoor plan would have been implemented.

Staff found the Chamber to be a professional and well-intentioned group and this led to a great working relationship and a well-executed event.

The Chamber has provided their final report and it is attached this report as 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 table below is a tabulation of direct RDCK staffing costs required to plan and execute Canada Day at the CDCC:

Role	Salaries
Logistics	\$ 2,150
Organizing	\$ 750
Communications	\$ 400
Admin/CSRs	\$ 250
Total	\$ 3,550

They Chamber provided a financial report shown in Attachment B. Notes on that report:

- The direct cost for the vendors, suppliers, and contractors is shown in the report.
- There was a marketing campaign that generated revenue in exchange for advertising on the stage at the event – some of the revenue listed is for those sponsors that received recognition – the RDCK was included in the on stage recognition.
- \$6,441.25 was received from the RDCK – this was ticket sales for the fun run that RDCK collected and remitted after the event
- The Town of Creston provided \$3,980 they had received from the Federal Government’s Canada Day Grant.
- Chamber staff were not paid for their time – only direct expenses were repaid.

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

Partnering with local government entails shared liability. Community Services staff worked to ensure the RDCK was not assuming any unnecessary risk. The Chamber was aware of the insurance requirements and provided a certificate of insurance naming the RDCK and the Town of Creston as additional insured. The policy included \$5M liability coverage.

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

Canada Day is an important social and cultural event.

3.5 Economic Considerations:

N/A

3.6 Communication Considerations:

N/A

3.7 Staffing/Departmental Workplace Considerations:

This was additional to the normal annual work plan – Canada Day had not been held at the CDCC other than fireworks in 2022. The costs for salaries on the day are attributed to the overtime paid for working on a statutory holiday. If this event continues in future years, this will be budgeted and supported adequately.

3.8 Board Strategic Plan/Priorities Considerations:

Managing our assets sustainably.

Strengthening community partnerships.

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

That the Creston Valley Service Committee receives this report for information.

Respectfully submitted,



Craig Stanley – Regional Manager- Operations and Asset Management

CONCURRENCE

Regional Manager – Recreation and Client Services – Trisha Davison

General Manager of Community Services – Joe Chirico

ATTACHMENTS:

Attachment A: Creston Valley Chamber of Commerce Canada Day Event Report 2024

Attachment B: Creston Valley Chamber of Commerce Profit and Loss Detail

Canada Day Event Official Report

Overview: The 2024 Creston Valley Canada Day celebrations were a tremendous success, with a variety of activities and community engagement throughout the day. Despite some challenges, the event demonstrated the spirit and vibrancy of our community, with an estimated attendance of around 1,000 people.

Successes:

1. Color Run:

- Over 120 participants took part in the Color Run, enjoying sunny weather and an interactive, fun experience.
- Participants gave positive feedback about the well-organized run path and the enthusiastic volunteers who made the event engaging.

2. Stage Setup and Audio:

- The stage setup, in collaboration with Just Music, was seamless, with the team delivering a professional and efficient service.

3. Documentation:

- Photography and videography captured excellent footage of the event, providing valuable documentation for future promotions and memories.

4. Facilities:

- The provision of porta-potties on the field was a smart investment, as they were well used by families, reducing the need for participants to access the Community Complex.

5. Beer Garden:

- The beer garden, hosted by Wild North, was a popular feature and was thoroughly enjoyed by attendees.

6. Community Engagement:

- Families were actively involved, bringing blankets, footballs, and frisbees to enjoy the music and spend quality time together.
- Creston Centennial cake cutting was a hit, with all 200 pieces of cake distributed.
- Local businesses went above and beyond in providing donations and support, with McDonald's and Pealows contributing food, tents, and time, while Kokanee Ford donated the use of a Ford Lightning to power the stage.

7. Community Complex Support:

- The staff at the Community Complex were invaluable in handling most of the setup and takedown, providing essential logistical support.

8. Fire Department Contribution:

- The Fire Department's participation enhanced the Color Run, providing both first-aid support and a sprinkler for runners, which added a fun element to the event.

9. Food Trucks and Road Closure:

- The road closure on Hillside was an ideal location for food trucks, providing convenient access for attendees.

10. Family Games and Activities:

- Games like Cornhole and Ring Toss, as well as face painting, provided a fantastic range of activities for families.
- The dunk tank raised \$397 for Gleaners, thanks to Lawrence Kolthammer's support.

11. Volunteers:

- Over 35 volunteers came together to help, showcasing the strength and generosity of our community.

12. Charitable Contributions:

- The event raised \$700 for the food bank through Color Run ticket sales, 10% of ticket sale profit which the Chamber matched.

13. Event Space:

- The field offered ample room for all activities and easy access for attendees.

Challenges:

1. Market Stall Withdrawals:

- Many market stalls withdrew at the last minute due to a scheduling conflict with the Canyon Park event, which we were unaware of. This could have been avoided with better collaboration and communication with the Canyon planning committee.

2. Fireworks/Light Show:

- Some community members expressed disappointment with the absence of a fireworks or light show. Future events would benefit from collaboration with the town on this aspect.

3. Beer Gardens and Stage Proximity:

- The beer garden's distance from the stage caused difficulties for some performers, further complicated by inadequate materials for sponsor banners and

sound projection issues. In future events, the beer garden should be positioned closer to the stage.

4. Public Expectations for Free Food and Drinks:

- A portion of attendees felt that beer and food should have been free, with some questioning the term “free event” when not all offerings were complimentary.

5. Canada Day Song:

- The singing of the national anthem should have occurred before the Color Run to ensure maximum participation. This should be adjusted in future years.

6. Limited Food Truck Variety:

- The variety of food trucks was lacking, with several vendors opting for the Canyon event instead. This mirrored the challenge faced with market stalls.

7. Weather:

- The weather posed a significant challenge, with intermittent rain and lightning affecting attendance and enjoyment.

Event Highlights:

- Watching the color powder explode during the Color Run was a highlight, with participants fully embracing the fun.
- Panago generously donated 12 pizzas for the runners, and McDonald's delivered food to the musicians, adding to the sense of community spirit.
- Elevation Gain closed the concert with classic rock, energizing the crowd and getting everyone to sing and dance.
- The Chamber made approximately \$5,000, which will be used to enhance next year's event.

Conclusion: Despite weather challenges and some logistical issues, the 2024 Canada Day event was an overall success. With a strong showing from the community, excellent volunteer support, and positive feedback on many aspects, there are plenty of takeaways to build on for next year. Future collaboration with other local events and refinements to certain aspects will only enhance the experience for all attendees.

Creston Valley Chamber of Commerce

Profit and Loss Detail

January 1 - September 26, 2024

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Income/Expenses							
Income							
Event Sponsorship							
12/04/2024	Invoice	1032	Creston Valley Funeral Services		Accounts Receivable (A/R)	\$500.00	500.00
12/04/2024	Invoice	1031	Valley View Motel		Accounts Receivable (A/R)	\$500.00	1,000.00
12/04/2024	Invoice	1033	Creston Valley Gleaners Society		Accounts Receivable (A/R)	\$500.00	1,500.00
12/04/2024	Invoice	1028	Lorne D. Mann & Lisa Berry Vander Heide		Accounts Receivable (A/R)	\$100.00	1,600.00
12/04/2024	Invoice	1029	Home Hardware		Accounts Receivable (A/R)	\$500.00	2,100.00
12/04/2024	Invoice	1030	Kokanee Ford		Accounts Receivable (A/R)	\$500.00	2,600.00
12/04/2024	Invoice	1034	Kemlee Equipment Ltd.		Accounts Receivable (A/R)	\$500.00	3,100.00
12/04/2024	Invoice	1027	McDonalds (681270)		Accounts Receivable (A/R)	\$499.00	3,599.00
25/04/2024	Invoice	1055	Regional District Central Kootenay	DG-B-Canada Day 235/24	Accounts Receivable (A/R)	\$2,750.00	6,349.00
26/04/2024	Invoice	1054	Jenize Holdings Ltd DBA Valley Wash Inn		Accounts Receivable (A/R)	\$500.00	6,849.00
26/04/2024	Invoice	1057	Jenize Holdings Ltd. DBA Creston Dairy Queen		Accounts Receivable (A/R)	\$500.00	7,349.00
05/05/2024	Invoice	1071	Fly in the Fibre		Accounts Receivable (A/R)	\$100.00	7,449.00
10/05/2024	Invoice	1063	Columbia Basin Trust		Accounts Receivable (A/R)	\$1,500.00	8,949.00
05/06/2024	Invoice	1082	Peterbilt Pacific		Accounts Receivable (A/R)	\$500.00	9,449.00
30/06/2024	Bill	R240195	Regional District of Central Kootenay	Overpayment of sponsorship	Accounts Payable (A/P)	\$ -	6,699.00
01/07/2024	Invoice	1085	Canada Day	Cash for beer, product sales, and petty cash reimbursement	Accounts Receivable (A/R)	\$2,475.00	9,174.00
03/07/2024	Invoice	1073	Canadian Forest Products		Accounts Receivable (A/R)	\$500.00	9,674.00
04/07/2024	Invoice	1074	Regional District Central Kootenay		Accounts Receivable (A/R)	\$750.00	10,424.00
31/07/2024	Sales Receipt	1087	Town of Creston1	Deposit	CDCU - Chequing	\$3,980.00	14,404.00
31/07/2024	Sales Receipt	1088	Regional District Central Kootenay	Pre-Authorized Credit REGIONAL DISTRI Other Reference # 140246729	CDCU - Chequing	\$6,441.25	20,845.25
Total for Event Sponsorship						\$20,845.25	
Total for Income						\$20,845.25	
Expenses							
Advertising & Promotion							
14/08/2024	Bill		Creston Valley Gleaners	Donation to Gleaners after Canada Day	Accounts Payable (A/P)	\$700.00	700.00
Total for Advertising & Promotion						\$700.00	
Event Expense							
22/04/2024	Expense	435	Rook Design	Posters for Canada Day	CDCU - Chequing	\$108.50	108.50
21/06/2024	Bill	3318346	Western Financial	Insurance for Canada Day	Accounts Payable (A/P)	\$416.00	524.50
28/06/2024	Bill	221636	Wild North Brewing Company	Beer Garden for Canada Day	Accounts Payable (A/P)	\$957.28	1,481.78
30/06/2024	Bill	BPI164057	Black Press Media	Ad for Advance for Canada Day	Accounts Payable (A/P)	\$76.85	1,558.63
30/06/2024	Bill	410551-1	Vista Radio Ltd.	Juice FM Air time for Canada Day	Accounts Payable (A/P)	\$500.00	2,058.63
01/07/2024	Bill		All Rite Septic Services Ltd.	Portable Toilet Rentals for Canada Day	Accounts Payable (A/P)	\$459.80	2,518.43
01/07/2024	Bill		All Signs Graphics & Printing	Banners for Canada Day	Accounts Payable (A/P)	\$952.30	3,470.73
01/07/2024	Bill		Jesse Dumas	Music for Canada Day	Accounts Payable (A/P)	\$100.00	3,570.73
01/07/2024	Bill		Mike Adsett	Music for Canada Day	Accounts Payable (A/P)	\$100.00	3,670.73
01/07/2024	Bill		Gill Kemle	Colour Powder, Room for stage workers, and poster board & supplies for Canada Day	Accounts Payable (A/P)	\$1,473.10	5,143.83
01/07/2024	Bill		Jason Deatherage	Music for Canada Day	Accounts Payable (A/P)	\$100.00	5,243.83
01/07/2024	Bill		Malcolm Jagers	Music for Canada Day	Accounts Payable (A/P)	\$100.00	5,343.83
01/07/2024	Bill		Muriel Gauthier	Music for Canada Day	Accounts Payable (A/P)	\$100.00	5,443.83
01/07/2024	Bill		Ilea Davidson	Face painting for Canada Day	Accounts Payable (A/P)	\$500.00	5,943.83
01/07/2024	Bill		Creston Community Band	Music for Canada Day	Accounts Payable (A/P)	\$100.00	6,043.83
01/07/2024	Bill		Steve Dressel	Music for Canada Day	Accounts Payable (A/P)	\$100.00	6,143.83

Creston Valley Chamber of Commerce

Profit and Loss Detail

January 1 - September 26, 2024

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
01/07/2024	Bill		Emma-Lei Boutet	Music for Canada Day	Accounts Payable (A/P)	\$333.33	6,477.16
01/07/2024	Bill		Marty Agabob	Aerial Photos, video, and editing	Accounts Payable (A/P)	\$500.00	6,977.16
01/07/2024	Bill	49703	Just Music DJ Service	Stage Rental	Accounts Payable (A/P)	\$6,581.25	13,558.41
01/07/2024	Bill		Natasha Huscroft	Event expenses paid for by event organizer	Accounts Payable (A/P)	\$739.54	14,297.95
Total for Event Expense						\$14,297.95	
Total for Expenses						\$14,997.95	
Net Income						\$5,847.30	

CVSC ACTION ITEMS LIST – 09-05-2024

#	ACTION ITEM	MEETING ORIGIN	STATUS
1.	STAFF DIRECTION: That the Board direct staff to prepare a draft policy for Board review that requires recipients of financial grant in aid funds to engage with local area Directors and/or provide documentation during the budget process, in order to be eligible for funding via taxation in a given year.	05-Jan-2023	(Staff direction from Apr 6 Meeting)
2.	STAFF DIRECTION: That staff create a Terms of Reference on how the Dog Control Service will be delivered. Sangita Sudan and Jordan Dupuis to discuss with Mike Morrison, Manager of Corporate Administration – RDCK, on how this service would be addressed.	02-Mar-2023	In process / Gone to Board
3.	STAFF DIRECTION: Stuart Horn, Chief Administrative Officer – RDCK, to talk to Tom Dool, Research Analyst, about reaching out to the Hospital Boards and BC Transit with regards to transportation between Creston and Cranbrook.	04-May-2023	In process of being contacted by consulting company.
4.	STAFF DIRECTION: Staff to develop a clear process for feasibility studies, for clubs/ groups submitting recreation request proposals. Example: Creston Tennis Club	04-May-2023	Nelson And District Information Circulated – Workshop to be setup
5.	STAFF DIRECTION: Staff to create a contribution agreement with Kootenay River Secondary School where RDCK lists what the funding is for and what the expectations are for the funding. To formalize the agreement, Staff to include in the agreement what the rates are that RDCK is going to charge to receive that funding. CVSC would review the contribution agreement with Kootenay River Secondary School every year.	01-Jun-2023	Ongoing. There is a funding in the 2024 budget for this agreement.
6.	STAFF NOTE: Stuart Horn, Chief Administrative Officer – RDCK advised that the ownership and maintenance of the signage is being handled by Kootenay Employment Services and the Committee will receive an update later in 2023.	06-Jul-2023 & 04-May-2023	Complete – awaiting a license of occupation for specific signage location before removing from list.
7.	STAFF DIRECTION: That staff report back to the CVSC as part of the 2024 budget process to provide direction on what would be required to reinstate the grant funding to Lister and Crawford Bay cemeteries, including the release of prior years amounts being held in reserve.	07-Sep-2023	Lister – Completed Crawford Bay - Ongoing
8.	STAFF DIRECTION: That staff request a workshop/session (in conjunction with a site visit for the Creston Valley Services Committee) with the Traditional Use Study (TUS) authors, the Ktunaxa Nation and Yaqaan Nukiy, to educate the Committee to better understand the TUS.	09-Sept-2023	Ongoing. (M. Crowe met with KNC staff on July 16 in regards to a TUS workshop or training 07/2023 update).
9.	STAFF DIRECTION: That staff arrange a meeting with the RDCK and the Town of Creston to discuss internal governance regarding the Kootenay Employment Services contract.	07-Mar-2024	Meeting has occurred. Staff will be scheduling a meeting now per item 17.
10.	STAFF DIRECTION: That staff arrange a meeting with Kootenay Employment Services (KES) and the Town of	07-Mar-2024	Date to be scheduled.

	Creston regarding the KES contract, which is set to expire in 2025.		
11.	STAFF DIRECTION: That staff work with library to develop a policy around the capital reserve and investment amounts to establish how the reserved funding is being spent.	07-Mar-2024	Ongoing
12.	STAFF DIRECTION: That staff reach out to the Goat River Association regarding the budget.	07-Mar-2024	Motion passed at June Board meeting to pause funding until further information provided to Directors.